

REPORT 9-2024
CITY OF MARTENSVILLE
COMMITTEE OF THE WHOLE MEETING
TUESDAY – SEPTEMBER 10, 2024
MINUTES

PRESENT: Mayor Kent Muench Deputy Mayor Jamie Martens, Councillors Tyson Chillog, Michael Cox, Darren MacDonald (5:02 PM), Debbie McGuire, Spencer Nikkel, City Manager Tanya Garost, Director of Corporate Services Leah Bloomquist, Director of Infrastructure & Planning Matt Gruza, Director of Recreation & Community Services Roxane Melnyk, Community Economic Development Manager Dillon Shewchuk, Planning Manager Bonnie Gorelitz

REGRETS:

LOCATION: City Hall – Council Chambers and ZOOM

RECORDING SECRETARY: City Clerk Carla Budnick

CALL TO ORDER: Deputy Mayor Martens called the meeting to order at 5:00 PM

Public Hearing started at 5:01 PM

2. PUBLIC HEARING

2.1 Discretionary Use – 911 8th Street South

The city has received an application from Ultimate Logistics Ltd. to operate a Mechanic Workshop at 911 8th Street South.

There was no one present to speak for or against the discretionary use.

Public Hearing ended at 5:02 PM

4. REPORTS FROM ADMINISTRATION

4.2 Director of Corporate Services

4.2.1 Memo – Reserve Policy

In June 2021, Council approved the first Reserve Policy for the City. The policy is intended to provide guidelines and purposes and to ensure that reserve history and purposes would not be lost with Administrative or Council turnover. The current policy has 14 established reserves with clearly defined purposes and usage statements, the revised policy has 21 established reserves. Once the revised policy has been formally approved by Council, Administration will need to bring back a listing of reserve transfers and release or reserve funds to the new reserves. This will result in several of the “old” reserves closing as they will no longer exist or be defined under the new policy.

City Council had no concerns with the revised policy. It will be brought to the next Regular Council Meeting for formal approval.

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4.3 City Clerk

4.3.1 RFD – Council Procedure Bylaw

The City Clerk brought forward some proposed changes to the Council Procedure Bylaw. The first recommendation was changing from a permanent Deputy Mayor position to a period of 2-months rotating through all council members. The second recommendation was adding the Human Resources & Safety Manager and Fire Chief to the Committee of the Whole proceedings. A lengthy discussion was had about the rotating Deputy Mayor position and it was decided that the wording would stay the same and give the new council the opportunity to revisit. The second recommendation was agreed to.

4.4 Director of Recreation and Community Services

4.4.1 RFD – Patron Conduct Policy

Director of Recreation and Community Services presented a new city policy which will replace the existing Zero Tolerance in City Facilities/Parks Policy. The Patron Code of Conduct Policy addresses the potential for inappropriate behaviour in municipal facilities and expands on the previous policy. The policy identifies: the purpose, the scope, clear definitions, respectful behaviour that is expected, what inappropriate behaviours are, reporting procedures and enforcement of the policy. Administration is planning on circulating the proposed policy to front line staff and user groups for feedback and will return to Council in October for formal approval.

4.4.2 RFD – Civic Centre

On August 20th, 2024, Administration brought forward a memo updating City Council on urgent repairs required at the Civic Centre. Stamped drawings have been obtained and there is a solution for the heating and ventilation for the south side of the Civic Centre. A modular boiler system has been recommended, and when it comes time to replace the other furnaces in the building, the city can choose to change the entire facility over to a boiler system. The work is expected to be completed by the second week in October.

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4.5 Director of Infrastructure and Planning

4.5.1 Manual Water Meter Reading

The city-wide water meter replacement program has been in place since 2022. Following the completion of the city-wide water meter replacement project, which allows the new water meters to be read remotely, a bylaw was put in place that the remaining meters which were not replaced would continue to be read manually. Along with the manual reading, these accounts are also charged a \$50/month reading fee to offset the costs and time associated with performing the manual reading, upkeep and maintenance of the reading equipment, and generating the invoicing. There are currently 16 meters in the city that have not been replaced. Of the 16 outstanding meters there are at least 2 residents that have indicated they do not agree with the current \$50/month reading fee and have been paying their utility bills minus the \$50 fee. Administration is proposing changing the bylaw to allow residents to submit their own monthly water meter readings. Accounts that don't submit a meter reading would be charged a flat rate based on a City-wide average monthly water bill. Meters would still be read manually twice a year to reconcile the account and catch any errors in manual submissions. The \$50/month reading fee would be removed. City Council was not supportive of removing the fee completely and would like to see it remain for the two times a year someone has to go out and read the meter to reconcile it. Administration will review the bylaw and come back with recommendations.

4.5.2 RFD – Discretionary Use – 911 8th Street South.

An application from Ultimate Logistics Ltd. to operate a Mechanic Workshop at 911 8th Street South was received by the city. The applicant is a large trucking company based out of Cory Industrial Park. The location at 911 8th Street South operates as a mechanic workshop to complete minor repairs on the trucks and trailers owned by the company. The application states there will typically be only 2-3 units on location at a time as there are only two bays, and all repairs are to be completed indoors. The workshop has standard operating hours from 8 AM – 6 PM. Machine shops are a discretionary use in the Zoning Bylaw as they may result in increased noise, traffic, and/or dust.

City Council had no questions or concerns regarding the application. A motion will come to the next Regular Council meeting for formal approval.

4.5.3 RFD – P4G Strat Plan

In 2014, a political and administrative collaboration was formed, known as the Saskatoon North Partnership for Growth (P4G), by the partnering municipalities of the R.M. of Corman Park, City of Martensville, City of Saskatoon, City of Warman and Town of Osler. The P4G was formed to bring a coordinated approach to the growth of our region to one million people, including land use, population, transportation, utilities and servicing. As part of the 2023 work plan, a P4G strategic plan was prioritized for completion to ensure that there is a common intermunicipal vision, agreed to joint focus areas and an implementable action plan. The report is now complete and being shared with all partners to adopt. Once the report has been adopted by all partners, the report will be posted on the P4G website and circulated to rightsholders and stakeholders for information.

The P4G Strat Plan will come to the next Regular Council Meeting for formal approval.

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4.5.4 RFD – P4G Regional Node Study Final Report

ISL Engineering and Land Services Ltd. (ISL) was retained to undertake the P4G Regional Community Services Node Study (Regional Node). The two-phase study consisted of a comprehensive feasibility report, followed by the development of a conceptual planning process. The Regional Node location, the uses and the conceptual servicing provides assurance to residents and developers that development will be supported, and services can be provided. Administration is asking Council to endorse in principle the P4G Regional Node Study.

The P4G Regional Node Study Final Report will come to the next Regular Council Meeting for formal approval.

4.6 Community Economic Development Manager

4.6.1 CEDM Report

Community Economic Development Manager reviewed with City Council things he has been working on over the past month. Spoke with an individual interested in starting a childcare centre, resources, location options and the general nature of the business plan were discussed. Talks with Saskatchewan Housing Corporation commenced with discussions about additional social housing units for Martensville. Work has begun on planning the grand opening of the Martensville Recreation Centre. The City of Martensville worked with the Saskatchewan Construction Safety Association on one of their campaigns on certification. City staff will be profiled in a small way in the campaign.

4.6.2 RFD – Tax Incentive – 910 8th Street South

North Ridge Developments is preparing to construct an industrial building at 910 8th Street South. The building is 6000 square feet on a 1-acre parcel and is being built for a local business that is growing and looking to expand operations. The project is projected to be over \$1 million dollars in investments which makes the project eligible for the 5-year incentive under the Economic Development Tax Exemption Bylaw. The project is expected to begin construction in October and be completed in March 2025. City Council is being asked to consider the application.

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

City Council went In-Camera at 6:35 PM

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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 6:53 PM.

Mayor Kent Muench