



Town Council Meeting
Council Chambers, *conducted through Zoom and
streamed live to Facebook and uploaded to YouTube*
Wednesday, June 25, 2025
6:00 pm

AGENDA

1. Call to Order
2. Presentation
 - 2.1 Presentation of Certificate of Recognition – Emily Mcculloch and Ryker Brown
3. Approval of Agenda
Page 1
4. Approval of Minutes – Regular Council Meeting – May 28, 2025
Special Council Meeting – June 11, 2025

Pages 4 - 10 – May 28, 2025
Pages 11 - 12 – June 11, 2025
5. Business
 - 5.1 RFD – Appointment of Fire Inspectors
Page 13 – Letter from the Nova Scotia Office of the Fire Marshal
6. Correspondence
 - 6.1 Help keep kids and youth aware of ‘stranger danger’ this summer and beyond – Councillor Moore
Pages 14 – 15

 - 6.2 Correspondence from the Attorney General and Minister of Justice – Mayor Henley
Pages 16 - 18
7. Adjournment

CERTIFICATE OF RECOGNITION

the following award is given to



Emily McCulloch

In recognition of your kindness and great deed in returning the
Town of Oxford Pride flag. You're an awesome and caring individual!
Keep up the great work!





Greg Henley
Mayor

CERTIFICATE OF RECOGNITION


the following award is given to

Ryker Brown



In recognition of your kindness and great deed in returning the
Town of Oxford Pride flag. You're a most excellent and caring individual!
Keep up the good work!




Greg Henley
Mayor



Minutes of the Regular Council Meeting

Place: Council Chambers, Zoom, streamed live to Facebook
Date: Wednesday, May 28, 2025
Presiding Officer: Mayor Greg Henley
Councillor Present: Deputy Mayor Carla Black and Councillors Brenton Colborne, Olivia Canning-Sweet, Padraic Moore, Paul Jones, and 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 (recording secretary).

Gallery (media and public) in attendance: Mark Rushton - Hello Oxford/Radio for Hope Centre.

Prior to calling the meeting to order, Mayor Henley announced that it was Access Awareness Week and thanked all volunteers, council members, staff and volunteer members of the Accessibility Advisory Committee for their time, achievements, and commitment to raise awareness about accessibility and disability issues.

1. **Call to Order**

Mayor Henley called the meeting to order at 6:00 PM and welcomed Mark Rushton in the gallery.

2. Approval of Agenda, Page 1

Moved by Councillor Jones and seconded by Councillor McNutt, that the agenda of the Regular Council Meeting for May 28, 2025, be approved, as presented.

Motion Carried

**3. Approval of Minutes – Regular Council Meeting – April 23, 2025, Pages 2-8
Special Council Meeting – May 14, 2025, Pages 9 - 11**

Approved by _____
Mayor Greg Henley, on May 28, 2025

4. Business

4.1 RFD – Draft Town of Oxford Accessibility Plan, Pages 12 – 27

Linda provided an update to Council on the draft accessibility plan, which had been revised for grammar, spelling and clear language to align with the Nova Scotia mandate. Various professionals, staff, and the volunteers of the Accessibility Committee have all worked on this plan. The Accessibility Committee have made a motion to recommend to the Council to approve the draft Town of Oxford Accessibility Plan as presented.

Moved by Councillor McNutt and seconded by Councillor Jones to accept the Town of Oxford Accessibility Plan as presented.

Motion Carried.

4.2 RFD – Draft Operating and Capital 2025 / 2026 Budgets, Pages 28 – 49

Ruthann provided an overview of the final draft Operating and Capital budgets for 2025-2026, which the Council had been reviewing for the previous two weeks.

It was reported that a 2.3% CPI increase was used throughout the budget and a 3.9% increase in tax revenue due to property valuations increases overall in the Town of Oxford this budget year.

Motion #1 – General Operating Budget

Moved by Councillor McNutt and seconded by Councillor Jones that the Council accepts the General Operating Budget as presented for April 1, 2025 to March 31, 2026, for the sum of \$3,322,978. The estimates of the sums were prepared in accordance with Section 72 of the Municipal Government Act.

Further resolved that the Deed Transfer Tax will remain the same at 1.5% and;

Further resolved that the Town Council hereby authorizes the levying and collection of a rate for the current year of \$4.2804 per \$100 on the value of the property assessed in the assessment roll as Commercial property and \$1.7874 per \$100 on the value of the property assessed in the assessment roll as Residential and Resource property, and \$0.25 on the value of the property assessed in the assessment roll as Forest Acreage under 50,000 and;

Further resolved that the Sewer rates will remain the same and they are as follows:

SEWR Sewer Flat Rate	\$325.00	
SW 2 Sewer Flat Rate Sen #1	\$4,875.00	
SW01 Oxford Frozen Foods Rate	\$15,725.00	
SW10 Sewer Flat Rate	\$325.00	
SW12 Sewer Flat Rate	\$487.00	
SW13 Sewer Flat Rate	\$569.00	
SW14 Sewer Flat Rate	\$650.00	
SW15 Sewer Flat Rate	\$731.00	
SW16 Sewer Flat Rate	\$812.00	
SW17 Sewer Flat Rate	\$975.00	
SW18 Sewer Flat Rate	\$1,381.00	
SW19 Sewer Flat Rate	\$1,137.00	
SW20 Sewer Flat Rate	\$1,300.00	
SW21 Sewer Flat Rate	\$1,462.00	
SW22 Sewer Flat Rate Sen #2	\$3,635.00	
SW23 Apt Complex OES	\$6,337.00	
SW25 OREC Sewer Rate	\$7,812.00	
SW28 Oxford Frozen Foods Office Building 05979188		\$974.00

and;

Further resolved that an interest rate of 1.5% per month, or 18% per annum, compounded, be charged on the 2025/2026 tax bills that interest charges are applied on the first day of each month for outstanding amounts.

Mayor Henley – Yes

Councillor McNutt – Yes

Councillor Black – Yes

Councillor Canning-Sweet – Yes

Councillor Colborne – Yes

Councillor Moore – Yes

Councillor Jones - Yes

Motion Carried

Motion #2 – Capital Budget

Moved by Deputy Mayor Black and seconded by Councillor Moore that the Council accepts the Capital Budget as presented for April 1, 2025 to March 31, 2026, for the sum of \$516,429.

Mayor Henley – Yes

Councillor McNutt – Yes

Councillor Black – Yes

Councillor Canning-Sweet – Yes

Councillor Colborne – Yes

Councillor Moore – Yes

Councillor Jones - Yes

Motion Carried

Motion #3 – Water Operating Budget

Moved by Councillor Canning-Sweet and seconded by Deputy Mayor Black, that the Council accepts the Water Operating Budget as presented for April 1, 2025, to March 31, 2026, for the sum of \$821,550. The estimates presented are based on rates to be approved by the Nova Scotia Utility and Review Board in July 2025. The proposed rates are as follows:

April 1, 2025 – September 30, 2025

Water Base Charges (Quarterly)

Unmetered (based on 15,000 imp. gal. per quarter) \$109.55

Size of Meter

5/8"	\$80.30
3/4"	\$117.84
1"	\$192.92
1.5"	\$380.61
2"	\$605.85
3"	\$1206.47
4"	\$1882.18
6"	\$3759.14

Consumption Rate (per 1000 Imp. Gallons) \$1.95 per 1000 Imp. Gallons

Minimum Bill - The minimum bill shall be the Base Charge.

AND

Proposed rates

October 1, 2025 – March 31, 2026

Water Base Charges (Quarterly)

Unmetered (based on 15,000 imp. gal. per quarter) \$135.02

Size of Meter

5/8"	\$87.96
3/4"	\$128.82
1"	\$210.54
1.5"	\$414.83
2"	\$605.85
3"	\$1,313.75
4"	\$2,049.22
6"	\$4,092.21

Consumption Rate (per 1000 Imp. Gallons) \$1.95 per 1000 Imp. Gallons

Minimum Bill - The minimum bill shall be the Base Charge.

Mayor Henley – Yes

Councillor McNutt – Yes

Councillor Black – Yes

Councillor Canning-Sweet – Yes

Councillor Colborne – Yes

Councillor Moore – Yes

Councillor Jones - Yes

Motion Carried

5. Correspondence

nil

6. In-Camera

6.1 *acquisition, sale, lease and security of municipal property*

At 6:54 PM it was moved by Councillor McNutt and seconded by Councillor Jones to go in-camera to discuss the acquisition, sale, lease and security of municipal property.

Motion Carried

At 7:11 PM it was moved by Councillor Colborne and seconded by Councillor Jones to come out of in-camera and resume the Regular Council Meeting.

Motion Carried

Upon coming out of in-camera, Linda discussed that the Council had received a letter of request from Al and Maxine Clarke of Oxford, requesting the town's permission to use a portion of the town land that is adjacent to the Braggs-owned land in the "Bunny Trail" area to extend and create an additional small trail around the sink holes that are visible in this area of land. The trail would go from the sewer lagoon to the red bridge look out. The proposed trail has been flagged and that is when it was noted that the land included a portion owned by the town.

Moved by Councillor McNutt and seconded Deputy Mayor Black by to approve the request for Bunny Trail development as presented.

Motion Carried

7. Adjournment

The meeting adjourned at 7:15 PM

Greg Henley, Mayor, Chair

Stan McDougall, Admin Assistant

Date Approved



Minutes of the Special Council Meeting

Place: Council Chambers, Zoom, streamed live to Facebook
Date: Wednesday, June 11, 2025
Presiding Officer: Mayor Greg Henley
Councillors Present: Chrystal McNutt, Brenton Colborne, Olivia Canning-Sweet, and Paul Jones
Councillor Regrets: Deputy Mayor Carla Black and Padraic Moore

A quorum was present throughout the meeting.

Staff in attendance: Linda Cloney – CAO, Stan McDougall – Admin Assistant / Recording Secretary

Media in attendance: Nil

Gallery in attendance: Nil

1. **Call to Order**
At 6:26 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 McNutt that the agenda of the Special Council Meeting for Wednesday, June 11, 2025, be approved, as presented.
Motion Carried
3. **In-Camera**
3.1 acquisition, sale, lease and security of municipal property

At 6:26 PM it was moved by Councillor Jones and seconded by Councillor McNutt to go in-camera to discuss the acquisition, sale, lease, and security of municipal property.

Motion Carried

At 6:35 PM it was moved by Councillor Colborne and Seconded by Councillor McNutt to come out of in-camera and resume the Special Council Meeting.

Motion Carried

4. **Adjournment**

The meeting adjourned at 7:36 PM

Mayor Greg Henley

Stan McDougall, Admin Assistant

Date Approved



Nova Scotia Office of the Fire Marshal
Department of Municipal Affairs & Housing
250 Baker Dr, Entrance C, Suite 210
Dartmouth, NS, B2W 6L4
PO Box 231, Halifax Central
Halifax, NS, B3J 2M4
902 - 424 - 5721 | fax: 902 - 424 - 3239

June 11, 2025

Dear Municipal Officials:

The Office of the Fire Marshal is updating our database of Fire Inspectors, and we would like to verify the status of any appointments and any revocations of all Fire Inspectors within your Municipality.

Please ensure you are aware of the requirements under Section 19(1) of the *Fire Safety Act* and Section 14 of the Nova Scotia Fire Safety Regulations, and that your municipality is meeting those requirements:

As part of those requirements, please provide a list of all current fire inspectors appointed to work for your municipality to ofm@novascotia.ca. We will consider any municipal fire inspector that is not included on your list as having had their appointment revoked. If there are any changes to your list of appointed fire inspectors, it is the responsibility of the Municipality to advise the Office of the Fire Marshal at your earliest opportunity.

When notifying us of any new appointments, please include the supporting background information that shows how their appointment was made, i.e., town council meeting notes, letter by CAO.

If you have any questions regarding the authority, duties, and responsibilities of Municipalities, regarding Fire Inspections, please contact my office at ofm@novascotia.ca.

Yours truly,

Doug MacKenzie
Fire Marshal

Help keep kids & youth aware of 'stranger danger' this summer & beyond



With children and youth spending more time out and about during the summer months, it's important to remind them about essential safety practices.

To help keep students stay safe, we've compiled a list of tips for families to discuss with children and teens while they enjoy this well-deserved break!

- **Be aware of your surroundings:** If you notice anything or anyone suspicious, notify a parent or another trusted adult (like a teacher or grandparent).
- **Trust your instincts and your feelings:** If someone makes you feel uncomfortable or if you feel like something's just not right — even if you can't explain why — walk away immediately and notify a trusted adult.
- **Be assertive if approached by a stranger:** If a stranger ever approaches and offers a ride or treats (like candy or toys) or asks for help with a task (like helping find a lost dog), they should step away, yell "No!" and leave the area immediately. Always notify a parent or another trusted adult right away.

- **Avoid shortcuts:** Stick to well-traveled paths when going out and steer clear of isolated and unfamiliar areas. Discuss potential routes with parents or guardians before heading out.
- **Walk in pairs or groups:** Whenever possible, travel with others and remain in well-lit and busy areas.
- **Share your plans:** Always let your parent or caregiver know where you're headed, what route you're taking and when you plan to return. Remember to call or message when you arrive or are leaving your destination and always discuss estimated arrival times.
- **Communicate changes in plans:** If your plans change or if you might be delayed, call or message your parents or caregivers and inform them of the change. If you suspect you're being followed, dial emergency services at 9-1-1.

References: https://surrey-localwww-pri.schoolbundle.ca/_ci/p/174403



NOVA SCOTIA
**Attorney General
Justice**
Office of the Minister

PO Box 7, Halifax, Nova Scotia, Canada B3J 1T0 • Telephone 902 424-4044 • JustMin@novascotia.ca

June 25, 2025

Via email: ghenley@oxfordns.ca

Dear Mayor Gregory Henley,

Today marks a pivotal moment for the future of policing in Nova Scotia. Following an extensive and inclusive process that began in September 2023, the Government of Nova Scotia is releasing the outcomes of the Comprehensive Policing Review (the “Review”). I write to you in your role as Mayor of Town of Oxford to share details of the Review, including the Report from Deloitte and Government’s response entitled, *Shaping the Future: Policing in Nova Scotia*, [here](#).

This Review represents one of the most significant evaluations of our policing system in recent history, and I want to express my deepest gratitude to the more than 6,900 Nova Scotians who participated directly, as well as the hundreds of police officers, municipal leaders, and system partners who generously contributed their time, insights, and lived experiences.

As you know, in Nova Scotia, the responsibility for policing is shared. Municipalities are responsible for funding and maintaining an adequate, efficient and effective police service within their jurisdiction, including staffing, equipment and facilities. The Province is responsible for setting policing standards and oversight.

The result of the Review is clear and compelling: the status quo is not an option. Citizens have a right to feel safe in their communities and they are demanding more. They are right: under-resourcing and inconsistent policing levels across the Province cannot continue.

We are committed to working collaboratively with municipalities to build a stronger system of public safety where every Nova Scotian—regardless of where they live—has access to high-quality, modern policing services.

Deloitte has recommended a path forward that will ensure policing in Nova Scotia is consistent, responsive, community-focused and equipped to meet evolving needs. Based on extensive research and analysis, Deloitte recommends the implementation of foundational changes and the expansion of the provincial police, being the RCMP. Deloitte didn’t take this process lightly and their detailed report lays out the reasons for their recommendations. All Nova Scotians deserve to have safe communities, supported by visible officers who can respond promptly and

effectively to the full spectrum of public safety issues.

The province intends to adopt six foundational recommendations that will serve as the cornerstone of a renewed policing model in Nova Scotia. We will be taking immediate actions to address each one and we will increase our investment in provincial systems to support these changes, as well as make the necessary changes to the Nova Scotia *Police Act*.

The foundational changes are:

1. **Unified Records Management System:** A single, province-wide records management system for all police agencies to improve data sharing, coordination, and oversight, and to support evidence-based decision-making.
2. **Enhanced Police Resourcing:** Ensuring that police services across the province are adequately resourced to increase visibility, responsiveness, and meaningful engagement with the communities they serve.
3. **Layered Policing Model:** Introducing deployment of Community Safety Officers and Special Constables allowing for more effective responses to a range of public safety needs, while enabling sworn officers to focus on core policing duties.
4. **Establishment of Community Safety Boards:** Providing civilian oversight and governance across the full spectrum of public safety services, including law enforcement, Community Safety Officers and Special Constables, enhancing transparency, accountability and community trust.
5. **Provincial Policing Standards:** Augmenting existing standards and introducing new ones to ensure consistent, high-quality service delivery across Nova Scotia. New standards will also include training requirements for all officers in cultural competency and the experiences of vulnerable populations.
6. **A New Billing Framework:** We will implement a revised billing framework for municipalities served by the RCMP, promoting financial sustainability, transparency, and enabling reinvestment into local, community-driven safety initiatives for municipalities policed by the RCMP.

Deloitte has also recommended an expansion of the provincial police service. We know that there are many communities in which the RCMP detachment is under-resourced. A plan to appropriately resource detachments will be supported by the establishment of a new billing framework and working collaboratively with 'H' Division and municipalities to assess current need.

This vision of policing in Nova Scotia will require both provincial and municipal action. We are committed to working collaboratively with the RCMP and municipalities to build a stronger system of public safety where every Nova Scotian—regardless of where they live—has access to high-quality, modern policing services.

This summer, I will be meeting with you to discuss your municipality's role in policing and how we can work together to align with the new provincial framework. These conversations will help us chart a path that reflects local needs and realities without compromising public safety. I look forward to these conversations and to building a stronger, safer Nova Scotia together.

Thank you for your continued leadership and dedication to public safety.

With respect and appreciation,

A handwritten signature in blue ink, appearing to be 'BD' with a long horizontal flourish extending to the right.

Becky Druhan
Attorney General and Minister of Justice

cc. Linda Cloney, Chief Administrative Officer