

**TOWN OF OXBOW  
REGULAR MEETING OF COUNCIL  
September 11, 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; 7:03 PM.

**1. Agenda**

**Mercer/Nordin**

**212-17**

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

**Carried**

**2. Minutes**

**Dunnigan/Nordin**

**213-17**

**BE IT RESOLVED THAT** the Council of the Town of Oxbow adopt the July 31, 2017 special meeting minutes and August 28, 2017 regular meeting minutes as circulated.

**Carried**

**3. Correspondence**

- a) COPP Program – Carnduff RCMP detachment – Council is interested in pursuing this program. Administration to extend invitation to Sgt. Waldbauer to attend the next meeting of Council to discuss more thoroughly.
- b) Saskatchewan Construction Safety Association – A new free app providing a searchable directory of topics related to Saskatchewan Occupational and Health legislation and procedures has been released. Administrator to ensure that all town provided cellular phones have this installed.
- c) Train Incident Training – Balgonie September 27, 2017 – Several members have attended this training elsewhere; forwarded to EMO representative to see if he would like to attend.

**4. Bylaws**

**a) Water Capital Reserve**

**214-17**

**Pierce/Dunnigan**

**BE IT RESOLVED THAT** the Town of Oxbow Bylaw 1107 “A Bylaw of the Town of Oxbow to Establish a Water Capital Reserve Account” be read the first time.

**Carried**

**215-17**

**Shier/Nordin**

**BE IT RESOLVED THAT** the Town of Oxbow Bylaw 1107 “A Bylaw of the Town of Oxbow to Establish a Water Capital Reserve Account” be read a second time.

**Carried**

**216-17**

**Dunnigan/Mercer**

**BE IT RESOLVED THAT** the Town of Oxbow Council proceed to third reading of Bylaw 1107 “A Bylaw of the Town of Oxbow to Establish a Water Capital Reserve Account”.

**Carried Unanimously**

**217-17**

**Lamontagne/ Nordin**

**BE IT RESOLVED THAT** the Town of Oxbow Bylaw 1107 “A Bylaw of the Town of Oxbow to Establish a Water Capital Reserve Account” be read a third and final time, done and passed.

**Carried**

**b) Sewer Capital Reserve**

**218-17**

**Shier/Pierce**

**BE IT RESOLVED THAT** the Town of Oxbow Bylaw 1108 “A Bylaw of the Town of Oxbow to Establish a Sewer Capital Reserve Account” be read the first time.

**Carried**

**219-17**

**Dunnigan/Lamontagne**

**BE IT RESOLVED THAT** the Town of Oxbow Bylaw 1108 "A Bylaw of the Town of Oxbow to Establish a Sewer Capital Reserve Account" be read a second time. **Carried**

**220-17**

**Mercer/Pierce**

**BE IT RESOLVED THAT** the Town of Oxbow Council proceed to third reading of Bylaw 1108 "A Bylaw of the Town of Oxbow to Establish a Sewer Capital Reserve Account". **Carried Unanimously**

**221-17**

**Nordin/Lamontagne**

**BE IT RESOLVED THAT** the Town of Oxbow Bylaw 1108 "A Bylaw of the Town of Oxbow to Establish a Sewer Capital Reserve Account" be read a third and final time, done and passed. **Carried**

- c) **Animal Control** – Clarified and confirmed the intent of the proposed bylaw. Livestock, including but not limited to live poultry, will be prohibited as of January 1, 2018. The delayed coming into force will serve as an opportunity to advise citizens and provide them time to become compliant.

## 5. Old Business

- a) **C/B Hodgson Subdivision** – Council reviewed changes and instructed CAO to send out as prepared.
- b) **Candea Subdivision NE 22-3-2 WPM2** – There is an inability to get the joint development board convened while harvest is ongoing, prompting each Council to approve or reject the subdivision at their individual regular Council meetings. Council has reviewed and provided for remedy of the issues unique to the Town and is prepared to sign off, subject to the RM of Enniskillen approval.

**222-17**

**Mercer/Dunnigan**

**BE IT RESOLVED THAT** the Council of the Town of Oxbow approves the Candea proposed subdivision, subject to approval from the RM of Enniskillen; and

**BE IT FURTHER RESOLVED THAT** the Town of Oxbow agrees to allow future residents to use the Oxbow Lagoon system to dispose of liquid waste at a fee of \$32/m<sup>3</sup>, with a caution to explore other options for liquid waste disposal until such a time as the Oxbow Lagoon Infrastructure has been expanded. **Carried**

## 6. New Business

- a) **Sasktel proposal** – Sasktel is offering a discounted fixed rate for the 3 active telephone lines the Town currently has if we sign a 36-month contract, with the caveat that we must keep at least one line active for the duration of the contract. Administrator will clarify terms and conditions and proceed.
- b) **RBC Dominion Securities** – The Town currently holds an RBC Dominion Securities investment that has been used in the past for transfers of shares to liquidate and donate to a specific group or project. There is an option to keep a zero balance that will enable sizable donations of shares to continue in this manner. The full balance does not need to be kept in this account.

**Pierce/Dunnigan**

**223-17**

**BE IT RESOLVED THAT** the Council of the Town of Oxbow liquidate the balance of monies currently held in RBC Dominion Securities to reinvest in short-term investments. **Carried**

- c) **Wenner** – Mr. Wenner approached the administrator regarding the restrictions and base taxes on parcels situated at Lots 7-9 Block 04 Plan 62R07030, Lots 7-12 Block 05 Plan 62R07030, and 9 4 Plan 62R07030. Council advised that a servicing agreement to build the road and install water and sewer utilities could not be reached and that a prior offer by the Town to purchase said lots went unanswered. There will be no consideration of reclassifying these parcels in order to reduce the annual tax amount. Administrator will write a letter to Mr. Wenner outlining Council's position on the matter.

## 7. Accounts – August 14 - September 11, 2017

### Dunnigan/Lamontagne

224-17

**BE IT RESOLVED THAT** the Council of the Town of Oxbow approves payment of the following accounts for the period August 14, 2017 through September 11, 2017:

Cheques 18656 – 18700 in the amount of	\$180,917.91
Online payments in the amount of	\$ <u>31,741.74</u>
TOTAL	\$212,659.65

**Carried**

## 8. Reports

### a) Council Reports

#### General Government

- Mayor Goodward raised concerns regarding the level of privacy afforded with the current office set up and if we are compliant with all aspects of LAFOIP. General Government Committee members will meet at the office to review procedures and requirements then bring recommendations for the next meeting.

#### Protection

- Village of Frobisher (pop 160, assessment \$10,478,565); requesting a proposal to have the Oxbow Enniskillen Fire Department provide fire protection for the Village. Preliminary thoughts are a flat \$5,000 per year coverage fee plus dispatch/consumable fees when called out. Administrator will discuss with the Village and see if is in keeping with their thoughts. The matter will be referred to the Oxbow Enniskillen Joint Fire Board for their recommendation prior to any final decision of Council.

#### Health and Economic Development

- Cemetery accounts need the signators to be updated to reflect the change in representatives.
- Advised Councillor Nordin (Cemetery Board representative) that properly locating cemetery plots for burials cannot be left to the town employees. Administrator has been unsuccessful in finding an alternative and request that the Board discuss possible options.

#### Recreation

- An organizational meeting for the various committee members and volunteers under the Recreation Board umbrella was held on September 10, 2017. Details of the meeting can be found in the September CDO report, expected for September 25, 2017 regular meeting of Council.
- There should be a resolution to designate Block M Plan 102079560 Ext 0 (school track) as recreation, rather than a notation.

#### Lamontagne/Nordin

225-17

**BE IT RESOLVED THAT** the Council of the Town of Oxbow officially designates Block M Plan 102079560 Ext 0 (school track) as a recreation only area, in keeping with the current land use designation of 'Community Service District'.

**Carried**

#### Transportation

- Snow clearing priority routes need to be updated to reflect the shifts in traffic flow. Administrator will meet with operators to update this.
- The street sweeper has been down for the majority of the year. The latest issue is the failure of the water pump that helps to prevent dust flying. Given the unusually dry conditions this year, opportunity to sweep while it is damp already have been limited. Operators are to sweep immediately when it is raining and it is advisable to have it inspected and evaluated by a mechanic that specializes in this type of machinery. A decision on whether it is worth keeping can be made following the recommendations.
- The tandem will undergo a safety at the end of September 2017; grader blades, the loader bucket blade, and all motorized equipment must be ready to put into winter service and seasonal equipment must be cleaned and properly prepared for winter storage.
- The JD 1435 4WD is beginning to show more signs of wear and tear and currently has in excess of 3000 hours accumulated. Repairs will be necessary this fall to keep it in running order. Administration will start looking into options for replacement/refurbishment immediately to collect budget numbers.

- The new residence on the eastern most lot on Galloway Drive has affected the line of sight for drivers looking to turn left (north) onto Coldridge Road, a heavy haul road at the top of the valley. The potential for an accident has significantly increased, warranting the placement of a stop sign instead of the current yield sign.

**Pierce/Shier**

**226-17**

**BE IT RESOLVED THAT** the Council of the Town of Oxbow hereby amends Schedule “A” of Bylaw 1079, being a Bylaw to Regulate Traffic, by replacing the east/west yield sign on Galloway Drive with a Stop sign. **Carried**

- Traffic flow on Spruce Drive and East Oxbow Crescent is being monitored to determine if adequate traffic control is in place.

**Sanitation**

- Municipal Well update – The total refurbishment of Well #3 lining and pump total cost was approximately \$25,000 and should be in good condition for another 30-40 years with regular servicing. Well #2 has been tested and seems to be operating well. It may be serviced this year, weather permitting, and/or acidized if necessary.
- The inline turbidity meters were found to be faulty when Well #4 was put into interim service. It is strongly recommended that we replace these with updated technology in order to monitor particle levels and chemical residue/by-products alongside the handheld to achieve full redundancy.
- The raw water line that was found exposed earlier this year near the cement dump is still in need of repair. Follow up calls to contractors and procurement of a proximity agreement with CNRL are to be made ASAP.

**b) Administration**

- Winter personnel – Considering that the level of staffing is to be maintained at 3 full-time public works employees and understanding that needs may exceed the level of service available, Rose Hodgson has offered to extend her position through the winter months. Council requests that administrator discuss the possibility of a casual “as needed” position throughout the winter.
- Library – Received the level of service request for 2018 funding level. It is due before September 22, 2017; deferred to Library Board representative for Board input.
- Municipal engineer is set to come to Oxbow on August 13, 2017 to:
  - Address concerns with insulating the EOne sewer systems installed on Fraser Avenue in 2016;
  - Inspect the pavement failure on the school parking lot; and
  - Do an initial site visit to the proposed subdivision at NW 23-3-2 WPM2.Gee Bee Construction is trying to get a paver in this fall to fix the deficiencies. Our engineer indicated that it looked to be a result of inadequate base preparation.
- Fee schedule – Deferred to next meeting

**Lamontagne/Nordin**

**227-17**

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

**10. Adjourn**

**Dunnigan**

**228-17**

**BE IT RESOLVED THAT** the Council of the Town of Oxbow hereby adjourn; 8:41 PM. **Carried**

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Mayor

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Chief Administrative Officer