

REPORT 4-2019
CITY OF MARTENSVILLE
COMMITTEE OF THE WHOLE MEETING
TUESDAY – APRIL 9, 2019
MINUTES

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

REGRETS:

LOCATION: City Hall – Council Chambers

RECORDING SECRETARY: City Clerk Carla Budnick

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

2. PUBLIC HEARINGS

A) Discretionary Use – Soul Power Fitness

There was no one present to speak for or against the project.

B) Discretionary Use – Baydo Developments

Skyler Jones, Vice President of Baydo Homes was in attendance to present Council with some additional information on the proposed project. The project is close to the new P3 school as well as the future commercial, which makes it an ideal location to build properties that will be able to accommodate the increase in rental demand. It was noted that the building will have several types of units to accommodate families, single people as well as people who require barrier free options.

3. DELEGATIONS

A) RCMP

Staff Sergeant Eyre gave Council a brief overview of the stats he provided. He also indicated there has been a stronger police presence on 10 Avenue to decrease the amount of speeding that has been happening. It was also noted that some RCMP members will be going to Saskatoon for Bike Training and that 6 bikes have been purchased to allow for a police presence in the parks. It is expected the bike patrol will begin in June.

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4. REPORTS

4.3.1 City Clerk

4.3.1 RFD – Annual Holiday/Flexible EDO’s Policy 16-90

City Council was presented with an amendment to the Annual Holiday/Flexible EDO’s Policy. Currently, point #3 SCHEDULING has a very minimal approval turn around time specified, which makes it very difficult for Directors to appropriately schedule staff while considering holiday & edo requests. Administration is proposing the submission date, based on seniority approval, be moved from April 15th to February 28th. Any requests made after February 28th will be approved on a first come first serve basis.

Council had no questions or concerns and the Policy will be brought to a future Council Meeting for formal approval.

4.4.2 RFD – Time Sheets

The Time Sheet Policy sets out timelines for time sheets to be handed in to payroll so they can process everything prior to the pay period. The current practice has been to have all times sheets submitted by noon on the Monday of a payroll week and payday being the Friday. The proposed amendment is to adjust the wording to reflect current time lines.

Council had no questions or concerns and the Policy will be brought to a future Council Meeting for formal approval.

4.4.3 RFD – Proposed Absenteeism/Attendance Policy

Administration has been looking at ways to improve attendance and decrease absenteeism in the work place. After surveying various similar sized municipalities, the proposed Absenteeism/Attendance Policy was drafted and presented to Council. The policy outlines the purpose of the policy and the City’s goal to promote a healthy and safe work environment. Non-Culpable Absenteeism and Culpable Absenteeism is clearly defined along with the disciplinary actions that may result. Administration recognizes each department has different needs in order to successfully run the department, so each Director will be responsible to draft a memo for their departments clearly identifying expectations specific to their department. The final section of the proposed policy identifies the rights and responsibilities of City Manager/Directors, Human Resources Manager, Employees and the union. Should the policy be approved, Directors will be responsible to review the new policy with their departments and address any comments or questions that may arise.

Administration will be sharing the policy with the new Human Resources Manger to provide feedback and then it will come to a future Regular Council Meeting for formal approval.

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4.5 Director of Infrastructure and Planning

4.5.1 RFD – Yard Waste Site

The City of Martensville operates and maintains a yard waste dump site located at the entrance to the lagoon property. The site permits Martensville Residents to deposit grass clippings, leaves and tree branches free of charge. At this time the site is not monitored or staffed. Over the past couple of years, despite clear signage, there has been an increase of dumping garbage, failure to remove garbage bags, dumping of mixed materials as well as non-residents using the site and finally contamination of the site with elm branches. With the deposit of elm branches and contamination of the site, the city must burn the grass clippings and branches to safely dispose of the elm branches, this results in complaints from residents regarding the smoke.

Administration has been exploring other potential options in efforts to mitigate these reoccurring issues. One idea is to staff the site during the summer with a summer-students, however other logistical consideration to determining the hours and days the site would be open to the public, training of staff to properly identify elm and a shelter and toiler facility requirement for the staff. This option also raises questions on how to run the site when summer students are not available.

Another option considered is closing the current site and setting up bins at a city owned facility that would be illuminated and monitored by cameras. These bins would only be for leaves and grass. In preliminary discussions with Loraas it was noted that bins like this are currently used in Warman and the program seems to be running well. Administration is still waiting on pricing and frequency of tipping from Loraas.

Council would like to see the costs to running the current site vs the costs to having the bins brought in before a decision can be made. Administration will collect the additional information and it will be provided to Council at a future meeting.

4.5.2 RFD – Parcel U & V – Subdivision

City Council was presented with an application to amend the bareland condominium into two properties. This amendment will provide a variety of housing options which are consistent with Concept Plan and current Zoning District. By allowing this amendment, vacant property will be developed sooner than would be the case for the existing condo plan.

City Council had no concerns and it will be brought forward to the next Regular Council Meeting for formal approval.

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4.5.3 RFD – Soul Power Fitness – Discretionary Use

The City has received an application for a Soul Power Fitness to relocate to 940 8th Street South. The proposed property is Zoned MB – Business Industrial District and a Commercial Recreation Facility is a discretionary use in this district. There are special regulations and standards for Commercial Recreational Facilities and they include:

- i) accessible from an arterial or collector street.
- ii) Entry and exit points of the site should be considered to not affect nearby intersections or residential areas.
- iii) Parking and loading to be landscaped to minimize their impact on the streetscape and improve the visual appearance of the site
- iv) Parking for commercial recreation facilities in industrial areas must be separated from other uses on the site to minimize potential conflict between pedestrians and vehicles.

City Council had no concerns and it will be brought forward to the next Regular Council Meeting for formal approval.

4.5.4 RFD – Baydo Homes – Discretionary use

City Council approved a discretionary use permit for Baydo Homes back in 2016 for the construction of a dwelling group (five 8-unit dwellings). To date two of the 5 buildings have been constructed. The land owner is now looking to amend the original discretionary use approval, as they have seen a shift in the demand for affordable or rental properties. The owner is requesting to build an apartment building with 63 units to accommodate the demand for rental properties. The proposed development will include one, two- and three-bedroom floor plans which will fill a need for residents and families of the City at various stages of life.

City Council had no concerns and it will be brought forward to the next Regular Council Meeting for formal approval.

4.6 Community Economic Development Manager

4.6.1 CEDM Report

Community Economic Development Manager gave a review of the things he has been working on over the past month. The seniors Housing and Care Project reports have been completed and will be presented to Council at a future council meeting. Met with a representative from the Health Region to discuss SHA Health initiatives and use of the MAP. Work has begun on planning the Regional Run which will be held on September 14th. The Community Guide was finalized and distributed to households. Attended HomeStyles and the Martensville Business Expo. Work has begun on planning for the City of Martensville Open House.

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6. IN-CAMERA ITEMS

6.1 Agreement

6.2 Personnel

ADJOURNMENT:

Meeting adjourned at 7:50 pm.

Mayor Kent Muench