

TOWN OF OXBOW
REGULAR MEETING OF COUNCIL
March 25, 2019

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

Regrets: Councillor R. Lamontagne

Call to Order: A quorum being present, the Deputy Mayor called the meeting to order; 7:04 PM.

1. Agenda

Mercer/Pierce
072-19

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

Carried

2. Minutes

Dunnigan/Nordin
073-19

BE IT RESOLVED THAT the Council of the Town of Oxbow adopt the March 11, 2019 regular meeting minutes as circulated.

Carried

3. Delegation

7:15 pm – D. Peet, Operator – Loader Issues; The bucket assembly on the loader has failed and the loader was brought to the municipal office for Council members to inspect for themselves. A discussion on how to move forward and whether to repair it or take a lesser amount for the trade-in value. D. Peet was instructed to obtain written quotations from two local vendors and give to CAO for Council to decide via email as the Town cannot be without an operable piece of equipment until the next scheduled Council meeting.

4. Correspondence

a) SUMA – The Saskatchewan Crime Watch Advisory Network is in place now to sign up to get alerts about criminal activity in our area.

Dunnigan/Rossow
074-19

BE IT RESOLVED THAT the Council of the Town of Oxbow instructs the CAO to register the Town of Oxbow to receive notifications from the Saskatchewan Crime Watch Advisory Network.

Carried

b) Jason Petlack – Education Plan presentation March 26, 2019; Councillor Mercer will try to attend, barring any conflict in schedule

c) Moose Creek Regional Park Authority – December 11, 2018 minutes; Acknowledged

d) Crime Stoppers – Request for a voluntary levy up to \$200

Nordin/Dunnigan
075-19

BE IT RESOLVED THAT the Council of the Town of Oxbow submit a voluntary levy of \$200 to Crime Stoppers to assist with carrying on this valued service to the community.

Carried

e) Coalition of Canadian Municipalities for Energy Action – Membership offer; Not at this time

f) Southeast Transportation Planning Committee – AGM, March 26, 2019 12:30 PM Kenosee; Acknowledged

g) EMFS – Wildland Fire Suppression Course, April 13-14, 2019, Canora, SK; Acknowledged

5. Bylaws/Policy/Agreements – NIL

6. Old Business

a) Neptune meter project status report – 570 have been installed and the Neptune Project crew has left Oxbow now. There are 61 meters that still need to be placed for various reasons, namely access under trailers, broken curb stops (11), and snowbirds with a few refusals. Refusals will be reminded that their water service will be shut off if they do not allow access for the meter to be changed. A bid will be obtained from a local installer to

undertake the final installations. Administration is in the process of training and data entry to implement the new system fully.

- b) Swimming Pool Committee – Request for \$200,000 advance on funding until final costs for the debenture can be determined. *Councillor Mercer abstained from the discussion and vote citing Conflict of Interest*

Dunnigan/Rossow

076-19

BE IT RESOLVED THAT the Council of the Town of Oxbow hereby authorizes an advance of \$200,000 to the Swimming Pool Committee until the final costs of the project is known, at which time any monies advanced will be included in the issued debenture amount. **Carried**

- c) Kyle Morrow regarding access to Lots 7-8 Block 4 Plan 62R07030 – The issue of trespassing on private land while accessing his property has come up and K. Morrow would like to establish a trail, plant some trees, and prepare to build a heated garage on said property. As the roadway and easements are the responsibility of the Town, Council is prepared to undertake the costs to survey the road allowance and the easement and offer to Mr. Morrow to have it done at the same time as he surveys his property to save a little on out of pocket costs like mileage.

Pierce/Dunnigan

077-19

BE IT RESOLVED THAT the Council of the Town of Oxbow hereby authorizes the commission of a survey for that portion of Wylie Avenue between Gregson Street and Coldridge Road and for the easement directly west of Lot 7 Block 4 Plan 62R07030 from Wylie Avenue to Boscurvis Avenue. **Carried**

- d) Development Permit application – Southern Plains Co-op plans to expand the C-Store to include a liquor store and walk-in vendor. As the sale of liquor and allotted licenses per community can be sensitive and political in nature, the CAO as Development Officer requests a decision by resolution from the Council. All zoning is within allowable parameters.

Mercer/Nordin

078-19

BE IT RESOLVED THAT the Council of the Town of Oxbow hereby approves the issuance of a development permit to Southern Plains Co-op to construct an addition on the C-Store for the purposes of including a liquor store and walk-in vendor, located at 904 Prospect Avenue. **Carried**

- e) Received answers from inquiries resulting from the March 11, 2019 Council meeting; The following decision was made regarding equipment based on a 3-party direct request for proposal:

Mercer/Pierce

079-19

BE IT RESOLVED THAT the Council of the Town of Oxbow authorize the purchase of a 2019 John Deere Skid Steer for the quoted price of \$56,056.00 plus applicable taxes; and

BE IT FURTHER RESOLVED THAT the Council of the Town of Oxbow authorizes the disposal of the 2002 Case 521D loader by way of trade for a 36-month lease of a 2018 John Deere 410L Loader backhoe for the quoted monthly cost of \$923.10 plus applicable taxes with the condition that the trade-in value does not decrease significantly enough to render the lease cost noncompetitive; and

BE IT FURTHER RESOLVED THAT the fund source(s) be determined through the 2019 municipal budget. **Carried**

7. New Business

- a) Received an offer to purchase 1 serviced and 2 unserviced lots in the Charlie Hamilton Subdivision for the price of one serviced lot. Discussion regarding incentives to encourage development and if this could be done fairly if no tax incentives or cost-sharing to develop the road was involved. Council requested that the bidding party attend the next meeting to discuss options. CAO will extend invitation.
- b) Town of Oxbow Grant program for 2019 *Councillor Pierce declared a Conflict of Interest and exited the Council chambers at 8:19 pm* Council approves of the terms and conditions placed on the program in 2018 and directed the CAO and CDO to move forward with the 2019 program. Council requested that the program be advertised better than 2018 to ensure all eligible parties are able to apply. *Councillor Pierce returned to Council chambers at 8:26 pm*
- c) Earth Day – An idea to partner with the Oxbow Prairie Horizon school to conduct a “Trash Tag” challenge in

conjunction with Earth Day was brought forward. Council was asked if they would sponsor a pizza party for the classroom that collects the most bags of trash during a community-wide cleanup.

Nordin/Dunnigan

080-19

BE IT RESOLVED THAT the Council of the Town of Oxbow hereby agrees to sponsor a classroom pizza party for up to \$500 for the classroom that collects the most trash in the “Trash Tag” challenge in partnership with Oxbow Prairie Horizons school and in conjunction with Earth Day 2019. **Carried**

8. Financial - NIL

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

Dunnigan/Pierce

081-19

BE IT RESOLVED THAT the following accounts be approved for payment:

Chqs 19539 - 19553	\$139,242.87
Online pmts	\$7915.91
TOTAL (for period Feb 10 – Feb 22, 2019)	<u>\$147,158.78</u>

VOID CHEQUES: NONE

Carried

10. Reports

a) Council Reports

General Government

- RM resolution to decline payment for half of the mirror purchase for back office washroom; Acknowledged
- The Hall Board has received one quote for a sound system and expects to receive another tomorrow. They will be undertaking acoustics testing with both bidders prior to a decision.
- EMO meeting scheduled for March 28, 2019

Protection

- Bylaw enforcement report – March 19, 2019; Reviewed
- Fire Department structure shuffle; Acknowledged
- Concerns were raised regarding the large recent dig site on Main Street north of Marion as it is an emergency route. Public Works needs to ensure the area is maintained consistently so as not to interfere with emergency response vehicles.

Health and Economic Development

- Council was advised that the Bow Valley Villa obtained an independent health and toxicity test to confirm that the water is safe to drink and bathe in and that the discoloration is due to a high presence of iron and manganese. The Board was also informed that it may not become better until the distribution lines are swabbed in the spring.

Recreation

Transportation

- Council noted the need to keep up with grading while the spring thaw is going on until gravel and dust control can be applied.
- Council inquired about the condition of the street sweeper and would like to see it out as soon as the snow is gone in order to identify the areas that need crack sealing, patching and paving to prevent further degradation of the pavement. Administration believes the sweeper is ready to go and will communicate direction to public works personnel.

Sanitation

- Water Quality status update – D. Morin traveled today to pick up a jar-testing kit on loan from the Water Security Agency to more accurately determine the correct levels of chemical to use to effectively treat the raw water as it is very inconsistent in nature currently. This is believed to be the case due to the low water table. Public works is working closely with the WSA and the EPO to ensure that no contaminated water gets into the distribution system. All the lines will be swabbed from May 20 – 29, 2019 which will also improve the level of manganese in the distribution system. Council directed administration to begin warning residents now about the upcoming operations as there will be very dirty water and tasks involving water

that should not be undertaken during these works. CAO will work with CDO to get this information out by any avenue economically available. Public Works will likely incorporate valve exercising and hydrant flushing concurrently so as not to extend the time that the water will be dirty.

b) Administration

- A new federal-provincial grant has been announced; the Investing in Canada Infrastructure program (ICIP). CDO/CAO have already submitted an Expression of Interest (EOI) for the lagoon upgrade project. Communities may submit as many EOIs as they want and rank them in priority for funding opportunities. If invited to apply, there is an option to accelerate funding based on urgent need.
- 10-minute trainers are now online courtesy of the Province of Saskatchewan Government Relations division. They are free and can be accessed by anyone. Council members were given the links to the content to use at their own discretion.
- CAO 2019 training – CAO has requested to enroll in LG 202-30, Local Government Legislation and Statute Law taking place at the University of Regina from June 10-14, 2019 as the primary professional development training allotment for 2019.

Pierce/Nordin

082-19

BE IT RESOLVED THAT the Council of the Town of Oxbow hereby authorizes the CAO to enroll in the intense face to face course LG 202-30, Local Government Legislation and Statute Law taking place at the University of Regina from June 10-14, 2019, and further to cover all related expenses. **Carried**

- Summer Staff

Rossow/Mercer

083-19

BE IT RESOLVED THAT the Council of the Town of Oxbow hereby authorizes the hiring of two full-time summer students along with one part-time student who will be shared Bow Valley Park under the Saskatchewan Green Initiative Fund for the 2019 summer season. **Carried**

- Employee vehicle use – The Manager of Public Works is authorized to retain a Town vehicle at all times strictly for work purposes other than the travel to and from home to work. A kilometer log must be kept and turned in regularly, reconciled to the usage recorded.
- B. King in Memoriam

Dunnigan/Rossow

084-19

BE IT RESOLVED THAT the Council of the Town of Oxbow donate \$500 to the Oxbow Flower Committee in memoriam of Brenda King. **Carried**

Mercer/Pierce

085-19

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

11. Adjourn

Rossow

086-19

BE IT RESOLVED THAT the Council of the Town of Oxbow hereby adjourn; 9:30 PM. **Carried**

Mayor

Chief Administrative Officer