

CITY OF MELFORT
February 8, 2010

Minutes of the City of Melfort Regular Meeting held on Monday, February 8, 2010, in the Council Chambers, Melfort, Saskatchewan, commencing at 5:00 p.m.

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

STAFF: J. Wade, City Manager; S. Peterson, City Treasurer; G. Gilmore, Director of Works & Utilities; K. Ottenbreit, Director of Community Services and H. Audette, City Clerk.

10-11
Lang
George

MINUTES, REGULAR COUNCIL MEETING JANUARY 11, 2010:

That the minutes of the Regular Council meeting of the City of Melfort held on January 11, 2010, be adopted as circulated. **Carried**

DELEGATIONS

Melfort & District Chamber of Commerce

Chamber President Grant Schutte and Manager Candis Harper appeared before Council to discuss the status of the tourism operation and the need to establish long-term goals for tourism in Melfort. Referring to their letter dated February 5, 2010, they outlined the challenges facing the Chamber due to discontinued employment grants and maintenance concerns for the building and mini-golf course. The Chamber is requesting a \$40,000 in operating funding for 2010.

To the question of whether this is a one-time request, Mr. Schutte replied that the Chamber is looking for a commitment of fair and equitable funding for tourism. Mrs. Harper commented that the building repairs would like be a one-time expense, but added that this request does not include cancellation of any grants. The 2010 budget includes a split of 55% to Chamber operations and 45% to tourism. The Chamber will provide a copy of the roof repair quote to the City when it is received.

Chamber memberships increased in 2009 and they will meet or exceed their goal for 2010. With respect to tourism, there were 408 visitors from all over the world (likely 35%-40% choose not to sign) and the staff field many phone calls every day with tourism inquiries. The Chamber had 44 bookings at Spruce Haven Park, with just under 2000 people participating at the park.

Mr. Schutte stated that the Chamber does see value in continuing to conduct tourism operations, but their concern is that they are subsidizing this operation by approximately \$24,000. Mayor Phillips commented that he feels all businesses benefit from tourism and questioned whether the City should be 100% responsible for tourism. The City does spend much more on tourism if you consider facilities that attract people to the City. The Department of Community Services will meet with the Chamber to discuss a long-term solution for tourism, and develop a recommendation to the Planning & Development Committee.

10-12
Terry
MacNaughton

PROCLAMATION:

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

| <u>DATE</u> | <u>ORGANIZATION</u> | <u>PROCLAMATION</u> |
|----------------------|--------------------------------------|---------------------|
| February 14-20, 2010 | Melfort Girl Guide Local Association | "Guide Scout Week" |
| Carried | | |

- 10-13**
Abbott
Degelman
- APPOINTMENT TO WAPITI VALLEY REGIONAL PARK AUTHORITY:**
That Mr. Zach Moskal be appointed to the Wapiti Valley Regional Park Authority with a term ending December 31, 2010. **Carried**
- 10-14**
George
Lang
- APPOINTMENT TO MELFORT & DISTRICT MUSEUM BOARD:**
That Mr. Dan Sherle be appointed to the Melfort & District Museum Board with a term ending December 31, 2011. **Carried**
- 10-15**
Degelman
Abbott
- DISCRETIONARY APPROVAL – LOTS 3-6, BL H, PLAN 79PA24760:**
That in accordance with Section 10.8.2(2) of Zoning Bylaw 96-09, the Council for the City of Melfort grants discretionary approval to Mr. Gregg Chester, Owner/Manager of Northland Lumber, to construct a supply store and lumber yard on Lots 3-6, Block H, Plan 79PA24760, which is a discretionary use in a C2 . Highway Commercial District. Further, that this approval is subject to all applicable municipal, provincial and federal acts and regulations. **Carried**
- 10-16**
Abbott
Degelman
- DISCRETIONARY APPROVAL – BLOCK AC, PLAN 88PA12780, EXT. 1:**
That in accordance with Section 10.8.2(2) of Zoning Bylaw 96-09, the Council for the City of Melfort grants discretionary approval to Mr. David Jones, Owner of DJ& Autobody, to operate an Auto Body Shop at 1840 Highway 6 South, Block AC, Plan 88PA12780, Extension 1, which is a discretionary use in a C2 . Highway Commercial District. Further, that this approval is subject to all applicable municipal, provincial and federal acts and regulations. **Carried**
- 10-17**
Degelman
Abbott
- EXTEND ORDER TO REMEDY CONTRAVENTION – 501 CRAWFORD AVE W:**
That we agree to extend the Order to Remedy Contravention on 501 Crawford Avenue West to September 30, 2010, in accordance with the request of Mr. Albert Sauter who is in the process of purchasing the property, subject to the following terms:
1. That, in accordance with the engineer's report dated November 23, 2009, the home must remain unoccupied after February 15, 2010, until the requirements of the Order have been fulfilled.
 2. If the remedial work is not completed by September 30, 2010, the building will be demolished immediately and the cost of the demolition will be added to the taxes on the land.
 3. If Mr. Sauter does not purchase the home, the conditions of the original order will apply and the Order must be completed by May 31, 2010. **Carried**

GENERAL SUNDRY COMMUNICATION ITEMS

1. Extreme Makeover . Melfort Edition. Council requested that Pastor Dubois be invited to the March 15th meeting to discuss this exciting project.
2. Jan 8/10: Minutes of NE Area Transportation Planning Committee.
3. Dec, 2009: SUMA Urban Voice, Vol. 14, No. 5.

4. Jan 20/10: FCM Survey entitled *Cities, Communities and the Federal Budget Deficit*. A copy of the report is in the Council study.
5. Jan 22/10: FCM MembersqAdvisory . New Program in Ukraine.
6. Feb 3/10: FCM MembersqAdvisory . Municipal Response for Haiti.
7. Jan 26/10: Invitation to attend North East School Division community meeting . March 16, 7:00 pm, Maude Burke Elementary School. Mayor Phillips will be attending.
8. Wapiti Valley Regional Park Authority . Financial Statements dated October 31, 2009.
9. Jan 25/10: Newsask Community Futures invitation to YBEX Awards, Saturday, May 1st, Nipawin.

10-18
Lang
George

MINUTES, LEGISLATIVE & FINANCE COMMITTEE, FEBRUARY 4, 2010:

That the minutes of the Legislative & Finance Committee meeting held on February 4, 2010, be adopted as circulated. **Carried**

10-19
George
Lang

GUARANTEE LINE OF CREDIT – MELFORT GOLF & COUNTRY CLUB:

WHEREAS the Melfort Golf & Country Club is in need of financial assistance to complete capital/equipment projects in 2010 that are critical to ensure the golf course can continue operations;

AND WHEREAS the City currently has guaranteed the Golf Course Advantage Credit Union Loan 7007 (current value - \$173,522) and 7008 (current value - \$18,981), in addition to the City of Melfort Loan (current value - \$87,003), for a total of \$279,506;

AND WHEREAS in an attempt to complete these essential projects, but limit unnecessary borrowing, the Melfort Golf & Country Club requests that the City guarantee a line of credit with a \$75,000 limit;

THEREFORE BE IT RESOLVED that the Council of the City of Melfort approves the proposal to guarantee a line of credit in the amount of \$75,000 maximum for clubhouse and grounds improvements. Consequently, the City has guaranteed the indebtedness of the Melfort Golf & Country Club to a maximum of \$354,506.00. **Carried**

10-20
Lang
George

AMEND POLICY 1.03 – CONFERENCES/CONVENTIONS/LOCAL EVENTS:

That we approve the amendment of Policy 1.03, entitled "*Conference /Convention/ Local Events Policy*", as attached. **Carried**

At the operational budget session, Administration will provide a breakdown of the departmental budgets for conferences, workshops and seminars.

REPORT – LEGISLATIVE & FINANCE DEPARTMENT

- The final capital asset valuation has been forwarded to the auditors. The journal entry will be added to the body of the financial statement.
- The on-site audit work has been rescheduled to February 16.
- Preliminary operating budget numbers are being compiled and Administration is ready to set a budget date.
- Administration will be meeting to review the plan for local improvements.

- 10-21**
Abbott
Degelman
- MINUTES, PLANNING & DEVELOPMENT COMMITTEE, FEBRUARY 4, 2010:**
That the minutes of the Planning & Development Committee meeting held February 4, 2010, be adopted as circulated. **Carried**
- 10-22**
Terry
MacNaughton
- MINUTES, HERITAGE ADVISORY COMMITTEE, JANUARY 22, 2010:**
That the minutes of the Heritage Advisory Committee meeting held on January 22, 2010, be received. **Carried**
- 10-23**
Terry
MacNaughton
- MINUTES, HERITAGE ADVISORY COMMITTEE, JANUARY 28, 2010:**
That the minutes of the Heritage Advisory Committee meeting held on January 28, 2010, be received. **Carried**
- 10-24**
Degelman
Abbott
- NOTICE OF INTENT TO DESIGNATE HERITAGE PROPERTY – GRANDSTAND:**
That in accordance with the request of the Melfort Agricultural Society and the recommendation from the Heritage Advisory Committee, we give public notice of our intent to pass a bylaw at the March 15th Regular Meeting, pursuant to the provisions of *The Heritage Property Act*, to designate the Exhibition Grandstand as Municipal Heritage Property. **Carried**
- 10-25**
Abbott
Degelman
- APPROVE LEISURE SERVICES FEES & CHARGES – MAY 1, 2010 – APR 30, 2011:**
That we approve the attached Leisure Services Fees & Charges, effective May 1, 2010, to April 30, 2011. **Carried**
- REPORT – DEPARTMENT OF COMMUNITY SERVICES**
- The Main Arena will be closing March 7, 2010.
 - The Wilkinsons was a great event for opening the CJVR Performing Arts Theatre. The Department will be closely evaluating these initial events at the Centre.
 - Scotty the T-Rex will be on display at the Kerry Vickar Centre for several months.
 - Work continues with the Architects on correcting and completing small deficiency items.
- 10-26**
Terry
MacNaughton
- MINUTES, PROTECTIVE SERVICES COMMITTEE, JANUARY 12, 2010:**
That the minutes of the Protective Services Commission meeting held on January 12, 2010, be received. **Carried**
- 10-27**
Terry
MacNaughton
- MINUTES, EMO COMMITTEE, JANUARY 12, 2010:**
That the minutes of the EMO Committee meeting held on January 12, 2010, be received. **Carried**

Administration will check on the structure of the EMO Committee to determine Council's involvement on the planning committee.

MUNICIPAL POLICING REPORTS – DECEMBER, 2009 & 2009 ANNUAL REPORT

REPORT – DEPARTMENT OF WORKS & UTILITIES

- Snow removal and four interments have been the main priority of the Department over the last few weeks.

10-28
George
Lang

ACCOUNTS:

That we approve the payment of general cheque numbers 15001 to 15217, inclusive, in the total amount of \$2,073,282.20.

And further, that spoiled cheque no. 15000 be declared as void. **Carried**

ANNOUNCEMENTS

- On behalf of Council, Councillor MacNaughton expressed sympathy on the passing of Mr. Normal Uffelman, a dedicated museum volunteer.
- Council discussed their attendance at the recent SUMA Annual Convention.

10-29
Terry
MacNaughton

ADJOURNMENT:

That this meeting be adjourned. **Carried**

The meeting adjourned at 6:18 p.m.

Mayor

City Clerk