



COUNCIL MEETING
Monday, November 29, 2021
6:30 p.m.
Council Chambers, City Hall

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ADOPTION OF AGENDA

Adoption of Agenda.

ADOPTION OF MINUTES

Adoption of minutes of the regular Council meeting held November 15, 2021.

PROCLAMATIONS

DELEGATIONS

PUBLIC HEARINGS/PUBLIC NOTICE MATTERS/ORDERS

ITEMS FOR ACTION

- 1 Accounts.
- 5 Report regarding Borrowing for Capital Investments.
- 8 Report regarding Borrowing to Expand the City's Franchise Area.
- 11 Report regarding 2022 Water Treatment Chemicals Tender.
- 14 Report regarding Chinook Golf Course Rates 2022.
- 17 Report regarding Cancellation of Council Meeting.

REPORTS FOR INFORMATION

BYLAWS

UNFINISHED BUSINESS



COUNCIL MEETING
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NEW BUSINESS

- 18** Prairie Pioneers Independent Housing Inc. Meeting Agenda from November 17, 2021.
- 19** Swift Current & District Chamber of Commerce Board Meeting Agenda from November 17, 2021.
- 20** Southwest Newcomer Welcome Centre Meeting Agenda from November 23, 2021.

COMMUNICATIONS

ITEMS REQUESTED TO BE DISCUSSED EN CAMERA

REPORTS OF COUNCIL MEMBERS/ENQUIRIES

ADJOURNMENT

NEXT MEETING DATE:

Monday, December 13, 2021 – 6:30 p.m.

November 4, 2021

TO: Council
FROM: Kari Cobler, General Manager of Corporate Services
RE: Accounts

Enclosed are the General Revenue Fund Disbursements for the period
Nov 4-18, 2021

	<u>Current</u>	<u>Year to Date</u>
Regular Accounts (2021)	248,275.94	3,462,750.08
Payroll Benefits	269,189.97	7,807,601.34
School Payments (Holy Trinity RCSSD #22)	-	1,344,489.03
School Payments (Minister of Finance)	-	6,640,503.54
Sask Power - (Energy Purchase)	273,908.77	9,306,635.57
Sask Power	34,333.02	262,434.83
SaskEnergy	26,724.01	393,985.17
SaskTel	15,674.08	186,669.37
General Contractors:		
Acklands Grainger	-	184,957.10
Action First Aid Inc	-	10,000.00
AECom Canada Ltd	-	168,112.12
Anderson & Company	-	995,208.01
Anixter	-	173,858.73
Apex Compact Tractor Solutions	-	10,447.50
Armtec Inc	-	18,158.73
ATAP Infrastructure Management	-	16,059.75
ATS Traffic	-	23,714.64
Avenu Insights & Analytics	-	25,933.85
B & A Petroleum	41,118.00	296,315.44
Bayart Power Inc	-	32,389.80
Beattie Construction	-	17,778.32
Big Hill Services Ltd	-	212,313.91
Blenders	-	42,800.00
Blue Imp - SF Scott Mfg Co Ltd	-	79,776.81
Boire Trucking Ltd	28,971.00	289,710.00
Brandt Tractor Ltd	-	31,941.43
Brenntag Canada Inc	-	35,567.66
Bud's Blasting	-	13,232.90
Bucks Enterprises	82,251.00	120,440.43
C&E Piling Ltd	-	34,965.00
Canadian Cowboys' Association	62,430.35	62,430.35
Canadian Mental Health Association	-	13,725.00
CDW Canada	-	45,076.12
Centaur Products Inc	-	238,671.09
Chemtrade West Ltd	13,554.43	270,012.68
Chinook Regional Library	-	454,646.89
Clartech Industries Inc	-	194,924.85
Comprehensive Community Swift Current	-	20,500.00

Crestline Coach Ltd	-	378,427.38
Crutch's Plumbing & Heating	-	24,699.76
CMX Powersports	-	11,774.88
Cubex Ltd	-	250,350.47
Cypress Health Region	-	328,174.48
Cypress Motors	-	20,246.98
Delco Automation Inc	-	11,044.50
Dickson Agencies	-	452,416.48
Done Rite Contracting	-	69,478.23
EDA Environmental	-	16,327.46
Eecol Electric	-	102,076.71
Elevation Landscaping Inc	13,562.02	13,562.02
Elmwood Golf Course	-	138,000.00
Emco	-	121,294.24
Explorer Solutions	-	12,321.00
Federated Co-op Ltd	-	152,913.48
Fer-Marc Equipment Ltd	-	22,356.63
FP Teleset	-	147,000.00
Geiger's Fence Erectors Ltd	-	27,236.07
Gescan	18,204.00	153,529.65
GFL Environmental Inc	16,832.11	94,485.89
Giesbrecht, Les	20,033.79	171,801.74
Golden West Broadcasting	-	38,014.55
Gordon Ralph Tams	-	21,472.08
Granicus Inc.	-	10,988.70
Hach Sales & Service Canada	15,617.66	62,744.24
Hiebert, Shawn	-	25,463.88
HJR Asphalt	-	329,270.71
Hydrodig Canada	-	31,401.90
Iconix Waterworks LP	-	22,268.20
Imaginit Saskatchewan	-	22,585.73
Impac Canada Co.	-	125,703.75
Industrial Machine Inc.	-	19,547.33
Innovation Credit Union	-	13,615.46
Insight Canada Inc	-	198,443.42
Integrated Engineering Inc	-	48,195.00
JMP Solutions	-	14,894.35
Joe Johnson Equipment Inc	-	145,959.18
Julienne Atelier Inc	-	16,960.80
KK Golf Management	-	398,331.53
Klassen, M&D	-	126,630.00
KMS Energy Systems Inc	-	1,392,191.04
Knudsen Excavating	-	255,815.03
Kramer Holdings Inc	-	24,420.00
Lakeshore Tree Farms Ltd	-	40,338.28
Laura Soparlo Consulting	-	44,874.46
Len's Plumbing & Heating	24,294.91	113,527.07
Letnes, Glen	-	10,000.00
Levitt-Safety Limited	-	13,116.16

LK Holdings	-	53,512.44
Martin Deerline	118,094.71	162,022.82
Mastec Canada Inc - Swift Current	-	90,729.50
Melhoff Electric Ltd.	-	46,012.16
Microage	49,636.80	208,641.92
Mid Continental Pump Supply	14,763.00	32,967.00
MNP LLP	15,369.41	34,233.30
Mobile Paving	134,576.66	3,743,723.93
MPE Engineering Ltd	-	151,113.28
National Leasing	-	60,128.80
Norwood Tent & Awning Inc	-	16,930.20
Nutrien Ag-Corp Production	-	19,497.36
Oracle Corporation	-	275,828.44
P.M.P Powerline Construction	-	150,690.81
Park N Play Design Co. Ltd	-	29,822.63
Perfectmind	-	11,865.00
PTW Facility	-	55,112.72
Raymax Equipment Sales Ltd	-	339,038.18
RBC	17,541.06	17,541.06
RCMP	-	2,209,785.30
Redden Net Custom Nets Ltd	-	32,235.00
Riverdene Garden Centre	-	28,173.00
Riverscreen Inc	-	10,222.33
Riverside Electric Ltd	59,818.55	201,392.26
RM of Swift Current #137	-	21,437.72
Rock Solid Trucking Ltd	-	45,027.42
Safety Base Ltd	-	14,253.75
Salvation Army	-	10,210.00
Sask Asphalt Maintenance	-	46,784.20
Saskatchewan Abilities Council	54,299.33	598,792.80
Saskatchewan Public Safety Agency	-	21,800.08
Saskcon Repair Services	-	226,566.43
Schneider Electric Canada Inc	23,129.07	23,129.07
SEL Schweitzer Engineering Lab	-	25,432.26
SGI	-	139,277.87
SMG Operating Ltd	-	374,437.58
Southern Coring & Cutting Service	-	40,354.05
Southern Star Trucking & Excavating	-	40,324.44
Southwest Cultural Development Group	-	94,500.00
Southwest Paving Ltd	-	65,560.49
Standard Motors	-	59,647.41
Stevenson Industrial Refrigeration	-	53,228.97
Stormwind LLC	-	10,035.97
Structural Composite Technologies	-	14,305.68
SUMA	-	17,817.88
Swift Current Ag & Ex	-	167,050.43
Swift Current Bronco Hockey Club	-	29,210.62
Swift Current Building Supplies	-	15,732.15
Swift Current Chambers of Commerce	-	11,380.00

Swift Current Lions Club	-	12,000.00
Swift Current 57's Baseball Club	-	52,830.60
Swift Painting	-	38,860.00
TD Bank	-	10,000.00
Tetra Tech Canada Inc	-	70,322.72
Texcan Cables Ltd	-	48,594.36
The Center	-	10,240.56
Top Shot Concrete Inc	-	143,523.00
Tourism Swift Current	-	112,000.00
Trail Excavating Ltd	40,592.76	446,978.81
Trans Canada Contracting Ltd	-	749,482.62
Triways Disposal Services	106,133.70	1,159,086.44
Twentyseven Global	-	17,438.71
Uline Canada Corporation	22,062.55	26,818.09
Urban Systems Ltd	-	17,430.00
Venkata, Dr Narashimha Prasad	-	107,476.50
Wastequip LLC	-	37,159.39
Western Underground Consulting	-	16,769.88
Westland Concrete	-	48,613.23
Wheatland Machine Shop Ltd	-	77,625.82
Wiebe Contracting	14,414.90	70,859.95
Windscape Kite Festival	-	11,128.50
Wolseley	-	20,537.48
WSP Canada Group Ltd	-	247,199.15
5 Point Electric	-	22,498.56
TOTAL	\$ 1,875,407.56	\$ 53,548,020.02

RECOMMENDATION:

I recommend that \$1,875,407.56 in disbursements be approved.

REPORT PREPARED BY:

Lisa Hagen, Accounts Payable Supervisor

SIGNATURE: 

APPROVAL: 

I concur with the recommendation



 Tim Marcus, CAO



City of Swift Current

C.A.O. Report

Date: November 24, 2021
To: Council
From: Chief Administrative Officer
Subject: **Borrowing for Capital Investments**

BACKGROUND

This report is a request for additional debt which will require a borrowing bylaw. Under *The Cities Act*, a City may only borrow money if the borrowing is authorized by a borrowing bylaw.

Using debt to finance infrastructure investments distributes the cost of long-term assets across generations of residents who will utilize those assets.

DISCUSSION

In order to complete the funding for the 2021 capital investment projects, an additional \$2,550,000 in debt would be required. However, there is an additional \$907,988 in Light & Power dividend that could be reallocated to the Water & Wastewater utility, which would reduce the total amount of debt required to \$1,642,012 to fund the 2021 capital projects.

The sources of money to support the principal and interest payments for the borrowings are fully funded as per the 2021 budget, with no future increases required from this report.

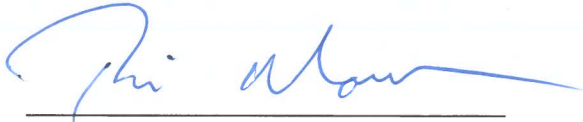
This borrowing is intended for the Water/Wastewater Utility Fund in the sum of \$1,642,012 for the necessary improvements to the WTP residual management as set out in the attached Schedule "A".

As at December 31, 2020, the principal amount of debt for General Government and Utility Operations was \$61,222,186. Including the recommended amount of borrowings to fund 2021 capital investments, the forecasted principal amount of debt outstanding as at December 31, 2021 is \$57,202,710, resulting in a forecasted decrease in General Government and Utility Operations debt of \$4,019,476.

A request for financing proposals in the amount of \$1,642,012 to fund 2021 capital investments will be sent out to the various financial institutions who have responded in the past.

RECOMMENDATION

THAT notice of motion be given at this time by advising the public of Council's intention to consider a borrowing bylaw for financing within General Government and Utility Operations.



Tim Marcus, CAO

Schedule "A"

2021 Projects Financed Through Borrowing

Project Description	20 Years	TOTAL
WATER/WASTEWATER UTILITY		
Water Treatment Projects	\$ 1,642,012	\$ 1,642,012
TOTAL WATER/WASTEWATER UTILITY	\$ 1,642,012	\$ 1,642,012
	\$ 1,642,012	\$ 1,642,012



City of Swift Current

C.A.O. Report

Date: November 24, 2021
To: Council
From: Chief Administrative Officer
Subject: **Borrowing to Expand the City's Franchise Area**

BACKGROUND

This report is a request for additional debt which will require a borrowing bylaw. Under *The Cities Act*, a City may only borrow money if the borrowing is authorized by a borrowing bylaw.

Using debt to finance infrastructure investments distributes the cost of long-term assets across generations of residents who will utilize those assets.

DISCUSSION

In order to complete the funding for the expansion of the City Boundaries in 2021, an additional \$14,800,000 in debt is required.

The sources of money to support the principal and interest payments for the borrowings will come mainly from the approximately 400 accounts in the expanded franchise area.

This borrowing is intended for General Government in the sum of \$14,800,000 for the expansion of the City's electrical franchise boundaries.

As at December 31, 2020, the principal amount of debt for General Government and Utility Operations was \$61,222,186. Including the recommended amount of borrowings to fund 2021 capital investments, the forecasted principal amount of debt outstanding as at December 31, 2021 is \$72,002,710, resulting in a forecasted increase in General Government and Utility Operations debt of \$10,780,524.

A request for financing proposals in the amount of \$14,800,000 to fund 2021 expansion of the City's electrical franchise boundaries will be sent out to the various financial institutions who have responded in the past.

RECOMMENDATION

THAT notice of motion be given at this time by advising the public of Council's intention to consider a borrowing bylaw for financing within General Government and Utility Operations.



Tim Marcus, CAO

Schedule "A"

2021 Projects Financed Through Borrowing

Project Description	20 Years	TOTAL
LIGHT & POWER		
Expand City Franchise Area Projects	\$ 14,800,000	\$ 14,800,000
TOTAL LIGHT & POWER	\$ 14,800,000	\$ 14,800,000
	\$ 14,800,000	\$ 14,800,000



City of Swift Current

C.A.O. Report

Date: November 22, 2021
To: Chief Administrative Officer
From: General Manager of Infrastructure and Operations
Subject: **2022 Water Treatment Chemicals Tender**

BACKGROUND

The City of Swift Current Water Treatment Plant uses a variety of different chemicals to ensure the water treated from Swift Current Creek is potable and non-corrosive. These chemicals are tendered yearly, and the contract awarded to the lowest bid meeting all requirements. The tendered chemicals include:

- Potassium Permanganate - a strong oxidizing agent which helps in the removal of iron, manganese, and organic materials.
- Activated Carbon – used for removal of natural organic compounds, taste and odor compounds, and synthetic organic chemicals.
- Liquid Fluoride – used to supplement daily Fluoride intake and promote good dental health.
- Chlorine Liquefied Gas – used for disinfection of potable water and offers a long-lasting low-cost residual disinfection.
- Caustic Soda – used to bring the potable water pH back to a neutral or slightly scale forming point.
- Liquid Alum – is the primary coagulant/flocculant it causes suspended impurities to coagulate into larger particles to be filtered out more readily.

The chemicals are placed into inventory at time of purchase and expensed when used.

DISCUSSION

On November 5, 2021, an invitation to tender was posted for on Sask. Tenders and the City website for the supply and delivery of the 2022 Water Treatment Plant chemicals. The tender closed November 19, 2021. As per tender requirements, all prices include shipping to Swift Current, plus GST. According to tax regulations, chemicals used in the production of potable water are PST exempt.

The unit prices have increased significantly due to a forecast shortage of caustic soda and chlorine which has driven the market value up for both chemicals. Both chlorine and caustic soda are co-products of the same manufacturing process. The global PVC shortage as well as a greater requirement for sanitation/disinfection products has significantly increased the demand for chlorine.

The fuel surcharge forecast is estimated at an 8% increase in 2022 which will impact transportation costs. Supplies shipped from China are expected to have drastic increases to shipping costs; potassium permanganate and activated carbon are both sourced from China, as are some ingredients used in the production of liquid alum.

The lowest quoted unit price for each chemical meeting the specifications will be recommended. Attached is a comparison of Water Treatment Plant chemical costs for 2021 and 2022 with the estimated usage.

RECOMMENDATION

THAT Council awards the supply and delivery of the 2022 Water Treatment Chemical requirements as follows:

Chemical	Company	City	Unit Price
Potassium Permanganate	ClearTech Industries	Regina, SK	\$6.14/kg
Activated Carbon	Brenntag Canada	Toronto, ON	\$2.90/kg
Liquid Fluoride	ClearTech Industries	Regina, SK	\$1.61/kg
Chlorine Liquefied Gas	ClearTech Industries	Regina, SK	\$1.68/kg
Caustic Soda	ClearTech Industries	Regina, SK	\$609.68/tonne
Liquid Alum	ChemTrade West	Saskatoon, SK	\$362.00/tonne



Mitch Minken, General Manager of Infrastructure & Operations
MM/lr/ro

CAO Recommendation:

I concur with the recommendation.



Tim Marcus, CAO

2021 to 2022 COMPARISON

Chemical	Quantity	2021 Forecast	2022 Forecast	% Change
Potassium Permanganate	10,312 kg	\$50,013	\$63,315	+26.60%
Activated Carbon	36,683 kg	\$81,436	\$106,380	+30.63%
Liquid Fluoride	6,999 kg	\$11,828	\$11,268	-4.73%
Chlorine Liquefied Gas	15,118 kg	\$16,327	\$25,398	+55.56%
Caustic Soda	147 tonne	\$72,779	\$89,622	+23.14%
Liquid Alum	755 tonne	\$243,110	\$273,310	+12.12%
Total		\$475,493	\$569,293	+19.73%

Chemical		2021 - per kg	2022 - per kg	% Change
Potassium Permanganate		\$4.85	\$6.14	+26.60%
Activated Carbon		\$2.22	\$2.90	+30.63%
Liquid Fluoride		\$1.69	\$1.61	-4.73%
Chlorine Liquefied Gas		\$1.08	\$1.68	+55.56%
Caustic Soda		\$0.4951	\$0.60968	+23.14%
Liquid Alum		\$0.322	\$0.362	+12.42%



City of Swift Current

C.A.O. Report

Date: November 24, 2021
To: Chief Administrative Officer
From: General Manager of Community Services
Subject: Chinook Golf Course Rates 2022

BACKGROUND

The City of Swift Current operates an 18-hole municipal golf course off 6th Avenue S.E. This picturesque course is nestled in the valley along the Swift Current Creek.

Chinook had its best year ever in 2021 creating \$947,564 in revenue off 27,618 recorded rounds of play.

Nine (9) holes were opened on Thursday, April 8th, 2021 with all 18 holes open to the public on Friday, April 16th, 2021. The Last day of play was Sunday, October 24th, 2021.

	2021	2020	2019	2015
Unrestricted	114	100	81	111
Restricted	13	12	18	23
Couple	32	24	23	43
Family	2	1	3	3
Young Adult	82	58	46	60
Student	40	36	12	20
Junior	64	45	27	36
Total Golfers	385	303	243	349

Membership numbers were up by 82 over 2020 with 47 of those memberships being in the young adult, student, and junior categories.

Rounds were up 27% over the average of the previous nine (9) years. Revenue was up 27% over last year and 27% over the average of the previous six (6) years. June and July were the busiest months recording 5,481 rounds in June and 5,503 in July.

Annually the General Manager of Community Services meets with Club Manager, Ken Koster, and Golf Course Superintendent, Doug Leavins, to evaluate processes and potential rate increases. During this meeting Ken provided a comparison of other municipal courses

within Saskatchewan. This information was presented and discussed at the GPC meeting held on November 23rd, 2021.

DISCUSSION

The City of Swift Current works very hard at providing affordable recreation opportunities to residents of our community.

The Chinook Golf Course continues to be a fantastic starter course and destination for members of all ages. Golf has seen a resurgence in play that is encouraging and reflective of its ability to meet and exceed COVID-19 Pandemic standards. It takes place outside, it is easy to social distance, and carts and equipment can be easily disinfected after each use.

The proposed recommendations would equate to on average a five (5) per cent increase for the areas suggested.

By reasonable increases to golf in the community, the Chinook Golf Course will continue to be a destination for recreation for all ages, from the beginner to the expert, providing fun, affordable, outdoor pursuits by all our citizens.

RECOMMENDATION

THAT the Council approves the attached 2022 Chinook Golf Course Rates.



Jim Jones, General Manager of Community Services

CAO Recommendation:

I concur with the recommendation.



Tim Marcus, CAO

2022 Proposed Chinook Golf Course Rates

	2021	Proposed 2022
Unrestricted Adult	\$1,195	\$1,250
Restricted Adult	\$ 970	\$ 995
Couple	\$1,950	\$2,050
Family	\$1,995	\$2,095
New Unrestricted Member	\$1,075	\$1,125
New Couple	\$1,755	\$1,845
New Family	\$1,795	\$1,885
Young Adult	\$ 640	\$ 675
Student	\$ 420	\$ 450
Junior 11 & Under	\$ 150	same
Junior 12-18	\$ 175	same
18 Holes Weekday	\$ 45	same
18 Hole Weekend	\$ 49	same
9 Holes Weekday	\$ 27	same
9 Holes Weekend	\$ 30	same
Sr. 18 Holes Weekend	\$ 36	same
Sr 9 Holes Weekend	\$ 25	same
Cart 18 holes per person	\$ 21	\$ 23
Cart 9 holes per person	\$ 15	\$ 16
Annual Cart – 1 seat	\$ 585	\$ 625
Annual Cart – Couple	\$1,065	\$1,140
Private Trackage Annual	\$ 435	\$ 475
Private Trackage Daily	\$ 23	\$ 25
Season – Driving Range	\$ 295	same
Large Bucket	\$ 10	same
Small Bucket	\$ 6	same
Small Storage Locker	\$ 95	same
Large Storage Locker	\$ 145	same



City of Swift Current

C.A.O. Report

Date: November 24, 2021
To: Chief Administrative Officer
From: City Clerk
Subject: **Cancellation of Council Meeting**

BACKGROUND

Upon review of the December calendar, it is noted that Christmas Day and Boxing Day fall over the weekend, therefore, the following Monday December 27th will be observed as a statutory holiday. Since this happens to be the same date as the regular scheduled Council meeting, it is being suggested that this meeting be cancelled.

DISCUSSION

Given this time of year is relatively quiet, and if necessary, a special Council meeting can be called to deal with any time sensitive matter.

RECOMMENDATION

THAT the Council meeting scheduled for Monday December 27th, 2021 be cancelled.

Jackie Schlamp, City Clerk

CAO Recommendation:

I concur with the recommendation.

Tim Marcus, CAO



Regular Meeting Agenda

November 17, 2021

1:00 PM

I. Call to Order

II. Adoption of Agenda

III. Approval of Minutes from last meeting

a) October 20th, 2021 Regular Meeting

IV. Business Arising from Minutes

V. Correspondence

VI. Management Report

a) Approval of Accounts

b) Income Statement – November 15th, 2021

c) Balance Sheet – November 15th, 2021

d) CEO Report

VII. New Business

a) Internet Proposal – Pioneer Manor

b)

VIII. Other

a) Pioneer Manor Resident Association Meeting Minutes – Nov 2, 2021

b) ABI Project Site Meeting Minutes – Nov 8th, 2021

IX. Adjournment

SWIFT CURRENT & DISTRICT CHAMBER OF COMMERCE BOARD MEETING AGENDA
Wednesday November 17, 2021 | 5:00pm
Virtual Conference Call **and** Modern Family Restaurant Banquet Room - Swift Current, SK.

1. Approval of the Agenda
2. Approval of Minutes from the October 20, 2021 meeting
3. CEO Report and General Update
 - a. CEO Report (Karla) – attached to Board package, Karla on vacation.
 - b. Executive Assistant Report (Heidi)
4. Group Reports
 - a. City of SC update (Pat Friesen)
 - b. RM #137 update (Butch Gering)
 - c. Financial (Mark, Chance)
 - i. Review of October financials and motion to approve
 - ii. 2022 Draft Budget review
 - d. Administration (Vim, Brent, Chelsey)
 - i. General update
 - e. Membership/Advocacy (Brock, Warren, Shaun, Vim)
 - i. General update
 - ii. Motion to accept new members:
 - f. Communications (Kelsey, Ken, Brock, Garry)
 - i. General update
 - g. Events (Shaun, Ken, Nathan, Lindsay)
 - i. General update- no meeting held this month
5. New Business
 - a. Special meeting of the Chamber Board of Directors held November 4, 2021 at 4:00pm via TEAMS to review and approve COVID-19 policy – attached in Board package
 - b. Shop Southwest E-Commerce website update – analytics in Board package YTD
 - c. Rapid test kit distribution update – Heidi if any word from Sask Chamber
 - d. COVID panel discussion event – perhaps webcast with Doctor's and Business leaders – proceed? Is there a need?
 - e. Chamber Christmas Party – December 17 tickets purchased for Duelling Piano's at LSC
6. In Camera
7. Adjournment

Next Chamber Board meeting December 15, 2021.



Regular Meeting Agenda

Virtual Meeting

1. Call to Order
 - a. Appointment of Minute Taker
2. Adoption of Agenda
 - a. Declaration of Conflict of Interest
3. Approval of Minutes of Sept. 21, 2021
4. Executive Director Report
 - a. Programs Update
 - b. Staffing Update
5. Financial Report
6. Board Chair Report
 - a. Approval of Policies
 - b. In-person Meetings
7. Member Updates
8. Business Arising from the Minutes
 - a. Harassment Policy
9. New Business –
 - a. Christmas/Holiday Bonus
10. In Camera –
11. Adjournment

Next Meeting: January 25, 2022 @ 7pm.

