



**Committee of the Whole Meeting Summary**  
**July 8, 2024**

The July 8, 2024 Committee of the Whole meeting was called to order at 7 PM in Council Chambers at the Town Office in White City. Check out the agenda and meeting recording here: <https://whitecity.civicweb.net/Portal/MeetingInformation.aspx?Org=Cal&Id=464>

The meeting included the following items:

**Consent Agenda** – The Consent Agenda included minutes of the previous meeting and accounts for approval. The Committee requested a summary of expenses related to the Camp Molly event for information purposes. As the event expenses were covered by grants and donations, administration will prepare a summary of all expenses and donations received for the Committee’s information. No further discussion was held and the consent agenda was approved.

**Department Reports** – Administration presented updates from various departments, including:

- Business Operations Activity Report discussion included:
  - There were no questions from Committee members on the report.
- Parks, Recreation and Culture Activity Report discussion included:
  - the Bronco Park Grand Opening event on Tuesday July 16, 2024;
  - status of the mural being completed at the Garden Club Shed on White City Drive;
  - resident feedback on the Summer Sizzle event, attendees requested additional events during the evening portion and country music continues to be the most requested music genre for future events;
  - fitness programs including:
    - attendance;
    - administration’s goals to improve attendance numbers;
    - costs of programming, some programming results in minimal net losses while others result in a minimal net profit;
  - providing comparison of data when reporting key performance indicators for events and programs;
  - Movie in the Park event activities and target demographic – the event is intended to be a family event;
  - development of an information package for booking Serbu Park Ball Diamonds that includes booking information, rules and regulations and other information for those interested in renting the diamonds to provide more transparency in information and entice more parties to increase utilization of the facilities;
  - the procedure for booking Serbu Park through the Town and Sport Organizations; and
  - collaboration with community groups such as the Lions Club, White City Museum and White City Local Library.



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- Public Works Activity Report discussion included:
  - plans for road widening and repairs at intersections and potential installation of plastic road markers to prevent vehicles from driving on landscaping around corners throughout the community;
  - location and details of the proposed Ramm Avenue offset pedestrian pathway; and
  - the TransCanada Trail Planting Plan phasing and how future phases will be determined based on available budget, costs and maintenance requirements.

**Purchasing Policy** – administration brought forward a report to update the Town’s purchasing policy to employ best business practices. Discussion on the proposed policy included:

- the Town’s procedures to ensure administration is able to understand and properly implement the policy;
- how often lists of qualified vendors under Request for Qualifications can be updated which is for no longer than three years and how the list can be updated during that time period;
- when and how Group Purchasing Organizations (GPOs) can be utilized;
- provisions around when it is appropriate to re-award contracts; and
- the committee recommended the policy to council for adoption with two minor amendments related to GPOs and what organizational structure changes that proponents need to report to the Town.

**Hiring Policy** – administration brought forward a new policy for organizational hiring practices to ensure a consistent and equitable approach to employee recruitment. Discussion of the proposed policy included:

- compliance with the Saskatchewan *Human Right Codes* and how to ensure the selection team is able to ensure that the candidates meet the required skills and duties of the position in an appropriate manner;
- when a criminal record check is appropriate and is based on position and not on individual applicants;
- adherence with a skills-based hiring process;
- not allowing an employee to be the direct supervisor of a family member, and what individuals are included under the definition of a family member; and
- the committee recommended the policy to council for adoption with a minor amendment to include in-laws under the definition of a family member.



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**Roundtable** – Members of the committee provided an overview of recent activities including:

- Camp Molly – two members of the White City Fire Department were invited to join the Camp Molly board, another Saskatchewan municipality is looking to host the event in 2025 which our members would assist in supporting through Camp Molly.
- Balgonie Canada Day Parade – Mayor Fergusson participated in the Canada Day Parade in Balgonie. Event attendance was high and there was participation by all fire departments in the region as well.
- WCRM158 Wastewater Management Authority – Mayor Fergusson provided an update on recent Wastewater Management Authority items including:
  - monitoring of Storage Cell 3 to determine if there is a leak or seepage; and
  - the connection fee model update and implementation.

**Closed Session** - The Committee then entered a closed session to discuss Department Reports related to advice, proposals, recommendations or analysis of policy options related to operations of municipal departments which concluded at 10:00 PM. Following the closed session, there was no further discussion.

This concluded the Committee of the Whole Meeting for July 8, 2024. The next meeting will be held July 22, 2024 at 4 PM in Council Chambers. We hope to see you there!