



CITY COUNCIL

Monday, August 26, 2019, 5:30 p.m.
Council Chambers, 2nd Floor, City Hall

1. **CALL TO ORDER**
2. **PUBLIC ACKNOWLEDGEMENTS**
3. **ADOPTION OF MINUTES**
 - a. Regular City Council Meeting Minutes - August 12, 2019
4. **MOTION TO GO INTO THE COMMITTEE OF THE WHOLE**
 - a. Second Quarter 2019 Financial Report, CC-2019-0122
 - b. Supplemental Report on Financial Statements, CC-2019-0133
 - c. Hicks Morley, Hamilton, Stewart Payments, CC-2019-0147
 - d. Former YMCA Building – 220 Fairford Street East, CC-2019-0152
5. **ADOPTION OF THE REPORT OF THE COMMITTEE OF THE WHOLE**
6. **REPORTS OF THE STANDING COMMITTEES OF CITY COUNCIL**
 - a. Executive Committee - August 12, 2019
7. **MATTERS ARISING FROM REPORTS OF STANDING COMMITTEES**
 - a. Executive Committee - August 12, 2019
8. **REPORTS OF ADVISORY AND OTHER COMMITTEES**
 - a. Municipal Planning Commission - August 20, 2019
9. **GIVING NOTICE**

10. MOTIONS

- a. Appointment of Deputy Mayor

THAT Councillor Eby be appointed Deputy Mayor for the ensuing two (2) months effective September 1, 2019 to October 31, 2019 and/or until a successor is appointed.

- b. Appointment of Chairperson - Executive Committee

THAT Councillor Warren be appointed Chairperson of the Executive Committee for the ensuing two (2) months effective September 1, 2019 to October 31, 2019 and/or until a successor is appointed.

- c. Appointment of Chairperson - Personnel Committee

THAT Councillor Froese be appointed Chairperson of the Personnel Committee for the ensuing two (2) months effective September 1, 2019 to October 31, 2019 and/or until a successor is appointed.

11. BYLAWS

- a. Bylaw No. 5596, City of Moose Jaw Pension Plan Bylaw Amendment, 2019 (1), CC-2019-0153

12. ENQUIRIES

13. RESPONSE TO WRITTEN "ANSWER TO ENQUIRIES"

- a. Answer to Enquiry #11 of 2019 – Update – 1511 Hastings Street, CC-2019-0144

14. PUBLIC FORUM

15. ADJOURNMENT

Executive Committee to follow.

The next regular meeting of City Council is scheduled for September 9, 2019.



MINUTES

Regular Meeting of City Council

**Monday, August 12, 2019, 5:30 p.m.
Council Chambers, 2nd Floor, City Hall**

PRESENT: Mayor Tolmie
Councillor H. Eby
Councillor D. Luhning
Councillor S. McMann
Councillor C. Froese
Councillor C. Warren
Councillor B. Swanson

1. CALL TO ORDER

Mayor Tolmie called the meeting to order at 5:30 p.m.

2. PUBLIC ACKNOWLEDGEMENTS

Councillor Swanson rose to acknowledge the Saskatchewan Barrel Racing Championships held in Moose Jaw from August 13 to 16, 2019 at the Moose Jaw Exhibition Grounds, drawing 500 competitors and 700 horses to the City. Councillor Swanson commended the Destination Marketing Fund Partnership, Visit Moose Jaw, for providing a significant portion of the funding.

3. ADOPTION OF MINUTES

a. Regular City Council Meeting Minutes - July 22, 2019

Resolution #: 2019-08-12-329

Moved by Councillor Eby
Seconded by Councillor Froese

THAT the minutes of the regular meeting of City Council held on Monday, July 22, 2019 be approved and adopted.

Carried

4. MOTION TO GO INTO THE COMMITTEE OF THE WHOLE

Resolution #: 2019-08-12-330

Moved by Councillor Froese
Seconded by Councillor Swanson

THAT we now go into the Committee of the Whole under the Chairmanship of Deputy Mayor, Councillor Luhning to deal with original communications, delegations and petitions.

Carried

Deputy Mayor, Councillor Luhning reported that the Committee of the Whole considered the following communications, delegations and petitions:

a. 2019 Beautification Awards, CC-2019-0128

Ms. Sarah Wist Regent, Parks Gardener, and Sponsors presented the 2019 Beautification Awards and Mayor Tolmie congratulated the winners as follows:

Best Residential Property:

Winner: Kari Nelson and Ryan Hoover

Sponsor: Cornell Design and Landscaping

Winner: Curtis and Kirby Campbell

Sponsor: Windmill Greenhouses

Honourable Mention: Pat and Wayne Ingleby

Sponsor: Keon Garden Centre

Honourable Mention: Eric and Shelly Froese

Sponsor: Emerald Custom Creations

Honourable Mention: Mike and Wanda McRitchie

Sponsor: City of Moose Jaw

Resolution #: 2019-08-12-331

Moved by Mayor Tolmie

THAT Communication #CC-2019-0128 dated July 31, 2019 from the Department of Parks and Recreation regarding the presentation of the 2019 Beautification Awards winners be received and filed.

Carried

b. Request to Appoint a Representative to Downtown Moose Jaw Association, CC-2019-0140

Resolution #: 2019-08-12-332

Moved by Councillor Eby

THAT representatives of the Downtown Moose Jaw Association Incorporated be allowed to address members of City Council.

Carried

Ms. Crystal Milburn, secretary treasurer of the Downtown Moose Jaw Association Incorporated, addressed members of City Council.

Resolution #: 2019-08-12-333

Moved by Mayor Tolmie

THAT Councillor Luhnig and Councillor Froese be nominated to be Ex-Officio member on the Downtown Moose Jaw Association Incorporated Board of Directors, to represent the City of Moose Jaw for a term beginning immediately and ending March 31, 2020; and

THAT nominations cease; and further

THAT the City Manager and Acting Director of Finance be appointed as ballot scrutineers.

Carried

A ballot was taken and scrutineers advised that Councillor Luhnig was the successful appointee to the Downtown Moose Jaw Association Incorporated Board of Directors.

Resolution #: 2019-08-12-334

Moved by Mayor Tolmie

THAT the ballots be destroyed; and

THAT Communication #CC-2019-0140 be received and filed.

Carried

c. Extensions to Citizen Appointments – City of Moose Jaw’s Boards, Committees and Commissions, CC-2019-0138

Resolution #: 2019-08-12-335

Moved by Councillor Eby

THAT terms for the following appointments to the Cultural Diversity Advisory Committee be extended to December 31, 2019: Dalise Hector and Stefanie Palmer (as alternate) as representatives of the Moose Jaw Multicultural Council; Rosemarie Zaba Stewart as representative of Sask. Polytechnic; Amanda McCann as representative of Prairie South School Division; Selinda England as Citizen-at-Large; and Lisa Abbasi as Citizen-at-Large.

THAT terms for the following appointments to the Environment Advisory Committee be extended to December 31, 2019: Todd Johnson and Trish German (as alternate) as representatives of Wakamow Valley Authority; Elisa McLeod as representative of 15 Wing; Rob Clark as representative of Moose Jaw Chamber of Commerce; Nicklaus Clayson as Citizen-at-Large; and David Kanz as Citizen-at-Large.

THAT terms for the following appointments to the Heritage Advisory Committee be extended to December 31, 2019: Scott Hellings as Citizen-at-Large; Karla Rasmussen as Citizen-at-Large; and Larry Hellings as Citizen-at-Large.

THAT terms for the following appointments to the Murals Project Management Committee be extended to December 31, 2019: Norma Westgard as Citizen-at-Large and Erin Westgard as Citizen-at-Large.

THAT terms for the following appointments to the Parks and Recreation Advisory Committee be extended to December 31, 2019: John Parsons as Citizen-at-Large; David Richards as Citizen-at-Large; Mark Hanson as Citizen-at-Large; and Kim Robinson as Citizen-at-Large.

THAT terms for the following appointments to the Special Needs Advisory Committee be extended to December 31, 2019: Steve Seida as Citizen-at-Large and James Allonby as Citizen-at-Large.

THAT terms for the following appointments to the Transportation Services Advisory Committee be extended to December 31, 2019: James Allonby as Citizen-at-Large; Daryl New as representative of the Special Needs Advisory Committee; Barry Stewart as representative of Prairie South School Division; and Gerry Turcotte as representative of Holy Trinity Roman Catholic School Division.

THAT terms for the following appointments to the Wakamow Valley Authority be extended to December 31, 2019: Rece Allen as Citizen-at-Large and David Richards as Citizen-at-Large.

Carried

d. Notice of Decisions of the Development Appeals Board, CC-2019-0117

Resolution #: 2019-08-12-336

Moved by Mayor Tolmie

THAT the following decisions of the Development Appeals Board be received and filed:

- {5 – 2019} Grant Schneider
33 Bluebell Crescent, Moose Jaw, SK
- {7 – 2019} Greg R. Fysh
138 Hochelaga Street East, Moose Jaw, SK
- {8 – 2019} Randy and Debra Hahn/Trisha German
605 & 607 4th Avenue N.W., Moose Jaw, SK
- {9 – 2019} Jarrod Jones
1 Flax Road, Moose Jaw, SK

Carried

e. Notice of Meeting of the Development Appeals Board, CC-2019-0120

Resolution #: 2019-08-12-337

Moved by Councillor Warren

THAT Communication #CC-2019-0120 dated July 26, 2019 from the Secretary, Development Appeals Board, being a Notice of Meeting of the Development Appeals Board be received and filed.

Carried

f. City Department Quarterly Reports, CC-2019-0127

Resolution #: 2019-08-12-338

Moved by Mayor Tolmie

THAT the City Department Quarterly Reports for the period April 1, 2019 to June 30, 2019 be received and filed.

Carried

g. 2019 Solid Waste Budget Enhancements, CC-2019-0080

Resolution #: 2019-08-12-339

Moved by Mayor Tolmie

THAT the City proceed with design for remediation of the leachate leak on the east face of the landfill at a cost of \$50,000 to be funded from the solid waste reserve; and

THAT the City purchase ten portable wind fences for litter control at the landfill at a cost of \$90,000 to be funded from the solid waste reserve; and

THAT the City install one additional groundwater monitoring well at the landfill at a cost of \$17,500 to be funded from the solid waste reserve; and further

THAT the City proceed with a landfill gas evaluation at a cost of \$50,000 to be funded from the solid waste reserve.

Vote Delayed by Procedure

On the request of Councillor Swanson, the presiding officer being satisfied that the motion contained distinct propositions directed that a separate vote take place on the motion as follows:

Resolution #: 2019-08-12-340

THAT the City proceed with design for remediation of the leachate leak on the east face of the landfill at a cost of \$50,000 to be funded from the solid waste reserve; and

THAT the City purchase ten portable wind fences for litter control at the landfill at a cost of \$90,000 to be funded from the solid waste reserve; and further

THAT the City install one additional groundwater monitoring well at the landfill at a cost of \$17,500 to be funded from the solid waste reserve.

Carried

Resolution #: 2019-08-12-341

THAT the City proceed with a landfill gas evaluation at a cost of \$50,000 to be funded from the solid waste reserve.

Carried

5. ADOPTION OF THE REPORT OF THE COMMITTEE OF THE WHOLE

Resolution #: 2019-08-12-342

Moved by Councillor Swanson

Seconded by Councillor McMann

THAT the report of the Committee of the Whole be taken as read, received and adopted.

Carried

6. REPORTS OF THE STANDING COMMITTEES OF CITY COUNCIL

a. Executive Committee - July 22, 2019

Resolution #: 2019-08-12-343

Moved by Councillor Eby
Seconded by Councillor Luhning

THAT the report of the Executive Committee meeting dated July 22, 2019 be taken as read.

Carried

b. Special Executive Committee - July 25, 2019

Resolution #: 2019-08-12-344

Moved by Councillor McMann
Seconded by Councillor Warren

THAT the report of the Special Executive Committee meeting dated July 25, 2019 be taken as read.

Carried

7. MATTERS ARISING FROM REPORTS OF STANDING COMMITTEES

a. Executive Committee - July 22, 2019

Resolution #: 2019-08-12-345

Moved by Councillor Froese
Seconded by Councillor Luhning

THAT the report of the Executive Committee dated July 22, 2019 be received and adopted.

Carried

b. Special Executive Committee - July 25, 2019

Resolution #: 2019-08-12-346

Moved by Councillor Eby
Seconded by Councillor Warren

THAT the report of the Special Executive Committee dated July 25, 2019 be received and adopted.

Carried

8. REPORTS OF ADVISORY AND OTHER COMMITTEES

a. Investment Committee - July 11, 2019

Resolution #: 2019-08-12-347

Moved by Councillor Luhnig

Seconded by Councillor McMann

THAT the minutes of the Investment Committee meeting held July 11, 2019 be received and adopted.

Carried

b. Heritage Advisory Committee - July 24, 2019

Resolution #: 2019-08-12-348

Moved by Councillor Froese

Seconded by Councillor Eby

THAT the minutes of the Heritage Advisory Committee meeting held June 24, 2019 be received and adopted.

Carried

9. GIVING NOTICE

Councillor Warren rose to give notice that at the regular meeting of City Council to be held September 9, 2019, he intends to introduce the following motion:

Re: No Dogs/Bicycles Signage at Crescent Park

"WHEREAS the City of Moose Jaw's Dog Bylaw states that 'No owner or keeper of a dog shall permit his dog or dogs on any school ground, playground or posted parkland area';

WHEREAS the Dog Bylaw also states that dog owners shall clean up after their dog as well as not permit damage to public or private property;

WHEREAS there is no specific Bylaw that restricts bicycles in Crescent Park;

WHEREAS there are signs posted prohibiting dogs and bicycles in Crescent Park;

WHEREAS most Saskatchewan municipalities encourage both leashed dogs and bicycles within city parks;

WHEREAS walking and cycling is beneficial in keeping the community healthier and happier;

THEREFORE, BE IT RESOLVED that City Administration remove the No Dogs/Bicycles signage at Crescent Park in order to permit leashed dogs and bicycles;

AND FURTHER, that this Motion be moved at the September 9, 2019 regular meeting of City Council."

10. **MOTIONS** – Nil.

11. **BYLAWS**

a. **Consideration of Bylaws**

1. Bylaw No. 5589, Zoning Bylaw Amendment, 2019 (2), CC-2019-0130

Resolution #: 2019-08-12-349

Moved by Councillor Luhning

Seconded by Councillor Eby

THAT Bylaw No. 5589 be now read a third time, adopted, signed by the Mayor and Acting City Clerk, dated and sealed.

Carried

2. Bylaw No. 5590, Planning Fee Bylaw Amendment, 2019 (1), CC-2019-0131

Resolution #: 2019-08-12-350

Moved by Councillor Froese

Seconded by Councillor Warren

THAT Bylaw No. 5590 be now read a third time, adopted, signed by the Mayor and Acting City Clerk, dated and sealed.

Carried

3. Bylaw No. 5592, City Administration Bylaw Amendment, 2019 (4), CC-2019-0124

Resolution #: 2019-08-12-351

Moved by Councillor Warren

Seconded by Councillor Eby

THAT Bylaw No. 5592 be now read a third time, adopted, signed by the Mayor and Acting City Clerk, dated and sealed.

Carried

4. Bylaw No. 5594, A Bylaw to Repeal Bylaw No. 2092, Sign Bylaw, CC-2019-0132

Resolution #: 2019-08-12-352

Moved by Councillor Warren

Seconded by Councillor Froese

THAT Bylaw No. 5594 be now read a third time, adopted, signed by the Mayor and Acting City Clerk, dated and sealed.

Carried

12. ENQUIRIES

Councillor Froese asked a verbal enquiry about ticketing for parking too far from meters and whether parking staff have leeway to give warnings, which was answered by Administration.

13. RESPONSE TO WRITTEN "ANSWER TO ENQUIRIES"

a. Answer to Verbal Enquiry – 1100 Block of 4th Avenue NE Paving and Widening, CC-2019-0135

Councillor Swanson acknowledged Answer to Verbal Enquiry regarding 1100 Block of 4th Avenue NE Paving and Widening.

b. Answer to Verbal Enquiry – 2019 - Extent of 2019 Replacement Program, CC-2019-0136

Councillor Swanson acknowledged Answer to Verbal Enquiry regarding Extent of 2019 Replacement Program.

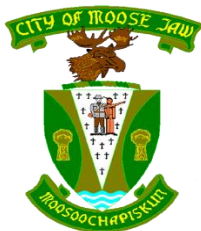
14. **PUBLIC FORUM** – Nil.

15. **ADJOURNMENT**

The meeting adjourned at 7:14 p.m.

MAYOR

ACTING CITY CLERK



City of Moose Jaw

COMMUNICATION # CC-2019-0122

TITLE: Second Quarter 2019 Financial Report

TO: City Council

FROM: Department of Financial Services

DATE: July 29, 2019

PUBLIC: PUBLIC DOCUMENT

RECOMMENDATION

THAT the City of Moose Jaw Financial Report Summary for the January 1, 2019 to June 30, 2019 period be received and filed.

TOPIC AND PURPOSE

The purpose of this communication is to provide City Council with information respecting the second quarter of 2019 including financial condition indicators, summarized Revenue & Expenditure Report, summarized report on Capital Expenditures and statistical information for the period January 1, 2019 to June 30, 2019.

BACKGROUND

The City's summarized financial information is presented to City Council on a quarterly basis.

DISCUSSION

Financial Condition Indicators:

The Financial Condition Indicators provide an easy and convenient way to see an overview of the City's key financial indicators.

Those presented are an initial group of indicators and will be refined over time to meet the City's needs as they change in the future.

Revenue & Expenditure Summary:

The following analysis of the second quarter report is provided to clarify specific items in the financial reports.

Revenues (Page 1):

Municipal Taxation – Revenue is approximately \$150,000 above budget due to some increased assessment from appeals and some additional commercial and residential assessments that came in after the budget estimates were developed.

Fines & Penalties – Revenue is up as compared to the same point in 2018 due to increased funds from automatic speed enforcement being received. Overall the revenue item is on track to come in close to budget.

Recreation Services Revenues – The revenues in this area are up about \$450,000 due to Yara Centre now forming part of the City's operations.

Total Revenues – As of June 30, the City has received \$36,966,113 in revenue or approximately 76% of annual budgeted revenues, which is slightly ahead of the 2018 figures of 73% of budgeted revenues that had been received to the same date.

Expenditures (Page 2):

There are no major expenditure areas that are significantly off budget. General Government, Protection to Persons, Sanitation and Waste, Recreation and Community Services are all around the 50% of budget remaining which is where we would expect them to be at this point in time.

Protection to Persons – Expenditures are up approximately \$485,000 as compared to 2018. This primarily originates in the Police Service and is primarily salary related. The Police Service is the responsibility of the Board of Police Commissioners so any further enquiry on their accounts should be directed to the Board.

Public Works – Expenditures are about \$980,000 ahead of 2018 levels at the same point in time. This is due to a timing difference between 2018 and 2019 for recoveries from the three utilities.

Parks & Recreation – This area's expenditures are down approximately \$430,000 primarily due to no subsidy payment being made to DFFH Inc. for 2019.

Total Expenditures – Overall expenditures are up approximately \$960,000 as compared to the same point in 2018. This is approximately 53% of the overall budget. At the same point in 2018, we had expended 52% of the overall budget.

Summary of Functional Areas (Page 3 & 4):

These pages provide some additional detail by department.

Sundry – Expenditures are 93% expended as the City's annual insurance costs have been paid and make the majority of this budget.

City Engineer's Department – Expenditures are up approximately \$940,000 due to delays in the entry of recoveries from the three utilities.

Storm Sewers – Expenditures are only at 13% of budget so far this year.

Social Services – Contained within the Social Services area is the Para-Transit subsidy. This subsidy is trending higher in 2019 due in part to the City receiving approximately \$50,000 less in Provincial funding than had been budgeted. The actual grant is expected to be \$174,026 versus the \$225,000 budgeted.

Mosaic Place – There has not been any subsidy provided to Mosaic Place yet this year.

Yara Centre – This facility now shows as part of the City with revenues of \$435,984 and expenditures of \$317,521. It should be noted that many of the revenues relate to the full year such as sponsorships and memberships.

Transit, Waterworks, Sanitary Sewer and Solid Waste (Pages 5 to 8)

Transit Administration – These costs are \$280,000 less than 2018 due to the 2019 actual Equipment Reserve contribution not yet being determined. Progress continues with the Engineering Department in moving their 2019 Equipment Budget request forward.

Waterworks – Distribution costs are about \$430,000 higher than the costs at the same point in 2018. This is due mainly to increased costs related to distribution main repairs. Administration costs are lower than previous years as some of the annual allocations of charges have not yet occurred.

Sanitary Sewer – Administration costs are lower than previous years as some of the annual allocation costs have not yet occurred.

Solid Waste – Landfill Expansion Contribution shows a balance of \$496,000 as compared to zero in 2018. This is because we are now balancing the fund monthly to provide a better snapshot of the excess of revenues over expenditures as compared to previous years where that was only done at year end.

Capital Project Status Report:

This report provides an overview of the status of the City's capital projects.

Statistical Information:

This section contains information on the City's investments, portfolio compliance, bond ladder, statement of property tax arrears, property taxes receivable, borrowing and tenders/RFPs awarded by the Financial Services Department.

OPTIONS TO RECOMMENDATION

- 1) THAT City Council provide alternative direction.

PRESENTATION

VERBAL: The Director of Financial Services will be in attendance at the meeting to verbally present the report.

ATTACHMENTS

- 1) Financial Condition Indicators.
- 2) Summarized Revenue & Expenditure Report.
- 3) Capital Project Status Report.
- 4) Statistical Information

REPORT APPROVAL

Written by: Brian Acker, B.Comm., CPA, CMA, Director of Financial Services
 Reviewed by: Tracy Wittke, Assistant City Clerk
 Approved by: Jim Puffalt, City Manager
 Approved by: Fraser Tolmie, Mayor

CITY MANAGER COMMENTS

There was no need for a funding transfer to Mosaic Place as there is in excess of \$ 350,000 in their accounts and any surplus left in these accounts will be transferred back to the City of Moose Jaw.

¼ of the 2019 Subsidy requirement will be placed in the new Mosaic Place Operating Account effective September 3, 2019 for the 3rd Party Manger to commence operations.

To be completed by the Clerk's Department only.

Presented to Regular Council or Executive Committee on _____.

No. _____ Resolution No. _____

City of Moose Jaw Financial Condition Indicators



January 1, 2019 to June 30, 2019



City of Moose Jaw
Municipal Financial Condition Indicators



	2018 <u>Jun-30</u>	2019 <u>Jun-30</u>
Taxes Receivable as % of Taxes Levied	50.5%	55.9%
Operating Fund Revenues to Total Budget	73.0%	76.2%
Operating Fund Expenditures to Total Budget	52.3%	52.9%
Financial Assets to Liabilities Operating Fund	2.44	2.67
Long Term Debt per Capita	\$1,032.64	\$1,817.15
Debt as Percentage of Debt Limit	36.8%	64.8%
Debt to Annual Taxation	1.29	2.21

City of Moose Jaw Revenue & Expenditure Report Summary



January 1, 2019 to June 30, 2019

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City of Moose Jaw
Summary of Revenues
For the Six Months Ending June 30, 2019

Description	2018 Total Actual	2018 Current Period	2019 Current Period	2019 Total Budget	2019 Remaining Budget	% of Total Budget	% of Change Period to Period
TAXATION MUNICIPAL	26,541,510	26,490,127	28,050,243	27,897,391	(152,852)	101	6
OTHER LEVIES	1,677,139	976,398	987,262	1,652,326	665,064	60	1
LICENSES AND PERMITS	1,260,222	675,780	734,257	1,452,270	718,013	51	9
RENTS & CONCESSIONS	1,224,310	670,220	674,627	1,378,427	703,800	49	1
LAW ENFORCEMENT	1,440,525	361,657	449,998	1,307,099	857,101	34	24
FINES & PENALTIES	2,287,549	607,227	815,698	1,675,000	859,302	49	34
INTEREST & TAX PENALTIES	576,003	331,013	385,099	623,753	238,654	62	16
SERVICE CHARGES	147,323	88,646	84,954	145,051	60,097	59	(4)
RECREATION&COMM SERV	1,689,306	857,057	1,313,838	1,627,359	313,521	81	53
FEDERAL GRANTS & SUBS	107,239	107,239	94,935	110,467	15,532	86	(11)
PROVINCIAL GRANTS & SUB	9,366,548	3,085,404	3,272,782	9,767,416	6,494,634	34	6
OTHER CONTRIBUTIONS	562,381	146,322	93,685	550,000	456,315	17	(36)
MISCELLANEOUS REVENUE	145,246	78,549	8,735	325,488	316,753	3	(89)
REVENUES	47,025,301	34,475,639	36,966,113	48,512,047	11,545,934	76	7

City of Moose Jaw
Summary of Expenditures
For the Six Months Ending June 30, 2019

Description	2018 Total Actual	2018 Current Period	2019 Current Period	2019 Total Budget	2019 Remaining Budget	% of Total Budget	% of Change Period to Period
GENERAL GOVERNMENT	8,043,904	4,099,854	4,229,691	8,444,198	4,214,507	50	3
PROTECTION TO PERSONS	19,627,103	9,617,443	10,102,691	19,200,642	9,097,951	53	5
PUBLIC WORKS	9,297,421	1,323,049	2,302,699	5,574,847	3,272,148	41	74
SANITATION & WASTE REMOVAL	732,229	265,726	230,050	451,124	221,074	51	(13)
SOCIAL SERVICES	323,593	238,768	255,577	237,157	(18,420)	108	7
RECREATION & COMMUNITY	11,956,716	4,750,560	4,318,899	8,839,305	4,520,406	49	(9)
DEBT CHARGES	5,517	2,869	7,223	12,900	5,677	56	152
PROVISIONS FOR RESERVES & ALLO	795,350	3,000	123,000	1,022,101	899,101	12	4,000
MISCELLANEOUS	4,842,725	4,384,349	4,075,022	4,729,773	654,751	86	(7)
EXPENDITURES	55,624,558	24,685,618	25,644,852	48,512,047	22,867,195	53	4

City of Moose Jaw
Summary of Functional Areas
For the Six Months Ending June 30, 2019

Description	2018 Total Actual	2018 Current Period	2019 Current Period	2019 Final Budget	2019 Remaining Budget	% of Total Budget	% of Change Period to Period
MAYOR & COUNCILLORS	305,651	171,540	206,519	405,696	199,177	51	20
CITY CLERKS	694,050	290,533	383,430	843,451	460,021	45	32
CITY MANAGER	309,716	165,385	150,891	325,968	175,077	46	(9)
CITY TREASURER	1,244,757	586,934	686,323	1,274,160	587,837	54	17
CITY COMPTROLLER	888,890	397,329	427,326	982,267	554,941	44	8
INFORMATION TECHNOLOGY	1,207,051	762,706	576,863	1,237,870	661,007	47	(24)
HUMAN RESOURCE SERVICES	667,801	391,563	233,594	564,618	331,024	41	(40)
EMPLOYER PAID BENEFITS	835,326	373,105	464,455	952,775	488,320	49	24
CITY HALL MAINTENANCE	276,624	128,428	157,640	305,982	148,342	52	23
COMMUNICATIONS	92,433	38,951	44,569	110,876	66,307	40	14
SUNDRY	849,395	539,308	575,876	618,408	42,532	93	7
BUSINESS DEVELOPMENT	677,210	259,072	273,436	727,051	453,615	38	6
WATERWORKS RECOVERY	(5,000)	(5,000)	-	(5,000)	(5,000)	-	(100)
SAFETY	-	-	48,769	100,076	51,307	49	-
GENERAL GOVERNMENT	8,043,904	4,099,854	4,229,691	8,444,198	4,214,507	50	3
FIRE DEPARTMENT	6,211,101	3,355,566	3,127,478	6,149,303	3,021,825	51	(7)
POLICE DEPARTMENT	10,931,798	5,498,742	6,199,242	11,116,746	4,917,504	56	13
STREET LIGHTING	883,685	437,346	444,860	936,110	491,250	48	2
BUILDING & BYLAW	513,995	138,850	147,815	573,820	426,005	26	6
OTHER PROTECTION	1,086,524	186,939	183,296	424,663	241,367	43	(2)
PROTECTION TO PERSONS	19,627,103	9,617,443	10,102,691	19,200,642	9,097,951	53	5
CITY ENGINEER'S DEPARTMENT	4,786,040	17,216	960,440	807,420	(153,020)	119	5,479
STREET & ROADS	1,507,645	690,506	810,495	2,493,374	1,682,879	33	17
TRAFFIC DIVISION	2,256,753	370,287	209,292	1,585,077	1,375,785	13	(43)
WORKSHOP	746,983	245,040	322,472	688,976	366,504	47	32
PUBLIC WORKS	9,297,421	1,323,049	2,302,699	5,574,847	3,272,148	41	74
STREET CLEANING	502,835	175,634	197,766	210,792	13,026	94	13
STORM SEWERS	229,394	90,092	32,284	240,332	208,048	13	(64)
SANITATION & WASTE REMOVAL	732,229	265,726	230,050	451,124	221,074	51	(13)
SOCIAL SERVICES	323,593	238,768	255,577	237,157	(18,420)	108	7
SOCIAL SERVICES	323,593	238,768	255,577	237,157	(18,420)	108	7

City of Moose Jaw
Summary of Functional Areas
For the Six Months Ending June 30, 2019

Description	2018 Total Actual	2018 Current Period	2019 Current Period	2019 Final Budget	2019 Remaining Budget	% of Total Budget	% of Change Period to Period
RECREATION & PARKS ADMIN	4,021,996	539,726	498,180	1,087,326	589,146	46	(8)
PARKS	735,323	294,221	338,780	730,636	391,856	46	15
RECREATION	3,299,598	1,420,452	1,400,067	3,144,517	1,744,450	45	(1)
CEMETERIES	298,156	142,120	139,426	329,740	190,314	42	(2)
THIRD PARTY FUNDING	110,946	110,946	108,651	110,633	1,982	98	(2)
DOWNTOWN & SOCCER FACILITIES	691,370	691,370	-	566,370	566,370	-	(100)
ART MUSEUM	378,761	250,522	281,313	393,110	111,797	72	12
LIBRARY	1,180,516	604,918	564,663	1,218,406	653,743	46	(7)
LIBRARY MAINTENANCE	250,287	117,737	145,289	258,384	113,095	56	23
SERVICE CENTRE	277,565	153,561	118,290	279,019	160,729	42	(23)
WAKAMOW VALLEY AUTHORITY	318,020	159,591	161,574	327,874	166,300	49	1
WILD ANIMAL PARK	1,122	464	2,098	3,190	1,092	66	352
MURALS/CULTURAL CENTRE	393,056	264,932	243,047	390,100	147,053	62	(8)
FIELDHOUSE	-	-	317,521	-	-317,521	-	-
RECREATION & COMMUNITY	11,956,716	4,750,560	4,318,899	8,839,305	4,520,406	49	(9)
DEBT CHARGES	5,517	2,869	7,223	12,900	5,677	56	152
DEBT CHARGES	5,517	2,869	7,223	12,900	5,677	56	152
RESERVES & ALLOWANCES	795,350	3,000	123,000	1,022,101	899,101	12	4,000
PROVISIONS FOR RESERVES & ALLO	795,350	3,000	123,000	1,022,101	899,101	12	4,000
MISCELLANEOUS	4,842,725	4,384,349	4,075,022	4,729,773	654,751	86	(7)
MISCELLANEOUS	4,842,725	4,384,349	4,075,022	4,729,773	654,751	86	(7)
GENERAL REVENUE FUND	55,624,558	24,685,618	25,644,852	48,512,047	22,867,195	53	4

City of Moose Jaw
Summary of Revenues & Expenditures For Transit
For the Six Months Ending June 30, 2019

Description	2018 Total Actual	2018 Current Period	2019 Current Period	2019 Final Budget	2019 Remaining Budget	% of Total Budget	% of Change Period to Period
BUS EARNINGS	83,768	40,586	45,422	100,000	54,578	45	12
BUS EARNINGS CHARTER	17,591	7,204	5,557	20,000	14,443	28	(23)
MONTHLY PASSES	154,999	85,406	77,142	203,400	126,258	38	(10)
YEARLY PASSES-SENIORS	22,002	22,000	19,907	32,000	12,093	62	(10)
ADVERTISING	24,089	2,921	2,879	29,000	26,121	10	(1)
MISCELLANEOUS REVENUE	4,693	-	-	-	-	-	-
SUBSIDY	1,134,402	705,908	420,904	1,033,660	612,756	41	(40)
TRANSIT REVENUE	1,441,544	864,025	571,811	1,418,060	846,249	40	(34)
VEHICLE MAINTENANCE	403,369	200,382	171,940	415,000	243,060	41	(14)
TRANSPORTATION	482,622	250,328	268,374	489,900	221,526	55	7
ADMINISTRATION	555,552	413,315	131,497	513,160	381,663	26	(68)
TRANSIT EXPENDITURES	1,441,544	864,025	571,811	1,418,060	846,249	40	(34)
USER FARES	15,366	9,173	6,658	25,000	18,342	27	(27)
BUS EARNINGS CHARTER	675	150	206	5,000	4,794	4	38
PROV GOVT FUNDING	210,301	-	(10,000)	225,000	235,000	(4)	-
SOC SERVICES FUNDING	8,925	4,725	2,075	12,000	9,925	17	(56)
TCA (GAIN)LOSS DISPOSAL	(16,429)	-	-	-	-	-	-
SUBSIDY	282,518	236,458	255,577	197,055	(58,522)	130	8
PARA-TRANSIT REVENUES	501,356	250,506	254,516	464,055	209,539	55	2
VEHICLE MAINTENANCE	117,908	45,084	64,741	75,000	10,259	86	44
TRANSPORTATION	274,314	131,457	139,179	273,817	134,638	51	6
ADMINISTRATION	109,134	73,965	50,596	115,238	64,642	44	(32)
PARA-TRANSIT EXPENDITURES	501,356	250,506	254,516	464,055	209,539	55	2

City of Moose Jaw
Summary of Revenues & Expenditures For Waterworks
For the Six Months Ending June 30, 2019

Description	2018 Total Actual	2018 Current Period	2019 Current Period	2019 Final Budget	2019 Remaining Budget	% of Total Budget	% of Change Period to Period
GENERAL SERVICE	10,450,973	4,643,438	5,148,010	11,174,300	6,026,290	46	11
UTILITY BILLING PENALTIES	68,370	32,989	31,587	60,387	28,800	52	(4)
CONNECTION FEES	59,886	26,286	27,315	62,940	35,625	43	4
WATER DEPOTS	31,212	15,871	14,173	28,390	14,217	50	(11)
HOUSE CONNECTIONS	182,393	145,074	208,168	300,000	91,832	69	43
MISCELLANEOUS REVENUE	2,611	572	11,334	1,000	(10,334)	1,133	1,882
WATER METER REVENUE	10,642	8,293	4,632	20,000	15,368	23	(44)
REVENUES	10,806,088	4,872,523	5,445,218	11,647,017	6,201,799	47	12
PRODUCTION	3,059,576	1,116,984	889,906	3,047,945	2,158,039	29	(20)
DISTRIBUTION	4,814,332	1,955,406	2,391,330	4,032,884	1,641,554	59	22
ADMINISTRATION	2,777,443	1,058,080	772,140	1,500,084	727,944	51	(27)
RESERVE CHARGE	154,737	742,053	1,391,842	3,066,104	1,674,262	45	88
EXPENDITURES	10,806,088	4,872,523	5,445,218	11,647,017	6,201,799	47	12

City of Moose Jaw
Summary of Revenues & Expenditures For Sanitary Sewer
For the Six Months Ending June 30, 2019

Description	2018 Total Actual	2018 Current Period	2019 Current Period	2019 Final Budget	2019 Remaining Budget	% of Total Budget	% of Change Period to Period
GENERAL SERVICE	7,572,012	3,469,339	3,730,823	7,980,635	4,249,812	47	8
SEWER BLOCKS	601	220	409	806	397	51	86
UTILITY BILLING PENALTIES	53,589	27,260	25,183	46,217	21,034	54	(8)
SEPTAGE FEES	42,160	18,180	18,140	26,811	8,671	68	-
HOUSE CONNECTIONS	193,809	184,687	228,849	400,000	171,151	57	24
REVENUES	7,862,171	3,699,686	4,003,404	8,454,469	4,451,065	47	8
ADMINISTRATION	2,627,895	953,123	444,441	1,038,449	594,008	43	(53)
RESERVE CHARGE	2,038,458	1,438,463	2,109,369	4,368,201	2,258,832	48	47
SEWAGE TREATMENT	1,950,982	824,360	839,073	1,859,573	1,020,500	45	2
SANITARY SEWERS	1,244,836	483,740	610,521	1,188,246	577,725	51	26
EXPENDITURES	7,862,171	3,699,686	4,003,404	8,454,469	4,451,065	47	8

City of Moose Jaw
Revenues & Expenditures For Solid Waste
For the Six Months Ending June 30, 2019

Description	2018 Total Actual	2018 Current Period	2019 Current Period	2019 Total Budget	2019 Remaining Budget	% of Total Budget	% of Change Period to Period
GARBAGE COLLECTION	1,142,059	337,539	498,552	1,368,777	870,225	36	48
SANITARY LANDFILL	2,294,408	853,756	869,487	2,500,000	1,630,513	35	2
SOLID WASTE MISCELL REVENUE	19,078	1,922	1,865	10,000	8,135	19	(3)
ECOCENTRE REVENUES	13,297	5,400	5,400	12,000	6,600	45	-
CURBSIDE RECYCLING REVENUES	967,357	360,080	356,834	986,928	630,094	36	(1)
MULTI-MATERIAL RECYCLING GRT	187,579	46,895	92,319	340,290	247,971	27	97
REVENUES	4,623,778	1,605,592	1,824,457	5,217,995	3,393,538	35	14
TRAVEL & CONVENTIONS	9,181	3,798	4,582	4,000	(582)	115	21
EDUCATION & TRAINING	-	-	875	1,757	882	50	-
GENERAL REPAIRS & SUPP	5,520	2,941	1,637	6,662	5,025	25	(44)
SICKNESS & HOLIDAYS	62,255	22,871	20,679	43,178	22,499	48	(10)
WAGES & EQUIPMENT	549,435	307,512	291,675	679,176	387,501	43	(5)
INSPECTIONS	13,293	1,044	2,286	10,747	8,461	21	119
SUPERINTENDENT & ADMIN	84,925	46,139	41,504	85,692	44,188	48	(10)
HOUSEHOLD HAZ WASTE	26,844	-	185	26,298	26,113	1	-
WASTE RECYCLING PRGM	76,382	18,159	31,929	133,057	101,128	24	76
RECYCLING INITIATIVES	12,618	-	10,000	21,630	11,630	46	-
SANITARY LANDFILL OPER	1,203,612	538,207	490,237	1,127,462	637,225	43	(9)
LANDFILL CLOSURE	677,486	-	-	72,465	72,465	-	-
LANDFILL EXPANSION CONT	783,308	-	496,518	1,809,129	1,312,611	27	-
ADMINISTRATION	128,794	128,794	-	151,464	151,464	-	(100)
CURBSIDE RECYCLING PROGRAM	802,796	334,049	201,161	805,000	603,839	25	(40)
SOLID WASTE UTLY-FRANCHISE FEE	187,329	187,328	231,189	234,958	3,769	98	23
RESERVE DOUBTFUL ACCOUNTS	-	-	-	5,320	5,320	-	-
SOLID WASTE AMORTIZATION CNT	(207,050)	-	-	-	-	-	-
SOLID WASTE AMORTIZATION EXP	207,050	-	-	-	-	-	-
SCAVENGING & TRADE WASTE	4,623,778	1,590,842	1,824,457	5,217,995	3,393,538	35	15

City of Moose Jaw Capital Project Status Report



January 1, 2019 to June 30, 2019

CAPITAL PROJECT STATUS REPORTS:				<i>Project Indicator : (mark applicable indicators with an X)</i>			
				X			Project on track
					X		Potential risk to schedule
						X	Project schedule in jeopardy
Spent to June							
Project	Start Date	Budget	30/19	On Target		Completion Date	Comments
TR-1 Paved Roadways	21-May-19	\$3,525,750	\$313,603	X		30-Sep-19	Dollars committed to date - \$730,066.
TR-2 Sidewalks, Curbs & Gutter	21-Mar-19	\$484,494	\$57,429	X		30-Sep-19	Awarded \$412,271 including PST. Spending all budget.
TR-3 Traffic Control	26-Jun-19	\$804,512	\$20,597	X		18-Oct-19	Spent money: Consultant fees
TR-4 Gravel Roadways	01-Jan-19	\$149,816	\$1,172	X		31-Dec-19	Dollars committed to date - \$2,927.
TR-5 Municipal Airport Improvements	15-Jul-19	\$23,803	\$19,997			X	Deferred to 2020 CAP Grant Funding application was declined by SK Highways & Infrastructure. Therefore the project will be deferred to 2020 and funds will be carried forward.
TR-6 Structure Upgrades	12-Jul-19	\$1,300,000	\$83,464		X		1st Ave. SE pending job about \$200,000.
TR-40 Community Aesthetics	01-Jan-19	\$23,000	\$0	X		31-Dec-19	
SW-1 Solid Waste	01-Jan-19	\$115,000	\$19,417	X		31-Dec-19	
SS-1 Storm Sewers	19-Jun-19	\$451,950	\$52,898	X		04-Jul-19	
PR-3 Wakamow Valley Authority	Feb	\$30,165	\$30,165	X		18-Apr-19	Completed.
PR-4 City Complex Upgrades	Jan	\$235,000	\$0	X		Nov-Dec	Project will be tendered out in September- October.
PR-11 Library/Art Museum	21-Mar-19	\$340,000	\$2,926	X		September	Dollars committed to date - \$149,793. Consulting is completed and construction in progress.
PR-14 Crescent Park Upgrades	11-Apr	\$30,000	\$15,069	X		Sept- Oct	Dollars committed to date - 16,481. 90% of storm drain and Serpentine clean out is completed. Landscape upgrades are in progress.
PR-23 General Upgrades - Parks	March	\$278,468	\$92,246	X		October	Rosswells Park grandstand, baseball dugout replacements and self-watering pots are completed. Rosswells retaining wall, Regal Park building upgrade, backflow valves and sprinkler head replacements are all in progress.
PR-47 Building Improvements	April	\$380,000	\$53,039	X		Oct- Nov	80% of Kinsmen upgrades are completed. Heat exchanger project and Marquee project are scheduled to be completed in August - September.
PR-49 Rosedale Cemetery Improvements	March	\$54,749	\$48,808	X		May - June	Completed.
PR-52 Pathway Development	April	\$28,600	\$3,573	X		Aug - Sep	Stone retaining wall repairs completed. Crescent Park pathway repairs are scheduled in the fall.
PR-55 City-Wide Park Reforestation	April	\$18,000	\$13,589	X		Aug - Sept	In progress.

CAPITAL PROJECT STATUS REPORTS:				Project Indicator : (mark applicable indicators with an X)		
				X		Project on track
					X	Potential risk to schedule
						X Project schedule in jeopardy
Spent to June						
Project	Start Date	Budget	30/19	On Target	Completion Date	Comments
PR-56 Energy Management Program	April	\$204,598	\$85,088	X		Phase 1 LED Lighting upgrades at Kinsmen Sportsplex and Pla-Mor Palace is completed. Phase 2 LED Lighting Upgrades at City Hall will be tendered out in August.
PR-59 Special Needs Upgrades	May	\$50,993	\$4,192	X		Smith Park building project will start in September - October. Holding off until decision made on joint-use school location.
PR-64 City Hall	March	\$300,000	\$91,193	X		Repointing City Hall bricks completed. Elevator modernization and generator upgrades project are in progress.
PR-65 Community Projects	March	\$40,500	\$11,500	X		Four community projects completed.
PR-68 Parks Dedication Reserve	March	\$20,000	\$195	X		Boulevard Tree Program is ongoing.
PR-73 Culture Centre	March	\$5,000	\$6,807	X		Automatic door opener on main floor washrooms is completed.
MP-3 Multiplex		\$33,940				
DFFH Capital Upgrades		\$261,279				
PS-1 Building Renovations		\$193,847	\$52,010			
FIRE-1 Fire Service Upgrades		\$38,448			Complete	
GG-7 Archive Record Mgt.	Oct. 2018	\$64,238	\$1,583	X		31-Dec-19
OS-2 Innovative Housing		\$136,731			ongoing	
OS-8 Multiplex Loan Repayment		\$2,289,445	\$396,493			
OS-9 IT Projects		\$189,940	\$6,599		ongoing	Dollars committed to date - \$7,375.
OS-10 Geographical Info Syst		\$19,214	\$22,391		March, 2019	
WW-1 Water Distribution		\$310,000	\$14,121			
WW-4 Water Reservoirs	22-Apr-19	\$8,410,000	\$484,296	X		31-Mar-21 Engineering Services for the New High Service Pump Station was awarded to AECOM Canada Ltd.
WW- 5 BPWTP		\$2,769,007	\$4,452			
WW-9 Feeder Mains	03-Jun-19	\$4,589,448	\$37,225	X		31-Dec-19
WW-16 BPWTP Transmission Line	01-Jul-19	\$6,818,974	\$476,850		X	31-Mar-21 Phase II - Pumps & Electrical including tie ins at BPWTP, Northeast & High Service Reservoirs will be issued for tender in 3rd Quarter for 2019 due to incorporation of replacement of the Floridation System at BPWTP.
WW-17 Cast Iron Watermain Replacement	15-Feb-19	\$7,618,181	\$345,052	X		31-Oct-19

CAPITAL PROJECT STATUS REPORTS:				<i>Project Indicator : (mark applicable indicators with an X)</i>				
				X			Project on track	
					X		Potential risk to schedule	
						X	Project schedule in jeopardy	
Spent to June								
Project	Start Date	Budget	30/19	On Target			Completion Date	Comments
WW-25 Waterworks Loan Repayment		\$2,575,349	\$519,808					
S-1 Sanitary Sewers	21-May-19	\$1,974,000	\$191,773	X			31-Dec-19	Dollars committed to date - \$365,279.
S-3 Wastewater Treatment Plant	15-Apr-19	\$1,045,000	\$72,057	X			31-Dec-19	
S-4 Lift Stations	01-Jan-19	\$350,000	\$45,528	X			31-Dec-19	Dollars committed to date - \$64,647.
S-25 Wastewater Loan Repayment		\$1,544,494	\$132,402					
LD-2 Westheath Phase V	April, 2017	\$4,771,148	\$48,585	X			31-Dec-21	
LD-3 Southeast Industrial Subdivision	2019	\$1,478,657	\$86,772	X			31-Mar-20	
GRAND TOTAL		\$56,375,738	\$3,964,965					

City of Moose Jaw Statistical Information



January 1, 2019 to June 30, 2019



City of Moose Jaw Financial Services Department Quarterly Activity Report

I. INVESTMENTS BY MATURITY DATE – All funds as of June 30, 2019

Purchase Date	Maturity Date	Investment Number	Issuer	Face Value	Annual Yield
11/03/2011	31/12/2019	V56514	Manulife Financial	\$1,500,000.00	5.23%
30/11/2011	23/02/2020	7141948	Prov of BC	\$1,000,000.00	3.13%
30/11/2011	08/03/2020	W1039	Prov of Ontario	\$1,236,713.00	3.14%
22/02/2011	05/05/2020	R77764	Capital Desjardins	\$1,000,000.00	4.46%
21/01/2011	15/06/2020	T64398	Genworth Canada	\$955,000.00	5.59%
11/03/2011	13/08/2020	5BHZZHQ6	Great West Life	\$1,500,000.00	4.48%
30/11/2011	08/12/2020	7128706	Prov of BC	\$1,500,000.00	3.18%
12/09/2012	18/12/2020	7147141	Prov of BC	\$2,000,000.00	2.85%
17/05/2019	17/05/2021	RBC Dominion Securities	GIC	\$5,853,527.00	2.35%
17/05/2019	17/05/2021	RBC Dominion Securities	GIC	\$5,000,000.00	2.35%
16/05/2019	16/05/2022	RBC Dominion Securities	GIC	\$5,406,165.00	2.40%
16/05/2019	16/05/2022	RBC Dominion Securities	GIC	\$5,000,000.00	2.40%
16/05/2019	16/05/2023	RBC Dominion Securities	GIC	\$9,686,464.00	2.45%
16/05/2019	16/05/2023	RBC Dominion Securities	GIC	\$5,000,000.00	2.45%
16/05/2019	16/05/2024	RBC Dominion Securities	GIC	\$8,174,196.00	2.55%
16/05/2019	16/05/2024	RBC Dominion Securities	GIC	\$5,000,000.00	2.55%
				<u>\$59,812,065.00</u>	



City of Moose Jaw Financial Services Department Quarterly Activity Report

II. PORTFOLIO COMPLIANCE REPORT – as at June 30, 2019

Section of Investment Policy	Condition Requirement	Minimum Percentage	Maximum Percentage	Current Holdings	Portfolio Value	Percentage
3.2(b)(ii)	Securities of the Gov't of Canada or City of Moose Jaw	20%	n/a	\$ -	\$ 59,812,065	0.00% Non-Compliance
3.2(b)(iii)	Aggregate of securities of an individual Province	n/a	30%	\$ 5,736,713	\$ 59,812,065	9.59%
3.2(b)(iv)	Aggregate of securities of an individual Municipality	n/a	10%	\$ -	\$ 59,812,065	0.00%
3.2(b)(vii)	Aggregate of securities offered by the five Major Banks	n/a	50%	\$ 49,120,352	\$ 59,812,065	82.12% Non-Compliance
3.2(b)(viii)	Aggregate of securities held of an individual Corporation excludes listings in 3.2(b)(vii)	n/a	5%	\$ 1,500,000	\$ 59,812,065	2.51%
3.2(b)(ix)	Aggregate of securities offered by Corporations	n/a	20%	\$ 4,955,000	\$ 59,812,065	8.28%
<u>Non-Compliance Items</u>						
3.2(b)(ii)	Investments sold as per Council Motion. Non-Compliance accepted by Council in view of the new Investment Policy pending approval.					
3.2(b)(vii)	Investments sold as per Council Motion. Non-Compliance accepted by Council in view of the new Investment Policy pending approval.					



City of Moose Jaw Financial Services Department Quarterly Activity Report

III. BOND LADDER – as at June 30, 2019

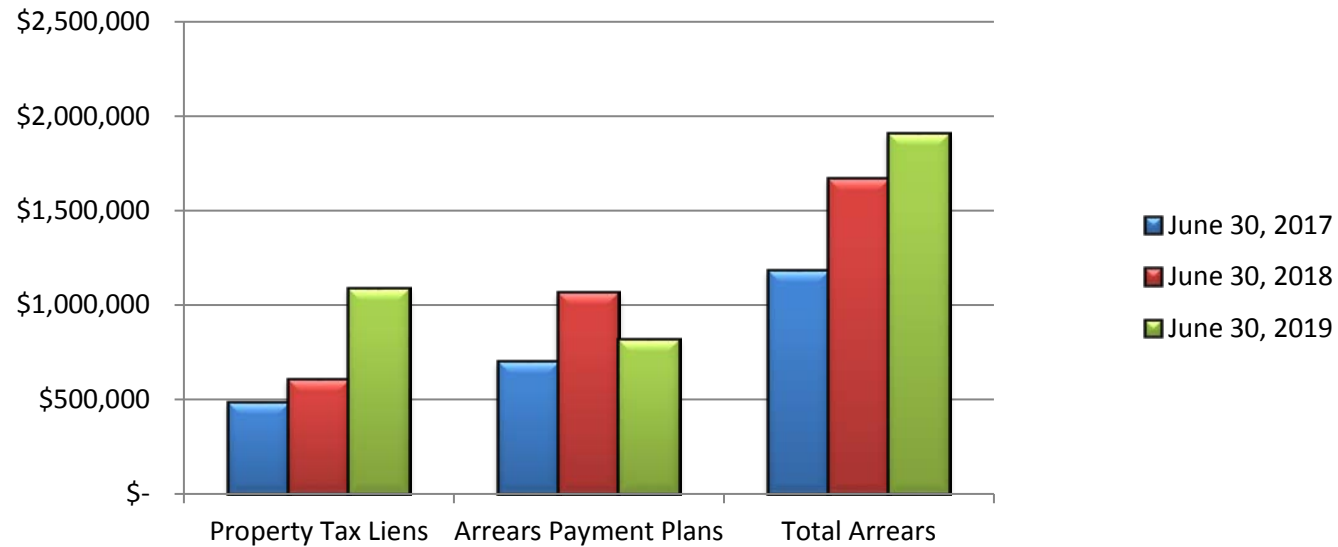
	<u>2019</u>	<u>2020</u>	<u>2021</u>	<u>2022</u>	<u>2023</u>	<u>2024</u>	<u>Total</u>
Jan		-					-
Feb	-	1,000,000					1,000,000
Mar	-	1,236,713					1,236,713
April	-	-					-
May		1,000,000	10,853,527	10,406,165	14,686,464	13,174,196	50,120,352
June		955,000					955,000
July	-	-					-
Aug	-	1,500,000					1,500,000
Sept	-	-					-
Oct	-	-					-
Nov	-	-					-
Dec	1,500,000	3,500,000					5,000,000
	1,500,000	9,191,713	10,853,527	10,406,165	14,686,464	13,174,196	59,812,065



City of Moose Jaw Financial Services Department Quarterly Activity Report

IV. STATEMENT OF PROPERTY TAX ARREARS

	June 30, 2017	June 30, 2018	June 30, 2019
Property Tax Liens	\$ 484,516	\$ 605,698	\$ 1,089,576
Arrears Payment Plans	\$ 698,444	\$ 1,064,017	\$ 819,980
Total Arrears	\$ 1,182,960	\$ 1,669,715	\$ 1,909,556

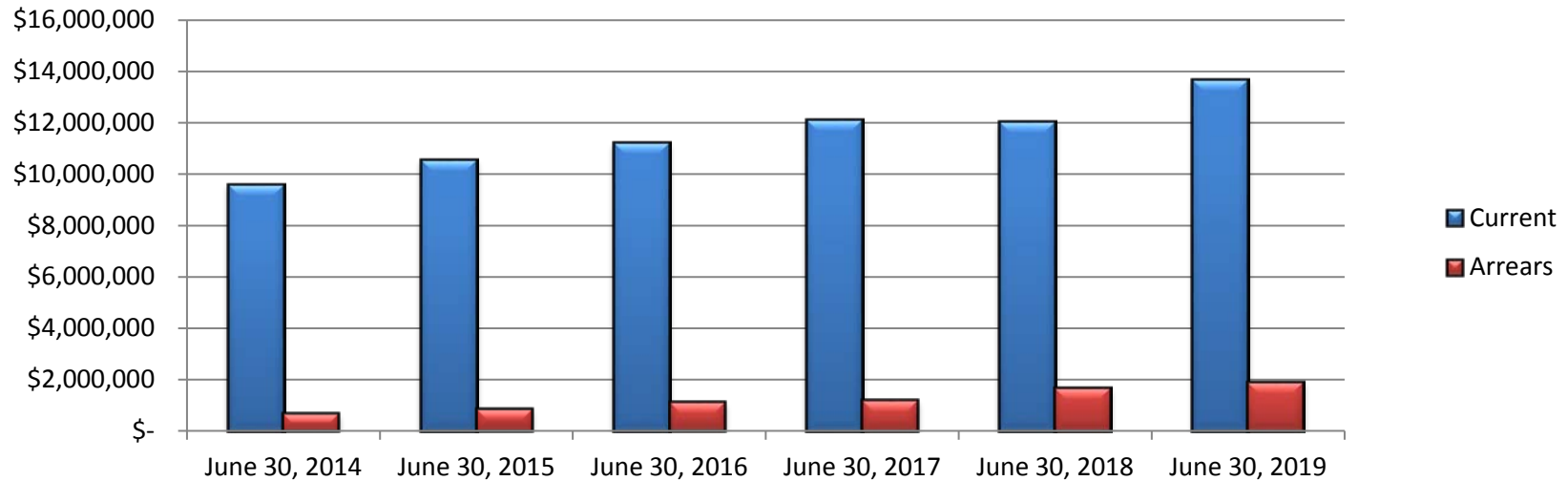




City of Moose Jaw Financial Services Department Quarterly Activity Report

V. COMPARATIVE STATEMENT OF PROPERTY TAXES RECEIVABLE

	June 30, 2014	June 30, 2015	June 30, 2016	June 30, 2017	June 30, 2018	June 30, 2019
Current	\$ 9,610,197	\$ 10,543,382	\$ 11,229,961	\$ 12,119,340	\$ 12,044,987	\$ 13,688,202
Arrears	\$ 656,977	\$ 839,846	\$ 1,113,069	\$ 1,182,961	\$ 1,669,715	\$ 1,909,556
Total	\$ 10,267,174	\$ 11,383,228	\$ 12,343,030	\$ 13,302,301	\$ 13,714,702	\$ 15,597,758





City of Moose Jaw Financial Services Department Quarterly Activity Report

VI. BORROWING

Multiplex Long Term Loan

	Total Payment	Stamping Fee	Interest	Principal	Principal Outstanding
As at June 30, 2019	\$368,650.45	\$23,738.53	\$163,911.92	\$181,000.00	-\$14,818,000.00

Sanitary Sewer Long Term Loan

	Total Payment	Stamping Fee	Interest	Principal	Principal Outstanding
As at June 30, 2019	\$385,912.71	\$3,381.10	\$62,531.61	\$320,000.00	-\$5,546,000.00

Multiplex Interim Financing Loan

	Total Payment		Interest	Principal	Balance
As at June 30, 2019	\$204,422.28		\$11,223.62	\$193,198.66	-\$991,905.31

Waterworks Capital Long Term Loan

	Total Payment	Stamping Fee	Interest	Principal	Principal Outstanding
As at June 30, 2019	\$640,723.74	\$44,024.98	\$211,698.76	\$385,000.00	-\$28,981,000.00

Buffalo Pound Water Corporation Loan Term Loan @ 26%

	Total Payment	Stamping Fee	Interest	Principal	Principal Outstanding
As at June 30, 2019	\$329,095.41	\$21,309.32	\$230,566.09	\$77,220.00	-\$11,246,300.00

VII. TENDERS

Competition	Successful Bidder/Proponent	Amount
Traffic Paint	Cloverdale Paint Inc.	\$35,280.00
Waterworks Supplies	Flocor/Emco Waterworks/Iconix Waterworks/Wolseley Canada	\$217,839.89



City of Moose Jaw

COMMUNICATION # CC-2019-0133

TITLE: Supplemental Report on Financial Statements
TO: City Council
FROM: Department of Financial Services
DATE: July 31, 2019
PUBLIC: PUBLIC DOCUMENT

RECOMMENDATION

THAT this report be received and filed.

TOPIC AND PURPOSE

The purpose of this report is to provide answers to three questions that were asked in respect to the 2018 Financial Statements at the July 22, 2019 regular meeting of City Council. The report also provides some additional information in terms of debt, reserves and taxation that is relevant to the discussion that occurred at the July 22, 2019 meeting.

BACKGROUND

At the July 22, 2019 City Council meeting the following motion was moved and carried:

"THAT the City of Moose Jaw's Audited Financial Statements for the year ended December 31, 2018 be approved; and,

THAT the Financial Statements be publicized on the City of Moose Jaw's Website; and,

THAT a supplementary report be brought to the next Council meeting addressing questions asked by Council members."

DISCUSSION

At the July 22, 2019 Council meeting, City Council asked several questions which required additional research in order to provide an answer. Those questions were:

1. What year were the Transit rates reduced?

The transit rate changes were introduced as part of the 2017 budget.

2. Why does the City of Moose Jaw not budget in the same manner as it is required to present its audited financial statements?

There are a number of factors required by Public Sector Accounting Standards (PSAS) that do not reflect the budgetary and actual practices of the City of Moose Jaw:

- The City does not make a provision for amortization in its budget nor does it fund amortization. Rather, amortization is strictly a book figure required to meet PSAS. There are no Cities in Saskatchewan that budget and fund amortization. If the City of Moose Jaw was to budget for and fund amortization, it would have amounted to \$12,750,911.
- Amortization as required by PSAS does not reflect how the City funds and replaces its assets. First off, PSAS requires the use of book value while the City must replace assets at current market values. Secondly, PSAS requires assets be amortized for fixed periods on a straight line basis. This is again not reflective of how the City consumes or ultimately replaces assets. Most assets are consumed on a usage basis which often doesn't reflect a straight line usage nor does it in most cases reflect the arbitrary lives assigned via the amortization process. As well, many assets with fixed lives would see those actual lives being much longer than the period of amortization required by PSAS.
- PSAS requires losses on disposal of tangible capital assets to be shown as a charge against revenues. The City does not budget for losses as it would be very difficult to estimate losses ahead of time.
- The City of Moose Jaw allows for uncompleted work to be carried forward to the next year for completion. As a result, the charge is made to the current budget year of the full cost in order to fund that future work. PSAS does not allow for this practice.
- The City of Moose Jaw allows the Police Service to keep their annual surplus or deficit. PSAS does not allow for this practice.
- Public Sector Accounting Standards require that all revenues and expenditures related to reserves must be recognized in the year they are incurred. For example, if the Fire Service contributes \$25,000 to its Building Reserve in 2018, PSAS requires that these monies not be shown as an expense in 2018 and the entry must be reversed. This is contrary to the City of Moose Jaw's practice of budgeting for and recognizing the expense (contribution) in the year it is made.

- The General Revenue Fund (operating fund) holds a number of the City's tangible capital assets. These assets come from a variety of other funds such as capital and equipment and PSAS requires that these be shown as transfers to the General Revenue Fund. The City does not recognize these transfers in its budgeting process.
 - The City budgets for and expenses discounts on early tax payments. PSAS requires they be shown as a reduction in revenues.
 - Transit and Para-Transit subsidies are required to be removed from the expenditure area of the General Revenue Fund per PSAS and rather shown as transfers. The City budgets for these subsidies within the Operating Budget as they are funded from the Operating Budget.
 - Contribution of assets from third parties outside the City must be recognized as a revenue per PSAS. The City does not budget for these types of asset contributions as it is not possible to estimate in advance.
3. Why is residential garbage collection revenue not broken out on the Solid Waste Utility revenue and expenditure statement?
- The amount of revenue is actually broken out but unfortunately there is an error in the description of that account. The line is entitled "Commercial Garbage Collection" and should be entitled "Garbage Collection". City Administration apologizes for this error.
4. Why has the Landfill Replacement Reserve gone to zero in 2018?
- This was a presentation change to reflect that City Council has not allocated money specifically to the Landfill Replacement Reserve since 2016. The monies in the reserve still exist, they were just moved to the Solid Waste Reserve for presentation purposes to reflect that the reserve is no longer active.

Also, at the meeting there was interest expressed in some additional information in respect to per capita charts for items like debt and reserves. Those have been included as attachments to this report. Lastly, concern was expressed on the per capita taxation chart and although I believe it does provide valuable information, the 2018 municipal residential and commercial tax comparisons with other Saskatchewan cities (most recent available) has been provided along with the 2019 municipal mill rate increases for Cities in Saskatchewan to provide some additional information on the matter of municipal taxation. These are attached to this report.

PRESENTATION

VERBAL: The Director of Financial Services will be in attendance to present a verbal overview of the report.

ATTACHMENTS

1. Per Capita Reserve Chart
2. Per Capita Debt Chart
3. Comparison Commercial and Residential Taxation
4. 2019 Saskatchewan City Tax Increases

REPORT APPROVAL

Written by: Brian Acker, B.Comm, CPA, CMA, Director of Financial Services
Reviewed by: Tracy Wittke, Assistant City Clerk
Josh Mickleborough, Director of Engineering Services
Approved by: Jim Puffalt, City Manager
Approved by: Fraser Tolmie, Mayor

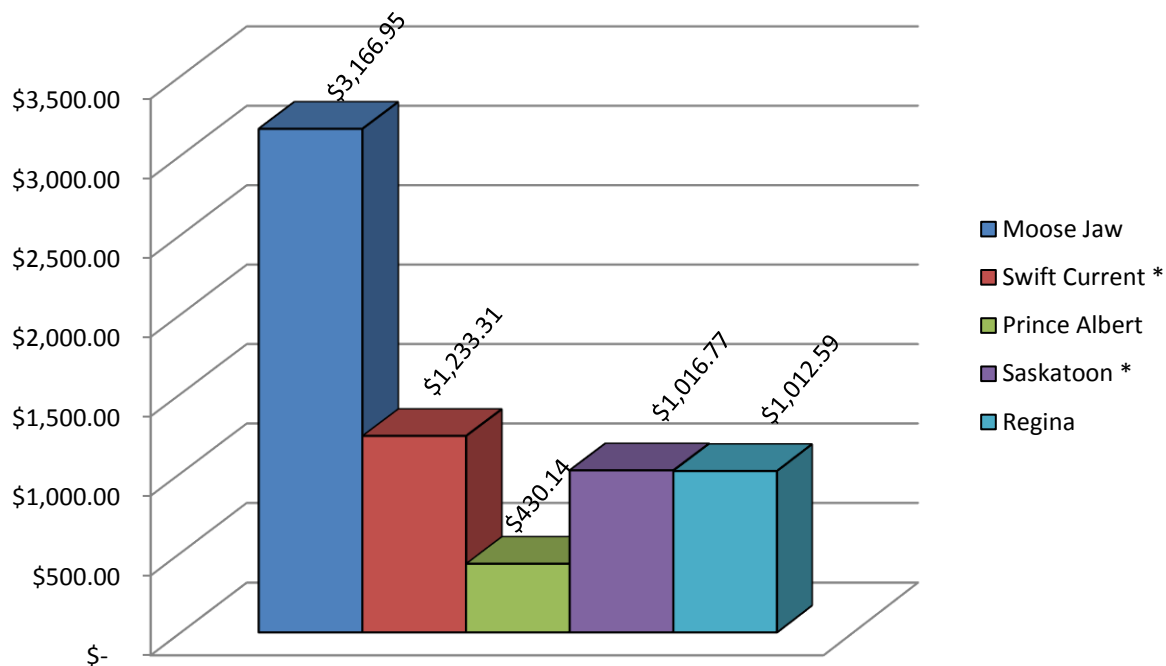
To be completed by the Clerk's Department only.

Presented to Regular Council or Executive Committee on _____.

No. _____ Resolution No. _____

Attachment # 1

Per Capita Reserves



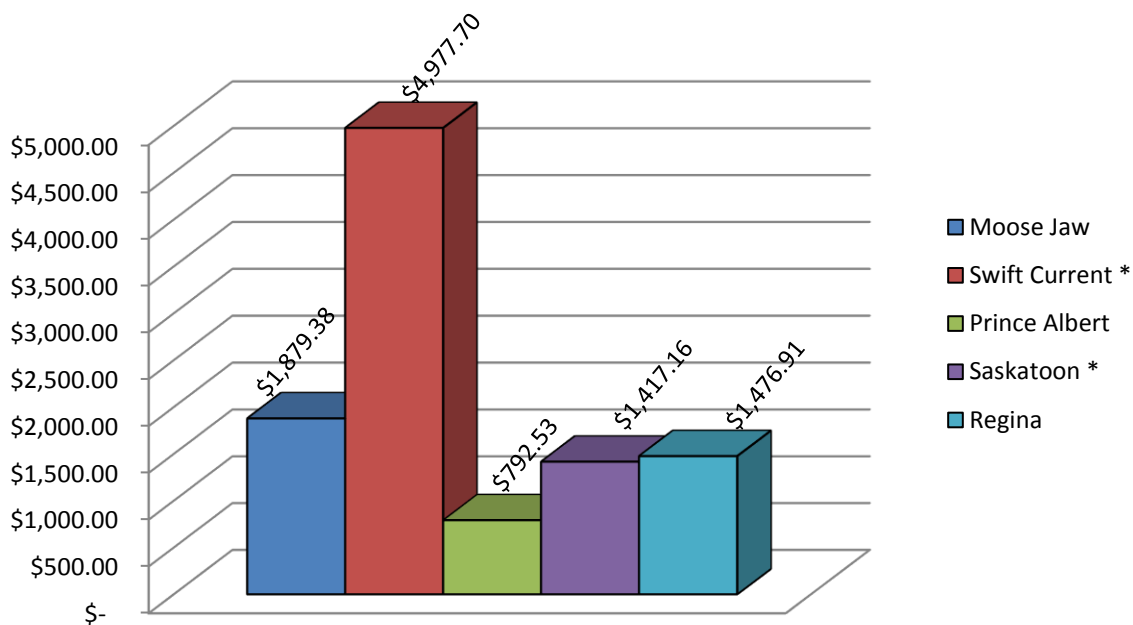
Comparison of Municipal Reserves on a per Capita basis

	Reserves	Population	Reserves Per Capita
Moose Jaw	107,327,967	33,890	\$ 3,166.95
Swift Current *	20,477,893	16,604	\$ 1,233.31
Prince Albert	15,453,117	35,926	\$ 430.14
Saskatoon *	250,508,000	246,376	\$ 1,016.77
Regina	217,815,000	215,106	\$ 1,012.59

*Note: These Cities have electrical utilities which may impact the overall reserves the community carries.

Attachment #2

Per Capita Municipal Debt



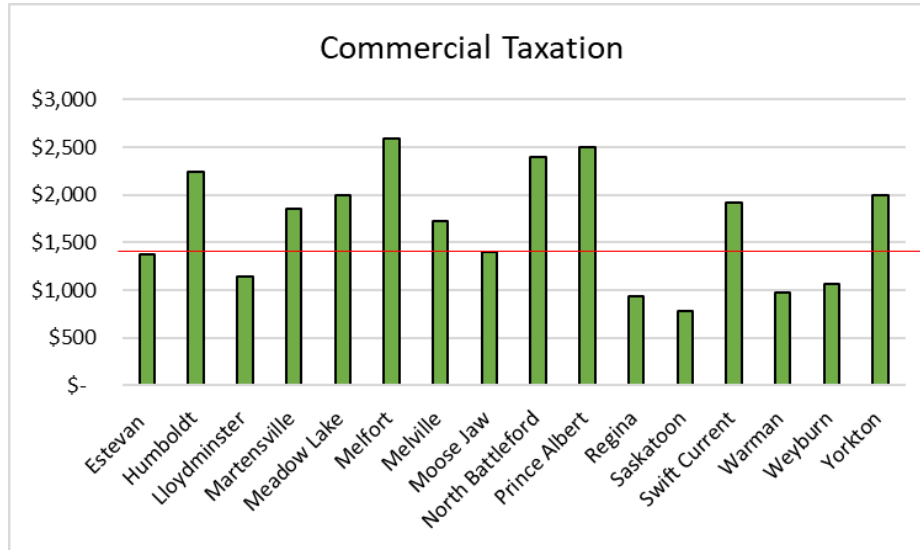
Comparison of Municipal Debt on a per Capita basis

	Debt	Population	Debt Per Capita
Moose Jaw	63,692,269	33,890	\$ 1,879.38
Swift Current *	82,649,653	16,604	\$ 4,977.70
Prince Albert	28,472,568	35,926	\$ 792.53
Saskatoon *	349,153,000	246,376	\$ 1,417.16
Regina	317,692,000	215,106	\$ 1,476.91

*Note: These Cities have electrical utilities which may impact the overall debt the community carries.

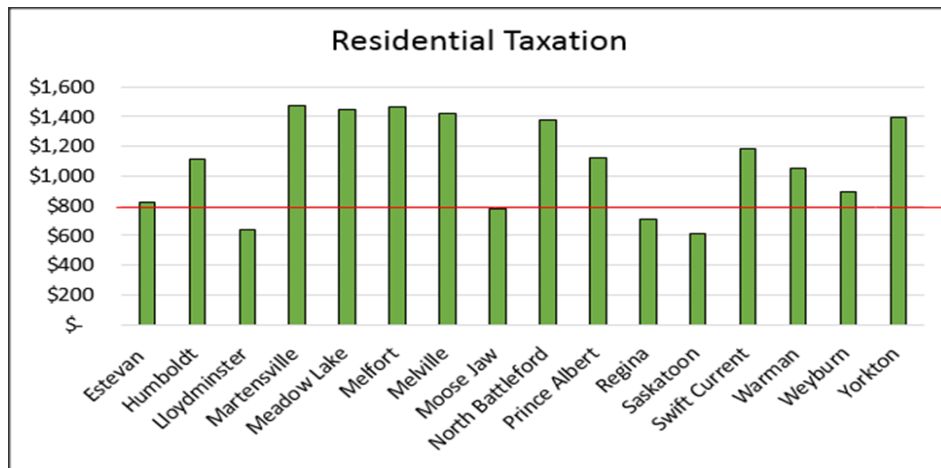
Attachment #3

Comparison Commercial Taxation



Moose Jaw is the seventh lowest for Commercial Taxation amongst Saskatchewan cities.

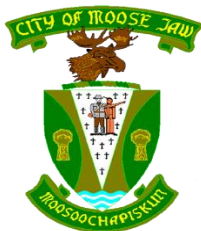
Comparison of Residential Taxation



Moose Jaw is the fourth lowest for Residential taxation amongst Saskatchewan cities.

Attachment #4:

Saskatchewan Municipalities	
Tax Percentage Increases for Year 2019	
City	YEAR 2019
City of Estevan	0.00%
City of Humboldt	2.00%
City of Melfort	2.10%
City of Meadow Lake	2.40%
City of Lloydminster	2.70%
City of Swift Current	2.90%
City of Yorkton	2.90%
City of Warman	3.00%
City of Moose Jaw	3.01%
City of Melville	3.68%
City of Weyburn	3.81%
City of Prince Albert	3.90%
City of North Battleford	4.00%
City of Martensville	4.00%
City of Regina	4.33%
City of Saskatoon	4.40%



City of Moose Jaw

COMMUNICATION # CC-2019-0147

TITLE: Hicks Morley, Hamilton, Stewart Payments
TO: City Council
FROM: Fire Department & Department of Human Resource Services
DATE: August 15, 2019
PUBLIC: PUBLIC DOCUMENT

RECOMMENDATION

THAT this report be received and filed.

TOPIC AND PURPOSE

The purpose of this report is to provide answers to questions that were asked in respect to the 2018 Public Accounts at the July 22, 2019 regular meeting of City Council.

DISCUSSION

At the July 22, 2019 Council meeting, City Council asked several questions which required additional research in order to provide an answer.

1. How many payments has the City made to Hicks, Morley, Hamilton, Stewart in regard to Labour Board disputes and what were the outcomes?

There have been three Labour Relations Board (LRB) disputes that the City has engaged Hicks, Morley, Hamilton, Stewart.

On March 28, 29, 2016 the City defended an Unfair Labour Practice charge at the Labour Relations Board which had been filed by the Moose Jaw Firefighters' Association. Mr. Edward O'Dwyer represented the City. On June 17, 2016 the LRB wrote a decision that the City had committed an Unfair Labour Practice and were directed to negotiate a resolve with the Fire Association. The parties, however, had negotiated a resolve to all outstanding issues on June 14, 2016 prior to the LRB decision. The costs associated with this file amounted to \$24,011.83

On February 27, 28, 2018 the City presented to the LRB a Certification Order Amendment application. Mr. Edward O'Dwyer represented the City. At the conclusion of a one-year interim term, the Moose Jaw Firefighters' Association challenged the scope lines of the Assistant Chief position. The hearing was adjourned *sine die* as the LRB indicated, based on evidence heard, that the City had not demonstrated the Assistant Chief positions were out-of-scope of the Union. The costs associated with this file amounted to \$17,937.08.

On May 23 & 24, 2018 and July 4, 2018 the City defended another Unfair Labour Practice charge at the LRB filed by the Moose Jaw Firefighters' Association. The City was represented by Mr. John Saunders.

The City, following the February LRB hearing, created a new supervisory model and opted for a two-officer supervisory model. In doing so the City elected to eliminate the Assistant Chief positions. To date, the LRB has not yet rendered its decision leaving the Fire Department in limbo with respect to implementation of the two-officer supervisory model. The costs associated with this file amounted to \$44,839.71

Any confidential information could be discussed in camera at the next scheduled Personnel Committee meeting.

2. Also, what was the 2017 Payment?

There were miscellaneous costs of \$518.70 in 2017 to Hicks, Morley, Hamilton, Stewart in regard to Labour Board disputes.

PRESENTATION

VERBAL: The Director of Human Resource Services and the Fire Chief will be in attendance to present a verbal overview of the report.

REPORT APPROVAL

Written by: Al Bromley, Director, Human Resource Services
Rod Montgomery, Fire Chief
Reviewed by: Tracy Wittke, Assistant City Clerk
Approved by: Jim Puffalt, City Manager

To be completed by the Clerk's Department only.

Presented to Regular Council or Executive Committee on _____.

No. _____ Resolution No. _____

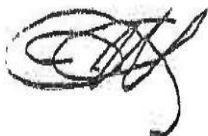
Report Approval Details

Document Title:	Hicks Morley Hamilton Stewart Payments - CC-2019-0147.docx
Attachments:	
Final Approval Date:	Aug 20, 2019

This report and all of its attachments were approved and signed as outlined below:



Tracy Wittke - Aug 19, 2019 - 5:29 AM



Jim Puffalt - Aug 19, 2019 - 10:10 PM



Fraser Tolmie - Aug 20, 2019 - 11:18 AM



City of Moose Jaw

COMMUNICATION # CC-2019-0152

TITLE: Former YMCA Building – 220 Fairford Street East

TO: City Council

FROM: Parks and Recreation Department

DATE: August 15, 2019

PUBLIC: PUBLIC DOCUMENT

RECOMMENDATION

THAT the Lease Agreement between the City of Moose Jaw and the YMCA of Moose Jaw for the building at 220 Fairford Street East be terminated effective July 15, 2019; and

THAT a Request for Proposals be distributed in October of 2019 for the sale and development of the Natatorium and YMCA Buildings with the understanding the Natatorium be designated as a Heritage Building and the City maintains access to the outdoor pool; and

THAT the RFP state that there is no funding from the City of Moose Jaw; and

THAT water and natural gas services to the building be decommissioned until the building is sold; and further

THAT the City of Moose Jaw carry property insurance on the YMCA Building until the sale of the building occurs or further direction is provided.

TOPIC AND PURPOSE

Requesting approval from City Council to accept the termination of the Lease Agreement with the YMCA of Moose Jaw, to issue an RFP for the potential sale and development of the buildings on the site, to disconnect the water and natural gas services, and to continue carrying property insurance until the building is sold or further direction is provided.

BACKGROUND

On May 28, 2019, the YMCA of Moose Jaw announced that they would be closing their Fairford and Athabasca locations effective June 30, 2019 and that the Fairford building would be returned to the City as of July 15, 2019. This was confirmed as per the letter of

notice received by the Director of Parks and Recreation from the YMCA of Moose Jaw Interim CEO which is included as Attachment i.

The building consists of:

Room	Size	Location
Gymnasium	2350 sq/ft H: 24ft	2 nd Floor
Multi-purpose space	2115 sq/ft H: 20 ft	Basement
Conditioning Centre	5200 sq/ft 6400 sq/ft	2 nd Floor
Stretch & Group Class Space	5 multi-use studios 7440 sq/ft	Main Floor, 2 nd Floor
Change Facilities	6 change facilities 9080 sq/ft	2 nd Floor
Racquetball & Squash Courts	2 courts with viewing area and storage 1850 sq/ft	Basement
Child-minding	1162 sq/ft	Basement
Office Space	Eight offices 1194 sq/ft	All three floors
Total	38,342 sq/ft	

The following is the history regarding the lease and the relationship the YMCA has had with the City:

- Agreement struck in 1971 between the City and YMCA to construct a non-commercial athletic facility at Crescent Park, which would open in 1973.
- The YMCA was responsible for the full cost of construction and the City provided the land. Total cost was \$640,000.
- A 50-year Lease Agreement with the City became effective when the facility opened in 1973. The annual lease payment owed to the City was \$1 with the YMCA being fully responsible for all utilities, janitorial, insurance, maintenance and capital improvements. Because it was City land, there was also no municipal taxes collected on the property.
- 1971 – The City and YMCA entered into a 50-year Agreement regarding access to the Natatorium Indoor Pool and Phyllis Dewar Outdoor Pool for its members and programs. The Agreement was amended in 1981 and terminated in 1996.
- 1996 – The Natatorium Indoor Pool closed, and the pool access Agreement was re-negotiated to include access and preferred rates to the newly built Sportsplex Indoor Pool along with the Phyllis Dewar Outdoor Pool. This Agreement was twice amended in 1999 and 2002.

- 2017 – The Lease Agreement was amended to reflect the current name of the organization and new insurance requirements.

On June 17, 2019, the Parks & Recreation Department presented a report to the Strategic Directions Planning Committee and the following feedback was received as per the meeting minutes:

Meeting Discussion:

- Discussed were the options available to the vacant YMCA facilities.
- A full evaluation of the YMCA building will need to be completed.
- Evaluate the City's programming that could be operated in the facility and if there is enough community interest to run operations out of the building.
- An option is to have the building demolished.

Outcome: *The Parks and Recreation Director is to prepare a report with options for City Council to consider.*

On August 12, 2019, Administration presented an in-camera report to the Executive Committee with several options regarding the future of the YMCA. The report was considered in an in-camera session as there was information which could reasonably be expected to result in disclosure of a pending budgetary decision. The recommendations contained in this report are a result of the motion passed at the August 12, 2019 meeting.

DISCUSSION

A full analysis of the capital upgrades and equipment required for the facility is included as Attachment ii. Pictures of a recent walkthrough are also included as Attachment iii.

As indicated in Attachment ii, a significant investment would be required over the next five years to return the facility to a programmable state. It is estimated that \$885,000 would be required immediately as well as an additional \$660,000 in 1-2 years and another \$1,475,100 in 3-5 years for a total investment of \$3,020,600.

Most of the YMCA assets have been removed from the building and City maintenance staff from the Natatorium are currently conducting daily checks to ensure all systems are functioning properly and that there is no unauthorized access to the facility. The City has also taken over all utilities and the air conditioning units have been temporarily shut down.

Administration has explored several different options regarding the future of the YMCA building on Fairford and given the City's current inventory of aging facilities and budget priorities, it is felt that a large investment into this facility is not feasible at this time.

It is recommended that the City distribute an RFP in the fall of 2019 ~~RFP~~ for the sale and development of the property including the Natatorium. Should the RFP prove to be unsuccessful, the City would have to consider additional options presented in the report.

Prior to the RFP process, the City would have to determine the specific uses that would be permitted by a potential developer in Crescent Park. The RFP would also offer an option to develop only one of the two buildings and would need to ensure that the City retains access to the outdoor pool changerooms and machinal equipment in the Natatorium for the immediate future. A key part of the RFP will also be the preservation of the Natatorium as a Heritage Property. This topic would be brought forward to the Strategic Directions Planning Committee in September for further input prior to an RFP going out.

In order to reduce operating costs in 2019, it is also recommended that the building be decommissioned. The boilers and mechanical systems would be drained, and the gas and water service connections would be disconnected to reduce utility costs. Electricity would remain on for emergency purposes.

OPTIONS TO RECOMMENDATION

1. Demolish the building

A quote was obtained from a professional demolition company for budgeting purposes and was provided to the Executive Committee. It included the demolition of the YMCA building and asbestos remediation while leaving the Natatorium and surrounding trees intact. Removal includes foundations, slabs and sidewalks and the site would be back filled and levelled with clean fill dirt. The contractor would also supply temporary fencing, permits, traffic control and signage. All debris would be disposed of in the City of Moose Jaw landfill and all recyclable concrete with rebar removed would be delivered to the concrete recycle yard.

It is also important to note that if the building goes to demolition, the City can sell or re-purpose some of the remaining equipment in the building. There are two large rooftop air handling units with heating and cooling packages that are in relatively good condition that could possibly be sold. There is also a smaller condensing unit located to the north of facility in very good condition. The Parks & Recreation Department would explore keeping this unit for one of our existing facilities. A boiler heat exchanger was also just replaced on warranty and has not been re-connected so that it could easily be re-purposed or sold if required. There are also items such as the lockers which may have some value.

This option was not recommended as there could be an option to sell and develop the property so that the City does not incur additional costs.

2. Distribute an RFP in search of a long-term tenant

The City can initiate discussions with community organizations by distributing an RFP in search of an organization willing to take over the operation of the building for their programming purposes. Similar to the Hillcrest Sports Centre, the building may be leased on an "as is" basis and the lessee would be responsible for Capital Investments based on their intended use of the facility.

This was not recommended as it is only a short-term solution due to the significant amount of work required to upgrade the facility.

The other option for a lease would be if the City completed the upgrades and then leased out the facility at commercial rates to recover the investment costs.

This option was not recommended due to the initial investment that would be required. It would also take approximately 8-10 years to recover the costs and it is not guaranteed that the City would find a tenant.

3. The Parks and Recreation Department takes over the operation and programming of the facility.

The final option would be to have the Parks & Recreation Department operate and program the facility. The YMCA building contains four core areas that could be used for Recreation Programs. These programs would complement the current Community Association programs that occur in local schools under the Joint Use Agreement. Having access to a gymnasium during the daytime and afterschool hours would increase programming options. Opportunities in the gymnasium include expansion of the sports-based activities and active living programming such as floor hockey, volleyball, kindergym and basketball. The basement area would provide space for the expansion of Tae Kwon Do and Fitness Classes. Expansion of arts and craft classes along with dance classes could occur on main floor program space. Finally, the racquet ball courts could remain open and be used as indoor pickleball courts. The building would allow for the expansion of approximately 25 new programs however these programs are cost recovery. The revenue would not contribute to the required capital upgrades or utility costs associated with the building therefore an initial Capital investment and ongoing operating investments would be required.

Utilizing the building to add another fitness centre location for the City of Moose Jaw would be an option which may lead to increased Recreation Pass membership sales; however, a significant renovation and capital investment would be required. All the previous assets that existed at the YMCA fitness centre have been auctioned including the rubber matting on the floor. Estimates on the renovation of the fitness centre and equipment purchase is \$155,800. An additional \$95,000 would also be required for staffing.

Operating the building would provide the opportunity to rent space to users. Meeting rooms, special events and gymnasium rentals could be provided. This again would require significant renovations and equipment investments. The revenues from rentals would be cost recovery and contribute to the equipment investment and facility operating costs however they would not contribute to the renovations required.

This option was not recommended due to the large investment required into a 46-year-old facility.

PUBLIC AND/OR STAKEHOLDER INVOLVEMENT

The public and potential stakeholders have not been consulted regarding the recommendation.

COMMUNICATION PLAN

The RFP would be advertised as per direction provided in the City of Moose Jaw Purchasing Policy.

STRATEGIC PLAN

This report supports the long-term strategy for sustainable community growth as the recommendation assists with keeping services affordable by limiting the potential long-term costs required for this aging facility.

FINANCIAL IMPLICATIONS

It is unknown how much revenue the City would receive through the sale and development of the property.

OTHER CONSIDERATIONS/IMPLICATIONS

There is no policy or privacy implications, official community plan implementation strategies or other considerations.

PUBLIC NOTICE

Public Notice is not required.

PRESENTATION

VERBAL: The Director of Parks and Recreation will provide a verbal presentation and will be available to answer any questions regarding the report.

ATTACHMENTS

- i. YMCA Letter of Notice
- ii. YMCA Building Restoration Costs
- iii. July 24, 2019 - Pictures of the YMCA Building

REPORT APPROVAL

Written by: Derek Blais, Director of Parks & Recreation

Reviewed by: Tracy Wittke, Assistant City Clerk

Approved by: Jim Puffalt, City Manager

City Manager Comments:

Concur, as there has been some commercial interest expressed in this property as well as company seeking to provide the type of expanded programming that the Parks & Recreation Director notes that the City might be able to complete in that property.

Any expression of interest has been advised that the property would be a long-term lease as Crescent Park is an integral amenity with a strong personal attachment by many residents. The City must retain ownership of the land and that the Natatorium section is a Municipal Heritage Property.

The price to demolish is believed to be a reasonable cost for that size of building if necessary.

To be completed by the Clerk's Department only.

Presented to Regular Council or Executive Committee on _____.

No. _____ Resolution No. _____

Report Approval Details

Document Title:	Former YMCA Building – 220 Fairford Street East - CC-2019-0152.docx
Attachments:	- Notice to City of Moose Jaw.docx - YMCA Building - Capital Upgrades.pdf - July 24, 2019 Pictures.pdf
Final Approval Date:	Aug 20, 2019

This report and all of its attachments were approved and signed as outlined below:



Tracy Wittke - Aug 16, 2019 - 9:37 AM



Jim Puffalt - Aug 19, 2019 - 9:57 PM



Fraser Tolmie - Aug 20, 2019 - 11:22 AM



YMCA of Moose Jaw

Fairford Location
220 Fairford Street East
Moose Jaw SK S6H 6H2
306-692-0688
mjymca.ca

Athabasca Location
500-1st Avenue North West
Moose Jaw SK S6H 2W7
306-692-1211
mjymca.ca

Derek Blais
Director, Parks & Recreation
City of Moose Jaw
228 Main St. N
Moose Jaw SK S6H 3J8
Via email: E: dblais@moosejaw.ca

Dear Derek

Re: YMCA ceasing operations at 220 Fairford Street East, Moose Jaw; Agreement Termination

Dear Derek

Thank you sincerely for your support during this difficult time for the YMCA. As discussed previously, the YMCA of Moose Jaw found itself in a precarious financial situation and the Board of Directors unanimously determined that the YMCA needed to follow a legal process of an orderly dissolution. We stopped all operations on June 30th, 2019. We will be vacating the Fairford location on July 15, 2019.

We also want to thank the City for our long and strong relationship which has endured more than a century in this fine city. We are delighted that the YMCA will continue much needed services in the Moose Jaw communities; YMCA Day Camp, YMCA Licensed Child Care, Before and After School Care and our Mentorship, Steps for Success and Asset Building programs. The community has truly come together to ensure these much needed programs and services continue. Now under the leadership of the YMCA of Regina but with the same staff we all know and appreciate. Near 500 children and youth (and their families) will continue to be served and I suspect this will grow as the YMCA strengthens.

Please feel free to contact me if you have any questions or wish to learn more about our continued services.

Yours truly,

A handwritten signature in blue ink, appearing to read 'Diana Deakin-Thomas'.

Diana Deakin-Thomas
Interim CEO
YMCA of Moose Jaw
diana.deakin-thomas@ymca.ca

cc: Christine Boyczuk, Board Chair

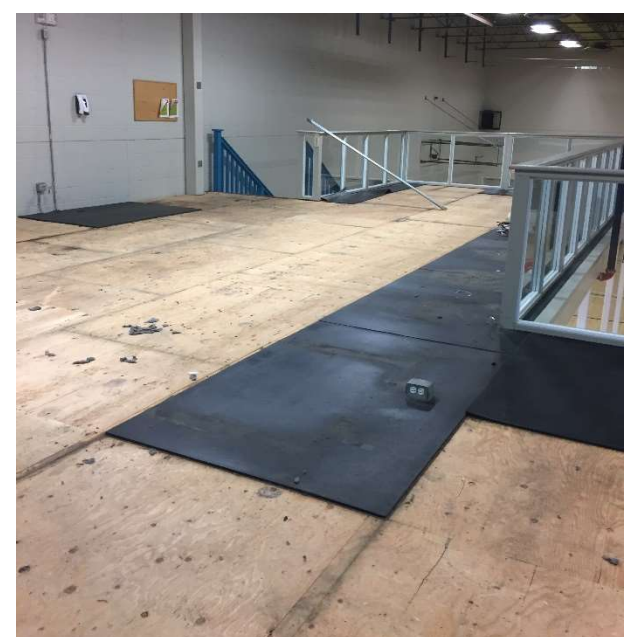
YMCA BUILDING RESTORATION

Item	Description	Projected Cost	Priority
Replace Heat Exchanger	<ul style="list-style-type: none"> · Replace existing heat exchanger to improve consistency of water temperature at Fairford location · Current unit is at risk of failure due to sediment build-up (non-redundant system with failure leading to no domestic hot water) · Note: mixing valves recently installed to mitigate risk of high temperature water (burns to members) while facility team continues to evaluate situation 	\$10,000	Immediate
Replace 4" Stand Pipe	<ul style="list-style-type: none"> · Existing stand pipe is damaged and comprising aspects of fire suppression activities · Fire code requirement · Building water will need to be shut off for this procedure as there are no isolation valves 	\$4,500	Immediate
Fireman Valves	<ul style="list-style-type: none"> · Fix 5 fireman valves (located in fire boxes) · Fire code requirement 	\$3,000	Immediate
Replace Roof Top HVAC Units	<ul style="list-style-type: none"> · Roof-top HVAC units need to be replaced - Currently use R22 Refrigerant · Existing units were installed in 1998 and have a life expectancy of between 20-25 years · There are two roof top units: first unit controls gym/weight room and the second controls changerooms · The gym HVAC operates on 4 compressors and only 3 are currently operational · The changeroom HVAC operates on 3 compressors and only 2 are currently operational 	\$420,000	Immediate
Exterior Door Replacement	<ul style="list-style-type: none"> · Replace 10 exterior doors · 4 require immediate attention · Existing doors do not close properly presenting safety risks, as well as a loss in efficiency 	\$35,000	Immediate
Asbestos Removal (Plumbing Corners & Ceiling Tiles)	<ul style="list-style-type: none"> · Approximately 50 asbestos insulated plumbing corners · Asbestos-based ceiling tiles are located in the 4 change rooms 	\$45,000	Immediate
Ceiling Tile and T-Bar Replacement	<ul style="list-style-type: none"> · Replace existing ceiling tiles after asbestos removal · Remove and replace all T-Bar for Fairford ceiling areas 	\$55,000	Immediate
Facility Painting	<ul style="list-style-type: none"> · Complete interior painting of entire facility 	\$38,000	Immediate
Replace Flooring	<ul style="list-style-type: none"> · Remove and replace all existing flooring 	\$170,000	Immediate
Repair Stairwells	<ul style="list-style-type: none"> · Structural and asbestos problems with current stairwells · Need to remove asbestos flooring and structurally support landings 	\$50,000	Immediate
Office Furnishings	<ul style="list-style-type: none"> · Purchase all required office furnishings and equipment 	\$20,000	Immediate

Reconfigure Front Desk and Entrance Area	<ul style="list-style-type: none"> Relocate front desk (closer to entrance) to improve building access control Addresses deficiencies in child protection protocols and building security and improves member experience Create new lobby sitting area (with furniture) in location of original front desk 	\$35,000	Immediate
TOTAL INVESTMENT (IMMEDIATE)		\$885,500	
LED Lighting Upgrades	<ul style="list-style-type: none"> Implement LED lighting replacement to coincide with other City facilities 	\$120,000	1-2 Years
Replace Hot Water Storage Tank	<ul style="list-style-type: none"> Existing tank was installed in 2003 with life expectancy of 15-20 years 	\$8,000	1-2 Years
Security Systems	<ul style="list-style-type: none"> Install alarms on all exterior access points Maintain video surveillance system 	\$50,000	1-2 Years
Roof Repair or Replace	<ul style="list-style-type: none"> The existing Fairford roof needs to be sloped properly for future water management The roof is currently blistering with cracking within the membrane The roof has been spot patched as leaks have been discovered Recommending a new product (membrane) that can be applied to the existing roof system 	\$400,000	1-2 Years
Refurbish Steam Room and Sauna	<ul style="list-style-type: none"> Replace tile, door and benches Install new heating system/timer, wood, tile floor, and door 	\$15,000	1-2 Years
New Showers and Bathroom Partitions	<ul style="list-style-type: none"> Frame and install individual self-contained shower units in all Changerooms at Fairford Facility Replace existing metal partitions (rusting) with all new plastic, "no maintenance" partitions 	\$47,000	1-2 Years
Roof top fall arrest system	<ul style="list-style-type: none"> Occupational Health and Safety requires all ladders to be caged off, as well as a guide wire system in place for anyone working on the roof 	\$20,000	1-2 Years
TOTAL INVESTMENT (1-2 YEARS)		\$660,000	
Upgrade Plumbing and Mechanical Systems	<ul style="list-style-type: none"> Replace all taps, toilets, water fountains, urinals, duct work, controls, boilers, water heaters, waterlines, reheat coils, shower 	\$495,100	3-5 Years
Electrical Upgrades	<ul style="list-style-type: none"> Current electrical system is at capacity New wiring required if any walls are moved 	\$20,000	3-5 Years
Sprinkler System	<ul style="list-style-type: none"> Complete sprinkler coverage throughout Fairford facility Only the Conditioning Centre is currently covered Not current code violation – upgrade would be required if significant renovation occurs 	\$75,000	3-5 Years
Upgrade Fire Alarm	<ul style="list-style-type: none"> New fire alarm system would connect to sprinklers to minimize damage in case of fire Not current code violation – upgrade would be required if significant renovation occurs 	\$65,000	3-5 Years

Replace Front Windows	<ul style="list-style-type: none"> · Replace front windows with energy star rated high efficiency windows (triple glazed glass) · Existing windows are only double glazed with aluminum framing (inefficient due to high rate of thermal transference) 	\$42,000	3-5 Years
Replace Interior doors	<ul style="list-style-type: none"> · Replace all interior doors at Fairford with "no paint" doors · Improves aesthetics and reduces ongoing maintenance costs · Doors are painted now and would work for several years to come 	\$18,000	3-5 Years
Elevator Installation and Accessibility Upgrades	<ul style="list-style-type: none"> · Full accessibility audit required · Elevator will also improve efficiency and safety of moving product and equipment throughout the building 	\$575,000	3-5 Years
Install New Lockers, Replace Storage Racks and Changeroom Upgrades	<ul style="list-style-type: none"> · Replace current lockers with a non-rusting plastic product · Replace all changerroom benches with "no maintenance" benches · Replace existing storage racks in the change rooms · New racks will be plastic and rust free 	\$60,000	3-5 Years
Refurbish Racquetball Courts	<ul style="list-style-type: none"> · Install new lighting, walls (to be skim coated) and doors · Refinish or replace floors · Refurbish viewing area 	\$125,000	3-5 Years
TOTAL INVESTMENT (3-5 YEARS)		\$1,475,100	
TOTAL INVESTMENT REQUIRED		\$3,020,600	

YMCA Building Pictures – July 24, 2019





EXECUTIVE COMMITTEE MINUTES

PUBLIC

Monday, August 12, 2019, 7:16 p.m.
Council Chambers, (Public)
Scoop Lewry Room (In-Camera)
2nd Floor, City Hall

PRESENT: Councillor H. Eby, Chairperson
Mayor Tolmie
Councillor D. Luhning
Councillor S. McMann
Councillor C. Froese
Councillor C. Warren
Councillor B. Swanson

ADMIN: A. Bromley
B. Hendrickson
C. Hemingway
D. Blais
J. Mickleborough
K. Soltys
M. Sanson
M. Gulka-Tiechko
T. Wittke
J. Puffalt
B. Harlton
E. Anderson
D. Stephanson

MEDIA: CHAB
Daily Jaw
Moose Jaw Express/Today

1. **CALL TO ORDER**

Councillor Eby, Chairperson, called the meeting to order at 7:16 p.m.

2. **REPORTS**

a. **Administrative Review Officer – Complaint #2 of 2018, EC-2019-0060**

Mr. David Foley, Administrative Review Officer, addressed members of Executive Committee.

Moved by Councillor Luhning

THAT this report be received and filed.

Carried

b. **Moose Jaw Kinsmen Flying Fins Agreement, EC-2019-0129**

Moved by Councillor Froese

THAT the Agreement between the City of Moose Jaw and Moose Jaw Kinsmen Flying Fins Inc. for the usage of aquatic facilities be approved substantially in the form attached to this report; and

THAT the Mayor and City Clerk be authorized to execute the Agreement on behalf of the City of Moose Jaw.

Vote Delayed by Procedure

Moved by Councillor Swanson

THAT the matter be tabled until the next Executive Committee meeting to incorporate changes in the Agreement.

Carried

3. CONFIDENTIAL MATTERS

Moved by Councillor Luhning

THAT the Executive Committee close the meeting to the public and proceed in-camera pursuant to Section 94(2) of *The Cities Act* as confidential information is contained within one or more of the exemptions in Part III of *The Local Authority Freedom of Information and Protection of Privacy Act*, in particular, section 15, section 16, section 18, and section 21.

Carried

The Executive Committee closed the meeting at 7:54 p.m. to the public with the following persons in attendance: Mayor Tolmie; Councillor Luhning; Councillor Froese; Councillor McMann; Councillor Warren; Councillor Swanson; Councillor Eby; Jim Puffalt; Myron Gulka-Tiechko; Brenda Hendrickson; Tracy Wittke; Josh Mickleborough; Michelle Sanson; Derek Blais; Craig Hemingway; Katelyn Soltys; and Elaine Anderson.

- a. **Confidential Matter, EC-2019-0125**
- b. **Confidential Matter, EC-2019-0134**
- c. **Confidential Matter, EC-2019-0123**
- d. **Confidential Matter, EC-2019-0126**
- e. **Confidential Procedural Matter**
- f. **Confidential Procedural Matter**

4. Back to Open Session

Moved by Councillor Warren

THAT the Executive Committee go out of in-camera.

Carried

The Executive Committee opened the meeting to the public at 10:05 p.m.

5. **ADJOURNMENT**

Moved by Councillor Froese

THAT the Executive Committee meeting be adjourned.

Carried

The Executive Committee meeting adjourned at 10:06 p.m.

Councillor H. Eby

Chairperson
/tw



**PUBLIC MINUTES
MUNICIPAL PLANNING COMMISSION**

**Tuesday, August 20, 2019, 4:00 p.m.
Committee Room B
2nd Floor, City Hall**

PRESENT: Councillor Heather Eby, Chairperson, Council Representative
Roy Dickinson, Citizen-at-Large
Joel Gritzfeld, Citizen-at-Large
John Parsons, Citizen-at-Large
Dana Bushko, Citizen-at-Large

ABSENT: Councillor Dawn Luhnig, Council Representative
Brian Sykora, Citizen-at-Large

ALSO PRESENT: Michelle Sanson, Director of Planning and Development Services
Eric Bjorge, Assistant City Planner
Pearl Anderson, Recording Secretary

PART 1 – NO APPROVAL OF COUNCIL REQUIRED

Re: Call to Order

Councillor Eby, Chairperson, called the meeting to order at 4:00 p.m.

PART 2 – NO APPROVAL OF COUNCIL REQUIRED

Re: Approval of the Agenda

Moved by Roy Dickinson
THAT the agenda be approved as presented.

Carried.

PART 3 – NO APPROVAL OF COUNCIL REQUIRED

Re: Adoption of Minutes – May 28, 2019

Moved by John Parsons
THAT the minutes of the May 28, 2019 regular meeting of the Municipal Planning Commission be approved as presented.

Carried.

PART 4 – APPROVAL OF COUNCIL REQUIRED

Re: Proposed Subdivision – Holy Trinity Catholic School Board Office

Considered was a report dated August 14, 2019 from the Department of Planning and Development Services presenting a request for subdivision of part of Block 50B, Plan No. OLD96 within the NE 33-16-26 W2M.

Moved by John Parsons

THAT the Municipal Planning Commission recommend to City Council that the proposed subdivision of part of Block 50B, Plan No. OLD96 within the NE 33-16-26 W2M be approved; and further

THAT all costs incurred by this application be borne by the applicant.

Carried.

PART 5 – APPROVAL OF COUNCIL REQUIRED

Re: Subdivision and Consolidation – South East Industrial

Considered was a report dated August 13, 2019 from the Department of Planning and Development Services to present proposed subdivision and consolidations that will facilitate the sales agreements with Carpere Canada Ltd and Sask Power.

Moved by Joel Gritzfeld

THAT the Municipal Planning Commission recommend to City Council that the subdivision and consolidation plans in the NW and SW 27-16-26-W2M, NE 28-16-26-W2M and SW 34-16-26-W2M, be approved subject to the review process being completed; and

THAT City Administration be directed to proceed with the necessary street and lane closure bylaws.

Carried.

PART 6 – APPROVAL OF COUNCIL REQUIRED

Re: Proposed Rezoning – Coteau Street East

Considered was a report dated August 14, 2019 from the Department of Planning and Development Services presenting the proposed rezoning of 64 acres of land that is part of the City of Moose Jaw's agreement with Carpere Canada Ltd.

Moved by Roy Dickinson

THAT the Municipal Planning Commission recommend to City Council that City Administration proceed with rezoning of approximately 64 acres as identified on the plan, attached to the report dated August 20, 2019 from the Municipal Planning Commission, from UH-Urban Holding to R1 – Large Lot Low Density Residential.

Carried.

PART 7 – NO APPROVAL OF COUNCIL REQUIRED

Re: Adjournment

Moved by Dana Bushko
THAT the meeting now adjourn.

Carried.

The meeting adjourned at 4:15 p.m.

Email Approval August 21, 2019
Chairperson

CITY MANAGER'S COMMENTS:

Michelle Sanson
Acting City Manager

MAYOR'S COMMENTS:

Fraser Tolmie
Mayor

<https://citymj.sharepoint.com/sites/Depts/clerks/Shared Documents/5. Boards & Committees/BOARDS & COMMITTEES - 2000/-09 Municipal Planning Commission/2019/Minutes/08.20.19 MPC Minutes.docx>

**THE FOLLOWING IS A COPY OF THE REPORT
CONSIDERED BY THE
MUNICIPAL PLANNING COMMISSION**

PART 4

**Proposed Subdivision
Holy Trinity Catholic School Board Office**



City of Moose Jaw

TITLE: Proposed Subdivision – Holy Trinity Catholic School Board Office

TO: Municipal Planning Commission

FROM: Department of Planning and Development Services

DATE: August 14, 2019

PUBLIC: This is a public document

Recommendation:

THAT the Municipal Planning Commission recommend to City Council that the proposed subdivision of part of Block 50B, Plan No. OLD96 within the NE 33-16-26 W2M be approved; and

THAT all costs incurred by this application be borne by the applicant.

Topic and Purpose:

The purpose of this report is to consider an application from Milltek Surveys Ltd. on behalf of Holy Trinity Roman Catholic School Division to subdivide the former board office property from the larger St. Margaret's school property.

Background:

This past year, the Holy Trinity Catholic School Division has moved their division office to Athabasca Street East. They are now looking to subdivide and sell the land and building at the St. Margaret's school site on 6th Ave N.E.

Subdivision Review:

Zoning:

The property is zoned CS – Community Service / Institutional. There is no proposal to change the zoning at this time.

Servicing and Access:

The building and property already has its own servicing, access, and parking off of 6th Ave N.E.

Official Community Plan:

The Official Community Plan (OCP) provides the framework to guide the physical, economic, social, environmental and cultural development of the City. According to *The Planning and Development Act, 2007*, no development shall be carried out which is contrary to the Plan. The Community Service section of the OCP is attached.

Alternatives:

- 1) Approve the proposed subdivision
- 2) Deny the proposed subdivision
- 3) Further review of the subdivision application

Attachments:

- 1) Subdivision Application Package
- 2) Area map
- 3) Community Service excerpt from OCP.

Intergovernmental Implications:

Approving a subdivision is a decision of City Council. The application is submitted to the Municipal Planning Commission for review of the application and administrative report. A recommendation of the Municipal Planning Commission is then submitted to City Council for further consideration. The City of Moose Jaw is the approving authority for all subdivision applications within the corporate limits of the City.

Financial Implications:

The applicant/owner is responsible for all costs associated with respect to this application.

Summary:

The applicant has requested subdivision approval to separate the former Holy Trinity School Board site from the St. Margaret's school site.

Respectfully submitted,

Eric Bjorge

Eric Bjorge, MCIP, RPP
Assistant City Planner

Jim Dixon (on behalf of)

Michelle Sanson, MCIP, RPP
Director of Planning and Development
Services

Application to Subdivide Land

1. Location of Land to be Subdivided:

City of Moose Jaw
Municipality (City, Town, Village, RM)

NE 1/4 Sec. 33 Twp. 16 Rge. 26 Mer. 2

Lot(s) — Block(s)/Parcel(s) SOB Plan No. OLD96

2. The Proposed Subdivision involves:

Plan of Proposed Subdivision

Parcel Tie Removal
(describe and include parcel pictures)

Other Subdividing Instrument (lease, easement)

3. Legal and Physical Access to the Subdivision is via:

Grid Road Highway Resource Road Northern Crown Land

Main Farm Access Urban Street Road Allowance Trail

Paved Gravel Unimproved

4. Physical Nature of the Land to be Subdivided:

a) What is the physical nature of the proposed lot(s) or parcel(s)?

Wooded/Treed Cultivated Pasture Hilly Level/Flat Low/Swampy Adjacent to a Lake, River, or Creek

Describe the physical nature in more detail: Holy Trinity Roman Catholic Separate School Division No. 22

b) Drainage:
How will the proposed lot(s) or parcel(s) be drained?

Natural Ditches Curb and Gutter Storm Sewer

Do you propose to discharge surface water into a highway ditch or waterway? Yes No

Show drainage courses on the Plan of Proposed Subdivision.

5. Land Use:

a) What is the land presently used for?

Agriculture Residential Seasonal Recreation (Cottage) Commercial Industrial Other

Describe the present land use in more detail: Office building for the school division.

b) What is the **intended** use of the proposed lot(s) or parcel(s)?

Agriculture Residential Seasonal Recreation (Cottage) Commercial Industrial Other

Describe the intended use in more detail: Light commercial or multi-dwelling. Unknown at this time.

c) Are there any buildings on the land being subdivided? Yes No

Indicate the location, distance from the property boundary and use of all buildings and utility lines on the Plan of Proposed Subdivision/ Parcel Picture.

6. Services:

- a) Water Supply is: Existing Proposed Not Required
- Communal System Cistern Lake / Waterbody
- Municipal Well Private Well Other

Describe / specify proposed water source: _____ City water

- b) Sewage Disposal is: Existing Proposed Not Required
- Municipal Private-On-site (please specify below)
- Mound Chamber Holding Tank
- Jet Type Absorption Field Other

Describe / specify proposed sewage disposal system: _____ City sewer

Please show all set back distances from the property boundary, house, well and water course(s) on the plan of proposed subdivision.

7. Utility Services:

- Electrical Power is: Existing Proposed Not Required Not Available
- Telephone service is: Existing Proposed Not Required Not Available
- Natural Gas is: Existing Proposed Not Required Not Available

8. Surrounding Land Uses:

If the proposed subdivision is in a Rural Municipality, are any of the following within 5 km; or
 If in an Urban Municipality, are any of the following within 500 m? Check all that apply.
 Use Section 9 (Additional Comments) to identify surrounding land use details.

If checked, please state distance

<input type="checkbox"/> Airport	_____	
<input type="checkbox"/> Intensive Livestock Operation	_____	
<input type="checkbox"/> Sewage Treatment Facility or Sewage Lagoon	_____	
<input type="checkbox"/> Landfill for disposal of garbage or refuse	_____	
<input type="checkbox"/> High Voltage Power Transmission Line	_____	
<input type="checkbox"/> High Pressure Gas Transmission Line, Oil Line (specify)	_____	
<input checked="" type="checkbox"/> Industrial Commercial Operation (specify)	<u>Gibson Refinery</u>	<u>375m South</u>
<input checked="" type="checkbox"/> National, Provincial or Regional Park	<u>Crescent Park</u>	<u>470m West</u>
<input checked="" type="checkbox"/> Residential Lot(s)	_____	<u>Adjacent N.</u>
<input checked="" type="checkbox"/> Water Body or Course	<u>Moose Jaw River</u>	<u>270m S.</u>
<input type="checkbox"/> Cemetery	_____	
<input checked="" type="checkbox"/> School Bus Route	_____	<u>Adjacent</u>
<input type="checkbox"/> Urban Municipality	_____	
<input type="checkbox"/> Water Treatment Plant or Reservoir	_____	
<input type="checkbox"/> Oil or Gas Well or Facility (within 500 m)	_____	
<input type="checkbox"/> Other (specify)	_____	

9. Additional Comments:

10. Other Requirements:

1. Applications must include a copy of the title to the land being subdivided and the Basic Fees. Also include any relevant permits or approvals obtained from other agencies or a municipality.
2. Basic Fees are \$200 per proposed lot (non-refundable) plus \$150 for a issuance of a Certificate of Approval. The fees are exempt from GST & PST. Make a cheque or money order payable to the Minister of Finance.
3. Applicants may be asked for additional fees and information if found to be needed during the review of an application.
4. Until the review of an application is done and a decision is issued, no binding contracts for the land should be made and no construction or site preparation work should be started.
5. Personal information given on this form is collected pursuant to The Freedom of Information and Protection of Privacy Act and will be shared with other agencies involved in reviewing subdivision applications. If you do not want your personal information to be shared, contact the Community Planning Branch to discuss your concerns before submitting a completed form.

11. Applicant(s): (persons making application and to whom correspondence should be addressed)

a) Name of registered owner of land to be subdivided:
 Name: Holy Trinity Roman Catholic Separate School Division No. 22
 Address: 502 6th Ave. N.E.
 City/Town/Village: Moose Jaw
 Prov.: Saskatchewan Postal Code: S6H 6B8
 Email: sandy.gessner@htcsd.ca Tel.: 694-5333

b) Land Surveyor / Planner / Lawyer /Agent (specify):
 Name: Corban Christie Company Name: Milltek Surveys
 Address: 72 High St. E.
 City/Town/Village: Moose Jaw
 Prov.: Saskatchewan Postal Code: S6H 0B8
 Email: corban.christie@millteksurveys.ca Tel.: (306) 693-5835

c) Declaration by registered owner:

* I, SANDRA LYNN GESSNER hereby certify that I
(Full name in block capitals)

am the registered owner of the land proposed for subdivision.

am authorized, in writing, to act as the registered owner per Sections 2(d) and 5(3) of *The Subdivision Regulations, 2014*, I hearby swear that all statements contained with this application are true, and I make this solemn declaration conscientiously believing it to be true, and knowing that it is of the same force and effect as if made under oath, and by virtue of the Canada Evidence Act.

* Signature: [Signature] Date: 04 June 2019

* Name: Holy Trinity Roman Catholic Separate School Division No. 22 Address: 502 6th Ave. N.E.

* City/Town/Village: Moose Jaw Prov.: SK Postal Code: S6H6B8 Tel: 694-5333

Replies are to be sent to (please specify): a b c

PLAN SHOWING

PROPOSED SUBDIVISION

OF PART OF

BLOCK 50B,

REG'D PLAN OLD96

IN THE

N.E. 1/4 SEC. 33-16-26 W. 2MER.

CITY OF MOOSE JAW

SASKATCHEWAN

DATE: MAY - JUNE 2019

BY: C. R. CHRISTIE, S.L.S.

SCALE: 1:500

NOTE:

Portion to be approved is outlined in a bold dashed line.

Parcel A contains 0.207 ha (0.51 ac)

Measurements are in metres and decimals thereof.

Distances are approximate and may vary by 1 metres.

Field survey was completed on June 7, 2019.

Registered Owner(s): Board of Education of the Holy Trinity Roman Catholic Separate School Division No. 22 of Saskatchewan

Your signature(s) below indicates the parcel was surveyed how you intended it to be and you approve the plan of proposed subdivision as presented.

REGISTERED OWNER

M. Mearns

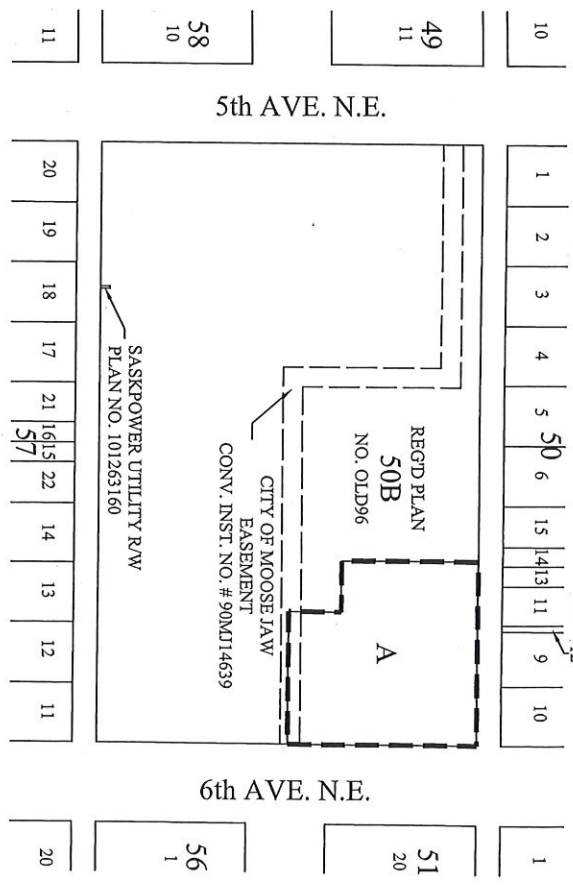
DATE June 14 2019

Dated at Moose Jaw In The Province of Saskatchewan
This 7th Day of June, 2019.

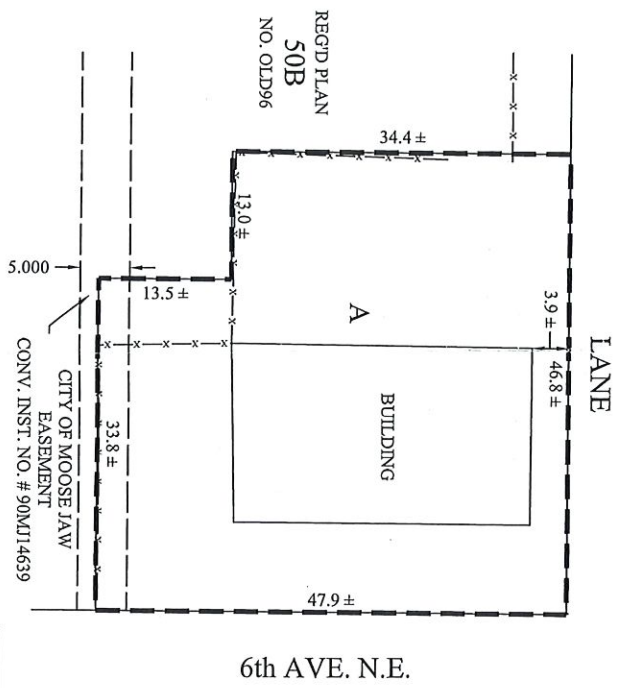
Carlson Christie
Carlson Christie
Saskatchewan Land Surveyor



Milttek Surveys Ltd.



LOCATION DETAIL

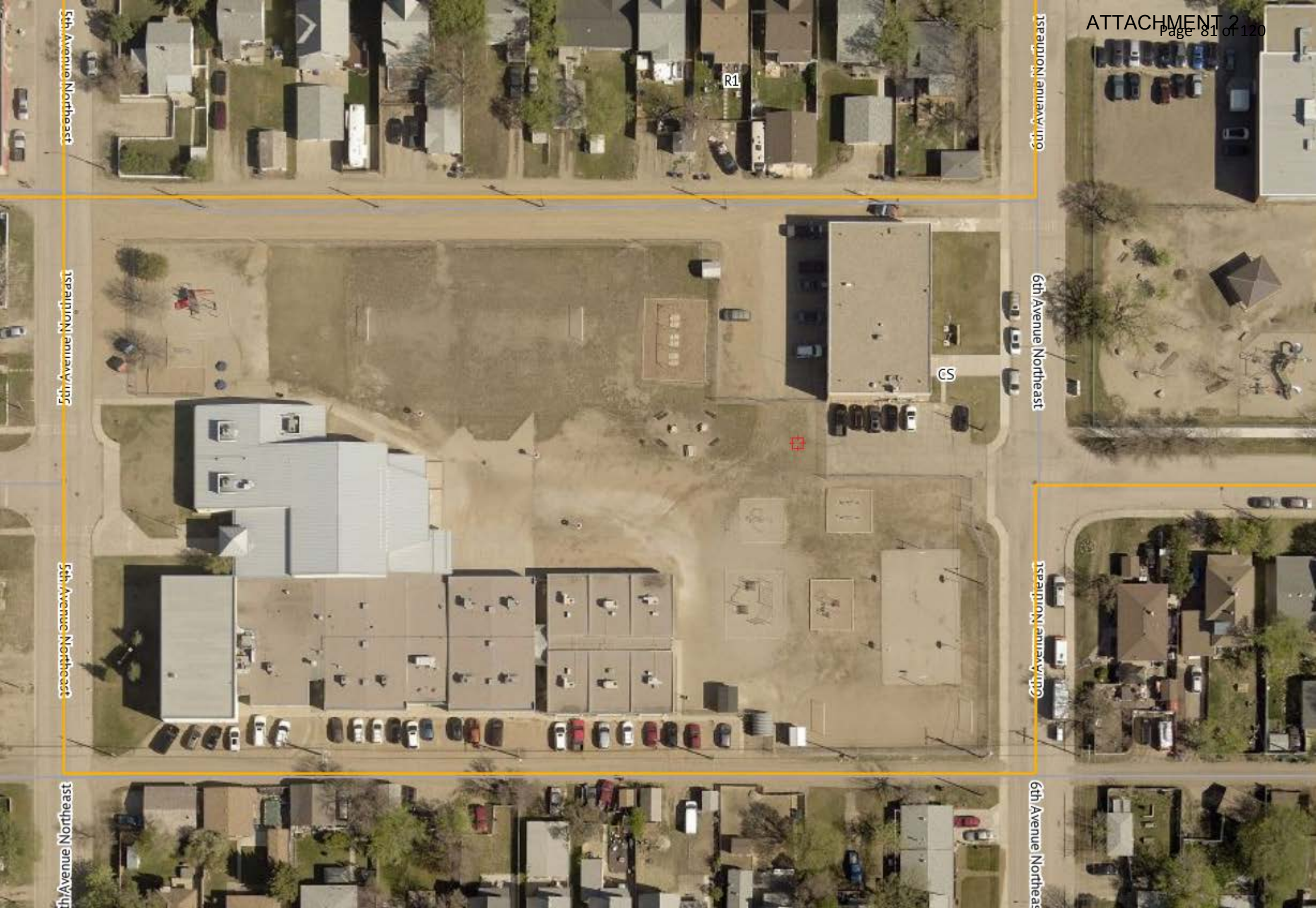


REG'D PLAN
50B
NO. OLD96

6th AVE. N.E.

DISCLAIMER:

MILTTEK SURVEYS LTD. AND ITS EMPLOYEES TAKE NO RESPONSIBILITY FOR THE LOCATION OF ANY UNDERGROUND FACILITIES SHOWN OR OMITTED FROM THIS PLAN. THE LOCATION OF ANY UNDERGROUND FACILITIES SHOWN OR OMITTED FROM THIS PLAN WERE CONTACTED FOR ANY INFORMATION BEFORE THE SURVEY. ALL BURIED UTILITIES MUST BE LOCATED BY THEIR RESPECTIVE AUTHORITY PRIOR TO CONSTRUCTION.



4th Avenue Northeast

5th Avenue Northeast

5th Avenue Northeast

5th Avenue Northeast

R1

CS

6th Avenue Northeast

6th Avenue Northeast

6th Avenue Northeast

6th Avenue Northeast

7.0. COMMUNITY SERVICE / INSTITUTIONAL LAND USE

7.1 OBJECTIVES

- a) To provide opportunities for schools, places of worship, hospitals and other institutional uses which serve the educational, recreational, cultural, health and spiritual needs of the community, ensuring that they are appropriately located with respect to size, function and transportation requirements.
- b) To ensure appropriate public consultation processes for the re-use of closed public institutional sites and buildings.
- c) To strengthen communications and the working relationships between the City of Moose Jaw, the Boards of Education, the Regional Health Authority, SIAST and other public and private organizations delivering community services.

7.2 POLICIES

7.2.1 Location of Institutional Uses

- a) Institutional uses, which serve the needs of a neighbourhood population, and are compatible with a residential environment, may be situated within residential neighbourhoods.
- b) Institutional uses that serve the needs of more than a neighbourhood population, or are of a size and scale that is not compatible with a residential environment, shall be encouraged to locate in or near the Downtown or other areas with adequate access to roadways and public transit, and where there is no significant negative impact on surrounding land uses. The Zoning Bylaw shall contain provisions to permit large-scale institutional uses in residential areas only at the discretion of Council.

7.2.2 School and Community Facility Sites

- a) All neighbourhood land use or redevelopment Studies (refer to Policies 4.2.1 (b) and 4.2.1 (c)) should make provision for such elementary school sites as may be required by the appropriate Boards of Education. Council shall not consider proposals for neighbourhood development or redevelopment until the reports of the appropriate Boards have been received and considered by the Municipal Planning Commission. The Zoning Bylaw shall list elementary schools as permitted uses in the Community Service and Institutional District, while new high schools shall only be allowed in such areas at the discretion of Council.
- b) All elementary school sites should be located as close as possible to the centre of the areas they will ultimately serve, should not be located on arterial streets and, wherever possible, should be located at street intersections.
- c) Secondary schools or high schools should be located centrally within the area they are to serve. They should, wherever possible, be located on arterial streets, be located to facilitate public transit and roadway access to the facility during school and non-school functions, and to minimize negative impacts on surrounding land uses.
- d) School sites shall, wherever possible, be located adjacent to Municipal Reserves or other public open spaces. The use of the school and park facilities as the recreational centre for the neighbourhood or other area being served shall be promoted.
- e) Sites for schools and other institutional uses shall be suitable for such purposes in terms of topography, utilities, transit service, access and site frontage. School sites shall include adequate on-site pick-up and drop-off zones for students.
- f) Post-secondary educational facilities, including commercial and technical schools, generally serve the City as a whole and the surrounding region. Accordingly, such facilities are encouraged to locate in the Downtown or other areas that offer good access to transportation routes and public transit, and minimize land use conflicts.

7.2.3 Reuse of Schools and School Sites

a) School buildings and sites can be focal points for many residential neighbourhoods. They are a community resource with more than one lifespan. In order to promote the stability and character of residential neighbourhoods, the City shall encourage the adaptive reuse of school buildings and sites for institutional, recreational, residential, educational, cultural or other community-oriented use, subject to the provisions of the existing zoning district, after appropriate consultation with relevant community groups and local residents.

b) Where it is clear that the existing school sites and/or buildings have no adaptive reuse potential under the provisions of the current zoning district, Council may consider the redevelopment of the site and/or building subject to Contract Zoning (Section 19.1.2).

7.2.4 Shared Community Facilities

a) In order to promote the community use of available school and other community facilities in meeting the educational, cultural, social, health and leisure needs of the general population, the City shall encourage the sharing of facilities and services with local Boards of Education, the Regional Health Authority, SIAST and other public and private organizations delivering community services. Before approving such shared facilities and services, the City will consult with the potential partners in the proposed project and the affected neighbourhood residents.

**THE FOLLOWING IS A COPY OF THE REPORT
CONSIDERED BY THE
MUNICIPAL PLANNING COMMISSION**

PART 5

**Subdivision and Consolidation
South East Industrial**



City of Moose Jaw

TITLE: Subdivision and Consolidation – South East Industrial

TO: Municipal Planning Commission

FROM: Department of Planning and Development Services

DATE: August 13, 2019

PUBLIC: This is a public document.

RECOMMENDATION

THAT the Municipal Planning Commission recommend to City Council that the subdivision and consolidation plans in the NW & SW 27-16-26 W2M, NE 28-16-26-W2M, and SW 34-16-26-W2M, be approved subject to the review process being completed and;

THAT City Administration be directed to proceed with the necessary street and lane closure bylaws.

TOPIC AND PURPOSE

The purpose of this report is to seek approval from City Council to approve the subdivision and consolidation of lands which are subject to a purchase agreement with Carpere Canada Ltd, as well as Sask Power. These subdivision and consolidations will facilitate the execution of the sales agreements to both parties.

BACKGROUND

City Council approved the agreement for sale of 109.82 acres of land to Sask Power on 21 December 2018. City Council then approved the sale of approximately 780 acres to Carpere Canada Ltd. on July 8, 2019. Sask Power has until December 31, 2019 to close on their land option, while the agreement with Carpere Canada Ltd. closes on October 31, 2019.

DISCUSSION

City Administration divided the surveying contracts to facilitate the land deals between two survey companies. 20/20 Geomatics Ltd. was contracted to complete the consolidation and subdivision of City owned land, including street and lane closures. Caltech Surveys was contracted to subdivide the new roads according to the Concept Plan. The effect of these subdivisions is to consolidate the land for sale, not to create new parcels for development. Carpere Canada is required to apply for subdivision of their land as its developed in phases to create the final parcel layout. The new roads will

provide the framework for future subdivisions. As well, servicing agreements would be negotiated as future subdivisions are applied for.

Caltech Surveys prepared two different versions of the road layout, and we are recommending approval of both. The reason for this is the timing of the purchase and sale agreements. Due to the layout of the Concept Plan which was approved in summer of 2019, the new roads have affected Sask Power's option land. Since the City is required to honour and execute the purchase agreement as-is, the City will have to subdivide in the roads after the purchase is complete. If Sask Power is ready to execute their option to purchase prior to October 31, 2019 then the roads can be subdivided and registered. However if Sask Power is not ready to execute their option to purchase, then the City will have to register the version of the subdivision which does not subdivide the Sask Power option lands, in order to meet the City's commitments to Carpere Canada.

OPTIONS TO RECOMMENDATION

Further review of the subdivision and consolidation. This is not recommended due to the timelines of this project.

PUBLIC AND/OR STAKEHOLDER INVOLVEMENT

Notice of the street and lane closure bylaws will be mailed to affected parties, as well as advertised on the City website and newspaper.

OFFICIAL COMMUNITY PLAN

The Official Community Plan (OCP) provides the framework to guide the physical, economic, social, environmental and cultural development of the City. According to *The Planning and Development Act, 2007*, no development shall be carried out which is contrary to the Plan. The intended development will match what is shown within the Future Land Use Map. Development will be reviewed further for compliance with the Official Community Plan when servicing agreements are negotiated for each phase of the development.

BYLAW OR POLICY IMPLICATIONS

A bylaw is required to formally close streets and lanes.

FINANCIAL IMPLICATIONS

All advertising costs will be paid by the City of Moose Jaw, who is the applicant in this case.

OTHER CONSIDERATIONS/IMPLICATIONS

All recommendations of the Municipal Planning Commission require approval of City Council.

There are no privacy implications to this report.

PRESENTATION

VERBAL: X AUDIO/VISUAL: NONE:

ATTACHMENTS

- i. Plan of Proposed Subdivision for NW. ¼ and SW. ¼ 27, SW ¼ 34, NE ¼ 28, all within Twp. 16, Rge. 26, W2M, prepared by M.M. Vanstone, S.L.S.
- ii. Plan of Proposed Subdivision of NW. ¼, SW. ¼ & SE ¼ Section 22, NW ¼ & SW ¼ Section 23, Twp. 16 – Rge. 26, W.2Mer prepared by M.M. Vanstone, S.L.S.
- iii. Plan showing Proposed Road within N. ½ & S. ½ Sec. 27-16-26-2, prepared by J.H. McLeod, S.L.S.
- iv. Plan showing Proposed Road within N. ½ & S. ¼ Sec. 27-16-26-2, prepared by J.H. McLeod, S.L.S.
- v. South East Industrial Concept Plan Land Use Map.

Respectfully Submitted By,

Eric Bjorge

Jim Dixon (on behalf of)

Eric Bjorge
Assistant City Planner

Michelle Sanson,
Director of Planning and
Development Services

PLAN OF PROPOSED SUBDIVISION OF ALL OF

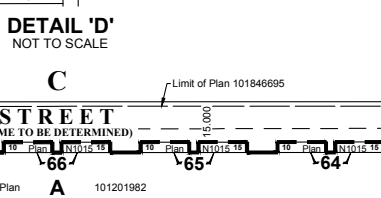
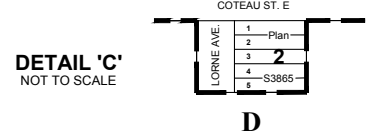
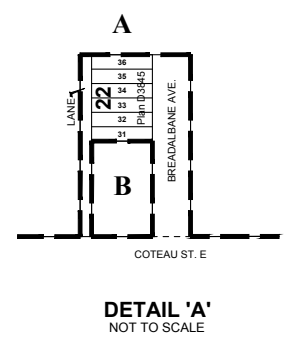
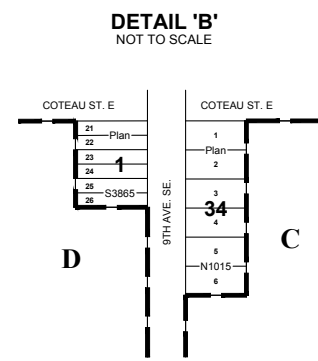
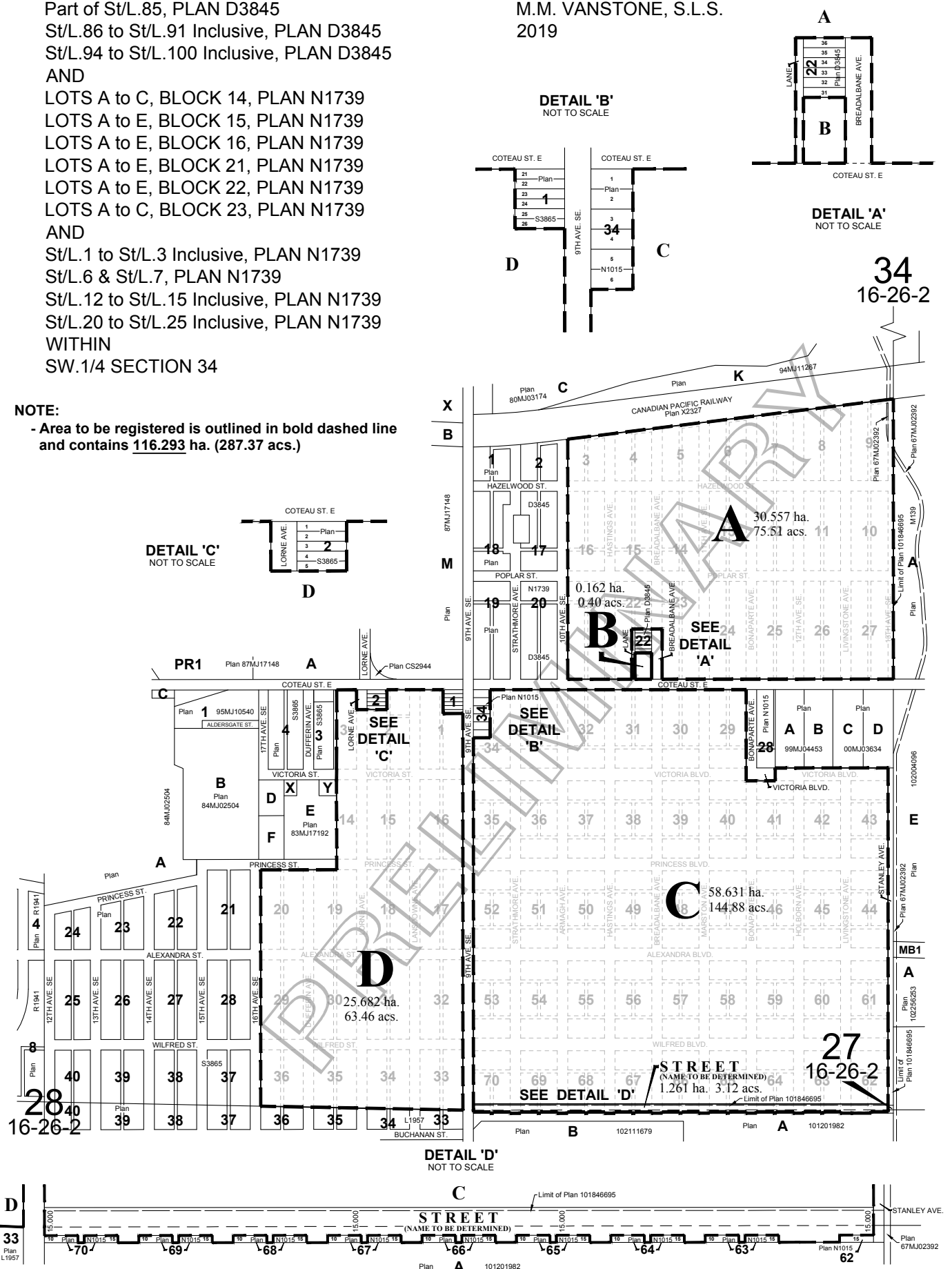
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 LOTS 1 to 19, BLOCK 33, PLAN N1015
 LOTS 7 to 19, BLOCK 34, PLAN N1015
 LOTS 1 to 18, BLOCK 35, PLAN N1015
 LOTS 1 to 18, BLOCK 36, PLAN N1015
 LOTS 1 to 18, BLOCK 37, PLAN N1015
 LOTS 1 to 18, BLOCK 38, PLAN N1015
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 LOTS 1 to 18, BLOCK 40, PLAN N1015
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 LOTS 1 to 10 & 16 to 19, BLOCK 62, PLAN N1015
 LOT 21, BLOCK 62, PLAN 101990909
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 St/L.35 to St/L.52 Inclusive, PLAN N1015
 St/L.55 to St/L.70 Inclusive, PLAN N1015
 St/L.73 to St/L.77 Inclusive, PLAN N1015
 St/L.80 to St/L.95 Inclusive, PLAN N1015
 St/L.96 to St/L.102 Inclusive, PLAN N1015
 St/L.105 to St/L.111 Inclusive, PLAN N1015
 St/L.113, PLAN 1015
 St/L.115 to St/L.150 Inclusive, PLAN N1015
 St/L.152 to St/L.157 Inclusive, PLAN N1015
 WITHIN
 NW.1/4 & SW.1/4 SECTION 27

LOTS 1 to 20, BLOCK 3, PLAN D3845
 LOTS 1 to 24, BLOCK 4, PLAN D3845
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 St/L.19 to St/L.30 Inclusive, PLAN D3845
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 St/L.55, PLAN D3845
 St/L.57 & St/L.58, PLAN D3845
 St/L.64, PLAN D3845
 St/L.66 to St/L.68 Inclusive, PLAN D3845
 St/L.70 to St/L.73 Inclusive, PLAN D3845
 St/L.76 to St/L.83 Inclusive, PLAN D3845
 Part of St/L.85, PLAN D3845
 St/L.86 to St/L.91 Inclusive, PLAN D3845
 St/L.94 to St/L.100 Inclusive, PLAN D3845
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 LOTS A to C, BLOCK 14, PLAN N1739
 LOTS A to E, BLOCK 15, PLAN N1739
 LOTS A to E, BLOCK 16, PLAN N1739
 LOTS A to E, BLOCK 21, PLAN N1739
 LOTS A to E, BLOCK 22, PLAN N1739
 LOTS A to C, BLOCK 23, PLAN N1739
 AND
 St/L.1 to St/L.3 Inclusive, PLAN N1739
 St/L.6 & St/L.7, PLAN N1739
 St/L.12 to St/L.15 Inclusive, PLAN N1739
 St/L.20 to St/L.25 Inclusive, PLAN N1739
 WITHIN
 SW.1/4 SECTION 34

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 LOTS 6 to 40, BLOCK 2, PLAN S3865
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 Part of St/L.19, PLAN S3865
 St/L.25 & St/L.26, PLAN S3865
 Part of St/L.27, PLAN S3865
 Part of St/L.31, PLAN S3865
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 St/L.49 to St/L.54 Inclusive, PLAN S3865
 St/L.65 to St/L.70 Inclusive, PLAN S3865
 St/L.83 to St/L.86 Inclusive, PLAN S3865
 St/L.91 to St/L.98 Inclusive, PLAN S3865
 St/L.107 to St/L.114 Inclusive, PLAN S3865
 WITHIN
 NE.1/4 SECTION 28

All in TWP.16 - RGE.26 - W.2Mer.
 MOOSE JAW, SASKATCHEWAN
 M.M. VANSTONE, S.L.S.
 2019

NOTE:
 - Area to be registered is outlined in bold dashed line and contains 116.293 ha. (287.37 acs.)



OWNER: CITY OF MOOSE JAW

COMMUNITY PLANNING

Dated at Regina in the Province of Saskatchewan this 9th day of August, 2019.

Saskatchewan Land Surveyor

Phone: 306-569-2020
 Fax: 306-569-2026
 Regina, SK
 www.2020geomatics.com

Drawn by: JBW Scale 1:10,000 Project No.: 12589 Preliminary Survey: N/A

PLAN OF PROPOSED SUBDIVISION
 OF PART OF
 NW.1/4, SW.1/4 & SE.1/4 SECTION 22
 NW.1/4 & SW.1/4 SECTION 23
 PARCEL B, PLAN 101340414
 & ALL OF
 PARCEL B, PLAN 101338219
 WITHIN SW.1/4 SECTION 23
 TWP.16 - RGE.26 - W.2Mer.
 MOOSE JAW, SASKATCHEWAN
 M.M. VANSTONE, S.L.S.
 2019

OWNER: CITY OF MOOSE JAW

COMMUNITY PLANNING

Drawn by: JBW Scale 1:10,000 Project No.: 12593
 Preliminary Survey: Aug.1, 2019

NOTE:
 - Measurements are in metres and decimals thereof.
 Measurements shown are approximate & may vary
 by up to 10m subject to final survey.
 - Area to be registered is outlined in bold dashed line
 and contains 157.558 ha. (389.33 acs.)

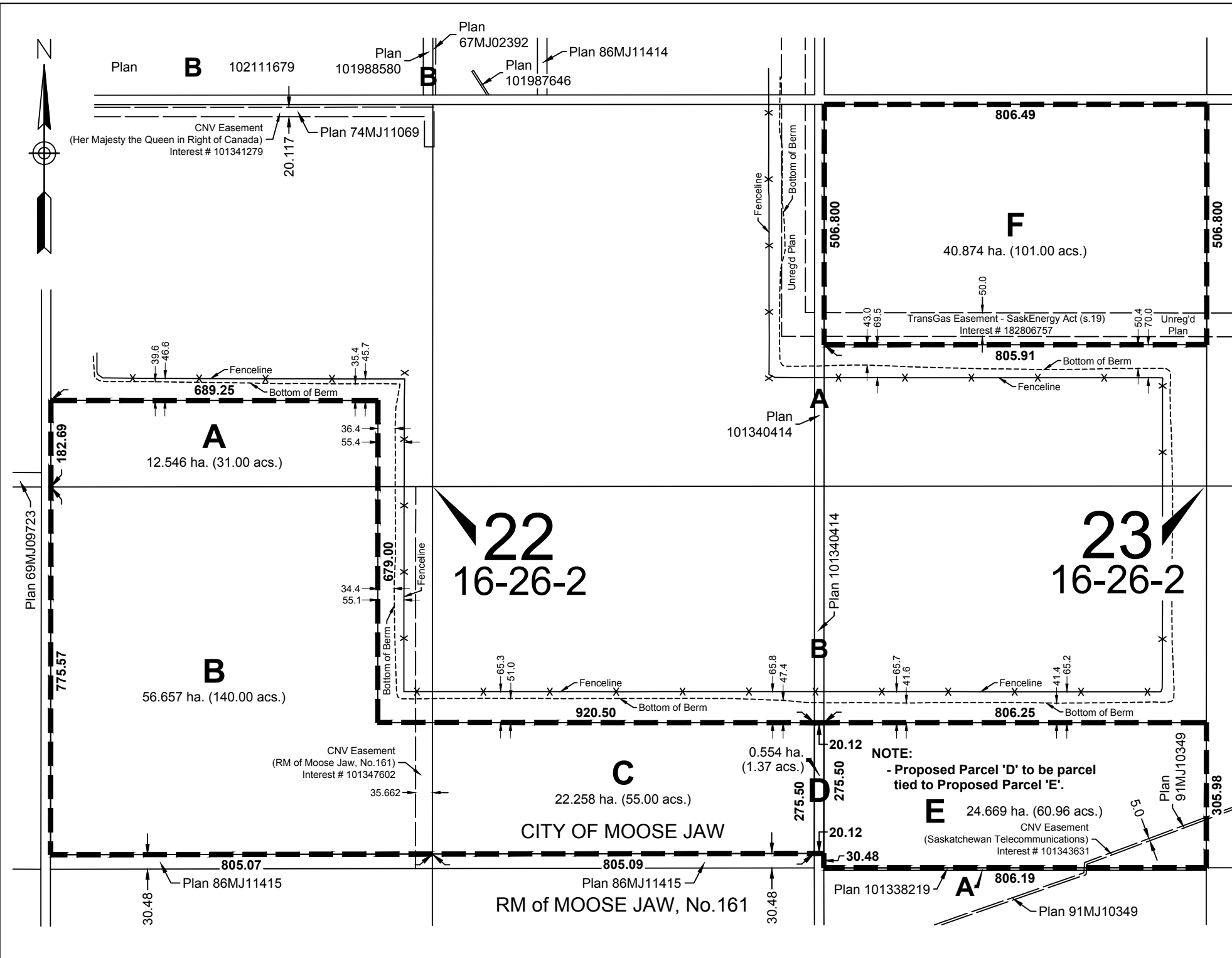
LEGEND:
 Fence line shown thus - - - - - x - - - - - x - - - - - x - - - - - x - - - - -

Dated at Regina in the Province of
 Saskatchewan this 8th day of August, 2019.

M.M. Vanstone
 Saskatchewan Land Surveyor



Phone: 306-569-2020
 Fax: 306-569-2026
 Regina, SK
 www.2020geomatics.com



PLAN SHOWING
PROPOSED ROAD
 WITHIN THE
N.1/2 & S.1/2 SEC.27-16-26-2
 CITY OF MOOSE JAW
 SASKATCHEWAN
 BY: J.H. McLEOD, S.L.S.
 SCALE 1:5000



Date: August 12, 2019

Saskatchewan Land Surveyor

Approval:



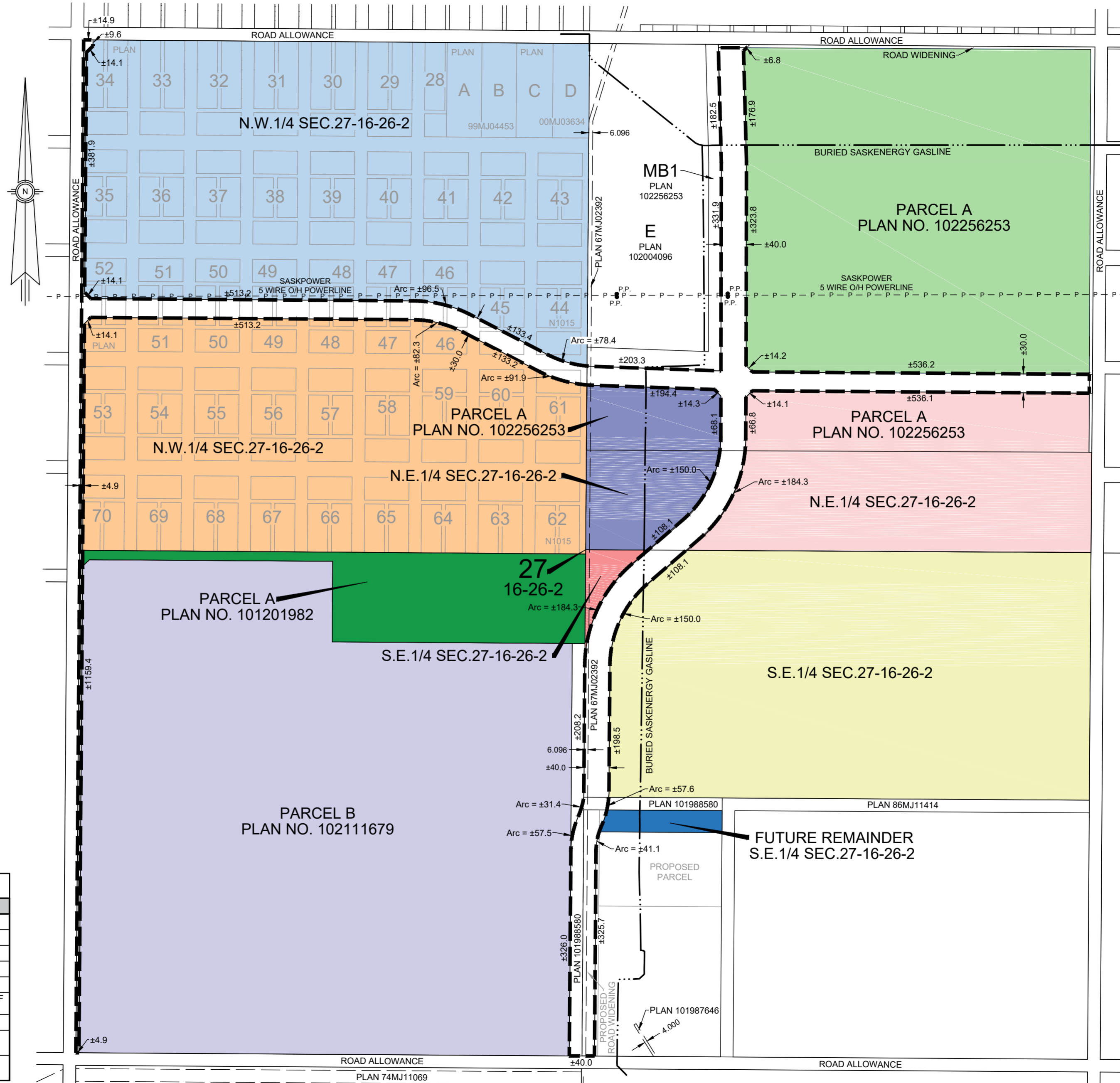
Note:

Portion to be approved is outlined in a bold dashed line
 Measurements are in metres and decimals thereof.
 Distances are approximate and may vary by 10 metres.

Job No.: 319-0914

DRN.: TAH

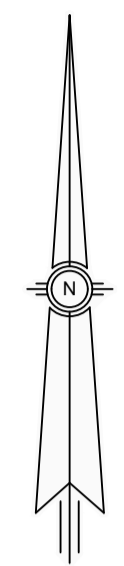
PROPOSED ROAD STATISTICS			
	ACRES	HECTARES	OWNER
PARCEL A, PLAN 102256253	12.00	4.857	CITY OF MOOSE JAW
N.W.1/4 SEC.27-16-26 W2M.	7.16	2.898	CITY OF MOOSE JAW
N.E.1/4 SEC.27-16-26 W2M. EXT.2	1.93	0.783	CITY OF MOOSE JAW
S.E.1/4 SEC.27-16-26 W2M. EXT.2	4.27	1.730	CITY OF MOOSE JAW
PARCEL B, PLAN 102111679	0.09	0.381	DONALD CRAIG LEWIS
PARCEL A, PLAN 101988580	0.20	0.080	HER MAJESTY THE QUEEN IN RIGHT OF SASKATCHEWAN
S.E.1/4 SEC.27-16-26 W2M. EXT.4	3.87	1.566	CITY OF MOOSE JAW
FUTURE REMAINDER OF S.E.1/4 SEC.27-16-26 W2M. EXT.5	0.05	0.022	CITY OF MOOSE JAW
PARCEL A, PLAN 101201982	0.04	0.020	JESSICA ELAINE SCOTT



AREAS

- 28.074 ha (69.37 ac.)
- 14.636 ha (36.17 ac.)
- 29.379 ha (72.60 ac.)
- 0.558 ha (1.38 ac.)
- 4.867 ha (12.03 ac.)
- 28.257 ha (69.82 ac.)
- 34.199 ha (84.51 ac.)
- 56.261 ha (139.02 ac.)
- 6.341 ha (15.67 ac.)
- 0.662 ha (1.64 ac.)

PLAN SHOWING
PROPOSED ROAD
 WITHIN THE
N.1/2 & S.W.1/4 SEC.27-16-26-2
 CITY OF MOOSE JAW
 SASKATCHEWAN
 BY: J.H. McLEOD, S.L.S.
 SCALE 1:5000



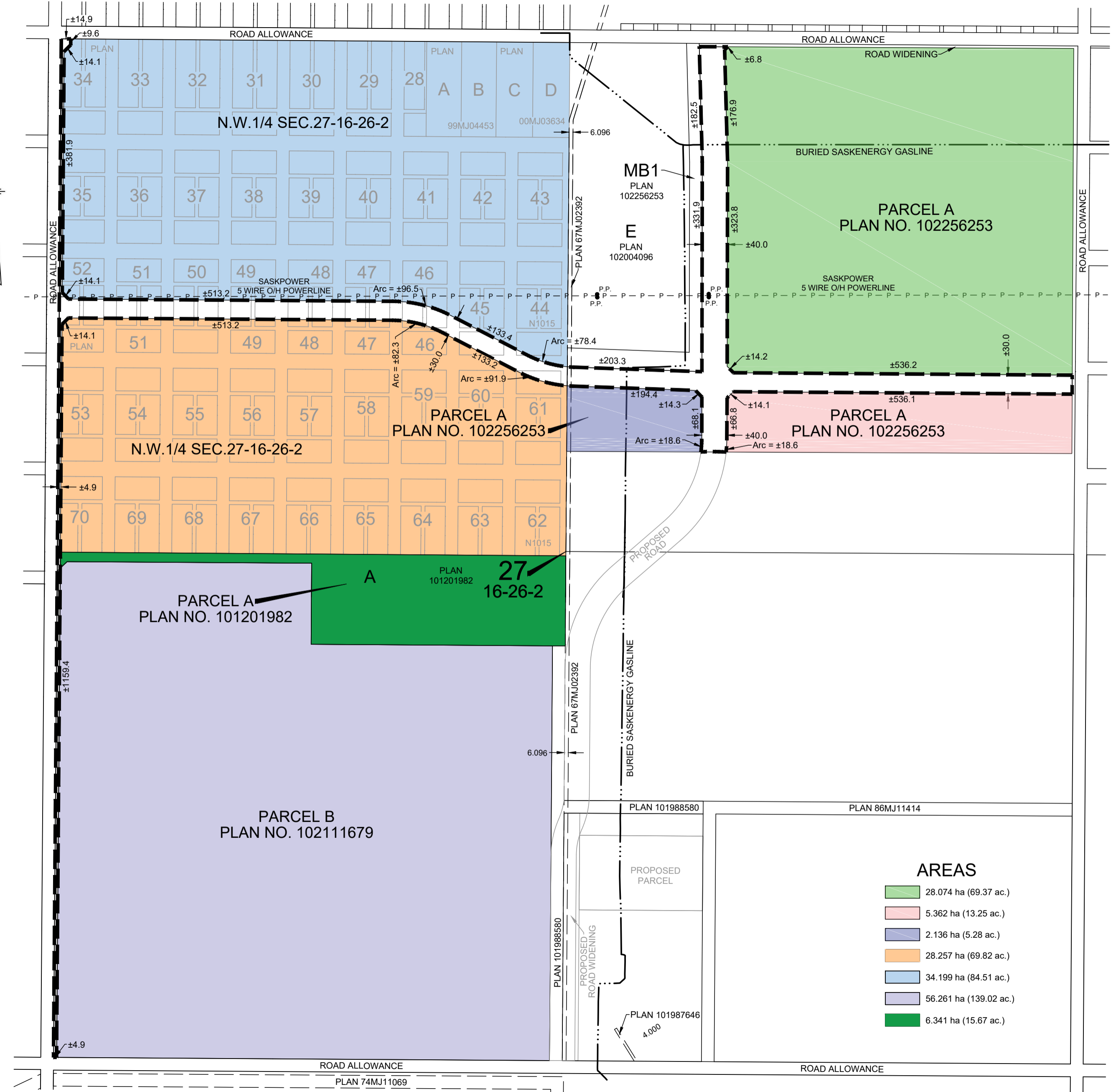
Date: August 13, 2019 Saskatchewan Land Surveyor

Approval:



Note:
 Portion to be approved is outlined in a bold dashed line
 Measurements are in metres and decimals thereof.
 Distances are approximate and may vary by 10 metres.

Job No.: 319-0914 DRN.: TAH



PROPOSED ROAD STATISTICS			
	ACRES	HECTARES	OWNER
PARCEL A, PLAN 102256253	12.00	4.857	CITY OF MOOSE JAW
N.W.1/4 SEC.27-16-26 W2M.	7.16	2.898	CITY OF MOOSE JAW
PARCEL B, PLAN 10211679	0.09	0.381	DONALD CRAIG LEWIS
PARCEL A, PLAN 101201982	0.04	0.020	JESSICA ELAINE SCOTT

AREAS	
	28.074 ha (69.37 ac.)
	5.362 ha (13.25 ac.)
	2.136 ha (5.28 ac.)
	28.257 ha (69.82 ac.)
	34.199 ha (84.51 ac.)
	56.261 ha (139.02 ac.)
	6.341 ha (15.67 ac.)



LEGEND

- INDUSTRIAL DEVELOPMENT
- RESIDENTIAL NEIGHBOURHOOD
- PROPOSED RAIL ROW
- PROPOSED ROAD ROW
- PUBLIC OPEN SPACE
- PLAN BOUNDARY
- FUTURE ROAD
- POTENTIAL ROAD
- POTENTIAL LOT LINE
- HIGHER VOLUME ROAD
- ROAD CONTINUATION
- LS** PROPOSED LIFT STATION
- R** PROPOSED WATER RESERVOIR
- PROPOSED UTILITY RIGHT-OF-WAY
- EXISTING RESIDENCE

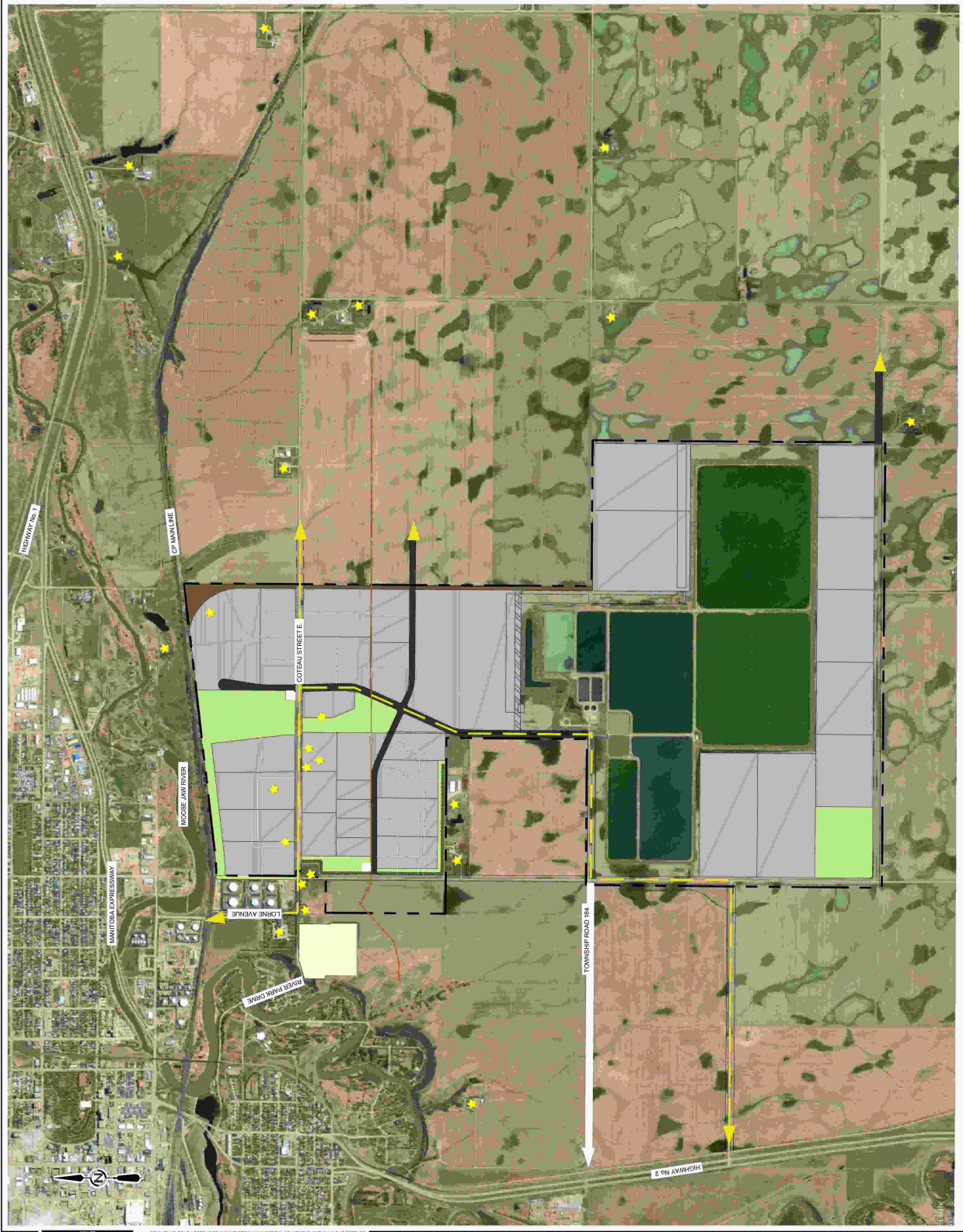
NOTE: INDUSTRIAL SITES ADJACENT TO EXISTING RESIDENTIAL DEVELOPMENT MAY BE SUBJECT TO ADDITIONAL DEVELOPMENT STANDARDS INTENDED TO PREVENT LAND USE CONFLICTS.

FIGURE 3

CITY OF MOOSE JAW

INFRASTRUCTURE
URBAN PLANNING
CONCEPT REVISION 4

AE PROJECT No.	20184152-00
SCALE	N.T.S.
APPROVED	B. DELAINEY
DATE	2019MAY02
REV	0
DESCRIPTION	ISSUED FOR REPORT

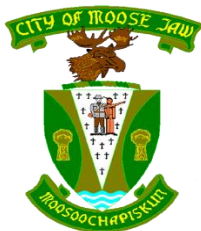


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 DWT PATH: \\s-06-07\proj\0218152-00\concept.dwg
 C:\Users\jshaw\appdata\local\temp\152-00-concept.dwg
 AT 107 25 mm A4/LET BOLT

**THE FOLLOWING IS A COPY OF THE REPORT
CONSIDERED BY THE
MUNICIPAL PLANNING COMMISSION**

PART 6

**Proposed Rezoning
Coteau Street East**



City of Moose Jaw

TITLE: Proposed Rezoning – Coteau Street East

TO: Municipal Planning Commission

FROM: Department of Planning and Development Services

DATE: August 14, 2019

PUBLIC: This is a public document

RECOMMENDATION

THAT the Municipal Planning Commission recommend to City Council that City Administration proceed with rezoning of approximately 64 acres as identified on the attached plan, from UH-Urban Holding to R1- Large Lot Low Density Residential.

TOPIC AND PURPOSE

The purpose of this report is to receive direction for the proposed rezoning of 64 acres. Completing the rezoning of this land is part of the City of Moose Jaw's agreement with Carpere Canada. These 64 acres are part of the total 780 acres which are part of the agreement.

BACKGROUND

On July 8, 2019, City Council approved the sale of 64 acres of City-owned land for residential development to Carpere Canada. Part of the conditions of sale is that the City rezone the lands prior to transfer.

DISCUSSION

The lands are currently zoned UH – Urban Holding, and are identified as Future Residential within the Official Community Plan. Normally a concept plan would be prepared and approved for a new development area, prior to rezoning and subdivision. In this case, the City's agreement with Carpere Canada requires that the land be rezoned prior to sale, and that a concept plan be completed, and Servicing Agreement executed prior to any development occurring. The area will also have to be subdivided prior to development. It is quite possible that the zoning of this land will change after the Concept Plan and Servicing Agreements are developed. The rezoning of this property to R1 – Residential will fulfil the terms of the Purchase Agreement.

Any further buffering or mitigation from the industrial area would be contemplated as part of the Concept Plan.

OPTIONS TO RECOMMENDATION

1. City Council may decide not to pursue the rezoning at this time, however this would mean the City would not be able to fulfil the commitments of the purchase agreement with Carpere Canada.

PUBLIC AND/OR STAKEHOLDER INVOLVEMENT

In accordance with the Public Notice requirements in the *Planning and Development Act, 2007*, and City practice, the Zoning Bylaw map amendment must be advertised for two consecutive weeks on the City website and Moose Jaw Express. In addition, notices will be sent to all property owners within 90 meters of the lands. Public comments will be collected by City Administration, or directly presented to Council at the Public Hearing.

OFFICIAL COMMUNITY PLAN

The Official Community Plan (OCP) provides the framework to guide the physical, economic, social, environmental and cultural development of the City. According to *The Planning and Development Act, 2007*, no development shall be carried out which is contrary to the Plan. The land is identified as future residential, on the future land use map. Relevant sections of the OCP are attached.

FINANCIAL IMPLICATIONS

Advertising costs will be paid by the City of Moose Jaw.

OTHER CONSIDERATIONS/IMPLICATIONS

All recommendations of the Municipal Planning Commission require approval of City Council.

There are no bylaw or policy, or privacy implications to this report.

PRESENTATION

VERBAL: X AUDIO/VISUAL: NONE:

ATTACHMENTS

1. Proposed rezoning map;
2. Future Land Use map; and
3. Excerpt from Official Community Plan.

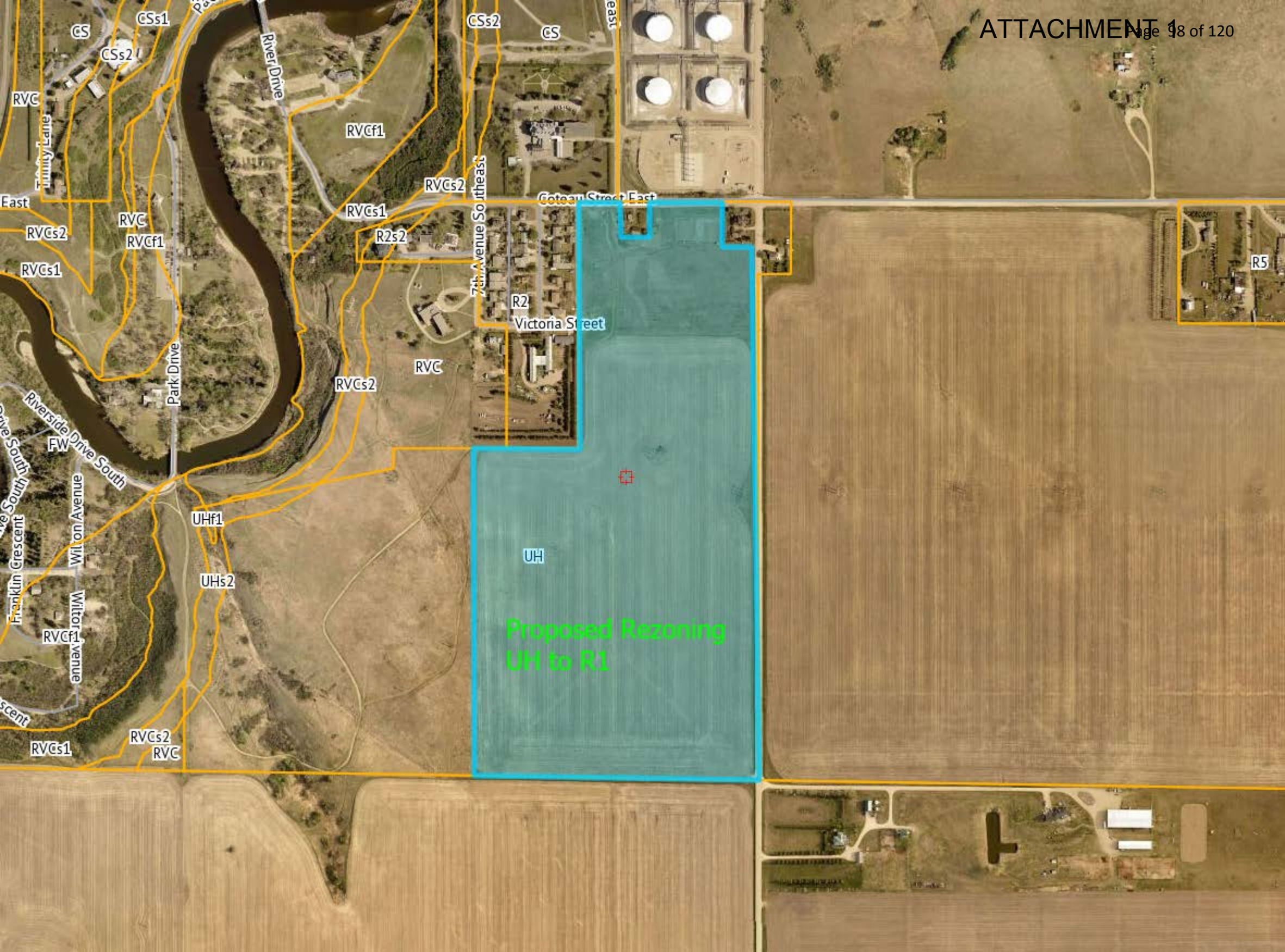
Respectfully Submitted By,

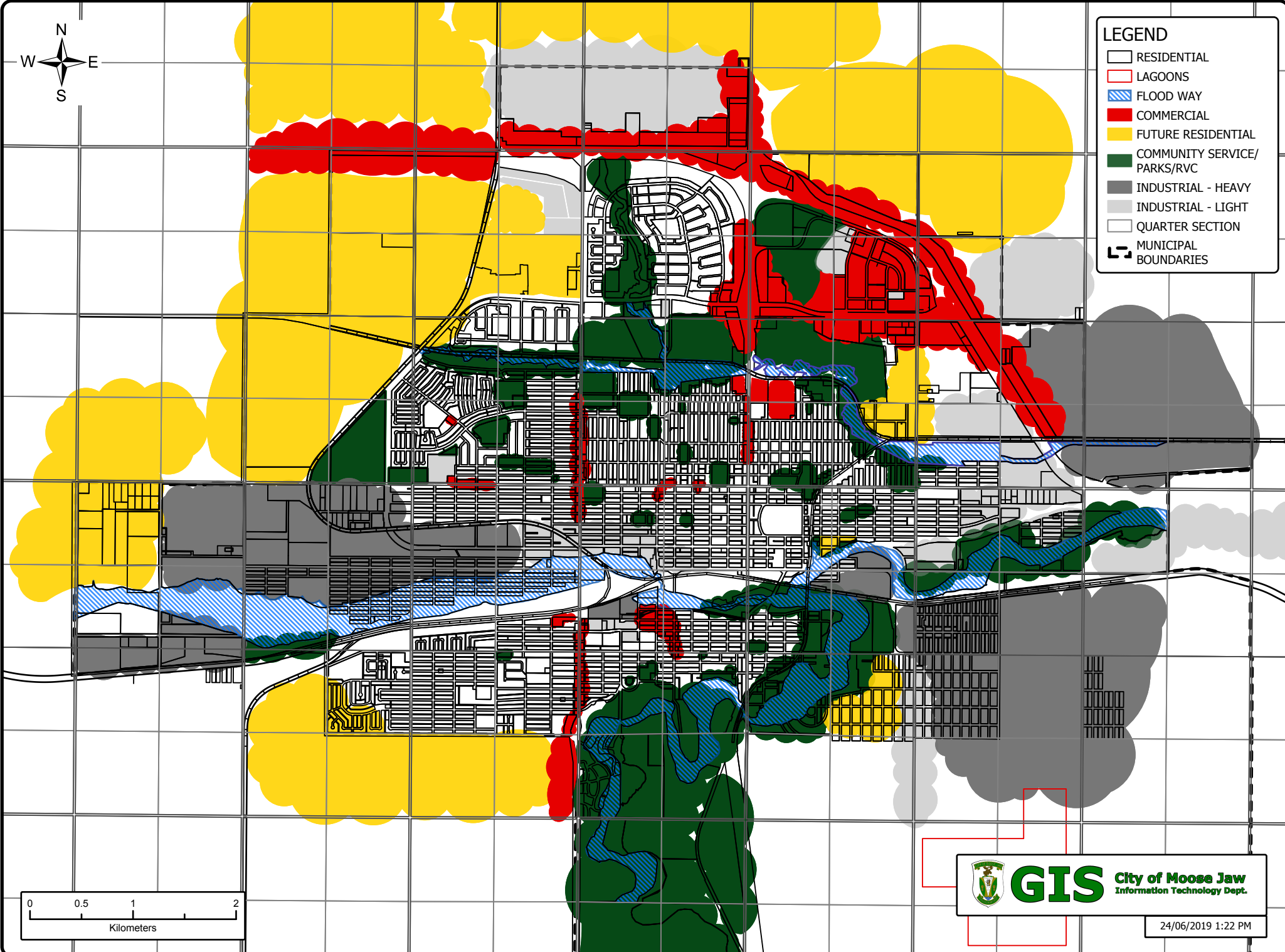
Eric Bjorge

Eric Bjorge
Assistant City Planner

Jim Dixon (on behalf of)

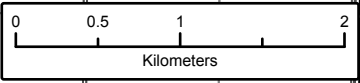
Michelle Sanson
Director of Planning & Development Services





LEGEND

- RESIDENTIAL
- LAGOONS
- FLOOD WAY
- COMMERCIAL
- FUTURE RESIDENTIAL
- COMMUNITY SERVICE/PARKS/RVC
- INDUSTRIAL - HEAVY
- INDUSTRIAL - LIGHT
- QUARTER SECTION
- MUNICIPAL BOUNDARIES



4.0 RESIDENTIAL LAND USE AND HOUSING

4.1 OBJECTIVES

- a) To develop new residential areas that offer a quality living environment, meeting the needs of a variety of household types and incomes, in an efficient and environmentally responsible manner.
- b) To encourage infill residential development within already built-up areas that:
 - i) helps to meet the housing needs of a diverse population; and
 - ii) makes efficient use of municipal and community infrastructure.
- c) To ensure that dwellings, accessory buildings and lots are constructed and maintained to acceptable standards.
- d) To facilitate economic development and foster entrepreneurship through home based businesses that are clearly secondary to the residential use of the property and compatible with the surrounding residential environment.

4.2 POLICIES

4.2.1 Neighbourhood Designation and Design

- a) Neighbourhoods shall be the most important level of residential cluster in the City and shall be used as the primary building block in the planning of new suburban areas and the maintenance (or possibly renewal) of existing mature subdivisions. Neighbourhoods will generally occupy 40 ha (100 acres) and contain a population of up to approximately 2000 people and shall be large enough to service and develop (or redevelop) efficiently and economically.
- b) There are now cases where an existing or proposed Neighbourhood meet the general 40 ha area “threshold” of Subsection (a) above, but cannot yet be economically serviced with both water and sewer services from the City, due to their smaller population. In such situations, the Zoning Bylaw may establish new Zoning Districts to allow limited City services for larger parcels. Current examples of such Districts are the existing R5 Residential Acreage Residential District and the proposed R7 City Fringe Residential District for land which has been recently annexed to the City.

To support the smaller population on the larger parcels required in

those Districts, Council may at their discretion, provide only limited services to such proposed Neighbourhoods provided that the:

- i) proposed or existing Neighbourhood is within City boundaries; and
 - ii) the servicing costs can either be reasonably borne by the City, or cost-shared between the City, the developer and/or the current residents as the case may be.
- c) Other suburban Neighbourhoods may be allowed to have a greater mix of housing types and densities as outlined in conformity with the following Policies for proposed new residential Neighbourhoods.
- i) A Concept Plan (as defined by Section 44 of the Act) shall be required for each new proposed residential Neighbourhood (or portion thereof) which either: exceeds 15 hectares in total; or which has more than 20% of the gross Neighbourhood area proposed for Group, Multiple Unit or Townhouse Dwellings (as defined by the Zoning Bylaw).
 - ii) Proposed Concept Plans shall first be reviewed in respect to their conformity to the Goals, Objectives and Policies of this OCP, including the Constraints Maps and the Future Land Use Map.
 - iii) Concept Plan information requirements shall include, but are not limited to the following specific items: solar orientation of lots for energy conservation; pedestrian access to schools, parks, public transit, or minor neighbourhood commercial uses; preservation / enhancement of natural features, such as drainage patterns; proposed needs and efficiencies for municipal servicing, etc. Such applications must also contain all the information required by the Zoning Bylaw and shall be processed as outlined in that Bylaw.
 - iv) Following receipt of the required report from the Development Officer regarding a proposed Concept Plan, the Municipal Planning Commission (MPC) and Council shall consider the suitability of that proposal for adoption as an amendment to the Future Land Use Map of this Official Community Plan.

- d) Council may also use the foregoing “Policies for new residential Neighbourhoods” to designate one or more existing Neighbourhoods of the City as a Special Study Area in order to prepare and adopt a comprehensive, detailed land use, servicing or renewal Study. The MPC and Council shall then consider if the Study should be adopted as an amendment to the text and be shown on the Future Land Use Map of this Plan.
- e) Subject to financial or administrative constraints that may exist from time to time, City Administration may also require that proponents of new, large-scale industrial or commercial developments must submit a Concept Plan and servicing study to the MPC and Council for consideration. The Goals of this Plan, and the Commercial or Industrial Objectives (as the case may be) will also apply in such cases.

4.2.2 Housing Supply, Types and Densities

- a) The City should maintain a minimum of 2 years to a maximum of 5 years supply of serviced residential land.
- b) Where possible in each neighbourhood, future residential subdivision and development will be required to provide a similar mix of housing types and styles which:
 - i) either reflects the City’s current population profile; or
 - ii) satisfies other specific Objectives and Policies of this Plan including, but not limited to, attracting young families to ensure a renewed workforce and suitable educational and employment opportunities in the City.
- c) Higher density housing will generally be allowed in each residential neighbourhood at locations which will not conflict with lower housing densities or non-residential uses. This higher density housing may be appropriate near major arterial roads, or as part of mixed-use commercial/residential areas. The Zoning Bylaw may contain the specific definitions, densities, and separation distances between each cluster of this type of density and development standards under which higher density housing can be approved.

- d) Medium density housing will be allowed in all residential neighbourhoods only at locations where they will not conflict with lower housing densities. The Zoning Bylaw may contain the specific definitions, densities, and separation distances between each cluster of this type of density and development standards under which medium density housing can be approved. Such densities, separation distances and standards may apply to both new suburban Neighbourhoods and to the types of large parcel, limited – service Neighbourhoods referred to in Section 4.2.1.
- e) Supportive housing will be allowed in all residential neighbourhoods. The Zoning Bylaw may contain the specific definitions, densities or guidelines for such housing on an area or City-wide basis, and separation distances and development standards under which supportive housing can be approved.
- f) Conversion of existing residential or non-residential buildings to condominiums will be allowed at Council’s discretion. All such conversions shall conform to the National Building Code. Proposed conversions of existing rental dwelling units to condominiums may be phased to ensure that the vacancy rate for rental accommodation does not cause undue hardship to existing or prospective tenants in the City.

4.2.3 Residential Infill Development

- a) The City shall encourage infill housing in neighbourhoods which are close to the downtown and in other areas of mature subdivisions for which a Study has been prepared as noted in Policy 4.2.1 (b) above.
- b) In each area being considered for redevelopment in an existing neighbourhood containing mature subdivisions, the density and character of the surrounding mature subdivisions shall be the primary considerations in determining the type of infill development, which may be allowed in a particular location. In addition to the above criteria, all infill development shall also be designed with regard to items such as solar orientation of lots for energy conservation, pedestrian access to schools, parks, public transit or minor neighbourhood uses, preservation / enhancement of natural features such as drainage patterns, efficiency of municipal servicing, etc.
- c) Infill housing must consider the needs of households from the full range of social and economic characteristics and make efficient use of municipal and community infrastructure.

d) Council may adopt incentive programs to encourage residential infill and redevelopment in selected areas of the City.

4.2.4 Building and Property Maintenance Standards

- a) The City's first priority with respect to all buildings, but especially for existing residences, is to promote and, where necessary, require the maintenance of safe, energy-efficient and acceptable quality buildings. This will include both buildings and property in both private and public sectors.
- b) The City may consider grants, loans or educational and advisory services as ways of supporting such standards as landscaping guidelines or regulations, demolition control, enforcement of property and building standards, or maintenance programs.
- c) The City will encourage the conservation and renewal of housing stock by promoting and, where appropriate, participating in federal or provincial programs that are available for residential owners.

4.2.5 Home Occupations

- a) Home occupations shall be allowed in all residential Zoning Districts provided they are clearly secondary to the residential use of the dwelling.
- b) The specific types of permitted or discretionary home occupations may be defined in the Zoning Bylaw, but all such uses shall only be allowed if they remain compatible with the surrounding residences and do not detract from the amenity of the surrounding residential area.
- c) The Zoning Bylaw shall contain development standards for home occupations including, but not limited to, standards for storage, sales, number of permitted on and off-site employees, parking, accessory building use, lot coverage, noise, odour, vibration, electrical interference and hours of operation.



City of Moose Jaw

COMMUNICATION# CC-2019-0153

TITLE: Bylaw No. 5596, City of Moose Jaw Pension Plan Bylaw Amendment, 2019 (1)

TO: City Council

FROM: City Clerk/Solicitor's Department

DATE: 14 August 2019

PUBLIC: PUBLIC DOCUMENT

RECOMMENDATION

THAT City Council give 1st, 2nd and 3rd readings to Bylaw No. 5596, City of Moose Jaw Pension Plan Bylaw Amendment, 2019 (1).

TOPIC AND PURPOSE

The purpose of the proposed Bylaw is to amend Bylaw No. 5365, City of Moose Jaw Pension Plan Bylaw (the "Pension Bylaw") to reflect changes made during the negotiation of Collective Bargaining Agreements and the transfer of DFFH employees to employees of Spectra Group.

BACKGROUND

As set out in the Collective Agreement between the Board of Police Commissioners of the City of Moose Jaw and Moose Jaw Police Association, the subject of pension costs is a proper subject for collective bargaining. The parties, negotiated, revised and ratified a Collective Agreement, which provides for the pension contribution level to be increased from 8.5% to 9%, effective January 1, 2019.

The recent arbitration award between the City of Moose Jaw and the Moose Jaw Firefighters' Association provides for the pension contribution level to be increased from 8% to 8.5%, effective April 26, 2019.

On August 15, 2018, the Downtown Facility and Field-House Board (DFFH) was dissolved at a special meeting of City Council. DFFH employees were and are currently members of the City of Moose Jaw's Pension Bylaw. Effective September 3, 2019 DFFH employees will become employees of Spectra Group, joining their employer pension plan.

BYLAW OR POLICY IMPLICATIONS

Once the Bylaw has received 3rd reading and comes into force, two (2) original copies of the Bylaw will be required for submission to CRA and Saskatchewan Justice in order to register the Plan amendment.

PRESENTATION

Administration representing the City Clerk/Solicitor's Department will be in attendance at the meeting to answer questions of City Council.

ATTACHMENTS

- i. Bylaw No. 5596, City of Moose Jaw Pension Plan Bylaw Amendment, 2019 (1).
- ii. Appendix "A" to Bylaw No. 5596:
Summary list of the amendments for the Pension Plan.
Amended sub-sections for the Pension Plan.

REPORT APPROVAL

Written by: Tracy Wittke, Assistant City Clerk
Approved by: Elaine Anderson, Acting City Clerk/Solicitor
Approved by: Jim Puffalt, City Manager
Approved by: Fraser Tolmie, Mayor

To be completed by the Clerk's Department only.

Presented to Regular Council or Executive Committee on _____.

No. _____ Resolution No. _____

BYLAW NO. 5596

CITY OF MOOSE JAW PENSION PLAN BYLAW AMENDMENT, 2019 (1)

THE MUNICIPAL CORPORATION OF THE CITY OF MOOSE JAW ENACTS AS FOLLOWS:

City of Moose Jaw Pension Bylaw is amended

1. Bylaw No. 5365, City of Moose Jaw Pension Bylaw is amended in the manner set forth in the attached Appendix "A" of this Bylaw.

Coming into force

2. This Bylaw comes into force and effect on the date of passage.

PASSED AND ENACTED ON THE DAY OF , 2019.

MAYOR

CITY CLERK

READ a first time the day of , 2019.

READ a second time the day of , 2019.

READ a third time the day of , 2019.

APPENDIX "A"

**THE CITY OF MOOSE JAW PENSION PLAN
MOOSE JAW POLICE ASSOCIATION**

**AMENDMENT NO. 7 SUMMARY
(January 2019)**

This amendment reflects the following change effective January 1, 2019, to comply with the negotiated changes to the 2017 – 2020 Collective Agreement between the City of Moose Jaw and the Moose Jaw Police Association.

1. **Section 3.00 CONTRIBUTIONS**

3.01 Member's Required Contributions

- (1) (a) Amend by replacing “8.5%” with “9%” for a Police Employee.

**THE CITY OF MOOSE JAW PENSION PLAN
MOOSE JAW POLICE ASSOCIATION**

3.00 CONTRIBUTIONS

3.01 Member's Required Contributions

Amend 7

- (1) (a) 9% of the Member's Remuneration for a Police Employee; or
- (b) 8% of the Member's Remuneration for a Firefighter Employee;
or
- (c) 7.5% of the Member's Remuneration for a Board of Police Commissioners CUPE Employee, a City Out-of-Scope Employee, a City CUPE Employee, a Transit Employee or a Board of the Moose Jaw Downtown and Soccer/Field-House Facilities Employee.

**THE CITY OF MOOSE JAW PENSION PLAN
MOOSE JAW FIREFIGHTERS' ASSOCIATION**

**AMENDMENT NO. 8 SUMMARY
(April 2019)**

This amendment reflects the following change effective April 26, 2019, to comply with the arbitrated changes to the 2015 – 2018 Collective Agreement between the City of Moose Jaw and the Moose Jaw Firefighters' Association.

1. **Section 3.00 CONTRIBUTIONS**

3.01 Member's Required Contributions

- (1) (b) Amend by replacing “8%” with “8.5%” for a Firefighter Employee.

**THE CITY OF MOOSE JAW PENSION PLAN
MOOSE JAW FIREFIGHTERS' ASSOCIATION**

3.00 CONTRIBUTIONS

3.01 Member's Required Contributions

- (1) (a) 9% of the Member's Remuneration for a Police Employee; or
- (b) 8.5% of the Member's Remuneration for a Firefighter Employee;
or
- (c) 7.5% of the Member's Remuneration for a Board of Police Commissioners CUPE Employee, a City Out-of-Scope Employee, a City CUPE Employee, a Transit Employee or a Board of the Moose Jaw Downtown and Soccer/Field-House Facilities Employee.

Amend 8

**THE CITY OF MOOSE JAW PENSION PLAN
BOARD OF POLICE COMMISSIONERS**

**AMENDMENT NO. 9 SUMMARY
(February 2018)**

This amendment reflects the following change effective February 2018 as per the recommendation adopted by the Board of Police Commissioners at their in-camera meeting held on February 13, 2018 (attached correspondence dated February 20, 2018).

1. **Section 1.00 DEFINITIONS**

1.01 Words and Terms

- (35) Amend by adding “Executive Administrator” and “Financial Administrator”.

**THE CITY OF MOOSE JAW PENSION PLAN
BOARD OF POLICE COMMISSIONERS**

1.00 DEFINITIONS

1.01 Words and Terms

Amend 9

- (35) “Police Employee” means an employee of the Board of Police Commissioners who is a member of the Police Association, including for the purposes of this Plan, the Chief of Police, the Executive Administrator, the Financial Administrator and other officers, but who is not a Board of Police Commissioners CUPE Employee.

**THE CITY OF MOOSE JAW PENSION PLAN
FIRE OUT-OF-SCOPE EMPLOYEES**

**AMENDMENT NO. 10 SUMMARY
(May 2019)**

This amendment reflects the following change as per agreement with the Moose Jaw Firefighters' Association to have the Office Manager position out-of-scope, as well as housekeeping on the other position title.

1. **Section 1.00 DEFINITIONS**

1.01 Words and Terms

- (12) Amend by updating “Fire Administrative Assistant, Public Education Co-ordinator” to “Fire Administrative Assistant/Public Education Officer” and by adding “Fire Office Manager”.

**THE CITY OF MOOSE JAW PENSION PLAN
FIRE OUT-OF-SCOPE EMPLOYEES**

1.00 DEFINITIONS

1.01 Words and Terms

Amend 10

(12) “City Out-of-Scope Employee” means an employee of the City including the Fire Chief, the Deputy Fire Chief, the Fire Administrative Assistant/Public Education Officer and the Fire Office Manager, who is not a Board of Police Commissioners CUPE Employee, a Board of Moose Jaw Downtown and Soccer/Field-House Facilities Employee, a Police Employee, a Transit Employee or a Firefighter Employee.

**THE CITY OF MOOSE JAW PENSION PLAN
MOOSE JAW DOWNTOWN AND SOCCER/FIELD-HOUSE FACILITIES
EMPLOYEES**

**AMENDMENT NO. 11 SUMMARY
(September 2019)**

This amendment reflects the following changes as per the decision to dissolve the Downtown and Soccer/Field-House Board and to remove employees of the Downtown and Soccer/Field-House Board as members of The City of Moose Jaw Pension Plan effective September 3, 2019.

1. The following Subsections shall be deleted in their entirety:

Section 1.00 DEFINITIONS

1.01 Words and Terms

(8); (9); (23).

Section 3.00 CONTRIBUTIONS

3.03 Employer Required Contributions

(3).

2. The following Subsections shall be amended by deleting reference(s) to the Downtown and Soccer/Field-House Board and/or its employees:

Section 1.00 DEFINITIONS

1.01 Words and Terms

(12); (17)(a) and (b); (18).

Section 3.00 CONTRIBUTIONS

3.01 Member's Required Contributions

(1)(c).

**THE CITY OF MOOSE JAW PENSION PLAN
MOOSE JAW DOWNTOWN AND SOCCER/FIELD-HOUSE FACILITIES
EMPLOYEES**

5.00 ABSENCE AND RE-EMPLOYMENT

5.01 Absence

(1).

12.00 PLAN MANAGEMENT AND ADMINISTRATION

12.01 Pension Administration Board

(2).

12.05 Payments to the Investment Agency

(2).

12.07 General Procedures and Provisions

(1).

13.00 GENERAL PROVISIONS

13.01 Free From Liability

(1).

13.02 Plan Non-Protective

(1)(a), (b) and (c).

14.00 AMENDMENT OR TERMINATION OF THE PLAN

14.01 Authority to Amend

(3).

**CITY OF MOOSE JAW
ANSWER TO ENQUIRY**

DATE: August 9, 2019 **File No. 400-3**
TO: City Council
FROM: Department of Planning and Development Services
SUBJECT: Answer to Enquiry #11 of 2019 – Update – 1511 Hastings Street

At the regular meeting of City Council held on July 22, 2019, Councillor Luhning submitted the following written enquiry:

“Can we please have a formal update on the status of this property for Council's benefit and the neighboring properties, as per emails received by City Council?”

City Administration is aware of concerns at the above noted property. The public release of information regarding the details and specifics of any property are governed by the provisions of *The Freedom of Information and Protection of Privacy Act*. The goal of Administration whenever concerns are raised is to work with property owners to achieve bylaw compliance.

APPROVAL

Written by: Michelle Sanson, Director of Planning and Development Services
Reviewed by: Tracy Wittke, Assistant City Clerk
Approved by: Jim Puffalt, City Manager