



Town Council Meeting  
Council Chambers – 105 Lower Main Street  
Wednesday, January 28, 2026  
6:00 pm

## **AGENDA**

1. Call to Order

2. Approval of Agenda

*Page 1*

3. Approval of Minutes – Regular Council Meeting – December 15, 2025

Special Council Meeting – January 14, 2026

*Pages 2 – 4 – December 15, 2025, Minutes*

*Pages 5 – 6 – January 14, 2026, Minutes*

4. Business

4.1 Request for Grant or Property Tax Exemption – 2026/27 tax year – the  
Sunset Community

*Pages 7 – 8*

4.2 Public Works Committee Recommendation – Two trucks for salting and  
plowing request

*Verbal presentation*

4.3 Boards and Committees Update – Recreation Commission and Police  
Advisory Board

*Page 9*

5. Correspondence

5.1 Bill 24 Regulations – Link Nova Scotia

*Pages 10 – 12*

6. Adjournment



## Minutes of the Regular Council Meeting

Place: Council Chambers, Zoom, streamed live to Facebook  
Date: Wednesday, December 17, 2025  
Presiding Officer: Mayor Greg Henley  
Councillor Present: Carla Black and Councillors Brenton Colborne, Olivia Canning-Sweet, Padraic Moore, Paul Jones, 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 / recording secretary

**Presenters in attendance:** Nil

**Gallery (media and public) in attendance:** Mark Rushton, HelloOxford

**1. Call to Order**

Mayor Henley called the meeting to order at 6:30 PM.

**2. Approval of Agenda, Page 1**

Moved by Councillor Jones and seconded by Deputy Mayor McNutt that the agenda of the Regular Council Meeting for Wednesday November 27, 2025, be approved, as presented.

**Motion Carried**

**3. Approval of Minutes – Regular Council Meeting – November 26, 2025**  
Pages 2 – 6 – November 12, 2025, Minutes

**Approved by** \_\_\_\_\_

**Mayor Greg Henley, on December 17, 2025**

**4. Presentation – Closing Gaps: Building Financial Resilience through Asset Management** – Ruthann Brookins, Manager of Finance, Town of Oxford  
Pages 7 – 18

**5. Business**

**5.1 Request from Cumberland Public Libraries, Pages 19 – 20**

Linda reviewed a letter received on November 25, 2025, for a request of additional members to its board to add 3 members (2 community representatives selected by the library board and 1 council representative from the County of Cumberland).

In total the board would be comprised of:

- 1 - Town of Amherst Councillor,
- 1 - Town of Oxford Council,
- 2 - Municipality of Cumberland County Councillors,
- 1 Equity Diversity and Inclusion member and
- 2 community members at large, along with the two provincial-appointed members.

This would create a board of 9 members.

Moved by Deputy Mayor McNutt and seconded by Councillor Canning-Sweet to accept the proposal for additional membership as presented.

Mayor Henley – YES

Deputy Mayor McNutt – YES

Councillor Canning-Sweet – YES

Councillor Colborne – YES

Councillor Black – YES

Councillor Jones – YES

Councillor Moore – NO

## **6. Correspondence**

6.1 nil

## **7. Adjournment**

Prior to adjournment, Mayor Henley announced that on January 14, 2026, the next Committee of the Whole Meeting would be held.

The meeting adjourned at 7:05 PM

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**Mayor Greg Henley**

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**Stan McDougall, Admin Assistant**

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**Date Approved**



## Minutes of the Special Council Meeting

**Place:** Council Chambers, Zoom, streamed live to Facebook  
**Date:** Wednesday, January 14, 2026  
**Presiding Officer:** Mayor Greg Henley  
**Councillors Present:** Deputy Mayor Chrystal McNutt, Olivia Canning-Sweet, Carla Black, and Paul Jones  
**Councillor Regrets:** Brenton Colborne and Padraic Moore

***A quorum was present throughout the meeting.***

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

**Staff Regrets:** Nil

**Presenters in attendance:** Nil

**Media in attendance:** Mark Rushton, HelloOxford

**Gallery in attendance:** Nil

Stan McDougall left the meeting at 6:55 PM

1. **Call to Order**

At 6:52 PM, Mayor Henley called the meeting to order and welcomed all in attendance.

2. **Approval of Agenda**

Moved by Councillor McNutt and seconded by Councillor, that the agenda of the Special Council Meeting for Wednesday, January 14, 2025, be approved, as presented.

**Motion Carried**

3. **In-Camera**

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

At 6:53 it was moved by Councillor Jones and seconded by Councillor Canning-Sweet to go in-camera.

**Motion Carried**

At 7:51 pm it was moved by Councillor Black and seconded by Deputy Mayor McNutt to come out of in-camera and resume the Special Council Meeting.

**Motion Carried**

CAO Cloney announced that the Town of Oxford hired Larry Reicker as the Public Works Supervisor on January 5, 2026.

Moved by Councillor Jones and seconded by Deputy Mayor McNutt that the Town of Oxford hires Larry Reicker as the Public Works Supervisor with an annual salary of \$63,830.00.

**Motion Carried**

4. **Adjournment**

The meeting adjourned at 7:55 PM

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**Greg Henley, Mayor, Chair**

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**Linda Cloney, Chief Administrative Officer**

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**Date Approved**



**The Sunset Community**

5228 Main Street  
Oxford, NS

Dec 22 2025

**Town of Oxford**

P.O. Box 338  
105 Lower Main Street  
Oxford, NS B0M 1P0

Dear Mayor and Council,

**Re: Request for Grant or Property Tax Exemption – 2026/27 Tax Year  
Property: 5228 Main Street, Oxford**

On behalf of The Sunset Community, I am writing to request the Town of Oxford's consideration for a grant or property tax exemption for the 2026/27 tax year for our property located at 5228 Main Street, Oxford.

Since our previous correspondence, The Sunset Community has continued to expand both the scope and impact of our services in Oxford and the surrounding area. As a registered non-profit organization, our mission remains focused on supporting individuals living with disabilities through meaningful employment, inclusive programming, and community-based social enterprise.

Our Oxford location continues to provide employment opportunities that promote independence, skill development, and dignity through work. At the same time, our thrift operations supply affordable clothing and household goods to residents, helping reduce financial pressures for individuals and families while encouraging sustainable reuse.

In addition to our retail services, we operate community laundry facilities in both Oxford and Pugwash, which have seen consistent growth in usage. As part of our commitment to accessibility and community care, we are now offering free laundry services to seniors in the Oxford and Pugwash areas. This initiative supports seniors living on fixed incomes by removing cost barriers to an essential service and helping them maintain independence and quality of life.

Beyond our social enterprises, we continue to deliver social, recreational, and skill-building programs for individuals living with disabilities—services that are not otherwise available locally. These programs



foster inclusion, strengthen community connections, and create opportunities for participation across all abilities.

We believe our ongoing investment in Oxford reflects a shared commitment to inclusion, community well-being, and responsible economic development. Support through a grant or property tax exemption for the 2026/27 tax year would assist us in maintaining these services and responding to growing community needs.

Thank you for your time and consideration. We would be pleased to provide additional information or meet with Council to discuss the impact of our work and our plans moving forward.

Sincerely,

A handwritten signature in blue ink, appearing to read "W. Adshade", written over a faint circular stamp.

Wade Adshade  
Manager – Business Development  
902 243 2664  
[wadshade@sunsetcommunity.ca](mailto:wadshade@sunsetcommunity.ca)

## 2025 / 2026 Boards and Committees

APPROVED - November 27, 2024

Revised: July 18, 2025, August 27, 2025, September 17, 2025, and October 22, 2025

Boards		Black	Canning	Colborne	Henley	Jones	McNutt	Moore
All Saints Community Health Care Foundation	VACANT							
Cumberland Regional Library Board	Councillor Black	1						
Municipal Alcohol Program Board (MAP)	vacant							
Police Advisory Board	Councillor Colborne, Councillor Moore, Myra Thiemann (public appointee), Vacant (public appointee), Thomas Shears - DOJ Representative			1				1
Police Services Review	Councillor Colborne, Mayor Henley, Councillor Jones, Thomas Shears, public appointee (vacant)			1	1	1		
<b>Committees - Internal</b>								
Accessibility Advisory Committee	Councillor Canning (Vice Chair), Councillor Moore, Danielle Laurie (Chair), Tracy Briggs, Mandy Blake, Meagan Marchant, and Amanda Purdy		1					1
Arena Association Committee	Jordan Burkhardt (President), Graham Wood (Vice President), Paula Rogers (Treasurer), Patrick Rushton, Shannon Hanna, Murray Thompson, Mitchell Hannigan, Darlene Ellis, Ty Ingraham, Keith Baker and Councillor Paul Jones.					1		
Asset Management Committee (was formerly Town Buildings Committee)	Mayor Henley, Councilor Colborne, Councilor Jones (Chair)			1	1	1		
Audit Committee	Mayor Henley, Councillor Jones, Councillor McNutt, Milton Wood - Public Appointee				1	1	1	
Communities in Bloom Committee	Councillor Black, Ashlyn Brownell, Chelsea Brownell, Amanda Purdy, Maxine Clarke, and Al Clarke	1						
Oxford Beautification Advisory Committee (was formally known as Downtown Revitalization/Beautification Committee)	Councillor Jones, Councillor Canning, Jordan Burkhardt, and Giancarlo Piccine		1			1		
Fire Department Committee	Councillor Colborne, Councillor Jones, Arnold MacDonald - public appointee			1		1		
Equity, Diversity & Inclusion Advisory Committee	Councillor Canning, Anas Alawar, Deputy Mayor Black, Councillor Moore, Millisa Ellis, Jaggot Singh, Emma Brown, Crhis King Tower, Virginia King Tower, and Marion Abbott	1	1					1
Personnel Committee	Mayor Henley, Councillor Black, and Councillor Jones (Chair)	1			1	1		
Planning Advisory Committee	Councillor Canning, Mayor Henley, Councillor Moore, and Jordan Reid - Public Appointee		1		1			1
Public Works Committee	Councillor Colborne, Councillor Black, Councillor Jones (Chair)	1		1		1		
Recreation Commission	Councillor McNutt (Chair), Councillor Canning, Councillor Moore, MPAL staff member - Marion Abbott, Kelsey Clark, Millisa Ellis, Elaine Mazur, Kristen Thompson, Sarah Henley, Hayden Clark, Amanda Purdy, Brittany Tomlinson, Becky Weir, Lyndsey Hurley, and Lacey Palmer		1				1	1
Road Trails Act Review Committee	Councillor McNutt, Councillor Jones, Councillor Colborne, and Councillor Canning		1	1		1	1	
Source Water Protection Advisory Committee	Councillor Colborne, Mayor Henley (Chair), Councillor Moore			1	1			1
Welcoming Committee	on hold - no membership							
<b>Committees - External</b>								
Cumberland Central Landfill Community Liaison Committee	Councillor McNutt - Vacant positions for residents / business operators						1	
Cumberland Health Stakeholders	Mayor Henley				1			
Northern Region Solid Waste Management Committee	Councillor McNutt						1	
Physician Recruitment Committee	Mayor Henley				1			
Regional Emergency Measures Organization Advisory Committee - (REMO)	Mayor Henley and Councillor Colborne			1	1			
		5	6	8	9	9	5	6

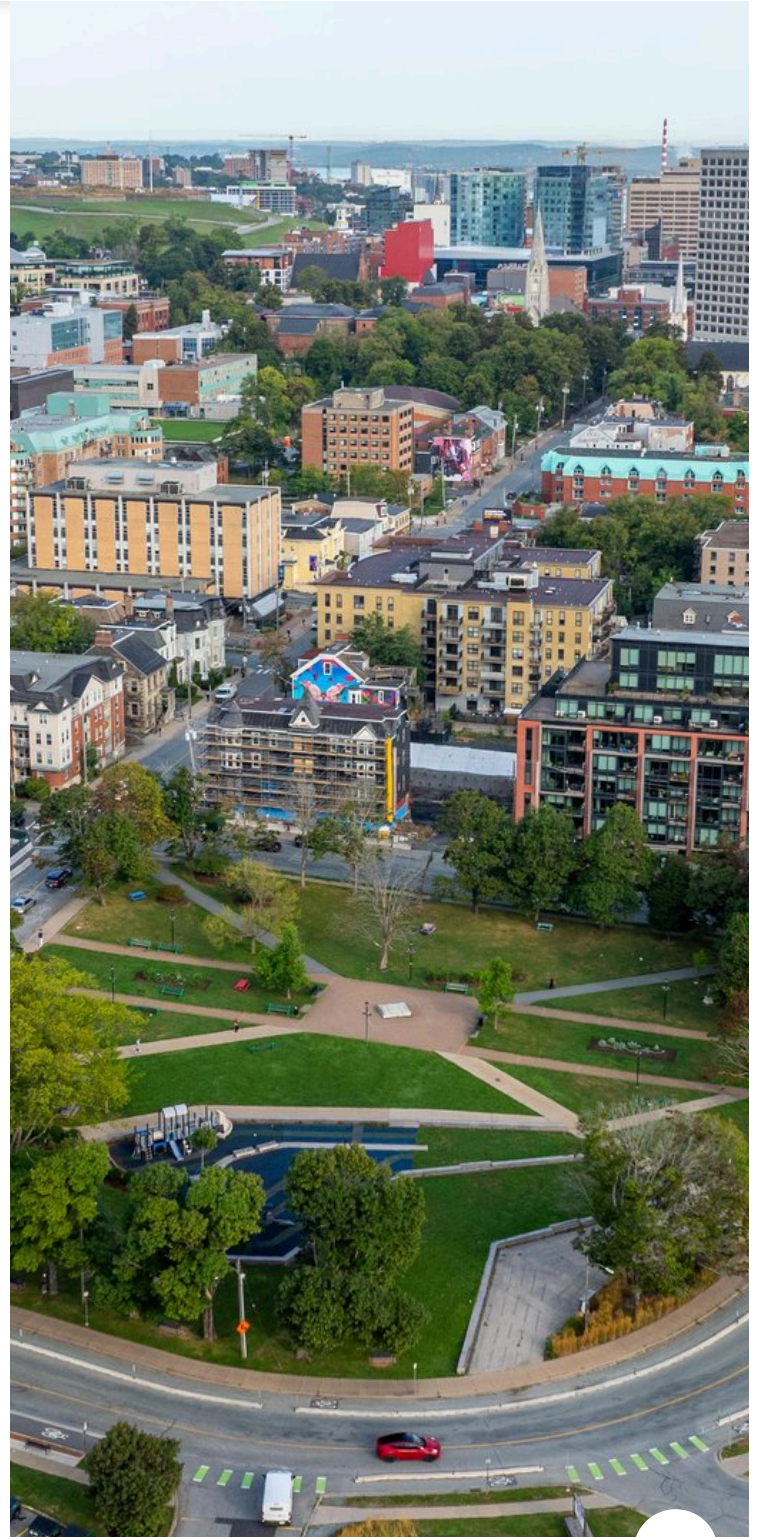
[Projects](#)  [Bill 24 Regulations](#)

# Bill 24 Regulations

With the passing of Bill 24, the Link Nova Scotia Act, the Minister of Public Works has order-making power to order a municipality to build, change, or remove transportation infrastructure within the municipality, or to do anything that would be necessary in the interest of safe, efficient and coordinated movement of people and goods.

To ensure ensure clarity, fairness, and accountability, regulations have been developed that must be considered when using Ministerial order-making powers under the Act.

**Bill 24 – The Link Nova Scotia Act**



## Regulations

The Minister must consider the following criteria and factors before issuing an order under Section 7 of the Act (as noted in “Schedule A”):

- (a) how the proposed order aligns with the **Regional Transportation Plan**;
- (b) how the proposed order aligns with transportation projects;
- (c) user safety;
- (d) relevant and available data and evidence;
- (e) emergency response and access needs;
- (f) impact to traffic flow;
- (g) economic development needs, including commercial transportation routes;
- (h) any applicable funding agreements or obligations;
- (i) whether discussions with the municipality have occurred to identify mutually beneficial solutions;
- (j) the potential impact on the municipality’s budget.

If the Minister chooses to issue an order, written notice will be given to the municipality and key criteria or factors in the decision identified.

## Common Questions

+ **What is a regulation?**

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+ **What is the purpose of the regulations?**

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+ **When do the regulations come into effect?**

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## Active Transportation Review

With the release of the Regional Transportation Plan, Link Nova Scotia was directed in the **Government Response to review active transportation projects to preserve existing road capacity.**

Link Nova Scotia has developed a framework to review active transportation projects on an as-needed basis:

**Step 1: Intake / Initial assessment:** Could the project reasonably impact the regional transportation system in respect to one or more of the considerations contained in the Regulations Respecting Criteria and Factors?

**Step 2: Information gathering:** Is the data / information available sufficient to carry out review / analysis?

**Step 3: Detailed review / analysis:** Using the information provided or collected / produced, review the project to consider whether any adverse impacts on the criteria and factors are expected.

**Step 4: Opinion / recommendation:** Prepare a summary of findings, recommendation, risks, and alternatives for review.