

TOWN OF OXBOW
REGULAR MEETING OF COUNCIL
September 9, 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

Pierce/Rossow
200-19

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

Carried

2. Minutes

Dunnigan/Lamontagne
201-19

BE IT RESOLVED THAT the Council of the Town of Oxbow adopt the August 19, 2019 regular meeting minutes as circulated.

Carried

3. Delegation

7:07 PM – D. Morin – August 2019 report; Reviewed report. Ms. Morin left council chambers at 7:23 pm.
September 23, 2019 – Sean Bayer
October 15, 2019 – Commissionaires

4. Correspondence – NIL

5. Bylaws/Policy/Agreements

- a) Proposed amendments to Transfer Station Policy – Updated language and review of fee structure as many landfills in the area are closed or have very limited hours causing a larger amount of garbage at the transfer station. Council would like to know what other transfer stations do to address non-ratepayer use of their facilities before setting the fees. TABLED
- b) Reviewed liability waiver for water shut-offs. Homeowners or their designates must fill out this form and sign off that they have verified the water is off and have taken the necessary steps to mitigate any possible damage.
- c) Privacy and Access to Information Policies are in development – these are necessary before we can take PADs.

6. Old Business

- Dutch Elm Disease Summary report – 39 dead or diseased American Dutch Elm trees were identified – 32 on private properties and 7 on Town property. These must be removed this year. Letters will go to affected ratepayers with a deadline of November 30, 2019 to completely remove the trees. Those that do will receive a \$50 per tree rebate and for those that do not, the Town will hire a contractor to remove them and charge the owner accordingly.

Mercer/Rossow
202-19

BE IT RESOLVED THAT the Council of the Town of Oxbow hereby orders that all American Dutch Elm trees identified as diseased or dead must be removed no later than November 30, 2019 and offers an incentive rebate of \$50 per tree to property owners that comply by this date and that property owners who do not comply will have the trees removed by a contractor of the Town's choice with the full costs to be billed to the owner or placed on their property taxes if not paid by December 31, 2019.

Carried

Councillor R. Lamontagne cited a conflict of interest and abstained from the discussion and vote

- Samson Engineering – Revised quote amount for drainage survey – Council does not want to proceed with the survey at this time. GIS will continue over time and the model will be built by components rather than an overall study.

FCM – GMF fund grant loan options of 10 or 20 year amortization period were reviewed. It is more beneficial to go with a 10 year term at a .21% interest rate versus 20 years with a 1.99% rate. Once the decision of FCM is final, Council will review and resolve.

7. New Business

- Tami Scott, CDO Contract – Sept 1, 2019 – August 31, 2020

Mercer/Lamontagne

203-19

BE IT RESOLVED THAT the Council of the Town of Oxbow hereby accepts the CDO contract with a 3% increase over last year for the period September 1, 2019 through August 31, 2020.

Carried

- Request for approval for Terry Fox Run September 15, 2019

Pierce/Rossow

204-19

BE IT RESOLVED THAT the Council of the Town of Oxbow hereby approves the request to hold the Terry Fox Run on September 15, 2019 and permits the temporary painting of the designated route.

Carried

- b) Tax Enforcement

Councillor Mercer abstained from the vote

Dunnigan/Lamontagne

BE IT RESOLVED THAT the Council of the Town of Oxbow acknowledges receipt of the List of Lands with Arrears of Taxes as at September 9, 2019 as required to be prepared in accordance with Section 3(1) of The Tax Enforcement Act, and furthermore that this List be advertised in the Carlyle Observer with all advertising costs incurred by these ratepayers added onto their tax cards.

Carried

8. Financial

- a) June and July Bank Reconciliations

Mercer/Dunnigan

206-19

BE IT RESOLVED THAT the Council of the Town of Oxbow hereby accepts the June and July 2019 Bank Reconciliations.

Carried

- b) August 2019 Statement of Financial Activities

Lamontagne/Pierce

207-19

BE IT RESOLVED THAT the Council of the Town of Oxbow accepts the August 2019 Statement of Financial Activities.

Carried

- c) August 2019 Balance Sheet

Pierce/Rossow

208-19

BE IT RESOLVED THAT the Council of the Town of Oxbow hereby accepts the August 2019 Balance Sheet.

Carried

- d) Reviewed the Pre-Authorized debit form and terms and conditions prepared by administration.

- e) Online credit card payment options – Many residents have requested more payment options and the ability to use credit cards. As a non-profit organization the Town is able to charge a fee for the use of credit cards in order to recoup the service charges.

Lamontagne/Pierce

209-19

BE IT RESOLVED THAT the Council of the Town of Oxbow hereby authorizes administration to set up and implement the option to take credit cards and charge a 3% fee to recoup service charges and that this option be offered via the Town of Oxbow website only.

Carried

- f) Loan for swimming pool – CAO and RBC have been reviewing the numbers and it is not feasible for the pool to pay the associated annual payments for a 10 or 20 year term and the interest on a 30 year loan is over \$500,000. The Town is already carrying this project and will ultimately be responsible to cover any shortfalls for loan payments which would mean the Town would be paying additional interest. It makes more fiscal sense to

continue to carry a portion of the debt and borrow less for feasible payments. As any large payments could come directly to the Town without penalty, a lower interest rate can be attached to the loan by forfeiting the balloon payment option with RBC.

Dunnigan/Lamontagne

210-19

BE IT RESOLVED THAT the Council of the Town of Oxbow hereby authorizes administration to pursue borrowing options for the new swimming pool construction that would see the Town holding a portion of the debt in order to make the annual payments manageable for the swimming pool committee. **Carried**

9. Accounts

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

Dunnigan/Pierce

211-19

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

Chqs 19800 - 19831	\$134,609.65
Online pmts	\$145,595.40
Payroll	<u>\$32,758.08</u>
TOTAL (for period August 16 – Sept 6, 2019)	<u>\$312,963.13</u>

VOID CHEQUES: NIL	Carried
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10. Reports

a) Council Reports

General Government

- August 2019 website analytics report; Reviewed

Protection

- Bylaw Enforcement reports – August 18 and 27, 2019; September 4, 2019; Reviewed. Council would like these reports placed on the Town Facebook page.

Health and Economic Development

- CDO report – July and August 2019; Reviewed
- Farmer’s Market last day was August 29, 2019

Recreation

- Recreation Facilities Status report August 2019; Reviewed
- Moose Creek Regional Park July 9, 2019 meeting minutes; Reviewed
- Recreation Board August 27, 2019 minutes; Reviewed
- Received report on hall from PBI; Will follow up with previous engineers to see if they can determine the load limit.

Transportation

- Traffic Reports August 19-Sept 8, 2019; Reviewed
- The intersection of Marion and Mona where the pavement meets the gravel needs to be repaired.

Sanitation

- Transfer Station break-in August 30, 2019; Generator and some small items were stolen but not enough to invoke an insurance claim. Reported to the RCMP on September 5, 2019.
- Landfill has been pushed/levelled and will need a burn and inspection soon.

b) Administration

- FYI: Regional Meeting agenda
- ISC/LAFOIP workshop – I would like to attend the Weyburn one

Pierce/Mercer

212-19

BE IT RESOLVED THAT the Council of the Town of Oxbow hereby authorizes the CAO to attend the UMAAS ISC/LAFOIP workshop in Weyburn October 22, 2019. **Carried**

- CAO registered for upcoming webinars on General Municipal Administration and Psychological Health and

Safety at Work

- CAO received appointment as Notary Public on September 5, 2019

Rossow/Lamontagne

213-19

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

Carried

11. Adjourn

Dunnigan

214-19

BE IT RESOLVED THAT the Council of the Town of Oxbow hereby adjourn; 8:39 PM.

Carried

Mayor

Chief Administrative Officer