

# CITY OF MELFORT

January 21, 2008

Minutes of the City of Melfort Regular Meeting held on Monday, January 21, 2008, in the Council Chambers, Melfort, Saskatchewan, commencing at 5:01 p.m.

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

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

Mayor Phillips performed the ceremony to swear-in newly elected Councillor Seth MacNaughton.

08-1  
MacNaughton  
Russin

## MINUTES, REGULAR COUNCIL MEETING, DECEMBER 10, 2007:

That the minutes of the Regular Council meeting of the City of Melfort held on December 10, 2007, be adopted as circulated. **Carried**

08-2  
Russin  
MacNaughton

## APPOINT COUNCIL STANDING COMMITTEES:

That the following Council members be appointed to the Standing Committees of Council effective immediately:

<u>STANDING COMMITTEE</u>	<u>NAME OF APPOINTEE</u>	<u>POSITION</u>
<u>Legislative &amp; Finance:</u>		
	Rick Lang	Chairman
	Shawn Russin	Member
<u>Planning, Development &amp; Leisure Services:</u>		
• Planning & Development	Lynn Abbott	Chairman
	Diane Degelman	Member
• Leisure Services	Diane Degelman	Chairman
	Lynn Abbott	Member
<u>Works &amp; Utilities:</u>		
	Doug Terry	Chairman
	Seth MacNaughton	Member

AND FURTHER, THAT Mayor Kevin Phillips be appointed an ~~EX~~-OFFICIO+ voting member of each Standing Committee of Council. **Carried**

08-3  
Lang  
Russin

## DEPUTY MAYOR APPOINTMENTS – 2008 & 2009:

That we approve the following Deputy Mayor appointments:

2008	January & February	Councillor Degelman
	March & April	Councillor Lang
	May & June	Councillor MacNaughton
	July & August	Councillor Russin
	September & October	Councillor Terry
	November & December	Councillor Abbott

2009	January & February	Councillor Degelman
	March & April	Councillor Lang
	May & June	Councillor MacNaughton
	July & August	Councillor Russin
	September & October	Councillor Terry

**Carried**

**08-4  
Degelman  
Abbott**

**APPROVE MUSEUM BOARD APPOINTMENT – I. BERGGREN:**

That we approve the appointment of Mr. Ingvar Berggren to the Melfort & District Museum Board, in accordance with the provisions of Bylaw 2007-03, Section III 2(b).

**Carried**

**08-5  
Russin  
Lang**

**2008 BOARD & COMMITTEE APPOINTMENTS:**

That we approve the 2008 Board and Committee appointments, as attached. **Carried**

**08-6  
Abbott  
Degelman**

**APPROVE PLAN OF PROPOSED SUBDIVISION – LOTS 1-8 & 14-20; BL. 68:**

That we approved the proposed subdivision to consolidate Lots 1 . 8 inclusive and 14-20 inclusive, Block 68, Plan U1046 and the portion of the lane within this Block 68, Plan U1046, to MR1 . Municipal Reserve, as shown on the Plan of Proposed Subdivision dated January 9, 2008. **Carried**

**08-7  
Lang  
Russin**

**APPROVE DIRECTWEST WEBSITE CONTENT MANAGEMENT SYSTEM:**

That the City of Melfort approve the website development proposal submitted by DirectWest Corporation, Saskatoon, Saskatchewan, for the provision of a Content Management System, in accordance with their proposal dated December 13, 2007.

And further, that the initial development cost of \$13,380 be spread over two budget years (\$7,380 in 2008 and \$6,000 in 2009), plus applicable taxes and licensing fees.

**Carried**

**08-8  
Abbott  
Degelman**

**GRANT DISCRETIONARY APPROVAL TO PERMIT LIVESTOCK ON PARCEL “C”:**

That we grant discretionary approval to Mr. Mel Annand to permit him to maintain horses on Parcel AC, Plan 101891000, in accordance with Section 10.1.2(3) of Zoning Bylaw 96-09, which allows for agricultural grazing of livestock as a discretionary use in an Urban Holding District.

This approval is subject to the following conditions:

1. That an appropriate shelter with a satisfactory foundation, as approved by the City Building Official, be erected in accordance with all municipal, provincial and national regulations.
2. That feed grain, hay, straw and other feed or bedding material is to be stored under cover.
3. That manure is to be removed regularly and so deposited as not to be a nuisance.
4. That corral fencing is aesthetically pleasing.

And further, that this discretionary approval will remain in effect only until such time as any further residential development occurs on the aforementioned parcel.

**Degelman/MacNaughton MOTION TO TABLE Carried**

Resolution 08-8 was tabled until Administration undertakes a survey of property owners in the vicinity to obtain their feedback on the discretionary approval request.

### **GENERAL SUNDRY COMMUNICATION ITEMS**

1. Nov. 2007: SUMA Urban Voice, Vol. 12, No. 5.
2. Dec. 2007: SUMA Urban Voice, Vol. 12, No. 6.
3. SUMA Convention 2008 Resolutions & Bylaw Amendment Notice.
4. Dec. 7/07: Saskatchewan Youth Award.
5. Nov. 28/07: Children's Wish Foundation thank you letter.
6. Nov. 22/07: Minutes of the NE Area Transport Planning Committee.
7. Dec 11/07: Notice of Poll and Notice of Advance Poll.
8. Jan. 3/08: FCM . Funding for Municipal Solid Waste Projects.
9. Jan. 2/08: Canadian Heritage Press Releases . funding arts facilities.
10. Jan. 17/08: Declaration of Election Results.
11. Jan. 11/08: Thank you letter from City Solicitor.
12. Dec. 3/07: Newsask Community Futures request to make a presentation at a 2008 Council meeting. The Clerk will invite Newsask to the February meeting.
13. Jan. 8/08: Jason White request to include sidewalks in new residential developments. This matter is being discussed by the Works & Utilities Committee.

**08-9  
MacNaughton  
Russin**

#### **MINUTES, COMMITTEE OF THE WHOLE, DECEMBER 10, 2007:**

That the minutes of the Committee of the Whole meeting held on December 10, 2007, be adopted as circulated. **Carried**

**08-10  
Degelman  
Abbott**

#### **MINUTES, COMMITTEE OF THE WHOLE, DECEMBER 19, 2007:**

That the minutes of the December 19, 2007, Committee of the Whole meeting be adopted as circulated. **Carried**

**08-11  
Russin  
Lang**

#### **MINUTES, LEG & FIN/WKS & UT COMMITTEE, JANUARY 3, 2008:**

That the minutes of the joint meeting of the Legislative & Finance Committee and the Works & Utilities Committee held on January 3, 2008, be adopted as circulated. **Carried**

**08-12  
Russin  
Lang**

#### **APPROVE SECURITY CLEARANCE FEE POLICY 3.19:**

That we approve the amendment of City of Melfort Policy 3.19, entitled "RCMP Security Clearance Fees". **Carried**

### **REPORT – CITY TREASURER**

- The Treasurer attended a CICA session on the technical aspects of Section 3150 . Tangible Capital Assets and a meeting of the Sask GFOA to develop capital threshold and amortization policies. The Treasurer will begin providing monthly updates of the work plan to Council.

**08-13  
Abbott  
Degelman**

#### **MINUTES, RESIDENTIAL GROWTH COMMITTEE, JANUARY 18, 2008:**

That the minutes of the Residential Growth Committee meeting held on January 18, 2008, be received. **Carried**

The concept of naming neighborhoods was referred to Planning & Development for discussion.

### **BUILDING PERMIT REPORT – DECEMBER, 2007 & YEAR END 2007**

**BYLAW ENFORCEMENT REPORT – DECEMBER, 2007**

The City Manager stated that Bylaws 2008-03 and 2008-06, amending the summons portion of the licensing and traffic bylaws, are to be withdrawn in view of the recommendations from the Provincial Court Office.

**REPORT – DIRECTOR OF PLANNING, DEVELOPMENT & LEISURE SERVICES**

- A community events sign has been installed at the Palace, a legacy from the Winter Games, and will soon be up and running.
- An invitation was extended to new and existing residents to attend the Party at the Palace on Thursday, January 24<sup>th</sup> from 5:00 to 9:00 p.m.
- There is still considerable interest in lot sales.

08-14  
Russin  
MacNaughton

**MINUTES, WORKS & UTILITIES COMMITTEE, DECEMBER 13, 2007:**

That the minutes of the Works & Utilities Committee meeting held on December 13, 2007, be adopted as circulated. **Carried**

08-15  
MacNaughton  
Russin

**MINUTES, WKS & UT/LEG & FINANCE COMMITTEE, JANUARY 15, 2008:**

That the minutes of the joint meeting of the Legislative & Finance Committee and the Works & Utilities Committee held on January 15, 2008, be adopted as circulated. **Carried**

08-16  
Degelman  
MacNaughton

**MINUTES, AIRPORT BOARD, DECEMBER 11, 2007:**

That the minutes of the Airport Board meeting held on December 11, 2007, be received. **Carried**

08-17  
MacNaughton  
Degelman

**MINUTES, PROTECTIVE SERVICES COMMISSION, JANUARY 9, 2008:**

That the minutes of the Protective Services Commission meeting held on January 9, 2008, be received. **Carried**

08-18  
Degelman  
MacNaughton

**APPROVE SNOW & ICE MANAGEMENT POLICY 3.11:**

That we approve the adoption of City of Melfort Policy 3.11, entitled %Snow & Ice Management+. **Carried**

**YEARLY MUNICIPAL POLICING REPORT – 2007**

**MUNICIPAL POLICING REPORT – NOVEMBER & DECEMBER, 2007**

**REPORT – DIRECTOR OF WORKS & UTILITIES**

- The tender for the main lift station will close on January 31, 2008.
- The weigh scale at the landfill has been computerized.
- The Department is renting a chipper for one month to trim trees in back lanes and streets.
- All service connections are now complete.
- The water line break on the 500 block of Crawford East is being repaired today.
- The Department ordered two new pumps for the Melfort Street lift station.
- A major water break was located at Broadway Avenue & McDonald Road. Two small leaks were detected during an evening check.

**PUBLIC HEARING – ZONING BYLAW AMENDMENT 2007-27**

There were no submissions received objecting to the proposed amendment.

- 08-19**  
**Degelman**  
**Abbott**
- BYLAW 2007-27:**  
That Bylaw 2007-27, being a bylaw of the City of Melfort to amend Bylaw No. 96-09, known as the Zoning Bylaw, be read a second time. **Carried**
- 08-20**  
**Abbott**  
**Degelman**
- BYLAW 2007-27:**  
That Bylaw 2007-27 be read a third time and passed. **Carried**
- 08-21**  
**MacNaughton**  
**Degelman**
- BYLAW 2008-01:**  
That Bylaw 2008-01, being a bylaw of the City of Melfort to undertake full-depth asphalt construction on Burrows Avenue East as a local improvement, be introduced and read a first time. **Carried**
- 08-22**  
**Russin**  
**Lang**
- BYLAW 2008-01:**  
That Bylaw 2008-01 be read a second time. **Carried**
- 08-23**  
**Lang**  
**Russin**
- BYLAW 2008-01:**  
That Bylaw 2008-01 be given three readings at this meeting. **Carried Unanimously**
- 08-24**  
**Degelman**  
**MacNaughton**
- BYLAW 2008-01:**  
That Bylaw 2008-01 be read a third time and passed. **Carried**
- 08-25**  
**MacNaughton**  
**Lang**
- BYLAW 2008-02:**  
That Bylaw 2008-02, being a bylaw to regulate the maintenance and management of the waterworks system, sanitary sewer system and for collection of water and sewer rates, be introduced and read a first time. **Carried**
- 08-26**  
**Degelman**  
**Abbott**
- BYLAW 2008-02:**  
That Bylaw 2008-02 be read a second time. **Carried**
- 08-27**  
**Abbott**  
**Degelman**
- BYLAW 2008-02:**  
That Bylaw 2008-02 be given three readings at this meeting. **Carried Unanimously**
- 08-28**  
**Lang**  
**MacNaughton**
- BYLAW 2008-02:**  
That Bylaw 2008-02 be read a third time and passed. **Carried**
- 08-29**  
**MacNaughton**  
**Lang**
- BYLAW 2008-03:**  
That Bylaw 2008-03, being a bylaw to amend Bylaw 2007-21, known as The Traffic Bylaw, be introduced and read a first time. **Motion Withdrawn**
- 08-30**  
**Lang**  
**MacNaughton**
- BYLAW 2008-04:**  
That Bylaw 2008-04, being a bylaw of the City of Melfort to provide for a scavenging system for the proper collection and disposal of waste within the City and to establish and regulate a waste disposal site, be introduced and read a first time. **Carried**
- 08-31**  
**Degelman**  
**Abbott**
- BYLAW 2008-04:**  
That Bylaw 2008-04 be read a second time. **Carried**

08-32  
Russin  
Lang

**BYLAW 2008-04:**

That Bylaw 2008-04 be given three readings at this meeting. **Carried Unanimously**

08-33  
Russin  
Lang

**BYLAW 2008-04:**

That Bylaw 2008-04 be read a third time and passed. **Carried**

08-34  
Abbott  
Degelman

**BYLAW 2008-05:**

That Bylaw 2008-05, being a bylaw to amend Zoning Bylaw 96-09, be introduced and read a first time. **Carried**

08-35  
Lang  
Russin

**BYLAW 2008-06:**

That Bylaw 2008-06, being a Bylaw of the City of Melfort to amend Bylaw No. 2007-25, known as the Licensing Bylaw, be introduced and read a first time. **Motion Withdrawn**

08-36  
Lang  
Russin

**ACCOUNTS:**

That we approve the payment of general cheque numbers 9418 to 9702 inclusive, in the total amount of \$1,324,103.51. **Carried**

**ANNOUNCEMENTS**

- Mayor Phillips encouraged new and current residents to attend the Party at the Palace on Thursday, January 24<sup>th</sup>.

08-37  
Russin  
Lang

**ADJOURNMENT:**

That this meeting be adjourned. **Carried**

The meeting adjourned at 6:16 p.m.

\_\_\_\_\_  
Mayor

\_\_\_\_\_  
City Clerk