

REPORT 2-2022  
CITY OF MARTENSVILLE  
COMMITTEE OF THE WHOLE MEETING  
TUESDAY – FEBRUARY 8, 2022  
MINUTES

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

**REGRETS:**

**LOCATION:** City Hall – Council Chambers and ZOOM

**RECORDING SECRETARY:** City Clerk Carla Budnick

**CALL TO ORDER:** Councillor Darren MacDonald called the meeting to order at 5:00 PM

Public Hearing started at 5:01 PM

## **2. PUBLIC HEARINGS**

### **2.1 Discretionary Use – 929 Reimer Road – Mucky Mutts Pet Grooming**

Two comment sheets were received voicing concerns about the Home-Based Business.

Public Hearing ended at 5:02 PM

## **4. REPORTS**

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

#### **4.2.1 RFD – 2022 Board of Revisions**

The City annually appoints a Board of Revisions for the purpose of hearing assessment appeals. In the past Krismer & Associates was used, however they have provided notification that they would no longer be offering services. Two additional businesses offering Board of Revision services were suggested by other municipalities and by Krismer & Associates. Administration is recommending Nor-Sask Board Services, a firm comprised of retired assessors based out of primarily Saskatoon and Warman, with the secretary in Prince Albert. They focus their service on central and northern Saskatchewan municipalities. It was also noted the retainer, hourly rates and mileage rate quoted are all less than the competitors.

Administration is recommending Council appoint Nor-Sask Board Services

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**4.2.2 RFD – 2022 Water & Wastewater Rates & Administration Bylaw Amendments**

In December 2021, Council approved the 2022 water meter replacement project with Neptune Technologies. With the undertaking of the new project, it was recommended the city undertake a review of the current bylaws to ensure that there is adequate language surrounding accessing meters and all related equipment on residents' properties as well as penalties should access requests be ignored or denied. The city is also proposing amendments to the monthly flat rates due to budget deliberations and increasing rates from SaskWater, it was noted this is the first increase to monthly flat rates since 2006 and will assist in offsetting rising operational expenses to balance the budget. The proposed changes are as follows:

1. Increasing the water flat rate from \$12.00 per month to \$12.50
2. Increasing the waster water/sewer flat rate from \$27.50 per month to \$29.00
3. Introducing a Water & Wastewater Infrastructure Replacement Fee of \$2.00 per month. These funds will be transferred annually to the "Infrastructure Replacement Reserve – Utilities" to replenish funds used for the Meter replacement project and ensure the City is rebuilding reserves for future infrastructure needs in the Water & Waste Water Area.

This will result in residents seeing an increase of \$4.00 per month on their utility bill.

Administration is recommending Council adopt the proposed Bylaw changes.

**4.5. Director of Infrastructure and Planning.**

**4.5.1 RFD – Discretionary Use – Home Based Business – 929 Reimer Road**

An application for a Home-Based Business to groom pets has been received. The applicant has many years of experience grooming pets and is wanting to start their own business. Pet grooming with the confinement of animals restricted to indoors and not including kennels for overnight boarding is a discretionary use in residential areas. The applicant has provided the following information in their application.

1. Parking can be accommodated on the driveway.
2. There will never be more than 2 dogs in her care at one time.
3. Hours of operation will be between 9am to 3 pm Monday to Thursday. No more than 3-5 customers will attend the residence a day.
4. Dogs will not be left unattended outside.

The city did receive some comments back stating they were against the Home-Based Business application. Council has four options to consider:

- a) Approve the Discretionary Use with the standard three conditions.
- b) Approve the Discretionary Use for a period of time with the option to review the file administratively after a specified period of time.
- c) Approve the Discretionary Use for a period of time and require notices be sent out again asking for input prior to reviewing the file again.
- d) Deny the application.

Administration is recommending Council approve the Discretionary Use with the standard three conditions.

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**4.6 Community Economic Development Manager**

**4.6.1 CEDM Report**

Community Economic Development Manager Shewchuk gave a review of things he has been working on over the past month. Work continues on the Medavie Ambulance project with construction slated for spring. Various inquires continue to come in about starting up businesses and location spaces available. The 2022 Community Guide is currently being worked on. The 2021 Report to the Community is being prepared and expected to be sent out in the upcoming months. Planning for the 2022 Business Expo is underway with the dates set for April 29<sup>th</sup> & 30<sup>th</sup>.

**4.7 Human Resources & Safety Manager**

**4.7.1 RFD – Harassment Prevention Policy Update**

City Council approved a new Harassment Prevention Policy on February 16, 2021, and later approved the amended policy with Occupational Health Committee revision on April 6, 2021. The Saskatchewan Employment Act recently made changes effective January 1, 2022, which in turn requires the Harassment Prevention Policy to be updated again. The Occupational Health Committee had a chance to review the proposed changes and approved them on January 19, 2022.

Administration is recommending Council adopt the proposed changes.

**IN-CAMERA**

**6.1 Economic Development**

**6.2 MOU – New School Locations**

**6.3 Budget**

**ADJOURNMENT:**

Meeting adjourned at 6:01 PM.

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Mayor Kent Muench