

TOWN OF OXBOW
REGULAR MEETING OF COUNCIL
August 19, 2019

In attendance: Mayor R. Goodward; Councillors D. Dunnigan, 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; 6:58 PM.

1. Agenda

Lamontagne/Rossow
184-19

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

Carried

2. Minutes

Dunnigan/Mercer
185-19

BE IT RESOLVED THAT the Council of the Town of Oxbow adopt the July 15, 2019 regular meeting minutes as circulated.

Carried

3. Delegation

7:05 PM – D. Morin – June/July 2019 report; Reviewed report. Ms. Morin left council chambers at 7:30 pm.

7:30 PM – R. Romanowich – Low water pressure and ongoing sewer pump issues; Public works will check the curb valve and ensure no bottlenecks are inside the house inhibiting adequate water pressure in distribution as initial pressure testing falls within the normal range. If the issue still cannot be resolved, the Town will dig and inspect and, if necessary, install a new water service. There was some concern that the initial contractors did not properly install the water service. If this is found to be the case the CAO will contact them. Mr. Romanowich left council chambers at 7:43 pm.

Sean Bayer – deferred to September 23, 2019 meeting.

4. Correspondence

- a) Sharon East – Letter of complaint regarding the purchase of drinking water and intention to self-discount on the billing to cover the cost; As she only uses the minimum amount in each quarter there was no discount actually taken as the data log results required a credit adjustment of \$28.78 to be made that brought the billing to the minimum amount, which she paid.
- b) R. Wardrope regarding water service repair – Water was turned on this winter to accommodate the new meter installation and the curb stop was not closed all the way after so the line froze. Council feels that the town should take partial responsibility for the issue though the owner has some culpability as well since the lines should have been drained inside the residence to ensure there was none in the lines. Council would like a form developed for owners that have their water shut off for the winter that provides a checklist of their responsibilities to ensure the water lines have been drained and no issues are occurring at the time of shut off. Owners must sign off that they have completed the checklist items. Council would also like a policy developed that states that curb stops older than 10 years will be changed when a service line is replaced.
- c) SK Health Authority – EMS meeting set for August 22, 2019 at 10 am in Carnduff; Mayor Goodward will attend.
- d) HR on Call – HR Assistance offer for \$60/month; Not at this time.
- e) Ministry of Parks, Recreation, and Culture – Summary Report available; Acknowledged
- f) Ministry of Parks, Recreation, and Culture – September workshop offerings; Acknowledged
- g) Oxbow Enniskillen Recreation Board – Notice of old pool site abandonment; Acknowledged ***As Chair of the Recreation Board, Councillor Lamontagne abstained from this discussion***
- h) R. Singleton – Permission for beer gardens August 24, 2019

Lamontagne/Rossow
186-19

BE IT RESOLVED THAT the Council of the Town of Oxbow approves your request to use the Community

Entertainment Area at Bow Valley Park, or the Oxbow Rink in the case of inclement weather, on August 24, 2019 to host the “Belle Plaine + Blake Berglund Denim Wedding Tour” and to operate a beer garden on the premises during the hours from 6:00 pm to 1:00 am. **Carried**

- i) Government of Canada – Gas Tax “top-up” funding 2018/19 – Additional \$81,826; Acknowledged
- j) Government of Canada – Notice of upcoming amendments to Gas Tax Agreement; Acknowledged
- k) SK Planning Branch – Notice of Targeted Sector Support Initiative program; Acknowledged
- l) St. Joseph’s Hospital of Estevan – Request for a letter of support for their proposal to reopen the addictions treatment centre in Estevan

Rossow/Mercer

187-19

BE IT RESOLVED THAT the Council of the Town of Oxbow hereby supports St. Joseph’s Hospital of Estevan in their proposal to the Province of Saskatchewan to fund and reopen the existing addictions treatment facility and does direct administration to prepare a letter of support on behalf of Council. **Carried**

5. Bylaws/Policy/Agreements

Bylaw 1118 – Noise Control; Administration proposes to update the content of this bylaw to reference current legislation and add clarity; recommend that Bylaw 1035 be repealed and replaced with a new one.

Dunnigan/Mercer

188-19

BE IT RESOLVED THAT the Council of the Town of Oxbow hereby gives Bylaw 1118 “A Bylaw of the Town of Oxbow to Provide for Noise Control Within the Town of Oxbow” first reading. **Carried**

Pierce/Lamontagne

189-19

BE IT RESOLVED THAT the Council of the Town of Oxbow hereby gives Bylaw 1118 “A Bylaw of the Town of Oxbow to Provide for Noise Control Within the Town of Oxbow” second reading. **Carried**

Lamontagne/Pierce

190-19

BE IT RESOLVED THAT the Council of the Town of Oxbow hereby agrees to give Bylaw 1118 “A Bylaw of the Town of Oxbow to Provide for Noise Control Within the Town of Oxbow” third reading. **Carried Unanimously**

Mercer/Lamontagne

191-19

BE IT RESOLVED THAT the Council of the Town of Oxbow hereby gives Bylaw 1118 “A Bylaw of the Town of Oxbow to Provide for Noise Control Within the Town of Oxbow” third reading, done and passed. **Carried**

Administration reports that the Town can abate the school taxes at the Villa by bylaw which renews annually and report it to the Minister but do not need permission as it is under \$10,000/year. A bylaw to provide for this will be prepared for review prior to the 2020 tax levy.

6. Old Business

- 829 Peters Avenue – Tenants have not complied with the Order to Remedy. Administration has arranged for a remedy; however, the owner has issued a Notice to Vacate and advises that the tenants will be gone by August 24, 2019. CAO has agreed to hold back the remedy until that date. There are some concerns with the level of service currently provided by the Commissionaires. Council would like them to attend a future meeting. Administration will arrange for a delegation.
- Request to borrow final \$150,000 for swimming pool completion; Total amount to be financed is estimated at \$670,000. The paperwork and bylaw will be prepared once the loan configuration can be decided on.
- Request for \$200 for Culture Days event – Both the RM of Enniskillen and the Recreation Board have agreed to contribute \$200 as well.

Mercer/Dunnigan

192-19

BE IT RESOLVED THAT the Council of the Town of Oxbow hereby contributes \$200 toward Culture Days. **Carried**

- Landfill shed quote – Received a quote from Oxbow Building Supplies for an 8 x 8 x 8 shed with air conditioning,

a heater and an enclosed genset. ***Councillor Mercer stepped down from his role as Councillor in order to answer questions about the quote and then declared a Conflict of Interest and exited chambers at 8:18 pm for Council members to discuss.**

Lamontagne/Dunnigan

193-19

BE IT RESOLVED THAT the Council of the Town of Oxbow hereby accepts the quotation from Oxbow Building Supplies for an 8 x 8 x 8 fully insulated shack with genset for the transfer station. **Carried**

***Councillor Mercer returned to chambers and resumed his chair at 8:23 pm.**

- Survey results show that the majority of respondents are opposed to switching to bi-weekly garbage pickup.
- Library Doors and Washroom – Notice of Accessibility grant awarded in the amount of \$21,125 – The Town and RM had previously committed \$5,690 each should the application be successful bringing the total estimated project cost to \$32,505.
- Sunset Ridge Road – CAO consulted staff and engineers to determine the necessary changes to the rock configuration and the appropriate markers to allow for maintenance and safety.

Mercer/Lamontagne

194-19

BE IT RESOLVED THAT the Council of the Town of Oxbow hereby agrees, as per the service agreement, to take over the maintenance of Sunset Ridge Road once the rocks have been moved as has been determined necessary and appropriate markers are installed. **Carried**

- Beryl and Beharrel drainage bottleneck has been remedied.

7. New Business

- Request for proposal to assume ownership of the Workman Dam – TABLED for further research.
- Ratepayer concerns – Administration has received concerns from ratepayers regarding the water meters, the pricing of utilities, and other public works operations. Many of these concerns can be easily addressed but there is a clear lack of stable ways to get information to the public. A survey will be developed and administration will investigate broader notification services and report back to Council for direction.
- c) Oxbow Agencies/Axiom – With the addition of the fence at Axiom on Prospect the parking has become limited and it was asked if a Private Parking sign could be placed on the fence for the exclusive use of Oxbow Agencies personnel. The boulevard belongs to the Town and as such should not be designated for any exclusive use. Bollards have been placed to prevent damage to the fence.

8. Financial

- a) June and July 2019 Statement of Financial Activities

Pierce/Lamontagne

195-19

BE IT RESOLVED THAT the Council of the Town of Oxbow accepts the June and July 2019 Statements of Financial Activities. **Carried**

- b) June and July 2019 Balance Sheet

Rossow/Mercer

196-19

BE IT RESOLVED THAT the Council of the Town of Oxbow hereby accepts the June and July 2019 Balance Sheets. **Carried**

- c) Pre-Authorized debit services are in process of being set up through RBC and should be ready to offer mid-September.

9. Accounts

Councillors R. Lamontagne and C. Mercer cited a conflict of interest and abstained from the vote

Pierce/Rossow

197-19

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

Chqs 19758 - 19798

\$333,593.64

Chq 19799 (pool advance)	\$150,000.00
Online pmts	\$406,866.01
Payroll	<u>\$36,411.29</u>
TOTAL (for period June 22 – July 19, 2019)	<u>\$926,870.94</u>

VOID CHEQUES: 19773 – print error	Carried
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10. Reports

a) Council Reports

General Government

- July 2019 website analytics report; Reviewed

Protection

- Bylaw Enforcement reports –July 16, 26, and 30; August 7 and 13, 2019; Reviewed
- Frustration with bylaw enforcement capabilities was expressed; Commissionaire’s will attend a future meeting to discuss.

Health and Economic Development

- CDO report on Municipal Symposium July 28-30, 2019; Reviewed
- Dutch Elm Disease survey done on August 15; Report will be brought to the next meeting
- It was discussed that Oxbow is in a high-risk zone for droughts.

Recreation

- Recreation Facilities Manager report July, 2019; Reviewed
- Moose Creek Regional Park June 11, 2019 meeting minutes; Reviewed
- The new pool opened in July 24, 2019 and is very busy. Vermillion Energy has provided for a free swim every Wednesday.
- It was noted that structural changes have taken place at the Hall without inspection. CAO will contact PBI ASAP to arrange for this to be inspected and supported properly. Until then, the Archery Club will be asked to hold on the renovations until it can be inspected.

Transportation

- Extending the lights out on the crosswalk may not be feasible as some of the heavier traffic like rig shacks already come pretty close. The brackets will stay as is.
- A query regarding signage for defunct businesses; Can we get them removed. Administration will look into this.

Sanitation

- A third bin has been placed at transfer station

b) Administration

- Administration requests that pool personnel be paid on the same schedule as the Town employees to reduce the amount of work expected from the administrative assistant.

Pierce/Lamontagne

198-19

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

11. Adjourn

Dunnigan

199-19

BE IT RESOLVED THAT the Council of the Town of Oxbow hereby adjourn; 9:46 PM. **Carried**

Mayor

Chief Administrative Officer