

City of Melfort
COMMITTEE OF THE WHOLE
BUDGET SESSION
February 28, 2008

Minutes of the Committee of the Whole meeting held on Thursday, February 28, 2008, in the Council Chambers, Melfort, Saskatchewan, commencing at 5:00 p.m.

PRESENT: **COUNCIL:** Councillor Degelman, Deputy-Mayor; Mayor Phillips and Councillors Abbott, Russin, Terry, Lang and MacNaughton (arrived at 5:10 p.m.).

STAFF: J. Wade, City Manager; K. Ottenbreit, Director of Planning, Development & Leisure Services; C. Stevenson, City Treasurer and H. Audette, City Clerk.

Deputy Mayor Degelman called the meeting to order and turned the Chair over to Councillor Lang, Chairman of the Legislative & Finance Committee. He noted that Item #2 . General Asphalt, of the February 21st Legislative & Finance Committee minutes should be amended to show that \$20,000 is an uncompleted project from 2007.

REVIEW STATUS QUO BUDGET ITEMS

Beginning Deficit: \$68,176.00

- (a) **Policy 1.03 – Conference/Convention/Local Events**
Mayor Phillips abstained from discussion on this item. Council reaffirmed this policy and requested a written evaluation of the FCM Conference and the benefit to the City in attending the function.
- (b) **Reduced Rate Facility Usage – Sporting Events**
Council felt the merits of this policy still stand and reaffirmed the policy.
- (c) **Bylaw Enforcement – City vs Contract**
Discussion deferred to Item 2(b).
- (d) **Unit #38 – Grader V & M Budget**
Council was referred to the Director's e-mail dated February 26, 2008, clarifying the budget amounts.
- (e) **NELC Budget**
Option #2 . NELC and Broadway School, has been incorporated in the status quo budget.
- (f) **Playgrounds**
Council sees the Broadway city playground and the former Broadway School playground as serving different functions. It will take minimal dollars to maintain the school playground.
- (g) **Grants to Regional Parks**
The Planning & Development Committee was directed to review the regional parks grants in 2008 in order to be able to provide proper notice to the parks if the City decides to withdraw funding in 2009.
- (h) **Chamber of Commerce Request**
Councillor Russin declared conflict and abstained from discussion. The Director of Planning, Development & Leisure Services was instructed to invite the Chamber of Commerce to the March 10th regular Council meeting to make their budget request, in accordance with Council's budget policy.

BUDGET REQUESTS BY PERCENTAGE

- (a) **Presented to Legislative & Finance Committee**

(b) Recommendation by Legislative & Finance Committee

Heavy Equipment Operator: Administration was instructed to verify the calculation of 2006 and 2007 budgeted salaries, providing details on staff complements and overtime. The Heavy Equipment Operator position was flagged for discussion at the next session.

Fire Chief Position: Councillor Terry reported that the Personnel Committee is recommending the creation of a full-time permanent Fire Chief position responsible for fire department, inspections, bylaw enforcement, emergency measures and back-up building inspector. This would be a middle-management position reporting to the Director of Works & Utilities, at an estimated additional budget cost \$15,000. Administration is to confirm budget costs, develop a job description and study the terms of the fire fighting society agreement.

Crack Contract Costs: Council agreed to fund \$10,000 from operations and the \$20,000 catch up from the capital budget. Any surplus generated by the crackfilling program is to be transferred to a reserve to be used to fund future programs.

Unaudited Surplus Worksheet:

TCAA Engineering Assistant . revise withdrawal to \$27,000.

Sportsfield site Repair . revise withdrawal to \$3,500.

Crack Contract Costs . revise withdrawal to \$20,000

The revised unaudited ending surplus balance is \$27,382, to be allocated to the Special Projects Budget.

SPECIAL CAPITAL PROJECTS BUDGET**(a) Highway Commercial Development Budget**

The revised budget amounts are reflected in the surplus worksheet. Councillor Russin left the meeting at 6:58 p.m.

(b) Golf Course Waterline

As the golf course landowner, Council agreed to provide the Melfort Golf & Country Club with a \$50,000 interest-free loan, to be paid back at \$5,000 per year over 10 years, for the construction of a new waterline to the golf course. The Club is planning a benefit fundraiser on May 2, 2008.

(c) Front End Loader Snow Blower

Discussion deferred to March 13th budget session. Councillor Russin returned at 7:09 p.m.

FUTURE BUDGET DATES

Thursday, March 13, 2008	5:00 p.m.	Final decisions on flagged items:
		- Chamber of Commerce request
		- Heavy Equipment Operator position
		- Fire Chief Position
		- Front End Loader Snowblower

The meeting adjourned at 7:12 p.m.

Mayor

City Clerk