

REPORT 1-2019
CITY OF MARTENSVILLE
COMMITTEE OF THE WHOLE MEETING
TUESDAY – JANUARY 8, 2019
MINUTES

PRESENT: Mayor Kent Muench, Deputy Mayor Tyson Chillog, Councillors Bob Blackwell, Michael Cox, Jamie Martens, Darren MacDonald, Debbie McGuire, City Manager Scott Blevins, Community Economic Development Manager Dillon Shewchuk, Director of Infrastructure & Planning Matt Gruza, Corporate Services Director Leah Bloomquist, Director of Recreation & Community Services Ted Schaeffer,

REGRETS:

LOCATION: City Hall – Council Chambers

RECORDING SECRETARY: City Clerk Carla Budnick

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

4. REPORTS

4.2 Director of Corporate Services

4.2.1 RFD – Gift Acceptance Policy

Director of Corporate Services reviewed the proposed Gift Acceptance Policy #100/19 that was drafted as per a recommendation out of the feasibility study for a new recreation facility drafted by DCG Philanthropic Services Inc. The policy has been drafted to address gifts/donations to the City. It was noted that Sponsorship will not be included in this policy. When securing sponsorships for the new recreation facility a plan will be developed specifically for the facility with DCG's assistance. Council has been asked to consider adopting the new proposed policy Gift Acceptance Policy #100/19 and repeal the Municipal Government Policy #9/92.

City Council had no questions or concerns. The policy will go to the next Regular Council meeting for formal approval.

4.3 City Clerk

4.3.1 RFD – Bylaw 13-2018 Administrative Fees & Charges

Currently the City of Martensville has an Office Service Policy #12/98 that dates back to 1989. Some of the services are still offered and others are no longer provided. Bylaw 13-2018 was drafted to provide guidance on what services the City will provide as well as set fees for those services. It was noted that as per Part II, of The Cities Act, subsection 8(1)(i), Council has the authority to pass bylaws for services provided by or on behalf of the City. Council has been asked to adopt the proposed Bylaw 13-2018 and repeal the Office Service Policy #12/89.

City Council had no questions or concerns. The Bylaw will go to the next Regular Council meeting for formal approval.

REPORT 1-2019
CITY OF MARTENSVILLE
COMMITTEE OF THE WHOLE MEETING
TUESDAY – JANUARY 8, 2019
MINUTES

4.4 Director of Recreation and Community Services

4.4.1 RFD – Ice Resurfacing Machine (2019 Budget Item)

Director of Recreation & Community Services reviewed with Council the status of the current ice resurfacing machine (Zamboni) and the need to look at options for replacement. The Zamboni is slated to be replaced in 2019. Due to the specialized nature of ice surfacing equipment, an order would need to be placed by the end of January 2019 (prior to budget approval) to ensure the machine would be ready for the 2019-2020 arena season.

Administration is recommending a 5-year lease for the new ice resurfacing machine, which would offer three options to the City at the term of the lease: 1). The City can return the unit and sign a new lease; 2) The City can pay out the lease and keep as a second unit or 3). Pay out the lease and look at selling the unit. It was noted that after the 2-year warranty period the City would be responsible for all maintenance of the unit. A question was raised regarding why the City would consider leasing over purchasing and it was explained that by entering into a lease it would spread the payments over a 5-year period as opposed to making one lump sum payment in one year.

City Council had no further questions or concerns. The motion will go to the next Regular Council meeting for formal approval

4.4.2 RFD – Lease Agreement – Great Plains College

Director of Recreation & Community Services reviewed with Council the proposed lease agreement with Great Plains College for July 1, 2019 to June 20, 2020. Great Plains College approached the City inquiring about potential classroom space to offer educational programming in Martinsville. The classes would run Monday to Friday from 8:00 am to 5:00 pm allowing the City to still offer evening and weekend space for rentals as well as fitness and recreational programming. Great Plains College is proposing to make some improvements to the space prior to occupancy. all improvements will be at the expense of Great Plains College and will require approval from the City prior to any improvements being made. It was noted there will be some additional costs in manhours and custodian costs due to maintenance and take down and set up of the rooms, but those costs will be covered by the monthly lease payments.

City Council had no further questions or concerns. The motion will go to the next Regular Council meeting for formal approval

REPORT 1-2019
CITY OF MARTENSVILLE
COMMITTEE OF THE WHOLE MEETING
TUESDAY – JANUARY 8, 2019
MINUTES

4.5 Director of Infrastructure and Planning

4.5.1 RFD – District Development Appeals Board appointment

Director of Infrastructure and Planning reviewed with Council the appointment of a member to the District Development Appeals Board. The board is set up with representation from the RM of Corman Park, Langham, Dalmeny, Warman, Osler and Martensville with each municipality providing one member. The Board is in place to hear any development appeals as per *The Planning and Development Act*. Marvin Loeppky's term has expired as the City of Martensville's representative and has expressed interest in returning to the board

City Council had no further questions or concerns. The motion will go to the next Regular Council meeting for formal approval

4.5.2 RFD – Civic Naming

The City of Martensville recently received a request for two names to be added to the Civic Naming Master Names List. The Naming Committee will be meeting in the next couple of weeks to review the requests and make recommendations for formal approval at a future Regular Council meeting.

4.5.3 RFD – MHI Interchange Contract

At the December 12, 2018 Committee of Whole Meeting City Council was presented a sample snow removal contract from the Ministry of Highways and Infrastructure. The scope of the work would be limited to the "Main Street" portion of the interchange. All offramps, as well as the highway would remain the responsibility of the (MHI). It was noted that the addition of this section would increase the length of time it takes to clear Priority 1 roadways. The contract has been amended to reflect rates for the use of the motor grader as well as operator costs.

City Council had no further questions or concerns. The motion will go to the next Regular Council meeting for formal approval

4.5.4 RFD – MMSW Contract

Director of Infrastructure and Planning reviewed with Council what MMSW offers. Multi Material Stewardship Wester Inc. (MMSW) is a not-for-profit agency established to help obligated businesses meet their requirements under the provincial recycling regulations. As a municipality, by reporting quantities of Waster Paper Products (WPP) and other recyclable materials diverted form the waste stream, the City receives a portion of the levies as paid by the producers of these materials. Council is being asked to sign the 2019 MMSW Contract.

City Council had no further questions or concerns. The motion will go to the next Regular Council meeting for formal approval

REPORT 1-2019
CITY OF MARTENSVILLE
COMMITTEE OF THE WHOLE MEETING
TUESDAY – JANUARY 8, 2019
MINUTES

4.6 Community Economic Development Manager

4.6.1 Report

Community Economic Development Manager reviewed what he has been working on over the past month. Updates were made to the Vehicle for Hire to accommodate recent legislation passed by the Provincial Government. Work continues on the Seniors Housing Project. The 2019 Communication Plan is currently being drafted and the 2018 Report to the Community is currently being reviewed and revised. The 2019 Guide to Martensville is underway, this is done jointly with the Martensville Messenger.

4.6.2 HomeStyles 2019

Community Economic Development Manager was looking for feedback from Council regarding participating in the 2019 Home Styles. The show runs March 21st – 24th. This year City Manager Blevins recommended offering City Council per diems for working at the show.

City Council had no further questions or concerns. The motion will go to the next Regular Council meeting for formal approval

6. IN-CAMERA ITEMS

6.1 Strategic Planning

ADJOURNMENT:

Meeting adjourned at 6:15 pm.

Mayor Kent Muench