

**TOWN OF OXBOW
REGULAR MEETING OF COUNCIL
April 23, 2018**

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

Regrets: Councillor W. Nordin

Call to Order: A quorum being present, the Mayor called the meeting to order; 7:08 PM.

1. Agenda

Dunnigan/Mercer

101-18

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

Carried

2. Minutes

Lamontagne/Pierce

102-18

BE IT RESOLVED THAT the Council of the Town of Oxbow adopt the April 9, 2018 regular meeting minutes as circulated.

Carried

3. Delegations – NIL

4. Correspondence

a) Environment Canada – new asphalt code of practice; Reviewed

b) Gov't of SK; Proclamation of Emergency Preparedness Week

Dunnigan/Lamontagne

103-18

WHEREAS the Town of Oxbow recognizes the importance of Emergency Management in Saskatchewan; and

WHEREAS the goal of Emergency Preparedness Week is to raise community awareness and the need to prepare for the possibility of an emergency; and

WHEREAS the safety of our community is the responsibility of each and every one of us and we must prepare now and learn how to secure a strong and healthy tomorrow; now

BE IT RESOLVED THAT the Council of the Town of Oxbow proclaims the week of May 6 – 12,

2018, to be EMERGENCY PREPAREDNESS WEEK IN the Town of Oxbow and encourage all citizens to participate in educational activities on emergency preparedness.

Carried

c) C. McNab resignation from Housing Authority received April 12, 2018; Acknowledged

5. Bylaws/Policy/Agreements

a) **Bylaw 1113:** Bylaw 1111 was returned with request to resubmit with a graduated increase with at least a six-month interval. This has resulted in having to use the sewer rates as scheduled in Bylaw 1065 for the first billing quarter in 2018, a 50% increase. Bylaw 1113 will drop the sewer rates to represent a 20% increase from December 2017 rates and then a 15% increase in the last quarter. Water rates proposed will follow this same schedule. Bylaw 1113 will repeal Bylaw 1111 as well. In order to avoid having to repeal another bylaw, a first reading will be done and then sent to the SK Municipal Board for comment before passing.

104-18

Lamontagne/Mercer

BE IT RESOLVED THAT the Town of Oxbow Bylaw 1113 “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

6. Old Business

a) Lagoon and Memorial Hall PTIC grant applications were denied; There will be a new intake in late 2018.

b) Still exploring the possibility of an expanded Regional Planning District to address the issue of building

inspectors.

- c) Dustin Davidson has resigned his position as Public Works Foreman due to personal family reasons that will keep him away for an unknown period of time.

Mercer/Dunnigan

105-18

BE IT RESOLVED THAT the Council of the Town of Oxbow acknowledges the resignation of Dustin Davidson as Foreman and instructs administration to finalize all outstanding issues related to the contract in force. **Carried**

- d) Insurance proposals have been received and emailed to Council members today. Members need a chance to review before any decision is made. TABLED until May 14, 2018.

7. New Business

- a) Tax Enforcement

Mercer/Dunnigan

106-18

BE IT RESOLVED THAT the Council of the Town of Oxbow authorizes the Chief Administrative Officer to commence proceedings to secure title for the following properties (identified by roll number): 185, 320, 367, 429, 566, 597, 608, and 609. **Carried**

- b) Loader repair quote from Redhead Equipment (Estevan) and the available maintenance log for the loader were distributed to Council members to decide whether to repair or look into replacement. Necessary repairs will be done as members feel that it has not surpassed its useful life.

Lamontagne/Pierce

107-18

BE IT RESOLVED THAT the Council of the Town of Oxbow authorizes necessary repairs to the loader in the amount of \$12,722.64 as per estimate #002262 provided by Redhead Equipment (Estevan). **Carried**

- c) Request from SPRA to Proclaim *June is Recreation and Parks Month*

Pierce/Mercer

108-18

BE IT RESOLVED THAT the Council of the Town of Oxbow, in recognition of the benefits and values that recreation, parks, and leisure services provide, does hereby designate the month of June as *June is Recreation & Parks Month*. **Carried**

- d) Cadets Dinner and Awards, Request for Donation and Presenter

Dunnigan/Mercer

109-18

BE IT RESOLVED THAT the Council of the Town of Oxbow hereby grants an award to the Cadets in the amount of \$25.00 to be presented by Councillor D. Pierce. **Carried**

8. Financial

- a) March 2018 detailed financial activities

Mercer/Dunnigan

110-18

BE IT RESOLVED THAT the Council of the Town of Oxbow accepts the March 2018 Detailed Financial Statement as prepared. **Carried**

- b) Amended March 2018 Bank Reconciliation, amended to capture interest in the month it was earned

Lamontagne/Pierce

111-18

BE IT RESOLVED THAT the Council of the Town of Oxbow hereby accepts the March 2018 bank reconciliation as amended to capture interest earned. **Carried**

- c) Balance Sheet tabled until 2017 audit is complete

- d) Draft Recreation Board Audit 2017; TABLED until TCAs can be properly allocated under the new structure.

9. Accounts

Dunnigan/Mercer

112-18

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

Chqs 19035 - 19052	\$289,417.95 (19031-19034 VOID- ruined in printer)	
Online pmts	<u>\$18,936.09</u>	
TOTAL (for period Apr 10 – Apr 20, 2018)	<u>\$308,354.04</u>	Carried

10. Reports

a) Council Reports

General Government

Protection

- RCMP Community Roundtable meeting scheduled for 7:00 pm, April 25, 2018 at the Legion; Council members will attend if able

Health and Economic Development

- CDO Update – March 2018; Reviewed

Recreation

- Recreation Board minutes, April 18/18

Transportation

Sanitation

b) Administration

- Foreman Candidate; Interview with candidate Larry Stinson was held just prior to the meeting. It was agreed that he is qualified for the position and also that some succession planning should be undertaken and that an additional candidate be offered a position in conjunction with the Foreman for the purposes of onboarding and apprenticeship to succeed the position. A minimum of two years commitment is ideal. Administration to follow up on direction.

Dunnigan/Pierce

113-18

BE IT RESOLVED THAT Larry Stinson be offered the position of Public Works Foreman under agreed upon terms and that Chad Staples be offered an operator position to eventually succeed the Foreman with wage structure to be determined upon negotiation. **Carried**

Lamontagne/Mercer

114-18

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

10. Adjourn

Dunnigan

115-18

BE IT RESOLVED THAT the Council of the Town of Oxbow does hereby adjourn; 8:24 PM. **Carried**

Mayor

Chief Administrative Officer