

CITY OF MELFORT

October 16, 2006

Minutes of the City of Melfort Regular Meeting held on Monday, October 16, 2006, in the Council Chambers, Melfort, Saskatchewan, commencing at 5:01 p.m.

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

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, Recording Secretary.

06-189
Degelman
Abbott

MINUTES, REGULAR COUNCIL MEETING, SEPTEMBER 11, 2006:

That the minutes of the Regular Council meeting held on September 11, 2006, be adopted as circulated. **Carried**

DELEGATION

Melfort Amateur Dramatics

On behalf of Melfort Amateur Dramatics, Michelle Waldbillig appeared before Council to speak to her letter dated September 13, 2006, requesting that their tax exempt status be maintained in their new building. She commented on the organization's contribution to the community and their plans for the downtown location, which include lunch hour and dessert theatre. They have a large clientele from the region and feel they will attract a wide variety of people to the downtown core.

The Treasurer clarified that as MAD was a tenant in their former location, they had never received a tax exemption in the past so this is a new request. The request was referred to the Legislative & Finance Committee as a budgetary item for the 2007 tax exemption list. Council thanked the members of Melfort Amateur Dramatics for their excellent work in the community.

06-190(A)
Abbott
Degelman

AMEND RESOLUTION NO. 06-190:

That Resolution No. 06-190 be amended to include the following to the list of proclamations:

~~N~~ovember 8, 2006 Assoc. of Professional Community World Town Planning Day
Planners of Saskatchewan+ **Carried**

06-190
Terry
Abbott

PROCLAMATIONS:

That we approve the following proclamations, as amended, and that we authorize the Mayor to authenticate same:

<u>DATE</u>	<u>ORGANIZATION</u>	<u>PROCLAMATION</u>
Oct. 15-21, 2006	Sask. Association of Veterinary Technologists	N ational Veterinary Technician Week+
October, 2006	Lupus Erythematosus Society of Saskatchewan	L upus Awareness Month+
Oct. 16-22, 2006	Minister of Citizenship and Immigration	C anada's Citizenship Week+
November 8, 2006	Assoc. of Professional Community Planners of Saskatchewan	W orld Town Planning Day+

Carried

06-191
Terry
Abbott

APPROVE INTER-MUNICIPAL COOPERATION PROTOCOL:

WHEREAS, local governments have the legislated authority to enter into an agreement for the purposes of sharing resources, expertise, risk and benefits associated with inter-municipal efforts on behalf of their respective constituents;

AND WHEREAS, the City of Melfort, the Town of Tisdale and the Town of Nipawin believe it is in the public interest to pursue enhanced communications and provide a formal framework to guide inter-municipal cooperation;

AND WHEREAS, the City of Melfort, the Town of Tisdale and the Town of Nipawin wish to recognize the public benefit, mutual interests and their spirit of fellowship by entering into a Cooperation Protocol;

THEREFORE BE IT RESOLVED, that the Council for the City of Melfort authorizes the Mayor to sign the Inter-Municipal Cooperation Protocol, as developed from the Regional Strategic Planning Session held June 21-22, 2006. **Carried**

Mayor Collins extended an invitation to the press to attend the official signing of the Inter-Municipal Cooperation Protocol at 1:00 p.m. on Thursday, October 19, 2006, at the Tisdale Town Office.

06-192
Terry
Abbott

APPROVE REVENUE SHARING PUBLIC SUPPORT CAMPAIGN:

WHEREAS, the Saskatchewan City Mayors Caucus has requested that the Province increase the Cities portion of the Revenue Sharing Pool by 30 million per year for the next 5 years to narrow the gap remaining in revenue sharing grant levels compared with historical commitments;

AND WHEREAS the Mayors Caucus has requested that a further increase of 30 million per year be provided to the Cities for infrastructure funding for the next 5 years to assist in addressing the provincial infrastructure deficit;

BE IT RESOLVED THAT the City of Melfort agrees to contribute a maximum of \$5,000 towards a revenue sharing public information campaign to highlight the impact of the revenue sharing and infrastructure funding shortfall on urban municipalities and local property tax payers. This financial support is contingent on the participation of all other cities in Saskatchewan contributing on the same basis. **Carried**

Mayor Collins noted that the analysis undertaken by the finance departments in each city identified a total infrastructure deficit of \$1.2 Billion, which includes a \$27 Million deficit for the City of Melfort.

06-193
Terry
Abbott

ADOPT THE TERM "COUNCILLOR" RATHER THAN "ALDERMAN":

That effective November 1, 2006, the City of Melfort officially adopt the term Councillor rather than Alderman to refer to a member of council other than the mayor, as defined in *The Cities Act*. **Carried**

06-194
Abbott
Degelman

APPROVE SALVATION ARMY CHRISTMAS KETTLE CAMPAIGN:

That we grant permission to The Salvation Army Melfort to conduct their Christmas Kettle Campaign in the City of Melfort from Friday, December 1 to Saturday, December 23, 2006. **Carried**

GENERAL SUNDRY COMMUNITY ITEMS

1. July 13/06: Minutes of the North Central Transport Planning Committee.
2. Sept 11/06: FCM Member Advisory . Federal Plan to fix municipal infrastructure.
3. Sept 11/06: Clearing the Path Initiative - corridor system of municipal roads. Contact the City Clerk to view a colored copy of the map.
4. Sept 13/06: Request from Melfort Amateur Dramatics for tax exemption.
5. Sept 18/06: Minutes of the NE Area Transport Planning Committee.
6. October, 2006: NEATPC Newsletter.
7. Sept 25/06: Thank you from CIPHI for donation to conference.
8. Oct 4/06: Memo from City Treasurer re: annual tax comparisons.
9. Nov 8/06: Saskatchewan Forest Centre AGM . Prince Albert, SK.
10. Sept 25/06: Letter from Minister Van Mulligan re: cities revenue sharing and infrastructure funding request.
11. Aug 15/06: Minutes of Melfort & District Museum Board. The Treasurer will check into the details of the museum copier lease.
12. Sept 10/06: Letter from Alice Laurans re: Skateboard Park complaint. The Director of Planning & Development will respond back to the writer to advise of the steps the City is taking to address these concerns.
13. Oct 2/06: Letter from J. Wyne, with copy of letter dated Aug. 29/06. The Clerk is to forward a copy of the City's response to Council members.
14. Sept 30/06: Ag Society request for sand/gravel supplies. Referred to the Works & Utilities Committee.

06-195
Degelman
Abbott

MINUTES, COMMITTEE OF THE WHOLE, SEPTEMBER 11, 2006:

That the minutes of the Committee of the Whole meeting held on September 11, 2006, be adopted as circulated. **Carried**

06-196
Terry
Abbott

MINUTES, LEGISLATIVE & FINANCE COMMITTEE, SEPTEMBER 21, 2006:

That the minutes of the Legislative & Finance Committee meeting held on September 21, 2006, be adopted as circulated. **Carried**

06-197
Terry
Degelman

TAX CANCELLATIONS:

That we approve the attached tax cancellations, in the total amount of \$1,024.61.
Carried

FINANCIAL STATEMENT – SEPTEMBER 30, 2006

The Treasurer reviewed the quarterly financial statement and reported the year-end budget projections developed by Administration. The general operating budget is forecasting a \$100,000+ surplus, primarily due to staff shortages in all departments and a projected surplus in recreation of \$50,000. The overages in the vehicle pool are a sign of the large number of capital projects undertaken by the City this year, rising fuel prices and a shortage of a mechanic for 3.5 months. Several pieces of large equipment required extraordinary repairs. Reaching this operational surplus is contingent on recreation realizing their budgeted revenue levels. All general surpluses will be used to fund the visionary special projects identified during the last budget cycle.

The utility budget shows an overage in the vehicle pool; however, staff shortages and a water loss of 16.8% rather than the budgeted 20% loss, contribute to a projected surplus of \$42,000+. Utility surpluses are transferred back to the utility rate stabilization reserve.

The Treasurer added that the defined growth mechanism for reserves will be implemented January 1, 2007.

TAX COLLECTION COMPARATIVE STATEMENT – SEPTEMBER, 2006**INVESTMENT REPORT – SEPTEMBER, 2006**

The Treasurer reported that due to an increase in the Bank of Canada prime rate, the City should see projected annual investment earnings of \$420,000, rather than the budgeted earnings of \$370,000.

REPORT – CITY TREASURER

- The Treasurer has worked closely with all departments on year-end projections and is now starting budget preparations.
- The interim statement of account of school taxes for the period January . August, 2006, is a new task, due to a change in the schools financial year.
- The office staff has been undertaking Webex training sessions.
- SAMA has advised that the reinspection of the residential sector is now complete and they will be moving into the commercial sector in order to complete the project for 2007. The City has not had a reinspection done since 1989.

06-198
Abbott
Degelman

APPROVE SUBDIVISION APPLICATION – LOTS 23 & 24, BLOCK 46:

That we approve the Plan of Proposed Subdivision, as prepared by Tri-City Surveys Ltd., of existing Lots 2, 3 and 4, Block 46, Plan U1046, into Lots 23 and 24, Block 46, Plan No. U1046 as residential lots. **Carried**

06-199
Degelman
Abbott

APPROVE CONSOLIDATION OF LOTS 10-18, BLOCK 17, PLAN T621:

That we approve the surface consolidation of Lots 10 to 18, Block 17, Plan T621, 402 Division Street in the City of Melfort, Saskatchewan. **Carried**

BYLAW ENFORCEMENT REPORT – AUGUST/SEPTEMBER, 2006

The Department is to prepare a summary of bylaw offences by category.

BUILDING PERMIT REPORT – SEPTEMBER, 2006**REPORT – DIRECTOR OF PLANNING, DEVELOPMENT & LEISURE SERVICES**

- The dedication ceremony for the Memorial Garden will be held Monday, October 23, 2006, at 3:30 p.m. on the Memorial Garden grounds.
- The Sask. Winter Games Committee will be holding a press release on Friday, October 20, 2006, in the City Hall foyer at 10:30 a.m..
- Both arenas are now in operation.
- The new Community Development Manager is now on staff and will be introduced to the CODAC Committee in November.
- Maintenance items and issues identified during the pool shutdown will be reviewed during the upcoming budget.

06-200
MacNaughton
White

MINUTES, WORKS & UTILITIES COMMITTEE, SEPTEMBER 19, 2006:

That the minutes of the Works & Utilities Committee meeting held on September 19, 2006, be adopted as circulated. **CARRIED**

- 06-201**
White
MacNaughton
- MINUTES, SPECIAL NEEDS TRANSIT COMMITTEE, SEPTEMBER 13, 2006:**
That the minutes of the Special Needs Transit Committee meeting held on September 13, 2006, be received. **CARRIED**
- 06-202**
MacNaughton
White
- MINUTES, BOARD OF POLICE COMMISSIONERS, OCTOBER 10, 2006:**
That the minutes of the Board of Police Commissioners meeting held on October 10, 2006, be received. **CARRIED**
- 06-203**
White
MacNaughton
- MINUTES, AIRPORT BOARD, OCTOBER 10, 2006:**
That the minutes of the Airport Board meeting held on October 10, 2006, be received. **CARRIED**
- 06-204**
MacNaughton
White
- APPROVE SPECIAL NEEDS TRANSIT CONTRACT – ABAR HOLDINGS LTD.:**
That in accordance with the recommendation of the Special Needs Transit Committee, we authorize the Mayor and City Clerk to enter into a contract with ABAR Holdings Ltd., for the operation of the special needs transit service in the City of Melfort for a one-year term commencing January 1, 2007. **Carried**
- MUNICIPAL POLICING REPORT – SEPTEMBER, 2006**
- REPORT – DIRECTOR OF WORKS & UTILITIES**
- Due to inclement weather and budget restraints, the water line looping project has been postponed until next year.
 - One water break was repaired and fall clean-up has been completed.
 - Dust control was applied to Spruce Haven Road.
 - The fall lagoon release started October 5 and will continue for the next two weeks.
 - The planking on the CNR railway crossing still needs some work.
 - The Department met with the Principal of Maude Burke Elementary School to discuss snow removal and walk signals. The school will be undertaking additional snow removal and the City will install No U-Turn signs on Maple Avenue. The Principal will be sending out a newsletter to encourage parents to drop children off in front of the school.
 - The Director met several times with the Health Region Emergency Preparedness Committee.
 - The gravel tender closes on October 20th and the workshop expansion tender closes on October 24th.
 - The Director will attempt to move and mark the pipe for the looping project to prevent any damage to snowmobiles.
- 06-205**
White
MacNaughton
- BYLAW NO. 2006-18:**
That Bylaw No. 2006-18, being a bylaw of the City of Melfort to provide for the regulation and control of the Melfort Cemetery, be introduced and read a first time. **Carried**
- 06-206**
Abbott
Degelman
- BYLAW NO. 2006-18:**
That Bylaw No. 2006-18 be read a second time. **Carried**
- 06-207**
Terry
Degelman
- BYLAW NO. 2006-18:**
That Bylaw No. 2006-18 be given three readings at this meeting. **Carried Unanimously**

06-208
Degelman
Abbott

BYLAW NO. 2006-18:
 That Bylaw No. 2006-18 be read a third time and passed. **Carried**

06-209
MacNaughton
White

BYLAW NO. 2006-19:
 That Bylaw No. 2006-19, being a bylaw of the City of Melfort to establish and define the powers and duties of the Melfort Protective Services Commission, be introduced and read a first time. **Carried**

06-210
Abbott
Degelman

BYLAW NO. 2006-19:
 That Bylaw No. 2006-19 be read a second time. **Carried**

06-211
Terry
Degelman

BYLAW NO. 2006-19:
 That Bylaw No. 2006-19 be given three readings at this meeting. **Carried Unanimously**

06-212
Degelman

BYLAW NO. 2006-19:
 That Bylaw No. 2006-19 be read a third time and passed. **Carried**

06-213
White
MacNaughton

APPOINT PROTECTIVE SERVICES COMMISSION:
 That effective immediately, the following individuals be appointed to the Melfort Protective Services Commission, formerly known as the Board of Police Commissioners:

<u>Member</u>	<u>Term of Appointment</u>
Mayor Darrell Collins, Chairman	December 31, 2006
Alderman Rick Lang	December 31, 2006
Alderman Jason White	December 31, 2006
Garnet Davis	December 31, 2007
Bill Jung	December 31, 2007
David Fannon	December 31, 2006
Harley Delorme	December 31, 2006 Carried

06-214
Terry
Degelman

BYLAW NO. 2006-20:
 That Bylaw No. 2006-20, being a bylaw of the City of Melfort to provide a for the payment of taxes and allowable discounts thereon, as well as the imposition of additional percentage charges and penalties for default in payment, be introduced and read a first time. **Carried**

06-215
Abbott
Degelman

BYLAW NO. 2006-20:
 That Bylaw No. 2006-20 be read a second time. **Carried**

06-216
MacNaughton
White

BYLAW NO. 2006-20:
 That Bylaw No. 2006-20 be given three readings at this meeting. **Carried Unanimously**

06-217
White
MacNaughton

BYLAW NO. 2006-20:
 That Bylaw No. 2006-20 be read a third time and passed. **Carried**

06-218
Terry
Degelman

ACCOUNTS:
 That we approve for payment general cheque numbers 5938 to 6226, in the total amount of \$1,051,977.49. **Carried**

Council was reminded of the All Candidates Forum to be held Tuesday, October 17, 2006, at 7 p.m. at the North East Leisure Centre. The one-minute speeches have now been extended to two minutes.

**06-219
Degelman
Abbott**

ADJOURNMENT:

That this meeting be adjourned. **Carried**

The meeting adjourned at 7:02 p.m.

Mayor

City Clerk