



CITY OF MOOSE JAW
CITY CLERK'S DEPARTMENT
QUARTER 3: JULY 1, 2019 – SEPTEMBER 30, 2019

Highlights:	Comments:
Board of Revision	The Board of Revision was granted an extension by the Ministry of Government Relations. They have until to October 15, 2019 to complete their decision writing.
Council Remuneration Panel	The Council Remuneration 3-member Committee met on September 4, 2019 to continue work on the Committee's recommendations to be presented to City Council at a future meeting.
City Clerk/Solicitor 2020 Budget	The City Clerk/Solicitor 2020 Operating Budget was completed and submitted to the Department of Financial Services. This submission will be considered during City Council 2020 Budget deliberations.
Basement Archive Record Management	The Basement Archive Record Management project is nearing completion. The scanning of documents will be completed by October 31, 2019. Metadata tags will be attached to these files, which will allow easier search methods. This work will be completed by December 2019.

Statistical Information:

Measurable Metrics	Current Quarter Reported	Year Total Reported	2018 Totals
Bylaws Executed	14	29	18
Agreements Executed	36	90	120
Freedom of Information Requests Received and Completed	7	15	22
Records Digitally Archived	2,840	5,140	1,100

Items of Interest:

- A review of the City's advisory boards, committees and commissions has commenced with recommendations presented to City Council for consideration.

RFP/Tenders

- There were no RFP/Tenders issued for the City Clerk/Solicitor's Department.



CITY OF MOOSE JAW
CITY MANAGER
QUARTER 3: JULY 1, 2019 – SEPTEMBER 30, 2019

Highlights:	Comments:
Long-Term Planning	<p>Continue to clear backlog of outstanding items from Council and the Strategic Directions Planning Committee.</p> <p>Provided update on long-term planning to Council and community.</p> <p>Communications Policy implemented.</p> <p>Budget process changes to Council. Policy implemented.</p> <p>Assisted with the Investment Committee.</p> <p>Planned Strategic Planning sessions.</p>
Economic Development	<p>Economic Development/Marketing Long Term Action Plan.</p> <p>Southeast Industrial Park.</p> <p>Meet bi-weekly with the Economic Development Internal super committee.</p> <p>Attended meetings with potential developers regarding a variety of economic development opportunities.</p> <p>Working on the Carpere Southeast Industrial Park agreement.</p> <p>Working on the SaskPower Power Plant project.</p> <p>Working on Canadian Tire project.</p> <p>Working on River Street project.</p> <p>Working on # company project.</p>
Leadership/Human Resources/Customer Service	<p>Career Coaching is in process. (two employees)</p> <p>Surveyed Accountability Workshop participants to define shared sense of purpose to enhance the culture of:</p> <ul style="list-style-type: none"> • Heightened level of accountability. • Heightened sense of urgency. • Heightened sense of service to community and each other. • Shared sense of purpose to be extended to next level of supervisor, then to front line staff. • Next steps: internal written service standards. <p>Continued culture shift and accountability required to manage the Safety program.</p> <p>Continued to build team.</p> <p>Inquiries: 98% response rate for acknowledgements of inquiry received within 48 hours. 90% response rate for answer to inquiry within 48 hours.</p>



**CITY OF MOOSE JAW
CITY MANAGER**

QUARTER 3: JULY 1, 2019 – SEPTEMBER 30, 2019

Mosaic Place	Transitioned to Spectra Venue Management. Worked with new General Manager to extend third party supplier agreements including craft beer initiative. Oversite of PBR/Washboard Union event. Profit of almost \$18,000. Presented The Offspring/Sum 41 concert to Council for approval. Other concerts forthcoming.
Budget/New Initiatives	Research and analyze electrical, plumbing, carpentry, and mechanical contractors. Second Construction crew/in-house Engineering. Research and analyze equipment reserve processes. Champion Ceridian Payroll/HR/Timekeeping to implementation phase. RFP for Enterprise Development Software closed. Request for Service software chosen and being implemented.

The City Manager approved the following expenditures between July 1 and September 30, 2019:

1. Approval for funding for Valuation of Contents - \$60,844.
2. Change order No. 13 – Additional Engineering Services – Details Design for Northeast Reservoir, High Service Reservoir and BPWTP Tie Ins Phase II – WW-16 Buffalo Pound to Moose Jaw Water Supply Transmission Line Project - \$21,800. Change order is 4.65% of the original contract value.
3. Change order – LD-3 Southeast Industrial Park Scope Change Approval 05 - \$49,800. (SaskPower)



CITY OF MOOSE JAW
CITY MANAGER
QUARTER 3: JULY 1, 2019 – SEPTEMBER 30, 2019

Safety Services Quarterly Activity Report
Incident Statistics

Incident Statistics					
	2019 This Quarter	2019 Year to Date	2018 This Quarter	2018 Year to Date	Comments
Injuries	22	56	28	98	Substantial decrease in overall injuries. Main cause this quarter was struck by / against.
Medical Aid	5	13	9	26	Causes include struck by/against, burn and overexertion.
Lost Time	0	3	2	10	No lost time this quarter.
Days Lost	0	11.5	7	77	No lost days this quarter.
Motor Vehicle Incidents	13	42	10	36	Main cause was inattention.
Property Damage	14	37	14	32	Main cause was inattention.
Dangerous Occurrence	3	10	7	15	Of the 3 incidents, none were reportable to the Division of OHS.
Work Refusal	0	0	0	2	No refusals this quarter.



**CITY OF MOOSE JAW
COMMUNICATIONS
QUARTER 3: JULY 1, 2019 - SEPTEMBER 30, 2019**

Highlights:	Comments:
Economic Developers Association of Canada Awards for Marketing the "Moose War"	EDAC recognized the City of Moose Jaw submission on the marketing impact of the Moose Jaw VS Norway "Moose War" with a "Best in Category" Award and we were named in the Top 3 out of all 50 submissions.
"First Rider Day" promotion with Holy Trinity and Prairie South School Divisions.	Coordinated promotion and City participation in the "First Rider" events (August 20 and 21), allowing young school children to get experience on riding a school bus before school started.
Communications Policy	Communications Policy Adopted by City Council

Other Notable Activities this Quarter:

- Continued Project Manager responsibilities with the Manager of Economic Development for City activities related to new branding. Acting as City liaison for Tourism Moose Jaw and MJ & District Chamber of Commerce and their efforts to lead branding of "Canada's Most Notorious City".
- Coordinated promotion of MJ Transit "Safe Rides" to and from the Saskatchewan Air Show with SGI and 15 Wing.
- Promotional materials generated for Household Hazardous Waste Day
- Advertising campaign for return to bi-weekly waste collection and "Free Yard Waste Weekend"

Statistical Information:

- Produced four episodes of the "Notorious Jawcast".

Tenders Issued:

- Issued RFP for City of Moose Jaw Website Design and Migration Services.
RFP Closed July 26.
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CITY OF MOOSE JAW
ENGINEERING DEPARTMENT
QUARTER 3: JULY 1, 2019 to SEPTEMBER 30, 2019

Highlights:	Comments:					
Water Main Breaks	Third Quarter			Year to Date		
	2018		2019	2018		2019
	21		35	68		93
Solid Waste	Recycling Diversion Third Quarter		Landfill Tonnage Received Third Quarter (2018 to 2019)			
	2018	2019	Total	Residential	Commercial	Private
	12.8%	12.4%	-3.3%	+9.3%	-9.0%	+1.3%
	Landfill tonnage received YTD is down 8.7% overall compared with 2018.					
TR-3 Intersection Upgrades	RGM Contracting commenced the traffic light upgrades at Caribou St. W. / 1 st Ave. NW and 9 th Ave. SW / Lillooet St. W. effective Sept. 30/19. The project was originally scheduled to start mid-September but was delayed by contractor.					
Construction was taking place on all six Cast Iron sites	4 of the 6 sites were completed in the 3 rd Quarter.					
Construction began on both sites for water lining work	Both sites were 85% complete at the end of the 3 rd Quarter.					
Construction continued on Phase III of the East Feeder Main	Work was 75% complete in the 3 rd Quarter.					
Buffalo Pound to Moose Jaw Water Supply Transmission Line	Project at 90% stage of detailed design and contract documents. Anticipate tendering and awarding construction contract in 4 th Quarter.					



CITY OF MOOSE JAW
ENGINEERING DEPARTMENT
QUARTER 3: JULY 1, 2019 to SEPTEMBER 30, 2019

Phase II – Pumps & Electrical Upgrades including Reservoir Tie-ins and Fluoridation System	Phase II will complete the renewal of the Water Supply Transmission Line Project from Buffalo Pound Water Treatment Plant to Moose Jaw's Northeast and High Service Reservoirs.
High Service Pumphouse Replacement Project – Detailed Design	<p>Project at 75% stage of detailed design and contract documents. Anticipate tendering and awarding construction contract in 4th Quarter.</p> <p>The new High Service Pumphouse will replace the old facility built in 1950's and will be designed to accommodate future demand.</p>

Statistical Information:

Citizen Issues Received	Number Received	Outstanding	Resolved	% Resolved
Solid Waste	563	0	563	100
Storm Sewer	61	1	60	100
Roadways	392	33	359	92
Back Lanes	77	3	74	96
Sidewalks	100	25	75	75
Water	271	8	263	97
Sewer	126	3	123	98
Other	298	21	277	93
Total	1888	94	1794	95

Sewer & Water:

	Million Imperial Gallons				
	July	August	September	2019 Q3 Total	2018 Q3 Total
Treated Water Pumped	126.79	122.02	85.57	334.38	394.04
Wastewater Treated	90.22	91.90	100.08	282.20	235.39



**CITY OF MOOSE JAW
ENGINEERING DEPARTMENT
QUARTER 3: JULY 1, 2019 to SEPTEMBER 30, 2019**

Sanitation:

	Tonnes of Refuse Collected				
	July	August	September	2019 Q3 Total	2018 Q3 Total
Commercial	2,242.08	1,990.00	1,806.92	6,039.00	6,636.39
Private	767.88	638.28	559.98	1,966.14	1,895.94
Residential	933.36	778.95	817.28	2,529.59	2,313.93
Total	3,943.32	3,407.23	3,184.18	10,534.73	10,846.26

Total Recycling Intake (Monthly in kgs):

Month	Total Kgs	Allowable	Bulk	Curbside
July	124,171	120,501	18,350	105,821
August	120,948	117,516	17,160	103,788
September	122,067	118,585	17,410	104,657
2019 Total	367,186	356,602	52,920	314,266
2018 Total	348,393	338,515	49,392	299,384

Transit:

Passengers – Cash and Tickets and Monthly Passes

Month	2018	2019	% Change
July	15,416	15,920	3.3
August	14,867	15,023	1.0
September	28,030	27,289	(2.6)
Total	58,313	58,232	(0.1)



**CITY OF MOOSE JAW
ENGINEERING DEPARTMENT
QUARTER 3: JULY 1, 2019 to SEPTEMBER 30, 2019**

Special Needs Transit

Passenger Trips			
Month	2018	2019	% Change
July	3,157	2,713	(14.1)
August	2,783	2,628	(5.6)
September	2,162	2,888	33.6
Total	8,102	8,229	1.6

Statistical Information:

- Approximately 12 km's of lane was paved.
- Approximately 1000 sq. m of road was rebuilt.

Tenders/RFP's Awarded:

Tender/RFP Name	Name of Awarded Bidder	Award \$ Amount
TR-1 Paved Roadways: Roadway Resurfacing	Cypress Paving (1976) Ltd.	670,304
S-1 Sanitary Sewers: Supply of Flow Monitoring Equipment	AGC Envirocan	91,207
S-1 Sanitary Sewers: 2019 Sanitary Sewer Lining	Insituform Technologies Limited	539,661
WW-9 East Feeder Main: Consulting	Associated Engineering	107,000
Supply and Delivery of Fill Dirt Tender	Dome Construction	77,000
Supply and Delivery of 3/4" Gravel Tender	Emshay Enterprises	(\$21.90/tonne) 109,500 Total
Excavation Repairs RFQ	Advanced Paving Solutions	50,000
Supply and Delivery of Litter Fences Tender	Wind and Sun Protection	67,260

Items of Interest:

- Eastbound section of the intersection at Manitoba St. E & 2nd Ave. NE was rebuilt.



CITY OF MOOSE JAW
FIRE DEPARTMENT
QUARTER 3: JULY 1, 2019 – SEPTEMBER 30, 2019

Highlights:	Comments:
15 Wing Airshow	Fire Department crews and administration participated in the staff capacity as part of the 2019 Saskatchewan Airshow.
First Responder Mental Health	2 members attended the official unveiling of the new Mental Health Initiative and Resources developed and made available from the partnership of WorkSafe Saskatchewan and The Saskatchewan First Responders Mental Health Committee.
CN Rail HazMat	Fire Department crews all worked with external stakeholder CN Rail representatives regarding Hazardous Material Incident response and procedures involving all aspects of the emergency response to rail situations.

Tenders/RFP's Awarded:

No Tenders/RFP's for this quarter.



**CITY OF MOOSE JAW
FIRE DEPARTMENT
QUARTER 3: JULY 1, 2019 – SEPTEMBER 30, 2019**

Statistical Information:

2019 INCIDENT TYPE	1st Quarter	2nd Quarter	3rd Quarter	4th Quarter	YTD Total
False Alarms	85	84	78		247
Fire (Structure, Vehicle, Grass, Rubbish, etc.)	23	50	26		99
First Responder EMS	15	22	12		49
Hazmat	25	38	54		117
Malfunctioning Equipment	6	16	54		76
MVC	26	30	22		78
Carbon Monoxide, Other	1	0	1		2
Overpressure Rupture	0	0	0		0
Rescue	6	4	3		13
Service Calls	4	6	7		17
Country Runs	N/A	N/A	13		13
TOTAL INCIDENTS	191	250	270	0	711

Country Run Break Down (added into the statistical information above):

2019 Country Runs	1st Quarter	2nd Quarter	3rd Quarter	4th Quarter
MVC's	N/A	N/A	4	
Vehicle Fires	N/A	N/A	2	
Structure Fires	N/A	N/A	1	
Grass Fires	N/A	N/A	6	
Crop Fires	N/A	N/A	0	
TOTAL COUNTRY RUNS	N/A	N/A	13	



CITY OF MOOSE JAW
FIRE DEPARTMENT
QUARTER 3: JULY 1, 2019 – SEPTEMBER 30, 2019

3 Year 3rd Quarter Comparison

INCIDENT TYPE	2017 3 rd Quarter	2018 3 rd Quarter	2019 3 rd Quarter
False Alarms	90	78	78
Fire (Structure, Vehicle, Grass, Rubbish, etc.)	57	43	35
First Responder EMS	18	22	12
Hazmat	37	43	54
Malfunctioning Equipment	6	8	54
MVC	26	36	26
Carbon Monoxide, Other	8	1	1
Overpressure Rupture	0	0	0
Rescue	4	3	3
Service Calls	4	7	7
TOTAL INCIDENTS	250	241	270



**CITY OF MOOSE JAW
FIRE DEPARTMENT
QUARTER 3: JULY 1, 2019 – SEPTEMBER 30, 2019**

Fire Loss Stats – 3rd Quarter Three Year Comparison

2017 FIRE LOSS INCIDENT TYPE	TOTAL VALUES	TOTAL LOSSES	TOTAL SAVED
City of Moose Jaw	\$27,439,050.00	\$683,725.00	\$26,755,325.00
Rural	\$552,770.00	\$405,270.00	\$147,500.00
Total	\$27,991,820.00	\$1,088,995.00	\$26,902,825.00

2018 FIRE LOSS INCIDENT TYPE	TOTAL VALUES	TOTAL LOSSES	TOTAL SAVED
City of Moose Jaw	\$20,493,400.00	\$249,150.00	\$20,244,250.00
Rural	\$2,030,000.00	\$24,000.00	\$2,006,000.00
Total	\$22,523,400.00	\$273,150.00	\$22,250,250.00

2019 FIRE LOSS INCIDENT TYPE	TOTAL VALUES	TOTAL LOSSES	TOTAL SAVED
City of Moose Jaw	\$15,857,650.00	\$402,875.00	\$15,454,775.00
Rural	\$546,000.00	\$41,000	\$505,000.00
Total	\$16,403,650.00	\$443,875.00	\$15,959,775.00



**CITY OF MOOSE JAW
FIRE DEPARTMENT
QUARTER 3: JULY 1, 2019 – SEPTEMBER 30, 2019**

2019 PUBLIC EDUCATION	1st Quarter	2nd Quarter	3rd Quarter	4th Quarter	YTD TOTAL
Fire Safety School Program Presentations	22	0	0		22
School Assembly/Pre-School/Daycare	3	2	2		7
Adult Fire Safety	0	0	2		2
Fire Stop Interviews	0	0	0		0
Babysitting Course Fire Safety	0	0	0		0
Public Relations Events	2	9	7		18
Distracted Driving Awareness	7	7	0		14
Station Tours	2	5	6		13
Special Group Fire Safety Presentations i.e. Girl Guides	1	0	1		2
Approximate number of people reached with safety education/public events	1,003	1,553	1,191	0	3,747
2019 INSPECTIONS	1st Quarter	2nd Quarter	3rd Quarter	4th Quarter	YTD TOTAL
Inspections/Consultations	168	114	189		471
In-Company Inspections	161	98	101		360
Licensed Home/Facility Inspections	20	17	19		56
Complaints	2	2	5		9
File Search	6	2	1		9
Fire Drills	10	19	20		49
Fire Investigations	3	0	2		5
Building Plan Reviews	5	12	10		27
Fire Extinguisher Training	0	7	5		12

The PEO was unable to attend any events or presentations after April 19th due to a medical issue.



**CITY OF MOOSE JAW
FIRE DEPARTMENT
QUARTER 3: JULY 1, 2019 – SEPTEMBER 30, 2019**

PUBLIC EDUCATION 3 YEAR COMPARISON	2017 3rd Quarter	2018 3rd Quarter	2019 3rd Quarter
Fire Safety School Program Presentations	0	0	0
School Assembly/Pre-School/Daycare	3	3	2
Adult Fire Safety	1	1	2
Fire Stop Interviews	0	0	0
Babysitting Course Fire Safety	0	0	0
Public Relations Events	7	8	7
Distracted Driving Awareness	0	0	0
Station Tours	11	6	6
Special Group Fire Safety Presentations i.e. Girl Guides	1	4	1
Approximate number of people reached with safety education/public events	2,581	4,669	1,191
INSPECTIONS 3 YEAR COMPARISON	2017 3rd Quarter	2018 3rd Quarter	2019 3rd Quarter
Inspections/Consultations	96	97	189
In-Company Inspections	87	129	101
Licensed Home/Facility Inspections	20	24	19
Complaints	3	2	5
File Search	6	3	1
Fire Drills	6	5	20
Fire Investigations	1	3	2
Building Plan Reviews	7	12	10
Fire Extinguisher Training	1	2	5



CITY OF MOOSE JAW
HUMAN RESOURCE SERVICES DEPARTMENT
QUARTER 3: JULY 1, 2019 – SEPTEMBER 30, 2019

Highlights:	Comments:
CUPE Local 9 Collective Bargaining	The parties exchanged proposals on August 20, 2019. HR had sought management input in separate bargaining prep discussions. The bargaining committee for the City is represented by Cory Oakes, Darrin Stephanson, Chasidy Guy and Al Bromley.
Ceridian Dayforce	Throughout the third quarter the HR implementation team focused on creating, testing and validating pay policies for all the individual collective agreements. Dayforce training was directed to out of scope supervisors on the onboarding platform as well as scheduling and timekeeping employees. Supervisors began self-directed training and practiced working on the system in a test environment. Daily meetings continued with the Ceridian representative.
Job Evaluation Framework	The out of scope component of the job evaluation framework is underway. The consultant met with the Strategic Leadership team to survey them about the weighting of the factor ratings. The consultant shall identify potential impacts of the proposed weighting changes. The CUPE job evaluation framework will be a topic at the bargaining table.

Items of Interest:

Employee Active Living Program

The City of Moose Jaw Employee Active Living Program was rolled out June 5, 2019.

Labour Relations

UNIFOR Labour Management Committee met August 8, 2019.

CUPE Union Management Committee met July 17 and September 18, 2019.

Management met regarding Fire Association bargaining prep on September 12 and 25, 2019.

Pension Board of Trustees

City of Moose Jaw Pension Board of Trustees met on September 24, 2019.



CITY OF MOOSE JAW
HUMAN RESOURCE SERVICES DEPARTMENT
QUARTER 3: JULY 1, 2019 – SEPTEMBER 30, 2019

Staffing and Recruitment

During the third quarter we assisted City departments in recruiting for several key positions. Formal offer letters were issued for: Legal Counsel, Term Legal Counsel, Term Skilled Labourer/Workshop, Parks Person 1/Arena Attendant, Clerk Steno Engineering, Bylaw Enforcement Officer, Meter Reader Term, Utilities Clerk Term and Crew Lead Transit.

Employee Appreciation

The RRRC hosted the annual Employee Appreciation BBQ on August 14, 2019. Approximately 175 City employees took part enjoying burgers and ice cream. Representatives from Sun Life were on hand to answer any questions concerning the group benefit and pension plans.



CITY OF MOOSE JAW
HUMAN RESOURCE SERVICES DEPARTMENT
QUARTER 3: JULY 1, 2019 – SEPTEMBER 30, 2019

DEPARTMENT	Total at 30-Sept-18	Additions & Transfers July - September 2019		Separations & Transfers July - September 2019		Total at 30-Sept-19
		Permanent	Temporary	Permanent	Temporary	
FIRE	49	0	0	0	0	51
POLICE	83	3	0	2	0	80
CITY CLERK/SOLICITOR	7	1	1	2	0	8
CITY MANAGER	5	0	0	0	1	3
PLANNING & DEVELOPMENT	10	1	0	1	0	11
HUMAN RESOURCE SERVICES	4	0	0	0	1	4
FINANCIAL SERVICES	30	1	0	1	3	25
INFORMATION TECHNOLOGY	10	0	0	0	0	10
ENGINEERING SERVICES	16	1	0	0	1	18
STREETS & ROADS/SANITATION	30	0	0	0	0	33
WATER & WASTEWATER	37	0	0	1	3	35
TRANSIT	20	0	0	0	1	22
WORKSHOP	6	0	0	0	0	7
WATER & WASTEWATER TREATMENT	10	0	0	1	0	8
PARKS & RECREATION	96	2	19	0	48	85
TOTALS	413	9	20	8	58	400



CITY OF MOOSE JAW
INFORMATION TECHNOLOGY DEPARTMENT
QUARTER 3: JULY 1, 2019 – SEPTEMBER 30, 2019

Highlights:	Comments:
Enterprise Resource Planning (ERP) Software RFP Released	The IT Department released an RFP for a new enterprise resource planning (ERP) software system. This system will handle core accounting, as well as modernize and make electronic many paper processes like purchasing, inventory, vehicle and building maintenance. A special report will be discussed at Executive Committee in Q4 2019 regarding next steps.
Request for Service App First Look	The IT Department is working on an electronic request for service (RFS) system. This system comes with a public facing smartphone app for residents to submit help tickets to the City. The first configuration of the app is complete and now the City will refine the look and feel of the app as well as setup the specific service requests and how they are routed. The system and app are expected to be ready by late Q4 2019.
Time Entry Computers	Seven new time entry computers were configured for the City Complex. These machines are specifically configured for staff to do online time entry. They will be deployed in Q4 2019.

Tenders and RFPs Awarded:

None



CITY OF MOOSE JAW
PARKS & RECREATION DEPARTMENT
QUARTER 3: JULY 1, 2019 – SEPTEMBER 30, 2019

Highlights:	Comments:
Summer Playground Program	Six Playground Programs occurred through City Parks with 8,082 participants.
Youth Activity Centres	Youth Activity Centres ran at Prince Arthur and Riverview Schools with a total of 773 participants between 13-17yrs of age.
Perfect Mind Recreation Software	PerfectMind Recreation Software online registration for all aquatic programs, Yara Centre Programs and Community Association Programs went live August 15, 2019.
Athletic Fields and Sportsgrounds	Scheduling and maintenance of Athletic Fields and Sportsgrounds occurred with Little League (393 participants), Minor Baseball (122 participants), Minor Girls Fastball (338 participants), Moose Jaw Soccer (229 participants), Minor Football (178 participants) and High School Soccer.
Agreements	New agreements were executed with Minor Football for MacDonald Athletic Fields and Moose Jaw Kinsmen Flying Fins for pool usage. The lease agreement with the Hamilton Flats Slo-Pitch League and the advertising agreement with the Moose Jaw Warriors were also renewed.
Summer Pool Program	Successful summer pool program with Canada Day Pool Party, Drowning Prevention week and a variety of Swim Lessons.
Yara Centre Day Camp	8 weeks of Summer Day Camps hosted at the Yara Centre with 25 participants per week.
Trails Survey	449 households completed the trails survey which focused on usage, enhancements and inclusion. Input will be incorporated into the Trails Master Plan.
New Boulevard Trees	A total of 53 new trees were given out to homeowners through the Trees for New Subdivisions and Boulevard Tree Replacement programs.
Beautification Awards	The 2019 Beautification Awards were awarded to 2 residential properties. (34 Berkshire Court and 2904 McCallum Street) Honourable mention was also provided to 3 residential properties. (1325 9 th Avenue SW, 1719 Coteau St W, and 910 2 nd Avenue NW)
Cemeteries	Approximately 200 sunken graves were filled in at the Rosedale Cemetery over the month of September.



CITY OF MOOSE JAW
PARKS & RECREATION DEPARTMENT
QUARTER 3: JULY 1, 2019 – SEPTEMBER 30, 2019

Statistical Information:

KINSMEN SPORTSPLEX POOL

GROUP	ATTENDANCE Q3	ATTENDANCE YTD	HOURS Q3	HOURS YTD
Flying Fins	0	9,296	60	512.75
Private Rentals	296	2,918	5	100
Rural/Private Schools	0	0	0	0
Prairie South Schools	360	3,342	24	137.75
Holy Trinity Schools	0	139	0	16.25
Learn to Swim	6,798	16,084	470	1278.50
Public Swimming	17,835	42,289	927	2,381
Free Swims	6,223	12,337	13	80.75
Adult Swim	254	1,189	37	125
Noon Adult	775	2,679	75	238.50
Free Teen Swims	82	824	7	45.50
In-service	30	89	3	12
TOTAL	32,653	91,186	1,621.00	4,928.00
2018 Totals	29,403	89,148	1,695.50	4,919.25
2017 Totals	26,693	84,596	1,565.75	4,800.25
2016 Totals	28,007	86,743	1,558.00	4,795.50



CITY OF MOOSE JAW
PARKS & RECREATION DEPARTMENT
QUARTER 3: JULY 1, 2019 – SEPTEMBER 30, 2019

PHYLLIS DEWAR OUTDOOR POOL

GROUP	ATTENDANCE Q3	ATTENDANCE YTD	HOURS Q3	HOURS YTD
Flying Fins	60	995	12	59
Private Rentals	0	0	0	0
Prairie South Schools	0	0	0	0
Holy Trinity Schools	0	0	0	0
Learn to Swim	458	935	74	111.50
Public Swimming	8,305	10,985	475	665.50
Noon Adult	872	1,105	70.50	93
Adult/Teen Swims	313	368	36	43
In-service	0	31	0	4
TOTAL	10,008	14,419	667.50	976
2018 Totals	9,951	15,476	556	872
2017 Totals	14,994	19,489	681.50	963
2016 Totals	10,841	14,932	575	837

AQUATIC MEMBERSHIPS

	Adult Q3	Adult YTD	Senior Q3	Senior YTD	Youth Q3	Youth YTD	Child Q3	Child YTD	Family Q3	Family YTD	TOTAL Q3	TOTAL YTD
1 Month	23	32	10	13	2	4	6	8	6	9	47	66
3 Month	4	12	2	6	1	1	2	2	0	2	9	24
12 Month	0	20	7	19	1	6	0	2	2	3	10	50
TOTAL	27	64	19	38	4	11	8	12	8	14	66	140
2018 Totals	6	42	0	0	3	13	3	8	1	6	13	69



CITY OF MOOSE JAW
PARKS & RECREATION DEPARTMENT
QUARTER 3: JULY 1, 2019 – SEPTEMBER 30, 2019

ARENA HOURS BOOKED

GROUP	BERT HUNT Q3	WALLY B Q3	KINSMEN Q3	ALL ARENAS Q3	ALL ARENAS YTD
Minor Hockey	0	0	31	31	1,001.75
Figure Skating	0	0	37.25	37.25	415.75
Speed Skating	0	0	0	0	90.25
Private Minors	0	0	0	0	12
Private Rentals	0	0	18.50	18.50	67.50
Public Skating	0	0	14	14	90
Free Skate	0	0	0	0	16
Drop in Shinny	0	0	2	2	24
Drop in Figure Skating	0	0	4	4	29
Sticks and Pucks	0	0	2	2	22
Prairie South School	0	0	0	0	28.75
Holy Trinity School	0	0	0	0	19
Rush Ice	0	0	24	24	106.50
Lacrosse	0	0	4	4	125
Inline Hockey	0	0	19.50	19.50	185
Inline Public Skating	0	0	7	7	7
Other	0	0	87.75	87.75	89.75
TOTAL	0	0	251	251	2,329.25
2018 Totals	0	0	158	158	2,456.25
2017 Totals	0	0	373	373	2,393.25
2016 Totals	0	0	359	359	2,486.00

RECREATION PASS MEMBERSHIPS

	Adult Q3	Adult YTD	Senior Q3	Senior YTD	Youth Q3	Youth YTD	Child Q3	Child YTD	Family Q3	Family YTD	TOTAL Q3	TOTAL YTD
1 Month	41	46	18	25	8	8	3	3	7	8	77	90
3 Month	31	37	17	27	4	7	3	3	1	3	56	77
12 Month	49	60	60	103	0	0	0	0	17	25	126	188
TOTAL	121	143	95	155	12	15	6	6	25	36	259	355



CITY OF MOOSE JAW
PARKS & RECREATION DEPARTMENT
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YARA CENTRE TURF

GROUP	ATTENDANCE Q3	ATTENDANCE YTD	HOURS Q3	HOURS YTD
Football	630	6,633	24.5	588.50
Soccer	310	7,445	44	601.50
Baseball	170	4,792	9.5	438
Misc. Groups	625	9,145	34	372
TOTAL	1735	28,015	112	2,000
2018 Totals	945	26,470	68.5	1,787.50

YARA CENTRE DROP-IN ATTENDANCE

DROP-IN	2019 Q3	2019 YTD	2018 Q3	2018 YTD
After School	149	461	45	312
Frisbee Friday League	0	115	0	101
Gym Drop In	143	502	53	195
55+ Fitness Programming	228	2,357	275	2,129
Toddler Turf Program	97	781	172	765
Turf Drop In	429	1,773	456	1,851
Family Turf Drop In	46	344	105	343
Track Adult	131	2,444	87	2,282
Track Child	2	26	5	21
Track Family	0	40	5	39
Track Senior	129	3,288	52	3,158
Track Student	0	87	7	79
Track Youth	22	39	7	17
Fitness Class Drop In-Non-Member	0	94	6	86
TOTAL	1,376	12,351	1,275	11,378



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YARA CENTRE MEMBERSHIPS

	Adult Q3	Adult YTD	Senior Q3	Senior YTD	Youth Q3	Youth YTD	Child Q3	Child YTD	Family Q3	Family YTD	TOTAL Q3	TOTAL YTD
1 Month	63	329	34	230	17	120	0	0	2	42	116	721
3 Month	15	39	22	52	5	22	0	0	2	5	44	118
6 Month	0	6	0	3	0	0	0	0	0	0	0	9
9 for 6	0	31	0	49	0	12	0	0	0	5	0	97
12 Month	32	60	35	49	1	5	0	0	3	9	71	123
TOTAL	110	465	91	383	23	159	0	0	7	61	231	1,068

CEMETERIES

	2019		2018		2017	
REGULAR BURIALS	Q3	YTD	Q3	YTD	Q3	YTD
Adult	9	38	6	24	12	41
Veteran	0	0	0	1	0	1
Child	1	2	0	0	0	0
Indigent	0	2	0	1	0	0
Disinterment	0	0	1	1	0	0
TOTAL	10	42	7	27	12	42
CREMATION BURIALS						
Adult	34	67	48	96	37	86
Veteran	3	5	2	2	3	4
Indigent	2	4	2	4	0	3
Columbarium	5	11	0	7	1	2
Child	0	1	1	1	0	1
Scattering	3	3	1	2	1	1
Disinterment	0	1	0	1	0	2
TOTAL	47	92	54	113	42	99



CITY OF MOOSE JAW
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REQUESTS FOR SERVICE

	2019		2018		2017	
	Q3	Year	Q3	Year	Q3	Year
Horticultural	73	110	50	80	6	22
Green Spaces	29	34	10	22	19	27
Pruning	146	214	84	150	73	213
TOTAL	248	358	144	252	98	262

Tenders/RFP's Awarded:

- R22 Refrigerant Phase Out Project- Consulting was awarded to McGinn Engineering Ltd. at a cost of \$45,817.50 plus taxes.



CITY OF MOOSE JAW
PLANNING & DEVELOPMENT SERVICES DEPARTMENT
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Highlights:	Comments:
SaskPower	Continue to work with SaskPower on preparation of a Servicing Agreement and execution of the Option Agreement to purchase the land towards the development of a Combined Cycle Natural Gas Plant.
SE Industrial Park/ Carpere Canada	Completed subdivision, consolidation and rezoning for requirements to close conditions on the agreement. Continue to work and prepare easements prior to closing.
City of Moose Jaw Flood Mapping	The City was chosen by the province through the Water Security Agency to receive updated flood mapping in 2020 at no charge to the City.
Moose Jaw Municipal Airport Authority (MJMAA)	Working to finalize the operating agreement with the City of Moose Jaw. Presented to Executive on Oct 15/19.
Amendments	Completed amendments to the Zoning Bylaw and Planning Fee Bylaw.
Former Union Hospital Site	Released RFP for sale and redevelopment. No submissions were received. Will re-release the RFP in early 2020.
Ministry of Highways	Participated in discussions with the Ministry of Highways regarding upcoming interchange study. Attended a consultation by the Ministry of Highways regarding the collection of Development Fees for the Ministry.
Ministry of Government Relations	Attended Planner's discussion in Davidson with planners from across the province led by the Ministry of Government Relations
Heritage	Continue to work with GIS division to update heritage property information on the City website
Russell Block Arches	Assessed responsibility and budget for City-owned arches at 436 Langdon Cres.
Pathway Master Plan	Continued work with Parks and Recreation Department –



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	GIS Inventory complete and public survey released.
Westheath Phase 5	Landscape Plan kickoff meeting and continue Detailed Engineering Design.
Policies	<p>Completion of draft of a Civic Addressing Policy to be presented to Executive on Oct 28/19.</p> <p>Completed public consultation for new Housing Incentives Policy and incorporated comments into a new draft to present to the Housing Advisory Committee upon completion of internal review.</p>
Canadian Tire Development	Agreement in final stages of being approved.
Taxi/Rideshare	Work to license all taxis and taxi businesses in the City of Moose Jaw.
Training	<p>Director and Planner 1 attended the Saskatchewan Professional Planners Conference in North Battleford.</p> <p>Assistant City Planner attended IAP2 Public Participation Training.</p> <p>Economic Development Manager attended the Economic Developers of Canada Conference in Edmonton.</p> <p>Building Officials attended Legislative Framework Training required every five years.</p>
Career Coaching	On-going work with Personal Development Plans.
Building Officials	65 Maple Street – has been demolished and backfilled.



CITY OF MOOSE JAW
PLANNING & DEVELOPMENT SERVICES DEPARTMENT
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Statistical Information:

Building Permit Values

3 rd Quarter	2019	2018	2017
Total Building Permit Values	\$6,502,368	\$4,664,452	\$13,074,553

Year-to-Date Building Permit Values

	Residential	Commercial & Industrial	Institutional	Value of Building Permits
YTD Jan 1 – Sept 30, 2019	\$10,983,900	\$5,499,223	\$729,700	\$17,212,823
YTD Jan 1 – Sept 30, 2018	\$7,327,140	\$1,548,000	\$802,032	\$9,677,172
YTD Jan 1 – Sept 30, 2017	\$16,791,294	\$14,849,952	\$3,535,517	\$35,176,763

Year-to-Date Total Building Permits

2019	2018
195	168

Building, Demolition, Sign and Moving Permits Issued

3 rd Quarter	2019	2018	2017
Accessory Buildings	18	18	25
Apartments/Condos	7	1	3
Demolition Permits	6	10	2
Government/Institutional	2	1	3
Industrial/Commercial	20	10	12
Residential	28	33	47
Total Building Permits	81	74	92
Moving Permits	3	5	2
Sign Permits	7	10	13
Occupancy Permits	5	6	10



CITY OF MOOSE JAW
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Building and Bylaw Enforcement Inspections

3rd Quarter	2019 (YTD)	2018 (YTD)	2017 (YTD)
Building Inspections			
Building Bylaw	8 (24)	16 (65)	22 (74)
Building Permits	181 (502)	161 (397)	208 (522)
Property Maintenance & Nuisance	16 (32)	20 (56)	8 (15)
Business License	2 (12)	5 (12)	3 (16)
Other	1 (3)	0 (0)	3 (5)
Subtotal	208 (573)	202 (532)	244 (632)
Bylaw Enforcement Inspections			
Animal Enforcement	5 (14)	7 (20)	3 (10)
Boulevard	62 (207)	68 (95)	109 (203)
Miscellaneous	6 (14)	11 (19)	4 (13)
Property Maintenance & Nuisance	5 (22)	6 (14)	8 (17)
Unightly/Untidy(PM&N)	159 (412)	200 (402)	216 (514)
Clean Sidewalks	0 (49)	0 (22)	0 (20)
Zoning	11 (26)	13 (25)	10 (26)
Other	11 (27)	4 (16)	10 (24)
Subtotal	259 (771)	309 (613)	360 (827)
Grand Total	467 (1,344)	511 (1,145)	604 (1,459)

Business Licenses

3rd Quarter	2019 (YTD)	2018 (YTD)	2017 (YTD)
New	57 (181)	66 (166)	45 (220)
Renewed	23 (1732)	15 (1718)	9 (1895)
Closed	8 (130)	8 (154)	5 (134)



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Business License Breakdown

2019	July	August	September	Q3 Total
New Category A	3	4	6	13
New Category B	5	1	4	10
New Category C	2	0	0	2
New Category E	1	0	0	1
New Category T	4	1	5	10
New Home Occupations	9	8	5	22
Closed Category A	1	3	0	4
Closed Category B	1	0	1	2
Closed Category C	1	0	0	1
Closed Category E	0	0	0	0
Closed Category T	0	0	0	0
Closed Home Occupations	1	2	0	3
Renewal Category A	3	1	2	6
Renewal Category B	2	2	5	9
Renewal Category C	3	1	0	4
Renewal Category E	0	0	0	0
Renewal Category T	1	1	2	4
Renewal Home Occupations	0	0	0	0

Category A – Annual Gross Revenue less than \$50,000

Category B – Annual Gross Revenue between \$50,000 and \$500,000

Category C – Annual Gross Revenue greater than \$500,000

Category E – Registered Non-Profit or Charity

Category T – Transient (business that does not own or lease property for the purpose of conducting business)

Tenders/RFPs

- None to report



CITY OF MOOSE JAW
PLANNING & DEVELOPMENT SERVICES DEPARTMENT
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Humane Society

CATS

3 rd Quarter	2019 (YTD)	2018 (YTD)	2017 (YTD)
BTS - Stray	107 (221)	94 (218)	145 (301)
BTS - Surrender	14 (83)	12 (70)	15 (42)
ACO - Stray	32 (61)	14 (41)	29 (67)
ACO - DOA	14 (48)	11 (30)	N/A (N/A)
APC	0 (0)	0 (0)	1 (8)
Totals	167 (413)	131 (359)	190 (418)

DOGS

3 rd Quarter	2019 (YTD)	2018 (YTD)	2017 (YTD)
BTS - Stray	37 (102)	49 (136)	37 (138)
BTS - Surrender	32 (84)	3 (30)	16 (33)
ACO - Stray	63 (149)	58 (133)	63 (196)
ACO- DOA	0 (0)	1 (2)	N/A (N/A)
APC	0 (0)	0 (0)	2 (10)
Totals	132 (335)	111 (301)	118 (377)

Legend

BTS - Brought to Shelter
 ACO - Animal Control Pickup
 DOA- Dead on Arrival
 APC - Animal Protection Call

Customer Service Log

3 rd Quarter
511 inquiries – 100% resolved