

TOWN OF OXBOW
REGULAR MEETING OF COUNCIL
April 9, 2018

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

Call to Order: A quorum being present, the Mayor called the meeting to order; 7:01 PM.

1. Agenda

Pierce/Dunnigan
086-18

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

Carried

2. Minutes

Lamontagne/Nordin
087-18

BE IT RESOLVED THAT the Council of the Town of Oxbow adopt the March 26, 2018 regular meeting minutes as circulated.

Carried

3. Delegations – NIL

4. Correspondence

- a) Saskatchewan in Motion, advice of services available; Reviewed
- b) RCMP; 1st quarter stats; Reviewed
- c) Commissionaires; Recap of meeting and pricing for partial year; Reviewed
- d) SUMA – Sector meeting for towns/villages/northern, Regina May 10, 2018: The CAO and Mayor will attend.
- e) World Spectator; Advertising solicitation

Dunnigan/Mercer
088-18

BE IT RESOLVED THAT the Council of the Town of Oxbow authorizes a ½ page advertisement in the travel information guides provided by the World Spectator.

Carried

- f) Canadian Heritage, Notice of Canada Day grant award of \$1100; Acknowledged
- g) Province of Saskatchewan, Notification of budget 2018 release and options for viewing; Acknowledged.

5. Bylaws/Policy/Agreements

- a) Recreation Board Establishment Bylaw 1112; Amended to include clause for disbursement of lottery funds should the Board cease to operate. Must be to a non-profit organization.

089-18

Lamontagne/Mercer

BE IT RESOLVED THAT the Town of Oxbow Bylaw 1112 “A Bylaw of The Town of Oxbow to Establish the Oxbow and District Recreation Board Inc.” be read a first time.

Carried

090-18

Dunnigan/Pierce

BE IT RESOLVED THAT the Town of Oxbow Bylaw 1112 “A Bylaw of The Town of Oxbow to Establish the Oxbow and District Recreation Board Inc.” be read a second time.

Carried

091-18

Nordin/Lamontagne

BE IT RESOLVED THAT the Town of Oxbow Bylaw 1112 “A Bylaw of The Town of Oxbow to Establish the Oxbow and District Recreation Board Inc.” proceed to third reading.

Carried Unanimously

092-18

Lamontagne/Dunnigan

BE IT RESOLVED THAT the Town of Oxbow Bylaw 1112 “A Bylaw of The Town of Oxbow to Establish the Oxbow

and District Recreation Board Inc.” 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) Locksmith Restock Charge; An error in communication led to the custom order of security locks and a resulting restock charge of 30%. The Town will pay this one and all special ordering and quotes will be carried out by either the Foreman or administration. A Purchase Order module has been purchased from Munisoft and policy is in preparation to avoid any further errors.

Dunnigan/Nordin
093-18

BE IT RESOLVED THAT the Council of the Town of Oxbow hereby authorizes the payment of restock invoice #15420 from Blaze Blacksmithing & Security in the amount of \$325.25. **Carried**

- b) Building Inspection Services appointment and Addendum to appoint Myron Stenka as an approved Building Inspector for the Town of Oxbow. Council would like to approach surrounding communities to gauge interest in a partnership to procure a more local source of building inspection services and perhaps employ one full-time inspector as a region. Administration will follow up.

Mercer/Dunnigan
094-18

BE IT RESOLVED THAT the Council of the Town of Oxbow hereby appoints Professional Building Inspectors (PBI) as the municipal building officials; and

BE IT FURTHER RESOLVED THAT Myron Stenka be added to the listing of approved officials as an addendum to the existing agreement with PBI dated August 7, 2012. **Carried**

7. New Business

- a) Southeast Regional Library Annual District Board meeting April 21, 2018 in Weyburn – Oxbow representative is unable to attend and asked if a Council member could go in her absence; Councillors are unable to attend.

8. Financial

- a) Utility Reserve Transfers, Retroactive resolution to transfer 2017 Utility Fund surplus and amortization to their respective reserve accounts – post-separation from the General Operating Fund.

095-18
Lamontagne/Mercer

BE IT RESOLVED THAT the Council of the Town of Oxbow hereby authorizes the transfer of the 2017 Utility Fund Amortization and Surplus’ of \$96,456.84 to the Water Capital Reserve, and \$136,529.19 to the Sewer Capital Reserve as at December 31, 2017. **Carried**

9. Accounts

Nordin/Pierce
096-18

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

Chqs 19008 - 19030	\$139,372.52
Online pmts	<u>\$24,800.86</u>
TOTAL (for period Mar 27 – Apr 9, 2018)	<u>\$164,173.38</u>

Carried

Councillor Mercer abstained citing a Conflict of Interest

10. Reports

a) Council Reports

General Government

- Council acknowledges the Humboldt Broncos bus tragedy of April 6, 2018 and all municipal flags are to be lowered to half-mast until such a time as the Protocol Office of Saskatchewan declares otherwise.

Protection

Health and Economic Development

- CDO Update March 2018; Reviewed

- WTP reports March 2018; Reviewed
- Councillor Nordin reported that the OBA is holding a Lunch & Learn event on April 10, 2018 with a focus on using social media for business.

Recreation

- Councillor Lamontagne reported that:
 - o the Facilities Manager position has been filled. A formal announcement will be made at a later date.
 - o the new pool boilers have arrived and are being stored at Absolute Locating until they are installed for the final season of the old swimming pool. They will then be installed at the new facility.
 - o Liquor permits can no longer be obtained in Oxbow. Options are to apply online a full two weeks in advance of the event or attend in person at a Provincially operated liquor store.

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

- The new foreman was called away to a sudden emergency and is not sure when he can return. Council will provide an unpaid leave of absence from meeting to meeting until more information can be obtained.

**Dunnigan/Mercer
097-18**

BE IT RESOLVED THAT the Council of the Town of Oxbow authorizes an unpaid leave of absence for Dustin Davidson; to be reviewed at each Council meeting until more information is obtained. **Carried**

- Alternative Service Delivery needs to be considered in order to ensure the efficiency and effectiveness of municipal expenditures. To be discussed in more detail in upcoming budget meetings.
- Summer students; Until it can be confirmed whether Oxbow will receive federal funding for students, two have been recommended to hire immediately, with starting dates to be determined as per weather.

**Mercer/Nordin
098-18**

BE IT RESOLVED THAT Dahlyn Klassen and Baylee Walker be hired as summer students for the 2018 season with starting dates to be determined as per weather. **Carried**

**Lamontagne/Pierce
099-18**

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

10. Adjourn

**Dunnigan
100-18**

BE IT RESOLVED THAT the Council of the Town of Oxbow does hereby adjourn; 8:11 PM. **Carried**

Mayor

Chief Administrative Officer