

REPORT 5-2019
CITY OF MARTENSVILLE
COMMITTEE OF THE WHOLE MEETING
TUESDAY – MAY 14, 2019
MINUTES

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

REGRETS: Deputy Mayor Tyson Chillog, Corporate Services Director Leah Bloomquist

LOCATION: City Hall – Council Chambers

RECORDING SECRETARY: City Clerk Carla Budnick

CALL TO ORDER: Councillor Cox called the meeting to order at 5:03 P.M.

City Manager Scott Blevins spoke regarding an error on the Agenda, two public hearings were advertised to be heard at the meeting, but the information was missed late being submitted and therefore missed on the agenda. It was requested that Council proceed with the Public Hearings but hear them later in the meeting to allow time for representatives to arrive.

Council was in favour of proceeding with the Public Hearings once the representatives arrived.

4. REPORTS

4.3 City Clerk

4.3.1 RFD – Amendments to the Purchase Policy

City Clerk Budnick reviewed with City Council some proposed amendments to the current Purchase Policy. The following are being added to provide clearer procedures for when purchase orders are being used as well as authorizing spending limits.

Schedule “A” is being proposed to provide guidance on the process of getting Telephone/Fax or Email Quotes.

Schedule “B” is being proposed to ensure all Purchase Orders have been filled out correctly and have the appropriate documentation attached.

Schedule “C” is being proposed to allow Directors to authorize spending limits that may not already be addressed in the policy.

New purchase orders have been ordered and a review of the new amendments will be discussed with employees once the amendments have been adopted.

Council had no concerns and the policy will go to the next Regular Council Meeting for formal approval.

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4.3.2 Naming of Civic Property and Development Areas

City Clerk Budnick reviewed with City Council the new proposed Naming of Civic Property and Development Areas Policy. The policy will replace the current Civic Naming Bylaw that dates to 2006. The proposed policy will provide guidelines for the Naming Committee and Administration to follow when reviewing requests or picking names to be accepted or used. The City Clerk will be responsible to accept all applications and provide the Naming Committee with all the information required to make recommendation to City Council for formal approval. A Master List will also be created and maintained with all relevant history to all names approved or used.

Council had no concerns and the policy will go to the next Regular Council Meeting for formal approval.

4.4 Director of Recreation and Community Services

4.4.1 RFD – Request from Martensville and District Lions Club

On March 12, 2019 a proposal was brought forward from the Martensville and District Lions Club to construct a shelter/shade facility in Lions Park in commemoration of the club's 40th anniversary. The group was requesting the City provide financing for the project which would be paid back by the Lion's Club over several years. At that time City Council requested some additional information regarding the terms and repayment options. Upon further discussion, the club has indicated the intent would be to repay the funds over a period of no more than five years. The club holds an annual Valley Street Stock event and plan to allocate funds from that event to the project as well there are plans to pursue sponsorship opportunities to potentially reduce the cost of the project.

Council had no concerns and the agreement will go to the next Regular Council Meeting for formal approval.

4.4.2 2019 Sask Lotteries Funding Allocations

Every year the City of Martensville receives funding from Sask Lotteries Trust Fund based on a per capita formula using the population of Martensville and an allocation from the RM of Corman Park. The 2019-20 funding this year is \$74,243.00. Applications from Schools, Service Groups and Targeted Groups are accepted and reviewed prior to funds being allocated. The decisions are based on the project, what benefits it provides to the group and community, the number of peoples served and whether it meets the criteria as established by the Sask Lotteries Trust Fund. All groups that receive funds are required to complete follow up reports, including receipts for eligible expenditures for submission to Sask Lotteries upon completion of the project. A proposed list was presented outlining what groups have been selected and what funds will be allocated.

City Council had no concerns with the list and the allocations will go to the next Regular Council Meeting for formal approval.

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PUBLIC HEARINGS

Public Hearing began at 5:18 PM

A) Discretionary Use – 6 1st Avenue North – Residential Care Home Type II

Alisa Borowsky was in attendance to speak to the proposed Residential Care Home Type II project. It was noted the proposed location was originally built for a similar type of service but didn't end up going ahead. The location is also ideal as it is close to the Library and within walking distance to Centennial Drive with many services available. The building would have 14 beds and would employ 6 – 8 employees. To date no written concerns have been received.

Mayor Muench thanked Borowsky for her presentation

B) Discretionary Use – 51 8th Street North – Semi-Detached Dwelling

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

Public Hearing ended at 5:22 PM

REPORTS CONTINUED

4.4.3 RFD – 2020-22 Rental and Admission Rates

In the past, rental rates have been reviewed on a yearly basis, this year the Director of Recreation and Community Services is proposing to that rental rates be set for a three-year period which helps user groups to better budget and set registration rates for future years. Included in the proposed rate schedule are annual increases of 2% to rental fees to all facilities, daily rental rates to be set at 10 x hourly rate for MAP rentals, addition of a non-prime time ice rates, no increase to admission rates for 2020 followed by a 2.5% increase for 2021-22, eliminating the 3 month and 6 month Map memberships and adding a 20 pack admission option to the MAP.

City Council had no concerns with the proposed 2020-22 Rental & Admission Rates and a motion will be brought forward to the next Regular Council Meeting for formal approval.

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4.6 Community Economic Development Manager

4.6.1 CEDM Report

Community Economic Development Manager Shewchuk, reviewed what he has been working on over the past month. With the Seniors Functional Plan being completed, work has started on speaking with individual interested in the Seniors Housing and Care Project as well as providing additional information to Sask Housing to satisfy the requirements of the ECHO Program. Work continues on preparing for the June 11th City Hall Open House. Members of Council along with CEDM attended the 4th WMBEXA Awards which were held in Martensville on May 3rd, the awards were well attended and well received.

ADJOURNMENT:

Meeting adjourned at 5:32 pm.

Mayor Kent Muench