

CITY OF MELFORT

BYLAW NO. 2020-10

BEING A BYLAW TO PROVIDE FOR ESTABLISHMENT OF AN AIRPORT BOARD FOR THE CITY OF MELFORT.

WHEREAS the City of Melfort owns Parcels A & B, Plan 75PA12212, in the N ½ of Section 9, in Township 45, Range 19, W2nd M, on which is located the Melfort Airport;

WHEREAS it is deemed expedient and advisable to establish a Melfort Airport Board for the City of Melfort;

THEREFORE, the Council of the City of Melfort enacts as follows:

The name of the Authority shall be “The Melfort Airport Board”.

1. The City of Melfort may appoint a Melfort Airport Board (hereinafter referred to as “the Board”) to consist of 7 members, to be made as follows:
 - i) The Mayor shall be an ex-officio member of the Board;
 - ii) One Councillor, who shall be Chairman of the Board;
 - iii) One Councillor, who shall be the Chairman of the Works & Utilities Committee;
 - iv) One person, who shall be a member of the Chamber of Commerce, appointed for a two-year term on odd numbered years. In the absence of a Chamber of Commerce, one person who is from a representative organization that, in the opinion of Council, serves a function in the community that most resembles the role similar to that which a Chamber of Commerce would fulfill;
 - v) Two persons who shall be pilots or involved in aviation services, appointed for two-year terms on odd numbered years;
 - vi) One person from the general public at large, appointed for a two-year term on even numbered years;
 - vii) One person recommended by the RM of Flett’s Springs and appointed by the City of Melfort for a two-year term on even numbered years.
2. All vacancies as they occur on the Board shall be filled by resolution of the Council.
3. Meetings shall be held quarterly and at such times as the board may determine or at the call of the Chairman.
4. A majority of the members of the Board shall constitute a quorum.
5. The Board shall keep records of its proceedings and shall submit copies of same to Council.
6. The Board shall be responsible to the Council of the City of Melfort and the objectives and duties of the board shall be as follows:
 - i) To study the needs and desires of the community for aviation services and to make recommendation to the City of Melfort concerning same.
 - ii) To make recommendations to the City Council for the promotion, operation and supervision of the Melfort Airport and other aviation facilities owned or controlled by the City, including buildings and runways at the Airport.

- iii) To make recommendations to the City Council concerning future aviation services and the utilization of the Melfort Airport, and also matters referred to the board by the City Council.
 - iv) To exercise such powers in the control, supervision and management of the Melfort Airport and other aviation facilities owned or controlled by the City as the Council may determine.
 - v) The Board, through the Director of Works & Utilities, shall submit a budget in November of each year to the City Council of the City of Melfort for the forthcoming year.
 - vi) The Board may work in a consultative capacity with any group, organization or organized body to the utmost of its capacity for the promotion of aviation in the Melfort area.
 - vii) The Board shall bring to the attention of civic, Provincial and Federal Authorities the aviation needs of the community.
 - viii) To recommend fees and charges for the use of the Melfort Airport, as set forth in Schedule "A" hereto attached.
 - xiv) To recommend operational policy for the Melfort Airport, as set forth in Schedule "B" hereto attached.
7. Every person who contravenes any of the provisions of this Bylaw, or fails to comply therewith, or with any notice or order given hereunder, shall be guilty of an offence and liable to the penalty as provided in Schedule "B" hereto attached.
8. THAT Bylaw No. 2014-17 is hereby repealed.
9. THIS BYLAW shall come into force and have effect on the date of its final passing.

INTRODUCED AND READ a first time this 4th day of May, 2020.

READ a second time this 4th day of May, 2020.

READ a third time this 4th day of May, 2020.

Mayor

City Clerk

SEAL

CERTIFIED A TRUE COPY of Bylaw No. 2020-10, adopted by resolution of Council on the 4th day of May, 2020.

City Clerk

Schedule "A"
To Bylaw No. 2020-10

<p>CITY OF MELFORT SCHEDULE OF AIRPORT FEES & CHARGES</p>

PARKING FEES

Regular Aircraft/Helicopters:

Without Power	Annual	\$ 550.00 per plane
	Monthly	\$ 75.00 per plane
	Weekly	\$ 25.00 per plane
	Daily	\$ 7.00 per plane

Aerial Applicators:

Annual	\$1,400.00 per plane
Monthly	\$ 750.00 per plane
Weekly	\$ 500.00 per plane
Daily	\$ 250.00 per plane
Usage Fee	\$12.00/plane/departure

Commercial Services/Couriers:

Annual	\$2,000.00 per plane
Usage Fee	\$12.00/plane/departure

Heaters:

Aircraft Heaters	Per heater per day	\$ 7.00
Vehicle (if plugged in)	Per vehicle per day	\$ 5.00

MISCELLANEOUS

Fuel	Price as Posted	
Hangar Lease Fee	Annual	\$270.00 without City power \$320.00 with City power

All fees and charges subject to GST.

**Schedule “B”
To Bylaw No. 2020-10**

CITY OF MELFORT OPERATIONAL POLICIES

1. **FUELING AT AIRPORT**

- a) The transportation or storage of fuel, both permanent and temporary, is prohibited at the Melfort Airport, with the exception of aerial applicators, who will be permitted to permanently store fuel.

2. **AERIAL APPLICATORS**

- a) Aerial applicators must restrict their operations to the north end of the airport apron and ensure that the north end of the taxiway remains clear.
- b) Aerial applicators and other commercial service providers must apply, on an annual basis, at City Hall to operate at Miller Field.
- c) Aerial applicators will be subject to fees in accordance with Schedule ‘A’.
- d) Agricultural companies will be responsible to notify their contracted commercial operators/applicators of the Airport Policies.

3. **PENALTIES**

- 1. The penalty for the first violation of any section of this Bylaw is \$250.00 for an individual and \$500.00 for a commercial service.
- 2. The penalty for the second violation of any section of this Bylaw is \$500.00 for an individual and \$1,000.00 for a commercial service.
- 3. The penalty for the third or subsequent violation of any section of this Bylaw is expulsion from the Melfort Airport and prohibition from use of the Airport.

Schedule 'C' To Bylaw 2020-10 Hangar Numbering Schematic

