

REPORT 10-2019  
CITY OF MARTENSVILLE  
COMMITTEE OF THE WHOLE MEETING  
TUESDAY – NOVEMBER 12, 2019  
MINUTES

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

**REGRETS:** Councillor Bob Blackwell

**LOCATION:** City Hall – Council Chambers

**RECORDING SECRETARY:** City Clerk Carla Budnick

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

#### **4. REPORTS**

##### **4.2 Director of Corporate Services**

###### **4.2.1 Budget Variance Report**

Director of Corporate Services Bloomquist highlighted a few items in the Budget Variance report for period ending October 31, 2019.

###### **General Government**

**Council approved leave** will be over budget as estimates for events such as HomeStyles and the FCM Conference were not included in the original budget.

**Sama Levy** was over budget \$4,000 for 2019.

**Telephone** are projected to be under budget \$3,000.

**Equipment Maintenance-Municipal Software** will be over budget based on higher contracted fees and extra costs incurred with the new server.

**Equipment Maintenance – PC/Server** will be over budget due to two new renewals firewall software on the server and backup software Veeam.

###### **Transportation Services**

**Asphalt Hot/Cold** will be underbudget as there was not as much paving completed as expected.

**Infrastructure – Street Construction** is projected to be under budget due to construction delays.

###### **Recreation & Community Services**

**MAP – Capital – Buildings** will be under budget for the gym flooring project as a full sanding and recoating of the gym was not required.

###### **Water & Sewer**

**Capital – Infrastructure Accounts** will be over budget for the sewer replacement on Third Avenue South.

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### **4.3 City Clerk**

#### **4.3.1 RFD – 2020 Council Schedule**

City Clerk Budnick reviewed the proposed 2020 Regular Council & Committee off the Whole Meeting Schedule.

There were no questions and the schedule will go to the next Regular Council meeting for formal approval.

#### **4.3.2 RFD – Animal Control Bylaw Amendment**

Back on September 17, 2019 Brandon & George Cressman made a presentation asking City Council to reconsider allowing Bee Keeping within city limits. Information was provided about other municipalities that allow Bee Keeping within City Limits as well as licensing requirements and penalties.

City Council tasked Administration with doing some further research to see what common practice in other municipalities was. Upon further review, it was noted that both Saskatoon and Warman do permit Bee Keeping within City Limits and they have identified minimum requirements that must be met prior to a license being issued. These requirements include: all Beekeepers must register with the Provincial Apiarist and provide proof to the City as well they are restricted to the number of hives; they are permitted to have in one area along with location setbacks.

Administration has drafted a Bylaw Amendment to the Animal Control Bylaw which would permit Bee Keeping within City Limits, if City Council agrees. A fee structure has been outlined as well as minimum requirements and penalties for people who do not meet the specified requirements.

There were no questions and the bylaw will go to the next Regular Council meeting for formal approval.

#### **4.3.3 RFD – Council Code of Ethics**

In 2016 municipalities were mandated to bring in Code of Ethics Bylaws for Councils. Our Bylaw was adopted on December 20, 2016. After reviewing other municipalities Code of Ethics Bylaw, a few house keeping items were changed and the addition of:

#### **Acknowledgement**

1. Acknowledgment of the requirement of Council Members to comply with the Council Code of Ethics, shall be affirmed by completion of the ‘Oath or Affirmation – Member of Council’ upon their swearing in, identified in Schedule “A” hereto.

There were no questions and the bylaw will go to the next Regular Council meeting for formal approval.

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**4.3.4 RFD – Clothing Policy Amendment**

The City of Martensville has an Employee Dress Code Policy in place to provide employees with clear requirements of what is and isn't appropriate work attire. Currently under 4.5 of the policy, the city provides inside/clerical employees with one hundred twenty-five dollars annually for the purchase of City of Martensville Logo Apparel. City Staff are required to wear logo apparel on Fridays. Administration would like to amend the policy to provide specific requirements as to where the logo placement on clothing would be allowed.

The following is being proposed:

**Locations of the logo can be as follows: Left Front Chest, Right Front Chest, Left Shoulder Sleeve or Right Shoulder Sleeve**

There were no questions, 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 -MCRP Ice Rental Relief**

Director of Recreation & Community Services reviewed with City Council a request from the Martensville Community Recreation Project to reduce the ice rental fees associated with running their 3 on 3 tournament. The MCRP holds an Annual 3 on 3 tournament in late August early September and proceeds raised go towards the construction of a new multipurpose facility. The cost to the user group to hold their event over 16 days is \$20,941(GST included), Administration proposed offering a reduced hourly rate which would result in \$4,912.50 lost revenue.

City Council acknowledged the hard work and dedication of the MCRP and after round table discussion it was agreed that City Council would like to waive the \$20,941(GST included) fees for the 2019 year.

A motion will be brought forward to the next Regular Council Meeting for formal approval.

**4.4.2 RFD – All Terrain Vehicle Bylaw**

On October 15, 2019 a presentation was made to City Council regarding the City of Martensville All-Terrain Vehicle Bylaw. A recommendation was brought forward to amend the current bylaw to no longer permit any unregistered all-terrain vehicles anywhere in Martensville or simply ensure the current bylaws are enforced. At that time no direction was provided by City Council on how they would like to proceed. Director of Recreation and Community Services Schaeffer brought forward a Request for Direction to determine how City Council would like to proceed.

City Council felt at this time there was no need to amend the bylaw but have asked Administration to meet with the RCMP and discuss ways the City and RCMP can effectively work together to ensure the bylaws are enforced.

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**4.4.3 Map Event – Pet Expo**

The Martensville Athletic Pavilion has been approached by the Saskatchewan Pet Expo to rent out the facility for 3 days to hold their annual event. The Event is held every year, alternating between Saskatoon and Regina, and provides education and entertainment for families and their pets, as well as support to pet rescues and shelters.

Administration was requesting direction from City Council as the MAP has never held an event like this. City Council felt it was an excellent opportunity for the City and noted they would like to see a Cleaning Fee added to the additional costs for turf removal and 3-day rental.

**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 announcement of another Liquor Store Permit for the City of Martensville, some research was done regarding the process of acquiring the permit. Attended the Project Ribbon meeting hosted by SREDA. Hosted two separate SINP delegations, providing information on the market, demographics, housing and schooling community. Work is in progress on getting the Parks & Facilities Satisfaction survey out and final results are being reviewed for the Communication Survey that closed in October.

**4.6.2 Expo Partner**

Last year, the Prairie Sky Chamber and the City of Martensville worked together to plan and run the 2019 Expo. To prevent competing with other events, the ‘Made in Saskatchewan’ Tradeshow was also held at the same time. The Chamber and City have already begun planning for the 2020 Expo and a request to use the venue as no cost has been brought forward. It was noted that by having the Expo and Tradeshow at the same time there was revenue of approximately \$2,500.

City Council feels the Expo is a great event for the City and likes the idea of combining the Tradeshow. A motion will be brought forward to the next Regular Council Meeting to approve providing the venue at no cost.

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**Council went In-Camera at 6:03 P.M**

**6. IN-CAMERA**

**6.1 Industrial Development**

**ADJOURNMENT:**

**Meeting adjourned at 6:37 P.M.**

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Mayor Kent Muench