

REPORT 12-2023
CITY OF MARTENSVILLE
COMMITTEE OF THE WHOLE MEETING
TUESDAY – DECEMBER 12, 2023
MINUTES

PRESENT: Mayor Kent Muench, Councillors Tyson Chillog, Michael Cox, Darren MacDonald, Debbie McGuire, Spencer Nikkel, City Manager Tanay Garost, Director of Corporate Services Leah Bloomquist, Director of Infrastructure and Planning Matt Gruza, Community Economic Development Manager Dillon Shewchuk, Director of Recreation & Community Services Roxane Melnyk, Planning Manager Bonnie Gorelitz

REGRETS:

LOCATION: City Hall – Council Chambers and ZOOM

RECORDING SECRETARY: City Clerk Carla Budnick

CALL TO ORDER: Councillor Spencer Nikkel called the meeting to order at 5:00 PM

4. REPORTS

4.3 City Clerk

4.3.1 RFD – Municipal Revenue Sharing Grant – Declaration of Eligibility

The Ministry of Government Relations has implemented annual eligibility requirements for municipalities to receive their unconditional Municipal Revenue Sharing Grants. To ensure the city gets their portion of the 2024-2025 revenue sharing grant the following must be completed:

- submission of previous years Audited Financials
- submission of the previous year's Public Reporting on Municipal Waterworks
- must be in good standing with respect to Education Property Taxes.
- adoption of a Council Procedure Bylaw
- adoption of Employee Code of Conduct
- ensure all members of council have filed their annual Public Disclosure Statements.

City Council must adopt a motion indication all the requirements have been met and authorize the City Manager to sign the Declaration of Eligibility and submit to the Ministry of Government Relations.

The motion will be presented at the next Regular Council meeting for formal approval.

4.5 Director of Infrastructure and Planning

4.5.1 RFD – Memo – Pedestrian Overpass

Director of Infrastructure and Planning gave City Council and update on the proposed Pedestrian Overpass. Work continues with the consultants, ISL Engineering and the Ministry of Highways (MOH) to design a safe and functional connection between the existing City of Martensville and the new development on the west side of the highway. The consultants have identified a high-level order of magnitude cost estimate for this project of \$1.2 million. The cost could change however depending on the specific design requirements of MOH. Administration is still targeting to have the project designed and approved for tender in the 2024 construction year.

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4.5.2 RFD – Appointments of Building Officials

The Construction Codes Act, 2021, requires municipalities to appoint Building Officials annually. The Act states that each municipality is responsible to supply the names and license numbers of all building officials appointed to the Chief Codes Administrator at the province on an annual basis or if any changes are made to the list. Building Officials are appointed by the Province of Saskatchewan and must remain in good standing in order to keep their licensing. Building Officials perform all matters pertaining to issuing Building Permits, conducting inspections, issuing Building Orders and, if necessary, representing the municipality in court on matters stemming from Building Orders.

A motion will be brought to the next Regular Council meeting for formal approval of the Building Officials list.

Mayor Muench declared Pecuniary Interest and left the meeting at 5:10 PM.

4.5.3 RFD – Appointments of DPC Joint Member

The P4G Planning District was created on January 1, 2022, and the P4G District Planning Commission (DPC) has been operating since that time. The P4G DPC includes two representatives from each municipality and three joint members from the public for a total of 13 members. Members will be appointed for three-year terms, commencing January 1 and concluding December 31. Non-Council members can only be re-appointed a maximum of three, three-year terms. P4G advertised the open position, and a membership committee was formed to review applicants. The committee recommended that Trent Michelman be appointed for a three-year term beginning January 1, 2024.

A motion will be brought to the next Regular Council meeting for formal approval of the recommendation.

Mayor Muench returned to the meeting at 5:14 PM.

4.5.4 RFD – Rezoning

The city is in receipt of an application to amend the Zoning Bylaw to permit welding shops and machine shops as permitted use. Currently, these uses are discretionary use in industrial areas. Administration is currently working with a consultant to update the Zoning Bylaw and this is one piece that was flagged for consideration in that process. Administration is supportive of the welding and machine shops as permitted use and is proposing to draft conditions around the land use as a permitted use.

City Council was in favour of the Bylaw change and first reading will come to a future Regular Council meeting.

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4.6 Community Economic Development Manager

4.6.1 CEDM Report

Community Economic Development Manager gave City Council and update on things he has been working on over the past month. Work continues on the establishment of an Early Years Family Resource Centre for Martensville/Warman area. Assisted the Food Pantry with their application around charitable status. The 2024 Martensville Business Guide has been started on and should be ready for distribution in March.

City Council went In-Camera at 5:21 PM.

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Deputy Mayor Jamie Martens joined the meeting at 5:55 PM.

Planning Manager Bonnie Gorelitza left the meeting at 6:39 PM.

IN-CAMERA ITEMS

- A) **“Economic Development” as per *The Cities Act* Section 94(2) within Part III of the Local Authority Freedom of Information and Protection Act Section 17(1)(b).**
- B) **“RCMP” as per *The Cities Act* 94(4).**

ADJOURNMENT:

The meeting was adjourned at 7:26 PM.

Mayor Kent Muench