



Swift Current, Sask.  
September 28, 2015

Within the Council Chambers, City Hall, a regular meeting of the Council of the City of Swift Current was held on September 28, 2015 commencing at 6:30 p.m.

Attendance: Mayor J. Schafer  
Councillor G. Bowditch  
Councillor G. Budd  
Councillor P. Friesen  
Councillor D. Perrault  
Councillor R. Plewis  
Councillor R. Toles

Tim Marcus, Deputy Chief Administrative Officer/Chief Financial Officer  
Kathy Hopfner, General Manager of Corporate Services  
Mitch Minken, General Manager of Infrastructure and Operations  
Dean Robson, General Manager of Community Services  
Hank Epstein, Special Advisor to CAO  
Marty Salberg, Director of Community Development, Acting City Clerk  
Lyndsaye Greke, Manager of Human Resources  
Michael Kehler, City Assessor  
Michael Boutilier, Communications and Stakeholder Relations Coordinator  
Denis Pilon, Fire Chief  
Pete L'Heureux, Deputy Fire Chief  
Marlene Johnson, Executive Assistant Mayor/CAO  
Kari Cobbler, Asset Manager

Adoption of  
Agenda.

The following item was requested to be added to the Agenda under "New Business":

- Report regarding Selection of Consultant Team – Downtown Master Plan Project.

No. 267 Moved by Councillor Budd, Seconded by Councillor Bowditch:

"THAT the Agenda for the Council meeting of September 28, 2015 be adopted as amended."

CARRIED.

Adoption of  
Minutes.

No. 268 Moved by Councillor Plewis, Seconded by Councillor Friesen:

"THAT the minutes of the regular Council meeting held September 14, 2015 be approved."

CARRIED.

Proclamations.

Pete L'Heureux, Deputy Fire Chief, Swift Current Fire Department, attended to proclaim October 4 to 10, 2015 as "Fire Prevention Week".

Public  
Hearings/  
Notice  
Matters.

Items for  
Action.

Accounts. The General Revenue Fund Disbursement Records for the period September 8 to September 11, 2015 were presented.

No. 269 Moved by Councillor Friesen, Seconded by Councillor Perrault:

"THAT the General Revenue Fund Disbursement Records for the period September 8 to September 11, 2015 in the amount of \$3,766,197.40 be approved."

CARRIED.

The General Revenue Fund Disbursement Records for the period September 14 to September 18, 2015 were presented.

No. 270 Moved by Councillor Plewis, Seconded by Councillor Toles:

"THAT the General Revenue Fund Disbursement Records for the period September 14 to September 18, 2015 in the amount of \$2,338,320.34 be approved."

CARRIED.

Signing Authority. A report regarding Signing Authority was presented by the General Manager of Corporate Services.

No. 271 Moved by Councillor Budd, Seconded by Councillor Friesen:

"THAT Council adopts the following:

- (1) THAT the Chief Administrative Officer, or General Manager of Corporate Services of the City of Swift Current (the corporation) is hereby authorized for and on behalf of the corporation to negotiate with, deposit with or transfer to the financial institution appointed by Council resolution as the City's banking institution (the "Bank"), for credit to the corporation's account only, all or any cheques and other orders for the payment of money, and for that purpose to endorse the same on behalf of the corporation either in writing or by rubber stamp.
- (2) THAT all cheques of the corporation be signed on its behalf by the; Chief Administrative Officer, General Manager Corporate Services, General Manager Community Services or Asset Manager to sign alone for cheques under \$500.00 and any two for cheques over \$500.00.
- (3) THAT the Chief Administrative Officer, or General Manager Corporate Services, or General Manager Community Services or Asset Manager be and are hereby authorized for and on behalf of the corporation from time to time to receive from the said Bank a statement of the account of the corporation together with all relative vouchers and all unpaid bills lodged for collection be the corporation and all items returned unpaid and charged to the account of the corporation, and to sign and deliver to the Bank the Bank's form of verification, settlement of balance and release.
- (4) THAT the Chief Administrative Officer, or General Manager Corporate Services, or Asset Manager be and are hereby authorized for and on behalf of the corporation to obtain delivery from the Bank of all or any stocks, bonds and other securities held by the Bank in safekeeping or otherwise for the account of the corporation and to give valid and binding receipts therefore.
- (5) THAT this resolution be communicated to the Bank and remain in force until written notice to the contrary shall have been given to the Manager of the branch of the Bank at which the account of the corporation is kept, and receipt of such notice duly acknowledged in writing."

CARRIED.

No. 272 Moved by Councillor Plewis, Seconded by Councillor Bowditch:

"THAT the resolution 213-2013 from the July 22, 2013 Council meeting be rescinded."

CARRIED.

Asphalt & Concrete Contract Extension Elmwood Residential Development. A report regarding 2015 Asphalt and Concrete Contract Extension - Elmwood Residential Development was presented by the General Manager of Infrastructure and Operations.

No. 273 Moved by Councillor Perrault, Seconded by Councillor Friesen:

"THAT the City approve a change order to the 2015 Asphalt and Concrete Contract with Mobile Paving Ltd. of Swift Current for concrete and asphalt services related to the Elmwood Residential Development to an upset value of \$1,587,666.00 (excluding GST) and that the Mayor and City Clerk be authorized to sign the change order."

CARRIED.

Demolition Of St. Joseph's School. A report regarding Demolition Project for Former School Building was presented by the General Manager of Infrastructure and Operations.

No. 274 Moved by Councillor Toles, Seconded by Councillor Perrault:

"THAT the City approves the demolition of the former St. Joseph School building with Silverado Demolition of Saskatoon, SK in the amount of \$85,975.00 (excluding GST)."

CARRIED.

Subdivision 155 Alexander Dr. A report from the Manager of Development Services regarding a Proposal to Subdivide Part of Lot 2, Block 3, Plan No. 93SC01940 (155 Alexander Drive – Munro Industrial Park) was presented by the Director of Community Development.

No. 275 Moved by Councillor Bowditch, Seconded by Councillor Budd:

"THAT the proposed subdivision of Part of Lot 2, Block 3, Plan No. 93SC01940 be approved and that the Mayor and City Clerk be authorized to sign the Certificate of Approval."

CARRIED.

Subdivision 120 & 128 Central Ave. N. A report from the Manager of Development Services regarding a Proposal to Subdivide Part of Lot 13, Block 54, Plan No. B4312 and all of Lot 30, Block 54, Plan No. 98SC16073 (120 & 128 Central Avenue North) was presented by the Director of Community Development.

No. 276 Moved by Councillor Friesen, Seconded by Councillor Toles:

"THAT the proposed subdivision of Part of Lot 13, Block 54, Plan No. B4312 and all of Lot 30, Block 54 Plan No. 98SC16073 be approved and that the Mayor and City Clerk be authorized to sign the Certificate of Approval."

CARRIED.

Memorial Bench Program. A report regarding Memorial Bench Program was presented by the General Manager of Community Services.

No. 277 Moved by Councillor Toles, Seconded by Councillor Bowditch:

"THAT the Memorial Bench Program be approved as follows:

**Community Services Memorial Bench Program**

**APPLICATION**

Name: \_\_\_\_\_ Date Submitted: \_\_\_\_\_

Address: \_\_\_\_\_

Email address: \_\_\_\_\_

Phone: \_\_\_\_\_ Cell: \_\_\_\_\_

Bench Type: \_\_\_\_\_

In memory of: \_\_\_\_\_

Inscription: \_\_\_\_\_

Please clearly print name and short inscription (approximately 20 words) as you would like them to appear on the plaque.

Preferred Location: \_\_\_\_\_ Year - # \_\_\_\_\_

Alternate Location: \_\_\_\_\_ Year - # \_\_\_\_\_



**Ornamental** (manicured, irrigated green space)

**Natural** (naturalized, unirrigated green space)

Constructed of vinyl coated seat and back with heavy tubular steel frames on concrete pad. Length is 1.5 meters.  
**COST: \$2,650.00 GST incl.**

Constructed of natural wood seat and back with heavy tubular steel frames on concrete pad. Length is 1.5 meters.  
**COST: \$2,950.00 GST incl.**

Location Approved: \_\_\_\_\_ Date: \_\_\_\_\_

Approved By: \_\_\_\_\_ Title: \_\_\_\_\_

**PURPOSE**

The purpose of the Memorial Bench Program is to provide the opportunity to honour deceased loved ones, by having a bench with a memorial plaque installed on municipal property.

**PROGRAM OUTLINE**

The City of Swift Current (City) reserves the right to sell memorial benches on a first come, first served basis of a completed application form.

- Memorial benches complete with a plaque may only be purchased to commemorate a deceased individual, family or group. The City reserves the right to refuse any application;
- Plaques are limited to a standard size of 2" x 8" and are limited to 1 per bench. Font size is a ½" to a maximum of 20 words;
- All plaques will be purchased by the City in order to ensure uniformity in design and appearance;
- The cost of a memorial bench complete with plaque and installation is \$2,650.00 GST included for a vinyl coated ornamental bench and \$2,950.00 GST included for a natural wood bench;
- Purchasing a memorial bench is considered a donation and a tax receipt will be issued. Prices are subject to change based on Council approval;
- Once purchased and installed, the City will assume ownership of the memorial bench. Repair and maintenance of the bench will be completed as resources and budgets allow.
- The memorial bench will have a minimum guaranteed life of 10 years.

**RESPONSIBILITIES**

The City is responsible for:

- Administering the Memorial Bench Program in accordance with the procedures outlined below;
- The City shall work with the applicant to select a preferred location for the installation of the bench. The City reserves the right to refuse a preferred location for any reason.

The applicant for purchase of a memorial bench is responsible for:

- Completing and submitting the required application form to the City;
- Providing suggestion of two sites for location of the bench, working with the City to select appropriate sites for installation of benches;
- Paying for the cost of the bench, memorial plaque/engraving, and installation.

## **PROCEDURE**

- Requests for memorial bench purchases require completion of a Memorial Bench Application Form. The application process is managed by the City's Community Services Division who can assist with completion of the form;
- Eligible bench locations include trails, parks and green spaces that are on municipally owned land within the City of Swift Current boundaries;
- Approval of location for the memorial bench installation is at the sole discretion of the City. The following factors will be considered upon approval of sites:
  - Current density of benches in the area;
  - Access for equipment and personnel to install the bench;
  - Access around the bench;
  - Other site considerations i.e. slope of the ground, potential for flooding of the area, etc.
- An application form is only considered complete when the location of the bench and wording for the memorial plaque has been approved by the City;
- Full payment is due upon approval of the application;
- A memorial bench will not be ordered until the application is considered complete.

## **VISION ALIGNMENT**

### Identity

- The Memorial Bench Program contributes to the strengthening of identity by providing opportunities for citizens to remember and reflect on loved ones in a natural setting that has special meaning to themselves or their loved ones;
- Memorial benches provide a functional space for the peaceful use and enjoyment of all passers-by.

### Social Fabric

- Similar to the above, the Memorial Bench Program promotes social connectedness by providing resting or gathering spots.

### Environmental Stewardship

- The provision of aesthetically pleasing and well positioned benches encourages pedestrian use and compliments the natural landscape.

## **MEMORIAL BENCH PROGRAM INQUIRES CAN BE MADE:**

In person: Community Services  
177 1<sup>st</sup> Avenue NE  
Swift Current, SK  
S9H 2B1

By mail: Community Services  
PO Box 340  
Swift Current, SK  
S9H 3W1

Phone: 306-778-2787  
Fax: 306-778-2194

**Website:**     [www.swiftcurrent.ca](http://www.swiftcurrent.ca)

APPLICATION RECEIPTS

**Community Services Division**

**Donations & Income Tax Receipts**

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Donations by individuals will be provided an income tax receipt providing that:

- Donation is received under the Community Services Memorial Bench Program.
- The memorial bench will be owned and maintained by the City of Swift Current.
- The donation is voluntary.
- There is no additional benefit being provided to the individual for this donation.
- The decisions regarding utilization of the donations reside with the City of Swift Current.
- Donation is cash or cheque.

**What information must be provided to receive an income tax receipt?**

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- Name and address of donor.
- Amount of the cash donated (includes GST).
- Date of the donation.

**Procedure to Issue Income Tax Receipts for Donations**

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- City to receive application and collect donation.
- Donations will be sent to City Hall cashiers and a till receipt issued (returned to department). All donations to be deposited to account 7402-5828.
- Copy of the application and cashier till receipt to be forwarded to Finance who will issue the income tax receipt and mail out to the donor.”

CARRIED.

Reports for  
Information.

Bylaws.

No. 278 Moved by Councillor Budd, Seconded by Councillor Bowditch:

2<sup>nd</sup> Rdg “THAT Bill No. 11 - 2015 be taken as read a second time.”

CARRIED.



No. 279 Moved by Councillor Budd, Seconded by Councillor Bowditch:

Final Rdg "THAT Bill No. 11 - 2015 be taken as read a third time and finally passed."

CARRIED.

**THIS BILL IS THEN NUMBERED BYLAW NO. 12 - 2015.**

No. 280 Moved by Councillor Plewis, Seconded by Councillor Bowditch:

1<sup>st</sup> Rdg "That Bill No. 13 - 2015 being a bylaw to amend Development Plan Bylaw No. 3 – 2003 by amending an area of the Development Plan Pattern Map from Parks and Open Space to Planned Residential be introduced and read a first time."

CARRIED.

Unfinished  
Business.

New  
Business.

Downtown Master Plan. A report regarding the Selection of Consultant Team - Downtown Master Plan Project was presented by the Special Advisor to the CAO, Planning and Development.

No. 281 Moved by Councillor Budd, Seconded by Councillor Friesen:

"THAT Administration be authorized to work with WSP and Arnett Muldrow (the Team) for the Downtown Master Plan Project, with the initial phase of work costing approximately \$75,000.00, as approved in the 2015 budget; and the additional phases for the project to be brought forth annually for Council's consideration and action with the three year effort of approximately \$300,000.00."

CARRIED.

Communi-  
cations.

Delegations.

The Centre. Jim Magee, Executive Director, The Centre; and Nathan Wiebe attended to discuss happenings of The Centre.

En Camera  
Items.

A request was presented by the General Manager of Corporate Services to discuss the matter of negotiations "en camera".

No. 282 Moved by Councillor Plewis, Seconded by Councillor Friesen:

"THAT pursuant to Section 16 of The Local Authority of Freedom of Information and Protection of Privacy Act, the matter of negotiations be dealt with at an "En Camera" Council meeting immediately following this Council meeting."

CARRIED.

Reports of  
Council  
Members/  
Enquiries.

The following topics were raised by members of Council:

- Success of Chris Haichert at World Mixed Curling in Sweden;
- Karla Cairns placed second at the Firefighter Completion in Kitchener, ON;
- Young Riders Recognition event at the Ag & Ex;
- Southwest Youth Emergency Shelter and United Way partnership in fundraiser;
- Southwest Sask Roller Derby final event;
- Last Market Square for the year, very successful year;
- John Gaudet induction into Saskatchewan Golf Hall of Fame;
- Successful Go Green Friday event;
- Great Plains College Sundogs launch 9<sup>th</sup> season.

Adjourn-  
ment.

No. 283 Moved by Councillor Budd, Seconded by Councillor Perrault:

(7:40 p.m.) "THAT we do now adjourn."

CARRIED.

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Mayor

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City Clerk