



## Minutes of the Special Council Meeting

Place: Council Chambers, Zoom, streamed live to Facebook  
Date: Wednesday, August 6, 2025  
Presiding Officer: Mayor Greg Henley  
Councillor Present: Deputy Mayor Carla Black, Councillors Brenton Colborne, Olivia Canning-Sweet, Paul Jones, Padric Moore and Chrystal McNutt.  
Councillors Regrets: Nil

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

**Staff in attendance:** Linda Cloney – CAO (secretary), and Ruthann Brookins – Manager of Finance.

**Gallery (media and public) in attendance:** Nil

1. **Call to Order**

Mayor Henley called the meeting to order at 6:00 PM.

2. **Approval of Agenda**

Moved and seconded to approve the agenda of the Regular Council Meeting for Wednesday August 6, 2025, be approved, as presented.

**Motion Carried**

3. **In-Camera**

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

At 6:02 it was moved by Councillor Colborne and seconded by Councillor Canning to go in-camera.

**Motion Carried**

At 7:21 pm it was moved by Councillor Colborne and seconded by Councillor Canning-Sweet to come out of in-camera and resume the Special Council Meeting

**Motion Carried**

It was presented to Council that On August 1, 2023, the Nova Scotia Department of Environment and Climate Change approved the Extended Producer Responsibility for Packaging, Paper Products and Packaging-Like Products Regulations. The extended producer responsibility (EPR) program will launch December 1, 2025.

Historically, Nova Scotia's packaging and paper recycling program was operated and funded by municipalities. Now, under the Extended Producer Responsibility for Packaging, Paper Products and Packaging-Like Products Regulations, Nova Scotia is transitioning to a new model where brand owners – the organizations that produce packaging and paper materials – are 100% responsible for operating and funding recycling the province's program. Circular Materials is the organization responsible for ensuring producers meet their regulatory requirements.

Specific details of what this program would look like in the Town of Oxford could not be worked out unless the municipality opts in to an EPR Program. The decision to OPT IN, at this point, was to allow the municipality to have further discussions with industry to work out the details of the program.

Council OPTED IN on October 23, 2023, to learn the details.

Circular Materials have made the following offer:

Oxford would continue to manage and administer their current recycling depot collection, and Circular Materials would pay Oxford \$3.92 per household, per month, with a contract term of December 1, 2025, to March 31, 2028, with two, one-year extensions. Additionally, Oxford would receive a Promotion and Education top up, of \$1.50 per household, per year.

OR

Oxford would OPT OUT and Circular Materials would then manage and administer the recycling collection.

Moved by Councillor Jones and seconded by Councillor McNutt that Town Council OPT IN to Extended Producer Responsibility (EPR). Oxford would continue to manage and administer the current recycling depot collection and Circular Materials would pay Oxford \$3.92 per household, per month, with a contract term of December 1, 2025, to March 31, 2027, with two one-year extensions. Additionally, Oxford would receive a Promotion and Education top up, of \$1.50 per household, per year.

**Motion Carried**

4. **Adjournment**

The meeting adjourned at 7:26 PM

  
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Greg Henley, Mayor, Chair

  
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Linda Cloney, Chief Administrative Officer

2025-09-17  
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Date Approved

