

CITY OF MELFORT

May 9, 2022

Minutes of the City of Melfort Regular Meeting held on Monday, May 9, 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 (Zoom), 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.

22-91
Terry
Enge

ADOPT AGENDA:

The agenda for the May 9, 2022, Regular Council Meeting be hereby adopted as circulated. **Carried**

22-92
Enge
Terry

MINUTES, REGULAR COUNCIL MEETING, April 11, 2022:

The minutes of the Regular Council meeting held on April 11, 2022, be hereby adopted as circulated. **Carried**

DELEGATION

Melfort Rotary Club

The Melfort Rotary Club attended the meeting to request approval to erect signage promoting the Melfort Rotary Club on City land coming into the city to help promote the club and ensure people entering the city are aware of the Melfort Rotary Club. The club is not requesting funding or assistance just the permission of the city, the mayor indicated that the request would be reviewed at the committee level.

22-93
Enge
Terry

PROCLAMATION:

We approve the following proclamations and that we authorize the Mayor to authenticate the same:

DATE	ORGANIZATION	PROCLAMATION
Jan1-Dec 31/2022	Communities in Bloom & Canadian Garden Council	"Year of the Garden 2022"
May 15-21, 2022	Canadian Public Works Association	"National Public Works Week"

Carried

GENERAL SUNDRY COMMUNICATION ITEMS

1. Miyo-Wiciwitowin day - Invite to Mayor
2. Saskatchewan Housing Corporation – Annual Report Notice
3. Melfort Curling Club – Tree Removal Request – Referred to Community Service Committee
4. Cumberland College – Request for scholarship donation for 2022-23 – referred to Finance Department

22-94
Phillips
Hoenmans

WATERMAIN REPLACEMENT BUDGET ADJUSTMENTS:

We authorize increasing the scope of the 2022 Watermain Rehabilitation project to include all 2022 proposed projects as well as a portion of 2023 approved projects. Further, we authorize \$1,900,000.00 allocated from 2022 and 2023 budgets to be utilized in 2022 with the remaining \$100,000.00 be held for engineering and design of 2024 watermain replacement projects. **Carried**

22-95
Hoenmans
Phillips

LOCAL IMPROVEMENT SIDEWALK CONSTRUCTION BUDGET:

We amend the Canadian Community Building Fund Infrastructure Investment Plan to increase the scope to include \$124,350.00 for the Cairns Ave W Sidewalk construction to expend the total \$360,000.00 requested. **Carried**

22-96
Hoenmans

FIRE HALL ROOF BUDGET:

We authorize allocating \$7,203.00 of the 2023 Capital Fire Hall Roof to 2022 and \$5000.00

Phillips from the 2022 Operating Fire Hall Building Repair to fund the 2022 Phase 1 \$26,625.00 and the Phase 2 \$37,797.00 Fire Hall Roof Project. **Carried**

22-97 **MINUTES, LEGISLATIVE AND FINANCE COMMITTEE, April 21, 2022:**
Phillips That the minutes of the Legislative and Finance Committee held April 21, 2022 be hereby
Hoemans adopted as circulated. **Carried**

22-98 **ALL-NET MEETING PURCHASE:**
Hoemans The Mayor and City Clerk be authorized to enter into a 4-year contract with All-Net Municipal
Phillips Solutions to provide the City of Melfort with meeting and agenda management software at a cost of \$3995.00 plus applicable taxes per year. **Carried**

22-99 **ALL-NET MUNICIPAL WEBSITE RENEWAL:**
Phillips The Mayor and City Clerk be authorized to renew a 4-year contract with All-Net Municipal
Hoemans Solutions to provide the City of Melfort with municipal website management software at a cost of \$5995.00 plus applicable taxes per year. **Carried**

22-100 **ALL-NET MUNICIPAL WEBSITE RENEWAL:**
Hoemans The Mayor and City Clerk be authorized to renew a 3-year contract with Muni-Site Ltd.
Phillips Townfolio to provide the City of Melfort with community statistic software at a cost of \$1900.00 plus applicable taxes per year. **Carried**

22-101 **COLLECTION ACCOUNT LISTING AGREEMENT:**
Phillips The Mayor and City Clerk be authorized enter into an agreement with the Credit Bureau of
Hoemans Saskatoon Collections (1977) Limited to provide account collections for the City of Melfort. **Carried**

22-102 **ACCOUNTS RECEIVABLE COLLECTIONS POLICY 1.3.81:**
Phillips Council approved the Accounts Receivable Collection Policy 1.3.81 as presented and hereby
Hoemans rescinds policy 7.2.01 Accounts Receivable City Wide Facilities. **Carried**

LEGISLATIVE & FINANCE DEPARTMENT REPORT

22-103 **MINUTES, COMMUNITY SERVICES COMMITTEE, APRIL 27, 2022:**
Terry That the minutes for the Community Services Committee meeting held April 27, 2022 be
Enge hereby adopted as circulated. **Carried**

22-104 **MINUTES, PROTECTIVE SERVICES COMMISSION, APRIL 12, 2022:**
Muntain That the minutes of the Protective Services Commission held April 12, 2022 be hereby
Hoemans accepted. **Carried**

22-105 **RONALD ORR MEMORIAL APPLICATION:**
Terry In accordance with Memorial Policy 7.1.35 council hereby approves the application submitted
Enge by Ronald Orr, to place a memorial bench at Spruce Haven Park in memory of Arnold and Hazel Orr. **Carried**

BUILDING PERMIT REPORT – APRIL 2022

MONTHLY POLICING REPORT – MARCH & APRIL 2022

YEAR END POLICE REPORT – APRIL 2021 TO MARCH 2022

PROTECTIVE SERVICES DEPARTMENT REPORT

COMMUNITY SERVICES DEPARTMENT REPORT

22-106
Terry
Muntain

MINUTES, WORKS AND UTILITIES COMMITTEE, April 22, 2022:
That the minutes of the Works and Utilities Committee held April 22, 2022 be hereby adopted as circulated. **Carried**

22-107
Muntain
Terry

50HP PUMP REPAIR:
We authorize the repair of the 50HP Water Treatment Plant Pump as required and further we authorize transferring \$45,000.00 from the 2021 Utility Operating Surplus to fund the repair and any contingencies in relation to the repair. **Carried**

WORKS & UTILITIES DEPARTMENT REPORT

PUBLIC HEARING – BYLAW 2022-07– PLANNING DISTRICT ZONING BYLAW AMENDMENT 67-8:

Administration advised that the City has not received any verbal or written submissions concerning Bylaw 2022-07, a bylaw to amend Melfort District Zoning Bylaw 67-8.

22-108
Terry
Enge

BYLAW 2022-07, AMEND MELFORT PLANNING DISTRICT ZONING BYLAW 67-8:
That Bylaw 2022-07 being a bylaw to amend Melfort Planning District Zoning Bylaw 67-8, be read a second time. **Carried**

22-109
Enge
Terry

BYLAW 2022-07:
That Bylaw 2022-07 be read a third time and passed. **Carried**

22-110
Hoenmans
Muntain

BYLAW 2022-11, GENERAL PENALTY AND ENFORCEMENT BYLAW:
That Bylaw 2022-11 being a bylaw to establish penalties and enforcement procedures for contravention of bylaws in the City of Melfort, and to repeal Bylaw 2020-01, be introduced and read a first time. **Carried**

22-111
Hoenmans
Muntain

BYLAW 2022-11:
That Bylaw 2022-09 be read a second time. **Tabled**

22-112
Terry
Phillips

MOTION TO TABLE BY-LAW 2022-11:
Deputy Mayor Terry motioned to table Bylaw 2022-11. **Carried**

ANNOUNCEMENTS

- On behalf of Council Mayor George extended his appreciation to City Treasurer Sandy Peterson for her 14 years of service with the City and wished her well in her future endeavors.

22-113
Hoenmans
Muntain

ADJOURNMENT:
That the Regular Meeting for May 9, 2022 be hereby adjourned. **Carried**

The meeting adjourned at 5:46 p.m.

Mayor

City Clerk