

CITY OF MELFORT
October 6, 2008

Minutes of the City of Melfort Regular Meeting held on Monday, October 6, 2008, in the Council Chambers, Melfort, Saskatchewan, commencing at 4:58 p.m.

PRESENT: COUNCIL: Mayor Phillips and Councillors Lang, MacNaughton, Terry, Russin, Degelman and Abbott.

STAFF: G. Le May, Director of Works & Utilities; C. Stevenson, City Treasurer; K. Ottenbreit, Director of Community Services and H. Audette, City Clerk.

08-236
Russin
Lang

MINUTES, REGULAR COUNCIL MEETING, SEPTEMBER 8, 2008:

That the minutes of the Regular Council meeting of the City of Melfort held on September 8, 2008, be adopted as circulated. **Carried**

08-237
Abbott
Degelman

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>
Nov 16-23, 2008	Correctional Service Canada	%Restorative Justice Week+
October, 2008	Government of Saskatchewan	%Agriculture Month+

Carried

GENERAL SUNDRY COMMUNICATION ITEMS

1. Sep 9/08: Ministry of Municipal Affairs re: request to extend the terms of councillors to four years. The majority of Council members indicated they would be in favor of four-year terms.
2. Sep 10/08: Norman Vickar re: thank you for naming of Vickar Place.
3. Sep 24/08: Thank you from J. Mendiuk for pedestrian crosswalk.
4. Oct 1/08: FCM Member Advisory: DNCL implication on municipal elections.
5. Sep 25/08: Letter from Museum Curator re: naming of streets. The naming request was referred to the Community Services Committee for recommendation to Council.
6. Sep 18/08: Charlotte Reed re: handicapped sidewalk access, library sidewalk and south Main. The library sidewalk will be repaired within the next month. The remainder of the concerns were referred to the Works & Utilities Department.
7. Sep 22/08: L. Goy re: condition of entrance to provincial building. Mayor Phillips will advise the writer that the portion of city sidewalk is scheduled for grinding. Councillor Terry has forwarded a copy of the letter to the management of the government building.
8. Sep 29/08: Memo from City Clerk re: Project Porchlight. A press release to launch the project was scheduled on Friday, October 10, 2008, at 12:30 p.m. at City Hall. The Mayor will write a letter to SARCAN requesting that they establish depositories for CFL bulbs.
9. Oct 1/08: Peggy George request to address the needs of the Communities in Bloom program. The formation of a beautification committee and a long-term plan for beautification will be addressed at the Leisure Services Advisory Committee meeting. The planter program will be dealt with specifically by the Planning & Development Committee, with representation from Communities in Bloom.
10. Sep 29/08: Petition from residents of Hornby Drive to undertake waterline replacement and asphalt paving as a local improvement. Administration will initiate the local improvement process for the Hornby Drive request. The residents were commended for taking this action to improve their street.

08-238
MacNaughton
Terry

MINUTES, COMMITTEE OF THE WHOLE, SEPTEMBER 8, 2008:

That the minutes of the Committee of the Whole meeting held on September 8, 2008, be adopted as circulated. **Carried**

08-239
Russin
Lang

RESTRICT 2008 SUPPLEMENTAL ASSESSMENT:

That due to the low number of occupied new residential properties as of October 1, 2008, that the supplemental assessment scheduled on October 1st, for the 2008 taxation year, be restricted to the single demolished commercial property identified by the City Treasurer in her memo dated October 2, 2008. **Carried**

THIRD QUARTER FINANCIAL REPORT

- The general fund is projecting a deficit of \$48,787, which does not include any drawdown from the mill rate stabilization fund.
- Cost recovery rates for facilities: Main Arena . 38%; NLP Arena . 39%; NLP Pool . 35%; NELC . 28%; Campground . 36%; Sportsfields . 23%.
- The utility fund projects a deficit of \$87,200, running a water loss of more than 23%. The city needs to consider implementing a water loss prevention program.
- The landfill is projecting a deficit of \$38,186, due to a shortage of revenues and the replacement of the transmission on the loader.
- The waste collection fund is on budget.
- The Treasurer will include budget variance percentages as part of the report.

REVIEW STATUS OF CAPITAL PROJECTS

MONTHLY INVESTMENT REPORT – SEPTEMBER 30, 2008

TAX COLLECTION COMPARATIVE STATEMENT – SEPTEMBER, 2008

REPORT – LEGISLATIVE & FINANCE DEPARTMENT

- The City Hall telephone conversion took place last Thursday.
- The Treasurer attended a GFOA TCAA session and will be presenting Council with options to address this project.
- A Committee of the Whole session will be scheduled with SAMA following the November regular meeting to discuss the 2009 revaluation and how it will affect Melfort.

08-240
Degelman
Abbott

MINUTES, COMMUNITY GROWTH COMMITTEE, SEPTEMBER 12, 2008:

That the minutes of the Community Growth Committee meeting held September 12, 2008, be received. **Carried**

08-241
Abbott
Degelman

MINUTES, PLANNING & DEVELOPMENT COMMITTEE, SEPTEMBER 30, 2008:

That the minutes of the Planning & Development Committee meeting held on September 30, 2008, be adopted as circulated. **Carried**

BUILDING PERMIT REPORT – AUGUST & SEPTEMBER, 2008

REPORT – COMMUNITY SERVICES DEPARTMENT

- Final touches are being put on the community event sign.
- The base has been poured for the Spruce Haven washroom facility.

- The Leisure Services Advisory Committee will be meeting to review the terms of reference for the beautification committee and facility fees.
- Work is being undertaken on the Palace lobby roof.
- Construction on the new multi-use facility is progressing well.

08-242

Terry
MacNaughton**MINUTES, AIRPORT BOARD, SEPTEMBER 9, 2008:**

That the minutes of the Airport Board meeting held on September 9, 2008, be received.

Carried

08-243

MacNaughton
Terry**AWARD GRAVEL TENDER TO GEO. STERNER TRUCKING:**

That the 2008 Gravel Tender be awarded to Geo. Sterner Trucking, Melfort, Saskatchewan, as follows:

Base Gravel:	1,000 cubic yards	\$13,125.00 gst included
Sub-base Gravel:	2,500 cubic yards	\$24,937.50 gst included.

Carried**REPORT – WORKS & UTILITIES DEPARTMENT**

- Installation of services to Maple lots completed.
- Excavation of sidewalks is now complete and installation of handicapped ramps are underway. Funds are available to complete an extra block of sidewalk on the north side of the 100 block of Crawford.
- The sidewalk contractor will repair a potential trip area on 100 Burrows West and install two handicap ramps at Burke School.
- Tenders were released for fuel. Tenders have closed for the gravel on Burrows.
- Sand material for winter control will be received from the Ministry of Transportation.
- Water connections were completed on Burrows/Shadd from MacLeod to Bemford.
- The Department is meeting with the Ministry of Environment regarding water sampling and landfill site operations. The department is working on Standard Operating Procedures for sampling of water, repairing breaks, etc. and training procedures for landfill site operations.
- Eight grave sites were excavated.
- Streets are being swept, with placing of dust suppressant.
- Attended a seminar in Yorkton on reducing the refuse going into the landfill sites.
- Sent out letters to refuse collectors regarding contaminants going into the landfill site.
- The tender for construction of the cemetery building has been completed. The sidewalk contractor will be pouring the concrete base.
- Crews are fixing concerns in some back alleys in order to alleviate any possible flooding concerns in the spring.
- Blowing out lines at the cemetery, golf course, lift station and Brunswick playground. Shutting off water to the campground.
- Finishing alley in Minto Park, gravel road on Stephney.
- Water valve repair on the older knife valves on Frost Street.

08-244

Lang
Russin**BYLAW 2008-23:**That Bylaw 2008-23, being a bylaw of the City of Melfort provide for the borrowing of funds for the purpose of servicing on Highway 6 South, be introduced and read a first time. **Carried**

08-245
Degelman
Abbott

BYLAW 2008-23:
That Bylaw 2008-23 be read a second time. **Carried**

08-246
Lang
Russin

BYLAW 2008-23:
That Bylaw 2008-23 be given three readings at this meeting. **Carried Unanimously**

08-247
Terry
MacNaughton

BYLAW 2008-23:
That Bylaw 2008-23 be read a third time and passed. **Carried**

08-248
Lang
Russin

BYLAW 2008-24:
That Bylaw 2008-24, being a bylaw of the City of Melfort to provide for the borrowing of funds for the purpose of servicing Elizabeth Street, be introduced and read a first time. **Carried**

08-249
Abbott
Degelman

BYLAW 2008-24:
That Bylaw 2008-24 be read a second time. **Carried**

08-250
MacNaughton
Terry

BYLAW 2008-24:
That Bylaw 2008-24 be given three readings at this meeting. **Carried Unanimously**

08-251
Degelman
Abbott

BYLAW 2008-24:
That Bylaw 2008-24 be read a third time and passed. **Carried**

08-252
Russin
Lang

BYLAW 2008-25:
That Bylaw 2008-25, being a bylaw of the City of Melfort to authorize a special assessment with respect to the undertaking of full depth asphalt on McKendry Avenue West as a local improvement, be introduced and read a first time. **Carried**

08-253
Abbott
Degelman

BYLAW 2008-25:
That Bylaw 2008-25 be read a second time. **Carried**

08-254
Terry
MacNaughton

BYLAW 2008-25:
That Bylaw 2008-25 be given three readings at this meeting. **Carried Unanimously**

08-255
MacNaughton
Terry

BYLAW 2008-25:
That Bylaw 2008-25 be read a third time and passed. **Carried**

08-256
Russin
Lang

ACCOUNTS:
That we approve for payment general cheque numbers 11283 to 11498, inclusive, in the total amount of \$1,217,696.45. **Carried**

ANNOUNCEMENTS

- Councillor Abbott reported on his attendance at the NE REDA meeting to discuss the new proposed Enterprise Regions. He has volunteered for the multi-stakeholder meeting group and will keep Council abreast of future meetings.

**08-257
Degelman
Abbott**

ADJOURNMENT:

That this meeting be adjourned. **Carried**

The meeting adjourned at 5:35 p.m.

Mayor

City Clerk