

**CITY OF MELFORT**  
**May 11, 2009**

Minutes of the City of Melfort Regular Meeting held on Monday, May 11, 2009, in the Council Chambers, Melfort, Saskatchewan, commencing at 5:00 p.m.

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

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

**09-98**  
**Lang**  
**Russin**

**MINUTES, REGULAR COUNCIL MEETING, APRIL 6, 2009:**

That the minutes of the Regular Council meeting of the City of Melfort held on April 6, 2009, be adopted as circulated. **Carried**

**09-99**  
**Degelman**  
**Abbott**

**MINUTES, SPECIAL COUNCIL MEETING, APRIL 14, 2009:**

That the minutes of the Special Council meeting held April 14, 2009, be adopted as circulated. **Carried**

**09-100**  
**Terry**  
**MacNaughton**

**MINUTES, SPECIAL COUNCIL MEETING, APRIL 27, 2009:**

That the minutes of the Special Council meeting held April 27, 2009, be adopted as circulated. **Carried**

**DELEGATIONS**

**Melfort & District Museum**

Mr. Ingvar Berggren, Chairman of the Museum Board, presented the 2008 Annual Report and noted the following:

- The audited statements does not include the curator's salary
- The fire insurance claim of approximately \$99,000 has been approved.
- There is a full-time workload for a curator, but much of her time is spent on finding funding and the Museum is becoming more involved in community activities.
- Power is being distributed to the site this summer (\$15,000).
- The Board is seriously looking at constructing an all-season shop, as the summer season is not sufficient for the work that needs to be done.

Council indicated that they would be interested in attending a bar-be-que at the Museum. On behalf of Council, Councillor Lang thanked the volunteers for their numerous hours of dedication to the museum.

**Meyers Norris Penny LLP**

Ms. Carey Nicholson, auditor for MNP, presented Council with the Annual Financial Statement for the year ended December 31, 2008, and reviewed areas of significance, as detailed in the auditor's letters to Council and Management.

**09-101**  
**Terry**  
**MacNaughton**

**PROCLAMATIONS:**

That we approve the following proclamation and that we authorize the Mayor to authenticate same:

<u>DATE</u>	<u>ORGANIZATION</u>	<u>PROCLAMATION</u>
June, 2009	Saskatchewan Parks & Recreation Association Inc.	"June is Recreation & Parks Month (JRPM)"
May 17-23, 2009	Melfort Ambulance Service	"Emergency Medical Services Week"
May 25-31, 2009	Safe Kids Canada	"Safe Kids Week"

**Carried**

**09-102**  
**Russin**  
**Lang**

**APPROVE INCREASE IN MAYOR'S INDEMNITY:**

That effective January 1, 2010, and in all subsequent years, the Mayor's annual indemnity be established at a rate equivalent to 2.5 times the annual Councillor indemnity. **Carried**

**09-103**  
**Lang**  
**Russin**

**APPROVE DESTRUCTION OF CORPORATE RECORDS:**

That we approve the destruction of the records identified on the 2009 Records Disposal Schedule, in accordance with the requirements of the City of Melfort Records Retention and Disposal Schedule. **Carried**

**09-104**  
**Abbott**  
**Degelman**

**DISCRETIONARY APPROVAL – 605 SASKATCHEWAN AVENUE EAST:**

That in accordance with Section 10.8.2(13) of Zoning Bylaw 96-09, the Council for the City of Melfort grants discretionary approval to Wendy Wright to operate a greenhouse and garden centre at 605 Saskatchewan Avenue East, Parcel W, Plan R2894, which is a discretionary use in a C2 . Highway Commercial District. Further, that this approval is subject to all applicable municipal, provincial and federal acts and regulations. **Carried**

Councillor Russin declared conflict and abstained from voting on the following resolution:

**09-105**  
**Abbott**  
**Degelman**

**DISCRETIONARY APPROVAL – 2200 HIGHWAY 6 SOUTH:**

That in accordance with Section 10.8.2 of Zoning Bylaw 96-09, the Council for the City of Melfort grants discretionary approval to Fouillard Carpet Sales Ltd. to operate a trade workshop facility at 2200 Highway 6 South, Parcel F, Plan 88PA12506, which is a discretionary use in a C2 . Highway Commercial District. Further, that this approval is subject to all applicable municipal, provincial and federal acts and regulations. **Carried**

**09-106**  
**Degelman**  
**Abbott**

**APPROVE OFFER TO PURCHASE FROM AVATEX DEVCORP INC.:**

That the Council of the City of Melfort approves the Offer to Purchase and Agreement of Purchase and Sale of Real Property No. 771 dated May 24, 2008, and the Amending Agreement dated March 11, 2009, between Avatex Devcorp Inc. and the City of Melfort, for the servicing, purchase and development of 11.68 acres (plus or minus 0.3 acres) to be subdivided from the NW 5-45-18-W2, Ext. 0, Surface Parcel 133743674. **Carried**

**09-107**  
**Terry**  
**MacNaughton**

**AWARD CONSTRUCTION TENDER – HIGHWAY 6 SOUTH WIDENING:**

WHEREAS, on April 17, 2009, bids were received for construction of the highway widening portion of the Highway Commercial development, with R & B Crushing of Kelvington, SK, being the low bidder at \$1,018,736.25, GST included;

AND WHEREAS, in their letter of request dated May 6, 2009, R & B Crushing wishes to assign their bid to George Sterner Trucking Ltd., as permitted under the General Conditions of the Standard Construction Document CCDC 18-2001, the Civic Works Contract for this project;

THEREFORE BE IT RESOLVED, that the Council for the City of Melfort award the tender for the construction of the highway widening portion of the highway commercial development to George Sterner Trucking Ltd., Melfort, SK, for the total amount of One Million, Eighteen-Thousand, Seven Hundred and Thirty-six Dollars and Twenty-five Cents (\$1,018,736.25), GST included.

FURTHER, that George Sterner Trucking Ltd. is bound by the terms and conditions of the tender bid R & B Crushing, as attested and agreed to in their letter dated May 7, 2009. **Carried**

### **GENERAL SUNDRY COMMUNICATION ITEMS**

1. Apr. 7/09: Insp. Len DelPino re: meeting with Mayors/Managers to discuss user fees for new radio system.
2. Apr. 16/09: SUMAssure meeting to be held in Melfort on May 13 at 7:00 p.m.
3. Apr/2009: SUMA Urban Voice, Vol. 14, No. 2.
4. SUMA NE Spring Regional Meeting . Friday, June 12, 2009. Council members are to advise the City Clerk of their attendance.
5. Apr. 7/09: Museum budget allocation request and offer to present Museum Annual Report.
6. Apr. 28/09: Kelsey Trail Health Region news release re: swine flu.
7. May 7/09: Update of Information on H1N1 Influenza Virus.
8. May 5/09: RCMP ~~5~~ Division re: requests for an increase in member needs to be submitted by June 5, 2009.
9. Apr./09: Heron Family request to rename Weaver Street to Heron Street. The Clerk will notify the family of Council's practice and record the request on the list of street names.
10. Apr. 20/09: Saskatchewan Crimestoppers request for funding. Referred to Administration.
11. May 5/09: RM of Flett~~o~~ Springs re: explore the formation of a joint EMO. Referred to Administration.

**09-108  
Russin  
Lang**

#### **MINUTES, COMMITTEE OF THE WHOLE, APRIL 14, 2009:**

That the minutes of the Committee of the Whole meeting held April 14, 2009, be adopted as circulated. **Carried**

**09-109  
Abbott  
Degelman**

#### **MINUTES, COMMITTEE OF THE WHOLE, APRIL 27, 2009:**

That the minutes of the Committee of the Whole meeting held April 27, 2009, be adopted as circulated. **Carried**

**09-110  
Lang  
Russin**

#### **2008 FINANCIAL STATEMENTS:**

That the City of Melfort Financial Statements, which includes the Municipal Public Accounts, for the year ending December 31, 2008, be received. **Carried**

**09-111  
Russin  
Lang**

#### **2009 LIST OF LANDS IN ARREARS:**

That the attached 2009 List of Lands in Arrears, which includes all properties with arrears outstanding of 10% or \$200.00, whichever is less, be received. **Carried**

**09-112  
Lang  
Russin**

#### **AMEND TRAVEL POLICY:**

That City of Melfort Policy No. 1.11, entitled "*Travel Policy*" be amended, as attached. **Carried**

### **REPORT – CITY TREASURER**

- SAMA has advised they will be submitting the final roll on Tuesday. The Treasurer hopes to have tax notices out the week of May 25<sup>th</sup>, accompanied by an information brochure. The Board of Revision date will be postponed to late August.

- The City is waiting for a quote from Associated Engineering for an evaluation of the City's assets.
- The Treasurer is considering sending out a property tax reminder letter in December.
- A legal opinion on the authenticity and validity of the borrowing bylaw will be forwarded to the Municipal Financing Corporation. The Treasurer is hoping to have the funds in place by May 15, 2009.
- A tax collection comparative statement will be prepared for Council at the next meeting.
- The City and SAMA will be holding an open house several weeks after the roll is open.

09-113  
Abbott  
Degelman

**MINUTES, PLANNING & DEVELOPMENT COMMITTEE, MAY 6, 2009:**

That the minutes of the Planning & Development Committee meeting held on May 6, 2009, be adopted as circulated. **Carried**

**BUILDING PERMIT REPORT – MARCH & APRIL, 2009**

**REPORT – DIRECTOR OF COMMUNITY SERVICES**

- The Department has hired summer staff and the campground is now in operation.
- Construction on the multi-use facility continues and Committees have been formed to deal with furnishings, donor walls, governance, NELC salvage, facility manager job description and grand opening plans.
- Appearances have been scheduled for the bi-weekly City 60.
- The Chamber will be maintaining the new Spruce Haven washroom facility. Construction should be complete this spring.

09-114  
Terry  
MacNaughton

**MINUTES, WORKS & UTILITIES COMMITTEE, APRIL 23, 2009:**

That the minutes of the Works & Utilities Committee meeting held April 23, 2009, be adopted as circulated. **Carried**

09-115  
Terry  
MacNaughton

**MINUTES PROTECTIVE SERVICES COMMISSION, APRIL 14, 2009:**

That the minutes of the Protective Services Commission meeting held on April 14, 2009, be received. **Carried**

**MUNICIPAL POLICING REPORT – MARCH, 2009**

**REPORT – DIRECTOR OF WORKS & UTILITIES**

- Departmental duties include two water break repairs, two service connection repairs, cleaning of water break holds and pothole repairs. The public is encouraged to report potholes to the City Office.
- The spring lagoon release is now complete.
- Spring clean-up takes place May 11 . 23, with the landfill open on the stat holiday, May 18. Waste collection reverts to rear lane pick-up effective May 11.
- Excavation is beginning on the 600 block of Burrows Avenue East.
- Canola oil will be used to control dust again this year.
- The Director has made a request to Highways for painting of the lines on Saskatchewan Avenue.

09-116  
Russin  
Lang

**BYLAW 2009-09:**

That Bylaw 2009-09, being a bylaw of the City of Melfort to provide for a base tax to be levied effective January 1, 2009, on taxable properties in the City of Melfort, be introduced and read a first time. **Carried**

09-117  
Degelman  
Abbott

**BYLAW 2009-09:**  
That Bylaw 2009-09 be read a second time. **Carried**

09-118  
Terry  
MacNaughton

**BYLAW 2009-09:**  
That Bylaw 2009-09 be given three readings at this meeting. **Carried Unanimously**

09-119  
Abbott  
Degelman

**BYLAW 2009-09:**  
That Bylaw 2009-09 be read a third time and passed. **Carried**

09-120  
Lang  
Russin

**BYLAW 2009-10:**  
That Bylaw 2009-10, being a bylaw of the City of Melfort to provide for the borrowing of funds for the purpose of servicing Highway 6 South, be introduced and read a first time. **Carried**

09-121  
Degelman  
Abbott

**BYLAW 2009-10:**  
That Bylaw 2009-10 be read a second time. **Carried**

09-122  
Terry  
MacNaughton

**BYLAW 2009-10:**  
That Bylaw 2009-10 be given three readings at this meeting. **Carried Unanimously**

09-123  
Abbott  
Degelman

**BYLAW 2009-10:**  
That Bylaw 2009-10 be read a third time and passed. **Carried**

09-124  
Russin  
Lang

**ACCOUNTS:**  
That we approve for payment general cheque numbers 12723 to 12929, inclusive, in the total amount of \$1,008,090.51. **Carried**

**ANNOUNCEMENTS**

- Councillor Terry offered congratulations to Wayne Hannah, a retiring City employee.
- Mayor Phillips commended Melfort Amateur Dramatics on their recent performance.
- Councillor Degelman congratulated CJVR and their employees on their awards at Saskatchewan Country Music Awards, with CJVR being named Radio Station of the Year for 14 years running.

09-125  
Terry  
MacNaughton

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

The meeting adjourned at 6:10 p.m.

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Mayor

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City Clerk