

# CITY OF MELFORT

April 12, 2021

Minutes of the City of Melfort Regular Meeting held on Monday, April 12, 2021, in the City Hall Council Chambers, Melfort, Saskatchewan, commencing at 5:01 p.m.

**PRESENT:** COUNCIL: Mayor George and Councillors Enge, Muntain (by Zoom), Phillips, Mitchell, Terry and Hoenmans (by Zoom).

STAFF: A. Homes, City Manager; G. Gilmore, Director of Works & Utilities (by Zoom); B. Lutz, Director of Planning, Development & Community Relations; S. Stewart, Director of Protective Services (by Zoom); S. Peterson, City Treasurer and H. Audette, City Clerk.

Mayor George presented former Mayor Rick Lang with a gift to recognize his 17 years of dedicated service to the City of Melfort as Councillor and Mayor.

21-56a  
Phillips  
Terry

## **AMEND REGULAR COUNCIL MINUTES, MARCH 8, 2021:**

That the March 8, 2021, Regular Council minutes be amended to include the declaration from Councillor Muntain that she was absent from the February 18, 2021, Committee of the Whole meeting due to a financial conflict of interest related to the Melfort Mustangs proposal. **Carried**

21-56  
Mitchell  
Enge

## **MINUTES, REGULAR COUNCIL, MARCH 8, 2021, AS AMENDED:**

That the minutes of the Regular Council meeting held on March 8, 2021, be adopted as amended. **Carried**

21-57  
Phillips  
Muntain

## **MINUTES, SPECIAL COUNCIL, MARCH 19, 2021:**

That the minutes of the Special Council meeting held on March 19, 2021, be adopted as circulated. **Carried**

## **DELEGATION**

### **D. Pronych, Director of Operations, Richardson Pioneer, Broadway Ave S Truck Route**

Mr. Pronych appeared before Council to object to the removal of the heavy truck designation from Broadway Avenue South, which will cost the company and drive business out of the community. Of 16 full-time employees, 13 are living in Melfort supporting the community, and the Richardson Foundation has contributed to many community projects in Melfort and surrounding area. Richardson International recently announced a \$1 Million commitment to STARS to support emergency response training and equipment. Mr. Pronych reported that 17% of the grain they handle is hauled down Broadway Avenue South, which averages 5 trucks per day over 12 months. He urged Council to work with agriculture, not push them out of the City, noting there are other options available to slow down trucks. Councillor Terry recognized Richardson Pioneer as a good corporate citizen and advised that the City will be installing a truck counter to monitor traffic on Broadway, in order to study the safety issue raised by citizens. Mayor George thanked Mr. Pronych for his presentation.

### **B. Menzies, Multi-Unit Construction, 1160 & 1190 Main Street**

Mr. Menzies explained that the proposed multi-unit, single-level dwelling on 1160 and 1190 Main Street is client-specific, constructed to address residential housing needs of PLUS Industries' clients, as detailed in the letter circulated to Council from PLUS Industries. He stated that construction will not proceed unless the entire building is leased by PLUS Industries on a lease-to-own basis. Mayor George thanked Mr. Menzies for attending.

**21-58**  
**Muntain**  
**Terry**

**BOARD/COMMITTEE APPOINTMENTS:**

That we approve the reappointment of Ms. Maggie Puttick to the Wapiti Valley Regional Park Authority, with a term ending December 31, 2022. And further, that Mayor Glenn George be removed from the Wapiti Valley Regional Park Authority and replaced by Mr. Adrian Bourgeois, with a term ending December 31, 2021. **Carried**

**21-59**  
**Enge**  
**Mitchell**

**2021 RECORDS DISPOSAL:**

That we approve the destruction of the records identified on the 2021 Records Disposal Schedule, in accordance with the requirements of the City of Melfort Records Retention and Disposal Schedule. **Carried**

**GENERAL SUNDRY COMMUNICATION ITEMS**

1. Mar 17/21: Minutes of Vet Service Board. The distribution of assets was completed March 31, 2021.
2. Apr 7/21: Hon. D. McMorris re: 2021 education property tax mill rates
3. Mar 29/21: J. Deane, CEO Access Communications Co-operative re: Keeping Saskatchewan Connected.
4. Mar /21: P. George re: request to rename Melfort Street from Broadway Ave S to Highway 41A.
5. Mar 1/21: 2021 Communities in Bloom Participation.
6. Mar 23/21: J. Simpson, CUPW President re: request for support for delivering community power.

**21-60**  
**Muntain**  
**Phillips**

**MINUTES, COMMITTEE OF THE WHOLE, MARCH 19, 2021:**

That the minutes of the Committee of the Whole meeting held on March 19, 2021, be adopted as circulated. **Carried**

**21-61**  
**Mitchell**  
**Enge**

**LIST OF LANDS IN ARREARS:**

That the attached 2021 List of Lands in Arrears, which includes properties with arrears outstanding of 10% or \$200.00, whichever is the less, be received. **Carried**

**21-62**  
**Enge**  
**Mitchell**

**2021 OPERATING BUDGET:**

That we adopt the City of Melfort 2021 Operating Budgets for General Operating, Utility Operating, Landfill Operating, Waste Collection Operating, Wellness Centre Operating and the 2021 Operational and Capital Reserves, as finalized during the Council budget sessions held on February 26, March 4 and March 19, 2021. **Carried**

Councillor Mitchell, Finance Chair, provided a press release on the 2021 Operating Budget, which results in an average tax increase of 1.80%.

**TAX COLLECTION COMPARATIVE STATEMENT – MARCH 2021**

**LEGISLATIVE & FINANCE DEPARTMENT REPORT**

**21-63**  
**Phillips**  
**Muntain**

**MINUTES, COMMUNITY SERVICES COMMITTEE, APRIL 6, 2021:**

That the minutes of the Community Services Committee meeting held on April 6, 2021, be adopted as circulated. **Carried**

**21-64**  
**Muntain**  
**Phillips**

**DISCRETIONARY USE APPLICATION – 1160 & 1190 MAIN STREET:**

That in accordance with Zoning Bylaw 2019-19, Table 10-5(5) – Multiple unit dwellings (townhouses), we grant discretionary approval to Brian Menzies of Beatty, Saskatchewan, to construct a six-plex residential structure on Lots 96 & 97, Blk/Par 94, Plan 86PA01822, Ext 0, 1160 and 1190 Main Street, which is a discretionary use in a R2 – Medium Density

Residential District, subject to compliance with all applicable municipal, provincial and federal acts and regulations, and with the condition that no off-street parking be permitted in front of the property. **Carried**

**21-65**  
**Phillips**  
**Muntain**

**FACILITY FEES & CHARGES – MAY 2021-APRIL 2022:**

That we approve the attached Community Services Department Fees and Charges, effective May 1, 2021, to April 30, 2022. **Carried**

**21-66**  
**Muntain**  
**Phillips**

**AUTHORIZE LOCAL IMPROVEMENT REPORTS:**

That the Director of Planning, Development & Community Relations prepare a report in accordance with Section 6 of *The Local Improvements Act, 1993*, with respect to the local improvements listed below:

Work	On	From	To	Estimated Cost
Full Depth Pavement	Main Street – 1300 & 1400 block	McDonald Avenue	Babington Avenue	\$205,727.20
Rolled Curb, Gutter & Sidewalk (1.71 wide)	Cairns Avenue West – 100 Block	Main Street	1 <sup>st</sup> Street	\$132,967.20
Rolled Curb, Gutter & Sidewalk (1.71 wide)	Cairns Avenue East – 200 Block	Alberta Street	Assiniboia Street	\$171,142.40

**Carried**

The local improvement finance rate was referred to the Legislative & Finance Committee for review.

**21-67**  
**Phillips**  
**Muntain**

**LOCAL IMPROVEMENT REPORT – 1300 & 1400 MAIN STREET:**

That the report prepared by the Director of Planning, Development & Community Services, with respect to the proposed local improvement listed below, be adopted;

Further, that application be made under Section 5(1)(b) of *The Local Improvements Act, 1993*, to the Saskatchewan Municipal Board, Local Government Committee, to undertake this work as a local improvement, at an estimated cost of \$205,727.20.

Work	On	From	To	Estimated Cost
Full Depth Pavement	Main Street – 1300 & 1400 block	McDonald Avenue	Babington Avenue	\$205,727.20

And, that the land described above is specially or directly benefited by reason of this local improvement differently from or greater than that generally received by landowners in the municipality. **Carried**

**21-68**  
**Muntain**  
**Phillips**

**LOCAL IMPROVEMENT REPORT – 100 BLOCK CAIRNS AVE WEST:**

That the report prepared by the Director of Planning, Development & Community Services, with respect to the proposed local improvement listed below, be adopted;

Further, that application be made under Section 5(1)(b) of *The Local Improvements Act, 1993*, to the Saskatchewan Municipal Board, Local Government Committee, to undertake this work as a local improvement, at an estimated cost of \$132,967.20.

Work	On	From	To	Estimated Cost
Rolled Curb, Gutter & Sidewalk (1.71 wide)	Cairns Avenue West – 100 Block	Main Street	1 <sup>st</sup> Street	\$132,967.20

And, that the land described above is specially or directly benefited by reason of this local improvement differently from or greater than that generally received by landowners in the municipality. **Carried**

**21-69  
Phillips  
Muntain**

**LOCAL IMPROVEMENT REPORT – 100 BLOCK CAIRNS AVE EAST:**

That the report prepared by the Director of Planning, Development & Community Services, with respect to the proposed local improvement listed below, be adopted;

Further, that application be made under Section 5(1)(b) of *The Local Improvements Act, 1993*, to the Saskatchewan Municipal Board, Local Government Committee, to undertake this work as a local improvement, at an estimated cost of \$171,142.40.

Work	On	From	To	Estimated Cost
Rolled Curb, Gutter & Sidewalk (1.71 wide)	Cairns Avenue East – 200 Block	Alberta Street	Assiniboia Street	\$171,142.40

And, that the land described above is specially or directly benefited by reason of this local improvement differently from or greater than that generally received by landowners in the municipality. **Carried**

**MUNICIPAL POLICING REPORT – FEBRUARY & MARCH, 2021**

**BUILDING PERMIT REPORT – MARCH, 2021**

**PROTECTIVE SERVICES REPORT**

**COMMUNITY SERVICES DEPARTMENT REPORT**

**21-70  
Terry  
Muntain**

**MINUTES, AIRPORT BOARD, APRIL 12, 2021:**

That the minutes of the Airport Board meeting held April 12, 2021, be received. **Carried**

**21-71  
Muntain  
Terry**

**MINUTES, WORKS & UTILITIES COMMITTEE, MARCH 25, 2021:**

That the minutes of the Works & Utilities Committee meeting held on March 25, 2021, be adopted as circulated. **Carried**

**21-72  
Terry  
Muntain**

**AIRPORT HANGAR LEASE – GENERAL:**

That we approve the Airport Hangar Lease Template for the purpose of entering into agreements for the construction and lease of hangars for private aircraft and the storage of private aircraft at the Melfort Airport, Millar Field. **Carried**

**21-73  
Terry  
Muntain**

**AIRPORT HANGAR LEASE – ACCUMARK:**

That we authorize the Mayor and City Clerk to enter into the Aerial Applicator Lease Agreement with Mr. Travis Karle of Accumark, Codette, Saskatchewan, for the lease of Hangar No. 102 within the Aerial Applicator Zone, for a term commencing May 1, 2021 and expiring December 31, 2030. **Carried**

**21-74**  
**Muntain**  
**Terry**

**AIRPORT HANGAR LEASE – FLY’N DUTCHMAN AG:**

That we authorize the Mayor and City Clerk to enter into the Aerial Applicator Lease Agreement with Mr. Chad Vanderbyl of Fly’N Dutchman Ag, Melfort, Saskatchewan, revising the lease of Hangar No. 104 within the Aerial Applicator Zone, for a term expiring December 31, 2042. **Carried**

**WORKS & UTILITIES REPORT**

**21-75**  
**Muntain**  
**Phillips**

**BYLAW 2021-04:**

That Bylaw 2021-04, being a bylaw to provide for the closure of the lane between Central Street and Division Street from Broadway Avenue South to 5<sup>th</sup> Avenue, be introduced and read a first time. **Carried**

**21-76**  
**Mitchell**  
**Enge**

**BYLAW 2021-04:**

That Bylaw 2021-04 be read a second time. **Carried**

**21-77**  
**Enge**  
**Mitchell**

**BYLAW 2021-04:**

That Bylaw 2021-04 be given three readings at this meeting. **Carried Unanimously**

**21-78**  
**Terry**  
**Muntain**

**BYLAW 2021-04:**

That Bylaw 2021-04 be read a third time and passed. **Carried**

**21-79**  
**Mitchell**  
**Enge**

**BYLAW 2021-05:**

That Bylaw 2021-05, being a bylaw to set municipal mill rate factors for the purpose of taxation, be introduced and read a first time. **Carried**

**21-80**  
**Enge**  
**Mitchell**

**BYLAW 2021-05:**

That Bylaw 2021-05 be read a second time. **Carried**

**21-81**  
**Muntain**  
**Terry**

**BYLAW 2021-05:**

That Bylaw 2021-05 be given three readings at this meeting. **Carried Unanimously**

**21-82**  
**Terry**  
**Muntain**

**BYLAW 2021-05:**

That Bylaw 2021-05 be read a third time and passed. **Carried**

**21-83**  
**Mitchell**  
**Enge**

**BYLAW 2021-06:**

That Bylaw 2021-06, being a bylaw exempting certain property from taxation for the year 2021, be introduced and read a first time. **Carried**

**21-84**  
**Enge**  
**Mitchell**

**BYLAW 2021-06:**

That Bylaw 2021-06 be read a second time. **Carried**

**21-85**  
**Terry**  
**Muntain**

**BYLAW 2021-06:**

That Bylaw 2021-06 be given three readings at this meeting. **Carried Unanimously**

- 21-86**  
**Muntain**  
**Terry**
- BYLAW 2021-06:**  
That Bylaw 2021-06 be read a third time and passed. **Carried**
- 21-87**  
**Mitchell**  
**Enge**
- BYLAW 2021-07:**  
That Bylaw 2021-07, being a bylaw to fix the municipal mill rate on taxable properties for the year 2021, be introduced and read a first time. **Carried**
- 21-88**  
**Phillips**  
**Muntain**
- BYLAW 2021-07:**  
That Bylaw 2021-07 be read a second time. **Carried**
- 21-89**  
**Enge**  
**Phillips**
- BYLAW 2021-07:**  
That Bylaw 2021-07 be given three readings at this meeting. **Carried Unanimously**
- 21-90**  
**Phillips**  
**Enge**
- BYLAW 2021-07:**  
That Bylaw 2021-07 be read a third time and passed. **Carried**
- 21-91**  
**Enge**  
**Mitchell**
- BYLAW 2021-08:**  
That Bylaw 2021-08, being a bylaw to provide for a base tax to be levied on taxable properties, be introduced and read a first time. **Carried**
- 21-92**  
**Enge**  
**Phillips**
- BYLAW 2021-08:**  
That Bylaw 2021-08 be read a second time. **Carried**
- 21-93**  
**Terry**  
**Muntain**
- BYLAW 2021-08:**  
That Bylaw 2021-08 be given three readings at this meeting. **Carried Unanimously**
- 21-94**  
**Mitchell**  
**Enge**
- BYLAW 2021-08:**  
That Bylaw 2021-08 be read a third time and passed. **Carried**
- 21-95**  
**Phillips**  
**Enge**
- PROCEED WITH EXPROPRIATION – 225 & 226 BABINGTON AVE E:**  
That the City of Melfort acquire the land legally described as Lots 1-3, Blk/Par 11, Plan Q1004 and Lots 28-30, Blk/Par 6, Plan Q1004, for the authorized municipal purpose of installing water, sewer, service connections, curb, gutter, sidewalks and pavement.
- And further, that the City of Melfort, being unable to acquire the land by agreement with the landowner, proceed under the provisions of *The Municipal Expropriation Act*, to acquire the land legally described above, at 225 and 226 Babington Avenue East. **Carried**
- 21-96**  
**Enge**  
**Phillips**
- BYLAW 2021-09:**  
That Bylaw 2021-09, being a bylaw to authorize the expropriation of lands at 225 and 226 ' Babington Avenue East, be introduced and read a first time. **Carried**
- 21-97**  
**Muntain**  
**Terry**
- BYLAW 2021-09:**  
That Bylaw 2021-09 be read a second time. **Carried**

**21-98**  
**Enge**  
**Mitchell**

**BYLAW 2021-09:**

That Bylaw 2021-09 be given three readings at this meeting. **Carried Unanimously**

**21-99**  
**Terry**  
**Muntain**

**BYLAW 2021-09:**

That Bylaw 2021-09 be read a third time and passed. **Carried**

**21-100**  
**Phillips**  
**Enge**

**PLAN OF ACQUISITION – 225 & 226 BABINGTON AVE E:**

That the Council of the City of Melfort accept the Plan for Acquisition of Land at 225 and 226 Babington Avenue East, dated April 12, 2021, and that this plan, as prepared, be deposited with the City Manager. **Carried**

**ANNOUNCEMENTS**

- Councillor Muntain announced that the Melfort Trade Alliance Chamber of Commerce welcomes Cam Lee as their new Executive Director.
- Councillor Phillips congratulated Kathy Gray on her upcoming retirement from the Kerry Vickar Centre and expressed appreciation for her diligent work.

**21-101**  
**Mitchell**  
**Enge**

**ADJOURNMENT:**

That this meeting be adjourned. **Carried**

The meeting adjourned at 7:00 p.m.

---

Mayor

---

City Clerk