



GOVERNANCE & PRIORITIES COMMITTEE

September 10, 2024

Council Chambers, City Hall

1:00 p.m.

AGENDA

Pages

1. Call to Order

This meeting is for discussion and information gathering only. All decisions will occur during Council Meetings.

Reminder, all members of Council are obligated to declare a conflict of interest regarding any items on the Agenda.

2. Approval of Agenda

Recommendation: That the Agenda dated September 10th, 2024 be approved.

3. Approval of Minutes

Recommendation: That the Governance & Priorities Committee Minutes dated June 18th, 2024 be approved.

4. Public Presentations

4.1 Presentation by Brad Woods, Partnership and Events Coordinator for the City of Swift Current, regarding Culture Days.

4.2 Presentation by Rebecca Anderson, CEO for Tourism Swift Current, regarding Yearly Update.

5. Administration Presentations

5.1 CAO update. 1

5.2 Light & Power – Compliance Issues presented by Darryl Tunall. 15

5.3 2024 Municipal Election presented by Jackie Schlamp. 18

6. Strategic Plan

7. Governance and Priority Matters (Bylaws/ Policies/ Procedures)

8. Agencies/ Boards and Committees



GOVERNANCE & PRIORITIES COMMITTEE

September 10, 2024

Council Chambers, City Hall

1:00 p.m.

9. Unfinished Business

10. Council's Interest and Communications

11. En Camera Requests

- 11.1 A request regarding Industrial Waste Cell to be presented by the Manager of Environmental Services. **21**

Recommendation: That the Governance & Priorities Committee go into a closed meeting immediately following the adjournment of this meeting to discuss the Manager's request.

- 11.2 A request regarding Bid for the Provincial 55+ Saskatchewan Summer Games to be presented by the General Manager of Community Services. **22**

Recommendation: That the Governance & Priorities Committee go into a closed meeting immediately following the adjournment of this meeting to discuss the General Manager's request.

- 11.3 A request regarding Federal Grant Initiatives to be presented by the Chief Administrative Officer. **23**

Recommendation: That the Governance & Priorities Committee go into a closed meeting immediately following the adjournment of this meeting to discuss the CAO's request.

12. Adjournment

Recommendation: That the Governance & Priorities Committee Meeting of September 10th, 2024 be adjourned.

Next Meeting October 8th, 2024.



GOVERNANCE & PRIORITIES COMMITTEE

Information Report

Date: September 5, 2024
To: Governance & Priorities Committee
From: Chief Administrative Officer
Subject: **CAO Update**

One of the key items on each Governance & Priorities Committee (GPC) Agenda is a monthly report from my office setting out an overall organizational update.

Attached you will find reports for the following divisions:

- Community Services
- Corporate Services
- Infrastructure & Operations
- Planning & Growth Development
- Swift Current Fire Department

Respectfully submitted,

A handwritten signature in black ink, appearing to read "Jim Jones".

Jim Jones, CAO

COMMUNITY SERVICES AUG 2024 - MONTHLY CAO REPORT



Families in the Park, and The Zone

Make-Up Air Units, Aquatic Ctr

Capital/Operating Projects:

- Grants Submitted: Art Gallery submitted for Young Canada Works, Parks for All and SK Arts Microgrant. Community Services submitted ASUPCA (*Association of Saskatchewan Urban Parks and Conservation Agencies*).
- Completed Follow-Ups: *Jumpstart*; *Community Initiatives Fund* – Summer Parks Play.

Aquatics:

- Make-Up Air units installed at Aquatic Centre (final inspections in progress).

Parks:

- Installed benches at Plewis Automotive Group Inclusive Park. Began Go Green Friday site preparations. Installed 2 Memorial benches. Park staff assisted with Chinook Parkway extension work. Fertilized athletic fields.

Museum:

- Military Display design finalized.

Art Gallery:

- Flooring renovation project began August 26 (main gallery and supply store will be closed until September 16). Repairs to tent completed.
- Completed photo shoot with The Landing Studio August 26 at Saskatchewan Landing to promote a future land-based workshop.

Facilities:

- Replaced hose clamps and fixed leaks on curling rink Brine System at InnovationPlex.
- Stripped and waxed S3 concession floor. Vanity countertops replaced in S3 EAST dressing rooms and bathrooms. Installed ice on S3 WEST August 5 to 11.

Kinetic Park:

- Projects included: Doc's Town washroom – installed mirrors. Magnus Newland Rodeo Arena – completed safety rail and step modifications for final 3 bleachers; trenched in waterline through stripping chute area of livestock holding pens to provide accessible water. Trenched to announcer booth to allow for wiring of new

sound system. Palliser Pavilion – installed tint on windows in auditorium to reduce glare for classroom style rentals; prepared front flower bed in preparation for Go Green project; new wiring for vehicle plugs installed. Kitchen hoods cleaned. Frontier Building – front and back doors replaced. Stockade – kitchen hoods cleaned. Miscellaneous – fixed 2 tires on table trailers, 6 church pews refurbished.

Programs/Rentals:

- *Coin Carnival* was held on August 16 at InnovationPlex Curling Rink Surface.
- Summer programs ended August 16. Summer total participation for programs: *Families in the Park* - 600. *Parks Play* - 1183. *Multi-Sport* – 729 (which included: Street Hockey – 72, Soccer – 126, Football – 125, Lacrosse – 98, Basketball – 129, Kickball – 85, and Pickleball – 94). *The Zone* – 191.

Art Gallery:

- *Summer Art Studio* sessions with 23 participants took place at Dickson Centre August 12 to 16 and 19 to 23.
- *Southwest Open Art Exhibition* ended August 18. *Richard Boulet* exhibition ended August 24.
- *Broad Horizons* (art from Long Term Care) installed at West Wing Gallery and opened to public August 30.
- Chili bowl making bee held on August 27 with 12 participants.

Museum:

- Weekly programming included: August 5 to 9 – *Nature Week*, August 13 to 16 – *Dino Days*, August 19 to 23 *Puzzle and Games* (during this week offered an opportunity to *Puzzle Swap* with the community).
- Summer programming included: *Walking Tour of the Cemetery* August 7 and 21, *Walking Tour of Downtown* August 14.
- Chris Attrell photography class offered at Museum on August 27.

Facilities:

- InnovationPlex bookings –2 Conference Room bookings, 1 Curling Lounge booking, 1 Curling Rink booking for Stingrays swim meet banquet with over 600 in attendance.
- S3 Arena bookings – 1 Lacrosse practice, S3 WEST ice opened for bookings on August 12 – regular ice users utilizing much of the ice time including rush ice.
- LCol Clifton Centre bookings –5 birthday parties, 1 baby shower, basketball, volleyball, and soccer.

Kinetic Park:

- Saloon: 3 weddings, 2 BBQs, and a family reunion.
- Palliser Pavilion: 2 weddings, and a Filipino cultural event. Stampede Room booked for regular monthly meetings including GM, Stock Car, and AG & EX.

- Stockade: 4-H Judging held on August 9 weekend. Booked for private volleyball and used as back up for multi-sport pickleball due to outdoor air quality concerns.
- Jerry Myers Arena/Grandstand: Stock car races.
- Barns and Arenas: Barn 5 was rented for a family reunion to accommodate a live band and dance area. *Young Ranchman's* hosted cattle show on the weekend of August 30. Outdoor stalls were privately booked throughout August for overnighing horses moving between one event and another.
- Campground: bookings for family reunions, weddings, events, and travelers.
- Doc's Town: Family Photo Hunt, Quilt Show and sale, Tea House, tours, and day camps for kids. 2 wedding ceremonies were held in Hansen Park as well as a BBQ/concert that attracted over 100 people.

Aquatics:

- Courses included: Newcomer Welcome Centre lessons, summer swimming lessons ended.
- Held free *Diving Clinic* in partnership with Diving Sask and free *Water Polo* clinic in partnership with Water Polo Sask. New swim programs began August 26. Advance courses and swimming lesson registration for the Aquatic Centre 2024/2025 season opened August 7.
- Swift Current ACT Stingrays Swim Club held Provincial Swim Meet at Fairview Pool on August 3 to 4. Meet saw 205 athletes from around the province competing.

Program Statistics:

Facility/Program	Attended	Facility/Program	Attended	Facility/Program	Attended
Museum Visits	1234	AGSC / Art Store	321	Coin Carnival	600
Museum Off Site Programs	195	AGSC - Memberships	8	Golf Course	5463
TKSHHOF	130	Families in the Park	300	General Swim	3117
Safe Places Codes	3	Parks Play – Registered	219	Swimming Lesson	1152
Safe Places Certifications	29	The Zone	55	Aqua Fitness	312
Safe Places Recertifications	7	Multi- Sport 7-10	199	Swim Clubs/School Bookings	184
		Multi-Sport 11-14	98	Private Swimming Lessons	79

Customer Service/Community Connections:

- Art Gallery tours and activities provided to Natural Wonders Daycare August 7 to 9.
- Art Gallery began development of partnership with Saskatchewan Landing Provincial Park to initiate an artist residency program to begin in 2025.
- Kiwanis held BBQ on August 28 in support of Wednesday free swim for youth 14 and under.
- Doc's Town greeted guests from all over who came to enjoy pieces of history preserved at Kinetic Park.

CORPORATE SERVICES

AUG 2024 - MONTHLY CAO REPORT



Projects:

Assessment & Taxation:

- Supplemental Assessments
- 2024 Property Appeals
- 2025 Revaluation Preparation

Purchasing:

- **Security Provider - RFP** opened July 29, closing September 12.
- **Non-Hazardous Waste Cell Design** – opened August 1, closing September 2.
- **T23 and E6 Replacement Trucks** – arrived; being fitted for decks, boxes, etc.

Staffing:

Postings:

- **Student Employment:** July 11 – August 31
- **Seasonal Labourer (Parks):** July 15 – Open until filled
- **Parks Maintainer (Temporary):** July 24 – August 2
- **Assessment Administrative Assistant (Temporary):** August 2-16
- **Casual Visitor Attendant:** August 6-16

Filled:

- **Streets & Roadways Labourer:** Full-Time (start date: August 6)
- **Seasonal Labourer (Parks):** 3 Seasonal (start date: August 6 & 26)
- **Student Employment:** Casual (start date: August 26)

Occupational Health & Safety:

- OHC with City Hall and Aquatics
- Safety Meeting with Parks Programs

Customer Service/Community Connections:

- **Promotions and Programming** – seasonal items, summer programming promotions, high volume of pool related updates, Market Square promotions, and operational items such as construction notices.
- **Facebook Stats:** Facebook gained 46 *net* followers. The top content was construction notice related to microsurfacing with a high number of comments.
- **Instagram Stats:** Instagram gained 32 followers; growth is down by 34% from last month. Top performance was also the microsurfacing news release.

INFRASTRUCTURE & OPERATIONS

AUG 2024 - MONTHLY CAO REPORT



Transportation Services:

Streets and Roads Highlights:

Line Painting

- Approximately 80% complete.

General

- Grass mowing

Storm System Maintenance

- Jetting storm and sanitary lines.
- Hydrovac services, various departments.

Road Maintenance

- Potholes
- Gravel Road Maintenance (16.5 km)
- Gravel Lane Maintenance (24 km)

Drainage

- 488' (148.75m) of Ditch, 11th NW & S Service Road

Guardrail

- Installed 150' of Guardrail, 26' W Beam, 124' of ¾" Cable

Fleet Service Highlights:

Oil Change Services

- Light Trucks - 21
- Heavy Trucks - 2
- Equipment - 4

General Repairs

- Light Trucks – 18
- Heavy Trucks – 13
- Equipment – 11

Waterworks:

Water Distribution and Wastewater Collection

- T2 had 62 appointments
- T63 had 140 locates
- Box and Rods - 8
- 3 leaky services
- Jetted 3.1 km of sewer main
- Had 5 Water main breaks this month

Water Treatment Plant (WTP) Operations

- Round Reservoir at North Hill Pumpstation scheduled for cleaning during the first week of September. Both Reservoirs and pump wells at North Hill have been cleaned this year and will not require cleaning for 5 years.

- Tested a cationic polymer from a different supplier that has the same chemical properties as our existing polymer and costs \$2.49/kg less. Trial was successful and a bulk order was placed. Expected to arrive in early September.
- WTP Roof Replacement was completed.
- PLC replacement project is on schedule for October.
- Bi-annual services conducted on both air compressors.
- Received 80,090 kgs of Alum, 2,721 kgs of Chlorine, 2,121 kgs of Fluoride and 16,050 kgs of Sodium Hydroxide.
- Total treated water pumped in August: 379.60 ML

Wastewater Treatment Plant (WWTP) Operations

- Total phosphorus spike in final effluent (August 12). Lost treatment and a restart of the plant is required. Effluent diverted to the lagoon.
 - Drained all tanks, chambers, pipelines to get rid of all toxic elements.
 - Arrange for microorganism delivery from Saskatoon WWTP.
- August total of treated effluent WWTP – 78,400 m³.
 - Approximately 52 % of all flow from Main lift station (151,675 m³).
 - 54,675 m³ of treated effluent was returned to the SC Creek, the remaining 23,725 m³ was treated, then directed to the lagoon due to levels of total phosphorus exceeding regulatory limits.
- Final effluent results for *August 1 to August 12** – WWTP laboratory:
 - cBOD – **2.65** mg/L, removal rate of **97.9%**. Permit level **10** mg/L
 - TSS – **4.3** mg/L, removal rate of **96.4%**. Permit level **10** mg/L
 - Tphos – **0.44** mg/L, removal rate of **66.5%**. Permit level **1.0** mg/L
 - Ammonia – **0.49** mg/L, removal rate of **98.0%**. Permit level **1.0** mg/L

**These are the dates when final effluent was released to the SC Creek and diverted to lagoon.*

Lift Station Operations:

- #8 LS continues to have pump issues.
 - Pump failed and was repaired and returned to service.
 - Start/stop floats bouncing around due to increased water inflow. Looking for options.
- Final risers built for discharge pipe replacement at #10 LS.
- Rebuild planned for electrical panel at #14 LS.

Irrigation – Lagoon Operations:

- Irrigation pivots operations continuing.
- Lagoon levels measured at 35" on August 2
 - Down 8.5" from early July.
- Last tower on East pivot collapsed. Repaired and put back into service.

Regulatory:

- Covid-19 samples sent to SHA at Roy Romano Laboratory.
 - July 30 & Aug 1 - average results **0.0** copies/mL.
 - August 7 & August 8 - average results **10.2** copies/mL.
 - August 13 & August 15 - average results **0.0** copies/mL.
 - August 22 - average results **17.2** copies/mL.
- Quarterly SC Creek samples collected August 28.

Engineering:

Engineering Projects

- **North Hill Reservoir Upgrade**
 - Work is essentially completed; the contractor has demobilized the site office but will return to site as required to oversee the outstanding work.
 - The remaining work includes a few outstanding items and deficiencies. These will need to be resolved prior to Substantial Performance being achieved. It is anticipated that all items will be complete by the end of August, except for pathway pavement repairs to be completed in the fall.
- **Paving Program:**
 - 1st Ave NE between Grey St. and Dufferin St - mill and fill rehabilitation.
 - 4th Ave NW between Herbert St and Sidney St - mill and fill rehabilitation.
 - Chaplin St E between 13th Ave NE and 15th Ave NE - thin asphalt overlay.
 - Cheadle St E between 2nd Ave NE and 6th Ave NE - mill and fill on the north driving lane.
- **Active Transportation Pathway:** Grant deadline is October 27, 2024
 - Fencing was completed at the end of August.
 - Remaining work:
 - Lighting: in progress.
 - Landscaping: Community Services have been working on cleaning up and shaping of the pathway area. Tree planting will coincide with Go Green Friday on September 13th.
- **6th Ave NE & Bray St:**
 - Knudsen Excavating completed the replacement of storm pipe and outfall, along with a new manhole.



- **Paving Program:**

- Roadways completed in August were: Memorial Drive, Dufferin Street between 1st Ave NW to 2nd Ave NW, and a top lift on 800 block of 10th Ave NE



Dufferin St - Before



Dufferin St - After

- **Asphalt Preventative Maintenance Program:**

- Thin asphalt overlays were completed on Memorial Drive and Central Ave N (southbound lane).
- George St (1st Ave NE to 6th Ave NE), 11th Ave NW (North Service Road West to Walsh Trail), and Central Ave N (northbound lanes) were completed within the 2024 microsurfacing pilot program.
- Two different preventative maintenance treatments were completed as part of the pilot program. This will allow a very accurate performance evaluation for each treatment seeing the previous condition of roadway and traffic volumes are similar in both directions.



Microsurfacing – George Street



Microsurfacing – 11th NW



Microsurfacing (left) & Thin Asphalt Overlay (right) Central Ave N

- **North Hill Reservoir Upgrade:**

- A few outstanding items and deficiencies remain. These will need to be resolved prior to Substantial Performance being achieved. It is anticipated that all items will be complete within the next month.

Light & Power:

Tenancy Changes:

Connects – 169
Disconnects – 180
Transfers – 30

Meter Changes:

Electrical – 0 commercial, 6 residential
Water – 1 commercial, 9 residential
New – 1 residential, 2 commercial

Line Locates:

Urban – 40
Rural – 14

Meter Reading:

Monthly billing cycles
11 Streetlight Repairs

Projects:

- Installation of fiber to hydrovac dump site
- New pathway lighting
- Service for new KCPC Rail bunkhouse
- Overhead to underground conversions.

Solid Waste & Diversion:

East Landfill

- Landfilled – 1,864 tonnes (excludes cover dirt and diversion materials - wood, yard waste, concrete, asphalt) – a 15% decrease from August 2023
- Diversion materials – 565 tonnes – a 67% tonnage decrease from August 2023

West Landfill

- Landfilled – 8,706 tonnes – 65% tonnage increase from August 2023.

Recycle Depot

- August accommodated 1,948 visits – a 5% decrease from August 2023.
 - 13 loads cardboard, 5 loads paper, 2 loads plastics, 3 loads tin.

Yard Waste

- August accommodated 1,372 visits.

Transit:

Passenger Data

- The Swift Transit line accommodated 1,945 passengers in August.
- The Access Transit line accommodated 525 passengers in August.

PLANNING & GROWTH DEVELOPMENT AUG 2024 - MONTHLY CAO REPORT



Building, Planning & Economic Development:

A total of \$3,062,843 in building permits were issued in August for (1) new residential permit for two duplexes and (1) new commercial permit, as well as (13) residential, (2) commercial and (1) institutional permits for renovations/alterations/additions. Also, (1) commercial demolition permit was issued.

Last year, numbers for August 2023 consisted of (1) commercial and (8) residential permits issued for renovations/alteration/additions with a total value of \$71,100.

Comparison:

→ Total overall Building Permit values in **2023** to the end of August = \$ **13,960,397** (including \$9.0M for 81-unit residential apartment building)

→ Total overall Building Permit values in **2024** to the end of August = \$ **5,689,381**

Development permits/inquiries/subdivisions:

- A change-of-use Development Permit application for a daycare at 610 – 19th Avenue NE is currently under review as a discretionary use in an R1 residential zoning district. The public hearing is scheduled for September 16.
- A change-of-use Development Permit application for a take-out restaurant at the Hillside Plaza is currently under review.
- A minor variance to the side-yard setback at 832 Huntington Place was approved.
- An application for lot consolidation is currently being reviewed for the Victory Family Church.
- Three discretionary use applications (the SC Childcare Centre expansion on 13th Ave NE, the Great Plains College Boarding House/Student Residences on Sidney St. E, and Victory Family Church building addition) were approved by Council on August 19.
- Development inquiries include an industrial shop, offices, religious institution, personal services and retail uses.
- Building permits to construct a new quick-service restaurant/two commercial rental units and to redevelop an existing service station are anticipated to be submitted in early September.

Business Development:

- Content gathering/storyline development for Economic Development Video.
- Received two (2) inquiries into residential lots, and an inquiry into two (2) lots in Munro Industrial.

- Rekindled discussions with a previous opportunity for industrial development.

Tourism:

- Policy review and planning for fall priorities.

Licencing & Bylaw:

- The combined total of new and existing business licenses =
→ **1,314, with \$144,155 in permit fee revenues to the end of August 2024.**
(Compared to 1,311 with \$143,375 in fee revenues for end of August 2023).
- (458) Dog Licenses and (120) Cat Licenses have been sold to date.
- The 2024 year-to-date revenue for parking ticket fines is \$21,608.
(Compared to 2023 year-to-date revenue \$15,215).

The following bylaw files have been opened to the end of August upon receipt of complaints, with **increases compared to last year** indicated by ↑ or no increase ↔:

- 52 Animal Control Complaints (running at large, barking, etc.) ↑ **7**
- 5 Business Complaint (advertising/operating without a business license) ↑ **1**
- 32 Commercial Property Complaints ↑ **8**
- 53 General Complaints (snow, garbage, trees, etc.) ↑ **13**
- 149 Property Complaints (unsightly, untidy, etc.) ↑ **28**
- 80 Property Compliance Cleanup Orders ↑ **20**
- 96 Traffic Complaints (unlicensed vehicles, unlawfully parked, etc.) ↑ **9**

SWIFT CURRENT FIRE DEPARTMENT AUG 2024 - MONTHLY CAO REPORT



Report from August 1 –31:

Type of call:	August	YTD totals
Fire	18	100
Medical	24	230
MVC	2	26
Rescue	2	9
Hazardous Condition	0	18
Other	1	15
Fire Pit Complaints	1	2
Investigations	2	7
Total	50	407
Inspections	76	525

Career Development:

CAREER TRAINING (In-House – No cost):

Practical: RIT & Hose Advancement, Mayday Process & Search Drills

Medical: Naproxen, Zofran, & ECG Strips

Online: Hazard Communication & Respiratory Protection

AUXILIARY TRAINING (In-House – No cost):

Theory: Fire Suppression

Practical: Water scenarios with Aqua Eye Boat exercises

REPAIRS:

E3 (Engine EGR Cooler Kit Replacement) \$ 4,187.45

Ladder 2 (Base radio component) \$ 624.32

U1 (Alternator Replacement) \$ 412.92

Monthly Total **\$ 5,224.69**

BILL OUTS:

RM \$ 2,150.00

SGL At-Fault Dependant \$ 1,080.00

Bottle Fill \$ 1,128.75

Monthly Total

\$ 4,358.75

Fire Calls:

This month was busy for fire calls. SCFD was dispatched to 18 fires; 11 of the calls were alarm system activations with no fire on arrival. Grouped into these 11 calls were system malfunctions, unintentional activation by contractors or homeowners, or sprinkler activation from faulty system equipment. The remaining 7 fire calls were building fires, cooking fires inside the home, dumpster fires and a fire at the city landfill. All fires were extinguished with no injuries to the public or SCFD staff.

Photo Description:

This house fire was fully involved in the rear of the residence. Upon arrival our crews were met at the front door by the occupants. Immediate information was that all residents were evacuated but the home had several cats that were trapped inside. Crews attacked the fire and gained control quickly. A search was conducted and approximately ten (10) cats were pulled from the fire in different stages of stress but all survived. Crews completed fire extinguishment and performed a secondary search of the home. Several more cats were in the basement; only some had survived. Investigation concluded that the fire started on the stove with unattended cooking. No civilians or SCFD staff were injured.



Date: September 9, 2024
To: Chief Administrative Officer
From: Director of Light and Power
Subject: **Light & Power – Compliance Issues**

Background: This is a follow up report from the May 29th, 2024 Governance & Priorities Committee Meeting.

The Swift Current Light & Power Department purchases bulk energy from SaskPower at two (2) different rates, at two (2) different service locations within the City:

- E31 connection is located on the east side of Chinook Golf Course at the old SaskPower yard, where Swift Current purchases power from SaskPower at 25,000 volts.
- E32 connection is located on the north side of the Wheatland Mall where Swift Current purchases power from SaskPower at 138,000 volts.

This purchased power is then distributed through the Light & Power infrastructure and sold at an equivalent rate as SaskPower in each customer class. The difference between the purchase cost and the customer rate is the margin Light and Power operate from. Depending on the load profiles at a moment in time, the margin is 1.2 to 1.7. Ultimately this means that a \$1,000,000 power bill from SaskPower will generate \$1,200,000 to \$1,700,000 for the City of Swift Current.

Currently, there are significant challenges being levied on the Light & Power utility operations; specifically Federal compliance issues regarding Polychlorinated biphenyls (PCB's) and the end-of-use deadlines for equipment or products which contain PCB's by December 31st, 2025, which is being implemented in an effort to protect the environment and public health.

Objective: The first area of concern to be addressed to meet the compliance standards being imposed is the transformer oil. Transformers utilize oil to cool the inner metals. PCBs are an additive to transformer oil and with the Federal regulations deeming PCB's be out of service by the end of 2025, we will be required to replace devices with high PCB content. Light & Power is on track to be compliant within the mandated time frame. In conjunction with load rebalancing and pole changes, all remaining transformers will be sampled, oil analyzed, and

appropriate action taken. Therefore, the City of Swift Current will meet compliance within the deadline.

The second area needing to be addressed is wood preservation. The Federal regulations have deemed “Penta” be out of inventory stockpiles by October of 2026. Pentachlorophenol (PCP) is an industrial wood preservative. It is required that wood products treated using PCP be in service or out of inventory. The original deadline of October 2023 was extended to October of 2026. Light & Power has approximately 150 poles to utilize, and a remnant stock of used poles will need to be cleaned up and removed from inventory in order to become compliant. The Light & Power Department’s current approach is to change the poles that have in service transformers attached to them. This will make progress on the PCB and Penta issue a coordinated effort allowing the City of Swift Current to meet the compliance standards.

Safety: Light & Power is experiencing concerns regarding the safety of old infrastructure. Some subdivisions, namely Highland and Trail, were serviced electrically in the 1980’s and 1990’s. The primary (high voltage) cable installed at that time was promoted as having a life expectancy of 25 years. Currently the cable is nearing 50 years of age and is beginning to fail more often. Splices can be utilized to repair the cable, but the failures are concerning and ongoing. The fault current is harmful to existing cable and other equipment in the system and poses a safety risk to personnel during trouble shooting and operation sequences. In addition, fault indicators which help personnel determine the problem location during trouble shooting, are either non-existent (never installed) or the 10-year battery is 20 years old and has no life left – consequently field personnel are flying blind when there is an abnormal condition on the system.

System Integrity: The utility is measured by SAIDI (System Average Interruption Duration Index) and SAIFI (System Average Interruption Frequency Index) industry standards. These are acronyms used to depict outage times and system reliability. It all matters as a utility, and our customers are more reliant than ever on uninterrupted quality power. To maintain the best rating and be in good standing with our customers, our system assets must be maintained. A portion of revenues should be re-invested through an asset management approach.

By maintaining Light & Power infrastructure through advanced planning, budgeting and work scheduling, the system will become “hardened” and provide a level of reliability the customers expect.

Options:

1. That the Committee accept this report as information and that the item be brought forward to a future Regular Council meeting for decision;
2. **The Committee accepts the report as information;** or
3. That the Committee request more information.

Alignment with Strategic Plan: This aligns with the enhancement of City operations and services, including the protection from environmental hazards, and compliance with Federal Government mandates.

Governance Implications: Accurate strategic reporting and clear communication.


Budget/ Financial Implications: Budgetary line items will be included within the Capital Budget over the course of the next two (2) years to satisfy these mandates. In addition, applications will be made should any grant funding become available.

Environmental Implications: Ensures the City meets with Federal mandates, creating a safe and toxin-free environment for our residents.

Respectfully submitted,



Darryl Tunall, Director of Light and Power

 Reviewed and Approved on this 06 day of September, 2024.



GOVERNANCE & PRIORITIES COMMITTEE

Information Report

Date: September 6, 2024
To: Chief Administrative Officer
From: City Clerk
Subject: 2024 Municipal Election

Background: The information contained within this report is a follow-up to the Municipal Election report brought to the May 29th, 2024 Governance and Priorities Committee meeting.

Objective: Since presentation of the aforementioned report, arrangements have been solidified regarding the upcoming municipal election, providing an opportunity to update the public on the following:

Candidates Information Guide: The Candidates Information Guide is now available to any interested person wishing to seek office for Mayor, Council, Chinook School Board or Holy Trinity Separate School Board Trustee. The guide addresses a wide range of information such as key dates, qualifications, advertising, voting, nomination processes, and the roles and responsibilities of Council.

City Website: The City's website has been updated to include information for candidates and voters, nomination forms and packets, and election job opportunities.

Election Workers: On September 4th, 2024, an advertisement was placed for Election Workers. Applications to work the 2024 Municipal Election can be made online under the "Election Job Opportunities" tab or forms may be picked up at City Hall. Applications will be accepted until September 30th, 2024.

Call for Nominations and Nomination Period: On September 9th, 2024, the Call for Nominations was placed at City Hall, on the City's website and various social media platforms advising of the offices available for Mayor, Council, Chinook School Board and Holy Trinity Separate School Board.

Nominations for the available offices will be accepted during the Nomination Period commencing September 23rd, 2024, during the business hours of 8:00 a.m. to 4:00 p.m., up to and including October 9th, 2024. However, on this day forms will be accepted from 9:00 a.m. to 4:00 p.m. only.

Mail-in Ballots: Mail-in ballots will be available for all eligible voters, with applications accessible beginning on September 11th, 2024, from the City's website or at City Hall.

Mail-in ballot applications may be made by mail, email, fax, drop off within the night deposit located at City Hall or in person to the Returning Officer. In person applications will be accepted until 4:00 p.m. on November 12th, 2024, and all ballots must be returned to the Election Office by 8:00 p.m. on Election Day, November 13th, 2024 to be counted in the election.

Notice of Polls: Notice of Polls for advance polls, homebound and mobile polls and special polls will be published on September 26th, 2024 setting out the information indicated below.

An additional Notice of Polls will be published on October 10th, 2024 establishing the polling stations for Election Day, November 13th, 2024. These polls will be located at Trailview Alliance Church, InnovationPlex and Chinook Golf Course and run from 9:00 a.m. to 8:00 p.m. Each poll will be accessible, and electors must vote at the designated polling place closest to their residence.

Advance Polls: Advance polls will be available for all electors to vote prior to Election Day and will take place at the InnovationPlex Auditorium, November 1st and 4th, 2024 from 3:00 p.m. to 8:00 p.m. and November 2nd and 3rd, 2024 from 12:00 p.m. to 5:00 p.m.

Homebound and Mobile Polls: Homebound and mobile polls will also be established and conducted from November 1st, 2024 to November 8th, 2024 for those voters that are unable to vote at a regular polling station. Arrangements will be made with approved applicants for the date and time on which Election Officials will attend their residence to receive their vote.

Special Polls: Special polls will be established for residents and/ or those receiving care at facilities on the following timeline:

- On November 5th, 2024:
 - Willow Creek Manor from 9:00 a.m. to 11:00 a.m.
 - Riverview Village Estates from 11:30 a.m. to 3:30 p.m.
- On November 6th, 2024:
 - Cypress House from 9:00 a.m. to 11:00 a.m.
 - The Meadows from 11:30 a.m. to 1:30 p.m.
- November 7th, 2024:
 - Pioneer Manor (PPIH) from 9:00 a.m. to 11:00 a.m.
 - The Bentley from 2:00 p.m. to 5:00 p.m.
- November 8th, 2024:
 - Golden West Manor from 9:00 a.m. to 11:00 a.m.
 - Heritage Towers from 12:00 p.m. to 2:00 p.m.
 - Prairie View Lodge from 3:00 p.m. to 5:00 p.m.

- November 13th, 2024:
 - Cypress Regional Hospital from 10:00 a.m. to 12:00 p.m.

Transit Service: Free Transit Service will be provided on Election Day in order to assist voters in getting to a polling station to cast their vote.

Options:

1. That the Committee accept this report as information, and I welcome the discussion of Council today, in so that this matter can be brought forward to a future Regular Council meeting for decision;
2. **The Committee accepts the report as information;** or
3. That the Committee request more information.

Alignment with Strategic Plan: The 2024 Election aligns with the City’s intention to strengthen our people, leadership and governance. Through elections, citizens have the opportunity to express their preferences and values, determining the direction of local government and influencing policy decisions.

Governance Implications: Elections provide citizens with a voice in the decision-making process and ensures elected parties are accountable for their actions. It ensures local government is responsive to the needs and aspirations of the people they serve, fosters transparency, accountability and representation in governance.

Budget/ Financial Implications: The sum of \$103,800 was approved by Council within the 2024 Operating Budget for the upcoming election. As in previous years, costs will be shared equally between the two (2) school divisions, unless acclaimed.

Environmental Implications: N/A

Respectfully submitted,



Jackie Schlamp, City Clerk

 Reviewed and Approved on this 06 day of September 2024.



GOVERNANCE & PRIORITIES COMMITTEE

REQUEST FOR ITEM TO BE DISCUSSED 'EN CAMERA'

Date: August 14, 2024
Subject: West Landfill
Regarding: Industrial Waste Cell
Request from: Manager of Environmental 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.**



Keegan Story,
Manager of Environmental Services



Jim Jones, CAO

MEETING REQUESTED TO BE HELD: immediately following the Governance & Priorities Committee Meeting on September 10th, 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.



GOVERNANCE & PRIORITIES COMMITTEE


REQUEST FOR ITEM TO BE DISCUSSED 'EN CAMERA'

Date: August 21, 2024
Subject: Community Event Partnership
Regarding: Bid for the Provincial 55+ Saskatchewan Summer Games
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 Governance & Priorities Committee Meeting on September 10th, 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 Cultural & Aquatic Services, City Clerk, Fire Chief, and Assistant to the City Clerk.



GOVERNANCE & PRIORITIES COMMITTEE

REQUEST FOR ITEM TO BE DISCUSSED 'EN CAMERA'

Date: September 5, 2024
Subject: Project Analysis
Regarding: Federal Grant Initiatives
Request from: Chief Administrative Officer

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.**

A handwritten signature in black ink, appearing to be "J. Jones".

Jim Jones, CAO

MEETING REQUESTED TO BE HELD: immediately following the Governance & Priorities Committee Meeting on September 10th, 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 Cultural & Aquatic Services, City Clerk, Fire Chief, and Assistant to the City Clerk.