

CITY OF MELFORT

October 17, 2016

Minutes of the City of Melfort Regular Meeting held on Monday, October 17, 2016, in the Council Chambers, Melfort, Saskatchewan, commencing at 5:03 p.m.

PRESENT: COUNCIL: Mayor Lang and Councillors Jung, Enge, Gratton, Ponath, George and Phillips.

STAFF: G. Gilmore, Director of Works & Utilities; T. Scaife, Director of Community Services; S. Peterson, City Treasurer and H. Audette, City Clerk.

16-214
Enge
Ponath

MINUTES, REGULAR COUNCIL MEETING, SEPTEMBER 12, 2016:

That the minutes of the Regular Council meeting held on September 12, 2016, be adopted as circulated. **Carried**

16-215
Ponath
Enge

MINUTES, SPECIAL COUNCIL MEETING, OCTOBER 11, 2016:

That the minutes of the Special Council meeting held on October 11, 2016, be adopted as circulated. **Carried**

16-216
Gratton
Phillips

PROCLAMATION:

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

DATE

Nov. 19-27, 2016

ORGANIZATION

Multicultural Council of
Saskatchewan **Carried**

PROCLAMATION

"Saskatchewan Multicultural Week"

16-217
Phillips
Gratton

SUBDIVISION APPLICATION – BLK/PAR AR:

That the Council of the City of Melfort approve the subdivision of part of Blk/Par AD, Plan No. 88PA12780 and all of Blk/Par AF, Plan No. 88PA12780, to create new Blk/Par AR, as shown on the attached Plan of Proposed Subdivision dated August 26, 2016, prepared by Meridian Surveys Ltd. **Carried**

16-218
George
Jung

OCCUPATIONAL HEALTH & SAFETY POLICY:

That we approve City of Melfort Policy 1.5.30, entitled *"Occupational Health & Safety Program"*. **Carried**

16-219
Jung
George

SOCIAL MEDIA POLICY:

That we approve City of Melfort Policy 1.6.65, entitled *"Social Media Policy"*. **Carried**

16-220
Enge
Ponath

TRAVEL POLICY:

That we approve the amendment of City of Melfort Policy 1.6.80, entitled *"Travel Policy"*. **Carried**

GENERAL SUNDRY COMMUNICATION ITEMS

1. Sep 12/16: F. Gunter re: NLP naming, secondary arena, Restaurant Brands International, Cushing Terrell. Referred to Community Services Committee.
2. Sep 15/16: Minutes of Melfort & District Museum Board.
3. Sep 19/16: Wastewater Works Compliance Inspection.
4. Sep 19/16: Lagoon Compliance Inspection.
5. Sep 7/16: M. Palecek, President CUPW re: Canada Post Review.
6. 2015 Annual Report – Main Street Melfort.
7. Sep 14/16: S. Person, Prince Albert City Clerk re: application for a library boundary change.

8. Oct 5/16: Mayor Lang's response to proposed boundary change for the John M. Cuelenaere Public Library.
9. Oct 6/16: E-mail from Mayor Eaton re: Humboldt's intent to write.
10. Prince Albert Municipal Library Status: Overview – forwarded by e-mail from the Prince Albert City Clerk's office.
11. Oct 3/16: V. Kernalguen, NESPCA Building Committee re: request for guarantee of loan for shelter construction. Referred to Legislative & Finance Committee.

16-221
Gratton
Phillips

MINUTES, COMMITTEE OF THE WHOLE, SEPTEMBER 12, 2016:

That the minutes of the Committee of the Whole meeting held on September 12, 2016, be adopted as circulated. **Carried**

16-222
George
Jung

MINUTES, COMMITTEE OF THE WHOLE, SEPTEMBER 19, 2016:

That the minutes of the Committee of the Whole meeting held on September 19, 2016, be adopted as circulated. **Carried**

16-223
Ponath
Enge

MINUTES, COMMITTEE OF THE WHOLE, OCTOBER 11, 2016:

That the minutes of the Committee of the Whole meeting held on October 11, 2016, be adopted as circulated. **Carried**

16-224
Phillips
Gratton

MAIN STREET URBAN DESIGN & PUBLIC ENGAGEMENT FINAL REPORT:

WHEREAS, the City of Melfort was established as an accredited community under the Main Street Saskatchewan program in 2015 and agreed to develop a community vision and streetscape design guidelines as part of that commitment;

AND WHEREAS, a key component of the visioning process was to engage the community to gather essential and valuable input on historic preservation, existing building enhancements, new building form, streetscape layout, as well as streetscape and landscape components;

BE IT RESOLVED that the Main Street Urban Design & Public Engagement Final Report dated July, 2016, prepared by Cushing Terrell Architecture Inc. for the Melfort Business Revitalization Corporation, be approved in principle, subject to annual budget deliberations. **Carried**

16-225
Gratton
Phillips

MELFORT MUSTANGS 2016-2017 ICE RENTAL AGREEMENT:

That we authorize the Mayor and City Clerk to sign the Agreement between the City of Melfort and the Melfort Junior Hockey Association Inc. (Melfort Mustangs) for the rental of the Northern Lights Palace Arena for the 2016-2017 hockey season. **Carried**

Councillor Jung declared financial conflict of interest and exited the meeting at 5:40 p.m.

16-226
Enge
Ponath

MELFORT WELLNESS CENTRE LEASE AGREEMENT:

That we authorize the Mayor and City Clerk to execute the Lease of Office Space between Avatex StoneGate Inc. and the City of Melfort setting out the terms and conditions for the rental of 8,500 square feet of office space for medical professionals and common areas in the Melfort Wellness Centre, subject to all conditions being met as per Schedule "K" - Conditions. **Carried**

Councillor Jung returned to the meeting at 5:44 p.m.

TAX COLLECTION COMPARATIVE STATEMENT – SEPTEMBER, 2016

FINANCIAL REPORT – SEPTEMBER, 2016

LEGISLATIVE & FINANCE DEPARTMENT REPORT

16-227
Phillips
Gratton

MINUTES, PRESERVATION & REHABILITATION COMMITTEE, SEPTEMBER 20, 2016:
That the minutes of the Preservation and Rehabilitation Committee meeting held on September 20, 2016, be received. **Carried**

BUILDING PERMIT REPORT – SEPTEMBER, 2016**COMMUNITY SERVICES DEPARTMENT REPORT**

16-228
Jung
George

MINUTES, WORKS & UTILITIES COMMITTEE, SEPTEMBER 23, 2016:
That the minutes of the Works & Utilities Committee meeting held on September 23, 2016, be adopted as circulated. **Carried**

16-229
George
Jung

MINUTES, EMERGENCY MEASURE ORGANIZATION, SEPTEMBER 13, 2016:
That the minutes of the Emergency Measures Organization meeting held on September 13, 2016, be received. **Carried**

16-230
Jung
George

MINUTES, PROTECTIVE SERVICES COMMISSION, OCTOBER 11, 2016:
That the minutes of the Protective Services Commission meeting held on October 11, 2016, be received. **Carried**

16-231
George
Jung

AWARD 2017 GRAVEL TENDER:
That we award the City of Melfort 2017 Gravel Tender as follows (all prices are plus applicable taxes):
Base Gravel: 6,500 cubic yards @ \$12.85/cu yd - \$83,525.00, to Gordon Redi-Mix, Melfort, Saskatchewan.
Sub-base Gravel: 4,000 cubic yards @ \$10.25/cu yd - \$41,000.00, to Folden Construction, Melfort, Saskatchewan.
Road Gravel: 4,000 cubic yards @ \$13.95/cu yd - \$55,800.00, to Gordon Redi-Mix, Melfort, Saskatchewan.
Carried

BYLAW ENFORCEMENT REPORT – SEPTEMBER, 2016**FIRE CHIEF REPORT – SEPTEMBER, 2016****WORKS & UTILITIES DEPARTMENT REPORT**

16-232
Gratton
Phillips

BYLAW 2016-19:
That Bylaw 2016-19, being a bylaw to provide for the closure of a lane on the Melfort Hospital property, be introduced and read a first time. **Carried**

16-233
Ponath
Enge

BYLAW 2016-19:
That Bylaw 2016-19 be read a second time. **Carried**

16-234
Jung
George

BYLAW 2016-19:
That Bylaw 2016-19 be given three readings at this meeting. **Carried Unanimously**

16-235
George
Jung

BYLAW 2016-19:
That Bylaw 2016-19 be read a third time and passed. **Carried**

- 16-236 Jung George** **BYLAW 2016-20:**
That Bylaw 2016-20, being a bylaw to amend Schedule “E” of Bylaw 2007-21, known as *The Traffic Bylaw*, be introduced and read a first time. **Carried**
- 16-236(a) Jung Gratton** **AMEND BYLAW 2016-20:**
That Schedule “E” of Bylaw 2007-21, known as *The Traffic Bylaw* be amended by deleting all of the ‘0’ amounts under the column titled “Penalty if paid within 14 days” and substituting those amounts with the words and figures in the column titled “Penalty”. **Carried**
- 16-237 Phillips Gratton** **BYLAW 2016-20:**
That Bylaw 2016-20 be read a second time. **Carried**
- 16-238 Gratton Phillips** **BYLAW 2016-20:**
That Bylaw 2016-20 be given three readings at this meeting. **Carried Unanimously**
- 16-239 Enge Ponath** **BYLAW 2016-20:**
That Bylaw 2016-20 be read a third time and passed, as amended. **Carried**
- 16-240 Phillips Gratton** **BYLAW 2016-21:**
That Bylaw 2016-21, being a bylaw to amend Bylaw 96-09, known as the Zoning Bylaw, to rezone Blk/Par AD, Plan 88PA12780, from UH – Urban Holding to C2 – Highway Commercial, be introduced and read a first time. **Carried**
- 16-241 Gratton Phillips** **BYLAW 2016-22:**
That Bylaw 2016-22, being a bylaw to amend Bylaw 96-08, known as The Basic Planning Statement, be introduced and read a first time. **Carried**
- 16-242 Ponath Enge** **BYLAW 2016-23:**
That Bylaw 2016-23, being a bylaw to authorize a special assessment for rolled curb, gutter and sidewalk (1.71 wide) as a local improvement on Babington Avenue East – 100 block, be introduced and read a first time. **Carried**
- 16-243 Enge Ponath** **BYLAW 2016-23:**
That Bylaw 2016-23 be read a second time. **Carried**
- 16-244 George Jung** **BYLAW 2016-23:**
That Bylaw 2016-23 be given three readings at this meeting. **Carried Unanimously**
- 16-245 Jung George** **BYLAW 2016-23:**
That Bylaw 2016-23 be read a third time and passed. **Carried**
- 16-246 Ponath Enge** **BYLAW 2016-24:**
That Bylaw 2016-24, being a bylaw to authorize a special assessment for full depth asphalt construction on Regent Street – 200 block as a local improvement, be introduced and read a first time. **Carried**

16-247
Enge
Ponath

BYLAW 2016-24:

That Bylaw 2016-24 be read a second time. **Carried**

16-248
Gratton
Phillips

BYLAW 2016-24:

That Bylaw 2016-24 be given three readings at this meeting. **Carried Unanimously**

16-249
Phillips
Gratton

BYLAW 2016-24:

That Bylaw 2016-24 be read a third time and passed. **Carried**

ANNOUNCEMENTS

- Members of Council thanked each other and administration for their achievements and support during the last four years of their term. On behalf of Council, Mayor Lang thanked retiring member, Councillor Ponath, for her contribution during her term.
- Councillor Ponath urged the public to save the date of April 29, 2017, for Spring Flair with Pizzaz.

16-250
George
Jung

ADJOURNMENT:

That this meeting be adjourned. **Carried**

The meeting adjourned at 7:00 p.m.

Mayor

City Clerk