

REPORT 1-2016
CITY OF MARTENSVILLE
COMMITTEE OF THE WHOLE MEETING
TUESDAY – JANUARY 12, 2016
MINUTES

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

REGRETS: Councillor, 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.

4. DELEGATIONS

5. REPORTS

5.1 City Manager

5.1.1 Township Road 384 Joint Infrastructure Project

City Manager Blevins reviewed the letter received from the RM of Corman Park with City Council. Mayor Muench and City Manager Blevins recently met with the RM regarding a joint infrastructure project on Township Road 384. The RM is looking to partner with the City of Martensville and City of Warman to pave this road as it is a very busy gravel road and the RM feels it would be easier to maintain if it was paved. The RM is planning to apply for a grant to help fund this project. The project would be a three way share at approximately \$550,000 per municipality. If the city decides against partnering at this time it is possible the opportunity will not be available later. Council is in favour of the City Manager beginning to collaborate on an agreement.

5.2 Corporate Services

5.3 City Clerk

5.3.1 Cities Act Changes

City Clerk Budnick reviewed with Council the Bill 186 which recently came into force on November 26, 2015. Administration was tasked with three action items that needed to be completed within 60 days of the Bill coming into force. 1. An employee code of conduct. 2. A public disclosure statement for council members. 3. A council procedure bylaw. It was also noted that the City Clerk is still to hear back from the Ministry regarding a Model Code of Ethics to be put in regulation and revisions to the Oath of Office form that is prescribed in regulations. Once those revisions are finished City Clerk Budnick will bring those recommendations forward. The Employee Code of Conduct, Public Disclosure Statement for Council and Council Procedure Bylaw will all be approved at a future Council meeting.

REPORT 1-2016
CITY OF MARTENSVILLE
COMMITTEE OF THE WHOLE MEETING
TUESDAY – JANUARY 12, 2016
MINUTES

5.4 Director of Recreation and Community Services

5.4.1 RFD – Cemetery Maintenance Agreement

Director of Recreation and Community Services, Dave Bosch reviewed with Council a proposed Cemetery Maintenance Agreement between the City of Martensville and Ranch Ehrlo. When the City first acquired land from Ranch Ehrlo for the cemetery site, discussions had already begun with the possibility of the maintenance work being done by residents of Ranch Ehrlo. It was noted that this past year maintenance was completed by City of Martensville staff and it was a very time consuming project. The equipment had to be trailered out each time as there is not a current spot for the equipment to be stored. Ranch Ehrlo has agreed to supervise the workers as well as supply the equipment and store it to get the maintenance work completed in a timely manner. It is stipulated in the agreement that the City of Martensville will pay Ranch Ehrlo \$600/month plus GST for the maintenance of the cemetery. This agreement will ensure the work is done in a timely manner and free up City Staff to get work done in the community.

Council was in agreement with proposal.the agreement will come to a future council meeting for formal approval.

5.4.2 RFD – Open Space Bylaw

Director Bosch reviewed the proposed Open Space Bylaw. In the past many of the City's open spaces have been damaged with Developers or Home Owners accessing their property from the park space. It creates extra maintenance and costs that need to be absorb to repair these spaces. The purpose of the proposed bylaw is to allow developers or property owners to apply to the city for access to the property from these open spaces as well as provide a deposit to repair any damages that may occur. The Bylaw will also allow the City Bylaw Officer to issue fines if the bylaw is not adhered to. It was noted that a letter would be delivered to houses that back open space regarding the new bylaw as a way to educate the property owners.

Council was in favour and a motion will come forth at the next Regular Council meeting.

5.5 Director of Infrastructure & Planning

5.5.1 RFD – Zoning Bylaw Amendment

Director of Infrastructure and Planning reviewed with Council the proposed Zoning Bylaw Amendment to allow a Business Industrial District. The purpose of the MB– Business Industrial District is to provide for a limited range of light industrial and service commercial businesses that may have outdoor storage and carry out their operations such that no nuisance is created or apparent outside an enclosed building. In addition, this District will provide for businesses which may be incompatible in commercial districts.

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

REPORT 1-2016
CITY OF MARTENSVILLE
COMMITTEE OF THE WHOLE MEETING
TUESDAY – JANUARY 12, 2016
MINUTES

5.5.2 RFD – Street/Facility Naming

A review of the Current Civic Naming Bylaw was reviewed with Council identifying who can make requests and how names of streets, parks and other civic facility names can be added to the existing bylaw. Currently the categories used include historical family names, honorary names submitted by the general public, mayors, administrators and versions of trees, lakes, rocks, rivers, fish, glens and rose leaf (first school division). It was noted that the current bylaw does have specific criteria that is required when vetting new names to be added to the approved list. Mayor Muench would like to see write ups on all the names that have currently been used as well as names that have been put on the list. Some concerns were raised on how the names are then picked to use for future streets, parks and civic facilities, it was noted that some names can be on the list but overlooked for several years while other names that are added later could be chosen first. City Council has requested that administration do some further research to see what other municipalities do and if there is a committee set up with members of council as well as residents? City Clerk Budnick was tasked with making contact with the History Committee to see if they could offer some help in finding background information on the current names that have been used and that are on the list.

5.5.3 RFD – Civic Naming Bylaw

Director of Infrastructure and Planning reviewed with Council 3 applications for specific honorary names to be considered as additions to the current Civic Naming Bylaw. At this time Council thought it would be best to defer this decision until further information is gathered and a policy is established on how names are added and used.

5.5.4. RFD – Boulevard Lease (Smokehaus)

Director of Infrastructure and Planning reviewed a request from Smokehaus to lease a portion of the boulevard space adjacent to their property to accommodate the installation of a pylon sign. It was noted that the encroachment is minimal and will still allow for future roadway improvements. The city has entered into lease agreements before with similar situations.

Council was in favor and a motion will come forth at the next Regular Council meeting.

5.6 Community/Economic Development Manager (CEDM)

5.6.1 CEDM Report

Community Economic Development Manager Shewchuk gave an overview of things he has been working on over the past month. Work has begun on the 2016 Communication Plan, a presentation is being done for an upcoming Martensville Chamber of Commerce breakfast meeting. The 2016 Martensville Guide review has begun with the help of the Martensville Messenger and work continues on the 2016 Martensville Expo.

REPORT 1-2016
CITY OF MARTENSVILLE
COMMITTEE OF THE WHOLE MEETING
TUESDAY – JANUARY 12, 2016
MINUTES

5.6.2 Martensville Business Expo

The Martensville Chamber of Commerce along with WOW Factor Event Planning are the ones planning the Expo this year. The location of the event has moved from the curling rink to the MAP. This venue will offer a larger floor space for vendors as well as the addition of additional activities. The event planners are considering having a licensed component this year from 5:00 pm – 10:00 pm to go along with Taste of Martensville. The intention is to allow visitors to tour the event as well as engage in social interaction. Community Economic Development Manager Shewchuk was looking for approval from council to go ahead with the idea.

Council was in favor with the event providing a licensed component.

5.6.3 Economic Tax Incentive (Cherished Memories)

Cherished Memories is undergoing an expansion of their current business located at 591 Centennial Drive North. The expansion will be 3,795 sf and will create a new Multi-Purpose room which will be used for memorials as well as reception following a service. With the expansion of this business there is the opportunity to add one additional full time position and one part time position. Based on quotes, the project would qualify for a 2 year exemption.

Council was in favor and a motion will come forth at the next Regular Council meeting.

7. COUNCIL MEMBERS ROUND TABLE DISCUSSION

7.1 2016 Hudson Bay Route Membership Invoice

City Council received a request to join the Hudson Bay Route Membership at \$300. City Council discussed the request, as there is not a line running through the community Council decided against joining at this time.

ADJOURNMENT:

Meeting adjourned at 6:11 pm.

Mayor Kent Muench