

REPORT 7-2024
CITY OF MARTENSVILLE
COMMITTEE OF THE WHOLE MEETING
TUESDAY – JULY 9, 2024
MINUTES

PRESENT: Mayor Kent Muench, Deputy Mayor Jamie Martens, Councillors Tyson Chillog, Michael Cox, Darren MacDonald, Debbie McGuire, Spencer Nikkel, City Manager Tanya Garost, Director of Infrastructure & Planning Matt Gruza, Director of Recreation & Community Services Roxane Melnyk, Planning Manager Bonnie Gorelitza, Human Resources and Safety Manager Trent Kolbe

REGRETS: Director of Corporate Services Leah Bloomquist, Community Economic Development Manager Dillon Shewchuk,

LOCATION: City Hall – Council Chambers and ZOOM

RECORDING SECRETARY: City Clerk Carla Budnick

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

Public Hearing started at 5:01 PM

2. PUBLIC HEARING

2.1 Discretionary Use – 601 9th Avenue North – Shipping Container

An application has been received from Sask Five Baseball Association to place a shipping container in Mocon Park to be used for additional equipment storage.

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

2.2 Discretionary Use – 625 4th Street South – Two Unit Dwelling

An application has been received to construct an addition to the existing single-family dwelling.

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

Public Hearing ended at 5:03 PM

4. REPORTS FROM ADMINISTRATION

4.2 Director of Corporate Services

4.2.1 2024 Development Incentive Applications

The city has received and reviewed the applications from North Prairie Developments and Northridge Development Corporation for 2024 General Land Development Tax Abatements. North Prairie Developments \$69,811.72 for Year Two qualifying abatements. North Ridge Development \$64,215.28 for Year Five qualifying abatements and \$57,109.70 for Year One qualifying abatements.

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

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4.2.2 2024 Canada Community-Building Fund Application

The City of Martensville currently receives annual funding from the Canada Community-Building Fund (CCBF). A requirement of the funding is that the municipalities submit project applications for every project and obtain approval prior to spending the funds received. There are also various reporting requirements after the project has been approved and completed to confirm the funds were spent appropriately. The city has \$661,769 eligible funding that must be spent by December 31, 2024. There are three projects Administration is proposing:

1. Rink Upgrades Phase 1 – Ice Plant & Condensers
2. Centennial Drive north & 3rds Street North Design
3. 4th Street South Paving Project

The applications will result in budget savings from General Operations in capital expenditures and those funds would be brought back to Council for re-allocation to other capital priorities and/or transferred to reserves for future projects.

4.4 Director of Recreation and Community Services

4.4.1 RFD – Capital Request – North Hills Park & RCMP Detachment

Back in February 2024 City Council was presented the 2024 Operating and Capital Budget for approval. In the approved capital budget was the purchase of the new arena ice plant for the Sports Centre. Since then, it has been recommended by Administration that the purchase of the ice plant will be funded through the Canada Community-Building Fund. This change in funding will then free up approximately \$486,469 of the approved 2024 Capital funding. Administration is recommending reallocating \$105,000 towards unplanned capital expenses to rebuild the culvert crossing in North Hills Part and to address envelope deficiencies identified in a report on the RCMP Detachment building. The reallocation of funds will allow a culvert crossing that was removed last fall due to safety concerns to be replaced as well as address concerns regarding the condition of the envelope of the existing RCMP Detachment building.

City Council was in favour of the proposed changes and a motion will come to a future meeting for formal approval.

4.4.2 RFD – Martensville Recreation Centre – Community Access Plan and 2024-2025 Rental Rates

On February 20, 2024, City Council directed Administration to sign an operating agreement with Nustadia for the operation of the Martensville Recreation Centre (MRC). Administration has been working with Nustadia on the operation and allocation of the MRC. Nustadia has created a Community Access Plan which is a living document created to promote and provide the guiding philosophy for the operation of the MRC. This document will provide statements detailing the overall vision, mission and values of the management team. The strategic objectives in this document reflect the guiding statements that will aide in the developing of the management policies, and the programming policies that the management team will use in the operation of the MRC. This document will be reviewed by the Facility Management Review Team annually to ensure it is meeting the needs of the community and the operation of MRC. A copy of the plan will be shared with City Council annually.

City Council is also being presented with proposed rental rates for the MRC. The rates were determined after an assessment was completed of existing City of Martensville rental rates and rental rates from similar facilities in both the region as well as the province of Saskatchewan.

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City Council is being asked to approve the Community Access Plan as well as the 2024-2025 Rental rates for the Martensville Recreation Centre.

A motion will be brought forward to a future Regular Council Meeting for formal approval.

4.5 Director of Infrastructure and Planning

4.5.1 RFD – Discretionary Use – 601 9th Avenue North – Shipping Container

Administration has received an application to place a shipping container in Mocon Park, to be used for additional equipment storage. The colouring of the shipping container will remain neutral. As the Sask Five Baseball Association grows they have found that they require equipment to accommodate the increase in field maintenance. The new equipment requires storage. A shipping container provided the quickest and most cost-effective way to accommodate this.

Council had no concerns with the proposed development. A motion will go to the next Regular Council meeting for formal approval.

4.5.2 RFD – Discretionary Use – 625 4th Street South – Two Unit Dwelling

Administration has received an application to construct an addition to the existing single-family dwelling at 625 4th Street South to create a two-unit dwelling. A two-unit dwelling in the R1A district is permitted at Council's discretion. The development complies with all relevant requirements in the zoning bylaw and is based on professionally prepared architectural drawings that incorporate design attributes to ensure a positive visual design. The addition will be attached to the back of the existing dwelling and will project towards the back lane making the view from the street minimal.

Council had no concerns with the proposed development. A motion will go to the next Regular Council meeting for formal approval.

4.5.3 P4G Design and Engineering Funding

The P4G municipalities are currently exploring the opportunity to leverage two fully funded municipal infrastructure projects to result in the construction of the regional servicing hub to provide the desired high-volume water and wastewater servicing for large capacity industry sectors. The exploratory work involves a pre-planning and design engineering stage to determine how to integrate the regional servicing hub pipelines into the serving trench for the municipal infrastructure projects that will begin construction in 2025. The design engineering costs for the regional servicing hub are \$250,000. This funding will support the consultant conducting preliminary engineering estimates for the sizing and cost of infrastructure to support the servicing hub. The Regional Oversight Committee has recommended that municipal councils support 25% of \$250,000 for the design engineering costs for the regional servicing hub, using typical P4G funding percentages. The City of Martensville's portion is \$13,125.00.

City Council had no questions or concerns, and a motion will be brought 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 was absent from the meeting, so the report was presented to council for review. There were no questions or concerns raised.

4.7 Human Resources & Safety Manager

4.7.1 RFD – Violence Prevention Policy

The Violence Prevention Policy is a partner to the City’s existing Harassment Prevention Policy. The policy specifically contemplates the potential for violence, in all forms, and potential measures in each of the City’s distinct work areas. It was developed with consideration of past incidents of workplace violence within the City, an in collaboration with all workers through a violence in the workplace survey, departmental team meeting discussions and through the City’s Occupational Health and Safety Committee. Recent amendments to the occupational health and safety provisions of The Saskatchewan Employment Act require all provincially regulated workplaces to have a violence policy and prevention plan in place.

The policy will come to the next Regular Council Meeting for formal approval.

4.8 Fire Chief

4.8.1 Animal Control Bylaw

At the June 14th Committee of the Whole meeting former Fire Chief Kurtis Dyck reviewed with City Council proposed changes to the Animal Control Bylaw along with amendments to agreements with the SPCA and PAWS. Over the past month Fire Chief Dean Brooman has been working with PAWS to finalize details of their agreement. City Manager Tanya Garost gave an update on PAWS discussions including that PAWS has agreed to a one year agreement to provide holding services to a maximum of 5days.

There were no further questions or concerns. The Bylaw will go to the next Regular Council Meeting for formal approval.

City Council went In-Camera at 5:30 PM

PRESENT: Mayor Kent Muench, Deputy Mayor Jamie Martens, Councillors Tyson Chillog, Michael Cox, Darren MacDonald, Debbie McGuire, Spencer Nikkel, City Manager Tanya Garost, Director of Infrastructure & Planning Matt Gruza, Director of Recreation & Community Services Roxane Melnyk, Planning Manager Bonnie Gorelitz, Human Resources and Safety Manager Trent Kolbe

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6. IN-CAMERA

- 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).**

ADJOURNMENT:

Meeting adjourned at 5:37 PM.

Mayor Kent Muench