

TOWN OF OXBOW
REGULAR MEETING OF COUNCIL
April 27, 2020

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

Regrets: Councillor C. Mercer

Call to Order: A quorum being present electronically, the Mayor called the meeting to order; 7:03 PM.

1. Agenda

Rossow/Lamontagne

80-20

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

Carried

2. Minutes

Dunnigan/Pierce

81-20

BE IT RESOLVED THAT the Council of the Town of Oxbow adopt the April 6, 2020 regular meeting minutes as circulated.

Carried

3. Delegation – NIL

4. Correspondence

- a) Water Security Agency – Advice of Grant Devine Reservoir release; Acknowledged
- b) RCMP – Would like to schedule an in-person meeting with one representative for each Town and RM in the area. Council is not open to any in person meetings until further phases in the Re-Open Saskatchewan plan. CAO will advise.
- c) FCM – Rural priorities activity; Acknowledged
- d) LORAAS – Advice that recycling is becoming increasingly contaminated since the COVID pandemic began. Administration has placed a reminder on Facebook and will send another with the weekly CONNECT message.
- e) Hudson Energy – Offer to perform a complimentary energy audit. Not at this time.
- f) Government of Saskatchewan – Minister’s Order regarding extensions for assessment appeals. Acknowledged
- g) SUMA – Sector meetings; CAO has registered to attend electronically.
- h) UMAAS – Letter from the Executive Board regarding the Salary Guidelines; Acknowledged

5. Bylaws/Policy/Agreements - NIL

6. Old Business

- a) COVID – With the Re-open Saskatchewan Phase 1 set to start May 4 Council debated whether to re-open the municipal office to the public at the same time. General consensus is to wait and measure the success. The municipal office will not re-open until at least Phase 2 and staff will continue to work from home as much as is possible.
- b) Budget items – Priority budget items for 2020 are patching/paving, hydrants repairs/replacements, mower(s), drainage swales, and a tandem if one can be found at a reasonable price.

7. New Business

- a) CPWA – Request for proclamation

Lamontagne/Nordin

82-20

WHEREAS public works professionals focus on infrastructure, facilities and services that are of vital importance to sustainable and resilient communities and to the public health, high quality of life and well-being of the people of Town of Oxbow; and

WHEREAS these infrastructure, facilities and services could not be provided without the dedicated efforts of public works professionals, who are engineers, managers and employees at all levels of government and the private sector, who are responsible for rebuilding, improving and protecting our nation's transportation, water supply, water treatment and solid waste systems, public buildings, and other structures and facilities essential for our citizens; and

WHEREAS it is in the public interest for the citizens, civic leaders and children in Town of Oxbow to gain knowledge of and to maintain a progressive interest and understanding of the importance of public works and public works programs in their respective communities; and

WHEREAS the year 2020 marks the 60th annual National Public Works Week sponsored by the American Public Works Association/Canadian Public Works Association;

BE IT RESOLVED, I, Robert Goodward, Mayor of the Town of Oxbow, do hereby designate the week May 17 – 23, 2020 as National Public Works Week and I urge all citizens to join with representatives of the American Public Works Association/Canadian Public Works Association and government agencies in activities, events and ceremonies designed to pay tribute to our public works professionals, engineers, managers and employees and to recognize the substantial contributions they make to protecting our national health, safety, and quality of life.

Carried

- b) Oxbow Prairie Horizons School has requested permission and assistance to hang banners for the 2020 graduates considering graduation ceremonies will not be held this year.

Pierce/Rossow

83-20

BE IT RESOLVED THAT the Council of the Town of Oxbow hereby authorizes the installation of graduate banners along Main Street for the purposes of honoring the graduates of 2020 and does hereby offer assistance in said installation.

Carried

- c) Quote for sewer crawler and camera – Administration is proposing that the Town purchase a heavy-duty sewer crawler camera in order to properly monitor and maintain the sewer lines. The camera, along with a jetting trailer, has the potential to save several thousands of dollars annually and would allow for the Town to move to a proactive state when it comes to the underground sewer infrastructure. TABLED for more information.
- d) Pandemic Plan – CAO presented a sample Plan developed by a group of administrators. Council would like the plan adapted to Oxbow for the next meeting.
- e) Summer students - ***Councillor Pierce cited a conflict of interest and abstained from the vote**

The Town has approximately 120 hours of work per week for seasonal staff. With the changes to the Canada Summer Jobs grant this year where they will cover 100% of minimum wage for 30 hours per week, all 4 qualified applicants can be hired as long as they can be kept busy. With Bow Valley Park, flowers, and coverage at the landfill as added duties this year, it is not believed there will be any shortage of work.

Rossow/Dunnigan

84-20

BE IT RESOLVED THAT the Council of the Town of Oxbow hereby approves the CAO hire of Meghan Brock, Levi Cooley, Bryce Blommaert, and Hunter Pierce as the Town of Oxbow summer students, each at 30 hours per week or more/less as necessary.

Carried

- f) Jamboree 2020 – It is unclear whether the Jamboree will be allowed to proceed this year and if they will cancel the event. It is still on as of right now. CAO will reach out to the committee to see how planning is going and whether they are thinking of canceling.

8. Financial

- a) March 2020 Bank Reconciliation

Dunnigan/Nordin

85-20

BE IT RESOLVED THAT the Council of the Town of Oxbow hereby accepts the March 2020 bank reconciliation.

Carried

- b) March 2020 Statement of Financial Activities

Lamontagne/Pierce

86-20

BE IT RESOLVED THAT the Council of the Town of Oxbow hereby accepts the March 2020 Statement of Financial Activities.

Carried

c) Balance Sheet as at March 31, 2020

Rossow/Dunnigan

87-20

BE IT RESOLVED THAT the Council of the Town of Oxbow hereby accepts the Balance Sheet as at March 31, 2020.

Carried

9. Accounts

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

Pierce/Nordin

88-20

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

Chqs 20076 - 20095	\$36,649.96
Online pmnts	\$58,255.84
Payroll	\$ _____
TOTAL (March 28 – April 23, 2020)	<u>\$97,905.80</u>

VOID CHEQUES: NONE	Carried
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10. Reports

a) **Council Reports**

General Government

Protection

- Commissionaires report – Nothing to review. With the current restrictions, bylaw enforcement has not been necessary. CAO will reach out to the Commissionaires about possibly reducing hours or suspending the service until things return normal. Administrative staff can successfully deal with any issues that arise or are reported by seasonal staff members.
- There are concerns regarding access in the case of emergency to the Main Street back alley that runs from Peters Avenue to Marion Avenue. CAO will address this with the property owner.

Health and Economic Development

- Development permits: 412 Boscurvis, garage and deck; 720 Walsh, demolish; 15 Sunset Ridge Road, detached two car garage; 102 Stewart Street, shop renovations (no building permit required); 410 Railway Avenue, roof repairs (no building permit required). Acknowledged
- CDO March 2020 report; Reviewed

Recreation

- Moose Creek Regional Park December 10, 2019 minutes; Reviewed
- There is an electronic Recreation Board meeting scheduled for April 30, 2020

Transportation

- Council is pleased to see the sweeper out early this year. The issue it has been having the past two seasons have been resolved and staff have been taught how to do the repair when it happens now. The Town should see a greater result with the sweeper this season.

Sanitation

b) **Administration**

Lamontagne/Nordin

89-20

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

Carried

11. Adjourn

Dunnigan

90-20

BE IT RESOLVED THAT the Council of the Town of Oxbow hereby adjourn; 8:32 PM.

Carried

Mayor

Chief Administrative Officer