

**TOWN OF OXBOW
MINUTES OF THE REGULAR MEETING OF COUNCIL
MARCH 14, 2016**

1. **Present:** Councillor M. Barnes (Acting Mayor); Councillors D. Dunnigan, E. Thompson, R. Ching, B. Goodward, C. Rutledge and Chief Administrative Officer, D. Bailey
2. **Absent:** Mayor D. Ching
3. **Attending:** Andrew Sinclair (7:00pm to 7:30pm), Murray Johnson (8:30pm to 8:35pm).
4. **Call to Order:** A quorum being present the meeting was called to order by Acting Mayor, M. Barnes at 7pm.

5. **Agenda**

072-16

Barnes/Dunnigan

Be it resolved by the Council of the Town of Oxbow that the agenda be accepted as presented and as added to.

Carried

6. **Minutes:**

073-16

Ching/Thompson

Be it resolved by the Council of the Town of Oxbow that the minutes of the Regular Meeting of Council, March 14, 2016 be approved.

Carried

7. **Correspondence**

- a) ELTEK re: remote level reader (water tower)
- b) Doug Pierce and Greg Rutledge re tender on 1996 Dodge Truck
- c) Carol Pott requesting change of zoning from residential to commercial for 616 Prospect Ave.
- d) Aerodrome Expansion Committee re acquisition of land.
- e) Patrick Sinclair requesting council to consider his proposed micro distillery as a home based business.
- f) Amber St. Denis, OBA, regarding monthly newsletter sponsorship.
- g) Jeri Geiger, Conservation Officer re uncontrolled burn at the transfer station.
- h) Janell Rempel re increasing library hours from 20 hr./wk. to 25.

8. **Delegations:**

- a) Christa Daku and Tania Hlohovsky Andrist, Envision Counselling and Support Centre. Ms Daku and Hlohovsky Andrist outlined for Council the type of service they are providing to the citizens of Oxbow and the RM of Enniskillen and requested Council to consider a grant to support their work. The delegation left the meeting at 7:15 pm.

- b) Tami Scott, Community Development Officer presented her monthly report to Council and left the meeting at 8:10 pm.
- c) Ken Grist, Public Works. Mr. Grist presented his monthly report to Council and left the meeting at 8:20pm.

9. Old Business

a) Bylaw 1079 “Traffic Bylaw”

074-16

Thompson/Ching

Be it resolved by the Council of the Town of Oxbow that Bylaw 1079 “A Bylaw to Regulate Traffic” be read a second time.

Carried

075-16

Goodward/Rutledge

Be it resolved by the Council of the Town of Oxbow that Bylaw 1079 “A Bylaw to Regulate Traffic” be read a third time.

Carried

b) Summer Employment

076-16

Dunnigan/Ching

Be it resolved by the Council of the Town of Oxbow that Rose Hodgson: be hired as Team Leader, Summer Staff, for the months of May, June, July, August and September with a possible earlier start date and/or later end date depending on the weather, at an hourly rate of \$18.00.

Carried

077-16

Goodward/Rutledge

Be it resolved by the Council of the Town of Oxbow that the Chief Administrative Officer be authorized to hire up to three summer students starting at an hourly rate of \$13.00/hr. with \$1.00/hr. increase for each year of experience with the Town of Oxbow.

Carried

c) District Planning Commission – Membership

078-16

Dunnigan/Thompson

Be it resolved by the Council of the Town of Oxbow that Council appoint Councillors R. Ching, C. Rutledge and D. Dunnigan as members of the Oxbow/Enniskillen District Planning Commission.

Carried

- d) Recreation Board
079-16
Goodward/Dunnigan
Be it resolved by the Council of the Town of Oxbow that Council approve, in principal, the establishment of an advisory/operational recreation board for the Town of Oxbow.

Carried

10. Financial Statement and Accounts

- a) Payment of Accounts
080-16
Dunnigan/Thompson
Be it resolved by the Council of the Town of Oxbow that Council approve the payment of accounts totaling \$92,540.29.

Carried

- b) Financial Statement
081-16
Ching/Goodward
Be it resolved by the Council of the Town of Oxbow that Council accept the financial statements for the period ending February 29, 2016.

Carried

11. New Business

- a) OBA – Calendar of Events
082-16
Thompson/Ching
Be it resolved by the Council of the Town of Oxbow that Council agree to cost share an Oxbow Business Association monthly mail out to all residents with the RM of Enniskillen No.3 and the Oxbow Business Association at a cost to the town of \$500 for the period May 1, 2016 to April 30, 2017.

Carried

- b) Ada Staples Capital Trust Account
083-16
Thompson/Rutledge
Be it resolved by the Council of the Town of Oxbow that Doug Pierce and Brad Vanbeselaere be removed as signing officers on Affinity Credit Union savings account number 20657839.

Carried

- 084-126
Ching/Dunnigan
Be it resolved by the Council of the Town of Oxbow that the signing officers for Affinity Credit Union savings account number 201657839 be as follows:
 1. One of either Dickson Bailey or Christy Hook; and,

2. One of Dale Ching, Darrell Dunnigan, Eldon Thompson, Rosemary Ching, Robert Woodward, Mark Barnes and Cameron Rutledge.

Carried

- c) Motion to Seek Title
085-16

Thompson/Rutledge

Be it resolved by the Council of the Town of Oxbow that Council authorize the Chief Administrative Officer to commence proceedings to secure title, in the name of the Town of Oxbow, for the following properties:

Legal Description	Civic Address	Owner	Arrears (\$)
9810755	313 Souris Ave	Judy Hagen	4,585.13
15710755	317 Ewen St.	Blaize Maygard	4,109.19
252162R07030	854 Prospect Ave.	David and Hannah Dredge	4,851.21

Carried

- d) 1996 Dodge Truck
086-16

Goodward/Thompson

Be it resolved by the Council of the Town of Oxbow that Council accept the highest (\$510) bid for the town's 1996 Dodge truck.

Carried

- e) Exterior Water Level Display – Water Tower

Without a motion, Council decided not to proceed with this matter.

- f) Water Tower: Fall Protection System

087-16

Dunnigan/Ching

Be it resolved by the Council of the Town of Oxbow that the Chief Administrative Officer continue to determine when the fall protection system was installed and by whom and be authorized to contract with Northern Strands to prepare a Reverse Engineering Report of the interior ladder of the town Water Tower with a fall protection system attached to it.

Carried

- g) Oxbow Airport

088-16

Thompson/Rutledge

Be it resolved by the Council of the Town of Oxbow that Council:

1. support, in principle, the proposed runway extension and improvement proposal of the Oxbow Community Airport;
2. upon the completion of a final proposal and the identification of funding through grants and investors is prepared to negotiate for the purchase of 5 acres of land contained within SW 19-3-1 W2nd; and on purchase of said land,

3. request the Council of the RM of Enniskillen to grant permission for the Town of Oxbow to annex the said land.

Carried

h) Applications for Rezoning

089-16

Goodward/Dunnigan

Be it resolved by the Council of the Town of Oxbow that Bylaw 1080 “A Bylaw to amend Bylaw 1063 The Zoning Bylaw” be read a first time.

Carried

090-16

Rutledge/Ching

Be it resolved by the Council of the Town of Oxbow that a public meeting to discuss Bylaw “A Bylaw to amend Bylaw 1063 The Zoning Bylaw” be held at 7pm, April 11th, 2016 in the Council Chambers.

Carried

i) Two Too Ugly Brothers Distillery Ltd.: home based business

090-16

Dunnigan/Rutledge

Be it resolved by the Council of the Town of Oxbow that the matter of allowing Two Too Brothers Distillery Ltd. to operate as a home based business at 302 Marion Ave. be placed on the agenda of the Public Meeting of April 11, 2016.

Carried

j) Oxbow Gospel Church – subdivision of land

092-16

Rutledge/Thompson

Be it resolved by the Council of the Town of Oxbow that Council

1. approve, in principal, the proposal of the Oxbow Gospel Church to subdivide land for the purpose of residential development; and
2. that the church be informed that any development will be subject to a Service Agreement with the Town;
3. it will be necessary to have an approved exit from the development to Tupper St. on the south side of the church; and
4. the road providing access to the houses shall have a minimum width of 9 meters.

Carried

h) Library hours

092-16

Rutledge/Thompson

Be it resolved by the Council of the Town of Oxbow that Council support the request of the Ada Staples Library Board to increase the number of hours per week that the

library is open from 20 hours per week to 25 and further, Council directs the Chief Administrative Officer to provide for this in the 2016 budget.

Carried

i) Envision

093-16

Rutledge/Thompson

Be it resolved by the Council of the Town of Oxbow that Council make a donation to Envision Counselling and Support Centre Inc. in the amount of \$1,000.00 per year for the years 2016, 2017, 2018, 2019 and 2020.

Carried

j) Easter

094-16

Thompson/Ching

Be it resolved by the Council of the Town of Oxbow that the town office be closed on Friday, March 25 and Monday, March 28, 2016.

Carried

12. Reports

a) Council Reports

- Councillor Dunnigan informed council that meetings of the Bow Valley Park Revitalization Committee will be held on March 15; Joint Fire Board on March 17 and the Emergency Measures Organization on March 24.
- Councillor Thompson stated that the Evans have a trailer parked in the alley off Oxbow Cres. (again) and asked that something be done about the van parked at Prospect and Main.
- Councillor Goodward stated that he would need some help from the town staff to clean one of the rooms at the Memorial Hall.
- Councillor Goodward asked that the CAO prepare a policy on the use of town vehicles.
- Acting Mayor Barnes reported that the OBA would be meeting on March 15.

b) Administration (attached)

- Council members were reminded of the meeting with Wilhelm Construction on March 23 regarding the structural report on the Memorial Hall and housing options.

096 -15

Thompson/Ching

Be it resolved by the Council of the Town of Oxbow that all reports be accepted as presented.

Carried

13. Adjourn

097-15

Rutledge/Dunnigan

Be it resolved by the Council of the Town of Oxbow that this meeting now adjourn.

Carried

Meeting adjourned at 9:10pm.

MAYOR

CHIEF ADMINISTRATIVE OFFICER