

CITY OF MELFORT

March 5, 2007

Minutes of the City of Melfort Regular Meeting held on Monday, March 5, 2007, in the Council Chambers, Melfort, Saskatchewan, commencing at 5:01 p.m.

PRESENT: COUNCIL: Mayor Phillips and Councillors Abbott, Lang, White, Elliott and Terry.

STAFF: J. Wade, City Manager; C. Stevenson, City Treasurer; G. Hnatiuk, Director of Works & Utilities; and H. Audette, City Clerk.

07-54
Terry
Lang

MINUTES, REGULAR COUNCIL MEETING, FEBRUARY 12, 2007:

That the minutes of the Regular Council meeting of the City of Melfort held on February 12, 2007, be adopted as circulated. **Carried**

07-55
Terry
Lang

PROCLAMATIONS:

That we approve the following proclamations and that we authorize the Mayor to authenticate same:

<u>DATE</u>	<u>ORGANIZATION</u>	<u>PROCLAMATION</u>
May, 2007	Child Find Saskatchewan	<i>"Missing Children's Month"</i>
May 25, 2007	Child Find Saskatchewan	<i>"National Missing Children's Day"</i>

Carried

07-56
Terry
Lang

APPROVE DESTRUCTION OF CORPORATE RECORDS:

That we approve the destruction of records detailed in the attached document entitled ~~2007~~ 2007 Records Disposal Schedule, in accordance with the requirements of the City of Melfort Records Retention and Disposal Schedule. **Carried**

GENERAL SUNDRY COMMUNICATION ITEMS

1. Feb 8/07: Letter from CIB CEO re: 2007 Communities in Bloom Program.
2. Jan 12/07: Minutes of NE Area Transport Planning Committee.
3. February/07: Letters of support for golf course request.
4. Feb 26/07: Response from Hon. Van Mulligen re: Urban Agenda.
5. Feb 15/07: Minutes of Melfort & District Museum Board Meeting.
6. Feb 8/07: Letter from Consolation Manor Tenant Association re: condition of Stovel W sidewalk and back lane dust control. Administration is to advise the group that this sidewalk repair has been included in the 2007 budget.
7. Feb 12/07: Notice of SAMA Annual Meeting . June 11, 2007. Deadline for resolutions is April 11, 2007. Councillor Terry will confirm Council's voting delegate.
8. Feb 26/07: Melfort & District Museum 2007 Budget request.

REPORT – CITY TREASURER

- SAMA has completed the 2007 maintenance, but is a week from finishing the reinspection. Final numbers will be available prior to the budget meeting.
- A network assessment was completed by SaskTel and will be beneficial in planning future IT and telephone needs for City facilities.
- The Treasurer is preparing a plan for the tangible capital assets project. The first step will be data collection and verification.
- The auditors have been on site for five days and will be back this week to complete the audit.

- The Treasurer has been meeting with taxpayers to develop payment plans and review the tax enforcement process.
- Budget preparation has been ongoing.

07-57
Abbott
Lang

MINUTES, PLANNING & DEVELOPMENT COMMITTEE, FEBRUARY 27, 2007:

That the minutes of the Planning & Development Committee meeting held on February 27, 2007, be adopted as circulated. **Carried**

It was agreed that in the future, presentations from organizations are to be made directly to Council rather than just at the committee level.

Administration is to obtain legal advice on the Saskatchewan Avenue CN lease.

07-58
Lang
Abbott

RESIDENTIAL GROWTH INCENTIVE POLICY 7.21:

That existing Infill Housing Policy No. 7.21 be withdrawn and replaced by the new Residential Growth Incentive Policy No. 7.21. **Carried**

BYLAW ENFORCEMENT REPORT – JANUARY, 2007

07-59
White
Elliott

MINUTES, WORKS & UTILITIES COMMITTEE, FEBRUARY 20, 2007:

That the minutes of the Works & Utilities Committee meeting held on February 20, 2007, be adopted as circulated. **Carried**

The proposal for automated waste collection is to be brought to Council for discussion during budget deliberations before being removed from the budget.

Administration is to investigate performance/bid bond options, to enable local contractors to participate in the tender process, and report back to Council.

07-60
Elliott
White

AUTHORIZE PREP OF LOCAL IMPROVEMENT REPORT – MCKENDRY AVE EAST:

That the Director of Works & Utilities prepare a report in accordance with Section 6 of *The Local Improvements Act, 1993*, with respect to the local improvement listed below:

Work	On	From	To
Full Depth Paving	McKendry Ave East	Main Street	Alberta Street

which has an estimated cost of \$82,000.00. **Carried**

07-61
White
Elliott

ADOPT LOCAL IMPROVEMENT REPORT – MCKENDRY AVE EAST:

That the report prepared by the Director of Works & Utilities, with respect to the proposed local improvement listed below be adopted;

Further, that application be made under Section 5(1)(b) of *The Local Improvements Act, 1993*, to the Saskatchewan Municipal Board, Local Government Committee, to undertake this work as a local improvement, at an estimated cost of \$82,000.00.

Work	On	From	To
Full Depth Paving	McKendry Ave East	Main Street	Alberta Street

And, that the land described above is specially or directly benefited by reason of this local improvement differently from or greater than that generally received by landowners in the municipality. **Carried**

07-62
Elliott
White

AUTHORIZE PREP OF LOCAL IMPROVEMENT REPORT – MCKENDRY AVE WEST:

That the Director of Works & Utilities prepare a report in accordance with Section 6 of *The Local Improvements Act, 1993*, with respect to the local improvement listed below:

Work	On	From	To
Full Depth Paving	McKendry Ave West	Main Street	165 m west

which has an estimated cost of \$69,500.00. **Carried**

07-63
White
Elliott

ADOPT LOCAL IMPROVEMENT REPORT – MCKENDRY AVE WEST:

That the report prepared by the Director of Works & Utilities, with respect to the proposed local improvement listed below be adopted;

Further, that application be made under Section 5(1)(b) of *The Local Improvements Act, 1993*, to the Saskatchewan Municipal Board, Local Government Committee, to undertake this work as a local improvement, at an estimated cost of \$69,500.00.

Work	On	From	To
Full Depth Paving	McKendry Ave West	Main Street	165 m west

And, that the land described above is specially or directly benefited by reason of this local improvement differently from or greater than that generally received by landowners in the municipality. **Carried**

MUNICIPAL POLICING REPORT – JANUARY, 2007

REPORT – DIRECTOR OF WORKS & UTILITIES

- In this period, the crew has repaired one water break, dug four graves and conducted regular street sanding and snow removal.
- The EMO Roles and Responsibilities Course scheduled on March 7th has been cancelled.
- The Director attended an EOC course in Kamsack, the CPWA Conference in Prince Albert and the North East Area Transportation Planning Committee meeting in Wadena.

07-64
Abbott
Lang

BYLAW NO. 2007-05:

That Bylaw No. 2007-05, being a bylaw of the City of Melfort to provide for the licensing, regulating and governing of business and persons engaged in certain occupations and places used for certain purposes to be known as the ~~%licensing Bylaw+~~, be introduced and read a first time. **Carried**

07-65
White

BYLAW NO. 2007-05:

That Bylaw No. 2007-05 be read a second time. **Carried**

07-66
Terry
Lang

BYLAW NO. 2007-05:

That Bylaw No. 2007-05 be given three readings at this meeting. **Carried Unanimously**

07-67
Abbott
White

BYLAW NO. 2007-05:

That Bylaw No. 2007-05 be read a third time and passed. **Carried**

**07-68
Elliott
White**

BYLAW NO. 2007-06:

That Bylaw No. 2007-06, being a bylaw of the City of Melfort to regulate traffic and the use of public streets and to preserve order thereon, known as the Traffic Bylaw, be introduced and read a first time. **Carried**

**07-69
White
Elliott**

BYLAW NO. 2007-06:

That Bylaw No. 2007-06 be read a second time. **Carried**

**07-70
Terry
Lang**

BYLAW NO. 2007-06:

That Bylaw No. 2007-06 be given three readings at this meeting. **Carried Unanimously**

**07-71
White
Abbott**

BYLAW NO. 2007-06:

That Bylaw No. 2007-06 be read a third time and passed. **Carried**

**07-72
Terry
Lang**

ACCOUNTS:

That we approve for payment general cheque numbers 7204 to 7365, inclusive, in the total amount of \$445,696.53. **Carried**

**07-73
Terry
Lang**

ADJOURNMENT:

That this meeting be adjourned. **Carried**

The meeting adjourned at 5:53 p.m.

Mayor

City Clerk