



CITY COUNCIL

Council Chambers, 2nd Floor, City Hall

Monday, August 27, 2018 at 5:30 p.m.

1. **CALL TO ORDER**

2. **PUBLIC ACKNOWLEDGEMENTS**

3. **ADOPTION OF MINUTES**

- a. Regular Meeting of City Council – August 13, 2018
- b. Special Meeting of City Council – August 15, 2018

4. **MOTION TO GO INTO THE COMMITTEE OF THE WHOLE**

- #54 – Report dated August 20, 2018 from the City Clerk/Solicitor's Department,
re: Proposed Amendments to *The Local Government Election Act, 2015.*
- #55 – Report dated August 20, 2018 from the Mayor's Office,
re: Saskatchewan City Mayors' Caucus Meeting.
- #56 – Report dated August 22, 2018 from the City Clerk/Solicitor's Department,
Re: Appointment of Associate Returning Officer, Holy Trinity Roman Catholic Separate School Division No. 22.

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

6. **REPORTS OF THE STANDING COMMITTEES OF CITY COUNCIL**

- a. Executive Committee – August 13, 2018
- b. Personnel Committee – August 13, 2018

7. **MATTERS ARISING FROM REPORTS OF STANDING COMMITTEES**

8. **REPORTS OF OTHER COMMITTEES**

9. **GIVING NOTICE**

10. **MOTIONS**

- a. Appointment of Deputy Mayor
- b. Appointment of Chairperson – Executive Committee
- c. Appointment of Chairperson – Personnel Committee

11. **BYLAWS**

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, September 10, 2018.**



MINUTES

REGULAR MEETING OF CITY COUNCIL

Monday, August 13, 2018, 5:30 p.m.
Council Chambers, City Hall

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

CALL TO ORDER

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

PUBLIC ACKNOWLEDGEMENTS – Nil.

ADOPTION OF MINUTES

Re: Adoption of Regular City Council Meeting Minutes – July 23, 2018

251 Moved by Councillor Luhning, seconded by Councillor Swanson
THAT the minutes of the regular meeting of City Council held on Monday,
July 23, 2018 be approved and adopted.

Carried.

MOTION TO GO INTO COMMITTEE OF THE WHOLE

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

Carried.

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

Communication #49 – 2018 Beautification Awards

Considered was a report (Communication #49) dated July 26, 2018 from the Department of Parks and Recreation to present the annual Beautification Awards.

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

Best Residential Property:
Winner: Gwen and David Venn
Sponsor: Cornell Design and Landscaping

Best Residential Planters and/or Balcony:
Winner: Deana Kempel
Sponsor: Windmill Greenhouses

Best Commercial Property:
Winner: Sherry Lynds, Citizens All Association
Sponsor: Keon Garden Centre

Best Environmentally Conscious Property:
Winner: Sam and Violet Dzurka
Sponsor: Emerald Custom Creations

Best Residential Edible Garden:
Winner: Douglas and Eleanor Snyder
Sponsor: City of Moose Jaw

253 Moved by Councillor Luhning
THAT the report dated July 26, 2018 regarding 2018 Beautification Awards be received and filed.
Carried.

Communication #50 – City Department Quarterly Reports

Considered was a report (Communication #50) dated August 7, 2018 from the City Manager to provide City Council with information respecting activities of the various City Departments for the period April 1, 2018 to June 30, 2018.

254 Moved by Councillor McMann
THAT the City Department Quarterly Reports for the period April 1, 2018 to June 30, 2018 be received and filed.
Carried.

Communication #51 – Notice of Decision of the Development Appeals Board

Considered was a report (Communication #51) dated July 25, 2018 from the Acting Secretary, Development Appeals Board to submit the Decision of the Development Appeals Board respecting an application for variance under the City of Moose Jaw's Zoning Bylaw that was discussed and decided upon at the meeting held on July 17, 2018.

255 Moved by Mayor Tolmie
THAT the following Decision of the Development Appeals Board be received and filed:

{2 – 2018} Aaron Fay and Amanda Fay
595 10th Ave North West, Moose Jaw, SK

Carried.

Communication #52 – Notice of Meeting of the Development Appeals Board

Considered was a report (Communication #52) dated July 30, 2018 from the Acting Secretary, Development Appeals Board to provide notice that a Development Appeals Board Meeting is scheduled for August 21, 2018 to hear Appeal No. 3-2018.

256 Moved by Councillor Froese
THAT Communication #52 dated July 30, 2018 from the Acting Secretary, Development Appeals Board, being a Notice of Development Appeals Board meeting, be received and filed.

Carried.

Communication #53 – Oak Street Paving

Considered was a report (Communication #53) dated August 7, 2018 from the Department of Engineering Services to obtain funding approval for the paving of Oak Street.

257a Moved by Councillor Swanson
THAT the paving and curb and gutter of Oak Street from 4th Avenue North East to four meters east of the most eastern edge of Copper Ridge Way be funded from the land development fund; and

THAT the work be added as a change order to the paving and curb and gutter contracts.

Vote Delayed by Tabling Motion.

257b Moved by Councillor Luhnig
THAT the following motion:

"THAT the paving and curb and gutter of Oak Street from 4th Avenue North East to four meters east of the most eastern edge of Copper Ridge Way be funded from the land development fund; and

THAT the work be added as a change order to the paving and curb and gutter contracts."

be tabled pending a report from the City Manager.

Carried.

ADOPTION OF THE REPORT OF THE COMMITTEE OF THE WHOLE

258 Moved by Councillor McMann, seconded by Councillor Froese
THAT the report of the Committee of the Whole be taken as read, received and adopted.

Carried.

REPORTS OF STANDING COMMITTEES OF CITY COUNCIL

a. Executive Committee – July 23, 2018

259 Moved by Councillor Warren, seconded by Councillor Luhnig
THAT the report of the Executive Committee meeting dated July 23, 2018 be taken as read.

Carried.

b. Executive Committee #2 – July 9 and August 8, 2018

Councillor Swanson declared a conflict of interest in the following matter and left the meeting at 6:22 p.m.

Councillor Froese declared a conflict of interest in the following matter and left the meeting at 6:22 p.m.

Councillor McMann declared a conflict of interest in the following matter and left the meeting at 6:22 p.m.

260 Moved by Councillor Warren, seconded by Councillor Luhnig
THAT the report of the Executive Committee meeting dated July 9 and August 8, 2018 be taken as read.

Carried.

MATTERS ARISING FROM REPORTS OF STANDING COMMITTEES

Councillor Luhnig rose on a Point of Order regarding the order of the following two motions. The Chair ruled on the Point of Order.

b. Executive Committee #2 – July 9 and August 8, 2018

261

Moved by Councillor Warren, seconded by Councillor Luhnig
THAT the report of the Executive Committee meeting dated July 9 and August 8, 2018 be received and adopted.

Carried.

Councillor Swanson returned to the meeting at 6:24 p.m.

Councillor Froese returned to the meeting at 6:24 p.m.

Councillor McMann returned to the meeting at 6:24 p.m.

a. Executive Committee – July 23, 2018

262

Moved by Councillor Luhnig, seconded by Councillor Froese
THAT the report of the Executive Committee meeting dated July 23, 2018 be received and adopted.

Carried.

REPORTS OF OTHER COMMITTEES – Nil.

GIVING NOTICE – Nil.

MOTIONS – Nil.

BYLAWS

Consideration of Bylaw:

#5561 – Moose Jaw Municipal Airport Authority Bylaw – 3rd Reading

263

Moved by Councillor Froese, seconded by Councillor McMann
THAT Bylaw No. 5561 be now read a third time, adopted, signed by the Mayor and City Clerk, dated and sealed.

Carried.

ENQUIRIES

Councillor Froese asked a verbal enquiry about pigeons causing danger to drivers and pedestrians at the intersection of Manitoba Expressway and the underpass.

Councillor Swanson rose on a Point of Order regarding Councillor Froese's verbal enquiry. The Chair ruled on the Point of Order.

Councillor Froese then submitted the following written enquiry:

Pigeons Causing Danger to Drivers and Pedestrians

Is it CPR's responsibility for the management of where the pigeons are nesting in the underside of the bridge? Are our City staff responsible for cleaning up the sidewalks and the pigeons which have been hit? Has there been accidents as a result of avoiding the birds?

RESPONSES TO WRITTEN "ANSWERS TO ENQUIRIES" - Nil

PUBLIC FORUM

Ms. Aleta Jorgenson, citizen, addressed members of City Council regarding the rainbow painted bench at 345 Main Street North.

The meeting adjourned at 6:33 p.m.

MAYOR

ACTING CITY CLERK



MINUTES

SPECIAL MEETING OF CITY COUNCIL

**Wednesday, August 15, 2018, 5:30 p.m.
Council Chambers, City Hall**

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

ABSENT: Councillor B. Swanson

CALL TO ORDER

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

Councillor Froese declared a conflict of interest due to her position as a board member of the Downtown and Soccer/Field-House Facilities Inc. and left the meeting at 5:30 p.m.

REPORTS OF STANDING COMMITTEES OF CITY COUNCIL

Special Executive Committee – August 13, 2018

Moved by Councillor Warren, seconded by Councillor Luhning
THAT the report of the Special Executive Committee meeting dated August 13, 2018 be taken as read.

MATTERS ARISING FROM REPORTS OF STANDING COMMITTEES

Special Executive Committee – August 13, 2018

- 265 Moved by Councillor Luhning, seconded by Councillor Warren
THAT the report of the Special Executive Committee meeting dated August 13, 2018 be received and adopted.
- Carried.

BYLAWS

Councillor McMann declared a conflict of interest due to his position as a board member of the Downtown and Soccer/Field-House Facilities Inc. and left the meeting at 5:33 p.m.

Quorum was maintained due to application of s. 119(2) of *The Cities Act*.

Introduction of Bylaws:

#5565 – A Bylaw of the City of Moose Jaw to Authorize the City Manager to Manage the Downtown and Soccer/Field-House Facilities Inc.

- 266a Moved by Councillor Luhning, seconded by Councillor Warren
THAT Deputy Mayor, Councillor Warren be allowed to introduce **Bylaw No. 5565, A BYLAW OF THE CITY OF MOOSE JAW TO AUTHORIZE THE CITY MANAGER TO MANAGE THE DOWNTOWN AND SOCCER/FIELD-HOUSE FACILITIES INC.**
- Carried.
- 266b Moved by Councillor Luhning, seconded by Councillor Warren
THAT Bylaw No. 5565 be now read a first time.
- Carried.
- 266c Moved by Councillor Warren, seconded by Councillor Luhning
THAT Bylaw No. 5565 be now read a second time.
- Carried.
- 266d Moved by Councillor Luhning, seconded by Councillor Warren
THAT we now go into Committee of the Whole under the Chairmanship of Deputy Mayor, Councillor Warren to consider Bylaw No. 5565.
- Carried.
- 266e 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. 5565, A Bylaw of the City of Moose Jaw to Authorize the City Manager to Manage the Downtown and Soccer/Field-House Facilities Inc.**, begs to report that the Bylaw passed this Committee without amendment.

(Sgd). Coun. Warren
Chairperson

266f Moved by Councillor Luhning, seconded by Councillor Warren
THAT the report of the Committee of the Whole be received and adopted.

Carried.

266g Moved by Councillor Warren, seconded by Councillor Luhning
THAT Bylaw No. 5565 be submitted for third reading forthwith.

Carried Unanimously.

266h Moved by Councillor Luhning, seconded by Councillor Warren
THAT Bylaw No. 5565 be now read a third time, adopted, signed by the Mayor and City Clerk, dated and sealed.

Carried.

Councillor Froese returned to the meeting at 5:39 p.m.

The meeting adjourned at 5:39 p.m.

MAYOR

ACTING CITY CLERK



City of Moose Jaw

COMMUNICATION #54

TITLE: Proposed Amendments to *The Local Government Election Act, 2015*

TO: City Council

FROM: City Clerk/Solicitor's Department

DATE: August 20, 2018

PUBLIC: This is a public document.

IN-CAMERA: Not applicable to this report.

RECOMMENDATION

THAT the matter respecting the proposed amendments to *The Local Government Election Act, 2015* be a decision of Council.

JUSTIFICATION FOR IN-CAMERA

Not applicable to this report.

TOPIC AND PURPOSE

The purpose of this report is to provide an update respecting the potential change to the 2020 Municipal Election date.

BACKGROUND

As you are aware, the 2020 Municipal Elections (October 28, 2020) are scheduled to occur five days before the Provincial Election (November 2, 2020).

DISCUSSION

In the spring of 2018, local governments were asked by the Ministry of Government Relations to comment on potential changes that would move the Municipal Election from the fourth Wednesday in October to the third Wednesday in November. Responses received from the sectors consulted did not support this change.

As a result of this feedback, the Ministry is now requesting feedback from the local municipalities on the potential of delaying the Municipal Election date one year to October 27, 2021 (and every four years after that).

From a functionality perspective, Administration is indifferent as to the proposed change. The Clerk's Office would organize the voting process in accordance with legislative direction in any event. There may, however, be broader policy implications which Council may wish to consider in determining its position.

While a one-year election delay would mean that the term for current Council members would be extended one year, the potential change would ensure that the General Municipal Election date remains on the fourth Wednesday in October and that the concerns raised by the sector associations with respect to a November election date (for example, conventions, interference with the next year budget process, potential inclement weather) would be mitigated. As well, based on existing federal and provincial election legislation, this proposed change would attempt to ensure the municipal elections generally would not conflict with potential federal and provincial elections.

From a first principles perspective, however, the key democratic right of citizens to pass judgement on the performance of their elected members is their ability to cast a ballot every four years. Citizens have an opportunity to either endorse or critique their members in October 2020. Delaying that ability for a full year could be seen as anti-democratic.

Prior to 2012, the term of elected members in urban municipalities was three years. The Province extended that term to four years with minimal input from the municipal sector. In 2012 and 2016, therefore, candidates running for office understood they were signing up for a four-year commitment. Arbitrarily adding an additional years' obligation is likely to result in an increased number of resignations and the resulting disruption and further expense of by-elections.

Given the very short time line offered by the Province to respond to this potential extension, it is questionable whether most councils will have the opportunity to adequately consider this proposal. Earlier this year the Mayors' Caucus went on record as supporting leaving the October 28, 2020 date in place. The Urban Municipal Administrators' Association of Saskatchewan has written to oppose the unilateral one-year extension.

OPTIONS TO RECOMMENDATION

Currently, the City has been requested to comment on delaying the Municipal Election date by one year. The Ministry requested a response no later than Friday, August 24, 2018. The choice for Council is to support or not support the proposal.

PUBLIC AND/OR STAKEHOLDER INVOLVEMENT

The Ministry of Government Relations is seeking input from various sectors including SUMA, SARM, School Board Associations, Cities, the Urban Municipal Administrators' Association of Saskatchewan (UMAAS), and the Saskatchewan Association of City Clerks (SACC).

COMMUNICATION PLAN

A communication plan is integral to municipal governance. The communication of the term extension to the public generally would be required.

STRATEGIC PLAN

This report is to support the strategic goal in the promotion of transparency of municipal government.

OFFICIAL COMMUNITY PLAN

Not applicable to this report.

BYLAW OR POLICY IMPLICATIONS

Not applicable to this report.

FINANCIAL IMPLICATIONS

Not applicable to this report.

PRIVACY IMPLICATIONS

Not applicable to this report.

OTHER CONSIDERATIONS/IMPLICATIONS

There are no financial, or privacy implications, official community plan implementation strategies or other considerations.

PUBLIC NOTICE

Public notice is not required respecting this matter.

PRESENTATION

VERBAL: X AUDIO/VISUAL: NONE:

Mr. Gulka-Tiechko will be in attendance at the meeting to discuss this matter.

ATTACHMENTS

- i. Email from R. Allan Laird, member of Ministry of Government Relations, dated August 7, 2018.

Respectfully Submitted By,

Tracy Wittke

Tracy Wittke, Assistant City Clerk

TW/

APPROVAL OF REPORT RECEIVED

COMMENTS RECEIVED

Myron Gulka-Tiechko

Myron Gulka-Tiechko, City Clerk/Solicitor

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

COMMUNICATION #55

TITLE: Saskatchewan City Mayors' Caucus Meeting

TO: Members of City Council

FROM: Mayor's Office

DATE: August 20, 2018

PUBLIC: Public Document

RECOMMENDATION

THAT Communication #55 dated August 20, 2018 from Mayor Tolmie regarding the Saskatchewan City Mayors' Caucus meeting held on May 17, 2018 be received and filed.

JUSTIFICATION FOR IN-CAMERA

Not applicable to this report.

TOPIC AND PURPOSE

The purpose of this report is to provide Council with a report on the outcome of the Saskatchewan City Mayors' Caucus meeting held at Jackfish Lodge on May 17, 2018.

BACKGROUND

City Council resolution #407 dated June 11, 2012 states as follows:

"THAT the Mayor provide City Council with a report after each meeting of the City Mayors' Caucus detailing the date and place of the meeting and any actions initiated at the meeting by the Mayors' Caucus; and

THAT the Moose Jaw Council representative to the Saskatchewan Urban Municipalities Association (SUMA) Board provide a similar report to the Mayor and City Councillors on SUMA Board actions pertaining to cities."

DISCUSSION

Mayor Tolmie and City Manager Jim Puffalt attended the Saskatchewan City Mayors' Caucus meeting at Jackfish Lodge (North Battleford) on Thursday, May 17, 2018.

The Mayors from Saskatchewan's cities attended to discuss the issues facing Saskatchewan cities. Some of these issues included:

- Photo Radar – Discussion took place regarding the Province's Photo Radar Pilot Project. The Province is initiating conversations with existing cities that have cameras concerning the program and the potential to either expand the program or use revenues from the existing program to help other communities with road safety upgrades.
- Recreational Cannabis Legislation – Discussion was held concerning municipal revenue when the legalization is introduced. Further, concerns were raised concerning the cost of policing and timelines.
- Climate Change – Cities were encouraged to participate in the SUMA Survey, "Going Green – Reducing Carbon Emissions and Building Resilience". Discussion also took place reiterating municipalities' motion of 2017 to support the Province's stand on Carbon Tax.
- Ride Sharing – There was follow up discussion from the previous Mayors' Caucus meeting concerning Uber and Lyft (transportation network companies). Uber's initial interest is in operating only in Regina and Saskatoon, noting that the smallest municipality they operate in to date is 30,000 people. Lyft is more interested in operating provincially.
- Local Election Legislative Amendments – A recommendation was considered from the City Managers' Caucus to send a letter to the Minister of Government Relations stating the City sector supports the municipal election date to remain as scheduled for October 28, 2020.
- Legal and Legislative Working Group – The following recommendation was brought forward: "That the CMC approve the Legal and Legislative Working Group Terms of Reference, subject to any revisions that may be suggested. The mandate of the Legal and Legislative Working Group (Working Group) will aim to create a community to share perspectives and identify common issues in response to consultations or initiatives affecting Saskatchewan cities initiated by the federal or provincial governments, the Saskatchewan Urban Municipalities Association (SUMA) or the City Mayors' Caucus (CMC)."

The Working Group's mandate is to identify issues with any legislative consultations or initiatives, seek shared perspectives and common goals, and help both cities and SUMA respond to consultations and initiatives in a comprehensive manner, respectful of different perspectives and expertise.

ATTACHMENTS

Not applicable to this report.

Respectfully Submitted By,

Fraser Tolmie

Mayor Fraser Tolmie

FT/ps

APPROVAL OF REPORT RECEIVED

COMMENTS RECEIVED

Myron Gulka-Tiechko (Acting)

Jim Puffalt
City Manager

To be completed by the Clerk's Department only.

Presented to Regular Council or Executive Committee on _____ -
_____.

No. _____ Resolution No.



City of Moose Jaw

COMMUNICATION #56

TITLE: Appointment of Associate Returning Officer
Holy Trinity Roman Catholic Separate School Division No. 22

TO: City Council

FROM: City Clerk/Solicitor's Department

DATE: August 22, 2018

PUBLIC: This is a public document.

IN-CAMERA: Not applicable to this document.

RECOMMENDATION

THAT Ms. Tracy Wittke be appointed with authority to act as the Associate Returning Officer on behalf of the Holy Trinity Roman Catholic Separate School Division No. 22 for The conduct of their By-Election in Moose Jaw.

JUSTIFICATION FOR IN-CAMERA

Not applicable to this document.

TOPIC AND PURPOSE

The purpose of this report is to advise City Council that the City Clerk/Solicitor's Office has received notice that the Holy Trinity Catholic Separate School Division No. 22 has received a Board Trustee resignation.

BACKGROUND

A returning officer is responsible for all matters relating to an election, including the duties and responsibilities set forth in *The Local Government Election, 2015 Act* (the Act). For the past number of years, the City Clerk has been the returning officer for both the municipal and the school board elections.

DISCUSSION

In accordance with the Act, subsection 12(1) states that if a school division is situated wholly or substantially within a municipality and a vacancy occurs on the board, the board shall request the council to set a date specified by the board as By-Election day, unless the board and council agree on another day.

The Holy Trinity Roman Catholic Separate School Division No. 22 has requested the City manage their By-Election within City limits. The City's Returning Officer will be designated as the Associate Returning Officer for the Holy Trinity Roman Catholic Separate School Division No. 22.

Because of the concurrent nature of civic elections, it is anticipated that Holy Trinity Roman Catholic Separate School Division No. 22 will make decisions that are complementary to those made by City Council.

OPTIONS TO RECOMMENDATION

Not applicable to this report.

PUBLIC AND/OR STAKEHOLDER INVOLVEMENT

Not applicable to this report.

COMMUNICATION PLAN

The City of Moose Jaw has advertised through print media, social media and websites the Call for Nominations for the vacant Council position. As a result of the Board Trustee vacancy, the City is prepared to notify the public that a Board Trustee candidate will be added to the ballot for the October 17, 2018 By-Election.

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

The estimated cost of conducting the upcoming Civic By-Election is approximately \$60,000. In General Municipal Elections costs are generally shared with the two school boards. The City bears 50% and the school boards share the remaining 50% roughly on the basis of assessment (80-20). A cost-sharing agreement has been reached between the City and the Holy Trinity Roman Catholic Separate School Division No. 22 such that the City of Moose Jaw will absorb 75% of the costs and the Holy Trinity Roman Catholic Separate School Division No. 22 will absorb 25% of election costs to a maximum contribution of \$15,000.

The only factor that is anticipated that could alter cost-sharing plans is an acclamation for the School Board vacancy. Should an acclamation take place, the overall cost of conducting the By-Election is not anticipated to change; however, the City's share will increase accordingly. The City's past practice has been to not charge the school boards for any election expenses incurred after the close of nominations, if they have an acclamation.

PRIVACY IMPLICATIONS

Not applicable to this report.

OTHER CONSIDERATIONS/IMPLICATIONS

There are no other considerations or implications.

PUBLIC NOTICE

As the City of Moose Jaw has commenced the Call for Nominations for the Councillor vacancy, the Call for Nominations will be altered to include the Call for Nominations for Board Trustee.

Pursuant to subsection 66 of the Act, at least 10 business days before nomination day, the returning officer shall publish a notice in the prescribed form calling for nominations with respect to the vacancies to be filled by election.

It should be noted that a Call for Nominations to include the Board Trustee will be issued on August 28, 2018 which will accommodate the Nomination Day of September 12, 2018.

PRESENTATION

VERBAL: X AUDIO/VISUAL: NONE:

ATTACHMENTS

- i. Letter dated August 23, 2018 from Ms. Sandy Gessner, CFO, Holy Trinity Roman Catholic Separate School Division No. 22.

Respectfully Submitted By,

Tracy Wittke

Tracy Wittke, Assistant City Clerk

TW/

APPROVAL OF REPORT RECEIVED

COMMENTS RECEIVED

Myron Gulka-Tiechko

Myron Gulka-Tiechko, City Clerk/Solicitor

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. _____



Holy Trinity Roman Catholic Separate School Division No. 22

502 - 6th Avenue N.E, Moose Jaw, SK, S6H 6B8

Phone (306) 694-5333 www.htcsd.ca

August 23, 2018

Tracy Wittke,
Assistant City Clerk/Returning Officer
City of Moose Jaw
228 Main Street North
Moose Jaw, SK S6H 3J8

Dear Ms. Wittke:

Re: By-election October 17, 2018

As per our discussions, and those with Acting City Manager Myron Gulka-Tiechko, be advised that Robert Tiede has resigned as trustee of the Moose Jaw Subdivision of the Board of Education of the Holy Trinity Roman Catholic School Division effective August 21, 2018.

The Board of Education at a Special Meeting held August 22, 2018 considered options along with current legislation in place to fill this vacant position. The Board wishes and resolved to coordinate a by-election with the City of Moose Jaw to be held October 17, 2018. In accordance with applicable legislation contained within *The Local Government Election Act, 2015* please be aware that Holy Trinity Roman Catholic School Division has advised and consulted with its other municipal authorities. Further, it agrees to:

- Appoint Tracy Wittke as Returning Officer
- Assign the polling areas: (1) Kinsmen Sports Centre (2) The Legion (3) Town and Country Mall and (4) Church of our Lady
- Cost-share with the City proportionate costs up to \$15,000.

As Myron mentioned yesterday by telephone, should only one nomination for Board Member be filed and no by-election is required, we would reimburse the City the applicable costs (advertising, materials, etc) but not share in the remainder of the costs to complete the election.

I look forward to working with you in this process and thank you again!

Sincerely,


Sandy L. Gessner
Chief Financial Officer

Cc: Myron Gulka-Tiechko



PUBLIC MINUTES OF EXECUTIVE COMMITTEE

**Monday, August 13, 2018, 6:41 p.m.
Scoop Lewry Room, 2nd Floor, City Hall**

- PRESENT: Councillor D. Luhning, Chairperson
Mayor F. Tolmie
Councillor B. Swanson
Councillor C. Warren
Councillor C. Froese
Councillor S. McMann
- ADMIN: J. Puffalt, City Manager
T. Wittke, Acting City Clerk
K. Soltys, Acting City Solicitor
J. Mickleborough, Director of Engineering
M. Sanson, Director of Planning and Development
S. Campbell, City Comptroller
C. Hemingway, Communications Manager
C. Oakes, Parks and Recreation Operations Manager
R. Nelson, Assistant IT Manager
- MEDIA: CHAB
Moose Jaw Express
MJ Independent
Daily Jaw

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

1. Report dated July 17, 2018 from the Department of Parks and Recreation,
re: Moose Jaw Library & Art Museum Condenser Fan VFD Replacement.
2. Report dated August 8, 2018 from the City Clerk/Solicitor's Department,
re: DFFH Report and Statement of Operations.

3. Confidential Matter.
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 17.
4. Confidential Matter.
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 16 and section 17.
5. 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

Councillor Luhning, Chairperson, called the meeting to order at 6:41 p.m.

Re: Moose Jaw Library & Art Museum Condenser Fan VFD Replacement

Considered was a report dated July 17, 2018 from the Parks and Recreation Department regarding the replacement of the Moose Jaw Library & Art Museum condenser Fan VFD component.

Moved by Councillor Froese

THAT the use of Facility Reserve funds up to \$18,000 (applicable taxes included) be approved for the replacement of the Moose Jaw Library & Art Museum condenser fan Variable Frequency Drive.

Carried.

Councillor Swanson declared a conflict of interest in the following matter and left the meeting at 6:44 p.m.

Councillor Froese declared a conflict of interest in the following matter and left the meeting at 6:44 p.m.

Councillor McMann declared a conflict of interest in the following matter and left the meeting at 6:44 p.m.

Re: DFFH Report and Statement of Operations

Considered was a report dated August 8, 2018 from the City Clerk/Solicitor's Department with respect to the 2018 semi-annual report received from the Chair of the DFFH Board.

Moved by Mayor Tolmie

THAT the DFFH Report dated August 6, 2018 and the Statement of Operations for the month ended June 30, 2018 be received and filed.

Carried.

Councillor Swanson returned to the meeting at 6:44 p.m.

Councillor Froese returned to the meeting at 6:44 p.m.

Councillor McMann returned to the meeting at 6:44 p.m.

Moved by Councillor McMann

THAT the Executive Committee close the meeting to the public and proceed in-camera pursuant to Section 94(2) of *The Cities Act* as confidential information is contained within one or more of the exemptions in Part III of *The Local Authority Freedom of Information and of Privacy Act*, in particular section 16, section 17 and section 15.

Carried.

The Executive Committee closed the meeting at 6:46 p.m. to the public with the following persons in attendance: Councillor Luhnning; Mayor Tolmie; Councillor Swanson; Councillor Warren; Councillor Froese; Councillor McMann; Jim Puffalt; Tracy Wittke; Katelyn Soltys; Josh Mickleborough; Michelle Sanson; Sandy Campbell; Craig Hemingway; Cory Oakes and Ryan Nelson.

Councillor Swanson declared a conflict of interest and left the meeting at 7:34 p.m.

Councillor Froese declared a conflict of interest and left the meeting at 7:34 p.m.

Councillor McMann declared a conflict of interest and left the meeting at 7:34 p.m.

Josh Mickleborough; Michelle Sanson; Sandy Campbell; Craig Hemingway; Cory Oakes and Ryan Nelson left the meeting at 7:34 p.m.

Councillor Swanson returned to the meeting at 7:39 p.m.

Councillor Froese returned to the meeting at 7:39 p.m.

Councillor McMann returned to the meeting at 7:39 p.m.

Moved by Councillor Froese

THAT the Executive Committee go out of in-camera.

Carried.

The Executive Committee opened the meeting to the public at 7:40 p.m.

Moved by Mayor Tolmie

THAT the Executive Committee meeting be adjourned.

Carried.

The Executive Committee meeting adjourned at 7:40 p.m.

Respectfully submitted,

(Sgd.) *Councillor D. Luhning*
Chairperson

/tw



PUBLIC MINUTES OF PERSONNEL COMMITTEE

**Monday, August 13, 2018, 7:43 p.m.
Scoop Lewry Room, 2nd Floor, City Hall**

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

ADMIN: J. Puffalt, City Manager
M. Sanson, Director of Planning and Development
K. Soltys, Assistant City Solicitor
T. Wittke, Assistant City Clerk

MEDIA: CHAB

Call to Order

Councillor Froese, Chairperson, called the meeting to order at 7:43 p.m.

Moved by Councillor Warren

THAT the Personnel Committee go in-camera to discuss confidential personnel matters pursuant to Part III, Section 16 and 15 of *The Local Authority Freedom of Information and Protection of Privacy Act*.

Carried.

The Personnel Committee closed the meeting to the public at 7:45 p.m. with the following persons in attendance: Councillor Froese; Mayor Tolmie; Councillor Swanson; Councillor Warren; Councillor Luhning; Councillor McMann; Jim Puffalt; Michelle Sanson; Katelyn Soltys; and Tracy Wittke.

Moved by Councillor Warren
THAT the Personnel Committee reconvene in open session.

Carried.

The Personnel Committee reconvened in open session at 7:57 p.m.

Moved by Councillor Luhning
THAT the Personnel Committee meeting adjourn.

Carried.

The Personnel Committee meeting adjourned at 7:57 p.m.

Respectfully submitted,
(Sgd.) Councillor Froese, Chair
/tw

CITY OF MOOSE JAW

MOTIONS

August 27, 2018

File: 401-3

a. Appointment of Deputy Mayor

Moved by Coun. _____, seconded by Coun. _____
THAT Councillor Luhning be appointed Deputy Mayor for the ensuing two (2) months effective September 1, 2018 to October 31, 2018 and/or until a successor is appointed.

b. Appointment of Chairperson, Executive Committee

Moved by Coun. _____, seconded by Coun. _____
THAT Councillor Froese be appointed Chairperson of the Executive Committee for the ensuing two (2) months effective September 1, 2018 to October 31, 2018 and/or until a successor is appointed.

c. Appointment of Chairperson, Personnel Committee

Moved by Coun. _____, seconded by Coun. _____
THAT Councillor McMann be appointed Chairperson of the Personnel Committee for the ensuing two (2) months effective September 1, 2018 to October 31, 2018 and/or until a successor is appointed.

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

August 27, 2018

FROM	DATE & RES. #	SUBJECT MATTER Communication # etc.	DEPT. ASSIGNED	STATUS/ COMMENTS
<u>2013-2018:</u>				
City Council	Feb. 13/17	Service Connections Bylaw/Policy	Clerk/Solicitor	Amend Bylaw 5152 <i>STATUS: Engineering to provide information by September.</i>
Exec. Comm.	Jan. 30/17	Supplementary Information		<i>STATUS: Info coming from Engineering (Darrin) In Progress</i>
City Council	Oct. 23/17	Amendments to Smoking Bylaw 5192	Clerk/Solicitor	Report to October EC meeting
City Council	March 26/18	Development Levy Bylaw	Planning	Report to Council In September <i>STATUS: In Progress</i>
City Council	April 9/18	Purchasing Policy Change	Finance	Report to EC in September <i>STATUS: In Progress</i>
<u>TABLED MATTERS:</u>				
City Council	June 23/14 Res. #457	TSAC – Traffic Safety Concern at Maintenance Vehicle Entrance to Crescent Park and 3 rd Ave. N.E. Parking on 3 rd Ave. N.E.	Engineering Parks & Recreation	<i>STATUS: Engineering to paint curbs to allow for marked distance for safety of vehicle crossings.</i>

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

August 27, 2018

Exec. Comm	May 28/18	YAC recommendation re: Plastic Bags	City Manager	Meeting with YAC, Environment & affected Businesses to discuss further in Fall 2018. Then report to Council.
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Executive Committee	Feb. 26/18 July 9/18	Service Connection Billings	Engineering/ Finance	Report to Executive Committee <i>STATUS: to September 10 Executive meeting</i>
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City Council	Aug. 13/18	Oak Street Paving	City Manager	Report to Council Sept. 10 <i>STATUS: In progress</i>
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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 October</i>
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City Council	June 25/18	Banner Policy	Parks & Rec	Report to EC Fall 2018
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2018 ENQUIRIES:

#4 of 2018 – Pigeons Causing Danger to Drivers/Pedestrians			Engineering	Prepare Answer for Sept. 10/18 CC
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