

CITY OF MELFORT

March 14, 2022

Minutes of the City of Melfort Regular Meeting held on Monday, March 14, 2022, in the City Hall Council Chambers, Melfort, Saskatchewan, commencing at 5:00 p.m.

PRESENT: COUNCIL: Mayor George and Councillors Enge, Muntain, Phillips, Mitchell, Terry and Hoenmans.

STAFF: A. Homes, City Manager; S. Stewart, Director of Protective Services; G. Gilmore, Director of Works & Utilities; S. Peterson, City Treasurer and M. Seymour, City Clerk.

**22-33
Mitchell
Muntain**

ADOPT AGENDA:

The agenda for the March 14, 2022, Regular Council Meeting be hereby adopted as circulated. **Carried**

**22-34
Muntain
Mitchell**

MINUTES, REGULAR COUNCIL MEETING, February 14, 2022:

The minutes of the Regular Council meeting held on February 14, 2022, be hereby adopted as circulated. **Carried**

DELEGATION

Saskatchewan Housing Corporation – Bemister Ave E Discretionary Approval

The Saskatchewan Housing Corporation attended the meeting as a delegation to present the building plan for a multi unit housing complex located at 300 Bemister Ave E. The SHC provided council with an explanation as to the concept of the multi unit residence being a safe living opportunity for people with disabilities in the City of Melfort. The building will also have 2 separate living areas that will be rented out at the discretion of the building lessee. The residents will be owned by the SHC and operated by Plus Industries as the lessee of the unit. The residential housing opportunities will be available to individuals with disabilities that meet the criteria set out by Plus Industries and the Ministry of Social Services. The City of Melfort current zoning bylaw requires discretionary use for this type of development in the designated zone, and application has been submitted for approval.

Melfort Public Library

The Melfort Public Library Board provided an overview of what the library does for the community, and the needs of the library to continue operating within and servicing our community. Board members provided an overview of future dreams for the library and the proposed feasibility study the city is set to conduct in 2022. The Library Board is requesting the opportunity for board members to be engaged in the process of the study and for the city to be willing to work with the board members to gain the best results from the study. The library has requested to have a meeting/fun event to discuss the matter with Council and provide all of Council an opportunity to attend the library to see what it has to offer.

GENERAL SUNDRY COMMUNICATION ITEMS

1. T.Webster – Thank you letter for scholarship donation
2. L.Cronk Administrator – Planning District Commission & Appeals Board Appointment
3. L.Slobodecki – AGM Invite for NEATPC
4. D.Rempel – NESD Presentation Information
5. KScott - Fibromyalgia Association Canada
6. L.Hazelwanter – Melfort Housing Authority Board Appointment

**22-35
Mitchell
Muntain**

MINUTES, COMMITTEE OF THE WHOLE, FEBRUARY 14, 2022:

That the minutes of the Committee of the Whole meeting held on February 14, 2022, be hereby adopted as circulated. **Carried**

22-36
Hoenmans
Phillips

MINUTES, LEGISLATIVE AND FINANCE COMMITTEE, February 24, 2022:

That the minutes of the Legislative and Finance Committee held February 24, 2022 be hereby adopted as circulated. **Carried**

22-37
Hoenmans
Phillips

PROCUREMENT PRACTICES AND PROCEDURES UPDATE AGREEMENT:

Council authorizes entering into an agreement with Colliers Project Leaders for the review and development of the City of Melfort Procurement practices. **Carried**

22-38
Hoenmans
Phillips

TAX ENFORCEMENT SIX MONTH NOTICE:

Council authorize the City Treasurer to proceed to acquire title, through Section 22 of *The Tax Enforcement Act*, on the properties identified on the list attached. **Carried**

Roll No.	Legal Address	Title No.
306005070	LOT: 7; BLOCK: 5; PLAN #: Q1004	153267532
306005080	LOT: 8; BLOCK: 5; PLAN #: Q1004	112379991
306005080	LOT: 9; BLOCK: 5; PLAN #: Q1004	112380005
306013220	LOT: 22; BLOCK: 13; PLAN #: Q1004	152766355
306013220	LOT: 23; BLOCK: 13; PLAN #: Q1004	152766377
306013220	LOT: 24; BLOCK: 13; PLAN #: Q1004	152766399
306013220	LOT: 25; BLOCK: 13; PLAN #: Q1004	152766412
306013220	LOT: 22; BLOCK: 13; PLAN #: Q1004	152766355
306013220	LOT: 23; BLOCK: 13; PLAN #: Q1004	152766377
306013220	LOT: 24; BLOCK: 13; PLAN #: Q1004	152766399
306013220	LOT: 25; BLOCK: 13; PLAN #: Q1004	152766412
306013220	LOT: 22; BLOCK: 13; PLAN #: Q1004	152766366
306013220	LOT: 23; BLOCK: 13; PLAN #: Q1004	152766388
306013220	LOT: 24; BLOCK: 13; PLAN #: Q1004	152766401
306013220	LOT: 25; BLOCK: 13; PLAN #: Q1004	152766423
306013220	LOT: 22; BLOCK: 13; PLAN #: Q1004	152766366
306013220	LOT: 23; BLOCK: 13; PLAN #: Q1004	152766388
306013220	LOT: 24; BLOCK: 13; PLAN #: Q1004	152766401
306013220	LOT: 25; BLOCK: 13; PLAN #: Q1004	152766423
404026030	LOT: 3; BLOCK: 26; PLAN #: E4566	148923726
404026120	LOT: 12; BLOCK: 26; PLAN #: E4566	140371567
404040070	LOT: 7; BLOCK: 40; PLAN #: H5028	139053797
405071230	LOT: 23; BLOCK: 71; PLAN #: 65PA01775	152665746
406064120	LOT: 12; BLOCK: 64; PLAN #: U1046	145252278
406065100	LOT: 10; BLOCK: 65; PLAN #: U1046	145501040
504003030	LOT: 3; BLOCK: 3; PLAN #: I362	153267521
504004140	LOT: 14; BLOCK: 4; PLAN #: I362	131513914
504009120	LOT: 12; BLOCK: 9; PLAN #: T621	144060959
505010050	LOT: 5; BLOCK: 10; PLAN #: E4566	112818371
505031170	LOT: 17; BLOCK: 31; PLAN #: G3640	146577101
505031170	LOT: 17; BLOCK: 31; PLAN #: G3640	146577112
505034030	LOT: 3; BLOCK: 34; PLAN #: G3640	142083671
506074270	LOT: 27; BLOCK: 74; PLAN #: CZ4010	139772537
506094130	LOT: 13; BLOCK: 94; PLAN #: 68PA12110	148006616

22-39
Hoenmans
Phillips

LIST OF LANDS IN ARREARS:

The attached 2022 List of Lands in Arrears, which includes properties with arrears outstanding of 10% or \$200.00, whichever is the less, be received. Carried

Roll No.	Legal Address	Title No.	Arrears	Costs	Total
101007101	LOT: UNIT 1; BLOCK: J; PLAN #: 102015830	146466759	1,475.15	5.00	1,480.15
101007101	LOT: UNIT 1; BLOCK: J; PLAN #: 102015830	146466759	1,475.15	5.00	1,480.15
304010210	LOT: 21; BLOCK: 10; PLAN #: P4305	132304137	130.51	5.00	135.51
304010210	LOT: 22; BLOCK: 10; PLAN #: P4305	132304160	130.51	5.00	135.51
304010210	LOT: 23; BLOCK: 10; PLAN #: P4305	132304182	130.51	5.00	135.51
304010210	LOT: 24; BLOCK: 10; PLAN #: P4305	132304216	130.51	5.00	135.51
304010210	LOT: 25; BLOCK: 10; PLAN #: P4305	132304238	130.51	5.00	135.51
304010210	LOT: 26; BLOCK: 10; PLAN #: P4305	132304249	130.51	5.00	135.51
304010210	LOT: 27; BLOCK: 10; PLAN #: P4305	132304261	130.51	5.00	135.51
304010210	LOT: 28; BLOCK: 10; PLAN #: P4305	132304294	130.51	5.00	135.51
304010210	LOT: 29; BLOCK: 10; PLAN #: P4305	132304328	130.51	5.00	135.51
304010210	LOT: 30; BLOCK: 10; PLAN #: P4305	132304351	130.51	5.00	135.51
305009130	LOT: 12; BLOCK: 9; PLAN #: O4313	134508944	1,812.20	5.00	1,817.20
305009130	LOT: 13; BLOCK: 9; PLAN #: O4313	134508955	1,812.20	5.00	1,817.20
306003030	LOT: 31; BLOCK: 3; PLAN #: 101746324	112378956	398.28	5.00	403.28
306003030	LOT: 3; BLOCK: 3; PLAN #: Q1004	112378934	398.28	5.00	403.28
306005070	LOT: 7; BLOCK: 5; PLAN #: Q1004	153267532	554.15	5.00	559.15
306005080	LOT: 8; BLOCK: 5; PLAN #: Q1004	112379991	2,035.57	5.00	2,040.57
306005080	LOT: 9; BLOCK: 5; PLAN #: Q1004	112380005	2,035.57	5.00	2,040.57
306006280	LOT: 28; BLOCK: 6; PLAN #: Q1004	112380645	257.80	5.00	262.80
306006280	LOT: 29; BLOCK: 6; PLAN #: Q1004	112380656	257.80	5.00	262.80
306006280	LOT: 30; BLOCK: 6; PLAN #: Q1004	112380667	257.80	5.00	262.80
306013220	LOT: 22; BLOCK: 13; PLAN #: Q1004	152766355	99.70	5.00	104.70
306013220	LOT: 23; BLOCK: 13; PLAN #: Q1004	152766377	99.70	5.00	104.70
306013220	LOT: 24; BLOCK: 13; PLAN #: Q1004	152766399	99.70	5.00	104.70
306013220	LOT: 25; BLOCK: 13; PLAN #: Q1004	152766412	99.70	5.00	104.70
306013220	LOT: 22; BLOCK: 13; PLAN #: Q1004	152766366	99.70	5.00	104.70
306013220	LOT: 23; BLOCK: 13; PLAN #: Q1004	152766388	99.70	5.00	104.70
306013220	LOT: 24; BLOCK: 13; PLAN #: Q1004	152766401	99.70	5.00	104.70
306013220	LOT: 25; BLOCK: 13; PLAN #: Q1004	152766423	99.70	5.00	104.70
404026030	LOT: 3; BLOCK: 26; PLAN #: E4566	148923726	2,031.82	5.00	2,036.82
404026120	LOT: 12; BLOCK: 26; PLAN #: E4566	140371567	1,318.26	5.00	1,323.26
404027130	LOT: 13; BLOCK: 27; PLAN #: E4566	136520715	2,469.71	5.00	2,474.71
404040070	LOT: 7; BLOCK: 40; PLAN #: H5028	139053797	1,690.39	5.00	1,695.39
404040120	LOT: 12; BLOCK: 40; PLAN #: H5028	145252278	2,246.27	5.00	2,251.27
404041190	LOT: 19; BLOCK: 41; PLAN #: H5028	145252436	1,572.61	5.00	1,577.61
405045040	LOT: 4; BLOCK: 45; PLAN #: U1046	153824317	1,098.17	5.00	1,103.17
405071230	LOT: 23; BLOCK: 71; PLAN #: 65PA01775	152665746	1,248.30	5.00	1,253.30
406061140	LOT: 14; BLOCK: 61; PLAN #: U1046	112561972	1,639.69	5.00	1,644.69
406064120	LOT: 12; BLOCK: 64; PLAN #: U1046	145252223	2,204.42	5.00	2,209.42

406065100	LOT: 10; BLOCK: 65; PLAN #: U1046	145501040	2,771.33	5.00	2,776.33
407010620	LOT: 20; BLOCK: 106; PLAN #: 77PA14919	127837514	3,581.49	5.00	3,586.49
504003030	LOT: 3; BLOCK: 3; PLAN #: I362	153267521	426.47	5.00	431.47
504004080	LOT: 8; BLOCK: 4; PLAN #: I362	152265618	1,643.05	5.00	1,648.05
504004140	LOT: 14; BLOCK: 4; PLAN #: I362	131513914	1,618.78	5.00	1,623.78
504006020	LOT: 2; BLOCK: 6; PLAN #: I362	112602912	292.39	5.00	297.39
504006020	LOT: 2; BLOCK: 6; PLAN #: I362	112602923		5.00	5.00
504009120	LOT: 12; BLOCK: 9; PLAN #: T621	144060959	1,321.63	5.00	1,326.63
504011070	LOT: 7; BLOCK: 11; PLAN #: T621	135805237	1,361.34	5.00	1,366.34
504091055	LOT: 5; BLOCK: 1; PLAN #: E5933	137766224	1,921.81	5.00	1,926.81
504091140	LOT: 14; BLOCK: 1; PLAN #: 73PA10486	149754572	2,304.59	5.00	2,309.59
504091140	LOT: 14; BLOCK: 1; PLAN #: 73PA10486	149754572	2,304.59	5.00	2,309.59
504091140	LOT: 14; BLOCK: 1; PLAN #: 73PA10486	149754606		5.00	5.00
504091140	LOT: 14; BLOCK: 1; PLAN #: 73PA10486	149754606		5.00	5.00
505004180	LOT: 18; BLOCK: 4; PLAN #: G3640	151745430	1,068.85	5.00	1,073.85
505004180	LOT: 18; BLOCK: 4; PLAN #: G3640	151745441		5.00	5.00
505008095	LOT: 28; BLOCK: 8; PLAN #: 101774392	134680495	4,563.81	5.00	4,568.81
505010050	LOT: 5; BLOCK: 10; PLAN #: E4566	112818371	2,977.27	5.00	2,982.27
505018180	LOT: 18; BLOCK: 18; PLAN #: G3640	110567471	2,412.56	5.00	2,417.56
505018180	LOT: 18; BLOCK: 18; PLAN #: G3640	110567482		5.00	5.00
505030090	LOT: 9; BLOCK: 30; PLAN #: G3640	152724191	2,064.63	5.00	2,069.63
505031170	LOT: 17; BLOCK: 31; PLAN #: G3640	146577101	1,900.62	5.00	1,905.62
505031170	LOT: 17; BLOCK: 31; PLAN #: G3640	146577112		5.00	5.00
505032160	LOT: 16; BLOCK: 32; PLAN #: G3640	153247518	3,292.45	5.00	3,297.45
505034030	LOT: 3; BLOCK: 34; PLAN #: G3640	142083671	2,536.37	5.00	2,541.37
506074020	LOT: 2; BLOCK: 74; PLAN #: CZ4010	149170226	2,706.37	5.00	2,711.37
506074270	LOT: 27; BLOCK: 74; PLAN #: CZ4010	139772537	3,723.61	5.00	3,728.61
506079079	LOT: 79; BLOCK: 79; PLAN #: 65PA15650	153232264	880.72	5.00	885.72
506094130	LOT: 13; BLOCK: 94; PLAN #: 68PA12110	148006616	3,214.91	5.00	3,219.91
506094490	LOT: 49; BLOCK: 94; PLAN #: 74PA06609	148734355	3,056.42	5.00	3,061.42
506098110	LOT: 11; BLOCK: 98; PLAN #: 74PA06609	152933384	1,738.17	5.00	1,743.17
604016220	LOT: 22; BLOCK: 16; PLAN #: O4710	153055177	263.54	5.00	268.54
604016220	LOT: 23; BLOCK: 16; PLAN #: O4710	153055188	263.54	5.00	268.54
604016370	LOT: 37; BLOCK: 16; PLAN #: O4710	139507476	177.69	5.00	182.69
604016370	LOT: 37; BLOCK: 16; PLAN #: O4710	139507511		5.00	5.00
604016370	LOT: 38; BLOCK: 16; PLAN #: O4710	139507487	177.69	5.00	182.69
604016370	LOT: 38; BLOCK: 16; PLAN #: O4710	139128868		5.00	5.00
604016370	LOT: 37; BLOCK: 16; PLAN #: O4710	139507476	177.69	5.00	182.69
604016370	LOT: 37; BLOCK: 16; PLAN #: O4710	139507511		5.00	5.00
604016370	LOT: 38; BLOCK: 16; PLAN #: O4710	139507487	177.69	5.00	182.69
604017130	LOT: 13; BLOCK: 17; PLAN #: 73PA04614	111571859	2,394.36	5.00	2,399.36
604023010	LOT: 1; BLOCK: 23; PLAN #: O4710	149119072	758.24	5.00	763.24
604023010	LOT: 2; BLOCK: 23; PLAN #: O4710	149119173	758.24	5.00	763.24
604025170	LOT: 17; BLOCK: 25; PLAN #: O4710	142489749	510.58	5.00	515.58
604025170	LOT: 17; BLOCK: 25; PLAN #: O4710	137860487		5.00	5.00

604025170	LOT: 22; BLOCK: 25; PLAN #: 101633060	142489738	510.58	5.00	515.58
605002070	LOT: 7; BLOCK: 2; PLAN #: R72	112293211	910.69	5.00	915.69
605002070	LOT: 8; BLOCK: 2; PLAN #: R72	112293222	910.69	5.00	915.69
807032441	LOT:; BLOCK: J; PLAN #: 88PA12506	146290406	988.91	5.00	993.91

LEGISLATIVE & FINANCE DEPARTMENT REPORT

22-40
Enge
Terry

MINUTES, COMMUNITY SERVICES COMMITTEE, MARCH 2, 2022:

That the minutes for the Community Services Committee meeting held March 2, 2022 be hereby adopted as circulated. **Carried**

22-41
Enge
Terry

DISCRETIONARY USE APPROVAL – SASKATCHEWAN HOUSING CORPORATION 300 BEMISTER AVE E:

In accordance with Zoning Bylaw 2019-19, Table 10-15(1)-Multiple Unit Dwellings, Council grant discretionary approval to the Saskatchewan Housing Corporation to construct a multi-unit residential building at 300 Bemister Ave East, Blk/Par J, Plan 102331886, which is a discretionary use in a CS-Community Service District, subject to compliance with all applicable municipal, provincial and federal acts and regulations. **Carried**

22-42
Enge
Terry

HISTORIC POST OFFICE LEASE TO NCHCF:

Council authorizes the automatic renewal of the Historic Post Office lease agreement with the North Central Health Care Foundation, on a month to month basis, for the purpose of operating their gift shop. **Carried**

22-43
Terry
Enge

FARMLAND LEASE:

We authorize the Mayor and City Clerk to execute an agreement with PB Farms, Brennon Panchyshyn, for the lease of 115.98 cultivated acres of city farmland at \$116.40 per acre plus applicable taxes, for a term of three crop years, from April 1, 2022 to December 1, 2024. **Carried**

Note:

Councillor Enge declared a conflict of interest due to being employed for Madraga Holdings Inc., Councillor Enge left the meeting at 5:38 pm and returned at 5:39 pm.

22-44
Terry
Enge

SERVICING AGREEMENT – MADRAGA HOLDINGS INC:

Council authorize the Mayor and City Clerk to execute the Development Servicing Agreement between the City of Melfort and Madraga Holdings Inc. for the land development area identified as Parcel A, Plan No. CU4431, Parcel G, Plan No. 76PA02713, and Parcel AD, Plan No. 88PA12780. **Carried**

22-45
Terry
Enge

CONCERT SERVICE AND RENTAL AGREEMENTS:

Council authorize entering into necessary service and rental agreements with Cache Entertainment to facilitate a concert at the Northern Lights Palace Arena on July 1, 2022. **Carried**

BUILDING PERMIT REPORT – FEBRUARY 2022

MUNICIPAL POLICING REPORT – FEBRUARY 2022

PROTECTIVE SERVICES DEPARTMENT REPORT

COMMUNITY SERVICES DEPARTMENT REPORT

22-46
Muntain
Mitchell

MINUTES, WORKS AND UTILITIES COMMITTEE, MARCH 3, 2022:

That the minutes of the Works and Utilities Committee held March 3, 2022, be hereby adopted as circulated. **Carried**

WORKS & UTILITIES DEPARTMENT REPORT

PUBLIC HEARING – BYLAW 2022-01– ZONING BYLAW AMENDMENT

Administration advised that the City has not received any verbal or written submissions concerning Bylaw 2022-01, a bylaw to amend Zoning Bylaw 2019-19.

22-47
Terry
Enge

BYLAW 2022-01, AMEND ZONING BYLAW 2019-19:

That Bylaw 2022-01 being a bylaw to amend Zoning Bylaw 2019-19 in the following manner; delete "Custodial Care Facility" definition and replace with Type II and Type II Custodial Care Facility, that clause 4.31 text be amended, and further that table 10-9 be amended to delete custodial care facilities as permitted use and add custodial care facility type I and type II as discretionary use, be hereby given second reading. **Carried**

22-48
Terry
Enge

BYLAW 2022-01, AMEND ZONING BYLAW 2019-19:

That Bylaw 2022-01 be read for a third time and passed. **Carried**

22-49
Phillips
Hoenmans

BYLAW 2022-03, BORROWING BYLAW:

That Bylaw 2022-03 being a bylaw to provide for the borrowing of fund for the purpose of watermain replacement and road reconstruction, be introduced and read a first time. **Carried**

22-50
Phillips
Hoenmans

BYLAW 2022-04, TAX EXEMPTION BYLAW:

That Bylaw 2022-04 being a bylaw to exempting certain property from taxation for the year 2022, be hereby given first reading. **Carried**

22-51
Phillips
Hoenmans

BYLAW 2022-04:

That Bylaw 2022-04 be read a second time. **Carried**

22-52
Phillips
Hoenmans

BYLAW 2022-04:

That Bylaw 2021-20 be given three readings at this meeting. **Carried Unanimously**

22-53
Phillips
Hoenmans

BYLAW 2022-04:

That Bylaw 2022-04 be read a third time and passed. **Carried**

22-54
Mitchell
Muntain

BYLAW 2022-05, Amend Waterworks Bylaw 2018-05:

That Bylaw 2022-05 being a bylaw to amend Schedule "A" of 2018-05 and repeal bylaw 2021-02, be hereby introduced and read a first time. **Carried**

22-55
Muntain
Mitchell

BYLAW 2022-05:

That Bylaw 2022-05 be read a second time. **Carried**

22-56
Muntain
Mitchell

BYLAW 2022-05:

That Bylaw 2022-05 be given three readings at this meeting. **Carried Unanimously**

22-57
Mitchell
Muntain

BYLAW 2022-05:

That Bylaw 2022-05 be read a third time and passed. **Carried**

22-58
Muntain
Mitchell

**BYLAW 2022-06, AMEND WASTE AND RECYCLABLES COLLECTION AND DISPOSAL
BYLAW 2018-03:**

That Bylaw 2022-06 being a bylaw to amend Schedule "B" of 2018-03 and repeal bylaw 2019-01, be hereby introduced and read a first time. **Carried**

22-59
Mitchell
Muntain

BYLAW 2022-06:

That Bylaw 2022-06 be read a second time. **Carried**

22-60
Muntain
Mitchell

BYLAW 2022-06:

That Bylaw 2022-06 be given three readings at this meeting. **Carried Unanimously**

22-61
Mitchell
Muntain

BYLAW 2022-06:

That Bylaw 2022-06 be read a third time and passed. **Carried**

ANNOUNCEMENTS

- Mayor George congratulated the MUCC girls basketball team in raising just shy of \$18,000 for the Melfort Oncology Program in their Pink Game Fundraiser.

22-62
Muntain
Mitchell

ADJOURNMENT:

That the Regular Meeting for March 14, 2022 be hereby adjourned. **Carried**

The meeting adjourned at 6:08 p.m.

Mayor

City Clerk