



## 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 Realty 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 Realty'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 Realty's plan will result in significant benefits for the Town with residential growth and community development, that Town Council accepts Casey Realty'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.

  
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**Deputy Mayor McNutt**

  
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**Stan McDougall, Admin Assistant**

  
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**Date Approved**

