

TOWN OF OXBOW
REGULAR MEETING OF COUNCIL
May 13, 2019

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

Lamontagne/Rossow

112-19

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

Carried

2. Minutes

Pierce/Dunnigan

113-19

BE IT RESOLVED THAT the Council of the Town of Oxbow adopt the April 22, 2019 regular meeting minutes as circulated.

Carried

3. Delegation

7:00 PM, Diana Morin – April 2019 Public Works report was reviewed; Ms. Morin exited the meeting at 7:17 PM.

7:17 PM, Jason Petlack – Parking at the school and discussion on an annual Town of Oxbow scholarship; Mr. Petlack exited the meeting at 7:34 PM.

Rossow/Mercer

114-19

BE IT RESOLVED THAT the Council of the Town of Oxbow provide a \$500 Scholarship for Excellence in Math to a graduate selected by the school selection committee with the condition that the monies will be issued when the successful graduate provides proof of enrolment in a secondary education program or institution.

Carried

Pierce/Dunnigan

115-19

BE IT RESOLVED THAT the Council of the Town of Oxbow hereby authorizes the purchase of six concrete bollards to be placed around the 3-way intersection on Tupper Street to avoid the issue of people parking their vehicles in the intersection during high traffic times, which poses a safety hazard to pedestrians and other motorists.

Carried

4. Correspondence

a) WSA – Notification that undeveloped, but service ready, subdivisions approved prior to November 2018 will be permitted to hook into the sewer network and that no more will be approved until such a time as the Oxbow lagoon capacity is satisfactorily increased; Acknowledged.

b) CN – Vegetation Control to take place this summer; Irrelevant as Oxbow only has CP Rail.

c) Oilwives Club of Oxbow – Request for beer gardens at BVP June 1, 2019

Mercer/Rossow

116-19

BE IT RESOLVED THAT the Council of the Town of Oxbow hereby authorizes the Oilwives Club of Oxbow to utilize the Community Entertainment Area at Bow Valley Park and to obtain a liquor permit to operate a beer garden between the hours of 11:00 am and 8:00 PM on June 1, 2019.

Carried

d) SUMA – Cannabis Excise Tax; Acknowledged

e) J. Hutfloetz – Article on water tower cleaning in Kenmare; Council would like to explore the feasibility of having the water tower cleaned professionally, administration will follow up.

f) Saskatchewan Housing Authority – Annual Report published; Acknowledged

g) Envision – 25th Anniversary May 16, 2019 – 2 free tickets – Council members are unable to attend but CDO will attend.

h) Cadets – Request for sponsorship and Invitation to Ceremonial Review May 16, 2019; The Town will continue to

provide the \$25 prize and Councillor Pierce will present it.

- i) List of 2019 high school graduates and invitation to ceremonies June 26, 2019; Acknowledged
- j) Southeast District – AGM May 30, 2019; Acknowledged
- k) Rick Douslin, Nipawin – Request for Mayor to write a letter in honour of the 90th birthday of former citizen of Oxbow, Doug Pegg; Administration will prepare for signature.
- l) SUMA – Invitation to Golf Tournament; Declines
- m) Ministry of Infrastructure and Transportation – Invitation to Consult regarding a proposal to levy service charges for any new subdivisions that are developed adjacent to the highway network.

5. Bylaws/Policy/Agreements – NIL

6. Old Business

- a) Offer to Purchase lots and request to construct a dugout on site; Council does not want any more dugouts constructed within town limits as the practice is being phased out and remediated where feasible.

Mercer/Pierce

117-19

BE IT RESOLVED THAT the Council of the Town of Oxbow hereby accepts the offer from CNM Oilfield Services to purchase Parcels 1, 2 and 3 Block 2 Plan 102030624 at a price of \$10,000 per parcel with the understanding that no tax incentives or service agreements will be provided with regard to the development or future servicing of the land. **Carried**

- b) Axiom Development Permit; fencing, approach, and reconsideration of power cable crossing request; Axiom would like to place fencing along the property line at 901 Prospect Avenue, legal Parcel E Plan 91R51408 for storage and display of equipment and would like to also install an approach on Coldridge Road directly north of the service road to reduce congestion at the intersection which is already a hazard. Additionally, they would like to bore an electrical cable under Coldridge Road to power 901 Prospect from 865 Prospect.

Rossow/Mercer

118-19

BE IT RESOLVED THAT the Council of the Town of Oxbow hereby approves Development Permit Applications submitted by Axiom Equipment Group (signed off by landowner Saskarc Group of Companies) as follows:

- a) M-003-19 – Bore Electrical Cable to 901 Prospect Avenue with the conditions that the cable must be buried a minimum of 2 meters below ditch bottom, must be marked with appropriate signage at each end, and a caveat must be placed on the title in conjunction with an agreement that outlines the exact GPS location of the cable, owner responsibility for the cable in whole and should it have to be moved to accommodate future public works, and provides for procedures in the event that the property changes hands, as the cable will not be registered with 1st Call;
- b) DR-004-19 – Refurbish roof at shop on 865 Prospect with the condition that a building permit must be obtained and works compliant with the NBC and the National Energy Code;
- c) M-008-19 – Install fencing and an approach at 901 Prospect Avenue as per amended drawings received April 23, 2019 with the conditions that a steel culvert be installed of the appropriate size and at the appropriate depth so as to compliment and not inhibit the drainage along the west side of the property; and
- d) DR-009-19 – refurbish interior of office building on 865 Prospect with the condition that all plumbing, electrical, and energy codes are observed. **Carried**

7. New Business

- a) Invoice for sewer backup diagnostics

Dunnigan/Lamontagne

119-19

BE IT RESOLVED THAT the Council of the Town of Oxbow hereby authorizes payment of invoice #1050 from Adlan Ventures for the diagnosis of a sewer line backup at 313 Wylie Avenue. **Carried**

- b) Lower Souris Watershed – 2019 membership; Will remain as members of the Upper Souris Watershed Association only.
- c) Gravel quotes

Dunnigan/Lamontagne

120-19

BE IT RESOLVED THAT the Council of the Town of Oxbow hereby accepts the gravel quotes for both road surface and for refilling dig sites provided by Oxbow Trenching for the 2019 operating year. **Carried**

d) Office Building – May 10, 2019 Joint Board meeting; Minutes will be provided for review at the next regular meeting of Council.

e) Paving Quotes

Dunnigan/Rossow

121-19

BE IT RESOLVED THAT the Council of the Town of Oxbow hereby accepts the quotation from Canadian Paving Service for pavement patching and rubber crack sealing. **Carried**

f) The shack at the transfer station is inadequately placed, poorly insulated, and is infested with mice. Administration will follow up on getting pricing for a new pre-fabricated shack with a steel floor, proper insulation and fitted for propane as a power source.

8. Financial

a) April 2019 Statement of Financial Activities

Lamontagne/Pierce

122-19

BE IT RESOLVED THAT the Council of the Town of Oxbow accepts the statement of financial activities as at April 30, 2019. **Carried**

b) April 2019 Balance Sheet

Rossow/Dunnigan

123-19

BE IT RESOLVED THAT the Council of the Town of Oxbow accepts the April 2019 balance sheet. **Carried**

c) Councillors were provided with the working copy of the 2019 Draft Budget. Further review will take place at the next meeting.

9. Accounts – Councillors C. Mercer and R. Lamontagne cited conflict of interest and abstained from the vote

Dunnigan/Pierce

124-19

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

Chqs 19600 - 19631	\$62,705.73
Online pmts	\$51,386.69
Payroll	<u>\$22,928.56</u>
TOTAL (for period Apr 19 – May 13, 2019)	<u>\$137,020.98</u>

VOID CHEQUES: NONE

Carried

Reports

a) Council Reports

General Government

- April 2019 website analytics report; Reviewed
- Canada Summer Jobs grant details; Reviewed
- Initial discussion on the feasibility of establishing a dog park took place
- Request to purchase a theft proof garbage can for the library/friendship club area

Dunnigan/Pierce

124-19

BE IT RESOLVED THAT the Council of the Town of Oxbow authorizes the CAO to purchase a heavy-duty concrete garbage receptacle to place between the library and the Friendship Centre at an approximate cost of \$800. **Carried**

Protection

- Fire Board meeting minutes December 10, 2018; Reviewed
- Letter sent to RM re: callout charges; Reviewed
- Fire Board 2019 Proposed budget; Reviewed
- Bylaw Enforcement report – May 7, 2019; Reviewed
- Equipment Availability – EMFS; Acknowledged
- SEAT program information; Very costly
- National Energy Code Applicability; Acknowledged

Health and Economic Development

- FCM – Notice of GMF grant application receipt – Lagoon
- ICIP – Notice of EOI receipt – Lagoon
- ICIP – Notice of EOI receipt – WTP
- CDO April 2019 report; Reviewed
- KGS – Operator Assistance to begin May 13, 2019; Acknowledged

Recreation

- Recreation Board April 23, 2019 minutes; Reviewed
- Facility Manager April 2019 report; Reviewed

Transportation

- Received verbal notification that we will receive \$4,175 from SGI Photo Radar Proceeds Grant for X-walk refurbishment and radar speed signs and The Lions and the Oilman’s Club have expressed interest in helping to fund this project as well; overall cost summaries will be sent to both organizations upon determination of final costs
- Stop sign request – Beharrel south at Beryl; Denied
- Carraganas along Industrial – Can be dug out in order to properly maintain the area
- Council would like to see the sweeper out more often and more work on the Hall parking lot until it can be properly repaired following construction of the pool.

Sanitation

a) Administration

- Resolution to hire students; Baylee Walker, Kyra Widenmaier, Rory Burnett

Mercer/Pierce

126-19

BE IT RESOLVED THAT the Council of the Town of Oxbow hereby approves the hiring of summer student employees as follows:

Baylee Walker - \$15/hour;

Kyra Widenmaier - \$14.50/hour;

Rory Burnett - \$14/hour.

Carried

- CPWA Workshop for admin and Council, May 23, 2019

Dunnigan/Rossow

127-19

BE IT RESOLVED THAT the Council of the Town of Oxbow hereby authorizes the CAO to attend the CPWA workshop for Council and Administration on May 23, 2019 in Regina.

Carried

- Summer meeting dates are July 15 and August 12, 2019.

Mercer/Lamontagne

128-19

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

Carried

10. Adjourn

Dunnigan

129-19

BE IT RESOLVED THAT the Council of the Town of Oxbow hereby adjourn; 9:25 PM.

Carried

Mayor

Chief Administrative Officer