



COUNCIL MEETING
Monday, December 9, 2024
6:30 p.m.
Council Chambers, City Hall

Page

ADOPTION OF AGENDA

Adoption of Agenda.

ADOPTION OF MINUTES

Adoption of minutes of the regular Council meeting held November 25, 2024.

PROCLAMATIONS

DELEGATIONS

PUBLIC HEARINGS/PUBLIC NOTICE MATTERS/ORDERS

ITEMS FOR ACTION

- 1 Accounts.
- 5 Report regarding Year-end Write-off of Delinquent General Receivables, Utility Accounts Receivable and Unclaimed Deposits.
- 8 Report regarding 2025 Water Treatment Chemicals Tender.
- 11 Report regarding Aquatic Centre Building Condition Assessment.
- 14 Report regarding Council Appointments to Boards and Committees.
- 17 Report regarding Cancellation of Meeting.
- 18 Report regarding 2025 Council Meeting Dates.
- 21 Report regarding Proposal to Rezone on Springs Drive and North Service Road E (Swift Current Mall).
- 24 Report regarding Request for Tax Concessions – 1150 Central Avenue N (Pioneer Co-op Convenience Store).



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- 32** Report regarding Request for Tax Concessions – 1150 Central Avenue N (Pioneer Co-op Leased Space).

REPORTS FOR INFORMATION

BYLAWS

- 40** Bill No. 15 – 2024 A bylaw to amend Bylaw No. 12 – 2008, including subsequent amendments, to remove all reference to the property development term loan and line of credit.
Notice given November 25, 2024.
Will receive three readings – Councillor Plewis
- 41** Bill No. 16 – 2024 A bylaw to establish a new borrowing bylaw to provide for the creation of debt for the renewal of the property development term loan.
Notice given November 25, 2024.
Will receive three readings – Councillor Switzer

UNFINISHED BUSINESS

NEW BUSINESS

- 44** Tourism Swift Current Inc. Meeting Agenda from November 15, 2024.
- 45** Southwest Newcomer Welcome Centre Meeting Agenda from November 19, 2024.
- 46** Swift Current Ag & Ex Meeting Agenda from November 20, 2024.
- 47** Prairie Pioneers Independent Housing Inc. Meeting Agenda from November 27, 2024.

COMMUNICATIONS

ITEMS REQUESTED TO BE DISCUSSED EN CAMERA



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REPORTS OF COUNCIL MEMBERS/ENQUIRIES

ADJOURNMENT

NEXT MEETING DATE:

Monday, January 6, 2025 – 6:30 p.m.

December 3, 2024

TO: Council

FROM: Kari Cobler, General Manager of Corporate Services

RE: Accounts

Enclosed are the General Revenue Fund Disbursements for the period
Nov 16 - 30, 2024

	<u>Current</u>	<u>Year to Date</u>
Regular Accounts	234,765.37	3,964,475.26
Payroll Benefits	323,164.98	8,839,744.69
School Payments (Holy Trinity RCSSD #22)	-	1,258,892.18
School Payments (Minister of Finance)	-	6,545,345.80
Sask Power - (Energy Purchase)	321,439.41	14,188,776.91
Sask Power	22,557.64	78,786.28
SaskEnergy	36,018.44	518,322.45
SaskTel	-	169,582.96
General Contractors:		
Acklands Grainger	-	58,494.18
Aevitas Inc	-	38,086.30
Alair	-	18,936.75
Alexandre Electric	-	21,754.28
Altec Industries Ltd	-	585,824.18
Aquatech Diving Services	-	13,353.30
Arboriculture Canada Training	-	11,457.34
Armstrong Implements	-	55,833.20
Associated Engineering	-	78,731.34
Automotive Unlimited	-	60,322.02
Avenu Insights & Analytics	-	26,005.68
B & A Petroleum	41,170.08	608,316.45
Blue Water Irrigation	-	18,642.86
Boundary Equipment	-	15,949.51
Brandt Tractor Ltd	-	28,994.11
Brett Young	-	13,104.21
Bridal Builders	-	47,300.57
Bucks Enterprises	-	12,991.44
C & D Machine & Welding	-	69,776.66
C & E Piling Ltd	-	14,707.50
CDW Canada	-	122,228.68
Certified Overhead Door Ltd	-	30,945.91
Chalmers Contracting Ltd	-	17,013.47
Chemtrade West Ltd	-	323,512.00
Chinook Regional Library	-	454,488.00
Choice Electrical Supply Ltd	-	30,199.43
Christie Lites Sales	-	11,371.89
Clartech Industries	-	159,067.69
CloudPermit Inc	-	21,090.00

Commercial Truck Equipment Co	-	72,698.11
Country Club Distributors	-	89,688.78
Cummins Western Canada	-	17,666.46
Cypress Health Region	-	328,094.44
Cypress Motors (S.C.)	-	501,308.55
Dayforce (Ceridian)	-	138,879.89
Delco Automation Inc	-	226,374.44
Directdial.com	-	59,517.98
Duncan Roofing	-	60,169.77
Early's Farm & Garden Centre	-	47,058.69
EDA Environmental Ltd	-	30,211.58
Eecol Electric Ltd	-	270,273.73
Econolite Canada Inc	-	71,672.60
Elmwood Golf Course	-	15,200.00
Emco	10,588.07	148,186.13
Falcon Equipment Regina	-	207,875.25
Flaman Sales	-	12,225.15
Flocor Inc	-	100,356.22
FP Teleset Francotyp	-	147,000.00
Gescan	-	77,966.83
GFL Environmental Inc	82,905.95	927,712.90
Gludemans, Robert	31,231.19	75,409.57
Golden West Broadcasting	15,844.50	60,222.49
Gordon Ralph Tams	-	23,463.11
Granicus, LLC	-	12,413.22
Great Plains College	-	36,649.00
Guillevin International	-	52,331.09
Hach Sales & Service Canada	-	55,436.11
Haubie Yard Maintenance and Landscaping	-	18,538.17
HBI Office Plus Inc	-	68,043.45
Home Hardware - Swift Current	-	52,669.40
Imaginit Saskatchewan	-	18,572.83
Insight Canada	-	120,427.50
Integrity Electrical Services	-	35,361.27
Itron/Schlumberger Industries	-	76,421.76
Jet Construction Ltd	-	34,605.36
KK Golf Management Inc	-	449,003.28
Klearwater Equipment & Technologies Corp	-	21,506.89
Knudsen Excavating	-	492,059.26
Lakeshore Tree Farms Ltd	-	27,102.63
Lee's Tree Care & Landscaping	-	92,471.15
Leeville Contruccion Ltd	592,001.12	1,037,764.89
Len's Plumbing & Heating	41,947.20	464,783.86
Line Star Utility Supply	43,401.23	43,401.23
LK Holdings	16,241.88	79,917.55
LMO Landscaping Ltd	-	298,955.19
Macmor Industries	15,146.91	59,468.01
Martin Deerline	-	44,934.93
Metercor Inc	-	71,931.36

Microage	-	75,309.04
Mid Continental Pump Supply	-	68,130.69
MLT Aikins	13,937.71	13,937.71
MNP LLP	-	48,390.00
National Leasing	-	46,078.20
New Line Trenchless Technologies	-	125,735.25
Novamodus (Vigilant Consulting Services)	-	522,866.60
Oakcreek Golf & Turf	-	98,211.07
Onactuate Consulting Inc	-	16,305.91
Optimum Roofing Ltd	-	568,064.11
Oracle Corporation Canada	-	328,175.24
Paradise Pools	-	48,820.09
Pattison Agriculture	-	30,636.00
Perfectmind	-	15,603.75
Pioneer Co-op	-	127,268.48
Pre-Con Ltd	-	14,259.06
PSI Contracting Inc	-	20,736.20
PTI Transformers Inc (Utility Supply Ltd)	-	148,858.25
Quality Windows	11,044.50	16,938.60
Rawhide Supplements Ltd	-	17,092.99
Raymax Equipment Sales Ltd	-	16,542.26
RBC Dominion Securities	-	50,000.00
RCMP	-	2,779,093.69
Redhead Equipment Ltd	-	360,586.03
Rhino Technical Services Inc	-	74,549.87
Rimkus-Irc Building Sciences Group	-	38,850.00
Riverdene Garden Centre	-	38,050.65
Riverside Electric Ltd	-	181,520.89
Rock Solid Trucking Ltd	-	142,678.91
Rocky Mountain Phoenix	-	204,925.73
Roof-Pro Contracting	-	31,970.22
Sask Asphalt Maintenance	-	94,294.94
Saskatchewan Abilities Council	57,825.00	641,920.84
Saskatchewan Hockey Hall of Fame	-	78,635.00
Saskatchewan Public Safety Agency	-	35,175.00
SEL Schweitzer Engineering Lab	-	22,420.28
SGI	16,091.99	142,012.28
Sign Here and Printing	-	56,573.76
Silverline Construction	-	160,186.32
Southern Star Trucking & Excavation Ltd	-	160,532.98
Southwest Cultural Development Group Inc	-	63,750.00
Southwest Facility Foundation	-	13,700.00
Southwest Paving Ltd	-	297,490.90
Speedy Creek Yard Maintenance	17,139.23	80,532.62
Standard Dodge	-	25,975.06
Stephenson Equipment Ltd	-	33,314.96
Stevenson Industrial Refrigeration	-	48,013.90
Strictly Fences Ltd	-	37,684.50
SUMA	-	23,146.73

Sunscapes Contracting & Landscaping Inc	-	13,186.80
Superior Infrastructure Restoration	-	15,074.22
Superior North America Inc	-	32,277.08
Swift Current Community Youth Initiative	-	14,702.93
Swift Current Diesel	-	16,274.05
Swift Current Lions Club	-	12,000.00
Swift Plumbing & Heating	-	79,834.33
Tacel Ltd	-	10,039.05
Tetra Tech Canada Inc	-	35,030.43
TN Beton Systems Inc	-	36,860.46
Top Shot Concrete	-	143,301.00
Tourism Swift Current	-	61,491.90
Tractorland	-	91,333.61
Trade West Equipment Ltd	-	12,215.79
Triways Disposal Services	109,094.42	1,217,424.20
Uline Canada	-	16,460.93
United Paving (1983) Ltd	-	1,774,538.55
United Rentals of Canada	-	32,766.92
Valmont West Coast Engineering	-	279,988.44
Vertex Inc	-	11,820.39
Vitae Environmental Construction	-	188,180.17
Wastequip (Toter LLC)	-	110,916.43
Wheatland Machine Shop	-	89,024.68
Wiebe Contracting	-	38,701.02
Wilf's Oilfield Service	-	29,459.40
Windscape Kite Club	-	25,000.00
Wolseley/Westburne	-	59,705.06
Xerox Canada Ltd	-	51,075.54
Y & K Cleaning Ltd	10,224.21	114,297.81
Zoho Canada Corp	-	25,599.21
TOTAL	\$ 2,063,781.03	\$ 58,930,553.50

RECOMMENDATION:

I recommend that \$2,063,781.03 in disbursements be approved.

REPORT PREPARED BY:

Lisa Hagen, Accounts Payable Supervisor

SIGNATURE: 

APPROVAL: 

I concur with the recommendation



 Jim Jones, CAO



City of Swift Current

C.A.O. Report

Date: November 28, 2024
To: Chief Administrative Officer
From: Executive Director of Strategic Operations
Subject: **Year-end Write-Off of Delinquent General Receivables, Utility Accounts Receivable and Unclaimed Deposits**

BACKGROUND

While doing business, the City creates accounts receivable for the services provided to customers and on occasion, the City has difficulty collecting all of the outstanding amounts owing on those accounts. When this occurs, all cost-effective measures of collecting the delinquent accounts are pursued, including the use of internal staff and a collection agency.

Coming out of the Covid-19 pandemic, significant economic pressures were prevalent in the Canadian economy, including high rates of inflation in 2022. From a collections standpoint, we continue to observe the effects of the economic pressures resulting from the pandemic, which are likely to continue in the years to come.

Once all avenues for collection have been exhausted and if the receivable remains outstanding, it is necessary to deem the account as uncollectable and write-off the balance owing. The request to write-off delinquent accounts is brought forward to Council for approval on an annual basis. The accounts being requested for write-off have been outstanding since December 31st, 2022, and continue to be outstanding.

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

In addition, over the course of 2022, some utility deposit refunds were returned due to incorrect forwarding addresses. To date, the City has been unable to locate the customer, and they have not contacted the City for reimbursement. These unclaimed refunds will be written off against the delinquent accounts receivable.

DISCUSSION

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

Accounts Receivable:

<u>\$ Range</u>	<u>No. of Accounts</u>	<u>2022</u>
\$1 - \$99	28	\$ 1,546.04
\$100 - \$199	19	2,667.22
\$200 - \$399	37	10,810.67
\$400 & Over	45	48,220.81
Total Accounts Receivable		<u>\$ 63,244.74</u>

Unclaimed Deposits:

<u>\$ Range</u>	<u>No. of Accounts</u>	<u>2022</u>
\$1 - \$200	10	<u>\$ (757.52)</u>
Total Unclaimed Deposits		<u>\$ (757.52)</u>
Total Write-off		<u>\$ 62,487.22</u>

In 2022, a total of \$36,559,848 was billed through the utility billing and general accounts receivable areas. The amounts proposed for write-off equate to 0.171% of the total 2022 billings.

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

- From December 31, 2021 - \$68,961 of \$34,901,172 billed (0.198%)
- From December 31, 2020 - \$63,531 of \$33,621,656 billed (0.189%)
- From December 31, 2019 - \$58,581 of \$33,848,742 billed (0.173%)

RECOMMENDATION

THAT City Council approves the write-off of utility and general accounts receivable, as well as unclaimed utility deposits, in the amount of \$62,487.22 from December 31st, 2022.



Kari Cobler, Executive Director of Strategic Operations

CAO Recommendation:

I concur with the recommendation.



Jim Jones, CAO



City of Swift Current

C.A.O. Report

Date: December 9, 2024
To: Chief Administrative Officer
From: General Manager of Infrastructure & Operations
Subject: 2025 Water Treatment Chemicals Tender

BACKGROUND

The City of Swift Current Water Treatment Plant uses a variety of different chemicals to ensure the water treated from the Swift Current Creek is potable and non-corrosive. These chemicals are tendered yearly, with the contracts awarded to the lowest bid meeting all requirements. The tendered chemicals include:

- Potassium Permanganate – a strong oxidizing agent which helps in the removal of iron, manganese, and organic materials.
- Activated Carbon – used for removal of natural organic compounds, taste and odor compounds, and synthetic organic chemicals.
- Liquid Fluoride – used to supplement daily Fluoride intake and promote positive dental health.
- Chlorine Liquefied Gas – used for disinfection of potable water and offers a long-lasting low-cost residual disinfection.
- Caustic Soda – used to bring the potable water pH back to a neutral or slightly scale forming point.
- Liquid Alum – is the primary coagulant/flocculant. It causes suspended impurities to coagulate into larger particles to be filtered out more readily.

The chemicals are placed into inventory at time of purchase and expensed when used.

DISCUSSION

On November 1st, 2024, an invitation to tender was posted for on SaskTenders and the City website for the supply and delivery of the 2025 Water Treatment Plant chemicals. The tender closed November 15th, 2024. All prices include shipping to Swift Current, excluding GST. Chemicals used in the production of potable water are PST exempt.

Attached is a comparison of Water Treatment Plant chemical costs for 2024 and 2025 with the estimated usage.

RECOMMENDATION

THAT City Council awards the supply and delivery of the 2025 Water Treatment Chemical requirements as follows:

Chemical	Company	City	Unit Price
Potassium Permanganate	ClearTech Industries	Regina, SK	\$5.33/kg
Activated Carbon	Klearwater Equipment & Technologies	Calgary, AB	\$1.48/kg
Liquid Fluoride	ClearTech Industries	Regina, SK	\$1.84/kg
Chlorine Liquefied Gas	ClearTech Industries	Regina, SK	\$2.26/kg
Caustic Soda	Univar Solutions.	Saskatoon, SK	\$0.74/kg
Liquid Alum	ChemTrade West	Saskatoon, SK	\$0.463/kg



Greg Parsons, General Manager of Infrastructure & Operations
GP/ks/bc

CAO Recommendation:

I concur with the recommendation.



Jim Jones, CAO

2024 to 2025 COMPARISON

Chemical	Quantity	2024 Forecast	2025 Forecast
Potassium Permanganate	9,900kg	\$62,271	\$52,767
Activated Carbon	30,000kg	\$44,700	\$44,400
Liquid Fluoride	9,000kg	\$16,920	\$16,560
Chlorine Liquefied Gas	17,000kg	\$38,760	\$38,420
Caustic Soda	150,000kg	\$144,000	\$111,000
Liquid Alum	930,000kg	\$398,040	\$430,590
Total		\$704,691	\$693,737

Chemical	2024 - per kg	2025 - per kg	% Change
Potassium Permanganate	\$6.29	\$5.33	-15.3%
Activated Carbon	\$1.49	\$1.48	-0.7%
Liquid Fluoride	\$1.88	\$1.84	-2.1%
Chlorine Liquefied Gas	\$2.28	\$2.26	-0.9%
Caustic Soda	\$0.96	\$0.74	-22.9%
Liquid Alum	\$0.428	\$0.463	8.2%



City of Swift Current

C.A.O. Report

Date: December 9, 2024
To: Chief Administrative Officer
From: General Manager of Cultural and Aquatic Services
Subject: Aquatic Centre Building Condition Assessment

BACKGROUND

The current Aquatic Centre was built in 1981 and has been a hub for the community, seeing an annual average of 52,000 people utilizing the facility annually, including 1,966 swimming lesson registrations and 166 Lifeguard certifications offered for Swift Current and the surrounding southwest region in 2024. This confirms the integral role this facility plays and its ability to contribute in creating a healthy safe place for families to experience fun, enjoyment, and leisure while facilitating experiences of sport, culture and recreation to the southwest.

The facility has faced numerous struggles and challenges over its lifespan of 43 years and continues to deteriorate. As a result of these challenges and the potential grant opportunities that have existed over the past number of years, focus on funding a new build rather than retrofitting our current facility remained a key topic during budget deliberations. However, in the past four (4) years the City has been required to fund essential Capital upgrades in order to keep the Aquatic Centre operational.

Within this period, the City has invested approximately \$1.275M for upgrades and repairs, which included, but was not limited to, a new roof, lighting upgrades, new pumps, and air exchange units. An additional \$57,000 was required for the boiler damage in 2022 and unexpected electrical issues during a pump failure in 2023. Annually, the facility requires \$10,000 for tile and grout repairs and approximately \$58,000 in capital maintenance.

In the spring of 2024 Administration presented a report to Council highlighting the challenges and deteriorating condition of the Aquatic Centre. During the summer closure, an electrical, mechanical, structural and accessibility assessment was completed to obtain a full understanding of the current condition of the facility.

DISCUSSION

Three (3) companies were contracted to perform evaluations of the Aquatic Centre, Riverside Electric, HDA Engineering and P3A Architecture. All three (3) companies performed onsite inspections and provided reports back to Administration.

Electrical Report: The report shows the varying state of the electrical. Several items have been updated in recent years as result of emergency failures. This evaluation shows there are several items including the main service and several electrical panels that are showing signs of extreme deterioration and need to be replaced as the end of life and can no longer be serviced. In current supply prices, it is estimated that work to replace the immediate items will be valued at approximately \$110,000.

Mechanical Report (HDA Engineering): The report shows the varying state of mechanical equipment throughout the facility. Although some equipment is noted as good, there are fifteen (15) items noted as life safety – urgent in which require replacement. Based on these recommendations \$193,000 is being recommended for replacement in 2025, including items such as the replacement of pipe hangers, replacement of ABS pipe throughout the crawl space and showers, and replacement of copper plumbing in the mechanical room.

Structural Report (P3A): The report has three (3) components, a Structural Condition Report, an Accessibility Report, and a financial overview. These reports provide a failing picture of the Aquatic Centre’s long-term viability. The Structural Report shows there are numerous areas in the life safety – urgent category, specifically the floor in the mechanical rooms and crawl space, which will require work immediately before further damage occurs. The Accessibility Report highlights some areas which require immediate remedy, while others can be evaluated and added, when possible, in the future.

These reports indicate that the Aquatic Centre is facing significant challenges that require immediate action for safety and functionality. If we do not schedule these life-critical repairs the full risks are unknown but could include:

- Unexpected failure and closure of the facility for an unpredictable amount of time;
- Continued unpredictable breakdowns and compromised facility integrity;
- Inflation, market condition, and fluctuation may cause a rise in construction cost;
- Contractor availability may increase construction costs; and
- Supply and demand for materials could delay construction.


Based on the consultant’s reports, we are recommending an immediate investment in the amount of \$2,100,000 in 2025, to extend the Aquatic Centre’s life approximately 3 – 5 years while plans for a long-term solution can be completed. Ideally, upon design and construction awards, the actual construction work would take place immediately upon the early opening of Farview Pool in May (weather permitting, barring no complications). In order to compete the project during the summer closure of the indoor facility, and to account for the design period, tender process and awarding procedures, budget approval from the 2025 City of Swift Current Capital budget is necessary to begin the process.

RECOMMENDATION

THAT City Council approves the sum of \$2,100,000 from the 2025 City of Swift Current Capital budget for the rehabilitation of the Aquatic Centre;

AND

THAT Notice of Motion be given at this time advising the public of City Council's intention to consider a borrowing bylaw for financing within General Government for the rehabilitation 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: November 27, 2024
To: Chief Administrative Officer
From: City Clerk
Subject: **Council Appointments to Boards and Committees**

BACKGROUND

With the recent municipal election, it is now necessary to appoint Council members to various Boards and Committees for the term of office.

DISCUSSION

The appointments for members of the public will be brought forth in a separate report.

RECOMMENDATION

THAT the following appointments be made effective immediately:

Agricultural & Exhibition Assoc.	Councillor Christiansen
Chamber of Commerce	Councillor Switzer
Compliance Committee (Code of Ethics Bylaw No. 4 – 2023)	Mayor Bridal Councillor Plewis Councillor Christiansen
Drug Strategy Action Committee	Councillor Tuntland-Wiebe
Elmwood Golf Course	Councillor Plewis
Living Sky Community Development Corporation Board	Mayor Bridal Denise Wall

Murals Advisory Board	Councillor Deg Councillor Tuntland-Wiebe
Newcomer Welcome Centre	Councillor Stewart
Prairie Pioneer Independent Housing Inc. (PPIH) (City voting members – AGM)	Mayor Bridal Councillor Christiansen Councillor Plewis Councillor Stewart
Public Library	Councillor Deg Switzer (will also serve on the Chinook Regional Library Board)
RCMP Advisory	Councillor Plewis
Southwest Facility Foundation	Councillor Plewis
Southwest Multicultural Association Truth & Reconciliation Planning Committee	Councillor Deg
Southwest Municipal Government Committee	Mayor Bridal
Stream Stewardship	Councillor Stewart
Street/Facility Naming Advisory Board	Councillor Christiansen Councillor Deg
Swift Current Broncos	Councillor Switzer Deg
Tourism	Councillor Tuntland-Wiebe
Deputy Mayor:	
	Councillor Plewis January and February
	Councillor Switzer March and April
	Councillor Tuntland-Wiebe May and June
	Councillor Christiansen July and August
	Councillor Deg September and October
	Councillor Stewart November and December

Jackie Schlamp, City Clerk

CAO Recommendation:

I concur with the recommendation.



Jim Jones, CAO



City of Swift Current

C.A.O. Report

Date: November 15, 2024
To: Chief Administrative Officer
From: City Clerk
Subject: **Cancellation of Council Meeting**

BACKGROUND

Upon review of the December calendar, it has been noted that observed statutory holidays for Christmas Day and Boxing Day will fall in the middle of the work week. For the past number of years, City Council has chosen to cancel the Council meeting held the week of Christmas to allow for members of Council and Administration to spend time with family. While Christmas Day falls on a Wednesday this year, it is being suggested that the December 23rd, 2024, meeting be cancelled due to its proximity to the holiday.

DISCUSSION

Given this time of year is relatively quiet, and if necessary, a special Council meeting can be called to deal with any time sensitive matter.

RECOMMENDATION

THAT the Council meeting scheduled for Monday, December 23rd, 2024, be cancelled.

Jackie Schlamp, City Clerk

CAO Recommendation:

I concur with the recommendation.

Jim Jones, CAO



City of Swift Current

C.A.O. Report

Date: November 27, 2024
To: Chief Administrative Officer
From: City Clerk
Subject: 2025 Council Meeting Dates

BACKGROUND

City Council meeting dates are set out, as outlined in the Procedure Bylaw No. 15 – 2007, with modifications made each year to reflect statutory holidays, special events, summer and Christmas vacations. Additional meetings, such as Strategic Planning and Budget Deliberations are planned and held throughout the year as required.

DISCUSSION

The Office of the City Clerk has prepared a schedule for the 2025 Council Meeting dates, which outlines all regular City Council and Governance and Priorities Committee meetings, as well as Budget, Strategic Planning Session, and Conferences throughout the year. Those meetings which are cancelled historically due to Saskatchewan Urban Municipal Association Conference (SUMA) in addition to holidays will come as a report requesting cancellation closer to those meeting dates.

The attached schedule is being presented for consideration by Council prior to the new year. Once approved, these dates will be posted on the City's website for public viewing and reference.

RECOMMENDATION


THAT City Council approve the 2025 Council Meeting Dates, as attached.



Jackie Schlamp, City Clerk

CAO Recommendation:

I concur with the recommendation.



Jim Jones, CAO

2025 Council Meeting Dates

January						
S	M	T	W	T	F	S
			1	2	3	4
5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28	29	30	31	

February						
S	M	T	W	T	F	S
						1
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	

March						
S	M	T	W	T	F	S
						1
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	29
30	31					

April						
S	M	T	W	T	F	S
		1	2	3	4	5
6	7	8	9	10	11	12
13	14	15	16	17	18	19
20	21	22	23	24	25	26
27	28	29	30			

May						
S	M	T	W	T	F	S
				1	2	3
4	5	6	7	8	9	10
11	12	13	14	15	16	17
18	19	20	21	22	23	24
25	26	27	28	29	30	31

June						
S	M	T	W	T	F	S
1	2	3	4	5	6	7
8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28
29	30					

July						
S	M	T	W	T	F	S
		1	2	3	4	5
6	7	8	9	10	11	12
13	14	15	16	17	18	19
20	21	22	23	24	25	26
27	28	29	30	31		

August						
S	M	T	W	T	F	S
					1	2
3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28	29	30
31						

September						
S	M	T	W	T	F	S
	1	2	3	4	5	6
7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28	29	30				

October						
S	M	T	W	T	F	S
			1	2	3	4
5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28	29	30	31	

November						
S	M	T	W	T	F	S
						1
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	29
30						

December						
S	M	T	W	T	F	S
	1	2	3	4	5	6
7	8	9	10	11	12	13
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21	22	23	24	25	26	27
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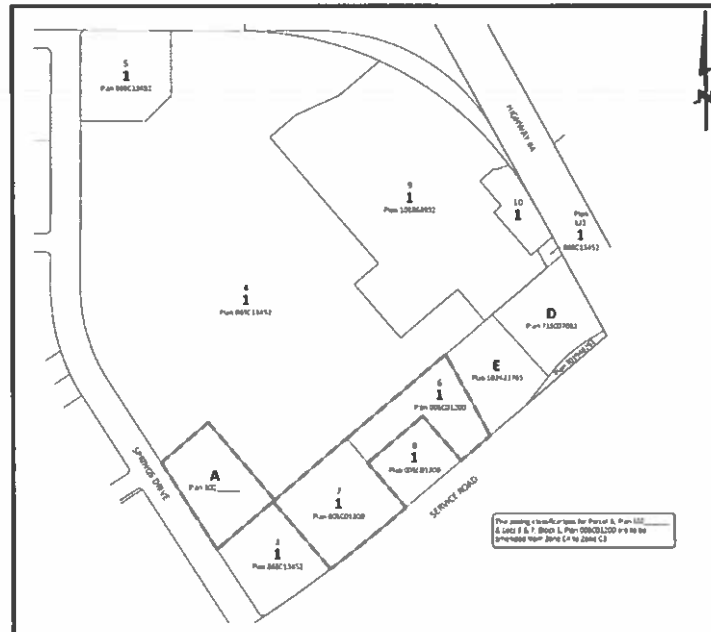
- Council Meetings
- GPC
- Stat Holidays

- Admin/ CNCL Mtgs: Strategic Planning - April 9, 2025
Budget Meetings - October 8 & 9, 2025
- Conferences
SUMA - April 13 - 16, 2025
FCM - May 28 - June 1, 2025

Date: November 22, 2024
To: Chief Administrative Officer
From: Development Officer, Planning
Subject: **Proposal to Rezone on Springs Drive and North Service Road E (Swift Current Mall)**

BACKGROUND

The City has received an application from the Swift Current Mall to amend the Zoning Map of Zoning Bylaw 24 – 2014. The proposed amendments would rezone the former Saskatchewan Liquor and Gaming Authority (SLGA) store on Springs Drive as well as certain properties on the North Service Road E from Shopping Center Commercial District to Highway Commercial District.



DISCUSSION

The C4 – Shopping Center Commercial District is intended to accommodate shopping malls or big box developments with multiple businesses on a minimum 3.0 hectare / 7.4 acre site. A site may contain several smaller-sized parcels but would have to be under the same

ownership to comply with zoning. The uses that are allowed in the C4 District are nearly similar to those in the C3 – Highway Commercial District; however, the C3 district allows for much smaller site areas with a minimum of 900 m2 / 0.22 acres. The difference in site area is mainly due to the type of ownership or management of land: shopping centers are typically operated by a single entity with each building or building unit leased to various users, and amenities such as parking and pedestrian areas are shared throughout. The C3 District can also accommodate this type of development on a smaller scale but facilitates individual ownership of the buildings and land more easily.

Now that the SLGA no longer occupies the former liquor store, the Swift Current Mall would like to subdivide that portion from their site to accommodate a potential sale. Since the subdivided lot would not meet the minimum site size in the C4 District, they are requesting that portion be rezoned to the C3 District. At the same time and for similar reasons, they are requesting other parcels they own on the North Service Road E to be rezoned as well. The plan of proposed subdivision for the SLGA store is currently being reviewed by other City departments and external agencies and will be brought for Council's consideration at a future meeting.

Under the Zoning Bylaw, City Council has the authority to make any amendments provided they meet the intent of the City's Official Community Plan (OCP) as well as with any other development policy, bylaw or statute. City Administration has reviewed the request to rezone these areas and has no concerns.

The attached Schedule 'A' shows the proposed rezoning of the Swift Current Mall properties, as well as the adjustments needed to adjacent boundaries.

RECOMMENDATION

THAT Notice of Motion be given at this time by advising the public of City Council's intent to amend Zoning Bylaw No. 24 – 2014 by rezoning 1607 Springs Drive and the remainder of the 1600 block of North Service Road E from C4 – Shopping Center Commercial District to C3 – Highway Commercial District and adjacent district boundaries as needed, as shown on Schedule 'A'.



Kathy Dand, Development Officer

CAO Recommendation:

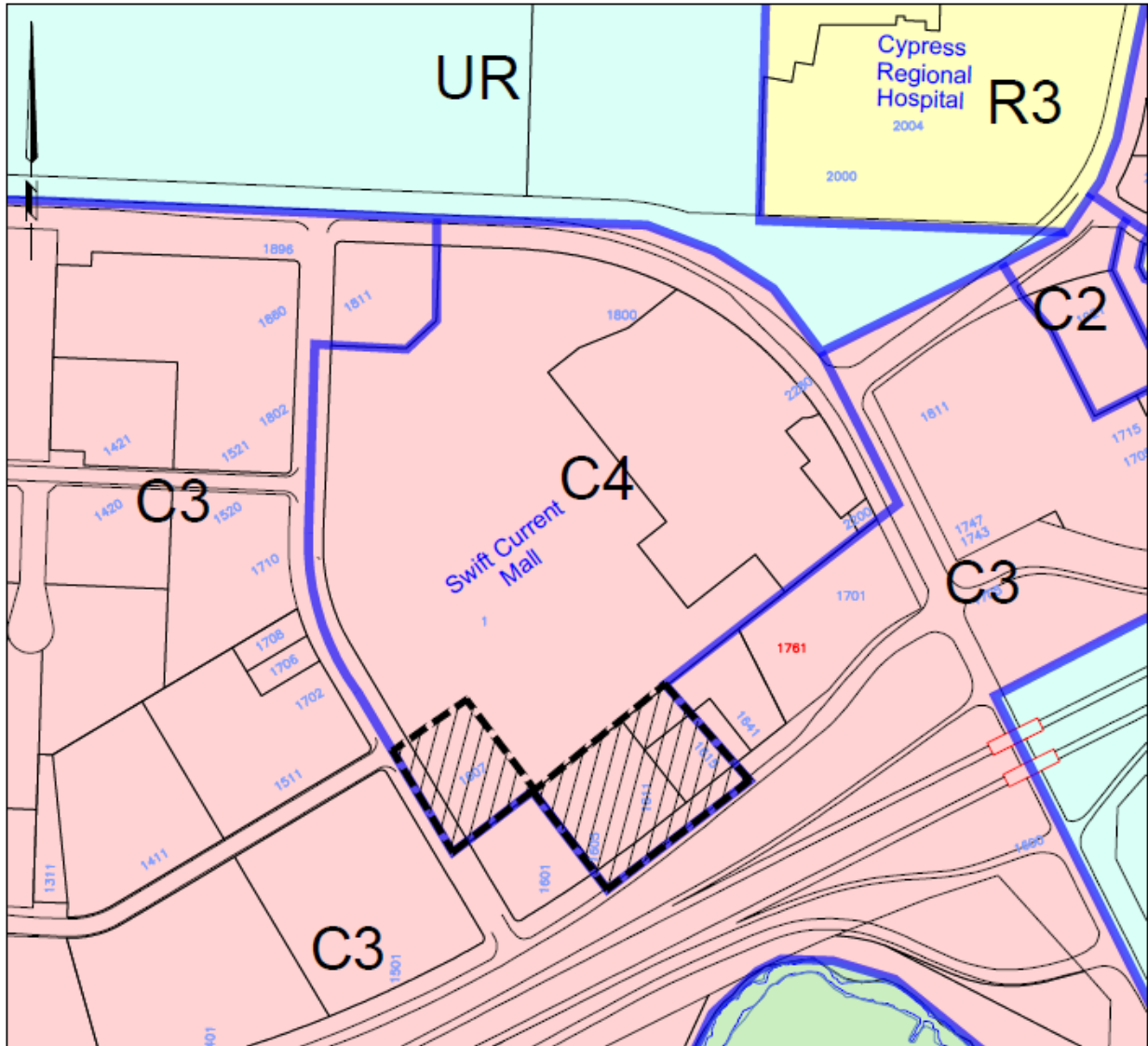
I concur with the recommendation.



Jim Jones, CAO

SCHEDULE 'A'

**PROPOSED AMENDMENTS TO THE ZONING MAP
ZONING BYLAW NO. 24 – 2014**



**PROPOSED REZONING OF 1607 SPRINGS DRIVE AND THE
REMAINDER OF THE 1600 BLOCK OF NORTH SERVICE ROAD E
FROM C4 - SHOPPING CENTER COMMERCIAL DISTRICT TO C3 - HIGHWAY
COMMERCIAL DISTRICT, and ADJUSTMENTS TO ADJACENT DISTRICT BOUNDARIES**



City of Swift Current

C.A.O. Report

Date: November 25, 2024
To: Chief Administrative Officer
From: Business Development & Tourism Officer
Subject: **Request for Tax Concessions – 1150 Central Avenue N
(Pioneer Co-op Convenience Store)**

BACKGROUND

Pioneer Co-op Association Ltd. undertook interior renovations to their Service Station #3 located at 1150 Central Avenue N in February 2022 to allow for an expansion of their convenience store into one of the existing car wash bays. The renovation was completed on August 8th, 2022. The Building Permit Close-out Letter was issued the week of July 10th, 2024. As an investment in our community, the owner has applied for tax concessions based on our Commercial Tax Incentive Policy.

DISCUSSION

Pioneer Co-op Association is an existing business within the City of Swift Current, and the renovation of the building falls within the aforementioned policy. The increased assessed value of the building is \$45,171. The attached application has been submitted, exempting any increase to the assessed value (improvement), of the existing building due to the renovation, based on the following:

- 100% exempt year one (1);
- 100% exempt in year two (2); and
- 100% exempt in year three (3).

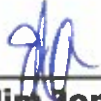
RECOMMENDATION

THAT City Council approves Pioneer Co-op Association Ltd.'s request for an assessment exemption to be applied to Pioneer Co-op Association Ltd. located at 1150 Central Avenue N based on the Commercial Tax Incentive Policy.


Denise Wall, Business Development & Tourism Officer

CAO Recommendation:

I concur with the recommendation.



Jim Jones, CAO

Application to Access the Expanding Business Incentive Policy or the New Business Incentive Policy.

*****PLEASE PRINT*****

Business Name: THE PIONEER CO-OP - SS#3 Business Owner: The Pioneer Co-op Association LTD

Phone Number: (306) 778-8800 Fax Number: (306) 778-3424

E-mail Address: admin@pioneercoop.ca

Mailing Address: 1150 Central Ave N, Swift Current, SK S9H0G1

Business License Number: 125 Building Permit Number: 2022024

Location of Construction: 1150 Central Ave N, Swift Current, SK

Type of Construction Activity:

New Building

Addition to Existing Building

Interior Renovation to Existing Building

Estimated Construction Cost: \$ 886,508.70

Start Date: Feb. 28, 2022 Completion Date: Aug. 8, 2022

Nature of Business: C-STORE / GAS BAR

Please check the following:

Applying For Expanding Business Incentive Policy

Applying For New Business Incentive Policy

Declaration of Applicant

I, KARLA Clifton of the Swift Current, SK
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: March 27, 2024 Signature: Karla Clifton



City of Swift Current Policy and Procedure

Policy Title:	COMMERCIAL TAX EXEMPTION POLICY	Policy No. F - 002.1 Bylaw No. 12 - 2024
Date of Adoption:	June 24, 2024	Resolution No. 193 – 2024
Date of Amendment:	July 22, 2024	Resolution No. 210 – 2024
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

C.A.O. Report

Date: November 25, 2024
To: Chief Administrative Officer
From: Business Development & Tourism Officer
Subject: **Request for Tax Concessions – 1150 Central Avenue N
(Pioneer Co-op Leased Space)**

BACKGROUND

Pioneer Co-op Association Ltd. undertook interior renovations to their building at 1150 Central Avenue N in September 2022 in their tenant space leased by Smitty's Restaurant to allow for the lounge space operating as Milo's. The renovation was completed on January 1st, 2023. The Building Permit Close-out Letter was issued the week of July 10th, 2024. As an investment in our community, the owner has applied for tax concessions based on our Commercial Tax Incentive Policy.

DISCUSSION

Pioneer Co-op Association Ltd. is an existing business within the City of Swift Current, and the renovation of the building falls within the aforementioned policy. The increased assessed value on the space is \$254,529. The attached application has been submitted, exempting any increase to the assessed value (improvement), of the existing building due to the renovation, based on the following:

- 100% exempt in year one (1);
- 100% exempt in year two (2); and
- 100% exempt in year three (3).

RECOMMENDATION

THAT City Council approves Pioneer Co-op Association Ltd.'s request for an assessment exemption to be applied to Pioneer Co-op Association Ltd. located at 1150 Central Avenue N based on the Commercial Tax Incentive Policy.


Denise Wall, Business Development & Tourism Officer

CAO Recommendation:

I concur with the recommendation.



Jim Jones, CAO

Application to Access the Expanding Business Incentive Policy or the New Business Incentive Policy.

PLEASE PRINT

Business Name: Pioneer Co-op Wheatland Business Owner: The Pioneer Co-op Association LTD
Phone Number: (306) 778-8800 Fax Number: (306) 778-3424
E-mail Address: admin@pioneercoop.ca
Mailing Address: 1150 Central Ave N., Swift Current, SK S9H 0G1
Business License Number: 123 Building Permit Number: 2021094 / 2022062
Location of Construction: 1150 Central Ave N., Swift Current, SK

Type of Construction Activity:

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

Estimated Construction Cost: \$ 394,470.75

Start Date: Sept 28, 2022 Completion Date: Jan 1, 2023

Nature of Business: RESTAURANT (leasing) / Pioneer Co-op Family Fashions

Please check the following:

- Applying For Expanding Business Incentive Policy
 Applying For New Business Incentive Policy

Declaration of Applicant

I, KARLA Clifton of the Swift Current, SK
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: March 27, 2024 Signature: Karla Clifton

Policy Title:	COMMERCIAL TAX EXEMPTION POLICY	Policy No. F - 002.1 Bylaw No. 12 - 2024
Date of Adoption:	June 24, 2024	Resolution No. 193 – 2024
Date of Amendment:	July 22, 2024	Resolution No. 210 – 2024
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.
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- 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.
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- 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: _____

BYLAW NO. X – 2024

A BYLAW of the City of Swift Current, in the Province of Saskatchewan, to amend Bylaw No. 12 – 2008, including subsequent amendments, to remove all reference to the property development term loan and line of credit.

THE COUNCIL OF THE CITY OF SWIFT CURRENT, SASKATCHEWAN, IN COUNCIL ASSEMBLED ENACTS AS FOLLOWS:

1. Amendment

THAT Bylaw No. 12 - 2008 be amended as follows:

a) By replacing the second paragraph to read as follows:

WHEREAS the Council of the City of Swift Current deems it desirable and necessary to create a debt not payable within the current year for the purpose of various 2008 and 2009 capital projects.

b) By deleting Section 1 and replace with:

1. THAT pursuant to Section 134 of *The Cities Act*, a debt not payable within the current year shall be continued as created consisting of One Million Five Hundred Thousand Dollars (\$1,500,000) for final construction costs of the InnovationPlex.

c) By repealing Section 2 in its entirety; and renumber Section 3 accordingly.

2. Repeal

Bylaw No. 16 – 2024 Section 1 (a)(b)(c) are hereby repealed.

3. Effective Date

This Bylaw shall come into force and take effect upon on the day of final passing thereof.

_____ MAYOR _____ CITY CLERK

INTRODUCED AND READ a first time this --- day of December, 2024.

READ a second time this this --- day of December, 2024.

READ a third time and finally passed this --- day of December, 2024.

BYLAW NO. X – 2024

A BYLAW of the City of Swift Current, in the Province of Saskatchewan, to provide for the creation of a debt not payable within the current year.

THE COUNCIL OF THE CITY OF SWIFT CURRENT, SASKATCHEWAN, IN COUNCIL ASSEMBLED ENACTS AS FOLLOWS:

**PART I
GENERAL**

1. Title

This Bylaw may be cited as the **“Borrowing Bylaw for Property Development.”**

2. Legislative Authority

This Bylaw has been created pursuant to Section 134 of *The Cities Act* which requires a City to authorize the borrowing of moneys through a borrowing bylaw.

3. Purpose

The purpose of this Bylaw is to create a debt not payable within the current year for the purpose of renewing the property development term loan.

4. Definitions

In this Bylaw and in any resolution of the Council passed pursuant thereof, unless the context otherwise requires, the term or expression:

- a) **“City”** means the municipal corporation of the City of Swift Current.
- b) **“Commercial”** means land and improvements used or intended to be used for a commercial purpose.
- c) **“Council”** means Council for the City of Swift Current, elected pursuant to the provisions of *The Local Government Elections Act, 2015*, as the governing body of the municipality.

- d) “**Industrial**” means land and improvements used or intended to be used for an industrial purpose.
- e) “**Residential**” means land and improvements used or intended to be used for a residential purpose.

5. Interpretation

- 5.1 Headings are for reference purposes and shall not affect in any way the meaning or interpretation of the provisions of this Bylaw.
- 5.2 Any other words shall, insofar as they are not consistent with this Bylaw, have the same meaning as in *The Cities Act*, and amendments thereto.
- 5.3 Unless the context otherwise requires, words importing the singular number shall include the plural and vice versa.

PART II

BORROWING AND REPAYMENT

6. Borrowing

- 6.1 That pursuant to Section 134 of *The Cities Act*, a debt not payable within the current year shall be created consisting of Twenty-Four Million Four Hundred Forty-Nine Thousand Nine Hundred Twenty and Nine Dollars and One Cent (\$24,449,929.01) for property development.

7. Borrowing and Repayment for Property Development

- 7.1 That the said debt in the amount of Twenty-Four Million Four Hundred Forty-Nine Thousand Nine Hundred Twenty and Nine Dollars and One Cent (\$24,449,929.01) be formed as follows:
 - a) The sum of Twenty Million Seven Hundred Thirty-Nine Thousand Nine Hundred Twenty-Nine Dollars and One Cent (\$20,739,929.01) established as term debt with a fixed interest rate of 4.60% for a 12-month period; and
 - b) The remaining sum of Three Million Seven Hundred Ten Thousand Dollars (\$3,710,000) available as a revolving line of credit, with an interest rate of one-half percent (0.5%) below Prime.
 - c) That the sources of money to be used to pay the principal and interest owing under the above-mentioned borrowing will be the property development fund through the sale of commercial, industrial and residential lots.

PART III
EFFECTIVE DATE OF BYLAW

8. Effective Date

This Bylaw shall come into force and take effect upon on the day of final passing thereof.

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

INTRODUCED AND READ a first time this --- day of Month, Year.

READ a second time this this --- day of Month, Year.

READ a third time and finally passed this --- day of Month, Year.

TOURISM SWIFT CURRENT INC.
BOARD OF DIRECTORS MEETING
November 15, 2024 1:30pm at Tourism Swift Current Office

Attendance:

AGENDA

1. Call to Order
2. Additions/Deletions to Agenda
3. Approval of Agenda
4. Adoption of October Meeting Minutes
5. Declaration of Conflict of Interest
6. Financial Statement
7. Correspondence
8. Business of the Day
 - a. CEO Report
 - i. Motions arising from report
 1. Strike past due members
 2. Assign committees
 - b. Committee Reports
 - i. Finance/Audit Committee (Karen, Karla)
 - ii. Policy Review Committee (Ashley, Sherry, Karen)
 - c. Board Governance/Policy
 - d. Unfinished Business - En Camera/Board of Directors?
9. New Business
10. Next Meeting
11. Adjournment



Regular Meeting Agenda

1. Call to order
 - A. Appointment of Minute Taker
2. Adoption of agenda
 - A. Declaration of conflict of interest
3. Approval of minutes of September 10, 2024
4. ED report
 - A. Staffing update
 - a) ISA – Pavani Bojadla to return to work on December 16; Sergio's and Arjun's end date is December 31
 - b) Community Connections – Search ongoing
 - B. Program highlights
 - C. Financial update
 - D. Staff Christmas bonus request
5. Member Updates
6. Old Business
 - A. Legal counsel on retainer
7. New Business
 - A. Amortization of assets
8. In Camera
9. Adjournment
10. Next meeting – January 14, 2025



Swift Current Ag & Ex's Mission Statement:

“To provide service to and enhance the life of residents of the community and the region in the areas of agriculture, entertainment, sport and culture.”

Minutes – BOARD OF DIRECTORS – November 20, 2024

- CALL MEETING TO ORDER (7:00 pm – 9:00 pm)
- APPROVAL OF AGENDA
 - APPROVAL OF MINUTES – October 16, 2024

OLD BUSINESS

NEW BUSINESS

- Committee Reports
 - Financial Report – October
 - Office Report
 - Grounds
 - City Council Report
 - Doc's Town
 - Communications
 - Ranchman's / Junior Stockman's
 - Discover the Farm
 - Spring Trade Show????
 - Frontier Days
 - Ambassador Youth Initiative
 - Rodeo
 - Gates & Parking
 - Entertainment
 - Concessions
 - Saloon
 - Security
 - Parades
 - Pancake Breakfast
 - Janitorial Clean Up Crew
 - Commercial Exhibits
 - Livestock
 - Equine
- **OTHER BUSINESS**
 - Christmas Party Available Dates in Palliser Auditorium: December 9 & 16
- **DATE & TIME NEXT MEETING:**
 - **December 18? at 7:00PM, Palliser Pavilion, Kinetic Room or by Zoom.**

MEETING ADJOURNED



Regular Meeting Agenda
Wednesday, November 27th, 2024

1:00 pm

- I. Call to Order
- II. Adoption of Agenda
- III. Approval of Minutes from last meeting
 - a) October 16th, 2024, Regular Meeting
- IV. Business Arising from Minutes
- V. Correspondence
 - a) none
- VI. Management Report
 - a) Accounts
 - b) Income Statement to November 22nd, 2024
 - c) CEO Report
 - d) Activity Director Report
- VII. New Business
 - a) Banking Services
 - b) Bylaw Working Drafts & Final Draft
- VIII. Other
 - a) Resident's Association Minutes – November 2024
- IX. Adjournment