



COUNCIL MEETING
Monday, April 18, 2022
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 March 21, 2022.

PROCLAMATIONS

Sammy Khalife of the Refugee Committee - Media and Public Relations, will attend to proclaim April 24 to April 30, 2022 as "Organ and Tissue Donation Awareness Week".

DELEGATIONS

PUBLIC HEARINGS/PUBLIC NOTICE MATTERS/ORDERS

ITEMS FOR ACTION

- 1 Accounts.
- 6 Report regarding Notice of Motion for Bylaws to Establish the Mill Rate; Establish the Mill Rate Factors; Special Levy; and Exempt the 2022 Assessment of Certain Properties.
- 8 Report regarding 2022 Paving and Concrete Program Contract.
- 10 Report regarding 2022 Asphalt Maintenance Contract.
- 12 Report regarding Herbert Street Storm / Water Realignment.
- 14 Report regarding Rough Cut Mower Replacement.
- 16 Report regarding Discretionary Use – 42D Central Avenue North / The Grass Hut Cannabis Company.



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REPORTS FOR INFORMATION

BYLAWS

UNFINISHED BUSINESS

NEW BUSINESS

- 21 Southwest Municipal Government Committee Meeting Minutes from January 20, 2022.
- 43 Southwest Transportation Planning Council Inc. Executive Working Committee Meeting Minutes from February 25, 2022.
- 46 Swift Current City Detachment Community Policing Report for March 2022.
- 47 Swift Current Ag & Ex. Annual General Meeting Agenda from March 3, 2022.
- 48 Swift Current & District Chamber of Commerce Board Meeting Agenda from March 16, 2022.
- 49 Swift Current Ag & Ex. Board of Directors Meeting Agenda from March 16, 2022.
- 50 Southwest Newcomer Welcome Centre Meeting Agenda from March 22, 2022.
- 51 Southwest Transportation Planning Council Inc. Executive Working Committee Meeting Agenda from March 29, 2022.
- 54 Truth and Reconciliation Committee Meeting Agenda from March 29, 2022.
- 56 Chinook Regional Library Annual General Meeting Agenda from April 2, 2022.

COMMUNICATIONS



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ITEMS REQUESTED TO BE DISCUSSED EN CAMERA

- 78 Request regarding Financial Statements.
- 79 Request regarding Contracts and Proposals.

REPORTS OF COUNCIL MEMBERS/ENQUIRIES

ADJOURNMENT

NEXT MEETING DATE:

Monday, May 2, 2022 – 6:30 p.m.

March 28, 2022

TO: Council

FROM: Kari Cobler, General Manager of Corporate Services

RE: Accounts

Enclosed are the General Revenue Fund Disbursements for the period
Mar 11 - 28, 2022

	Current	Year to Date
Regular Accounts (2022)	229,948.18	1,030,215.55
Payroll Benefits	334,604.92	2,176,079.89
School Payments (Holy Trinity RCSSD #22)	-	108,144.14
School Payments (Minister of Finance)	-	537,765.73
Sask Power - (Energy Purchase)	1,014,065.35	3,223,733.13
Sask Power	22,486.80	81,393.78
SaskEnergy	74,537.98	236,950.24
SaskTel	15,303.67	46,484.04
General Contractors:		
AECom Canada Ltd	-	12,999.38
Anthratech Western Inc	-	15,661.79
ATS Traffic	-	28,223.70
B & A Petroleum	-	133,291.41
Blenders	-	22,995.00
Blue Hill Excavating	14,680.05	48,302.10
Canadian Pacific Railway	-	11,965.44
Chemtrade West	-	43,913.44
Chinook Regional Library	-	226,606.50
Choice Electrical Supply	-	91,684.62
Cleartech Industries Inc	-	34,766.69
Comprehensive Community Swift Current Inc	10,000.00	10,000.00
Dave's Trucking & Skid Steer	-	15,697.50
Double Dare Design	21,000.00	21,000.00
Econolite Canada Inc	-	15,879.27
Elevation Landscaping Inc	-	33,811.05
Emco	-	16,107.91
Flaghouse	13,162.80	14,730.41
FP Teleset	-	36,750.00
Gescan	27,490.26	30,808.05
Harbuilt Construction Ltd	-	305,194.50
HJR Asphalt	-	36,585.64
Impac Canada	19,264.05	19,819.05
Insight Canada Inc	-	24,924.53
Itron	-	44,755.20
Jet Construction Ltd	-	11,766.00
Klein's Electrical Inc	-	17,108.10
KMS Construction	-	199,522.38
Knudsen Excavating	-	220,012.82
Kramer Holding Inc	-	28,549.20
Martin Deerline	-	26,677.74
Mastec Canada Inc	-	502,564.32
Metercor Inc	-	30,809.83
Mid Contiental Pump Supply	-	29,054.25
MPE Engineering Ltd	-	17,168.58

Oracle Corporation Canada	-	28,291.48
Prairie Central Line Supply	-	12,932.73
PTW Facility	-	21,990.42
RCMP	-	849,881.00
Rhettro's Bobcatting Service	-	26,801.25
Riverside Electric Ltd	-	82,768.64
Rock Solid Trucking	-	47,202.75
Saasycloud.com Inc	-	24,975.00
Saskatchewan Abilities Council	59,447.09	170,693.51
Saskatchewan Public Safety Agency	-	26,151.30
See More Green (SMG)	-	55,965.25
SGI	-	73,438.62
Shaw's Electric Ltd	10,557.58	11,596.54
Sound Horticulture	-	10,882.75
Southern Star Trucking	-	40,967.25
Stevenson Industrial Refrigeration	-	139,608.60
SUMA	-	20,050.71
Swift Current Bronco Hockey Club	19,198.08	19,498.08
Swift Current Chamber of Commerce	12,862.00	14,662.00
Teamviewer Inc	-	26,839.20
Tourism Swift Current	112,000.00	112,250.00
Trail Excavating	-	84,491.70
Trans Canada Contracting Ltd	-	365,725.04
Triways Disposal Services	102,156.59	313,202.49
Valmont West Coast Engineering	-	79,744.35
Wastequip LLC	-	40,228.27
Western Underground Consulting	-	20,848.04
Westland Insurance Group Ltd	-	472,438.82
Wiebe Contracting Ltd	-	49,616.48
Wolseley	18,292.80	18,292.80
WSP Canada Group Ltd	13,979.18	65,315.26
Xylem Water Solutions	-	92,623.95
TOTAL	\$ 2,145,037.38	\$ 13,240,447.18

RECOMMENDATION:

I recommend that \$2,145,037.38 in disbursements be approved.

REPORT PREPARED BY:

Lisa Hagen, Accounts Payable Supervisor

SIGNATURE:



APPROVAL:



I concur with the recommendation


 Tim Marcus, CAO

April 7, 2022

TO: Council

FROM: Kari Cobler, General Manager of Corporate Services

RE: Accounts

Enclosed are the General Revenue Fund Disbursements for the period
Mar 29 - Apr 7, 2022

	<u>Current</u>	<u>Year to Date</u>
Regular Accounts (2022)	200,672.58	1,184,429.82
Payroll Benefits	447,098.83	2,623,178.72
School Payments (Holy Trinity RCSSD #22)	4,029.15	112,173.29
School Payments (Minister of Finance)	19,285.66	557,051.39
Sask Power - (Energy Purchase)		3,223,733.13
Sask Power		81,393.78
SaskEnergy		236,950.24
SaskTel		46,703.09

General Contractors:

AECom Canada Ltd	-	12,999.38
Anthratech Western Inc	-	15,661.79
ATS Traffic	-	28,273.65
B & A Petroleum	59,284.62	192,576.03
Blenders	-	31,995.00
Blue Hill Excavating	-	48,302.10
Canadian Pacific Railway	-	12,618.44
CDW Canada	35,017.80	38,366.81
Chemtrade West	15,242.01	59,155.45
Chinook Regional Library	-	226,606.50
Choice Electrical Supply	-	91,835.03
Cleartech Industries Inc	-	40,416.80
Comprehensive Community Swift Current Inc	-	10,000.00
Dave's Trucking & Skid Steer	-	15,697.50
Double Dare Design	-	21,000.00
Econolite Canada Inc	-	15,879.27
Elevation Landscaping Inc	-	33,811.05
Emco	-	16,107.91
Fer-Marc Equipment	19,530.89	19,530.89
Flaghouse	-	15,078.65
FP Teleset	-	36,750.00
Full Line Ag Sales Ltd	82,084.50	82,084.50
Gescan	-	30,808.05
Gordon Ralph Tams	22,116.23	22,116.23
Harbuilt Construction Ltd	342,077.58	647,272.08
HJR Asphalt	-	36,585.64
Impac Canada	-	19,819.05
Insight Canada Inc	-	25,145.30
Itron	-	46,486.80
Jet Construction Ltd	-	11,766.00

Klein's Electrical Inc	-	17,108.10
KMS Construction	-	199,522.38
Knudsen Excavating	-	220,012.82
Kramer Holding Inc	-	28,549.20
Martin Deerline	-	26,677.74
Mastec Canada Inc	-	502,564.32
Metercor Inc	-	30,809.83
Mid Contiental Pump Supply	-	29,054.25
MPE Engineering Ltd	-	17,168.58
Oracle Corporation Canada	-	28,291.48
Prairie Central Line Supply	34,506.57	47,439.30
PTW Facility	-	21,990.42
RCMP	-	849,881.00
Rhettro's Bobcatting Service	-	32,838.75
Riverside Electric Ltd	-	83,531.50
Rock Solid Trucking	-	53,124.75
Saasycloud.com Inc	-	24,975.00
Saskatchewan Abilities Council	-	170,693.51
Saskatchewan Public Safety Agency	-	26,151.30
See More Green (SMG)	-	55,965.25
SGI	-	73,438.62
Shaw's Electric Ltd	-	11,596.54
Sound Horticulture	-	10,882.75
Southern Star Trucking	-	45,629.25
Southwest Cultural Development Group	60,000.00	60,000.00
Stevenson Industrial Refrigeration	-	139,608.60
SUMA	-	20,050.71
Swift Current Bronco Hockey Club	-	19,498.08
Swift Current Chamber of Commerce	-	14,662.00
Swift Current Lions Club	12,000.00	12,000.00
Teamviewer Inc	-	26,839.20
Tourism Swift Current	-	112,250.00
Trail Excavating	37,519.79	122,011.49
Trans Canada Contracting Ltd	-	365,725.04
Triways Disposal Services	-	313,202.49
Valmont West Coast Engineering	-	79,744.35
Vermeer Canada Inc	22,194.74	22,906.17
Wastequip LLC	-	40,228.27
Western Underground Consulting	-	20,848.04
Westland Insurance Group Ltd	-	472,438.82
Wiebe Contracting Ltd	18,935.06	68,551.54
Wolseley	-	18,292.80
WSP Canada Group Ltd	-	72,305.64
Xylem Water Solutions	-	92,623.95
TOTAL	<u>\$ 1,431,596.01</u>	<u>\$ 14,672,043.19</u>

RECOMMENDATION:

I recommend that \$1,431,596.01 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: April 8, 2022

To: Chief Administrative Officer

From: General Manager of Corporate Services

Subject: **Notice of Motion for Bylaws to Establish the Mill Rate, Establish the Mill Rate Factors, Special Levy, and Exempt the 2022 Assessment of Certain Properties**

BACKGROUND

Every year, Council needs to approve and adopt various agreements and policies to exempt certain properties from taxation, as well as to set the uniform mill rate and associated tax policies.

DISCUSSION

This report deals with giving public notice, as required by *The Cities Act*, that the necessary bylaws to establish the mill rate, the mill rate factors, the special levy for the long-term care facility, as well as to exempt the assessment of certain properties, be brought forward at a future meeting of Council.

This year, the percentage of values stipulated by the Province of Saskatchewan will remain unchanged. The percentage of value is applied to the total assessed value of each property to determine the portion that is taxable. In 2022, the percentage of value by property class is as follows:

Class	2022 Percentage of Value	2021 Percentage of Value
Agriculture	55%	55%
Non-Arable	45%	45%
Commercial (including Industrial, Elevator, Pipeline, Railway)	85%	85%
Multi Family Residential	80%	80%
Residential	80%	80%

In addition, notification regarding the education property tax mill rates to be levied on all properties in the 2022 taxation year is forthcoming from the Ministry of Government Relations and Holy Trinity Roman Catholic Separate School Division No. 22. As has been done in past years, municipalities will collect public and separate education property taxes and remit the funds to the Province or the separate school division.

RECOMMENDATION

THAT notice of motion be given at this time by advising the public of Council's intention to consider a bylaw to establish the mill rate;

THAT notice of motion be given at this time by advising the public of Council's intention to consider a bylaw to establish the mill rate factors;

THAT notice of motion be given at this time by advising the public of Council's intention to consider a bylaw to establish a special levy for funding of the long-term care facility;

And

THAT notice of motion be given at this time by advising the public of Council's intention to consider a bylaw to exempt the 2022 assessment of certain properties.



Kari Cobler, General Manager of Corporate Services

CAO Recommendation:

I concur with the recommendation.



Tim Marcus, CAO



City of Swift Current

C.A.O. Report

Date: April 8, 2022
To: Chief Administrative Officer
From: General Manager of Infrastructure and Operations
Subject: **2022 Paving and Concrete Program Contract**

BACKGROUND

Administration maintains a condition assessment database of the approximate 150 km of roadway which includes paving and concrete. Every year the City initiates a rehabilitation program based on the condition assessment to provide safety for street users, to maximize the life of a street and to minimize long-term costs related to full road reconstruction.

The typical process for roadway rehabilitation:

1. Complete spot repairs or replacement of concrete walk and curbs where drainage or safety issues are present.
2. Mill 50 mm of weathered asphalt.
3. Rebuild failed sections identified in the project area.
4. Install a new 50 mm overlay of asphalt.

Historically, the City completes between 1.5 to 2.5 km of paved street rehabilitation each year through this program. Seventeen (17) locations (totaling 1.4 km) were selected for the 2022 program based on their poor condition. At the current rate of resurfacing, it will take 75 years to resurface all the existing roads, to maintain them all in fair condition.

DISCUSSION

For the 2022 annual paving and sidewalk program, a request for proposals (RFP) was advertised on Sasktenders between March 14th, 2022 and March 30th, 2022. The RFP criteria were based on unit prices, proposed schedule, and experience. One submission from Mobile Paving Ltd. of Swift Current was received. The quantities in the bid form are estimates only for the purpose of comparing bids on a uniform basis - the actual quantities may change and will be paid at the bid unit prices but will not exceed the budgeted amounts.

Overall asphalt unit rates increased 17%, while concrete unit prices increased 7% compared to 2021 due to rising costs of fuel, aggregates, and oil.

The budget for all planned 2022 Paving and Concrete projects is as follows:

• Paved Street and Sidewalk Rehabilitation	\$905,000.00
• Downtown Streetscape Rehabilitation	\$300,000.00
• Downtown Intersection Improvements	\$100,000.00
• SGI Traffic Safety Grant (pending grant approval)	<u>\$ 67,195.52</u>
TOTAL:	\$1,372,195.52

The total budget for this contract is \$1,372,195.52 (PST included, GST excluded).

RECOMMENDATION

THAT the 2022 Paving and Concrete Contract be awarded to Mobile Paving Ltd. of Swift Current, SK, based on unit pricing to a total upset fee of the approved budget of \$1,372,195.52 (PST included, GST excluded) and that the Mayor and the City Clerk be authorized to sign the said contract.



Mitch Minken, General Manager of Infrastructure & Operations
mm/tn/ro

CAO Recommendation:

I concur with the recommendation.



Tim Marcus, CAO



City of Swift Current

C.A.O. Report

Date: April 8, 2022
To: Chief Administrative Officer
From: General Manager of Infrastructure and Operations
Subject: 2022 Asphalt Maintenance Contract

BACKGROUND

The City's roadways require regular surface work to repair failures. The recurring freeze-thaw cycle in winter and spring damages the pavement, resulting in pavement deficiencies and localized failures. Maintenance locations are identified from resident concerns and condition assessments. It is essential to prioritize these identified repairs to prevent further deterioration of the roads which would result in a full rehabilitation or rebuild of an entire roadway.

Over the past five (5) years, the City has averaged between \$350,000 and \$400,000 or approximately 2,000 tonnes in asphalt maintenance, per year. Asphalt maintenance is funded through General Operation and Utility budgets, as well as external cost recovery.

This work generally includes:

1. Localized roadway failures
2. Repairs due to utility work (water, sanitary, storm, power, gas, communications)
3. Pathway maintenance

DISCUSSION

On March 15th, 2022, a request for proposals (RFP) was advertised on the SaskTenders and the City's website for the 2022 Asphalt Maintenance Program. The RFP criteria were based on unit prices, contractor availability throughout the season, and experience. The RFP closed on April 4th, 2022. Mobile Paving Ltd. of Swift Current was the only contractor to submit a proposal for the work.

The quantities in the Bid Form are estimates only, for the purpose of comparing bids on a uniform basis. The actual quantities may change and will be paid at the bid unit prices but will not exceed the budgeted amounts.

RECOMMENDATION

THAT the 2022 Asphalt Maintenance Contract be awarded to Mobile Paving Ltd. of Swift Current, SK based on unit pricing to a total upset fee of \$400,000 (including PST, excluding GST) and that the Mayor and City Clerk be authorized to sign the contract.



Mitch Minken, General Manager of Infrastructure & Operations
mm/ro

CAO Recommendation:

I concur with the recommendation.



Tim Marcus, CAO



City of Swift Current

C.A.O. Report

Date: April 8, 2022
To: Chief Administrative Officer
From: General Manager of Infrastructure and Operations
Subject: Herbert Street Storm/Water Realignment

BACKGROUND

The Herbert Street and 4th Avenue N.E. intersection has experienced localized flooding during high intensity rain events in recent years. There are two storm mains in the area that convey drainage to the creek, a 1200 mm corrugated steel pipe in Herbert Street, and a 900 mm wood stave pipe that runs through the library parking lot. Upon investigation, it was found that the 900 mm pipe was blocked and disconnected from the system in the past.

The Herbert Street storm system handles a large catchment area that encompasses areas north to Dufferin Street and west to 6th Avenue N.W. As a result, the storm main runs at full capacity during heavy rainfall, and excess surface water is not able to enter the underground system.

DISCUSSION

In 2022, the City intends to reconnect the 900 mm storm main in the library parking lot as phase one of a multi-phase project. If phase one is successful, the second phase will not be required.

The work to complete phase one includes the following:

- Install 45 metres of 400 mm new water line via directional drilling along a new alignment to eliminate conflicts and provide adequate separation between other utilities;
- Install new manhole behind sidewalk in Chinook Library parking lot;
- Install 14 metres of 1050 mm storm main from the manhole located at 5th Avenue N.E. to the newly installed manhole; and
- Connect existing storm system in library parking lot to new manhole.

A Request for Proposals was advertised on SaskTenders from March 15th to April 1st, 2022 for the supply and installation of the water and storm mains.

One submission from Knudsen Excavating Ltd. of Swift Current, SK was received. The original bid included surface work and was approximately \$70,000 over budget. The City and Knudsen Excavation met to negotiate pricing and find efficiencies. It was deemed financially advantageous to the City to separate the surface work out of this contract. As well, a solution to a constructability challenge was agreed upon, further reducing the overall bid.

The 2022 Herbert Street Storm Capital Budget is \$200,000. The breakdown of budget required to complete this project is below:

- Knudsen Excavating revised bid is \$223,438.04 (10% contingency included, PST included, GST excluded); and
- Surface Work cost is \$30,000 (10% contingency included, PST included, GST excluded).

Total project costs: \$253,438.04

In order to fund this project, \$30,000 will be re-allocated from the 2022 Paved Street Rehabilitation Capital Budget and \$23,500 will be re-allocated from the 2022 Storm Sewer Main Rehabilitation Capital Budget.

RECOMMENDATION

THAT Council approve the increase of \$53,500 to the 2022 Herbert Street Storm Capital Budget, with \$30,000 being re-allocated from the 2022 Paved Street Rehabilitation Capital Budget and \$23,500 being re-allocated from the 2022 Storm Sewer Main Rehabilitation Capital Budget;

And;

THAT Council awards the 2022 Herbert Street Storm Contract to Knudsen Excavating Ltd of Swift Current, SK, based on unit pricing to a total upset fee of \$223,438.04 (10% contingency included, PST included, GST excluded) and that the Mayor and City Clerk be authorized to sign the said contract.



Mitch Minken, General Manager of Infrastructure & Operations
mm/tn/ro

CAO Recommendation:

I concur with the recommendation.



Tim Marcus, CAO



City of Swift Current

C.A.O. Report

Date: April 5, 2022
To: Chief Administrative Officer
From: General Manager of Community Services
Subject: **Rough Cut Mower Replacement**

BACKGROUND

Each year the City sets aside budget dollars to fund chargeable equipment replacements. Unit P49, 2015 Toro Groundsmaster 4500 D Rough Cut Mower was due for replacement.

Each chargeable unit has a specific hourly rate used to charge equipment to external billable work orders and accurately record internal costs in General Operations and the Utilities. The hourly rate is set to recover operating costs, such as fuel, licensing, and routine maintenance, as well as the replacement cost of the unit. Chargeable equipment replacements are fully funded by the chargeable equipment reserve.

DISCUSSION

RFP, CSC-22-R-007 was posted March 17th, and closed on April 1st, 2022. Unit P49, with 4000 hours will be traded in for the purchase. Two (2) suppliers submitted proposals with all submissions meeting the required specifications. The Mower pricing ranged from \$88,587 to \$114,416.22 PST included, GST excluded.

The 2022 budgeted amount for this piece of equipment was \$90,000. The highest scoring and lowest priced submission is being recommended.

RECOMMENDATION

THAT Council awards the purchase of a 2022 Rough Cut Mower to Martin Deerline of Calgary, AB, in the the amount of \$88,587 PST included, GST excluded.



Jim Jones, General Manager of Community Services

CAO Recommendation:

I concur with the recommendation.



Tim Marcus, CAO



City of Swift Current

C.A.O. Report

Date: April 4, 2022
To: Chief Administrative Officer
From: General Manager, Planning and Development
Subject: **Discretionary Use – 42D Central Avenue N
The Grass Hut Cannabis Company**

BACKGROUND

The City has received an application from The Grass Hut Cannabis Company for a change-of-use Development Permit to establish a Cannabis Retail Store. Cannabis Retail is a discretionary use within the DC2-C1 Direct Control Central Downtown District.

Under the City's Zoning Bylaw No. 24-2014, any proposed discretionary use requires approval by Council resolution. Additional procedures, including a public hearing, are also required to ensure Council considers whether the proposed development conforms to the Bylaw's site regulations and development standards, will not be a source of nuisance or endanger the public, and will not impede the orderly development of the surrounding property.

DISCUSSION

The applicant has proposed opening a Cannabis Retail Store at 42D Central Avenue North and will be renovating the property as illustrated by the supporting documents and plans from the Development Permit application attached as Schedule 'A'.

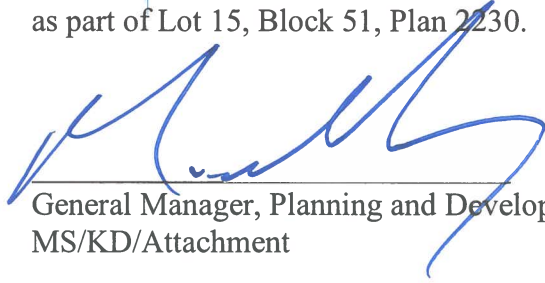
The Development Permit application will be reviewed by the Planning and Development Division, other City departments and external agencies on the suitability of the proposed development. In consultation with the City Clerk, the schedule for the additional procedures to consider a discretionary use would be as follows:

- Public notice of Council's intent to consider the discretionary use will be mailed to all assessed property owners within a 75-metre radius of the proposed development site and advertised in April 28th and May 5th editions of the Southwest Booster. This notice will also be posted on the City's website.

- The public hearing will be held during the May 16th regular Council meeting.
- Council will make its decision at the May 30th regular Council meeting.

RECOMMENDATION

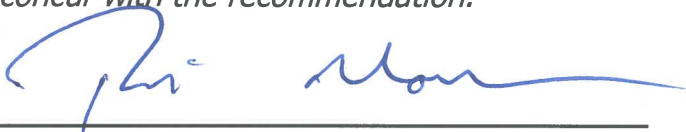
THAT Notice of Council's intent to consider a discretionary use in a DC2-C1 – Direct Control Central Downtown District be given at this time for the proposed development of a Cannabis Retail Store located at 42D Central Avenue North and with a legal description as part of Lot 15, Block 51, Plan 2230.



General Manager, Planning and Development
MS/KD/Attachment

CAO Recommendation:

I concur with the recommendation.



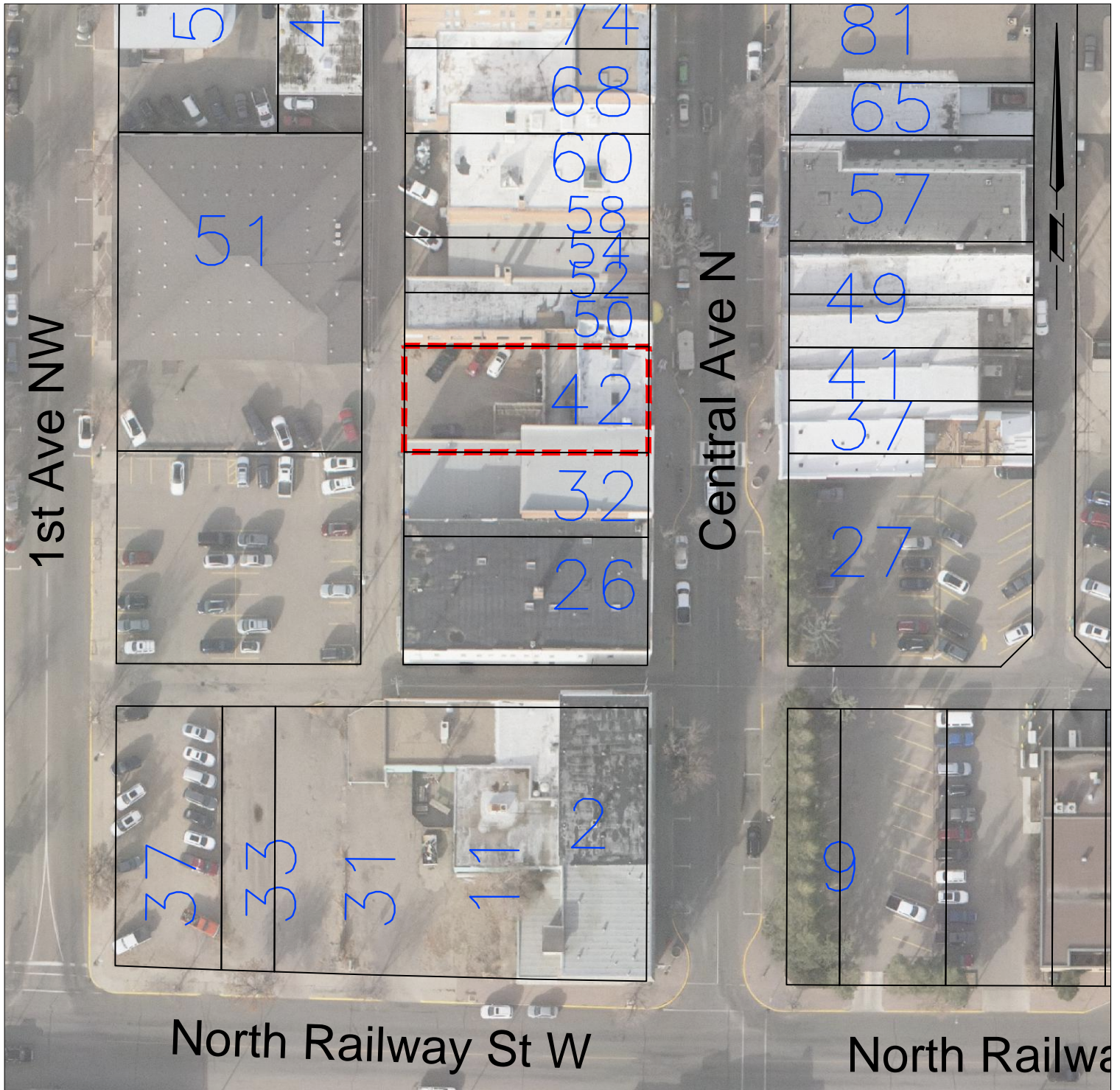
Tim Marcus, CAO

SCHEDULE 'A'

Proposed Discretionary Use - Cannabis Retail Store

Part of Lot 15, Block 51, Plan 2230

42D Central Avenue N



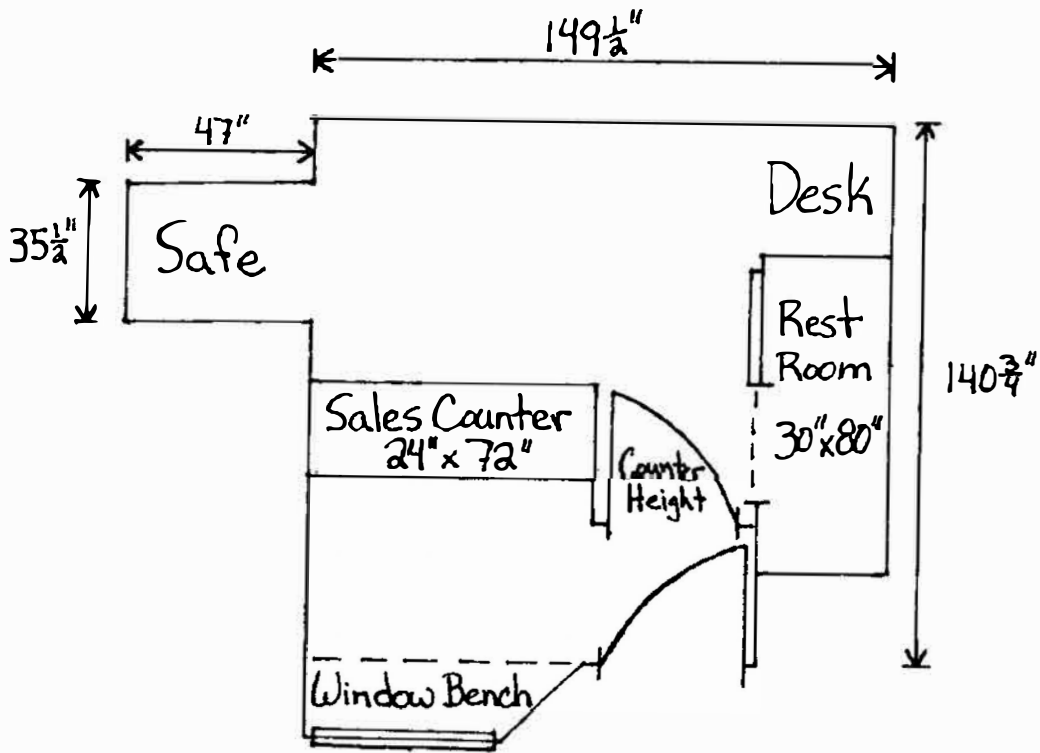
42D CENTRAL AVENUE N
LOT 15 BLK 51 PLAN 2230
SWIFT CURRENT SK



DEVELOPMENT PERMIT APPLICATION
GRP D-BUISNESS AND PERSONAL SERVICES OCCUPANCY (NBC 2015)

VACANT SPACE IN EXCESS OF 10 YEARS ON MAIN FLOOR (SHOWN IN PHOTO WITH THE BLACK CORNICE ABOVE THE TLE FAÇADE)





← Central Ave N →

Drawn By : Chris Kozel

Scale : $\frac{1}{4}"$

MINUTES OF MEETING
SOUTHWEST MUNICIPAL GOVERNMENT COMMITTEE
JANUARY 20, 2022

CALL TO ORDER

Co-Chair Michelle McKenzie called the zoom meeting to order with 24 members in attendance.

ADOPTION OF AGENDA

A motion was made by Kyle Bennett to approve the agenda. Seconded by Nora McLearn. Carried.

CORRESPONDENCE

No correspondence.

TREASURER REPORT

Account balance is \$9,496.84. A motion was made by Mike Greenlay to accept Treasure's report. Seconded by Ken Flanders. Carried.

REPORTS

SOUTHWEST TRANSPORTATION PLANNING COUNCIL

Happy new year to everyone. It is with regret I meet you via Zoom once again. I had hoped that 2021 would mark the end of that necessity, and I understand the frustration all of us feel as we try to get our lives back to a degree of normalcy. However, I think we should look on the bright side and emphasize the positive.

To that end, I want to point out that the new construction on Hwy 43 west of Gravelbourg is now complete, as is the work on Hwy 4 to the border. Unfortunately, the standard for these roads is not primary weight bearing, and all commercial users have to keep that in mind when loading trucks. But the improvements in safety, smooth driving and better access to our communities are very welcome.

Though finding positives in the epidemic can be a difficult exercise, it should be noted that without it there would not have been the significant boost in

infrastructure dollars to Saskatchewan from the federal treasury that moved several highway projects forward. The Rural Integrated Roads for Growth (RIRG) program was also the beneficiary of a federal enhancement, allowing for an improved Clearing the Path (CTP) program and more money for municipal bridges.

When highways undergo full rebuilds like we have seen in the southwest in the last 15 years, those rebuilt highways are the obvious improvement to transportation. But if those newer kilometres require less maintenance, then other highways also gain from increased attention from our highway crews. Though Highways 4 and 43 are not primary weight roads, they do have improved substructure and are likely to continue to be quality roads for many years if they are not abused. The highways built a decade or more ago, like Highways 13, 4, 32, and 2, are holding up fairly well, and can be resurfaced without a major upgrade because of the quality subsurface construction. Roads like Hwy 37, because of the oil traffic, require attention sooner. Fall tenders in the southwest include resurfacing 9 km west of Success on Hwy 32, and 30 km from Shaunavon north on Hwy 37.

The SWTPC is encouraged to sponsor projects that meet transportation needs in the southwest. Only those projects submitted by SWTPC members will be reviewed by the Ministry, so please forward any concerns you have about roads, bridges, or any necessary improvements, to your local Council member, or email them to swtpc@sasktel.net. Make sure to give accurate descriptions in your proposal. Projects may extend to 30 km, and specific segment problems will be given special attention. Our Council is still working on a review of RM policies regarding primary weights, with plans to complete and publish our findings this spring. The SWTPC is also planning a road tour that was deferred from last fall. Please let us know if your council or representatives would like to meet with us as we travel.

In the southwest, there have been a few discussions on partnering with Highways, and if a number of municipalities along a highway wants to move their pet project forward, partnering can help. Richard Porter, Chair of the transportation chairs' committee, is willing to lead a discussion group that will promote partnering. Crushing or providing gravel for the project, pulling a packer, or grading the road

out are examples of co-operation. Richard Porter is a proponent of MG-30, a calcium chloride base stabilization that hardens the road surface to reduce rutting from heavy traffic. MG-30 binds the particles in the road surface to create a higher compaction level versus untreated surfaces. MG-30 brings a clay component called magnesium hydroxide that is very effective in silty/sandy aggregates. I would be interested to know if anyone here has tried it and how it worked out.

Our next meeting will be held via Zoom on Friday, January 28, at 1:00. All are welcome to attend. We will be emailing out the Zoom link shortly. If your municipality hasn't received it, check the incoming spam box. We have discovered that in some cases our emails have been directed there.

Our Council is always open to suggestions about transportation, and welcomes all municipalities to become members of our SWTPC team. At present we have about a 50% membership, and really need to increase that to improve our impact at the provincial level. Only by working together can we influence the Ministry of Highways to understand and meet the needs of transportation in the southwest.

SARM

Convention will be held March 15-17th and elections will take place for odd number divisions.

SUMA

SUMA President, Rodger Hayward, is resigning. A new interim president will be elected at the board meeting on the 18th. SUMA Convention will be held in Regina April 3-6th. New webinars are coming up and podcasts. Looking into the PST charged on construction for municipalities.

CHINOOK SCHOOL DIVISION

Chinook Board and MLA Forum On January 10, 2022 the Chinook Board of Education was scheduled to meet with local Members of the Legislative Assembly.

Last week, the board was informed the meeting had to be postponed. Trustees expressed that they have tried a few times to have the MLAs meet with them and they are disappointed that it is cancelled once again. It is extremely important to have these conversations with elected representatives and in the interest of inclusion, the board agreed they need to consider not only those elected but also invite the education critic, Carla Beck. Trustees acknowledged that MLAs are busy but hoped they aren't past the point on the calendar where they can be effective advocates. With a \$4 million dollar deficit, it would be beneficial for the Board to have a conversation with them before the budget is finalized for next year. The Board of Education needs to meet with local MLAs to provide information on what is happening within the division and gain an understanding of the division's current and future challenges, successes and needs. Another invitation to meet at a rescheduled date will be sent out to all area MLAs and to the education critic.

Technology Status Laptops and Desktops: Our current set of laptops and desktops for staff should last until 2023, when they will have to be replaced. This should allow us to purchase hardware that will support Windows 11 before Windows 10 is no longer supported.

Chromebooks: Student Chromebooks will need to be replaced regularly every year as they reach the end of their life. This started in 2021 and will be an ongoing budget requirement. We currently provide Chromebooks equivalent to 83% of students. This allows most schools to have 1:1 chromebooks available for grades 3-12. Some schools have purchased additional Chromebooks to increase this to full 1:1 for grades K-12.

School Server Upgrades: All school servers were replaced with new Dell servers during July and August, 2021.

New Printers: Through an agreement with Xerox, we replaced our very old printers with two models (one for black and white and one for colour). This new agreement and new hardware allowed us to reduce the cost of printing across Chinook. This reduction was most significant for colour printing; the cost per page has been nearly halved.

Emergency Generator: The emergency generator is now in place and functioning properly. It has provided emergency power dozens of times since it was installed and ensures our core network and server infrastructure remain running.

SECURITY: KnowBe4 Phishing Tests and Education Cyber attacks continue to be the greatest IT risk in Chinook. The greatest threat comes from phishing attacks against our employees and the best way to mitigate this risk is education; we use KnowBe4 to test and educate our users. We perform monthly phishing simulations and record the response to these simulations. The

industry standard “phish prone” range is 29% and Chinook is regularly below 10%. Our calculated risk score continues to drop as we use the KnowBe4 program.

NETWORK: Access Point Upgrades - We are in the process of upgrading our wireless network infrastructure. We were delayed in completing this project due to supply chain issues which caused our wireless access points to arrive 6 months later than expected. The upgrade project consists of two parts: 1. Replacing old wireless access points with new hardware. This is about half completed. 2. Installing access points in new locations to expand wireless access. This requires extensive wiring in most school buildings and is also about half completed. Unfortunately, both parts of this project are disruptive to classrooms. Due to the late arrival of the hardware, we were not able to complete the upgrades in July and August of 2021, so we have been working with schools to complete the upgrade with minimal instruction disruption, though that extends the time frame for the project.

Financial Report to November 30, 2021 Overall year to date revenue of \$20.66M is 24.8% of budget. Expenditures: Year to date expenditures for most areas including Governance, Administration, Instructional and Transportation are closely aligned with budget planning. Plant Operation and Maintenance costs are cyclical in nature dependent on weather and maintenance activity. Overall, the year-to-date expenditures of \$24.21M are at 26.8% of budget. The operating deficit is currently at \$3.55M which is on track with the budgeted shortfall of \$6.92M

2021/2022 Budget Total Revenues \$83,348,287
Total Expenses \$90,264,830 Deficit for the Year (\$6,916,543)

GREAT PLAINS COLLEGE

Great Plains College has been able to continue educating students and currently has approximately 300 students in Swift Current and 30 students in Maple Creek. These students, in full time programs, have been eligible for scholarships and we want to acknowledge and thank the towns and RM’s of SW Saskatchewan for their donations that help provide students with scholarship opportunities. If any students are interested in studying at GPC and are interested in the scholarships please note the dates:

Grade 11 early entrance scholarship deadline – June 30

Grade 12 scholarships require that all applications are received by April 30.

Donations, scholarships and graduates benefit our communicates in big ways, for example 89% of Great Plains College graduates end up employed and working in the Great Plains College region which includes SW Saskatchewan.

To follow the morning discussion, GPC is happy to say that we have 11 Primary Care Paramedic students on the path to graduation in one month. These students are from many areas around SW Saskatchewan. This is a difficult program and they have worked hard with integrity and professionalism and I anticipate they will be a great contribution to our region.

Great Plains College offers many programs and services. More information about Great Plains College can be found on our website <https://www.greatplainscollege.ca/>

Please feel free to give me a call with any questions/comments you may have. Shawna Smuk-Region Manager (306) 778-5458 shawnas@greatplainscollege.ca

CHINOOK REGIONAL LIBRARY

No report.

Doug Steele – MLA Cypress Hills - Three local MLA's will be meeting with Chinook next week. Doug is in Regina working on rural broadband services for the Southwest. Gull Lake will receive high speed internet in 2023. Shaunavon and Maple Creek will see rural broadband brought in 2022. These are all SaskTel projects that were announced by the Crown Corporation, but there is consultation and conversations happening about bringing in private companies to access more rural area to farms and rural communities so everyone can be hooked up. COVID is still here. If you have any questions or concerns, please contact the office.

NEW BUSINESS

An email was sent to Southwest Municipality Government Committee membership asking our members to commit their support to the Targeted Sector Support Grant. Our committee had discussed the importance of Governance training at our last meeting for elected officials. George Cuff is a prominent speaker that does an excellent job on governance training and our committee reached out to George. He quoted a price of approximately \$10,000 for a one day session. Town of Shaunavon offered to apply for the Targeted Sector Support Grant on all of our behalf and will submit the application for this grant on Monday. Tara Fritz has blank forms for your community representative to sign today at the meeting, if you have not completed one. We are hopeful to be successfully awarded this grant.

SHA PRESENTATION - emailed

TOPICS FOR MARCH 2022

Border Hours at Climax

Private Ambulance

ROUNDTABLE

Shaunavon – Town is promoting name recognition all over the country and Northern United States. The website has been rebuilt and visits to this website will be monitored. As well, employment opportunities and tourism will be done on this site. A provincial Lending Coop has been started and small loans are done locally in partnership with Federated Coops. Will continue with side walk and store front incentives for businesses. Lobbying to the provincial and federal government regarding highway #37 and fibre optics. Working on getting a seat on the Community Futures Board. There is concern with RCMP vacancies. Council will look at housing opportunities in order to possibly make it easier to attract for these positions. Busy dealing with disruption of SHA services. Dealing with snow removal and water breaks due to ice and snow. Rink facility is doing well and will host a provincial midget hockey game tomorrow night. Will get together as a region to promote a Regional EMO position and trying to get some interest from surrounding communities. Please call Kyle or Tara if you would like to be a part of the meeting and learn more about the regional EMO Initiative.

Looking at bringing someone from Saskatoon who presently has a Regional EMO in operation. Shaunavon has written a letter to the Federal Transport Minister because there are proposed changes to the airport transportation regulations that were to take effect immediately but have been postponed. The new regulations would increase the ceiling height that pilots could land in, which would affect air ambulances and STARS. In 2017 the Town of Shaunavon and surrounding municipalities invested into a LPD approach so pilots could be guided in in fog etc. These regulations will have a serious impact to our communities. Member municipalities that have airports should investigate this. Tara can send you a copy of Shaunavon's letter if you are interested. Thank you to members for a great attendance at our meeting today in Shaunavon.

Eastend – Water plant is operating. Eastend joined with Shaunavon last year for a by-law officer, which is working well. Look forward to more joint projects.

Ponteix – Currently building a new change room for the camp ground and swimming pool. Have been dealing with water leaks this winter. Water line and sewer line have been replaced. Front end loader is in for repair. Dinosaur Mo has been relocated into town and the town is considering making a playground close to Mo.

Village of Neville – Received a grant to do the initial study of de-commissioning the dump. Rules were changed and a request was made to do the testing, in order to know what was needed to decommission the dump. Costs will be extremely high for this. Putting forward a resolution at SUMA convention to ask SUMA to work with the government to help accommodate a 25 year no-interest loan to allow communities to pay their portion. Applied for and received a grant through the Canada Revitalization Community Grant for disc golf. On September 3, 2020 a fire truck was destroyed while responding to a fire. Village raised over \$100,000 by fundraising and two new trucks have been purchased. The one-ton flat deck truck will now be dedicated strictly to grass fires. Three fire fighters have been trained as PFR and two have would like to go on to EMFR. Working with a few other communities on Targeted Sectors Support Grant for a zoning bylaw and have been approved.

Climax – Will work on water lines this year. Our local Port of Entry operates 9:00 am – 5:00 pm Monday – Friday and is closed on weekends. United States is not

looking to change hours once things open up. Village feels that this will impact the community. There is thought that it would be beneficial to lobby the federal government and also contact US cities and ask them to lobby their senators and congressmen for change. Recommendation would go to Federal Ministers responsible with a copy to local Member of Parliament.

RM Lone Tree – Busy gravel crushing as a joint venture with the Rural Municipality of Frontier. Helium project is still quiet.

Miry Creek - Reeve, Mark Hughes will be putting his name in for the SARM Division 3 Director position. Two new tractors were ordered and are expected to arrive mid-April. Old John Deere tractors have been sold. Dealing with Abbey Resources regarding back taxes owed. Employee Committee is meeting with a couple of employees regarding wage negotiations. Advertising for a new operator. EMO/Fire Committee is fundraising to build a new fire hall, with hopes of sharing this building with Village of Lancer and Village Abbey in one hall. Village of Lancer and Abbey fire departments will be dissolved and brought together under one umbrella. Consideration is being given to the old shop at the rural municipality yard. Gas would be hooked up again so units could be kept under warm temperatures year round. Restructuring Village of Lancer and it will be designated as a special services area. Administrator is on maternity leave and Assistant Administrator has been promoted to Acting Administrator. Jan Stern will return and work during this maternity leave. Annexing portions of the half section that is in the Village of Lancer and downsizing. Village will see tax increases in order to be self-sustainable. There is a deadline for Municipal Government Act Changes regarding restructuring or drawing division lines.

Wise Creek – Dealing with issues with agreements and intensive livestock organizations because the taxes that are taken in and the way the roads are used are still not fair. Looking at putting in a resolution by the 26th in order to ask SARM to advocate to on our behalf.

Grassy Creek – One project for 2021 was to grind a portion of thin surface membrane and redo it, but there were problems. 2022 project will be to work on thin membrane surface and look for solutions for fixing this. Please let us know if you have any information.

RM of Coulee –One employee has been kept on full time and has been kept busy moving snow.

RM Swift Current – Hired a new maintenance foreman as of January 1st. Winter snowfall has been covered by patrols. There is one application for a building permit on the west end, by the weigh scales, to build a new truck stop.

RM White Valley – There are two full-time positions that carry through the year and there are part-time maintenance workers and seasonal graders. Plows have been out. There is quite a bit of helium activity taking place.

RM of Excelsior – Quiet now. Two men have been kept on through the winter. Lots of snow to push on many miles of road. Starting to work on more bridge repairs for next year and changing them to culverts. Frustrated with SARM and their unwillingness to get engineers to approve bridges or to change them to culverts. Looking to them for more support.

RM Maple Creek - Recently received the CD Federal Grant with Nekaneet and the Town of Maple Creek, so busy working on Co-operations. First meeting will be held on February 3rd. Municipal auditor was fired and a new auditor has been hired. New auditor engages with council prior to the audit to see what questions or concerns there may be. Two grader leases have come due so council is working on these leases. Working on RM Regional Co-operations and there has been one meeting. There will also be a meeting with neighboring rural municipalities that are interested in joining. Council is working on a Road Maintenance plan and looking at different ideas.

Town of Cabri – Received a grant through the Canadian Community Revitalization Fund which will be used for a new concession and washroom facility at the ball diamonds. Prairie Health Care Centre is operating with a Nurse Practitioner but she will be leaving. Rink is operating well. Water project is getting closer to happening and Gull Lake may consider becoming part of this project.

Fox Valley - Meetings were held throughout fall and winter with the Ministry of Environment and they have approved to support the incinerator project. A temporary licence of up to 12 months has been given so we can go through the process and prove the technology with the manufacturer. Southwest Municipal Government Committee will receive a video of this product which will show what the incinerator looks like today. The incinerator will be in Fox Valley at the end of

February. It is being manufactured at the factory in Edmonton with Ketek. The Village and Rural Municipality of Fox Valley will incorporate a shredder into this pilot project, which will double the capacity of incineration the machine can handle. Village of Fox Valley will also look to have preliminary meetings with some communities to the north around economical region committee in order to get together and start working as a committee and a group of municipalities on the north side of our community. Looking to start construction of a new hall and this project has been locally fundraised through on-line auctions and private donations. Rural Municipality of Happyland, Town of Leader, Rural Municipality of Deerforks, and Town of Burstall will work towards forming an Economic Region to attract people to the area.

Town of Gull Lake - Working on a water well project. Working together with the Town of Shaunavon with the Regional Bylaw officer and this has worked out well, with a good response from the community. Working on a Regional EMO project. Leased the dump out to Dynamic Disposal.

RM Webb - Stock piling gravel from the south pit to the north and at the rural municipality yard. There have been three interviews for the foreman position. Division 3 curling starts tomorrow in Swift Current.

Village of Webb - Natural ice is in at the rink. A minor lighting project has been completed at the hall.

City of Swift Current – Busy with business as usual. Handing out COVID test kits as fast as they come in. Working on the budget. Strategic Planning project is moving along well. Next step will be an on-line public survey. Building permits to the end of the year totalled just over \$15 million, of which \$11.4 million was commercial/industrial and \$3.7 million was residential. This is up slightly from last year. There has been quite a bit of interest in potential developments, so city is hoping to see some of those come to fruition in 2022.

RM of Happyland – Leader closed their dump so we are working with Triways to provide garbage services to ratepayers. Handling COVID tests. Hauling gravel and stockpiling in the rural municipality.

RM of Deerforks - Working on securing more gravel from the pit in Alberta.

Town of Herbert - There is an old highway from highway #1 which was impassable. Assessments were done and it was going to cost approximately

\$400,000 to fix it, which was too costly. Instead, a crew was hired to remove the top two inches of this road, which worked quite well. Built a compound around one maintenance shed and an area big enough to store campers and boats etc. Engineering analysis has been done on the rink and council received proposals to update the rink. In 2022, work will start on a community hall and in 2023 engineering plans will be done on the pool. Landfill funding is still waiting to be approved. Received a grant out of the Canada Healthy Community Initiative Plan to build a small fenced area with benches, tables, and umbrellas and this work will be done during the summer. Water plant had the clarifier rebuilt. Implemented a policy for all town buildings last fall which stated that persons needed proof of vaccination or would need to take a quick test at the door before entering a facility. This went over well, except at the rink. Snow removal has been busy. A number of lots have been sold over the last year and there is hope for new homes or buildings to be built this year. Five private properties have been taken back. Council was asked to participate in a risk assessment program. There has been a complete turnover with RCMP members. Renovated council chambers. COVID tests have been handed out at the Town office, Coop, and the library. Our budget will be finalized in February. Regional cooperation works well with the RM of Excelsior. Excelsior continues to provide great support to the Town of Herbert.

RM Frontier - Crushing gravel and stockpiling. COVID tests have been working well with the Rural Municipality office. Working on restructuring with the ambulance committee.

RM Whiska Creek - Working on snow removal. Have been moving into the new shop built over the last six months. Presently in the midst of leasing a second grader. In the process of transitioning the foreman position to another employee. Hopeful to build a new fire hall.

Town of Maple Creek - Town is looking for a new CAO and will hopefully fill the position tonight. Working on plans for a new pool. Excited to work with the Rural Municipality of Maple Creek and Nekaneet First Nations to bring economic development. Looking at partnering to have an EMO plan in place with Nekaneet, Rural Municipality of Maple Creek and Walsh.

Meeting adjourned by Darren Steinley.

Follow-up to Questions Provided by Email or Discussed During January 14, 2022 Webex

Question #1: We understand that 911 can pin-drop the caller's location if the call is from a cellular phone and that the ambulances do not have the technology to accept these pin drops. Therefore, leaving a gap for error when finding people in rural Saskatchewan. Explain what this technology is that that ambulances do not have. What are the costs per unit? How many ambulances require this technology? Do the contract ambulances have this technology? Is this provided to them, or would they have to purchase?

Answer: Though wireless 911 caller location accuracy has improved substantially over the past several years, there are variables within the system that can impact the location accuracy.

Wireless/cellular calls use a variety of different methods to locate the 911 caller. Triangulation is the process where multiple cell towers (≥ 3) are used to calculate the caller location, including a level of certainty or confidence and a radius. In urban areas, multiple towers are often available, ensuring a highly accurate report on location. It is common in rural areas to only have a single tower to identify the location, the outcome is that the location result may have higher uncertainty (lower confidence) and/or a larger radius. Being able to accurately pinpoint the actual caller becomes much more difficult.

Once the 911 system identifies the call type and caller location, the transfer to the dispatching agency often involves a different set of technology to direct the responding units and personnel. Police, Fire and EMS dispatch may use Mobile CAD (Computer Aided Dispatch) technology that is used by the responding personnel to identify the location, call details and routing information to the event. Though Mobile CAD technology may be used to help aid in these responses, it is not the only tool that responding agencies have available.

When you call 911, it will go to 1 of 3 primary public safety answering points (PSAP), Prince Albert looks after all of rural. If it is a medical call, it will get sent by the PSAP to the respective Medical Communication and Coordination Centre (MCCC) (located in Regina, Saskatoon, and Prince Albert). The MCCC is the central nervous system of EMS that is responsible for gathering the information and providing deployment directions to EMS while continuing to gather information and assist the caller with any directions and advice that may be required. *Map attached for dispatch areas.*

When a call is placed, from a rural community, information includes legal land location and telephone number. If the call is from an urban location, the civic address populates if it is in database. If calling from cell phone, MCCCs get the X-Y coordinates with some variants of the location. When identifying locations, there are other tools within the MCCC such as civic address program as well as all the data that RMs have updated to Sask 911. This verifies the address. Another tool recently incorporated is Emergency Locate/What3Words - used for vague locations – the MCCC will send a text message to the cell phone and person responds by typing "ok". The Emergency Locate program will give the location to the MCCC. Information is passed on to the respective ambulance service or Medical First Responders.

There are 52 of 340 ground ambulances equipped with Mobile Data Terminals (MDT) (laptop in the ambulance where information is passed to). If there is not a MDT, the MCCC provides info via radio and provides civic address information, driving directions and legal land location. All ground

ambulances are equipped with Automatic Vehicle Locator (AVL) which the MCCC uses to track the ambulance. Ground ambulances have RM maps and other resources such as mobile apps on their cell phones to use to provide driving directions.

Question #2 - What if 911 is called from a landline? How does 911 effectively relay the information to the ambulance staff, especially in rural Saskatchewan? Would civic addressing in rural Saskatchewan help?

Landline calls to 911 contain a civic or service address for the registered location of the phone. When the Medical Communications and Coordination Centre processes a call for service, the ground ambulance service is alerted of the event via radio broadcast. The radio broadcast information will contain location information which can contain a civic street address, or a legal land location supplemented with driving directions from their response location to the scene location.

The 911 call for service provides geographic location that the dispatcher uses to ensure the dispatch and location information match. Civic addressing is used as a supplemental tool to both locate and route the responding agencies to the event. Civic addressing by itself does not replace other means of location, either Legal Land Description, Lat/Long, X/Y, etc. It supplements these methods.

The Civic Addressing Registry (CAR) system was designed to fill the gaps in both rural and urban emergency event location information.

Question #3 a) - We have completed our civic addressing project w/signs installed. We have provided Ambulance, Police & Fire with Master Spreadsheet w/ ratepayer name, land location & the civic address. As of right now, Fire is the only emergency service that is currently using this civic addressing database. I discussed with the ambulance rep in Shaunavon how our civic addressing worked when I provided them with the Master Spreadsheet and current RM Map.

Provincially, initiatives are underway to ensure that Public Safety Agencies such as Police, Fire, and EMS all have accurate information from the Civic Addressing Registry to populate their Computer-Aided Dispatch (CAD) mapping systems. This consistent approach to addressing, especially for rural areas, should help reduce issues related to event location. By November 2022, EMS will have up to date Civic Addressing information that is consistent with Fire and Police.

Question #3 b) How would Civic Addressing help and if the RM's proceed with Civic Addressing what is needed for our emergency services to process the information at time of emergency?

See above about how Civic Addressing is used.

In terms of getting set up with Civic Addressing, there are categories that the RMs fit into when they come onboard with Civic addressing. In the end, it has to do with both a level of training and their level of access in the system.

In the table below:

- the groups with Viewer Registered have taken the time to register with the CAR program and have an introductory level of knowledge on the program. No training has been delivered to them yet. These groups have an awareness level of the CAR program, but not a significant level of data entry or validation.
- the groups with Viewer Trained 1/2 have taken the time to register with the CAR program and have a basic level of knowledge on the program. Level 1 and Level 2 training has been given to these groups as well. These groups have a higher level of awareness and are actively participating in identifying and validating addresses and roads in their RM/UM areas.
- the groups with Editor Training 1/2/3 have taken the time to register with the CAR program and have a comprehensive level of knowledge on the program. Level 1, Level 2 and Level 3 training has been given to these groups as well. These groups have a higher level of awareness and are actively participating in identifying and validating addresses and roads in their RM/UM areas. These groups are also engaged with Ministry of Highways and other entities in the correction of any road network errors or updates.
- the groups with Complete have completed all of their address and road validation. The final training, Level 4, has been given and they are actively using the CAR information. They may be making minor changes to the system as updates to roads or addresses are made. Work beyond this is essentially maintenance mode for the RM/UM, making changes to CAR as they make any changes to their RM/UM.

Communities wanting to find out more should look at these two links

[CAR | SPSA \(saskpublicsafety.ca\)](#) Under More resources are two documents that have additional information

[Civic Address Registry - Data Maintenance Portal \(saskaddress.ca\)](#) for registering with the CAR system

Support@saskaddress.ca can be emailed for any other inquiries

Here is the breakdown of what communities are in the SW and their participation level in Civic Addressing Registry.

MEMBERSHIP	CAR PARTICIPATION
RM of Coulee	NOT PARTICIPATING
RM of Maple Creek	NOT PARTICIPATING
RM of Sask Landing	NOT PARTICIPATING
RM of Val Marie	NOT PARTICIPATING
RM of Whiska Creek	NOT PARTICIPATING
Town of Eastend	NOT PARTICIPATING
Town of Gull Lake	NOT PARTICIPATING
Town of Herbert	NOT PARTICIPATING
Town of Leader	NOT PARTICIPATING
Town of Maple Creek	NOT PARTICIPATING
Town of Ponteix	NOT PARTICIPATING
Village of Fox Valley	NOT PARTICIPATING
Village of Frontier	NOT PARTICIPATING
Village of Mortlach	NOT PARTICIPATING
Village of Neville	NOT PARTICIPATING
Village of Pennant	NOT PARTICIPATING
Village Val Marie	NOT PARTICIPATING
RM of Auvergne	VIEWER - REGISTERED
RM of Frontier	VIEWER - REGISTERED
RM of Lone Tree	VIEWER - REGISTERED
RM of White Valley	VIEWER - REGISTERED
RM of Wood River	VIEWER - REGISTERED
Town of Cabri	VIEWER - REGISTERED
Town of Shaunavon	VIEWER - REGISTERED
RM of Chesterfield	VIEWER - TRAINED 1/2
RM of Excelsior	VIEWER - TRAINED 1/2
RM of Happyland	VIEWER - TRAINED 1/2
RM of Miry Creek	VIEWER - TRAINED 1/2
RM of Piapot	VIEWER - TRAINED 1/2
RM of Swift Current	VIEWER - TRAINED 1/2
Village of Abbey	VIEWER - TRAINED 1/2
RM of Webb	EDITOR - TRAINED 1/2/3
Village Webb	EDITOR - TRAINED 1/2/3
RM of Arlington	COMPLETE
RM of Gull Lake	COMPLETE

Question #4 - How would Civic Addressing help and if the RM's proceed with Civic Addressing what is needed for our emergency services to process the information at time of emergency?

As mentioned, the Civic Address Registry provides detailed location information and numerical addressing that can assist responders in locating the scene of an emergency. It is a supplemental tool to 911, dispatch and responding groups. The Civic Addressing information has been used in a number of ways at a local level to provide another tool for Public Safety Agencies to use. Dialogue with local emergency response groups is encouraged to promote not only Civic Addressing and its use, but overall awareness of each other.

Question #5: We had a complaint from ratepayer that lives in Dollard last week, that ambulance got lost going to her residence. Our streets are signed as well as a civic addressing signs are installed at each driveway of the residence/business in Dollard.

It is my understanding that Kim Gutwin (Manager of the Medical Communication Centre South) spoke to the RM administrator who brought this up. Due to privacy and as per the *Health Information Protection Act* legislation we cannot share those details here.

Question #6: What more can we do, or would the Ambulance EMS services consider getting onto this Provincial wide database?

As part of the Computer Aided Dispatch consolidation at the Saskatchewan Public Safety Agency (implementation to be finalized end of October, 2022) EMS will have access to the same updated Civic Addressing Registry that Fire and Police do.

Question # 7: Service Disruption gaps in Southwest Saskatchewan, what are the causes? Staffing? Number of Ambulances? Unions? Provincial budget? What can we do to resolve these disruptions moving forward?

There can be a number of reasons for service interruptions. Our small rural services are at the most risk, because they operate with minimal, if any redundancy.

- A single employee calling in sick can put an ambulance service out of service, if that employee cannot be replaced on that day.
- Many of our rural ambulance services are staffed with on-call only staff. While that model was somewhat effective years ago when these services were created, it is no longer a sustainable model. Potential Emergency Medical Responders and Paramedics are not interested in on-call employment, unless they are from the local community.
- Many former Health Regions did not invest in EMS staffing beyond on-call for a number of communities. Those former budgets are the basis of the SHA's current budget to

operate EMS. The Accountability Document between the Ministry of Health and Saskatchewan Health Authority (SHA) outlines stabilization of rural EMS as a priority. The Ministry of Health has asked for a strategic plan from the SHA to enhance rural and remote EMS sustainability. Phase 1 of this multi-year strategic plan was submitted to the Ministry for consideration in the 2022-23 budget. A key strategy of this plan is the creation of paid positions in rural services.

- Hiring staff is a challenge when it is not full time hours. In communities with low call volume low, the amount earned by the EMS staff is not sufficient to provide a suitable income to live on. It should be noted though that any 0.5 full-time equivalent and 0.7 full-time equivalent job advertisements can be misleading. Most EMS staff are considered full time at 2184 hours annually. A regular 9-5 job is equivalent to 1948 hours.
- Recruitment and retention continues to be a focus of the SHA. There are shortages of people applying to EMS jobs not only in Saskatchewan but North America wide. As an example, the SHA posted 11 full-time positions for Regina EMS and only 1 applicant applied. The strategic plan mentioned previously includes proposals for regular paid hours of at least 8 hours per day (with the remaining 16 hours on-call). Such a change is a huge investment, which is why it was submitted as a multi-year plan. The SHA is also interested in seeing how EMS staff can support other health services during this full time employment in communities with low EMS call volumes.
- In the fall of 2020, there were 4 people registered for the MFR course which was cancelled. Three have now had their training but haven't received their kits, etc. Dale Backlin will follow-up with Ross Reaburn.

Question #8: How much funding would be coming for the SW corner? Or just going to the province?

- The first year of the 5 year plan has been submitted to the Ministry. Depending on what gets approved and how much money is received will determine how much of the first part of the plan gets done. We cannot share what has been submitted at this time. The SHA will find out what has been approved when the budget is announced in late March.

Question #9: Housing – Is the SHA currently providing housing to rotational EMS?

- Different RHAs were doing things differently. There are very few (maybe 2) that were providing housing for staff. In other places, they've worked with some of the communities and Sask Housing to secure housing at a discounted rent. The challenge is setting a precedent where nursing, care aids, etc. will want the same.

- The SHA recognizes that the provision of accommodations can be a big attraction to a job/community. This has been identified by EMS leadership as a request in the budget submission.

Question #10: Are service disruptions/times when the ambulance is out-of-service available to be reported publicly so the community members are aware that the local ambulance service is not in-service?

- While we understand that this has been done before with facility service disruptions, however EMS is quite different as the location and availability of an ambulance is always in constant flux and very fluid. Even if the ambulance service is in-service on a given day, they could be on the way to respond to a call or doing a lengthy transfer to Regina or Saskatoon and not in the community. The Medical Communication and Coordination Centre always deploys the next nearest service to respond to a call. Soon, a framework for closest ambulance to an emergency call will be in place to deploy the closest ambulance regardless of which service it is, as there could be an ambulance driving by and close to the call that can be deployed.
- There have been many instances where the public have transported patients to hospital in a private vehicle because they thought it would be faster, sometimes with poor outcomes. In some of these cases, there actually was an ambulance available at the time (either because it was travelling near the community or had just come back from a call.)
- We want residents to call 911 when they have a medical emergency. We do not want residents hesitating to call 911 based on information provided on the status of the local ambulance. Their call will always be triaged and an ambulance sent to respond to their situation.

Question #11: Explain to me about the North American Standard respecting the desired 30 minute response time. Is this being achieved in Saskatchewan? Why or Why not?

Response times is one of several metrics we are currently using to measure EMS performance. Most services measure response times using Percentile. (i.e.: The goal is to meet the benchmark at least 90 percent of the time or P90.) Many (not all) jurisdictions use a benchmark of 30 minutes for rural response times for life-threatening, emergencies. For example, Alberta Health Services uses a benchmark of 40 minutes for rural responses and 75 minutes for remote responses. Their goal is to meet these times at P90.

Source: <https://www.albertahealthservices.ca/assets/info/ems/if-ems-dashboard.pdf>

Currently, Saskatchewan has a rural response time benchmark for life threatening emergencies of 30 minutes at P90. These times are measured quarterly, otherwise the volumes are too low to see trending. Below are the response times for emergency calls in Eastend, Frontier and Shaunavon in the last quarter of 2021 (October 1 to December 31, 2021):

Service:	Average Response time:	P90 Response Time:
Shaunavon	16.83 minutes	34.91 minutes
Eastend	30.50 minutes	55.03 Minutes
Frontier	13.81 minutes	20.13 minutes

Some EMS systems are starting to implement a Clinical Response Model (CRM), focused on assessment of the individual need of patients and the most appropriate response for those patients to ensure ambulances are available for emergencies. The goal being to enable a quicker response to people experiencing a time-critical, life-threatening emergency.

Question #12: There was a CBC article from June 4, 2021 where a statement from the Ministry of Health regarding recruitment and retention in smaller communities was made: "this includes providing emergency medical responder and medical responder training for individuals interested in working for SHA"

The SHA continues to support Medical First Responder (MFR) training in many communities across Saskatchewan. This includes initial training and support for standing up a team and ongoing training, as new community members become interested.

Emergency Medical Responder (EMR) training is the entry level for ambulance services. The SHA has a number of EMR instructors across Saskatchewan, including the Southwest. We try to find at least 6 people interested in the training before we put on a program. Currently, there are four people interested in the Shaunavon area and we are very interested in finding at least two more!

In most cases, there is a charge for the training. However, we are starting to provide no-charge training programs with a return for service commitment.

Question #13: Are private ambulance services able to be reimbursed by SHA for training opportunities of their staff/potential staff?

While training is outlined in contracts as the responsibility of the operator, the SHA puts on many continuing education programs. Contracted services are welcome to attend. As for training new staff, the SHA is currently working with the Paramedic Services Chiefs of Saskatchewan (which includes contracted services) and the Ministry to develop a more robust recruitment initiative for EMS across Saskatchewan. This could include better marketing, enhanced access to training programs and return for service incentives.

Question #14: Why does Swift Current and Gull Lake operate private ambulance service? Who are they accountable to ex. a board?

In the Southwest zone, Assiniboia, Gravelbourg, Val Marie, Ponteix, Frontier, Swift Current, and Gull Lake are each contracted services with the SHA. There are 107 locations that have ambulances across the province. 51 are owned and operated by the SHA. 40 – for profit services, 14 – non-profit, and 2 – first nations. Generally speaking, these contracts have been in place since communities had hospital/road ambulance boards and they were grandfathered into the Health Districts when they were created, then Health Regions, and now the Saskatchewan Health Authority as of 2017.

Privately contracted ambulance services must be licenced by the Ministry of Health and are accountable to the Saskatchewan Health Authority through a comprehensive Performance Based Contract.

The current state of EMS in Saskatchewan is a legacy from many years of historical practices. Generally, for profit ambulance services have managed to stay in business because call volume in the area is high enough to generate the required revenue. In other communities, either non-profit ambulance services were formed or the health regions created them, as they recognized the need. Most of these services are not profitable. There are some larger communities where the SHA operates the service (e.g. Regina, Weyburn and Estevan). In these cases, the former health regions took over operations, because the operators were not meeting the needs.

Question #15: What is the cost comparison between private and Saskatchewan Health Authority?

From a patient fee perspective, there is no difference between private and SHA operated services. The Ministry of Health sets the patient user fees for EMS. There are minimal differences in operating costs between not-for-profit and SHA operated services and not really possible to give a general statement. The SHA has the benefit of using shared services such as IT, insurance, overhead, etc. however each contracted service is structured and run quite different from each other and from the SHA so do not feel a general statement would be helpful or accurate.

Question #16: Why is the hospital in Maple Creek not operating as promised when fundraising was being done for a new facility such as maternity services?

We will forward this question on to our Acute Care colleagues in the SHA.

Question #17: The RM of Wise Creek would like to ask if would be feasible to have ambulance transfers to the cities facilitated by the city ambulances rather than tying up our very limited rural ambulance resources?

This isn't likely to be feasible. . None of the city ambulances would have the capacity currently to take on the transfers for the rural services without additional funding as well. If additional funding were made available, we would want to see that go to the highest priority areas which includes stabilizing rural areas. If the local services were not required to do transfer and limited to emergency calls, it wouldn't be long before there would be an erosion of their skills due to low call volumes in those areas. Staff are already frustrated when we have other services do their transfers because it impacts their income. A System status management plan is used to make an effort to keep services in their areas as much as possible.

Question #18 – Availability of HALO to be used in SW Saskatchewan

Currently the Provincial government has a contract with STARS to provide rotary-wing (helicopter) service for the province. They is no contract with HALO. If air medevac service is required, the Medical Communication and Coordination Centres connect with Emergency Link Center, which deploys STARS helicopter services. We understand that HALO is in closer proximity to the SW part of the Province, however STARS can and is deployed to the SW and with the generous support of communities providing fuel caches for a refill while the medical crew stabilizes the patient. Helicopter services are an expensive resource, and there are other parts of the province that do not have easy access to critical care helicopter service (ie. The north). If additional funds would be available for emergency services it would need to be determined which areas are a priority and also noting that there are significant gaps in ground ambulance service which require additional resources as discussed regarding the stabilization plan for rural and remote.

Question #19 - Halo is foundation operated, they have never billed and is willing to come over to help.

We will discuss this with the Ministry of Health whether HALO meant they will not bill the patient or RM but will bill the Ministry or SHA for their services or whether their service will be free and no one will be charged. It is our understanding that they did have a contract with Alberta Health Services that included funding for the services provided.

We should note that while HALO may get to the scene quicker, STARS has a critical care team (ie. Staffed with a critical care paramedic and Flight Nurse) and ability to transfer to the Regina or Saskatoon Tertiary centre for critical care.

ATTENDANCE

Present: Duane Filson, Louis Stringer, John Slabik, Bob Francis, Kevin Hames, Ervin Carlier, Larry Grant (SARM), Alan Lindsay (MOH), Aaron Wenzel (Town of Leader) and Sandra Krushelniski (Administrator)

Regrets: Cara Teichroeb, Fred Wall and Michelle McKenzie

CALL TO ORDER

Chair D. Filson called the meeting to order at 10:20 a.m. with introductions.

AGENDA AND MINUTES

Motion: B Francis/K Hames: That we adopt the agenda with the addition of Gravelbourg Shuttle under New Business. CARRIED

Motion: L Stringer/J Slabik: That we adopt the January 28, 2022 minutes with the correction of spelling to Mr. Dudragne name in Local Presentations. CARRIED

BUSINESS ARISING FROM MINUTES (OLD BUSINESS)

- Newsletter is in progress – tentative to have for the AGM.
- Road Tour discussion and finalizing route. Sandra to contact municipalities along the way to set up meetings with the group to discuss roads of concern in their area.

Ervin Carlier joined the meeting via Zoom – 11:00 a.m.

- Fall Workshop – July 28, 2022 in Gull Lake – Sandra to set up venue. Topics to date: bridge repair/reconditioning, grading techniques, paving.
- Discussion on AGM moving to June – set up to be discussed at next meeting.
- Discussion on Provincial Conference joint with West Central – they set a date for October 11, 12 and 13th. Duane to contact them in regards to topics and what the SWTPC can do to assist.
- Discussion on gravel movement on the railway.
- Discussion on grain movement on roads.

Break for lunch – from Scott Fine Foods in Leader

Motion: K Hames/L Stringer: That we acknowledge the submission of the 2022 Membership Levy to the Municipalities by the Administrator via email. CARRIED

FINANCIALS

Motion: B Francis/L Stringer: That we approve the Financial Statements and Accounts as presented for January 31, 2022. CARRIED

LOCAL PRESENTATIONS

- Aaron Wenzel – Highway 21 is narrow, no shoulder, rough – have had a couple accidents. Safety an issue and Economic Development an issue. Grain haulers do not use the road - they go another way.
- Discussion on road building, different soil, different crews and challenges. Discussion on the level of service of Highways, explaining the delivery time of crews out onto the road. Discussion on the Highway Hotline providing information to people for weather events and certain times of the day. Discussion on the size of the farm machinery nowadays. Discussion on the railway crossing signs and the size of farm machinery.

CORRESPONDENCE

Motion: B Francis/J Slabik: That we acknowledge the letter from the Town of Leader regarding Highway 21 and write a letter of support to the Minister of Highways, cc Honorable Doug Steele and the Town of Leader.

CARRIED

Motion: K Hames/L Stringer: That we file the correspondence.

CARRIED

NEW BUSINESS

Louis reported on Western Infrastructure – bridge repair company. They state they are a cost-effective way to repair pilings. The presented at the SWMG meeting. Note: SWTPC recommends all bridge work be engineered by and independent firm.

Louis reported that the Gravelbourg shuttle usually has an event once a year, but due to COVID they have not been doing them. They are requesting donations. Sandra will send a letter to the Gravelbourg Shuttle project advising we support the project but will not be donating. Our investment in the short line was to protect the Highway Infrastructure.

TRANSPORTATION PLAN

- ATPC Call for Projects – delivery date is March 31, 2022
- Segment Improvement Strategy – in progress

REPORTS

Chairperson Report – Duane Filson – Chairs meeting on March 22, 2022 in Regina. Day before the Budget. Discussion on gravel hauling with the short line. Discussion on short line railways. Discussion on funding from the Ministry.

SWMG – no meeting this month

Great Western Railway – Duane Filson talked to Allen Kuhlmann and he made the following points – Last year was profitable from car storage, not a lot of grain moving, they are bringing in frac sand and fertilizer into the area. Had a few human resources problems. Not much grain moving on rail. Discussed insurance and bond issues of the Canadian Grain Commission, and that WA Grain bankruptcy is paying out producers at 78%. Earlier bankruptcies paid out 100% except for canary seed, which was not considered a grain. Adroit has taken over several facilities along GWR, which is reducing the number of options available to producers.

Great Sandhills Railway – Aaron Wenzel updated the EWC on Great Sandhills Railway in the morning.

Economic Development – No Report

MOH – Al Lindsay – Call for Projects to be in by March 31, 2022. Any contracts coming up now are general in nature. Maintenance stockpiles are in progress now. Discussion on Wollaston Lake Road progress.

SARM – Larry Grant – SARM convention March 15, 16, 17 in Regina. Two elections at SARM Convention this year – Division 1 and Division 3. Discussion on Carbon Tax and Sequestering Carbon.

SUMA – No Report

NEXT MEETINGS

March 28, 29, 30, 2022 – Road Tour – monthly meeting scheduled for March 29 in Assiniboia

April 22, 2022 – Eastend, SK

May 27, 2022 –

June 25, 2022 – AGM – Swift Current, SK

ADJOURNMENT

B Francis: That we hereby adjourn the meeting at 3:50 p.m.

Sandra Krushelniski – Administrator

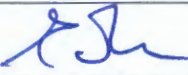
Duane Filson – Chairman

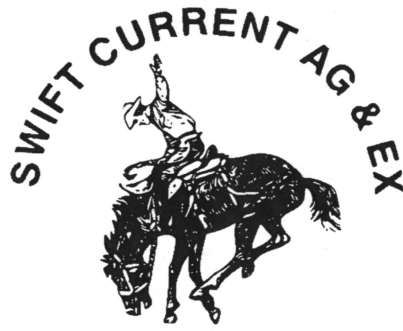
COMMUNITY POLICING REPORT

To: The Mayor City of Swift Current	From: N.C.O. In Charge Swift Current City Det.	Month of March 2022
		Date Prepared 2022-04-06
		Phone No. (306) 778-4870

OFFENCES REPORTED AND/OR COMMITTED IN COMMUNITY

VIOLATION	Mar/2022	Mar/2021	Mar/2020	YTD 2022	YTD 2021	YTD 2020
Fatal Motor Vehicle Accident	--	--	--	--	--	--
Injury Motor Vehicle Accident	1	1	3	7	2	7
Reportable Vehicle Accident	13	9	5	40	26	32
Fail to Remain (Hit & Run)	5	10	8	20	24	22
Provincial Traffic Offence	231	482	88	621	1187	459
Impaired Driving Offence	9	7	10	17	11	33
Liquor Act	2	2	6	12	7	14
Coroners Act	6	--	1	12	1	2
Mental Health Act	16	14	22	53	43	63
Other Criminal Code	18	38	28	85	99	66
Weapons Offence	6	1	3	8	5	17
Drug Enforcement	4	10	5	15	32	32
Sexual Offences	--	4	2	4	8	9
Robbery/Extortion/Harassment	20	25	17	38	51	44
Assault (excl. Sexual Assault)	16	29	23	37	63	73
Theft Under \$5,000	16	8	13	43	21	59
Theft Over \$5,000	1	2	--	5	4	1
Possession Stolen Property	2	3	2	5	7	17
Mischief	13	14	19	48	49	55
Fraud	4	9	6	35	30	28
Break & Enter – Business	1	--	--	1	--	5
Break & Enter – Residence	5	1	1	6	5	7
Break & Enter - Other	--	--	1	2	2	16
Arson	--	--	--	--	--	--
Missing Person	1	3	1	4	7	6
Peace Bond	--	--	--	--	2	3
Criminal Record Checks	128	95	145	332	268	431
Total Occurrences	385	416	380	1048	1048	1153


(E.M. GORDON), Staff Sergeant
Detachment Commander
Swift Current City Detachment



AGENDA - ANNUAL MEETING - MARCH 3, 2022

1. Call Meeting to order
2. Introduction of Board Members
3. Approval of 2021 minutes
4. Auditors/Finance report (Stan Aikens)
5. Reports
 - Doc's Town Report - Mike Hollis
 - Discover the Farm Report (Bryce Burnett)
 - Frontier Days (Chris Martens)
 - Ranchman's/Junior Stockman's Report (Grant Scheirlinck)
6. Nominating Committee
7. Other Business
8. Announcements



SWIFT CURRENT & DISTRICT CHAMBER OF COMMERCE BOARD MEETING AGENDA
Wednesday March 16, 2022 | 5:00pm
Chamber Boardroom and Virtual Conference Call via TEAMS- Swift Current, SK.

1. Approval of the Agenda
2. Approval of Minutes from the February 16, 2022 meeting
3. CEO Report and General Update
 - a. CEO Report (Karla)
 - 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 February financials and motion to approve
 - ii. Review of Draft Financial Statements as per EBT audit
 - d. Administration (Vim, 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
5. New Business
 - a. Strategic Plan 2022 Final Draft Review
 - b. AGM update – March 30, 2022 event. Executive positions, 2022/2023 Board Directors
6. In Camera
7. Adjournment

Next Chamber Board meeting April 20, 2022.

Minutes – BOARD OF DIRECTORS – March 16, 2022

- CALL MEETING TO ORDER (7:00 pm – 9:00 pm)
- APPROVAL OF AGENDA
 - APPROVAL OF MINUTES – February 16, 2022, and March 3, 2022

OLD BUSINESS

Annual Meeting - Thursday March 3, 2022, 7:00PM
Nominating Committee

NEW BUSINESS

- Committee Reports
 - Financial Report – February 2022 financials
 - Office Report
 - Grounds Report
 - City Council Report
 - Doc’s Town
 - Communications
 - Trade Show – April 30 & May 1, 2022
 - Discover the Farm - April 27, 28 & 30, 2022
 - Youth Initiative
 - Frontier Days- June 29 – July 2, 2022
 - Gates & Parking
 - Entertainment
 - Concessions
 - Saloon
 - Security
 - Parade/Kiddies Day Parade – Parade Marshal
 - Pancake Breakfast
 - Janitorial Clean Up Crew
 - Commercial Exhibits
 - Livestock
 - Equine
 - Rodeo
 - Ranchman’s / Junior Stockman’s
- **OTHER BUSINESS**
- **DATE & TIME NEXT MEETING:**
 - **April 20, 2022, at 7:00PM, Palliser Pavilion, Kinetic Room or by Zoom**

MEETING AJOURNED



Regular Meeting Agenda

1. Call to Order
 - a. Appointment of Minute Taker
2. Adoption of Agenda
 - a. Declaration of Conflict of Interest
3. Approval of Minutes of January 25, 2022
4. Executive Director Report
 - a. Programs Update
 - b. Staffing Update
5. Financial Report
6. Board Chair Report
7. Business Arising from the Minutes
 - a. PD Policy
 - b. Discussion on NWC policies versus administrative procedures and how they shall be renamed moving forward.
 - c. Board Membership
8. New Business
9. Policy Review
10. Member Updates
11. In Camera –
12. Adjournment

Next Meeting: May 24, 2022 @7pm if virtual, or @6pm if in person



Meeting scheduled to start about 6:30 p.m.

ZOOM LINK will be available – please email if you require a ZOOM link

Call to Order & Introductions

- Additions/Deletions to Agenda - Adoption of Agenda*
- Errors or Omissions - Adoption of minutes*

Business Arising from Minutes & Old Business

- Joint meeting – schedule for fall
- Workshop – July 28, 2022 in Gull Lake - topics (bridge repair/reconditioning, grading techniques, paving)
- AGM – June 24, 2022 – set up, presentations, etc.
- Newsletter – for AGM
- Provincial Conference joint host with West Central – October 11, 12 & 13 (advantage of dust suppressant, hurdles getting development, short line importance, tourism, primary vs secondary weights)
- Road Tour

Finance & Correspondence

- February 28, 2022, Financial Statement and Accounts *
- 2022 Budget *
- Previous years Expense Statements – pending
- Quarter Funding Review – pending
- Town of Gravelbourg letter *

New Business

- Storage Rental and Bond *

Transportation Plan

- ATPC Call for Projects – in progress
- Segment Improvement Strategy – in progress

Local Presentations

- Local and new attendees – report on happenings in your area and any questions for SWTPC

Reports (if unable to attend there will be no report)

- Chairperson - Duane Filson
- SWMG – Duane Filson
- Great Western Railway –
- Great Sandhills Railway –
- Economic Development Report –
- Ministry of Highways – Alan Lindsay
- SUMA report –
- SARM report – Larry Grant

Next Meetings (fourth Friday of month)

- April 22, 2022 - Eastend
- May 27, 2022 –
- June 25, 2022 – AGM – Swift Current

Road Tour

Day 1 – Monday, March 28

8:30

- Meet at MoH on S. Service Road
- Take Hwy 32 to Leader (1:35 travel)

10:30-11:00

- Meet with Aaron Wenzel/Perry Pellerin re GSR, Hwy 32/21 issues – *Aaron has not called me back – he indicated he would contact people*
- Lunch in Leader
- Hwy 21 to Fox Valley (37 min. travel)

12:00

- Stop in Fox Valley – any Municipalities around could meet Committee in Fox Valley

1:30

- Continue on Hwy 21 to Consul (1:34 travel)

3:00

- Tour helium plant at Battle Creek (south of Consul)
- Ravenscrag
- Take Hwy 13 to Shaunavon (22 min. from Eastend)

5:30

- Arrive Shaunavon – rooms booked at the Canalta

Day 2 – Tuesday, March 29

8:00

- Leave Shaunavon
- Take a loop to see Gull Lake issue noted by John Slabik
- Take Hwy 37 to Gull Lake to Swift Current (1:08 travel) – any Municipalities around could meet SWTPC in Gull Lake around 9 am or can talk at the SWMG meeting

10:00

- Meet with SWMG

10:30

- Leave for Val Marie (1:17 travel)

12:00

- Lunch in Val Marie – *any Municipalities around could meet the Committee during lunch to meet the Committee*
- Go to US border

2:00

- Take Hwy 18 to Mankota (50 min. travel)

3:00

- Meet with Mankota/Glen MacPherson Council – *any Municipalities around could meet the Committee in Mankota*

3:30

- Leave for Wood Mountain (44 min. travel) - *any Municipalities around could meet the Committee in Wood Mountain*

4:30

- Leave for Limerick via Hwy 358 (28 min. travel)
- Leave Limerick for Assiniboia (15 min travel)

5:30

- Supper and Meeting – Rooms booked at the Canalta – meeting at the Canalta - *any Municipalities in the area and EDO's are invited to attend the meeting about 7:00 p.m.*

Day 3

8:00

- Leave for Gravelbourg via Hwy 2 and Hwy 43 (45 min. travel)

9:30

- Meet Gravelbourg RM and Town Councils and EDO - *any Municipalities in the area and EDO's are encouraged to meet the Committee*

10:30

- Leave for Glenbain (27 min. travel)
- Meet with Glenbain RM at the Municipal office in Glenbain

11:30

- Leave Glenbain for Hodgeville (27 min. travel)
- Meet in Hodgeville – RM Lawtonia - *any Municipalities in the area and EDO's are encouraged to meet in Hodgeville at the Village office to meet the Committee*

12:30

- Leave for Swift Current via Hwy 363 (53 min.)

1:30

- Have lunch, discuss tour findings, disperse

Truth and Reconciliation Committee

Zoom Meeting Agenda

Tuesday, March 29, 2022 @ 8:00pm

Land Acknowledgement

I would like to acknowledge that we are gathered here on Treaty 4 territory, the unceded ancestral lands of the Cree, Anishinabek, Dakota, Nakota, and Lakota Nations and the homelands of the Metis people.

1. Call to order
2. Member updates
3. Theme for May, 2022 event
 - Date: May 11 and 12, 2022
 - Theme: Reconciliation
 - Name: Truth and Reconciliation – The Path Forward and Reconciliation
 - May 11
 - Speakers: Lt. Governor Russ Mirasty on Reconciliation – The Path Forward
 - Elder Larry Oakes and Elder Dale Mosquito – Nekaneet History of Nekaneet
Smudging and Blessing could be done by them – To be confirmed
 - May 12
 - Speakers : To be determined – Annie Battiste and/or Dion Tootoosis – Carrie Voysey
Metis Speaker to be determined
John Lagimodiere and George Fayant – Bula Ghosh

- Poster: Waiting for logo
- T-Shirt – Maverick School - Lisa
- Calls to Action – Carrie, Curtis, Lisa and Bula
- Drummers – Nekaneet – Curtis
- Cultural Program – Mitchell Dureault, Metis Fiddler and Jiggers
- Elders – list to be made
- Round dance – need Elder facilitator
- Sponsorship – Pioneer Coop, Innovation, Pharmasave, GPC and CSD
- Hotel Rooms – Home Inn & Suites : May 10 and May 11
- Invitation : OTC Commissioner and others to be determined

Mayor and City Council, MLA, MP, Director of Education – CSD, CEO – GPC, and who else?

- Budget
4. June 21, 2022 event with City of Swift Current - update
 5. Funding application – Innovation/Sask Culture / SWDCRS/CIF/ Community Fund City of SC
 6. Other business
 7. Next meeting – zoom meeting on Tuesday, March 29 at 8:00 pm

“The truth is hard. Reconciliation is harder.” Murray Sinclair, Oct 6, 2021

**This information is sent to the municipalities by email.
Please provide this information to your representative.**

Emailed is:

- a) This meeting information page**
- b) April 2, 2022 Agenda**
- c) November 6, 2021 Minutes**
- d) Regional Representative Form (the Rep form only needs completing if a form was not previously submitted since November 2021)**
- e) CRL 2021 Annual Report**

Chinook Regional Library

2021 Annual Meeting Saturday, April 20, 2022

Via Zoom: Registration begins at 12:30 p.m., meeting at 1:00 p.m.
Should anyone need we can make branch computers available.
Participants will be placed in a waiting room upon logging In.
A Host will greet you, register you and place you into the meeting.

Join Zoom Meeting

<https://us02web.zoom.us/j/85867739529?pwd=b0VINnJNNDVlSDBBaXBIAmpNTXZGdz09>

Meeting ID: 858 6773 9529

Passcode: 552250

One tap mobile

+16473744685,,85867739529#,,,,*552250# Canada

+16475580588,,85867739529#,,,,*552250# Canada

Dial by your location

+1 647 374 4685 Canada

+1 647 558 0588 Canada

+1 778 907 2071 Canada

+1 204 272 7920 Canada

+1 438 809 7799 Canada

+1 587 328 1099 Canada

Meeting ID: 858 6773 9529

Passcode: 552250

Time: 12:30 p.m. – Registration

1:00 p.m. – Meeting

2021 Annual Meeting:

Topics: Minutes of the 2021 Fall Regional Meeting (November 6, 2021)
 2021 Audited Financial Statement
 Appointment of Auditor
 Election of Officers & SLTA Representative
 Branch & Corner Library of the Year – 2021
 Policy Updates

ANNUAL BOARD MEETING Chinook Regional Library

Date: Saturday, April 2, 2022
Time: 12:30 p.m.
Location: Via Zoom

AGENDA

12:30 p.m. Registration

1:00 p.m. Call to order – Chair, Charlene Orr

Minutes of the 2020 Annual General Meeting (November 6, 2021)

Business arising out of the minutes

- a)
- b)

Reports

- 1) Greetings from Provincial Library
- 2) Executive Committee
- 3) Director
- 4) SLTA

2021 Audited Financial Statement

New business:

- 1) Correspondence
- 2) Appointment of Auditor
- 3) Election of Executive Committee and Chair
- 4) Election of SLTA Representative
- 5) Awards
 - a) Branch Library of the Year
 - b) Corner Library of the Year
- 6) Policy updates
- 7) Date for fall board meeting

Adjournment

Fall Meeting Minutes – November 6, 2021

**Chinook Regional Library
Fall Meeting Minutes**

The Fall Meeting of the Chinook Regional Library was held via Zoom online on Saturday November 6, 2021. Registration of attendees commenced at 12:15 p.m. Attendees were greeted and recorded as present on entering the Zoom platform.

Call to Order

Board Chair, Charlene Orr, called the meeting to order at 1:03 p.m.

Agenda

Moved by Mary Thomson To accept the agenda.	Seconded by Paul Heglund Carried
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Minutes

The minutes of the April 10, 2021 AGM were emailed to the municipalities to be disbursed to the representatives.

Moved by Catherine Christie To approve the April 10, 2021 minutes.	Seconded by Barb Webber Carried
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Business Arising Out of the Minutes:

Question from the floor as to whether or not headquarters is moved?
Yes we moved and the old building was sold.

Reports:

- 1. Greetings from Provincial Library and Literacy Office:** Alison Hopkins, Provincial Librarian brought greetings on behalf of the Provincial library and Literacy Office and the Ministry of Education.
Alison noted this meeting takes place on Treaty 4 territory.
She shared that there is ongoing work being done on the Public Library Sector Plan. A current service being offered is a collection of multilingual resources such as new smart picture books that play audio to the reader. Currently these books are in english & spanish as well as english and chinese.
The Multitype Library Board has a basic foundation knowledge 2.5 hour course available. There is several hundred spots for this and Kathryn Foley or Charlene Orr can sign you up.

Question from the floor: About the multilingual kits available, are they for both children and adults?

Reply from Alison Hopkins: They are for both and are available on overdrive – they are in a block of languages.

Question from the floor: Is there enough of this to teach a language?

Reply from Alison Hopkins: This material is for those who already know the language.

Fall Meeting Minutes – November 6, 2021

2. **Executive Committee:** Charlene Orr, Board Chair shared that this was a difficult year for staff and the executive with changes and everything that has happened like a shortage of staff.

The executive is trying their best to be faithful to our mandate to become more efficient. Charlene introduced the executive members as follows:

Swift Current: Sharon Uteck (Vice-Chair)

Ryan Switzer

Ann Stewardson

Town Representatives: Doug Osmond (Herbert)

Brent Michelson (Shaunavon)

Village Representative: Theresa Richards (Vanguard)

R.M. Representatives: Neil Guenther (R.M. of Coulee)

Charlene Orr (R.M. of Waverley) (Executive Board Chair)

Member at Large: Patrick Simpson (Tomkins) and (SLTA Representative)

3. **Report of the Director:** Kathryn Foley, Director extended a thank you to Alison Hopkins for coming and introducing the new books. She also thanked Charlene for her hard work on the executive.

Some information from the report Kathryn's read was related to:

- meetings with the Ministry of Education and the Provincial Library and Literacy Office to create a provincial library public library sector plan.
- the importance of sustainable funding.
- equitable library service for indigenous people
- staff of CRL serves on committees to build partnerships at the provincial and local levels
- numerous grants have been applied for and received either at headquarters or in many of the branches.
- programming highlights included partnerships with the Southwest Literacy Hub to provide books to grade three and younger children, literacy kits to families, Story Walk through the TD summer reading program and early family literacy programs.

Question from the floor: All the grants talked about, do you have information from headquarters or do the branches have to find on their own?

Reply from Ashley Booth, Rural Branch Manager: Ashley forwards grant opportunities to the Branch Librarians who with help and support from their boards apply for the grants.

Ashley also provides assistance and guidance on applying for grants to the Branch Librarians.

4. **SLTA Representative Report:** Kathryn Foley, Director read the SLTA report submitted by Patrick Simpson, SLTA Rep.

I am pleased to submit this report to the Chinook Regional Library Fall Meeting delegates.

In my time serving on the executive committee, I have always been a supporter of the SLTA. My appointment as SLTA rep was a perfect opportunity to see how it functions. I have not been disappointed.

Every year the SLTA prepares a brief to the Minister of Education. It is an opportunity to remind the Minister about the relevancy of our Saskatchewan libraries, and also lobby for increased funding for the provincial library grant. As libraries are a part of the education department, it is necessary to keep direct contact as it is easy to be lost in the weighty problems of the educational system. We serve a greater clientele than those in education;

Fall Meeting Minutes – November 6, 2021

we cater to everyone from birth to end of life. Our Mission Statements states: The Chinook Regional Library is dedicated to providing inclusive and welcoming services that strengthen and sustain lifelong learning in our communities.

As part of trustee training, SLTA developed the “in a nutshell” training materials which spell out the responsibilities of municipalities, the province and the library systems. SLTA also developed trustee training videos which can be accessed on YouTube. For more information, please go to the link <http://slta.ca/> You will also find ‘The Trustee’ a publication that informs us of SLTA work, up coming opportunities such as the SLA Conference 2022 scheduled for May 4 – 6 in Regina, and spotlights SLTA Board Members and their commitment to Saskatchewan libraries.

Once again thank you for the opportunity to be your SLTA rep.

Moved by Sharon Uteck To accept the reports as presented.	Seconded by Doug Osmond Carried
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New Business:

1. Correspondence: None presented

2. Elections: Initially there were no resignations noted.

Prior to adjourned it was brought forward that Neil Guenther has verbally resigned from the executive committee as an RM rep. Information was requested and provided about the number of executive meetings, meeting times, and what the executive does.

Mary- Anne McNeney, the rep for RM 110 Piapot offered to let her name stand for nomination.

Moved by Patrick Simpson To nominate Mary-Anne McNeney as an RM rep on the executive board.	Seconded by Catherine Christie Carried
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Moved by Terry Gabel That nomination cease.	Carried
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3. 2022 Budget Presentation: Charlene Orr and Kathryn Foley brought forward information on the difficulties of a balanced budget with the reality we are in. This budget is the best we can offer at this time. There is no known provincial funding increase. We want to provide staff with an increase and this is literally a budget at the bottom of bare bones.

If we do not get this budget as asked we will have to cut staff, services and materials.

Kathryn noted she has been working 2 full time positions for several months and recently Donna Thiessen was hired in a temporary contract to the end of December as Swift Current Branch Manager.

Question from the floor: is this budget base on the municipalities 3% increase

Reply from Kathryn Foley: Yes, should you pass it.

Bit of discussion ensued regarding this being a modest budget based on what’s been happening the last six months. Increases in costs are occurring such as gas pricing which

Fall Meeting Minutes – November 6, 2021

impacts costs for transporting materials. In 2022 we will be doing our own deliveries in Swift Current and still using courier for rural.

Question from the floor: What services need to be cut.

Reply from Kathryn Foley: Services you deserve. What would you like to give up. Cutting staff is not a happy place for a Director to be in.

A brief Q&A related to change at the management level for Swift Current branch was held.

There was also some discussion and clarification on who the rep is to take budget information to. The municipality is provided with the detail for regional meetings and then they can make decisions as they see fit, then provide detail to their representative along with the municipalities decision on voting for the budget.

Some newer representatives may need further information on their roles and responsibilities. Kathryn Foley, Director will provide information for online training and additional information.

The budget motion was presented and seconded and prior to the budget being accepted and carried the following information was brought forward.

Ryan Switzer, City of Swift Current abstained from this vote.

Ann Stewardson, City of Swift Current is abstaining as there was no direction on this budget from the City.

Question from the floor: The City has a right to turn down the budget?

Reply from Mary Thomson, confirmed by Charlene Orr: Yes, this was done four years ago and we met with the minister at the library, this is not new.

Moved by Neil Guenther To accept the 2022 budget as presented.	Seconded by Doug Osmond Carried.
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Moved by Sharon Uteck That the 2021 Annual General Meeting be held on Saturday April 2, 2022 at 1:00 p.m.	Seconded by Paul Hegland Carried.
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Moved by Mary Thomson That this meeting be adjourned.	 Carried.
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Charlene Orr, Chair

Fall Meeting Minutes – November 6, 2021

ATTENDANCE FALL BOARD MEETING

City

Swift Current Ann Stewardson
 Ryan Switzer
 Sharon Uteck

Towns

Burstall		Lafleche	
Cabri		Leader	
Central Butte	Norm Fedrau	Maple Creek	
Eastend	Mary Thomson	Morse	
Gravelbourg		Ponteix	Patricia Reid
Gull Lake		Shaunavon	
Herbert	Doug Osmond		

Villages

Abbey	Catherine Christie	Mankota	
Beaver Flat		Mendham	
Bracken		Neville	
Cadillac		Pennant	
Chaplin	Terry Gabel	Prelate	
Climax		Richmound	
Consul		Rush Lake	
Ernfold		Sceptre	Stewart Bosch
Fox Valley	Denise Bachmier	Shamrock	
Frontier	Barb Webber	Stewart Valley	
Golden Prairie		Success	
Hazenmore		Tompkins	Patrick Simpson
Hazlet		Val Marie	
Hodgeville		Vanguard	Teresa Richards
Kincaid		Waldeck	
Lancer		Webb	

Fall Meeting Minutes – November 6, 2021

ATTENDANCE FALL BOARD MEETING

Rural Municipalities

# 17 Val Marie		# 111 Maple Creek
# 18 Lone Tree		# 134 Shamrock
# 19 Frontier	Barb Webber	# 135 Lawtonia
# 44 Waverley	Charlene Orr	# 136 Coulee Neil Guenther
# 45 Mankota		# 137 Swift Current Lorena Kehler
# 46 Glen McPherson		# 138 Webb
# 49 White Valley	Mary Thomson	# 139 Gull Lake Patrick Simpson
# 51 Reno	Paul Heglund	# 141 Big Stick
# 74 Wood River		# 142 Enterprise
# 75 Pinto Creek		# 164 Chaplin
# 76 Auvergne		# 165 Morse
# 77 Wise Creek		# 166 Excelsior Gladys Wozny-Siemens
# 78 Grassy Creek		# 167 Sask Landing
# 79 Arlington	Mary Thomson	# 168 Riverside
# 104 Gravelbourg		# 169 Pittville
# 105 Glen Bain		# 171 Fox Valley Denise Bachmier
# 106 Whiska Creek	Rene Seemel	# 194 Enfield Norm Fedrau
# 107 Lac Pelletier		# 229 Miry Creek Catherine Christie
# 108 Bone Creek		# 230 Clinworth Stewart Bosch
# 109 Carmichael	Jody Gooshen	# 231 Happyland
# 110 Piapot	Mary-Anne McNeney	# 232 Deer Forks

First Nations

Nekaneet First Nations

Wood Mountain First Nations

Visitors

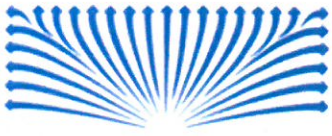
Alison Hopkins, Provincial Library and Literacy Office

Staff

Kathryn Foley, Director

Ashley Booth, Rural Branch Manager

Peg Olfert, Business Manager



March 1, 2022

To: Municipal Councils

In accordance with *The Public Libraries Act, 1996* section 32 states:

(3) If there is a local library board in a municipality that participates in a regional library agreement, the council shall appoint persons who are members of the local library board as members of the regional board.

(4) The council of each municipality that participates in a regional library agreement, the council shall:
(a) **appoint** the members of the regional library board and their alternates at the first meeting of the council **in January in each year**;

(5) A member of a regional library board holds office for a term of two years, commencing on the date of the annual meeting of the regional library board next following the appointment, and until his or her successor is appointed.

The representative is to be appointed by the municipality and is designated as the person who has the right to vote on behalf of the municipality at the Annual and Fall meetings of Chinook Regional Library. The Municipality will receive by email the information distributed by Chinook Regional Library such as: minutes, annual reports, and budgets etc. and is responsible to provide the information to their representative.

To be completed by Municipalities only:

Name of Municipality: _____

Mailing Address: _____

Email: _____

Phone: _____ Fax: _____

Printed Name of Appointed Rep: _____

Mailing Address: _____

Email: _____

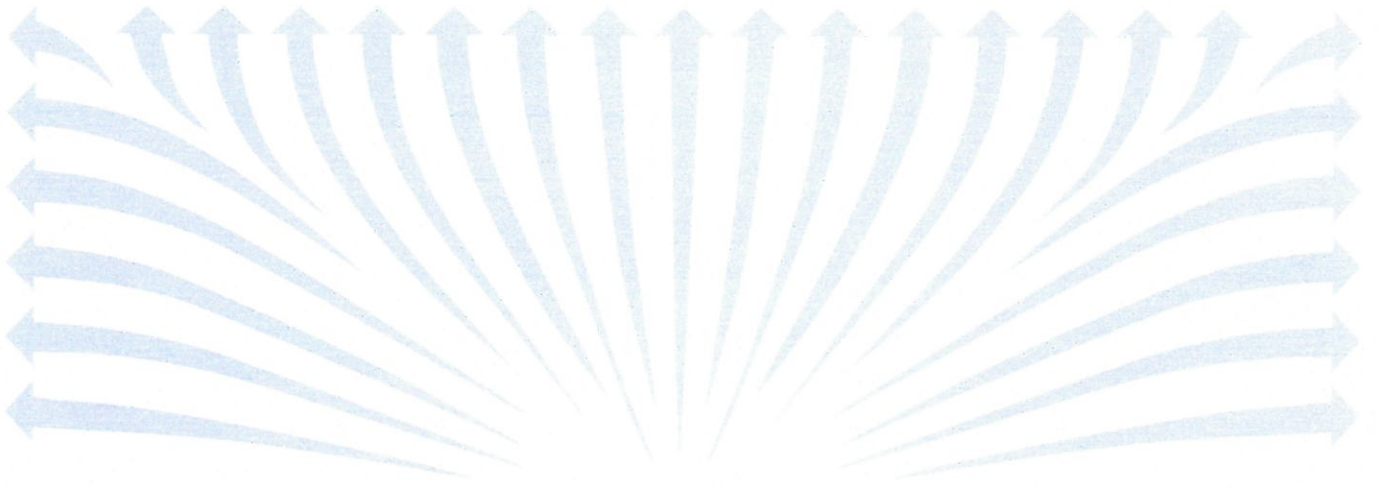
Phone: _____ Fax: _____

Municipality Printed Administrator Name: _____

Signature: _____ Date: _____

Thank you for your prompt response. This form should be returned as soon as possible after the appointment is made, return to:

Chinook Regional Library Headquarters
Attention: Business Office Fax: 306 773-0434



Chinook Regional Library
Annual Report

2021

Executive Board Report

2021 was another difficult year due to COVID-19, with government regulations that constantly changed. Library costs went up substantially in some areas to cover missing staff; training new staff to replace those on leave of absence due to medical choices and management covering for missing staff. We also used curbside service. Overdrive for e-books increased as patrons turned to electronic reading and listening. Transportation of physical materials also increased due to heavier reliance on placing items on hold for pick up. There was pressure for the Director with missing staff, including library management for 8 months.

With libraries being determined to be an essential service, we had to be very creative in providing computer access for those who had no internet services, due to Government Offices not being accessible for this service.

The Chinook Regional Library has also been a site for people to get rapid tests. Though we did not have to cover the cost of these tests, we were responsible to cover the shipping costs to all our interested branches through our courier system.

I want to thank all of our Executive Board members, the Chinook Regional Library staff, and especially our Director Kathryn Foley for their support through all the changes that have happened.



Charlene Orr,
Executive Board Chair

Executive Board Members

Charlene Orr (Executive Board Chair)	RM of Waverley 44
Sharon Uteck (Vice-Chair)	City of Swift Current
Ryan Switzer	City of Swift Current
Ann Stewardson	City of Swift Current
Doug Osmond	Town of Herbert
Brent Michelson	Town of Shaunavon
Teresa Richards	Village of Vanguard
Neil Geunther (until November)	RM of Coulee 136
Mary Anne McNeney (replacing Neil)	RM of Piapot 110
Patrick Simpson (SLTA)	Member at Large

Annual Director's Report for 2021

2021 began with a staffing shortage in Management and COVID 19 causing anxiety and additional staffing shortages throughout the year. I am pleased to report by our Fall Representatives meeting of November 6, 2021, we had the Management Team complete with a temporary Swift Current Branch Manager, Donna Thiessen. She brought new ideas, in-depth attention to collection management, an ongoing book sale and support at the front counter that kept staff engaged and able to give excellent service to patrons.

Ashley Booth, Rural Branch Manager, also experienced staff shortages resulting in constant hiring and training of new staff. Despite COVID, she was still able to visit many branches in person throughout the year and additionally supported staff with training online. When she was not able to be in two places at once she trained online or one of our library technologists from headquarters travelled to branches for in-person training. The impetus to learn to use online for additional support has served us well. Greater communication is taking place and the addition of Niche Academy with both a staff side and public side opened up increased opportunities.

Programming fluctuated depending on health protocols and outbreaks of illness. Some communities had outside programs including Storywalks. Summer provided greater opportunities. We were able to use the delayed summer reading program from 2020 "Game on". Throughout the year we turned everything possible into kits and online instructions to keep our patrons engaged and reading. There was an increased cost to these solutions; however, the positive feedback made it worth the extra effort to make programs available through local funds or grant applications.

The Rural Manager visited libraries or attended online local board meetings and AGMs. Early January the new materials budget was set with additional video games to be housed at Maple Creek, Leader, and Swift Current branches.

Programming highlights included the Family Literacy Day, which expanded to over a week; giving 'Hockey Night in Kenya' to grade threes and 'Never Rub Noses with a Narwhale' to grade two and under. We had Eric Walters read to the entire Chinook School division grade threes and Catholic schools as well. Having these programs online made this an all-inclusive program and provincial funds supplemented our Southwest Regional Hub funds. Aboriginal Storytelling Month in Saskatchewan, in partnership with the Chinook School Division and LSSAP (Library Services for Saskatchewan Aboriginal Peoples) hosted Carol Rose Golden Eagle through Google Meets. We also did a Dreamcatcher program with Taneshea Francis and Elouise Mosquito that was recorded at Maple Creek Library and delivered through YouTube. Additionally, the Kôhkom (your grandmother in Cree) stories were hosted on our Facebook page. In 2021 four complete Early Family Literacy programs were run, two in Swift Current, one in Maple Creek and one in Ponteix. Weekly Mo Newsletters were presented to parents at each session and there is an additional publication monthly on our website. Further programs were reported in the November 2021 Fall Representatives report.

Our Staff Fall Workshop was a great success with an inspirational presentation from John Lagimodiere, focused on Truth and Reconciliation. The day also included learning from each other sessions; a focus on technology for the rural branches; and Swift Current staff practiced and further developed their reference skills. The Director asked all staff at the Workshop Day to be part of our positive advocacy for funding of libraries.

The Rural Branch Manager attended committee meetings for Saskatchewan Electronic Resources Partnership (*SERP*) and worked on the SWOT (strengths weaknesses opportunities and threats) analysis of our digital collection for the whole of Saskatchewan.

In December, Saskatchewan Libraries made the news with our support of communities with rapid test kits! We are a big part of that initiative thanks to the work of Ashley Booth and other staff to acquire the kits and distribute them to branches. The distribution will have a small negative effect on shipping costs, off set by the good will and recognition of another service provided by library staff to our communities. Teresa from Ponteix wrote a testimonial about a patron with a child with cancer and how grateful they were to receive kits to test visitors at Christmas. Getting the kits out to communities is filling a need in the Southwest and our patrons and others are grateful.

We ran a Friday afternoon and Saturday used book sale at headquarters raising \$649.25 to use for programs. We had a big anniversary to celebrate in 2021 and decided to make 2022 the year we celebrate the 50th Anniversary of CRL.

The Dorothy Saunderson Fund supplied funds to update the Literacy bins for supplies and for the 'Fun Book Club'.

Planning took place for 2022 Family Literacy Day, Aboriginal Storytelling, March Metis programs, Reconciliation Committee events in May and Summer Reading 2022. Updating the website with online programming and maintaining the website keep staff busy and is sometimes delayed due to missing support.

The business of acquiring and managing collections continues thanks to the competent staff at headquarters. New material and Christmas collections went out to all branches and DVDs are also being traded among branches. Our exchange of books throughout the system is keeping Shipping and Receiving busy with up to 20 bins a day from the province and sometimes over 45 a day from our own region coming in and going out! The statistics for e-books and e-audios greatly increased; as did the number of individual users accessing the system.

Our focus has been on finding new methods to provide greater service, while keeping both staff and patrons healthy. Additional ways of offering programming have been brightening our service offerings, story walks or trails, virtual stories, partnerships, celebrations, take home activities and more help to bring literacy and joy to our patrons and staff.

The Staff of Chinook Regional Library, from the Management Team to our casuals all work on your behalf to serve the research and recreational needs of our communities. We serve on committees building partnerships together both at the provincial level and locally. When we see a need we do our best to fill it. The essential services of libraries are being recognized as we strive to be part of solutions to problems.

Thank you to our Executive Committee, especially for the support for overcoming COVID related issues, adjusting to the many changes and the need for another manager. I appreciate Chair Charlene Orr providing consultation and a listening ear. We had a busy year.



Director Kathryn Foley



**REPORT OF THE INDEPENDENT AUDITOR
ON THE SUMMARY CONSOLIDATED FINANCIAL STATEMENTS**

To Board of Chinook Regional Library:

Opinion

The summary financial statements, which comprise the summary consolidated statement of financial position as at December 31, 2021, the summary consolidated statements of operations and accumulated surplus (deficit), and remeasurement gains and losses for the year then ended, and related notes, are derived from the audited consolidated financial statements of Chinook Regional Library for the year ended December 31, 2021.

In our opinion, the accompanying summary financial statements are a fair summary of the audited consolidated financial statements, in accordance with the criteria recommended by Saskatchewan Libraries..

Summary Consolidated Financial Statements

The summary consolidated financial statements do not contain all the disclosures required by Canadian public sector accounting standards. Reading the summary consolidated financial statements and the auditor's report thereon, is not a substitute for reading the organization's audited consolidated financial statements and the auditor's report thereon.

The summary consolidated financial statements and the audited consolidated financial statements do not reflect the effects of events that occurred subsequent to the date of our report on the audited consolidated financial statements.

The Audited Consolidated Financial Statements and Our Report Thereon

We expressed an unmodified audit opinion on the audited consolidated financial statements in our report dated March 17, 2022.

Management's Responsibility for the Summary Consolidated Financial Statements

Management is responsible for the preparation of the summary of the audited consolidated financial statements in accordance with the criteria recommended by Saskatchewan Libraries..

Auditor's Responsibility

Our responsibility is to express an opinion on whether the summary consolidated financial statements are a fair summary of the audited consolidated financial statements based upon our procedures, which were conducted in accordance with Canadian Auditing Standard (CAS) 810, *Engagements to Report on Summary Financial Statements*.



CPA LLP
Chartered Professional Accountants

Swift Current, Saskatchewan
March 17, 2022


Management's Responsibility

Management is responsible for the preparation and presentation of the accompanying financial statements, including responsibility for significant accounting judgments and estimates in accordance with Canadian generally accepted accounting principles and ensuring that all information in the annual report is consistent with the statements. This responsibility includes selecting appropriate accounting principles and methods, and making decisions affecting the measurement of transactions in which objective judgment is required.

In discharging its responsibilities for the integrity and fairness of the financial statements, management designs and maintains the necessary accounting systems and related internal controls to provide reasonable assurance that transactions are authorized, assets are safeguarded and financial records are properly maintained to provide reliable information for the preparation of financial statements.

The library board is composed of appointed officials who are not employees of the Library. The board is responsible for overseeing management in the performance of its financial reporting responsibilities. The board fulfills these responsibilities by reviewing the financial information prepared by the administration and discussing relevant matters with external auditors. The board is also responsible for recommending the appointment of the Library's external auditors.

Stark & Marsh CPA LLP, an independent firm of Chartered Professional Accountants, is appointed by the board to audit the consolidated financial statements and report directly to them; their report follows. The external auditors have full and free access to, and meet periodically and separately with, both the board and administration to discuss their audit findings.



Board Chairperson



Library Director

Chinook Regional Library
Consolidated Statement of Financial Position
As at December 31, 2021

Statement 1

	2021	2020
ASSETS		
Financial assets		
Cash	\$ 470,089	\$ 217,316
Investments (Note 4)	717,627	724,742
Accounts receivable	17,028	20,802
Other financial assets	47,565	47,565
Total financial assets	1,252,309	1,010,425
LIABILITIES		
Accounts payable and accrued liabilities	108,943	60,457
Member deposits	24,350	24,350
Unearned revenue (Note 5)	26,117	22,852
Total liabilities	159,410	107,659
NET FINANCIAL ASSETS	1,092,899	902,766
Non-financial assets		
Tangible capital assets (Schedule 1)	1,166,756	1,244,825
Prepaid expenses	40,327	55,509
Total non-financial assets	1,207,083	1,300,334
Accumulated surplus is comprised of:		
Accumulated surplus (deficit), end of year (Statement 2)	2,320,513	2,207,961
Accumulated remeasurement gains (losses), end of year (Statement 3)	(20,529)	(4,862)
Accumulated surplus	\$ 2,299,984	\$ 2,203,100

Director

Charlene Orr

Director

Sharon Ittess

Chinook Regional Library
Consolidated Statement of Operations and Accumulated Surplus (Deficit)
As at December 31, 2021

Statement 2

	2021 Budget (unaudited)	2021	2020
Revenues			
Provincial operating grant	\$ 719,029	681,234	681,234
Municipal grants	1,088,308	1,056,122	1,025,361
Other grants	-	5,991	16,832
Donations	31,689	19,789	9,078
Special contracts	16,391	14,974	20,843
Interest	15,298	8,131	12,391
SILS revenues (Note 9)	-	58,621	59,607
Other	29,504	220,522	40,924
	<u>1,900,219</u>	<u>2,065,384</u>	<u>1,866,270</u>
Expenses			
Governance (Schedule 2-1)	35,186	29,322	21,679
Administration (Schedule 2-1)	218,828	328,545	317,145
Services to branches (Schedule 2-1)	717,103	677,820	597,380
Regional resource centre (Schedule 2-2)	405,384	338,389	319,227
Local branch services (Schedule 2-2)	497,909	513,043	409,220
Direct library services (Schedule 2-2)	17,046	5,040	3,900
SILS expenses (Note 9)	-	60,673	54,399
	<u>1,891,456</u>	<u>1,952,831</u>	<u>1,722,950</u>
Surplus (deficit) for the year from operations	8,763	112,553	143,320
Accumulated surplus (deficit), beginning of year	2,207,961	2,207,961	2,065,112
Change in ownership of SILS (Note 2a)	-	-	(471)
Accumulated surplus (deficit), end of year	<u>\$ 2,216,724</u>	<u>2,320,513</u>	<u>\$ 2,207,961</u>

Chinook Regional Library
Consolidated Statement of Remeasurement Gains and Losses
As at December 31, 2021

Statement 3

	2021	2020
Accumulated remeasurement gains (losses), beginning of year	\$ (4,862)	\$ (22,778)
Unrealized gains (losses) attributable to: Portfolio investments	(15,667)	17,916
Net remeasurement gains (losses) for the year	<u>(15,667)</u>	<u>17,916</u>
Accumulated remeasurement gains (losses), end of year	<u>\$ (20,529)</u>	<u>\$ (4,862)</u>

2021 REVENUE & EXPENDITURES BY FUNCTION & OBJECT										
	Governance	Admin.	Service to Branches	Regional Resource Centre	Local Branches	Direct Library Services	Total 2021	Budget 2021	Total 2020	Budget 2020
REVENUE										
Operations Revenue										
Operating Grant - Headquarters		507,248.00					507,248.00	534,593.00	507,248.00	519,022.00
- Materials			26,180.00	24,906.00	19,920.00		71,006.00	171,330.00	71,006.00	166,340.00
- Opening Hours				10,836.00	80,261.00		91,097.00	0.00	91,097.00	0.00
- Aboriginal			4,381.00	4,168.00	3,334.00		11,883.00	13,106.00	11,883.00	12,724.00
Total Operating Grant							681,234.00	719,029.00	681,234.00	698,086.00
Special Grants		3,576.08	2,414.71				5,990.79	0.00	16,831.96	0.00
Municipal Grants - Base Rate			1,056,122.06				1,056,122.06	772,057.00	1,025,361.06	749,570.00
Municipal Grants - Service Surcharge								316,251.00		307,041.00
Total Operations Revenue	0.00	510,824.08	1,089,097.77	39,910.00	103,515.00	0.00	1,743,346.85	1,807,337.00	1,723,427.02	1,754,697.00
Other Revenue										
Books & Materials			9,248.48	60.38			9,308.86	5,464.00	12,189.60	5,305.00
Donation Revenue			19,788.77				19,788.77	31,689.00	9,077.70	30,766.00
Fund Raising							0.00	0.00	0.00	0.00
Interest		8,130.83					8,130.83	15,298.00	12,390.50	14,853.00
Unrealized Gains (Losses)		-15,666.94					-15,666.94	0.00	17,916.48	0.00
Miscellaneous		10,443.59	0.00				10,443.59	5,464.00	24,441.91	5,305.00
Service Charges			3,895.14				3,895.14	18,576.00	4,290.26	18,035.00
Special Contracts					14,974.22		14,974.22	16,391.00	20,843.35	15,914.00
Gain/Loss Disposal Capital Assets		196,873.90					196,873.90	0.00	0.00	0.00
SILS Consolidated Revenue			58,621.00				58,621.00	0.00	59,607.00	0.00
Total Other Revenue	0.00	199,781.38	91,553.39	60.38	14,974.22	0.00	306,369.37	92,882.00	160,756.80	90,178.00
TOTAL REVENUE	0.00	710,605.46	1,180,651.16	39,970.38	118,489.22	0.00	2,049,716.22	1,900,219.00	1,884,183.82	1,844,875.00
EXPENDITURES										
Staff & Trustees:										
Conference Costs	45.45			45.45			136.45	13,659.00	669.66	13,261.00
Contract Employment	10,956.87						10,956.87	1,093.00	0.00	1,061.00
Executive & Board Meetings	2,485.23						2,485.23	6,010.00	3,508.80	5,835.00
Honoraria - Corner Libraries						5,033.33	5,033.33	6,119.00	3,900.00	5,941.00
Honoraria - Executive	1,085.00						1,085.00	4,371.00	1,295.00	4,244.00
Salaries		176,185.39	292,209.17	247,322.77	420,542.19		1,136,259.52	1,127,694.00	958,121.97	1,094,849.00
Salary Benefits		31,407.96	62,552.91	53,894.94	58,117.88		205,973.69	232,751.00	181,546.67	225,972.00
Staff Travel		27.45	55.03				82.48	12,020.00	1,333.58	11,670.00

Workshops & Staff Training	2,807.75	4,480.22	1,379.98	297.48	8,965.43	9,835.00	3,013.00	9,548.00
Total Staff & Trustees	14,572.55	210,474.10	359,297.33	478,957.55	5,033.33	1,370,978.00	1,413,552.00	1,372,381.00
Library Materials:								
Total Library Materials	0.00	36,970.18	1,946.12	7,845.00	0.00	47,329.21	214,392.00	208,149.00
Purchased Goods & Services:								
Advertising & Programming	2,048.37	1,009.29	1,999.60	919.01		5,976.27	12,239.00	11,882.00
Audit	11,521.14					11,521.14	9,507.00	9,230.00
Board or Staff Expense - Miscellaneous	69.71		1,123.50	60.04		1,289.86	546.00	530.00
Book Binding						0.00	273.00	265.00
Building Expense	32,765.85					32,765.85	16,937.00	16,444.00
CanCopy Fees	80.00		80.00	50.00		210.00	357.00	346.00
Contracts for Services						0.00	0.00	0.00
Courier	18,562.00	84,735.74	7,058.00			110,355.74	96,160.00	93,359.00
Donations			550.00	1,140.00		1,690.00	0.00	0.00
Equipment Maintenance	5,245.04	8,047.54				13,292.58	2,376.00	2,307.00
Equipment Rental	1,258.26					1,258.26	656.00	637.00
Furniture & Equipment Non-capitalized	531.84	3,033.72	433.89			3,999.45	6,556.00	6,365.00
Grant Expenditures	4,673.35	2,793.39				7,466.74	0.00	0.00
Grant Capital Expenditures						0.00	0.00	0.00
Insurance	1,418.43	2,286.24	848.18	1,986.31		6,815.46	6,666.00	6,471.00
Interest Charges		22.22				22.22	0.00	0.00
Legal						0.00	1,639.00	1,591.00
Library Materials - Lost/Returned	81.74					81.74	0.00	0.00
Memberships						1,773.43	4,699.00	4,562.00
Office Supplies	4,447.32	9,671.00	862.53	115.53		15,096.38	10,926.00	10,609.00
Postage	619.06	693.81	45.66	132.20		1,497.10	3,221.20	5,834.00
Processing Supplies		6,076.17			6.37	6,076.17	3,825.00	3,713.00
Software Maintenance	2,284.30	21,094.65	20,798.03	16,119.54		60,296.52	68,842.00	66,837.00
Software Purchase		1,100.00				1,100.00	2,731.00	2,652.00
Sundry						0.00	0.00	0.00
Telecommunications	3,329.55	2,382.58				5,712.13	2,732.00	2,652.00
Vehicle Expense		3,307.56				3,307.56	9,835.00	9,548.00
Special Contracts Refunds				5,717.52		5,717.52	0.00	0.00
Amortization Expense (non-cash)	39,198.32	137,331.00				176,529.32	0.00	0.00
SILS Consolidated Expenses		60,673.00				60,673.00	0.00	0.00
Total Purchased Goods & Services	14,749.61	117,503.17	33,799.39	26,240.15	6.37	534,524.44	263,512.00	255,834.00
Total Expenditures	29,322.16	328,545.18	738,493.26	513,042.70	5,039.70	1,952,831.65	1,891,456.00	1,836,364.00
Total Revenue	0.00	710,605.46	39,970.38	118,489.22	0.00	2,049,716.22	1,900,219.00	1,844,875.00
Total Expenditures	29,322.16	328,545.18	738,493.26	513,042.70	5,039.70	1,952,831.65	1,891,456.00	1,836,364.00

Excess (Shortfall) of Revenues over Expenditures	-29,322.16	382,060.28	442,157.90	-298,418.27	-394,553.48	-5,039.70	96,884.57	8,763.00	161,234.58	8,511.00
Capital Purchases										
Building							0.00	0.00	0.00	0.00
Furniture & Equipment							0.00	0.00	0.00	0.00
Vehicles							0.00	0.00	0.00	0.00
Total Capital Purchases	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Adjusted Excess (Shortfall)	-29,322.16	382,060.28	442,157.90	-298,418.27	-394,553.48	-5,039.70	96,884.57	8,763.00	161,234.58	8,511.00
Long-Term Debt										
Loan Principal							0.00	0.00		0.00
Total Long Term Debt	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Interfund Transfers - (to)/from										
Transfer to Reserves										
- Capital Trust							0.00	0.00	0.00	0.00
- Headquarters Maintenance							0.00	0.00	0.00	0.00
- Replacement - Automation							0.00	0.00	0.00	0.00
- Replacement - Collection							0.00	0.00	0.00	0.00
- Replacement - Equipment							0.00	0.00	0.00	0.00
- Replacement - Vehicle							0.00	0.00	0.00	0.00
- Restricted Funds							0.00	0.00	0.00	0.00
- Sick Leave							0.00	0.00	0.00	0.00
Total Transferred to Reserves	0.00	0.00	0.00	0.00	0.00	0.00	-1,287.12	-2,185.00	-915.47	-2,122.00
							-1,287.12	-2,185.00	-915.47	-2,122.00
Transfer from Reserves										
- Capital Trust							0.00	0.00	0.00	0.00
- Headquarters Maintenance							0.00	0.00	0.00	0.00
- Replacement - Automation							0.00	0.00	0.00	0.00
- Replacement - Collection							0.00	0.00	0.00	0.00
- Replacement - Equipment							0.00	0.00	0.00	0.00
- Replacement - Vehicle							0.00	0.00	0.00	0.00
- Restricted Funds							0.00	0.00	0.00	0.00
- Sick Leave							0.00	0.00	0.00	0.00
Total Transferred from Reserves	0.00	0.00	0.00	0.00	0.00	0.00	1,285.98	1,639.00	1,242.85	1,591.00
							1,285.98	1,639.00	1,242.85	1,591.00
Transfer to Prior Year Capital Equity										
	-29,322.16	382,060.28	442,157.90	-298,418.27	-394,553.48	-5,039.70	96,883.43	8,217.00	161,561.96	7,980.00

Branches	Circulation		Internet Users	
	2021	2020	2021	2020
Abbey	1601	963	7	28
Burstall	2005	1,778	23	8
Cabri	7165	5,355	20	3
Central Butte	3764	2,394	25	37
Chaplin	3482	2,548	27	58
Climax	3905	2,251	270	106
Consul	1410	1,063	28	13
Eastend	5845	4,566	46	34
Fox Valley	2195	1,538	247	82
Frontier	5934	3,482	77	16
Glentworth	2083	2,219	0	32
Gravelbourg	9209	5,052	89	43
Gull Lake	13200	8,057	147	363
Hazlet	2859	1,418	205	68
Herbert	11271	8,406	81	295
Hodgeville	4116	2,266	7	30
Kincaid	1648	1,280	0	5
Lafleche	7453	5,128	2	26
Leader	12421	8,844	133	55
Mankota	2480	1,988	8	2
Maple Creek	23892	18,867	236	366
Morse	2145	2,466	7	1
Pennant	2907	2,512	1	0
Ponteix	6162	3,978	54	79
Sceptre	1074	1,013	34	16
Shaunavon	16831	9,617	27	221
Stewart Valley	1198	824	10	4
Swift Current	127518	94,250	2651	618
Tompkins	2063	2,107	14	6
Val Marie	8341	5,993	19	30
Vanguard	6600	3,822	190	127
	302,777	216,045	4,685	2,772
Headquarters	2580	1782		
Corner Libraries	1415	688		
Interlibrary Loan	930	327		
Ebooks	*	*		
Wi-Fi sessions	**	**	5,246	4,727
TOTALS	307,702	218,842	9,931	7,499

*Ebooks & Eaudio Books are included in the individual branch circulation

**Wi-fi added for Swift Current only

CITIES

Swift Current

TOWNS

Burstall	Gravelbourg	Leader
Cabri	Gull Lake	Maple Creek
Central Butte	Herbert	Morse
Eastend	Lafleche	Ponteix
		Shaunavon

VILLAGES

Abbey	Hazenmore	Rush Lake
Beaver Flat Resort	Hazlet	Sceptre
Bracken	Hodgeville	Shamrock
Cadillac	Kincaid	Stewart Valley
Chaplin	Lancer	Success
Climax	Mankota	Tompkins
Consul	Mendham	Val Marie
Ernfold	Neville	Vanguard
Fox Valley	Pennant	Waldeck
Frontier	Prelate	Webb
Golden Prairie	Richmound	

RURAL MUNICIPALITIES

No. 17 Val Marie	No. 111 Maple Creek
No. 18 Lone Tree	No. 134 Shamrock
No. 19 Frontier	No. 135 Lawtonia
No. 44 Waverley	No. 136 Coulee
No. 45 Mankota	No. 137 Swift Current
No. 46 Glen McPherson	No. 138 Webb
No. 49 White Valley	No. 139 Gull Lake
No. 51 Reno	No. 141 Big Stick
No. 74 Wood River	No. 142 Enterprise
No. 75 Pinto Creek	No. 164 Chaplin
No. 76 Auvergne	No. 165 Morse
No. 77 Wise Creek	No. 166 Excelsior
No. 78 Grassy Creek	No. 167 Sask. Landing
No. 79 Arlington	No. 168 Riverside
No. 104 Gravelbourg	No. 169 Pittville
No. 105 Glen Bain	No. 171 Fox Valley
No. 106 Whiska Creek	No. 194 Enfield
No. 107 Lac Pelletier	No. 229 Miry Creek
No. 108 Bone Creek	No. 230 Clinworth
No. 109 Carmichael	No. 231 Happyland
No. 110 Piapot	No. 232 Deer Forks

FIRST NATIONS

Nekaneet First Nations - Maple Creek
Wood Mountain First Nations - Wood Mountain



REQUEST FOR ITEM TO BE DISCUSSED 'EN CAMERA'

Date: April 8, 2022

Subject: 2021 Annual Financial Statements

Request from: General Manager of Corporate Services

Local Authority Freedom of Information and Protection of Privacy Act Justification:

Section 16

Request Justification: Plans or positions related to management, personnel, policy or budgeting decisions.

Kari Cobler, GM of Corporate Services

Tim Marcus, CAO

MEETING REQUESTED TO BE HELD: in Council Chambers on April 27th, 2022 commencing at 11:00 am.

Staff Members to be in Attendance: Chief Administrative Officer, General Manager of Corporate Services, City Clerk and City Auditors.



REQUEST FOR ITEM TO BE DISCUSSED 'EN CAMERA'

Date: April 12, 2022

Subject: Contracts/Proposals

Request from: General Manager of Infrastructure and Operations

Local Authority Freedom of Information and Protection of Privacy Act Justification:

Section 16

Request Justification: Advice, proposals or recommendations developed by or on behalf of the City.

Mitch Minken, GM of Infrastructure & Operations

Tim Marcus, CAO

MEETING REQUESTED TO BE HELD: in Council Chamber on April 27th, 2022 commencing at 11:00 a.m.

Staff Members to be in Attendance: Chief Administrative Officer, General Manager of Corporate Services, General Manager of Infrastructure and Operations, Municipal Engineering Technologist, and City Clerk.