

# CITY OF MELFORT

April 14, 2008

Minutes of the City of Melfort Regular Meeting held on Monday, April 14, 2008, in the Council Chambers, Melfort, Saskatchewan, commencing at 5:02 p.m.

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

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.

08-87  
Lang  
Abbott

## **MINUTES, REGULAR COUNCIL MEETING, MARCH 10, 2008:**

That the minutes of the Regular Council meeting of the City of Melfort held on March 10, 2008, be adopted as circulated. **Carried**

## **DELEGATION**

### **Mr. Wilbur Beuker**

Mr. Beuker appeared before Council to request that the implementation of the new trailer fees in Bylaw 2008-07 be postponed as he is required to give his tenants 3-months notice of a rent increase. Further, Mr. Beuker is requesting that he be reclassified to multi-family, with a commercial mill rate factor of 1.51 and 1 base tax. Thirdly, Mr. Beuker is requesting that Council revise the size categories on Schedule A of Bylaw 2008-07, as detailed in his proposal. The matter was referred to the Legislative & Finance Committee for recommendation to Council at the April 30<sup>th</sup> Special Meeting.

08-88  
Terry  
MacNaughton

## **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>
June, 2008	Saskatchewan Parks and Recreation Month	<i>"Recreation &amp; Parks Month"</i>
May, 2008	Multiple Schlerosis Society of Canada	<i>"MS Awareness Month"</i>

**Carried**

08-89  
Abbott  
Degelman

## **SUPPORT FORT-A-LA-CORNE HYDRO PROJECT:**

WHEREAS the creation of a Hydro Project in Saskatchewan would help to fulfill an upcoming power shortage in the Province of Saskatchewan while being environmentally responsible; and,

WHEREAS the Fort-a-la-Corne Hydro Project will bring a large economic benefit to the James Smith Cree Nations and the municipalities in proximity to the development; and,

WHEREAS a roadway crossing atop the Fort-a-la-Corne Hydro Project would enable the workforces of the James Smith Cree Nations as well as all municipalities in close proximity, direct and immediate access to the Shore Gold Diamond Project; and,

WHEREAS connecting and upgraded roadways to the Fort-a-la-Corne Hydro Crossing would be a direct benefit to Tourism, Industry and Employment in the area; and,

WHEREAS the development of the Fort-a-la-Corne Hydro Project would enhance the opportunities for a world class diamond industry in Northeastern Saskatchewan thereby aiding the economies of the Province of Saskatchewan and Canada;

THEREFORE BE IT RESOLVED:

THAT the Council for the City of Melfort at their meeting held April 14, 2008, fully support the proposal of the Fort-a-la-Corne Hydro Project, a river crossing and connecting roadways including the upgrading of the Coxby Road and Highway 368 north of Beatty with roadway negotiations to be held with the James Smith Cree Nations on roadways within the Reserve Area. **Carried**

**08-90**  
**Abbott**  
**Degelman**

**AWARD MULTI-USE FACILITY TENDER TO VAN ALSINE PROJECT MNGT INC.:**

That we award the tender for the construction of the Melfort Multi-Use Facility to Van Alstine Project Management Inc. of Regina, Saskatchewan, for the contract price of Nine Million, Eight Hundred and Sixty-three Thousand, Two Hundred and Seventy-six Dollars (\$9,863,276.00).

And further, that we instruct AODBT Architecture Interior Design to prepare an interim letter of intent to the Contractor, in order to clarify and legally document the terms and conditions of the price changes from the base bid tendered price of \$9,864,000.00.  
**Carried**

**08-91**  
**Terry**  
**MacNaughton**

**OFFER SUPPORT TO CANADIAN TROOPS:**

WHEREAS the Council of the City of Melfort supports the efforts of our Canadian Troops;

AND WHEREAS support for the Troops is support for the work carried out by the Troops themselves and not necessarily any specific mission;

AND WHEREAS the Council of the City of Melfort wishes to see a rousing show of public support to the Canadian Troops from municipalities;

THEREFORE be it resolved that the City of Melfort is calling upon all municipalities to show their support for Canadian Troops by supporting this resolution to recognize the tremendous and exemplary work and efforts carried out by Canadian Troops in all their missions;

AND THEREFORE be it further resolved that a copy of this resolution be forwarded to General Rick Hillier and the Prime Minister of Canada. **Carried**

**08-92**  
**Abbott**  
**Lang**

**RECEIVE TILMA REPORT – THE ESTEY CENTRE:**

That the report entitled “A Space for Cities in Trade Agreements”, prepared by The Estey Centre for Law and Economics in International Trade, be received and forwarded to the Honourable Bill Boyd, Minister Responsible for Intergovernmental Affairs, for review and consideration at the appropriate time. **Carried**

**08-93**  
**Lang**  
**Abbott**

**APPOINT G. GEORGE TO MELFORT DIAMOND COMMITTEE:**

That we approve the appointment of Mr. Glen George to the Melfort Diamond Committee with a term expiring December 31, 2008. **Carried**

**08-94**  
**Degelman**

**APPROVE SUBDIVISION OF LOT 16, BLOCK 16, PLAN G3640:**

That we approve the Plan of Proposed Subdivision dated February 7, 2007, prepared by

- Abbott** Tri-City Surveys Ltd., of existing Lot 16, Block 16, Plan No. G3640, to Lots 23 and 24, Block 16, Plan No. G3640, for the purpose of residential development. **Carried**
- 08-95**  
**Degelman**  
**Abbott** **SUPPORT SAASE PARTNERSHIP PROPOSAL:**  
That we support the partnership proposal for provincial infrastructure upgrades proposed by the Saskatchewan Association of Agricultural Societies and Exhibitions to access funding from the Building Communities Program to promote, screen, administer and distribute funds for capital programs for member provincial agricultural societies. **Carried**
- 08-96**  
**Abbott**  
**Lang** **APPROVE DESTRUCTION OF CORPORATE RECORDS:**  
That we approve the destruction of the records identified on the 2008 Records Disposal Schedule, in accordance with the requirements of the City of Melfort Records Retention and Disposal Schedule. **Carried**
- 08-97**  
**Terry**  
**MacNaughton** **APPROVE CUPE LOCAL #777 AGREEMENT ENDING DEC. 31, 2010:**  
That we approve the collective agreement between the City of Melfort and the Canadian Union of Public Employees Local Union No. 777, effective January 1, 2008, and expiring December 31<sup>st</sup>, 2010. **Carried**
- 08-98**  
**Terry**  
**MacNaughton** **APPROVE EXTENDED HEALTH BENEFITS TO UNION GROUP:**  
That effective May 1, 2008, the City of Melfort approve the provision of Extended Health Benefits (Plan B) to the Union Group #408, based on the following distribution of group insurance premiums between the employees and employer:
- |                                  |                         |
|----------------------------------|-------------------------|
| Long Term Disability             | 100% Employee           |
| Short Term Disability            | 100% Employee           |
| Basic Life Insurance             | 100% City               |
| Accidental Death & Dismemberment | 100% City               |
| Dental Benefits                  | 50% Employee / 50% City |
| Extended Health Benefits         | 25% Employee / 75% City |
- Carried**
- 08-99**  
**Terry**  
**MacNaughton** **AMEND POLICY 1.41 – PERSONAL PROTECTIVE CLOTHING & EQUIPMENT:**  
That we approve the amendment to the attached City of Melfort Policy entitled “1.41 – *Personal Protective Clothing & Equipment*”. **Carried**
- 08-100**  
**Abbott**  
**Degelman** **APPROVE RENAMING OF DEPARTMENT TO “COMMUNITY SERVICES”:**  
That we approve the renaming of the %Planning, Development & Leisure Services Department+to the %Community Services Department+. **Carried**

### **GENERAL SUNDRY COMMUNICATION ITEMS**

1. Mar. 5/08: Notice of Melfort Housing Authority appointment . Cecil Gooliaff.
2. Mar. 13/08: FCM Notice . 2008 Sustainable Communities Mission.
3. Mar. 20/08: FCM Notice . 2008 Call for Applications: Energy.
4. Feb. 25/08: Minutes of NE Area Transport Planning Committee.
5. Mar. 25/08: Minutes of NE Area Transport Planning Committee.
6. Mar./2008: SUMA Urban Voice, Vol. 13, No. 1.
7. Mar. 13/08: SUMA Membership renewal.
8. Mar. 19/08: SUMA Self Insurance Program. The Manager will arrange for the City to join the program.
9. Apr. 8/08: SUMA Advantage Programs.
10. Mar. 11/08: Notification of extension to May 1, 2008, to set mill rate.

11. Mar. 27/08: Star Phoenix . Estey Report path to better deal.
12. Mar. 20/08: Minutes of Melfort & District Museum Board.
13. Mar. 27/08: Minutes of Regional Meeting re: Fort-a-la-Corne Hydro.
14. Apr. 3/08: 2008 . 2009 Municipal Transit Assistance Program.
15. Apr. 1/08: 2008-2009 revenue sharing grant.
16. Apr. 7/08: Thank you from Tasha Stringer for city scholarship.
17. Mar. 11/08: RCMP S/Sgt. Seidemann Annual Performance Plan.
18. Mar. 11/08: Ministry of Highways & Infrastructure . Urban Highway Connector Program.
19. Mar. 26/08: Jason White re: request to consider golf course as location for new facility.
20. Mar. 31/08: Hans Fecke re: request to review utility billing process. The Legislative & Finance Committee will review the billing procedure.
21. Mar. 31/08: Request from Sask. Snowmobile Assoc. for allocation of population to Building Communities Program grant. It was noted that the City's population has already been allocated to our own project.
22. Mar. 17/08: Brunswick School Community Council request. Referred to the Works & Utilities Committee.

**08-101**  
Lang  
Abbott

**MINUTES, COMMITTEE OF THE WHOLE, MARCH 10, 2008:**

That the minutes of the Committee of the Whole meeting held on March 10, 2008, be adopted as circulated. **Carried**

**08-102**  
Degelman  
Abbott

**MINUTES, COMMITTEE OF THE WHOLE, MARCH 13, 2008:**

That the minutes of the Committee of the Whole meeting held on March 13, 2008, be adopted as circulated. **Carried**

**08-103**  
Terry  
MacNaughton

**MINUTES, COMMITTEE OF THE WHOLE, MARCH 31, 2008:**

That the minutes of the Committee of the Whole meeting held on March 31, 2008, be adopted as circulated. **Carried**

**08-104**  
Abbott  
Lang

**APPROVE AMENDMENT TO TRAVEL POLICY 1.11:**

That we approve the amendment of City of Melfort Policy No. 1.11, entitled "*Travel Policy*". **Carried**

**08-105**  
Lang  
Abbott

**MINUTES, LEGISLATIVE & FINANCE COMMITTEE, APRIL 10, 2008:**

That the minutes of the Legislative & Finance Committee meeting held on April 10, 2008, be adopted as circulated. **Carried**

**08-106**  
Abbott  
Degelman

**APPROVE TAX INCENTIVE TO CANADIAN MODULAR:**

That Council grant Canadian Modular Manufacturing Corporation the following economic development tax concession on the purchase of Block A, Plan CU4431 and Block G, Plan 76PA02713:

Year 2009: 50% exemption of municipal and school taxes

Year 2010: 40% exemption of municipal and school taxes, subject to the creation of 25 full-time equivalent positions on staff at the end of the second year of operation.

Year 2011: 30% exemption of municipal and school taxes, subject to the creation of 40 full-time equivalent positions on staff at the end of the third year of operation.

Further, at the end of the second and third years of operation, the developer is required to submit a list of employees detailing their names, job titles and annual hours worked.  
**Carried**

08-107

Terry  
Lang**2008 LIST OF LANDS IN ARREARS:**

That the attached 2008 List of Lands in Arrears, which includes all properties with arrears outstanding of 10% or \$200.00, whichever is less, be received. **Carried**

08-108

Lang  
Terry**PROCEED WITH FIRST NOTICE – TAX ENFORCEMENT:**

That we authorize the City Treasurer to proceed to acquire title, through Section 22 of *The Tax Enforcement Act*, on the following properties:

ROLL	LOT	BLOCK	PLAN	EXT	TITLE
604002240		Blk/Par X	Plan O4710	Extension 1	113072778
604005010		Blk/Par AR	Plan 99PA22966	Extension 1	123598200
406051080	Lot 8	Blk/Par 51	Plan U1046	Extension 0	127430850
406051080	Lot 9	Blk/Par 51	Plan U1046	Extension 0	127430872
504005150	Lot 15	Blk/Par 5	Plan I362	Extension 0	129833253
504005150	Lot 16	Blk/Par 5	Plan I362	Extension 0	129833860
405046160	Lot 16	Blk/Par 46	Plan U1046	Extension 0	112803825
505030090	Lot 9	Blk/Par 30	Plan G3640	Extension 0	111248625
406065020	Lot 2	Blk/Par 65	Plan U1046	Extension 0	128505821
504008140	Lot 14	Blk/Par 8	Plan I362	Extension 0	112604149
406063011	Lot A	Blk/Par 63	Plan 62PA10824	Extension 0	118691523
505004180	Lot 18	Blk/Par 46	Plan G3640	Extension 0	129347567
707099040		Blk/Par AF	Plan 88PA12780	Extension 0	121200950
707099260		Blk/Par AG	Plan 88PA12780	Extension 1	128778711
504010060	Lot 6	Blk/Par 10	Plan I362	Extension 0	112604442
304099026		Blk/Par B	Plan 73PA16261	Extension 0	111362105
505007190	Lot 19	Blk/Par 7	Plan G3640	Extension 0	130654379
406050010	Lot 1	Blk/Par 50	Plan U1046	Extension 0	112804556
406050010	Lot 2	Blk/Par 50	Plan U1046	Extension 0	112804567
406050010	Lot 3	Blk/Par 50	Plan U1046	Extension 0	112804578
306004110	Lot 11	Blk/Par 46	Plan Q1004	Extension 0	112379553
306004110	Lot 12	Blk/Par 46	Plan Q1004	Extension 0	112379575
707005451		Blk/Par AB	Plan 88PA12780	Extension 2	112143923
504091150	Lot 21	Blk/Par 10	Plan 01PA20697	Extension 0	110680590
505033110	Lot 11	Blk/Par 33	Plan G3640	Extension 0	129179784
403099110		Blk/Par K	Plan 8aPA22785	Extension 1	110281485

**Carried****TAX COLLECTION COMPARATIVE STATEMENT – MARCH, 2008****REPORT – CITY TREASURER**

- Ms. Hailee Kusch has been hired for the facility booking position.
- The new facility booking software is being installed this week and the trainers will be on site next week.
- The 2008 assessment figures have been received from SAMA. The Treasurer is in the process of reconciling the numbers in preparation for sending out tax notices in May.

08-109

Degelman  
Abbott**MINUTES, LEISURE SERVICES ADVISORY COMMITTEE, MARCH 12, 2008:**

That the minutes of the Leisure Services Advisory Committee meeting held on March 12, 2008, be received. **Carried**

08-110  
Abbott  
Degelman

**MINUTES, RESIDENTIAL GROWTH COMMITTEE, MAR 14/APR 11, 2008:**

That the minutes of the Residential Growth Committee meetings held on March 14 and April 11, 2008, be received. **Carried**

**BYLAW ENFORCEMENT REPORT – MARCH, 2008**

**BUILDING PERMIT REPORT – FEBRUARY & MARCH, 2008**

- The March, 2008 report was revised to reflect the following totals for March, 2007:

Permits for March, 2007:	Permit totals to the end of March, 2007:
No. 2 Amount - \$25,000.00	No. 8 Amount - \$246,790.00.

**REPORT – DIRECTOR OF COMMUNITY SERVICES**

- Lot sales and building permits are on the rise.
- The fundraising campaign committee is taking shape.
- Maintenance at the Palace will be completed soon.
- The Director has been working with the Architect and Contractor to establish timeframes for the project.

08-111  
Terry  
MacNaughton

**MINUTES, WORKS & UTILITIES COMMITTEE, MARCH 25, 2008:**

That the minutes of the joint meeting of the Works & Utilities Committee and the Planning & Development Committee held on March 25, 2008, be approved as circulated. **Carried**

08-112  
Terry  
MacNaughton

**MINUTES, PROTECTIVE SERVICES COMMISSION, APRIL 8, 2008:**

That the minutes of the Protective Services Commission meeting held on April 8, 2008, be received. **Carried**

08-113  
Terry  
MacNaughton

**MINUTES, AIRPORT BOARD, MARCH 11, 2008:**

That the minutes of the Airport Board meeting held on March 11, 2008, be received. **Carried**

08-114  
Terry  
MacNaughton

**APPROVE MAIN STREET PEDESTRIAN TRAFFIC SIGNAL:**

That Council approve the installation of a pedestrian traffic signal on Main Street, identified as an unfunded project in the 2008 Special Capital Budget, to a maximum amount of \$60,500.00 to be funded from the Land Development Fund. Further, that this project be cost shared equally between the City of Melfort and the North East School Division. And further, that the project cost be reimbursed to the Land Development Fund from the net proceeds of the sale of the former Broadway School residential property. **Carried**

**REPORT – DIRECTOR OF WORKS & UTILITIES**

- The Department is attempting to repair the flashing traffic signal on Saskatchewan Avenue and Broadway.
- A contractor has been hired to assist the department in thawing out culverts and storm sewers. The crew was commended on their efforts to keep the water moving.
- Spring sweeping has commenced.
- An information sheet was circulated to homeowners to address the most frequently asked questions about waste collection. This has been a difficult issue, but the City is moving towards resolving some of these issues.

- Two water breaks occurred on Hamilton Avenue West.
- The Director attended a NE Transportation Planning Committee meeting.

**08-115**  
**Degelman**  
**Abbott**

**BYLAW 2008-11:**

That Bylaw 2008-11, being a bylaw of the City of Melfort to provide for the closure of a lane in the area known as Brunswick Park, be read a second time. **Carried**

The Director of Community Services reported that there were no objections received from the public about proceeding with Bylaw 2008-11.

**08-116**  
**Terry**  
**Lang**

**BYLAW 2008-11:**

That Bylaw 2008-11 be read a third time and passed. **Carried**

**08-117**  
**Abbott**  
**Degelman**

**BYLAW 2008-12:**

That Bylaw 2008-12, being a bylaw of the City of Melfort to provide for the closure of a street and lane in the area formerly known as Broadway School, be read a second time. **Carried**

The Director of Community Services reported that there were no objections received from the public about proceeding with Bylaw 2008-12.

**08-118**  
**Lang**  
**Terry**

**BYLAW 2008-12:**

That Bylaw 2008-12 be read a third time and passed. **Carried**

**08-119**  
**Degelman**  
**Abbott**

**BYLAW 2008-13:**

That Bylaw 2008-13, being a bylaw to amend Bylaw No. 96-09, known as the Zoning Bylaw, to include Bed and Breakfast Lodgings as a discretionary use in the UH District, be introduced and read a first time. **Carried**

**08-120**  
**Terry**  
**Lang**

**ACCOUNTS:**

That we approve for payment general cheque numbers 10002 to 10227 inclusive, in the total amount of \$663,751.48. **Carried**

**ANNOUNCEMENTS**

- Sunday, May 4<sup>th</sup> is the official opening of the Airport Terminal and the renaming of the airport to Melfort Airport . Miller Field, in recognition of Stanley Miller.
- Councillor Abbott was thanked for the work he has done on behalf of the City, working with the Architect on the development of the tender for the multi-use facility.
- CJVR was congratulated on receiving five awards at the country music awards.

**08-121**  
**Terry**  
**MacNaughton**

**ADJOURNMENT:**

That this meeting be adjourned. **Carried**

The meeting adjourned at 6:32 p.m.

\_\_\_\_\_  
Mayor

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