

**TOWN OF OXBOW
REGULAR MEETING OF COUNCIL
May 28, 2018**

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

Call to Order: A quorum being present, the Mayor called the meeting to order; 7:00 PM.

1. Agenda

Mercer/Nordin

134-18

BE IT RESOLVED THAT the Council of the Town of Oxbow adopt the agenda with the deletion of item K in correspondence that was received in error.

Carried

2. Minutes

Dunnigan/Nordin

117-18

BE IT RESOLVED THAT the Council of the Town of Oxbow adopt the May 14, 2018 regular meeting minutes noting a correction of seconder for motion 128-18.

Carried

3. Delegations

a) 7:15 pm – CDO, Tami Scott, on behalf of the Hall Committee

The CDO presented a number of issues surrounding the Memorial Hall and provided recommendations from various consultants on structural integrity, air quality, and environmental hazards. Short-term plans are being undertaken by the Hall Committee to remediate the items that pose the most risk. The Hall Committee is requesting direction from Council on what to do for the long-term. The options to either refurbish the existing structure or to maintain it only to the level it needs in order to save to build a new one in the future that better suits the needs of the community are similar in costs. Council recommends maintenance only unless more positive information is discovered during the course of remedial works.

4. Correspondence

a) RM Enniskillen: Do we want to annex the transfer station into the town? Not at this time.

b) Moose Creek Park minutes, April 10, 2018; Reviewed

c) SK Housing – Notice of intent to sell 607 and 612 Beryl Avenue and request for approval

Dunnigan/Pierce

136-18

BE IT RESOLVED THAT the Council of the Town of Oxbow hereby approve the request from the Saskatchewan Housing Authority to sell 607 and 612 Beryl Avenue.

Carried

d) ARBI – invitation to attend international forum – Peace Gardens; Regrets

e) City of Estevan, invitation to the Pipe Ceremony in recognition of Treaty Four Territory; Regrets

f) Upper Souris Watershed, AGM notice; Acknowledged

g) OBA meeting minutes, May 8, 2018; Reviewed

h) SE Library, Trustee Development Q&A; Reviewed

i) Heritage Saskatchewan, Notice of the Lieutenant Governor of Saskatchewan Heritage Award in the Intangible Cultural History category for the Souris Moose Creek Region Video Series to be presented in Regina on June 13, 2018.

Lamontagne/Nordin

137-18

BE IT RESOLVED THAT the Council of the Town of Oxbow Bylaw congratulates the CHRRP committee and videographer Marika De Roos for their efforts on the Souris Moose Creek Region video series project; and **BE IT FURTHER RESOLVED THAT** the Town of Oxbow pay the expenses for Tami Scott to attend the awards ceremony on June 13, 2018.

Carried

- j) Municipal Information Network Subscription, a very informative source for up-to-date information in the municipal context and the opportunity to post unlimited position vacancies for the weekly Job Posting newsletter that goes to all municipal members throughout Canada for \$275 per year.

Mercer/Nordin

138-18

BE IT RESOLVED THAT the Council of the Town of Oxbow authorizes the purchase of an annual subscription to the Municipal Information Network for \$275.00. **Carried**

5. Bylaws/Policy/Agreements

- a) Bylaw 1113 has been approved by the Saskatchewan Municipal Board. Rates will go into effect beginning with the July 2018 billing.

6. Old Business

- a) Hodgson Subdivision – Received the report from Samson Engineering regarding the outstanding issues identified by the town engineer with the proposed remedies. Council is satisfied with the proposed remedial works provided that Samson Engineering sign off on the works once completed.

Mercer/Pierce

139-18

BE IT RESOLVED THAT the Council of the Town of Oxbow authorizes the CAO to finalize the service agreement for the Hodgson subdivision with the remedial works, stamped by Samson Engineering, and updated drawings of property division by Midwest Surveys attached as Appendices “A” and “B”. **Carried**

- b) Exposed raw waterline – the works to protect one raw water pipeline in 2017 did not hold and the pipe has become exposed again. It is in immediate danger should a large rain come while the rip-rap remains upstream of the pipeline area. Administrator has sent out bid requests.
- c) Sewer Maintenance once again encountered issues with the west side sewer pipes and encountered the emptying of a sump pit directly during cleaning, which contains hazardous materials that are not allowed to be drained into the lagoon. The presence of grease and debris was found along Taylor Street which drains from the northwest area of town and the pipes were nearly clogged fully. Extra time and resources were used to clean the Taylor Street pipes and further complications at the highway caused the jet head to become stuck in the pipe. The financial impact of these conditions if this continues could be in the millions and hazardous materials in the lagoon could trigger serious environmental non-compliance consequences from the Provincial and Federal governments as the Souris River is an international fish bearing body of water. Discussions will be held with the contributors to that particular system requesting that they discontinue these practices immediately. It is hoped that no enforcement actions will have to be undertaken.

7. New Business

- a) Oxbow Trenching quote for line repairs. The pricing is reasonable and the operator is very familiar with the underground works and processes which is of value. Council accepts this proposal and will give first opportunity to undertake any works needed in 2018 for water and sanitary sewer line repairs provided the conditions set out are observed.

Pierce/Dunnigan

140-18

BE IT RESOLVED THAT the Council of the Town of Oxbow awards a contract of first opportunity for water and sanitary sewer line repairs to Oxbow Trenching as per the bid proposal received and under conditions communicated via email. **Carried**

- b) Road graveling will be done by Wayne King to ensure consistency between town and rural roads.
- c) There is some confusion about which “alleys” are to be maintained. CAO requests that Councillors define the alleys that the town is to maintain so that it can be placed in policy.
- d) Wright’s Electric quote for distribution pump board

Lamontagne/Mercer

141-18

BE IT RESOLVED THAT the Council of the Town of Oxbow authorizes the replacement and upgraded technology required for one failed distribution pump control module to be done by Wright’s Electric at the quoted cost of \$6,000. **Carried**

8. Financial

a) April 2018 bank reconciliation

Nordin/Pierce

142-18

BE IT RESOLVED THAT the Council of the Town of Oxbow accepts the April 2018 bank reconciliation as prepared.

Carried

b) The Assessment roll for 2018 can now be closed. Budget meeting set for June 6, 2018 at 6:00 pm.

9. Accounts

Lamontagne/Nordin

143-18

BE IT RESOLVED THAT the Council of the Town of Oxbow approve the following accounts for payment, excepting cheque #19090 as it needs to be reissued for half the amount:

Chqs 19073 - 19093	\$62,761.23 - \$21,941.28 =	\$40,819.95
Online pmts	\$ <u>5,092.88</u>	
TOTAL (for period May 12 – May 25, 2018)	\$ <u>67,854.11</u>	\$ <u>45,912.83</u>

Carried

10. Reports

a) Council Reports

General Government

- Moose Creek Regional Park next meeting date is June 12, 2018
- The library is undertaking some improvement work this year which includes addressing accessibility.

Protection

- Fire Board minutes February 1, 2018

Dunnigan/Mercer

144-18

BE IT RESOLVED THAT the Council of the Town of Oxbow hereby appoints Dwayne Henderson as a firefighter with the Oxbow Enniskillen Fire Department.

Carried

Dunnigan/Nordin

145-18

BE IT RESOLVED THAT the Council of the Town of Oxbow approves of the disposal of the 1988 rescue truck by way of tender.

Carried

- Critical Incident Management training has been further delayed, but the Committee is hoping for a table top exercise soon.

Health and Economic Development

- The Cemetery Board is planning a work bee for July 7, 2018
- The curb stop pin for the cemetery water line is broken. The repair will cost approximately \$1500 provided there are no other issues found.
- Aerials of the cemetery have been completed by Absolute Locating but to GPS each plot individually would cost too much time and money for the Committee.
- The OBA is having a fundraising BBQ on June 6, 2018 to benefit the 2018 Canada Day celebration being arranged by the Oxbow Youth Centre and partially funded by Canada Heritage as part of Canada 150 on a money-matching grant basis.

Recreation

- The Facilities Manager is undertaking a pool operator course and is busy at work with all the various facilities. Initial reports will be presented at the next meeting of Council.
- The new boiler will be temporarily installed at the current swimming pool on May 30, 2018 while the new pool is being constructed.

Transportation

- The shop yard needs to be cleaned up this year and garbage removed as the town should lead by example.
- All the storm sewer outflows should be examined and a solution found for the west outflow particularly to

avoid the issue of constant flooding when it freezes during the winter.

Sanitation

Utilities

- Client login access to AbsoMap will be given to the CAO in order to locate underground works via GPS with the hope that this will bring about efficiencies in time, cost, and destruction/repairation due to digging in incorrect locations.
- Water restrictions will not be put in place just yet but a request to ratepayers to be conservative during the dry conditions will be put out on social media, the town website, and in the monthly newsletter.

b) Administration

- Complimentary Roughrider tickets were given to the town from Flocor. Council has chosen to donate the tickets to the Swimming Pool Committee for the annual Lobsterfest fundraiser this June 16, 2018.
- Summer Student

****Councillor Lamontagne declared a conflict of interest and left chambers****

Pierce/Nordin

146-18

BE IT RESOLVED THAT the Town of Oxbow hires Joelle Lamontagne for the months of July and August with the primary responsibility of maintaining flowers and overall town beautification. **Carried**

****Councillor Lamontagne returned to chambers****

- CAO requested that we purchase a generator for the transfer station shack now that it is cleaned out and sanitized and set for insulation and vapour barrier reinstallation and in consideration of the heat. Cost would be approximately \$600 and included in the budget for 2018 with the overall project costs estimated at \$1,200.

Pierce/Nordin

147-18

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

10. Adjourn

Dunnigan

148-18

BE IT RESOLVED THAT the Council of the Town of Oxbow does hereby adjourn; 9:37 PM. **Carried**

Mayor

Chief Administrative Officer