



Town Council Meeting
Council Chambers – 105 Lower Main Street
Wednesday, September 23, 2026
6:00 pm

AGENDA

1. Call to Order

2. Approval of Agenda

Page 1

3. In Camera

3.1 pursuant to MGA 22 (2) (c)

4. Approval of Minutes – Regular Council Meeting – June 24, 2026

Special Council Meeting – July 29, 2026

Special Council Meeting – August 6, 2026

Special Council Meeting – September 9, 2026

Pages 2 - 7 – June 24, 2026, Minutes

Pages 8 - 10 – July 29, 2026, Minutes

Pages 11 - 12 – August 6, 2026, Minutes

Pages 13 – 15 – September 9, 2026, Minutes

5. Business

5.1 RFD – 20260923-1 – REMO/Intermunicipal Service Agreement

Pages 16 - 29

6. Correspondence

6.1 – Proposal to improve electric scooter safety in Oxford – letter from
Concerned Citizens Group for Oxford, NS

Pages 30 – 34

6.2 – Remembrance Day Service at the Oxford Regional Educational Centre
– from Mary Kay McLeod

Page 35

6.3 – Invitation – Business Excellence Awards & Gala – Chamber of
Commerce – Randy Thompson

Page 36

7. Adjournment



Minutes of the Regular Town Council Meeting

Place: Council Chambers, Zoom, streamed live to Facebook
Date: Wednesday, June 24, 2026
Presiding Officer: Mayor Greg Henley
Councillor Present: Councillors Carla Black, Padraic Moore, Olivia Canning-Sweet, Paul Jones, Brenton Colborne, and Deputy Mayor Chrystal McNutt.
Councillors Regrets: Nil

A quorum was present throughout the meeting.

Staff in attendance: Linda Cloney – CAO, Ruthann Brookins – Manager of Finance, and Stan McDougall (Admin Assistant and Recording Secretary)

Presenters in attendance: Nil

Gallery (media and public) in attendance: Mark Rushton - Hello Oxford, Mervil Rushton, and Arnold MacDonald

1. **Call to Order**

Mayor Henley called the regular council meeting to order at 6:00 PM and welcomed all in attendance.

2. **Approval of Agenda, Pages 1 – 2**

Moved by Councillor Jones and seconded by Deputy Mayor McNutt to approve the agenda of the regular council meeting for Wednesday, June 24, 2026, as presented.

Motion Carried

3. **Approval of Minutes** – Regular Council Meeting – April 22, 2026, pages 3 - 6
Special Council Meeting – May 13, 2026, pages 7 - 8
Special Council Meeting – June 10, 2026, pages 9 - 12

Approved by _____

Mayor Greg Henley, on June 24, 2026

4. **Business**

4.1 **Library Board Additions**– *Letter from Cumberland Regional Library Board, Pages 13 - 14*

A letter from the Cumberland Regional Library Board was reviewed with Council concerning changes to additions on the library board.

Currently the board was made up of 5 appointed members, Councillors from each of the municipalities of Cumberland, Amherst, and Oxford, and 2 citizen members appointed by the province of Nova Scotia.

Changes would be reflected in a new board comprised of:

- 1 Town of Amherst councillor;
- 1 Town of Oxford councillor;
- 1 Municipality of Cumberland councillors;
- 1 Equity, Diversity, Inclusion or Accessibility community member;
- 3 community members at large;
- and 2 provincially appointed representatives,

leading to a board of 9 individuals. A board of that size would allow for much more responsible governance, give the Library Board the ability to create subcommittees, and to allow for more perspectives.

Section 10 (2c) of the Libraries Act specifies that the appointment of additional members requires agreement from all parties:

(2) A regional library board shall consist of
(a) one member appointed by each city, town and municipality that is a party to the agreement;
(b) two members appointed by the Governor in Council; and
(c) additional members appointed in such manner and number as the parties to the agreement agree.

Moved by Deputy Mayor McNutt and seconded by Councillor Jones that the motion, which was approved at the February 25, 2026 Regular Council Meeting, whereby the Council agrees with expanding the composition of the Library Board by three members: one municipal councillor from Cumberland and two members at large and that the two additional members at large to be appointed by the municipal councils, be rescinded.

Motion Carried

Moved by Councillor Black and seconded by Councillor Canning-Sweet that the Council approves the request from the Cumberland Regional Library Board as presented.

Motion Carried

4.2 Road Trails Designation By-law – first reading, Pages 15 – 16

The first reading of the Town of Oxford By-law No. 06-2026 Road Trails Designation By-law was tabled.

Pictou Nova Scotia was referenced as having passed a similar By-law that opened all streets to ATV traffic and making Pictou an ATV Friendly community for a 12-month trial term.

There had been some complaints that had been received in writing to the office concerning the current bylaw.

During discussion, council raised concern that Oxford should follow Pictou in adding a 1-year period to the new bylaw. Linda reviewed with Council that the current and updated By-law could be changed at any time. Council suggests that including the year term will remind

Council to review the By-law prior to the end of that term more readily than not including the term.

Moved by Councillor Jones and seconded by Deputy Mayor McNutt that Council gives first reading to Bylaw #06-2026 the Road Trails Designation Bylaw for a period of 12 months.

Mayor Henley – Yes
Councillor Jones – Yes
Deputy Mayor McNutt – Yes
Councillor Colborne – Yes
Councillor Moore – Yes
Councillor Black – Yes
Councillor Canning-Sweet – **No**

4.3 Changes to membership of the Accessibility Advisory Board, *Page 17*

Linda discussed with the Council that at the last Accessibility Advisory Committee meeting, Councillor Canning-Sweet had been elected chair, Ashlynn Brownell had been elected vice chair (both through acclamation), and that the committee further recommended that Carly Oickle and Stephen Thompson be appointed as members of the Accessibility Advisory Committee.

Moved by Deputy Mayor McNutt and seconded by Councillor Black that Council approves the changes made to the 2026 / 2027 Boards and Committees as presented.

Motion Carried

4.4 Accessibility Advisory Board – Achievement Report Card, *Pages 18 – 21*

Prior to the report card presentation, Councillor Canning-Sweet read a poem that was presented and read to the Accessibility Advisory Committee titled “Stronger Together” by Theresa Ryan, Oxford resident and Self-advocacy of North Cumberland president. At the last Accessibility Advisory Committee meeting, the updated Accessibility Achievement Report Card for the various departments

of the Town of Oxford was reviewed, accepted, and recommended for acceptance by the Accessibility Advisory Committee to the Oxford Town Council.

Moved by Councillor Black and seconded by Councillor Jones that Council accepts the recommendation from the Accessibility Advisory Board to approve the Achievement Report Card as presented.

Motion Carried

5. Correspondence

5.1 – 12 Month Notice Letter to Municipalities, Pages 22 – 24

The June 9, 2026, letter from the Nova Scotia Department of Municipal Affairs – Office of the Minister was reviewed with the Council. The letter is intended to provide notice of changes for fiscal year 2027-28 and beyond.

Highlights included:

- Department of Emergency Management – Fire Protection Services fire protection service review, training review, and participation in common records management system.
- Nova Scotia Comprehensive Policing Review, released in June 2025, implementation steps including municipalities to meet established provincial policing standards, continued modernization of policing standards, procurement of province-wide records management system (RMS) in 2026-27, and work toward the development of a new municipal billing model for provincial police services during fiscal year 2026-27.
- Nova Scotia's new FOIPOP Act will come into effect on April 1, 2027, with regulations currently under development to support the new Act including the requirement for municipalities to adopt new privacy policies, practices and reporting, and personnel to undertake privacy assessments for new projects or programs collecting personal information.

6. In-Camera

6.1 pursuant to MGA 22 (2) (a) and (e)

At 6:16 PM it was Moved by Deputy Mayor McNutt and seconded by Councillor Jones to go in-camera.

Motion Carried

At 6:49 PM it was moved by Deputy Mayor McNutt and seconded by Councillor Black to come out of in-camera and resume the Regular Council Meeting.

Motion Carried

7. Adjournment

The meeting adjourned at 6:52 PM

Mayor Greg Henley

Stan McDougall, Admin Assistant and Recording Secretary

Date Approved



Minutes of the Special Town Council Meeting

Place: Council Chambers, Zoom, streamed live to Facebook
Date: Wednesday, July 29, 2026
Presiding Officer: Mayor Greg Henley
Councillors Present: Deputy Mayor Chrystal McNutt, Councillors Padraic Moore, Olivia Sweet, Paul Jones, Carla Black and Brenton Colborne
Councillor Regrets: Nil

A quorum was present throughout the meeting.

Staff in attendance: Linda Cloney (CAO), Ruthann Brookins (Manager of Finance)

Staff Regrets: Nil

Presenters in attendance: Nil

Media in attendance: Mark Rushton, Hello Oxford, and Luke Ettinger, CBC

Gallery in attendance: Connie Pettigrew, Glen Pettigrew and other members of the public.

1. **Call to Order – Welcome**

At 6:00 PM, Mayor Henley called the meeting to order and welcomed all in attendance. Mayor Henley reminded those in the gallery that their turn to speak will be called upon and not to speak out during the meeting.

2. **Approval of Agenda**

Moved by Councillor Jones and seconded by Councillor Black, that the agenda of the Special Council Meeting for Wednesday, July 29, 2026, be approved as presented.

Motion Carried

3. Business

3.1 Public Hearing – Road Trails Designation Bylaw 06-2026

Mayor Henley opened the public hearing at 6:02 PM after a brief explanation on previous council meeting minutes by Linda Cloney addressing concerns brought forward regarding ATV usage in the Town of Oxford. Linda will update the previous minutes accordingly.

Presentation from Glenn Pettigrew, resident of Oxford

Pages 3 – 5 – Request and presentation from Mr. Pettigrew

Pages 6 – 17 – Petition organized by Mr. Pettigrew

Pages 18 – 21 – Resident testimony to Mr. Pettigrew

Pages 22 – 23 – Businesses testimonies to Mr. Pettigrew

Pages 24 – 25 – Email of past complaint – June 4, 2024

Pages 26 – 28 - Email of past complaint – July 5, 2024, with pictures

Pages 29 – 31 – Email regarding notification of complaint to CAO

Page 32 – Email from Mr. Pettigrew concerned with Council's first reading

3.2 Public Hearing – Presentation from Connie Pettigrew, resident of Oxford

Pages 33 – 35 – Presentation from Mrs. Pettigrew

Page 36 – Letter from Concerned Citizens

3.3 Public Hearing - Correspondence received regarding the Road Trails

Designation Bylaw 06-2026, Page 37 – Email from owners of Big B's Variety

3.4 Public Hearing – Road Trails Designation Bylaw 06-2026

Presentation from Deputy Mayor McNutt

Submitting separately – petition organized by Deputy Mayor McNutt

Pages 38 – 45 – Resident testimonies to Deputy Mayor McNutt

Page 46 – Research Document organized by Deputy Mayor McNutt

3.5 Second Reading – Road Trails Designation Bylaw 06-2026, Pages 47 – 48 – draft Road Trails Designation Bylaw 06-2026

Mayor Henley closed the public hearing at 6:47 PM hearing no further concerns

Linda reviewed that she needed to confirm with Municipal Affairs on process prior to making it official through proper posting of the second reading.

Moved by Councillor McNutt and seconded by Councillor Jones to give second reading to the Road Trails Designation Bylaw; Bylaw No. 06-2026 as presented for a trial period of 12 months and replace and repeal the Road Trails Designation Bylaw 05-2024-2.

Councillor Colborne – YES

Councillor Jones – YES

Councillor Sweet – YES

Councillor Black – YES

Deputy Mayor McNutt – YES

Mayor Henley – YES

Councillor Moore - NO

4. Adjournment

The meeting adjourned at 6:49 PM.

Mayor Greg Henley

Stan McDougall, Admin Assistant

Date Approved



Minutes of the Special Town Council Meeting

Place: Council Chambers, Zoom, streamed live to Facebook
Date: Wednesday, August 6, 2026
Presiding Officer: Mayor Greg Henley
Councillors Present: Deputy Mayor Chrystal McNutt, Councillors Padraic Moore, Olivia Sweet, Paul Jones, Councillor Black, and Brenton Colborne
Councillor Regrets: Nil

A quorum was present throughout the meeting.

Staff in attendance: Linda Cloney (CAO), Ruthann Brookins (Manager of Finance)

Staff Regrets: Stan McDougall

Presenters in attendance: Nil

Media in attendance: Mark Rushton, Hello Oxford

Gallery in attendance: Connie Pettigrew, Glen Pettigrew, and other members of the public.

1. Call to Order – Welcome

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

2. Approval of Agenda

Moved by Councillor Jones and seconded by Councillor Black, that the agenda of the Special Council Meeting for Wednesday, July 29, 2026, be approved as presented.

Motion Carried

3. Business

3.1 RFD – 20260806-1 – Award RFP 2026-05-02-TOO

Linda presented to Council with a recommendation to Award RFP 2026-05-02-TOO to DesignPoint Engineering & Surveying and move to contract talks, subject to conditions, as recommended and presented. Linda reviewed the Request for Decision document which was attached to the Council Package.

Moved by Councillor Jones and seconded to accept the recommendation as presented and award RFP 2026-05-02-TOO to DesignPoint Engineering & Surveying and to move to contract talks, subject to conditions, as recommended and presented.

Motion Carried

4. Adjournment

The meeting adjourned at 6:09 PM.

Mayor Greg Henley

Stan McDougall, Admin Assistant

Date Approved



Minutes of the Special Town Council Meeting

Place: Council Chambers, Zoom, streamed live to Facebook
Date: Wednesday, September 9, 2026
Presiding Officer: Mayor Greg Henley
Councillors Present: Deputy Mayor Chrystal McNutt, Councillors Carla Black, Brenton Colborne, Olivia Canning-Sweet, and Paul Jones
Councillor Regrets: Councillor Padraic Moore

A quorum was present throughout the meeting.

Staff in attendance: Linda Cloney (CAO), Bruce Rushton (Fire Chief), Marion Abbott (MPAL), Ruthann Brookins (Manager of Finance), Paul MacDonald (Bylaw Enforcement Officer), and Stan McDougall (Administrative Assistant and Recording Secretary).

Staff Regrets: Kyle Purdy (Deputy Fire Chief) and Larry Reicker (Public Works Supervisor).

Presenters in attendance:

Media in attendance: Mark Rushton (Hello Oxford)

Gallery in attendance: Jason Haughn (Municipal Advisor, Province of Nova Scotia), Glenn Pettigrew, and Connie Pettigrew.

1. Call to Order – Welcome

At 6:31 PM, Mayor Henley called the meeting to order and welcome all in attendance.

2. Approval of Agenda

Moved by Councillor Jones and seconded by Deputy Mayor McNutt, that the agenda of the Special Council Meeting for Wednesday, September 9, 2026, be approved, as presented.

Motion Carried

3. Business

3.1 RFD – 20260909-1 – Land Sale, surveying costs, Pages 2 – 17

Linda presented the Request for Decision 20260909-1 with the Council which proposed to survey three PIDs with an easement. This refers to the November 12, 2025, motion to sell parcels of land for the building of now three 12-unit apartment buildings by Mr. Mansour, Casey Realty.

Benefits include now three 12-unit apartment buildings are to be built with units rented at inexpensive market rates. The Town of Oxford would also have a proper survey of town assets including water and sewer.

Disadvantages would include the cost to survey the lands at an estimated cost of \$6000 and \$3000-\$5000 cost to locate the water and sewer lines which would involve the Public Works team, and equipment required.

The source of funding would come from reserves.

Moved by Councillor Jones and seconded by Councillor Black that Council permits the Town staff to proceed with locating the water and sewer lines on PID 25247008 and to organize a survey to be done on the three parcels of land identified.

Motion Carried

4. In-Camera

4.1 pursuant to MGA 22 (2) (a)

At 6:38 PM it was moved by Councillor Jones and seconded by Deputy Mayor McNutt to go in-camera.

Motion Carried

At 6:49 PM it was moved by Councillor Black and seconded by Councillor Jones to come out of in-camera and resume the Special Council Meeting.

Motion Carried

Linda presented that the Eastlink Wild Blueberry Centre (WEBC) had sent in a letter of request for the Town to consider. The letter requested permission from the Town council to pave, move fence, and name the lane behind the EWBC.

There would be no cost to the town for the paving of the lane and moving of the fence. The EWBC requests that the lane be named Eastlink Centre Lane.

Paving of the lane and moving the fence would allow for more parking for the EWBC and allow for improved access to the recreational fields and the school.

There is also a request to the Town to grant a deeded right of way and that the area paved would remain a parking lot and the legal fees are to be the Town's responsibility.

Moved by Councillor Canning-Sweet and seconded by Councillor Black to move the fence, pave, and name the lane on PID 25210865 "Eastlink Centre Lane" as presented, and the Town to grant a deeded right of way and that the area would remain a parking lot.

Motion Carried

5. Adjournment

The meeting adjourned at 6:55 PM.

Greg Henley, Mayor

Stan McDougall, Admin Assistant

Date Approved



REQUEST FOR DECISION
REMO/Intermunicipal Service Agreement
#20260923-1

Date: September 23, 2026	Subject: REMO/Intermunicipal Service Agreement
Proposal Attached:	Submitted by: Linda Cloney

Proposal:	To approve the Regional Emergency Management Organization Inter-Municipal Emergency Services Agreement, as presented.
Background:	The <i>Emergency Management Act</i> (section 10(2)(c)) permits a Municipality to “...enter into...an agreement with any other municipality respecting a common organization, plan or program.” The Department of Emergency Management developed a recommended form of Agreement for municipalities to adopt. The draft agreement attached is based upon the recommended form of agreement provided by the Province, with such changes as required to fit the Town of Oxford. The draft agreement provides the framework for a coordinated response to an emergency occurring within Cumberland County, including the Town of Oxford and the Town of Amherst. The draft agreement also describes the make-up of the Advisory Committee and the Planning Committee.
Benefits:	Continued partnership with our neighbouring municipalities. Sharing of municipal skills and expertise to manage and plan for an emergency. More description and modernization of an agreement.
Disadvantages:	
Options:	1. Approve the Regional Emergency Management Organization Inter-Municipal Emergency Services Agreement. 2. Defer the decision and request additional information and / or changes to the agreement. 3. Decline entering the agreement as presented.
Required Resources:	

Source of Funding:	General Operating as budgeted.
Sustainability Implications: (Environmental, Social, Economic and Cultural)	
Workplan Implications (now/future):	
Communication Plan:	Municipal Website and social media
Staff Comments/ Recommendations:	
CAO's Review/ Comments:	Recommend option 1. Continuing with the inter-municipal agreement regarding Emergency Services allows us to share expertise, skills, and resources for better quality and more effective services during and preparing for an emergency.

CAO Initials: _____

Target Decision Date: _____

REMO/Inter-Municipal Emergency Services Agreement

THIS INTERMUNICIPAL AGREEMENT sets forth a framework for a Regional Emergency Management Organization between:

THE MUNICIPALITY OF COUNTY OF CUMBERLAND, a municipal body corporate pursuant to the Municipal Government Act (hereinafter referred to as the "Municipality"):

And

THE TOWN OF AMHERST, a municipal body corporate pursuant to the Municipal Government Act (hereinafter referred to as "Amherst"):

And

THE TOWN OF OXFORD a municipal body corporate pursuant to the Municipal Government Act (hereinafter referred to as "Oxford").

(Collectively, the "Municipalities")

WHEREAS: all parties now wish to enter an Inter-Municipal Emergency Services Agreement effective the _____ day of _____, 2026

AND WHEREAS the Emergency Management Act Section 10(1) & (2) specifies the powers and duties of Municipalities.

AND WHEREAS the Municipalities wish to take a regional approach to Emergency Management.

NOW THEREFORE witness in consideration of the mutual promises and covenants contained herein the parties hereto agree as follows:

DEFINITIONS

- (a) "Alternate Coordinator" means the Alternate Regional Emergency Management Coordinator and is charged with backing up or replacing the Regional Emergency Management Coordinator if required
- (b) "CAO" means Chief Administrative Officer

- (c) "Capital Expenditure" means that REMO may, through their all hazards planning approach, identify and recommend the purchase of a capital asset to address a gap in the provision of emergency services. The asset may be required by one or all parties to this agreement. Should the Municipality, Amherst and Oxford unanimously agree that the asset shall be funded, the funding shall be in accordance with the funding allocation in Appendix A of this agreement. Should two parties to this agreement agree, the allocation of funding shall be calculated as in Appendix A, with two members instead of three.
- (d) "Concept of Operations" means the operational guidelines set forth to direct the operations of the Emergency Coordination Centre
- (e) "DFAA" means Government of Canada Disaster Financial Assistance administered by PSC
- (f) "Emergency" means a present or imminent event in which a Municipality and/or Municipalities believe prompt coordination of action or regulation of persons or property must be undertaken to protect property or the health, safety or welfare of people within the Municipality/Municipalities.
- (g) "Emergency Management" means the prevention and mitigation of preparedness for, response to and recovery from emergencies.
- (h) "Emergency Management Act" means Emergency Management Act. 1990, c. 8, s. 1; 2005, c. 48, s. 1
- (i) "Mutual Aid" means an agreement among emergency responders to lend assistance across jurisdictional boundaries. This may occur due to an emergency response that exceeds local resources, such as a disaster or a multiple-alarm fire.
- (j) "Coordination Centre" means Regional Emergency Coordination Centre
- (k) "Coordinator" means the Regional Emergency Management Coordinator
- (l) "Advisory Committee" means Regional Emergency Management Advisory Committee also sometimes referred to as REMAC.
- (m) "REMO" means Regional Emergency Management Organization.

- (n) "Planning Committee" means Regional Emergency Management Planning Committee
- (o) "Uniform Assessment" means a measure of a municipality's financial health is its own-source revenue base as represented by the total uniform assessment. This figure is the total of the taxable property assessment plus the value of grants municipality receives from special property tax arrangements

GENERAL

1. The purpose of this inter-municipal services agreement (hereafter called the "Agreement") is to provide for a coordinated response to an emergency occurring within Cumberland County referred to in this Agreement as the "County".
2. This Agreement also provides for the parties to render mutual aid with respect to personnel and equipment during an emergency.
3. This Agreement is to provide for the joint provision of services and facilities by the municipal units in the region pursuant to 60(1) of the Municipal Government Act and Section 10 (2) (c) of the *Emergency Management Act*.
4. The planning of and coordination of emergency service delivery during a real or imminent emergency as defined by the *Emergency Management Act*, shall be provided by the REMO.
5. This agreement is to provide for the determination, recommendation and facilitation of the training needs for municipal staff and elected officials within the REMO.

HOST MUNICIPALITY

6. The Municipality of the County of Cumberland will be the Host Municipality.
7. The Region's Coordination Centre will be located at 1395 Bair Lake Road, Upper Nappan, Nova Scotia. A secondary back up Coordination Centre will be located at the Amherst Fire Hall.

8. The Host Municipality will be responsible for all administrative functions including financial, payroll, record keeping, minute taking and reporting on behalf of REMO during non-emergency situations.
9. The Host Municipality will maintain a set of books and accounts for the financial administration and record keeping of the REMO.
10. The Host Municipality will include the Coordinator's activities on their Municipality's liability insurance policy.
11. Each Municipality will maintain appropriate insurance coverage on its respective REMO assets.
12. The Host Municipality shall be responsible for the employment and/or contracting of the position of the Coordinator and Alternate Coordinator.

STRUCTURE

13. The REMO shall consist of an Advisory Committee and a Planning Committee.
14. The Coordinator will be responsible for the execution of the activities of the REMO.
15. The Alternate Coordinator will be responsible for the execution of the activities of the REMO if the Coordinator is not available as well as supporting the Coordinator in the normal activities of the REMO.

REGIONAL EMERGENCY MANAGEMENT ADVISORY COMMITTEE

16. The Advisory Committee shall be responsible for the governance and direction of emergency preparedness activities within the region and to advise the appointing Councils pursuant to Section 10 (1) (d) of the *Emergency Management Act*.
 - a. Each party to this Agreement shall appoint to the Advisory Committee members of its Council, in accordance with the following:
 - (i) Three from the Municipality of the County of Cumberland
 - (ii) Two from the Town of Amherst
 - (iii) One from the Town of Oxford

one of whom shall be the Mayor of that Municipal unit.

- b. Members of the Advisory Committee are appointed for the same term of office as the Council that appoints them and shall hold office until their successors are named. (subject to (a) above).
- c. In the event of a vacancy occurring, the Council that appointed the member shall appoint a replacement within six weeks after the vacancy.
- d. The Advisory Committee shall annually elect one of its members to be chair and one to be vice chair, who shall act in the absence or incapacity of the chair. The chair shall not be appointed for consecutive annual terms.
- e. The chair or other person presiding shall vote on every question before the Advisory Committee.
- f. Quorum for the Advisory Committee shall be 50% plus one.
- g. The Chief Administrative Officers for each Municipal unit as well as the coordinator shall be non-voting members of the Advisory Committee.
- h. The Alternate Coordinator and any assistant Coordinators may attend meetings of the Advisory Committee as non-voting members, if requested.

REGIONAL EMERGENCY MANAGEMENT PLANNING COMMITTEE

- 17. A Planning Committee shall be responsible for recommending policy and procedures to the Advisory Committee to maintain a reasonable state of preparedness for emergencies and shall consist of representatives of emergency services and other agencies who may have direct operational responsibilities in an emergency.
- 18. A Planning Committee shall be comprised of the Coordinator, the Alternate Coordinator and any assistant Coordinators who may have been appointed to assist the Coordinator. This group's responsibility would be formulating policy and procedure recommendations, planning, training and exercises.
- 19. The Coordinator shall appoint a chair to the Planning Committee.

20. The Planning Committee may host stakeholder meetings to provide updates from the Planning Committee as well as receive updates and feedback from the stakeholder organizations.

The following is a list of typical agencies who may attend stakeholder meetings of the Planning Committee:

- Ground Search and Rescue
- Public Works
- RCMP
- Department of Community Services
- Canadian Red Cross
- Department of Health & Wellness
- Western Regional Housing Authority
- Fire Services
- Emergency Health Services
- Department of Lands and Forestry
- Department of Transportation & Infrastructure Renewal
- Yarmouth Amateur Radio Club
- Other agencies as required

REGIONAL EMERGENCY MANAGEMENT COORDINATOR

21. The Coordinator and the Alternate Coordinator will be hired by the CAO of the Host Municipality following the Host Municipality's Human Resources Policies and Procedures.

22. Compensation associated with the Coordinator position and the Alternate Coordinator position will form part of the annual REMO operating budget. The CAOs are responsible for the description of responsibilities of the Coordinator.

23. The Coordinator shall have an annual evaluation of his/her performance by the CAO's of the three units in accordance with the policies and procedures of the Host Municipality.

ASSISTANT EMERGENCY MANAGEMENT COORDINATORS

24. Each party may appoint a staff member as an Assistant Coordinator to act as a liaison with the Coordinator.
25. The Assistant Regional Emergency Management Coordinators, if appointed, shall;
 - a. Participate in the Planning Committee meetings.
 - b. Assure that the interests of each unit are served.
 - c. Assist the Coordinator with identification of emergency training requirements of staff from their respective Municipality.
 - d. Participate in planned exercises as well as emergency responses throughout the Region.
 - e. Other responsibilities as mutually agreed between the Coordinator and respective CAO's.

EMERGENCY OPERATIONS

26. The REMO shall be the organization directly responsible for the control and conduct of emergency response operations according to the plans and procedures adopted from time to time. REMO will request support from other agencies in accordance with formal or informal arrangements.
27. The REMO is authorized to operate, maintain and manage physical facilities for emergency activities at a centralized coordination facility.
28. The Host Municipality may contract with any person or organization, including a municipal unit which is party to this Agreement, for the provision of any service or facility necessary or advisable to carry out the responsibilities assigned to the REMO by this Agreement, within the approved budget.
29. Any capital asset created or acquired by the REMO shall be owned jointly by the parties in the proportion they contributed at the time of purchase, except for assets contributed solely by a municipality and those assets shall remain the property of that municipality.

30. The REMO shall establish its own Concept of Operations for the Coordination Centre.

31. The parties recognize that an emergency may require the sharing or redeployment of personnel and equipment in order to save lives or minimize damage to property or the environment and undertake to provide personnel and equipment as deemed appropriate by the Advisory Committee and recommended by the Planning Committee.

- a. Any cost associated with the deployment of external resources of a responding municipality related to emergency management will be borne by the responding municipality. REMO shall maintain a separate accounting of costs incurred in the response to an emergency that are over and above the annual operating budget costs.
- b. REMO will assist the respective municipal units in making application to other jurisdictions where re-imbursement opportunities are available through legislation and regulation in relation to expenses incurred as a result of emergency situations.
- c. During an emergency, the REMO would be responsible for communicating any uninsured cost claims to Nova Scotia EMO, no matter if the emergency is affecting one municipal unit, two or all three. If the emergency extends past the county into other areas, their total would also be calculated by our staff to determine if the DFFA threshold is met. In such an event, the local Coordination Centre would activate, and municipal finance staff would take on the role of gathering the appropriate financial information to be forwarded to the Province.

32. The parties shall share the normal operational costs of the REMO based on an annual budget divided proportionally based upon a blended formula including uniform assessment, population and equal shares as indicated in **Appendix A**.

- a. The Advisory Committee shall recommend to the parties of this Agreement an operating and budget by January 31 of the fiscal year prior to the fiscal year of the recommended budget. If the deadline is not met by the Advisory Committee, the total budget figure shall remain at the same level as the prior year budget, or a different figure as agreed upon by all three CAO's. The approval of the operating and capital budget will be subject to the approval of the three municipal units.
- b. The host municipality will invoice the other contributing Municipalities for their portion of the operating costs semi-annually based on the approved budget.

- c. If the REMO requires additional money for operating purposes, any such increase is subject to approval by all parties.
- d. Assets identified as necessary for an individual municipal unit may be acquired and owned by that unit. However, it is mutually understood and agreed that assets acquired to support the activities of the REMO will be made available, as needed, to all parties of the Agreement. Cost sharing of the asset acquisition may be negotiated among the parties.

33. The fiscal year of the REMO shall be from April 1 to March 31 of the following year.

34. This Agreement is conditional on the parties passing a complementary by-law respecting the coordinated response to an emergency pursuant to the Emergency Management Act.

TERMINATION OF AGREEMENT

35. This Agreement has effect commencing April 1, 2026

36. This Agreement has effect from year to year until terminated by the agreement of all parties.

37. This Agreement continues in force until notice of termination is given by the Council of any party to the Councils of the other parties not less than one (1) year prior to the intended termination date, which shall be the 31st day of March in a year to be specific in the notice of termination.

38. Any party withdrawing from this Agreement remains responsible for its share of any liabilities of the REMO incurred up to the effective date of the withdrawal and any severance costs related thereto, should it apply.

39. In addition to the liabilities at the effective date of withdrawal, the party withdrawing from the agreement shall be responsible for their share of the subsequent year REMO operating costs. The party's percentage of costs shall be calculated using the prior year approved operating budget.

40. Upon dissolution of the REMO by unanimous consent of the parties, the parties are responsible for the liabilities of the REMO in proportion to the amounts contributed up to the effective dissolution date.

INDEMNIFICATION

41. Each party shall indemnify its representatives from any liability that may arise as a result of that member acting as a member of the REMO.

DISPUTE RESOLUTION

42. If any disagreement arises among the parties as to the proper interpretation of this Agreement that cannot be resolved, the parties shall submit the area of disagreement to an arbitrator as provided by the *Arbitration Act*.

43. The parties acknowledge and agree that all headings are inserted for convenience only and do not form part of the Agreement.

44. This Agreement is governed by the laws of Nova Scotia.

IN WITNESS WHEREOF the parties have executed this Agreement by their respective officials,
duly authorized on behalf, on the day and year first above written.

SIGNED, SEALED AND DELIVERED

WITNESS

**MUNICIPALITY OF THE COUNTY OF
CUMBERLAND**

**SIGNED, SEALED AND DELIVERED
IN THE PRESENCE OF**

**SIGNED, SEALED AND DELIVERED
IN THE PRESENCE OF**

TOWN OF AMHERST

TOWN OF OXFORD

APPENDIX A - INTERMUNICIPAL AGREEMENT FUNDING FORMULA

Regional Emergency Measures
Organization Funding calculation -
initial contract April 1, 2026

Base amount for each municipal unit

\$1,500

	Uniform			
	Assessment	%	Population	%
Municipality of the County of Cumberland		50		50
Town of Amherst		50		50
Town of Oxford		50		50

TOTAL

Equal % Average

Municipality of the County of
Cumberland

Town of Amherst

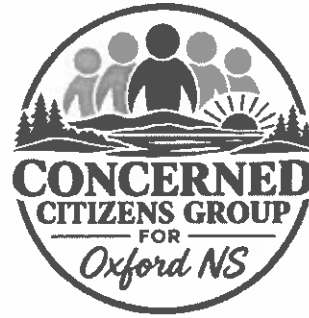
Town of Oxford

TOTAL

100.00%

100.00%

This funding formula shall have be recalculated upon the release of population census data from the Government of Canada and shall include the uniform assessment of the reference census yearly.



August 16, 2026

Mayor and Council
Town of Oxford
Oxford, Nova Scotia

Re: Proposal to Improve Electric Scooter Safety in Oxford

Dear Mayor and Council:

On behalf of concerned citizens of Oxford, we are writing to propose measures to improve the health and safety of our children and other residents who use electric scooters in our community.

We have observed an increasing number of children, young teens and adults operating electric scooters at high speeds, travelling in the middle of roadways, and, in some cases, riding without helmets. We are concerned that these unsafe practices could lead to a serious injury or collision.

A significant part of the problem may be a lack of awareness about the rules and safe operation of electric scooters. Rather than responding only after an accident occurs, we believe the Town can take proactive steps to educate the community and reduce the risk of harm.

We respectfully propose that the Town consider the following measures:

1. Adopt a municipal bylaw concerning electric scooters

We ask the Town to consider adopting a municipal bylaw consistent with the applicable provisions established by the Province of Nova Scotia. For Council's reference, we have attached a copy of the amendments to Nova Scotia's *Motor Vehicle Act*, dated April 5, 2022.(included in the 2022-2023 budget.

A municipal bylaw could clearly establish where electric scooters may be operated, applicable speed limits, helmet requirements, age restrictions, and other responsibilities of riders.

2. Provide education and safety sessions

We recommend that the Town collaborate with the RCMP and Oxford Regional Education Centre to deliver electric scooter safety sessions for youth, seniors and other residents. These sessions could be held in the spring and fall of each school year and supported by a public-awareness poster campaign. We have prepared a sample poster that could be used for this purpose.

The sessions could address:

- Permitted riding areas and roadway positioning.
- Safe speeds and awareness of surrounding traffic.
- Helmet use and other protective equipment.
- Pedestrian and motorist safety.
- Rules and responsibilities that apply to electric scooter riders.

Minister Armstrong's letter indicated that municipalities would reinvest savings arising from the new policing model in complementary public-safety initiatives. We believe electric scooter education and awareness would be an appropriate and valuable use of a portion of those funds.

We have also contacted Constable Paul Cheesman to determine whether the RCMP has an existing program, educational materials, or other resources that could support this initiative.

Our goal is not to prevent children and residents from enjoying electric scooters. Rather, we want to ensure that scooters are used safely and responsibly while protecting riders, pedestrians, motorists, and other members of our community.

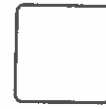
We believe that education, clear rules, and cooperation among the Town, the RCMP, Oxford Regional Education Centre, and the community can help prevent a serious accident before one occurs.

We respectfully ask Mayor and Council to consider these recommendations and discuss the steps that can be taken to improve electric scooter safety in Oxford. We would welcome an opportunity to discuss this proposal at a future Council meeting.

Thank you for your time and consideration.

Sincerely,

Concerned Citizens Group for Oxford, Nova Scotia



News release

Amendments to Motor Vehicle Act

5 April 2022 | 1:46 PM

Public Works

Amendments to the Motor Vehicle Act will permit the safe operation of electric kick scooters (e-scooters) on municipal roadways.

Changes introduced today, April 5, set the minimum age, maximum speed and other requirements in legislation and will allow municipalities to create bylaws related to where people can operate e-scooters and other rules for their use.

"We support and encourage the safe use of alternative transportation options that are low cost, energy efficient and convenient," said Public Works Minister Kim Masland. "When it comes to e-scooters, it makes sense for municipalities to set the rules for their use in their communities. There is growing interest in e-scooters, and we are putting general rules in place to keep everyone safe."

The proposed amendments include a minimum age of 14 to use e-scooters, a maximum permitted speed of 32 km/h, helmet requirements and other operation restrictions. Municipalities will have the discretion to set a lower speed

limit, as well as decide if e-scooters will be permitted on roads, sidewalks or shared sidewalks.

Quick Facts:

- Nova Scotia's Motor Vehicle Act is being replaced with a new, modern Traffic Safety Act that will help make the province's roads and highways safer
- the Traffic Safety Act is undergoing extensive consultation and is expected to take about three years to be proclaimed
- before the Traffic Safety Act is proclaimed, time-sensitive amendments to the Motor Vehicle Act will allow important projects and initiatives to move forward

Additional Resources:

Bills tabled in the legislature this spring are available at:

<https://nslegislature.ca/legislative-business/bills-statutes/bills/assembly-64-session-1>

Registry of Motor Vehicles: <https://novascotia.ca/driving-and-road-safety/>

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Town of Oxford, Nova Scotia

E-SCOOTER BY-LAWS

Ride responsibly. Keep our streets safe.



**HELMETS
MANDATORY**



**14 YEARS OF AGE
OR OLDER**



**MAX SPEED
32 km/h**



Town of Oxford
NOVA SCOTIA

*Safe riders
Stronger communities*

September 22, 2026 - Correspondence

We are beginning the plans for the Remembrance Day service we hold here at the school, and I was looking to invite the Mayor and Council.

The date this year is Tuesday, November 10th and it will begin around 11:00 a.m. Please arrive at least 15 minutes early to be marched in as a guest.

Following the service, which is about 45 minutes long, there will be some refreshments for those who have attended.

Please let me know the names of those that might be able to participate.

Thank you so much.

Mary Kay McLeod

From: [Cumberland Chamber of Commerce](#)
To: [Mayor Greg Henley](#)
Cc: [Linda Cloney](#)
Subject: Invitation - Business Excellence Awards & Gala - Chamber of Commerce
Date: September 16, 2026 10:05:33 AM
Attachments: [image.png](#)

Dear Mayor Henley,

On behalf of the Board of Directors of the Cumberland Chamber of Commerce, I am pleased to invite you to attend our annual Business Awards & Gala on October 22nd in Oxford.

Each year, the Chamber takes great pride in celebrating the businesses that form the backbone of Cumberland County's economy. From large employers to small, our business community contributes tremendously to the strength and vitality of our communities. The Business Awards & Gala is an opportunity to recognize their achievements, celebrate their contributions, and cheer them on as they continue to grow and succeed.

We are especially excited to host this year's event at the new Eastlink Wild Blueberry Centre in Oxford. Doors will open at 6:00 p.m., with dinner beginning at 7:00 p.m., followed by the presentation of the Business Excellence Awards.

We sincerely hope you will be able to join us for an evening of celebration and recognition of Cumberland County's outstanding business community.

Tickets are available on our website: www.cumberlandchamber.ca/event-calendar

Warm regards,

Randy Thompson

Randy Thompson
Executive Director
Cumberland Chamber of Commerce
Amherst Office 902-661-7500

