

# CITY OF MELFORT

June 11, 2018

Minutes of the City of Melfort Regular Meeting held on Monday, June 11, 2018, in the Council Chambers, Melfort, Saskatchewan, commencing at 5:00 p.m.

**PRESENT:** COUNCIL: Mayor Lang and Councillors Mitchell, Phillips, Benson, George, Terry and Hoenmans.

STAFF: M. Hotsko, City Manager; R. Danberg, Director of Community Services; G. Gilmore, Director of Works & Utilities; S. Peterson, City Treasurer and H. Audette, City Clerk.

**18-105 Mitchell Hoenmans** **MINUTES, REGULAR COUNCIL MEETING, MAY 7, 2018:**  
That the minutes of the Regular Council meeting held on May 7, 2018, be adopted as circulated. **Carried**

**18-106 Hoenmans Mitchell** **2018 RECORDS DISPOSAL SCHEDULE:**  
That we approve the destruction of the records identified on the 2018 Records Disposal Schedule, in accordance with the requirements of the City of Melfort Records Retention and Disposal Schedule. **Carried**

**18-107 George Phillips** **PARC COMMITTEE APPOINTMENT:**  
That we approve the appointment of Shannon Marshall to the Preservation and Rehabilitation Committee, with a term ending December 31, 2019. **Carried**

**18-108 Phillips George** **TEMPORARY EVENT SIGNAGE – MELFORT SUMMER EVENTS:**  
That In accordance with Section 7(12)(a) – Community Organization Signs, we approve the request from the Melfort Business Revitalization Corp. to post a temporary event sign on the City boulevard along the south side of Saskatchewan Drive East, to promote Melfort Summer Events. **Carried**

**18-109 Mitchell Hoenmans** **ADOPT POLICY 1.6.23 – LIEU TIME - MANAGEMENT:**  
That we approve the adoption of City of Melfort Policy 1.6.23, entitled "*Lieu Time – Management*". **Carried**

**18-110 Terry Benson** **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>
Oct 14-20, 2018	Saskatchewan Association of Veterinary Technologists	"National Veterinary Technician Week"
July 21, 2018	Special Olympics Saskatchewan	"Global Day of Inclusion" <b>Carried</b>

**18-111 George Phillips** **PROPOSED SUBDIVISION – LOTS 6-8, BLK/PAR 1, PLAN I362:**  
That the Council of the City of Melfort approve the subdivision of Lots 6 - 8, Block 1, Plan I362, to create new Lots 17 - 20, Block 1, as shown on the attached Plan of Proposed Subdivision dated May 8, 2018, prepared by Meridian Surveys Ltd. **Carried**

**18-112 Phillips George** **PROPOSED SUBDIVISION – LOT 31, BLK/PAR 38, PLAN 102119947:**  
That the Council of the City of Melfort approve the subdivision of Lot 31, Block 38, Plan 102119447, to create new Lots 32 and 33, Block 38, as shown on the attached Plan of Proposed Subdivision dated May 22, 2018, prepared by Meridian Surveys Ltd. **Carried**

**18-113**  
**George**  
**Phillips**

**ADD MBRC AS ADDITIONAL INSURED:**

WHEREAS, the Melfort Business Revitalization Corp (MBRC) partners with the City of Melfort to deliver the Main Street Melfort program;

AND WHEREAS, the MBRC Board of Directors is represented by a City of Melfort Councillor and City of Melfort management;

AND WHEREAS, City of Melfort has financial and operational control over the MBRC by approving the Main Street Melfort annual budget, receiving the MBRC approved budget and business plan, receiving the minutes of the MBRC and consolidating the MBRC financials into the annual City of Melfort Financial Statements;

AND WHEREAS, the MBRC Board of Directors continues to operate and host special events in the City, including, but not limited to, the Back Alley Tour, Show N Shine and Touch A Truck; therefore:

BE IT RESOLVED, that the Melfort Business Revitalization Corp be added as an additional insured under the City of Melfort Liability policy. **Carried**

**GENERAL SUNDRY COMMUNICATION ITEMS**

1. Apr 30/18: K. Comstock, ADM, Ministry of Government Relations re: restoration and expansion of the SaskEnergy municipal surcharge.
2. May 4/18: T. Kirkland, DM, Ministry of Government Relations re: approval of Wellness Centre tax exemption.
3. May 18/18: J. Childs, GM, Newsask Community Futures re: appointment of Luke Rae as youth representative.
4. June 4/18: Dr. J. P. Lim, CEO HIVE re: Melfort retail cannabis store.
5. June 1/18: Saskatchewan Crime Stoppers re: thank you for donation.
6. May 29/18: D. Sheldon re: dust control on Stepney Street. The Director reported that dust control has now been applied on this street.
7. June 6/18: D. Kurtenbach, GM Riverside re: request for removal of parking restriction on west side of Manitoba Street. Referred to Works & Utilities.

**18-114**  
**Terry**  
**Benson**

**MINUTES, COMMITTEE OF THE WHOLE, JUNE 4, 2018:**

That the minutes of the Committee of the Whole meeting held on June 4, 2018, be adopted as circulated. **Carried**

**18-115**  
**Hoemans**  
**Mitchell**

**TAX CANCELLATIONS:**

That we approve tax cancellations in the total amount of \$31,072.17. **Carried**

**TAX COLLECTION COMPARATIVE STATEMENT – APRIL/MAY, 2018**

**LEGISLATIVE & FINANCE DEPARTMENT REPORT**

**18-116**  
**Phillips**  
**George**

**MINUTES, COMMUNITY SERVICES COMMITTEE, MAY 31, 2018:**

That the minutes of the Community Services Committee meeting held on May 31, 2018, be adopted as circulated. **Carried**

**18-117**  
**George**  
**Phillips**

**MINUTES, PRESERVATION AND REHABILITATION COMMITTEE, MAY 24, 2018:**

That the minutes of the Preservation and Rehabilitation Committee meeting held on May 24, 2018, be received. **Carried**

**18-118**            **MINUTES, BEAUTIFICATION COMMITTEE, APRIL 26, 2018:**  
**Phillips**            That the minutes of the Beautification Committee meeting held on April 26, 2018, be received.  
**George**            **Carried**

**18-119**            **AMEND ARENA BOOKING POLICY 7.1.30:**  
**George**            That we approve the amendment of City of Melfort Policy 7.1.30, entitled, "*Arena Booking*  
**Phillips**            *Policy*". **Carried**

**BUILDING PERMIT REPORT – MAY, 2018**

**COMMUNITY SERVICES DEPARTMENT REPORT**

**18-120**            **MINUTES, WORKS & UTILITIES COMMITTEE, MAY 17, 2018:**  
**Terry**            That the minutes of the Works & Utilities Committee meeting held on May 17, 2018, be  
**Benson**            adopted as circulated. **Carried**

**FIRE CHIEF REPORT – MAY, 2018**

**BYLAW ENFORCEMENT REPORT – MAY, 2018**

**WORKS & UTILITIES DEPARTMENT REPORT**

**18-121**            **BYLAW 2018-11:**  
**Mitchell**            That Bylaw 2018-11, being a bylaw to amend Bylaw No. 2018-09, known as the Exemption  
**Hoemans**            Bylaw, be introduced and read a first time. **Carried**

**18-122**            **BYLAW 2018-11:**  
**Terry**            That Bylaw 2018-11 be read a second time. **Carried**  
**Benson**

**18-123**            **BYLAW 2018-11:**  
**Terry**            That Bylaw 2018-11 be given three readings at this meeting. **Carried Unanimously**  
**Benson**

**18-124**            **BYLAW 2018-11:**  
**Terry**            That Bylaw 2018-11 be read a third time and passed. **Carried**  
**Benson**

**ANNOUNCEMENTS**

- The City Manager announced that Mr. Jason Everitt, formerly the PA Fire Chief, has been hired as the new Fire Chief/Bylaw Enforcement Officer starting July 3, 2018.

**18-125**            **ADJOURNMENT:**  
**Hoemans**            That this meeting be adjourned. **Carried**  
**Mitchell**

The meeting adjourned at 5:52 p.m.

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Mayor

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City Clerk