

# CITY OF MELFORT

December 9, 2019

Minutes of the City of Melfort Regular Meeting held on Monday, December 9, 2019, in the Council Chambers, Melfort, Saskatchewan, commencing at 5:00 p.m.

**PRESENT:** COUNCIL: Mayor Lang and Councillors George, Mitchell, Phillips, Benson, Terry and Hoenmans.

STAFF: R. Danberg, City Manager; G. Gilmore, Director of Works & Utilities; J. Everitt, Director of Protective Services; B. Lutz, Director of Development, Planning & Community Relations and H. Audette, City Clerk.

**19-241  
Mitchell  
Hoenmans**

## **MINUTES, REGULAR COUNCIL, NOVEMBER 4, 2019:**

That the minutes of the Regular Council meeting held on November 4, 2019, be adopted as circulated. **Carried**

**19-242  
Phillips  
George**

## **2020 APPOINTMENTS OF COUNCIL & CITY OFFICIALS:**

That Council members and City officials be appointed to the following Boards and Committees effective January 1, 2020:

Airport Board  
Councillor Darryl Benson

Melfort Golf & Country Club  
Councillor Trent Mitchell

City Beautification Committee  
Councillor April Phillips, Chair  
Councillor Glenn George

Melfort Public Library Board  
Councillor April Phillips

Community Development Advisory Committee  
Councillor Glenn George

Municipal Health Advocacy Committee  
Mayor Rick Lang

Community Justice Committee  
Councillor Trent Mitchell

Northeast Interagency Committee  
Director of Planning, Dev & Comm  
Relations

Community Special Needs Transit Committee  
Councillor Doug Terry

Preservation and Rehabilitation Committee  
Councillor Tim Hoenmans

Emergency Measures Organization  
Mayor Rick Lang  
Councillor Doug Terry

Protective Services Commission  
Mayor Rick Lang  
Councillor Darryl Benson  
Councillor Doug Terry

Heritage Advisory Committee  
Councillor Glenn George

Union & Personnel Committee  
City Manager, Chairman  
Mayor Rick Lang  
City Clerk

Melfort & District Museum Board  
Councillor Darryl Benson

Veterinary Services Board  
Councillor Trent Mitchell

Melfort & District Planning Commission  
Mayor Rick Lang  
City Manager  
Director of Planning, Dev & Comm Relations

Wapiti Regional Library Board  
Councillor April Phillips

Melfort Trade Alliance  
Director of Planning, Dev & Comm Relations,  
Liaison

Wapiti Valley Regional Park Authority  
Councillor Glenn George

**Carried**

**19-243** **2020 BOARD & COMMITTEE APPOINTMENTS:**  
**Hoenmans** That we approve the attached 2020 Board and Committee appointments for the City of  
**Mitchell** Melfort. **Carried**

**19-244** **BOARD OF REVISION SERVICES:**  
**Mitchell** That we retain Gord Krismer & Associates Ltd., Regina, Saskatchewan, to provide Board of  
**Hoenmans** Revision services for the City of Melfort, in accordance with the attached fee schedule. And  
 further, that the following members be appointed to the Board of Revision:  
     Clint Krismer, Chair  
     Gord Krismer, Vice Chair  
     Jeff Hutton  
     Dave Lang  
     Gail Wartman  
     Christina Krismer  
     Kirby Bodnard  
     Cameron Duncan  
     Brenda Lauf  
     Charmaine Luscombe  
     Aileen Swenson, Board Secretary **Carried**

**19-245** **DEVELOPMENT SERVICING AGREEMENT – BEMISTER PLACE INC.:**  
**George** That we authorize the Mayor and City Clerk to execute the Development Servicing Agreement  
**Phillips** between the City of Melfort and Bemister Place Inc. for the land development area identified  
 as Part E ½ Section 7, 45-18-W2M, Surface Parcel 165209867. **Carried**

**19-246** **ASSIGNMENT OF AGREEMENT FOR SALE OF LAND:**  
**Phillips** That we approve the assignment of the Agreement for Sale of Land dated October 31, 2019,  
**George** from Taylor Watt and Jessica Watt to 102090026 Saskatchewan Ltd., in accordance with the  
 terms and conditions detailed in the Assignment Agreement, and that we authorize the Mayor  
 and City Clerk to execute same. **Carried**

**19-247** **REVENUE SHARING DECLARATION OF ELIGIBILITY:**  
**Mitchell** That the Council of the City of Melfort confirms the municipality meets the following eligibility  
**Hoenmans** requirements to receive the Municipal Revenue Sharing Grant:

- Submission of the 2018 Audited Financial Statement to the Ministry of Government Relations;
- Submission of the 2018 Public Reporting on Municipal Waterworks to the Ministry of Government Relations;
- In Good Standing with respect to the reporting and remittance of Education Property Taxes;
- Adoption of a Council Procedures Bylaw;
- Adoption of an Employee Code of Conduct; and
- All members of council have filed and annually updated their Public Disclosure Statements, as required.

And further, that we authorize the Administrator to sign the Declaration of Eligibility and submit it to the Ministry of Government Relations. **Carried**

#### **GENERAL SUNDRY COMMUNICATION ITEMS**

1. 2018 Annual Report – Melfort & District Museum.
2. Nov 15/19: Press Release announcing City of Melfort received the Dr. Lucija Čikeš 2019 Award for the Spruce Haven Accessible Playground by Fiscalis, the partner organization in Croatia of CiB.

3. Nov 15/19: E-mail from J. Switzer re: update on FalCon diamond exploration project.
4. Nov 1/19: R. Steciuk, Principal of Maude Burke School re: traffic and student safety during school hours.
5. Nov 18/19: M. Pritchard, President, Saskatchewan Public Safety Agency re: expansion of agency to include EMFS and WFM.
6. Nov 28/19: G. Barnhart, SUMA President re: 2020 membership.
7. Nov 20/19: Water Security Agency Waterworks Compliance Inspection.
8. Oct 25/19: S. Finn, Ex VP, CN Corporate Services re: request to meet with public works officials to discuss potential concerns with crossings. Referred to Works & Utilities.
9. Nov 15/19: Saskatchewan in motion request to participate in 2020 Saskatchewan Blue Cross Go Out & Play Challenge. Administration are reviewing the details and will report back to Council.

**19-248**  
**Terry**  
**Benson**

**MINUTES, COMMITTEE OF THE WHOLE, NOVEMBER 4, 2019:**

That the minutes of the Committee of the Whole meeting held on November 4, 2019, be adopted as circulated. **Carried**

**19-249**  
**Terry**  
**Benson**

**MINUTES, COMMITTEE OF THE WHOLE, NOVEMBER 15, 2019:**

That the minutes of the Committee of the Whole meeting held on November 15, 2019, be adopted as circulated. **Carried**

**19-250**  
**Hoenmans**  
**Mitchell**

**MINUTES, COMMITTEE OF THE WHOLE, NOVEMBER 22, 2019:**

That the minutes of the Committee of the Whole meeting held on November 29, 2019, be adopted as circulated. **Carried**

**19-251**  
**Mitchell**  
**Hoenmans**

**2020 CAPITAL BUDGET:**

That we adopt the City of Melfort 2020 General Capital, Utility Capital and Special Capital Budgets, in addition to the 2020 - 2024 Five-Year Capital Program, as finalized during the Council budget sessions held on November 15 and 29, 2019. **Carried**

**TAX COLLECTION COMPARATIVE STATEMENT – OCTOBER & NOVEMBER, 2019**

**LEGISLATIVE & FINANCE REPORT**

**19-252**  
**George**  
**Phillips**

**MINUTES, COMMUNITY SERVICES COMMITTEE, NOVEMBER 29, 2019:**

That the minutes of the Community Services Committee meeting held on November 29, 2019, be adopted as circulated. **Carried**

**19-253**  
**Phillips**  
**George**

**DISCRETIONARY USE APPLICATION – EGGERMAN CONTRACTING – 101 CENTRAL:**

That in accordance with Zoning Bylaw 2019-19, Table 10-8(2) – Residential Uses, we grant discretionary approval to Eggerman Contracting to renovate the building on Lots 6-9, Blk/Par 20, Plan T621, 101 Central Street West, to accommodate seven rental apartments on the second storey, which is a discretionary use in a C1 - Retail Commercial District, subject to compliance with all applicable municipal, provincial and federal acts and regulations. **Carried**

Councillor Hoenmans declared conflict concerning the pound services agreement, as he has a familial relationship with one of the parties associated with the Mohawk Animal Clinic. He exited the meeting at 5:22 p.m.

**19-254**  
**George**  
**Phillips**

**NE SPCA AGREEMENT:**

That we authorize the Mayor and City Clerk to execute the Agreement between the City of Melfort and the North East SPCA for the provision of pound services effective January 1, 2020, and expiring December 31, 2020. **Carried**

Councillor Hoenmans returned to the meeting at 5:24 p.m.

**BUILDING PERMIT REPORT – OCTOBER & NOVEMBER, 2019****PROTECTIVE SERVICES REPORT****COMMUNITY SERVICES REPORT****19-255 MINUTES, WORKS & UTILITIES COMMITTEE, NOVEMBER 6, 2019:**

**Terry Benson** That the minutes of the Works & Utilities Committee meeting held on November 6, 2019, be adopted as circulated. **Carried**

**19-256 MINUTES, WORKS & UTILITIES COMMITTEE, NOVEMBER 22, 2019:**

**Terry Benson** That the minutes of the Works & Utilities Committee meeting held on November 22, 2019, be adopted as circulated. **Carried**

**19-257 RENAME CITY LANDFILL:**

**Terry Benson** That the City of Melfort Landfill be renamed to the “Melfort Regional Solid Waste Management Facility”, due to the regional nature of the facility, serving nearly twenty-five urban and rural municipalities in the region. **Carried**

**WORKS & UTILITIES REPORT****PUBLIC HEARING – BYLAW 2019-26**

The City Clerk reported that no written or verbal submissions were received objecting to Bylaw 2019-26, a bylaw to establish development and planning fees and charges.

**19-258 BYLAW 2019-26:**

**Phillips George** That Bylaw 2019-26, being a bylaw to establish development and planning fees and charges in the Community Services Department, be read a second time. **Carried**

**19-259 BYLAW 2019-26:**

**Hoenmans Mitchell** That Bylaw 2019-26 be read a third time and passed. **Carried**

**19-260 BYLAW 2019-27:**

**Terry Benson** That Bylaw 2019-27, being a bylaw to amend Schedule ‘A’ of Bylaw 2018-05, known as The Waterworks Bylaw, be introduced and read a first time. **Carried**

**19-261 BYLAW 2019-27:**

**Terry Benson** That Bylaw 2019-27 be read a second time. **Carried**

**19-262 BYLAW 2019-27:**

**Mitchell Hoenmans** That Bylaw 2019-27 be given three readings at this meeting. **Carried Unanimously**

**19-263 BYLAW 2019-27:**

**Terry Benson** Bylaw 2019-27 be read a third time and passed. **Carried**

**19-264 BYLAW 2019-28:**

**George Phillips** That Bylaw 2019-28, being a bylaw to regulate and control the ownership and possession of dogs within the city, be introduced and read a first time. **Carried**

19-265  
Hoenmans  
Mitchell

**BYLAW 2019-28:**

That Bylaw 2019-28 be read a second time. **Carried**

19-266  
Mitchell  
Hoenmans

**BYLAW 2019-28:**

That Bylaw 2019-28 be given three readings at this meeting. **Carried Unanimously**

19-267  
Terry  
Benson

**BYLAW 2019-28:**

That Bylaw 2019-28 be read a third time and passed. **Carried**

19-268  
Phillips  
George

**BYLAW 2019-29:**

That Bylaw 2019-29, being a bylaw to regulate and control the ownership and possession of cats within the city, be introduced and read a first time. **Carried**

19-269  
Hoenmans  
Mitchell

**BYLAW 2019-29:**

That Bylaw 2019-29 be read a second time. **Carried**

19-270  
Terry  
Benson

**BYLAW 2019-29:**

That Bylaw 2019-29 be given three readings at this meeting. **Carried Unanimously**

19-271  
Mitchell  
Hoenmans

**BYLAW 2019-29:**

That Bylaw 2019-29 be read a third time and passed. **Carried**

**ANNOUNCEMENTS**

- On behalf of Mayor, Council and Administration, Councillor Terry and Manager Danberg extended their gratitude to Fire Chief Everitt for his service and commitment to the City and wished him well in his new position with the City of Whitehorse.
- Manager Danberg advised that the Christmas Castle opens tonight at the Historic Post Office.
- Councillor Mitchell congratulated the Melfort Comets Football Team on their undefeated journey to win the Provincial 4A Title.

19-272  
Hoenmans  
Mitchell

**ADJOURNMENT:**

That this meeting be adjourned. **Carried**

The meeting adjourned at 5:45 p.m.

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Mayor

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City Clerk