

REPORT 6-2022  
CITY OF MARTENSVILLE  
COMMITTEE OF THE WHOLE MEETING  
TUESDAY – JUNE 14, 2022  
MINUTES

**PRESENT:** Mayor Kent Muench, 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, Planning Manager Bonnie Gorelitz

**REGRETS:** Deputy Mayor Tyson Chillog

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

**RECORDING SECRETARY:** City Clerk Carla Budnick

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

Councillor Cox noted SREDA was unable to attend the meeting but congratulated Community Economic Development Manager Dillon Shewchuk on being awarded the Bruce Richet Award.

## **2. DELEGATIONS**

### **A) RCMP**

Sergeant Cutis Little was in attendance to give Council and overview of the May Stats. With the nice weather there has been an increase in calls for theft, assaults, mischief, and noise complaints. Patrols continue at the North Ridge Centennial Community Centre, with officers spending time interacting with the youth. Bike Patrol training has been completed by the detachment and there will be officers out patrolling on bikes.

Councillor Cox thanked Sergeant Little for attending.

### **B) SREDA**

SREDA was unable to attend and will reschedule for a later date.

## **4. REPORTS**

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

#### **4.2.1 RFD – Canada Community Building Fund (CCBF)**

The City currently receives annual funding from the Canada Community Building Fund (CCBF formerly known as the Gas Tax Fund). Roadways has been identified as a priority for the CCBF Funding and to obtain those funds, Administration must submit project applications as well as complete various reporting requirements after project approval to ensure the funds are spent appropriately. Two separate project applications have been prepared totaling \$596,000 of CCBF funding to be used.

City Council had no questions or concerns so a motion will come to the next Regular Council meeting for formal approval.

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**4.2.2 Development Incentive Program – 2022 Abatement Application**

A Development Incentive Program Policy was adopted in 2019 with revision added in 2020. North Ridge Developments has applied for General Land Development Tax Abatements within the Lake Vista neighbourhood, as well as the Show Home Program Tax Abatements. Most of the abatements are a continuation of the 2020 applications with adjustments/removals made for properties that have had permits issued or sold. The total abatement for this year is \$85,316.26 for Year Three qualifying abatements. Of these abatements, \$51,536.73 is Municipal taxes and \$33,779.53 is Education taxes.

City Council had no questions or concerns so a motion will come to the next Regular Council meeting for formal approval.

**4.3 City Clerk**

**4.3.1 RFD - Policy Amendments**

City Clerk Budnick brought forward two policies that need amendments completed. Annual Holiday/Flexible EDO's Policy #16/90 needs to have the Fire Chief and Deputy Fire Chief added to the policy as they are now both permanent full-time positions. Also, the Fire Chief and Human Resources & Safety Manager need to be added to the Out of Scope Personnel Policy #50/95.

City Council had no questions or concerns so a motion will come to the next Regular Council meeting for formal approval.

**4.4 Director of Recreation and Community Services**

**4.4.1 RFD – Pump Track Event**

The Diamond BMX Club in Warman will be hosting the Canada Cup BMX Event August 5-7, 2022. This will be the first time ever the Canada Cup event will be held in Saskatchewan. The Club is bringing in a world champion BMX/Pump Tract athlete to do clinics August 2 and 3 prior to the event starting on June 5<sup>th</sup>. The City of Martensville has been approached by the Diamond BMX Club to host a pump track clinic in Martensville on August 4<sup>th</sup>. The cost to the city would be \$2000 for the clinic and is approximately one third of the cost to bring in the athlete and host the clinic. Administration is further proposing that the event be used as the official opening of the pump track. A short opening ceremony including invitations to dignitaries, a ribbon cutting ceremony and recognition of the MEEP funding received for the project.

City Council had no questions or concerns so a motion will come to the next Regular Council meeting for formal approval.

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**4.4.2 RFD – Highway Landscape Design**

Included in the 2022 City of Martensville budget is a project for \$20,000, to provide a landscape design for the Ministry of Highways land surrounding the interchange of Highway 12 and TWP Rd 384/Main Street. The Beautification Committee has been in discussions with Catterall & Wright and HTFC Planning & Design to determine the scope and requirements of the project. A proposal has been provided for a fee of \$25,000 plus applicable taxes for the project which is \$5,000 over the proposed budget. Administration is proposing Council sole source the project to Catterall & Wright as per the proposal. It was also noted that Catterall and Wright has been involved with the pedestrian overpass discussions.

City Council had no questions or concerns so a motion will come to the next Regular Council meeting for formal approval.

**4.5 Director of Infrastructure and Planning**

**4.5.1 RFD – Waste Bylaw Amendment**

The City of Martensville Waste Bylaw Covers all regulations related to waste collection, handling, and disposal within the city. The bylaw also specifically regulates the use of the yard waste depot located outside of the lagoon gates. The purpose of the yard waste depot is to provide residents of Martensville with a location that they can deposit tree branches, leaves, and grass clippings free of charge. There has been a significant increase in the volume and nature of material being dumped causing Administration to wonder if commercial contractors are coming to dispose their material free of charge. Currently there is nothing in place to control the deposit of debris as it is not a staffed area. Administration is proposing an amendment to the Waste Bylaw which would add a clause that specifically excludes businesses and contractors from using the yard waste site without City approval. Signage would also be posted at the site indicating contractor use is not permitted.

City Council had no questions and a bylaw amendment will come to the next Regular Council meeting for formal approval.

**4.5.2 P4G DOCP amendment – North Concept Plan**

The North Concept Plan was brought to District Planning Commission (DPC) for consideration at the May 4, 2022, meeting. On June 1, 2022, a list of housekeeping amendments to the DOCP was provided to the DPC to consider. The DPC voted in favour of both recommendations and directed Administration to prepare the necessary bylaw amendments. DOCP amendments need to be adopted by all five member councils to move forward. There will be two bylaws brought forward for consideration by each council. The public hearings for both bylaws will be advertised together to be efficient and save costs for all members.

City Council had no questions or concerns so a motion will come 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 gave a review of things he has been working on over the past month. Work continues with the Free Pantry; plans are underway to host an open house and membership meeting with the goal of further formalizing the Pantry and adding additional support for the group. SINP clients continue to show interest in Martensville, with Shewchuk providing information and further insight to current SINP Program clients. Communication support was provided for the Meter Conversion program, street sweeping, and back lane maintenance/cleanliness and the Fall-Back Lane clean up.

**5. COUNCIL MEMBERS ROUND TABLE DISCUSSION**

**5.1 2022 Meter Replacement Program – Update & Next Steps**

City Council was provided with an update on how the Meter Replacement Program has been going. As the project is nearing completion, overall response to the program has been positive. Neptune is nearing the end of their part of the project and will be turning over the wrap up and outstanding installations to the city to complete. Director of Corporate Services indicated that as of Tuesday June 14, 2022, 92% of the meters have been changed over with 133 meters at the refusal stage. There have been some residents who have refused the change-over of meters and Administration is proposing an amendment to the Water & Waste Water Rates & Administration Bylaw to include “a meter read fee of \$50 per month to the consumer’s regular water bill until the consumer is compliant”. This fee would be added to a resident’s water bill if they have not yet had their water meter changed out. The end goal is to have 100% compliance with the water meter changeout.

Council was in favour of the amendment change and the bylaw will come to the next Regular Council Meeting for formal approval.

**IN-CAMERA**

**6.1 Economic Development**

**6.2 Health Care**

**ADJOURNMENT:**

Meeting adjourned at 6:32 PM.

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Mayor Kent Muench