

TOWN OF OXBOW
REGULAR MEETING OF COUNCIL
March 26, 2018

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

Regrets: Mayor R. Woodward

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

1. Agenda

Pierce/Dunnigan

071-18

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

Carried

2. Minutes

Nordin/Dunnigan

072-18

BE IT RESOLVED THAT the Council of the Town of Oxbow adopt the March 12, 2018 regular meeting minutes as circulated.

Carried

3. Delegation

7:00 PM – Commissionaires; Representatives Gerry Syrota, Kerry Rensby, and Dale Schulz from the Commissionaires gave a short presentation on their services, pricing, available enforcement measures, and also highlighted some recent judicial decisions concerning bylaws. Discussed changing the fiscal year budgetary quotes to match the Town's fiscal year-end. Prices quoted are for partial year May 1 through December 31, 2018 at \$6,016.00 plus GST.

Dunnigan/Mercer

073-18

BE IT RESOLVED THAT the Council of the Town of Oxbow hereby appoints the Commissionaires as bylaw enforcement officers for the 2018 fiscal year.

Carried

4. Correspondence

a) Upper Souris Watershed Association, Annual Summary of Activities + Membership Invoice; Reviewed
Mercer/Pierce

074-18

BE IT RESOLVED THAT the Council of the Town of Oxbow purchase a 2018 membership from the Upper Souris Watershed Association.

Carried

b) Robertson College; The Town was approached about accepting a student to carry out a practicum of 160 hours, unpaid, to fulfill the requirements of her studies. This is advantageous to administration in pursuing some administrative goals while providing an atmosphere that introduces municipal administration as a promising career at a time when the shortage of qualified Chief Administrative Officers throughout the Province is reaching a crisis point.

Dunnigan/Nordin

075-18

BE IT RESOLVED THAT the Council of the Town of Oxbow approves the practicum request provided that the municipal personnel and OH&S policies in place are read, understood, and signed.

Carried

c) OPHS, Request to purchase ad space in yearbook

Mercer/Pierce

076-18

BE IT RESOLVED THAT the Council of the Town of Oxbow authorizes the purchase of one 1/8-page advertisement in the Oxbow Prairie Horizons 2017/18 yearbook.

Carried

- d) SK Planning Branch, new rural subdivision in rural; Reviewed. No issues.
- e) Water Security Agency re: International Souris River Study Board; Reviewed. Informational only: The letter was received after the final day for comment.

5. Bylaws/Policy/Agreements

- a) Water Rate Study, Draft Bylaw #1111, and recommendations; CAO presented full water and sewer rate study and proposed rates which include an increase of 35% to remain static for 3 years which will keep the utilities in a self-sufficient financial position. Prior years deficits are not brought forward for recovery due to an intermingling of the general operating and utility funds. An infrastructure fee of \$25 per quarter has been proposed in order to help fund the lagoon capacity upgrade that will bring Oxbow back into compliance with provincial and federal regulations.

077-18

Mercer/Dunnigan

BE IT RESOLVED THAT the Town of Oxbow Bylaw 1111 "A Bylaw of The Town of Oxbow to Fix the Rates to be Charged for the Use and Consumption of Water and to Fix the Rates to be Charged by Way of Service Charge for the Use of Sewer" be read a first time.

Carried

078-18

Pierce/Nordin

BE IT RESOLVED THAT the Town of Oxbow Bylaw 1111 "A Bylaw of The Town of Oxbow to Fix the Rates to be Charged for the Use and Consumption of Water and to Fix the Rates to be Charged by Way of Service Charge for the Use of Sewer" be read a second time.

Carried

079-18

Nordin/Dunnigan

BE IT RESOLVED THAT the Town of Oxbow Bylaw 1111 "A Bylaw of The Town of Oxbow to Fix the Rates to be Charged for the Use and Consumption of Water and to Fix the Rates to be Charged by Way of Service Charge for the Use of Sewer" proceed to third reading.

Carried Unanimously

080-18

Mercer/Dunnigan

BE IT RESOLVED THAT the Town of Oxbow Bylaw 1111 "A Bylaw of The Town of Oxbow to Fix the Rates to be Charged for the Use and Consumption of Water and to Fix the Rates to be Charged by Way of Service Charge for the Use of Sewer" be read a third time, done and passed, upon receipt of approval from the Saskatchewan Municipal Board, Local Government Committee.

Carried

6. Old Business

- a) Dutch Elm Disease Control; The continued presence of diseased/dead trees due to Dutch Elm Disease and the number of healthy elms still in the community make it necessary for the Town to undertake another inspection and obtain a contractor to remove them from the community at the property owner's expense, as per legislation.

Dunnigan/Nordin

081-18

BE IT RESOLVED THAT the Council of the Town of Oxbow hereby appoints RT Enterprises as the designated municipal inspector, with all the rights and privilege afforded to inspectors by way of legislation.

Carried

7. New Business

- a) SUMAssure Insurance Quote; As per the request of the CAO, a quotation to provide the Town with general and liability insurance through the municipal self-insurance group. This would combine all four policies currently held under one umbrella with a savings of nearly \$15,000. A short discussion on the benefits of SUMAssure vs SGI was held. CAO will meet with current insurance provider to see if they can offer the same benefits and cost-savings. TABLED
- b) Parking on streets; A notice reminding residents to not park on the streets during and after a snowfall event in order to facilitate snow removal will be posted online.
- c) An alternative newspaper for public notice legislative requirements that must be physically advertised must be

designated by Council resolution now that the Oxbow-Carnduff Gazette is no longer in circulation. Provincial legislation is in development to address the issue of decline in physical media options.

Pierce/Nordin

082-18

BE IT RESOLVED THAT the Council of the Town of Oxbow hereby designates the Carlyle Observer as the physical media where the Town of Oxbow will place public notice requiring physical media. **Carried**

8. Financial – NIL

9. Accounts

Mercer/Pierce

083-18

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

Chqs 18993 - 19007	\$17,282.86
Online pmts	\$5,879.99
TOTAL (for period Mar 10 – Mar 26, 2018)	<u>\$23,162.85</u>

Carried

10. Reports

a) Council Reports

General Government

Protection

- Councillor Nordin reported that Wildland Fire Management training was postponed due to inclement weather. Proposed alternative is late June.

Health and Economic Development

- Airport Authority minutes – March 8, 2018; Reviewed.

Recreation

- Councillor Lamontagne reported on Chase the Ace rules and that several applications have been received for the Facilities Manager position and the hope is to have someone in place for May 1, 2018.

Transportation

- Councillor Pierce noted the dig sites that need attention especially now with the recent snowfalls; sites must be marked and maintained every day. CAO will order ¾" gravel to stockpile so they can be filled when needed until the spring thaw is finished.
- An ice blockage of approximately 100' in one of the storm sewer outlets presented on Sunday evening causing the surface water to pool in town and threatening to flood some properties. Fire department members, staff, and contractors were on site until 10 pm with no progress. A solution must be found ASAP. Suggestions were put forward for immediate follow-up.

Sanitation

b) Administration

Mercer/Nordin

084-18

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

Carried

10. Adjourn

Dunnigan

085-18

BE IT RESOLVED THAT the Council of the Town of Oxbow hereby adjourn; 8:46 PM.

Carried

Mayor

Chief Administrative Officer