

TOWN OF OXBOW
REGULAR MEETING OF COUNCIL
March 11, 2019

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

Call to Order: A quorum being present, the Mayor called the meeting to order; 7:05 PM.

1. Agenda

Nordin/Lamontagne
057-19

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

Carried

2. Minutes

Rossow/Dunnigan
058-19

BE IT RESOLVED THAT the Council of the Town of Oxbow adopt the February 25, 2019 regular meeting minutes with resolution 052-19 amended to include the appointment of Bryce Merkley as a firefighter for the 2019 calendar year.

Carried

3. Delegation

7:15 PM – Public Works Manager, D. Morin – Report on February 2019 activities (attached). Water testing reports for the Villa were distributed so the Board knows the water is safe to use; the full equipment summary was also reviewed and further discussed later in the meeting. D. Morin left the meeting at 7:20 PM.

4. Correspondence

a) Oxbow Prairie Horizons School – Yearbook Ad offer
Mercer/Pierce
059-19

BE IT RESOLVED THAT the Council of the Town of Oxbow purchase a 1/8-page advertisement in the 2019 OPHS yearbook at a cost of \$50.00.

Carried

- b) Water Security Agency – Boil Water Advisory is in place for Galloway from Moir Road to Coldridge Road; Acknowledged
- c) RISC Senior’s Programming) – Request for Town representation at March 29, 2019 presentation; Mayor Goodward will attend.

5. Bylaws/Policy/Agreements – NIL

6. Old Business

- a) GFL responded that Oxbow could enter into a 3-month trial period for bi-weekly garbage pickup; Prior to any change, Council would like to survey residents to determine the overall impact. The schedule will remain the same for 2019.
- b) D. Sibley Tandem – Godson’s Mechanical and public works staff report that it is adequate, though no historical information could be found. Item is TABLED.
- c) Samson Engineering – Proposal to complete FCM grant application, detailed design, and tendering – these works will have to be undertaken regardless of success in receiving the grant as it and most federally involved grants require applicants to be “shovel-ready”, including the Building Canada Fund and the Investing in Canada Infrastructure Program coming this year. The scope of work and detail required to complete this application is beyond the CDO and Administration in-house abilities.

Mercer/Pierce
060-19

BE IT RESOLVED THAT the Council of the Town of Oxbow hereby accepts the proposal from Samson Engineering to complete the FCM GMF application for funding the upgrade of the lagoon system including all works necessary to be shovel-ready.

Carried

- d) Equipment Summary – A full review of the proposed machinery acquisitions was done, including purchase, finance and lease options. CAO is to inquire if there is any monetary incentive to obtaining both a backhoe and a skid steer from the same supplier. TABLED
- e) Water Quality –Associated Engineering, Peter Hooge and KGS Engineering, Sean Bayer have been contacted to obtain historical water quality information and proposed methods of treatment. There is a lot of information to sort through and will be reported on at a later date. TABLED
- f) The Oxbow Branch Legion reports that the Military Service Handbook is a beneficial resource locally.

Nordin/Dunnigan

061-19

BE IT RESOLVED THAT the Council of the Town of Oxbow purchase a 1/8-page advertisement in the 2019 Military Service Handbook at a cost of \$205.00.

Carried

7. New Business

- a) SAMA 2019 Annual Meeting, April 10, 2019 in Regina

Mercer/Rossow

062-19

BE IT RESOLVED THAT the Council of the Town of Oxbow authorizes and appoints the CAO to attend the SAMA Annual General Meeting in Regina on April 10, 2019.

Carried

- b) Volunteer Appreciation – Discussion on ideas for a Volunteer Appreciation event to recognize their work and commitment. CAO and CDO will begin planning immediately.
- c) SGI Provincial Traffic Safety Grant – The Town is applying for a grant in order to purchase portable radar speed reader displays and costs need to be identified. Given the tight timeline for application, CAO presented Council with two quotes.

Pierce/Rossow

063-19

BE IT RESOLVED THAT the Council of the Town of Oxbow, in the event that Oxbow is successful in obtaining the SGI Provincial Traffic Safety Grant, awards the tender to Airmaster Signs.

Carried

8. Financial

- a) February 2019 Statement of Financial Activities

Dunnigan/Lamontagne

064-19

BE IT RESOLVED THAT the Council of the Town of Oxbow accepts the statement of financial activities as at February 31, 2019.

Carried

- b) February 2019 Balance Sheet

Mercer/Nordin

065-19

BE IT RESOLVED THAT the Council of the Town of Oxbow accepts the February 2019 balance sheet.

Carried

- c) February 2019 Bank Reconciliation

Rossow/Pierce

066-19

BE IT RESOLVED THAT the Council of the Town of Oxbow hereby accepts the February 2019 bank reconciliation as presented.

Carried

9. Accounts – Councillor C. Mercer cited conflict of interest and abstained from the vote

Lamontagne/Dunnigan

067-19

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

Chqs 19513 - 19538	\$ 201,037.06
Online pmts	\$29,278.00

Payroll	\$ 26,239.73
TOTAL (for period Feb 23 – Mar 8, 2019)	<u>\$256,554.79</u>

VOID CHEQUES: NONE	Carried
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10. Reports

a) Council Reports

General Government

- a) Council expressed their deep regret to learn of the passing of Brenda King who has been a valuable contribution to the community for so many years. Council wishes to do something in memoriam in the summer. Deepest condolences to Mederick Lamontagne who has also been a valuable contributor to the community.

Protection

- a) A Fire Board should be held soon to deal with year-end, audit, outstanding RM concerns and the 2019 budget. CAO will try to arrange for the beginning of April.
- b) EMO Coordinator Resignation; Acknowledged
- c) EMO Meeting – Councillor Nordin cannot attend the EMO meeting set for March 19, 2019 and requests that a Councillor be appointed to vote in his stead to ensure a quorum is in attendance.

Nordin/Mercer

068-19

BE IT RESOLVED THAT the Council of the Town hereby appoints Councillor Lamontagne to attend and vote in place of Councillor Nordin at the EMO meeting scheduled for March 19th, 2019. **Carried**

- d) Commissionaires Report March 6, 2019; Reviewed
- e) A discussion on the issuance of bylaw enforcement tickets and actual receipt of payments arose, as several vehicles have been noted to be parked on the street for longer than 24 hours, and the hazard of extension cords extending over pedestrian paths was noted as well.
- f) Councillor Dunnigan attended the RCMP Community Consultation session and reported: 1000 calls last year, 85 licenses were suspended, theft is on the rise, and that the Carnduff detachment is now fully staffed. The RCMP are considering purchasing staff accommodations to help ease staff transitions and delays.

Health and Economic Development

- a) WTP February 2019; Reviewed and initialed
- b) CDO February 2019 report; Reviewed
- c) Website statistics; Reviewed. Council would like to continue seeing these statistics going forward.

Recreation

- a) Recreation Board February 28, 2019 minutes; Reviewed
- b) Facility Manager February 2019 report; Reviewed
- c) The Chase the Ace pot is beginning to grow again
- d) Black mold was discovered at the ice plant in the rink and will need to be professionally remediated. As well, the boilers are no longer operable and will need to be replaced.
- e) The Hall Committee is considering purchasing a sound system, as the prior one is no longer working

Transportation

Sanitation

b) Administration

- a) Personnel Committee meeting is needed soon to develop Performance Management
- b) A discussion on the staff personal use of Town vehicles and having them at their homes overnight took place and members feel that the vehicles should only be available to staff 24/7 when they are the one on call. It was mentioned that it could be considered a taxable deduction by Revenue Canada.
- c) Audit Questionnaire

Pierce/Mercer

069-19

BE IT RESOLVED THAT the Council of the Town approves the Board Questionnaire required for the 2018 audit as updated by the CAO. **Carried**

Nordin/Lamontagne

070-19

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

Carried

10. Adjourn

Dunnigan

071-19

BE IT RESOLVED THAT the Council of the Town of Oxbow hereby adjourn; 9:12 PM.

Carried

Mayor

Chief Administrative Officer