

**TOWN OF OXBOW
REGULAR MEETING OF COUNCIL
November 14, 2017**

In attendance: Mayor R. Goodward; Councillors D. Pierce, W. Nordin, R. Lamontagne, C. Mercer, D. Dunnigan, and CAO L. Pierce

Absent: Councillor N. Shier

Call to Order: A quorum being present, the Mayor called the meeting to order; 7:04 PM.

1. Agenda

Pierce/Lamontagne

263-17

BE IT RESOLVED THAT the Council of the Town of Oxbow adopt the agenda as circulated.

Carried

2. Minutes

Dunnigan/Nordin

264-17

BE IT RESOLVED THAT the Council of the Town of Oxbow adopt the October 23, 2017 regular meeting minutes as circulated.

Carried

3. Correspondence

a) Province of Saskatchewan, Justice – letter regarding fine underpayments to municipalities; Reviewed.

b) Councillor Nick Shier – Request for leave of absence from Council duties while temporarily living outside of the Town;

Mercer/Lamontagne

265-17

BE IT RESOLVED THAT the Council of the Town of Oxbow grant Councillor Shier a 3-month leave of absence, to be reviewed on or before the regularly scheduled Council meeting of February 12, 2018.

Carried

c) Oxbow Car Wash – Water rates, request for consideration of commercial rates; Reviewed. Administrator to write response.

d) Moose Creek Regional Park – September 12, 2017 meeting minutes; Reviewed.

e) Complaint re: Parking on boulevards; No absolute right to park on boulevards will be given to any homeowner, though if parking does not limit sightlines or interfere with snow removal and the boulevard is kept maintained, they will not be asked to move.

f) Oxbow Gospel Trust – Water consumption, third quarter; Received complaints that consumption is inaccurate. The Town does not have access to these buildings, there are no outside readers, and readings are not submitted regularly; therefore, no ability to measure or define a pattern of usage accurately.

266-17

Lamontagne/Pierce

BE IT RESOLVED THAT the Town of Oxbow requires that:

a) buildings be made accessible to Town staff at any time for the purposes of evaluating, maintaining, and/or obtaining consumption data of the water distribution infrastructure; or

b) outside readers must be installed at owners cost; and

c) failing to conform to either option (a) or (b) will result in the disconnection of the utility service.

Carried

4. Delegations – NIL

5. Bylaws/Agreements

a) **Bylaw 1094 – Regulate Sign Corridor**

267-17

Dunnigan/Mercer

BE IT RESOLVED THAT the Town of Oxbow Bylaw 1094 “A Bylaw of the Town of Oxbow to Regulate the Sign Corridor” be read a first time.

Carried

268-17

Lamontagne/Nordin

BE IT RESOLVED THAT the Town of Oxbow Bylaw 1094 “A Bylaw of the Town of Oxbow to Regulate the Sign Corridor” be read a second time.

Carried

269-17

Pierce/Dunnigan

BE IT RESOLVED THAT the Town of Oxbow proceed to third reading of Bylaw 1094 “A Bylaw of the Town of Oxbow to Regulate the Sign Corridor”.

Carried Unanimously

270-17

Mercer/Lamontagne

BE IT RESOLVED THAT the Town of Oxbow Bylaw 1094 “A Bylaw of the Town of Oxbow to Regulate the Sign Corridor” be read a third time, done and passed.

Carried

b) Draft Bylaw 1110 – Proposed Amendment Schedule “A” of Bylaw 1065, Fixing Water Consumption Rates

271-17

Lamontagne/Nordin

BE IT RESOLVED THAT the Town of Oxbow Bylaw 1110 “A Bylaw of the Town of Oxbow to Amend Bylaw No. 1065 Which Provides for Fixing Water Rates and Sewer Service Charges” be read a first time.

Carried

272-17

Lamontagne/Nordin

BE IT RESOLVED THAT the Town of Oxbow Bylaw 1110 “A Bylaw of the Town of Oxbow to Amend Bylaw No. 1065 Which Provides for Fixing Water Rates and Sewer Service Charges” be read a second time.

Carried

273-17

Pierce/Dunnigan

BE IT RESOLVED THAT the Town of Oxbow proceed to third reading of Bylaw 1110 “A Bylaw of the Town of Oxbow to Amend Bylaw No. 1065 Which Provides for Fixing Water Rates and Sewer Service Charges”. **Carried Unanimously**

274-17

Mercer/Lamontagne

BE IT RESOLVED THAT the Town of Oxbow Bylaw 1110 “A Bylaw of the Town of Oxbow to Amend Bylaw No. 1065 Which Provides for Fixing Water Rates and Sewer Service Charges” be read a third time, done and passed upon receipt of approval from the Saskatchewan Municipal Board, Local Government Committee.

Carried

275-17

Nordin/Pierce

BE IT RESOLVED THAT the Town of Oxbow submit Bylaw 1110 “A Bylaw of the Town of Oxbow to Amend Bylaw No. 1065 Which Provides for Fixing Water Rates and Sewer Service Charges”, along with the completed application, to the Saskatchewan Municipal Board, Local Government Committee for approval.

Carried

6. Old Business

Asset Management Proposal acceptance re: FCM grant (Oxbow was successful in obtaining the funding), listing of preliminary items we are to provide.

Nordin/Dunnigan

276-17

BE IT RESOLVED THAT the Council of the Town of Oxbow acknowledges the receipt of successful application for FCM Asset Management grant in the amount of \$21,200 which represents 80% of the total cost of the AMP proposal by ATANA Management Consultants and hereby directs the Administrator to execute the acceptance of the proposal; and

BE IT FURTHER RESOLVED THAT any of the funds authorized by motion 183-17 that are expended in 2017 be accounted for and recovered in the 2018 budget.

Carried

7. New Business

a) February 4-7, 2018 Regina – SUMA; Convention registration attendance confirmation is requested no later than

December 18 in order to get the early bird savings of \$100 per attendee. A \$50 cancellation fee will be charged on or before January 11, 2018 and no refunds for any reason will be given after that.

8. Financial

a) Detailed financial activities statement – October 2017

Pierce/Mercer

277-17

BE IT RESOLVED THAT the Council of the Town of Oxbow accept the October 2017 statement of financial activities. **Carried**

b) Balance Sheet – as at October 31, 2017

Dunnigan/Nordin

278-17

BE IT RESOLVED THAT the Council of the Town of Oxbow accept the October 2017 balance sheet. **Carried**

c) Bank Reconciliation October 2017

Lamontagne/Nordin

279-17

BE IT RESOLVED THAT the Council of the Town of Oxbow accept the October 2017 bank reconciliation. **Carried**

d) Sensus Interim Audit Report, January through August 2017 – No issues; Reviewed.

e) Swimming Pool Financing

Nordin/Mercer

280-17

BE IT RESOLVED THAT the Council of the Town of Oxbow authorizes the CAO to explore options for guaranteeing a loan or issuing a debenture for the construction of the new swimming pool and to attempt to establish a debt limit for the Town of Oxbow with the understanding that this will not commit the Town to any one, or combination thereof, course of action. **Carried**

9. Accounts

Pierce/Dunnigan

281-17

BE IT RESOLVED THAT the Council of the Town of Oxbow approve the following accounts for payment:

Chqs 18766-18813	\$124,829.57
Online pmts	\$ <u>26,888.34</u>
TOTAL (for period Oct 21 – Nov 13, 2017)	<u>\$151,717.91</u>

Carried

****Councillors Mercer and Lamontagne abstained from the vote citing Conflict of Interest****

10. Reports

a) Council Reports

General Government

- Some committees will need to have an alternate representative appointed in Councillor Shier's absence; this will be done in January in conjunction with new committee appointments.

Protection

- Council requested that the Commissionaire agreement and schedule of responsibilities be reviewed. An overview of applicable bylaws and enforcement procedures should be done with the Commissionaires annually.

Health and Economic Development

- WTP October report; Reviewed
- St. Joseph's Board meeting, November 15, 2017 at 7:00 pm, Oxbow Legion: Councillor Nordin will attend.

Recreation

- Community Development Report, October 2017; Reviewed
- SGI recommendation reports: The report pertaining to the rink has been forwarded to the rink board, awaiting response. The report items pertaining to the hall are in process; fire extinguishers and smoke detectors are purchased and need placing, lights are ongoing.

Transportation

- Inventory needs to be done; tentatively planning for the end of November.
- The exposed water line has been covered, geotextile placed, rip-rapped, and sloped.

Sanitation

b) Administration

- December meeting is set for December 11, 2017.
- Christmas – Administration asked to make arrangements for a Christmas meal. CAO will find out what bonuses were last year and bring to next meeting for discussion.
- CAO advised of legal issues currently with the municipal solicitor
- Employee Performance Reviews are upcoming

Lamontagne/Pierce

288-17

BE IT RESOLVED THAT the Council of the Town of Oxbow accept department reports as presented.

Carried

10. Adjourn

Dunnigan

289-17

BE IT RESOLVED THAT the Council of the Town of Oxbow hereby adjourn; 8:52 PM.

Carried

Mayor

Chief Administrative Officer