

**TOWN OF OXBOW
MINUTES
REGULAR MEETING OF COUNCIL
JUNE 26, 2017**

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

Call to Order: A quorum being present, the Mayor called the meeting to order; 6:56 pm.

1. Agenda

142-17

Lamontagne/Shier

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

Carried

2. Minutes

143-17

Dunnigan/Pierce

BE IT RESOLVED THAT the Council of the Town of Oxbow adopt the June 12, 2017 regular meeting minutes as circulated.

Carried

3. Correspondence

- a) Recreation Board June 21, 2017; meeting minutes attached
- b) B. King; Finished June 30, 2017. Recommendations for future years re flowers, watering, tables, benches, flower pots/beds, schedule; held to coordinate with R. Hodgson
- c) Regens Contract Renewal Proposal; due August 1, 2017, tabled until July 10, 2017 meeting for further analysis
- d) Moose Creek Regional Park Authority May 9, 2017 minutes attached

4. Delegations

- a) 7:15 – L Frazer provided details of complaint regarding animal control incident.
- b) 7:30 – T Mitten/J Rollins provided rebuttal; a fine for Failure to License an animal will be levied.
- c) 7:45 –J Farnden/G Hodgson; Request for Council support and update on the Helipad project at the request of Minister Ottenbreit to discern contingencies for cost overruns and ongoing maintenance. Project can be done in two stages with main pad first followed by landscaping and possibly a concrete lip on pad. Community support remains strong, ladies' auxiliary plans to fundraise for overpass/walkway, SaskPower has pledged to bury lines at no charge, and ongoing maintenance will continue to be performed by Galloway Health Centre personnel.

144-17

Lamontagne/Mercer

BE IT RESOLVED THAT the Council of the Town of Oxbow supports the Oxbow Helipad Project at the Galloway Health Centre.

Carried

5. Old Business

- a) **Coldridge Road Drainage** – Issue still outstanding
- b) **RC Racetrack** – Location will be Parcel 1 Block 2 Plan 102030624; R Sawyer requested an initial two-year term of usage to measure feasibility and community interest/support. Contract will be prepared to address parking, alcohol prohibition, environmental awareness, liability release, hours of operation, tidiness, noise and air pollution, first option to purchase, and timeline expectations.

145-17

Mercer/Nordin

BE IT RESOLVED THAT the Council of the Town of Oxbow to an initial two-year term (2017/2018) of use for an RC Racetrack to be located at Parcel 1 Block 2 Plan 102030624.

Carried

6. New Business

- a) Tax roll finalized; notices to go out by June 30, 2017.
- b) Airport Authority; Review Bylaw to Establish and response from C Clow on Offer to Purchase; tabled to next meeting
- c) Transfer 2015 Lagoon Dumping Revenue of \$11,401.37 to reserve

Lamontagne/Dunnigan

146-17

BE IT RESOLVED THAT the Council of the Town of Oxbow transfer 2015 lagoon dumping revenue of \$11,401.37 to the Sewer Capital Reserve for 2016. **Carried**

7. Financial Statement

- a) Adopt budget/financial Plan 2017

Mercer/Pierce

147-17

BE IT RESOLVED THAT the Council of the Town of Oxbow hereby approves and adopts the 2017 Budget/Financial Plan as discussed and prepared by administration. **Carried**

- b) Approve May 2017 Financial Activities

Nordin/Shier

148-17

BE IT RESOLVED THAT the Council of the Town of Oxbow approves the May 2017 Statement of Financial Activities. **Carried**

8. Accounts

149-17

Dunnigan/Lamontagne

BE IT RESOLVED THAT the Council of the Town of Oxbow approves payment of accounts totaling \$47,457.34. **Carried**

9. Reports

- a) **General Government**

Protection

- i. A fire truck will be in Town for viewing on July 5, 2017 at 7:00 pm. Fire Department is getting close to replacement of the fire truck. Age of current vehicle and new OH&S/WCB regulations are the main contributing factors.

Health and Economic Development

Transportation

- i. The cross walk on Hwy 18 and Main Street requires rejuvenation. Will consider different lighting as well as replacing/repairing reflective surfaces.
- ii. The north culvert on Coldridge Road is collapsed and needs repairing. Town staff will be advised.

Sanitation

- i. Reviewed lagoon capacity and total cubic meters coming in from Moose Creek Regional Park; rates need to be adjusted for better recovery planning and upgrades. No other wastewater may be disposed into the system until capacity is increased. The manhole between cells 2 and 3 is to be welding permanently shut and access to the other disposal hole is to be adequately controlled.

Recreation

- i. Power issue, 15 AMP services are not connected properly; advised new lines and posts would need to be installed. 30 AMP is working properly. Manager is purchasing 30 to 15 AMP converters to be made available on deposit for campers requiring them. Actual cost is \$15-20 each.
- ii. Portable seating to be purchased by Recreation Board for town wide use and functions, as a shortage of these has been identified in the community.
- iii. An additional 2,000 gL septic tank was installed at the Bow Valley concession.
- iv. Memorial Hall roof repairs will go ahead as quoted and the additional leak in the auditorium will be repaired then as well.

- b) **Administrator Report**

- i. Appointment with lawyer June 11 to review status on various outstanding issues.
- ii. Met with operators; intend to meet twice monthly to follow up on tasks/expectations assigned. New timesheets made, notebooks for documentation given. Computer and internet/phone line removed from shop, as all staff are equipped with smartphones and data plans; main cell phone number will be used and is already forwarded to the on-call operator. Any tasks requiring computer use or printing can be undertaken at office. Uniform rental and laundry service will be discontinued June 30, 2017. Propose \$200/year/operator clothing allowance to be disbursed with the expectation that clothing/boots/gloves will be purchased; municipality will continue to supply lightweight safety (PPE) shirts for summer. This will save approximately \$2800 per year that can be put into proper safety equipment/procedures at the shop.

150-17

Pierce/Nordin

BE IT RESOLVED THAT the Council of the Town of Oxbow accepts CAO proposal to discontinue uniform rental and laundry services and to pay operators \$200/year to provide for PPE and clothing allowance; and

BE IT FURTHER RESOLVED that prior policy of \$150/operator per 18 months be repealed.

Carried

151-17

Lamontagne/Shier

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

Carried

9. In Camera

152-17

Shier/Mercer

BE IT RESOLVED THAT the Council of the Town of Oxbow close the public meeting and enter into In Camera session to discuss personnel.

Carried

153-17

Lamontagne/Nordin

BE IT RESOLVED THAT the Council of the Town of Oxbow adjourn In Camera session and the public meeting reconvene.

Carried

154-17

Dunnigan/Mercer

BE IT RESOLVED THAT the Council of the Town of Oxbow accepts, with regret, the resignation of Tim Forsyth for unforeseen reasons.

Carried

155-17

Lamontagne/Pierce

BE IT RESOLVED THAT the Council of the Town of Oxbow hereby waives the probation period for CAO Lisa Pierce, effective immediately; and

BE IT FURTHER RESOLVED THAT this resolution shall be attached to the CAO Employment Contract as Amendment "A" agreed to by all parties.

Carried

10. Adjourn

156-17

Dunnigan/Nordin

BE IT RESOLVED THAT the Council of the Town of Oxbow hereby adjourn; 10:17 PM.

Carried

MAYOR

CHIEF ADMINISTRATIVE OFFICER