



**Melfort, SK**

**2017**

## ***Play Melfort***

Motto: "From Many Builders One Community"

The City of Melfort is located in the northeast parkland belt and surrounded by the fertile black soil of the Carrot River Valley. Climatically Melfort experiences a continental climate with temperature extremes. This climate creates a pleasant temperate summer for long sunny days and cool nights.

As a hub of northeast Saskatchewan, Melfort services a very strong trading area.

Melfort was incorporated as a village in 1903, achieved town status on July 1, 1907 and became Saskatchewan's 12<sup>th</sup> city on September 2, 1980.

Melfort's multitude of tourist attractions and a must to visit include the Northern Lights Palace indoor leisure centre with water slide, wave pool, sauna, hot tub and multi-purpose arena, a scenic and challenging 18-hole grass green golf course, museum, agricultural research station, the Kerry Vickar Centre, a multi-purpose sports and leisure facility, opened in the autumn of 2009 and just minutes north is the Wapiti Valley Regional Park with both summer and winter recreation.

Melfort was home to the 1988 Saskatchewan Summer Games, the 1995 Saskatchewan Men's Curling Pool Tankard finals, 1996 Royal Bank Cup Canadian Junior 'A' Hockey Championships, 2002 Saskatchewan women's Scott Tournament of Hearts finals, the 2006 Saskatchewan Winter Games, and the 2013 SaskTel Tankard, .....just to mention a few.

Melfort is near a large diamond exploration site. The ongoing diamond exploration by a joint venture between Shore Gold Inc. Newmont Mining Corporation of Canada in the Fort à la Corne district was expected to begin mine construction in 2012.

Melfort has all the great amenities to visit, raise a family, go to school or college, own a business or retire. Come stay or play for the shopping, a movie, glow bowling, hockey, curling or football game, tennis, ballgame or a round of golf, a concert or drama theater, woodcarving or quilting .....

***We have it all and that is why "We Love it Here"!***

***We hope you will too!***





## Mayor's Welcome

Welcome to one of the friendliest communities in all of Saskatchewan.

The City of Melfort is a community on the move; a community with some of the best facilities that you will find anywhere. With the Northern Lights Palace, containing one of the few wave pools in all of Western Canada, and the Kerry Vickar Centre, our performing arts, convention, and multi-use complex, the City of Melfort will exceed even your most phenomenal expectations. We are proud of what we have to offer to our citizens and visitors alike – the new skate park that is currently being constructed, our other recreation facilities and parks, our growing commercial sector, our health and education services which includes the new wellness centre currently under construction attached to the hospital, and our cultural and historic facilities and venues.

Our city has many special events that take place in our community and a group of volunteers that is second to none. One of our most dedicated groups is the Community in Blooms Committee. It is often through their efforts in concert with other volunteer groups that projects in our community get done. They are involved in many different projects in our community, often all at the same time, in an effort to improve our city and make it more beautiful and appealing. All of this results in a community that is a remarkable and enjoyable place to visit and to live.

I sincerely hope that you enjoy your stay in our community and I would like to thank you for visiting our city.

Rick Lang  
Mayor  
City of Melfort



## Melfort CiB CHAIRPERSON'S WELCOME

Summer, 2017



Communities in Bloom would like to welcome you to the City of Melfort. We are so excited to have the opportunity to show off our beautiful community to you. We would like to share with you all of the activities we have to offer, from a round of golf at the Golf and Country Club, to a swim at our indoor pool at the Palace or shopping at one of our many diverse stores all around town. You can take in the local art at the Kerry Vickar Centre or spend a relaxing afternoon at the Museum. Take a scenic tour on our walking paths and then enjoy the solitude of our Labyrinth. To end the day, enjoy some fine dining at one of our many restaurants.

We cannot wait for you to see all of what our hard work has accomplished in conjunction with the City of Melfort. Our committee has once again been working very hard this year. We have the most amazing volunteers in our program. They have worked countless hours and given up their spare time to beautify the City.

We hope you enjoy your tour of our City as much as we enjoy living in this great community we call home.

Myra Busby



*A Blooming good bunch of Volunteers!*



## *Welcome CiB Judges, 2017*

### **Irene Pisula**

Irene Pisula has been a *Communities in Bloom* judge since 2013. She currently lives in Regina and was also born and raised in our provincial capital.

Family is important to Irene with two sons and two grandchildren. She also enjoys bowling, golfing, gardening and spending time at her cottage in the Qu'Appelle Valley. In addition to volunteering with *Communities in Bloom*, she volunteers with the Saskatchewan Special Olympics and the Victoria Club.

Irene has a wealth of experience and knowledge through her employment with the Highway Traffic Board, the University of Regina, the Saskatchewan Urban Municipalities Association, Wascana Centre Authority and most recently the Association of Saskatchewan Urban Parks and Conservation Agencies.



### **Geri Krewa**

*We hope the stories, pictures and events depict how very proud we are of our community and the its citizens~ welcome!*



## ***Melfort Communities in Bloom History***

The concept of establishing a 'Communities in Bloom' Committee in Melfort was first proposed by the City Of Melfort in the fall of 2003. Public notices were placed in the local newspaper inviting interested individuals and organizations to attend a public interest meeting. A second public interest meeting was held and enough interest was gathered to form a local Communities in Bloom Committee in the spring of 2004. As word of mouth spread and promotions of the Communities in Bloom program increased, interest in the program continued to grow.

The local Committee was made up of representatives from the public, service organizations, and the City Of Melfort. The Committee made a decision to enter into the non-competitive category in the first year to learn about the program and to "get their feet wet". The City's Recreation & Facilities Manager Robin Harper assisted the Committee in an advisory capacity. We then entered at the competitive level in 2005 and 2006, winning our category with a 4 Bloom rating (73 & 74.3% respectively). As our wish list grew we decided to practice the program but not compete. By 2013 we were all eager to get back in the 'race' and compete.

The 'nutshell' version of our first ten years - we planted over 1200 barrels; spent over \$8,000 on street banners and purchased over \$15,000 worth of planters; developed a pocket park on Main Street (\$1,500) in 2005 and another one on Burrows West in 2013. We have purchased nearly 200 planters and collected \$45,000 through our Adopt a Planter Program (2005-2011) and \$2,800 through our Sponsorships (2012-2013). We have awarded over seventy "Yard of the Week" and "Business / Attraction of the Week", because of this we have seen a definite increase in curb appeal in the commercial and residential sectors. In 2011 we re-claimed and constructed the Girl Guide flowerbed. In 2016 we developed a new landscape feature at the north end of Main Street and 2017 we started a new point of interest on 100 block of Broadway South.

Our theme song changes from time to time but would have to include Johnny Reid's *"Today I'm going to try to change the World"* to Frank Sinatra's *"I did it my way"* to *"What doesn't kill you, makes you stronger"* but mostly Louie Armstrong's *"What a Beautiful World"*.

We have embraced the CiB motto "People, Plants and Pride....Growing Together" and today, like many others, we celebrate our successes and experiences.





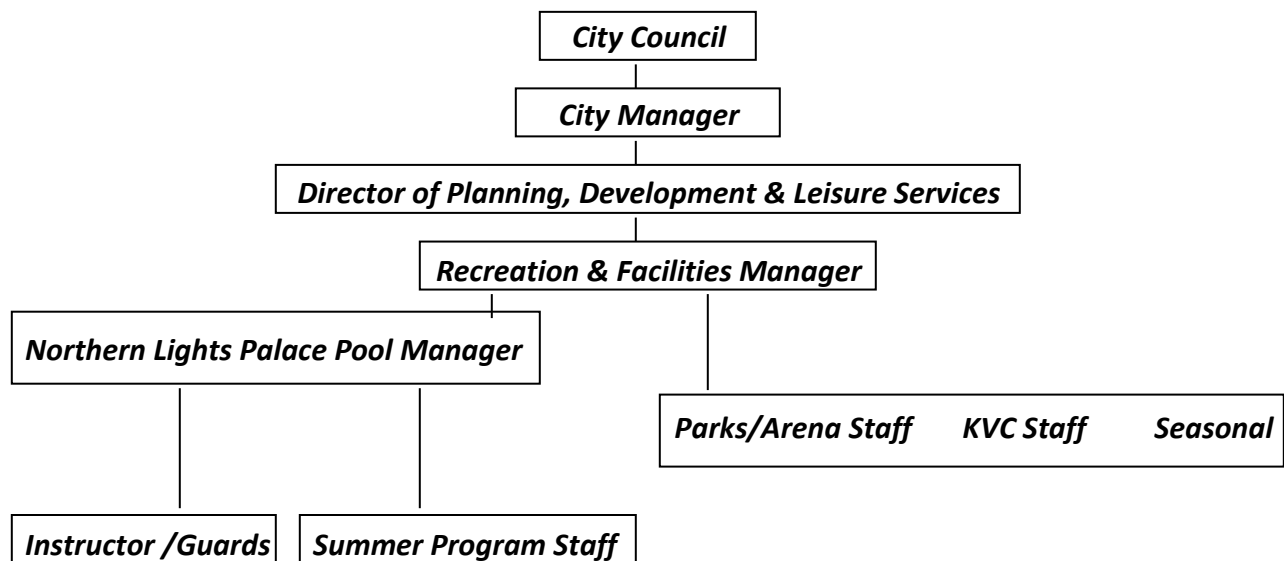
## ***Municipal Information***

### ***2017 Municipal Information***

Population	5992 (6590 Sask Health)
Municipal Budget	\$ 9,321,149
Parks & Recreation Budget	\$ 2,922,524
Parks & Open Space Budget	\$ 424,360

### ***City of Melfort Parks & Recreation***

The Leisure Services Department is responsible for the following areas and is directly responsible to City Council as per the following organizational chart:



## TIDINESS

Tidiness includes an overall tidiness effort. Elements for evaluation are green spaces (parks, etc.), medians, boulevards, sidewalks, streets; municipal, commercial, institutional and residential properties; ditches, road shoulders, vacant lots, signs and buildings; weed control, litter clean-up (including cigarette butts and gum), graffiti and vandalism programs.

- ✓ City waives fees at land fill for 10 days in May
- ✓ Newspaper & radio ad's re- spring clean up
- ✓ Regularly clean litter and follow City of Melfort bylaw provisions concerning unsightly properties.
- ✓ Work with local youth and church organizations to remove graffiti
- ✓ Assist Communities in Bloom in beautification projects
- ✓ George Home Hardware put up a community bulletin board on the front of their building; the City has one on the Mall parking lot, skateboard park and by the south side recycle bin as well.

*Civic Pride is evident everywhere – the majority of properties have well maintained green space with flowerbeds or planters and inviting outside décor We say thank you with our “Yard of the Week” & “Attraction / Business of the Week” awards. The City and Home Hardware community bulletin boards have eliminated a lot of paper debris.*



*Rubber paving is showing up everywhere as an easy & economical way to combat crumbling cement*





## ENVIRONMENTAL ACTION

Environmental action includes efforts and achievement with respect to: policies, by-laws, programs and best practices, 3-R initiatives (reduce/reuse/recycle), waste reduction, composting sites, landfill sites, hazardous waste collections, water conservation, naturalization, and environmental stewardship activities under the guiding principles of sustainable development pertaining to green spaces.

- ✓ City created a fenced compost area with staff to maintain proper disposal area's
- ✓ Provide funding to the local sheltered workshop (Plus Industries / Sarcan) which provides paper, cardboard and refundable recycling; also computer components, glass and tin recycling.
- ✓ Local landfill abides by all relevant provincial and federal requirements.
- ✓ City utilizes safe spraying techniques and larva-cide program for mosquito control



The Melfort EcoCentre is located at the landfill on the Highway 41A bypass west of the city. It accepts used oil, oil filters and plastic oil containers and pails under 30 litres in size for recycling, *at no charge*, from farmers, do-it-yourselfers, and small business operators. The EcoCentre accepts up to 500 litres of used oil per delivery, with no minimum amount required and there is a drum pump to empty your barrels



*In 2004 3,000 seedlings were planted creating a shelterbelt to prevent the blowing of garbage out of the landfill site...what a difference they make when the spring winds blow!*

## HERITAGE CONSERVATION

Heritage Conservation includes efforts to preserve heritage within their community. Priority in evaluation is given to natural heritage, as well as the integration of landscape and streetscapes as it pertains to the built heritage of a community. Also consists of preservation of cultural heritage which includes monuments, memorials, artefacts, museums and history, archives, traditions, customs, festivals and celebrations. The evaluation includes:

- natural heritage management plans: sites, parks, cemeteries, heritage gardens and trees, native plants;
  - the relationship of the landscape to the built heritage;
  - overall preservation of traditions and customs through year-round festivals and celebrations, events and parades.
- As well, the participation of groups such as Historical societies, Conservation groups are considered.

### Heritage Buildings:

There are several designated heritage sights in The City of Melfort. These include:

- The Melfort Museum Building
  - Built in 1912, this brick building is one of Melfort's oldest industrial structures. Now part of the Melfort and District Museum it houses an archive and is the main display area.
- Water Tower
  - The Melfort Water Tower was constructed in 1916. Is one of only four of its kind in Saskatchewan. A wood enclosure was added at a later date. The tower remained in service until 1978.
- Court House
  - The Court House at 409 Main Street retains its distinct architectural form and has definite historical significance. It was constructed in 1928, also making it one of the oldest provincially owned buildings remaining in Melfort. The Court House represents a prominent place in the community, and is a landmark in Melfort.
- McKendry Residence
  - Located at 412 McLeod Avenue West, the significance of the site is as follows: Constructed in 1918, it is one of the earliest homes in Melfort, and is one of the oldest remaining private residences in the community. The home exudes character as well as history. It boasts a beautiful stone fireplace, round windows, typical trim and structural integrity of that era. The home is a landmark in the community and was built by Dr. McKendry, a prominent citizen.
- Saskatchewan Government Telephones Building
  - The old SaskTel building retains its historical significance to this day. It is located at 103 McLeod Avenue East. The original portion of the building was constructed in 1922 making it one of the oldest buildings in the community. It contained the first automatic telephone system in Saskatchewan and was also one of the first rural systems.





➤ Spence Residence

- This heritage home is located at 810 Broadway Avenue South. The significance of the site is as follows: It was constructed in 1907, and is one of the oldest remaining homes in Melfort. It was among the first private residences built in the community. It was the home of a prominent early physician, Dr. Spence, and was used for his office. It retains a fireplace with a one-of-a-kind mantle, along with an impressive staircase, sculpted stringers and an interesting balustrade. Located on what was known as the Peter Aikenhead homestead, it is a landmark in the community.

## Community Involvement Sector/ Heritage Conservation

New programs and initiatives to promote local heritage: We have a number of initiatives in progress that are contributing factors to a healthy and sustainable heritage in our community.

### 1) Power Station Mural:

The Melfort & District Museum has completed an historical wall mural on the exterior of our Power Station main office building. This mural was painted by local artist, Gordon Bland over a two-year period and we held a dedication ceremony IN 2012. The mural depicts the development of Melfort and area from the early settlers' days up to modern downtown business development. The five panels speak volumes about the agricultural base upon which our city was established, the trading between Hudson Bay agents and the native population, the coming of the railway in the early 1900s, the evolution of the one-room schoolhouse, the early threshing crews, and the establishment of downtown businesses such as the federal Post Office in 1913. It continues to be a draw for visitors to our museum.

### 2) Gazebos:

The cedar gazebo that was located at the Memorial Garden downtown was relocated to the Melfort & District Museum. It is now in a secure, fenced area that we lock up every night. It is well used in our park area; we've had a number of outdoor concerts on site and it is a great seating area for our Wednesday night barbecues in the summer months. In the Memorial Garden, the committee has replaced this cedar gazebo with a steel-coated one. It will be more durable and less susceptible to vandalism. There are many community groups that hold functions in the Memorial Garden and this gazebo/seating area is well-populated for fundraising barbecues, such as: Credit Union's Dress Down for Charity, Plus Industries bbq for the new group home, and the Canada Day protocol ceremony with cake & coffee served to over 500 people.

### 3) Memorial Garden

When we first started planning for this Memorial Garden twelve years ago, we envisaged a nice, peaceful outdoor place downtown that would be accessible to everyone. It has proven to be extremely popular and is well used by individuals and groups alike. Volunteers have developed and maintained the landscaping throughout the years and

even today, Communities in Bloom have taken responsibility for the center flowerbed. As mentioned above, we have installed a new gazebo on the paved area. City workers regularly water, mow, remove snow, etc. to keep this area looking good. The people of Melfort seem proud of this site and continually display 'random acts of kindness' in maintaining its appealing and inviting look. This public participation is a hallmark of the investment in community that is so evident in all of our facilities, events and promotions. The commemorative plaque as well as the "Donation" tree cite the history of the Memorial Garden's development and how people can continue to make donations either to honor loved ones or in their memory. There is a book at City Hall where everything is recorded (and tax receipts issued).

#### 4) Post Office (PARC)

The old federal Post Office building has been designated a Municipal Heritage site and a committee has been established as an ad hoc committee of City Council, the Preservation and Rehabilitation committee (PARC), to maintain and restore this heritage building to its integral, historic structure. We've applied for grants and received some monies from Saskatchewan Heritage foundation. We also have a Canada Heritage Grant for a summer student to work with the committee. The old Post Office was built in 1913 and we celebrated its 100<sup>th</sup> Anniversary as we will again celebrate in November of this year. Volunteers and city workers have worked diligently to begin its restoration process. The first floor houses the Main Street office of the Melfort Business Revitalization Corp and the bathrooms and kitchen have been entirely renovated. We are still doing major interior work on the main floor as well as exterior brickwork. We hope to see the Historic Post Office become a vital community cultural centre in the future. It is a tribute to the city and its heritage policies that this is happening. We foresee that this will be a very long term project but it is entirely endorsed by Melfort citizens who want this landmark building to remain as a legacy for future generations.

#### 5) Walking Tour/Virtual Melfort Tour

The museum has developed a Walking Tour of historical downtown and we've offered this for three summers. We are still researching and extending the tour over several more blocks. Local people are constantly adding to our knowledge of the history of individual buildings, their owners, the businesses, etc. We are currently concentrating on garages/liveries/machinery dealerships for continuing to expand our database on the history of Melfort's business community.

A second major project was the development of a Virtual Tour of Melfort. After we had a public launch of this educational tool, we have it displayed on a computer screen at the museum and run it periodically for group tours, but local people also come over to watch this 27 minute, interactive 'walk down memory lane'. It's quite innovative and a great way to capture the attention of our youth.

#### 6) History Geocaching

This project is in its third year and continues to attract new audiences. Participants register at the museum and receive the starting coordinates. Each week over the summer

months, we'll have 2 new geocaches. At each site, there is a sign-up sheet and a small written history of the site/building; for example, one site is the CIBC bank built in 1903. We are planning a wind-up barbecue for participants at the end of the summer.

#### 7) Historical Plaques

We have begun to develop historical plaques to be affixed to our heritage buildings and at historical sites. The prototype one is for the Scharfstein Pocket Park on Main Street. The Museum staff are doing the research and designing the plaques and we're collaborating with a local sign maker for the finished products. There are several around town such as the cairn for Dr. Shadd at the hospital grounds, the cairn for R A Howes at Spruce Haven Park and the plaque for Prince Edward at the museum grounds. This next series will all be similar in design and construction and will depict primary locations on our Walking Tour and on the Driving Tour that has already been developed.

#### 8) Public Programming

There are a number of initiatives by community groups to develop and promote cultural heritage: the Melfort & District Museum has a community *Coffee & Conversation* program, a Family Days' Time Warp program in the summer, and several ongoing research programs for local anniversaries. This year for Canada 150, the museum is staging an event, MELFORT 1884 REENACTMENT. Canada Day is always well celebrated with a major entertainment and Street Fair component. The Melfort Arts Council has an active program offering 4/5 OSAC concerts and art gallery shows a year as well as additional entertainment throughout the year. The Chamber of Commerce sponsors a Kidsfest in the summertime and the Rotary Club is holding another mini-folk fest in the fall. The list goes on and on, Melfort has a vibrant, robust cultural community and a cadre of volunteers with talent and commitment to preserving our cultural heritage.

Submitted by,  
Gailmarie Anderson  
Museum Curator/Cultural Coordinator  
City of Melfort



*Historic Murals & High Tea*







*June 12, 2012 – commitment between the City of Melfort and Avatex Devcorp was celebrated*

*Countless hours have been spent by volunteers....scraping, sanding, painting, cleaning, removing walls, installing new electrical....*



*Special Fundraising functions celebrated have been "Speak Easy; Spring Flare with Pizzazz; Downtown Derby"*

**THE DOWNTOWN DERBY**  
A Kentucky Derby-themed Fundraiser

presented by **MAIN STREET Melfort**

**Saturday May 6**  
Cocktails at 6 pm  
Melfort's Historic Post Office (302 Main Street)

**Help keep Main Street Melfort in the running!**

*Dress to impress in big hats, fascinators, florals, pastel colours, and sharp suits- we want to see your best high-falutin' Derby style! Meet us downtown for dining, dancing, and the chance to participate in an evening out in Melfort like no other. You will also enjoy musical entertainment by 'Poor Bill', and the chance to win great prizes. A southern themed dinner will be served at 7 pm, and be sure to wet your whistle with themed beverages throughout the evening from the cash bar.*

**Tickets now available at Scotiabank for \$50.00.**





*Civic & Country Pride*



*Happy Canada Day 2017*



*Bortis Family*

*Legion color party and Legion members*





*Culture in the Back Alley!!! A variety of Arts & Culture in everyday life in Melfort*

**MAIN STREET  
MELFORT**

**BACK ALLEY  
TOUR**

**THURS. JUL 4 20**  
**4-9 PM**

Wood carving by Jim Mason, wood turning by Al Jardine, t-shirt making with Joanne Bolen, pottery making by Uffe Vors, caricatures by Pat Davidson, henna tattoos + original artwork by Cheyanna Kidd, eco-print workshop by Beth Bentz\*  
\*(registration required), M.A.D. Open House, food + beverages from the Melfort Legion, Sasktel + NESPCA

**JOIN US IN CELEBRATING EVERYTHING  
ARTISTIC IN OUR AREA!**  
Back alley east of Main Street, bordering Burrows, Macleod Avenue + Alberta Street



*Pottery – artifacts – creative artwork – woodwork –  
calligraphy*





## URBAN FORESTRY

Urban Forestry includes the efforts with regards to written policies, by-laws, standards for tree management (selection, planting, and maintenance), long and short-term management plans, tree replacement policies, tree inventory, Integrated Pest Management (IPM), heritage, memorial and commemorative trees.

- ✓ Currently developing an urban forestry policy
- ✓ City of Melfort has an annual pruning program
- ✓ Regularly inspect and maintain tree inventory
- ✓ The City does have a tree replacement policy and records all trees planted in recent years
- ✓ 2013 - Contracted a landscape company to remove most of the dead trees and stumps in City limits and continues to budget to do more



*There are approximately 40 – 50 different species of trees present in Melfort including various species of Elm, Willow, Ash, Cedar, Maple, Oak, Caragana, Crab, Apple, Saskatoon, Chokecherry, Juniper, Linden, Cherry, Shubert, Pine, and Lilac.*



## LANDSCAPE

This section of the evaluation supports all efforts to create an environment showcasing the overall surroundings. The overall plan and design must be suitable for the intended use and location on a year-round basis. Elements for evaluation include: native and introduced materials; balance of plants, materials and constructed elements; appropriate integration of hard surfaces and art elements, use of turf and groundcovers. Landscape design should harmonize the interests of all sectors of the community. Standards of execution and maintenance should demonstrate best practices, including quality of naturalization, use of groundcovers and wildflowers, turf management and maintenance.

- ✓ 2013 New tree-line (655 metres x 4 metres) along a walking path; also 2015 and 2016 through the support of the CN EcoConnexion Grant
- ✓ 2013 upgraded the plant beds around City Hall with drip irrigation.
- ✓ Work with developers to ensure all future developments satisfy the municipal reserve requirements



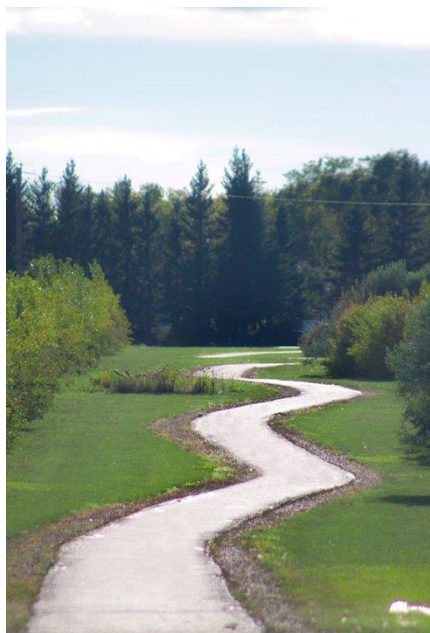
*Some of the Volunteers enjoying a lunch provided by the Kinettes*







*Beautiful green space, new children's play area, shelters and disc golf, hills to climb, relaxing spots – something for everyone!  
Thank you Rotary*



*The Old & the New – walking trails to soon circle the City to be included in regular budgeting for surface paving every year until it's all done!*



*City Hall new landscape installed drip irrigation for easy maintenance and water retention!*





*Created in 2005, a labor of love by many*



*A favorite venue, used all year round for various community events, a fabulous family gathering place*



*Including our CiB bbq and 'cookie walk'*

*Our Donor tree*





## FLORAL DISPLAYS

"Floral Displays" evaluates efforts to design, plan, execute, and maintain floral displays of high quality standards. Evaluation includes the design and arrangements of flowers and plants (annuals, perennials, bulbs, ornamental grasses) in the context of originality, distribution, location, diversity and balance, colour, and harmony. This pertains to flowerbeds, carpet bedding, containers, baskets and window boxes.



- ✓ Our committee planted 59 planters along the walking paths; 30 planters for Main Street; 9 planters in Memorial Garden, all flowers and fill being paid for through our "Bloom Sponsorship" program.
- ✓ Grade 3 class from Reynolds Central helped us with "digging in the dirt"
- ✓ We maintain Scharfstein Park, Burrows Pocket Park, Spruce Haven flowerbed, Main Street North triangle and Broadway South Vintage Plough Park
- ✓ City of Melfort waters all the planters on Main Street
- ✓ We have hired a landscape company to water all other planters, volunteers water Spruce Haven & flowerbeds
- ✓ Yes the common theme this year downtown is lots of red & white ~ Happy 150<sup>th</sup> Canada







*Many of our businesses are doing their part to “Beautify” Melfort*



*Birds of Paradise & Heaven Sent have both been chosen as Business of the Week this year.*





*Community involvement ~ Awesome.....!!!!*

*We just can't say enough about the Kinettes & Kinsmen – from volunteering at TeleMiracle; tree planting / mulch spreading; Black Gold Rush Tire Recycling program; playground equipment purchases; Kidsport*



**MICHAEL OLEKSYN** Melfort Journal  
The Northern Lights Palace Pool in Melfort was a busy place on Friday, February 22 as the Melfort Kinsmen and Kinettes Club hosted a free swim as part of Kinsmen and Kinette Week in Melfort.

*One of the 3 playgrounds they have funded, with a 4<sup>th</sup> being developed in the north end*







### *Building of the Labyrinth ~ 2014*

*Built by the Goodman family as a memorial legacy of two of their children Ryan and Lana ~ a tranquil place of peace and reflection for all who enter.*

The journey through the Labyrinth is a metaphor for the journey through life. And just like life, it's an experience unique to each person.

Thank-you to all for caring and sharing.

LANA GOODMAN'S FAMILY



*Landscape*

*Floral, Tidiness,*

*Environmental*



**Girl Guides of Canada**  
**Guides du Canada**

**Girl Guides of Canada - Operation Earth Action**  
Funded through TD Friends of the Environment Foundation Tree Planting Grant

The Guiders and girls of the Melfort 1st Brownie Unit 2013-2014, along with the help of Zosel's Tree Farm, Melfort Girl Guides and The City of Melfort planted these trees to improve our environment and community.

Our girls learned about the importance of trees in our environment, working as a team and helping our community.

We, the Guiders and girls of the Melfort 1st Brownie Unit, dedicate this tree planting to the memories made by our Brownie unit and the memory and spirit of Lana Goodman.



TD Friends of the Environment Foundation



### *CiB Recent Projects ~ the Main Street Triangle – 2016*

*We had an idea ....the City gave us free reign to create a beautiful new flowerbed feature in a high traffic area at the north end of Main Street. A triangle was formed, a used grain bag laid in the 'dry creek bed', topsoil hauled, landscape fabric laid where the perennials would be planted*



*and many  
many  
rocks put  
into place*



*Spring 2017 the City installed our new flag pole.*

*For instant color, 4 new  
desert planter were added*



*Landscape, Floral, Environmental*



## 2017 Butterfly Project

Orville Dahl cut out 4 styles of butterflies, 2 different sizes then distributed them to Maude Burke and Brunswick Schools for painting by the Grade 6 classes.



Like a butterfly,  
I am *growing* and *changing*  
and finding my true  
*colors* in life.  
I am finding my *wings*  
so I can *fly*, and soon  
be on my way.



Then they were then zip-tied to their school fences....their farewell as they fly off to a new school in the fall!



Melfort Daycare children also painted several small ones, adding a special sprinkle of 'sparkle dust' for all to see!





*Broadway South ~ Vintage Plough Point of Interest 2017*

*Phyllis Dickie kindly loaned us her one-way vintage plough to highlight this beautiful new point of interest. Used by her husband in earlier years and more recently by Phyllis, a lover of flowers and nature, we pay tribute to our early pioneers.*

*Thank you Phyllis for sharing.*

*Delivered by Phyllis's grandson Russ Dickie and placed on an old tarp destined for the landfill, we then placed 7 of our new desert planters around it and the City delivered a load of mulch from our Compost site....*



*.Historic, Landscape, Environmental, Floral  
all rolled into one!*





### *Fundraising through Community Pride*

*Our 3<sup>rd</sup> Annual Cookie Walk...keeps growing every year!!*



*Not to mention serving 640  
barbequed burgers during  
the Chambers Show 'n  
Shine!*



### *Our "Bloom" Sponsors*

2017 Bloom Sponsors	Bloom
Annand Law Office	2
The Co-operators Ins	2
Kapoor, Selnes & Klimm	2
Smith Agencies	2
Clint Mason Financial Services	2
Western Financial	2
Melfort Dental Group	3
Melfort Golf & Country	4
Prairie North Co-op	4
Melfort Funeral Home	5
George Home Hardware	5
Canadian Tire	5
Wrights Greenhouse	5
Cindy's Independent	5
Judy Sefton	5
Melody Motors	5
Scotiabank (over \$2000)	Platinum
RBC (\$5000)	Diamond





## **Parks & Facilities**

- During the summer months, the Parks Department has approximately 4300 acres of green space to cut, trim and maintain as well as the cutting of unsightly premises.
  - Kerry Vickar Centre and grounds
  - Northern Lights Palace Arena/Pool and grounds
  - Memorial Garden
  - Library
  - City Hall and grounds
  - Grassed Area
    - Ditches on highway entrances to the City
    - Boulevards
    - All parks/Walking Trail
    - School Grounds
    - Exhibition Grounds
    - City-owned property
    - Unsightly premises
    - Airport
- Ball diamonds
- Soccer pitches
- Tennis courts
- Campgrounds – grass cutting and buildings
- Trees – rototilling in nursery, pruning
- Weed spraying
- Mosquito control
- Planting, watering and weeding trees and flowers
- Dead tree removal in 2013



## **Staffing Levels**

- 6 Full-time employees work in combination with the arenas in the winter and the parks in the summer.
- 3 Full-time employees work in combination with the Kerry Vickar Centre, City Hall, and Library once a week.
- 1 Students and 2 Seasonal employees work in the parks during the summer months.
- 1 Full-time employee works in the Palace Pool and Lobby during weekdays.
- 4 Playground supervisors work during July and August.
- 1 Pool Manager specifically responsible for all aquatic activities and staff supervises the Playground program.
- Parks supervisor
- 1 building maintenance supervisor

**Northern Lights Palace Arena**

- Janitorial and maintenance of building.
- Snow removal.
- Supervise events/public relations.

**Main Arena**

- Janitorial and maintenance of building.
- Snow removal.
- Supervise events/public relations.

**Kerry Vickar Centre**

- Set up, clean up, and maintain rentals from 8:00 am till midnight, weekends, and often until 2:00 a.m. on weekends.
- Cutting grass/snow removal.
- Janitorial and maintenance of building.
- Supervise events/public relations.

**City Hall**

- Janitorial and maintenance of building.
- Cutting grass/snow removal.



### **Northern Lights Palace Pool and Grounds**

- 1 staff member works weekdays at the Northern Lights Palace Pool and Lobby to maintain and clean this facility. This staff member is also responsible for all grounds surrounding the Northern Lights Palace Pool.



### **Ball Diamonds and Soccer Pitches (Sports Fields)**

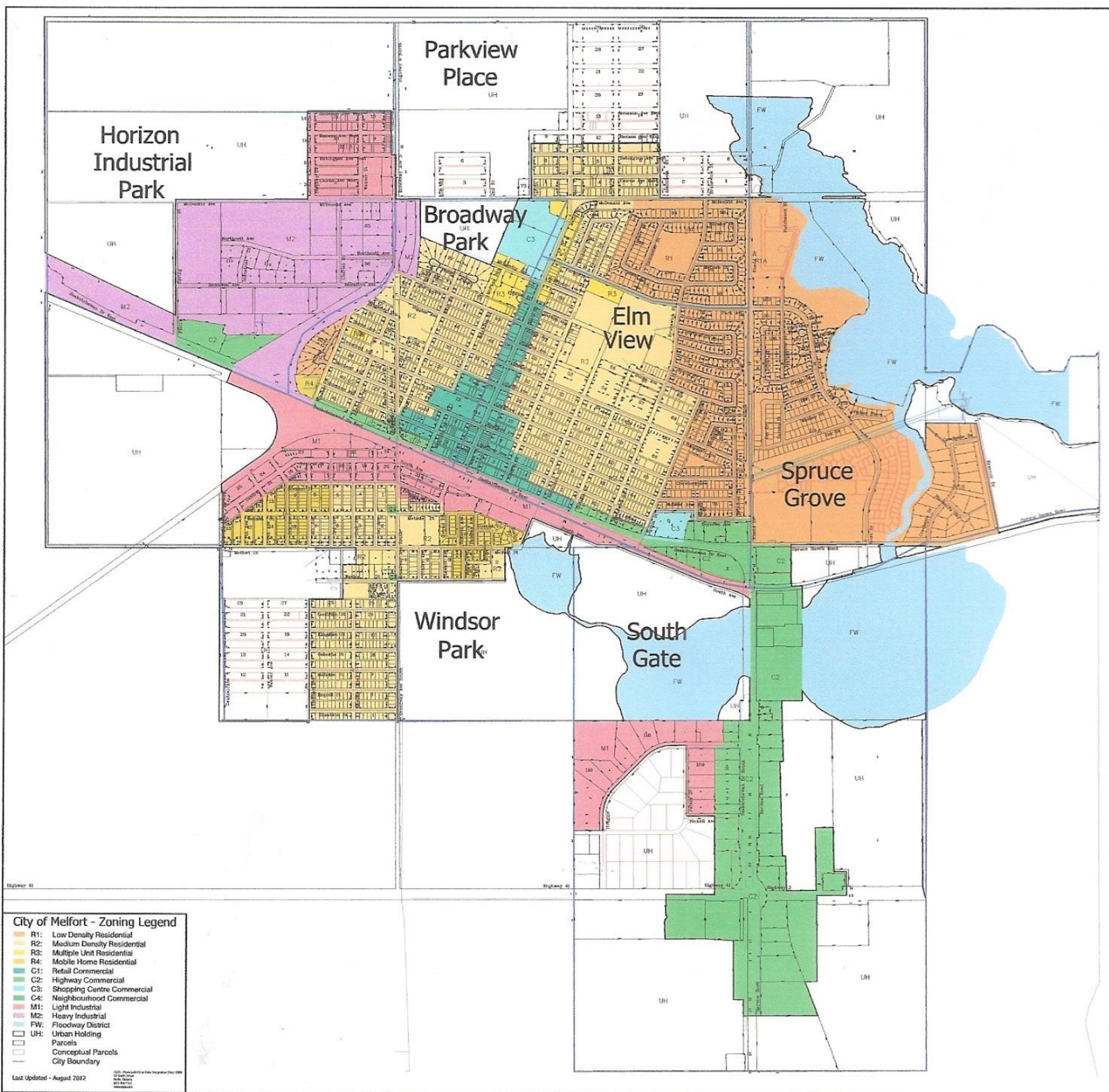
- Janitorial and maintenance of fields and buildings.
- Supervise events/public relations.

Early in the spring all diamonds are given a concentrated preparation. At Spruce Haven Ball Park we use a turf trimmer to edge grass areas away from the shale (remove the hump). New shale is added to the diamonds. The grass is fertilized and the water system is turned on for summer use.



Soccer fields are measured and nets are erected in the spring. Lines are trimmed low so they are easily identified and trimmed through May and June as required. Nets are removed at the end of the season.





## ***Tidiness Effort***

### **Committee Initiatives**

The City of Melfort has an annual “*clean-up week*” that takes place during the month of May. During this week, residents and businesses are encouraged to clean up their yards and properties. The landfill fees for residents are waived during this week for residents that want to haul out yard waste such as leaves, branches, etc. Local businesses also get into the spirit by cleaning their properties. The City of Melfort supplies trucks and manpower on the last day of “*clean-up week*” to pick up the waste that is set out by the business owners in the business sector.

### **City of Melfort Initiatives**

The City of Melfort has a variety of tools and initiatives at its disposal to ensure tidiness in the community in regards to building construction and maintenance as well as property maintenance. Some of the tools include:

- Staff: The City has a full-time building inspector, bylaw officer, as well as weed inspector.
- Unsightly/Untidy Property: The City of Melfort utilizes Bylaw No. 03-19. (See appendix 1 of this document.) An appointed weed and property inspector makes note of any properties; city owned or privately owned that are in contravention of the bylaw. This information is forward to City Hall, which in turns, issues a letter to the property owner instructing them to remedy the situation. If the property has not been cut/cleaned up, the City staff cut the property and bill the property owner.
- Waste Collection and Disposal: The City of Melfort utilizes Bylaw No. 2008-04. (See appendix 2 of this document.)
- Signage (See appendix 3 of this document): Zoning bylaw 91-09 Section 7
- City Owned Lots: The Recreation & Parks Department cuts grass on these lots on a regular basis.

### **Commercial Property**

Tidiness of the commercial properties is generally good. There are some commercial buildings in Melfort that are currently vacant but still privately owned. These properties are proving to be difficult in getting cleaned up but the Committee is continuing to work towards this goal through “Business / Attraction of the Week” recognition.

### **Residential Property**

The tidiness in the residential areas is generally good as well. The vast majority of the property owners in Melfort are very proud of their yards and work continuously to maintain them. The Committee has been attempting to publicize the tidiness aspect to the general public through the “Yard of the Week” recognition.



## **Environmental Action**

### **City of Melfort Initiatives**

#### **Municipal Landfill Site:**

The municipal landfill is operated and overseen by The City of Melfort. They have various segments set aside for specific types of refuse, including:

- Household
- Metal
- Wood/trees
- Batteries, etc.
- Used oil collection

Access and dumping at the site is regulated at the entrance with a municipal employee who operates the weigh scale and collects the fees charged for dumping. There are specific hours set for the operation of the landfill.

During the spring of 2004, the Public Works Department planted approximately 3,000 seedlings to assist in creating a shelterbelt to prevent the blowing of garbage out of the landfill site. In 2011 Prince Albert used our landfill resulting in a \$100,000 surplus....l (giving new meaning to *"One man's trash is another man's treasure!"*)

#### **Sewage Treatment:**

The City of Melfort operates sewage lagoons for sewage treatment. The capacity for the population that the lagoons can safely handle is 10,000, thus The City of Melfort has a more than adequate sewage treatment capacity.

In 2011, the City replaced 23 blocks of water, sewer, curbs and street paving through a federal infrastructure grant.

#### **Water Supply:**

The City contracts with Sask Water for the treatment and testing of the municipal water supply. The City of Melfort owns and operates the treatment facility, the reservoir and the pumps.

#### **Energy Efficiency:**

Over the years, The City of Melfort has worked towards improving the energy efficiency of public facilities. The current City Hall, constructed in 1995 is a modern, energy efficient building, which incorporates energy efficient lighting and computer controlled heating and cooling systems and monitoring.

The Northern Lights Palace, which consists of an arena and indoor swimming facility is relatively new and also incorporates numerous energy savings systems.

#### Arena

- Setback thermostats on the ice plant.
- Programmable thermostats for the heating systems.
- Power factor correction for the motors of the ice plant.
- Washroom urinals operate only when lights are on.

#### Pool

- Lectronator system – no use of gas chlorine.
- Programmable roof top heating and exhaust system to control temperature and humidity. These will be undergoing an upgrade in 2004 to allow the system to operate much more efficiently.
- Energy efficient bulbs and ballasts.

#### Kerry Vickar Centre (KVC)

- In addition to having the most current energy efficiency system, it also has a solar wall incorporated into the black cladding on the front face of the building, making a significant reduction in heating costs.

### **Recreational Vehicle Dump Station:**

The RV Dump Station is located at the Melfort Chamber of Commerce building which is located at Spruce Haven Park.



### **Pest Management:**

In 2003, The City of Melfort began a program to control the breeding of mosquitos within the city limits. This program was undertaken primarily to assist in the prevention of the spread of the West Nile Virus. Our program consists of mapping potential breeding sites, monitoring for the presence of mosquito larvae, and treating any larvae that are found. We also operate two mosquito traps; a New Jersey Light Trap, which attracts mosquitos with a light and then traps and kills them with a poisonous strip, and a CDC trap, which attracts the mosquitos with Carbon Monoxide and traps them live. Both of these samples are then shipped to a consultant in Saskatoon to test for the presence of WNV.

The larvicide The City of Melfort utilizes in the program is called VectoBac (Bti). This is a very environmentally friendly Larvicide, which only harms mosquito and biting fly larvae. It does not affect any of the other aquatic insects or animals.

This program has been very well received by the public not only for the safety reasons in preventing WNV but also for nuisance reasons. The public appreciates the reduction in the mosquito populations.



**Weed Spraying:**

During the past several years, The City of Melfort has worked hard to control the spread of noxious weeds, including dandelions. Each fall, the Leisure Services Department utilizes a three-way herbicide to assist in the control of noxious weeds and dandelions.

The Department also knows that a healthy ground cover assists in the elimination of weeds and fertilizes the parks and green spaces each spring.

**Paint Recycling:**

The City of Melfort works with SaskTel in the collection of paints, varnishes, etc. A paint recycling day is set each year which allows the citizens to bring their unused and left over paint to the landfill site to recycling. In addition there is a paint disposal service at the landfill and at the Sarcan Depot.

**Recycling:**

The City of Melfort provides a grant to Plus Industries in the amount of \$ 47,792.00 to operate their recycling program. This program includes paper recycling, plastic, and cardboard and newspaper recycling, and bottle collection.

Plus Industries, during the period from April 1, 2003 to March 31, 2004, collected 6 – 7 tons of recyclable materials weekly. These included cardboard, newsprint and magazines. They also collected 13,273 pounds of tin cans and 18,080 pounds of glass. There were also 49 bales of milk containers recycled, each weighing about 800 pounds.

In 2012 the Melfort SARCAN depot processed over 4,200,000 containers.

SARCAN Recycling is one of the most efficient recyclers in North America and has one of the highest return rates, thanks to the commitment of Saskatchewan citizens to our environment.



## ***Urban Forestry***

### **Municipal**

#### **Urban Forest Object/Planting:**

The Leisure Services Department endeavors to maintain the inventory and variety of trees that beautify our city. Some of the older avenues and streets in Melfort are framed in large majestic boughs in addition to the beauty of Spruce Haven Park. The Department also maintains a nursery at Spruce Haven Park with various species that we use to fill in areas where trees have had to be removed due to construction, disease, etc.

The City of Melfort has a policy to direct the planting of trees on public property. This policy provides Council and Administration with guidelines to control tree planting on public boulevards in front of residences or businesses, in public parks and as an occurrence to commemorate a person, special event or a date.

See Appendix 4 of this document.

#### **Maintenance:**

The pruning and maintenance of trees in the community is done on an as needed basis according to the proper method and time of year suitable for the tree. Boulevard trees, which are maintained by the City, are pruned as needed or as requested by citizens if they are interfering with traffic.

#### **Variety of Species:**

The City of Melfort has a wide variety of tree species in the community. A formal inventory of trees was completed quite a number of years ago, however, it is now out of date. There is approximately 40 – 50 different species of trees present in Melfort including various species of Elm, Willow, Ash, Cedar, Maple, Oak, Caragana, Crab, Apple, Saskatoon, Chokecherry, Juniper, Linden, Cherry, Shubert, Pine, and Lilac.

#### **Dutch Elm Disease:**

We have had no cases of Dutch Elm Disease identified in Melfort. The Leisure Services Department provides support to the citizens in the form of elm identification and resource information. The City of Melfort is a participant in the Saskatchewan Dutch Elm Disease Association's grant program for the prevention of the disease. The City of Melfort does its own tree pruning; Elms are pruned when legally allowed and other species are pruned and removed as needed. The City is also developing an Urban Forestry Policy.

At present there are approximately 1,800 Elm trees within The City of Melfort.



## Urban Landscape

### Municipal

The City of Melfort has an abundance of dedicated park and green space. There are green space and park areas in every neighborhood with the City and the majority of residents are within easy walking distance to one of these areas. The parks and green spaces that exist with the city limits include:

- Spruce Haven Park
- Spruce Haven Ball Park
- Millenium Walking Trail
- Rotary Park
- MUCC Track and Field/Football Area
- Kerry Vickar Centre Field and Ball Diamond
- Saskatchewan Drive Boulevard
- Melfort Golf & Country Club
- Windsor Wildlife Sanctuary
- Burke Playground
- Broadway Playground
- Brunswick Playground
- Brunswick School Grounds
- Reynolds School Grounds
- Maude Burke School Grounds
- Kinsmen Playground
- Northern Lights Palace Grounds
- Main Street Green Space

Turf for the above green spaces are maintained at a height of approximately 3.5 to 4 cm using a variety of different mowers including a Grasshopper Riding Mower, Brandt Front Mounted Mowers and Flail Mowers. The City of Melfort maintains approximately 4,300 acres of green space during the summer months. Several of these areas are irrigated including Spruce Haven Ball Park, Saskatchewan Avenue Boulevard and the Northern Lights Palace Grounds.

The above listed areas are fertilized in the spring and treated for weeds in the fall. All of the areas that are treated are posted to alert the public that weed control measures have been taken.

### **Commercial/Private:**

Turf and ground cover areas in the commercial and residential areas are varied, as well as the maintenance of these areas. Most commercial properties are well maintained. Residential areas, for the most part are very well maintained as the vast majority of property owners take great pride in the appearance of their yards. As mentioned, most property owners, both commercial and residential take pride in their properties, however, there are always exceptions and Melfort has its share.

The Leisure Services Department maintains commercial boulevards but does not maintain boulevards in residential areas.

## **Municipal**

The Leisure Services Department's approach to landscaping of parks and green spaces has been to attempt to maintain the natural beauty of the area and at the same time to keep it simple. The entire area is looked at to determine how the elements will fit in and flow with the surrounding area. Some of the more noticeable areas in Melfort include:

### **Millennium Walking Trail**

The trail covers approximately 3.2 km (2.2 km paved at present). The theme of the trail is the natural environment. The remainder of the trail was paved in 2005. This project was a co-operative effort including contributions from the City of Melfort, PFRA, Ducks Unlimited, Kinsmen and the SaskTel Pioneers.

### **City Hall**

This building was completed in 1995 and includes irrigated grass areas and planter areas. These planter areas include various flowers, shrubs and trees and are very pleasing to the eye during the summer months.

### **Spruce Haven Park and Ball Diamonds**

The park area of Spruce Haven Park contains a large, open green space and is used for leisure purposes as well as some community events. There are two wooden shelters in the park, which have electricity and picnic tables. There is also a washroom facility and a play structure. This area has an abundance of majestic spruce trees surrounding the park and is very popular.

The ball diamond area of the park consists of a baseball diamond and three softball diamonds. All of the infields are shaled. Two of the diamonds have fixed bleaches, which were installed with the assistance of the Melfort Lions Club and the Melfort Elks. These fields are all irrigated.

## **Commercial**

There are several commercial areas that have landscaped areas. One of the more recent and aesthetically pleasing is Parkland Place. This was completed in 2003 and has green space, planter areas and trees and shrubs incorporated into the landscape design.

## **Private**

There is a wide variety of landscaping in residential areas that incorporate varied and unique ideas.



## ***Floral***

### **Municipal/Communities in Bloom Committee**

#### **Floral Displays:**

Until recent years, the Department's floral program consisted of planting and maintaining a planter at the corner of McLeod and Main Street and one on Saskatchewan Avenue. With the construction of the new Canada Post outlet, the planter on Main Street had to be removed. The planter on Saskatchewan Avenue was removed as it was becoming hard to manage. The City purchased and maintain 56 hanging baskets that line the eleven blocks of Main Street

With the formation of the Communities in Bloom committee, a new floral program was begun. The Committee first discussed the idea of leasing planters to the commercial businesses along Main Street and Saskatchewan Avenue. Originally, the committee felt that if we leased 50 planters, this would be a great start in the first year, due to the tremendous support leased over 150 planters, which are located on Main Street and Saskatchewan Avenue and also down highway 6. These were all planted and delivered by the Communities in Bloom Committee with assistance from volunteers and the City of Melfort. These planters were watered and maintained by the business owners and the Leisure Services Department. In 2012, forty of these planters were delivered to their permanent home along the walking paths and the balance was sold off; a sponsorship program then replaced the Adopt-a-Planter program as their major fundraiser. CiB volunteers planted, watered and maintained over 100 planters in 2013.

### **Commercial**

A variety of businesses have some form of floral display. These include plus others:

- |                           |                                |
|---------------------------|--------------------------------|
| ➤ Melfort Funeral Home    | FYI Eye Care                   |
| ➤ Parkland Place          | Fedusiak Funeral & Crematorium |
| ➤ Melfort Co-op Gas Bar   | Birds of Paradise              |
| ➤ Melfort Mall            | Paws & Poufs                   |
| ➤ Annand Law Office       | Affinity Credit Union          |
| ➤ Schulte, Siwak & Burgis | The Cooperators                |
| ➤ George Home Hardware    | Carson Law Office              |
| ➤ Realty Executives       | NE Christian Fellowship        |
| ➤ Birds of Paradise       | Dr. Mindiuk                    |
| ➤ Curve Appeal Lingerie   | Dr. Amy Tremblay               |
| ➤ Cat'z n Jammers         | Quarter Inch Quilt Shop        |
| ➤ Golden Grain Bakery     | Pizza Hut / KFC                |
| ➤ Plus Stuff Junction     | Riverside Melfort              |
| ➤ New Regal Restaurant    | Liquor Board Store             |
| ➤ Melfort Dairy Queen     | Extra Foods Mall               |
| ➤ Munds Department Store  | T M Rentals                    |

### **Residential**

There are a multitude of residential homes that have a huge variety of displays, planters and arrangements incorporating numerous species.

## Appendix

### *Appendix 1*

# **BYLAW NO. 03-19**

## **The Property Maintenance & Nuisance Abatement Bylaw**

The Council of The City of Melfort in the Province of Saskatchewan in open meeting assembled hereby enacts as follows:

### **Part I - Interpretation**

#### **Short Title**

This Bylaw may be cited as The Property Maintenance & Nuisance Abatement Bylaw.

#### **Purpose**

The purpose of this Bylaw is to provide for the proper maintenance of property and the abatement of nuisances, including property or things that:

- (a) affect the safety, health and welfare of people in the neighbourhood; or
- (b) affect the amenity of a neighbourhood.

#### **Definitions**

In this Bylaw:

- (a) “building” means a building within the meaning of *The Cities Act*;
- (b) “City” means The City of Melfort;
- (c) “Council” means the Council of The City of Melfort;
- (d) “dwelling unit” means a room or series of rooms of complementary use operated as a housekeeping unit, used or intended to be used as a domicile by one or more persons and usually containing cooking, eating, living, sleeping and sanitary facilities;
- (e) “habitable room” means a room in a dwelling unit used or intended to be used for living, sleeping, cooking or eating purposes or any combination thereof; but does not include a bathroom,



laundry, pantry, lobby, stairway, closet, service room or other space for service and maintenance of the dwelling unit;

(f) “junked vehicle” means any automobile, tractor, truck, trailer or other vehicle that:

(i) either:

(A) has no valid license plates attached to it; or

(B) is in a rusted, wrecked, partly wrecked, dismantled, partly dismantled, inoperative or abandoned condition; and

(ii) is located on private land, but that:

(A) is not within a structure erected in accordance with any law respecting the erection of buildings and structures in force within the City; and

(B) does not form a part of a business enterprise lawfully being operated on that land;

(g) “municipal inspector” means an employee or agent of the City appointed by the City Manager, for The City of Melfort to act as a municipal inspector for the purposes of this Bylaw;

(h) “nuisance” means:

(i) a condition of property; or

(ii) a thing;

that affects or may affect the amenity of a neighborhood or the safety, health and welfare of people in the neighborhood, and includes:

(iii) a building in a ruinous or dilapidated state of repair;

an unoccupied building that is damaged and is an imminent danger to public safety;

(v) land that is overgrown with grass and weeds;

(vi) untidy and unsightly property;

(vii) junked vehicles;

(viii) open excavations on property;

(i) “occupant” means an occupant as defined in *The Cities Act*;

(j) “owner” means an owner as defined in *The Cities Act*;

(k) “property” means land or buildings or both;

(l) “structure” means anything erected or constructed, the use of which requires temporary or permanent location on, or support of, the soil, or attached to something having permanent location on the ground or soil; but not including pavements, curbs, walks or open air surfaced areas.

### **Responsibility**

Unless otherwise specified, the owner of a property, including land, buildings and structures, shall be responsible for carrying out the provisions of this Bylaw.

## **Part II - Nuisances**

### **Nuisances Prohibited Generally**

No person shall cause or permit a nuisance to occur on any property owned by that person.

### **Dilapidated Buildings**

Notwithstanding the generality of section 5, no person shall cause or permit a building or structure to deteriorate into a ruinous or dilapidated state such that the building or structure:

- (a) is dangerous to the public health or safety; or
- (b) substantially depreciates the value of other land or improvements in the neighbourhood.

### **Unoccupied Buildings**

Notwithstanding the generality of section 5, no person shall cause or permit an unoccupied building to become damaged or to deteriorate into a state of disrepair such that the building is an imminent danger to public safety.

### **Overgrown Grass and Weeds**

- (1) Notwithstanding the generality of section 5, no owner or occupant of land shall cause or permit the land to be overgrown with grass or weeds.
- (2) For the purposes of this section, “overgrown” means in excess of 20 centimeters in height.
- (3) This section shall not apply to any growth which forms part of a natural garden that has been deliberately planted to produce ground cover, including one or more species of wildflowers,



shrubs, perennials, grasses or combinations of them, whether native or non-native, consistent with a managed and natural landscape other than regularly mown grass.

### **Untidy and Unsightly Property**

Notwithstanding the generality of section 5, no person shall cause or permit any land or buildings to become untidy and unsightly due to the accumulation of new or used lumber, cardboard, paper, newspapers, appliances, tires, cans, barrels, scrap metal or other waste materials or junk.

### **Junked Vehicles**

Notwithstanding the generality of section 5, no person shall cause or permit any junked vehicle to be kept on any land owned by that person.

### **Open Excavations**

Notwithstanding the generality of section 5, no person shall cause or permit any basement, excavation, drain, ditch, watercourse, pond, surface water, swimming pool or other structure to exist in or on any private land or in or about any building or structure which is dangerous to the public safety or health.

## **Part III - Property Maintenance**

### **Duty to Maintain**

- (1) All property, including land, buildings and structures, shall be maintained in accordance with the minimum standards prescribed in this Part.
- (2) No person shall cause or permit the occupancy or use of any property, including land, building or structures that do not conform to the minimum standards.
- (3) Notwithstanding section 4, every occupant of a property, including land, buildings and structures, shall:
  - (a) keep in a clean and sanitary condition that part of the property which the occupant occupies or controls;
  - (b) maintain exits to the exterior of the building in a safe and unobstructed condition;

- (c) dispose of garbage and refuse and keep the property free from rubbish and other debris which might constitute fire, health or safety hazards; and

keep any supplied fixtures clean and sanitary and exercise reasonable care in their proper use and operation.

## **Division 1 - Maintenance of Yards and Accessory Buildings**

### **Application**

This Division applies to all accessory buildings and yards within the City.

### **Maintenance of Yards**

- (1) A yard shall be kept free and clean from:
  - (a) garbage and junk;
  - (b) junked vehicles and dismantled machinery;
  - (c) excessive growth of weeds or grass;
  - (d) holes and excavations that could cause an accident;
  - (e) an infestation of rodents, vermin or insects;
  - (f) dead or hazardous trees; and
  - (g) sharp or dangerous materials.
- (2) A yard shall be graded in such a manner so as to prevent:
  - (a) excessive ponding of water; and
  - (b) excessive dampness accumulating near buildings or structures.

### **Outdoor Storage of Materials**

- (1) Any building materials, lumber, scrap metal, boxes or similar items stored in a yard shall be neatly stacked in piles and elevated off the ground so as not to constitute a nuisance or harborage for rodents, vermin and insects.
- (2) Materials referred to in subsection (1) shall be elevated at least 150 mm off the ground and shall be stacked at least 3 meters from the exterior walls of any building and at least 1 meter from the property line.

**Refrigerators and Freezers**

No refrigerator or freezer shall be openly stored in any yard.

**Waste Disposal**

Every building shall be provided with a sufficient number of receptacles to contain all waste in accordance with the provisions of the City's Waste Bylaw.

**Accessory Buildings**

- (1) Accessory buildings shall be kept:
  - (a) in good repair;
  - (b) free of infestation by rodents, vermin and insects; and
  - (c) free of health, fire and safety hazards.
- (2) Accessory buildings shall be equipped with doors or closures and shall be kept secured so as to prevent unauthorized entry.

**Fences**

Fences shall be maintained in a safe and reasonable state of repair.

**Division 2 - Building Standards (Exterior)****Application**

This division applies to all buildings in the City.

**Building Components**

The structural components of every building, including roofs, stairs, railings, porches, decks, joists, rafters, beams, columns, foundations, floors, walls and ceilings shall be maintained in a safe condition, and shall be capable of performing the function that they were intended to perform.



**Exterior Walls**

- (1) All exterior surfaces shall be made of materials, which provide adequate protection from the weather.
- (2) Exterior walls shall be covered with an application of paint, stain, stucco, brick, stone facing or other similar protective surface to protect the walls from deterioration due to moisture penetration.
- (3) Exterior walls shall be free of holes, breaks, loose or rotting boards or timbers or any other conditions, which might admit rain or dampness to the interior walls or the interior spaces of the building.

**Roofs**

- (1) A roof, including the fascia board, soffit, cornice and flashing shall be maintained in a watertight condition so as to prevent deterioration or leakage of water into the building.
- (2) Loose materials, including dangerous accumulations of snow and ice, shall be removed from the roof of a building as soon as reasonably possible so as to prevent damage to the building or injury to persons in or near the building.
- (3) Water running off a roof shall be carried away from the building so as not to cause dampness in the walls, ceilings or floors in the building but it shall not drain onto a public street so as to create a hazardous condition or onto any adjacent property so as to damage that property.
- (4) Eavestroughing and downspouts shall be watertight and maintained in good repair.

**Chimneys**

- (1) Chimneys, flue pipes and smoke stacks shall be maintained in good repair so as to prevent gases, water or any other substance from leaking into the building.
- (2) Chimneys, flue pipes and smoke stacks shall be free of any defects.
- (3) Chimneys, flue pipes and smoke stacks shall have all defective masonry or metal components repaired or replaced as needed.
- (4) Chimneys, flue pipes and smoke stacks shall be kept clear of obstructions.

**Exterior Doors, Storm Doors, Windows and Screens**

- (1) A door shall be provided at each entrance to a building and when closed it shall be reasonably tight fitting within its frame.

- (2) Exterior doors, storm doors and storm windows shall be kept in a reasonable state of repair, and shall be weather-tight so as to perform their intended function.
- (3) Openable windows within two meters of ground level shall have an acceptable locking mechanism.
- (4) Exterior doors shall have an acceptable locking mechanism.
- (5) Windows and glass doors which separate heated space from unheated space or the exterior shall be at least double glazed unless there is a separate storm door or window.
- (6) Windows and doors which open to the exterior and which are used for natural ventilation shall be screened so as to provide protection from the weather and insects. Screening shall be of rustproof material and shall not be less than #16 gauge screen.

#### **Stairs, Porches, Decks and Railings**

- (1) Stairs, porches, decks and railings shall be maintained in good repair so that no components are broken, loose, rotted or warped.
- (2) A handrail shall be installed on at least one side of all exterior stairs having more than three risers.

#### **Division 3 - Building Standards (Interior)**

##### **Application**

This Division applies to all buildings in the City.

##### **Floors and Stairs**

- (1) Floors and stairs shall be free of loose, warped, protruding or rotting floorboards.
- (2) Floor and stair coverings, including tiles, linoleum and carpeting, shall be kept in a reasonable state of repair.

##### **Walls and Ceilings**

- (1) Every wall and ceiling shall be maintained in good condition and free from holes, large cracks, loose plaster and other hazards.
- (2) Every wall and ceiling shall be painted or finished in a suitable manner.

- (3) The surface of every wall and ceiling shall be maintained in a reasonably clean and sanitary condition. Surfaces shall be cleaned so as to avoid buildup or grease or other flammable material.

#### Plumbing, Heating and Mechanical Standards

##### **Water Supply**

- (1) Where city water service is available, every building shall be connected and provided with an adequate supply of potable running water.
- (2) Every sink, washbasin, laundry, bathtub, or shower in a building shall have an adequate supply of hot and cold running water.
- (3) Every toilet shall have an adequate supply of running water.

##### **Plumbing Facilities**

- (1) All plumbing facilities in a building, including fixtures, drains, water pipes and connections to the water and sewer systems shall be protected from freezing, be maintained in good working order and be free from leaks or other defects.
- (2) All bathrooms shall be fully enclosed and fitted with a door capable of being locked from the inside in order to provide privacy for the occupant.

Seats shall be provided for all toilets and the seats shall be kept in good repair.

##### **Gas and Open Flame Type Appliances**

- (1) Gas stoves, water heaters and other gas appliances shall be equipped with suitable pipes or flues for the removal of the products of combustion.
- (2) All gas appliances shall be of an approved type, shall be installed in an approved manner and shall be kept in a proper state of repair.

##### **Fireplaces**

- (1) Fireplaces and similar installations used or intended to be used for burning fuels in open fires, shall be connected to approved chimneys, smoke pipes, flues or gas vents.
- (2) Fireplaces and similar installations shall be installed in accordance with the manufacturer's instructions.



- (3) Fireplaces and similar installations shall be installed so that adjacent combustible materials and structural members are not over-heated to an unsafe condition.
- (4) All chimneys, smoke pipes, flues or gas vents used in connection with a fireplace or similar installation shall be free of leaks and be maintained in a proper state of repair.

**Ventilation**

- (1) Every basement, crawl space and similar space shall be adequately ventilated to the outside.
- (2) Every opening for natural ventilation other than windows shall be constructed to provide protection from the weather, rodents and insects.
- (3) Screening shall be of rustproof material.

**Electrical Services**

- (1) All buildings shall be supplied with electrical service that is adequate to safely meet the electrical needs of the building.
- (2) If an electrical outlet currently exists in a bathroom, it shall be an approved outlet. If any new electrical outlet is installed in a bathroom, it shall be the Ground Fault Circuit Interrupter (GFCI) type.
- (3) Extension cords, if used, shall be of an approved type and shall not exceed the circuit capacity.
- (4) Extension cords shall not be used in lieu of permanent wiring for electrical outlets, lighting fixtures and switches.

**Light**

- (1) Light shall be available at all times in every stairway, corridor, hall, storage room and service room in a building.
- (2) The average level of light in corridors and stairways shall be at least 50 lx at floor or tread level.

**Egress**

- (1) Every building shall have a means of egress so as to provide a safe, continuous and unobstructed exit from the interior of the building to the exterior at street or grade level.

- (2) Every means of egress shall be maintained in good repair and free of obstructions, which constitute a fire hazard.

### **Structural Standards**

- (1) Every foundation wall forming part of a building shall be maintained in good repair and be structurally sound so as to prevent undue settlement of the building.
- (2) Every part of a building shall be maintained in a structurally sound condition so as to be capable of sustaining safely its own weight and any normal load to which it may be subjected.
- (3) Materials, which have been damaged or show evidence of rot or other deterioration shall be repaired or replaced.

## **Division 4 - Additional Standards for Dwelling Units**

### **Application**

- (1) This Division applies to all dwelling units in the City.
- (2) The requirements of this Division are in addition to the requirements of Divisions 2 and 3.

### **Habitable Environment**

Every dwelling unit shall provide a safe and sanitary environment for the occupants in accordance with the requirements of this Division.

### **Heating**

- (1) Every dwelling unit shall be equipped with adequate heating facilities properly installed and maintained in safe and good working condition.
- (2) Portable room heaters shall not be used as a primary source of heat.
- (3) Fuel-burning equipment shall be vented by means of rigid connections to a chimney or flue, which provides a sufficient outlet for the escape of all noxious gases.
- (4) Service rooms shall not be used for sleeping.

### **Sanitary Facilities**

- (1) Every dwelling unit shall be provided with:

- (a) a toilet;
  - (b) a wash basin; and
  - (c) a bathtub or shower.
- (2) In every dwelling unit where sanitary facilities are shared:
- (a) all occupants shall have convenient access to a bathroom, wash basin and bathtub or shower;
  - (b) all required facilities shall be located within the building so as to be accessible from a common hall or passageway without going outside the building or through another occupant's quarters;
  - (c) all required facilities shall not be located more than one floor away from the dwelling unit; and
  - (d) the number of occupants sharing the use of a bathroom, wash basin and bathtub or shower shall not exceed 10 persons.
- (3) Bathtubs, showers or toilets shall not be located in any habitable room.
- (4) The washbasin shall be in the same room as the toilet or in an accessible adjoining room.
- (5) All bathrooms shall have mechanical or natural ventilation.
- (6) All bathrooms shall be fully enclosed and fitted with a door capable of being locked from the inside in order to provide privacy for the occupant.
- (7) Sewage shall be properly discharged into the sewage system.

**Ventilation**

- (1) Unless a satisfactory alternative means of ventilation is provided, every habitable room shall have at least one window, which can be easily opened.
- (2) Where a system of mechanical ventilation is provided, it shall be designed and installed in accordance with the current National Building Code of Canada.
- (3) All enclosed spaces within a dwelling unit shall:
- (a) be adequately ventilated;
  - (b) have access of sufficient size to permit entry; and



- (c) be fitted with a door or panel to enclose the opening except when the access opening is from the adjacent basement and provides ventilation to the crawl space.

### **Electrical Facilities**

- (1) Every habitable room, other than a kitchen, shall have at least one approved electrical outlet.
- (2) Every kitchen shall have at least two approved electrical outlets. If a new electrical outlet is installed within 1.8 meters of the kitchen sink, the new outlet shall be of the Ground Fault Circuit Interrupter (GFCI) type.
- (3) At least one lighting outlet with fixture shall be provided in every kitchen, utility room, laundry room, dining room, bathroom, hallway, stairway, storage room and service room. The fixture shall be permanently installed and shall be maintained in good working order.

### **Kitchen Facilities**

- (1) Unless otherwise approved, every dwelling unit shall be equipped with safe and adequate cooking facilities for the occupants.
- (2) A counter work surface at least 1500 mm long and 500 mm wide, including the area occupied by the kitchen sink, shall be provided in the kitchen.
- (3) A clearance of at least 750 mm shall be provided above the heating elements of any cooking appliance.

### **Fire Safety Standards**

- (1) If more than one dwelling unit is located above the first floor, every dwelling unit located on each floor above the first shall have access to a second means of egress, which shall not pass through a room in another dwelling unit.
- (2) Smoke alarms shall be installed in each dwelling unit in accordance with the current National Fire Code of Canada.
- (3) Smoke alarms shall be inspected, tested and maintained in accordance with the current National Fire Code of Canada.
- (4) Smoke alarms within dwelling units shall be installed between each sleeping area and the remainder of the dwelling unit and, if the sleeping areas are served by hallways, the smoke alarms shall be installed in the hallway.
- (5) Smoke alarms shall be installed on or near the ceiling.

- (c) smoke alarms in the first storey dwelling unit shall be wired so that the activation of the smoke detector in the service room of the building will cause the smoke alarms to sound.

## **Part IV - Enforcement, Offences and Penalties**

### **Enforcement of Bylaw**

The administration and enforcement of this Bylaw is hereby delegated to the Building & Fire Inspector for The City of Melfort.

### **Inspections**

- (1) The inspection of property by the City to determine if this Bylaw is being complied with is hereby authorized.
- (2) Inspections under this Bylaw shall be carried out in accordance with section 324 of *The Cities Act*.
- (3) No person shall obstruct a municipal inspector who is authorized to conduct an inspection under this section, or a person who is assisting a municipal inspector.

### **Order to Remedy Contraventions**

- (1) If an inspector finds that a person is contravening this Bylaw, the inspector may, by written order, require the owner or occupant of the property to which the contravention relates to remedy the contravention.
- (2) Orders given under this Bylaw shall comply with section 328 of *The Cities Act*.
- (3) Orders given under this Bylaw shall be served in accordance with section 347 of *The Cities Act*.

### **Registration of Notice of Order**

If an order is issued pursuant to section 49, the City may, in accordance with section 328 of *The Cities Act*, give notice of the existence of the order by registering an interest against the title to the land that is the subject of the order.

**Appeal of Order to Remedy**

- (1) A person may appeal an order made pursuant to section 49 in accordance with section 329 of *The Cities Act*.
- (2) Appeals shall be made initially to the Council of the City of Melfort.

**City Remedying Contraventions**

The City may, in accordance with section 330 of *The Cities Act*, take whatever actions or measures are necessary to remedy a contravention of this Bylaw.

**Civil Action to Recover Costs**

The City may, in accordance with section 332 of *The Cities Act*, collect any unpaid expenses and costs incurred in remedying a contravention of this Bylaw by civil action for debt in a court of competent jurisdiction.

**Adding Amounts to Tax Roll**

The City may, in accordance with section 333 of *The Cities Act*, add any unpaid expenses and costs incurred by the City in remedying a contravention of this Bylaw to the taxes on the property on which the work was done.

**Emergencies**

In the event that it becomes an emergency to remedy a contravention of this Bylaw, the City may take whatever actions or measures are necessary to eliminate the emergency in accordance with the provisions of section 331 of *The Cities Act*.

**Offences**

- (1) No person shall:
  - (a) fail to comply with an order made pursuant to this Bylaw;
  - (b) obstruct or hinder any municipal inspector or any other person acting under the authority of this Bylaw; or
  - (c) fail to comply with any other provision of this Bylaw.
- (2) Every person who contravenes any provision of subsection (1) is guilty of an offence and liable on summary conviction:



- (a) in the case of an individual, to a fine not exceeding \$10,000 and, in the case of a continuing offence, to a further fine not exceeding \$10,000 for each day during which the offence continues;
- (b) in the case of a corporation, to a fine not exceeding \$25,000 and, in the case of a continuing offence, to a further fine not exceeding \$25,000 for each day during which the offence continues.
- (3) In the event of non-payment of a fine imposed pursuant to clause 2(a), the individual convicted may be imprisoned for a term of not more than one year, unless the fine is paid sooner.

Bylaw No. 03-03 Repealed

Bylaw No. 03-03 is hereby repealed.

Coming Into Force

This Bylaw shall come into force on the day of its final passing.

\_\_\_\_\_  
Mayor

\_\_\_\_\_  
City Clerk

\_\_\_\_\_

Read a first time this 3<sup>rd</sup> day of November, 2003.

Read a second time this 3<sup>rd</sup> day of November, 2003.

Read a third time and passed this 3<sup>rd</sup> day of November, 2003.

(SEAL)

## ***Appendix 2***

### **BYLAW NO. 2008-04**

#### **A BYLAW OF THE CITY OF MELFORT PROVIDING FOR A SCAVAGING SYSTEM FOR THE PROPER COLLECTION AND DISPOSAL OF WASTE WITHIN THE CITY, AND TO ESTABLISH AND REGULATE WASTE DISPOSAL SITE**

The Council of the City of Melfort, in the Province of Saskatchewan, hereby enacts as follows:

This Bylaw may be cited as “The Waste Collection and Disposal Bylaw”.

#### **INTERPRETATION AND APPLICATION**

In this Bylaw, unless the context otherwise requires:

“Apartment block” shall mean a building which is occupied or intended to be occupied by five or more families living independently of one another upon the same premises and includes, but is not limited to:

condominiums of five or more dwelling units which share common hallways,  
condominium units which are contained on a single parcel of land and house five or more families living independently of one another.

“Multi-Family Dwelling” shall mean a dwelling unit having separate access and egress directly to the outside or to a hallway leading to the outside consisting of four or less self-contained suites or apartments having sleeping, cooking and bathroom facilities.

“Building Waste” means all waste produced in the process of constructing, altering or repairing a building, including earth, vegetation and rock displaced during the process of building;

“City” means the corporation of the City of Melfort or the area contained within the boundaries thereof as the context requires;

“City Engineer” means the Director of Public Works in charge of the Sanitation Department of the City, and shall include any person delegated by the City Engineer;

“Collector” means a person who collects waste within the City for and on behalf of the City;

“Commercial Premises” means premises principally used for the conduct of some profession, business or undertaking and includes for the purposes of this Bylaw any building or premises which is not a dwelling unit or the premises connected therewith, and which is not industrial premises;

“Multi-Use Commercial Premises” shall mean a premises as described in Section 2(g), but also containing family dwelling units as described in Section 2(j) or more than one commercial enterprise on a single parcel of land.

“Apartment” shall mean an area or suite in an apartment block that is meant to be occupied by one family.

“Dwelling Unit” means a building of one or more habitable rooms constituting a self-contained independent unit and occupied or intended to be occupied as a permanent home or residence of one family;

“Garbage” means putrescible animal and vegetable waste resulting from the handling, preparation, cooking and consumption of food;

“Industrial Premises” means a building or premises in which any manufacturing, processing, producing or repairing of goods is carried on;

“Person” includes a corporation and the heirs, executors, administrators or other legal representatives of a person;

“Liquid Wastes” means any waste which contains animal, mineral or vegetable matter in solution or suspension;

“Premises” means a building containing a dwelling unit or number of dwelling units, or place of business or combination thereof, on a separately assessed parcel of land;

“Putrescible” means capable of becoming putrid;

“Refuse” means all putrescible and non-putrescible wastes (except human excrement) including garbage, rubbish, street cleanings, dead animals, yard clippings and market and industrial waste that does not include liquid wastes;

“Rubbish” means non-putrescible wastes, consisting of both combustible and non-combustible wastes, such as paper, cardboard, abandoned automobiles, tin cans, wood, glass, bedding, crockery and comparable minerals;

“Solid Wastes” means refuse, rubbish and other discarded solid materials, including waste materials resulting from domestic, industrial, commercial or agricultural activities;

“Street” means a public thoroughfare within the City and includes, where the context so allows, the sidewalk and borders of the street and all parts appearing in the land titles office as set aside for a public thoroughfare. When used in distinction to a lane, it means a public thoroughfare on which the premises in question front;

“Waste Disposal Site” means an area maintained by the City where the public may bring and deposit all permitted types of waste.

## PROVISIONS FOR DISPOSAL OF WASTE

3. (1) The City shall be responsible for the public collection and removal of solid waste within the limits of the City.

(a) The Council of the City may provide for the collection, removal and disposal of solid wastes within the limits of the City by contract with any person on any terms and conditions that the Council considers expedient.

The City Engineer shall provide specifications and supervision for the operation of facilities and equipment necessary or desirable for the disposal of waste collected or disposed of within the City.

4. (1) The City Engineer shall:



supervise the collection, removal and disposal of waste within the City; and

direct days and times that collections are to be made from different portions of the City; and

decide as to the quantities and defined classes of wastes to be removed or collected from any premises or accepted by the City for disposal.

Subject to the provisions of this Bylaw, the decision of the City Engineer as to the amount and type of waste that is accepted from any premises shall be final.

Front street waste collection shall be in force:

in such parts of the City and at such times as the City Engineer may designate; and

where there is no lane at the rear or side of any premises.

### **ACCUMULATION OF WASTE PROHIBITED**

6. (1) Except for waste which is placed:

in receptacles required by this Bylaw;

in a manner complying with the provisions of this Bylaw;

in a location designated or allowed by this Bylaw:

No person who is the owner or occupant of any land or building shall allow waste of any kind to accumulate upon any land or about any building.

Notwithstanding anything in subsection (1) or elsewhere in this Bylaw, no person shall dispose of waste or allow waste to accumulate in any manner which contravenes the provisions of the Public Health Act, the Regulations made thereunder, or a Bylaw of the City relating to health, sanitation or nuisances.

### **DEPOSITING WASTE ON PRIVATE PROPERTY**

7. (1) Subject to the provisions of Section 6., no person who has waste of any description requiring disposal shall dispose of it other than at the waste disposal site.

A person who has disposed of waste on any land contrary to the provisions of Subsection (1), shall remove the said waste upon being required to do so by the owner or occupant of the land or by the City Engineer, the Medical Health Officer, Public Health Inspector, or a Police Officer, but such removal shall not prevent him from being prosecuted for a contravention of Subsection (1).

If the person who has placed waste on land contrary to the provisions of subsection (1), cannot be ascertained, the owner or occupants of the land shall remove the waste or cause the waste to be removed from the land upon being directed to do so by the City Engineer, the Medical Health Officer, Public Health Inspector, or a Police Officer.

## **HOME INCINERATION AND OUTDOOR INCINERATION**

8. (1) Any person desiring to burn waste, shall burn such waste in an incinerator, which has been built in accordance with plans approved by the Air Pollution Control Branch of the Department of the Environment of the Province of Saskatchewan.

No person shall build, locate, use or operate an incinerator without the prior written consent of the City Engineer.

No person shall set, feed or maintain, or cause to be set, fed or maintained, within the limits of the City of Melfort an open fire for the disposal of any materials.

## **WASTE FOR PUBLIC COLLECTION**

9. (1) The owner or occupant of a premises in the City from which waste is to be collected, shall provide and maintain in good condition, a sufficient number of watertight receptacles of circular design, materials and construction as approved by the City Engineer, and which comply with the provisions of subsection (3) to hold at least one week's accumulation of waste to be collected from the premises.

Except as otherwise provided in this Bylaw, no person shall place waste from a premises elsewhere than in receptacles that comply with the requirements of this Bylaw.

A person providing receptacles for containing waste, shall provide receptacles which:

are tapered to a lesser diameter at the bottom of the container.

have a water tight cap cover, rigidly fixed handles and a smooth rim at the top.

do not exceed 34 kg including contents.

The collection, removal and disposal of wastes in the City of Melfort, subject to such modifications as may be deemed necessary by the City Engineer; shall be:

on a weekly basis in all residential zones.

on a weekly basis for all wholly residential buildings in commercial zones;

three times per week, Saturday, Sunday and statutory or Civic Holidays excepted, for all premises in commercial and industrial districts.

at the City Engineer's discretion for all premises not included in immediately preceding subsections (a), (b), and (c).

A person undertaking the removal and disposal of waste generated from their own premises shall do so at least weekly.

The following premises or sites shall not have waste collected by the "City", but shall maintain collection and disposal services in accordance with this bylaw:

The North Central Health District.

Public Housing sites or buildings excluding the 18 “Dwelling Units” commonly referred to as Westley Place. Any site or buildings owned by the Melfort School Division or the Tiger Lily School Division, excluding school division offices.

Buildings owned or occupied by the Provincial or Federal Governments.

10. (1) Wherever a commercial container is used, it must be placed on firm level ground and be accessible for collection and disposal by the Containerized Waste Collection Contractor.

A commercial container shall be of a larger size and of a different shape than the waste receptacle specified in Section 9, and shall have a minimum capacity of 1.5 cu metres. A commercial container must be accessible and capable of mechanical unloading by the Containerized Waste Collection Contractor.

A commercial container shall not be used unless it is a type approved by the City Engineer as to size, quality and shape.

If the owner or occupant of a premises places waste in a storage enclosure of a type that has not been approved by the City Engineer, the collectors are entitled to not collect the waste from such enclosures.

Existing storage enclosures that were originally approved by the City Engineer, shall not be repaired but may be continued in use until a directive is issued for their replacement, at which time newly approved containers must be substituted. A decision on their condition and when they are to be replaced, shall be made by the City Engineer.

All new buildings where there is not adequate space available for a garbage container on the property outside the building, which is accessible to collection vehicles, must include a garbage or refuse storage room inside the building. This garbage or refuse storage room must conform to any existing National Building Code standards and/or National Fire Code standards as adopted by bylaws of the City of Melfort. Such room shall be of sufficient size to hold the number of commercial containers required to store the expected volume of waste generated between pick-ups. This room must be located so that its exit is readily accessible to collection vehicles, which will drive up to the door, remove the containers out of the room and dispose of the refuse and garbage into collection vehicle.

## **FILLING OF WASTE RECEPTACLES**

12. (1) No person shall fill a waste receptacle with material of such weight that the combined weight of the receptacle and its contents exceed 34 kg.

A collector shall not be required to remove any waste receptacle which, together with its contents, exceeds 34 kg in weight.

Subsections (1) and (2) of Section 12 do not apply to commercial containers.

## **PLACING OF WASTE RECEPTACLES**

13. (1) Except as otherwise herein provided, no person shall place or keep waste receptacles or commercial containers upon any portion of the street or lane.

Where waste is to be collected from a premises situated on land abutting a lane and there is space on the land next to the lane, the owner or occupant of the premises shall place and keep the waste receptacles as near to the land as practicable, and in a place to which the collectors have unobstructed convenient access.



Where a premises from which waste is to be collected does not abut a lane, or where special conditions make it impractical to keep and place such receptacles at the rear of a premises, the owner or occupant of such premises shall place the waste receptacles in such a position on the premises that it affords a collector an unobstructed and convenient access. The owner or occupant of any building that cannot comply with the requirement for receptacle location must make provision in the building itself for storage of the said receptacles.

Where or whenever front street collection is in force, the owner or occupant of the premises shall place all receptacles on the boulevard in front of the premises by 8:00 A.M. on the morning of the collection day, and return them to their usual storage place on the day of collection.

Except where, in the opinion of the City Engineer, it is impracticable to store waste receptacles outside the building, no collector shall be required to, or shall make a collection of waste from inside any building.

The owner or occupant of a premises from which waste is to be collected:

shall place or locate the waste receptacles for collection in such manner that they will not overturn or be likely to be overturned;

when the property is fenced from a lane or street where the collection is made, the owner shall construct an opening in the fence to permit access to where the waste receptacle is located unless the waste receptacle is near the regular gate or other access;

shall store the waste receptacle on a sturdy, neatly constructed stand, a minimum of 0.45 metres above the ground. No such stand shall be placed in the front yard of the premises without the permission of the City Engineer.

### **PREPARATION OF WASTE FOR COLLECTION**

15. (1) An owner or occupant of a premises from which garbage is to be collected shall:

thoroughly drain all household garbage and wrap it in paper and securely tie the parcel or place the garbage in a securely tied plastic bag before depositing it in a waste receptacle;

securely tie discarded clothing and fabrics, newspaper, waste and magazines and inoffensive dry refuse in bundles and place the same beside the waste receptacles for collection;

wrap clippings from lawns, shrubs and trees in bundles or boxes or plastic bags and place them in or beside the waste receptacles;

quench all ashes for collection and put them in separate receptacles from the other waste;

place all plastic bags containing garbage in approved containers as described in subsection (3) of Section 9.

No person shall place any explosive or highly inflammable waste in any receptacle for collection.

Collectors shall not collect ashes which are not properly quenched or which appear to be hot or likely to cause a fire.

No person shall place for collection a bundle, package or other material beside a waste receptacle the length, width or height of which exceeds 1.2 metres, or the weight of which exceeds 34 kg and no collector shall be required to collect a parcel any measurement of which exceeds 1.2 metres or weight of which exceeds 34 kg.

No person, other than the owner, a person permitted by the owner, or a waste collector of the City, shall interfere with a waste receptacle or with any waste placed for collection in or near a waste receptacle.

### **CITY COLLECTION AND REMOVAL OF WASTE**

The City of Melfort shall not provide collection for any of the following or similar items:

From a residential premises:

discarded furniture, discarded automobile parts, including tires, and other private vehicles and household equipment.

tree limbs, whole shrubs or bushes, portions of hedges;

fences, gates and other permanent and semi-permanent fixtures on the premises;

any discarded household chattel, material or equipment with an overall weight of more than 34 kg of which is improperly prepared for collection;

From a commercial or industrial premises:

discarded heavy machinery;

byproducts of manufacturing;

heavy or bulky wrapping, packaging or crating materials.

Restaurant grease or oil.

Automotive grease or oil, including oil filters and containers.

Cars, car bodies or car parts.

Scrap metal.

From any premises:

building materials and building wastes;

dead animals.

### **RESPONSIBILITY AND ARRANGEMENT FOR REMOVAL OF OTHER WASTE**

18. (1) A person carrying out the construction or alteration of any building or structure shall:

be responsible for the disposal of all refuse resulting from the construction or alteration;

place all refuse and litter into a suitable container or enclosure so as to prevent it from blowing around;

on completion of the construction or alteration, to clear the grounds on which the construction or alteration was made.

A person using a trailer, truck or other vehicle for construction or excavation operations shall remove from the streets all earth and waste which may drop from any vehicle.

19. (1) The City Engineer shall decide what heavy equipment, building waste, trade waste, and other waste not covered by this Bylaw shall be removed by the City, and subject to the other provisions of this Bylaw, his decision shall be final.

The owner or person in charge of any animal that dies on a street, shall be responsible for having the carcass removed to the place designated by the City Engineer.

The owner or person in possession of any animal carcass may make private arrangements with the City Engineer for the collection and disposal of the carcass, and shall pay for such removal and disposal. The applicable charges may be determined by the City Engineer.

For the purposes of performing the duties assigned by this Bylaw, every collector appointed by the City may enter land in residential districts from which the City is required to remove waste at all times between 8:00 o'clock in the morning and 6:00 o'clock in the afternoon.

The City shall own and have the right to dispose of:

All waste collected by a City Collector from the premises in the City pursuant to the provisions of this Bylaw; and

All waste delivered for disposal to the City's waste disposal site.

### **CONVEYANCE OF WASTE THROUGH THE CITY**

22. (1) No person shall operate any vehicle transporting waste along a road or any highway, street or lane in the City of Melfort unless the load is securely fastened or covered with a tarpaulin in such a manner that it shall be impossible for any part of the load on the said vehicle to escape.

(2) (a) No person shall transport or cause to be transported in a vehicle on any highway, street or lane any garbage, offal from slaughter houses or butcher shops, swill or any waste of any offensive nature, unless the part of the vehicle containing the waste is:

water tight;

constructed in such a manner that it is impossible for any part of the contents to escape;

covered so that flies cannot come in contact with the contents;

constructed in such a manner that offensive odours cannot escape.

(b) No person shall allow any such vehicle to stand in any street for more than thirty minutes, except in the case of an emergency, but in such case the vehicle shall not be allowed to stand longer than is absolutely necessary.

(3) No person shall park on a street or in a residential area, a vehicle used principally for the hauling of waste when the same is not being used for collection of waste.

No person shall leave any vehicle carrying a full or partial load of offensive waste, parked overnight on any street in the City.

No person shall deposit any material other than stones, bricks, concrete, rubble, earth or sand, at any dry disposal site designated by the City.

### **WASTE ON CITY STREETS**

Except for sand, cinders or similar materials in reasonable quantities placed on icy or slippery streets or sidewalks, no person shall place waste of any type, or direct or allow it to be placed upon any portion of a street.

### **WASTE DISPOSAL SITE**

24. The City shall designate an area as a waste disposal site for the disposal of waste material.

25. (1) All waste, except hazardous wastes or materials, shall be delivered to the waste disposal site for disposal.

Every person delivering waste to the waste disposal site, shall comply with all posted regulations at such site.

Hazardous waste, as determined by the City Engineer, not suitable for disposal at the waste disposal site shall not be accepted.

No person shall, without permission from the City Engineer, remove any waste, object or material from the waste disposal site.

All garbage and sanitary refuse shall be deposited in the designated areas of the waste disposal site.

Manure, spoiled grain and other similar agricultural wastes, shall not be deposited at the waste disposal site, unless otherwise approved.

Petroleum wastes, slaughter house wastes and other comparable wastes, unless otherwise approved, shall not be deposited in the waste disposal site, but shall be disposed of in the manner prescribed by Provincial regulations.

Liquid waste shall be deposited only in the designated areas of the waste disposal site.

No appliance which contains ozone depleting substances shall be accepted unless it is certified as evacuated by a person or firm which is licensed to do so.



No appliance shall be accepted with the door attached where, in the opinion of the operator, it could be a danger to the public.

No person shall set a fire in the waste disposal site without written permission from the City Engineer.

The Council may from time to time impose fees to be charged against persons bringing waste materials to the waste disposal site for deposit, and may prescribe those classes of waste for which no charge will be made. Any person bringing waste materials to the waste disposal site for deposit shall pay the fee set out on Schedule "A".

### **HEALTH AND FIRE BYLAWS NOT SUPERCEDED**

Nothing in this Bylaw shall be deemed to nullify, amend, supersede or repeal any provisions of any Bylaw or regulation relating to fires or to public health, but in the event of any conflict between such bylaws and this Bylaw, the provisions of this Bylaw shall be modified only to the extent necessary to give effect to the fire or health requirements as the case may be.

### **PROSECUTION OF OFFENDERS**

If the owner of the premises from which waste is to be removed, refuses or neglects to do anything required to be done by him hereunder, the same may be done by the City at the expense

of the person in default, and, where the charges or the expenses of the City remain unpaid on the 31<sup>st</sup> day of December of the year in which the sums become payable, the sum or part thereof that remains unpaid, shall be added to and form part of the taxes on the land in respect of which the collection, removal or disposal was done.

Wherever an owner or occupant fails to comply with a directive issued under this Bylaw, the owner or occupant of the premises, or both of them, shall be liable to prosecution.

Waste collection fees will be included and form part of the Water & Sewer Utility bill. Failure to pay the waste collection portion of the utility bill will result in a discontinuation of water service.

Any fees or charges remaining unpaid by the 31<sup>st</sup> of December of the year the sum became payable shall be added to and form part of the taxes on the land in respect of which the collection, removal and disposal was done.

A person contravening any provision of this Bylaw and a person responsible for such contravention, is guilty of an offence, and is liable upon summary conviction before a Provincial Magistrate to a fine of not less than \$100.00 and not exceeding \$500.00 and costs.

**REPEAL OF EXISTING BYLAW**

That Bylaw Nos. 98-16, 99-12 and 00-04 are hereby repealed.

This Bylaw shall come into force and take effect on April 1<sup>st</sup>, 2002.

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Mayor

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City Clerk

INTRODUCED AND READ a first time this 18<sup>th</sup> day of March, 2002

READ A SECOND TIME this 18<sup>th</sup> day of March, 2002

READ A THIRD TIME and passed this 18<sup>th</sup> day of March, 2002

SEAL CERTIFIED A TRUE COPY of Bylaw No. 02-04, adopted by Resolution of Council on the 18<sup>th</sup> day of March, 2002

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City Clerk

## ***Appendix 3***

### **SECTION 7 - SIGN REGULATIONS**

#### **7.1 The Need for a Sign Permit**

(1) Except as otherwise provided, a sign permit is required for erecting, enlarging, changing or structurally altering a sign. A sign shall not be erected, altered, enlarged or maintained upon any property, lot or street in any district, by any person, except in conformity with the regulations outlined in the following sections:

(2) The provisions of these regulations shall not be construed as to limit or interfere with the erection and maintenance of signs on public streets, public lanes or public places of signs which are designed and intended for the safety or protection of the health and general welfare of the public, which are essentially for the maintenance and protection or efficient operation of public service and public property or which are primarily intended for direction of the public and identification of establishments or places of public service which are clearly not operated for the purpose of gain.

(3) A sign permit is not required for the following, however, general regulations must be complied with where applicable:

- (a) Government signs where signs erected by a duly constituted government body or organization is for the purpose of providing information by:
  - (i) a public service by the City;
  - (ii) an agency supplying a public work;
  - (iii) the Provincial or Federal Government; and
  - (iv) a committee or local authority established by the City.
- (b) Directional signs having a maximum facial area of 1 square metre (10.76 sq. ft.).
- (c) Temporary signs comprised of:
  - (i) Display window signs located on the surface of or inside display windows, lighted only by building illumination.
  - (ii) Event signs which are unlighted signs having a maximum facial area of 3 square metres (9.84 sq. ft.) displayed on private property and limited to one per each premise, announcing a campaign, drive or event of a civic philanthropic, educational, or religious organization, to be removed within one (1) day after the event.
- (d) Construction signs subject to the following regulations:
  - (i) Two signs on the premises are permitted; and
  - (ii) The maximum sign facial area shall be 7.5 square metres (80.73 sq. ft.) for each sign permitted on site. These signs must be removed within 14 days after the building is occupied.
- (e) Real estate signs - one unlighted sign having a maximum facial area of 1.2 square metres (12.92 sq. ft.).
- (f) Address designation signs - signs that denote a numerical civic address or occupant having a maximum facial area of 0.6 square metres (6.46 sq. ft.), and when illuminated, shall be continually lit.
- (g) Tenant identification signs - signs located inside a building including tenant identification inside an enclosed shopping centre.
- (h) Election signs
- (i) Banners
- (j) Garage Sale signs as per City of Melfort Sign Bylaw

## 7.2 General Regulations

- (1) No sign shall be located in any manner that would visually obstruct or jeopardize the safety of others.
- (2) Signs shall not interfere with traffic signs or lights, public utilities, landscaping or street furniture.
- (3) Where intermittent lights are deemed to be a safety hazard by Council, or a duly appointed police officer for the City, such lights shall be converted to a steady source of illumination.
- (4) Where signs are to be placed adjacent to a provincial highway, they shall be subject to the Department of Highways regulations where applicable.

## 7.3 Sign Regulations for Residential Districts

The following regulations shall apply to signs allowed in any Residential District:

- (1) One wall sign is permitted pertaining to a dwelling having a maximum facial area as follows:
  - (a) Multiple unit dwellings - 1 square metre (10.76 sq. ft.); and
  - (b) All other dwellings - 0.5 square metre (5.38 sq. ft.).
- (2) One additional sign for multiple unit dwellings may be erected as follows:
  - (a) A freestanding sign having a maximum facial area of 2.3 square metres (24.76 sq. ft.) in area; or
  - (b) A freestanding canopy or awning sign subject subsection (3) and providing a minimum clearance of 2.45 metres (8 ft.) between the bottom of the canopy and sidewalk or ground.
- (3) Freestanding signs shall be located at least 3 metres (9.84 ft.) from any lot line and not be located in a sight triangle;
- (4) Non-residential uses in a residential district shall be subject to sign regulations for multiple unit dwellings.
- (5) One real estate sign not exceeding 1.5 square metres (16.15 sq. ft.) in area to a maximum height of 2.5 metres (8.2 ft) in height.
- (6) All signs shall be located wholly within the lot and shall not create visual obstructions or jeopardise public safety.

## 7.4 Sign Regulations for Commercial and Industrial Districts

The following regulations shall apply in any Commercial District or Industrial District subject to Section 7.8 "Total Sign Facial Area":

- (1) Advertising signs in Commercial and Industrial Districts may be illuminated by direct or indirect lighting and the lights may project different colours and may be intermittent.
- (2) Illuminated signs shall have an internal light source or an external light source shielded so that the light is directed at the face of the sign.
- (3) All signs shall provide a minimum clearance of 2.45 metres (8 ft.) between the bottom of the sign and a street or sidewalk.
- (4) All signs shall be located wholly within the lot lines of the lot in which they are located, except for signs located within the C1 - Retail Commercial District zone. This provision would also not apply to billboard signs and converted vehicle and trailer signs.
- (5) Signs shall be located a minimum distance of 1 metre (3.28 ft.) from any lot line.
- (6) Signs associated with gas pumps for a service station shall not be included in calculating the total surface sign face area for a lot.
- (7) Specific sign regulations are as follows:



- (a) Canopy or Awning Signs
  - (i) Maximum projection: No awning, canopy or marquee sign shall overhang the public way to within 1.0 metre (3.28 ft.) of the curb line.
  - (ii) Minimum clearance above sidewalk: An overhanging canopy or awning sign shall provide a minimum clearance of 2.45 metres (8 ft.) above the sidewalk or ground.
  - (iii) Freestanding Canopy or Awning Signs: Freestanding awning, canopy or marquee sign shall be subject to the regulations for "Freestanding Signs".
- (b) Roof Signs
  - (i) Maximum facial area: 20 square metres (215.29.3 sq. ft.) except 2 square metres (21.53 sq. ft.) in the C1 - Retail Commercial District.
  - (ii) Maximum height: the sign shall not project more than 4.5 metres (14.76 ft.) above the roof.
- (c) Projecting Signs
  - (i) Maximum sign projection: The maximum sign projection permitted shall be 2.2 metres (7.22 ft.). No sign shall overhang the public way to within 1.0 metre (3.28 ft.) of the curb line.
  - (ii) Maximum facial area: The maximum facial area permitted shall be 4 square metres (43.06 ft.) except in the C1-Commercial District where the sign shall not exceed 2 square metres (21.53 sq. ft.).
  - (iii) Maximum height: The height of a projection sign shall not be higher than the top of the wall to which it is attached.
  - (iv) Minimum height above sidewalk: No overhanging sign shall be less than 2.45 metres (8 ft.) above the sidewalk.
- (d) Freestanding Signs
  - (i) One freestanding sign is permitted on a lot, except that an additional freestanding sign is permitted in the C3 - Shopping Centre Commercial District where the lot frontage for a shopping centre or mall exceeds 300 metres (284.25 ft.) in frontage including any street flankage.
  - (ii) One freestanding sign is permitted on site in addition to any other signs that are allowed for uses in a mini-mall.
  - (iii) Where a service station or gas bar is developed as part of a shopping centre, a separate freestanding sign is permitted.
  - (iv) In the C1 - Commercial District, the maximum total facial area shall not exceed 20 square metres (215.29 sq. ft.), provided that no single face of such sign exceeds 10 square metres (107.64 sq. ft.) in area. In other Commercial and Industrial Districts, the maximum total facial area shall not exceed 40 square metres (430.57 sq. ft.), provided that no single face of such sign exceeds 20 square metres (215.29 sq. ft.) in area.
  - (v) In the C1-Commercial District, the maximum height is 10 metres (32.81 ft.); and in other Commercial and Industrial Districts, the maximum height shall be 14 metres (45.93 ft.)
  - (vi) The sign shall be located 1 metre (3.28 ft.) from any lot line.
- (e) Wall Signs
  - (i) Wall signs shall not extend past the edges of the wall on which it is attached, except where the sign extends around a corner at right angles forming a continuous sign.
- (f) Portable Signs
  - (i) Except as may be permitted by the Development Officer, a portable sign shall not be located or encroach onto a public roadway, boulevard, or sidewalk.
  - (ii) A portable sign shall not be located or erected for a period greater than 14 days.
  - (iii) The maximum height of a portable sign shall be 2 metres (6.56 ft.).

(iv) The maximum sign facial area shall not exceed 1.2 square metres (12.92 sq. ft.) for A-Board signs and 3 square metres (32.29 sq. ft.) for all other portable signs.

#### 7.5 **Sign Regulations for the UH - Urban Holding and FW - Floodway Districts**

- (1) In the UH - Urban Holding District, the following signs are permitted:
- (a) One freestanding sign not more than 2 square metres (21.52 sq. ft) in size identifying the name of the owner and address.
  - (b) One real estate sign.
- (2) In the FW - Floodway District, signs are prohibited except for signs erected by the City and one real estate sign.

#### 7.6 **Regulations for Additional Signs**

(1) Additional Signs

The following signs are allowed in addition to other signs permitted by this section:

- (a) Identification signs including signs showing the date of erection, monumental citations, and commemorative tablets up to 1 square metre (10.76 sq. ft.) in area, when made a permanent and integral part of the building.
- (b) Building directory signs, up to 2 square metres (21.53 sq. ft.) in area, where located outside the building.
- (c) Educational signs of up to 2 square metres (21.53 sq. ft.) providing bulletin or poster display space identifying or explaining local history or processes going on out of sight within the building meeting location requirements for pedestrian signs, if approved by Council.
- (d) Directional signs up to 0.2 square metres (2.15 sq. ft.) in area, including signs identifying rest rooms, freight entrances and the like.

## 7.7 Signs Permitted at Council's Discretion

The following signs may be allowed at Council's discretion in a Commercial, Industrial, or UH-Urban Holding District:

### 7.7.1 Billboard Signs

(1) Billboard signs are subject to the following requirements:

(a) Billboard Sign Face and Height

- (i) Maximum single face area - 20 square metres (215.29 sq. ft.)
- (ii) Maximum total face area - 40 square metres (430.57 sq. ft.)
- (iii) Maximum faces - 2

(iv) Double faced signs shall be constructed so one face is completely behind and parallel to the other face and facing the opposite direction.

- (v) Maximum height above grade - 6 metres (19.69 ft.)

(b) No billboard shall have flashing or intermittent light. All lighting shall be shielded from direct view from any roadway or site boundary.

(c) Council may place special conditions on the location of the billboard on a site to protect the clear view of an intersection or a highway approach, or other directional and informational signs.

### 7.7.2 Converted Vehicle and Trailer Signs

(1) In considering an application for a converted vehicle and trailer sign, Council may apply specific development conditions related to:

- (a) Location and orientation of the sign;
- (b) Proximity to other signs; and
- (c) Lighting, where the sign is to be illuminated.

### 7.7.3 Inflatable Display/Balloon Signs

(1) In considering an application for an inflatable display/balloon sign, Council may apply specific development conditions related to:

- (a) Location and orientation of the sign;
- (b) Proximity to other signs; and
- (c) Lighting, where the sign is to be illuminated.

(2) Only one inflatable display/balloon sign will be permitted accessory to a principal use in addition to any other allowable sign.

## 7.8 Total Sign Facial Area

The total facial area of all signs oriented to any street on a lot shall not exceed 15 times the square root of street frontage of the lot. In the case of multi-faced signs, each facial side of the sign shall be included in determining the total facial area.

Street Frontage Per Lot		Total Sign Area Permitted	
Imperial (feet)	Metric (metres)	Imperial (sq. ft.)	Metric (square m.)
20	6.09	67	6.22
25	7.62	75	6.97
30	9.14	82	7.62
35	10.67	89	8.27
40	12.19	95	8.83
50	15.24	106	9.85
60	18.29	116	10.78
70	21.34	126	11.70
80	24.38	134	12.45
90	27.43	143	13.28
100	30.48	150	13.94
125	38.10	168	15.61
150	45.72	185	17.19
175	53.34	198	18.39
200	60.96	121	19.69
250	76.20	237	22.01
300	91.44	260	24.15
400	121.92	300	27.87
500	152.40	336	31.21

## Appendix 4

<b>POLICY TITLE:</b> Tree Planting on Public Property	<b>POLICY NUMBER:</b> <b>7.12</b>	<b>EFFECTIVE DATE:</b> June 16, 1998
<b>ORIGIN:</b> Director, Planning, Development & Leisure Services	<b>ADOPTED BY COUNCIL ON:</b>  June 15, 1998	<b>DATE:</b>  May 27, 1998



## PURPOSE

To provide Council and Administration with guidelines to control tree planting:  
 On public boulevards in front of residences or businesses  
 In public parks  
 As an occurrence to commemorate a person, a special event or a date

## POLICY

That persons/groups/associations wishing to plant a tree on public property must:  
 complete a written application to the Leisure Services Department detailing:  
 reason for the request  
 location requested  
 planned date of planting

Tree planting will be given approval by the Leisure Services Department on the condition:

The new tree is replacing a damaged tree.

The new tree will be planted at an infill area as designated by the Department.

The new tree will be planted in a new developing area.

The type of tree to be planted must meet the planned criteria for the designated area of the City.

Actual planting will be under the supervision of the Leisure Services Manager of Facilities/Recreation.

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