

**City of Melfort
COMMITTEE OF THE WHOLE
December 12, 2005**

Minutes of the Committee of the Whole meeting held on Monday, December 12, 2005, in the Council Chambers, Melfort, Saskatchewan, commencing at 4:02 p.m.

PRESENT: COUNCIL: Alderman Abbott, Chairman; Mayor Collins and Aldermen Lang, Degelman, Terry, MacNaughton and White.

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

The first portion Committee of the Whole meeting was closed to the public due to the fact that the items on the agenda are included in the list of exemptions found in Part III of *The Local Authority Freedom of Information and Protection of Privacy Act*.

1. **PERSONNEL**

2. **LAND NEGOTIATIONS**

3. **INSURANCE QUOTES**

The public portion of the meeting commenced at 4:33 p.m.

4. **CAPITAL BUDGET SESSION**

The City Treasurer reviewed her memo dated December 8, 2005, concerning the 2006-2010 Capital Budget and noted that the skateboard park funding for 2010 has been removed, but the skateboard park relocation has been taken care of through operations. There are still some outstanding issues related to the campground and the department will draft a formal memo in this regard. At this time, there has been no allocation of federal grant revenue. This will be considered when looking at alternate revenue sources, choosing the higher priority projects that will qualify for funding.

The Treasurer advised that Council needs to focus the capital budget so that new project priorities do not jeopardize essential maintenance work. She is investigating a method of replenishing reserves for special projects, calculated on a project-by-project basis.

Council supported the Treasurer's recommendation outlining a new philosophy for refocusing the capital program, as detailed in Option No. 3 of her memo. A capital program dedicated to maintenance, equipment replacement and paving/sidewalk programs will be developed for approval on January 16, 2006. Department heads will prepare a request for decisions in relation to the focus area list developed during the strategic planning session. These requests for decisions will be approved during the 2006 budget cycle, as a supplemental visionary capital plan. Further, the Legislative & Finance department will develop a reserve policy, including a formula for replenishment to be approved during the 2006 budget cycle. The Treasurer explained that she is considering treating this as special contingency funding, similar to way the City handles the Capital Trust Fund.

Financing for a new facility will be developed as a stand alone capital project once the projected costs are known.

The meeting adjourned at 5:06 p.m.

Mayor

City Clerk