

CITY OF MELFORT

June 16, 2008

Minutes of the City of Melfort Regular Meeting held on Monday, June 16, 2008, in the Council Chambers, Melfort, Saskatchewan, commencing at 5:00 p.m.

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

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

08-161
Russin
Lang

MINUTES, REGULAR COUNCIL MEETING, MAY 12, 2008:

That the minutes of the Regular Council meeting of the City of Melfort held on May 12, 2008, be adopted as circulated. **Carried**

08-162
Russin
Lang

MINUTES, SPECIAL COUNCIL MEETING, MAY 16, 2008:

That the minutes of the Special Council meeting held on May 16, 2008, be adopted as circulated. **Carried**

DELEGATION

Condominium Associations – Elmwood Court, Palace Ridge, Elk Pointe

Representing the three condo associations, Ms. Patty Dodds appeared before Council to request that Council revise their base tax policy as it applies to condominium owners, to treat condos the same as residences so that the base tax is charged on the lot, not the unit. The request was referred to the Committee of the Whole for review, no later than the July regular meeting.

08-163
MacNaughton
Terry

APPROVE FRONT STREET WASTE COLLECTION:

WHEREAS, front street pickup of solid waste would result in a cleaner City and less damage to alleys and lanes;

AND WHEREAS, front street waste collection would be mandatory should the City decide to convert to an automated waste collection system in the future;

BE IT RESOLVED, that Council agrees that from this point forward, the City of Melfort will remain on year-round front street solid waste collection, with the exception of identified areas where front street pickup is not an option. **Motion Defeated**

08-164
Abbott
Degelman

ESTABLISH SALE PRICES – STOVEL AVENUE WEST LOTS:

That we establish the following sale prices for the lots on Stovel Avenue West:

Lot	Block	Plan	Price/Lot
11	38	H5028	\$ 29,000.00
12	38	H5028	\$ 29,000.00
13	38	H5028	\$ 29,000.00
14	38	H5028	\$ 29,000.00
15	38	H5028	\$ 29,000.00
16	38	H5028	\$ 29,000.00
17	38	H5028	\$ 29,000.00
18	38	H5028	\$ 29,000.00
19	38	H5028	\$ 29,000.00

Carried

08-165
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>
October 19-25, 2008	Saskatchewan Waste Reduction Council	%Waste Reduction Week+

Carried

08-166
Degelman
Abbott

APPROVE PLAN OF PROPOSED SUBDIVISION – PARCEL AC:

That we approve the Plan of Proposed Subdivision dated April 22, 2008, prepared by Tri-City Surveys Ltd., for of all of Parcel AC, Plan 101891000 and part of SW ¼ Sec. 8-45-18-2. **Carried**

08-167
Abbott
Degelman

DISCRETIONARY APPROVAL – 302 BEMISTER AVENUE EAST:

That in accordance with Section 10.4.2(1) of Zoning Bylaw 96-09, the Council for the City of Melfort grants discretionary approval for the construction of a multiple-unit condominium complex in an R2-Medium Density Residential District, to be located at 302 Bemister Avenue East, Lots 1-18/20-22, Block 54, Plan U1046. This approval is subject to all applicable municipal, provincial and federal acts and regulations. **Carried**

08-168
Degelman
Abbott

APPROVE RELOCATION OF DWELLING TO 228 SECOND AVE NE:

That we, the Council for the City of Melfort, approve the relocation of a dwelling in the City of Melfort, as requested by Mr. Garth Bradley, to 228 Second Avenue NE, Lot 1-2, Block 6, Plan Q1004.

Further, that this approval be granted subject to the conditions detailed in the Building Official's report dated May 21, 2008, and compliance with all municipal, provincial and federal requirements and regulations. And that the date of completion be no later than July 1, 2009.

And further, that the owner be notified in writing of this approval and the conditions of this approval. **Carried**

08-168(a)
Terry
MacNaughton

DISCRETIONARY APPROVAL – COMMUNITIES IN BLOOM SIGN:

That we, the Council for the City of Melfort, grant discretionary approval to the Melfort Communities in Bloom Committee for the erection of a community sign on Saskatchewan Avenue East. This approval is subject to compliance with all regulations contained in the City of Melfort Zoning Bylaw 96-09. **Carried**

GENERAL SUNRY COMMUNICATION ITEMS

1. May 20/08: Notice of Canada Day Celebration, Memorial Garden, 4:00 . 8:00 pm. Request to close one block of Main Street.
2. Mar. 12/08: Minutes of the Melfort & Area Interagency Committee.
3. May 1/08: Melfort Housing Authority . 2007 Municipal Share and Financial Statements for the year ending December 31, 2007.
4. May 13/08: Sask Water 2007 Consumer Notification.
5. May 15/08: Minutes of Melfort & District Museum Board.
6. May 26/08: Ministry of Municipal Affairs re: update on progress of the Building Canada Fund.
7. June 2/08: Letter from Gale Godson re: multi-purpose facility.
8. June 5/08: Sask Power 2007 Environment Report.
9. June/08: Nomination for Saskatchewan Order of Merit.
10. June 11/08: Letter from Doreen & Allan Parenteau regarding various city issues.

- 08-169**
Lang
Russin
- MINUTES, UNION & PERSONNEL COMMITTEE, MAY 30, 2008:**
That the minutes of the Union & Personnel Committee meeting held May 30, 2008, be received. **Carried**
- 08-170**
Lang
Russin
- MINUTES, LEGISLATIVE & FINANCE COMMITTEE, JUNE 10, 2008:**
That the minutes of the Legislative & Finance Committee meeting held on June 10, 2008, be adopted as circulated. **Carried**
- 08-171**
Russin
Lang
- APPROVE SUMMER STUDENT POLICY NO. 1.42:**
That we approve City of Melfort Policy No. 1.42, entitled %Summer Students+, as amended. **Carried**
- 08-172**
Lang
Russin
- AUTHORIZE PREPARATION OF SUPPLEMENTAL ASSESSMENT:**
That in consideration of the tremendous amount of construction activity in the City of Melfort this year, City Council instructs the City Treasurer to prepare a supplemental assessment on October 1st, for the 2008 taxation year, on newly occupied residential properties. **Carried**
- REPORT – LEGISLATIVE & FINANCE DEPARTMENT**
- Tax notices were mailed the third week in May and the assessment roll is open until June 30, which is the deadline to appeal. The City has signed 27 agreements to adjust.
 - The Treasurer reported that since tax notices were mailed, she\$ dealt with 121 phone calls, 43 in-person visits and 27 e-mails directly related to taxation issues.
 - City Hall launched its\$ GIS system on June 1st and plans to launch the new website on June 18th.
- 08-173**
Abbott
Degelman
- MINUTES, PLANNING & DEVELOPMENT COMMITTEE, MAY 8, 2008:**
That the minutes of the Planning & Development Committee meeting held May 8, 2008, be adopted as circulated. **Carried**
- 08-174**
Abbott
Degelman
- MINUTES, PLANNING & DEVELOPMENT COMMITTEE, MAY 29, 2008:**
That the minutes of the Planning & Development Committee meeting held on May 29, 2008, be adopted as circulated. **Carried**
- 08-175**
Degelman
Abbott
- MINUTES, RESIDENTIAL GROWTH COMMITTEE, JUNE 6, 2008:**
That the minutes of the Residential Growth Committee meeting held on June 6, 2008, be received. **Carried**
- 08-176**
Abbott
Degelman
- APPROVE CONDOMINIUM CONVERSION POLICY 7.27:**
That we approve City of Melfort Policy No. 7.27, entitled %Condominium Conversion Policy+. **Carried**
- 08-177**
Abbott
Degelman
- APPROVE TERMS OF REFERENCE – COMMUNITY GROWTH COMMITTEE:**
That the %Residential Growth Committee+be renamed the %Community Growth Committee+in order to better describe the expanding scope of the Committee, which includes providing opinion and feedback on relevant community or growth related issues;

And further, that Council approve the revised Terms of Reference for the Community Growth Committee. **Carried**

BYLAW ENFORCEMENT REPORT – APRIL & MAY, 2008

BUILDING PERMIT REPORT – MAY, 2008

REPORT – COMMUNITY SERVICES DEPARTMENT

- Both City entrance signs have been sent for repair.
- Canada Day Celebrations will take place at the Memorial Park on July 1st from 4:00 . 8:00 p.m.
- The new fire chief will start on July 2, 2008.
- The department has been spraying and looking at methods of dandelion control.
- %Rooper scooper+signs are ready for installation in the parks.
- The Jacobson mower is being repaired.
- Mosquito control readings have been very positive to date.

08-178
MacNaughton
Terry

MINUTES, WORKS & UTILITIES COMMITTEE, MAY 22, 2008:

That the minutes of the Works & Utilities Committee meeting held May 22, 2008, be adopted as circulated. **Carried**

08-179
Terry
MacNaughton

MINUTES, AIRPORT BOARD, JUNE 10, 2008:

That the minutes of the Airport Board meeting held June 10, 2008, be received. **Carried**

08-180
MacNaughton
Terry

AWARD PAVING CONTRACT – PARAMOUNT PAVING LTD.:

That the City of Melfort accept the tender submitted by Paramount Paving Ltd., Saskatoon, Saskatchewan, of One Hundred and Thirty-three Thousand, Five Hundred and Seven Dollars and Fifty Cents (\$133,507.50) to complete the paving programs on McKendry Avenue West and Quebec Street. **Carried**

08-181
Terry
MacNaughton

APPROVE REVISED BUDGET – AIRPORT PAVEMENT REHABILITATION:

WHEREAS, initial Council approval was granted on September 10, 2007, to proceed with Phase 1 of the Airport Runway Extension Project, at a cost of Thirty-nine Thousand, Three Hundred and Seventy-two Dollars (\$39,372.00) plus tax;

AND WHEREAS, the scope of the project has been expanded to include pavement rehabilitation design and associated electrical design for the upgrading of edge lighting for the existing runway;

BE IT RESOLVED THAT Council approves the revised estimated budget of Fifty-nine Thousand, Eight Hundred and Seventy-two Dollars (\$59,872.00) plus tax, for the additional design engineering services, to be funded as a Special Project from the Airport Reserve and repaid from future surpluses, in accordance with the Section 3.3 of the Surplus-Deficits Policy 1.49. **Carried**

Mayor Phillips reported that the members of the Airport Board will be approaching surrounding urban and municipalities served by the Melfort Airport for assistance in funding the additional \$20,000 in design costs.

REPORT – WORKS & UTILITIES DEPARTMENT

- The golf course water line has been installed and is now pumping water. There is some additional clean up required.
- Water line looping from Flett§ Springs Street is complete, with a valve chamber installed at the end of Burrows Avenue West.
- The crew is completing crosswalk painting, with the center lines to be done next.

- The 2008 sidewalk tender has been awarded to Stewq Concrete.
- The installation of the pedestrian crossing light on Main Street is on the to-do list.

08-182
Russin
Lang

BYLAW 2008-18:

That Bylaw No. 2008-18, being a bylaw of the City of Melfort to provide for the borrowing of funds for the purpose of servicing the Whitley Street development, be introduced and read a first time. **Carried**

08-183
Abbott
Degelman

BYLAW 2008-18:

That Bylaw No. 2008-18 be read a second time. **Carried**

08-184
MacNaughton
Terry

BYLAW 2008-18:

That Bylaw No. 2008-18 be given three readings at this meeting. **Carried Unanimously**

08-185
Terry
MacNaughton

BYLAW 2008-18:

That Bylaw No. 2008-18 be read a third time and passed. **Carried**

08-186
Degelman
Abbott

BYLAW 2008-19:

That Bylaw No. 2008-19, being a bylaw of the City of Melfort to appoint Bylaw Enforcement Officers to enforce the bylaws of the City of Melfort, be introduced and read a first time. **Carried**

08-187
Russin
Lang

BYLAW 2008-19:

That Bylaw No. 2008-19 be read a second time. **Carried**

08-188
MacNaughton
Terry

BYLAW 2008-19:

That Bylaw No. 2008-19 be given three readings at this meeting. **Carried Unanimously**

08-189
Terry
MacNaughton

BYLAW 2008-19:

That Bylaw No. 2008-19 be read a third time and passed. **Carried**

08-190
Degelman
Abbott

BYLAW 2008-20:

That Bylaw No. 2008-20, being a bylaw of the City of Melfort to amend the Zoning District Map forming part of Bylaw No. 96-09, known as the Zoning Bylaw, be introduced and read a first time. **Carried**

08-191
Lang
Russin

ACCOUNTS:

That we approve for payment general cheque numbers 10403 to 10628, inclusive, in the total amount of \$888,580.31. **Carried**

ANNOUNCEMENTS

- On behalf of Council, Councillor Terry thanked Marlene Stegeman for her efforts and dedication to the City in fulfilling the bylaw enforcement contract, which expires June 30, 2008.
- Mayor Phillips commented on the extremely moving experience of being present with a group of First Nations and Métis people when the Prime Minister made his apology for the residential school system.

08-192
Russin
Lang

ADJOURNMENT:

That this meeting be adjourned. **Carried**

The meeting adjourned at 6:45 p.m.

Mayor

City Clerk