



CITY COUNCIL

Council Chambers, 2nd Floor, City Hall

Monday, March 12, 2018 at 5:30 p.m.

1. CALL TO ORDER

2. PUBLIC ACKNOWLEDGEMENTS

3. ADOPTION OF MINUTES

4. MOTION TO GO INTO THE COMMITTEE OF THE WHOLE

#14 – Report dated March 1, 2018 from the Department of Engineering Services, re: **City Engineering Department Quarterly Report.**

#15 – Report dated March 1, 2018 from the Department of Human Resource Services, re: **Collective Agreement Bargaining with UNIFOR, Local 101R, Lodge 204, Unit #4187.**

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

6. REPORTS OF THE STANDING COMMITTEES OF CITY COUNCIL

- a. Executive Committee – February 26, 2018
- b. Personnel Committee – February 26, 2018
- c. Budget Committee – February 13, 2018 (Tabled)
- d. Budget Committee – March 8, 2018 (to be circulated later)

7. MATTERS ARISING FROM REPORTS OF STANDING COMMITTEES

8. REPORTS OF OTHER COMMITTEES

9. GIVING NOTICE

10. MOTIONS

11. BYLAWS

Introduction of Bylaw:

Consideration of Bylaw:

Bylaw No. 5553 – Zoning Amendment Bylaw, 2018 (2) – 3rd Reading

12. ENQUIRIES

13. RESPONSE TO WRITTEN “ANSWERS TO ENQUIRIES”

14. PUBLIC FORUM

Executive Committee to follow.

The next regular meeting of City Council is scheduled for Monday, March 26, 2018.



MINUTES

REGULAR MEETING OF CITY COUNCIL

Monday, February 26, 2018, 5:30 p.m.
Council Chambers, City Hall

PRESENT: Mayor F. Tolmie
Councillor D. Mitchell
Councillor B. Swanson
Councillor C. Warren
Councillor C. Froese
Councillor D. Luhnig
Councillor S. McMann

CALL TO ORDER

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

PUBLIC ACKNOWLEDGEMENTS – Nil.

ADOPTION OF MINUTES OF THE LAST REGULAR MEETING

Re: Adoption of Regular City Council Meeting Minutes – February 12, 2018

038 Moved by Councillor Swanson, seconded by Councillor Warren
THAT the minutes of the regular meeting of City Council held on Monday,
February 12, 2018 be approved and adopted.

Carried.

MOTION TO GO INTO COMMITTEE OF THE WHOLE

039 Moved by Councillor Luhnig, seconded by Councillor Froese
THAT we now go into the Committee of the Whole under the Chairmanship
of Deputy Mayor McMann to deal with original communications, delegations
and petitions.

Carried.

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

Communication #10 – Buffalo Pound Water Treatment Corporation (Buffalo Pound) Election of Directors

Considered was a report (Communication #10) dated February 15, 2018 from the City Manager regarding the election of Directors to Buffalo Pound Water Treatment Corporation.

040 Moved by Councillor Mitchell
THAT the City Manager, as the City's proxy, be authorized to exercise the City's voting rights in Buffalo Pound at the upcoming membership meeting to elect the following individuals to the Board of Directors:

Grant Ring – 3 year term
David Richards – 3 year term

Carried.

Communication #11 – City Department Quarterly Reports

Considered was a report (Communication #11) dated February 13, 2018 from the City Manager regarding City Department Quarterly Reports.

041 Moved by Mayor Tolmie
THAT the City Department Quarterly Reports for the period October 1, 2017 to December 31, 2017 be received and filed.

Carried.

Communication #12 – Request to Address City Council regarding Garbage and Recyclables Collections

Considered was a letter (Communication #12) dated February 20, 2018 from Mr. Michel Labonte regarding City garbage and recyclables collection.

042 Moved by Councillor Mitchell
THAT Mr. Michel Labonte be allowed to address City Council regarding the collection of the City's garbage and recyclables.

Carried.

Mr. Michel Labonte, citizen, addressed City Council.

Councillor Swanson left the meeting at 6:06 p.m.

043 Moved by Mayor Tolmie
THAT the letter dated February 20th from Mr. Michel Labonte be received and filed.

Carried.

Councillor Swanson returned to the meeting at 6:08 p.m.

Communication #13 – Request to Address City Council regarding Murals Project Management Budget

Considered was a letter (Communication #13) dated February 20, 2018 from Ms. Elizabeth DuSomme regarding the Murals budget.

- 044 Moved by Councillor Mitchell
THAT Ms. Elizabeth DuSomme and other representatives from the Murals Project Management Committee be allowed to address City Council regarding the Murals Project Management budget.
Carried.

Ms. Elizabeth DuSomme, member of the Murals Project Management Committee, addressed City Council.

Ms. Norma Westgard, Chair of the Murals Project Management Committee, addressed City Council.

- 045 Moved by Councillor Mitchell
THAT the budget request for 2018 of \$12,900 be restored to the Parks and Recreation third party grant funding.
Carried.

- 046 Moved by Mayor Tolmie
THAT the letter dated February 20th from Ms. Elizabeth DuSomme be received and filed.
Carried.

ADOPTION OF THE REPORT OF THE COMMITTEE OF THE WHOLE

- 047 Moved by Councillor Mitchell, seconded by Councillor Luning
THAT the report of the Committee of the Whole be taken as read, received and adopted.
Carried.

REPORTS OF STANDING COMMITTEES OF CITY COUNCIL

Executive Committee – February 12, 2018

- 048 Moved by Councillor Luning, seconded by Councillor Froese
THAT the report of the Executive Committee meeting dated February 12, 2018 be taken as read.
Carried.

Personnel Committee – February 13, 2018

- 049 Moved by Councillor Luning, seconded by Councillor Warren
THAT the report of the Personnel Committee meeting dated February 13, 2018 be taken as read.
Carried.

Budget Committee – January 8, 2018

050 Moved by Councillor Warren, seconded by Councillor Froese
THAT the report of the Budget Committee meeting dated January 8, 2018 be
taken as read.
Carried.

Budget Committee – January 12, 2018

051 Moved by Councillor Froese, seconded by Councillor McMann
THAT the report of the Budget Committee meeting dated January 12, 2018
be taken as read.
Carried.

Budget Committee – January 13, 2018

052 Moved by Councillor Froese, seconded by Councillor McMann
THAT the report of the Budget Committee meeting dated January 13, 2018
be taken as read.
Carried.

Budget Committee – January 29, 2018

053 Moved by Councillor Froese, seconded by Councillor Warren
THAT the report of the Budget Committee meeting dated January 29, 2018
be taken as read.
Carried.

Budget Committee – February 13, 2018

054 Moved by Councillor Froese, seconded by Councillor Mitchell
THAT the report of the Budget Committee meeting dated February 13, 2018
be taken as read.
Carried.

MATTERS ARISING FROM REPORTS OF STANDING COMMITTEES

Executive Committee – February 12, 2018

055 Moved by Councillor Warren, seconded by Councillor McMann
THAT the report of the Executive Committee meeting dated February 12,
2018 be received and adopted.
Carried.

Personnel Committee – February 13, 2018

056 Moved by Councillor Luhnig, seconded by Councillor Froese
THAT the report of the Personnel Committee meeting dated February 13,
2018 be received and adopted.
Carried.

Budget Committee – January 8, 2018

057 Moved by Councillor Froese, seconded by Councillor Warren
THAT the report of the Budget Committee meeting dated January 8, 2018 be received and adopted.
Carried.

Budget Committee – January 12, 2018

058 Moved by Councillor Froese, seconded by Councillor McMann
THAT the report of the Budget Committee meeting dated January 12, 2018 be received and adopted.
Vote Delayed by Procedure.

Councillor Warren requested a second vote on the following motions from the January 12, 2018 Budget Committee meeting:

"THAT the Contractual Services Budget of the Human Resource Services Department be increased \$50,000.00 in 2018 to provide for funding for the development of a new job evaluation plan."
Defeated.

"THAT the Health Benefit Budget be increased \$53,000.00 in 2018 to provide for an employee active living program."
Defeated.

Councillor Swanson requested a second vote on the following motions from the January 12, 2018 Budget Committee meeting:

059 THAT the Meeting Management Software Funding in OS-9-IT Projects in the amount of \$80,000.00 be utilized for a project to catalogue and digitize historical records.
Carried.

THAT Capital Project LD-5 Growth and Sustainability Study in the amount of \$50,000.00 be approved in year 2018 of the 2018 to 2022 Capital Budget with the source of funding to be from Land Development Funds.
Defeated.

060 THAT the Planning and Development Salaries Budget be increased \$70,000.00 to provide for the hiring of an additional Planner position.
Carried.

- 061 THAT the Information Technology Salaries Budget be increased \$60,000.00 to provide for a GIS Technician position. Carried.

The balance of the minutes were received and adopted.

Budget Committee – January 13, 2018

- 062 Moved by Councillor Froese, seconded by Councillor Warren THAT the report of the Budget Committee meeting dated January 13, 2018 be received and adopted. Carried.

Budget Committee – January 29, 2018

- 063 Moved by Councillor Froese, seconded by Councillor Warren THAT the report of the Budget Committee meeting dated January 29, 2018 be received and adopted. Carried.

Budget Committee – February 13, 2018

Councillor Swanson requested a second vote on the following motion from the February 13, 2018 Budget Committee meeting:

“THAT the Waterworks Utility Rate Schedule be amended to reflect a 15% rate increase effective May 1st, 2018; and

THAT the Sanitary Sewer Utility Rate Schedule be amended to reflect a 6% rate increase effective May 1st, 2018; and further

THAT City Administration be directed to amend Bylaw No. 5152 The Sewer and Water Utility Bylaw.”

Defeated.

Moved by Councillor Mitchell, seconded by Councillor Warren THAT City Administration prepare budget shortfall options for a Water Utility rate maximum increase of 10% or less.

Defeated.

- 064 Moved by Councillor Warren, seconded by Councillor Mitchell THAT Administration provide City Council with a range of options to fund the waterworks utility and sanitary sewer utility with a combination of water rate increases, tax rate increases, reprioritize/defer non safety-sensitive capital projects and capital projects that may not be completed in 2018 that are currently in the budget. Carried.

Councillor Swanson requested a second vote on the following motion from the February 13, 2018 Budget Committee meeting:

THAT we reduce the 2018 expenditures as follows:

PR-47 Refurbishment of Kinsmen Change Rooms – reduce by \$70,000

TR-5 Municipal Airport Funding – reduce by \$30,000

PR-23 Elgin Park Surfacing – reduce by \$20,000

TR-3 Traffic Controls – reduce by \$108,000

SS-1 Storm Sewers – reduce by \$200,000

PR-11 Library and Museum – reduce by \$335,000

PR-56 Energy Management Program – reduce by \$80,100

Vote Delayed by Tabling Motion.

065 Moved by Councillor Warren, seconded by Councillor Mitchell
THAT the report of the Budget Committee meeting dated February 13, 2018 be tabled until Administration brings forward budget options.

Carried.

REPORTS OF OTHER COMMITTEES – Nil

GIVING NOTICE – Nil.

MOTIONS

066 Moved by Councillor Swanson, seconded by Councillor Warren
THAT the City of Moose Jaw develop unique water and sewer rates for large volume industrial users; and

THAT such rates be established as a percentage of regular water and sewer rates with sustainability of the respective utilities and competitiveness for economic development to be prime considerations.

Carried.

Appointment of Deputy Mayor

067 Moved by Councillor Luhnig, seconded by Councillor Froese
THAT Councillor Mitchell be appointed Deputy Mayor for the ensuing two (2) months effective March 1, 2018 to April 30, 2018 and/or until a successor is appointed.

Carried.

Appointment of Chairperson, Executive Committee

068 Moved by Councillor Warren, seconded by Councillor Froese
THAT Councillor Swanson be appointed Chairperson of the Executive Committee for the ensuing two (2) months effective March 1, 2018 to April 30, 2018, 2018 and/or until a successor is appointed.

Carried.

Appointment of Chairperson, Personnel Committee

069 Moved by Councillor Luhning, seconded by Councillor Froese
THAT Councillor Warren be appointed Chairperson of the Personnel
Committee for the ensuing two (2) months effective March 1, 2018 to April
30, 2018, 2018 and/or until a successor is appointed.

Carried.

Councillor Warren left the meeting at 8:37 p.m.

BYLAWS

Introduction of Bylaw:

#5552 – Zoning Amendment Bylaw, 2018 (1)

070 Moved by Councillor Froese, seconded by Councillor Luhning
THAT Deputy Mayor Councillor McMann be allowed to introduce **Bylaw No.
5552, ZONING AMENDMENT BYLAW, 2018 (1)**.

Carried.

070a Moved by Councillor Luhning, seconded by Councillor Froese
THAT Bylaw No. 5552 be now read a first time.

Carried.

070b Moved by Councillor Mitchell, seconded by Councillor Froese
THAT Bylaw No. 5552 be now read a second time.

Carried.

070c Moved by Councillor Mitchell, seconded by Councillor Swanson
THAT we now go into Committee of the Whole under the Chairmanship of
Deputy Mayor, Coun. McMann to consider Bylaw No. 5552.

Carried.

Councillor Warren returned to the meeting at 8:40 p.m.

070d Moved by Mayor Tolmie
THAT clause by clause consideration of the Bylaw be and is hereby
dispensed with and that the said Bylaw be approved in its entirety.

Carried.

Your Committee of the Whole to consider **Bylaw No. 5552, Zoning
Amendment Bylaw, 2018 (1)**, begs to report that the Bylaw passed this
Committee without amendment.

(Sgd). Coun. McMann
Chairperson

070e Moved by Councillor Swanson, seconded by Councillor Froese
THAT the report of the Committee of the Whole be received and adopted.

Carried.

070f Moved by Councillor Froese, seconded by Councillor Luning
THAT Bylaw No. 5552 be submitted for Third reading forthwith.

Carried Unanimously.

070g Moved by Councillor Luning, seconded by Councillor Warren
THAT Bylaw No. 5552 be now read a third time, adopted, signed by the
Mayor and City Clerk, dated and sealed.

Carried.

Introduction of Bylaw:

#5553 – Zoning Amendment Bylaw, 2018 (2)

071 Moved by Councillor Swanson, seconded by Councillor Mitchell
THAT Deputy Mayor Councillor McMann be allowed to introduce **Bylaw No.
5553, ZONING AMENDMENT BYLAW, 2018 (2)**.

Carried.

071a Moved by Councillor Mitchell, seconded by Councillor Froese
THAT Bylaw No. 5553 be now read a first time.

Carried.

071b Moved by Councillor Froese, seconded by Councillor Warren
THAT Bylaw No. 5553 be now read a second time.

Carried.

071c Moved by Councillor Warren, seconded by Councillor Luning
THAT we now go into Committee of the Whole under the Chairmanship of
Deputy Mayor, Coun. McMann to consider Bylaw No. 5553.

Carried.

071d Moved by Councillor Froese
THAT clause by clause consideration of the Bylaw be and is hereby
dispensed with and that the said Bylaw be approved in its entirety.

Carried.

Your Committee of the Whole to consider **Bylaw No. 5553, Zoning
Amendment Bylaw, 2018 (2)**, begs to report that the Bylaw passed this
Committee without amendment.

(Sgd). Coun. McMann
Chairperson

071e Moved by Councillor Luning, seconded by Councillor Swanson
THAT the report of the Committee of the Whole be received and adopted.

Carried.

Councillor Mitchell left the meeting at 8:44 p.m.

Moved by Councillor Swanson, seconded by Councillor Froese
THAT Bylaw No. 5553 be submitted for Third reading forthwith.

Carried But Not Unanimously.

Introduction of Bylaw:

#5554 – City of Moose Jaw Development Levy Bylaw, 2018

072 Moved by Councillor Froese, seconded by Councillor Luhnig
THAT Deputy Mayor Councillor McMann be allowed to introduce **Bylaw No. 5554, CITY OF MOOSE JAW DEVELOPMENT LEVY BYLAW, 2018.**

Carried.

Moved by Councillor McMann, seconded by Councillor Warren
THAT Bylaw No. 5554 be now read a first time.

Defeated.

Introduction of Bylaw:

#5555 – City Administration Bylaw Amendment, 2018 (1)

073 Moved by Councillor Warren, seconded by Councillor Froese
THAT Deputy Mayor Councillor McMann be allowed to introduce **Bylaw No. 5555, CITY ADMINISTRATION BYLAW AMENDMENT, 2018 (1).**

Carried.

073a Moved by Councillor Froese, seconded by Councillor Warren
THAT Bylaw No. 5555 be now read a first time.

Carried.

073b Moved by Councillor Warren, seconded by Councillor Froese
THAT Bylaw No. 5555 be now read a second time.

Carried.

073c Moved by Councillor Froese, seconded by Councillor Swanson
THAT we now go into Committee of the Whole under the Chairmanship of Deputy Mayor, Coun. McMann to consider Bylaw No. 5555.

Carried.

073d Moved by Councillor Luhnig
THAT clause by clause consideration of the Bylaw be and is hereby dispensed with and that the said Bylaw be approved in its entirety.

Carried.

Your Committee of the Whole to consider Bylaw No. 5555, **City Administration Bylaw Amendment, 2018 (1)** begs to report that the Bylaw passed this Committee without amendment.

(Sgd). Coun. McMann
Chairperson

073e Moved by Councillor Swanson, seconded by Councillor Froese
THAT the report of the Committee of the Whole be received and adopted.
Carried.

073f Moved by Councillor Froese, seconded by Councillor Luhnig
THAT Bylaw No. 5555 be submitted for Third reading forthwith.
Carried Unanimously.

073g Moved by Councillor Luhnig, seconded by Councillor Warren
THAT Bylaw No. 5555 be now read a third time, adopted, signed by the
Mayor and City Clerk, dated and sealed.
Carried.

ENQUIRIES – Nil.

Councillor Luhnig left the meeting at 8:49 p.m.
Councillor Luhnig returned to the meeting at 8:50 p.m.

RESPONSES TO WRITTEN "ANSWERS TO ENQUIRIES"

Councillor Swanson acknowledged the Clarification of Answer to Enquiry #23
of 2017 Municipal Airport Revenues and Expenditures.

PUBLIC FORUM

Ms. Stacey Houghton addressed members of City Council regarding Death
and Drowning Prevention at the Kinsmen Pool.
Ms. Stacey Houghton addressed members of City Council regarding Drinking
Water Health and Safety.

The meeting adjourned at 8:58 p.m.

MAYOR

ACTING CITY CLERK



City of Moose Jaw

COMMUNICATION #14

TITLE: City Engineering Department Quarterly Report

TO: City Council

FROM: Engineering Department

DATE: March 1, 2018

PUBLIC: Public Document

IN-CAMERA: Not applicable to this Report.

RECOMMENDATION

THAT the City Engineering Department Quarterly Report for the period of October 1, 2017 to December 31, 2017 be received and filed.

JUSTIFICATION FOR IN-CAMERA - Not applicable to this report.

TOPIC AND PURPOSE

The purpose of this report is to provide City Council with information respecting activities of the City Engineering Department for the period of October 1, 2017 to December 31, 2017.

BACKGROUND

Department reports are forwarded to City Council on a quarterly basis.

DISCUSSION - Not applicable to this report.

OPTIONS TO RECOMMENDATION - Not applicable to this report.

PUBLIC AND/OR STAKEHOLDER INVOLVEMENT - Not applicable to this report.

COMMUNICATION PLAN - Not applicable to this report.

STRATEGIC PLAN – Within “OTHER CONSIDERATIONS/IMPLICATIONS”

OFFICIAL COMMUNITY PLAN - Within “OTHER CONSIDERATIONS/IMPLICATIONS”

BYLAW OR POLICY IMPLICATIONS - Within “OTHER CONSIDERATIONS/IMPLICATIONS”

FINANCIAL IMPLICATIONS - Within “OTHER CONSIDERATIONS/IMPLICATIONS”

PRIVACY IMPLICATIONS - Within “OTHER CONSIDERATIONS/IMPLICATIONS”

OTHER CONSIDERATIONS/IMPLICATIONS

There are no strategic plan implications, official community plan implications, bylaw or policy implications, financial implications or privacy implications for this report.

PUBLIC NOTICE

Public Notice pursuant to the Public Notice Policy as incorporated into the City Administration Bylaw No.5175 of 2016 is not required.

PRESENTATION

VERBAL: AUDIO/VISUAL: NONE: X

ATTACHMENTS

- i. Engineering Department Quarterly Report.

Respectfully Submitted By,

Josh Mickleborough

Josh Mickleborough, Director of Engineering Services

/sh

APPROVAL OF REPORT RECEIVED

COMMENTS RECEIVED

Myron Gulka-Tiechko

Myron Gulka- Tiechko, Acting City Manager

Fraser Tolmie

Fraser Tolmie, Mayor

To be completed by the Clerk's Department only.

Presented to Regular Council or Executive Committee on _____

No. _____ Resolution No. _____



City of Moose Jaw
Engineering Department Quarterly Activity Report

For Period October 1 to December 31, 2017

| Highlights: | Comments: |
|-------------------|--|
| Water Main Breaks | <ul style="list-style-type: none">• Thirty (30) water main breaks in the Fourth Quarter of 2017 compared to thirty-one (31) in the Fourth Quarter of 2016. One hundred sixteen (116) in 2017 compared to eighty-five (85) in 2016. |
| Waterline | <ul style="list-style-type: none">• Completed low pressure waterline tie-in on Hall St. W. |
| Sanitation | <ul style="list-style-type: none">• Bi-weekly waste collection was implemented on October 1, 2017. |
| Transit | <ul style="list-style-type: none">• The Transit Manager, Mark Sture, retired this Quarter. |

Accomplished this Quarter:

Statistical Information:

CAPITAL PROJECTS: (Reports attached)



City of Moose Jaw Engineering Department Quarterly Activity Report

WATER AND WASTEWATER:

Water Quality - Reservoir Chlorine and Turbidity

| | South Hill | | | Northeast | | | High Service | | | |
|-----|-----------------|------------------|------------------|-----------------|------------------|------------------|-----------------|------------------|------------------|--|
| | Free CL mg/L | Total CL mg/L | Turbidity NTU | Free CL mg/L | Total CL mg/L | Turbidity NTU | Free CL mg/L | Total CL mg/L | Turbidity NTU | # samples not meeting requirements |
| Min | 1.03 | 1.34 | 0.12 | 0.88 | 1.16 | 0.11 | 1.19 | 1.27 | 0.04 | 0 |
| Avg | 1.49 | 1.83 | 0.28 | 1.20 | 1.51 | 0.21 | 1.50 | 1.78 | 0.20 | 0 |
| Max | 1.77 | 2.13 | 0.89 | 1.55 | 1.93 | 0.51 | 1.98 | 2.20 | 0.51 | 0 |

Water Quality - Bacteriological

| Parameter | Limit | # of Samples | # of Samples Exceeding Limit |
|----------------------|-----------------|--------------|------------------------------|
| Total Coliforms | 0 per 100 ml | 133 | 0 |
| Background Organisms | <200 per 100 ml | 133 | 0 |
| E. Coli | 0 per 100 ml | 133 | 0 |

Water Quality - Disinfection By-products

| Date | Site 1 THM PPB | Site 2 THM PPB | Site 2 HAA5 PPB |
|------------|-------------------|-------------------|--------------------|
| Jan 16-17 | 97.0 | 107.0 | 68.9 |
| June 5-17 | 5.0 | 6.4 | 5.0 |
| July 20-17 | 43.0 | 54.0 | 17.0 |
| Nov 7-17 | 52.0 | 56.0 | 16.0 |



City of Moose Jaw Engineering Department Quarterly Activity Report

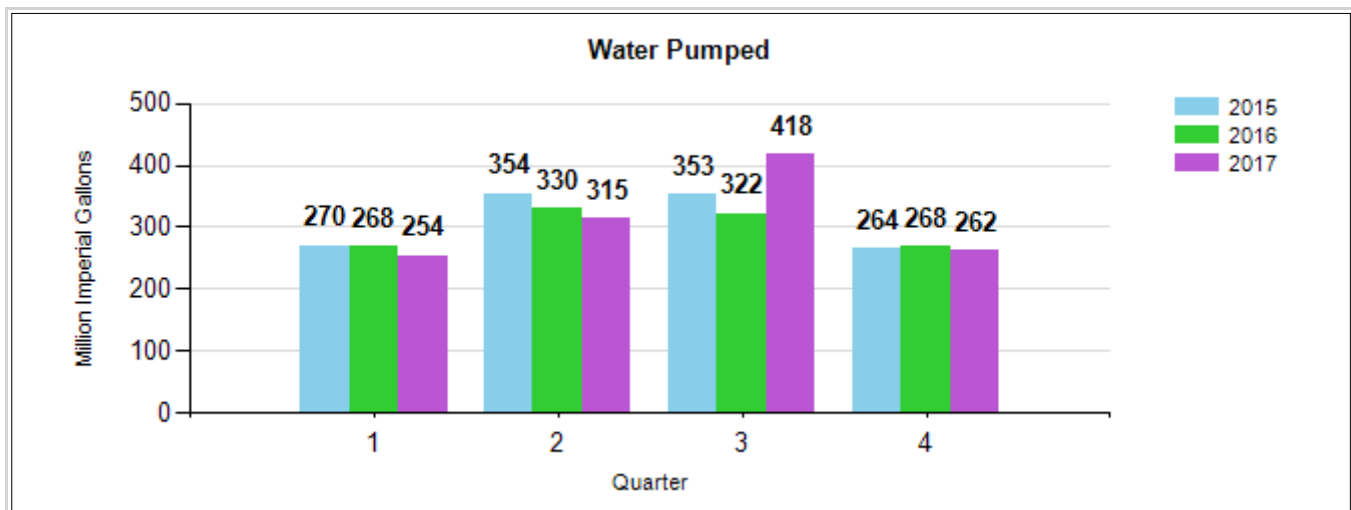
Water Quality – Fluoride

Buffalo Pound WTP adds fluoride to the water pumped to the City of Moose Jaw. One sample per week is collected from the distribution system. The Maximum Acceptable Concentration (MAC) is 1.5 mg/l. The target concentration for the City of Moose Jaw is currently 0.7 mg/l. The average of the samples collected was 0.68 mg/L.

Water Quality - Inflow into Sanitary Wastewater System

| 2017 | Month total | Difference Res-WW | Month Total | Daily Avg | Daily Avg | Daily Peak | Daily Peak |
|---------|--------------|-------------------|-------------|---------------|-----------|---------------|------------|
| 4th Qtr | Reservoir MG | MG | WW MG | Reservoir MGD | WW MGD | Reservoir MGD | WW MGD |
| Oct | 86.560 | -7.937 | 78.623 | 2.792 | 2.536 | 3.231 | 3.483 |
| Nov | 84.742 | -8.981 | 75.761 | 2.825 | 2.525 | 3.672 | 2.852 |
| Dec | 84.194 | -5.853 | 78.341 | 2.716 | 2.527 | 2.960 | 2.789 |

Water



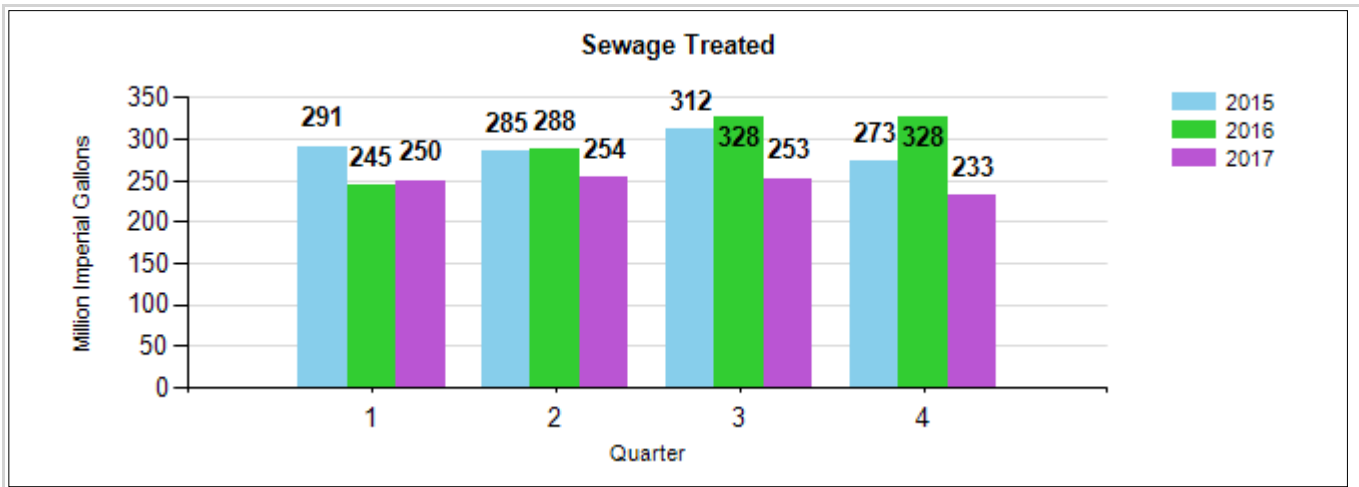
| 2017 | Million Imperial Gallons | | | |
|----------------------|--------------------------|----------|----------|----------|
| | October | November | December | Q4 Total |
| Treated Water Pumped | 90.06 | 85.79 | 86.41 | 262.26 |



City of Moose Jaw

Engineering Department Quarterly Activity Report

Waste Water



| | 2017 | | | |
|----------------|--------------------------|----------|----------|----------|
| | Million Imperial Gallons | | | |
| | October | November | December | Q4 Total |
| Sewage Treated | 78.62 | 75.76 | 78.34 | 232.72 |

MUNICIPAL OPERATIONS

Sanitation:

Operations implemented the Bi-weekly collection of regular Residential Solid Waste, and continued Bi-Weekly Waste Recycling Program, Bin Repair/Replacement, Residential Solid Waste Inspections and cover of refuse at the Landfill.

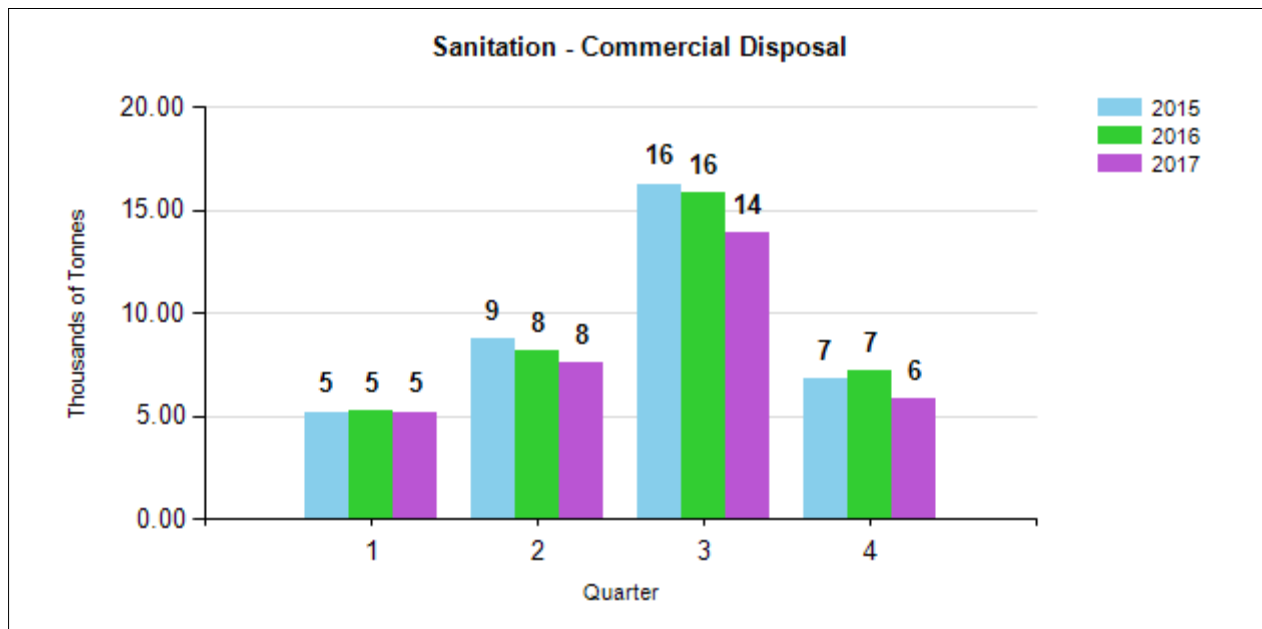
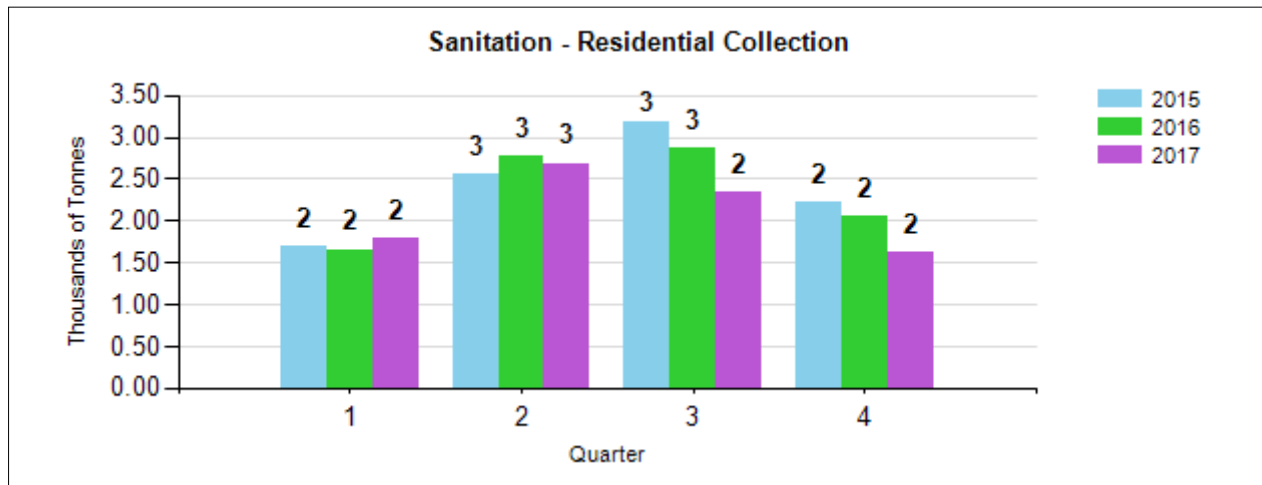
| Garbage Bin Repairs, Deliveries & Complaints | |
|--|-----|
| Bins Repaired/Replaced | 341 |
| Bins Delivered (New Customers) | 9 |
| Bins Lost or Stolen (New Bin Issued) | 0 |
| Lane Contraventions Issued | 0 |
| Missed Garbage Pick Ups | 346 |



City of Moose Jaw

Engineering Department Quarterly Activity Report

Sanitation



| 2017 | Tonnes of Refuse Collected | | | |
|-------------|----------------------------|----------|----------|----------|
| | October | November | December | Q4 Total |
| Commercial | 2,314.81 | 1,865.88 | 1,647.30 | 5,827.99 |
| Private | 1,324.35 | 307.53 | 238.41 | 1,870.29 |
| Residential | 628.64 | 555.71 | 431.50 | 1,615.85 |
| Total: | 4,267.80 | 2,729.12 | 2,317.21 | 9,314.13 |

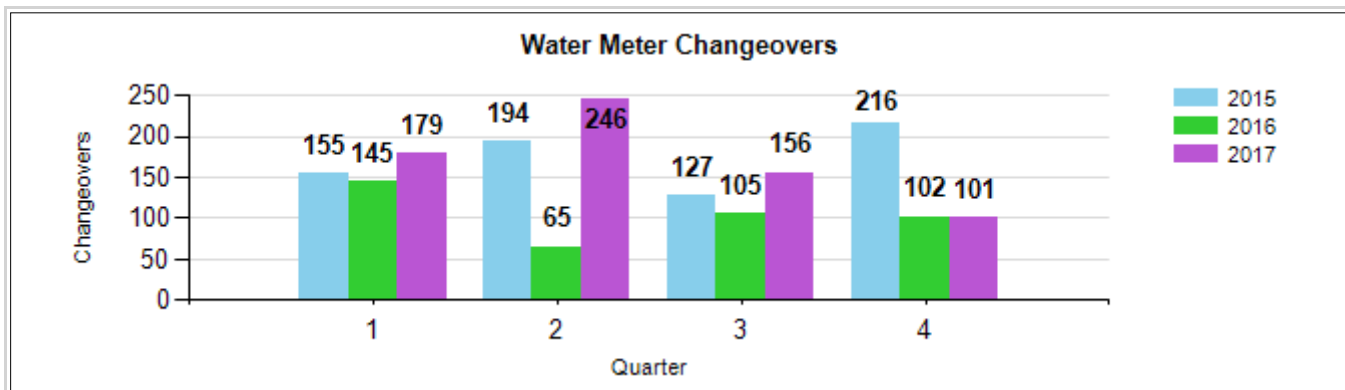


City of Moose Jaw Engineering Department Quarterly Activity Report

Sewer & Water:

| Number of Jobs Completed | |
|-------------------------------|------------|
| Main Water Breaks | 30 |
| Service Leaks | 11 |
| Main Sewer Blocks | 12 |
| House Connection Sewer Blocks | 61 |
| Curbs Excavated/Vactor | 36 |
| Valve Repair/Replacement | 2 |
| Hydrant Repair | 4 |
| Video Inspections | 14 |
| Video Inspections Viewed | 14 |
| Catch Basin Repairs | 4 |
| Manhole Repairs | 3 |
| Commercial Connections | 0 |
| Sewer Service Relay | 1 |
| Full Service Relay | 7 |
| Outside Cleanouts | 0 |
| Lift Station Blocks | 0 |
| Lead Line Replacements | 1 |
| Lead Analysis Samples | 2 |
| Distribution Samples | 112 |
| Water Quality Samples | 2 |
| Total | 316 |

Water Meters

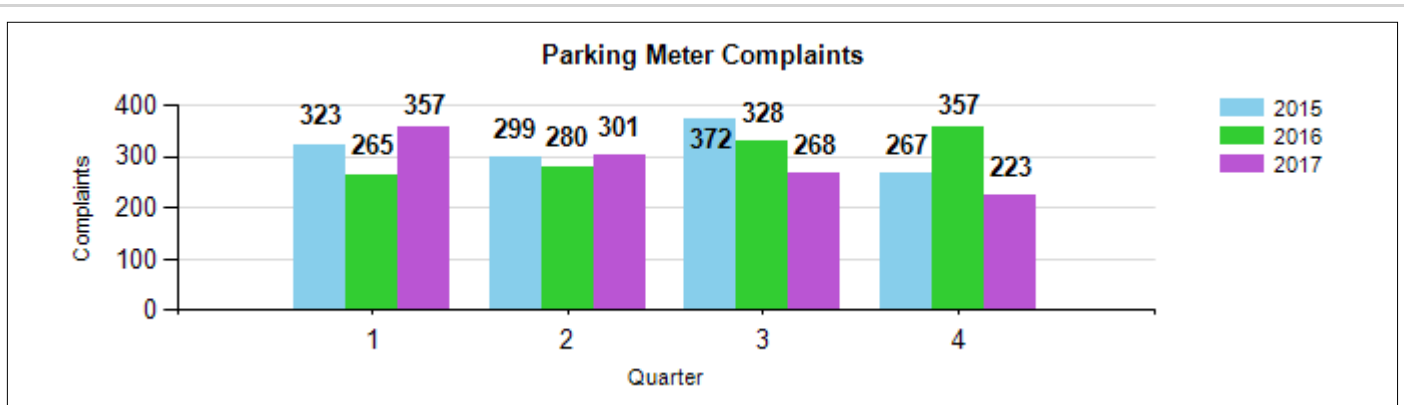




City of Moose Jaw Engineering Department Quarterly Activity Report

| 2017 | Number of Jobs Completed (Month) | | | |
|-------------------------|----------------------------------|---------------|---------------|----------------|
| | October | November | December | Total |
| Disconnect Meters (off) | 59.00 | 52.00 | 18.00 | 129.00 |
| Hydrant Connections | 2.00 | 1.00 | 0.00 | 3.00 |
| Meter Changeovers | 32.00 | 25.00 | 44.00 | 101.00 |
| Miscellaneous Jobs | 369.00 | 298.00 | 248.00 | 915.00 |
| New Connections | 9.00 | 7.00 | 2.00 | 18.00 |
| Reads | 222.00 | 168.00 | 136.00 | 526.00 |
| Reconnect Meters (on) | 23.00 | 30.00 | 18.00 | 71.00 |
| Summer Connections | 34.00 | 0.00 | 0.00 | 34.00 |
| Total: | 750.00 | 581.00 | 466.00 | 1797.00 |

Parking Meters



| 2017 | Number of Jobs Completed (Month) | | | |
|------------------|----------------------------------|--------------|--------------|---------------|
| | October | November | December | Total |
| Meter Complaints | 72.00 | 80.00 | 71.00 | 223.00 |
| Total: | 72.00 | 80.00 | 71.00 | 223.00 |



City of Moose Jaw Engineering Department Quarterly Activity Report

| 2017 | Number of Jobs Completed (Month) | | | |
|-----------------------|----------------------------------|----------|----------|--------|
| | October | November | December | Total |
| Damaged Meters Double | 0.00 | 2.00 | 4.00 | 6.00 |
| Damaged Meters Single | 0.00 | 0.00 | 0.00 | 0.00 |
| Meter Changeovers | 0.00 | 0.00 | 0.00 | 0.00 |
| Meter Complaints | 72.00 | 80.00 | 71.00 | 223.00 |
| Meters Missing | 2.00 | 2.00 | 0.00 | 4.00 |
| New | 0.00 | 0.00 | 0.00 | 0.00 |
| Total: | 74.00 | 84.00 | 75.00 | 233.00 |

Recycling:

Total Recycling Intake (Monthly in kgs)

| Month | Total Kgs | Allowable | Bulk | Curbside |
|----------|-----------|-----------|--------|----------|
| October | 133,218 | 128,824 | 21,972 | 111,247 |
| November | 144,224 | 140,328 | 19,477 | 124,746 |
| December | 145,626 | 140,899 | 23,632 | 121,994 |
| Total | 423,068 | 410,052 | 65,081 | 357,986 |

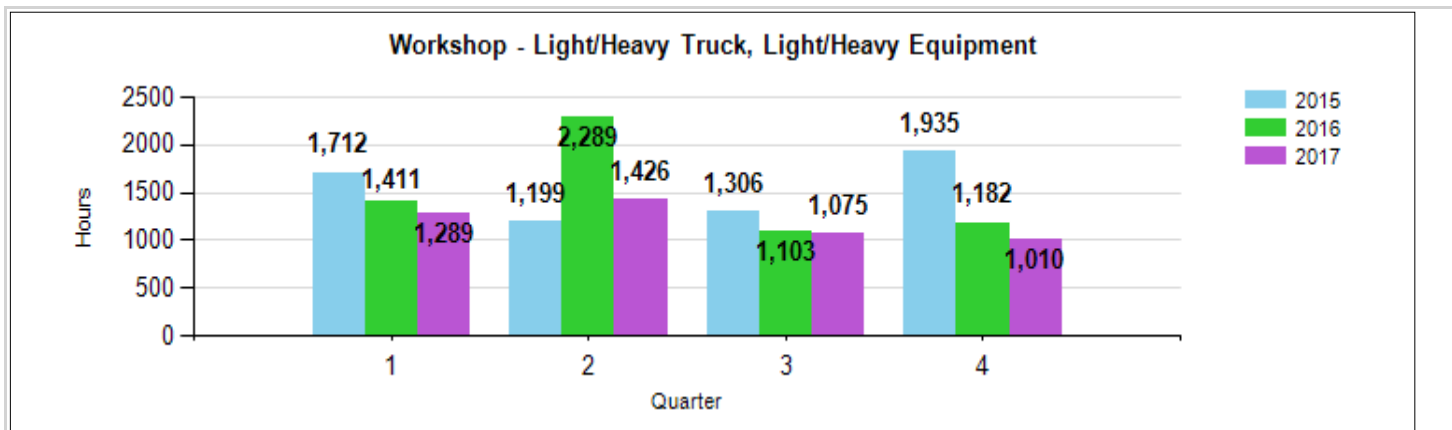
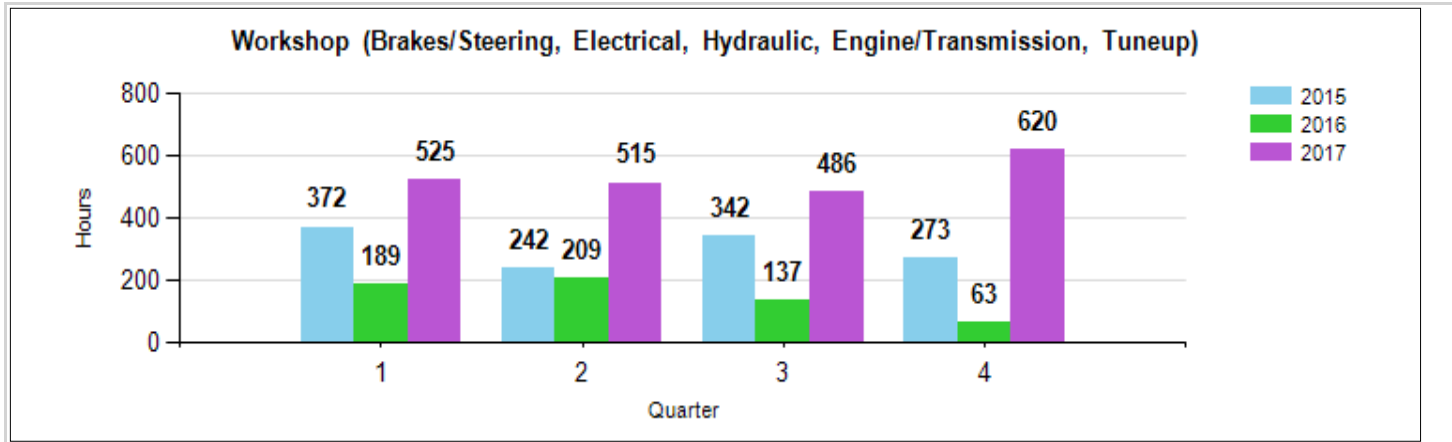
Total Recycling Intake (Quarterly in kgs)

| Quarter | Total Kgs | Allowable | Bulk | Curbside |
|-------------------------|-----------|-----------|---------|-----------|
| 1 st Quarter | 341,240 | 332,601 | 43,193 | 298,047 |
| 2 nd Quarter | 414,287 | 398,502 | 61,870 | 352,417 |
| 3 rd Quarter | 366,921 | 354,415 | 62,528 | 304,393 |
| 4 th Quarter | 423,068 | 410,052 | 65,081 | 357,986 |
| Total | 1,545,516 | 1,495,570 | 232,672 | 1,312,843 |



City of Moose Jaw Engineering Department Quarterly Activity Report

Service Center





City of Moose Jaw Engineering Department Quarterly Activity Report

| 2017 | Number of Hours Completed (Month) | | | |
|-------------------------|-----------------------------------|--------|--------|---------|
| | Oct | Nov | Dec | Total |
| Brake and Steering | 4.60 | 1.50 | 3.60 | 9.70 |
| Electrical | 26.40 | 18.60 | 19.40 | 64.40 |
| Engine Trans Repair | 86.90 | 104.00 | 54.80 | 245.70 |
| Engine tuneup | 48.80 | 137.50 | 96.60 | 282.90 |
| Heavy Equipment Service | 84.30 | 159.60 | 126.80 | 370.70 |
| Heavy Truck Service | 162.50 | 112.80 | 133.60 | 408.90 |
| Hydraulic | 15.10 | 0.00 | 2.60 | 17.70 |
| Light EquipTurf Maint | 33.80 | 8.00 | 12.00 | 53.80 |
| Light Truck Service | 52.70 | 87.90 | 35.80 | 176.40 |
| Misc Facility Maint | 42.90 | 47.30 | 51.20 | 141.40 |
| R&M on Police | 12.20 | 35.80 | 6.20 | 54.20 |
| R&M on Transit | 111.20 | 98.10 | 108.80 | 318.10 |
| Welding | 0.00 | 50.30 | 20.80 | 71.10 |
| Total: | 681.40 | 861.40 | 672.20 | 2215.00 |



City of Moose Jaw Engineering Department Quarterly Activity Report

TRANSIT

REGULAR TRANSIT

Table 1 - Revenue - Year to Date

| | 2016 | 2017 | Variance |
|----------------------|------------------|------------------|---------------|
| Cash Fares | 114,618 | 76,317 | 38,301 |
| Charters | 17,757 | 28,516 | -10,759 |
| Monthly Passes | | | |
| Adult | 99,972 | 96,765 | 3,207 |
| Student | 77,441 | 96,342 | -18,901 |
| Family | 13,259 | 12,400 | 859 |
| Senior | 4,663 | 5,577 | -914 |
| Yearly Passes | | | |
| Senior | 39,602 | 22,694 | 16,908 |
| Advertising | 4,882 | 6,677 | -1,795 |
| Revenue Total | 372,194 | 345,288 | 26,906 |
| Subsidy | 949,070 | 975,976 | -26,906 |
| | 1,321,264 | 1,321,264 | 0 |

Table 2 - Expenditures

| | 2016 | 2017 | Variance |
|---------------------|------------------|------------------|----------------|
| Vehicle Maintenance | 373,925 | 392,782 | -18,857 |
| Transportation | 461,871 | 479,440 | -17,569 |
| Administration | 485,468 | 495,925 | -10,457 |
| | 1,321,264 | 1,368,147 | -46,883 |
| R/C Ratio | 0.28 | 0.25 | |

Table 3A - Passengers - Cash & Tickets

| | 2016 | 2017 | % Change |
|-----|--------|--------|----------|
| YTD | 52,768 | 57,576 | 9 |

Table 3B - Monthly Passes Rides

| | 2016 | 2017 | % Change |
|-----|---------|---------|----------|
| YTD | 268,164 | 267,297 | (0) |



City of Moose Jaw Engineering Department Quarterly Activity Report

Table 4 - Average Fare

| | 2016 | 2017 | % Change |
|--|------------|------------|----------|
| | \$ 1.16 | \$ 1.06 | (8) |

Table 5 - Fuel Use

| Year | 2016 | 2017 | % Change |
|--------|---------|---------|----------|
| Litres | 140,109 | 138,702 | 1.0 |

Table 6 - Fuel Costs

| Year | 2016 | 2017 | % Change |
|------|---------------------------|---------------------------|----------|
| | \$107,784 \$0.77/litre | \$116,117 \$0.84/litre | (7.7) |

SPECIAL NEEDS TRANSIT

Table 7 - Passenger Trips

| Month | 2016 | 2017 | % Change |
|----------|--------|--------|----------|
| October | 3,506 | 3,801 | 8.4 |
| November | 3,652 | 3,599 | (1.5) |
| December | 3,198 | 2,915 | (8.8) |
| | 10,356 | 10,315 | (0.4) |

Table 8 - Ridership Data

| 2017 | October | November | December |
|----------------|---------|----------|----------|
| Work | 2,213 | 2,111 | 1,705 |
| Medical | 708 | 731 | 630 |
| Recreation | 426 | 318 | 240 |
| Personal | 382 | 337 | 266 |
| Other (School) | 72 | 102 | 74 |
| | 3,801 | 3,599 | 2,915 |

No



City of Moose Jaw Engineering Department Quarterly Activity Report

| | | | |
|--------------------|----|-----|-----|
| Show/Cancellations | 74 | 238 | 195 |
|--------------------|----|-----|-----|

Table 9 – Revenue

| Month | 2016 | 2017 | % Change |
|----------|-------|-------|----------|
| October | 1,132 | 1,199 | 5.9 |
| November | 1,227 | 745 | (39.3) |
| December | 1,550 | 410 | (73.5) |
| | 3,909 | 2,354 | (39.8) |

*note - reduction of fares began on July 1, 2017

Table 9a

Passes Used

| Month | 2016 | 2017 | % Variance |
|----------|-------|-------|---------------|
| October | 2,534 | 2,783 | 9.8 |
| November | 2,578 | 2,949 | 14.4 |
| December | 2,113 | 2,556 | 21.0 |
| | 7,225 | 8,288 | 14.7 |

Table 10 – Revenue Kilometers

| Month | 2016 | 2017 | % Variance |
|----------|--------|--------|---------------|
| October | 9,846 | 11,208 | (13.8) |
| November | 9,777 | 9,311 | 4.8 |
| December | 7,841 | 7,748 | 1.2 |
| | 27,464 | 28,267 | (2.9) |

Table 11 - Fuel Use

| | 2016 | 2017 | |
|------------|--------|--------|-----|
| YTD Litres | 36,661 | 35,189 | 4.0 |

Table 12 - Fuel Cost

| | 2016 | 2017 | |
|-----|--------------|--------------|-------|
| YTD | \$28,857 | \$30,608 | (6.1) |
| | \$0.79/litre | \$0.87/litre | |



City of Moose Jaw

Engineering Department Quarterly Activity Report

CAPITAL PROJECTS:

QUARTERLY PROJECT STATUS REPORT

CAPITAL ACCOUNT: TR-1 Paved Roadways

PROJECT TEAM

Project Manager: Kunle Williams

Project Coordinator: Bob Craig, Mark Caringal,
Rabindra Bhowmik

Project Start Date: February 27, 2017

Est. Project Completion Date: October 31, 2017

Prepared by: Mark Caringal/Bob Craig/
Rabindra Bhowmik

Period Ending: December 31, 2017

Project Indicator: *(mark applicable indicators with an X)*

- *Green - Project is on track for hitting schedule and there are no major issues.*
- *Yellow - Early warning of potential risk to schedule and refer the reader to the Issues section for details.*
- *Red - The project schedule is in jeopardy and refers the reader to the Issues section for details.*

| Status | Green | Yellow | Red | Comments |
|------------------------|-------------------------------------|--------------------------|--------------------------|--|
| Overall Project Status | <input checked="" type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | Restoration treatments are targeted at repairing streets in poor condition and restoring them to good condition. Pavement restoration eliminates rutting, potholes and roughness. Preservation treatments target streets in fair condition and extend the life of the roadway. |
| Project Schedule | <input checked="" type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | |
| Project Scope | <input checked="" type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | |
| Project Resources | <input checked="" type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | |
| Project Cost | <input checked="" type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | |

Budget:

\$4,937,331

Expenditure to end of 4th Quarter:

\$4,492,264

Accomplishments in 4th Quarter:

1. Restoration, reconstruction, micro surfacing contracts were all completed.
2. Completed approximately 95% of the North Service Road Project. 60% of the UTO/Pavement Leveling contract was completed.

Activities Planned for 1st Quarter 2018:

- 1.
- 2.
- 3.



City of Moose Jaw

Engineering Department Quarterly Activity Report

QUARTERLY PROJECT STATUS REPORT

CAPITAL ACCOUNT: TR 2 – Sidewalks, Curbs and Gutters

PROJECT TEAM

Project Manager: Kunle Williams

Project Coordinator: Bob Craig/Rabindra Bhowmik

Project Start Date: February 27, 2017

Est. Project Completion Date: October 31, 2017

Prepared by: Bob Craig

Period Ending: December 31, 2018

Project Indicator: (mark applicable indicators with an X)

- Green - Project is on track for hitting schedule and there are no major issues.
- Yellow - Early warning of potential risk to schedule and refer the reader to the Issues section for details.
- Red - The project schedule is in jeopardy and refers the reader to the Issues section for details.

| Status | Green | Yellow | Red | Comments |
|-------------------------------|-------------------------------------|--------------------------|--------------------------|---|
| Overall Project Status | <input checked="" type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | Concrete mainly consists of methods of making defects safe and therefore extending the serviceability period. Defects can include cracking, settlement, heaving, and spalling. Various defects are corrected by different methods within this program. Rehabilitation consists of replacing poor sections of sidewalk. Paraplegic Ramps are also included in this program. |
| Project Schedule | <input checked="" type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | |
| Project Scope | <input checked="" type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | |
| Project Resources | <input checked="" type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | |
| Project Cost | <input checked="" type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | |

Budget:

\$465,920

Expenditure to end of 4th Quarter:

\$405,853

Accomplishments in 4th Quarter:

1. All contracts were completed.



City of Moose Jaw

Engineering Department Quarterly Activity Report

QUARTERLY PROJECT STATUS REPORT

PROJECT NAME: TR 3 – Traffic Control

PROJECT TEAM

Project Manager: Kunle Williams

Project Coordinator: Hamed Rahimi

Reporting period Start Date: October 1, 2017

Reporting Period End Date: December 31, 2017

Prepared by: Hamed Rahimi

Project Indicator: (mark applicable indicators with an X)

- Green - Project is on track for hitting schedule and there are no major issues.
- Yellow - Early warning of potential risk to schedule and refer the reader to the Issues section for details.
- Red - The project schedule is in jeopardy and refers the reader to the Issues section for details.

| Status | Green | Yellow | Red | Comments |
|------------------------|-------------------------------------|-------------------------------------|--------------------------|--|
| Overall Project Status | <input checked="" type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | City of Moose Jaw has 26 signalized intersections. The Engineering Department has started an accelerated traffic signal upgrade program. The aim of the program is to increase safety, reliability and functionality of the traffic signals. |
| Project Schedule | <input type="checkbox"/> | <input checked="" type="checkbox"/> | <input type="checkbox"/> | |
| Project Scope | <input checked="" type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | |
| Project Resources | <input type="checkbox"/> | <input checked="" type="checkbox"/> | <input type="checkbox"/> | |
| Project Cost | <input checked="" type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | |

Budget:

\$1,014,000

Expenditure to end of 4th Quarter:

\$233,192

Accomplishments in 4th Quarter:

1. Performed underground traffic signal installations at Main St N & High St , and Main St N and Manitoba St.
2. Performed ongoing Intersection Safety Review Project with Stantec

Activities Planned for 1st Quarter of 2018:

1. Complete traffic signal installations at Main St. N & Manitoba, High St, and 9th Ave NW & Thatcher Dr. W.
2. Start Controller Replacement & Other Upgrades project.
3. Perform design & Engineering, and release tenders for 2018 traffic control projects.



City of Moose Jaw

Engineering Department Quarterly Activity Report

QUARTERLY PROJECT STATUS REPORT

CAPITAL ACCOUNT: TR-5 Municipal Airport Improvement

PROJECT TEAM

Project Manager: Kunle Williams

Project Coordinator: Mark Caringal

Project Start Date: August 16, 2017

Est. Project Completion Date: December 22, 2017

Prepared by: Mark Caringal

Period Ending: December 31, 2017

Project Indicator: (mark applicable indicators with an X)

- Green - Project is on track for hitting schedule and there are no major issues.
- Yellow - Early warning of potential risk to schedule and refer the reader to the Issues section for details.
- Red - The project schedule is in jeopardy and refers the reader to the Issues section for details.

| Status | Green | Yellow | Red | Comments |
|------------------------|-------------------------------------|-------------------------------------|--------------------------|--|
| Overall Project Status | <input checked="" type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <p>The City of Moose Jaw has owned and operated the municipal airport since 1978, currently operating it as a Code 2B Instrument Non-Precision airport in accordance with Transport Canada. Currently, the airport facilitates the Provincial Ministers' aircraft, Sky Dive Club, several corporate hangars, crop sprayers, recreational users, and tourism.</p> <p>The scope of work for this year's project is to replace underground electrical wiring and fixtures, underground faults tentatively causing short circuits or blown out lights at taxiway, runway, and apron areas.</p> |
| Project Schedule | <input type="checkbox"/> | <input checked="" type="checkbox"/> | <input type="checkbox"/> | |
| Project Scope | <input checked="" type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | |
| Project Resources | <input checked="" type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | |
| Project Cost | <input type="checkbox"/> | <input checked="" type="checkbox"/> | <input type="checkbox"/> | |

Budget:

\$78,844 Capital & CAP grant

Expenditure to end of 4th Quarter:

\$43,000

Accomplishments in 4th Quarter:

- | | |
|----|---|
| 1. | Work is completed- New system is in operation since December 20, 2017 |
|----|---|

Activities Planned for 1st Quarter of 2018:

- | | |
|----|--|
| 1. | Processing the final invoice and project close out |
| 2. | Submission of Close Out Report to MHI- CA |
| 3. | Assessment of Beacon Tower and Windsock as possible improvement program 2018 |
| 4. | Estimating the cost for crack sealing and/or pavement marking as an alternate improvement program fro 2018 |
| | |



City of Moose Jaw

Engineering Department Quarterly Activity Report

QUARTERLY PROJECT STATUS REPORT

CAPITAL ACCOUNT: WW-16 BPWTP Water Supply Transmission Line Replacement

PROJECT TEAM

Project Manager: Kunle Williams/Orval Coates
Project Coordinator: Mark Caringal

Project Start Date: 2010
Est. Project Completion Date: 2019

Prepared by: Mark Caringal

Period Ending: December 31, 2017

Project Indicator: (mark applicable indicators with an X)

- Green - Project is on track for hitting schedule and there are no major issues.
- Yellow - Early warning of potential risk to schedule and refer the reader to the Issues section for details.
- Red - The project schedule is in jeopardy and refers the reader to the Issues section for details.

| Status | Green | Yellow | Red | Comments |
|------------------------|-------------------------------------|-------------------------------------|-------------------------------------|---|
| Overall Project Status | <input type="checkbox"/> | <input checked="" type="checkbox"/> | <input type="checkbox"/> | This Capital project is for Buffalo Pound transmission line. The 600mm diameter supply pipeline was constructed in 1954. A hydraulic analysis in 1974 determines that the capacity of the pipeline had significantly decreased. The purpose of this project is to replace the existing Buffalo Pound 600 mm transmission line with a new 750 mm line including pump replacements that will meet historic peak demands as well as providing capacities for future population in excess of 48,500. |
| Project Schedule | <input type="checkbox"/> | <input type="checkbox"/> | <input checked="" type="checkbox"/> | |
| Project Scope | <input checked="" type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | |
| Project Resources | <input type="checkbox"/> | <input checked="" type="checkbox"/> | <input type="checkbox"/> | |
| Project Cost | <input type="checkbox"/> | <input checked="" type="checkbox"/> | <input type="checkbox"/> | |

Budget:

\$8,197,000

Expenditure to end of 3rd Quarter:

\$963,600

Accomplishments in 4th Quarter:

| | |
|----|---|
| 1. | Award the construction of the Pipeline contract |
| 2. | Commencement of construction of the Pipeline |
| | |

Activities Planned for 1st Quarter of 2018:

| | |
|----|--|
| 1. | Finalize Pumps Design including electrical |
| 2. | Finalize the design review of Pumps & Electrical upgrades |
| 3. | Issue the Tender for Pumps & Electrical Upgrades |
| 4. | Award the contract for Pumps & Electrical Upgrades |
| 5. | Commencement of construction of the Pumps & Electrical Upgrade Project |



City of Moose Jaw

Engineering Department Quarterly Activity Report

QUARTERLY PROJECT STATUS REPORT

CAPITAL ACCOUNT: TR-6 Bridges & Structures

PROJECT TEAM

Project Manager: Kunle Williams/Darrin Stephanson

Project Coordinator: Rabindra Bhowmik

Project Start Date: January, 2017

Est. Project Completion Date: December 31, 2017

Prepared by: Rabindra Bhowmik

Period Ending: December 31, 2017

Project Indicator: *(mark applicable indicators with an X)*

- Green - Project is on track for hitting schedule and there are no major issues.
- Yellow - Early warning of potential risk to schedule and refer the reader to the Issues section for details.
- Red - The project schedule is in jeopardy and refers the reader to the Issues section for details.

| Status | Green | Yellow | Red | Comments |
|------------------------|-------------------------------------|-------------------------------------|--------------------------|--|
| Overall Project Status | <input checked="" type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | The City has fifteen Bridges, six Subways and three Dams. Total Replacement Value of \$3.40million (2017). This capital account is for the preservation, restoration of Bridges, Subways and Dams. This year's projects include Design and construction of Manitoba Expressway Deck rehabilitation. Design of Main/1 st Ave. SE bridge replacement. Repair of west side abutment expansion joint. Assessment of other bridges. |
| Project Schedule | <input checked="" type="checkbox"/> | <input checked="" type="checkbox"/> | <input type="checkbox"/> | |
| Project Scope | <input checked="" type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | |
| Project Resources | <input checked="" type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | |
| Project Cost | <input checked="" type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | |

Budget:

\$3,400,000

Expenditure to end of 4th Quarter:

\$1,542,580

Accomplishments in 3rd Quarter:

1. Bridge & Structures Re-evaluation consultancy contract awarded to Stantec and extended the time until May 31, 2018.

Activities Planned for 1st Quarter 2018:

1. 1st Ave. SE northbound bridge Tendering and Construction supervision RFP, and consultant will be finalized.
2. 1st Ave. SE Replacement Tender will be posted, and contractor will be selected for the construction of the bridge.
3. Bridge and Structures Re-evaluation assessment work will continue until May 31, 2018.



City of Moose Jaw

Engineering Department Quarterly Activity Report

QUARTERLY PROJECT STATUS REPORT

CAPITAL ACCOUNT: SS-1 Storm Sewer

PROJECT TEAM

Project Manager: Kunle Williams
Project Coordinator: Meagan Dyck

Project Start Date: January 2017
Est. Project Completion Date: November 2017

Prepared by: Bob Craig

Period Ending: December 31, 2017

Project Indicator: (mark applicable indicators with an X)

- Green - Project is on track for hitting schedule and there are no major issues.
- Yellow - Early warning of potential risk to schedule and refer the reader to the Issues section for details.
- Red - The project schedule is in jeopardy and refers the reader to the Issues section for details.

| Status | Green | Yellow | Red | Comments |
|------------------------|-------------------------------------|-------------------------------------|--------------------------|---|
| Overall Project Status | <input checked="" type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | The City of Moose Jaw operates 71 kms of underground storm sewer infrastructure of varying ages and identifies as one of the neglected infrastructure. The composition of this infrastructure varies based on the year of installation. It is largely comprised of Cast Iron, Ductile Iron, Vitrified Tile, Asbestos-Cement Concrete, corrugated steel, and PVC Pipe. |
| Project Schedule | <input type="checkbox"/> | <input checked="" type="checkbox"/> | <input type="checkbox"/> | |
| Project Scope | <input checked="" type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | |
| Project Resources | <input checked="" type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | |
| Project Cost | <input checked="" type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | |

Budget:

\$523,538 + \$600,000 = \$1,123,538

Expenditure to end of 3rd Quarter 2017:

\$770,606

Accomplishments in 4th Quarter 2017:

| | |
|----|---|
| 1. | Design work for the CN crossing at 3 rd Ave SW has begun |
| 2. | Deficiency work for 3 rd Ave SW complete |
| 3. | 1 st Ave NE Storm Sewer was constructed |



City of Moose Jaw

Engineering Department Quarterly Activity Report

QUARTERLY PROJECT STATUS REPORT

CAPITAL ACCOUNT: WW-4 Water Reservoirs

PROJECT TEAM

Project Manager: Kunle Williams

Project Coordinator: Meagan Dyck

Project Start Date: January 2016

Est. Project Completion Date: December 2017

Prepared by: Mark Caringal

Period Ending: December 31, 2017

Project Indicator: *(mark applicable indicators with an X)*

- *Green - Project is on track for hitting schedule and there are no major issues.*
- *Yellow - Early warning of potential risk to schedule and refer the reader to the Issues section for details.*
- *Red - The project schedule is in jeopardy and refers the reader to the Issues section for details.*

| Status | Green | Yellow | Red | Comments |
|------------------------|-------------------------------------|-------------------------------------|-------------------------------------|--|
| Overall Project Status | <input type="checkbox"/> | <input type="checkbox"/> | <input checked="" type="checkbox"/> | This capital account is for the preservation of the reservoirs. The City has separated it into 5 projects for this year: 1. VFD Pump Replacement: Replacement of the pump speed drive in the NE Reservoir Pump. 2. PAC System: Replacement and Upgrades of the system in the water/wastewater pumping stations. 3. Condition Assessment & Asset Management Strategy 4. Design of Pumphouse & Reservoir: Design of an additional reservoir and Pumphouse for City potable water storage. 5. Backup Pump Engines: Replacement of the backup engines for the pumps for the NE Reservoir. |
| Project Schedule | <input type="checkbox"/> | <input checked="" type="checkbox"/> | <input type="checkbox"/> | |
| Project Scope | <input type="checkbox"/> | <input checked="" type="checkbox"/> | <input type="checkbox"/> | |
| Project Resources | <input checked="" type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | |
| Project Cost | <input checked="" type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | |

Budget:

\$ 4,640,000

Expenditures to end of 3rd Quarter:

\$ 241,700

Accomplishments in 4th Quarter:

| | |
|----|--|
| 1. | Awarded RFP for PAC System: Assessment, Inventory & Control Standards Document |
| 2. | Commenced project for creation of a Control Standards Document for PAC System |
| 3. | Condition Assessment & Asset Management ongoing. |

Activities Planned for 1st Quarter of 2018:

| | |
|----|--|
| 1. | Continue with Condition Assessment & Asset Management |
| 2. | Complete the project for creation of a Control Standards Document for PAC System |
| | |



City of Moose Jaw

Engineering Department Quarterly Activity Report

QUARTERLY PROJECT STATUS REPORT

CAPITAL ACCOUNT: WW-9 Feeder Mains

PROJECT TEAM

Project Manager: Kunle Williams

Project Coordinator: Meagan Dyck

Project Start Date: 2017

Est. Project Completion Date: 2018

Prepared by: Meagan Dyck

Period Ending: December 31, 2018

Project Indicator: (mark applicable indicators with an X)

- Green - Project is on track for hitting schedule and there are no major issues.
- Yellow - Early warning of potential risk to schedule and refer the reader to the Issues section for details.
- Red - The project schedule is in jeopardy and refers the reader to the Issues section for details.

| Status | Green | Yellow | Red | Comments |
|------------------------|-------------------------------------|-------------------------------------|--------------------------|--|
| Overall Project Status | <input type="checkbox"/> | <input checked="" type="checkbox"/> | <input type="checkbox"/> | This capital account is for the rehabilitation and replacement of approximately 30 km water feeder mains. All mains are of various material and varying ages. The East Feeder Main is the focus for replacement. This will be Phase III of the East Feeder project and will replace the feeder main from Ross St. E & 3 rd Ave NE to Civic Centre Dr. & 1 st Ave NE. |
| Project Schedule | <input type="checkbox"/> | <input checked="" type="checkbox"/> | <input type="checkbox"/> | |
| Project Scope | <input checked="" type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | |
| Project Resources | <input checked="" type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | |
| Project Cost | <input type="checkbox"/> | <input checked="" type="checkbox"/> | <input type="checkbox"/> | |

Budget:

\$ 142,000

Expenditure to end of 3rd Quarter:

\$ 84,543

Accomplishments in 4th Quarter:

1. RFP was awarded
2. Design work has begun for Phase 3 of the replacement

Activities Planned for 1st Quarter of 2018:

1.



City of Moose Jaw

Engineering Department Quarterly Activity Report

QUARTERLY PROJECT STATUS REPORT

CAPTIAL ACCOUNT : WW-17 Water Main Replacement

PROJECT TEAM

Project Manager: Darrin Stephanson and
Kunle Williams
Project Coordinator: Meagan Dyck

Project Start Date: June 2017
Est. Project Completion Date: November 2017

Prepared by: Bob Craig

Period Ending: December 31st, 2017

Project Indicator: (mark applicable indicators with an X)

- *Green - Project is on track for hitting schedule and there are no major issues.*
- *Yellow - Early warning of potential risk to schedule and refer the reader to the Issues section for details.*
- *Red - The project schedule is in jeopardy and refers the reader to the Issues section for details.*

| Status | Green | Yellow | Red | Comments |
|------------------------|-------------------------------------|-------------------------------------|--------------------------|---|
| Overall Project Status | <input type="checkbox"/> | <input checked="" type="checkbox"/> | <input type="checkbox"/> | The City of Moose Jaw is planning on replacing approx. 80 km of water mains over a 20 year period. This year's work is to complete Phase II of the replacement of water distribution mains. The replacement of water mains in 3 locations will result in replacement of 2.7 km of water mains along with the associated fittings, valves, hydrants, lead and 5/8" copper water service lines, no-corrode sewer service lines, corrugated steel pipe storm lines, road restoration, and side walk, curb and gutter restoration. |
| Project Schedule | <input type="checkbox"/> | <input checked="" type="checkbox"/> | <input type="checkbox"/> | |
| Project Scope | <input checked="" type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | |
| Project Resources | <input checked="" type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | |
| Project Cost | <input checked="" type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | |

Budget:

\$ 6,450,000

Expenditures to end of 4th Quarter:

\$ 3,931,488

Accomplishments in 3rd Quarter:

1. Construction continued in the 4th quarter and is near completion

Activities Planned for 1st Quarter of 2018::

1. RFQ for Phase 3 Cast Iron Water Replacements, and tender awarded



City of Moose Jaw

Engineering Department Quarterly Activity Report

QUARTERLY PROJECT STATUS REPORT

CAPTIAL ACCOUNT: S-3 Wastewater Treatment Plant

PROJECT TEAM

Project Manager: Orval Coates and
Kunle Williams
Project Coordinator: Mark Caringal

Project Start Date: January 2017
Est. Project Completion Date: December 2017

Prepared by: Mark Caringal

Period Ending: December 31, 2017

Project Indicator: (mark applicable indicators with an X)

- Green - Project is on track for hitting schedule and there are no major issues.
- Yellow - Early warning of potential risk to schedule and refer the reader to the Issues section for details.
- Red - The project schedule is in jeopardy and refers the reader to the Issues section for details.

| Status | Green | Yellow | Red | Comments |
|------------------------|-------------------------------------|-------------------------------------|--------------------------|--|
| Overall Project Status | <input checked="" type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | This Capital account is for Wastewater Treatment Plant upgrades. This asset is separated into 6 project groups: <ol style="list-style-type: none"> 1. Waste Pond Sludge Removal – pending SE development plans. 2. Septage Station – design & construction of a new septage station. 3. Wastewater Treatment System Assessment – assessment of the City’s WWT system. 4. Clarifier Covers – construction of insulated geodesic dome covers for secondary clarifiers in WWT system. This project has qualified for partial funding through the New Building Canada fund (NBCF) Small Community Fund (SCF) 5. WWT System UV Lamps – purchase of new UV lamps for the treatment of the City’s wastewater. 6. WWT System Upgrades – assessment of required work. |
| Project Schedule | <input type="checkbox"/> | <input checked="" type="checkbox"/> | <input type="checkbox"/> | |
| Project Scope | <input checked="" type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | |
| Project Resources | <input checked="" type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | |
| Project Cost | <input type="checkbox"/> | <input checked="" type="checkbox"/> | <input type="checkbox"/> | |

Budget:

\$3,785,260

Expenditure to end of 4th Quarter:

\$1,520,000

Accomplishments in 4th Quarter:

- | | |
|----|--|
| 1. | Completed installation of dome segments for Clarifiers 1 & 2 |
| 2. | Completion for the Construction of insulated Geodesic Dome Covers for Secondary Clarifiers |

Activities Planned for 1st Quarter of 2018:

- | | |
|----|---|
| 1. | Testing & Commissioning the whole system |
| 2. | Submission of Project Close Out Report to Municipal Infrastructure and Finance, Ministry of Government Relations – NBCF-SCF |



City of Moose Jaw

Engineering Department Quarterly Activity Report

QUARTERLY PROJECT STATUS REPORT

CAPITAL ACCOUNT: S-1 Sanitary Sewers

PROJECT TEAM

Project Manager: Darrin Stephanson/Kunle Williams

Project Coordinator: Rabindra Bhowmik

Project Start Date: May, 2017

Est. Project Completion Date: December, 2017

Prepared by: Rabindra Bhowmik

Period Ending: September 30, 2017

Project Indicator: (mark applicable indicators with an X)

- Green - Project is on track for hitting schedule and there are no major issues.
- Yellow - Early warning of potential risk to schedule and refer the reader to the Issues section for details.
- Red - The project schedule is in jeopardy and refers the reader to the Issues section for details.

| Status | Green | Yellow | Red | Comments |
|------------------------|-------------------------------------|--------------------------|--------------------------|--|
| Overall Project Status | <input checked="" type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | The City operates 185 kilometers of underground sewage collection infrastructure and around 2,000 manholes of varying ages. This Capital account is for the preservation, restoration, and rehabilitation of the City's sanitary sewer distribution system. Projects include Trunk Sewer Lining, Manhole Restoration, Residential Sewer Lining, Storm infiltration, Trunk Sewer Construction, and Sewer Assessment. |
| Project Schedule | <input checked="" type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | |
| Project Scope | <input checked="" type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | |
| Project Resources | <input checked="" type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | |
| Project Cost | <input checked="" type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | |

Budget:

\$2,370,457

Expenditure to end of 3rd Quarter:

\$2,162,666

Accomplishments in 4th Quarter:

- | | |
|----|--------------------------------------|
| 1. | All planned contracts were completed |
| 2. | All planned Relining work completed |
| | |
| | |

Activities Planned for 1st Quarter 2018:

- | | |
|----|--|
| 1. | Flow Monitoring for capacity network in the system |
| 2. | Reporting on Inflow & Infiltration issues |



City of Moose Jaw

COMMUNICATION #15

TITLE: COLLECTIVE AGREEMENT BARGAINING WITH UNIFOR, LOCAL 101R, LODGE 204, UNIT #4187

TO: City Council

FROM: Department of Human Resource Services

DATE: March 1, 2018

PUBLIC: This is a public document.

IN-CAMERA: Not applicable to this document.

RECOMMENDATION

THAT the proposed Collective Agreement with UNIFOR Unit #4187, as specified in the tentative Collective Agreement amendments attached as Appendix B, be approved; and further

THAT the Mayor and City Clerk be authorized to sign the Collective Agreement between UNIFOR Unit #4187 and the City of Moose Jaw.

JUSTIFICATION FOR IN-CAMERA

Not applicable to this report.

TOPIC AND PURPOSE

The purpose of this report is to obtain authorization for the Mayor and City Clerk to sign the Collective Agreement between the City of Moose Jaw and the UNIFOR, Local 101, Lodge 204, Unit #4187 (Transit workers).

BACKGROUND

Negotiations took place January 19, 2018. The subsequent negotiations between the City and UNIFOR resulted in a tentative agreement on January 19, 2018 that was ratified by the UNIFOR membership on February 6, 2018.

DISCUSSION

The tentative agreement to amend the Collective Agreement is detailed in Appendix B as attached. The following is a summary of the highlights of the settlement.

General Economic Increase Mandate

The proposed changes to the Agreement include a total wage package of 1.75% over one (1) year.

- Wage settlement of 1.75% on January 1, 2018 for a total of 1.75% and retroactivity to January 1, 2018.

An item was negotiated to bring UNIFOR on par with CUPE Local 9 with respect to meal allowance.

- Employees required to work eleven (11) continuous hours or more in one (1) day shall receive a meal allowance of \$15.00.

Overall Package

Overall, the tentative package of Collective Agreement amendments meets the primary needs, both administrative and financial, of both parties over the one-year term. No significant language changes were introduced at the table.

In the interest of enhancing operational effectiveness Management has created a new position of Transit Crew Lead to be filled from within by a permanent transit operator. This is not an additional position and will not increase the full time staffing compliment. The successful candidate will be a full time driver with additional responsibilities paid at a higher rate of \$2.50 per hour.

OPTIONS TO RECOMMENDATION

1. THAT City Council provide alternative direction.

PUBLIC AND/OR STAKEHOLDER INVOLVEMENT

Not applicable to this report.

COMMUNICATION PLAN

Not applicable to this report.

STRATEGIC PLAN

Not applicable to this report.

OFFICIAL COMMUNITY PLAN

Not applicable to this report.

BYLAW OR POLICY IMPLICATIONS

Not applicable to this report.

FINANCIAL IMPLICATIONS

A 1% increase in salary for UNIFOR is equivalent to \$9,000. A 1.75% increase would amount to \$15,750 annually. The Transit Crew Lead will add approximately \$3,370 for a total of \$19,120. Provision was made in the as yet to be approved 2018 Operating Budget to reserve a 1.75% increase.

PRIVACY IMPLICATIONS

Not applicable to this report.

OTHER CONSIDERATIONS/IMPLICATIONS

Not applicable to this report.

PUBLIC NOTICE

Not applicable to this report.

PRESENTATION

(Please indicate with an "X" if any/or none of these will be supporting the Department report.)

VERBAL: x AUDIO/VISUAL: NONE:

Mr. Bromley, Director of Human Resource Services, will be in attendance at the meeting to answer any questions from City Council.

ATTACHMENTS

- i. Appendix A – Tentative Agreement

Respectfully Submitted By,

Al Bromley

Al Bromley,
Director of Human Resource Services

AB/tw

APPROVAL OF REPORT RECEIVED

COMMENTS RECEIVED

Myron Gulka-Tiechko

Myron Gulka-Tiechko, Acting City Manager

Fraser Tolmie

Fraser Tolmie, Mayor

To be completed by the Clerk's Department only.

Presented to Personnel Committee on _____.

No. _____ Resolution No. _____

RE: Collective Agreement for the period January 1, 2018 to December 31, 2018 between the City of Moose Jaw and UNFOR 101R, Lodge 204, Unit 4187 Transit Employees

Implementation/Interpretation/Clarification:

Amendments to the Collective Agreement are effective upon ratification unless otherwise indicated.

Agreement has also been reached on the implementation dates and interpretation and/or clarification of the following amendments:

ARTICLE 21 - SALARIES AND WAGES

- General wage increase of 1.75% on January 1, 2018
- Retroactivity shall be for all UNIFOR members employed with the City of Moose Jaw as of the date of signing.
- Retroactivity shall be for all UNIFOR members retired from the City of Moose Jaw during the term of the contract.

Transit employees will be paid on an hourly basis as follows:

| | |
|--|----------------|
| First 1000 hours Driver | \$18.30 |
| Next 1000 hours Driver | \$20.72 |
| Serviceman/Cleaner (After 2000 hours) | \$21.66 |
| Driver (After 2000 hours) | \$24.38 |
| Transit Services Crew Lead | \$26.88 |

- A new position of Transit Services Crew Lead will be created immediately filled by a full time driver to assist in the administrative duties of the Transit operations and to provide supervision and guidance to Transit Operators. This is a conversion of an existing driver position not an additional position.

ARTICLE 24.1 – MEAL ALLOWANCE

Employees required to work eleven (11) continuous hours or more in one (1) day shall receive a meal allowance of \$15.00.

ARTICLE 28 – DURATION OF AGREEMENT

This Agreement shall become effective the 1st day of January A.D. 2018 and shall continue in effect until the 31st day of December, A.D. 2018, and from year to year thereafter unless notice of termination or revision thereof is given by either party at least sixty (60) days and not more than one hundred and twenty (120) days prior to the 31st day of December 2018, in which case the parties shall enter into negotiations with a view to concluding a renewal or revision of the Agreement. This Agreement shall remain in force and effect until agreement is reached.



PUBLIC MINUTES OF EXECUTIVE COMMITTEE

**Monday, February 26, 2018, 9:04 p.m.
Scoop Lewry Room, 2nd Floor, City Hall**

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

ADMIN: M. Gulka-Tiechko, Acting City Manager
B. Acker, Director of Financial Services
M. Sanson, Director of Planning and Development Services
T. Schaeffer, Director of Parks and Recreation
J. Mickleborough, Director of Engineering Services
T. Wittke, Acting City Clerk
C. Hemingway, Communications Manager

MEDIA: CHAB
MJ Independent

The meeting of the Executive Committee was called in order to deal with the following:

1. Reports of Advisory Committees:
 - a. Transportation Services Advisory Committee, January 25, 2018
 - b. Special Needs Advisory Committee, February 8, 2018
 - c. Youth Advisory Committee, February 8, 2018
2. Report dated February 21, 2018 from the Department of Engineering Services, **re: Request to Address the Committee Regarding Service Connection Billing.**

3. Confidential Procedural Matter

The confidential procedural matter may be considered in closed session pursuant to section 94(2) of *The Cities Act* as it contains information that is 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.

Call to Order

Mayor Tolmie, Chairperson, called the meeting to order at 9:04 p.m.

Re: Transportation Services Advisory Committee Minutes

Considered were the minutes of the Transportation Services Advisory Committee meetings held January 25, 2018.

Councillor Mitchell arrived at the meeting at 9:06 p.m.

Councillor Warren

THAT the minutes of the Transportation Services Advisory Committee dated January 25, 2018 be received and filed.

Carried.

Re: Special Needs Advisory Committee Minutes

Considered were the Special Needs Advisory Committee minutes of the meeting held February 8, 2018.

Moved by Councillor Swanson

THAT Mr. Michael Bachiu, Vice-Chairperson of the Special Needs Advisory Committee, be allowed to address the Executive Committee.

Carried.

Mr. Bachiu addressed members of the Executive Committee.

Moved by Councillor McMann

THAT the minutes of the Special Needs Advisory Committee meeting held February 8, 2018 be received and filed.

Carried.

Mr. Bachiu left the meeting at 9:11 p.m.

Re: Heritage Advisory Committee Minutes

Considered were the Youth Advisory Committee minutes of the meeting held February 8, 2018.

Moved by Mayor Tolmie

THAT the minutes of the Youth Advisory Committee meeting held February 8, 2018 be received and filed.

Carried.

Re: Request to Address Executive Committee Regarding Service Connection Billing

Moved by Councillor Swanson

THAT Shaun and Milissa Meacher be allowed to address Executive Committee; and

THAT any citizens in the gallery be allowed to address Executive Committee thereafter.

Carried.

Mr. & Ms. Meacher addressed the Executive Committee in respect to their service connection billing they had received from the City for the Phase I Cast Iron Watermain Replacement program.

Mr. and Ms. Meacher's presentation ended at 9:22 p.m.

Mr. Brian Smith and Ms. Dahinda Trusty addressed Executive Committee members in respect to their service connection billing they had received from the City for the Phase I Cast Iron Watermain Replacement program.

Mr. Smith's and Ms. Trusty's presentation ended at 9:34 p.m.

Mr. Eric Holmes addressed the Executive Committee in respect to his service connection billing he had received from the City of the Phase I Cast Iron Watermain Replacement program.

Mr. Holmes' presentation ended at 9:43 p.m.

Moved by Councillor McMann

THAT the billings of the Phase I Service Connection Replacement program requiring full payment by March 31, 2018 and the applying of interest charges on outstanding amounts be held in abeyance.

Carried.

Moved by Councillor McMann

THAT Administration prepare a report to be presented to the Executive Committee outlining the calculations of costs charged to residents in Phase I of the Watermain Replacement Project.

Carried.

Moved by Councillor Luhnig

THAT the Executive Committee close the meeting to the public and proceed in-camera pursuant to *The Local Authority Freedom of Information and Protection of Privacy Act*, to discuss confidential matters.

Carried.

The Executive Committee closed the meeting at 9:58 p.m. to the public with the following persons in attendance: Councillor Mitchell; Mayor Tolmie; Councillor Swanson; Councillor Warren; Councillor Froese; Councillor Luhnig; Councillor McMann; Myron Gulka-Tiechko, Acting City Manager and City Clerk/Solicitor; Brian Acker, Director of Financial Services; Michelle Sanson, Director of Planning and Development Services; Ted Schaeffer, Director of Parks and Recreation; Josh Mickleborough, Director of Engineering Services; Tracy Wittke, Acting City Clerk; and Craig Hemingway, Communications Manager.

The confidential matter may be considered in closed session pursuant to section 94(2) of *The Cities Act* as it contains information that is 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.

Moved by Councillor Warren

THAT the Executive Committee go out of in-camera.

Carried.

The Executive Committee opened the meeting to the public at 9:59 p.m.

Moved by Councillor Froese

THAT the Executive Committee meeting be adjourned.

Carried.

The Executive Committee meeting adjourned at 9:59 p.m.

Respectfully submitted,

(Sgd.) Mayor F. Tolmie
Chairperson

/tw



PUBLIC MINUTES OF PERSONNEL COMMITTEE

Monday, February 26, 2018, 4:00 p.m.
Scoop Lewry Room, 2nd Floor, City Hall

- PRESENT: Councillor B. Swanson, Chair
Mayor F. Tolmie
Councillor C. Froese
Councillor C. Warren (via telephone)
Councillor D. Mitchell
Councillor S. McMann
- ABSENT: Councillor D. Luhning
- ADMIN: Myron Gulka-Tiechko, Acting City Manager
Al Bromley, Director of Human Resources Services
Tracy Wittke, Acting City Clerk

Call to Order

Councillor Swanson, Chair, called the meeting to order at 4:00 p.m.

Moved by Councillor McMann

THAT the Personnel Committee go in-camera to discuss confidential personnel matters pursuant to Part III, section 16 of *The Local Authority Freedom of Information and Protection of Privacy Act*.

Carried.

The Personnel Committee closed the meeting to the public at 4:00 p.m. with the following persons in attendance: Councillor Swanson; Mayor Tolmie; Councillor Froese; Councillor Warren; Councillor Mitchell; Councillor McMann; Myron Gulka-Tiechko, Acting City Manager; Al Bromley, Director of Human Resource Services; and Tracy Wittke, Acting City Clerk.

Councillor Mitchell left the meeting at 4:40 p.m.

Moved by Mayor Tolmie

THAT the Personnel Committee reconvene in open session.

Carried.

The Personnel Committee reconvened in open session at 4:53 p.m.

Moved by Councillor Froese

THAT the Personnel Committee meeting adjourn.

Carried.

The Personnel Committee meeting adjourned at 4:53 p.m.

Respectfully submitted,

(Sgd.) Councillor Swanson, Chair

/tw



PUBLIC MINUTES OF BUDGET COMMITTEE

**Tuesday, February 13, 2018, 5:30 p.m.
Council Chambers, 2nd Floor, City Hall**

PRESENT: Mayor F. Tolmie
Councillor C. Warren
Councillor D. Luhning
Councillor S. McMann
Councillor B. Swanson
Councillor C. Froese
Councillor D. Mitchell

ADMIN: M. Gulka-Tiechko, Acting City Manager
T. Wittke, Acting City Clerk
B. Acker, Director of Financial Services
J. Mickleborough, Director of Engineering Services
M. Sanson, Director of Planning
T. Schaeffer, Director of Parks and Recreation
B. Anderson, Fleet Service Manager/Acting Transit Manager
S. Campbell, City Comptroller
C. Hemingway, Communications Manager
A. Bromley, Director of Human Resource Services
R. Montgomery, Fire Chief
W. McKay, Director of Information Technology Services
K. Williams, Manager of Engineering Services
D. Stephanson, Municipal Operations Manager
O. Coates, Manager of Water & Wastewater
R. Nelson, Assistant Manager of IT
M. Latta, City Council Support Clerk

MEDIA CTV
Global News
MJ Independent

The meeting of the Budget Committee was called to deal with the following items:

1. Tabled Motion **re: Automated Meter Infrastructure:**
"THAT Council approve \$50,000 to engage the services of a consultant to support the development of a water meter replacement program with funding from the carryover in WW-1."

2. Report dated February 7, 2018 from the Engineering Department, **re: Two-Tier Fee Structure - City Landfill.**
3. Report dated February 3, 2018 from the Engineering and Parks and Recreation Departments, **re: 2017 Capital Budget Carry Forward Amount Amendments.**
4. Report dated December 27, 2017 from the Financial Services Department, **re: Utility Rate Review.**
5. Report dated December 15, 2017 from the Financial Services, **re: Designation of 2018 Gas Tax Projects.**
6. Report dated January 17, 2018 from the Financial Services, **re: Shortfall in the General Capital Reserve Portion of the Capital Budget.**
7. **Unfunded Capital Budget** – verbal overview to be provided.

Referred Matters:

8. Report (Communication #97) dated December 4, 2017 from the City Manager, **re: Operating and Capital Budget Estimates.**

Tabled Matters:

9. Report dated December 12, 2017 from the Financial Services Department, **re: Operating and Capital Budget Approval Process.**

Call to Order

Mayor Tolmie, Chairperson, reconvened the meeting at 5:36 p.m.

Re: Tabled Motion – Automated Meter Infrastructure

Moved by Councillor Froese

THAT the motion regarding Automated Meter Infrastructure be lifted from the table.

Carried.

Moved by Councillor Froese

THAT Council approve \$50,000 to engage the services of a consultant to support the development of a water meter replacement program with funding from the carryover in WW-1.

Defeated.

Re: Two-Tier Fee Structure - City Landfill

Considered was a report dated February 7, 2018 from the Engineering Department recommending commercial landfill rates.

Moved by Councillor Froese

THAT the report regarding Two-Tier Fee Structure - City Landfill be received and filed.

Carried.

Re: 2017 Capital Budget Carry Forward Amount Amendments

Considered was a report dated February 3, 2018 from the Engineering and Parks and Recreation Departments recommending amendments to the 2017 carry forward amounts.

Moved by Councillor Froese

THAT the Parks and Recreation and Engineering Departments' 2017 Capital Budget carry forward amounts be amended as follows:

PARKS & RECREATION

- PR-11 Library/Art Museum – \$56,000
- PR-23 General Upgrades - Parks – \$86,438
- PR-49 Rosedale Cemetery Improvements – \$76,617
- PR-52 Pathway Development – \$3,304
- PR-59 Special Needs Upgrades – \$21,649
- PR-64 City Hall – \$60,858
- PR-65 Community Projects – \$25,540
- PR-68 Parks Dedication Reserve – \$4,625

ENGINEERING

- TR-1 Paved Roads – \$352,415
- TR-3 Traffic Control – \$650,000
- TR-5 Municipal Airport – \$7,667
- SS-1 Storm Sewers – \$514,853
- WW-9 Feeder Mains – \$85,000
- WW-16 BPWTP Transmission Line – \$7,103,139
- WW-17 Cast Iron Watermain Replacement – \$3,576,804
- S-1 Sanitary Sewers – \$34,000
- S-3 Wastewater Treatment Plant – Clarifier Covers – \$503,252

Carried.

Re: Utility Rate Review

Considered was a report dated December 27, 2017 from the Department of Financial Services regarding 2018 utility rates.

Moved by Councillor McMann

THAT the Waterworks Utility Rate Schedule be amended to reflect a 15% rate increase effective May 1st, 2018; and

THAT the Sanitary Sewer Utility Rate Schedule be amended to reflect a 6% rate increase effective May 1st, 2018; and further

THAT City Administration be directed to amend Bylaw No. 5152 The Sewer and Water Utility Bylaw.

Carried.

Re: Designation of 2018 Gas Tax Projects

Considered was a report dated December 15, 2017 from the Department of Financial Services regarding capital projects to be designated as Municipal Gas Tax projects.

Moved by Councillor Froese

THAT Capital project WW-5 BPWTP Upgrades and WW-9 Feeder Lines be designated as the City of Moose Jaw's 2018 Municipal Gas Tax Funded programs.

Carried.

Re: Shortfall in the General Capital Reserve Portion of the Capital Budget

Considered was a report dated January 17, 2018 from the Department of Financial Services regarding options to rectify the shortfall in the General Capital Reserve portion of the Capital Budget.

Mayor Tolmie left the meeting at 7:26 p.m.

Mayor Tolmie returned to the meeting at 7:29 p.m.

Councillor Luhning left the meeting at 7:57 p.m.

Councillor Luhning returned to the meeting at 7:59 p.m.

Moved by Councillor Swanson

THAT we reduce the 2018 expenditures as follows:

PR-47 Refurbishment of Kinsmen Change Rooms – reduce by \$70,000

TR-5 Municipal Airport Funding – reduce by \$30,000

PR-23 Elgin Park Surfacing – reduce by \$20,000

TR-3 Traffic Controls – reduce by \$108,000

SS-1 Storm Sewers – reduce by \$200,000

PR-11 Library and Museum – reduce by \$335,000

PR-56 Energy Management Program – reduce by \$80,100

Defeated.

Councillor Luhnig left the meeting at 8:10 p.m.
Councillor Luhnig returned to the meeting at 8:12 p.m.

Councillor Swanson left the meeting at 8:23 p.m.

Moved by Councillor McMann

THAT the City utilize the following one-time funding sources to fund the 2018 General Capital Reserve shortfall:

- a. Accumulated Surplus contribution of \$1,613,791.
- b. One-time use of Traffic Safety Initiative Reserve Funding for the balance which currently would be \$1,093,087.

Carried.

Moved by Councillor Warren

THAT City Council direct City Administration to apply a Priority Budgeting Approach to the 2019-2023 Capital Budget process to be delivered by October 2018 and also including planning sessions with City Council and Administration as part of the process.

Carried.

Councillor Warren left the meeting at 8:35 p.m.
Councillor Warren returned to the meeting at 8:37 p.m.

Councillor Mitchell left the meeting at 8:35 p.m.
Councillor Mitchell returned to the meeting at 8:37 p.m.

Re: Unfunded Capital Budget

Department of Financial Services presented a verbal overview of the unfunded capital budget.

Moved by Councillor Froese

THAT the City of Moose Jaw 10-Year Unfunded Capital Budget be forwarded to the appropriate federal and provincial government authorities to make them aware of the funding shortfalls facing the City of Moose Jaw.

Carried.

Councillor McMann left the meeting at 8:38 p.m.
Councillor McMann returned to the meeting at 8:40 p.m.

Referred Matters:

Re: Operating and Capital Budget Estimates

Moved by Councillor Froese

THAT the 2018 Operating Budget be approved as amended; and

THAT the 2018-2022 Capital Budget be approved as amended; and

THAT City Administration be authorized to tender and award the capital projects set forth in year 2018 of the 2018-2022 Capital Budget as amended subject to the limitations set forth in:

- a. the City's Purchasing Policy; and
- b. the City's Administration Bylaw.

THAT a mill rate increase of 5.01%, which will generate an additional \$1,348,138.00 for the City's Operating and Capital Budgets, be approved.

Carried.

Tabled Matters:

Re: Operating and Capital Budget Approval Process

Moved by Councillor Froese

That the report dated December 12, 2017 from the Financial Services Department regarding Operating and Capital Budget Approval Process be lifted from the table.

Carried.

Moved by Councillor Froese

That the report dated December 12, 2017 from the Financial Services Department regarding Operating and Capital Budget Approval Process be received and filed.

Carried.

The Budget Committee adjourned at 8:45 p.m.

Respectfully submitted,

(Sgd.) *Mayor Tolmie*
Chairperson



City of Moose Jaw

LETTER OF COMMUNICATION

TITLE: Bylaw No. 5553 – Zoning Amendment Bylaw 2018 (2) – 3rd Reading

TO: Members of City Council

FROM: City Clerk/Solicitor's Department

DATE: March 1, 2018

PUBLIC: This is a public document.

RECOMMENDATION

It is recommended that Council give 3rd reading to Bylaw No. 5553, Zoning Amendment Bylaw 2018 (2), (the "Bylaw").

TOPIC AND PURPOSE

The purpose of this report is to submit proposed Bylaw No. 5553, being a bylaw to amend Bylaw No. 5346, Zoning Bylaw of the City of Moose Jaw (the "Zoning Bylaw") for consideration of 3rd reading.

The objective of the attached Bylaw is to allow for an amendment to sections 2 and 4.2.2, respectively, of the Zoning Bylaw, regarding the use of shipping containers in the City.

BACKGROUND

City Council, at the regular meeting held on February 26, 2018 gave 1st and 2nd reading to the Bylaw. It is recommended that Council give 3rd reading to the Bylaw.

Respectfully Submitted,

Katelyn Soltys

Katelyn Soltys, Acting City Solicitor

APPROVAL OF REPORT RECEIVED

COMMENTS RECEIVED

Myron Gulka-Tiechko

Myron Gulka-Tiechko, Acting City Manager

Fraser Tolmie

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. 5553
ZONING AMENDMENT BYLAW 2018 (2)

=====

THE COUNCIL OF THE CITY OF MOOSE JAW ENACTS AS FOLLOWS:

1 Bylaw No. 5346, Zoning Bylaw of the City of Moose Jaw is amended in the manner set forth in this Bylaw.

2 The definition of “accessory building” in section 2 be deleted and replaced with:

Accessory Building or Use

A use, separate building or structure, normally incidental, subordinate, exclusively devoted to, and located on the same site as the principal use, building or structure and shall include private garages but unless otherwise specified, shall not include either a building or structure used for human habitation.

3 The definition of “building” in section 2 be deleted and replaced with:

Building

A structure used or intended to be used for the shelter or accommodation of persons, animals, goods, chattels or equipment, having a roof which is supported by columns or walls and including tents and other temporary structures.

4 That “Notes to Development Standards” sections 7.4.2.1.c., 8.1.2.3.c., 8.2.3.4.c., 8.5.2.5.c. be deleted.

5 That the following section 4.2.2 be added:

4.2.2 Shipping Containers

a. Shipping containers shall be considered as an accessory building, structure or use in this Bylaw and therefore shall comply with all provisions of Accessory Buildings, Structures and Uses and shall be classified into one of two categories:

i. **Temporary (short term) storage:** containers placed on site for a specified and limited period of time (less than 6 months) and used for short term storage typically associated with construction activities which are being undertaken on a site (i.e storage of tools, construction materials). Containers are to be removed from the site when construction is complete or the permit expires, whichever comes first; and

- ii. **Long Term Storage:** containers placed on a site for long term storage use, and typically associated with a business on the site requiring storage space for its product.
 - b. The application for permits of all shipping containers shall be as prescribed by the Development Officer, and no shipping container shall be used, placed or stored unless as approved by the Development Officer.
 - b. Notwithstanding subsection 4.2.2.a, shipping containers may be located as a standalone use or building in the Railroad District.
 - c. Shipping containers are prohibited for placement in any Residential Zoned District, (except for temporary storage) unless the site has been approved for a non-residential use/occupancy.
 - d. Shipping containers are prohibited for placement in any C1 or C2HER Zoned District, (except for temporary storage).
 - e. Shipping containers shall only be used for storage of product directly related to the primary use of the building on the site (storage limited to what is sold, stored, or produced on site).
 - f. Shipping containers may not be leased or used by an outside party other than the property owner or business tenant located on the site.
 - g. Shipping containers shall be prohibited for use for human habitation.
 - h. Shipping containers shall not be stacked on top of one another.
 - i. Shipping containers shall only be placed in a rear yard or in a side yard but may not project beyond the front building line of the principal building.
 - j. Shipping containers must comply with any minimum rear yard and side yard setbacks as required.
- 3 This Bylaw comes into force on the day of passage.

READ A FIRST TIME FEBRUARY 26, 2018

READ A SECOND TIME FEBRUARY 26, 2018

READ A THIRD TIME AND PASSED -----

MAYOR

CITY CLERK

**OUTSTANDING ITEMS FOR FOLLOW-UP BY CITY ADMINISTRATION
FROM CITY COUNCIL & STANDING COMMITTEES**

March 12, 2018

| FROM | DATE & RES. # | SUBJECT MATTER Communication # etc. | DEPT. ASSIGNED | STATUS/ COMMENTS |
|--|---|---|--------------------------------|---|
| <u>2013-2017:</u> City Council | June 24/13 Res. #445 (June 17/13 Executive Comm.) | Street Closures | Clerk/Solicitor | To prepare report to Executive Comm. <i>STATUS: Addressed with Revised <u>Traffic Bylaw</u> MGT – March 12</i> |
| City Council Exec. Comm. | Feb. 13/17 Jan. 30/17 | Service Connections Bylaw/Policy Supplementary Information | Clerk/Solicitor | Amend Bylaw 5152 <i>STATUS: Info coming from Engineering (Darrin) In Progress</i> |
| City Council | May 8/17 Res. #333 | TSAC – Traffic and Pedestrian Crossing Control Warrants | Engineering Clerk/Solicitor | Include in updated Traffic Bylaw <i>STATUS: In Progress at TSAC (March 12)</i> |
| City Council | May 23/17 Res. #363 | Residential and Commercial Property Tax Gap | Finance | Referred to Administration to Report to Council (in conjunction with 2018 Budget) <i>STATUS: 2018 Budget</i> |
| City Council | Oct. 23/17 | Amendments to Smoking Bylaw 5192 | Clerk/Solicitor | Tabled to Executive Committee for Review Of Existing Bylaws From other Cities - Awaiting Provincial Directives |

**OUTSTANDING ITEMS FOR FOLLOW-UP BY CITY ADMINISTRATION
FROM CITY COUNCIL & STANDING COMMITTEES**

March 12, 2018

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|---------------------|------------|-----------------------------|-------------------------|--|
| Executive Committee | Feb. 26/18 | Service Connection Billings | Engineering/ Finance | To prepare a report to Executive Committee <i>STATUS: In Progress</i> |
|---------------------|------------|-----------------------------|-------------------------|--|

TABLED MATTERS:

| | | | | |
|--------------|-------------------------|--|-----------------------------------|--|
| City Council | June 23/14 Res. #457 | TSAC – Traffic Safety Concern at Maintenance Vehicle Entrance to Crescent Park and 3 rd Ave. N.E. | Engineering Parks & Recreation | Tabled Pending Report from Eng. re: Parking on 3 rd Ave. N.E. <i>STATUS: Eng. to respond Josh/Ted to follow up In Progress</i> |
|--------------|-------------------------|--|-----------------------------------|--|

REFERRED MATTERS:

| | | | | |
|--------------|------------|--|--------------------------------------|--|
| City Council | Nov. 20/17 | SNAC Licensing of Taxis and/or Couriers for Special Needs Individuals | Planning & Dev. & Clerk/Solicitor | Report to Executive on Taxi Licensing in Other Cities. <i>STATUS: In progress</i> |
|--------------|------------|--|--------------------------------------|--|

2018 ENQUIRIES:
