

**CITY OF MELFORT**  
**January 12, 2009**

Minutes of the City of Melfort Regular Meeting held on Monday, January 12, 2009, in the Council Chambers, Melfort, Saskatchewan, commencing at 5:00 p.m.

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

STAFF: J. Wade, City Manager; G. Gilmore, Director of Works & Utilities; K. Ottenbreit, Director of Community Services; S. Peterson, City Treasurer and H. Audette, City Clerk.

**09-1**  
**Lang**  
**Russin**

**MINUTES, REGULAR COUNCIL MEETING, DECEMBER 8, 2008:**

That the minutes of the Regular Council meeting of the City of Melfort held on December 8, 2008, be adopted as circulated. **Carried**

Mayor Phillips welcomed and introduced the new City Treasurer, Sandy Peterson, and Director of Works & Utilities, Gerald Gilmore.

**DELEGATION**

**Melfort Youth Council**

Carlynn Kortje and Morgan Kinch, co-chairs of the Melfort Youth Council, made a presentation to Council on the history, accomplishments, events, objectives and future goals of the Council, which advocates on behalf of all Melfort youth. All events are free to youth and over 3,000 people attended the Youth Council events last year. Council members thanked the girls for their presentation and the good work undertaken by the Youth Council. City Council accepted an invitation to attend the Youth Council meeting on Monday, February 23<sup>rd</sup> at 3:30 p.m. to discuss the roles and responsibilities of municipal government in the community.

**09-2**  
**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>
February, 2009	Heart & Stroke Foundation of Saskatchewan	%Heart Month+
January 19-25, 2009	Canadian Institute of Public Health Inspectors	%Environmental Public Health Week 2009+

**Carried**

**09-3**  
**Degelman**  
**Abbott**

**APPROVE PLAN OF PROPOSED SUBDIVISION – NW 5-45-18-2:**

That we approve the attached Plan of Proposed Subdivision dated January 5, 2009, prepared by Tri-City Surveys Ltd., for a part of NW ¼ Sec. 5-45-18-2, approximately 4.8 Hectares.

And further, that in order to meet the five percent municipal reserve requirement, Council agrees to defer the municipal reserve requirement and dedicate an equivalent portion of land as municipal reserve within the boundaries of the quarter section in which the subdivision is being developed; namely, the NW ¼ Sec. 5-45-18-2. **Carried**

**09-4  
Abbott  
Degelman**

**APPROVE SUBDIVISION APPLICATION – PARCEL TIE REMOVAL:**

That we approve the Proposed Subdivision Application dated September 23, 2008, to sever the tie between Surface Parcels 153975538 and 149960593, in the NW ¼ Section of 12-45-19-W2M, Extensions 95 and 96, as requested by the registered owner of the property, Valleau Construction Ltd.. **Carried**

**09-5  
Russin  
Lang**

**APPOINT COUNCIL & CITY OFFICIALS TO 2009 BOARDS & COMMITTEES:**

That Council members and City officials be appointed to the following Boards and Committees effective January 12, 2009:

- |  |  |
|--|--|
| <b>Airport Board</b><br>Councillor Shawn Russin  | <b>Melfort Planning Committee</b><br>Director K. Ottenbreit  |
| <b>Chamber of Commerce</b><br>Councillor Lynn Abbott<br>Councillor Diane Degelman                                      | <b>Melfort Public Library Board</b><br>Councillor Diane Degelman   |
| <b>Community Dev Advisory Committee</b><br>Councillor Lynn Abbott  | <b>Melfort Youth Initiative</b><br>Councillor Lynn Abbott  |
| <b>Community Growth Committee</b><br>Councillor Rick Lang  | <b>Municipal Health Advocacy Committee</b><br>Councillor Diane Degelman  |
| <b>Community Justice Committee:</b><br>Councillor Seth MacNaughton   | <b>N.E. REDA - Councillor Lynn Abbott</b>  |
| <b>Community Special Needs Transit Committee:</b><br>Councillor Shawn Russin   | <b>Protective Services Commission</b><br>Councillor Doug Terry<br>Councillor Rick Lang                           |
| <b>Heritage Advisory Committee</b><br>Councillor Rick Lang   | <b>Rural Development Corporation</b><br>Mayor Kevin Phillips<br>Councillor Lynn Abbott                           |
| <b>Leisure Services Advisory Committee</b><br>Councillor Diane Degelman  | <b>U of S Regional Council</b><br>Councillor Diane Degelman  |
| <b>Melfort &amp; District Museum Board</b><br>Councillor Rick Lang   | <b>Union &amp; Personnel Committee</b><br>Manager J. Wade, Chairman<br>Councillor Doug Terry<br>Clerk H. Audette |
| <b>Melfort &amp; District Planning Commission</b><br>Mayor Kevin Phillips<br>Manager J. Wade<br>Director K. Ottenbreit | <b>Veterinary Services Board</b><br>Councillor Doug Terry  |
| <b>Melfort Diamond Committee</b><br>Councillor Shawn Russin  | <b>Wapiti Regional Library Board</b><br>Councillor Diane Degelman  |
| <b>Melfort Golf &amp; Country Club</b><br>Councillor Lynn Abbott   | <b>Wapiti Valley Regional Park Authority</b><br>Councillor Seth MacNaughton                                      |

**Carried**

**09-6  
Terry  
MacNaughton**

**2009 BOARD & COMMITTEE APPOINTMENTS:**

That we approve the 2009 Board and Committee appointments as attached. **Carried**

**GENERAL SUNDRY COMMUNICATION ITEMS**

1. Dec. 5/08: RM of Flett's Springs . 2009 appointments.
2. Dec. 2/08: Newsask Community Futures . YBEX Awards, May 9, 2009.
3. 2009 SUMA Convention Resolutions & notice of proposed amendments to SUMA Bylaws. Mayor Phillips will write a letter to SaskPower urging them to take on a provincial disposal program for CFL bulbs. The Legislative & Finance Committee is to review the taxation classes and sub-classes in The Cities Act.
4. Dec. 17/08: FCM Members Advisory . 4<sup>th</sup> Tsunami Anniversary.
5. Reply from Wynona Irvine regarding street naming after Dr. Levitt. The Clerk is to maintain a list of potential street names for consideration.
6. Dec. 18/08: Sask Environment re: multi-material recycling program . earthbound environmental.
7. Jan. 8/09: Canadian Mental Health Association . Problem Gambling Community Program.
8. Jan. 6/09: Mel Annand re: 2009 retainer.

**REPORT – LEGISLATIVE & FINANCE DEPARTMENT**

- Treasurer Peterson advised that since her start date on December 29<sup>th</sup>, her two main priorities have been 2008 year end and 2009 budget preparation. Upcoming tasks will be the 2009 assessment revaluation and addressing the PSAB requirements.
- The preliminary budget session was scheduled on Thursday, February 12, 2009, at 3:00 p.m..

**BUILDING PERMIT REPORT – DECEMBER, 2008 & 2008 MONTHLY BREAKDOWN****REPORT – COMMUNITY SERVICES DEPARTMENT**

- The Department is working on 2009 budget preparation.
- The 2<sup>nd</sup> Annual Party at the Palace will be an all-day event on Wednesday, January 28<sup>th</sup>. All citizens are encouraged to attend.
- The Director will be sitting on newly-established Immigration Committee in Melfort.
- The first meeting of the City Beautification Committee was held last month.
- Construction of the multi-use facility is progressing. The Department is also working on operational budget and grand opening plans for the facility.
- The City was alerted to a big community announcement being held on January 30<sup>th</sup> at 10:00 a.m. in the Council Chambers.

09-7  
Terry  
MacNaughton

**MINUTES, AIRPORT BOARD, DECEMBER 9, 2009:**

That the minutes of the Airport Board meeting held December 9, 2008, be received.  
**Carried**

**MUNICIPAL POLICING REPORTS – OCTOBER & NOVEMBER, 2008****REPORT – WORKS & UTILITIES DEPARTMENT**

- During this period, the Department repaired two water breaks, had three interments, flushed and cameraed four residential sewer lines.
- The 2009 base and sub-base gravel has been delivered.
- Snow removal in the downtown core is nearing completion.
- The Christmas lights will be shut off on January 13<sup>th</sup>.
- 2009 budget preparation is ongoing.

**PUBLIC HEARING – BASIC PLANNING STATEMENT AMENDMENT**

There were no individuals present and no written submissions received objecting to the proposed Basic Planning Statement amendment, Bylaw 2008-30.

**09-8  
Degelman  
Abbott**

**BYLAW 2008-30:**  
That Bylaw 2008-30, being a bylaw of the City of Melfort to amend Schedule A of Bylaw 96-08, known as The Basic Planning Statement, be read a second time. **Carried**

**09-9  
Lang  
Russin**

**BYLAW 2008-30:**  
That Bylaw 2008-30 be read a third time and passed. **Carried**

**PUBLIC HEARING – ZONING BYLAW AMENDMENT**

There were no individuals present and no written submissions received objecting to the proposed Zoning Bylaw amendment, Bylaw 2008-31.

**09-10  
Abbott  
Degelman**

**BYLAW 2008-31:**  
That Bylaw 2008-31, being a bylaw of the City of Melfort to amend Bylaw 96-09, known as The Zoning Bylaw, be read a second time. **Carried**

**09-11  
Terry  
MacNaughton**

**BYLAW 2008-31:**  
That Bylaw 2008-31 be read a third time and passed. **Carried**

**09-12  
Russin  
Lang**

**ACCOUNTS:**  
That we approve for payment general cheque numbers 11971 to 12184 inclusive, in the total amount of \$1,259,602.62. **Carried**

**ANNOUNCEMENTS**

- Councillor Abbott reported on the strategic planning session for the new Enterprise Region, which was conducted by MNP. An 18-month interim board of 12 members will start conducting business on April 1<sup>st</sup>, 2009. Governance and policy development is now underway.

**09-13  
Lang  
Russin**

**ACCOUNTS:**  
That this meeting be adjourned. **Carried**

The meeting adjourned at 5:58 p.m.

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Mayor

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