



AMENDED

COUNCIL MEETING
Monday, July 22, 2024
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 June 24, 2024.

PROCLAMATIONS

Meghan Chisholm and Hailey Harrison, of the City of Swift Current Aquatic Services, will attend to proclaim July 21 to July 27, 2024 as “National Drowning Prevention Week”.

DELEGATIONS

- 1 Staff Sergeant Evan Gordon of the Swift Current City RCMP, will attend to discuss RCMP issues.

PUBLIC HEARINGS/PUBLIC NOTICE MATTERS/ORDERS

- 2 A Public Hearing will be held in connection with Council’s intention to consider an application with respect to a change of an existing discretionary use, being the proposed expansion of the Swift Current Child Care Centre located at 285 & 287 13th Avenue NE in accordance with Zoning Bylaw No. 24 – 2014.
- 3 A Public Hearing will be held in connection with Council’s intention to consider a discretionary use application, being the proposed development of a boarding house/ student residence located at 45 Sidney Street E in accordance with Zoning Bylaw No. 24 – 2014.

ITEMS FOR ACTION

- 4 Accounts.



COUNCIL MEETING
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- 10 Report regarding Operating Agreement between the City of Swift Current and Society for the Prevention of Cruelty to Animals Swift Current and Transfer of Land, described as Blk 1 Plan No 79SC05303 Ext. 0.
 - 24 Report regarding 6th Avenue NE and Bray Street Outfall.
 - 26 Report regarding Purchase of Downtown Traffic Structures.
 - 28 Report regarding Aquatic Centre Building Condition Assessment.
 - 30 Report regarding Commercial Tax Exemption Policy and Residential New Build Tax Incentive Policy.
 - 42 Report regarding 5th Avenue NW Storage Roof Replacement.

REPORTS FOR INFORMATION

BYLAWS

UNFINISHED BUSINESS

NEW BUSINESS

- 44 Southwest Municipal Government Committee Meeting Agenda of June 25, 2024.
- 45 Swift Current City Detachment Community Policing Report for June 2024.
- 46 Southwest Transportation Planning Council Inc. Meeting Agenda for July 26, 2024.

COMMUNICATIONS

ITEMS REQUESTED TO BE DISCUSSED EN CAMERA

- 47 Request regarding Yearly meeting with External Auditors.
- 48 Request regarding Safe Places.



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REPORTS OF COUNCIL MEMBERS/ENQUIRIES

ADJOURNMENT

NEXT MEETING DATE:

Monday, August 19, 2024 – 6:30 p.m.

COMMUNITY POLICING REPORT

To: The Mayor City of Swift Current	From: N.C.O. In Charge Swift Current City Det.	Months of April to June 2024
		Date Prepared 2024-07-11
		Phone No. (306) 778-4870

OFFENCES REPORTED AND/OR COMMITTED IN COMMUNITY

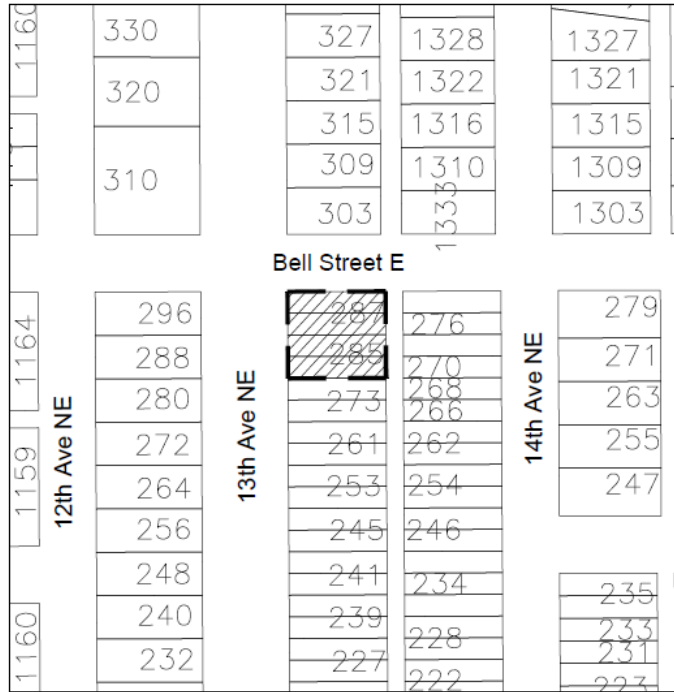
VIOLATION	April to June/2024	April to June/2023	April to June/2022	YTD 2024	YTD 2023	YTD 2022
Fatal Motor Vehicle Accident	1	--	--	1	--	--
Injury Motor Vehicle Accident	6	--	--	8	5	8
Reportable Vehicle Accident	21	34	19	42	64	59
Fail to Remain (Hit & Run)	20	26	22	37	50	42
Provincial Traffic Offence	74	112	391	998	681	1395
Impaired Driving Offence	29	30	29	53	47	46
Liquor Act	20	18	17	31	27	29
Coroners Act	9	5	5	14	16	17
Mental Health Act	69	78	52	134	130	105
Other Criminal Code	114	118	86	195	224	174
Weapons Offence	13	13	6	15	17	14
Drug Enforcement	15	17	22	28	45	37
Sexual Offences	6	11	2	19	16	7
Robbery/Extortion/Harassment	46	50	39	73	85	78
Assault (excl. Sexual Assault)	52	46	64	101	78	101
Theft Under \$5,000	75	74	55	149	142	97
Theft Over \$5,000	10	12	9	21	27	14
Possession Stolen Property	5	9	8	16	14	16
Mischief	106	90	97	211	187	145
Fraud	43	45	35	89	63	70
Break & Enter – Business	7	11	4	11	13	5
Break & Enter – Residence	8	6	4	12	21	9
Break & Enter - Other	27	9	2	41	12	4
Arson	--	2	--	--	3	--
Missing Person	3	9	4	8	18	8
Peace Bond	1	--	--	2	--	--
Criminal Record Checks	568	471	607	944	770	933
Total Occurrences	1384	1350	1254	2607	2540	2302

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

PUBLIC NOTICE

DISCRETIONARY LAND USE APPLICATION

Notice is hereby given that the Council for the City of Swift Current has received an application with respect to a change to an existing discretionary use, being the proposed expansion of the Swift Current Child Care Centre at 285 and 287 13th Avenue NE, as shown cross-hatched on the map included in this advertisement.



A Public Hearing will be held at the regular Council meeting on Monday, July 22nd, 2024 at 6:30 p.m. Please contact the City Clerk's office to determine the procedure for making a presentation to either oppose or support the proposed amendments.

Written submissions respecting this proposed bylaw amendment will be received by the City Clerk's office on or before 12:00 noon Tuesday, July 16th, 2024.

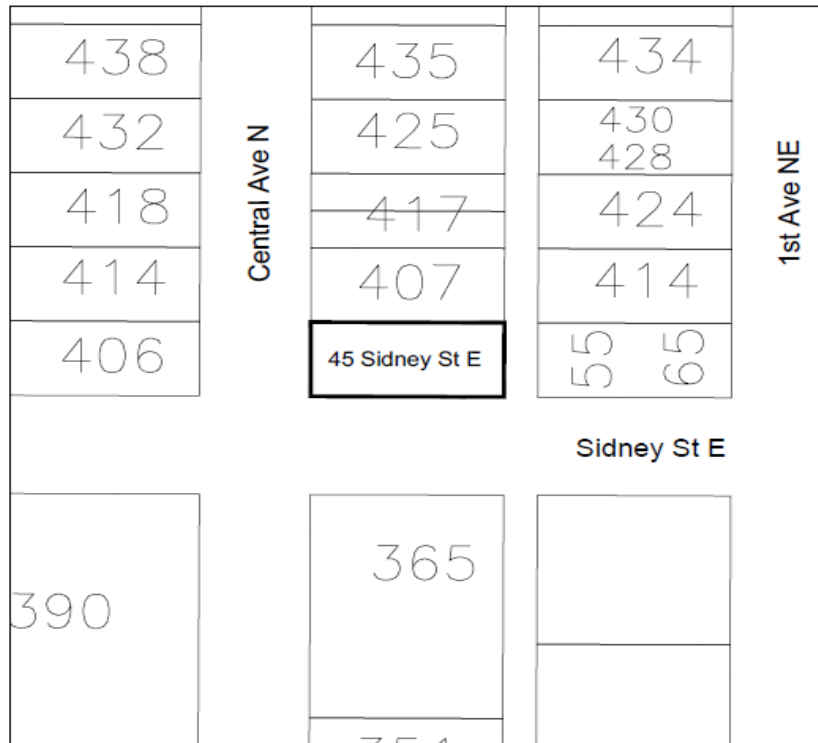
Issued at Swift Current this 24th day of June, 2024.

Jackie Schlamp
City Clerk

PUBLIC NOTICE

DISCRETIONARY LAND USE APPLICATION

Notice is hereby given that the Council for the City of Swift Current has received an application with respect to a discretionary use, being the proposed development of a boarding house/student residence in accordance with Zoning Bylaw No. 24 – 2014. The proposed site, 45 Sidney Street East, is shown outlined in bold on the map included in this advertisement.



A Public Hearing will be held at the regular Council meeting on Monday, July 22nd, 2024 at 6:30 p.m. Please contact the City Clerk's office to determine the procedure for making a presentation to either oppose or support the proposed amendments.

Written submissions respecting this proposed bylaw amendment will be received by the City Clerk's office on or before 12:00 noon Tuesday, July 16th, 2024.

Issued at Swift Current this 24th day of June, 2024.

Jackie Schlamp
City Clerk

June 26, 2024

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

Enclosed are the General Revenue Fund Disbursements for the period
Jun 12 - 26, 2024

	<u>Current</u>	<u>Year to Date</u>
Regular Accounts	400,045.12	2,649,990.27
Payroll Benefits	333,618.62	4,851,484.59
School Payments (Holy Trinity RCSSD #22)	-	131,046.11
School Payments (Minister of Finance)	-	553,499.45
Sask Power - (Energy Purchase)	1,108,055.55	7,433,211.49
Sask Power	-	20,226.24
SaskEnergy	32,227.90	412,732.04
SaskTel	15,847.16	95,456.72
General Contractors:		
Acklands Grainger	13,322.28	34,287.25
Aevitas Inc	17,185.18	38,086.30
Alexandre Electric	-	17,937.77
Arboriculture Canada Training	-	11,457.34
Armstrong Implements	-	36,042.13
Associated Engineering	-	45,506.58
Automotive Unlimited	10,147.41	26,078.45
B & A Petroleum	76,251.80	314,220.54
Boundary Equipment	15,847.13	15,949.51
Brandt Tractor Ltd	-	25,839.06
Bridal Builders	-	33,000.30
C & D Machine & Welding	26,573.40	42,193.38
C & E Piling Ltd	-	14,707.50
CDW Canada	-	82,725.05
Chemtrade West Ltd	54,089.78	161,548.24
Chinook Regional Library	-	227,881.50
Choice Electrical Supply Ltd	16,939.69	17,826.88
Cleartech Industries	-	66,798.46
CloudPermit Inc	-	21,090.00
Country Club Distributors	13,951.35	61,152.42
Cypress Motors (S.C.)	-	166,534.76
Dayforce (Ceridian)	-	82,129.70
Delco Automation Inc	54,700.80	131,418.45
Directdial.com	-	24,839.58
Early's Farm & Garden Centre	27,386.43	31,497.79
Eecol Electric Ltd	-	64,365.11
Econolite Canada Inc	-	71,672.60
Emco	73,769.85	88,284.84
Flaman Sales	-	12,225.15
Flocor Inc	20,554.45	49,794.36

FP Teleset Francotyp	-	73,500.00
GFL Environmental Inc	66,693.63	469,289.26
Gludemans, Robert	19,972.83	19,972.83
Gordon Ralph Tams	-	23,463.11
Great Plains College	-	29,937.00
Guillevin International	28,818.72	36,314.15
Hach Sales & Service Canada	19,973.29	46,727.81
HBI Office Plus Inc	-	36,450.39
Imaginit Saskatchewan	18,572.83	18,572.83
Insight Canada	24,505.58	71,775.84
Integrity Electrical Services	-	28,212.44
Itron/Schlumberger Industries	-	23,900.52
KK Golf Management Inc	21,391.51	201,709.33
Klearwater Equipment & Technologies Corp	11,317.46	11,317.46
Knudsen Excavating	17,776.10	134,341.66
Lee's Tree Care & Landscaping	-	76,256.40
Leeville Contruction Ltd	238,279.83	445,763.77
Len's Plumbing & Heating	11,628.26	60,537.39
Macmor Industries	11,710.57	32,754.63
Martin Deerline	-	44,600.82
Metercor Inc	-	41,421.32
Microage	-	75,309.04
Mid Continental Pump Supply	-	33,300.00
MNP LLP	13,950.00	40,415.25
National Leasing	-	23,039.10
Oakcreek Golf & Turf	95,943.94	96,690.54
Onactuate Consulting Inc	-	16,305.91
Oracle Corporation Canada	-	37,239.15
Paradise Pools	-	16,644.45
Pattison Agriculture	30,636.00	30,636.00
Perfectmind	-	15,603.75
Pioneer Co-op	-	90,924.15
PTI Utility Supply Ltd	-	80,593.25
Raymax Equipment Sales Ltd	10,682.29	13,467.09
RCMP	-	2,163,083.68
Redhead Equipment Ltd	267,979.65	329,314.32
Rhino Techincal Services Inc	30,944.68	74,549.87
Riverside Electric Ltd	-	87,540.30
Rock Solid Trucking Ltd	-	86,923.90
Rocky Mountain Phoenix	163,167.80	182,269.52
Sask Asphalt Maintenance	61,505.10	61,505.10
Saskatchewan Abilities Council	118,587.00	350,551.89
Saskatchewan Public Safety Agency	-	35,175.00
SEL Schweitzer Engineering Lab	22,420.28	22,420.28
SGL	-	83,737.98
Southern Star Trucking & Excavation Ltd	15,793.79	81,487.07
Southwest Cultural Development Group Inc	-	63,750.00
Southwest Facility Foundation	-	11,000.00
Southwest Paving Ltd	45,262.47	45,262.47

Stephenson Equipment Ltd	32,162.78	32,162.78
Strictly Fences Ltd	-	37,684.50
SUMA	-	21,821.33
Superior Infrastructure Restoration	15,074.22	15,074.22
Superior North America Inc	-	23,260.07
Swift Current Community Youth Initiative	11,352.93	14,202.93
Swift Current Diesel	-	13,524.49
Swift Current Lions Club	-	12,000.00
Tacel Ltd	-	10,039.05
Tetra Tech Canada Inc	-	10,680.00
Top Shot Concrete	64,269.00	64,269.00
Tourism Swift Current	-	60,791.90
Trade West Equipment Ltd	-	12,215.79
Triways Disposal Services	113,223.62	663,513.04
Uline Canada	-	14,705.21
United Paving (1983) Ltd	187,918.69	251,644.23
United Rentals of Canada	-	32,766.92
Valmont West Coast Engineering	-	173,573.85
Vertex Inc	-	11,820.39
Vigilant Consulting Services	-	287,719.93
Wastequip (Toter LLC)	-	55,783.52
Wheatland Machine Shop	-	55,288.48
Wiebe Contracting	-	38,701.02
Wilf's Oilfield Service	21,645.00	29,459.40
Windscape Kite Club	-	25,000.00
Wolseley/Westburne	24,926.54	46,318.46
Xerox Canada Ltd	17,681.28	29,520.40
Y & K Cleaning Ltd	10,224.21	61,345.26
Zoho Corp	-	14,681.21
TOTAL	\$ 4,176,505.78	\$ 26,459,863.31

RECOMMENDATION:

I recommend that \$4,176,505.78 in disbursements be approved.

REPORT PREPARED BY:

Lisa Hagen, Accounts Payable Supervisor

SIGNATURE:



APPROVAL:



I concur with the recommendation

Jim Jones 

July 10, 2024

TO: Council

FROM: Kari Cobler, General Manager of Corporate Services

RE: Accounts

Enclosed are the General Revenue Fund Disbursements for the period
Jun 27 - Jul 9, 2024

	<u>Current</u>	<u>Year to Date</u>
Regular Accounts	285,349.04	2,804,215.42
Payroll Benefits	414,652.13	5,266,136.72
School Payments (Holy Trinity RCSSD #22)	586,919.37	717,965.48
School Payments (Minister of Finance)	3,531,830.99	4,085,330.44
Sask Power - (Energy Purchase)	890,168.52	8,323,380.01
Sask Power	-	20,226.24
SaskEnergy	-	412,732.04
SaskTel	-	95,650.26
General Contractors:		
Acklands Grainger	-	41,431.99
Aevitas Inc	-	38,086.30
Alexandre Electric	-	19,328.21
Arboriculture Canada Training	-	11,457.34
Armstrong Implements	-	38,468.45
Associated Engineering	-	53,400.83
Automotive Unlimited	-	26,078.45
B & A Petroleum	-	321,817.25
Boundary Equipment	-	15,949.51
Brandt Tractor Ltd	-	25,839.06
Brett Young	10,421.85	10,421.85
Bridal Builders	-	33,000.30
C & D Machine & Welding	-	42,193.38
C & E Piling Ltd	-	14,707.50
CDW Canada	-	82,833.21
Chemtrade West Ltd	-	161,548.24
Chinook Regional Library	-	227,881.50
Choice Electrical Supply Ltd	-	17,826.88
Clartech Industries	-	73,391.28
CloudPermit Inc	-	21,090.00
Country Club Distributors	-	65,360.63
Cypress Motors (S.C.)	-	166,746.60
Dayforce (Ceridian)	-	88,049.94
Delco Automation Inc	-	140,809.05
Directdial.com	-	24,839.58
Early's Farm & Garden Centre	-	31,497.79
Eecol Electric Ltd	-	67,841.68
Econolite Canada Inc	-	71,672.60
Emco	-	88,284.84
Flaman Sales	-	12,225.15
Flocor Inc	-	50,283.67
FP Teleset Francotyp	-	73,500.00

GFL Environmental Inc	26,204.66	495,493.92
Gloude-mans, Robert	-	19,972.83
Golden West Broadcasting	12,820.50	33,174.49
Gordon Ralph Tams	-	23,463.11
Great Plains College	-	30,158.00
Guillevin International	-	36,314.15
Hach Sales & Service Canada	-	46,727.81
HBI Office Plus Inc	-	38,206.92
Home Hardware - Swift Current	10,064.68	30,480.30
Imaginit Saskatchewan	-	18,572.83
Insight Canada	-	72,240.24
Integrity Electrical Services	-	28,212.44
Itron/Schlumberger Industries	-	23,900.52
KK Golf Management Inc	49,015.04	250,724.37
Klearwater Equipment & Technologies Corp	-	11,317.46
Knudsen Excavating	-	134,341.66
Lee's Tree Care & Landscaping	-	79,965.90
Leeville Construction Ltd	-	445,763.77
Len's Plumbing & Heating	254,336.23	314,873.62
LK Holdings	10,849.71	22,317.00
Macmor Industries	-	36,350.54
Martin Deerline	-	44,600.82
Metercor Inc	-	41,421.32
Microage	-	75,309.04
Mid Continental Pump Supply	-	33,300.00
MNP LLP	-	40,415.25
National Leasing	-	23,039.10
Oakcreek Golf & Turf	-	97,402.96
Onactuate Consulting Inc	-	16,305.91
Oracle Corporation Canada	-	37,239.15
Paradise Pools	-	16,644.45
Pattison Agriculture	-	30,636.00
Perfectmind	-	15,603.75
Pioneer Co-op	13,747.96	104,672.11
PTI Utility Supply Ltd	-	80,593.25
Rawhide Supplements Ltd	17,092.99	17,092.99
Raymax Equipment Sales Ltd	-	13,467.09
RCMP	-	2,163,083.68
Redhead Equipment Ltd	15,699.61	345,013.93
Rhino Technical Services Inc	-	74,549.87
Riverside Electric Ltd	17,514.93	105,055.23
Rock Solid Trucking Ltd	-	92,024.28
Rocky Mountain Phoenix	-	182,269.52
Roof-Pro Contracting	21,689.40	21,689.40
Sask Asphalt Maintenance	-	61,505.10
Saskatchewan Abilities Council	-	350,551.89
Saskatchewan Public Safety Agency	-	35,175.00
SEL Schweitzer Engineering Lab	-	22,420.28
SGI	-	83,737.98
Southern Star Trucking & Excavation Ltd	10,710.28	92,197.35
Southwest Cultural Development Group Inc	-	63,750.00
Southwest Facility Foundation	-	11,000.00

Southwest Paving Ltd	-	46,094.97
Stephenson Equipment Ltd	-	32,162.78
Strictly Fences Ltd	-	37,684.50
SUMA	-	21,821.33
Superior Infrastructure Restoration	-	15,074.22
Superior North America Inc	-	25,859.90
Swift Current Community Youth Initiative	-	14,202.93
Swift Current Diesel	-	13,524.49
Swift Current Lions Club	-	12,000.00
Tacel Ltd	-	10,039.05
Tetra Tech Canada Inc	-	10,680.00
Top Shot Concrete	-	64,269.00
Tourism Swift Current	-	60,791.90
Tractorland	86,819.59	86,819.59
Trade West Equipment Ltd	-	12,215.79
Triways Disposal Services	-	663,513.04
Uline Canada	-	14,705.21
United Paving (1983) Ltd	-	251,644.23
United Rentals of Canada	-	32,766.92
Valmont West Coast Engineering	-	173,573.85
Vertex Inc	-	11,820.39
Vigilant Consulting Services	-	287,719.93
Wastequip (Toter LLC)	-	55,783.52
Wheatland Machine Shop	-	56,307.75
Wiebe Contracting	-	38,701.02
Wilf's Oilfield Service	-	29,459.40
Windscape Kite Club	-	25,000.00
Wolseley/Westburne	-	46,318.46
Xerox Canada Ltd	-	29,520.40
Y & K Cleaning Ltd	-	63,176.76
Zoho Corp	-	14,681.21
TOTAL	<u>\$ 6,265,907.48</u>	<u>\$ 32,725,770.79</u>

RECOMMENDATION:

I recommend that \$6,265,907.48 in disbursements be approved.

REPORT PREPARED BY:

Yash Patel for Lisa Hagen, Accounts Payable Supervisor

SIGNATURE: 

APPROVAL: 

I concur with the recommendation



 Jim Jones, CAO



City of Swift Current

C.A.O. Report

Date: July 11, 2024

To: Council

From: Chief Administrative Officer

Subject: **Operating Agreement between the City of Swift Current and Society for the Prevention of Cruelty to Animals; and Transfer of Land described as Block 1, Plan No. 79SC05303, Ext. 0 to the Society for the Prevention of Cruelty to Animals**

BACKGROUND

This is a follow up report resulting from The Society for the Prevention of Cruelty to Animals (“SPCA”) presentation at the Governance and Priorities Committee meeting regarding the development of a larger facility with the potential expansion of services. This proposal came forward due to increased needs, including animal services and additional capacity, along with the numerous updates required to the current facility to ensure building code compliance and best standard of care to animals in the facility.

DISCUSSION

During the April 29th, 2024 Council meeting a report was provided by the CAO resulting in Notice of Motion to advise the public of Council’s intent to consider selling the above stated land to the Society for the Prevention of Cruelty to Animals Swift Current for less than market value. Public Notice was advertised in the Southwest Booster, on the City’s website, and social media channels. No inquiries or written correspondence either supporting or opposing this transfer were received by the City Clerk.

The City has worked with the City Solicitor and SPCA to finalize a new Operating Agreement, as attached. This agreement is for a thirty (30) year term and sets out the provisions and operational requirements of the City Pound. This new agreement will replace the previous Lease Agreement dated August 22nd, 2022.

Additionally, a Memorandum of Agreement was also finalized with the City Solicitor and the SPCA for the sale of land in the sum of one dollar (\$1.00). This agreement is also attached for Council’s review.

The City is proud to support the SPCA in their quest to expand their facility and the quality of service they provide within our community. The completion of the transfer of land, will allow them to apply for grant funding in support of this new facility.

RECOMMENDATION

THAT City Council enter into the new Operating Agreement between the City of Swift Current and the Society for the Prevention of Cruelty to Animals Swift Current and that the Mayor and City Clerk be authorized to sign the said Agreement.

And;

THAT City Council approves the attached Memorandum of Agreement to transfer land legally described as Block 1, Plan No. 79SC05303 Ext. 0 to the Society for the Prevention of Cruelty to Animals Swift Current and that the Mayor and City Clerk be authorized to sign the said Agreement and transfer documents.



Jim Jones, Chief Administrative Officer

THIS AGREEMENT made effective the 21 day of June, 2024.

BETWEEN:

CITY OF SWIFT CURRENT
duly incorporated under the laws of the
Province of Saskatchewan

(Hereinafter called “the City”)

~ and ~

**SOCIETY FOR THE PREVENTION OF CRUELTY
TO ANIMALS SWIFT CURRENT**
duly incorporated under the laws of the
Province of Saskatchewan

(Hereinafter called “the SPCA”)

OPERATING AGREEMENT

WHEREAS the City has agreed to the transfer of **Blk 1 Plan No 79SC05303 Ext. 0** in the City of Swift Current, Saskatchewan (the “**Property**”) into the name of the SPCA subject to the SPCA’s continued operation of the City Pound.

AND WHEREAS the SPCA is prepared to perform the services required to operate the City Pound on the basis set out in this agreement.

NOW THEREFORE for good and valuable consideration, the receipt and sufficiency of which is hereby acknowledged by the Parties hereto, the Parties mutually declare and agree as follows:

1. TERM

- 1.1 This Operating Agreement shall run for a term of thirty (30) years from April 1, 2024 and, unless otherwise extended or earlier terminated in accordance with the terms of this Agreement, terminating March 31, 2054 (the “**Term**”).
- 1.2 If the City determines that the SPCA is in default of any provision of this Agreement, the City shall notify the SPCA in writing of the default. If said default is not rectified within thirty (30) days or receipt of such notice, the City may terminate this Agreement.

2. OPERATING GRANT

- 2.1 In further consideration of the operation of the City Pound, the City agrees to make an Operating Grant available to the SPCA in an amount to be determined by City Council.

- 2.2 The sum of the Operating Grant will be communicated to the SPCA on or before the 1st day of March in each year of the Term. Such grant will be divided into equal installments, payable on a monthly basis from the City to the SPCA.
- 2.3 Payment of the said Grant is conditional upon the SPCA annually providing the City with a three (3) year operational plan on how the money will be spent, and audited financial statements, acceptable to the City in compliance with any additional terms or conditions set forth in this Agreement.
- 2.4 On or before December 31st of each year during the Term, the SPCA shall provide a yearly list of the operational and/or capital projects undertaken, in progress, or completed during the current year. A progress report may be requested from time to time by the City and provided by the SPCA.
- 2.5 If, in any year during the Term, the City is not satisfied that the funds from the operating grant are being used in accordance with the approved operating plan, as provided by the SPCA, the City may withhold the grant, for the subsequent year.

3. STANDARD OF CARE

- 3.1 It shall be the duty of the SPCA to provide to each animal impounded by the City or pursuant to the City under the authority of the Animal Control Bylaw, or such Bylaw as may be passed from time to time, an adequate supply of food and fresh water during its occupancy in the animal shelter and to maintain clean and properly ventilated pens or enclosures for impounded animals.
- 3.2 All facilities and care must meet the criteria, standards, codes of practice and guidelines defined in *The Animal Protection Act, 2018*, and any amendments thereto, or such Act as may be respectively substituted therefore from time to time.
- 3.3 The SPCA agrees to supply at its sole cost and expense all staff, equipment and supplies and assume all expenses necessary to provide the service of the City pound.

4. PROPERTY MAINTENANCE

- 4.1 All costs for operating and maintenance of the property, including the portion defined as the City pound, shall be the sole responsibility of the SPCA.
- 4.2 The SPCA will maintain and have available a minimum of three (3) kennels for use by the City for impoundment of animals. In the event of expansion of the facility and the addition of added kennels, the City may request an increased number of kennels for it's explicit use to a maximum of five (5).

5. RIGHT OF ACCESS

- 5.1 The Parties agree that the City, or an authorized agent thereof, shall have right of access to the property and facility for the purpose of accessing the City Pound without notice to the SPCA.

5.2 The SPCA will provide the City, or an authorized agent of the City, with keys for access to the facility for the purpose of accessing the City Pound.

6. LICENSING

6.1 The SPCA will not release any animal until proof is produced that the animal is currently licensed within the City or the municipality where the animal is from.

6.2 When any animal is adopted, claimed, or otherwise taken from the animal shelter, the individual adopting, claiming, or otherwise taking the animal from the shelter must obtain a license prior to that animal being released from the animal shelter.

6.3 The SPCA shall be responsible for selling a current dog or cat license to any owner of a dog or cat prior to the dog or cat being released from the pound.

6.4 The City shall provide the SPCA with a supply of the current years tags for the purpose of licensing.

6.5 A list of all tags sold shall be provided to the City, together with the information required on the prescribed form, within 24 hours of issuing of the license.

7. IMPOUNDMENT

7.1 Where an animal is impounded, the SPCA shall:

a) hold the animal until claimed by the owner of the animal or disposed of in accordance with the Animal Control Bylaw, or such Bylaw as may be passed from time to time; and

b) attempt to notify the owner of the animal (if known) of the impoundment.

7.2 No liability whatsoever shall attach to the SPCA or the City by reason of failure in contacting the owner, provided all reasonable attempts have been made.

7.3 An owner of an animal which has been impounded may claim the animal by:

a) providing reasonable proof of ownership to the SPCA;

b) paying the impoundment charge, any housing charges, as well as any licensing fee; and

c) providing proof of payment of any bylaw violation notice.

7.4 The SPCA shall keep all impounded animals for a period of at least 72 hours, or as otherwise stipulated in the Animal Control Bylaw, or such Bylaw as may be passed from time to time, excluding the day of impounding. Sunday's and statutory holidays shall not be included in the computation of the 72-hour period. Where an animal is not claimed within the 72 hours, the SPCA may dispose of the animal by public adoption.

- 7.5 Notwithstanding the above, at the discretion of the SPCA, any animal suspected of having rabies or other life-threatening disease shall be isolated and may not be claimed, destroyed, or otherwise disposed of except after notice to the Public Health Officer and then only in compliance with the direction of the Public Health Officer and/or a Veterinarian.
- 7.6 The SPCA may take immediate action to humanely destroy any sick or injured animal within its care if, in the opinion of a Veterinarian, immediate destruction of the animal is necessary to avoid unnecessary suffering by the animal.
- 7.7 The SPCA shall be entitled to keep all impoundment charges, housing charges and licensing fees paid for the release of an impounded animal.

8. CAT TRAPS

- 8.1 The SPCA shall be responsible for storing and maintaining cat traps and will be responsible for issuing cat trap permits.
- 8.2 The SPCA shall only approve a cat trap permit and issue a cat trap to a person making an application when that person:
- a) agrees to all the terms included in the cat trap permit;
 - b) executes the cat trap permit; and
 - c) pays the cat trap fee.
- 8.3 The SPCA shall be entitled to keep all fees paid for issuing any cat traps.

9. DISPOSAL OF UNCLAIMED ANIMALS

- 9.1 If an impounded animal is not claimed within 72 hours, or as otherwise stipulated within the Animal Control Bylaw, or such Bylaw as may be passed from time to time, from the time such animal is received at the pound, excluding Saturdays, Sundays and Statutory holidays, and the fees if any, paid as herein provided, said animal may be disposed of by the SPCA without further notice in the following manner:
- a) disposal by adoption, where in the opinion of the SPCA the animal is suitable for adoption;
 - b) disposal by euthanasia where in the opinion/discretion of a Veterinarian the animal is not suitable for adoption or cannot be sold for adoption within a reasonable time;
 - c) transfer of the animal to another shelter.
- 9.2 The proceeds received for adoption of an animal shall be kept by the SPCA.

10. DANGEROUS ANIMALS

- 10.1 In the event that an animal is being held that is presumed dangerous, the SPCA must comply with all requirements for enclosures for dangerous animals as provided for in the Animal Control Bylaw, or such Bylaw as may be passed from time to time.
- 10.2 In the event that an animal is impounded pending an appeal and the appeal has been overturned or the animal ordered released, an animal will only be released to the owner following payment of any applicable fees and the costs for impoundment.

11. KENNEL

If the SPCA wishes to establish a kennel on the Property, the operation of any kennel will be subject to approval from the City Council, and the kennel must comply with the provisions of all Bylaws regulating the operation of kennels and businesses within the City and in accordance with any Provincial legislation.

12. INSURANCE

The SPCA agrees to take out and maintain insurance for the property and for public liability insurance with coverage of not less than five million dollars (\$5,000,000), of which shall include the portion of the Property utilized as the City Pound at the sole expense of the SPCA. Confirmation of insurance will be provided to the City upon execution of this agreement and updated confirmation provided upon renewal of any policies.

13. INDEMNITY

- 13.1 The SPCA hereby agrees that it will indemnify and save harmless the City from all actions, claims and demands whatsoever which may be brought or made against the City and against all loss, liability, judgments, claims, costs, demands or expenses which the City may sustain resulting from or arising out of the SPCA's failure to exercise reasonable care, skill or diligence in the performance of any work or service required to be rendered by the SPCA.
- 13.2 The City hereby agrees that it will indemnify and save harmless the SPCA against all actions, claims and demands, loss, liability, judgments, costs, or expenses which the SPCA may sustain resulting from or arising out of the City's failure to exercise reasonable care, skill or diligence in the performance of any work or service required to be rendered by the City in enforcement of by-laws and in exercising its rights under *The Cities Act* with respect to animal control.

14. FIRST RIGHT OF REFUSAL

- 14.1 If the SPCA decides to sell the Property or otherwise ceases to operate the City Pound on the Property in accordance with the terms of this Agreement, the SPCA agrees that the Property shall be listed for sale and that the City will have a right of first refusal on any *bona fide* offer received by the SPCA on such sale. The SPCA shall provide notice to the City of the offer and the City shall have fourteen (14) days after

delivery of such notice to advise the SPCA of its intention to purchase the Property on the same terms and conditions as the *bona fide* offer received by the SPCA.

- 14.2 The City shall be entitled to register this Agreement against title to the Property to further protect the first right of refusal herein.

15. DISPUTE RESOLUTION

If any matter shall be in dispute with respect to this Agreement, then such matter in dispute shall be resolved in the following manner:

- a) the parties shall first attempt to resolve the matters in dispute by way of good faith negotiation;
- b) if the matter in dispute cannot be resolved by the way of negotiation within 30 days, the parties shall each appoint a single agreed upon mediator and shall take appropriate steps to resolve the matter in dispute by way of mediation. If no mediator can be agreed upon within 15 days, the parties may each select their own mediator and the parties respective mediators will name a third mediator; and
- c) if the matter in dispute cannot be resolved through the mediation process, then either party can refer the matter to arbitration and the arbitration shall be conducted pursuant to the provisions of *The Arbitration Act 1992* for the Province of Saskatchewan.

16. GENERAL

- 16.1 This Agreement shall be governed by and construed in accordance with the laws of the Province of Saskatchewan and the laws of Canada applicable therein.
- 16.2 The within Agreement may not be assigned without the express written consent of the other Party.
- 16.3 This Agreement may only be altered or amended by way of written memorandum duly executed by the Parties.
- 16.4 If any provisions of this Agreement are determined to be invalid or unenforceable by a Court of competent jurisdiction from which no further appeal lies or is taken, that provision shall be deemed to be severed herefrom and the remaining provisions of this Agreement shall not be affected thereby and shall remain valid and enforceable.
- 16.5 This Agreement may be executed by electronic means and by any number of counterparts. The signing, execution or delivery of such counterparts shall have the same effect as the signing, execution or delivery of a single original.

[The remainder of this page is purposely left in blank, signature page to follow]

IN WITNESS WHEREOF CITY OF SWIFT CURRENT has hereunto affixed its corporate seal, duly attested by the hands of its property officers this _____ day of _____, 2024.

"SEAL"

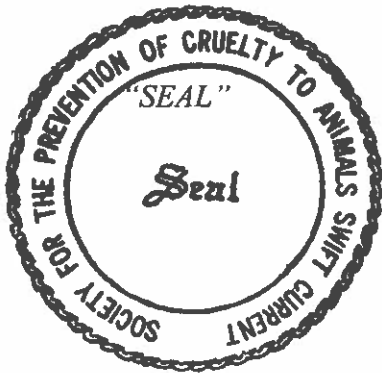
CITY OF SWIFT CURRENT

Mayor

City Clerk

IN WITNESS WHEREOF SOCIETY FOR THE PREVENTION OF CRUELTY TO ANIMALS SWIFT CURRENT has hereunto affixed its corporate seal, duly attested by the hands of its property officers this 20th day of June, 2024.

SOCIETY FOR THE PREVENTION OF CRUELTY TO ANIMALS SWIFT CURRENT



[Signature]
Signature - authority to bind the Corporation

Melanie Weinbender
Printed Name

David Zammit
Signature - authority to bind the Corporation

David Zammit
Printed Name

THIS AGREEMENT made effective the 21 day of June, 2024.

BETWEEN:

CITY OF SWIFT CURRENT

duly incorporated under the laws of the
Province of Saskatchewan

(hereinafter called "the City")

~ and ~

**SOCIETY FOR THE PREVENTION OF CRUETY
TO ANIMALS SWIFT CURRENT**

duly incorporated under the laws of the
Province of Saskatchewan

(hereinafter called "the SPCA")

MEMORANDUM OF AGREEMENT

WHEREAS the City is the owner of the following land:

Blk 1 Plan No 79SC05303 Ext. 0
(hereinafter referred to as the "**Property**")

AND WHEREAS the SPCA has asked that the Property be conveyed to the SPCA to allow for the expansion and development of a larger humane animal shelter, which may include a crematorium, boarding services, and a kennel.

NOW THEREFORE for good and valuable consideration, the receipt and sufficiency of which is hereby acknowledged by the Parties hereto, the Parties mutually declare and agree as follows:

1. PURCHASE AND SALE

Subject to the conditions precedent set out at Section 5 hereof, the City agrees to sell to the SPCA and the SPCA agrees to purchase the Property, together with all improvements and chattels located thereon from the City free and clear of encumbrances except for the Permitted Encumbrances hereinafter defined.

2. PURCHASE PRICE

The Purchase Price for the Property shall be the sum of one dollar (\$1.00) plus GST and shall be allocated entirely to the land.

3. CLOSING DATE

This transaction shall close on or before the date that is 14 calendar days after the satisfaction or waiver of the condition precedent found in Section 5 hereof (the “**Closing Date**”).

4. ADJUSTMENTS

- 4.1 There will be no adjustment to property taxes. The SPCA will be solely responsible for full payment of property taxes from and after January 1, 2024.
- 4.2 The SPCA shall be responsible for arranging its own utility accounts.
- 4.3 The SPCA shall have the opportunity to apply for applicable tax exemptions and will be solely responsible for the application in accordance with the process established by the City.

5. CONDITIONS PRECEDENT

The City agrees to transfer the Property to the SPCA for the Purchase Price on the condition that the SPCA executes the Operating Agreement attached hereto as Schedule “A” (the “**Operating Agreement**”) within 7 calendar days of the execution of this Agreement.

6. FIRST RIGHT OF REFUSAL

- 6.1 If the SPCA decides to sell the Property or otherwise ceases to operate the City Pound on the Property in accordance with the terms of the Operating Agreement, the SPCA agrees that the Property shall be listed for sale and that the City will have a right of first refusal on any *bona fide* offer received by the SPCA on such sale. The SPCA shall provide notice to the City of the offer and the City shall have fourteen (14) days after delivery of such notice to advise the SPCA of its intention to purchase the Property on the same terms and conditions as the *bona fide* offer received by the SPCA.
- 6.2 The City shall be entitled to register the Operating Agreement against title to the Property to further protect the first right of refusal.

7. TRANSFER

- 7.1 The Property shall be transferred to the SPCA “as is” and no representations or warranties shall be made regarding the Property.
- 7.2 The City shall be entitled to register an interest against the Property in protection of its interest in the Property set out in the terms of the Operating Agreement (the “**City Interest**”).
- 7.3 The SPCA shall obtain title to the Property free and clear of all encumbrances except the following:
 - (a) the City Interest;

- (b) any interest registered by the SPCA;
- (the “Permitted Encumbrances”)

8. COSTS

The City shall pay the Land Titles Fees with respect to the transfer of the Property and registration of the Operating Agreement.

9. GENERAL

- 9.1 This Agreement shall be governed by and construed in accordance with the laws of the Province of Saskatchewan and the laws of Canada applicable therein.
- 9.2 The within Agreement may not be assigned without the express written consent of the other Party.
- 9.3 All undertakings, representations and warranties set out herein shall survive the Closing Date and continue in full force and effect for the benefit of the City and the SPCA, as the case may be, and shall not merge on the completion of the sale of the Property nor upon the issuance of title to the Property in the name of the SPCA.
- 9.4 The Parties agree to execute promptly any further documents required to give effect to this Agreement.
- 9.5 It is understood and agreed that there are no representations, warranties, guarantees, promises or agreements other than those contained in this Agreement.
- 9.6 This Agreement may only be altered or amended by way of written memorandum duly executed by the Parties.
- 9.7 If any provisions of this Agreement are determined to be invalid or unenforceable by a Court of competent jurisdiction from which no further appeal lies or is taken, that provision shall be deemed to be severed herefrom and the remaining provisions of this Agreement shall not be affected thereby and shall remain valid and enforceable.
- 9.8 This Agreement may be executed by electronic means and by any number of counterparts. The signing, execution or delivery of such counterparts shall have the same effect as the signing, execution or delivery of a single original.

[The remainder of this page is purposely left in blank, signature page to follow]

IN WITNESS WHEREOF CITY OF SWIFT CURRENT has hereunto affixed its corporate seal, duly attested by the hands of its proper officers this ____ day of _____, 2024.

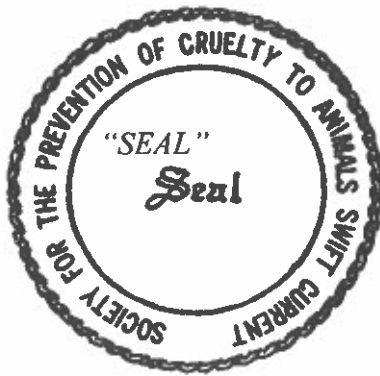
CITY OF SWIFT CURRENT

“SEAL”

Mayor

City Clerk

IN WITNESS WHEREOF SOCIETY FOR THE PREVENTION OF CRUELTY TO ANIMALS SWIFT CURRENT has hereunto affixed its corporate seal, duly attested by the hands of its property officers this 20th day of June, 2024.



SOCIETY FOR THE PREVENTION OF CRUELTY TO ANIMALS SWIFT CURRENT

[Signature]

David Zornitt
With authority to bind the Corporation

SCHEDULE A

[INSERT OPERATING AGREEMENT]



City of Swift Current

C.A.O. Report

Date: June 25, 2024
To: Chief Administrative Officer
From: General Manager of Infrastructure & Operations
Subject: 6th Avenue NE and Bray Street Outfall

BACKGROUND

The City's storm system has approximately eighty outfalls that discharge into the Swift Current Creek. These structures dissipate and slow water as it exits the underground pipe system and enters the waterway. Outfall structure failures have the potential to cause widespread erosion to the creekbank, creating a risk for further damage to the storm system and other infrastructure.

Inspections of the storm system near 6th Avenue NE and Bray Street have identified a broken storm sewer pipe causing material to washout and undermine the outfall structure. The existing storm main attached to the outfall is very steep, creating high flow velocities that likely caused the erosion under the outfall and the storm main to deteriorate. The outfall structure has also been damaged by high water levels and ice flow during spring runoff.

A design has been completed internally to adhere to today's standards by reducing the slope of the incoming pipe to decrease the stormwater velocity. The outfall will be relocated further up the bank with a rip rap spillway to the creek edge to help prevent creekbank erosion. The work to replace the outfall structure includes the following:

- Excavation and removal of existing damaged pipe and outfall structure;
- Installation of a new manhole and pipe;
- Installation of a new concrete outfall structure; and
- Installation of rip rap to prevent future erosion.

Any work that takes place within the vicinity of a waterway has a high environmental impact and must adhere to stringent regulations. We have received the required permit from Fisheries and Oceans Canada and will notify Water Security Agency before the commencement of work.

DISCUSSION

On May 1st 2024, the City advertised a request for proposals on SaskTenders for this scope of work. The City only received one (1) bid in the amount of \$164,891.59 (PST included, GST excluded).

Given there was no funding request for this specific outfall structure in the 2024 capital budget a reallocation of funds is required. The sum of \$166,000 to come from the 2022 Storm Main carry-over budget.

RECOMMENDATION

THAT City Council approves the reallocation in the sum of \$166,000 of capital budget funds from the 2022 Storm Main carry-over project to the 6th Avenue NE and Bray Street outfall rehabilitation project;

And

THAT City Council award the 6th Avenue NE and Bray Street Outfall rehabilitation project to Knudsen Excavating Ltd. of Swift Current, SK, in the amount of \$164,891.59 (PST included, and GST excluded) and that the Mayor and City Clerk be authorized to sign the said Contract.



Greg Parsons, General Manager of Infrastructure & Operations

CAO Recommendation:

I concur with the recommendation.



Jim Jones, CAO



City of Swift Current

C.A.O. Report

Date: July 22, 2024
To: Chief Administrative Officer
From: General Manager of Infrastructure & Operations
Subject: **Purchase of Downtown Traffic Structures**

BACKGROUND

There are seven (7) signalized intersections within the downtown core. Five (5) of the seven (7) intersections have seen replacement of aging traffic and pedestrian signals to a modern traffic management system with a decorative traffic pole design.

The remaining two (2) intersections continue to operate with technology which is obsolete making trouble shooting very difficult.

DISCUSSION

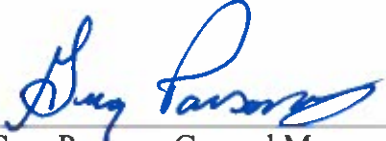
The traffic structure design has been included within the Downtown Master Plan Pattern Book. The sole supplier of the approved design is Valmont West Coast Engineering of Delta, BC.

In the 2023 Capital Budget, construction of 1st Avenue NW and Cheadle Street was approved as well as the purchase of material for the next intersection, which is Central Avenue North and Herbert Street. In the past few years, the lead time on these structures has been 12 to 18 months. Therefore, a quote was obtained from Valmont West Coast Engineering to supply the traffic structures in preparation for the installation in 2025. The quote was \$95,869 plus taxes. A purchase order was created, approved and the order was placed in October 2023. Recently, it was identified that the quote plus PST is over the \$100,000 threshold and requires Council approval.

It should be noted that the City's Light and Power Department has installed the last three (3) signalized intersection upgrades in the downtown core, resulting in considerable cost savings.

RECOMMENDATION

THAT City Council approves the purchase of the Downtown Traffic Structures from Valmont West Coast Engineering of Delta, BC in the amount of \$101,621.14 (PST included, GST excluded).



Greg Parsons, General Manager of Infrastructure & Operations
JP/ GP

CAO Recommendation:

I concur with the recommendation.



Jim Jones, CAO

Date: July 10, 2024
To: Chief Administrative Officer
From: General Manager of Cultural and Aquatic Services
Subject: Aquatic Centre Building Condition Assessment

BACKGROUND

Earlier this year, the City received notification that we were not successful in our bid for the Green and Inclusive Building Community Grant funding for a new Aquatic Facility. In order to continue to offer aquatic services to our local residents and surrounding communities, while maintaining our quest for funding opportunities, a full evaluation of the overall structural, electrical and mechanical health of the facility is required.

DISCUSSION

A Request for Proposal (RFP) was prepared by Administration for the building condition assessment and was placed on SaskTenders, and the City of Swift Current website. Tenders opened at 1:00 p.m. on Thursday, June 13th, 2024, and were accepted up to 4:00 p.m. on Thursday, June 27th, 2024.

A total of thirteen (13) tenders were received by the deadline ranging from \$7,900 to \$18,872, GST & PST excluded. Administration's recommendation would be to award the contract to P3A of Regina in the amount of \$9,500, PST and GST excluded. This tender includes concrete core sampling which we feel is imperative to the longevity required to continue operations of the Aquatic Center now and into the near future.


In addition, local contractors will complete both an electrical and mechanical review of the facility to properly evaluate all facets of the building's integrity.

Within the 2024 budget, Council approved a capital project of \$20,000 for the replacement of the showers at the Aquatic Centre. Although this project remains important, the approved funding is best utilized for the building condition assessment, along with an electrical and mechanical evaluation. It is important to note that the Aquatic Centre showers project will remain a priority and be re-budgeted.

The three (3) evaluations will be conducted over the summer closure, with the reports being available this fall. This will allow Administration the opportunity to include critical infrastructure recommendations in the 2025 capital budget to ensure the continued operation of the Aquatic Centre.

RECOMMENDATION

THAT City Council approves the reallocation in the sum of \$20,000 from the Aquatic Centre Shower project to the Building Condition Assessments of the Aquatic Centre.



Melissa Shaw, General Manager of Cultural and Aquatic Services

CAO Recommendation:

I concur with the recommendation.



Jim Jones, CAO



City of Swift Current

C.A.O. Report

Date: July 2, 2024
To: Chief Administrative Officer
From: City Clerk
Subject: **Commercial Tax Exemption Policy and Residential New Build Tax Incentive Policy**

BACKGROUND

The adoption of new policies in relation to Commercial Tax Exemption and a Residential New Build Incentive were introduced and discussed at the regular City Council meeting of June 10th, 2024, advising the public of Councils intention to consider such policies.

DISCUSSION

Draft copies of these policies formed part of the June 24th, 2024 Council Agenda, however these copies did not reflect the final versions. Attached to this report are the true Commercial Tax Exemption Policy and Residential New Build Tax Incentive Policy for Council's approval.

RECOMMENDATION

THAT City Council approves the attached Commercial Tax Exemption Policy as sited in Bylaw No. 12 - 2024;

And;

THAT City Council approves the attached Residential New Build Tax Incentive Policy as sited in Bylaw No. 13 - 2024.



Jackie Schlamp, City Clerk

CAO Recommendation:

I concur with the recommendation.



Jim Jones, CAO



City of Swift Current Policy and Procedure

Policy Title:	COMMERCIAL TAX EXEMPTION POLICY	Policy No. F - 002.0 Bylaw No. 12 - 2024
Date of Adoption:	June X, 2024	Resolution No. X – 2024
Date of Amendment:		Resolution No.
Supporting Departments:	Building Services Business Development Financial Services	Review Date: June, 2029
Approved by:	City Council	

1. POLICY

City Council will approve annual tax exemptions to the increased assessment value of a commercial or industrial property due to improvements by an organization with a valid City of Swift Current Business License, provided all criteria under this Policy have been met.

2. PURPOSE

The Commercial Tax Exemption Policy is intended to incentivize commercial and industrial development of new businesses and facilitate expansion for existing businesses by providing financial assistance to offset start-up and construction costs and increase employment opportunities in Swift Current.

3. DEFINITIONS

- 3.1. **Assessment Exemption** means the exemption from real property taxation pursuant to the exemption schedule and the criteria contained in this Policy.
- 3.2. **Assessed or Assessment Value** means the value of a property for assessment purposes as determined by the City Assessor.
- 3.3. **Building Inspector** means the person designated to assist with the administration of this policy by the CAO.
- 3.4. **Business** means an entity with a valid City of Swift Current Business License and is subject to commercial tax assessment. Home-based businesses and entities subject to grants-in-lieu are not considered eligible under this policy.
- 3.5. **Business Development Officer** means the person designated to manage and administer this policy by the CAO.

- 3.6. **Building Permit** means written authorization to construct issued by the Building Inspector or their designate.
- 3.7. **CAO or Chief Administrative Officer** means the person appointed pursuant to Section 84 of *The Cities Act* or their designate.
- 3.8. **City** means the City of Swift Current.
- 3.9. **City Assessor** means the person appointed pursuant to Section 163 of *The Cities Act* or their designate.
- 3.10. **City Council** means the approving authority.
- 3.11. **Improvements** means any building or structure that is assessable for the purposes of property taxation.
- 3.12. **Occupancy Permit** means written authorization to use a building for its intended purpose issued by the Building Inspector or their designate.
- 3.13. **Value of Construction** means the total cost to the owner for the project in its completed form and includes the cost of all work, materials, building systems, labour and overhead, and profit of the contractor and subcontractors.

4. ASSESSMENT EXEMPTION AND EXEMPTION SCHEDULE

- 4.1. Provided all required criteria have been met and City Council has approved the request for exemption, the assessment exemption will be applied to any increased assessed value of a property due to new construction, alterations or renovations that require a Building Permit in the following manner:

Year 1	100% Exempt
Year 2	100% Exempt
Year 3	100% Exempt
Year 4	0% Exempt; Fully Taxable

- 4.2. The assessment exemption does not apply to the assessment value of the land, base tax or levies, or pre-existing improvements.
- 4.3. The assessment exemption will be based on the date of the Occupancy Permit.
- 4.4. City Council retains the right to customize incentives to any specific project.

5. PROCEDURE FOR APPLICANTS

- 5.1. A Building Permit must be obtained prior to any construction, alteration or renovation.

- 5.2. Applicants will complete and submit the attached form to the Business Development Officer prior to the substantial completion of their project. Applications will not be accepted until work on the project has begun.
- 5.3. For new businesses, a City of Swift Current Business License must be obtained prior to the issuance of the Occupancy Permit. All businesses must maintain a valid License during the term of the exemption.
- 5.4. When the project is substantially complete, the applicant will request a final inspection and Occupancy Permit by contacting the Building Inspector. If there are no issues with the final inspection, the Building Inspector will approve the Occupancy Permit.
- 5.5. Following approval by City Council, a letter of confirmation will be sent to the property owner detailing the exemption incentive and terms of the agreement.
- 5.6. An applicant is required to act in compliance with this Policy and all City Bylaws.

6. PROCEDURE FOR ADMINISTRATION

- 6.1. The Building Inspector or their designate is responsible for issuing Building Permits, final inspections, and Occupancy Permits under this policy in accordance with the Building Bylaw, the Zoning Bylaw, and *The Construction Codes Act*.
- 6.2. The Business Development Officer will review and confirm eligibility of all applications under this policy and the Taxation Department will facilitate any requirement of Ministerial approval (for exemptions equal or greater to \$25,000) pursuant to *The Education Property Tax Regulations*, prior to seeking approval from City Council.
- 6.3. Should Ministerial approval not be granted, this information shall form part of the report for approval by City Council, with the education property tax portion due and payable by the applicant on a yearly basis.
- 6.4. Once approved by City Council, the City Assessor will apply the assessment exemption to the property as of the date of the Occupancy Permit.
- 6.5. Upon application to the City Assessor, this policy is transferable to any new owner during the duration of the three (3) year period.

7. COMPLIANCE, REPEAL/RESCIND EXEMPTION

- 7.1. Assessment exemptions may be rescinded if:
 - a) the business does not comply with any bylaws, statutes or regulations relating to its operations;
 - b) there is an appeal of the property's assessment value;
 - c) any taxes, fees or other municipal charges are in arrears; or
 - d) any change to provincial legislation limits the ability to provide the exemption.

PROCESS FLOWCHART



- Obtain applicable Development and Building Permits



- Complete Commercial Tax Exemption Policy Application
- Provide to Business Development Officer for review of project eligibility, including assessment by the Taxation Department of any requirement for Ministerial approval



- Request final inspection by contacting City Planning and Development Department
- Final inspection completed by City Building Inspector
- City Building Inspector will issue Occupancy Permit
- Presented by Business Development Officer to City Council for approval
- Letter of confirmation provided to applicant



- Approved Commercial Tax Exemption Policy Application is provided to City Assessor
- City Assessor applies incentive to the assessment as of date of Occupancy Permit



Commercial Tax Exemption Policy Application

PLEASE PRINT

Business Name: _____

Business Owner: _____

Phone Number: _____ Fax Number: _____

E-mail Address: _____

Mailing Address: _____

Business License Number: _____ Building Permit Number: _____

Location of Construction: _____
(Civic Address or Legal Description)

Type of Construction Activity:

- New Building
- Addition to Existing Building
- Interior Renovation to Existing Building

Estimated Construction Cost: _____

Start Date: _____ Completion Date: _____

Nature of Business: _____

Estimated New Jobs to be created: Full-time _____ Part-time _____

Declaration of Applicant

I, _____ of the _____
(Name of Applicant – Please Print) (Municipality)

In the Province of Saskatchewan, I solemnly declare that all the above statements contained within the Application are true, and I make this solemn declaration conscientiously believing it to be true, knowing that it is the same force and effect as if made under oath, and by virtue of "The Canada Evidence Act."

Dated: _____ Signature: _____



City of Swift Current Policy and Procedure

Policy Title:	RESIDENTIAL NEW BUILD TAX EXEMPTION POLICY	Policy No. F – 003.0 Bylaw No. 13 - 2024
Date of Adoption:	June X, 2024	Resolution No. X – 2024
Date of Amendment:		Resolution No.
Supporting Departments:	Building Services Business Development Financial Services	Review Date: June, 2029
Approved by:	City Council	

1. POLICY

City Council will approve annual tax exemptions to the increased assessment value of a residential home building project by owner or licensed contractor, provided all criteria under this Policy have been met.

2. PURPOSE

The Residential New Build Tax Exemption Policy is intended to incentivize new housing starts by both owners and licensed contractors building on spec, by providing a financial relief for the first three (3) years after incurring the large cost of building. It will also provide licensed contractors with an avenue to mitigate some of the risks they undertake when building a house on speculation.

3. DEFINITIONS

- 3.1. **Assessment Exemption** means the exemption from real property taxation pursuant to the exemption schedule and the criteria contained in this Policy.
- 3.2. **Assessed or Assessment Value** means the value of a property for assessment purposes as determined by the City Assessor.
- 3.3. **Building Inspector** means the person designated to assist with the administration of this policy by the CAO.
- 3.4. **Building Permit** means written authorization to construct issued by the Building Inspector or their designate.
- 3.5. **CAO or Chief Administrative Officer** means the person appointed pursuant to Section 84 of *The Cities Act* or their designate.

- 3.6. **City** means the City of Swift Current.
- 3.7. **City Assessor** means the person appointed pursuant to Section 163 of *The Cities Act* or their designate.
- 3.8. **City Council** means the approving authority.
- 3.9. **Improvements** means any building or structure that is assessable for the purposes of property taxation.
- 3.10. **Licensed Contractor** means an entity with a valid Business License.
- 3.11. **New Build** means construction of a new residential single or multi-family dwelling, and excludes additions and detached accessory buildings.
- 3.12. **Occupancy Permit** means written authorization to use a building for its intended purpose issued by the Building Inspector or their designate.
- 3.13. **Value of Construction** means the total cost to the owner for the project in its completed form and includes the cost of all work, materials, building systems, labour and overhead, and profit of the contractor and subcontractors.

4. ASSESSMENT EXEMPTION AND EXEMPTION SCHEDULE

- 4.1. Provided all required criteria have been met and City Council has approved the request for exemption, the assessment exemption will be applied to any increased assessed value of a property due to new construction, that requires a Building Permit in the following manner:

Year 1	100% Exempt
Year 2	100% Exempt
Year 3	100% Exempt
Year 4	0% Exempt; Fully Taxable

- 4.2. The assessment exemption does not apply to the assessment value of the land, base tax or levies, or pre-existing improvements.
- 4.3. The assessment exemption will be based on the date of the Occupancy Permit.
- 4.4. City Council retains the right to customize incentives to any specific project.

5. PROCEDURE FOR APPLICANTS

- 5.1. A Building Permit must be obtained prior to any construction.
- 5.2. Applicants will complete and submit the attached form to the Business Development Officer prior to the substantial completion of their project. Applications will not be accepted until work on the project has begun.

- 5.3. When the project is substantially complete, the applicant will request a final inspection and Occupancy Permit by contacting the Building Inspector. If there are no issues with the final inspection, the Building Inspector will approve the Occupancy Permit.
- 5.4. Following approval by City Council, a letter of confirmation will be sent to the property owner detailing the exemption incentive and terms of the agreement.
- 5.5. An applicant is required to act in compliance with this Policy and all City Bylaws.

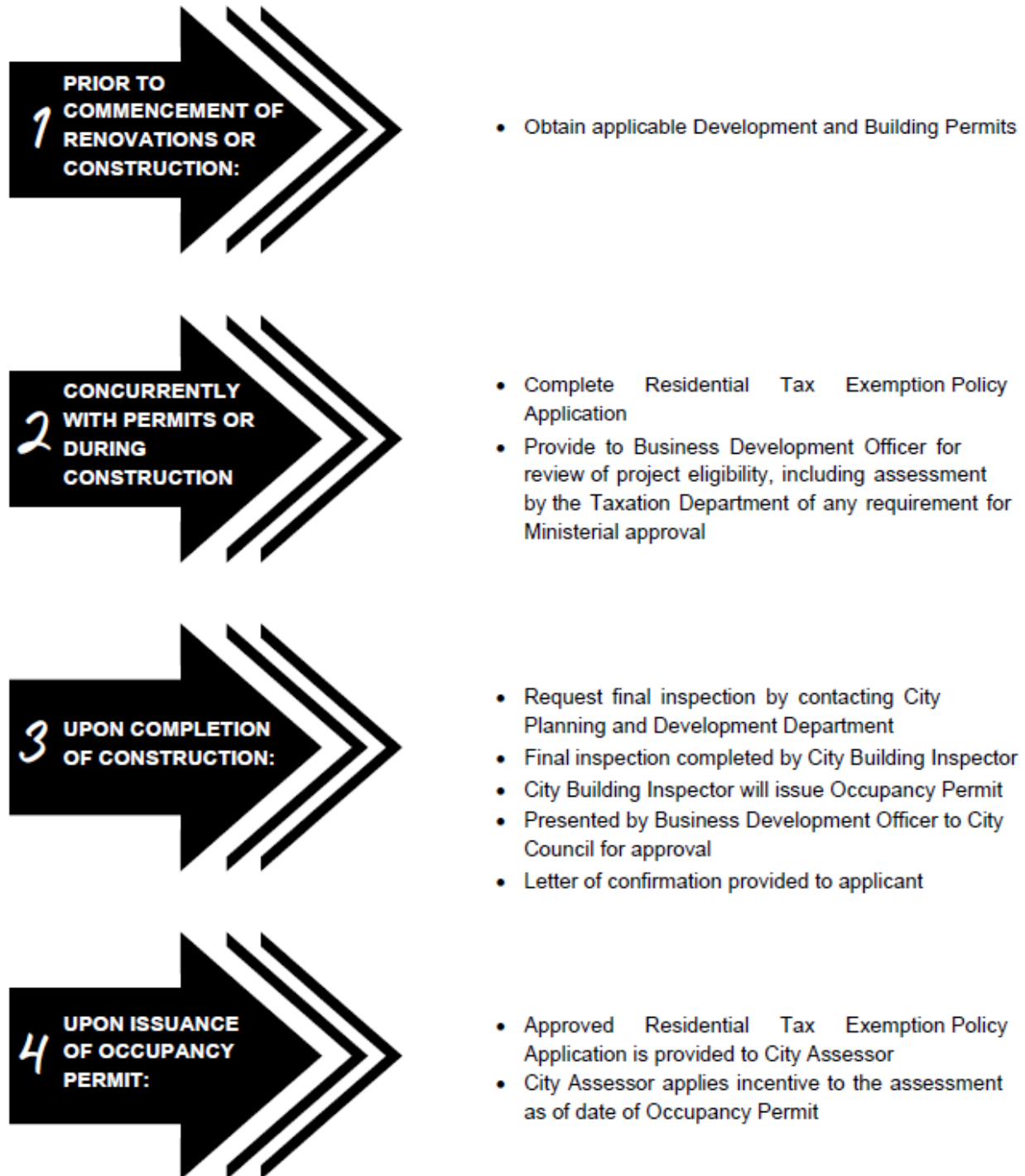
6. PROCEDURE FOR ADMINISTRATION

- 6.1. The Building Inspector or their designate is responsible for issuing Building Permits, final inspections, and Occupancy Permits under this policy in accordance with the Building Bylaw, the Zoning Bylaw, and *The Construction Codes Act*.
- 6.2. The Business Development Officer will review and confirm eligibility of all applications under this policy and the Taxation Department will facilitate any requirement of Ministerial approval (for exemptions equal or greater to \$25,000) pursuant to *The Education Property Tax Regulations*, prior to seeking approval from City Council.
- 6.3. Should Ministerial approval not be granted, this information shall form part of the report for approval by City Council, with the education property tax portion due and payable by the applicant on a yearly basis.
- 6.4. Once approved by City Council, the City Assessor will apply the assessment exemption to the property as of the date of the Occupancy Permit.
- 6.5. Upon application to the City Assessor, this policy is transferable to any new owner during the duration of the three (3) year period.

7. COMPLIANCE, REPEAL/RESCIND EXEMPTION

- 7.1. Assessment exemptions may be rescinded if:
 - a) the owner doesn't comply with any bylaws, statutes or regulations relating to its operations;
 - b) there is an appeal of the property's assessment value;
 - c) any taxes, fees or other municipal charges are in arrears; or
 - d) any change to provincial legislation limits the ability to provide the exemption.

PROCESS FLOWCHART





Residential New Build Tax Exemption Policy Application

PLEASE PRINT

Applicant Name: _____

Contracting Business Name: _____

(if applicable)

Phone Number: _____ Fax Number: _____

E-mail Address: _____

Mailing Address: _____

Business License Number: _____ Building Permit Number: _____

(if applicable)

Location of Construction: _____

(Civic Address or Legal Description)

Estimated Construction Cost: _____

Start Date: _____ Completion Date: _____

Declaration of Applicant

I, _____ of the _____
(Name of Applicant – Please Print) (Municipality)

In the Province of Saskatchewan, I solemnly declare that all the above statements contained within the Application are true, and I make this solemn declaration conscientiously believing it to be true, knowing that it is the same force and effect as if made under oath, and by virtue of "The Canada Evidence Act."

Dated: _____ Signature: _____



City of Swift Current

C.A.O. Report

Date: July 12, 2024
To: Chief Administrative Officer
From: General Manager of Community Services
Subject: 5th Avenue NW Storage Roof Replacement

BACKGROUND

The City of Swift Current owns a storage building on 5th Avenue NW. This storage building houses Recreation and Parks equipment, Museum exhibition crates and numerous event supplies.

In 2019 renovations were completed to the building to accommodate storage, which included asbestos remediation, new heaters and new shingles for the southside of the roof.

DISCUSSION

In June of 2024 the City experienced weather with high winds which caused damage to the roof on the north side of the storage building. As a result, shingles were lost and water leaked into the building.

To prevent further damage to the building and items stored, City Administration requested three (3) local quotes to complete the emergency roofing repair.

In January of 2024, City Council approved a capital maintenance project of \$10,000 for fencing along the Chinook Parkway cutbanks. Although this project remains important to the Chinook Parkway, City Administration is requesting the funds for this project be used to fund the roof repairs. The Chinook Parkway fencing project will be re-budgeted in a future budget.

RECOMMENDATION

THAT City Council reallocate \$10,000 from the Chinook Parkway Capital Maintenance fencing project to the 5th Avenue NW storage roofing project.



Nicole Spent, General Manager of Community Services

CAO Recommendation:

I concur with the recommendation.



Jim Jones, CAO

SOUTHWEST MUNICIPAL GOVERNMENT COMMITTEE
AGENDA
JUNE 25, 2024

1. Call to Order
2. Adoption of Agenda
3. Adoption of May 7, 2024 Minutes
4. Presentation:

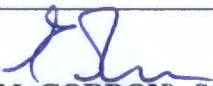
 11:30 a.m. Trent Empey – Sask Wildlife Federation
5. Roundtable
6. Treasurer’s Report
7. Reports:
 Southwest Transportation Planning Council Report
 SARM Report
 SUMA Report
 Chinook School Division
 Great Plains College
 Chinook Regional Library
 Doug Steele-MLA Cypress Hills
8. New Business
9. Topics for next Meeting
10. Correspondence
11. Date of Next Meeting
12. Adjourn

COMMUNITY POLICING REPORT

To: The Mayor City of Swift Current	From: N.C.O. In Charge Swift Current City Det.	Month of June 2024
		Date Prepared 2024-07-02
		Phone No. (306) 778-4870

OFFENCES REPORTED AND/OR COMMITTED IN COMMUNITY

VIOLATION	June/2024	June/2023	June/2022	YTD 2024	YTD 2023	YTD 2022
Fatal Motor Vehicle Accident	--	--	--	1	--	--
Injury Motor Vehicle Accident	2	--	--	8	5	8
Reportable Vehicle Accident	8	5	8	42	64	59
Fail to Remain (Hit & Run)	6	8	4	37	50	42
Provincial Traffic Offence	74	112	391	998	681	1395
Impaired Driving Offence	14	10	8	53	47	46
Liquor Act	12	4	5	31	27	29
Coroners Act	2	1	2	14	16	17
Mental Health Act	27	32	15	134	130	105
Other Criminal Code	45	46	31	195	224	174
Weapons Offence	3	4	2	15	17	14
Drug Enforcement	2	1	7	28	45	37
Sexual Offences	4	4	1	19	16	7
Robbery/Extortion/Harassment	9	17	8	73	85	78
Assault (excl. Sexual Assault)	13	15	26	101	78	101
Theft Under \$5,000	24	35	24	149	142	97
Theft Over \$5,000	3	5	2	21	27	14
Possession Stolen Property	2	2	3	16	14	16
Mischief	31	31	35	211	187	145
Fraud	18	21	13	89	63	70
Break & Enter – Business	2	6	2	11	13	5
Break & Enter – Residence	--	1	2	12	21	9
Break & Enter - Other	8	4	--	41	12	4
Arson	--	1	--	--	3	--
Missing Person	2	5	1	8	18	8
Peace Bond	1	--	--	2	--	--
Criminal Record Checks	165	161	190	944	770	933
Total Occurrences	442	478	419	2607	2540	2302


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

Southwest Transportation Planning Council Inc. (SWTPC)
Executive Working Committee (EWC)
Gull Lake Rec Complex, Gull Lake, SK
July 26, 2024, starting at 10:00 a.m.

Call to Order & Introductions

- Additions/Deletions to Agenda *
- Minutes *

Business Arising from Minutes & Old Business

- Passing Lanes Swift Current
- Airport Workshop – pending
- Joint meeting with SCTPC – pending
- 2025 Annual ATPC conference - pending

Finance, Correspondence and New Business

- June 30, 2024, Financial Statement and Accounts * Synopsis prepared
- Acknowledge submission of the 1st Quarter deliverable to MoH – attached *
- Correspondence – none noted

Transportation Plan

- Ministry of Highways
 - Deliverables – new document for deliverables and action items requested from MoH
 - Strategic Investment
 - Segment Improvement Strategy

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 and SWMG – Cara Teichroeb
- Great Western Railway – Allen Kuhlmann
- Great Sandhills Railway -
- Economic Development Report –
- Ministry of Highways – Alan Lindsay
- SUMA report – Kyle Bennett
- SARM report – Darren Steinley

Next Meetings (fourth Friday of month)

- August 23, 2024 –
- September 27, 2024 –
- October 25, 2024 –
- November 22, 2024 – Joint meeting with South Central
- December 27, 2024 – no meeting



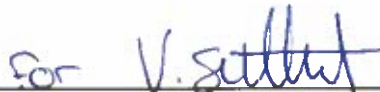
REQUEST FOR ITEM TO BE DISCUSSED 'EN CAMERA'

Date: July 9, 2024
Subject: Financial Statements
Regarding: Yearly meeting with External Auditors
Request from: Executive Director of Strategic Operations

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

Section 16

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



Kari Cobler, Executive Director of
Strategic Operations



Jim Jones, CAO

MEETING REQUESTED TO BE HELD: on August 14th, 2024 at 10:30 a.m. in Council Chambers.

Staff Members to be in Attendance: Chief Administrative Officer, Executive Director of Strategic Operations, and City Clerk.



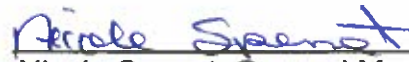
REQUEST FOR ITEM TO BE DISCUSSED 'EN CAMERA'

Date: June 6, 2024
Subject: Contracts and Proposals
Regarding: Safe Places
Request from: General Manager of Community Services


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

Section 16

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



Nicole Spenst, General Manager of
Community Services



Jim Jones, CAO

MEETING REQUESTED TO BE HELD: immediately following the Council Meeting on July 22nd, 2024.

Staff Members to be in Attendance: Chief Administrative Officer, Executive Director of Strategic Operations, Director of Light & Power, General Manager of Infrastructure & Operations, General Manager of Community Services, General Manager of Cultural & Aquatic Services, City Clerk, Fire Chief, and Assistant to the City Clerk.