

REPORT 7-2015  
CITY OF MARTENSVILLE  
COMMITTEE OF THE WHOLE MEETING  
TUESDAY – JULY 14, 2015  
MINUTES

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

**REGRETS:** Councillors Bob Blackwell

**LOCATION:** Council Chambers, City Hall

**RECORDING SECRETARY:** City Clerk Carla Budnick

**CALL TO ORDER:** Councillor Darren MacDonald called the meeting to order at 5:00 P.M.

**ADDITIONS TO ROUND TABLE DISCUSSION**

**7.1 VISUAL IMPAIRMENT SIGNAGE**

**7.2 POOL RATES**

Director of Infrastructure and Planning Joe Doxey, introduced Matthew Gruza. City of Martensville's new Engineering Assistant to City Council.

**4. DELEGATIONS**

**4.1 SaskTel – David Hataley, Dave Woytowich & Rob Kaminski**

SaskTel Employees spoke to Council regarding the need to build a “monopole” within the City of Martensville to provide better service to their customers. With a decrease in landlines and an increase in mobile phones, the pressure is there to provide more options for customers. SaskTel is currently paying a lease on some land in the north part of Martensville but nothing has been built there as of yet as most of the pressure is coming from the south. With the proposed growth of the city moving to the east, SaskTel is proposing to put the pole in a location around Main Street and 10 Avenue North. Some concerns were raised as that location is within Kinsmen Park, some alternative locations were suggested. SaskTel indicated that currently Bell and Telus have presence on their towers via the SaskTel net. They are open to negotiating space with other partners. Hataley, Woytowich & Kaminski agreed to look at some of the alternate locations suggested by Council and they will get back to the City once the research has been finished.

Councillor Darren MacDonald thanked David Hataley, Dave Woytowich & Rob Kaminski for their time.

**5. REPORTS**

**5.1 City Manager**

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**5.2 City Clerk**

**5.2.1 RFD – Cell Phone Reimbursement**

City Clerk Budnick, reviewed with Council what other cities are doing in regards to cell phone reimbursement for their Mayors and Councilors. It was noted that a majority of the cities cover the cost for their Mayor's cell phone and do not provide any cost recovery for Councilors. City Council agreed to cover the cost of the Mayor's cell phone. City Clerk Budnick, will draft a policy and it will go to council at a later date for formal approval.

**5.2.2 RFD – Policies**

City Clerk Budnick, reviewed with Council two new proposed policies, Internet Access, Phone Usage & Email Policy #89/15 and Social Media Policy #90/15. With the ever changing needs and uses of Internet, phone, email and social media it was decided that policies needed to be put in place to provide guidelines to staff for proper etiquette when using the internet, phone, email and social media during work time. The policies all remind staff to remember they are representatives of the City of Martinsville at all times, even away from the work place. City Council was in favour of the policies and they will go to council for formal approval.

**5.2.3 Special Events Permit – Jordan Chartier Memorial Classic**

A special events permit was brought forth for Council to review as the event is taking place July 18<sup>th</sup> and the event needed approval prior to the July 21, 2015 scheduled Council meeting. City Clerk Budnick indicated she has been in touch with Saskatchewan Liquor and Gaming Authority and they do not require a Motion of Council for approval, all they require is a letter from the municipality with a signature from an authority to approve the event. City Council had no concerns, the permit can be signed off on.

**5.2.4 RFD – Special Events Permit**

City Clerk Budnick is requesting that from now on all Special Event Permits can be signed off on by either City Manager Blevins or City Clerk Budnick without a Motion of Council. Budnick indicated she has been in touch with Saskatchewan Liquor and Gaming Authority and they do not require a Motion of Council for approval, all they require is a letter from the municipality with a signature from an authority to approve the event. It was also noted that all copies of requests would be emailed to Council to keep them informed of the events being approved. If there are any questions or further discussion is needed the request would be brought to Council for discussion and formal approval. City Council had no concerns.

**5.3 Director of Finance**

**5.3.1 Budget Variance Report**

Director of Finance Lorraine Postma gave a brief overview of the Budget Variance Report, she indicated that as this is the first report of the year it is hard to notice if there are any discrepancies at this time. Director of Recreation and Community Services Dave Bosch informed Council that the Rink Concession has a tenant for the 2015/16 year. There were no further questions.

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**5.4 Director of Recreation and Community Services**

**5.4.1 RFD – Sports Centre Arena Rates 2015/16**

Director of Recreation and Community Services reviewed the proposed Arena Rates for the 2015/16 season. The proposal is to increase the ice rental rates by \$10 per hour to offset the proposed operations costs. Public Skating revenue will be directed to the arena rink reserve fund for future repair/capital costs. It was noted that our fee structure is in line with surrounding areas. Council had no concerns.

The Sports Centre Arena Rates for 2015/16 will be brought forth to a future Council Meeting for formal approval.

**5.5 Director of Infrastructure & Planning**

**5.5.1 MR Transfer & Lease Agreement**

Director of Infrastructure & Planning reviewed with Council the proposed MR Transfer and Lease Agreement. The land which is needed for the future school locations is currently in the RM or Corman Park and will eventually be annexed into the City boundaries. The RM or Corman Park is willing to lease the land back to the City for \$1 a year until the annexation is completed. This was determined to be the easiest process to follow in order to get this done in a timely manner. The RM of Corman Park and their lawyer as well as our lawyer have all had a chance to review the agreement.

A motion will be brought forth to a future Council Meeting for formal approval.

**5.5.2 OCP & Zoning Bylaw Amendments**

Director of Infrastructure and Planning Doxey highlighted the major proposed changes to the OCP & Zoning Bylaw: **Parcel 9** - Councillor Terry Kostyna declared pecuniary interest and left Council Chambers at 6:10 pm. The property owners are requesting a zoning change from mixed use to commercial, brief discussion was had regarding the change, no concerns were raised. Councillor Terry Kostyna returned to Council Chambers at 6:15 pm. **SW ¼ Sec 27 Township 38, Range 5** - North Ridge Developments is requesting that this portion be changed from Community Centre Commercial to General Commercial. It was noted that this is just north of land that the City owns and is currently designated as Community Centre Commercial in the Future Growth Plan. Some concerns were raised regarding it impacting future development to the south; however as no official plan has been developed it makes it hard to decline the request. Councillor MacDonald raised a few questions regarding Third Party Signage and Doxey is to look into further.

The OCP & Zoning Bylaw Amendments will go to Council July 21, 2015 for 1<sup>st</sup> reading.

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**5.5.3 RFD – Zoning Bylaw Amendment Bylaw 16-2015**

The City is in receipt of a zoning bylaw amendment request to add *Commercial Recreation Facilities* to the list of Permitted Uses in the M – Industrial District. Upon researching best practices from other Saskatchewan municipalities and the potential implications of allowing this type of use to operate in an industrial district, it was uncovered that it is not uncommon for municipalities to permit this type of land use in Industrial or Light-Industrial zoning districts.

The Zoning Bylaw Amendment will go to Council July 21, 2015 for 1<sup>st</sup> Reading.

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

**5.6.1 CEDM Report**

The Community Economic Development Manager Shewchuk gave an overview of things he has been working on over the past month. The new doctor has arrived in Martensville and things seem to be working well so far. New Businesses that recently opened, Read Automotive and Affinity Animal Hospital. The Farmers Market continues to run, but have modified their hours some. Work has begun on updating the Economic Development website including editing content, updating and creating new stats and adding pictures to the site. Inquires continue to come in on a weekly basis.

**5.6.2 RFD – RCI Applications – Phase III**

Shewchuck gave a brief overview of the program and indicated that the City received 3 applications this time. In total 48 units are applying to the program and the City allotment is only 20 units. After review of the applicants it was determined they all have merit and meet eligibility for the program. Shewchuk felt all projects are important to support as they are in various locations of the City and offer diversity. It was proposed the breakdown would be as follows: Bridge Road – 10 Units, 606 Main – 5 Units and Chapparral Ridge – 5 Units. It was noted that Chapparral currently has 24 units enrolled in the program from Phase I and Phase II as they were the only applicants at that time.

A motion will be brought forth to a future Council Meeting for formal approval.

**7 ROUND TABLE**

**7.1 Visual Aides**

Mayor Muench brought forth a question regarding the ability to put up a sign in front of a home that has someone with a visual impairment living there. What do other Municipalities do? Director of Infrastructure and Planning Doxey, indicated it is something he will address with the company currently working on the Traffic Study for the City of Martensville. Doxey will research and get back to Council.

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**7.2 Pool Rates**

Mayor Muench inquired as to whether you are able to leave the pool and return later in the day. Director of Recreation and Community Services indicated that yes, people are able to do so, however if the pool is at capacity and there is a line up they would have to wait in line like everyone else. Another question raised was “Has the City considered offering a reduced rate?” Currently the City does not offer this but Director of Recreation and Community Services will discuss with Pool Manager and get input.

**8. IN-CAMERA**

**8.1 Annexation**

**8.2 Multi-Material Recycling Program**

**8.3 RFD – Arterial Roadway Street Access**

**ADJOURNMENT:**

Meeting adjourned at 8:47 P.M.

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Mayor Kent Muench