

MUNICIPAL SERVICES COMMITTEE MEETING NO. 18/08

Minutes of Municipal Services Committee Meeting No. 18/08 held Monday, July 21, 2008, Council Chambers, City Hall, commencing at 7:00 p.m.

MEMBERS PRESENT:

Mayor J. Sadlowski

Councillors D. Buglas
T.L. Cann
R. Fox
I. Hamilton
G. Lang
B. Pattinson

ADMINISTRATION PRESENT:

City Manager
Assistant City Clerk
Building and Licensing Inspector
Director of Business Development
Director of Finance
Director of Human Resources
Acting Director of Parks and Recreation
Director of Parks and Recreation
Director of Public Works and Engineering
Engineering Coordinator

Coun. B. Pattinson chaired the meeting.

AGENDA

117) BE IT RESOLVED that Agenda No. 18/08 for July 21, 2008, be approved.

Moved by Coun. D. Buglas,
CARRIED.

MINUTES

118) BE IT RESOLVED that minutes of Municipal Services Committee Meeting No. 17/08 held May 20, 2008, be adopted as circulated.

Moved by Mayor J. Sadlowski,
CARRIED.

DELEGATIONS

None

CORRESPONDENCE

None

REPORTS

119) BE IT RESOLVED that the following reports be received:

RCMP STATISTICAL

Re: June 2008

FIRE CHIEF

Re: Fire Fighting Activities – May & June 2008

Re: Fire Prevention Activities – May & June 2008

Re: Bylaw Enforcement Activities – May & June 2008

DEPUTY FIRE CHIEF – BRYAN BEACH

Re: Bylaw Enforcement Activities – April/08 - Explanation

BUILDING AND LICENSING INSPECTOR

Re: Building Permits/Business Licences – May & June 2008

DIRECTOR OF FINANCE

Re: Quarterly Financial Report – April to June 2008

Re: Tax Collection Report – June 2008

Moved by Coun. G. Lang,
CARRIED.

City Manager to review rates charged for providing criminal record checks to ensure the charges are covering the cost of administration.

UNFINISHED BUSINESS

DIRECTOR OF BUSINESS DEVELOPMENT

Re: North Battleford Transit Information

120) BE IT RESOLVED that the memorandum of the Director of Business Development dated June 9, 2008, regarding North Battleford transit information be received.

Moved by Mayor J. Sadlowski,
CARRIED.

Administration to provide suggestions as to the extent or the scope of what could be undertaken in changing the transit system and to include costs involved if a consultant was contracted to do a review.

NEW BUSINESS

MUNICIPAL SERVICES SUB-COMMITTEE

Re: Community Development Financial Assistance Program

121) RECOMMEND TO COUNCIL that the following policy to replace the present taxation exemption policy and the grant allocations policy be adopted:

Third Party Grants Allocation Policy

The City of North Battleford is committed to enhancing the quality of life for all City residents. To balance the need of the residents with the ability to fund third party organizations, the City will establish a pool of funds to assist groups with carrying out programs within the City.

Time Frames

To be considered for funding for the following year, each organization must submit their Community Development Financial Assistance Program application by October 31. Applications will be mailed out by September 15th to those organizations previously funded. Notice that the City is accepting applications for grant funding will also be placed in the newspaper, on the City website and City Hall public notice boards.

Criteria for Funding

Criteria to be utilized for rating each application will be as follows:

- Benefit to the community and public accessibility or usage
- Demonstrated need for the project
- Financial need for City of North Battleford funding
- Documented community support or partnerships
- Unique, new or improved service to North Battleford residents
- Will the project be sustainable and be a highlight for the community

Grant Review Committee

The Grant Review Committee, consisting of two members from the Municipal Services Committee and a member at large will review all applications and rate them per set criteria. If required, members of Administration would assist with the application reviews and ratings. From the ratings, each organization will be allocated a portion of the allotted Fund Pool. The allotment would be set in November of each year with possible amendments approved during the budget process.

Eligible Costs

Costs associated directly with programming, capital costs, and events.

Ineligible Costs

Operating costs of the facility, utilities, property taxes, maintenance costs, insurance, labour and donations that the organizations make to other parties.

Financial Information

All applications must be accompanied by the most recent audited financial statement. If the statement is not audited, a current bank statement must also be submitted. Organizations that are in arrears of any accounts with the City will not be considered.

Presentations by Organizations

The Grant Review Sub-committee may request to meet with representatives of any organization if further clarification of the application is needed.

Moved by Coun. I. Hamilton
CARRIED.

RECORDED VOTE requested by Coun. Pattinson:

In Favour: Mayor Sadlowski
Coun. Buglas
Coun. Cann
Coun. Fox
Coun. Hamilton
Coun. Lang

Opposed: Coun. Pattinson

- 122) RECOMMEND TO COUNCIL that agreements with two organizations that provide core services to the entire community, namely the Battlefords Chamber of Commerce and the North Battleford Golf and Country Club, should be negotiated that would take into account former taxation exemptions, present grant allocation funding and to not exceed five years at a time.

Moved by Coun. D. Buglas,
CARRIED.

INQUIRIES

- | | |
|------------------|--|
| Coun. Buglas | Complimented the Public Works crews for their hard work in pothole and other street repair work. |
| Eng. Coordinator | Provided updates on the receipt of tenders for the Kinsmen Park storm sewer project and the expected start date of the work. |

NEXT MEETING DATE

Monday, August 18, 2008, at 7:30 p.m.

FREEDOM OF INFORMATION & PROTECTION OF PRIVACY ACT Part III Exemptions

None

ADJOURNMENT

- 123) BE IT RESOLVED that the meeting do adjourn.

Moved by Coun. R. Fox.

CHAIR

SECRETARY