# CITY OF YORKTON
## REGULAR COUNCIL MEETING AGENDA
**Monday, June 20, 2022 - 5:00 p.m.**
**Council Chambers, City Hall**

1. **CALL TO ORDER**

2. **APPROVAL OF AGENDA**

3. **PUBLIC ACKNOWLEDGEMENTS**

4. **APPROVAL OF MINUTES**
   - Regular Council Meeting Minutes – May 30, 2022

5. **UNFINISHED BUSINESS**

6. **REPORTS OF COUNCIL COMMITTEES AND MATTERS REFERRED**
   - Yorkton Public Library Board Meeting Minutes – April 27, 2022
   - Environmental Committee Meeting Minutes – May 3, 2022

7. **HEARING OF PETITIONS, PUBLIC NOTICES AND PRESENTATIONS**
   - Presentation – Yorkton Tribal Council - Teepee Project in City Centre Park & Tourism Location Project Proposal

8. **BUSINESS ARISING OUT OF PETITIONS, PUBLIC NOTICES AND PRESENTATIONS**

9. **CORRESPONDENCE**

10. **BYLAWS**

11. **ADMINISTRATIVE REPORTS**
    - Bylaw & Safety Supervisor
      - Community Safety Officer Appointment – Mr. Jordan Russell
    - Director of Legislation and Procedures (City Clerk)
      - MEPP Member Reappointment 2022-2025

12. **GIVING NOTICE OF MOTION**

13. **IN CAMERA SESSION**
    - 1 Property Item

14. **ADJOURNMENT**

*All redactions done are pursuant to Section 16 of LAFOIPP

# Yorkton Public Library Board

## MINUTES APRIL 27, 2022 4:30 PM YPL MEETING ROOM

| | |
|---|---|
| Attendees | Councillor Chris Wyatt (via Zoom), Lauretta Ritchie-McInnes, Eileen Dellow, Tami Hall, Malena Vroom, Luba Magis, Juanita Brown, Darcy McLeod (Ex-Officio), Guest: Lonnie Kaal (City Manager) |
| Regrets | Melinda Sevilla |
| Staff, Recording | Amber Harvey, Branch Manager |
| Call to order | Called to order by Ritchie-McInnes at 4:32 pm |
| Adjourn | 6:03 pm |

**Agenda Topics**

| | |
|---|---|
| **1. Call to Order** | |
| **2. Introductions –** new board member | |
| **3. Adoption of Agenda** | |
| **Motion 22-009** | **Vroom**<br>That the agenda be adopted as presented. CARRIED |

| | |
|---|---|
| **4. Minutes of the February 9, 2022 Meeting** | |
| Minutes from February 9, 2022 meeting of the Committee were circulated. | |
| **Motion 22-010** | **Dellow**<br>That the word *and* be changed to *an* in item 8. a)<br>That the minutes of February 9, 2022 meeting be approved as amended. CARRIED |

| | |
|---|---|
| **5. Branch Manager Report** | |
| The Branch Manager Report submitted by Harvey was discussed. | |
| **Motion 22-011** | **Brown**<br>That the Branch Manager Report is received and filed. CARRIED |

| | |
|---|---|
| **6. Correspondence** | |
| The February 24th, 2022 letter from Shirley Glauser was shared. | |
| **Motion 22-012** | **Vroom**<br>That the correspondence is received and filed. CARRIED |

| | |
|---|---|
| **7. Financial Report** | |
| The Branch Manager distributed the April 5, 2022 Financial Report. | |
| **Motion 22-013** | **Vroom**<br>That the April 5, 2022 Financial Report be received and filed.<br>CARRIED |

## 8. Business Arising/Updates

a. PRL AGM date/City input – Kaal provided a verbal summary on the history of the City's relationship with Parkland Regional Library, including the challenges since 2019. She highlighted the recent mediation process that is taking place [redacted] Kaal will be taking the information to City Council but wanted to attend today to share an update with the YPL Board. Discussion continued on the upcoming PRL AGM taking place on May 7th in Foam Lake. Ritchie-McInnes highlighted the AGM meeting package that she received. Ritchie-McInnes and Vroom will attend.

## 9. New Business

a. YPL Social Worker – Harvey provided a summary on the social worker practicum student who was not able to attend with the change of April meeting dates.
b. Review of Board Roles – Ritchie-McInnes summarized YPL board member's role for the newest board member in attendance.
c. Strategic Plan review – Ritchie-McInnes encouraged all board members to review the plan.

## 10. In-Camera

Amber Harvey left the meeting at 5:54 pm.

| | |
|---|---|
| **Motion 22-014** | **Vroom**<br>That this meeting begin in-camera at 5:55 pm. CARRIED |
| **Motion 22-015** | **Hall**<br>That this meeting to resume in open at 6:02 pm. CARRIED. |

## 11. Adjournment

| | |
|---|---|
| **Motion 22-016** | **Brown**<br>That the meeting of the Yorkton Public Library Board be adjourned at 6:03 pm. CARRIED. |

Lauretta Ritchie-McInnes
CHAIRPERSON
Lauretta Ritchie-McInnes

Amber Harvey
RECORDING SECRETARY
Amber Harvey

# Environmental Committee

## MINUTES

**TUES, MAY 3, 2022 7:30 A.M.** **BOARD ROOM, CIVIC OPERATIONS CENTRE**

| | |
|---|---|
| Members Present | Chair Shannon Erickson, Malena Vroom, Dustin Brears, Darcy Zaharia, Matt Poier |
| Absent | Tom Courville, Sandra Bilan, Stefan Bymak, Jason Signarowski |
| City Staff | Michael Buchholzer, Aron Hershmiller, Lyndon Hicks |
| Presentation | |
| Recording | Val Fatteicher |
| Call to order | 7:34 a.m. |
| Adjourn | 8:40 a.m. |
| **1. Declaration of Conflict of Interest** | |
| Declaration | No declaration of conflict of interest was made. |
| **2. Approval of Agenda** | |
| Discussion | Review of agenda items for discussion. |
| **Motion 15-22** | **Darcy Zaharia**<br>To approve the agenda as presented. CARRIED |
| | |
| **3. Minutes of the March 15, 2022 Meeting** | |
| Discussion | Minutes from the March 15, 2022, 2022 Meeting of the Committee were circulated. |
| **Motion 16-22** | **Malena Vroom**<br>That the minutes of March 15, 2022 be approved. CARRIED. |
| **4. City Waste and Recycling Volumes Review (Documents Provided)** | |
| Discussion | Review of data volumes from circulated information.<br>Increase in construction/demolition volumes due to Ramada demo. Commercial and residential volumes fairly consistent. Increase in grass and leaves volumes which includes the collection site at RecyclAbility Enterprises.<br><br>Green clay originates from the canola plants. Product will be utilized as future cover material during decommissioning phase of the landfill cell.<br><br>Twine and grain bag collection being done on behalf of Clean Farms. |

| | |
|---|---|
| | Landfill is a temporary holding location until Clean Farms collects these products.<br><br>Review of recycling volume trends show that garbage volumes decreased and overall collected products increased in 2021.<br><br>Continue to see commercial use of the recycling cages at RecyclAbility Enterprises. Increase amount of communication to public to inform of proper disposal. Could also install signage at the site. Currently there is no fine system in place.<br><br>The equipment being used by PHEP for weekly collection of residential products requires some form of cage to keep collected products from falling off the back of the vehicle.<br><br>Household hazardous waste collection volumes were higher in 2021, than 2019. The program was cancelled in 2020 due to COVID.<br><br>Green Center had 7600 tonnes of products diverted from the landfill. There was a decrease in asphalt products as a result of less projects in the area occurring in 2021.<br><br>Volume data records presented were received. |
| **5. Ride & Recycle Earth Day Event Held April 22nd** | |
| Discussion | Promotional event showcasing operations at the recycling centre with city council, environmental committee and members of the business community invited. City bus rides were provided to the recycling centre followed by a tour of the facility and operations. |
| **6. Spring Clean Up Week Program – May 9 to 14** | |
| Discussion | Similar to previous years, registrations will be accepted for group volunteers to participate in collecting waste in public/green spaces. Free landfill disposal will be applied for qualifying loads. Tree branch pruning or trimming will not be accepted for free. Smaller broken branches from residential yards will qualify for free disposal. |
| **7. Curbside Organics Drop Off Site at Sask Abilities** | |
| Discussion | Organics drop off site will be available once again. There was positive feedback last year for this program. Site expected to be open to residences by May 16th. Consideration for earlier opening next year to coincide with Spring Clean Up Week. |
| **8. Household Hazardous Waste Collection at Recyclability Enterprises** | |
| Discussion | Work continues on establishing a permanent household hazardous waste collection site at RecyclAbility Enterprises. Yorkton would be the first site in the province to have a daily product drop off location. |
| **9. Light Up the Tower Proposal-Subcommittee Members from Environmental Committee** | |
| Discussion | Light Up the Tower proposal was discussed at the Economic Development Committee meeting on March 17th. Members of this |

| | |
|---|---|
| | committee, members of Economic Development Committee as well as Mayor Hippsley would participate in a subcommittee for this proposed project. Participation from the Environmental Committee is needed. Shannon volunteered to participate but attendance will be dependent on availability.<br><br>Subcommittee intent would involve getting community buy-in and support for this project. Some concerns previously mentioned include light pollution, effects on birds and project costs. Project management by Environmental Services. First stage of subcommittee discussions would be to provide estimated costs and support for the project. |
| **10. Next Meeting Date** | |
| Next meeting date pending results of poll. Proposed for second week of June, excluding June 14th. | |
| **11. Next Meeting Agenda Items** | |
| ○ Light up the Tower project proposal<br>○ Strategic plan<br>○ Household hazardous waste collection site<br>○ Spring cleanup week<br>○ Proposed changes/increase to recycling levy at the landfill<br>○ Depot disposal controls of commercial products | |
| **12. Adjournment 8:40 am** | |
| **Motion 17-22** | **Matt Poier**<br>That the Environmental Committee Meeting be adjourned. CARRIED. |

These minutes have been approved by members of the Environmental Committee on June 15, 2022.

Shannon Erickson

Chair

Val Fatteicher

Recording Secretary

*All redactions done are pursuant to Section 23 of LAFOIPP

**Amanda Dietz**

**From:** noreply@esolutionsgroup.ca
**Sent:** Tuesday, June 7, 2022 11:48 AM
**To:** Amanda Dietz
**Subject:** New Response Completed for Request to Appear Before Council Form

**CAUTION: External Email**

Hello,

Please note the following response to Request to Appear Before Council Form has been submitted at Tuesday June 7th 2022 11:47 AM with reference number 2022-06-07-009.

- **First name:**
  Isabel
- **Last Name:**
  O'Soup
- **Committee/Organization name:**
  Yorkton Tribal Council
- **Address:**
  [redacted]
- **City:**
  Yorkton
- **Province:**
  Saskatchewan
- **Postal code:**
  [redacted]
- **Name:**
  Ajay Tadi
- **Title:**
  Human Resources
- **Daytime phone number:**
  [redacted]
- **Email:**
  [redacted]

- **Date of request:**
  6/7/2022

- **Date of council meeting that the presenter is wishing to attend:**
  6/20/2022

- **Topic being presented:**
  Teepee Project

- **Description of request: (Clearly state what is being asked of Council. Provide detailed information about why the information is being presented and the importance to the community)**
  The idea is to construct 2 permanent metal structures within the City of Yorkton representing the Cultural Significance of our Indigenous Peoples. After discussions with our YTC Management and The Mayor, we have come up with the idea of building one Teepee structure about 41 feet high at The City Park on Broadway St behind the Liquor Store on the existing stage and another smaller Teepee structure about 7 or 8 feet high right outside of the Tourism Yorkton Building along Highway #9.

  The presentation will be us revealing this idea to the City Council and give them the background on the quotes received and how we can split the costs between 2 or 3 or 4 parties if they are involved.
  Thank you.

[This is an automated email notification -- please do not respond]

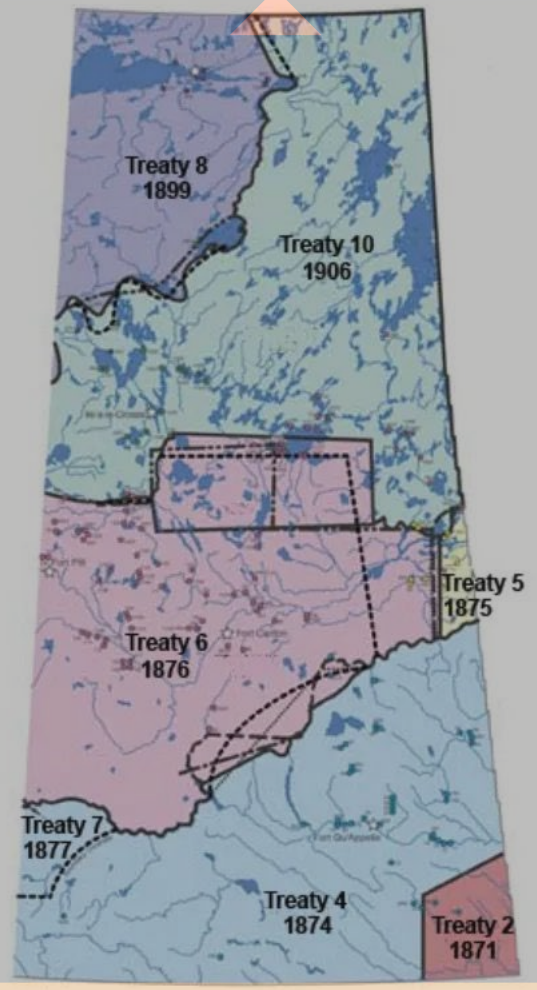
# Teepee Project

**Presentation by,**

**Yorkton Tribal Council**

# Who calls Treaty 4 home?

- Treaty 4 is traditional territory of the nêhiyawak (Cree), Anihšināpēk (Saulteaux), Dakota, Lakota, and Nakoda, and the homeland of the Métis/Michif Nation.
- Today, this land is shared by many people from near and far.
- More-than-human relatives also live here. Some of these individuals include the plants, animals, water, and land features of the area.




Want to learn how to speak Cree? https://bit.ly/3mojQFK

# Acknowledgement:

- Your Worship, The City Council Members and Staff
- Tribal Chief-Isabel O’Soup
- YTC Member Nations
- Director of Operations-Trevor Acoose
- Program Directors and staff
- Community Partners

Designed by PoweredTemplate.com

# Introduction

When, where, and how?

Project Leads: Cory Cadotte and Ajay Tadi

Designed by PoweredTemplate.com

# Promoting Shop Local:

- Contractor: Iron Town Manufacturing
- Engineer: CA Reed Consulting

And other Local Sub-contractors.




Picture by Yorkton Chamber

Designed by PoweredTemplate.com

# Locations



Metal Structure

Metal Structure

## City Park-Broadway St

Behind the Liquor Store and the Structure will be constructed on the existing stage keeping the mural in mind not to obscure the view.

## Tourism Building

Located on Highway #9 anywhere on the empty space located.

Designed by PoweredTemplate.com

**“The Teepee is one of the most culturally recognized symbols of Indigenous people. This project will showcase our commitment to moving forward as a community in a meaningful way. The Teepee first and foremost represents our home and the intrinsic values which are fundamental to our values as Indigenous People,”**

This short documentary is designed to share some of those values we have!

Designed by PoweredTemplate.com

# The Significance of a Teepee!



# This is a forcasted Timeline for City Park Tee Pee

## June 20, 2022

Presentation at the City Council Meeting for approval

## July 2022

Making the Metal Structures and getting material ordered

## August-September 2022

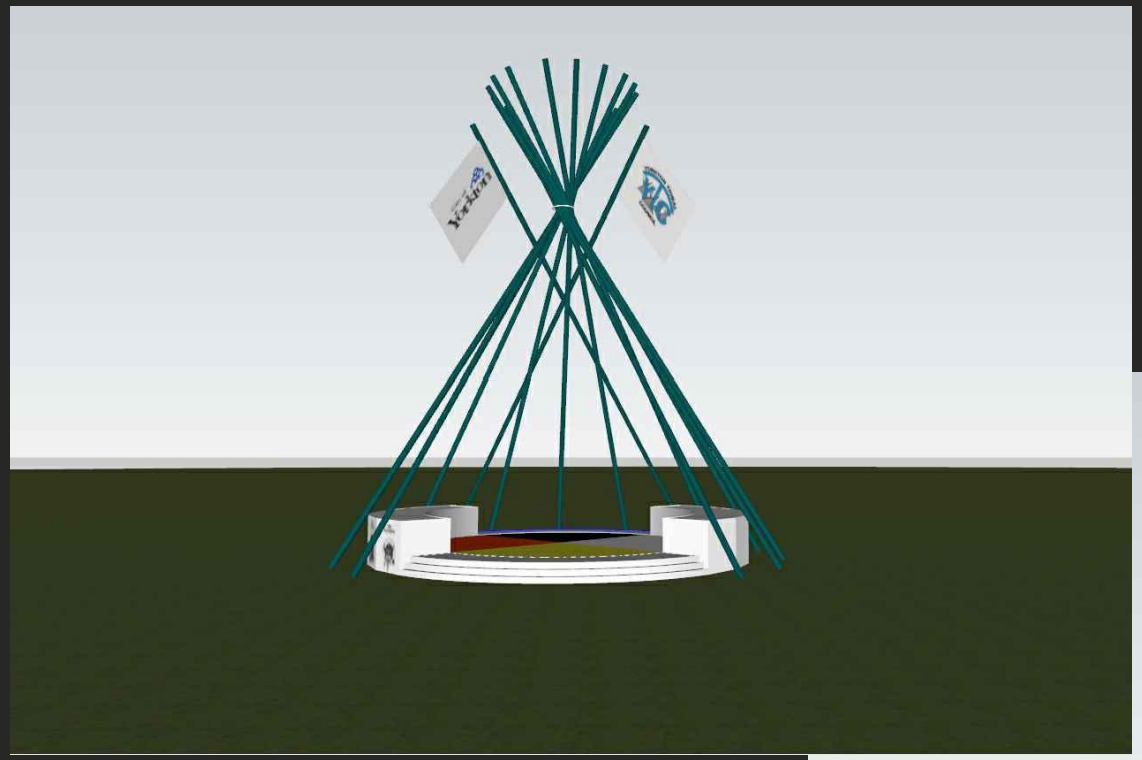
Assembling the Structure

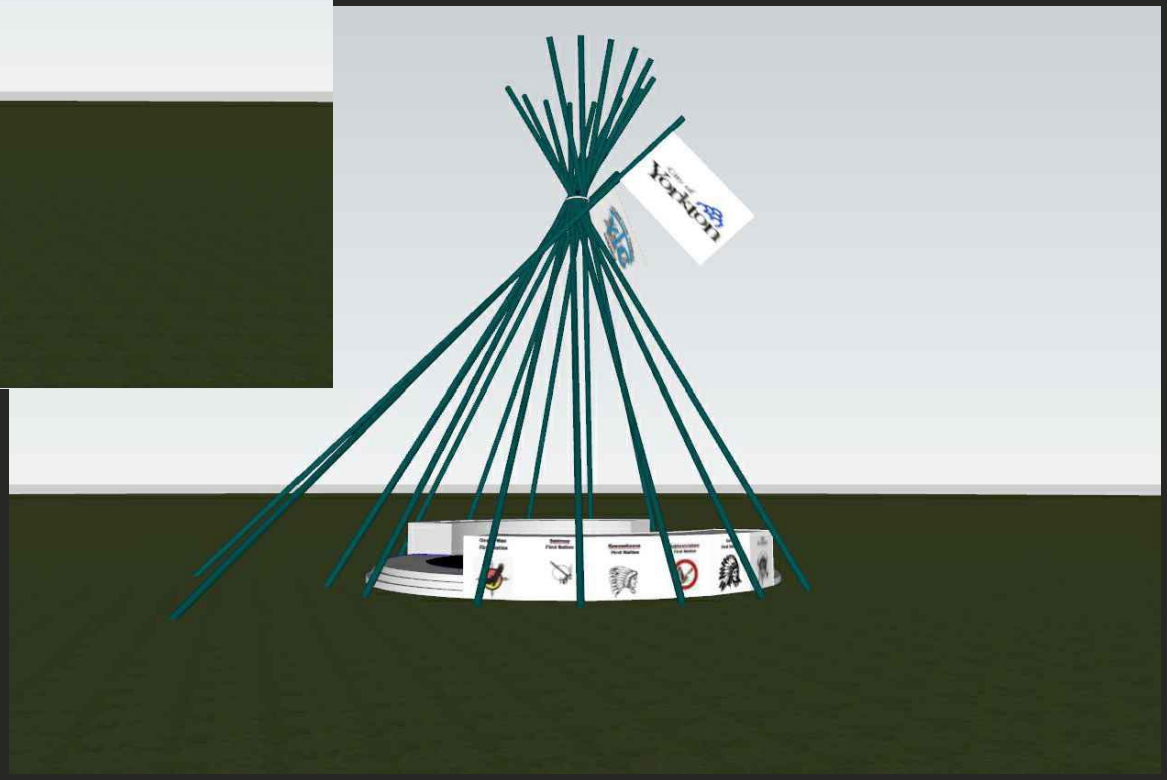
## September 30, 2022

Grand Opening on the day of Truth and Reconciliation

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# Preliminary Renderings

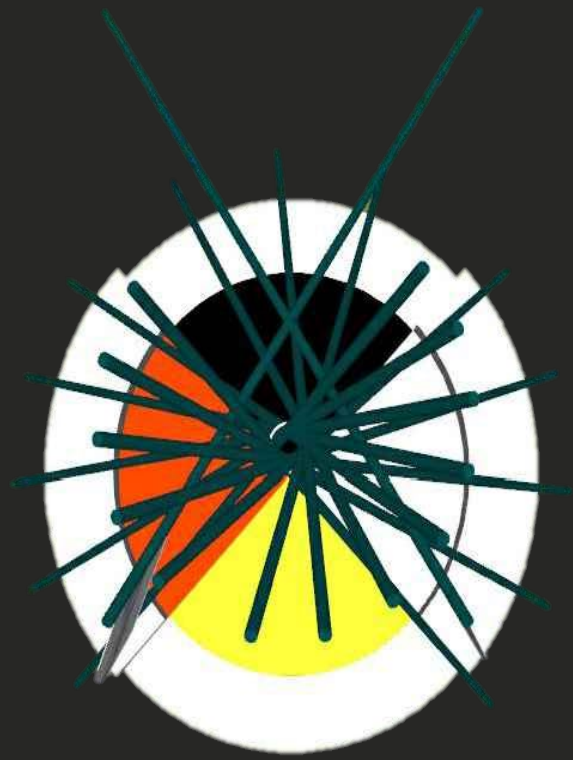




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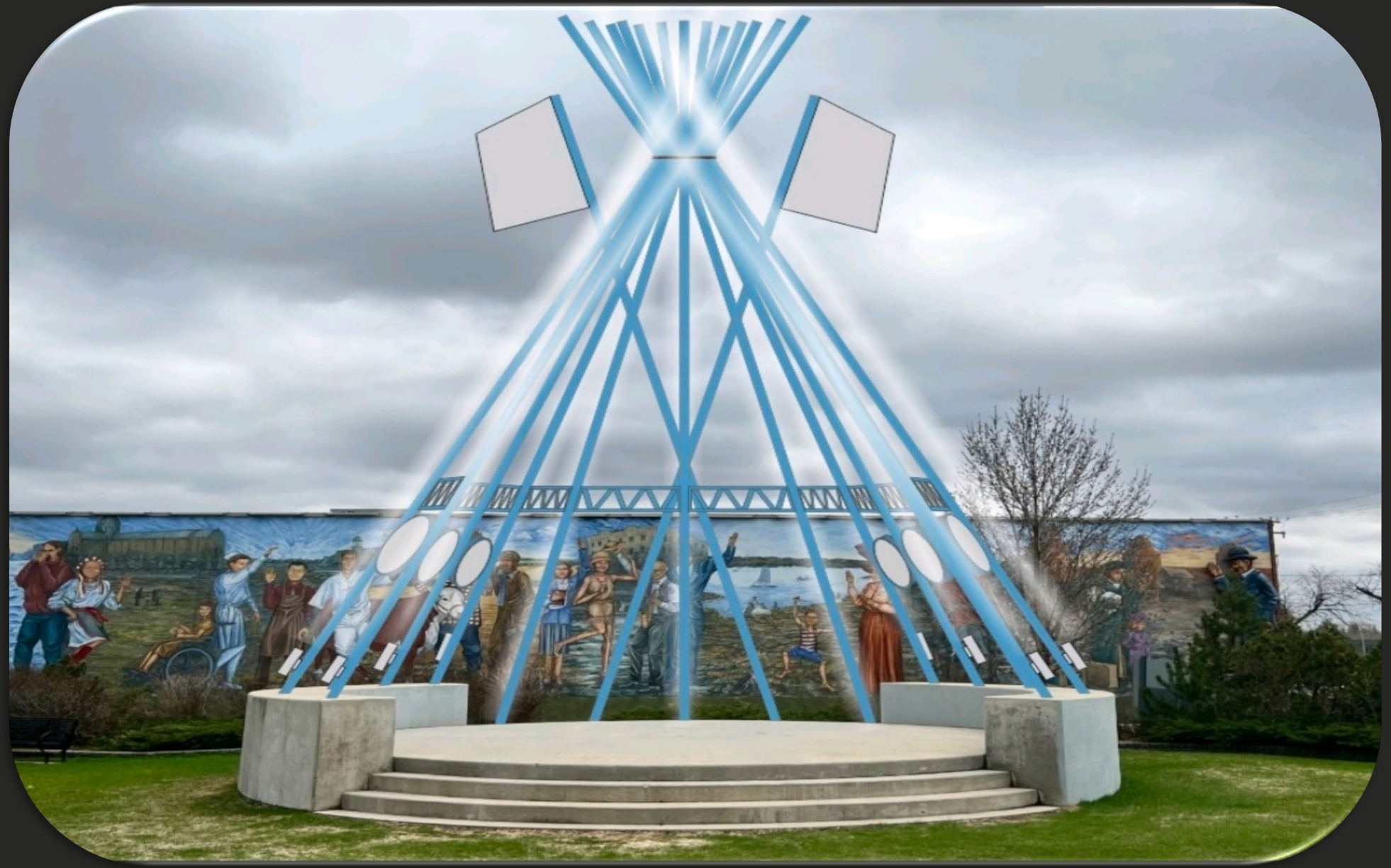
# Preliminary Renderings





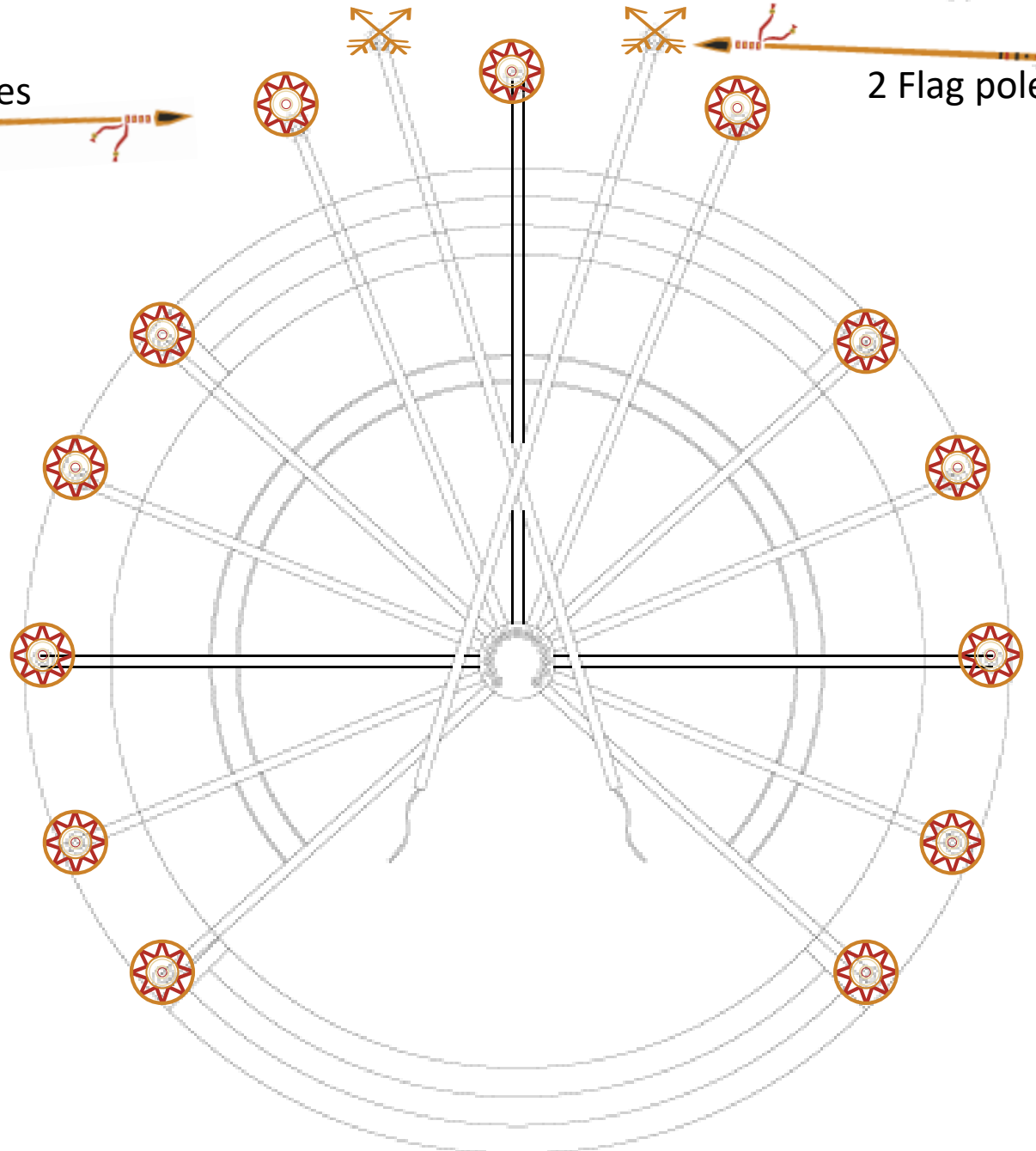
Designed by PoweredTemplate.com

# Final Rendering-Design 1



3 poles

2 Flag poles



5 poles

5 poles

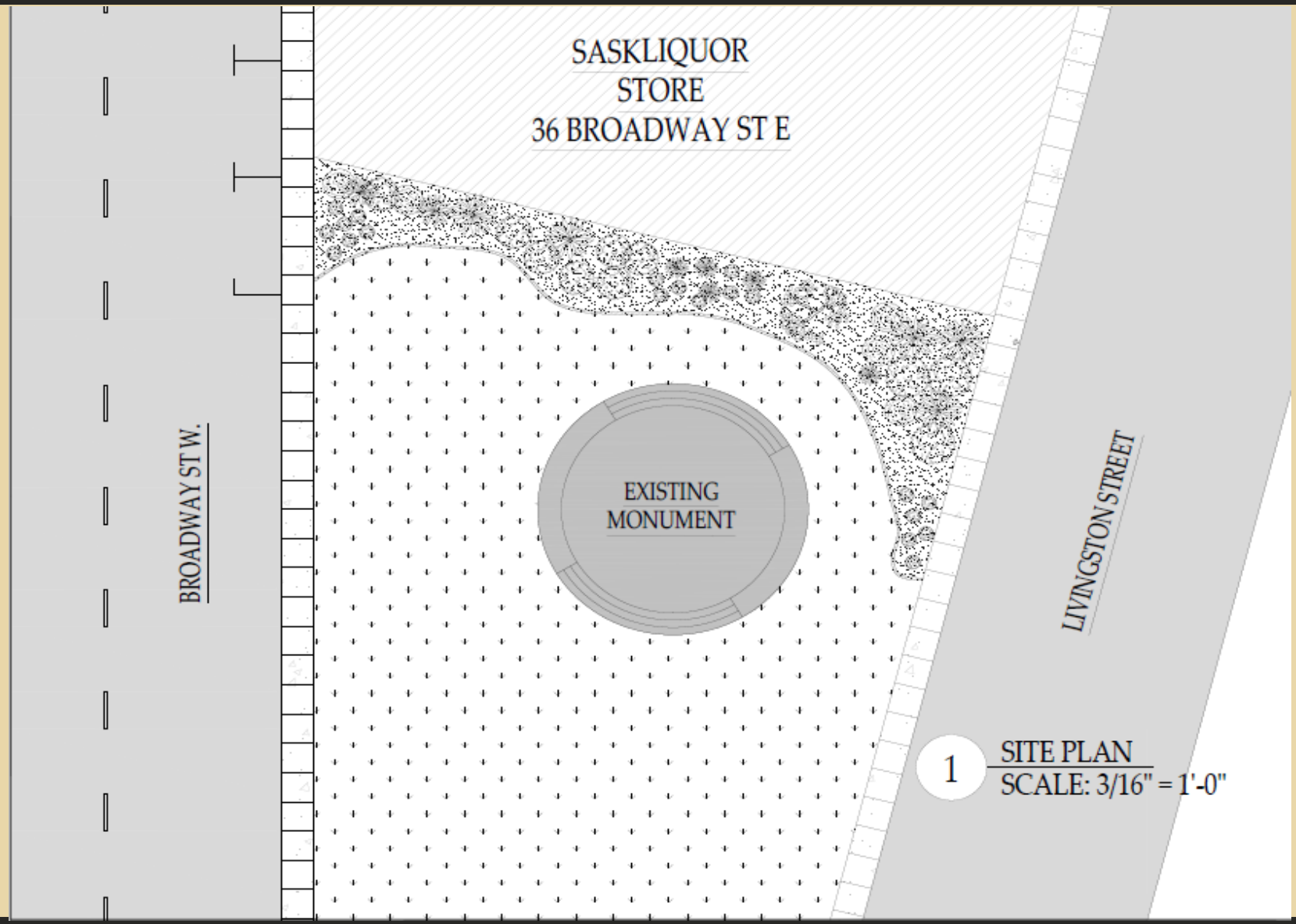
Designed by PoweredTemplate.com

PLAN VIEW

# Final Rendering-Design 2

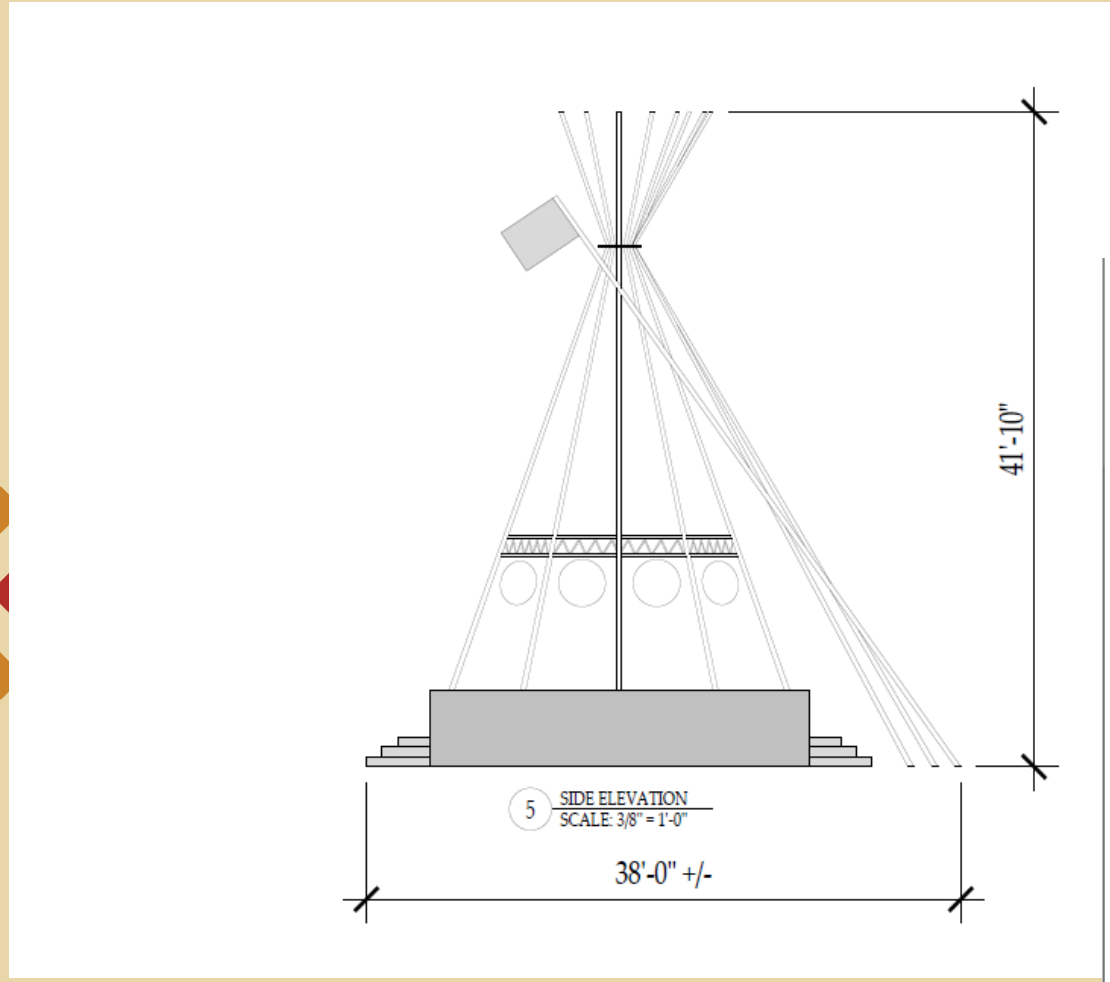


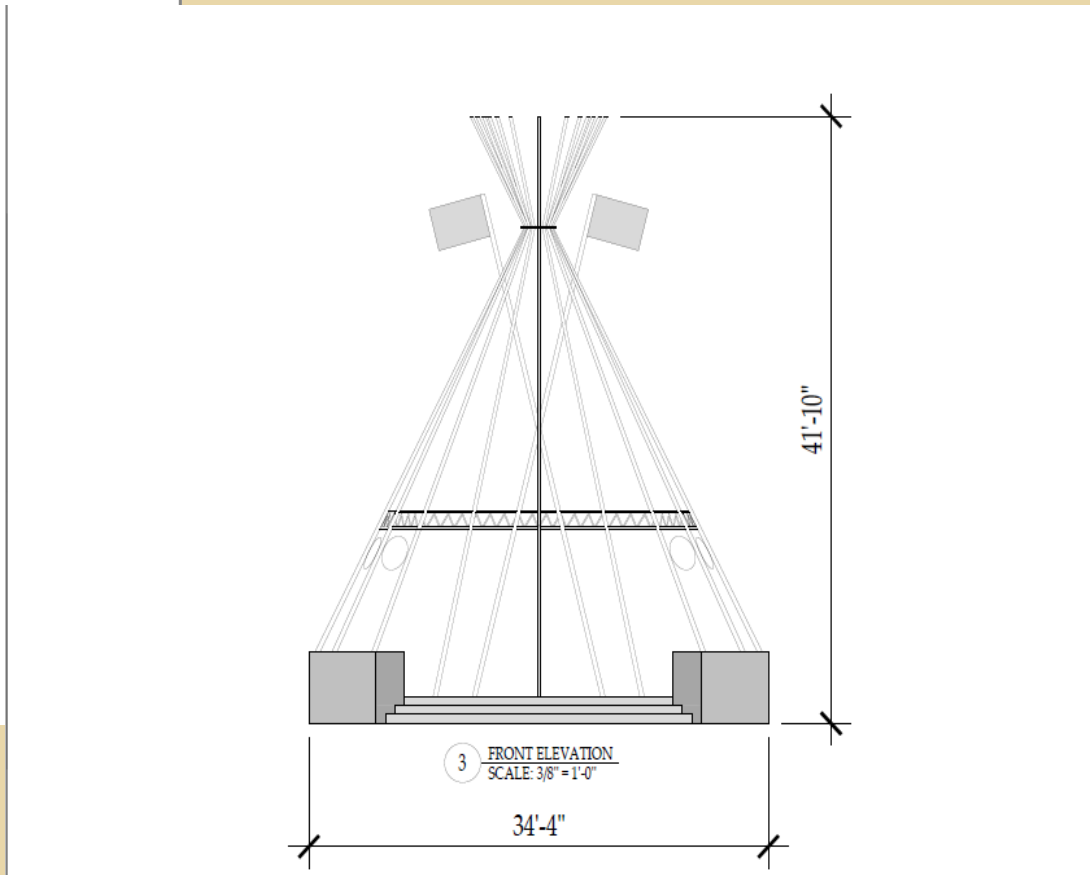
# Engineer Drawings-CA Reed Consulting




Designed by PoweredTemplate.com

# Engineer Drawings-CA Reed Consulting




Designed by PoweredTemplate.com

# 2nd Teepee Design



# Cost of the project with 15 poles

Metal Structure with 2-way Signs

**$234,770.55**

Metal Structure without 2-way Signs

**$177,494.55**

Designed by PoweredTemplate.com

# Cost of the project with 8 poles

Metal Structure with 2-way Signs

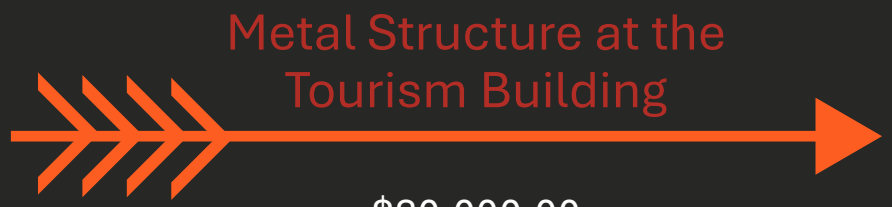
**$153,888.03**

Metal Structure without 2-way Signs

**$115,188.03**

Designed by PoweredTemplate.com

# Cost of the project




Designed by PoweredTemplate.com

# Humbly seeking approval for the project along with partnership!





Designed by PoweredTemplate.com

# Project Estimate by Iron Town

Irontown Mfg. Inc
P.O. Box# 1610
GST# 831746581RT
PST# 2686949
Yorkton SK S3N3L2
(306)620-9984
alex@irontownmfginc.com
http://www.irontownmfginc.com

IRONTOWN MFG. INC

## Estimate

ADDRESS
YTC

ESTIMATE # 1205
DATE 03-06-2022

| ACTIVITY | QTY | RATE | AMOUNT | TAX |
|---|---|---|---|---|
| Services<br>Preliminary drawings and concept design of Teepee for downtown Yorkton SK | 1 | 2,455.00 | 2,455.00 | GST/PST11% |
| Services<br>Engineer approved shop drawings, work site inspections and consultations. | 1 | 9,865.00 | 9,865.00 | GST/PST11% |
| Services<br>Locations shootings, site measurements on location | 1 | 1,840.00 | 1,840.00 | GST/PST11% |
| Services<br>Fabrication of the structure including transportation of the materials , loading and unloading and miscellaneous work. | 1 | 87,980.00 | 87,980.00 | GST/PST11% |
| Services<br>Materials, structural bolts and fittings | 1 | 33,980.00 | 33,980.00 | GST/PST11% |
| Services<br>All electrical works included 13 shoot up light berms and signage connections and start. | 1 | 6,950.00 | 6,950.00 | GST/PST11% |
| Services<br>Crane with operator for installation of the structure | 1 | 3,645.00 | 3,645.00 | GST/PST11% |
| Services<br>Installation labor 3 man | 1 | 5,740.00 | 5,740.00 | GST/PST11% |
| Services<br>36"x36"x 6" round double sided face lit signs with customer logos and design, including installation and start. | 8 | 6,450.00 | 51,600.00 | GST/PST11% |
| Services<br>Paint job for the whole structure | 1 | 7,450.00 | 7,450.00 | GST/PST11% |

SUBTOTAL 211,505.00

GST @ 5% 10,575.25
PST (SK) @ 6% 12,690.30
TOTAL **$234,770.55**

TAX SUMMARY

| RATE | TAX | NET |
|---|---|---|
| GST @ 5% | 10,575.25 | 211,505.00 |
| PST (SK) @ 6% | 12,690.30 | 211,505.00 |

Accepted By

Accepted Date

Designed by PoweredTemplate.com

# Project Estimate by IronTown

**Irontown Mfg. Inc**
P.O. Box# 1610
GST# 831746581RT
PST# 2686949
Yorkton SK S3N3L2
(306)620-9984
alex@irontownmfginc.com
http://www.irontownmfginc.com

## Estimate

**ADDRESS**
YTC

**ESTIMATE #** 1207
**DATE** 09-06-2022

| ACTIVITY | QTY | RATE | AMOUNT | TAX |
|---|---|---|---|---|
| **Services** Preliminary drawings and concept design of Teepee for downtown Yorkton SK | 1 | 2,455.00 | 2,455.00 | GST/PST11% |
| **Services** Engineer approved shop drawings, work site inspections and consultations. | 1 | 5,840.00 | 5,840.00 | GST/PST11% |
| **Services** Locations shootings, site measurements on location | 1 | 1,245.00 | 1,245.00 | GST/PST11% |
| **Services** Fabrication of the structure including transportation of the materials , loading, unloading and miscellaneous work. | 1 | 59,268.00 | 59,268.00 | GST/PST11% |
| **Services** Materials, structural bolts and fittings | 1 | 18,705.00 | 18,705.00 | GST/PST11% |
| **Services** All electrical works, included 8 shoot up light berms and permit | 1 | 5,020.00 | 5,020.00 | GST/PST11% |
| **Services** Crane with operator for installation of the structure | 1 | 2,550.00 | 2,550.00 | GST/PST11% |
| **Services** Installation labor 3 man | 1 | 3,565.00 | 3,565.00 | GST/PST11% |
| **Services** Paint job for the whole structure | 1 | 5,125.00 | 5,125.00 | GST/PST11% |

| | |
|---|---|
| SUBTOTAL | 103,773.00 |
| GST @ 5% | 5,188.65 |
| PST (SK) @ 6% | 6,226.38 |
| TOTAL | **$115,188.03** |

Designed by PoweredTemplate.com

# THANK YOU!

## Do you have any questions?

Ajay.tadi@ytai.org
306 620 5345

Cory.cadotte@ytai.org
306 696 7476

**Yorkton Tribal Administration Inc.**

Designed by PoweredTemplate.com

# Credits:

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**Images:** Ajay Tadi, Yorkton Chamber, CA Reed Consulting and Iron Town Manufacturing

**Fonts used in this presentation:** Bierstadt and Goudy Old Style

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City of Yorkton

**REPORTS TO COUNCIL**

| | |
|---|---|
| TITLE: Community Safety Officer Appointment – Mr. Jordan Russell | DATE OF MEETING: June 20, 2022 |
| | REPORT DATE: June 8, 2022 |
| CLEARANCES: | ATTACHMENTS: |
| Written by: Nicole Baptist – Bylaw & Safety Supervisor<br>Nicole Baptist | |
| Reviewed by: Jessica Matsalla - City Clerk<br>Jessica Matsalla | |
| Approved by: Lonnie Kaal - City Manager<br>Lonnie Kaal | |

## PURPOSE/BACKGROUND

On October 18, 2021, Mr. Jordan Russell began his employment with the City of Yorkton as a Bylaw Enforcement Officer to fill the vacancy after the previous CSO left the City in August 2021. Following the successful completion of his probationary period, Mr. Russell was enrolled in the Community Safety Officer program at Sask Polytech. Mr. Russell's Special Constable appointment is in the process of being reviewed and approved by the Ministry of Corrections, Policing and Public Safety. Mr. Russell will join Special Constable Galbraith as the City of Yorkton's Community Safety Officers.

## DISCUSSION/ANALYSIS/IMPACT

It is requested that Council appoint Jordan Russell as a Special Constable – Community Safety Officer in the City of Yorkton effective on the date his appointment is approved by the Ministry. Should this request be approved, Administration will proceed with administering the Oath of Special Constable at that time.

## FINANCIAL IMPLICATIONS

There are no financial implication with the appointment of the Community Safety Officer.

## COMMUNICATION PLAN/PUBLIC NOTICE

There is no public communication required with the appointment of another Community Safety Officer as the program is already established.

## STRATEGIC PRIORITIES/OCP/COMMITTEE RECOMMENDATION(S)

With the appointment of our second CSO, the Bylaw Division returns to our full complement, which will improve our ability to provide more coverage for issues such as general traffic enforcement, loud vehicles, and commercial vehicles. Improving our coverage will assist in keeping our community safe.

## OPTIONS

1. That Council approve of the appointment of Mr. Jordan Russell as Special Constable – Community Safety Officer for the City of Yorkton effective on the date his appointment is approved by the Ministry of Corrections, Policing, and Public Safety.
2. That Council deny the appointment of Mr. Jordan Russell as Special Constable – Community Safety Officer for the City of Yorkton effective on the date his appointment is approved by the Ministry of Corrections, Policing, and Public Safety.
3. That Administration be provided with alternative direction.

## ADMINISTRATIVE RECOMMENDATION(S)

1. That Council approve of the appointment of Mr. Jordan Russell as Special Constable – Community Safety Officer for the City of Yorkton effective on the date his appointment is approved by the Ministry of Corrections, Policing, and Public Safety.

City of Yorkton

**REPORTS TO COUNCIL**

| | |
|---|---|
| TITLE: Municipal Employees Pension Plan Commission Member Re-appointment 2022-2025 | DATE OF MEETING: June 20, 2022<br>REPORT DATE: June 14, 2022 |
| CLEARANCES: | ATTACHMENTS:<br>**1.** May 30, 2022 letter from PEBA re: MEPP Commission Appointments |
| Written by: Jessica Matsalla - City Clerk<br>Jessica Matsalla | |
| Approved by: Lonnie Kaal - City Manager<br>Lonnie Kaal | |

## PURPOSE/BACKGROUND

The purpose of this report is for Council to consider an option for a member appointment to the Municipal Employees Pension Plan (MEPP) Commission as is required of Yorkton, and other eligible cities, by *The Municipal Employees Pension Act.*

The MEPP Commission is responsible for the Municipal Employees' Pension Plan. The role of the Commission is to oversee the administration of MEPP for over 26,000 Plan members, 6,700 pensioners, and the investment of the Plan's $3.5 billion in assets. The Commission oversees an annual administration budget of $10 million.

Section 7 of *The Municipal Employees Pension Act* dictates the composition of the MEPP Commission. In 2018, the Act experienced amendments that changed that composition to include "one person appointed by the cities of Estevan, North Battleford, Prince Albert, Swift Current, and Yorkton, and any other employer prescribed in the regulations, if the employer employs persons designated as firefighters or police officers." In response to the Act change, in 2018, all the cities mentioned above agreed upon the appointment of Ashley Stradeski of Yorkton, to the Commission.

## DISCUSSION/ANALYSIS/IMPACT

On May 30, 2022, notice was received from the Public Employees Benefit Agency (PEBA) that Ashley's term is set to end in August of 2022, and further provided options for the cities, such as reappointment for another term (of which Ashley is eligible), or source an alternate for appointment (See attachment 1). When considering options, it is important to contemplate the substantial investment in the training and education provided to the MEPP Commission members, (2-3 years for program completion), which is funded by the Commission. There is also a substantial time commitment required of the individual. Ashley has served the Commission well over his first term, and recently achieved the role of 'Commission Chairperson.'

As this is a jointly done appointment, the other cities mentioned have expressed their intent on providing an Administrative recommendation to their Councils that Ashley Stradeski be reappointed for a further four year term. Upon the end of a second four year term, Ashley would not be eligible for reappointment.

## FINANCIAL IMPLICATIONS

The commitment rests on the City of Yorkton as the membership role entails an estimated 15-20 days away from the workplace per year, including meetings and educational sessions. In 2018, there were no contributions from the other participating cities towards this representation. Our return on investment is having a tenured employee with increased competencies (i.e. governance, strategic planning, executive leadership, financial management, marketing/communication, advocacy & government relations, legal, human resources, information technology, quality/risk management, and other perspectives such as diversity), and extensive Commission funded training and knowledge of the MEPP. All travel expenses are covered by the Commission.

## COMMUNICATION PLAN/PUBLIC NOTICE

Upon Council's decision, and the decision of the other involved Council's, notification will be sent to PEBA by the City of Yorkton, on behalf of the cities involved, along with a copy of the resolution.

## STRATEGIC PRIORITIES/OCP/COMMITTEE RECOMMENDATION(S)

One of the City's Core Values is 'Quality' stating that we support our Staff to excel and provide quality service by:

- Providing them with the tools which encourage their best effort
- Encouraging and supporting innovation and openness to change
- Recognizing and rewarding their accomplishments and innovations; and
- Supporting training and development opportunities for their personal and career growth.

## OPTIONS:

1. That Council approve the appointment of Mr. Ashley Stradeski to the Municipal Employees' Pension Plan Commission as a Joint Representative of Employers of Police Officers and Firefighters that participate in the Plan, for an additional four (4) year term beginning September 1, 2022.
2. That Council appoint an alternate individual to the Municipal Employees' Pension Plan Commission as a Joint Representative of Employers of Police Officers and Firefighters that participate in the Plan, for an additional four (4) year term beginning September 1, 2022.

## ADMINISTRATIVE RECOMMENDATION:

1. That Council approve the appointment of Mr. Ashley Stradeski to the Municipal Employees' Pension Plan Commission as a Joint Representative of Employers of Police Officers and Firefighters that participate in the Plan, for an additional four (4) year term beginning September 1, 2022.

Attachment #1

Municipal Employees' Pension Plan
110 - 1801 Hamilton Street
REGINA SK S4P 4W3

May 30, 2022

Jessica Matsalla
City Clerk
City of Yorkton
Box 400
YORKTON, SK S3N 2W3
cityclerk@yorkton.ca

Dear Jessica Matsalla:

On behalf of the Municipal Employees' Pension Commission (the Commission), I am informing the city of Yorkton that the appointment of Ashley Stradeski to the Commission will end on August 31, 2022. Ashley Stradeski was first appointed to the Commission on September 1, 2018, and is therefore eligible for re-appointment. Ashley Stradeski has indicated willingness to accept another term.

Sub clause 7(4)(a)(v) of *The Municipal Employees' Pension Act* provides that the Commission shall have as a member of its composition one person appointed by the cities of Estevan, North Battleford, Prince Albert, Swift Current and Yorkton which employ persons designated as firefighters or police officers. Therefore, this is a joint appointment amongst five different appointing bodies including the cities of Estevan, North Battleford, Prince Albert, Swift Current and Yorkton. It is necessary that you contact their representatives as soon as possible to initiate discussion regarding the selection of an appointee. I have enclosed the contacts for these organizations.

An alternative to re-appointing Ashley Stradeski for a second term is for the cities of Estevan, North Battleford, Prince Albert, Swift Current and Yorkton to jointly appoint another individual to the Commission. That individual would be eligible for two four-year terms. The first Commission meeting that a new appointee would be eligible to attend is Friday, September 16, 2022.

. . . 2

The Commission is responsible for the Municipal Employees' Pension Plan (MEPP, the Plan). The Commission's role is to oversee the administration of MEPP for over 26,000 Plan members, 6,700 pensioners, and the investment of the Plan's $3.5 billion in assets. The Commission oversees an annual administration budget of $10 million.

To equip Commission members for their role, the Commission funds an extensive education program. It takes two to three years for each Commission member to complete this program. The required education for a new Commission member is an example of this investment.

The Commission views continuity of Commission membership as very important and encourages appointees to the Commission and appointing organizations to view an appointment to the Commission as an eight-year commitment. A Commission member serving a full eight years allows the Commission to receive full value from its investment in Commission member education.

Enclosed is a two-page appointment information sheet. Individuals appointed to the Commission can expect to be away from the workplace 15 to 20 days per year. There is a minimum of nine meetings per year (typically, the third Friday of each month, except for July, August, and December), education that may require five to 10 days, and an annual planning session. In addition, Commission members can expect to require a minimum of four hours of preparation for each meeting.

I have enclosed the Commission's Code of Conduct and Conflict of Interest Procedures. The person appointed by the cities of Estevan, North Battleford, Prince Albert, Swift Current and Yorkton will be required to sign the document.

The Government of Saskatchewan requires that any individual appointed by an Order in Council (OC) or Minister's Order (MO) to a Government Agency, Commission, Board or Committee, submit a satisfactory Criminal Record Check (CRC) to be eligible to serve as an appointee of the Government. The Commission is not subject to this requirement as they are not appointed by OC or MO and the Commission does not have the authority to require appointing bodies to request and submit a satisfactory CRC for an appointee to be eligible to serve on the Commission. However, the reputations of both the appointing bodies and of the Commission could be damaged should it come to light that a member had a criminal past that would be incongruent with serving as a trustee. In consideration of the potential for reputational harm, the Commission encourages appointing bodies to consider requesting that its appointee acquire and submit a satisfactory CRC to the appointing bodies prior to the appointment.

The Commission is the trustee of the Municipal Employees' Pension Fund. Enclosed is a copy of Section 15 – Commission Liability of the Governance Manual. Please ensure that your appointee has the opportunity to examine the document prior to accepting the appointment to the Commission.

The Commission's Governance Manual documents the Commission's policies and procedures. The manual can be found on the Plan's website at Fund Information | MEPP - Municipal Employees Pension Plan (peba.ca)

Susan Haacke, Supervisor, Governance and Legislation, Public Employees Benefits Agency, will follow up with you in the next few weeks regarding any questions you may have concerning the appointment process.

Should you have any questions, please contact me at 306-787-6757 or by email at Jeremy.Phillips@peba.gov.sk.ca.

Sincerely,

Jeremy Phillips
Executive Secretary
Municipal Employees' Pension Commission

Enclosures

cc: Ashley Stradeski, Chair, Municipal Employees' Pension Commission