

**TOWN OF OXBOW  
REGULAR MEETING OF COUNCIL  
July 10, 2017**

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

**Call to Order:** A quorum being present, the Mayor called the meeting to order; 6:30 PM.

**1. Agenda**

**Shier/Nordin**

**159-17**

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

**Carried**

**2. Minutes**

**Mercer/Pierce**

**160-17**

**BE IT RESOLVED THAT** the Council of the Town of Oxbow adopt the June 26, 2017 regular meeting minutes as circulated.

**Carried**

**3. Correspondence**

- a) **Flower committee** – The flower committee has dwindled away with the town staff and seasonal students having to take on more and more of the activities. If the remaining members of the flower committee are not prepared to do the work to maintain the pots, beds, and cenotaph area, then decisions need to be made to ensure proper fiscal management and efficiency of paid workers. Additionally, the library and Friendship Club grounds are maintained by outside parties and paid by the town. A discussion needs to be had to review the requirements of the contract. Staff recommends that a call for new members to join the flower committee be made.
- b) **J Gaschler, Upper Souris Watershed Association;** minutes, bylaws, and appointment – reviewed
- c) **Lower Souris Watershed Committee;** meeting notice, committee bylaw amendments – reviewed

**Delegations**

- a) **CDO, Tami Scott;** Recreation Board, Airport Authority, and Community Development presentation – Ms. Scott provided a recap of activities and undertakings of the previous Council as it related to recreation, housing and land use, as the current Council only has two members that served last term as well. Discussed were the plans for the Memorial Hall refurbishment, construction of the new swimming pool, and the general future plans for Block M, also known as the “old school track”. Council requested that estimates be gathered on the tear down and reclamation of the land that the pool currently lies, the costs of tearing down the south portion of the Memorial Hall, and soil suitability testing at the current pool site. The swimming pool is the most imminent development, followed by upgrades to the Hall. Given the current financial position of the town and the upcoming necessity of increasing lagoon capacity, the town is not in a position to underwrite a loan for the new pool construction, slated for 2018.

Financial data for the entirety of the Recreation Board and facility sub-committees was distributed, with 2017 being the year that these sub-committees are brought in under the Recreation Board for more cooperative management of town owned facilities. Work will be undertaken during the 2018 budgeting process to ensure that all relevant costs, including insurance, are allocated to each facility. Both the budgeting process and the new allocations will require a revision in 2018 to the way Recreation has been funded in previous years.

Discussion was also held regarding the formation of the Airport Authority and the final revisions of the proposed bylaw.

\* Councillor Mercer cited a conflict of interest and excused himself from Council at 8:00 PM, then proceeded to present his case. Councillor Mercer then left chambers at 8:08 PM. \*

- b) **Cory Mercer** – Request made for the Town to help cover costs of hauling away materials not permitted at the Oxbow landfill from tearing down the house at 500 Boscurvis Avenue, as refurbishing it is not feasible due to winter freezing of pipes and resultant flooding which he believes is partially the fault of the public works crew.

**Dunnigan/Pierce**

**161-17**

**BE IT RESOLVED THAT** the Council of the Town of Oxbow agree to pay 50% of the cost to have Regens haul one 30m<sup>3</sup> to Bienfait for disposal of non-recyclables and items not permitted in Oxbow.

**Carried**

\* Councillor Mercer resumed his Council position at 8:18 PM. \*

**4. Bylaws**

**a) Second Reading 1091**

**162-17**

**Dunnigan/Lamontagne**

**BE IT RESOLVED THAT** the Town of Oxbow Bylaw 1091 “A Bylaw to amend Bylaw 1062, The Town of Oxbow Official Community Plan” be read a second time.

**Carried**

**b) Third Reading 1091**

**163-17**

**Shier/Pierce**

**BE IT RESOLVED THAT** the Town of Oxbow Bylaw 1090 "A Bylaw to amend Bylaw 1062, The Town of Oxbow Official Community Plan" be read a third and final time. **Carried Unanimously**

**c) Second Reading 1092**

**164-17**

**Dunnigan/Mercer**

**BE IT RESOLVED THAT** the Town of Oxbow Bylaw 1092 "A Bylaw to amend Bylaw 1063, The Zoning Bylaw" be read a second time. **Carried**

**d) Third Reading 1092**

**165-17**

**Lamontagne/Shier**

**BE IT RESOLVED THAT** the Town of Oxbow Bylaw 1092 "A Bylaw to amend Bylaw 1063, The Zoning Bylaw" be read a third and final time. **Carried Unanimously**

**e) Bylaw 1104 – Establish Airport Authority**

**166-17**

**Dunnigan/Mercer**

**BE IT RESOLVED THAT** the Town of Oxbow Bylaw 1104 "A Bylaw to Establish the Oxbow Airport Authority" be read a first time. **Carried**

**167-17**

**Shier/Lamontagne**

**BE IT RESOLVED THAT** the Town of Oxbow Bylaw 1104 "A Bylaw to Establish the Oxbow Airport Authority" be read a second time. **Carried**

**168-17**

**Nordin/Pierce**

**BE IT RESOLVED THAT** the Town of Oxbow Council proceed to third reading of Bylaw 1104 "A Bylaw to Establish the Oxbow Airport Authority". **Carried Unanimously**

**169-17**

**Dunnigan/Mercer**

**BE IT RESOLVED THAT** the Town of Oxbow Bylaw 1104 "A Bylaw to Establish the Oxbow Airport Authority" be read a third and final time. **Carried**

**f) Bylaws to establish special purpose reserve accounts; Gas Tax, Machinery, and Water Capital Reserves to be read at August 28, 2017 meeting.**

**5. Old Business**

**a) Regens – TABLED**

**b) Review RC racetrack contract** – Contract between the Town and the Southeast RC Racetrack Club (R. Sawyer) for use of Parcel 1 Block 2 Plan 102030624 was reviewed and Administrator was instructed to move forward.

**c) Wastewater Disposal (A-1)** – Administration received call from A-1 regarding an area to release sewage now that the main manhole has been welded shut. There is no capacity at the lagoon to receive liquid waste from outside parties, with the exception of Moose Creek Regional Park, Bow Valley Campground, and Timbermart (located within town limits with no service extension). A-1 has agreed to haul liquid waste to a permitted septic field for the summer months and was directed to the proper manhole to dispose of liquid waste when necessary. Rates for liquid waste need to be reviewed at August meeting.

**6. New Business**

**a) Livestock within Town Limits - TABLED**

**b) Asset Management Proposal**

**Dunnigan/Pierce**

**170-17**

**BE IT RESOLVED THAT** the Council of the Town of Oxbow hereby approves CDO and Administrator to move forward with obtaining a proposal for an Asset Management Plan. **Carried**

**c) Helipad** – Following the Town of Oxbow resolution stating that Council is in favour of the project, Administrator received an email from the Helipad Project Committee Chair, G. Hodgson, that Sun Country Health Region (SCHR) was requesting further assurances. Discussions with SCHR CEO J. Knoch revealed that in 2016, SCHR requested that a feasibility study and production of engineered plans be undertaken, which were completed by WPS at the request of Helipad Project Committee using funds raised through the Galloway Health Care Auxiliary (GHCA). In 2017, the SCHR Board turned down the project but would reconsider their decision if the Town of Oxbow would be willing to enter into an agreement with SCHR to provide for cost overruns and/or future maintenance and Transport Canada continued compliance requirements. It was noted that an agreement with the GHCA is not an option, given their charitable status.

Given the current financial constraints and need for several upcoming infrastructure improvements, Council provided a list of questions for the Helipad Project Committee and SCHR. Answers will be brought back to Council for further discussion.

**d) Jamboree Approval for Beer Gardens July 29, 2017 1:00 pm to 1:00 am**  
**171-17**

**Lamontagne/Shier**

**BE IT RESOLVED THAT** the Council of the Town of Oxbow supports the application of the Bow Valley Jamboree Committee for a liquor permit on July 29, 2017, from 1:00 pm to 1:00 am, in conjunction with the Bow Valley Jamboree.

**Carried**

7. **Financial Statement** – Statement is attached but administration cannot fully implement the new Chart of Accounts and budget input until the audit is completed.

a) **June 2017 Financial Activities** – Reviewed only

b) **Clear Gas Tax to Surplus; \$174,934 (spent 2016)**

**172-17**

**Dunnigan/Mercer**

**BE IT RESOLVED THAT** the Council of the Town of Oxbow hereby directs the auditors to clear the balance of \$174,934 from the Gas Tax Reserve, as it was expended in 2016.

**Carried**

8. **Payment of Accounts** – Some payments that have already been approved are listed in order to conform to proper audit procedures.

**173-17**

**Pierce/Nordin**

**BE IT RESOLVED THAT** the Council of the Town of Oxbow approves payment of the following accounts (June 2017):

Cheques 18499 – 18569 in the amount of	\$212,130.59
Online payments in the amount of	\$ <u>19,675.81</u>
TOTAL	<u>\$231,806.40</u>

**Carried**

9. **Reports**

a) **Council Reports**

- i. Councillor Nordin is unable to speak at Jamboree; Mayor Woodward will speak instead

**General Government**

- i. A meeting of the Personnel Committee and Administrator was set for July 17, 2017  
ii. One summer student has accepted a position elsewhere and given notice to Administrator. Word will be put out for a replacement and be advertised if necessary.

**Protection**

- i. A new Emergency Rescue vehicle is required, as the current one is several years old and does not meet OH&S standards anymore. A quote from Acres Industries was reviewed. Decisioning is deferred until the next meeting.

**Health and Economic Development/Recreation**

- i. CDO Report June 2017 – Reviewed and attached hereto

**Transportation**

- i. An assessment of the machinery and small equipment needs to be undertaken in order to determine whether it is viable to continue use. What is known is that at least one JD 1435 needs to be replaced; the 4WD. It is recommended that all future mowers be 4WD to adequately handle to the steep slopes that are mowed. The sweeper is not in proper working order and requires another water pump and has some electrical issues as well. Repairs are on hold; research shows that it will cost approximately \$70,000 for a decent used model. The oiler has been repaired a few times this year and has only now been in working order; crack sealing is an immediate and ongoing priority. A proper assessment of its remaining useful life should be undertaken this fall.

**Sanitation**

- i. WTP June reports were reviewed

**Pierce/Shier**

**174-17**

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

**Carried**

10. **Adjourn**

**Dunnigan**

**175-17**

**BE IT RESOLVED THAT** the Council of the Town of Oxbow does hereby adjourn; 9:10 PM.

**Carried**

---

**Mayor**

---

**Chief Administrative Officer**