

Annexation Proposal

Proposal provided from the City of Melville to the Rural Municipality of Cana No. 214

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1. Executive Summary

The City of Melville proposes to annex sixteen (16) quarter sections (four (4) full sections) of land and five (5) associated roadways from the Rural Municipality of Cana No. 214.

NW 34 22 06 W2	NW 35 22 06 W2	NW 04 23 06 W2	NW 03 23 06 W2
NE 34 22 06 W2	NE 35 22 06 W2	NE 04 23 06 W2	NE 03 23 06 W2
SW 34 22 06 W2	SW 35 22 06 W2	SW 04 23 06 W2	SW 03 23 06 W2
SE 34 22 06 W2	SE 35 22 06 W2	SE 04 23 06 W2	SE 03 23 06 W2

Range Road 2062 – From Township Road 225 to Township Road 230
Range Road 2063 – From Highway #10 to Township Road 231
Township Road 230 – From Highway #47 east to dead end
Township Road 230 - From Agri Park Road to east border of NE 35 22 06 W2
Township Road 231 – From Highway #47 east to the Wastewater Treatment Facility

These lands contain critical and essential infrastructure that the City owns, operates, and depends on daily. These lands are integral to the City providing essential services to its residents as well as the surrounding region and already contain key municipal infrastructure assets, including:

- The Melville Municipal Landfill (*new facility completed in Spring of 2025*)
- The Wastewater Treatment Plant (WWTP) (*facility expansion completed in Summer of 2025*)
- The Melville Municipal Airport (*currently closed due to liability concerns*)
- The Suncrest Fire College – Saskatchewan’s only fire training institution

Of the sixteen (16) quarter sections of land being annexed, four (4) are already owned by the City. The City makes regular use of the roadways in this area for daily municipal operations such as material transport, infrastructure access, and maintenance. One of these roads is scheduled for an estimated \$330,000 City funded upgrade.

This annexation of land is necessary for the City of Melville to align governance, infrastructure investment, operational control and daily operations, and meet environmental regulations with long-term planning, risk management, and regional partnerships.

2. Background and Context

The City of Melville has made significant capital investments in infrastructure on lands just beyond its current City boundaries. The continued operation, access, and stewardship of these assets depend on roadways and lands outside of the City's jurisdiction.

This includes major construction projects completed within the last year, specifically:

- The construction of a new municipal landfill, built to meet long-term regional needs and environmental compliance.
- The expansion of the Wastewater Treatment Plant, increasing capacity and meeting modern regulatory standards.

These investments reflect the City's long term operational commitment to the region as with the Wastewater Treatment Plant expansion one of the septage receiving cells that was constructed is specifically for non-residents of the City of Melville. However, the land remains under the jurisdiction of the RM of Cana No. 214, which creates challenges for governance, planning, infrastructure stewardship and compliance with the RM regulations.

City Owned Infrastructure within the Annexation Area:

- Wastewater Treatment Plant (WWTP) – Expanded within the last year
- Municipal Landfill – Constructed within the last year
- Melville Municipal Airport – Currently closed due to runway deterioration and liability.
- Suncrest Fire College – The facility is not City owned, but it is located on City owned land and used in partnership with the City Fire Department.

3. Use of Roadways for Daily Operations

The five roadways in the proposed annexation area are essential to the City's daily operations, providing access and transportation routes for:

- Staff and equipment traveling to/from the landfill, WWTP, airport, and fire college.
- Ongoing monitoring, inspection, and servicing
- Delivery of materials and supplies for municipal use

These routes are used frequently and are integral to the safe and efficient operation of municipal infrastructure. Some of the daily operations include hauling of cover for the landfill, waste management hauling and regulatory compliance.

The City has also committed to an estimated \$330,000 investment in 2026 to upgrade one of the roads included in the annexation area, Range Road 2063, demonstrating both operational reliance and fiscal responsibility.

4. Legal Framework

This annexation is submitted under Section 43 of *The Cities Act*. The Act permits municipalities to annex land when it is in the public interest and is required to meet operational responsibilities.

The process includes:

- Notification to and consultation with the RM of Cana No. 214
- Notification to the Good Spirit School Division and Christ the Teacher Catholic School Division
- Notification to affected landowners
- Submission to the Saskatchewan Municipal Board (SMB)
- Final approval by the Minister of Government Relations

5. Description of Proposed Annexation Area

A. Scope:

- 16 quarter sections (approx. 2,560 acres)
- 5 roadways – three of which are actively utilized on a daily basis by the City for regular municipal operations

B. Land Ownership:

- 4 quarter sections are currently owned by the City of Melville
 - These quarter sections are the location of the City of Melville's WWTP, landfill and airport, and the Suncrest Fire College

C. Recent Infrastructure Projects:

- WWTP Expansion: \$11 million dollar investment - Completed in Summer of 2025.
- Landfill Construction: \$6 million dollar investment - Completed in Spring of 2025.
- Significant public investment in utility infrastructure
- Commitment of an additional \$330,000 investment for road upgrades in 2026

D. Zoning and Future Land Use:

- Current Zoning Designation (RM):
 - (A) Agricultural - SEC 03 & 04-23-06-W2 and PT SEC 34 & SEC 35-22-06-W2
 - (CR) Country Residential – PT SEC 34-22-06-W2
- Future Land Use Designation (RM): Commercial (subject to servicing), Multiple Parcel Residential (subject to servicing) and Agricultural
- Opportunities for further collaboration for more cost effective and efficient provision of services will be supported.
- Regional Collaboration : The City has an interest in maintaining and strengthening its relationship and collaboration with surrounding municipalities in the implementation of this Plan and for the overall benefit of regional cooperation. The City of Melville and surrounding municipalities currently engage in regional collaboration on several mutual interests including the landfill, fire services, health services and recreational facilities. The City will seek to further engage in informative dialogue with senior levels of government and regional stakeholders to gain a greater understanding of and coordinate future plans and infrastructure investment requirements. The City will also be prepared for and pursue economic opportunities as they arise within the region.

6. Rationale for Annexation

A. Protection of Recent Public Investments

The City has recently completed over \$17 million in capital projects (WWTP and landfill) in this area over the past year, with a commitment to invest an additional \$330,000 in 2026.

Annexation is required to:

- Exercise direct control over infrastructure operations
- Align land use planning with long-term service delivery
- Protect taxpayer investment through consistent governance
- Ensure regulatory compliance is met

B. Alignment of Municipal Operations and Jurisdiction

The City's daily use of roads and facilities in this area demonstrates the operational importance of these lands.

Annexation will allow the City to:

- Set and enforce consistent standards for roadways and access
- Ensure infrastructure is maintained to support municipal operations
- Plan effectively for capital upgrades and service delivery

Annexation will bring road governance and maintenance responsibilities under the City's jurisdiction, consistent with its usage and investment.

C. Liability and Closure – Melville Municipal Airport

The City-owned airport was recently closed due to the degraded state of the runway, which poses liability and safety risks.

Annexation is essential for:

- Assuming full authority over land and liability management
- Exploring phased rehabilitation or future alternative uses

D. Strategic Partnership – Suncrest Fire College

The Suncrest Fire College, situated on City-owned land, is Saskatchewan’s only fire training institution.

Annexation supports:

- Strengthening of the partnership between the City Fire Department and the college
- Shared use of infrastructure, facilities, equipment, and training grounds
- Coordinated planning for future fire/emergency service infrastructure partnerships

E. Taxation Alignment and Governance Efficiency

Annexation ensures:

- Property tax from City-owned lands remains with the City
- Proper cost recovery for road and infrastructure servicing and maintenance
- Clarity for both municipalities in jurisdictional responsibilities

7. Transition and Collaboration Strategy

To ensure a smooth and respectful transition, the City proposes:

- A collaborative working approach with the RM of Cana
- Cooperative planning for assessment roll adjustments
- Consideration of phased tax changes for privately owned parcels
- Continued partnership with the RM of Cana on emergency response

8. Public Hearing

The City will conduct a transparent engagement process, including:

- Direct notification to affected landowners, municipalities and school divisions
- Public advertisements in local media and on the City website
- Ensure accessibility for public to discuss concerns and ideas with the Mayor/Council and Administration
- Public Hearing and opportunity for written submissions of feedback, comments and concerns

9. Proposed Timeline

Step	Target Date
Notification to RM Council – mailed	September 4, 2025
Notification of Landowners – mailed	September 4, 2025
Public Hearing	November 3, 2025
Response from the RM Council	October 2025
Collaborate with the RM Council to discuss next steps	November/December 2025
Final Submission to SMB	2026
Ministerial Review	2026
Effective Annexation Date	TBD

10. Conclusion

The City of Melville respectfully submits this proposal to annex lands that are already central to its operations, and which now includes major public infrastructure completed within the last year.

Annexation will ensure:

- Legal and operational control over essential City funded infrastructure
- Protection of City taxpayers’ investments
- Risk management for facilities such as the closed municipal airport
- Strengthened partnership with the Suncrest Fire College, a provincial partner
- Equitable taxation and service delivery
- Operational consistency for roads used daily by the City
- Continued operations of regional services

We look forward to working collaboratively with the RM of Cana No. 214, the Saskatchewan Municipal Board, and the Minister of Government Relations to finalize this annexation in the public interest.