



Town of Oxford  
**Committee of the Whole**  
Council Chambers and Zoom  
Wednesday, December 17, 2025  
6 pm

## **AGENDA**

1. Call to Order
  
2. Approval of Agenda  
*Pages 1 - 2*
  
3. Approval of the Minutes – November 12, 2025  
*Pages 3 - 7*
  
4. Town Departments Reports
  - 4.1 Fire Department – presented by Bruce Rushton, Fire Chief and Kyle Purdy, Deputy Fire Chief  
*Pages 8 - 9*
  
  - 4.2 Municipal Physical Activity Leader (MPAL) Report – presented by Marion Abbot, MPAL  
*Pages 10 - 11*
  
  - 4.3 Bylaw Enforcement Officer Report – presented by Paul Macdonald  
*Pages 12 - 13*
  
  - 4.4 Administration Reports – presented by Linda Cloney  
*Pages 14 - 16 – Administrative Assistant Report*
  
5. Council Committees and Boards Reports – Linda Cloney presenting
  - 5.1 Municipal Alcohol Project Committee – November 4 and December 10  
*Pages 17 - 18 – Approved Minutes – November 4, 2025*  
*Page 19 – Approved Minutes – December 10, 2025*

5.2 Cumberland Public Libraries Board

*Pages 20 – report to Council*

*Pages 21 – Approved Minutes - September 25, 2025*

5.3 Northern Region Waste Committee– December 12, 2025

*Pages 22 - 23 – Approved Minutes – September 26, 2025*

5.4 Cumberland Central Landfill Facilities Community Liaison Committee –  
December 11, 2025

*Verbal Report*

6. Items of discussion and correspondence

6.1 nil

7. Adjournment



## Minutes of the Committee of the Whole 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), Paul Macdonald (Bylaw Enforcement Officer), and Nick Purdy (Public Works Supervisor *via Zoom*).

**Staff Regrets:** Paul Macdonald (Bylaw Enforcement Officer), and 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 6:00 PM, Deputy Mayor McNutt called the meeting to order and welcomed all in attendance.

## **2. Approval of Agenda**

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

**Motion Carried**

## **3. Approval of the Minutes – October 8, 2025**

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Deputy Mayor McNutt, Chair, on November 12, 2025

## **4. Town Departments Reports**

**4.1 Public Works Department** – presented by Councillor Jones on behalf of Nick Purdy, Public Works Supervisor

**4.2 Fire Department** – presented by Councillor Jones on behalf of Bruce Rushton, Fire Chief and Kyle Purdy, Deputy Fire Chief

**4.3 Municipal Physical Activity Leader (MPAL)** – presented by Councillor Canning-Sweet on behalf of Marion Abbott, MPAL

**4.4 Bylaw Enforcement Officer** – presented by Councillor Black on behalf of Paul Macdonald, Bylaw Enforcement Officer

**4.5 Administration Reports** – presented by Linda Cloney

Deputy Mayor McNutt thanked all town departments for their respective reports.

## **5. Council Committees and Boards Reports – Linda Cloney presenting**

**5.1 Police Advisory Board Meeting – October 7, 2025**

**5.1.1 Approved Minutes April 8, 2025**

**5.1.2 RCMP Report April 1 – June 30, 2025**

### **5.1.3 RCMP Report July 1 – September 30, 2025**

## **5.2 Planning Advisory Committee Meeting – October 21, 2025**

### **5.2.1 Approved August 13, 2025, minutes**

## **5.3 Asset Management Committee Meeting – October 21, 2025, Verbal presentation**

It was reviewed that the committee had met on October 21, 2025, and discussion centred on securing the contributions for the GRID application. This application is on-going.

## **5.4 Road Trails Act Committee – October 22, 2025, Verbal presentation**

It was reviewed that the committee had met on October 22, 2025, and discussion included possibility of including all the streets and roads within the Town of Oxford for ATV access to become a fully ATV friendly community. Also discussed were the required changes necessary to the current ATV bylaw. Once determined, this will be presented to the Council for their consideration.

## **5.5 Public Works Committee Meeting – October 29, 2025, Verbal presentation**

It was reviewed that the committee had met on October 29, 2025, and discussion included reported damage to a property on Thompson Road, and more discussion is required. Also, at the Oxford Depot, there is a staff building there that is in poor condition.

## **5.6 All Saints Community Health Care Foundation – November 4, 2025**

### **5.6.1 Approved September 9, 2025, minutes**

It was reviewed that at the most recent meeting, a \$2000 donation from the board was awarded to an internal food pantry for patients undergoing dialysis treatment who struggle financially due to being on dialysis and unable to work full-time. The pantry is being run by staff at the hospital.

## 6. Items of discussion and correspondence

### 6.1 Regional Emergency Measures Organization (REMO), Verbal presentation

Linda reviewed with the Committee of the whole that there is an intermunicipal emergency services agreement with the Town of Amherst, Town of Oxford and the Municipality of the County of Cumberland. A Regional Emergency Advisory Committee exists, and Mayor Henley and Councillor Colborne sit in on this committee.

The Regional Emergency Advisory Committee have not met for quite some time. The position of Regional Emergency Management Coordinator has become vacant recently. The responsibility to fill this role rests with the CAO of the Municipality of the County of Cumberland in accordance with the hiring policies of the Municipality of the County of Cumberland which includes the CAO's of the Town of Oxford and Town of Amherst as part of the selection committee.

A revitalization of the EMO is sought when filling this vacancy along with the reactivation of the Regional Emergency Advisory Committee. In doing so, this will allow more service to the municipalities as well as develop a plan and provide outreach.

This position is a 12-month contract. A candidate is currently being considered that has solid experience, a fully qualified trainer, and uniquely qualified. A coordinator position will also be considered with a 12-month contract including mentorship in the future.

The services expected will be to:

- have an updated all hazards plan by January of 2026
- mentor outreach coordinator
- all training for staff and council for emergency management measures
- exercises and stand-by readiness

This will have minimal budget impact, if any.

## **7. Adjournment**

The meeting adjourned at 6:30 PM.

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**Deputy Mayor McNutt**

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**Stan McDougall, Admin Assistant**

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**Date Approved**

The fire department has responded to 8 calls in November...113 calls up to the end of November. This time last year we were at 130 calls.

- 1 Motor Vehicle Collision... highway 104
- 1 Structure fire
- 1 Medical call for a lift assist
- 2 Garbage Fires
- 1 Vehicle Fire
- 1 Electrical Fire
  
- 4 Calls in Town
- 2 Call in our coverage area
- 2 calls assisting other departments (mutual aid)

### Training:

Our training for responding to Natural Gas incidents was well attended with members from Collingwood, Springhill and Pugwash joining us.

In the new year there are 7 courses planned for Cumberland County through the Volunteer Insurance Levy Program. There is no charge to the firefighters or departments for this training. We will be hosting the 4 day "Pump Operations" course in March/April and the 4 day "Vehicle Extrication" course in September here in Oxford. Other courses will be held in Amherst, Southampton and Pugwash.

This is just the start of what we are working on for training in 2026.

Truck 4 (tanker) – we may have an issue with coolant leaking. We are investigating to see where it is going.

We completed a survey for the Nova Scotia Firefighter Training Advisory Committee. This survey was started to provide information on how to move forward with firefighter training throughout the province.

I am working on a report for the Fire Marshals office that includes information on calls over the past 3 years which will be used in implementing the new fire service records system for the province.

Members assisted with the Red Ribbon Campaign with MADD Canada and RCMP again this year.

Members also participated in the Remembrance Day service and helped with the laying of the wreaths.

A couple of reminders for folks...

- Please have your chimneys and pipes inspected and cleaned.
- Have your walkways and driveways cleared and salted.
- Test your smoke detectors regularly and by now you should have changed your battery as well.

Respectfully submitted,

Fire Chief, Bruce Rushton and Deputy Chief, Kyle Purdy

Hello! Last report for 2025! Woohoo!

I was set to attend the '**Fall PAPE**' but it was cancelled due to snow storms. I attended a meeting about creating **training for summer students** in 2026 and I'm scheduled to attend a workshop about **inclusion in recreation** this week.

**The arena** continues to offer weekly free skates for all residents as well as pick up hockey and learn to skate opportunities. Weekly reports from Sean Robin keep me up to date on what's happening.

**Portable hockey nets** have been moved to the Tennis Courts. We're hopeful that kids will take advantage of these this winter.

I have started conversations with members of the **Oxford Minor Ball association** about improving the security of the dugouts and other ball field matters for the summer of 2026.

An outdoor storage box has been purchased and stored. This will be filled with **pickleball equipment** and set up at the tennis courts so that this summer residents can sign out a key and use the equipment free of charge.

I'm working on procuring a quote for **resurfacing the tennis court** for budget consideration.

An **equipment loan program** has been launched. Residents may borrow a variety of physical activity and sporting equipment for free. Although most of our equipment is more suited for spring and summer, some fun tobogganing-type toys will be added soon, and adults are welcome to sign out a pair of snowshoes and enjoy the wintery days.

I have started to implement the **Jr NBA program**. It will be open for registration in mid winter and happen in the early spring.

Thanks to the efforts of some amazing volunteers, we did indeed have a beautiful tree for our **Tree Lighting Ceremony**. About a hundred residents attended and enjoyed free hot chocolate, music and were invited to write the names of loved ones they're missing this Christmas and tie them to the tree. I had created lyric images and posted them on Facebook for people to use during the carol sing portion. These appeared to be a great success. There was some miscommunication about the countdown to the lighting, but overall, it was a beautiful time of community.

**Oxford's Santa Claus Parade** was extremely well attended and a huge success. It was wonderful having 22 volunteers man each of the street closures this year, increasing the safety of the event. We had over 32 floats, and residents voted three prize winners at the arena. There were well over a hundred people at the arena afterward to meet Santa, drink more free hot chocolate, vote for their favourite floats and enjoy a free skate. Due to the large number of skaters, we hired two rink guards this year, which, again, increased the safety of all attendees. We had Santa on the main floor to make sure he was accessible to all.

Our **Craft Clubs** came to a successful end, and the **Art Class** is on hiatus for the Christmas break. **Musical Theatre classes** are also on a break until January.

**March Break Camp**, **Winter Craft Club** and other activities will be open for registration soon.

Last weekend we had four performances of the **Oxford Christmas Concert**. 50 performers, ages 6 to 70+, performed 54 songs at our own Capitol Theatre. We also had 7 people working backstage and additional volunteers working as ushers and manning the canteen. It's hard to encapsulate how successful and positive this production was. You just had to be in the room to truly experience the magic and the true spirit of Christmas that was created. The best part was seeing the theatre absolutely full of people, activity, and positive energy.

The **next productions** to start rehearsal are Bye Bye Birdie (Youth Edition) and our Taylor Swift Tribute Concert. Performances will take place in both February and March.

Audition info for **summer productions** will be released in the new year and **summer theatre camps** will be open for registration in late March.

We'll be screening Christmas movies at the theatre, including Gremlins, Die Hard, Elf, Home Alone, Christmas Vacation and A Christmas Story.

**Looking ahead to January**, we've got more movies planned for the Capitol, Community Karaoke Night, Death by Chocolate Baking Contest and the Oxford Royal Bar. Watch the monthly Newsletter and our Facebook page for details.

Have a very Merry Christmas and I wish you all the very best in the new year.

And with that, I'm on vacation! Woohoo! Movies and hot chocolate, here I come!

### **Oxford Depot**

I have spent several days alone at the depot in order to keep it open due to some staffing shortages

We still have some issues with sorting but have seen a significant improvement

We do have one resident in particular that we seem to have issues with following direction.

There is a very noticeable difference in the time it takes to fill our furniture bin now that everyone must produce a dump card

I am under the understanding that the current private pick up service may no longer be able to continue this service. There is a concern for some people that have accessibility needs how will they be able to dispose of their garbage/recyclables.

I have had many reports of garbage being dumped on the trail to the bunny trail and on to Irving I have found no information to identify who , I am aware of one individual who has been seen carrying garbage to the trail but have not seen in the act of dumping

### **Parking**

I have done patrols before and during recent snowstorms in a attempt to enforce winter parking , I have left cards on windshields asking not to park overnight some have complied

Employees for the businesses on Water Street have been asked to park in the parking lot by the skatepark to free up parking for customers as it is 1 hour parking, most have complied

I am having difficulty getting folks to stop parking across from post office that side is all no parking and when vehicles are parked there can cause traffic concerns.

### **General**

I have done some crossing guard duty but not since new person was hired

I ordered new first aid kits which have arrived and put in place at the depot, public works building and in our town vehicles.

Residents are aware who I am I get lots of messenger messages on facebook with concerns and questions for example Oxford Depot hours.

I have had several residents request I come and do a inspection of their property to make sure they are in compliance with our bylaws, which I have done.

It is nice to see the house on the corner of James Street and Elm Street is coming down, this will help to make this property compliant of the Dangerous and/or Unsightly Bylaws.

I have noted the a property on Sunset Avenue has also been compliant by cleaning up their yard.

It was requested for me to inspect the windows in the stores that are in the downtown core to have a proper window display and or window coverings to compliment our downtown area. There is one business I haven't been able to catch up with yet.

If you have any questions relating to Bylaw Enforcement, please reach out to me, my email is provided at the bottom of this report.

Wishing everyone a safe and happy holiday season.

Respectfully submitted by,

Paul Macdonald  
ByLaw Enforcement Officer  
Town of Oxford  
beo@oxfordns.ca

## November 2025 – Completed Tasks

### **Communications (social media, website, posted notices, etc):**

- **Remembrance Day 2025:**
  - posting for office and public works closures
  - Ceremony and Dinner postings shared from the Oxford Legion
  - Proclamation for Remembrance Day 2025
- **Recreation/MPAL:**
  - Shared posts for Christmas parade and other upcoming activities.
  - Added the Christmas parade to the calendar on the website
  - Shared the Christmas parade to the Town Facebook page
- Updated and posted the Council and CAO expense reports
- Shared Cumberland Region Solid Waste post regarding changes for the recycling program coming December 1, 2025 (website and Facebook)
- Shared public works post for service repairs as required
- Shared a post from an Acadian University student conducting research into concussions
- Updates to Oxford website calendar to show upcoming Committee of the Whole and regular Council Meetings

### **Office/Admin/Payroll Tasks:**

- Interest for October 2025 posted in TownSuite for water and taxes
- Deposits, bill postings, filing, analysis and coding of bills
- Payroll:
  - Subcontractor WSIB amounts tallied and sent into payroll provider

- Mid-Month reporting for payroll for October 2025 completed
- Payroll inquiries regarding employees for end of employment, sick leave and other inquiries as needed
- Assist CAO in data collection for employee hours from payroll reports and timesheets.
- Council, Mayor and CAO Expense Reports spreadsheet updated
- Correction to a few water bills to reflect the change over from flat rate to metered rate where the flat rate did not get turned off prior to bill creation.
- Renewal of license plate stickers for Oxford Fire Department
- Renewal of license plate stickers for public works
- All-Saints Hospital Foundation meeting attended on Nov. 4, 2025
- Statistics Canada Payroll Survey completed for October 2025
- Follow up with vendors regarding credits, payments, and services
- Telus Health Plan information updated for payroll and registered retirement plan website for employees including end of employment dates, updates to hours and checking current information as required
- Oxford Depot cards created for residents as requested.
- Customer service, receipting of tax and water electronic and cheque payments received by mail for coverage for revenue clerk while off on illness
- Assist MPAL with inquiries regarding recreational activities, Christmas Parade, Halloween costumes, handing out prizes, taking payment moneys for theatre and rec programs
- Speed/Radar Signs:
  - Assist CAO with updated research and inquiries regarding speed radar signs
  - obtained quotes from four different suppliers including the use of recommendations through AMANS listserv (which included our preferred vendor).

- As per the CAO, requested two radar speed signs and one trailer mount to be ordered through ATS Traffic.
- Updated addresses for employees in Sage50
- Assisted CAO with putting together a checklist for the Façade Program.

**Technical Support / IT Tasks:**

- Tech support assistance for staff for hardware, software, printing, network and file access
- Zoom meeting video and audio setup and operation for various meetings
- Sage50 Accounting system updates to the server and all workstations to the newest version 2026.0
- Daily server backup monitoring and backup drive swap out
- Engaged TownSuite Support to change the wording of a form in the backend for wording to assist the Manager of Finance.

## Cumberland MAP meeting NOTES

November 4<sup>th</sup>, 2025

**Attendance:** Mallory Klooser, Colleen Dowe, Kim McMillan, Madison Bennett, Sophie Melanson

**Regrets:** Sarah Pennoyer, Melanie Siddall, Carrie Lee, Carla Black, Jeel Desai, Emily Atkinson,

Agenda item	Notes	ACTIONS
<b>Welcome &amp; Introductions</b>		
<b>Standing Item – Local Observations</b>	<ul style="list-style-type: none"> <li>a) Amherst U17 hockey event happened and alcohol was not involved</li> <li>b) Maggie’s Place has hosted a number of Community Suppers (ex. Pugwash, Wallace, etc.) which don’t typically involve alcohol.</li> <li>c) Diwali festival went very well.</li> <li>d) Game nights are becoming really popular in the county</li> <li>e) Multicultural Association: next event is the Lunar New Year.</li> </ul>	
<b>Standing Item – Expanding Alcohol Sales</b>	<ul style="list-style-type: none"> <li>- Legislation passed by without mention of the expansion of alcohol sales... this is good news for the moment (we keep an eye open however)</li> <li>- Some additional anti-expansion efforts have happened more recently (NSLC, etc.)</li> <li>- Provincial Gov’t were surprised how community partners were alerted early RE: their public announcement.</li> <li>- Advocacy letters were successfully sent from the Ontario and BC perspective, alerting of the risks of broadening the availability of alcohol.</li> <li>- Town of Amherst council would be open to hearing more about alcohol harms and municipal impacts in the future.</li> </ul>	
Seeking opportunities locally <b>to...</b>  <b>INCREASE READINESS:</b> Encourage dialogue, facilitate information sharing, provide data to demonstrate the needs, support the formation of	<b>AMHERST YOUTH TOWN COUNCIL</b> <ul style="list-style-type: none"> <li>- We are interested in having some conversation with the AYTC to get some feedback about potential areas of alcohol-related concerns we might be able to work on together.</li> <li>- The Anchor Youth Space has invited a member from AYTC to participate in committee meetings to relay any relevant information to the AYTC. Anchor is interested in potentially hosting a youth substance youth expo!</li> </ul>	Malory will ask the AYTC their perspective about their interest in alcohol harms/policy (with short blurb provided by Sophie). Mallory can then update us at our December meeting.

groups, facilitate strategic planning, Identify resources	<ul style="list-style-type: none"> <li>- There may be an opportunity to connect the youth from the Anchor Group to the Cumberland Harm Reduction Committee for future Harm Reduction pop-ups.</li> </ul>	
	<p>CHB YOUTH</p> <ul style="list-style-type: none"> <li>- Idea of co-creating a document (information, advocacy letter, or position statement) that can then be shared around to all CHBs in the province if they wish to support as well.</li> </ul>	Colleen has reached out to a few of her young people (3 or 4 who are currently interested in stigma reduction youth homelessness) and one has identified their interest in being kept up to date of future requests.
	<p>TRAIL SIGNAGE</p> <ul style="list-style-type: none"> <li>- Opportunity to take on more advocacy about trail signage. Mark might be able to share his knowledge on how he did in his area.</li> </ul>	Colleen has been successful in reaching Mark, and he has requested the designer for permission to use the file for future signage.
<b>Learning Opportunities</b>	<ol style="list-style-type: none"> <li>1) In-person event happening in Halifax, following Issues of Substance Conference (Nov 20)  <a href="https://www.eventbrite.ca/e/exploring-the-impacts-of-alcohol-on-community-health-and-wellbeing-tickets-1595508852929?aff=oddtcreator">https://www.eventbrite.ca/e/exploring-the-impacts-of-alcohol-on-community-health-and-wellbeing-tickets-1595508852929?aff=oddtcreator</a> </li> <li>2) CAPE Webinars: Municipal measures to reduce impaired driving (oct 29)</li> </ol>	Sophie will send recording of the October 29 <sup>th</sup> web
<b>Wrap-up</b>	<p><b>Next Meetings:</b> Dec 2<sup>nd</sup>. In person or online?</p> <p><b>Reminder:</b> Please send MAP meeting minutes to CAOs</p>	Sophie will send a Doodle poll to find the best time to have our December meeting and follow-up with anyone not responding.

## Cumberland MAP meeting

December 10<sup>th</sup>, 2025

**Attendance:** Mallory Klooster, Zack Knol, Madison Bennett, Sophie Melanson

**Absent:** Colleen Dowe, Sarah Pennoyer, Carrie Lee, Kim McMillan, Linda Cloney, Melanie Siddall

Agenda item	Notes	Lead	ACTIONS
<b>Welcome &amp; Introductions</b>	Welcome Zack!	Sophie	Mallory has, since our meeting, extended the invitation to Chloe Curtis to participate in future meeting.
<b>Questions &amp; Conversation</b>	<p><b>Community Nice to Knows</b></p> <ul style="list-style-type: none"> <li>- Cumberland Ice Allocation Policy: Policy edited to add guidelines regarding alcohol and tobacco use to Ice Allocation policy to reflect current practice. Amherst has a similar policy (Mallory)</li> <li>- Cumberland Municipal Planning Strategy Revision (Sophie has sent a message to Carrie Lee asking to get more information if possible)</li> <li>- AYTC met with Anchor and the youth are very much interested in continuing to work together (Mallory)</li> <li>- Planet Youth <a href="https://planetyouth.org/">https://planetyouth.org/</a> is a very interesting project that might interest those on our committee as well as AYTC &amp; Anchor youth (Sophie)</li> </ul>	Madison	<p>Check: Does Oxford have a similar policy?</p> <p>After our meeting, Carrie Lee has said she would get back to us once she has checked RE: planning engagement</p>
<b>Standing Item – Expanding Alcohol Sales</b>	<ul style="list-style-type: none"> <li>- Share back from Exploring the Impacts of Alcohol on Community Health and Wellbeing Mini Conference – Madison shared the highlights</li> <li>- Heather Mulligan re-iterated how we can't take our eyes off the ball regarding alcohol sale expansion even though the last legislature didn't address it.</li> </ul>	Madison	
<b>Group Discussion – Community Readiness</b>	<p>CAPE 3.0 Webinar (March)</p> <ul style="list-style-type: none"> <li>- Key topic: Building community readiness --- municipal alcohol policy</li> <li>- Examples of how we have, and continue to work on this (Tik Tok, Letter writing, harm reduction champion, community engagement, etc.)</li> <li>- Interactive/networking activity ideas: What are the biggest barriers for community/municipality Use Scenario to introduce the question</li> </ul>	Sophie	Sophie will continue to work on this and alert of the date once it is set
<b>Wrap-up</b>	<p><b>Next Meetings:</b> January 6<sup>th</sup>?</p> <p><b>Reminder:</b> Please send MAP meeting minutes to CAOs</p>	Madison	Sophie will send out an email with notes and a poll Yes/No for the January meeting which Madison would lead if folks are available

# External Committee Report

## Cumberland Public Libraries

### November 2025

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#### **Minimum Wage Increase**

Minimum wage was increased October 1<sup>st</sup>, 16.50 per hour from \$15.70. As some positions would have fallen under required minimum wage, the Library Board opted to increase wages for branch assistants and Clerk 1 positions. No other positions received increases.

#### **Strategic Plan**

2026-2029 Strategic Plan was presented to the Board for approval.

#### **New Preventing Workplace Harassment policy**

The Board passed the new Preventing Workplace Harassment policy. This policy is a new requirement of the Provincial Government.

#### **Board Minutes**

Approved Board minutes are now available on the Library's website:

<https://www.cumberlandpubliclibraries.ca/about-us/>.

#### **Statistics**

In the month of September, Cumberland Public Libraries signed out 13,403 items, 557 items in Oxford alone. This includes books, movies, TV shows, magazines, ebooks and more.

Also, in September, Oxford library held 5 in-person programs with 49 people in attendance. The Oxford library had 369 in person visits.

**Next Board meeting: February 5, 2026.**

**Cumberland Regional Library Board  
Minutes – September 25, 2025**

“Cumberland Public Libraries”, managed and operated by the Cumberland Regional Library Board, a body corporate pursuant to the Libraries Act of Nova Scotia.

The September 25, 2025 meeting of the Cumberland Regional Library Board was held via Google Meet.

**Present:** Kim Ford (Chair), Councillor Angel McCormick, Councillor Terry McManaman, Denise Corey (Library Director, Secretary), Chantelle Taylor (Deputy Library Director, Recording Secretary)

**Regrets:** Councillor Carla Black

**1. Call to Order**

The meeting was called to order at 4:35 pm.

**2. Approval of the Agenda**

*Councillor McCormick moved that that the agenda be approved as presented. Seconded by Councillor McManaman. Motion carried.*

**3. New Business**

**A. Salary scales**

*Councillor McCormick motioned to go in camera. Seconded by Councillor McManaman. Motion carried.*

In Camera 4:38pm

*Councillor McManaman motioned to go out of camera. Seconded by Councillor McCormick. Motion carried.*

Out of Camera 4:48pm

*Councillor McManaman motioned to accept Option 1 of the draft salary scales as of October 1st. Seconded by Councillor McCormick. Motion carried.*

**9. Other**

Ms. Corey reported that the tile in the men’s washroom in Amherst has been fixed.

There being no further business Ms. Ford adjourned the meeting at 5:01pm.

**Next meeting: November 6, 2025 at 4:30pm**

# NORTHERN REGION WASTE-RESOURCE COMMITTEE

## Meeting Minutes: September 26, 2025

### Present            Elected Officials

Paul Weatherby, Mun. of Colchester (Chair)  
Eldon Hebb, Mun. of the District of East Hants  
Nic Furlong, Town of Amherst (Vice Chair)  
Chrystal McNutt, Town of Oxford

### Present            Staff

Andrea Trask, Mun. of East Hants  
Brenda Rioux, Amherst, Oxford, & Mun. of Cumberland  
Robert Matheson, Mun. of Colchester  
Ishamar Senior Gentles, Mun. of Colchester  
Jessica Rushton, Mun. of Colchester  
Jared Bent, Town of Truro

### Regrets \_\_\_\_\_

Fred Gould, Mun. of Cumberland

### Approval of Agenda

**Moved by Councillor Furlong seconded by Councillor Hebb to approve the agenda as circulated.**

Motion carried.

### Approval of the Minutes (May 16, 2025)

**Moved by Councillor Hebb seconded by Councillor Furlong to approve the agenda as circulated.**

Motion carried.

### EPR for PPP – Status Update

- Some municipalities have signed at this point, but not all.
- Contracts include Curbside Collection, Transportation, and Processing
- Main question remaining is related to insurance clauses (being reviewed)
- Staff are working diligently to be informed on changes
- Regional Coordinators are working to issue messaging in a collaborative approach (similar timing, messaging)
- Circular Materials will be using a drop-off network for items that will not be available for the curbside blue bags. This includes Styrofoam, flexible plastics and non-hazardous aerosols.
- An invitation will be sent out for the official launch on November 5<sup>th</sup> in Halifax.

### Update From Provincial Regional Chairs Committee (September 19, 2025)

Chair Weatherby reported that he attended the September meeting of Regional Chairs Committee meeting.

Highlights shared:

- EPR was the main topic, with our update shared earlier.
- Our next meeting for Chairs was rescheduled to align with the Circular Materials launch day (NSFM is that week as well)
- There is Waste Resource Association conference, early November. If anyone is interested in attending staff can provide the details.

### Provincial Regional Coordinator Committee Update

Staff updated on the following topics:

- Reminder: Annual Datacall reporting will be due at the end of September.
- 1 ½ day meetings as a committee. This is a strategic meeting scheduled annual (in-person only). Various stewardship representatives were asked to come and review the status of their programs. Stewards included Call2Recycle (batteries), Product Care (lighting, paint), Divert (tire, beverage containers), Circular Materials (EPR for PPP), EPRA (electronics), and UOMA (oil/glycol)
- Call2Recycle shared that there is no regulation on EV batteries, they have a voluntary system which can manage them. In those cases, we can provide a number for follow-up.
- Provincial staff have provided a sharps presentation to executive at NSECC, expect more to come in the months ahead.

### NS Solid Waste Managers & Directors Committee Update (Andrea)

The Nova Scotia Solid Waste Managers & Directors Committee (NSSWMD) members continue to work together related to the EPR file. The committee has setup meetings following the monthly online updates from Circular Materials as a debrief opportunity. The goal of these debriefs is to ensure all members have consistent understanding and aligned positions where necessary. Individually, work continues as municipalities participate in one-to-one discussions with Circular Materials on curbside collection services, transfer station operations, and material recovery facility (MRF) operation options starting December 1.

Collectively the committee opted to submit a joint request for information, seeking clarification and reducing the potential that not all are receiving the same messaging. All members shared questions they had, those were formatted as one document, confirmed for correctness and sent. For example, some haven't heard from their insurance brokers so they can't say if there are issues or not. However, many have heard back and so we've asked Circular Materials to assume all municipalities have the same questions and therefore need the same feedback. Circular Materials has responded that they will work collaboratively with municipalities to resolve the questions.

### Regional Partner Solid Waste Updates

These are provided as attachments to meeting minutes.

### Next Meeting

Friday, December 12th (virtual).

### Correspondence

No received at this time.

### Adjournment

**Moved by Councillor Hebb to adjourn the meeting. Motion carried.**