

REPORT 11-2013
CITY OF MARTENSVILLE
COMMITTEE OF THE WHOLE MEETING
TUESDAY – NOVEMBER 12, 2013
MINUTES

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

REGRETS: Councillor Bob Blackwell

LOCATION: Council Chambers, Civic Centre

RECORDING SECRETARY: City Clerk Carla Budnick

CALL TO ORDER: Deputy Mayor Tyson Chillog called the meeting to order at 5:00 P.M.

4. DELEGATIONS

5. REPORTS

5.1 City Manager

5.2 City Clerk

5.2.1 – Fire Department Organizational Structure – Policy #37-93

City Clerk Budnick gave an overview of the proposed amended policy. The existing policy was drafted back in 1993, since then changes to line command and duties and responsibilities have occurred. After discussion with Fire Chief Kurtis Dyck, the policy has been amended outline those changes and bring the policy up to date. Council had no further questions and were in favor of the amendments.

The Policy will go to the next Council meeting for formal approval.

5.3 Director of Finance

5.3.1 – Budget Variance Report

Director of Finance Postma gave an overview of the Budget Variance Report. At this time there are no areas of concern that need to be addressed from an Administrative point of view. It was noted that there is still a large dollar amount in the Parks Department due to some projects not being able to be completed this year. A discussion will need to be had in regards to the direction of the Parks Department, will they be more of a maintenance department and will the original projects be contracted out? This is something to be considered during the upcoming Budget.

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5.4 Director of Recreation and Community Services

5.4.1 – Concession Request Proposal

Director of Recreation & Community Services Bosch gave a review of the proposed Concession Request Proposal. The proposal will be advertised on the City Website as well as local newspapers. The question of timing was raised “Are we advertising too early?” It was noted that in the past the City has had difficulties in securing applicants so thought an early start may help secure an applicant for when the Concession is ready to go. Council had no concerns at this time and agreed with the early start date.

5.5 Director of Infrastructure & Planning

5.6 Community/Economic Development Manager (CEDM)

5.6.1 – Report

The Community Economic Development Manager Shewchuk gave an overview of things he has been working on over the past month. Preparation has begun on making claim to the province for funding for the RCI Program as some applicants have already applied. The City is approved for an additional 12 units which will be advertised in the New Year. Work continues on ways to attract Medical Services to Martensville. Sponsorship work continues on the Martensville Athletic Pavilion. As well general inquires continually come in regarding office space, or land space available.

7. COUNCIL MEMBERS ROUND TABLE DISCUSSION

7.1 – SUMA 2014

City Manager Blevins went over the SUMA 2014 package and has asked any members of Council that would like to attend to let him know as soon as possible so arrangements can be made.

8. IN-CAMERA ITEM:

8.1 – Medical Services

8.2 – Future Waste Water

8.3 – School Land

ADJOURNMENT:

Meeting adjourned at 7:12 pm.

Mayor Kent Muench