



COUNCIL MEETING
Monday, November 14, 2022
6:30 p.m.
Council Chambers, City Hall

PAGE 1

Page

ADOPTION OF AGENDA

Adoption of Agenda.

ADOPTION OF MINUTES

Adoption of minutes of the regular Council meeting held October 31, 2022.

PROCLAMATIONS

Bula Gosh of the Multicultural Council of Saskatchewan will attend to proclaim November 19 to November 26, 2022 as "Saskatchewan Multicultural Week".

Pamela Hamlin of the Alternative Measures Program will attend to proclaim November 20 to November 26, 2022 as "Restorative Justice Week".

DELEGATIONS

PUBLIC HEARINGS/PUBLIC NOTICE MATTERS/ORDERS

- 1 A Public Hearing will be held in connection with Council's intention to pursue the process of departing from the Chinook Regional Library System, such that the Swift Current Public Library becomes a Municipal Library under the direction of the City of Swift Current, and to continue operations of the "new Municipal Library" within the existing boundaries encompassing Swift Current's City Limits.

ITEMS FOR ACTION

- 2 Accounts.
- 6 Report regarding 2022 List of Lands with Arrears.
- 8 Report regarding Year-end Write Off of Delinquent General Receivables, Utility Accounts Receivable, and Unclaimed Deposits.

REPORTS FOR INFORMATION



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PAGE 2

BYLAWS

- 11 Bill No. 11 – 2022 A Bylaw to provide for the closure of Walkway Parcel W1, Plan 102193758 in exchange for a new Walkway Parcel created from a portion of Lot 3, Blk 19, Plan 102193758 (dedicated lands) in accordance with Section 201 of *The Planning and Development Act*.
Notice given October 31, 2022.
Councillor Switzer – will receive three readings.

UNFINISHED BUSINESS

NEW BUSINESS

- 13 Tourism Swift Current Inc. Board of Directors Meeting Agenda for October 26, 2022.
- 14 Swift Current City Detachment Community Policing Report for the month of October, 2022.

COMMUNICATIONS

ITEMS REQUESTED TO BE DISCUSSED EN CAMERA

REPORTS OF COUNCIL MEMBERS/ENQUIRIES

ADJOURNMENT

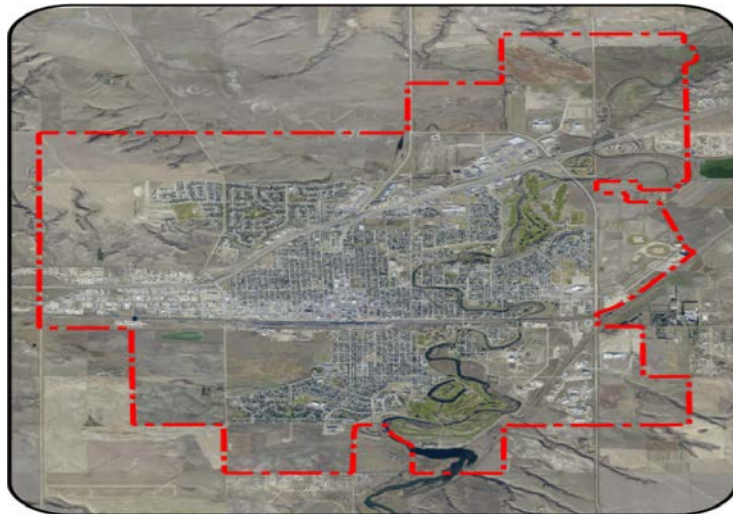
NEXT MEETING DATE:

Monday, November 28, 2022 – 6:30 p.m.

**CITY OF SWIFT CURRENT
PUBLIC NOTICE
PROPOSED LIBRARY BOUNDARY CHANGE**

The City of Swift Current hereby gives Public Notice pursuant to Section 4.1 of *The Public Libraries Act, 1996* of its intention to change the library boundary.

On June 27, 2022 Council approved a motion to establish a municipal library in Swift Current. The current Public Library operates under the Chinook Regional Library system. Currently Swift Current residents pay for all of the operating and facility costs. The objective of this change is to enable the City of Swift Current to directly manage and control the budget, set priorities, and establish levels of service delivery for the Public Library. In that regard, the City will be applying for a boundary change for the Public Library by proposing the boundaries of the new municipal library be those of the existing City limits as outlined in the map below.



Information: You can view this notice online at www.swiftcurrent.ca

Questions regarding the proposal can be directed to: Tim Marcus, CAO
Telephone: (306) 778-2723
Email: t.marcus@swiftcurrent.ca

Public Hearing: Prior to applying for a boundary change, in accordance with Section 4 of *The Public Libraries Act, 1996*, City Council will hear all persons who are present and wish to speak to the proposal, with all written submissions to be read verbatim unless the submitter is in attendance to speak, at the regular Council Meeting on November 14, 2022 at 6:30 p.m. in City Hall Council Chambers.

Written comments for Council's consideration, must be submitted by 3:00 p.m. on November 9, 2022

Submissions must be directed to:

Via mail:	Jackie Schlamp, City Clerk 177 1 st Avenue NE Swift Current, SK S9H 3W1
In person:	between the hours of 9:00 a.m. - 3:00 p.m.
Via email:	j.schlamp@swiftcurrent.ca

Dated at the City of Swift Current this 26th day of September, 2022.

Jackie Schlamp, City Clerk

November 1, 2022

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

Enclosed are the General Revenue Fund Disbursements for the period
Oct 18 - 31, 2022

	<u>Current</u>	<u>Year to Date</u>
Regular Accounts (2022)	234,252.70	3,445,900.82
Payroll Benefits	288,803.00	8,222,895.48
School Payments (Holy Trinity RCSSD #22)	-	1,148,876.72
School Payments (Minister of Finance)	-	6,148,178.22
Sask Power - (Energy Purchase)	-	10,707,694.03
Sask Power	10,919.16	231,282.05
SaskEnergy	-	459,070.48
SaskTel	-	160,941.97
General Contractors:		
AECom Canada Ltd	-	17,393.11
Anderson & Company	-	1,700,000.00
Anixter	88,871.04	101,834.05
Anthratch Western Inc	-	34,942.49
Associate Engineering (Sask) Ltd	14,088.02	41,322.02
ATS Traffic	-	65,549.27
Avenu Insights & Analytics	-	20,778.86
B A Robinson Co Ltd	-	23,565.77
B & A Petroleum	-	588,620.42
Big Hill Services Ltd	-	26,601.97
Blenders	-	32,745.00
Blue Hill Excavating	-	48,302.10
Border Chemical	-	14,070.00
Brandt Tractor Ltd	14,379.70	36,481.08
Brenntag Canada Inc	-	58,616.25
Canadian Pacific Railway	-	19,703.22
Cansel Survey Equipment	-	20,889.76
CDW Canada	-	125,181.84
Chemtrade West	15,215.40	272,133.09
Chinook Regional Library	-	454,113.00
Choice Electrical Supply	-	97,258.14
Cleartech Industries Inc	-	179,885.23
Cloudpermit Inc	-	10,545.00
Comairco Equipment Ltd	-	25,091.84
Comprehensive Community Swift Current Inc	-	10,250.00
Country Club Distributors	-	89,057.07
Crutch's Plumbing & Heating	-	48,850.58
Cummins Western Canada	-	26,428.33
Cypress Health Region	-	328,309.80
Dave's Trucking & Skid Steer	-	15,697.50
Decor Complete Ltd	-	11,953.36

Dekra Lite	37,227.87	37,227.87
Delco Automation Inc	-	52,998.06
Double Dare Design	-	65,121.79
Early's Farm & Garden Inc	-	35,747.43
Econolite Canada Inc	-	25,382.70
EDA Environmental Ltd	11,550.46	16,767.31
Eecol Electric Ltd	10,836.84	90,648.18
Elevation Landscaping Inc	-	33,811.05
Emco	-	61,737.65
Fabro Ltd	20,806.95	48,168.97
Fausser Energy	-	15,377.77
Fer-Marc Equipment	-	42,089.25
Flaghouse	-	15,345.46
FP Teleset	-	110,250.00
Full Line Ag Sales Ltd	-	113,163.35
Gescan	-	77,975.84
GFL Environmental Inc	57,000.00	275,393.16
Giesbrecht, Les	-	133,560.00
Golden West Broadcasting	-	41,773.00
Gordon Ralph Tams	-	22,116.23
Granicus, LLC	-	11,757.92
Guillevin International Co	-	74,431.63
Harbuilt Construction Ltd	-	1,401,025.58
HJR Asphalt	-	36,585.64
Imaginit Saskatchewan	-	20,618.69
Impac Canada	-	151,280.66
Infrastruct Products & Service	-	33,143.25
Insight Canada Inc	-	116,857.77
IRC Building Science Group	-	15,225.00
Itron	-	85,525.50
Jet Construction Ltd	-	22,778.36
JMP Solutions	-	13,692.96
Jones-Konihowski Ent Inc	-	38,850.00
Kim & Yan Clean	-	97,649.52
KK Golf Management	14,862.17	436,993.88
Klein's Electrical Inc	-	20,437.79
KMS Construction	-	200,051.30
Knudsen Excavating	251,342.21	878,816.57
Koncrete Construction Group	-	60,539.47
Kramer Holding Inc	-	41,924.70
Kruse Glass	10,736.97	24,008.80
Lakeshore Tree Farms Ltd	-	24,951.19
Laura Soparlo Consulting	-	16,440.66
Lee's Tree Care & Landscaping	-	67,396.83
Leeville Construction Ltd	135,797.17	135,797.17
Len's Plumbing & Heating	-	85,210.30
Line Star Utility Supply	15,812.27	16,617.17
Line West Ltd	-	97,411.14
Martin Deerline	-	26,677.74
Mastec Canada Inc	-	519,214.32

McKercher LLP	-	9,916,000.00
Metalogalva North America Inc	34,099.20	113,608.50
Metercor Inc	-	30,809.83
Microage	-	147,412.90
Mid Contiental Pump Supply	-	37,145.04
MNP LLP	-	18,651.15
Mobile Paving	81,295.02	2,156,184.81
Morley Johannesson	-	147,388.58
MPE Engineering Ltd	-	35,629.69
Murray Walter, QC	-	21,511.80
Nijo Yard Supplies	-	39,854.39
Nutrien Ag Solutions	-	26,812.80
Oakcreek Golf & Turf	29,970.00	40,068.97
Oracle Corporation Canada	-	276,916.54
Pacific Flow Control Ltd	-	24,093.66
PCL Construction Management	54,279.00	54,279.00
Perfectmind	-	11,865.00
Plato's Superior Roofing Ltd	-	229,078.81
Prairie Central Line Supply	-	48,514.45
Precision Paving Stone & Lands	-	29,204.80
PSI Contracting Inc	24,628.68	42,355.38
PTW Facility	-	30,617.73
Ram Air Gear Dryer	-	10,258.41
Raymax Equipment Sales Ltd	-	383,731.22
Rawhide Supplements Ltd	-	17,220.27
RCMP	-	2,679,471.41
Reliance Foundry	-	16,939.65
Rhetro's Bobcatting Service	-	32,838.75
Rhino Technical Services Inc	-	39,606.35
Riverdene Garden Centre	-	30,266.00
Riverside Electric Ltd	-	265,033.26
Robertson Family Group	-	39,680.52
Rock Solid Trucking	-	103,541.03
Rocky Mountain Phoenix	-	43,089.09
Saasycloud.com Inc	-	45,695.93
Sask Asphalt Maintenance	11,966.05	57,254.05
Saskatchewan Abilities Council	-	565,487.14
Saskatchewan Public Safety Agency	-	26,151.30
See More Green (SMG)	-	183,280.50
SGI	16,137.84	137,465.57
Shaw's Electric Ltd	-	29,003.49
Snap-on Tools (J-Star Tools)	-	15,534.45
Souris Valley Industries	-	39,512.19
Sound Horticulture	-	26,435.12
Southern Star Trucking	-	74,145.96
Southwest Cultural Development Group	-	64,500.00
Southwest Paving	-	146,888.52
Speedy Creek Mechanical	-	21,813.21
Spray-on Solutions	-	28,609.14
Standard Motors	-	71,026.45

Stella-Jones	-	33,882.75
Stevenson Industrial Refrigeration	-	274,888.72
Stitch Master Inc	-	13,047.65
SUMA	-	22,486.84
Superior Infrastructure Restoration	-	17,760.00
Swift Current Agriculture & Exhibition	-	13,448.00
Swift Current Bronco Hockey Club	-	28,103.56
Swift Current Chamber of Commerce	-	19,497.00
Swift Current Downtown Heritage	-	20,000.00
Swift Current Lions Club	-	12,000.00
Teamviewer Inc	-	26,839.20
Texcan Cables Limited	-	39,204.05
Top Shot Concrete Inc	-	141,858.00
Tourism Swift Current	-	113,375.00
Trail Excavating	-	225,408.97
Trans Canada Contracting Ltd	53,854.43	807,439.27
Triways Disposal Services	-	1,065,955.19
Valmont West Coast Engineering	-	79,744.35
Vermeer Canada Inc	-	23,572.36
Vertiv Canada ULC	-	23,016.59
Vipond Inc	-	15,218.40
Wastequip LLC	-	40,228.27
Western Fitness Equipment	-	10,001.10
Western Underground Consulting	-	20,848.04
Westland Insurance Group Ltd	-	472,740.92
Wiebe Contracting Ltd	-	111,231.44
Wilf's Oilfield Service	-	31,990.20
Wolseley	-	38,611.25
WSP Canada Group Ltd	-	215,493.29
Xylem Water Solutions	-	92,623.95
TOTAL	<u>\$ 1,538,732.15</u>	<u>\$ 63,880,573.67</u>

RECOMMENDATION:

I recommend that \$1,538,732.15 in disbursements be approved.


REPORT PREPARED BY:

Lisa Hagen, Accounts Payable Supervisor

SIGNATURE: 

APPROVAL: 

I concur with the recommendation



 Tim Marcus, CAO



City of Swift Current

C.A.O. Report

Date: November 3, 2022
To: Chief Administrative Officer
From: General Manager of Corporate Services
Subject: 2022 List of Lands with Arrears

BACKGROUND

Attached is the List of Lands with Arrears as of November 3rd, 2022 to be presented to Council in compliance with Section 3 of *The Tax Enforcement Act*.

The Tax Enforcement Act, Section 3, states that a Municipality may direct that all properties that do not exceed one half of the preceding years tax levy be removed. In 2001, Council carried a motion in support of this option and the list does not include those properties.

DISCUSSION

The Tax Enforcement List will be published in the November 24th, 2022 edition of the Southwest Booster. Courtesy phone calls have been made to property owners on the Tax Enforcement List, requesting payment to clear arrears and advising that the City intends to publish the list and register a lien on their property. After the posting of arrears in the paper, property owners will have 60 days to pay the arrears, after which time a tax lien shall be registered against their title at the Information Services Corporation Office. Prior to the list being published, the Taxation Department will continue to collect unpaid amounts and remove names from the list as required.

All fees paid by the City of Swift Current for advertising and registration of liens will be added to tax cards as required and in their proportioned amounts.

RECOMMENDATION

It is therefore respectfully recommended that this report be accepted as presented.



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: November 3, 2022

To: Chief Administrative Officer

From: General Manager of Corporate Services

Subject: **Year-end Write Off of Delinquent General Receivables, Utility Accounts Receivable and Unclaimed Deposits**

BACKGROUND

In the course of doing business, the City creates accounts receivable for the services provided to customers. Occasionally the City has difficulty collecting all of the outstanding accounts receivable. When this occurs, all cost-effective measures of collecting the delinquent accounts are pursued, including the use of internal staff and a collection agency. Once, all avenues for collection have been exhausted and the receivable remains outstanding, it is necessary to deem the account as uncollectable and write-off the balance owing.

In 2020, the Covid-19 pandemic caused rising global economic pressures. During this time the City established measures to work with customers to collect payment on accounts, including temporary postponements of cutoff and late payment charges. From a collections standpoint, we continue to observe the effects of the economic pressures resulting from the pandemic, which are likely to continue in the years to come.

The accounts being requested for write-off have been outstanding since December 31st, 2019 and December 31st, 2020, and continue to be outstanding. Typically, the request to write-off delinquent accounts is brought forward to Council for approval on an annual basis; however, the report for accounts outstanding as of December 31st, 2019 was deferred in 2021 as we continued to work toward receiving payment on these accounts.

It should be noted that writing off uncollectable amounts does not prevent the City from continuing to pursue collection activity on that account if new contact information becomes available. Also, if that customer applies for a City of Swift Current service in the future, any unpaid balance from the previous account(s) must be paid in full prior to issuing a new account.

In addition, over the course of 2019 and 2020, some utility deposit refunds were returned due to incorrect forwarding addresses. To date, the City has been unable to locate the

customer and the customer has not contacted the City for reimbursement. These unclaimed refunds will be written off against the delinquent accounts receivable.

DISCUSSION

The accounts being requested for write-off and are as follows:

Accounts Receivable:

<u>\$ Range</u>	<u>No. of Accounts</u>	<u>2019</u>	<u>2020</u>
\$1 - \$99	51	\$ 1,800.19	\$ 885.56
\$100 - \$199	42	3,510.18	2,336.66
\$200 - \$399	54	7,218.51	8,694.79
\$400 & Over	80	46,463.63	52,120.11
		-	-
Total Accounts Receivable		<u>\$ 58,992.51</u>	<u>\$ 64,037.12</u>

Unclaimed Deposits:

<u>\$ Range</u>	<u>No. of Accounts</u>	<u>2019</u>	<u>2020</u>
\$1 - \$300	22	\$ (411.73)	\$ (506.36)
		-	-
Total Unclaimed Deposits		<u>\$ (411.73)</u>	<u>\$ (506.36)</u>
Total Write-off		<u>\$ 58,580.78</u>	<u>\$ 63,530.76</u>

In 2019, a total of \$33,848,741.93 was billed through the utility billing and general accounts receivable areas. The amounts proposed for write-off equate to 0.173% of the total 2019 billings.

In 2020, a total of \$33,621,655.54 was billed through the utility billing and general accounts receivable areas. The amounts proposed for write-off equate to 0.189% of the total 2020 billings.

For comparative purposes, the Accounts Receivable written off in previous years is as follows:

- 2020 - \$63,273 of \$35,390,861 billed (0.178%)
- 2019 - \$28,037 of \$34,129,775 billed (0.082%)
- 2018 - \$56,289 of \$29,377,901 billed (0.178%)

RECOMMENDATION

THAT Council approves the write-off of utility and general accounts receivable, including unclaimed utility deposits in the amounts of \$58,580.78 from December 31, 2019 and \$63,530.76 from December 31, 2020.



Kari Cobler, General Manger of Corporate Services

CAO Recommendation:

I concur with the recommendation.



Tim Marcus, CAO

BYLAW NO. X - 2022

A BYLAW of the City of Swift Current, in the Province of Saskatchewan, to provide for the closure and exchange of dedicated lands.

NOW THEREFORE, COUNCIL FOR THE CITY OF SWIFT CURRENT IN COUNCIL ASSEMBLED ENACTS AS FOLLOWS:

1. THAT pursuant Section 201 of *The Planning and Development Act, 2007* the closure and exchange of dedicated lands be achieved as follows:
 - a) The closure of walkway Parcel W1, Plan 102193758 on Ridgeview Street

In exchange for a new walkway to be created from
 - b) Part of Lot 3, Block 19, Plan 102193758 on Ridgeview Street

As set out on the attached Schedule "A".
2. THAT the City Clerk do such other things necessary to effect the intent of this Bylaw.
3. THAT this Bylaw shall have force and effect upon final reading from Council.

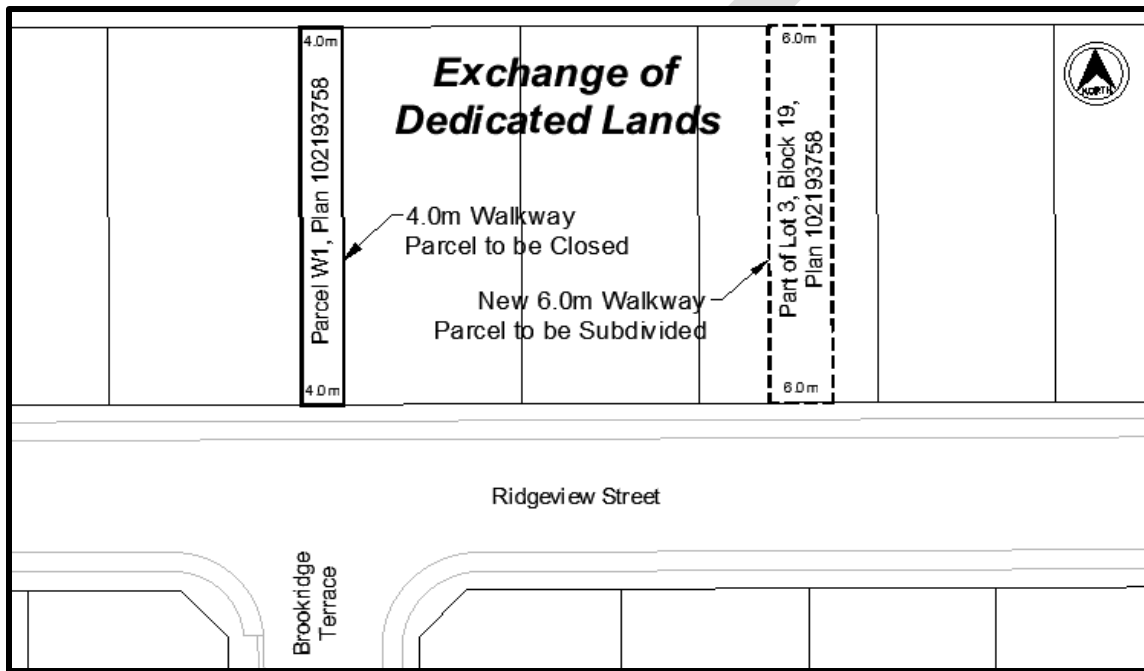
_____ **MAYOR** _____ **CITY CLERK**

INTRODUCED AND READ a first time this -- day of November, 2022.

READ a second time this -- day of November, 2022.

READ a third time and finally passed this -- day of November, 2022.

Schedule "A"
to BYLAW NO. X - 2022



**TOURISM SWIFT CURRENT INC.
BOARD OF DIRECTORS MEETING**

**October 26, 2022 @ 10:00 AM
(Via Zoom)**

AGENDA

1. Call to Order/Chair Announcements
- *Welcome to Board Members*

2. Additions/Deletions to Agenda

3. Approval of Agenda

4. Adoption of Minutes
- *August 24, 2022*

5. Financial Statements
- *Suzanne Heinrichs, August, September, 2022 Financial Statements & Project Reports*

6. Business of the Day
 - a) TRF – Prairies Can Report
- *September 30th Filing*

 - b) Swift Current Museum
- *VRC Draft Agreement*

 - c) Community Sign Corridor
- *2023 Signage*

 - d) TSC Governance
- *Board Manual & Policy Framework*

 - e) Unfinished Business
- *En Camera/Board of Directors*

7. New Business

8. Next Meeting
(*Dec - 2022*)

9. Adjournment

COMMUNITY POLICING REPORT

To: The Mayor City of Swift Current	From: N.C.O. In Charge Swift Current City Det.	Month of October 2022
		Date Prepared 2022-11-02
		Phone No. (306) 778-4870

OFFENCES REPORTED AND/OR COMMITTED IN COMMUNITY

VIOLATION	Oct/2022	Oct/2021	Oct/2020	YTD 2022	YTD 2021	YTD 2020
Fatal Motor Vehicle Accident	--	--	--	--	--	--
Injury Motor Vehicle Accident	--	1	--	10	7	15
Reportable Vehicle Accident	5	10	5	102	78	82
Fail to Remain (Hit & Run)	9	9	--	77	70	57
Provincial Traffic Offence	163	440	371	2057	3783	2011
Impaired Driving Offence	6	3	3	73	51	77
Liquor Act	1	4	2	52	59	43
Coroners Act	4	1	3	27	14	18
Mental Health Act	27	16	10	201	145	180
Other Criminal Code	37	28	38	334	308	355
Weapons Offence	--	1	1	17	17	45
Drug Enforcement	10	12	5	73	94	105
Sexual Offences	2	16	5	16	37	32
Robbery/Extortion/Harassment	19	6	13	138	148	175
Assault (excl. Sexual Assault)	21	25	13	165	212	215
Theft Under \$5,000	26	22	16	219	122	151
Theft Over \$5,000	2	5	1	28	21	16
Possession Stolen Property	4	1	2	28	19	39
Mischief	41	34	17	277	249	233
Fraud	7	6	9	109	96	167
Break & Enter – Business	8	1	1	16	6	9
Break & Enter – Residence	2	3	2	20	24	15
Break & Enter - Other	1	1	--	6	5	21
Arson	--	1	--	3	2	2
Missing Person	3	1	4	19	29	31
Peace Bond	--	--	1	--	2	7
Criminal Record Checks	145	135	145	1497	1065	1045
Total Occurrences	432	450	391	4126	4185	4019



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