



## Minutes of the Committee of the Whole Meeting

**Place:** Council Chambers, Zoom, streamed live to Facebook  
**Date:** Wednesday, December 17, 2025  
**Presiding Officer:** Deputy Mayor Chrystal McNutt  
**Councillors Present:** Brenton Colborne, Carla Black, Mayor Henley, Padraic Moore, Olivia Canning-Sweet, and Paul Jones  
**Councillor Regrets:** Nil

***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), Marion Abbott (Municipal Physical Activity Leader), Bruce Rushton (Fire Chief), and Kyle Purdy (Deputy Fire Chief)

**Staff Regrets:** Nil

**Presenters in attendance:** Nil

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

**Gallery in attendance:** Nil

At 6:22 PM Kyle Purdy, Bruce Rushton, Paul Macdonald and Marion Abbott left the meeting.

### **Announcements prior to the Call to Order:**

Deputy Mayor McNutt announced prior to the call to order that the semi-formal Christmas Dance was held at the Oxford Fire Hall on December 19, 2025. Grades P-3 from 6:00 PM to 7:00 PM, Grades 4-6 from 7:30 PM to 8:30 PM

**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, Pages 1 -2**

Moved by Councillor Jones and seconded by Mayor Henley, that the agenda of the Committee of the Whole Meeting for Wednesday, December 17, 2025, be approved, as presented.

**Motion Carried**

**3. Approval of the Minutes – November 12, 2025, Pages 3 – 7**



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Deputy Mayor McNutt, Chair, on December 17, 2025

**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

Manager of Finance, Ruthann Brookins reviewed with the Committee of the Whole that a total of 124 notice of arrears for water and taxes for 2025 were sent out. 25 notices of intent for tax sale for anyone overdue more than a year were also sent out. 9 water disconnect notices were sent out with a deadline of December 31, 2025, for those overdue in water more than a year.

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

- 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

Linda presented to the Committee of the Whole that a meeting was held on December 10, 2025, and a report of site initiatives since the previous meeting one year ago on Dec 11, 2024. It was reviewed that capping of the construction and demolition of the landfill had been completed. An increase in the volume of compost coming in has been achieved. Submission of documentation to the NSECC in mid-2026 is anticipated for the future expansion of the landfill space.

Deputy Mayor McNutt thanked all committees and boards for their respective reports

- 6. Items of discussion and correspondence**
  - 6.1 nil

## 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**