

CITY OF MARTENSVILLE  
REGULAR COUNCIL MEETING 9-2024  
TUESDAY MAY 21, 2024  
MINUTES

**PRESENT:** Mayor Kent Muench, Deputy Mayor Jamie Martens, Councillor Tyson Chillog, Mike Cox, Darren MacDonald, Deb McGuire, Spencer Nikkel, City Manager Tanya Garost, Director of Infrastructure and Planning Matt Gruza, Community Economic Development Manager Dillon Shewchuk, Director of Recreation and Community Services Roxane Melnyk, Planning Manager Bonnie Gorelitz,

**REGRETS:** Director of Corporate Services Leah Bloomquist,

**LOCATION:** Council Chambers – City Hall and Zoom

**RECORDING SECRETARY:** City Clerk Carla Budnick

**CALL TO ORDER:** Mayor Kent Muench called the meeting to order at 5:00 P.M.

RES: #94/05212024 (Cox/Chillog)

**AGENDA**

**“That we adopt the agenda dated May 21, 2024.”**

**CARRIED**

RES: #95/05212024 (Nikkel/Martens)

**MINUTES – MAY 7, 2024**

**“That we accept the minutes of the Regular Council Meeting No. 8-2024 dated May 7, 2024.”**

**CARRIED**

RES: #96/05212024 (McGuire/MacDonald)

**COMMITTEE OF THE WHOLE MINUTES – APRIL 9, 2024**

**“That we accept the Committee of the Whole Minutes dated April 9, 2024.”**

**CARRIED**

RES: #97/05212024 (Cox/Martens)

**COMMITTEE OF THE WHOLE MINUTES – MAY 14, 2024**

**“That we accept the Committee of the Whole Minutes dated May 14, 2024.”**

**CARRIED**

RES: #98/05212024 (McGuire/Martens)

**MANAGER'S REPORT**

**“That we accept the Manager's Report dated May 21, 2024.”**

**CARRIED**

CITY OF MARTENSVILLE  
REGULAR COUNCIL MEETING 9-2024  
TUESDAY MAY 21, 2024  
MINUTES

RES: #99/05212024 (Nikkel/McGuire)

**EXPENDITURE APPROPRIATION**

**“That we authorize Expenditure Appropriation No.9 -2024, in the amount of \$4,550,534.02 as attached hereto and forming part of the minutes.”**

**CARRIED**

RES: #100/05212024 (Cox/Chillog)

**BANK RECONCILIATION**

**“That we accept the Bank Reconciliations for the months of December 2023, January, February and March 2024.”**

**CARRIED**

RES: #101/05212024 (McGuire/Martens)

**DISCRETIONARY USE – 555 MAIN STREET**

**“That the Discretionary Use Application submitted by Martensville Curling Club requesting approval to add a shipping container to be used as a storage space at 555 Main Street, be approved, subject to the following conditions:**

- 1) The container be painted to match the building’s exterior,**
- 2) The Applicant obtains a Building Permit prior to installation of the shipping container,**
- 3) That any drawings, plans or uses submitted for the construction, occupancy or use of the site be substantially following the plans approved by Council in support of this Discretionary Use Application; and**
- 4) If the final drawings, plans or uses are not in substantial accordance with the approved application, or the future, the applicant proposes a change from what was approved, the applicant must apply to Council for approval of the proposed change to the Discretionary Use Application.”**

**CARRIED**

RES: #102/05212024 (Nikkel/Cox)

**2024 SASK LOTTERIES GRANT**

**“That we accept the proposed funding application proposal as attached.”**

**CARRIED**

RES: #103/05212024 (McGuire/Martens)

**AMENDMENT TO 2024 CAPITAL BUDGET**

**“That we defer \$90,000 from the sidewalk clearer and redirect the funds to the list of smaller capital projects as attached to and forming parts of these minutes.”**

**CARRIED**

CITY OF MARTENSVILLE  
REGULAR COUNCIL MEETING 9-2024  
TUESDAY MAY 21, 2024  
MINUTES

RES: #104/05212024 (MacDonald/Chillog)

**WATER & SEWER STATION UNINTERRUPTIBLE POWER SUPPLY**

**“That we authorize the purchase of replacement Uninterruptible Power Supply units and further that the funds come from the Infrastructure Replacement Reserve.”**

**CARRIED**

RES: #105/05212024 (MacDoanld/Cox)

**SPORTS PAGE PATIO FROSTING ON WINDOWS**

**“That the Sport Page be permitted to remove the frosting from the patio glass on the condition that SLGA has no concerns.”**

**CARRIED**

**DISCUSSION ITEMS**

**A) Parking Request**

A request was brought forward by a resident on Cowan Crescent to investigate what can be done to address parking from the apartments across the street onto Parr Hill Drive, particularly the section between 10<sup>th</sup> Avenue North and Cowan Crescent intersections. City Council discussed the concerns raised and do sympathize with the resident however, they were reluctant to place no-parking signs as once you do for one, you will have to do for others. They did discuss the site triangle at the intersection of Cowan Crescent and Parr Hill Drive and will have Administration review those areas and put signage up if warranted. Director of Infrastructure and Planning has been tasked with drafting a letter to the resident explaining City Council’s decision.

RES: #106/05212024 (Martens/MacDonald)

**IN-CAMERA**

**“WHEREAS section 94(4) of The Cities Act states that council may meet in meetings closed to the Public for the purpose of long-range or strategic planning; THEREFORE, BE IT RESOLVED that council go in-camera for long-range planning at 5:40 P.M.”**

**CARRIED**

**PRESENT:** Mayor Kent Muench, Deputy Mayor Jamie Martens (ZOOM), Councillor Tyson Chillog, Mike Cox, Darren MacDonald, Deb McGuire, Spencer Nikkel, City Manager Tanya Garost, Director of Corporate Services Leah Bloomquist, , Community Economic Development Manager Dillon Shewchuk, Director of Recreation and Community Services Roxane Melnyk, Planning Manager Bonnie Gorelitz, Fire Chief Kurtis Dyck, City Clerk Carla Budnick

CITY OF MARTENSVILLE  
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**IN-CAMERA ITEMS**

- A) **P4G Regional Servicing Hub**
- B) **RCMP**

RES: #107/05212024 (MacDoanld/McGuire)

**RESUME REGULAR COUNCIL MEETING**

**“That we resume the May 21, 2024, Regular Council Meeting at 5:34 P.M.”**

**CARRIED**

RES: #108/05212024 (Cox/Martens)

**ADJOURN**

**“That we adjourn this meeting at 5:35 P.M.”**

**CARRIED**

\_\_\_\_\_  
MAYOR

\_\_\_\_\_  
CITY CLERK

**CITY OF MARTENSVILLE  
EXPENDITURE APPROPRIATION NO. 9  
May 21, 2024**

<b>Cheque #</b>	<b>Supplier Name</b>	<b>Amount</b>
43689	ALLDATA CANADA SERVICES LTD	\$ 1,575.00
43690	ARCAND, GERALDINE	\$ 6,244.40
43691	B & L SEPTIC	\$ 430.50
43692	CITY OF SASKATOON	\$ 3,395.13
43693	CLOVERDALE PAINT INC.	\$ 334.01
43694	DIAMOND TRUCK CENTRES	\$ 107.63
43695	LAWSON PRODUCTS INC	\$ 214.41
43696	SASK POWER CORPORATION	\$ 5,727.98
43697	SASKATOON SALVAGE CENTER	\$ 318.12
43698	SASKATOON WHOLESALE TIRE E LTD	\$ 290.82
43699	SUNBELT RENTALS INC	\$ 1,556.22
43700	XYLEM CANADA LP	\$ 16,861.40
43701	DSG CANADA SASKATOON DIESEL SERVICES	\$ 266.40
43702	EASY-KLEEN PUMPS & PRESSURE	\$ 152.79
43703	SASK WORKERS COMPENSATION	\$ 42,588.41
00358	IMPACT CLIMBING INC	\$ 178,949.12
00287	MEPP	\$ 30,642.56
00880	NUSTADIA RECREATION INC	\$ 20,551.88
02395	St. Paul's R.C.S.S.D No. 20	\$ 9,630.78
00484	ACADIA CONSTRUCTION INC	\$ 1,160,182.36
00501	AINSWORTH INC	\$ 372.96
01923	ALL-BRITE ELECTRIC CO. LTD.	\$ 1,942.50
00365	ATS TRAFFIC LTD.	\$ 840.83
02689	AYOTTE PLUMBING HEATING & AC	\$ 3,080.69
00491	BELL MEDIA INC	\$ 401.79
00243	BOSS LUBRICANTS	\$ 323.14
00452	BRANDT TRACTOR LTD - ACCT #60613	\$ 1,863.72
03947	CANADIAN LINEN & UNIFORM SERVICE	\$ 352.22
04800	CANADIAN TIRE #912 - L.ULLATHORNE HOLDINGS LTD.	\$ 1,338.96
04286	CANOE PROCUREMENT GROUP OF CANADA	\$ 2,852.99
00054	CATTERALL & WRIGHT	\$ 31,489.41
02842	CHEMICAL INDUSTRIES	\$ 33,075.00
02039	CHILLOG, TYSON	\$ 522.48
00444	CLARK'S CROSSING GAZETTE NEWSPAPER CORP	\$ 1,102.50
03188	CTV SASKATOON - a division of Bell Media Inc	\$ 1,828.00
00812	CUSTOM COURIER CO.	\$ 108.53
03079	DANYLKO, LEANNA	\$ 6.99
01650	DENRAY TIRE	\$ 1,555.38
04782	DOELL, DEBORAH	\$ 45.42
00481	DUPERREAUULT, COLE	\$ 10.00
04683	DYOK, ASHTON	\$ 10.00
00134	EARTHWORKS EQUIPMENT CORP.	\$ 1,719.25
00377	ENNS, DUANE	\$ 600.00
00107	EXPERT LOCKSMITHS LTD	\$ 225.33
00566	FER-MARC EQUIPMENT LTD	\$ 1,547.78
00639	FLOCOR INC.	\$ 40,528.14
01206	FRONTLINE TRUCK & TRAILER	\$ 78.24
04780	GAROST, TANYA	\$ 961.92
03572	GFL ENVIRONMENTAL INC	\$ 14,823.36
03032	GREGG DISTRIBUTORS CO	\$ 1,208.06
00438	HAMILTON, DYLAN	\$ 10.00
02785	HBI OFFICE PLUS INC.	\$ 79.01
00463	HEMBROFF, JAMIE	\$ 25.00
00477	HIRSEKORN, DAVIN	\$ 10.00
01218	LEITCH, TAYLOR MICHELLE	\$ 10.00
02992	MACDONALD, DARREN	\$ 979.37
00195	MARTENSVILLE BUILDING & HOME SUPPLY	\$ 721.90
01769	MARTENSVILLE MESSENGER	\$ 2,528.40
00661	MARTENSVILLE PLUMBING	\$ 83.25
01231	MCCONNELL TRANSPORT LTD	\$ 2,835.00
03294	MCCULLOCH, JAMIE	\$ 66.05
00201	MCGILL'S INDUSTRIAL	\$ 10,299.33
00009	MCGUIRE, DEBORAH	\$ 1,697.18
01968	MEIDL HONDA	\$ 27.51
00203	MERLIN FORD LINCOLN	\$ 72.53
01005	MUENCH, KENT	\$ 157.50
02530	MUNICIPAL FINANCE CORPORATION	\$ 743,902.99
03293	NIKKEL, SPENCER	\$ 983.82
04522	PAL TIRE	\$ 88.72
02809	PAWS REPUBLIC	\$ 882.00
00434	PET WASTE SYSTEMS	\$ 2,297.40
02127	PINNACLE DISTRIBUTION INC - A BUNZL COMPANY	\$ 1,679.69

<b>Cheque #</b>	<b>Supplier Name</b>	<b>Amount</b>
04738	POPPENHEIM, JASON	\$ 39.41
00401	PRINCESS AUTO LTD	\$ 419.47
01912	RICOH CANADA INC	\$ 7,817.29
04753	ROCKY MOUNTAIN EQUIPMENT	\$ 6,244.40
00483	RODOMSKY, BRIAN	\$ 15.00
01059	SASKATCHEWAN RESEARCH COUNCIL	\$ 308.23
00296	SASKATOON CO-OP ASSOC LTD	\$ 25.38
03038	SASKATOON CYLINDER EXCHANGE LTD	\$ 1,923.02
00482	SCHNEIDER, MAREK	\$ 10.00
03469	SEA HAWK	\$ 5,847.21
00312	SHERWIN WILLIAMS CO.	\$ 392.52
04334	SITEDOCS PAPERLESS SAFETY MANAGEMENT	\$ 6,917.93
04448	STAPLES COMMERCIAL ACCOUNT	\$ 225.00
03991	SUTHERLAND AUTOMOTIVE	\$ 1,521.79
02434	SWIMMING POOLS BY PLEASUREWAY SALES	\$ 266.58
04746	TA.NETWORKS INC	\$ 809.60
02600	TECHNICAL SAFETY AUTHORITY OF SASKATCHEWAN	\$ 390.00
00026	THE BOLT SUPPLY HOUSE LTD	\$ 538.37
03412	THE FIRM INC	\$ 286.36
00806	THE RENT-IT STORE & TOOL SUPPLY	\$ 266.27
03601	TR PETROLEUM LTD	\$ 11,632.51
02848	TR PETROLEUM MARTENSVILLE INC.	\$ 5,359.20
04585	TREMBLAY, TIMOTHY	\$ 10.00
00445	TRIOD SUPPLY (NB) LTD	\$ 277.73
01862	TROY LIFE & FIRE SAFETY	\$ 367.50
03082	ULINE	\$ 34.97
00118	UNIFIED AUTO PARTS INC	\$ 588.65
04184	WALLACE INSIGHTS	\$ 12,348.00
00047	WOLSELEY CANADA	\$ 51.84
04542	WRIGHT CONSTRUCTION WESTERN INC.	\$ 1,686,076.85
00211	XEROX CANADA LTD.	\$ 390.61
254	RECEIVER GENERAL	\$ 53,676.59
293	SASKTEL	\$ 2,863.16
4556	NORTHERN BUSINESS INTELLIGENCE	\$ 1,176.60
294	PRAIRIE SPIRIT SCHOOL DIV#206	\$ 231,467.14
4672	XEROX FINANCIAL	\$ 639.00
4672	XEROX FINANCIAL	\$ 114.89
8545	AFFINITY CU MASTERCARD	\$ 1,018.32
3396	AFFINITY CU MASTERCARD	\$ 34.97
2580	AFFINITY CU MASTERCARD	\$ 2,080.12
4235	AFFINITY CU MASTERCARD	\$ 3,439.56
8804	AFFINITY CU MASTERCARD	\$ 435.67
9529	AFFINITY CU MASTERCARD	\$ 175.00
3212	AFFINITY CU MASTERCARD	\$ 77.28
9990	AFFINITY CU MASTERCARD	\$ 416.37
PP#9	GENERAL GOVERNMENT	\$ 19,705.23
PP#9	PROTECTIVE SERVICES	\$ 8,227.87
PP#9	PLANNING & REGULATIONS	\$ 7,719.45
PP#9	RECREATION AND COMMUNITY SERVICE	\$ 41,189.22
PP#9	TRANSPORTATION	\$ 18,841.47
PP9#	WATER AND SEWER	\$ 11,562.26
PP#9	COUNCIL	\$ 0.00
<b>EXPENDITURE GRAND TOTAL</b>		<b>\$ 4,550,534.02</b>



## Request for Decision

Date: May 11, 2024

<b>Topic:</b>	<b>2024-25 Sask Lotteries Grant Funding Allocation</b>
<b>Background:</b>	<p>Sask Lotteries Trust Funding comes directly from proceeds from lottery ticket sales. The funding is based on a per capita formula using the population of Martensville and an allocation from the RM of Corman Park. The 2024-25 funding is:</p> <p>Martensville @ \$7.30 x 10,549 pop = \$77,000.00 RM of Corman Park allocation             <u>\$7,500.00</u> Total   \$84,508.00</p> <p>After the local funding requests are received a proposed funding list is prepared indicating all the requests, brief explanation of their request and grant amount requested. The proposed funding allocation is based on the organization's project, what benefits it provides to the organization and community, the number of people served and whether it meets the criteria as established by the Sask Lotteries Trust Fund. The proposed funding allocation is attached for Council's review.</p> <p>A portion of funding is allocated to target populations as per Sask Lotteries guidelines.</p> <p>Upon completion of the project, groups are required to complete follow up reports, including receipts for eligible expenditures, for submission to Sask Lotteries.</p>
<b>Public Hearing Summary:</b>	
<b>Proposed By:</b>	Director Recreation and Community Services
<b>Correlation to Business: (Strategic Plan)</b>	Support Community Events and Groups
<b>Benefits:</b>	Distributes funding to a wide variety of local sport, recreation, culture and service groups to enhance their organizations and the quality of programming they are able to provide to the community.
<b>Disadvantages:</b>	None
<b>Alternatives:</b>	Re-allocate the available funding to applicants, if Council deems the proposed allocation requires adjustment.
<b>Finance/Budget Implications:</b>	No implications to the City budget as all funds are received from the Sask Lotteries Trust Fund.



## Request for Decision

<b>Operating Costs:</b>	-0-	<b>Capital Costs:</b>	0
<b>Budget Available:</b>		<b>Source of Funds:</b>	
<b>Budget Cost:</b>		<b>Under budgeted Cost:</b>	
<b>Communication Strategy:</b>	All recipients of the grant program are informed by letter of the funding allocation awarded to their organization.		
<b>Recommendations:</b>	That Council approve the 2024-25 Sask Lotteries funding allocation proposal as attached.		
<b>Report Writer:</b>	Roxane Melnyk	<b>City Manager:</b>	<i>Jayne Burdett</i>
<b>Position:</b>	<b>Director Recreation &amp; Community Services</b>		



## 2024/2025 Sask Lottery Applications

### Schools

Group	Project	2024 Proposed
High School	Travel, refs, educational materials, instructors, equipment (Basketball, Soccer, Football, Gym classes, Girl on the Move, GSA)	\$ 4,250.00
Venture Heights School	Games/equipment for cooperative games	\$ 2,000.00
Valley Manor School	Upgrade equipment	\$ 2,000.00
Lake Vista	10 pairs of Skiis and Poles	\$ 2,500.00
<b>Subtotal</b>		<b>\$ 10,750.00</b>

### Service Groups

Group	Project	2024 Proposed
New Horizons Centre	Transportation, trips, excursions, entertainment, supplies	\$ 7,250.00
Martensville Info. & Visitor Centre	Canada Day movie, advertising, entertainment	\$ 3,000.00
Buster Days	Inflatables, entertainment, Swim Night, 55+ programming	\$ 3,250.00
Girl Guides	Camp/Sleepover, guest speakers, crafts, rental fees	\$ 2,000.00
Twin Rivers Music Festival	Adjudicator Fees	\$ 500.00
Martensville Seniors Pickleball League	Rentals, training, equipment	\$ 500.00
Martensville Youth Connection	Access to a safe space, pool admission, crafts, life skills, empowerment	\$ 3,000.00
City of Martensville	Art Symposium - Glyph	\$ 5,000.00
Skate Martensville	Supplies,enhancemnet, incentives, development	\$ 4,250.00
Martensville Minor Hockey Association	Training, rentals, equipment	\$ 5,000.00
Sask Five Baseball	Equipment	\$ 4,100.00
Maddogs Football	Equipment, transportation	\$ 4,000.00
Martensville Library	Program supplies, advertising,	\$ 1,200.00
MCRP - Road Hockey	Temporary fencing panels	\$ 800.00
Twin City Angels	Equipment, training, rentals	\$ 3,350.00
Slo-Pitch	Maintenance, Equipment	\$ 2,500.00
Martensville Soccer	Equipment, clinics, training, rentals	\$ 5,000.00
Valley United Soccer	Facility rental, equipment, tech hours	\$ 2,000.00
574 Dakota RCACS	Facility Rental, equipment, program supplies	\$ 4,700.00
Sask Valley Riding Club	Lessons, Clinics	\$ 750.00
Central Valley Volleyball	Facility Rental, equipment	\$ 2,000.00
Martensville Curling	Learn to Curl Program, equipment & instructors	\$ 2,500.00
RockyRidge Model Railroad	Cabinets & Travel Expenses	\$ 600.00
Club Basketball	Rentals, refs, coaches training, player training	\$ 1,000.00
Prairie Valley Scouts	Equipmnet, tents, lanterns	\$ 500.00
City of Martensville	Table/Chairs/equipment upgrade	\$ 5,008.00
<b>Subtotal</b>		<b>\$ 73,758.00</b>

### Totals

**\$ 84,508.00**



## Request for Decision

Date: May 11, 2024

<b>Topic:</b>	<b>Amendment to 2024 Capital Budget</b>
<b>Background:</b>	<p>Administration presented to City Council the 2024 Operating and Capital Budget on February 6, 2024. The presented budget was approved. In that approved budget was the capital purchase of a municipal sidewalk clearer. Since then, It has been determined that the purchase of this piece of equipment will not be received until 2025 due to procurement and the ability to get equipment in. The administration is recommending deferring the purchase of the sidewalk clearer to 2025 and would like to redirect \$90,000 of the \$200,000 towards unplanned capital expenses that have been brought forward in the last 3 months. The list of unplanned capital expenses that were not budgeted for are:</p> <ul style="list-style-type: none"> <li>• Partnership with the college for electrical upgrades for the Civic Centre.</li> <li>• Repair/replacement of south doors at the Civic Center, this is an outstanding item from previous fire inspections.</li> <li>• Assessment of the RCMP building, this is in response to a report from the RCMP.</li> <li>• Furnace replacement at RCMP building.</li> <li>• Repair of the damaged curtains at the MAP, repair the safety concerns of the anchors coming loose at the bottom of the curtains.</li> <li>• Repair the turf at the pump track. This has been an issue since the facility opened, now there are large spikes lying on the side of the track and it is unsafe for those in the area.</li> <li>• Replacement of the dugouts at the Chrome Dome that were removed in the fall of 2023.</li> <li>• Sportfield upgrades - Shale replacement, infield upgrades, garbage cans, benches etc. These are items that have been brought forward this spring, some items were items not completed in 2023 and some items have just been identified this spring.</li> </ul>
<b>Public Hearing Summary:</b>	
<b>Proposed By:</b>	Director of Recreation and Community Services
<b>Correlation to Business: (Strategic Plan)</b>	Advance asset management on City facilities.
<b>Benefits:</b>	Deferring this capital project will allow for smaller capital projects to get completed. This will allow administration to address a number of safety concerns at City's facilities.
<b>Disadvantages:</b>	The purchase of the municipal sidewalk clearer will have to be deferred for a year, which does mean that it will not arrive until 2026. Administration may need to rent equipment to clear sidewalks when there is a bigger storm. Once the crossing to the Martensville Recreation Centre is open the existing equipment will not have the capacity to clear that snow.
<b>Alternatives:</b>	Deny the request.



## Request for Decision

<b>Finance/Budget Implications:</b>	\$110,000 from the Capital budget will be deferred to 2025.		
<b>Operating Costs:</b>		<b>Capital Costs:</b>	
<b>Budget Available:</b>		<b>Source of Funds:</b>	
<b>Budget Cost:</b>		<b>Over budgeted Cost:</b>	
<b>Communication Strategy:</b>			
<b>Recommendations:</b>	Recommend that \$90,000 be deferred from the sidewalk clearer to the list of smaller capital project as listed.		
<b>Report Writer:</b>	Roxane Melnyk	<b>City Manager:</b>	<i>Janya Bisset</i>
<b>Position:</b>	Director of Recreation and Community Services		