

REPORT 4-2013  
CITY OF MARTENSVILLE  
COMMITTEE OF THE WHOLE MEETING  
TUESDAY – APRIL 9, 2013  
MINUTES

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

**REGRETS:**

**LOCATION:** Council Chambers, Civic Centre

**RECORDING SECRETARY:** City Clerk Carla Budnick

**CALL TO ORDER:** Chairman Terry Kostyna called the meeting to order at 5:04 P.M.

#### **4. DELEGATIONS**

##### **4.1 David Atley – SaskTel Network Planning Department**

David Atley of SaskTel met with Council to present their current proposal to place two Stealth Towers which are required to provide better service for Martensville. SaskTel is proposing to put one tower in the North end and one in the South end of the City. It was noted that SaskTel does extensive research on finding the ideal locations for each tower and a search ring is then made with a radius coverage of 700 meters. Ideally for best coverage the tower would be placed in the center of the ring but there is room to move slightly. Under the City of Martensville's current Zoning Bylaw the tower is an approved use in the North end, however a Zoning Amendment would need to be done to accommodate the tower in the South. Notices would be sent out to all properties within a 75 meter radius to inform them of the proposed amendment to the Zoning Bylaw. All affected properties would then have the opportunity to address any concerns by submitting comments or by attending the Public Hearing. Council has some concerns regarding the location of the South tower and would like to have an Open House, which would allow residents to come and have any questions answered. SaskTel has indicated that they are willing to work with the City on finding an ideal location if the current proposed location does not work.

Presentation ended at 5:20 p.m.

#### **5. REPORTS**

##### **5.1 City Manager**

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## **5.2 City Clerk**

### **5.2.1 Bylaw 3-2013 – Record Management**

City Clerk Budnick is proposing to have the old Records Management Bylaw repealed and suggesting a new Records Management Bylaw be passed. The new bylaw will have specific sections outlining what needs to be kept and for how long as well as when it can be disposed. By passing the new bylaw administration will not need to have Councils approval every time records are disposed of. It was noted that any items not listed in the new bylaw or items that the Archives board has approved for destruction will be brought forward to Council for formal approval.

Council was in favor and a Bylaw will be brought forth at the next Council meeting.

### **5.2.2 Bylaw 6-2013 – Animal Control**

City Clerk Budnick discussed the amendments that needed to be done to the current Animal Control Bylaw. Amendments included, changes to definitions, annual and permanent licensing, appointment of officials, schedule of fees, changes to most appendix and the deletion of the Veterinary Services Agreement.

Council was in favor and a Bylaw will be brought forth at the next Council meeting.

### **5.2.3 RFD – Policies and Procedures to be rescinded**

The City Clerk is recommending that current Policies & Procedures that are no longer being practiced or have been covered under other contracts or regulations be rescinded by a motion. Council has no objections.

A Motion will be brought forward to the next Council meeting.

## **5.3 Director of Finance**

### **5.4 Director of Recreation and Community Services**

#### **5.4.1 RFD – 2013 Sask Lotteries Grant**

Director of Recreation and Community Services went over the 2013 Sask Lotteries Grant with Council and explained where the funds come from and how they are distributed amongst local sport, recreation and service groups. The money is provided by the Sask Lotteries Trust fund and those dollars come directly from proceeds from lottery ticket sales. The funding is determined by a per capita formula and then distributed amongst communities. A list of eligible groups was compiled by Director Bosch and presented to Council. One question raised was how are the groups picked and how is it decided how much money they receive. Saskatchewan Lottery guidelines state that 30% of the funding must be allocated towards specific groups. Local priorities are to distribute funds to groups with children.

A Motion will be brought forward to the next Council meeting.

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**5.5 Director of Public Works**

**5.5.1 RFD – Grass Clippings**

With alternating weeks for garbage and recycling it has become a concern for residents as to what they can do with their grass clippings. Last year a temporary site (10<sup>th</sup> Avenue North between 3<sup>rd</sup> Street and 9<sup>th</sup> Street) was set up in hopes to alleviate some of the concerns. The trial proved to be successful with few areas of concern. Director Grosh is proposing to set up the site again this year just south of last year's location as the old location will be part of the upcoming ball diamonds. Council had no objections.

A Motion will be brought forward to the next Council meeting.

**5.5.2 – Snow Removal/Flooding**

Council had requested a brief update on snow removal and flooding concerns. Director of Public Works, explained that the levels at the lagoon are high, but the pipe to the river is open and flowing. As long as the spring thaw continues at a slow pace things should be okay. Pot holes were also addressed, explaining that they are trying to temporarily fix ones of great concern but will not be able to fix them properly until the weather improves.

**5.6 Director of Planning**

**5.6.1 – RFD – SaskTel Stealth Poles**

As the topic was discussed at great lengths during the presentation by SaskTel, Council had no further issues to discuss.

A Zoning Bylaw amendment for first reading will be brought forward to the next Council meeting.

**5.7 Community/Economic Development Manager (CEDM)**

**5.7.1 – Report**

CEDM reviewed items he has been working on over the past month. Areas included, HomeStyles Tradeshow, approximately 600 people entered their names in the prize draw, it was a general consensus that the tradeshow helped promote Martensville and all it has to offer. Martensville's Business Expo is scheduled for April 26 & 27. The 2013 Martensville Guides should be ready for distribution within the next few weeks.

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**5.7.2 – RFD – Rental Construction Incentive**

CEDM addressed with Council the need for more rental property in Martensville. Through the Rental Construction Incentive, Saskatchewan Housing Corporation (SHC) helps municipalities support the development of rental housing or units. The goal of the program is to grow the rental unit supply throughout the province. The City would need to apply to SHC to see if they would be willing to partner with us. The program would be administered by the City of Martensville and we would be able to develop the program to meet the needs of our community. SHC would provide a matching incentive of up to \$5,000/unit. Currently there are approximately 12 other municipalities in the province that are enrolled in the program. CEDM has already drafted a proposal on how the program could be run and is looking for approval to make application to SHC. Council had no objections and agree the City should apply to the program. Once more information is available it will be brought to Council for review.

**6. ANNUAL BUDGET REVIEW:** None

**7. COUNCIL MEMBERS ROUND TABLE DISCUSSION:**

**7.1 Mayor's Report**

Mayor Muench addressed different areas that Council and Administration has been working on over the past few weeks. Special mention of the coverage of Martensville in the Saskatoon Spaces paper as well as Mayor Muench's appearance on Global Morning News discussing all the things happening in Martensville.

**8. IN-CAMERA ITEM:**

**8.1 Land Negotiations**

**8.2 Multi-Purpose Building**

**8.3 Budget**

**ADJOURNMENT:**

Meeting adjourned at 7:35 pm.

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Mayor Kent Muench