



**SPECIAL COUNCIL MEETING**  
*Wednesday, April 26, 2023*  
*1:30 p.m.*  
*Council Chambers, City Hall*

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**ADOPTION OF AGENDA**

Adoption of Agenda.

**ADOPTION OF MINUTES**

**PROCLAMATIONS**

**DELEGATIONS**

**PUBLIC HEARINGS/PUBLIC NOTICE MATTERS/ORDERS**

**ITEMS FOR ACTION**

- 1 Report regarding Termination of Local Emergency.
- 3 Report regarding 10<sup>th</sup> Avenue Northeast Infrastructure Replacement.
- 5 Report regarding 2023 Paving and Concrete Contract.
- 7 Report regarding 2023 Asphalt Maintenance Contract.
- 9 Report regarding April 11 – 21, 2023 Spring Flood.

**REPORTS FOR INFORMATION**

**BYLAWS**

- Bill No. 3 – 2023 A Bylaw to establish the Mill Rate.  
**Notice given April 3, 2023.**
- Bill No. 4 – 2023 A Bylaw to establish the Mill Rate Factors.  
**Notice given April 3, 2023.**
- Bill No. 5 – 2023 A Bylaw to establish a Special Levy for Funding of the Long-Term Care Facility.  
**Notice given April 3, 2023.**



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Bill No. 6 – 2023    A Bylaw to establish the 2023 Assessment of Certain Properties.  
**Notice given April 3, 2023.**

Bill No. 7 – 2023    A Bylaw to establish the Swift Current Rural Water Pipeline  
Connection Bylaw.  
**Notice given April 3, 2023.**

**UNFINISHED BUSINESS**

**NEW BUSINESS**

**COMMUNICATIONS**

**ITEMS REQUESTED TO BE DISCUSSED EN CAMERA**

**REPORTS OF COUNCIL MEMBERS/ENQUIRIES**

**ADJOURNMENT**

**NEXT MEETING DATE:**

**Monday, May 1, 2023 – 6:30 p.m.**



# City of Swift Current

## Council Report

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**Date:** April 24, 2023  
**To:** Council  
**From:** Chief Administrative Officer  
**Subject:** Termination of Local Emergency

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### **BACKGROUND**

Due to rapid snow melt resulting from unseasonable high temperatures over a very short period, the City of Swift Current experienced flooding resulting from high water levels of the Swift Current Creek. Subsequently, a Special Council meeting was held April 11<sup>th</sup>, 2023 whereby City Council declared a local emergency pursuant to *The Emergency Planning Act*.

### **DISCUSSION**

Over the course of the past two (2) weeks, City of Swift Current Emergency officials worked closely with the Water Security Agency to monitor and manage the continuous outflow of water going into the Swift Current Creek from the Duncarin Dam, as well as other tributaries. Strategically water was released from the Dam throughout this time period to allow for the navigation of inflow from the run-off coming from the Cypress Hills Region, along with any other precipitation.

The City's Emergency Operations Center was run by Chief Hunter and General Manager Mitch Minken, who did a terrific job of organizing and deploying staff from various departments, to assist with the placement and creation of barricades as well as the establishment of sandbagging stations. This provided for different levels of protection with the anticipation of lessening property damage and compromising the City infrastructure.

Given the high water levels have now subsided, you will begin to see the removal of these resources.

### **RECOMMENDATION**

THAT Council of the City of Swift Current declares that a local emergency may now be terminated pursuant to Section 20 of *The Emergency Planning Act*, Chapter E-8.1 of the Statutes of Saskatchewan,

  
\_\_\_\_\_  
Jim Jones, Chief Administrative Officer

# Termination of Local Emergency

Persuant to Section 23 of The Emergency Planning Act, 1989, The Council of the within the boundaries, of the  
\_\_\_\_\_ City \_\_\_\_\_ Of Swift Current \_\_\_\_\_ declares that the Local

Emergency is terminated in the \_\_\_\_\_ 21st \_\_\_\_\_ Of April \_\_\_\_\_.

Dated this 21 day of April, 2023.

Moved by Councillor \_\_\_\_\_

Seconded by Councillor \_\_\_\_\_

Per: Al Bridal, Mayor

\_\_\_\_\_  
Name

\_\_\_\_\_  
Signature



# City of Swift Current

## C.A.O. Report

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**Date:** April 20, 2023  
**To:** Chief Administrative Officer  
**From:** General Manager of Infrastructure and Operations  
**Subject:** 10<sup>th</sup> Avenue Northeast Infrastructure Replacement

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### **BACKGROUND**

The 800 block of 10<sup>th</sup> Avenue Northeast has been identified as a candidate for water and sanitary replacement. Throughout the last several years, the sixty-five-year-old underground infrastructure has been prone to water main breaks resulting in frequent maintenance in the area. A camera inspection of the sanitary main has also confirmed that sections of the network have root intrusion issues.

The copper water and tar paper sanitary services extend from the main line to each house. Historically, there have been many issues with the tar paper services not holding their shape and are very susceptible to root intrusion. During the main pipe replacement, it is proposed to replace the City's portion of the services at the same time which includes service from the main to the property line. This method is more cost effective and reduces disruptions in the future.

During construction of the project, there is also an opportunity for homeowners to replace their portion of the services from property line to their homes. The City will be providing information to property owners explaining this opportunity. If they wish to proceed with replacing their portion of the services, the contractor will coordinate and invoice the property owner for the work.

### **DISCUSSION**

The approved 2022 capital budget for the 10<sup>th</sup> Avenue Northeast Infrastructure Replacement project is \$1,250,000.

The scope for this contract includes the removal and replacement of:

- 235m of 200mm clay tile sanitary main with 200mm PVC;
- 245m of 150mm asbestos cement water main with 150mm PVC; and
- 18 water and sanitary services from the mains to property line.

A request for proposals was advertised and a single bid submission was received from Knudsen Excavating Ltd. of Swift Current for \$724,433.92 (10% contingency included, PST included, GST excluded).

The additional work required to complete this multi-infrastructure project includes:

- \$391,703 for sidewalk replacement and asphalt road resurfacing – this work will be completed under the Paving & Concrete Contract;
- Approximately \$30,000 for material testing; and
- Contract administration, field survey and construction management will be completed in-house by the Engineering Department.

The total budget required to complete this project is \$1,167,742.92 (10% contingency included, PST included, GST excluded) and is within the approved budget.

### **RECOMMENDATION**

THAT Council awards the 10<sup>th</sup> Avenue Northeast Infrastructure Replacement Contract to Knudsen Excavating Ltd. of Swift Current, SK, based on unit rate pricing to an upset fee of \$724,433.92 (10% contingency included, PST included, GST excluded) and that the Mayor and City Clerk be authorized to sign the contract.



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Mitch Minken, General Manager of Infrastructure & Operations

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### **CAO Recommendation:**

*I concur with the recommendation.*



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**Jim Jones, CAO**



# City of Swift Current

## C.A.O. Report

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**Date:** April 20, 2023  
**To:** Chief Administrative Officer  
**From:** General Manager of Infrastructure and Operations  
**Subject:** **2023 Paving and Concrete Contract**

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### **BACKGROUND**

For 2023, in addition to annual paving and concrete rehabilitation; other surface works from major capital projects are also included in the Paving and Concrete Contract.

Every year the City initiates a rehabilitation program based on the condition of roadways to provide safety for street users, to maximize the life of a street and to minimize long-term costs related to full road reconstruction.

Historically, the City completes between 1.5 to 2.5 km of paved street rehabilitation each year through this program. Seven (7) locations (totaling 1.4 km) were selected for the 2023 program based on their very poor condition.

### **DISCUSSION**

For the 2023 Paving and Concrete contract, a request for proposals (RFP) was advertised on March 21<sup>st</sup> and closed on April 4<sup>th</sup>, 2023.

The RFP evaluation criteria was based on unit prices, proposed schedule, and experience. Two submissions from local contractors were received, both being over budget.

The City entered negotiations with the highest graded proponent, United Paving Ltd., to try and reach an agreement within the allocated budget. The negotiations were successful resulting in a bid of \$1,858,705.64 (5% contingency included, PST included, GST excluded), which is within the overall budget.

The scope of work included in the negotiated bid is below:

- Annual Paved Street Rehabilitation Program;
- Annual Sidewalk and Curbing Rehabilitation Program;
- Plewis Automotive Group Inclusive Park - parking lot, curbing and pathways;

- 1<sup>st</sup> Avenue NW and Cheadle Street Traffic Signal Project – surface work related to intersection improvements;
- Phase I of Marston Street Paving; and
- 10<sup>th</sup> Avenue NE Infrastructure Project – full sidewalk and road replacement.

The approved budget comprised from the projects listed above totals \$1,883,119.38. The remaining budget of \$24,413.74 will be utilized for material testing. Construction management, field survey and contract administration will be completed in-house by the Engineering Department.

**RECOMMENDATION**

THAT the 2023 Paving and Concrete Contract be awarded to United Paving Ltd. of Swift Current, SK, based on unit pricing to a total upset fee of the approved budget of \$1,858,705.64 (5% contingency included, PST included, GST excluded) and that the Mayor and the City Clerk be authorized to sign the said contract.



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Mitch Minken, General Manager of Infrastructure & Operations

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**CAO Recommendation:**

*I concur with the recommendation.*



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Jim Jones, CAO





# City of Swift Current

## C.A.O. Report

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**Date:** April 20, 2023  
**To:** Chief Administrative Officer  
**From:** General Manager of Infrastructure and Operations  
**Subject:** **2023 Asphalt Maintenance Contract**

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### **BACKGROUND**

The City's streets require regular surface work to address 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 12,000m<sup>2</sup> in asphalt maintenance per year. Asphalt maintenance is funded through:

1. Asphalt Maintenance Budget: \$200,000 for localized roadway failures;
2. Utility Budgets: \$150,000 for water, sanitary, storm & power repairs; and
3. External Recoveries: \$50,000 gas & communication repairs.

### **DISCUSSION**

On March 21<sup>st</sup>, 2023, a request for proposals (RFP) was advertised on the SaskTenders and the City's website for the 2023 Asphalt Maintenance Program. The RFP evaluation criteria was based on unit prices, contractor availability throughout the season, and experience. The RFP closed on April 4<sup>th</sup>, 2023.

Two local contractors submitted proposals for the work. Competitive unit prices, positive references, and a flexible schedule with commitment to keeping an asphalt plant in Swift Current for the construction season resulted in United Paving Ltd. being graded the highest of the two proponents.

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 2023 Asphalt Maintenance Contract be awarded to United Paving Ltd. of Swift Current, SK based on unit prices 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

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**CAO Recommendation:**

*I concur with the recommendation.*



\_\_\_\_\_  
**Jim Jones, CAO**



# City of Swift Current

## C.A.O. Report

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**Date:** April 24, 2023  
**To:** Chief Administrative Officer  
**From:** Fire Chief  
**Subject:** April 11 – 21, 2023 Spring Flood

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### BACKGROUND

Due to the rapid snow melt and high temperatures over a very short period, the City of Swift Current began experiencing flooding as a result of high water levels of the Swift Current Creek. The repercussions of this flooding may have caused citizens and/or businesses within the City to incur damages that are not covered through their insurance. In the event of such circumstances individuals can seek assistance through the Provincial Disaster Assistance Program (PDAP). This application process can be accessed through Ministry of Government Relations following a resolution from City Council.

### DISCUSSION

PDAP provides emergency funding to municipalities and residents who are affected by a natural disaster. To access funding, Council must pass a resolution to be designated under PDAP.

### RECOMMENDATION

THAT the City of Swift Current apply to the Ministry of Government Relations to be designated an eligible assistance area under the Provincial Disaster Assistance Program (PDAP), which provides financial assistance for restoring essential services and property as a result of substantial damages caused by flood water that occurred during April 11<sup>th</sup> to 21<sup>st</sup>, 2023.



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Ryan Hunter, Fire Chief

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### **CAO Recommendation:**

*I concur with the recommendation.*



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Jim Jones, CAO

# Provincial Disaster Assistance Program

## Request for designation

Date:

### Community Information

- Rural Municipality     City     Town     Village     Park Authority  
 Resort Village     First Nation

No.   
(Community Name) (RM Only)

Name:   Clerk     Administrator

Address:

Telephone:  Fax:

Email:

Provincial Constituency:

### Type of Natural Disaster and Dates

The above community has incurred loss or damage as a result of:

Spring flooding — The flooding began on  , 20   
the peak flow date was  , 20   
and the flooding end date was  , 20

Heavy rain as a result of severe weather — The severe weather occurred on  
 , 20

Tornado — A tornado occurred on  , 20

Plow wind — A plow wind occurred on  , 20

## Damage Type and Estimated Loss (choose all that apply)

The above community has incurred loss or damage as a result of:

- |   |                         |
|---|-------------------------|
| <input checked="" type="checkbox"/> Local Authority/First Nations | \$ unknown at this time |
| <input checked="" type="checkbox"/> Park Authority                | \$ unknown at this time |
| <input checked="" type="checkbox"/> Educational Institute         | \$ unknown at this time |
| <input checked="" type="checkbox"/> Health Care Facility          | \$ unknown at this time |
| <input checked="" type="checkbox"/> Private Property              | \$ unknown at this time |

Approximate number of ratepayers with private property damage: unknown at this time

## Description of Event (please attach photos)

Please provide a detailed description of the event; include details regarding all damaged types.

Please see the attached.



Administrator

April 24, 2023

Date

## DESCRIPTION OF THE EVENT

*Please provide a detailed description of the event; include details regarding all damaged types.*

Throughout the week of **April 3-7, 2023**, Chief Ryan Hunter of the Swift Current Fire Detachment (SCFD) was in contact with the Water Security Agency (WSA) checking on the snowpack and water levels in and around the Duncairn Dam in order to ensure that the City of Swift Current was ready for any release of water from the Dam.

Up until April 9, 2023 Chief Hunter was assured by the WSA that snowpack was normal or below normal. WSA indicated they wanted to keep the dam to the full mark and there was no impending danger.

Out of an abundance of caution, Chief Hunter had the City of Swift Current Administration on notice in case the situation changed.

**Rising Creek Levels** – The City of Swift Current urged caution and encouraged the public to stay away from areas where creek levels were rising due to sudden warming temperatures causing fast spring run-off. Throughout the next couple of days, City of Swift Current crews were out and about the City putting up temporary barricades in low-lying areas around the creek.



On **Sunday, April 9, 2023**, the WSA indicated to Chief Hunter that the incoming flow from tributaries all around were considerably more than expected and they would have to release some water from the dam. However, this was just to match outflow with inflow.

At this point, heavy frost overnights had not allowed the ice dams to release or break up. It was feared that that these ice dams would ruin infrastructure and prevent even flow through the City, as in the past.



**72-hour Emergency Kit** - All low-lying homes around the Swift Current Creek were encouraged to be proactive in ensuring they had a 72-hour Emergency kit or a to go bag ready in the event of a short notice evacuation. Sandbags were available at the City Service Centre and at the Lt. Colonel Clifton Centre. Residents were urged to take the necessary steps to protect their home and property.

On **Monday, April 10, 2023**, the amount of water at the weir in Swift Current was at **2154** cubic meters of water per minute.

Under the Provincial Disaster Assistance Program (PDAP), Chief Hunter requested and received permission from Swift Current City Council to request a **Declaration of Local Emergency** based on the potential flooding of the Swift Current Creek, **effective April 11, 2023**.

*The City of Swift Current declared a State of Emergency as a proactive measure for the potential of increased spring water run off. With continued warmer temperatures quickly melting the snowpack in the watershed it resulted in Duncairn Dam strategically releasing water flow in the Swift Current Creek. How and when water is released from the dam is very calculated, taking into account the current level, temperature, and the additional run off which precipitates the arrival of the extra water into the City of Swift Current. Water levels continued to rise over the next 48 hours.*



Increased levels and flows of the Swift Current Creek through Riverside Park and the CP Weir as of April 12, 2023, can be viewed here: <https://youtu.be/cQiwJFhv1S8>

As a result of the increased water levels City Crews were dispatched to place large black sandbags in low lying areas as locations learned from the 2017 flood. From April 11<sup>th</sup> to 13<sup>th</sup> Infrastructure & Operations (I&O) crews worked 15-hour days setting up barricades, placing sandbags, and protecting the lift station in Elmwood Park.

**Barricades were erected in the following areas:**

**Pipers Addition:**

- Trap Bags: 90 m, 6 x 15 bag sections, 90 bags
- Hesco Barriers: 85 m, 19 x 5 bag sections, 95 bags

**Ashley Park:**

- Trap Bags: 285 m, 19 x 15 bag sections, 285 bags

**Elmwood Park:**

- Trap Bags: 270 m, 18 x 15 bag sections, 270 bags
- Hesco Barriers: 85 m, 19 x 5 bag sections, 95 bags

**Main Lift:**

- Trap Bags: 30 m, 2 x 15 bag sections, 30 bags

**Total Trap Bags:** 675 m, 675 bags

**Total Hesco Barriers –** 170 m, 190 bags



*Message from Mayor Al Bridal*

**RE: State of Emergency**

**April 12, 2023**

**Sandbags now available at:**  
**City Service Centre - 2074 S. Service Rd. W.**  
**Lt. Colonel Clifton Centre - 350 6th Ave NE.**

**Message from Mayor Al Bridal**  
 On Wednesday, April 12<sup>th</sup>, Mayor Bridal sent out a message to citizens on social media, announcing the two locations open to acquire sandbags, including– the City Service Centre and at the Lt. Colonel Clifton Centre. Mayor Bridal encouraged all property owners in low lying areas to take every precaution to protect their property.



Levels recorded at the weir in Swift Current from Tuesday, April 11, 2023 until Thursday, April 20, 2023, were as follows:

The unit for flow used is cubic feet per second (cu ft/sec) conversion to cubic meters per second is 1 cu m/s = 35.3147 cu ft /s.

| Date           | Weir Level            | Date           | Weir Level            |
|----------------|-----------------------|----------------|-----------------------|
| April 11, 2023 | 3317 cubic ft per sec | April 16, 2023 | 3317 cubic ft per sec |
| April 12, 2023 | 3649 cubic ft per sec | April 17, 2023 | 2563 cubic ft per sec |
| April 13, 2023 | 2684 cubic ft per sec | April 18, 2023 | 1717 cubic ft per sec |
| April 14, 2023 | 3515 cubic ft per sec | April 19, 2023 | 742 cubic ft per sec  |
| April 15, 2023 | 3448 cubic ft per sec | April 20, 2023 | 702 cubic ft per sec  |

Throughout the flood period, Swift Current Creek water levels were close to flood events of 1997 and 2011 with the possibility of more runoff yet to come from Cypress Hills. Past efforts, such as reinforcing the creek bank in various areas, and the placing of flood barriers in historical flooded locations, allowed more water to flow through the City of Swift Current with less damage so far, than previously recorded flood years.

### Spring Snowstorm Predicted

From Monday, April 18<sup>th</sup> to Wednesday, April 20<sup>th</sup>, Environment Canada warned Southwest Saskatchewan of a spring snowstorm with the potential to bring up to 50 cm of rain and snow to the Swift Current area.

The City of Swift Current and surrounding area remained on flood watch as the snow melt from the deck at Cypress Hills was set to begin flowing into Swift Current.



*On Friday, April 14<sup>th</sup>, Chief Hunter provided an update via Zoom to media and residents regarding the status of the Swift Current Creek. To view this video, please visit: <https://youtu.be/FqHxuz1OAKk>*

*Throughout the flooding period Chief Hunter reminded residents of Swift Current to remain cautious around the creek, as the current flow had such a high velocity with frigid temperatures posing grave danger if someone were to fall in. SC Fire Department could not emphasize this message enough as numerous children and adults were seen playing and walking beyond the flood barriers.*

Swift Current received considerably less precipitation than other areas like Weyburn and Estevan. Both Weyburn and Estevan received approximately 50 cm of snow, while Swift Current received 10-15 cm.

## **Local Emergency Act Lifted**

On **Friday, April 21<sup>st</sup> at 10:00 AM**, the City of Swift Current announced that the Local Emergency Act was lifted.

However, as the snowpack from the Cypress area has not yet fully melted and reached the Swift Current water basin, most barricades will remain in place for the better part of a week as a continued precautionary measure. With the recent moisture, the ground is saturated and soft, making the removal of barricades more time-consuming and challenging. This also poses a disruption to the natural grasses along the creek bank. Therefore, the flood barricades will be eliminated in a manner that is as gentle as possible with the least environmental impact.

The barricades will be removed systematically: starting with the areas of highest elevation and working towards the lowest areas.

#1 Area – Elmwood Park

#2 Area – Ashley Park

#3 Area – Riverside Park

Some road closures will remain in effect, as barricades in some areas obstruct the roadways.

### **Thank you!**

The City of Swift Current would like to thank the community for their positivity, patience and understanding during this local emergency. Many factors were outside of the City's control, adding to the element of unpredictability. Having supportive and helpful citizens who work together when things become difficult makes Swift Current a wonderful place to live.