



Town Council Meeting
Council Chambers – 105 Lower Main Street
Wednesday, November 26, 2025
6:00 pm

AGENDA

1. Call to Order

2. Approval of Agenda

Page 1

3. Approval of Minutes – Regular Council Meeting – October 22, 2025
Special Council Meeting – October 29, 2025
Special Council Meeting – November 12, 2025

Pages 2 – 5 – October 22, 2025, Minutes

Pages 6 – 8 – October 29, 2025, Minutes

Pages 9 – 13 – November 12, 2025, Minutes

4. Business

4.1 Nova Scotia Power's request

Pages 14 – 17

4.2 5151 Main Street Agreement – recommendation from Planning
Committee

Pages 18 – 19 – RFD Agreement

Pages 20 – 25 – Proposed 5151 Main Street Agreement

5. Correspondence

5.1 Amendments to the Nova Scotia Building Code Regulations

Pages 26 – 29

6. In-Camera

6.1 acquisition, sale, lease and security of municipal property

7. Adjournment



Minutes of the Regular Council Meeting

Place: Council Chambers, Zoom, streamed live to Facebook
Date: Wednesday, October 22, 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)

Presenters in attendance: Nil

Gallery (media and public) in attendance: Mark Rushton - Hello Oxford, and Jason Haughn, Municipal Advisor, Department of Municipal Affairs

1. Call to Order

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

2. Approval of Agenda

Moved by Councillor Jones and seconded by Councillor McNutt to approve the agenda of the Regular Council Meeting for Wednesday October 22, 2025, as presented.

Motion Carried

3. Approval of Minutes – Regular Council Meeting – September 17, 2025
Special Council Meeting – October 8, 2025

Approved by _____

Mayor Greg Henley, on October 22, 2025

4. Business

4.1 Election of Deputy Mayor

Councillor Jones nominated Councillor McNutt for Deputy Mayor. A call for nominations was given three times, and hearing no further nominations, Mayor Henley declared Councillor McNutt as the new Deputy Mayor by acclamation.

4.2 Boards and committees

Linda reviewed that the Boards and Committees had a small revision in that the Welcoming Committee is currently on hold. It is the time of year that Council could switch up their boards and committees if it is their wishes.

Moved by Councillor Black and seconded by Councillor Colborne to accept the Boards and Committees as amended.

Motion Carried.

4.1 First Reading of Development Agreement with 5151 Main Street and set a date for the Public Hearing

Deferred to a future meeting

4.2 Donation to the Spookarama 2025

A donation has been requested this year for \$500.00. It is the first year since COVID that we sponsored this event. It is currently an unbudgeted item.

Moved by Deputy Mayor McNutt and seconded by Councillor Jones to approve the donation of \$500.00 for the Spookarama 2025.

Motion Carried

5. Correspondence

5.1 Nova Scotia Regulatory and Appeals Board Order – M12239

Ruthann reviewed the new Nova Scotia Regulatory and Appeals Board Order M12239 that takes effect on October 1, 2025, included in the council package. The rates would not show until the water bill comes out in January.

6. In-Camera

At 6:08 PM it was moved by Councillor Black and seconded by Councillor Canning-Sweet to go in-camera to discuss the acquisition, sale, lease, and security of municipal property.

Motion Carried.

At 6:32 PM it was moved by Councillor Jones and seconded by Deputy Mayor McNutt to come out of in-camera and resume the Regular Council Meeting.

Motion Carried.

Coming out of in-camera Linda discussed that the agreement with the Municipality of the County of Cumberland for fire services had come to term. Negotiations had been underway, and now an agreement has been reached consisting of a 2-year term, starting as of April 1, 2025. The agreement expires on the 31st day of March 2027.

Moved by Councillor Black and seconded by Councillor Jones to enter into the Municipality of the County of Cumberland Fire Agreement commencing on the 1st day of April 2025 and expiring on the 31st day of March 2027, as drafted.

Motion Carried

7. Adjournment

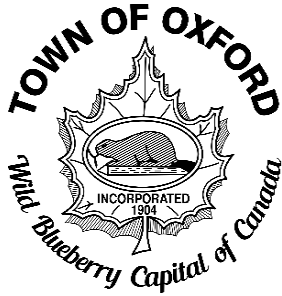
The meeting adjourned at 6:35 PM

Mayor Greg Henley

Stan McDougall, Admin Assistant

Date Approved

DRAFT



Minutes of the Special Council Meeting

Place: Council Chambers, Zoom, streamed live to Facebook
Date: Wednesday, October 29, 2025
Presiding Officer: Mayor Greg Henley
Councillors Present: Deputy Mayor Chrystal McNutt and Councillors: Carla Black, Brenton Colborne, Padraic Moore, and Paul Jones
Councillor Regrets: Olivia Sweet-Canning

A quorum was present throughout the meeting.

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

Presenters in attendance: Nil

Media in attendance: Mark Rushton, HelloOxford

Gallery in attendance: Nil

1. Call to Order – Welcome

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

2. Approval of Agenda

Moved by Councillor Black and seconded by Councillor McNutt to approve the agenda of the Special Council Meeting for Wednesday, October 29, 2025, be approved, as presented.

Motion Carried

3. In-Camera

3.1 - acquisition, sale, lease, legal, and security of municipal property

At 6:01 PM it was moved by Councillor Jones and seconded by Councillor Black to go in-camera to discuss the acquisition, sale, lease, and security of municipal property.

Motion Carried

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

Motion Carried

At a previous Council Meeting it was inquired by Council to review the wages of Crossing Guard. The Personnel Committee had met and reviewed those wages and wages of other staff positions within the Town.

WHEREAS Council has determined that the following Town employee positions are significantly underpaid when compared to average salaries for the same or similar positions in comparable municipal units in Nova Scotia: Director of Public Works, Manager of Finance, and Chief Administrative Officer;

AND WHEREAS, in order to determine appropriate average salaries, Council has reviewed the Association of Municipal Administrators Nova Scotia Salary Survey 2024;

AND WHEREAS Council has further determined that in order to properly staff the Public Works Department of the Town, it is necessary to create the position of Public Works Foreman;

Moved by Deputy Mayor McNutt, seconded by Councillor Jones, and passed unanimously:

1. The position of Public Works Foreman for the Town is hereby created, and the Chief Administrative Officer is hereby authorized and directed to draft a

job description and commence the usual process to hire a qualified person for this position.

2. The annual salaries of the following positions shall be as follows:

Director of Public Works:	\$73,250.89 – effective as of date of new hire
Director of Finance:	\$77,525.84 – effective October 27, 2025
Chief Administrative Officer	\$94,491.78 - effective October 27, 2025
Public Works Foreman	\$57,595.20 – effective as of date of new hire

Motion Carried

Whereas Council has determined that the School Crossing Guard position is underpaid when compared to neighbouring municipalities for the same position.

Moved by Councillor Jones and Seconded by Deputy Mayor McNutt that effective Monday, October 27, 2025, Council approves the pay increase from minimum wage to a wage of \$18.50 /hour.

Motion Carried

4. Adjournment

The meeting adjourned at 6:51 PM

Mayor Greg Henley

Linda Cloney, CAO / Recording Secretary

Date Approved



Minutes of the Special Council Meeting

Place: Council Chambers, Zoom, streamed live to Facebook
Date: Wednesday, November 12, 2025
Presiding Officer: Deputy Mayor Chrystal McNutt
Councillors Present: Brenton Colborne, Chrystal McNutt, Padraic Moore, Olivia Canning-Sweet, and Paul Jones
Councillor Regrets: Mayor Greg Henley

A quorum was present throughout the meeting.

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

Staff Regrets: Paul Macdonald (Bylaw Enforcement Officer), Nick Purdy (Public Works Supervisor), Bruce Rushton (Fire Chief), Kyle Purdy (Deputy Fire Chief), and Marion Abbott (Municipal Physical Activity Leader)

Presenters in attendance: Nil

Media in attendance: Mark Rushton, HelloOxford

Gallery in attendance: Nil

1. **Call to Order**

At 6:30 PM, Deputy Mayor McNutt called the Special Council Meeting to order and welcomed all in attendance.

2. **Approval of Agenda**

Moved by Councillor Canning-Sweet and seconded by Councillor Jones, that the agenda of the Special Council Meeting for Wednesday, November 12, 2025, be approved, as presented.

Motion Carried

3. **Water and Sewer Services Request – 56 Pugwash Road**

Linda reviewed with the Council that there had been a recent sale of property at 56 Pugwash Road, and a water and sewer service request had come in for Council's consideration.

It had been acknowledged that there was a storm-water issue at that location that was being worked on.

Moved by Councillor Jones and seconded by Councillor Canning-Sweet to approve the request for water and sewer services at 56 Pugwash Road providing the storm-water issue has been resolved.

Motion Carried

4. **In-Camera**

4.1 acquisition, sale, lease and security of municipal property

At 6:34 PM it was moved by Councillor Canning-Sweet and seconded by Councillor Black to go in-camera to discuss the acquisition, sale, lease, and security of municipal property.

Motion Carried

At 7:13 PM it was moved by Deputy Mayor Black and seconded by Councillor Colborne to come out of in-camera and resume the Special Council Meeting.

Motion Carried

Linda presented that it was reviewed that there had been some interest in the sale of property and that Section 50(5)(b) of the Municipal Government Act (MGA), states that a municipality may sell property at market value when the property is no longer required for the purposes

of the municipality.

An offer from Casey Reality Limited came in to purchase PIDs 25210931, 25210923, and 25247008 with the intention to develop the site with two 12-unit residential buildings with a combined offer of \$72,500 and to commit to development commencement within 24 months of closing.

Moved by Councillor Jones and seconded by Councillor Black that WHEREAS the Town of Oxford has obtained a professional assessment of value of \$72,500 for the combination of three parcels of land identified as PIDs 25210931, 25210923, and 25247008, and Casey Reality's intention for the property is to develop the site with two 12-unit residential buildings.

Also, WHEREAS it is Council's view that Casey Reality's plan will result in significant benefits for the Town with residential growth and community development, that Town Council accepts Casey Reality's offer of \$72,500.00 plus applicable taxes and all fees associated with the property sale.

Motion Carried

It was further reviewed that the application to the Growth and Renewal for Infrastructure Development Program (GRID) is in progress. The Town of Oxford has been seeking funding from the province to complete a detailed design for the renewal and expansion of critical water, storm water, and wastewater infrastructure that supports community growth, public safety, and climate resilience. This project will prepare shovel-ready designs for coordinated upgrades that address aging infrastructure, fire protection, and storm water planning, while enabling new housing development within town.

A new reservoir is also required to replace the aging Pugwash Road facility, which is well beyond its useful life and at risk of structural failure according to the conclusions of two separate investigations. The new reservoir will restore safe storage and capacity providing adequate pressure and fire-flow for current and future serviced areas. The existing facility's limitations have become a direct barrier to housing growth in

parts of the community.

With this, there are four potential projects for shovel-ready design plans creation with this one GRID application:

1. Development of Main Street replacement of water and sewer and the road surface
2. Pugwash Road
3. Pugwash Road Reservoir
4. Water and sewer services across Highway 104

Moved by Councillor Canning-Sweet and seconded by Councillor Black to approve the Town of Oxford's share to the GRID application of \$334,871.

WHEREAS, Council originally approved in the 2025/26 Capital budget, the amount of \$82,638 for design plans as presented in the application for the Growth and Renewal for Infrastructure Development Program (GRID), Council therefore approves the revised changes to the capital budget, by increasing the amount by \$252,233, a total of \$334,871. These additional funds will come from reserves and outstanding grant funds.

Motion Carried

Moved by Councillor Canning-Sweet and seconded by Councillor Jones to enter into an agreement with the developers for the Commercial Development District Improvement Plan for the "across the highway" portion of the Service Renewal to Support Community Growth Project in the Town of Oxford. This would support the developers' share of \$301,551 for the GRID application.

Motion Carried

5. **Adjournment**

The meeting adjourned at 7:34 PM.

Deputy Mayor McNutt

Stan McDougall, Admin Assistant

Date Approved

DRAFT

From: [Morum, Duncan](#)
To: lcloney@oxfordns.ca
Subject: Land being sold to Oxford Town by DNR
Date: July 20, 2025 7:00:30 PM
[25260555 - 207 TENTATIVE.pdf](#)
Attachments: [25260563 - 206 TENTATIVE.pdf](#)

Hello Ms. Cloney

I am working on the NSPI project to create a new powerline connection to New Brunswick, and I believe you have discussed the project with Mary Black who is also a member of our team.

An unusual position has arisen with two Crown owned parcels north of hwy 204, pids 25260563 and 25260555. Surveys are attached. We applied to the Crown for easements to construct the new line across these parcels, along with easements over other Crown owned land along the route. The Crown has now sent a letter of offer granting most of the easements required but is excluding these two parcels on the basis that discussions to sell the land to the town of Oxford are at an advanced stage, but not yet complete.

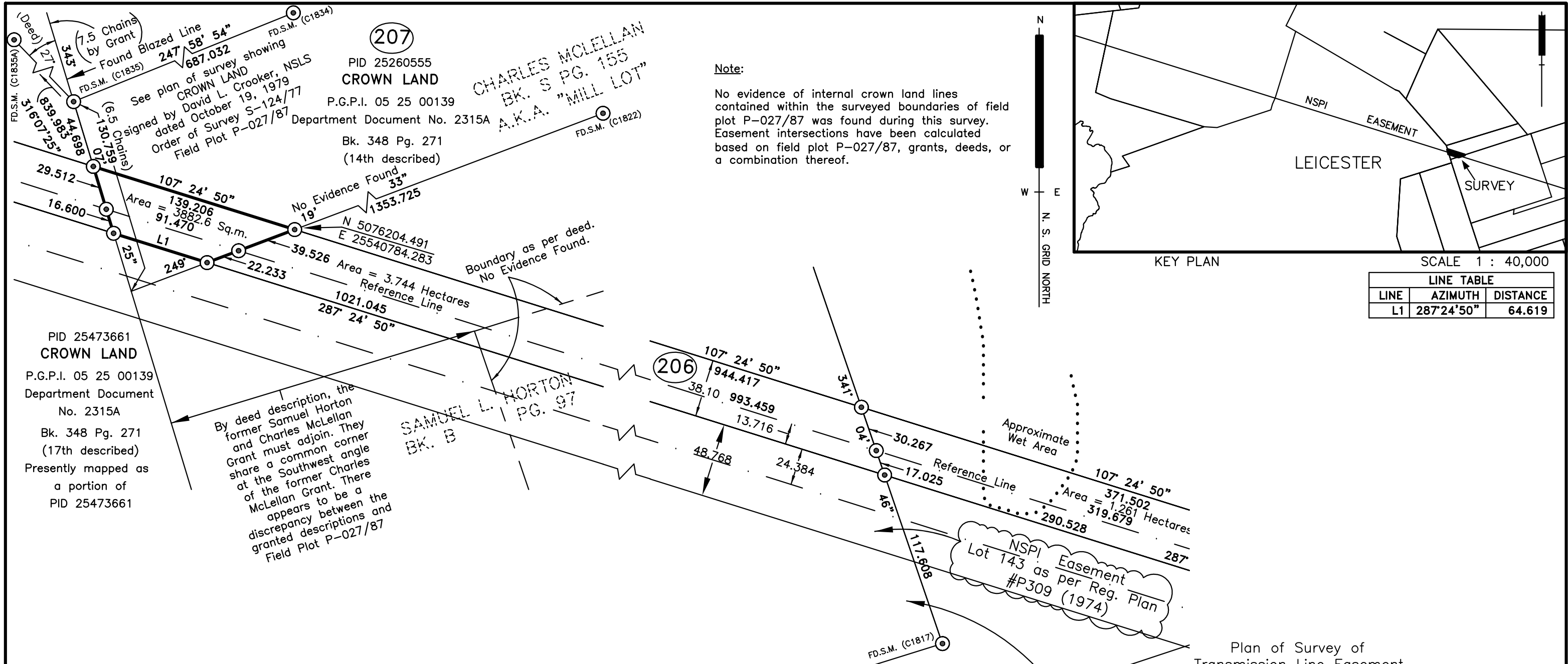
This leaves the situation in limbo, the Crown will not grant rights but the town is not yet the owner so cannot grant any rights to NSPI.

The surveys are marked "Tentative" as without an order of survey from the Crown the surveyor cannot complete them but they are accurate.

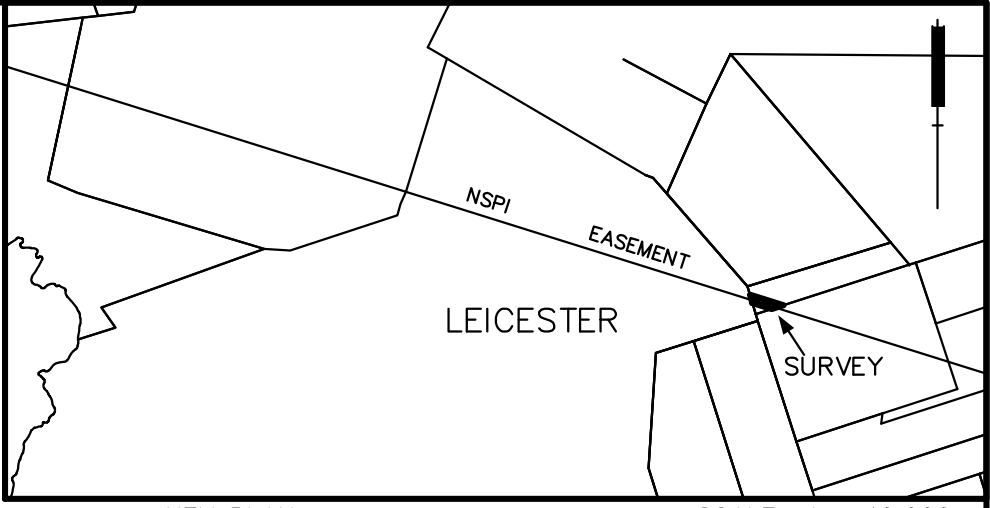
Could I ask whether the town would confirm that you have no objection to NSPI being granted the rights by the Province, in advance of the conveyance, and that to any extent that the town has control of the land NSPI would be permitted to enter on the land a remove trees to clear the transmission corridor please?

Kind regards

Duncan Morum



Note:
 No evidence of internal crown land lines contained within the surveyed boundaries of field plot P-027/87 was found during this survey. Easement intersections have been calculated based on field plot P-027/87, grants, deeds, or a combination thereof.



KEY PLAN SCALE 1 : 40,000

LINE TABLE		
LINE	AZIMUTH	DISTANCE
L1	287°24'50"	64.619

PID 25473661
CROWN LAND
 P.G.P.I. 05 25 00139
 Department Document No. 2315A
 Bk. 348 Pg. 271
 (17th described)
 Presently mapped as a portion of PID 25473661

By deed description, the former Samuel Horton and Charles McLellan Grant must adjoin. They share a common corner at the Southwest angle of the former Charles McLellan Grant. There appears to be a discrepancy between the granted descriptions and Field Plot P-027/87

SAMUEL L. HORTON
 BK. B PG. 97

NSPI Easement
 Lot 143 as per Reg. Plan #P309 (1974)

Plan of Survey of
 Transmission Line Easement
 Over Lands Of
CROWN LAND
 in favour of

NOVA SCOTIA POWER INC.

Leicester, Cumberland Co., N.S.

Scale 1:2500 metric

Plan approved by Nova Scotia Power Inc.
 Representative

CAUTION

THE BEARING SHOWN FOR PROPERTY BOUNDARY INTERCEPTS MAY HAVE BEEN DERIVED FROM LOCALIZED PHYSICAL EVIDENCE AND SHOULD NOT BE EXTENDED WITHOUT DUE REGARD FOR SUPPLEMENTARY EVIDENCE OF THE ENTIRE PROPERTY BOUNDARY.

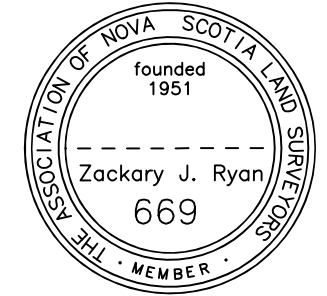
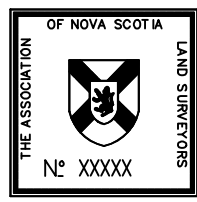
BEARINGS, DISTANCES AND CO-ORDINATES SHOWN ARE GRID DERIVED, FROM GPS OBSERVATIONS ON NSHPM NO. 213383 AND NSHPM NO. 213569 AND ARE REFERENCED TO CENTRAL MERIDIAN 64°30' WEST LONGITUDE. THE DISTANCES SHOWN ARE GRID DISTANCES IN METRES.

NSHPM NO. 213383 N 5082466.200m AND NSHPM NO. 213569 N 5065797.115m
 E 25529139.133m E 25548641.998m

FIELD SURVEYS WERE CARRIED OUT BETWEEN DEC. 19, 2023 AND XXX. XX, 2024.
 EASEMENT BOUNDARIES HAVE NOT BEEN CUT.

FD. = FOUND (●) = SURVEY MARKER SET C/L = CENTRELINE

I, ZACKARY J. RYAN, NOVA SCOTIA LAND SURVEYOR, HEREBY CERTIFY THAT THE SURVEY REPRESENTED BY THIS PLAN WAS CONDUCTED UNDER MY SUPERVISION AND THAT THE SURVEY AND PLAN WERE MADE IN ACCORDANCE WITH THE LAND SURVEYORS ACT, REGULATIONS AND STANDARDS MADE THEREUNDER. DATED THIS XXth DAY OF XXX, 2024.

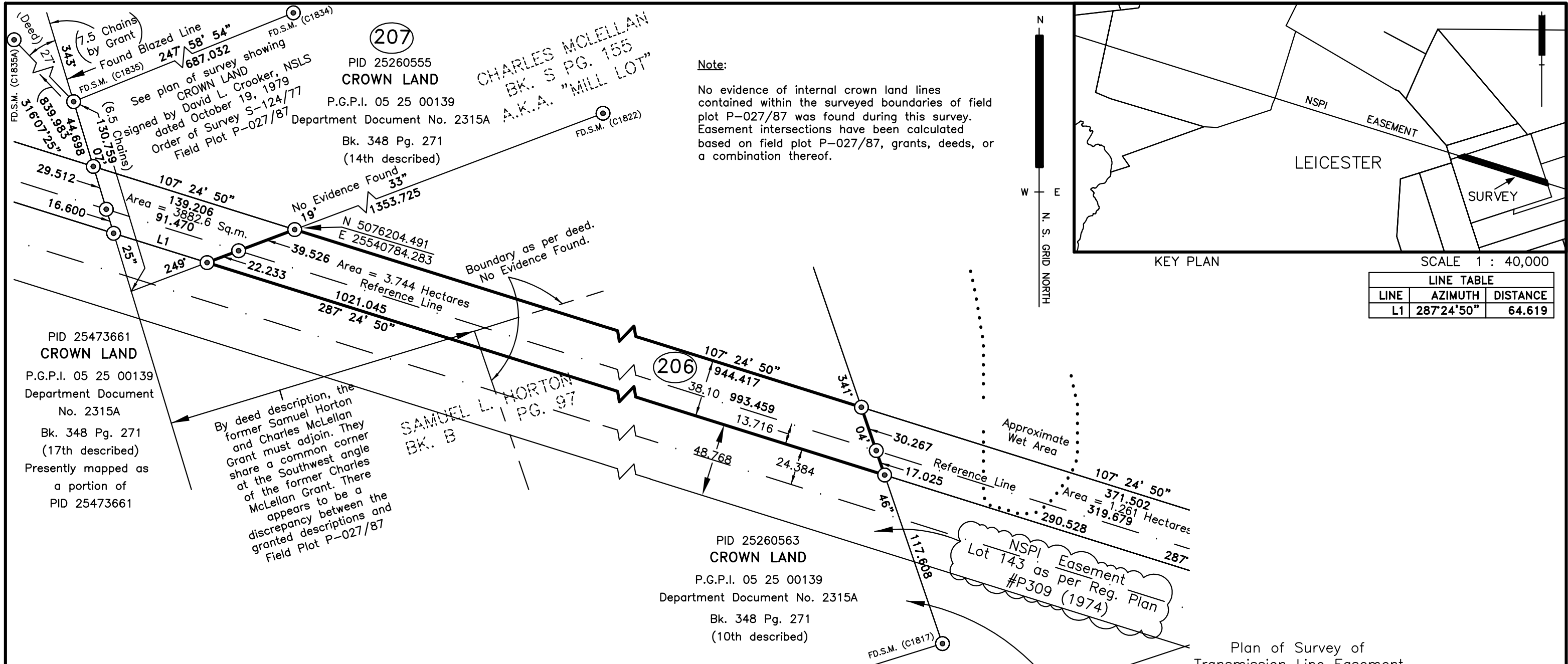


RAYWORTH & ROBERTS SURVEYS LTD.

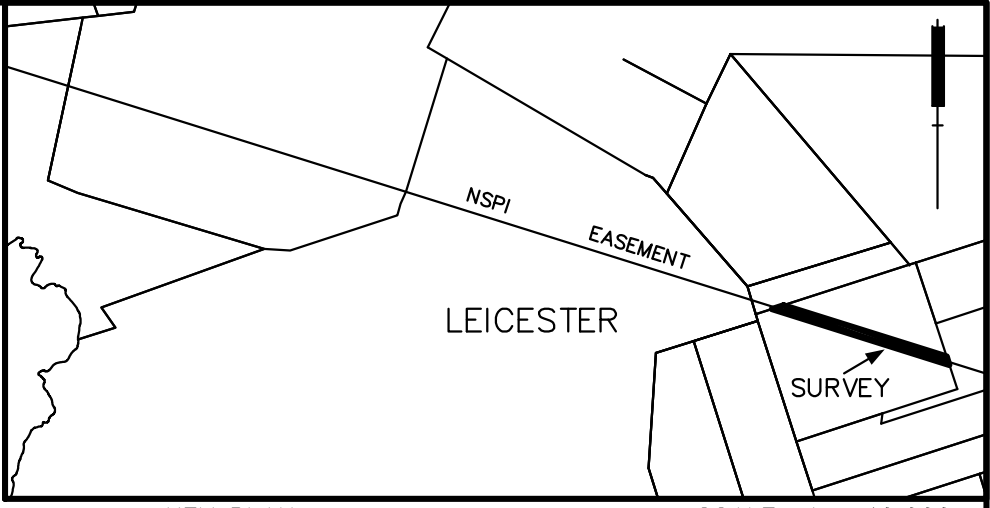
23 LAPLANCHE STREET, AMHERST
 PHONE (902) 667-2017

R-80050-0-001-00-207

FILE NO. D-2510



Note:
 No evidence of internal crown land lines contained within the surveyed boundaries of field plot P-027/87 was found during this survey. Easement intersections have been calculated based on field plot P-027/87, grants, deeds, or a combination thereof.



KEY PLAN SCALE 1 : 40,000

LINE TABLE		
LINE	AZIMUTH	DISTANCE
L1	287°24'50"	64.619

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CROWN LAND
 P.G.P.I. 05 25 00139
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 Bk. 348 Pg. 271
 (17th described)
 Presently mapped as a portion of PID 25473661

By deed description, the former Samuel Horton and Charles McLellan Grant must adjoin. They share a common corner at the Southwest Charles McLellan Grant. There appears to be a discrepancy between the granted descriptions and Field Plot P-027/87

SAMUEL L. HORTON
 BK. B PG. 97

PID 25260563
CROWN LAND
 P.G.P.I. 05 25 00139
 Department Document No. 2315A
 Bk. 348 Pg. 271
 (10th described)

NSPI Easement
 Lot 143 as per Reg. Plan #P309 (1974)

Plan of Survey of
 Transmission Line Easement
 Over Lands Of
CROWN LAND
 in favour of

NOVA SCOTIA POWER INC.

Leicester, Cumberland Co., N.S.

Scale 1:2500 metric

Plan approved by Nova Scotia Power Inc. Representative

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THE BEARING SHOWN FOR PROPERTY BOUNDARY INTERCEPTS MAY HAVE BEEN DERIVED FROM LOCALIZED PHYSICAL EVIDENCE AND SHOULD NOT BE EXTENDED WITHOUT DUE REGARD FOR SUPPLEMENTARY EVIDENCE OF THE ENTIRE PROPERTY BOUNDARY.

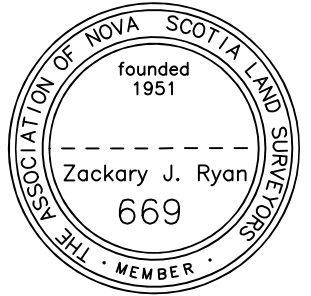
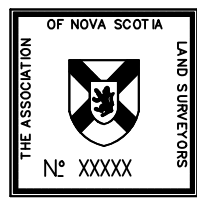
BEARINGS, DISTANCES AND CO-ORDINATES SHOWN ARE GRID DERIVED, FROM GPS OBSERVATIONS ON NSHPM NO. 213383 AND NSHPM NO. 213569 AND ARE REFERENCED TO CENTRAL MERIDIAN 64°30' WEST LONGITUDE. THE DISTANCES SHOWN ARE GRID DISTANCES IN METRES.

NSHPM NO. 213383 N 5082466.200m AND NSHPM NO. 213569 N 5065797.115m
 E 25529139.133m E 25548641.998m

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 EASEMENT BOUNDARIES HAVE NOT BEEN CUT.

FD. = FOUND (●) = SURVEY MARKER SET C/L = CENTRELINE

I, ZACKARY J. RYAN, NOVA SCOTIA LAND SURVEYOR, HEREBY CERTIFY THAT THE SURVEY REPRESENTED BY THIS PLAN WAS CONDUCTED UNDER MY SUPERVISION AND THAT THE SURVEY AND PLAN WERE MADE IN ACCORDANCE WITH THE LAND SURVEYORS ACT, REGULATIONS AND STANDARDS MADE THEREUNDER. DATED THIS XXth DAY OF XXX, 2024.



RAYWORTH & ROBERTS SURVEYS LTD.

23 LAPLANCHE STREET, AMHERST
 PHONE (902) 667-2017

R-80050-0-001-00-206

FILE NO. D-2510



Council Meeting

Date: November 26, 2025

TO: Mayor and Members of Council

SUBMITTED BY: Torben Laux, Planner and Development Officer

DATE: November 26, 2025

SUBJECT: Property Agreement

ORIGIN: An application by Dale Braby for an application for a Development Agreement to permit the operation of a Motor Vehicle Sales, Rental, and Repair Shop in addition to the existing residential use.

LEGISLATIVE AUTHORITY: *Municipal Government Act*

PAC RECOMMENDATION: On November 25, the PAC recommended that Council enter into an agreement as amended and drafted to allow the operations of a Motor Vehicle Sales, Rental, and Repair Shop in addition to the existing residential use.

BACKGROUND: The attached application briefing and drafted agreement provides site details and neighbourhood context for the proposed Agreement to permit the use of a Motor Vehicle Sales, Rental, and Repair Shop in addition to the existing use of Residential.

The applicant, Dale Braby, is requesting an Agreement to allow the operation of a Motor Vehicle Sales, Rental, and Repair Shop at 5151 Main Street, Oxford, Nova Scotia. The property is currently zoned for residential use in the Main Street Mixed-Use Zone and contains a single detached dwelling and a detached garage.

If approved, the Agreement would support the continued growth and economic diversification of the Town of Oxford by introducing a new commercial service within close proximity to the downtown core and along a key entrance corridor to the community. This aligns with the Town's broader goals of encouraging new business opportunities, increasing local employment, and enhancing the range of services available to residents and visitors.

Further to this, the applicant will need to follow any and all regulations when operating a Motor Vehicle Sales, Rental, and Repair Shop. This shall include permits and environmental regulations for disposal of oil and other related car parts.



Council Meeting

Date: November 26, 2025

FINANCIAL IMPLICATIONS: No significant costs specific to this issue. Ongoing tax revenue upon completion of the development.

SOCIAL JUSTICE IMPLICATIONS: None specific to this issue.

ENVIRONMENTAL IMPLICATIONS: None specific to this issue at this time of the development phase.

COMMUNITY ENGAGEMENT: On Thursday October 16, a Public Participation Opportunity was held with the applicant and supporting residents present.

Further to this, changes to the wording of the agreement were made to broaden the terminology of accessory building, additionally a subsection was added to ensure the site is kept in safe conditions as he allows citizens to pass over is property to access Main Street.

ALTERNATIVES:

- 1) Give Reading of the application with specific amendments where necessary;
- 2) Refer the application back to the PAC for more information;
- 3) Reject the application citing specific policies that are not met by the proposal.

ATTACHMENTS:

- 1) Staff report to PAC.
- 2) Draft DA

Report prepared by: T. Laux

Report and Financial approved by: N/A

Case No: OX2025-01

This Agreement made this _____ Day of _____ 2025.

Between:

Dale Braby of property located at 5151 Main Street, Oxford [PID 25452871], hereinafter called the “Owner”),

and

The Town of Oxford (a body corporate in the Province of Nova Scotia, hereinafter called the “Town”),

Purpose of this Agreement

The Owner has requested permission to operate a Motor Vehicle Sales, Rental, and Repair Shop in addition to the existing residential use at 5151 Main Street. The Town is willing to allow this use, provided the Owner agrees to the terms set out in this document.

Council approved this request at its meeting held on the _____ day of _____, 2025.

The following schedules form part of this Agreement:

Schedule A – Terms and Conditions

Schedule B – Property Location Map

Agreement

In consideration of the Town allowing the proposed use, the Owner agrees to follow the terms and conditions set out in this Agreement and its attached schedules.

- 1) That the Owner is the registered owner of the aforesaid Lands in the Town of Oxford, hereinafter called the “Lands”. The aforesaid Lands are the only lands in the Town of Oxford to which this Agreement applies, and the Lands are illustrated in the plan shown on Schedule B attached.
- 2) That the Owner may operate a Motor Vehicle Sales, Rental, and Repair Shop in addition to the existing residential use.
- 3) Nothing in this Agreement shall exempt or be taken to exempt the Owner or any other person from complying with the requirements of any Bylaw of the Town applicable to the Property (other than the Land Use Bylaw to the extent varied by this Agreement) or any Provincial or Federal statute, act, or regulation.
- 4) Any failure of the Town to insist upon strict enforcement of any requirements or conditions contained in this Agreement shall not be deemed a waiver of any rights or remedies that the Town may have and shall not be deemed a waiver of any subsequent breach or default in the conditions or requirements contained in this Agreement.

5151 Main Street, PID 25452871 - Agreement

- 5) Should the Owner fail to act in accordance with any aspect of this Agreement, the Town shall retain the right to discharge the Agreement upon 30 days notification and / or enter the property and conduct the required work. The cost of the said work will become a lien on the property tax bill.

- 6) The Town shall issue the necessary Development Permit for the development under Section 249 of the *Municipal Government Act*, as the same may be amended from time to time, or upon the withdrawal or dismissal of any appeal which may be taken.

In the presence of

FOR THE OWNER

Dale Braby

THE TOWN OF OXFORD

Greg Henley, Mayor

Linda Cloney, CAO

Schedule A

Terms and Conditions:

1. USE OF LAND AND BUILDINGS

- 1.1. The use of the property shall be limited to the existing residential building and the operation of a Motor Vehicle Sales, Rental, and Repair Shop within the existing building located on the property shown on Schedule "B."
- 1.2. No additional buildings or structures, shall be erected on the property unless authorized by the Town of Oxford through the appropriate permitting process in accordance with applicable bylaws.
- 1.3. The Owner shall be responsible for compliance with the Town of Oxford Solid Waste Bylaw, including the proper containment and disposal of solid waste. Any solid waste stored outdoors must be kept in suitable containers and maintained in a neat and secure manner.
- 1.4. The Owner shall ensure that no unfinished vehicles, incomplete machinery, dismantled parts, or other equipment are stored or left in open areas on the property. All such materials must be stored inside a building or placed within an opaque fenced-in area that fully screens them from public view.
 - 1.4.1. The Owner shall insure the property is kept in safe conditions ensuring no dangerous parts of any kind are left unattended.
- 1.5. The Owner shall ensure that the storage and disposal of any hazardous waste complies with all applicable provincial and municipal regulations. Hazardous materials shall not be stored in any location accessible to the public and must be secured in locked storage at all times.
- 1.6. Sufficient on-site parking and loading shall be provided. Landscaping and parking design shall ensure compatibility between adjacent land uses and shall contribute to an aesthetically pleasing and enhanced streetscape environment.
- 1.7. The existing green space of the lands, as shown on Schedule "B" shall not be used to store, display or be used in the operation of the Motor Vehicle Sales, Rental, and Repair Shop.
- 1.8. The existing paved and graveled surfaces shall not be expanded unless it is to accommodate necessary parking spaces as required under the Town's Land Use Bylaw.

2. GENERAL REQUIREMENTS

- 2.1. The Owner shall keep the lands, buildings, and any portion thereof clean and in good repair. The property shall be maintained in a neat, tidy, and orderly condition at all times, free from litter, debris, and unkept materials.
- 2.2. Any signage on the property shall comply with the Town of Oxford Land Use Bylaw and any other applicable regulations.
- 2.3. The Owner shall ensure that exterior lighting is directed away from adjacent properties and streets to prevent light spillover and glare.
- 2.4. Hours of operation may be limited to 7 am to 7 pm (19 pm) and ahead to all regulation as set out in the Town Noise By-Law.
- 2.5. Accessory buildings may be permitted on the property in accordance with the Town of Oxford Land Use Bylaw and any applicable permitting requirements.
- 2.6. The Owner shall manage the number of vehicles on the lot so that parking and storage remain orderly and do not result in visual clutter, obstruction of driveways, or negative impacts on surrounding properties.

Schedule B

Property Location Map



5151 Main Street, Oxford (PID 25452871)



RECEIVED

NOV 21 2025

November 17, 2025

To: Municipal Clerks and Chief Administrative Officers

Re: Amendments to the Nova Scotia Building Code Regulations

I am writing to give you formal notice of proposed amendments pursuant to the Building Code Act, R.S. N.S. 1989, Chapter 46 which will come into effect on or about February 1, 2026.

The proposed amendments will name evaluation services that can be relied on by Building Officials to assess new and innovate products, materials and systems for compliance to the National Building Code. There are also some corrections to cross references and other editorial items that have been identified which will be done at this time.

Please find enclosed a copy of the proposed amendments to the Regulations. This will be advertised in the Royal Gazette Part 1 in Nova Scotia.

The Building Code Act requires that the proposed amendments be circulated to each municipality and be made available to the public. Copies of the regulations are available on our website: <https://novascotia.ca/building-code-regulations-public-notice/>

Written comments on the proposed amendments to the regulations are welcome and should be forwarded via email on or before January 2, 2026, to the attention of the Senior Advisor, Codes & Standards at:

buildingcodes@novascotia.ca

Please note that included in the recent amendments to the *Building Code Act* is the ability to notify municipalities electronically via email rather than mail. This method will be used going forward.

Sincerely,



Joe Rogers
Senior Advisor,
Codes & Standards

Schedule "A"

**Amendment to the *Nova Scotia Building Code Regulations*
made by the Minister of Housing under Section 4
of Chapter 46 of the Revised Statutes of Nova Scotia, 1989,
the *Building Code Act***

- 1 Section 59 of the *Nova Scotia Building Code Regulations*, N.S. Reg. 198/2024, made by order of the Minister of Municipal Affairs and Housing dated September 20, 2024, is repealed and the following Section substituted:

Sentence 1.1.1.1.(2) (Application of this Code) replaced

59 Sentences 1.1.1.1.(2) and (3) (Part 1 of Division A) of the *National Building Code* are repealed and replaced with the following:

- 2) Except as provided in Section 10A of the *Nova Scotia Building Code Regulations*, the *Code* applies to both site-assembled and factory-constructed *buildings*. (See Note NS-10A, NSBCR).
- 3) *Farm buildings* shall conform to the requirements in the *National Farm Building Code 1995*.

- 2 The regulations are further amended by adding the following Section immediately after Section 59:

Article 1.2.1.3. (Prescribed Organizations) added

59A Subsection 1.2.1. (Part 1 of Division A) of the *National Building Code* is amended by adding the following Article immediately after Article 1.2.1.2.:

1.2.1.3. Prescribed Organizations

- 1) A product evaluation report issued by an organization prescribed in Sentence (2) may be accepted for the purpose of Section 11A of the Act.
- 2) The following organizations are prescribed for the purpose of issuing a product evaluation report:
 - a) Canadian Construction Materials Centre (CCMC),

- b) Ontario Building Materials Evaluation Commission (BMEC), and
- c) ICC-Evaluation Service (ICC-ES Canada) (See Note NS-59A, NSBCR).

- 3 Section 65 of the regulations is repealed.
- 4 Section 66 of the regulations is amended by striking out “NS-69” in the note in Clause 1.3.1.2.(1)(c) and substituting “NS-66”.
- 5 Section 74 of the regulations is amended by adding “(See Note NS-74, NSBCR)” at the end of Sentence 3.4.6.16.(8).

- 6 Section 76 of the regulations is amended by
 - (a) striking out “Article 3.8.3.21.” and substituting “Article 3.8.3.22.”;
 - (b) striking out “3.8.3.22. Sleeping Units in Roofed Accommodations” and substituting “3.8.3.25. Sleeping Units in Roofed Accommodations”; and
 - (c) striking out “3.8.3.23.” and substituting “3.8.3.26.”

- 7 Section 86 of the regulations is amended by striking out “Clause 9.32.3.6.(1)(b)” and substituting “Clause 9.32.3.3.(1)(b)”.

- 8 The regulations are further amended by adding the following Section immediately after Section 89:

Table 9.36.8.2. (Energy Performance Tiers) amended

89A Table 9.36.8.2. (Part 9 of Division B) of the *National Building Code* is amended in the row beginning with “3” by striking out “Reserved” under the column titled “Minimum Sum of Energy Conservation Points” and substituting “20”.

- 9 Section 91 of the regulations is amended by
 - (a) adding “(See Note NS-9.38.2.1.(4), NSBCR)” at the end of Sentence 9.38.2.1.(4); and
 - (b) adding “(See Note NS-9.38.2.2.(2), NSBCR)” at the end of Clause 9.38.2.2.(2)(c).
- 10 Section 93 of the regulations is amended by striking out “other” in Sentence 2.4.9.1.(1) and substituting “another”.
- 11 Schedule “C” to the regulations is amended by

- (a) repealing Sentence 3.8.3.6.(17) and substituting the following Sentence:
 - 17) Except for facilities for persons with cognitive disabilities such as dementia, doorways leading from a *public corridor* or a corridor used by the public that provide access to a public area or an *exit* shall be provided with a door or door frame that has a readily apparent visual contrast with adjacent wall surfaces. (See Note A-3.8.3.6.(17), NBC) (See also Note A-3.4.6.11.(4), NBC).
 - (b) striking out “9.38.” in Clause 3.8.4.1.(2)(b) and substituting “9.39.”; and
 - (c) striking out “3.8.2.3.(7)” in Clause 3.8.4.1.(2)(c) and substituting “3.8.3.1.(7)”.
- 12 The table in Schedule “D” to the regulations is amended in the row beginning with “34” by
- (a) striking out “50%” under the column titled “NBC Requirement” and substituting “100%”; and
 - (b) striking out “Where” under the column titled “Alternative Compliance Methods” and substituting “Except for Group A, assembly occupancies, where”.