

CITY OF MARTENSVILLE
COUNCIL MEETING 5-2014
TUESDAY – MARCH 18, 2014
MINUTES

PRESENT: Mayor Kent Muench, Deputy Mayor Tyson Chillog, Councillors: Darren MacDonald, Bob Blackwell, Jamie Martens, Terry Kostyna, Travis Wiebe, City Manager Scott Blevins Director of Infrastructure & Planning Joe Doxey, Community Economic Development Manager Dillon Shewchuk, Director of Recreation & Community Services Dave Bosch, Director of Finance Lorraine Postma

REGRETS:

LOCATION: Council Chambers, Civic Centre

RECORDING SECRETARY: City Clerk Carla Budnick,

CALL TO ORDER: Mayor Kent Muench called the meeting to order at 5:01 P.M.

RES: #59/03182014(Wiebe/Blackwell)

AGENDA

“That we adopt the agenda dated March 18, 2014.”

CARRIED

RES: #60/03182014(MacDonald/Martens)

MINUTES – MARCH 4, 2014

“That we accept the minutes of the Regular Council Meeting No. 4-2014 dated March 4, 2014”

CARRIED

DELEGATIONS

RCMP

Staff Sergeant Weber made a presentation to City Council regarding the relationship between the City of Martensville and the RCMP and the initiatives for the upcoming year. Sgt. Weber encourages Council to share ideas and thoughts with him so he in turn can pass the information on to his staff and incorporate it into their already established initiatives. One area the RCMP hope to improve in is communication between Council and the RCMP and it is Sgt. Weber’s plan to attend Council Meetings more frequently. Sgt. Weber informed Council that Saskatchewan Justice will be providing funding for Victim Services to come to Martensville and surrounding areas. The program helps provide support for victims of violence, accidents, etc. Victim Services will have a board consisting of three RCMP members and six community members. Discussion was had regarding the possibility of 24 hour policing within the City of Martensville. It was noted that for something like that to happen there would need to be a minimum of 20 members of varying ranks, currently the Martensville Detachment has six members with a seventh coming on board in the spring and one full time support staff.

Mayor Muench thanked Staff Sergeant Weber for his time.

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RES: #61/03182014(Blackwell/Kostyna)

COMMITTEE OF THE WHOLE

“That we accept the Committee of the Whole Report No. 3-2014 dated March 11, 2014.”

CARRIED

RES: #62/03182014(Chillog/MacDonald)

RCMP ADVISORY BOARD MEETING MINUTES

“That we accept the RCMP Advisory Board Meeting Minutes dated January 21, 2104.”

CARRIED

RES: #63/03182014(Martens/MacDonald)

CITY MANAGERS REPORT

“That we accept the City Managers Report Dated March 18, 2014.”

CARRIED

RES: #64/03182014(Blackwell/MacDonald)

EXPENDITURE APPROPRIATION

“That we authorize Expenditure Appropriation No. 5-2014, \$350,264.31 as attached hereto and forming part of the minutes.”

CARRIED

RES: #65/03182014(MacDonald/Kostyna)

BANK RECONCILIATION

“That we accept the Bank Reconciliation for the month of February 2014.”

CARRIED

RES: #66/03182014(Wiebe/MacDonald)

CAMP KITCHEN

“That we accept the lease proposal by Smokehaus to operate the Camp Kitchen Facility for 2014.”

CARRIED

RES: #67/03182014(Blackwell/Chillog)

NRCCC RENTAL

“That we authorize waiving the rental fee for a fundraiser scheduled on March 28, 2014 on behalf of Tanner Skomar.”

CARRIED

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RES: #68/03182014(Wiebe/Martens)

FACILITY RENTAL RATE FEES

“That we accept the proposed Recreation Facility Rental & Sporting Field Rental Fees for 2014, as attached hereto and forming part of these minutes.”

CARRIED

RES: #69/03182014(MacDonald/Kostyna)

MARTENSVILLE LIBRARY BOARD APPOINTMENTS

“That the following be appointed to the 2014 Martensville Library Board:

Carrie Rolfes	Chairperson
Jamie Martens	Vice-Chairperson/City Council Representative
Jennifer Svandrik	Treasurer
Christel Epp	Board Member
Syl Serblowski	Board Member
Angela Wilcox	Board Member
Deanna Fehr	Board Member
Tori Hireskorn	Board Member (on temporary leave)
Terri Brauner	Board Member
Wanda Soder-Munholland	Board Member
Heather Wolfe	Board Member
Chelsea Chophonis	Board Member
Heather Issac	Board Member
Marla Skomar	Secretary (Librarian: Non-Voting Member, on temporary leave)
Stacey Brooman	(Acting Librarian)”

CARRIED

RES: #70/03182014(Wiebe/MacDonald)

OCP AND ZONING BYLAW REVIEW

“That we authorize Crosby, Hanna and Associated be hired for the review and updating of the existing Official Community Plan and Zoning Bylaw (Task A), for the development of C1 Commercial Standards and street cross sections (Task B), and review of existing Zoning Bylaw standards for multiple unit dwellings in infill areas (Task C).”

CARRIED

RES: #71/03182014(Martens/Kostyna)

CONCEPT PLAN ROAD ALIGNMENT

“That we authorize administration to negotiate a sole source contract with Stantec to complete the work associated with collector and arterial roadways to accommodate the P3 School Site.”

CARRIED

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RES: #72/03182014(Blackwell/MacDonald)

DEBENTURE BORROWING

“That we authorize proceedings to purchase a Five Million (\$5,000,000) Debenture from the Municipal Finance Corporation of Saskatchewan, subject to passing the borrowing bylaw.”

CARRIED

RES: #73/03182014(Wiebe/MacDonald)

BYLAW NO. 3-2014 (FIRST READING)

“That Bylaw No. 3-2014, being a Bylaw to amend the Zoning Bylaw, be read for the first time.”

CARRIED

RES: #74/03182014(MacDonald/Chillog)

BYLAW NO. 4-2014 (FIRST READING)

“That Bylaw No. 4-2014, being a Bylaw to amend the Consumer Utility Rate Bylaw, be read for the first time.”

CARRIED

RES: #75/03182014(Kostyna/Martens)

IN-CAMERA

“That Council go in-camera at 6:19 P.M.”

CARRIED

A) Personnel

RES: #76/03182014(MacDonald/Martens)

RESUME REGULAR COUNCIL MEETING

“That we resume the March 18, 2014 Regular Council Meeting at 7:03 P.M.”

CARRIED

RES: #77/03182014(Blackwell/Wiebe)

ADJOURN

“That we adjourn this meeting at 7:04 P.M.”

CARRIED

MAYOR

CITY CLERK



Proposed 2014 Rental Fees

<u>North Ridge Meeting Room</u>	<u>2013</u>	<u>2014</u>
Local Full Day Rate	\$ 50.00	\$ 100.00
Local Hourly Rate		\$ 20.00
Non Local Full Day Rate	\$ 100.00	\$ 150.00
Non Local Hourly Rate		\$ 30.00
Service Group Full Day Rate	\$ 25.00	\$ 50.00
Service Group Hourly Rate		\$ 10.00

<u>Heritage Centre</u>	<u>2013</u>	<u>2014</u>
Local Full Day Rate	\$ 50.00	\$ 100.00
Local Hourly Rate		\$ 20.00
Non Local Full Day Rate	\$ 100.00	\$ 150.00
Non Local Hourly Rate		\$ 30.00
Service Group Full Day Rate	\$ 25.00	\$ 50.00
Service Group Hourly Rate		\$ 10.00

<u>Civic Centre Meeting Rooms</u>	<u>2013</u>	<u>2014</u>
Local Full Day Rate	\$ 50.00	\$ 100.00
Local Hourly Rate		\$ 20.00
Non Local Full Day Rate	\$ 150.00	\$ 150.00
Non Local Hourly Rate		\$ 30.00
Service Group Full Day Rate	\$ 25.00	\$ 50.00
Service Group Hourly Rate		\$ 10.00

<u>Curling Rink</u>	<u>2013</u>	<u>2014</u>
Local Full Day Rate	\$ 475.00	\$ 500.00
Local Half Day Rate		\$ 300.00
Non Local Full Day Rate	\$ 575.00	\$ 600.00
Non Local Half Day Rate		\$ 400.00
Service Group Full Day Rate	\$ 250.00	\$ 275.00
Service Group Half Day Rate		\$ 100.00

<u>Upper Mezzanine</u>	<u>2013</u>	<u>2014</u>
Local Full Day Rate	\$ 50.00	\$ 100.00
Local Hourly Rate		\$ 20.00

Non Local Full Day Rate	\$100.00	\$ 150.00
Non Local Hourly Rate		\$ 30.00
Service Group Full Day Rate	\$ 25.00	\$ 50.00
Service Group Hourly Rate		\$ 10.00

Sporting Fields

	<u>2013</u>	<u>2014</u>
Private Diamond or Pitch Rental / Day	\$ 90.00	\$ 100.00
Private Diamond or Pitch Rental / Game	\$ 30.00	\$ 35.00
Baseball / player	\$ 10.00	\$ 11.00
Softball / player	\$ 10.00	\$ 11.00
Soccer / player	\$ 10.00	\$ 11.00
Football / player	\$ 10.00	\$ 11.00
Slo-Pitch / team	\$175.00	\$ 200.00

CITY OF MARTENSVILLE
ZONING BYLAW AMENDMENT
BYLAW NO. 3-2014

A BYLAW OF THE CITY OF MARTENSVILLE TO AMEND BYLAW 18-2008, KNOWN
AS THE ZONING BYLAW.

The Council of the City of Martensville, in the Province of Saskatchewan, enacts to amend Bylaw No. 18-2008 as follows:

1. Section 4.10.8 (3) is amended by deleting the following:

“65m²”

2. Section 4.10.8 (3) is amended by adding the following:

“80m²”

This Bylaw shall come into force and take effect when adopted by Council.

Read a first time this 18th day of March, A.D. 2014

MAYOR

CITY CLERK

In 2009, Secondary Suites were made an option in single family dwellings in Martensville. At that time, the maximum size was set at 65m² to match *The National Building Code 2005* standards. Since that time, Saskatchewan adopted the *2010 National Building Code*. The new code permits secondary suites to be a maximum of 80m². The City has received a number of requests to mirror the National Building Code requirements in an effort to maximize basement space and eliminate the requirement to leave valuable usable space undeveloped.

A copy of the proposed handout by BuildTECH is attached showing the NBC requirements.

Current Zoning Bylaw Requirements:

4.10.8 Secondary Suites

(Bylaw Amendment #15-2009)

- (1) Secondary suites may be located only in single detached dwellings and shall occupy no more than 40% of the gross floor area of the dwelling, including the area of the basement;
- (2) In order to accommodate a secondary suite, the principal building must have a gross floor area, including the area of the basement, of at least 100m²;
- (3) **The maximum size of a secondary suite shall be 65m²;**
- (4) No more than one secondary suite may be located in any single detached dwelling;
- (5) The floor area occupied by a secondary suite shall be considered as part of the principal building;
- (6) A secondary suite shall contain no more than two bedrooms;
- (7) No more than three persons may occupy a secondary suite;
- (8) One off-street parking space is required for a secondary suite in addition to at least one off-street parking space for the principal dwelling. The parking space required for the secondary suite shall not be located in a required front yard unless the subject site has no access to a rear lane. The parking space shall have a durable surface and be suitably screened.
- (9) Where a secondary suite has an entrance which is separate from that of the principal dwelling, the entrance may only be located on a side or rear wall of the principal dwelling;
- (10) Secondary suites shall comply with all relevant requirements of the National Building Code, or equivalencies.

Guidelines for New Secondary Suites – City of Martensville

These guidelines reflect and summarize some of the key requirements of the National Building Code of Canada, 2010, and apply when developing a new secondary suite in an existing one-unit dwelling, and when developing a new secondary suite in a new one-unit dwelling.

Item No.	Article NBCC 2010	Summary
1.	6.2.3.9.	Air cannot be vented from one dwelling unit to another. If a forced air heating system is being used, then each dwelling unit requires its own furnace. Alternately, a furnace could be used for the heating system of one suite, and a non-forced air heating system can be used to heat the second suite (ie. electric, boiler). Also, a single central ventilation system cannot be used to provide ventilation to both dwelling units. If a suite has no forced-air heating system, than fresh air is required, and shall be distributed directly to bedrooms and the main living area.
2.	9.1.2.1.	The total <i>floor area</i> of a <i>secondary suite</i> shall be not more than the lesser of <ul style="list-style-type: none"> • 80% of the total <i>floor area</i> of all <i>storeys</i> of the other <i>dwelling unit</i>, excluding the <i>garage floor area</i> and common spaces serving both <i>dwelling units</i>, or • 80 m².
3.	9.5.3.	Ceiling heights shall be a minimum of 1.95 m (6'-4-3/4"); ceiling heights under beams and ductwork shall be a minimum of 1.85 m (6'-0 3/4").
4.	9.9.10.1.	At least one window in each bedroom shall provide an unobstructed opening with a total area of not less than 0.35 m ² (3.77 ft ²) and with not dimension less than 380 mm (15 inches).
5.	9.10.9.14.	Each dwelling unit must be separated from the other (vertically and horizontally) by a smoke tight barrier of not less than 12.7 mm drywall and construction that provides a minimum sound transmission classification rating of 43. This includes the ceiling of common spaces (i.e. furnace room).
6.	9.11.2.1.	The required STC of 43 can be achieved with the following construction: <ol style="list-style-type: none"> a) The floor joist spaces must be filled with sound-absorbing material of not less than 150 mm thickness. b) The stud spaces must be filled with sound-absorbing material. c) Resilient channels (sound bar) must be installed at maximum 600 mm o.c. at the underside of the floor joists, and on at least one side of all separation walls.
7.	9.9.4.2.	Each dwelling unit must have one of the following exit facilities: <ol style="list-style-type: none"> a) one separate exit, or b) one common exit at grade level. Any common exits must be separated from the dwelling units by a smoke tight barrier of not less than 12.7mm drywall.
8.	9.10.9.3..	Doors from shared exits or common areas into dwelling units shall be minimum 45 mm thick solid core wood doors and be equipped with a latch and a self-closing device.
9.	9.10.19.	Electrically operated and interconnected smoke alarms are required on all floor levels of each suite, and shall be installed in every bedroom, as well as in the hallway or living space serving the bedrooms for each suite. Common areas shall also be protected by smoke alarms (i.e. furnace room). ALL SMOKE ALARMS WITHIN THE ENTIRE BUILDING ARE TO BE INTERCONNECTED. In the case of a new secondary suite in an existing dwelling, retro-fitting the existing dwelling unit bedrooms with interconnected smoke alarms is required.
10.	9.32.3.9.	Carbon monoxide alarms shall be installed at or near the ceiling (as per manufacturer's instructions) in each bedroom, or within 5 m (16'-5") of each bedroom door. Properly located combination smoke / CO alarms will likely achieve this requirement.
11.	9.32.	Section 9.32. "Ventilation" applies to each dwelling unit separately. The secondary suite bathroom requires an exhaust fan (can be HRV exhaust intake). Fresh air is required to be distributed directly to the bedrooms and main living area. If the suite heating system is not a forced-air system, than fresh air shall be provided directly by an alternative system (i.e. HRV for the suite).

CITY OF MARTENSVILLE
CONSUMER UTILITY RATES AMENDMENT
BYLAW NO. 4-2014

A BYLAW OF THE CITY OF MARTENSVILLE TO AMEND THE CONSUMER
UTILITY RATES BYLAW NO. 21-2004.

1. The Consumer Utility Rates Bylaw No. 21-2004 is amended as hereinafter set forth:
 - a) By deleting Schedule “A” and substituting Schedule “A” as attached to and forming part of this bylaw.

2. This Bylaw shall come into force and take effect on April 1st, 2014.

Read a first time this 18th day of March, 2014.

MAYOR

CITY CLERK

CITY OF MARTENSVILLE
CONSUMER UTILITY RATES AMENDMENT
BYLAW NO. 4-2014

SCHEDULE "A"

MONTHLY WATER RATES AND CHARGES

1. FLAT RATE:

Flat rate minimum charge of \$12 per month.

2. CONSUMPTION RATE:

Additional consumption charge for water used of \$2.92 per cubic metre (\$13.27 per 1,000 gallons).