



— City of —
Saskatoon

AGENDA

REGULAR BUSINESS MEETING OF CITY COUNCIL

Monday, September 29, 2014, 1:00 p.m.

Council Chamber, City Hall

	Pages
1. NATIONAL ANTHEM AND CALL TO ORDER	
2. CONFIRMATION OF AGENDA	
3. ADOPTION OF MINUTES	
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7.13	Communication to Council - Blair Wooff - undated - Limited Residential Parking Permit Program [File CK. 6120-4-2] (TR)	149 - 154
7.14	Update Report - Transit and School Board Discussions [Files CK. 7300-1 and WT. 7300-1] (TR)	155 - 159
7.15	Strategic Traffic Safety Action Plan [File CK. 6320-1] (TR)	160 - 184
7.16	Communication to Council - Ilsa Arnesen - December 3, 2013 - Pedestrian Safety - 20th Street Between Avenues M and P [File CK. 6150-1] (TR)	185 - 189
7.17	Partnership with Saskatchewan Government Insurance [File CK. 6320-1] (TR) *Letter from Daniel Ethier	190 - 194
7.18	Pavement and Sidewalk Preservation Update [Files CK. 6315-1] (TR)	195 - 211
7.19	New Pavement Design Guidelines [File CK. 6000-1] (TR)	212 - 239

- 7.20 Boundary Alteration Proposal - Highway 16 and 17st Street Intersection Improvements [Files CK. 4060-1 and 6320-1] (Exec) 240 - 246**

Recommendation

1. That the letter from Daniel Ethier regarding Item 7.17 above be received as information; and
2. That the Committee recommendations contained in the reports of Items 7.1 to 7.19 above, be adopted as one motion.

8. REPORTS FROM ADMINISTRATION AND COMMITTEES

8.1 Asset & Financial Management Department

- 8.1.1 Kensington Land Exchange Boundary Adjustment and Land Purchase [File No. CK. 4020-1 and 4110-44] 247 - 250**

Recommendation

1. That the Director of Saskatoon Land be authorized to purchase two serviced lots on Stromberg Court (Lot 12, Block 112 and Lot 21, Block 112 - to be registered) at a cost of \$246,850 from West Canadian Development Kensington Project;
2. That \$60,950 be transferred from the Property Realized Reserve to the Prepaid Service Reserve to account for offsite levies owing on the lots; and
3. That the City Solicitor be requested to prepare the appropriate agreement and that His Worship the Mayor and the City Clerk be authorized to execute the agreement under the Corporate Seal.

8.2 Community Services Department

- 8.2.1 Designation of Hyde Park Off-Leash Recreation Area and Amendment to the Animal Control Bylaw No. 7860 [File No. CK. 4205-1] 251 - 254**

Recommendation

That the City Solicitor be requested to prepare the necessary amendments to Bylaw No. 7860, The Animal Control Bylaw, 1999, establishing 4.1 acres within Hyde Park as a designated Off-Leash Recreation Area.

- 8.2.2 Quarterly Naming Update - Kensington, Rosewood Street Names, and Kensington Park Names [File No. CK. 6310-1] 255 - 260**

Recommendation

That the information be received.

8.3 Corporate Performance Department

8.4 Transportation & Utilities Department

- 8.4.1 **Inquiry - Councillor Z. Jeffries (June 23, 2014) - Installation of Bidirectional Electricity Meters for New Building Construction** 261 - 263

Recommendation

That the information be received.

- 8.4.2 **Landfill Gas Engine-Generator Equipment Service - Blanket Purchase Order [File No. CK. 2000-5 and 1000-1]** 264 - 267

Recommendation

1. That the Administration be directed to proceed with the acquisition of maintenance services for the Landfill Gas Engine-Generator Sets for Saskatoon Light & Power;
2. That the Administration prepare a Blanket Purchase Order with Kramer Ltd. for the supply of maintenance service of the Landfill Gas Engine-Generator Sets for a one-year term, for a total estimated cost (including GST and PST) of \$171,602; and
3. That Purchasing Services issue the appropriate Blanket Purchase Order.

- 8.4.3 **Brevoort Park and Lakeview Sanitary Sewer Storage Facilities - Engineering Services Scope Change No. 2 [File No. CK. 7820-3]** 268 - 270

Recommendation

That the fee adjustment of \$68,640.00, resulting in a revised total upset limit for the engineering services being \$247,382.49 (including taxes) for the Brevoort Park and Lakeview Sanitary Sewer Storage Facilities, be approved.

- 8.4.4 **Acadia Drive Reservoir Pumping and Piping Upgrades - Engineering Services Award [File No. CK. 670-1]** 271 - 273

Recommendation

1. That the proposal submitted by Associated Engineering (Sask) Ltd. for engineering services for the Acadia Drive Reservoir Pumping and Piping Upgrades, for a total upset fee of \$208,508.40 (including GST), be accepted; and
2. That the City Solicitor be instructed to prepare the necessary Engineering Services Agreement for execution by His Worship the Mayor and the City Clerk under the Corporate Seal.

8.4.5 Purchase of Abandoned Spur Line in the Airport Business Area [File No. CK. 4020-1] 274 - 277

Recommendation

1. That the Real Estate Manager be authorized to purchase the abandoned spur line between 39th Street and 46th Street in the Airport Business Area from the Canadian National Railway Company at a purchase price of \$221,000;
2. That the City Solicitor's Office administer the required documentation to complete this transaction; and
3. That the Dedicated Road Reserve be used as the funding source for the purchase price, including legal, administrative costs and disbursements.

8.4.6 Capital Project #2037 - Snow Management Facilities - Budget Adjustment for Temporary Snow Sites [File No. CK. 600-29 and 1702-1] 278 - 279

Recommendation

1. That City Council approve a budget adjustment to Capital Project 2037 – Snow Management Facilities in the amount of \$400,000 funded from the Reserve for Capital Expenditures; and
2. That the Administration be approved to initiate the procurement of the required services.

8.4.7 Capital Project \$1786 - Remai Modern Art Gallery of Saskatchewan - Art Storage System - Award of RFP [File No. CK. 4129-15] 280 - 282

Recommendation

1. That the proposal submitted by Montel Inc. of Montmagny, Quebec for the supply and installation of Art Storage Systems Equipment , including Type 3a Hanging Racks and 32 additional Type 2 Art Racks at a cost of \$644,437 (including PST and GST) be accepted; and
2. That the City Solicitor be requested to prepare the appropriate agreement and that His Worship the Mayor and the City Clerk be authorized to execute the agreement under the Corporate Seal.

8.5 Office of the City Clerk

- 8.5.1 Development Appeals Board - Notices of Hearings Scheduled for September 23, 2014 and October 7, 2014 [File No. CK. 4352-1] 283 - 292

Recommendation

That the information be received.

8.6 Office of the City Solicitor

- 8.6.1 Provincial Disaster Assistance Program [File No. CK. 1860-1] 293 - 294

Recommendation

That The City of Saskatoon apply to the Ministry of Government Relations for the Province of Saskatchewan to be designated as an Eligible Assistance Area under the Provincial Disaster Assistance Program as a result of damages caused by excessive rain occurring in the period of June 14th – 22nd, 2014.

- 8.6.2 Proposed Amendments to Bylaw No. 9170, The Procedures and Committees Bylaw, 2014 [File No. CK. 255-2] 295 - 301

Recommendation

That City Council consider Bylaw No. 9223, *The Procedures and Committees Amendment Bylaw, 2014*.

8.7 Standing Policy Committee on Environment, Utilities And Corporate Services

8.8 Standing Policy Committee on Finance

- 8.8.1 Persephone Theatre Property Tax Abatement [Files CK. 1965-1, 4129-15 and CP. 1870-1] *Request to Speak from Jennifer Pereira, Chair, Persephone Theatre Board of Directors 302 - 315

Recommendation

That Jennifer Pereira, Chair, Persephone Theatre Board of Directors, be heard.

Recommendation

That a full (100%) property tax abatement to Persephone Theatre through the Culture Grant Program for a five-year period be approved.

8.9 Standing Policy Committee on Planning, Development And Community Services

8.9.1 Award of Contract - Animal Control Services [Files CK. 151-1-2 and RS. 151-1] 316 - 320

Recommendation

1. That the Saskatoon Animal Control Agency be awarded the contract for animal control services for the City of Saskatoon commencing May 1, 2014; and
2. That the City Solicitor be requested to prepare the necessary agreement and His Worship the Mayor and the City Clerk be authorized to execute the agreement under the Corporate Seal.

8.10 Standing Policy Committee on Transportation

8.10.1 Funds Dedicated to the Traffic Safety Reserve [Files CK. 6320-1 and TS. 1815-1] 321 - 325

Recommendation

1. That the City of Saskatoon's portion of the revenue generated from the Automated Speed Enforcement (commonly known as photo radar) program be dedicated to the Traffic Safety Reserve; and
2. That the City Solicitor be requested to prepare the amendments to Bylaw No. 6774, Capital Reserve Bylaw.

8.11 Executive Committee

8.12 Other Reports

- 9. INQUIRIES**
- 10. MOTIONS (NOTICE PREVIOUSLY GIVEN)**
- 11. GIVING NOTICE**
- 12. URGENT BUSINESS**
- 13. IN CAMERA SESSION (OPTIONAL)**
- 14. ADJOURNMENT**



MINUTES

REGULAR BUSINESS MEETING OF CITY COUNCIL

THURSDAY, AUGUST 21, 2014 AT 1:00 P.M.

COUNCIL CHAMBER

PRESENT: His Worship Mayor D. Atchison
Councillor C. Clark
Councillor T. Davies, at 1:06 p.m.
Councillor R. Donauer
Councillor A. Iwanchuk
Councillor Z. Jeffries
Councillor P. Lorje
Councillor E. Olauson, until 3:11 p.m.
Councillor T. Paulsen

ALSO PRESENT: City Manager Totland
A/CFO and A/General Manager, Asset & Financial
Management Tarasoff
General Manager, Community Services Grauer
General Manager, Corporate Performance Gryba
General Manager, Transportation & Utilities Jorgenson
City Solicitor Warwick
City Clerk Sproule
Deputy City Clerk Bryant

ABSENT: Councillor D. Hill
Councillor M. Loewen

1. NATIONAL ANTHEM AND CALL TO ORDER

His Worship Mayor D. Atchison called the meeting to order. The meeting opened with the playing of the national anthem.

2. CONFIRMATION OF AGENDA

Moved by Councillor Olauson, Seconded by Councillor Donauer,

That the agenda for today's meeting be amended by adding the following matters:

1. Requests to be heard/present:
 - a) Myra Potter, United Way to Consent Item 7.10
 - b) Dave Hunchak, Children's Discovery Museum to Consent Item 7.23; and
 - c) Ken Homenick, Cosmo Industries Ltd. to Administrative Report 8.1.3.1
2. Consent Agenda Items 7.1 – 7.24; and
3. Reports from Administration and Committees – Items 8.1.3.7, 8.3.2.1, 8.3.4.1, 8.4.1, and 8.4.2

CARRIED

3. ADOPTION OF MINUTES

- 3.1 Regular meeting of City Council held on June 23, 2014

Moved by Councillor Olauson, Seconded by Councillor Jeffries,

That the minutes of meeting of City Council held on June 23, 2014, be approved.

CARRIED

Councillor Davies entered the meeting at 1: 06 p.m.

4. PUBLIC ACKNOWLEDGEMENTS

4.1 Murray Scharf, Military Institute of Saskatoon – Donation of Books of Remembrance to City Archives and Library

Mr. Murray Scharf, on behalf of the Military Institute of Saskatoon, and representatives, presented a donation of Books of Remembrance to City Archives and the Saskatoon Public Library.

Moved by Councillor Lorje, Seconded by Councillor Olauson,

That the information be received.

CARRIED

5. UNFINISHED BUSINESS

There was no unfinished business.

6. QUESTION PERIOD

6.1 Mayfair Pool Experiment – Dog Swim (Councillor P. Lorje)

Councillor Lorje noted the dog swim at Mayfair Pool is an innovative project and asked if consideration had been given to implementing a similar type of project at paddling pools that are drained and disinfected on a daily basis, pending a successful experiment at Mayfair Pool.

General Manager, Community Services Grauer responded that this has been a positive experience in other cities and will look for feedback from the public following the experiment.

6.2 Noise Bylaw Review (Councillor P. Lorje)

Councillor Lorje indicated that the City has an increasingly multi-cultural society and asked if the Noise Bylaw will be reviewed in terms of having the same provisions for noise all seven days of the week.

General Manager, Community Services Grauer responded that the Administration is in the process of looking at construction noise in the Noise Bylaw. Administration has discussed the history of how the noise bylaw was structured and is aware of the cultural aspect. This will be taken into account in its review.

6.3 Dips in Pavement - Circle Drive South Bridge and Surrounding Roadways (Councillor R. Donauer)

Councillor Donauer indicated that there are areas on the Circle Drive South Bridge and surrounding roadways with dips in the pavement, some causing drainage issues.

General Manager, Transportation & Utilities Jorgenson responded that there is warranty and the matter will be addressed with the Contractor.

City Manager Totland advised that this is already being addressed.

6.4 Mayfair Pool Experiment – Dog Swim (Councillor T. Davies)

Councillor Davies expressed support for this project and asked if the City is looking at continuing with these innovative projects.

General Manager, Community Services Grauer responded in the positive.

7. CONSENT AGENDA

- | | | |
|------|--|------------------|
| 7.1 | Proposed Renaming Request (File No. CK. 6310-1) | <i>[PDCS]</i> |
| 7.2 | Exception to Animal Control Bylaw to Allow Dogs in Rotary Park in Fenced Area for PotashCorp Fireworks Festival Event (File No. CK. 205-1) | <i>[PDCS]</i> |
| 7.3 | Trains Carrying Oil through Saskatoon (File No. CK. 270-1) | <i>[PDCS]</i> |
| 7.4 | Transport of Dogs and Cats in Truck Beds (File No. CK. 151-15) | <i>[PDCS]</i> |
| 7.5 | Bike Valets for Festival Attendees – Hooded Meters (File No. CK. 6120-3) | <i>[PDCS]</i> |
| 7.6 | Mortgage Flexibilities Support Program – Innovative Residential Inc. – 102 Manek Road (File No. CK. 750-4) | <i>[PDCS]</i> |
| 7.7 | City Centre Plan – Implementation and Priority Strategy (File No. CK. 4130-1) | <i>[PDCS]</i> |
| 7.8 | Affordable Housing Policy Options (File No. CK. 750-4) | <i>[PDCS]</i> |
| 7.9 | Developer Funded Affordable Housing Tax Sponsorship Program – Innovative Residential Inc. (File No. CK. 750-4) | <i>[PDCS]</i> |
| 7.10 | Pleasant Hill Village – Status and Funding Update (File No. CK. 4131-31) | <i>[PDCS]</i> |
| 7.11 | Meewasin Valley Authority Financial Statements, March 31, 2014 (File No. CK. 1895-1) | <i>[Finance]</i> |
| 7.12 | Business Improvement Districts 2013 Financial Statements (File No. CK. 1680-1) | <i>[Finance]</i> |

- 7.13 New Building Canada Fund and Federal Gas Tax Fund (File No. CK. 1860-1) *[Finance]*
- 7.14 Request for Lease Buyout – Motor Grader for Public Works (File No. CK. 1390-1) *[Finance]*
- 7.15 Expansion of School Zone – 20th Street between Avenues M and O (File No. CK. 5200-5) *[Transportation]*
- 7.16 Permanent U-Pass Program with Saskatchewan Indian Institute of Technologies (File No. CK. 7312-1) *[Transportation]*
- 7.17 Inquiry – Councillor P. Lorje (July 18, 2012) – Establishment of “Park-and-Ride” Sites in New Neighbourhoods (File No. CK. 7300-1) *[Transportation]*
- 7.18 2013 Annual Report – Saskatoon Environmental Advisory Committee (File No. CK. 430-19) *[EU&CS]*
- 7.19 Education for Sustainable Development 2014 (File No. CK. 430-78) *[EU&CS]*
- 7.20 Water and Wastewater Utilities Capital Funding Reallocation (File No. CK. 1702-1 x 1815-1) *[EU&CS]*
- 7.21 Resolution, Enforcement of Westray Amendments to Canada’s Criminal Code, United Steelworkers, June 16, 2014 (File No. CK. 4655-1) *[Executive]*
- 7.22 2014 Capital Budget Adjustment Request – Provincial Integrated Traffic Unit Vehicles, Board of Police Commissioners, Joanne Sproule, Secretary, August 11, 2014 (File No. CK. 1711-2) *[Executive]*
- 7.23 Mendel Re-Use: Children’s Museum Agreement to Lease and Program Services (File No. CK. 620-4) *[Executive]*
- 7.24 Remail Modern Art Gallery of Saskatchewan / River Landing Parkade (File No. CK. 4129-15) *[Executive]*

Moved by Councillor Donauer, Seconded by Councillor Jeffries,

That the Committee recommendations contained in the reports of Items 7.1, 7.2, 7.5, 7.6, 7.8, 7.9, 7.11 – 7.17, 7.19 – 7.22, and 7.24 above, be adopted as one motion.

CARRIED

7.3 Trains Carrying Oil through Saskatoon
(File No. CK. 270-1)

[PDCS]

Moved by Councillor Donauer, Seconded by Councillor Lorje,

That the recommendation of the Standing Policy Committee on Planning, Development & Community Services, be adopted as follows:

That the August 18, 2014 report of the Fire Chief be received as information.

CARRIED

7.4 Transport of Dogs and Cats in Truck Beds
(File No. CK. 151-15)

[PDCS]

Moved by Councillor Lorje, Seconded by Councillor Iwanchuk,

1. That the recommendation of the Standing Policy Committee on Planning, Development & Community Services, be adopted as follows:

That the City Solicitor be requested to prepare the required bylaw to amend *Animal Control Bylaw, 1999, No. 7860*, to restrict the transportation of dogs and cats in truck beds and open top cargo areas, as outlined in the August 18, 2014 report of the General Manager, Community Services Department; and

CARRIED

Moved by Councillor Lorje, Seconded by Councillor Davies,

2. That the Advisory Committee on Animal Control investigate the matter of pets left unattended in vehicles, dogs running loose next to bike riders, and dogs left in yards chained with inadequate food, water and shelter.

CARRIED

7.7 City Centre Plan – Implementation and Priority Strategy [PDCS]
(File No. CK. 4130-1)

Moved by Councillor Iwanchuk, Seconded by Councillor Davies,

1. That the recommendation of the Standing Policy Committee on Planning, Development & Community Services, be adopted as follows:

That the August 18, 2014 report of the General Manager,
Community Services Department, be received as information;

CARRIED

Moved by Councillor Clark, Seconded by Councillor Lorje,

2. That the Administration bring forward a report on the implementation schedule of the Broadway 360; and

CARRIED

Moved by Councillor Clark, Seconded by Councillor Lorje,

3. That the Administration provide a report on the implementation of the Riversdale Streetscaping Plan.

CARRIED

7.10 Pleasant Hill Village – Status and Funding Update [PDCS]
(File No. CK. 4131-31)

Ms. Myra Potter expressed appreciation for the City's support of the Housing First Program and highlighted the positive impacts of the program.

Moved by Councillor Donauer, Seconded by Councillor Clark,

That the recommendation of the Standing Policy Committee on Planning, Development & Community Services, be adopted as follows:

1. That the status update on the Pleasant Hill Village Revitalization Project be received;

2. That \$500,000 in remaining funding from the Pleasant Hill Village project be reallocated to the Affordable Housing Reserve, to be used for initiatives identified in the August 18, 2014 report of the General Manager, Community Services Department;
3. That \$250,000 in funding from the Pleasant Hill Village Project be reallocated to the Community Services Department Capital Reserve; and
4. That the remaining funding in the Pleasant Hill Village Project be held as a contingency fund until the project is completed, and that the Administration be requested to report back at that time.

CARRIED

**7.18 2013 Annual Report – Saskatoon Environmental
Advisory Committee** (File No. CK. 430-19)

[EU&CS]

Moved by Councillor Iwanchuk, Seconded by Councillor Paulsen,

That the recommendation of the Standing Policy Committee on Environment, Utilities & Corporate Services, be adopted as follows:

That the information be received.

CARRIED

**7.23 Mendel Re-Use: Children’s Museum Agreement to Lease and
Program Services** (File No. CK. 620-4)

[Executive]

Mr. Dave Hunchak, President, Children’s Discovery Museum, provided a PowerPoint presentation with highlights of the project.

Moved by Councillor Iwanchuk, Seconded by Councillor Olauson,

That the recommendation of the Executive Committee, be adopted as follows:

1. That the Children’s Discovery Museum (the Museum) be approved conditionally for tenancy of the Mendel Building when it is vacated by the Civic Gallery;
2. That the City of Saskatoon (City) enter into an Agreement to Lease subject to the general terms and conditions outlined in the August 20, 2014 report of the General Manager, Corporate Performance Department;

3. That the City enter into an agreement for program services with the Museum subject to the general terms and conditions outlined in the August 20, 2014 report of the General Manager, Corporate Performance Department;
4. That \$25,000 in organization development funding for 2014, and provided conditions are met, again in 2015, from the Community Support Grant Reserve be approved, as an exception to policy, for the Museum to support their transition to the Mendel building location; and
5. That the City Solicitor be requested to have the appropriate agreements executed.

CARRIED

8. REPORTS FROM ADMINISTRATION AND COMMITTEES

8.1 Administrative Reports

8.1.1 Asset and Financial Management Department

There were no reports from the Asset and Financial Department.

8.1.2 Community Services Department

- 8.1.2.1 Award of Tender – Hyde Park and Caswell Hill Off-Leash Recreational Areas (File No. CK. 4205-1)

Moved by Councillor Lorje, Seconded by Councillor Donauer,

1. That the tender submitted by Wilco Contractors SW Inc., for the construction of the Hyde Park and Caswell Hill Off-Leash Recreational Area projects, at a total estimated cost of \$139,280, be approved; and
2. That the City Solicitor be requested to prepare the appropriate agreement and that His Worship the Mayor and the City Clerk be authorized to execute the agreement under the Corporate Seal.

CARRIED

8.1.3 Corporate Performance Department

- 8.1.3.1 New Contracts with Cosmopolitan Industries Ltd. (File No. CK. 7830-5 x 4215-1)

General Manager, Corporate Performance Gryba advised that the financial impact, with regard to the sale agreement for the land and building was reported as \$650,000 based on information the City had at the time the report was written

due to the second appraisal not being complete. That appraisal has since been completed and the price has changed to \$745,875. This number has been agreed to by Cosmopolitan Industries, and the report should be amended accordingly.

Mr. Homenick spoke on behalf of Cosmopolitan Industries and indicated that the contracts are a result of considerable negotiations. He is of the opinion that any concerns have been addressed and these are the most equitable agreements for both parties. He requested City Council's support of the three agreements.

Moved by Councillor Donauer, Seconded by Councillor Olauson,

1. That the City of Saskatoon (City) enter into the following Agreements negotiated with Cosmopolitan Industries Ltd. (Cosmo):
 - a) the Winding Down Agreement;
 - b) the Agreement for Sale; and
 - c) the Multi Unit Residential Recycling Agreement.
2. That the City Solicitor be requested to prepare the appropriate contracts and that His Worship the Mayor and the City Clerk be authorized to execute the agreement under the Corporate Seal;
3. That the Multi Unit Recycling Fee for 2016 be reviewed as part of the 2016 Business Plan and Budget deliberations; and
4. That the report of the General Manager, Corporate Performance Department be approved, as amended, with an Agreement for Sale price of \$745,875, instead of \$650,000.

YEAS: His Worship the Mayor, Councillors Paulsen, Iwanchuk, Lorje, Davies, Olauson, and Donauer 7

NAYS: Councillors Clark and Jeffries 2

(Councillors Hill and Loewen were absent from the meeting.)

CARRIED

8.1.3.2 Inquiry – Councillor P. Lorje (April 14, 2014): Option – Closing Recycling Depots (File No. CK. 7830-5)

Moved by Councillor Olauson, Seconded by Councillor Lorje,

1. That the changes to the network of drop-off recycling depots as outlined in the report of the General Manager, Corporate Performance Department be approved and begin to take effect on October 31, 2014;

CARRIED

Moved by Councillor Lorje, Seconded by Councillor Paulsen,

2. That the Administration report back on the maintenance, security/enforcement and viability of the five recycling depots; and

CARRIED

Moved by Councillor Clark, Seconded by Councillor Lorje,

3. That the Administration investigate and report on banning paper and cardboard from the landfill.

CARRIED

His Worship the Mayor called a recess at 3:11 p.m.

The meeting reconvened at 3:24 p.m.

Councillor Olauson excused himself from the meeting during the recess.

REPORTS FROM ADMINISTRATION AND COMMITTEES - CONTINUED

8.1 Administrative Reports - Continued

- 8.1.3.3 2013 Annual Report – Investing in a 21st Century
(File No. CK. 430-71)

Moved by Councillor Iwanchuk, Seconded by Councillor Donauer,

That the City of Saskatoon 2013 Annual Report – *Investing in a 21st Century City* be received as information.

CARRIED

- 8.1.3.4 2013 Report of Service, Savings and Sustainability: How the City of Saskatoon is Improving Productivity (File No. CK. 430-75)

Moved by Councillor Lorje, Seconded by Councillor Jeffries,

That the 2013 Report on Service, Savings and Sustainability: How the City of Saskatoon is Improving Productivity, be received as information.

CARRIED

- 8.1.3.5 2014 Corporate Business Plan and Budget – *The Roads Ahead*
(File No. CK. 430-72)

Moved by Councillor Davies, Seconded by Councillor Lorje,

That the 2014 Corporate Business Plan and Budget – *The Roads Ahead*, be received as information.

CARRIED

- 8.1.3.6 Second Quarter Results – City of Saskatoon's Corporate Business Plan and Budget – *The Roads Ahead* (File No. CK. 430-72)

Moved by Councillor Lorje, Seconded by Councillor Clark,

That the Second Quarter Results – City of Saskatoon's Corporate Business Plan and Budget – *The Roads Ahead*, be received as information.

CARRIED

8.1.3.7 Purchase of Land for Civic Operations Centre Project
(File No. CK. 4020-1 x 600-27)

Moved by Councillor Lorje, Seconded by Councillor Jeffries,

1. That the Real Estate Manager be authorized to purchase the vacant land south of the Montgomery Place neighbourhood from the Canadian National Railway Company at a total purchase price of \$426,880;
2. That the City Solicitor's Office administer the required documentation to complete this transaction; and
3. That the Property Realized Reserve be used as the interim funding source for the purchase price, including legal, administrative costs and disbursements.

CARRIED

8.1.4 Transportation and Utilities Department

8.1.4.1 Capital Project #1243 – WWT Lift Station Upgrades- Avenue C Lift Station Upgrades – Engineering Fees Increase (File No. CK. 7820-3)

Moved by Councillor Davies, Seconded by Councillor Iwanchuk,

That the fee adjustment of \$24,000, resulting in a revised total upset limit for the engineering services being \$118,351 (including taxes) for the Wastewater Treatment Avenue C Lift Station Project, be approved.

CARRIED

8.1.4.2 Capital Project #2225 – WWT – Heavy Grit Burial Remediation – Engineering Services Award (File No. CK. 7800-1)

Moved by Councillor Jeffries, Seconded by Councillor Clark,

1. That the proposal submitted by Worley Parsons Canada for engineering services for the Heavy Grit Burial Site Remediation Groundwater Investigation and Risk Management Program, for a total upset fee of \$201,226.20 (including GST), be accepted; and

2. That the City Solicitor be instructed to prepare the necessary Engineering Services Agreement for execution by His Worship the Mayor and the City Clerk under the Corporate Seal.

CARRIED

8.1.4.3 2014 Water Main Condition Assessment – Award of Engineering Services Agreement (File No. CK. 7820-5)

Moved by Councillor Clark, Seconded by Councillor Donauer,

1. That the proposal submitted by Echologics Engineering, a Division of Mueller Canada Ltd. for the condition assessment of water mains at an estimated cost of \$245,824.32 (including GST and PST) be accepted; and
2. That the City Solicitor be instructed to prepare the necessary Engineering Services Agreement for execution by His Worship the Mayor and the City Clerk under the Corporate Seal.

CARRIED

8.1.4.4 Process Control System Equipment and Software – Blanket Purchase Order (File No. CK. 1000-3)

Moved by Councillor Iwanchuk, Seconded by Councillor Davies,

1. That the Administration be directed to proceed with the acquisition of process control system equipment and software for Saskatoon Water;
2. That the Administration prepare a blanket purchase order with Westburne Electric Supply for the supply of Rockwell Automation equipment and software for the next five years, for a total estimated cost (including licenses, GST and PST) of \$1,250,000; and
3. That Purchasing Services issue the appropriate blanket purchase order.

CARRIED

8.1.4.5 Aspen Ridge Lift Station Additional Funding (File No. CK. 7820-4 x 292-013-073)

Moved by Councillor Jeffries, Seconded by Councillor Lorje,

1. That \$350,000 be transferred from the Wastewater Lift Station Reserve to Capital Project #0625-18 Land Development - Trunk Sewers-Northeast Sector – M-Neighbourhood UH2-Lift Station;

2. That Contract No. 13-0633, Aspen Ridge Lift Station, be extended by \$275,000, funded from Capital Project #0625-18 Land Development - Trunk Sewers-Northeast Sector – M-Neighbourhood UH2-Lift Station;
3. That the Engineering Services Agreement with Associated Engineering Ltd. for the design and construction management of the Aspen Ridge Lift Station be extended by \$75,000, funded from Capital Project #0625-18 Land Development - Trunk Sewers-Northeast Sector – M-Neighbourhood UH2-Lift Station; and
4. That the City Solicitor be instructed to prepare the necessary Engineering Services Agreement for execution by His Worship the Mayor and the City Clerk under the Corporate Seal.

CARRIED

8.1.4.6 Civic Operations Centre Status Update (File No. CK. 600-27)

Moved by Councillor Lorje, Seconded by Councillor Jeffries,

That the report of the General Manager, Transportation & Utilities Department, be received as information.

CARRIED

8.1.4.7 Inquiry – Councillor M. Loewen (May 5, 2014) – Options for Addressing Traffic Flow, Speed, and Parking along Stonebridge Common (File No. CK. 4131-27)

Moved by Councillor Iwanchuk, Seconded by Councillor Lorje,

That the report of the General Manager, Transportation & Utilities Department, be received as information.

CARRIED

8.1.4.8 License Plate Recognition Systems – Award of Contract (File No. CK. 6120-3)

Moved by Councillor Lorje, Seconded by Councillor Clark,

1. That the City enter into an agreement with Tannery Creek Systems Inc. for the provision of up to seven License Plate Recognition Systems over a three year term as outlined in this report; and

2. That the City Solicitor prepare the appropriate agreement and that His Worship the Mayor and the City Clerk be authorized to execute the agreement under the Corporate Seal.

CARRIED

8.2 Legislative Reports

8.2.1 Office of the City Clerk

- 8.2.1.1 Development Appeals Board – Notices of Hearings Scheduled for September 9, 2014 (File No. CK. 4352-1)

Moved by Councillor Donauer, Seconded by Councillor Lorje,

That the report of the City Clerk be received as information.

CARRIED

- 8.2.1.2 Greater Saskatoon Catholic Schools – By-Election – Hours of Voting, Polling Areas and Places, Advance, and Mobile Polls – Wednesday, October 29, 2014 (File No. CK. 265-1)

Moved by Councillor Iwanchuk, Seconded by Councillor Donauer,

1. That voting take place between the hours of 8:00 a.m. and 8:00 p.m. on the day of the by-election;
2. That polling areas and polling places be established, as outlined in Attachment 1 to this report;
3. That City Council authorize the establishment of Advance Polls as outlined in Attachment 2 to this report;
4. That a Mobile Poll be established for electors, and their resident caregivers, who because of physical disability or limited mobility are unable to attend at an established polling place to vote; and
5. That the Returning Officer be authorized to make any changes that may become necessary to accommodate the availability or needs of any of the Advance polling locations or the polling places for by-election day.

CARRIED

8.2.2 Office of the City Solicitor

8.2.2.1 Street Name Change from Avenue O South to Columbian Place (File No. CK. 6310-1)

Moved by Councillor Lorje, Seconded by Councillor Davies,

1. That City Council consider proposed Bylaw No. 9203, *A bylaw of The City of Saskatoon to change the name of a certain street in the City of Saskatoon as shown on Plan Nos. F5554, 101995667 and 102036642;*
and
2. That the City Solicitor be requested to prepare the documents required to change the Plans and that His Worship the Mayor and the City Clerk be authorized to execute these documents under corporate seal.

CARRIED

Bylaw No. 9203

Moved by Councillor Lorje, Seconded by Councillor Clark,

That permission be granted to introduce Bylaw No. 9203, *A bylaw of The City of Saskatoon to change the name of a certain street in the City of Saskatoon as shown on Plan Nos. F5554, 101995667 and 102036642,* and to give same its FIRST reading.

CARRIED

Moved by Councillor Lorje, Seconded by Councillor Clark,

That Bylaw No. 9203 be now read a SECOND time.

CARRIED

Moved by Councillor Lorje, Seconded by Councillor Paulsen,

That permission be granted to have Bylaw No. 9203 read a third time at this meeting.

CARRIED UNANIMOUSLY

Moved by Councillor Lorje, Seconded by Councillor Paulsen,

That Bylaw No. 9203 now be read a third time, that the bylaw be passed and the Mayor and the City Clerk be authorized to sign same and attach the corporate seal thereto.

CARRIED

8.3 Standing Policy Committee Reports

8.3.1 Environment, Utilities and Corporate Services

There were no reports from the Standing Policy Committee on Environment, Utilities and Corporate Services.

8.3.2 Finance

Committee Membership: Councillor T. Paulsen - Chair, Councillors C. Clark, R. Donauer, A. Iwanchuk, E. Olauson, and His Worship Mayor D. Atchison - Ex-Officio

8.3.2.1 Proposed Risk Base Management Program Internal Audit Services – Request for Proposals (File No. CK. 1600-3)

Moved by Councillor Paulsen, Seconded by Councillor Davies,

That the recommendations of the Standing Policy Committee on Finance be adopted as follows:

1. That the proposed enhanced Enterprise Risk Management program to be called Risk Based Management, as described in the August 18, 2014 report of the City Solicitor, be approved; and
2. That the proposed Council policy for a Risk Based Management system be adopted as a component of corporate governance for the City.

CARRIED

8.3.3 Planning, Development and Community Services

There were no reports from the Standing Policy Committee on Planning, Development and Community Services.

8.3.4 Transportation

Committee Membership: Councillor C. Clark - Chair, Councillors T. Davies, R. Donauer, D. Hill, M. Loewen, and His Worship Mayor D. Atchison - Ex-Officio

8.3.4.1 Inquiry – Councillor D. Hill (June 22, 2009); and Various Communications to Council – Traffic Calming Measures – Avenue C North of 33rd Street (File No. CK. 6320-1)

Director of Transportation Gardiner provided a PowerPoint presentation on this matter.

Moved by Councillor Donauer, Seconded by Councillor Clark,

That the recommendations of the Standing Policy Committee on Transportation be adopted as follows:

1. That the temporary diverter at the intersection of 38th Street & Avenue C be removed; and
2. That the Neighbourhood Traffic Management Program plan for Mayfair/Kelsey Woodlawn neighbourhoods be adopted as the framework for future traffic improvements in the area, to be undertaken as funding is made available through the annual budget process.

CARRIED

8.4 Executive Committee

Committee Membership: His Worship Mayor D. Atchison - Chair, Councillors C. Clark, T. Davies, R. Donauer, D. Hill, A. Iwanchuk, Z. Jeffries, M. Loewen, P. Lorje, E. Olauson, and T. Paulsen

8.4.1 2014 Civic Services Survey (File No. CK. 365-1)

Moved by Councillor Lorje, Seconded by Councillor Iwanchuk,

That the recommendation of the Executive Committee be adopted as follows:

That the information be received.

CARRIED

8.4.2 Naming Rights Agreement – Saskatchewan Place Association Inc. and Saskatchewan Telecommunications (File No. CK. 611-3)

Moved by Councillor Lorje, Seconded by Councillor Davies,

That the recommendation of the Executive Committee be adopted as follows:

1. That the Naming Rights Agreement between Saskatchewan Place Association Inc. and Saskatchewan Telecommunications be approved; and
2. That the Mayor and the City Clerk be authorized to execute the Agreement under the Corporate Seal.

CARRIED

8.5 Other Reports

There were no further reports.

9. INQUIRIES

9.1 Carrying Oil through City – Railways and Pipeline Option (Councillor P. Lorje) (File No. CK. 2500-1 x 6170-1)

Will the Administration please review the general matter of rail companies carrying oil products through the City and the option of this City Council adopting a position with respect to the building of a pipeline to carry this product to market.

9.2 Implementation of Ban or Control Measures for Plastic Bags (Councillor P. Lorje) (File No. CK. 7830-5)

Will the Administration please report on the experiences of other cities that have implemented a ban on plastic bags or various control measures such as a small surcharge on plastic bags. Additionally, could the report include comments on the clean-up costs and environmental implications that the waste collection staff at the landfill and elsewhere have observed within this city as a result of stray and blowing plastic bags.

10. MOTIONS (*notice previously given*)

There were no motions.

11. GIVING NOTICE

There were no members of City Council that gave notice of motion.

12. URGENT BUSINESS

There was no urgent business added to the agenda.

13. IN CAMERA SESSION (*optional*)

There was no in camera session held.

14. ADJOURNMENT

Moved by Councillor Donauer, Seconded by Councillor Davies,

That the meeting be adjourned.

CARRIED

The Regular Business meeting adjourned at 4:25 p.m.

Mayor

City Clerk



**MINUTES
SPECIAL MEETING OF CITY COUNCIL**

**Monday, September 22, 2014 at 12:00 p.m.
Council Chamber, City Hall**

PRESENT:

His Worship, Mayor D. Atchison
Councillor C. Clark
Councillor T. Davies
Councillor R. Donauer
Councillor D. Hill
Councillor A. Iwanchuk
Councillor Z. Jeffries
Councillor M. Loewen
Councillor P. Lorje
Councillor E. Olauson
Councillor T. Paulsen

ALSO PRESENT:

City Manager M. Totland
City Solicitor P. Warwick
A/CFO and General Manager, Asset and Financial
Management Tarasoff
General Manager, Community Services Grauer
General Manager, Corporate Performance Gryba
General Manager, Transportation and Utilities Jorgenson
City Clerk Sproule
Deputy City Clerk Bryant

1. CALL TO ORDER

His Worship the Mayor called the meeting to order.

2. CONFIRMATION OF AGENDA

Moved By: Councillor Lorje

Seconded By: Councillor Olauson

That the agenda for today's special meeting be amended by considering the following communications with Agenda Item 8.6.1:

- a) Pensions Division, Financial and Consumer Affairs Authority, dated September 15, 2014;
- b) Tammy Vallee, dated September 21, 2014; and
- c) Gene Dupuis, dated September 22, 2014.

CARRIED

3. ADOPTION OF MINUTES

There were no minutes to adopt.

4. PUBLIC ACKNOWLEDGMENTS

There were no public acknowledgements.

5. UNFINISHED BUSINESS

There was no unfinished business.

6. QUESTION PERIOD

Question period was not held.

7. CONSENT AGENDA

There were no items for a consent agenda.

8. REPORTS FROM ADMINISTRATION AND COMMITTEES

8.6 Office of the City Solicitor

8.6.1 General Superannuation Plan (File No. CK. 4731-1)

Councillor Iwanchuk excused herself from discussion and voting on the matter due to a potential conflict of interest, and left the Council Chamber.

Pursuant to earlier resolution, the following additional documents were provided to City Council for consideration:

- a) Pensions Division, Financial and Consumer Affairs Authority (FCAA), dated September 15, 2014;
- b) Tammy Vallee, dated September 21, 2014; and
- c) Gene Dupuis, dated September 22, 2014.

City Solicitor P. Warwick reviewed the report and referenced the letter from the FCAA addressed to the City Manager. Discussion followed and questions were responded to by the City Solicitor and City Manager. Director of Human Resources M. McInnes provided a history of the bargaining and explained the process to date.

Moved By: Councillor Hill
Seconded By: Councillor Lorje

That pursuant to Section 42 of Bylaw No. 9170, The Procedure and Committees Bylaw, 2014, the rules regarding requests to speak to Council be suspended, and a representative of ATU, Local 615, be heard.

CARRIED UNANIMOUSLY

Mr. Jim Yakubowski, President, ATU 615, indicated that he had provided to members of City Council a memo dated September 19, 2014 addressed to him from ATU's legal counsel, Koskie Minsky LLP. He requested that the City suspend any further decisions on bylaw amendments and any other items related to the Pension Plan without reviewing the current financial status of the Plan as of today.

Moved By: Councillor Lorje
Seconded By: Councillor Hill

That the correspondence received from ATU regarding the Koskie Minsky Law Firm opinion regarding the City of Saskatoon pension plan be referred to the Board of Trustees – General Superannuation Plan for review and report back to Council.

CARRIED

Moved By: Councillor Olauson
Seconded By: Councillor Davies

1. That City Council consider Bylaw No. 9224; and
2. That the Board of Trustees of the General Superannuation Plan be instructed to take the necessary steps to implement the Plan amendments contained in Bylaw No. 9224 and to file an updated 2012 Actuarial Valuation Report reflecting the amendments to the Plan with the appropriate regulatory authorities.

CARRIED

Bylaw No. 9224

Moved By: Councillor Lorje
Seconded By: Councillor Clark

That permission be granted to introduce Bylaw No. 9224, *The General Superannuation Plan Amendment Bylaw, 2014*, and to give same its FIRST reading.

CARRIED

Moved By: Councillor Lorje
Seconded By: Councillor Hill

That Bylaw No. 9224 be now read a SECOND time.

CARRIED

Moved By: Councillor Lorje
Seconded By: Councillor Paulsen

That permission be granted to have Bylaw No. 9224 read a third time at this meeting.

CARRIED UNANIMOUSLY

Moved By: Councillor Lorje
Seconded By: Councillor Jeffries

That Bylaw No. 9224 now be read a third time, that the bylaw be passed and the Mayor and the City Clerk be authorized to sign same and attach the corporate seal thereto.

CARRIED

8. INQUIRIES

There were no inquiries put forward.

9. MOTIONS (NOTICE PREVIOUSLY GIVEN)

There were no motions.

10. GIVING NOTICE

There were no members of City Council that gave notice of motion.

11. URGENT BUSINESS

There was no urgent business added to the agenda.

12. IN CAMERA SESSION (OPTIONAL)

There was no in camera session held.

13. ADJOURNMENT

Moved By: Councillor Donauer

Seconded By: Councillor Davies

That the meeting be adjourned.

CARRIED

The special meeting adjourned at 1:30 p.m.

Mayor

City Clerk



STANDING POLICY COMMITTEE ON ENVIRONMENT, UTILITIES & CORPORATE SERVICES

Report on Energy and Greenhouse Gas Emissions Reduction

Recommendation of the Committee

That the information be received.

History

At the September 15, 2014, Standing Policy Committee on Environment, Utilities and Corporate Services meeting, a report of the General Manager of Corporate Performance was considered regarding the above matter.

Attachment

Report of General Manager, Corporate Performance Department [File CK. 375-4]

Report on Energy and Greenhouse Gas Emissions Reduction

Recommendation

That the information be received.

Topic and Purpose

The purpose of this report is to provide an update on civic initiatives to reduce greenhouse gas emissions while gaining the economic benefits that result from energy reduction.

Report Highlights

1. By focusing on greenhouse gas (GHG) emissions, the City of Saskatoon (City) has enjoyed benefits such as saving money on utility costs, deferring costs for major capital expenditures, and reducing air pollutants linked with emissions reductions.
2. A number of key milestones related to GHG emissions reduction have been achieved, but the targets established under the first *Energy & Greenhouse Gas Management Plan* were not met.
3. An ambitious set of initiatives that reduce GHG emissions are underway. These initiatives relate to waste diversion, energy efficiency, green energy generation, and environmental protection.
4. A new set of GHG emissions reduction targets are being developed along with a business plan to ensure the new targets are met.

Strategic Goals

The initiatives described in this report support a number of four-year priorities and long-term strategies related to the Strategic Goal of Environmental Leadership. Specifically, the initiatives help in implementing energy-efficient practices in City buildings, transportation, and operations; help to replace conventional energy with green energy technologies; create new sources of green energy where feasible; increase use of renewable energy in City operations; and eliminate the need for a new landfill.

Background

On December 10, 2012, City Council received the *Energy and Greenhouse Gas Reduction 2012 Annual Report*. Funding for energy GHG reduction initiatives has also been provided from the Reserve for Capital Expenditures (RCE) in 2013 and 2014 on the basis of reports approved by City Council on December 4, 2012 and December 4, 2013.

Report

Why Report on Energy and Greenhouse Gas Emissions?

Initiatives that reduce GHGs reduce primary energy use and/or the City's reliance on high carbon energy sources that have rising prices. The City, like other organizations that focus on GHGs, has enjoyed benefits such as saving money on utility costs, deferring costs for major capital expenditures, and reducing air pollutants linked with emissions reductions.

A focus on GHGs also demonstrates that Saskatoon is a Green City, aligned with the vision established by Saskatonians through Saskatoon Speaks, and the City of Saskatoon is committed to its strategic goal of Environmental Leadership (Attachment 1).

The City has made a commitment to GHG reduction. Provincial environmental regulations related to GHG emissions are forthcoming. Federal Coal Fired Electricity Generation Regulations under the Canadian Environmental Protection Act take effect July 2015. By that date, Saskatchewan will either need to demonstrate compliance with these new regulations or enact the already proclaimed Management and Reduction of Greenhouse Gases Act. This change to environmental regulation will mean greater scrutiny on GHG emissions.

A History of Greenhouse Gas Reduction

The City's role in GHG management began in December 2004 when the municipality became a member of the Partners for Climate Protection (PCP) program. Since that time, a number of key milestones have been achieved, but the targets established under the first *Energy & Greenhouse Gas Management Plan* were not met. Attachment 2 provides a summary of the milestone activities and reporting that has been done to track progress toward the targets.

Recent Initiatives Supported by RCE Funds

GHG reduction initiatives supported through the Reserve for Capital Expenditures (RCE) include civic projects or programs. To align these initiatives with the Corporate Strategic Plan, they are generalized under the following four categories: waste diversion, energy efficiency, clean energy generation, and environmental protection. The current status of each initiative is summarized in greater detail in Attachment 3.

Waste Diversion

- Multi-Unit Residential Recycling Program
- Expanded Organics Program
- Recovery Park
- Public Space Recycling

Energy Efficiency

- Energy Performance Contracting Program (EPC)
- Compressed Natural Gas Vehicle Study
- Energy and Water Monitoring
- Energy Management and Efficiency Measures at the Water and Wastewater Treatment Plants
- Education for Sustainable Development
- Be Water Wise Water Conservation Campaign
- Continuous Improvement (Green Teams Initiative)

Clean Energy Generation

- Combined Heat and Power Projects
- Four (4) additional energy generation initiatives (outside of the Green Energy Park being developed by Saskatoon Light & Power)
 - Solar City Program
 - Biomass Gasification and Power Generation Pilot Project
 - NSERC Smart Net Zero Energy Buildings Initiative
 - North Downtown District Energy Feasibility Assessment and Plan

Environmental Protection

- Sewer Use Bylaw
- Several additional environmental protection initiatives have GHG emissions reduction implications that will be quantified as the programs are further developed.
 - Soils Handling Strategy
 - Watershed planning and protection
 - Natural Area Network(s) and Biodiversity Plan

Next Steps

The Administration is preparing an Energy and Greenhouse Gas Reduction Business Plan that will establish a new set of GHG emissions reduction targets. The Business Plan will also outline:

- the role of the City in facilitating GHG reductions through projects, programs, policies, and incentives;
- a three-year implementation plan;
- a projection of the financial implications including potential costs and revenues; and
- a projection of GHG emissions to ensure reduction targets are reached within the proposed timeframe to 2020.

The Administration recommends that the 2005 inventory of GHG emissions be updated in 2015, and the capacity within the Administration continue to be built through training and the provision of new reporting and tracking tools to ensure regular and accurate reporting of GHG implications.

Keys to Success

Organizational capacity - The targets for 2013 established by the *Energy & Greenhouse Gas Management Plan (2009)* were not met. Organizational capacity (described in Attachment 4) is now in place to effect the changes described in that Plan and the Administration anticipates the Business Plan will provide the focus necessary to achieve the new targets.

Sustainable Land Use and Transportation Planning - Shifts in land use and transportation planning are anticipated as a result of the new Growth Plan being developed through Growing Forward Shaping Saskatoon. These shifts provide significant potential to reduce GHG emissions as a new plan for transit, transportation networks and an Active Transportation Plan are created and the intensity of development is facilitated along corridors and at important nodes within the community.

Public and/or Stakeholder Involvement

The *Energy & Greenhouse Gas Management Plan (2009)* included broad community consultations engaging residents, businesses, and youth at forums, through focus groups, and through direct engagement by the consultants leading the development of the Plan. Additional consultation on updated emissions reduction targets is anticipated this fall with details reported along with other Performance Target-setting work currently underway.

Communication Plan

The information in this report will be communicated through the City web-site and at upcoming stakeholder meetings on Environmental Leadership Performance Targets. Details will be provided in an upcoming report on Performance Targets.

Environmental Implications

Key environmental initiatives currently reduce GHG emissions by an estimated 111,200 tonnes CO₂e annually, or the equivalent of removing 23,165 passenger vehicles from our roadways.

Other Considerations/Implications

There are no financial, policy, privacy, or CPTED implications at this time.

Due Date for Follow-up and/or Project Completion

The Energy and Greenhouse Gas Reduction Business Plan will be presented to the Standing Policy Committee on the Environment, Utilities and Corporate Services in the first quarter of 2015.

Public Notice

Public Notice, pursuant to Section 3 of Public Notice Policy No. C01-021, is not required.

Attachment

1. Commitment to GHG Reduction
2. A History of GHG Reduction
3. Recent Initiatives Supported by RCE Funding
4. Organizational Capacity

Report Approval

Written by: Matthew Regier, Environmental Coordinator (EMS)
Bibian Rajakumar, Project Engineer (Energy & Sustainability)

Reviewed by: Brenda Wallace, Director Environmental and Corporate Initiatives

Approved by: Catherine Gryba, General Manager Corporate Performance

Report on Energy and Greenhouse Gas Emissions Reduction.docx

Commitment to GHG Reduction

2013 – 2023 STRATEGIC PLAN

Environmental Leadership

Saskatoon grows in harmony with nature.

Saskatoon thrives in harmony with its natural environment, conserves resources and consistently demonstrates environmental leadership. Our city’s air and water are clean. We reduced our consumption of water and energy. We rely on renewable energy sources and green technology where it makes sense to do so. We construct energy efficient buildings. And, we are a leader in operating an energy-efficient city in our cold weather climate. People routinely take transit, walk or cycle to get around, and our neighbourhoods are more compact. We produce less garbage and recycle or compost most of it. We grow more food in the city. The South Saskatchewan River Valley is Saskatoon’s natural showpiece and supports biodiversity in its many forms. Our natural assets are protected, enhanced and linked. And, there is more green space per resident, thanks to a commitment to urban and grassland parks and an urban forest that is healthy and growing.



2013 – 2023 STRATEGIC PLAN

Long Term Strategies (10 years)

Strategies that Reduce GHG Emissions

- Create new sources of green energy where feasible.
- Increase use of renewable energy in City operations.
- Reduce greenhouse gas (GHG) emissions tied to City operations.
- Become a recognized leader in Cold Climate Energy Efficiency.
- Increase self-reliance on green energy for City operations.

Short Term Priorities (4 years)

Strategies that Reduce GHG Emissions

- Promote and facilitate city-wide composting and recycling to reduce the rate and volume of waste sent to the landfill.
- Communicate the financial benefit of environmental initiatives.
- Implement energy-efficient practices in City buildings, transportation and operations.
- Identify opportunities to replace conventional energy sources with green energy technologies and find alternate ways of generating capacity to support operations.
- Continue to implement the Energy and Greenhouse Gas Reduction Plan.





CURRENT ENERGY & GHG REDUCTION INITIATIVES

Waste Diversion

- Recycling: Curbside (Blue Cart) and Multi Unit Recycling programs, Saskatoon Curbside Swap, Public Space recycling, Recovery Park
- Organics: Composting, Leaves & Grass (Green Cart)

Energy Efficiency

- Corporate Performance: Sustainable Procurement, civic building energy efficiency, compressed natural gas (CNG) fleet, Garbage Service Verification
- Community: Be Water Wise, Energy & GHG Reduction Plan

Green Energy Generation

- Combined heat and power (CHP) at civic centres, Solar City, solar panels at pools, Landfill Gas, Turboexpander

Environmental Protection

- Education for Sustainable Development, Environmental Implications reporting, watershed planning and protection, Sewer Use Bylaw, Soils Handling Strategy, Natural Area Network(s)

A History of GHG Reduction

The City of Saskatoon's role in GHG management took a significant step forward in December 2004, when the municipality became a member of the Partners for Climate Protection (PCP) program. PCP is a network of Canadian municipal governments committed to reducing GHGs and acting on climate change. The program is based on a performance-based five milestone process, with each milestone providing an opportunity for municipal capacity building. The five milestones are:

- Milestone 1: Creating a Greenhouse Gas Emissions Inventory and Forecast – COMPLETED AUGUST 2005
- Milestone 2: Setting an Emissions Reductions Target – COMPLETED FALL 2005
- Milestone 3: Developing a Local Action Plan – ADOPTED JUNE 2009
- Milestone 4: Implementing the Local Action Plan or a Set of Activities – ONGOING
- Milestone 5: Monitoring Progress and Reporting Results – ONGOING

City Council's adoption of the *Energy & Greenhouse Gas Management Plan* achieved Milestone 3 of the PCP program and established the framework for GHG reduction initiatives going forward. This was also the first year for which GHG reduction initiatives were reported through PCP's annual *National Measures Report*. GHG reductions reported to date through the PCP program amount to 65,250 tonnes CO₂e (carbon dioxide equivalents).

The Energy and Greenhouse Gas Reduction 2012 Annual Report identified annual GHG savings of 116,887 tonnes CO₂e as a result of the various initiatives planned under the *Energy & Greenhouse Gas Management Plan*. Not all of these initiatives have been reported to PCP yet. Of the 78 identified initiatives, 96% of the City of Saskatoon (corporate) actions have started, are progressing, or are complete, and 68% of the actions to address community emissions have been initiated. The results are shown below (all reported in tonnes of greenhouse gas).

Identified Action	Reduction Target	Reduction Achieved	% of Target Accomplished
Goal #1 - Build an Energy Aware Community			
Corporate programs <i>Civic employee education</i>	500	1279	256%
Community Programs <i>Public outreach and education</i> <i>Sustainable transportation education</i> <i>Energy efficiency/Alternative energy</i> <i>Water conservation</i>	100,000	739 5 5947 Unknown	7%

Identified Action	Reduction Target	Reduction Achieved	% of Target Accomplished
Goal #2 - Create a Healthy Community			
Corporate programs <i>Active employee programs</i>	500	<i>Unknown</i>	Unknown
Community programs <i>Active community programs</i>	100,000	<i>Unknown</i>	Unknown
Goal #3 - Achieve a Diverse and Environmentally Sustainable Energy System			
Corporate programs <i>Alternative energy program</i>	5,000	19,200	384%
Community Programs <i>Alternative energy program</i>	300,000	<i>Unknown</i>	Unknown
Goal #4 - Design and Build Green and Smart			
Corporate programs <i>Energy efficient buildings</i>	10,500	521	5%
Community Programs <i>Energy efficient buildings</i> <i>Energy efficient land use</i>	300,000	0 <i>Unknown</i>	Unknown
Goal #5 - Be Responsible Stewards of Our Resources			
Corporate programs <i>Alternative energy program</i> <i>Water and waste water programs</i> <i>Sustainable transportation programs</i>	10,600	210 <i>Unknown</i> 368	5%
Community Programs <i>Sustainable transportation programs</i> <i>Waste diversion programs</i>	200,000	101 86,724	43%
Goal #6 - Lead by 'Green' Example			
Corporate programs <i>'Greening' the corporation</i>	1,000	157	16%
Community Programs <i>Community leadership</i>	500,000	<i>Unknown</i>	Unknown
TOTALS	1,528,100	116,887 + Unknowns	8%

The City's annual *Report on Service, Savings and Sustainability* also highlights a number of corporate productivity initiatives resulting in GHG emissions reductions. These reports – along with information reported through the *National Measures Report*, the *Energy and Greenhouse Gas Reduction 2012 Annual Report*, and the Environmental Implications section of all reports to Council and Committees – comprise the majority of corporate GHG emissions reductions identified to date. However, notable from the table above, these reporting mechanisms are not yet fully representing the overall emissions associated with City-related projects and programs.

In response, Administration is currently developing guidance tools to improve the identification and quantification of GHG emissions associated with all City activities, products and services. Administration also recommends the completion of an updated inventory of GHG emissions along with continued improvements to the measurement, verification and reporting of GHG emissions already beginning across the corporation.

Reports to Council and Committees currently attempt to identify any known or potential environmental implications associated with the recommendations of the report. 80% of reports where GHG implications (positive or negative) exist currently identify GHG implications, however only 29% (of this 80%) quantified the GHG implications. Among the reports having a GHG implication, 36% were associated with net GHG emissions reductions or savings, while only 22% (of this 36%) quantified the GHG implications of their report. Going forward, it is clear that additional training and/or improved quantification tools are required to improve reporting on Environmental Implications.

Recent Initiatives Supported by RCE Funding

Waste Diversion

Multi-Unit Residential Recycling Program



The implementation of a curbside recycling program for multi-unit dwellings will capture recyclables from 36,000 units across the city. The diversion of this material from the waste stream will extend the life of the Landfill by two years, saving taxpayers \$25.3 million in recaptured airspace. The program launches this fall and will cost the City \$2.2 million each year and result in the avoidance of 19,000 tonnes CO₂e annually.

Net cost per tonne of GHG reduced: \$116

Additional benefits: extend life of Landfill (\$25.3 million); conserve raw materials

Expanded Organics Program

The collection of yard waste through the Leaves and Grass Subscription (Green Cart) Program was expanded in 2014, providing curbside service to 3,891 customers as of July 31, 2014 – an increase of 1,010 subscribers over 2013. Materials collected through this program are composted at the City's compost depots along with materials from public and commercial customers. The total cost for current organics programs is \$904,700 each year with revenues from subscription fees of \$214,000 (\$55 per household per season),

permit fees from commercial haulers of \$24,800, and revenues from the sale of finished compost and mulch which continue through the Fall. 21,920 tonnes of organics were composted in 2013, resulting in the avoidance of 5,000 tonnes CO₂e. Expansion of the program to include food waste is being studied as it has the potential to divert an additional 50,000 tonnes from the Landfill, potentially extending the life of the Landfill by 28 years and saving taxpayers \$354.2 million in recaptured airspace.

Net cost per tonne of GHG reduced: \$133



Additional benefits: extend life of Landfill (\$155.3 million); produces a soil amendment that contributes to the health of the watershed
Recovery Park

A permanent site for the collection of recyclable and reusable construction materials has been identified directly west of the Landfill along the Landfill Access Road. The Recovery Park project is expected to be implemented in three phases, with public access to the site for the drop-off of general construction, renovation and demolition materials by the end of 2014 (Phase 1). Phase 2 (expansion of site to include drop-off of other recyclables and/or materials requiring special handling) and Phase 3 (relocation of Landfill Scalehouse and entry facilities as the sole material drop-off point and public interface with the Landfill) must be completed prior to the summer of 2022, based on the filling plan in the Landfill Optimization Strategy. The anticipated net operating costs for Phase 1 are \$128,000 each year and result in the avoidance of 20,900 tonnes CO₂e annually.

Phase Two Concept



Net cost per tonne of GHG reduced: \$6

Additional benefits: extend life of Landfill (\$13.4 million); produces materials that may be re-used in construction projects

Public Space Recycling

MetroBin Program to be replaced



Improvements to the City’s Public Space Recycling Program began in 2014 with the addition of recycling receptacles at bus stops (130 when project is complete). The existing public space recycling program collects 14 tonnes of recyclable material from Business Improvement Districts and major commercial arterials, resulting in the avoidance of 50 tonnes CO₂e and providing \$9,000 in program revenue from Creative Outdoor Advertising.

Net cost per tonne of GHG reduced: +\$180

Additional benefits: awareness of recycling; small revenue stream

Energy Efficiency

Energy Performance Contracting Program (EPC)

An EPC is a unique type of agreement with an Energy Services Company that enables buildings to be retrofitted with modern energy efficiency equipment and improvements in a relatively short time frame. An EPC would be expected to yield savings of 20% over the current usage of electricity, water and natural gas, resulting in annual GHG emissions reductions of up to 8,000 tonnes CO₂e. Investments in building retrofits are backed by a contractual arrangement of guaranteed savings. The City's current savings opportunity is \$720,000 annually.

Net cost per tonne of GHG reduced: \$90

Additional benefits: improvements to civic buildings (including some that extend building life and improve comfort and air quality); reduced expenditures of \$720,000 once contract expires provides opportunity to re-invest the funds in other strategic initiatives

Compressed Natural Gas Vehicle Study

The average garbage truck burns 13,000 litres of diesel and generates 35 tonnes CO₂e annually. Many transit, commercial transportation and waste management fleets are switching to natural gas as a fuel, realizing benefits such as reduced fuel costs and GHG emissions, quieter engine operations and reduced maintenance requirements. Transitioning to natural gas opens the door for future fueling options with biogas that can be produced from the Landfill or another waste facility. Some retrofitting of vehicle maintenance facilities is required to accommodate natural gas powered vehicles. The new transit facility will be 'natural gas ready'. The GHG emission reduction potential associated with alternative fuel vehicles is a 90% savings or 567 tonnes annually for the entire fleet of garbage trucks.



Net cost per tonne of GHG reduced: +\$1192

Additional benefits: reduced vehicle maintenance; quieter vehicle operations; fewer pollutants from vehicle tail-pipe

Energy and Water Monitoring



Monitoring equipment has been installed in 13 civic facilities to reduce utility costs and provide information that enables good management of facility equipment. The project involves installing a real-time data collection, reporting and analysis system that gathers utility consumption information from the facility. Industry research suggests that up to 5% utility cost savings can be achieved through utility monitoring.

Net cost per tonne of GHG reduced: \$41
Additional benefits: improved equipment operations (extending life of equipment); increased staff productivity

Energy Management and Efficiency Measures at the Water and Wastewater Treatment Plants

Water and wastewater treatment processes represent 36% of the total corporate GHG emissions, and therefore represent a significant opportunity for efficiency measures. The City applied to and was accepted by SaskPower’s Industrial Energy Optimization Program, which offers 50% funding support for energy management information systems and energy saving capital projects. Simply tracking energy use has been shown to generate savings on utilities from \$13,500 to \$19,000 and reduce GHG emissions by up to 300 tonnes CO₂e annually. A feasibility study has recently been completed for an energy management information system at the Wastewater Treatment Plant; a detailed assessment of the business case for the project is pending.



Net cost per tonne of GHG reduced: \$65
Additional benefits: improved equipment operations (extending life of equipment); improved staff productivity

City of Saskatoon, Corporate Performance Department, Environmental and Corporate Initiatives Division

Education for Sustainable Development Partnership



The program, entitled Student Action for a Sustainable Future (SASF), facilitates educational opportunities that engage students in learning and empowers them to take sustainability-focused action. Between December 2013 and April 2014, twelve grade 4 to 8 classes pursued actions focused on one or more environmental themes – water, waste, food, energy and transportation – helping them understand the environmental, social and economic impacts of their actions. Results indicate that annual savings from the collective actions would amount to 17,000 kWh of electricity, 88 GJ of natural gas, 700 m³ of water, 8,000 kg of waste, 230 L of fuel and 29 tonnes CO₂e. The City provided \$43,000 in funding for the pilot program with additional in-kind support and funding from other partners valued at \$20,000.

Net cost per tonne of GHG reduced: \$1483

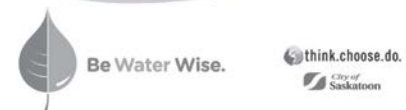
Additional benefits: citizen engagement and enthusiasm for environmental sustainability; facilitate cost savings for citizens and schools; program cost efficiency per tonne of GHG reduced will improve over time as participant capacity is built

Be Water Wise Water Conservation Campaign

The goal of the campaign is to reduce water consumption by 5% using a strategic approach that targets the largest users first. The energy required to treat and distribute potable water is associated with a significant amount of GHGs; emissions from water use by the residential sector alone in 2013 are estimated at 24,690 tonnes CO₂e or the equivalent of the emissions generated by 5,140 passenger vehicles. Throughout the summers of 2013 and 2014 various tactics have been applied to engage and encourage residents to reduce water use on their lawns and gardens. The next phase will target large water users within the Industrial-Commercial-Institutional (ICI) sector to implement water-saving processes and procedures.

Net cost per tonne of GHG reduced: \$28

Additional benefits: citizen engagement and enthusiasm for environmental sustainability; facilitate cost savings for citizens



Continuous Improvement (Green Teams Initiative)

A cross-departmental innovation group has been formed to engage employees in learning, the exchange and generation of ideas and collaboration. Environmental education will be provided to the group and it is anticipated this will stimulate action projects that realize operational and utility savings, as well as other corporate sustainability benefits. Research has shown that energy savings of 5-10% can be achieved as a result of greater employee awareness of their impact on the environment. Beyond cost savings and GHG reductions, Green Teams have also

been shown to contribute to an innovative work culture, engage and retain staff, increase communication and collaboration, expand employee skill sets, build leaders and increase productivity.

Net cost per tonne of GHG reduced: not yet calculated

Additional benefits: employee engagement and enthusiasm that contributes to strong customer service and productivity

Clean Energy Generation

Combined Heat and Power Projects

Combined heat and power (CHP) generators are being installed at Lakewood Civic Centre and Shaw Centre. The units, which will be integrated into the existing electrical and heating systems, will produce electricity and recover waste heat to be used inside the building – reducing the amount of purchased utilities. The technology offers a cleaner energy source that will reduce annual GHG emissions between the two facilities by an estimated 915 tonnes CO₂e. The total cost of the project is \$1.3 million with the City contributing \$375,000 and partners contributing the balance, including \$600,000 from Natural Resources Canada's Market Development Incentive Payments Program and \$325,000 from SaskEnergy.

Net cost per tonne of GHG reduced: \$134

Additional benefits: improved equipment operations (extending life of equipment); reduced impact from power outages

Four (4) additional energy generation initiatives (outside of the Green Energy Park being developed by Saskatoon Light & Power) will be reported on later this year.

- Solar City Program – a suite of programs is being explored to encourage the application of residential and commercial solar power in Saskatoon. Electricity derived from solar energy avoids GHG emissions associated with conventional

City of Saskatoon, Corporate Performance Department, Environmental and Corporate Initiatives Division

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sources of non-renewable energy. GHG emissions reductions for each mega-watt hour generated by a solar electric system are estimated at 840 tonnes CO₂e.

- Biomass Gasification and Power Generation Pilot Project – currently, elm wood from City arborists and the community-at-large are directed to the Landfill to be buried due to the issues surrounding Dutch Elm Disease. This material uses up valuable landfill space and represents a wasted source of energy. Saskatchewan Research Council has been engaged to study the energy content of elm wood to determine how much biogas can be produced per kilogram of feedstock. GHG emissions reductions for each mega-watt hour generated with bio-synthetic gas are estimated at 840 tonnes CO₂e.
- NSERC Smart Net Zero Energy Buildings Initiative – the City committed \$25,000 to fund 50% of the costs associated with two energy studies: analysis of solar energy options for Civic Square East and an optimization study of the solar hot water systems at Harry Bailey Aquatic Centre and Lawson Civic Centre. The other 50% of the costs are funded through Natural Sciences and Engineering Research Council's Smart Net Zero Energy Building Initiative research network. In May 2015, the City will host the annual meeting of the network, drawing leading researchers on net-zero energy buildings from across Canada and building local capacity.
- North Downtown District Energy Feasibility Assessment and Plan – a feasibility study has shown that the North Downtown area of Saskatoon is a desirable area for a district energy system. The proposed system design would be large enough to replace the heating equipment in several existing City-owned buildings and envisioned to include a combined heat and power unit.



Environmental Protection

Sewer Use Bylaw

The City is developing source control measures to manage discharge-related risks to the sanitary sewer system. Source control programming will protect sanitary system infrastructure, protect City employees from exposure to harmful wastes, protect public and private property from inappropriate discharges, reduce the risk of upsets to the wastewater treatment process, and reduce the risk of inadvertently releasing harmful substances into the river or onto farmland. Spikes in organic materials received at the Waste Water Treatment Plant can be reduced through source control programs, achieving cost savings estimated at \$140,000 each year and GHG emissions reduction of 820 tonnes CO₂e.

Net cost per tonne of GHG reduced: +\$24

Additional benefits: improved sewer infrastructure operations (extending life of equipment and increasing productivity through reduced need for pipe flushing)

Several additional environmental protection initiatives have GHG emissions reduction implications that will be quantified as the programs are further developed.

- Soils Handling Strategy – This initiative focuses on beneficial reuse of soils as the City grows. Since 2011, this approach has saved the City approximately \$5.5 million dollars for handling contaminated material by moving and managing soil from project to project as opposed to disposal at a landfill or special facility. An additional \$1.6 million was saved on tipping fees by creating Landfill Soil Acceptance Guidelines to promote use of appropriate soils as clean cover at the Saskatoon Landfill. Greenhouse gas reduction benefits for this initiative are related to reduction, in most cases, in hauling distances from the excavation site to the disposal site.
- Watershed planning and protection – Implementing best management practices in watershed protection include a variety of water re-use initiatives as well as an increased reliance on natural or ‘green’ infrastructure for storm water management instead of large investments in traditional pipe and pump infrastructure.
- Natural Area Network(s) and Biodiversity Plan – Protecting biodiversity through natural area protection has significant potential to reduce emissions as well as sequester carbon.

Organizational Capacity

New Organizational Structure

<p><u>NEW DEPARTMENT</u> Corporate Performance General Manager: Catherine Gryba</p>	<p>Department created to ensure and support high performance by the corporation in the areas of:</p> <ul style="list-style-type: none"> • Performance Targets • Strategic and Business Planning • Communications • Media Relations • Human Resources • Aboriginal Relations • Information Technology • Environmental & Corporate Initiatives
<p><u>NEW DIVISION</u> Environmental & Corporate Initiatives (E&CI) Director: Brenda Wallace</p>	<p>Within the Corporate Performance Department, E&CI Division created to ensure and support environmental sustainability performance by the corporation and facilitate environmental outcomes in the community through programs and education.</p>
<p><u>SECTION IN E&CI</u> Energy & Sustainability Engineering Manager: Ian Loughran</p>	<p>Section works to support energy reduction (through energy efficiency and waste diversion) and small-scale energy generation across the community. Team: 3 permanent and 3 temporary employees.</p>
<p><u>SECTION IN E&CI</u> Education & Environmental Performance Manager: Amber Jones</p>	<p>Section works to support environmental planning, policy and program development, outreach and education, and monitoring environmental metrics of performance. Team: 5 permanent and 1 temporary employees.</p>
<p><u>SECTION IN E&CI</u> Watershed Protection Manager: Twyla Yobb</p>	<p>Section works to support the reduction of pollution in the regional environment. Team: 3 permanent and 1 temporary employees.</p>
<p><u>SECTION IN E&CI</u> Corporate Initiatives Project Managers: Jeanna South Jill Cope</p>	<p>Section works to support the planning and design of major city-building initiatives ensuring all aspects of sustainability are addressed: financial, social, cultural, and environmental. Team: 2 permanent employees.</p>

Engaged team

When compared with disengaged employees, highly engaged employees are more than three times as likely to do something good for their employer even if it's not expected of them, almost three times as likely to make a recommendation about an improvement at work, more than 2.5 times as likely to stay late at work if something needs to be done, and more than two times as likely to help someone else at work. Organizations with Engagement scores above 65% consistently deliver better business results. An

City of Saskatoon, Corporate Performance Department, Environmental & Corporate Initiatives Division

engagement survey was recently conducted within the Environmental & Corporate Initiatives Division revealing a score of 73%.

Strengths that emerged for the team included:

- Innovation – the team readily adopts technology and has a strong capacity for ideation (the generation of ideas)
- Social capital – the team actively develops connections with others and seeks to collaborate for mutual benefit
- Strategic resourcing – the team is well-versed in researching and assessing the business case to ensure targeted investments are made that leverage significant benefit
- Strongly aligned to strategic plan – the work program for the team focusses almost exclusively on the priorities identified in the Corporate Strategic Plan
- Duty to current and future citizens – the team is motivated by improving and protecting quality of life



STANDING POLICY COMMITTEE ON ENVIRONMENT, UTILITIES & CORPORATE SERVICES

Civic Service Review Progress Report

Recommendation of the Committee

That the information be received.

History

At the September 15, 2014, Standing Policy Committee on Environment, Utilities and Corporate Services meeting, a report of the General Manager of Corporate Performance was considered regarding the above matter.

Attachment

Report of General Manager, Corporate Performance Department [File CK. 116-1]

Civic Service Review Progress Report

Recommendation

That the information be received.

Topic and Purpose

The purpose of this report is to provide an update on the Roadways and Parks Civic Service Reviews (CSR). Improvements in process and operations identified in this summary will improve service to citizens and improve customer satisfaction with services (realized through decreased complaints). This is accomplished by increasing the effectiveness and efficiency of the service line operation processes.

Report Highlights

1. Current State: Impact of rapid growth in Saskatoon has increased pressure on planning, design and construction as well as for maintenance operations in roadways and parks.
2. Improved Future State: A collaborative process during the design and construction phases will support better coordination of planning for maintenance operations, including staffing, budgeting and scheduling.
3. Improved Service to Citizens: A clearly defined process that considers the sequence of planning, funding and timing of scheduled work will allow for proactive elimination of issues and improve service to citizens.

Strategic Goal(s)

This report supports the Strategic Goal of A Culture of Continuous Improvement. Process improvements focus on identification of root cause issues and innovative and creative solutions that will provide optimal service improvements.

Background

City Council, at its meeting held on December 3 and 4, 2013, approved the Continuous Improvement Strategy which includes the following three components:

- Annual Civic Service Reviews - an operational review process to find ways to control expenditures and to seek efficiencies in the delivery of municipal programs and services.
- Internal Process Reviews - focus on identifying and removing redundancies and waste within existing processes to increase efficiencies in civic operations.
- Building capacity in the corporation through innovation coaches and empowering employees.

Civic Service Reviews follow a three-step approach:

- Current State - Identify the current process so there is a common understanding of how the service is currently being delivered.
- Future State - Using the “Blank Sheet of Paper” approach, put aside what the City is currently delivering, and define how the service will be delivered in the most effective and efficient way possible to meet citizen expectation.
- Gap Analysis - Identify the change in resources required to deliver the new service in comparison to the current service and identify the savings.

On January 9, 2014, the Executive Committee approved the recommendation that the following services undergo an Annual Civic Service Review in 2014:

- Road Management Program (Design, Construction, Operations and Maintenance)
- Parks (Design, Construction and Maintenance)

Report

Current State: Rapid Growth Increases Pressure in Planning, Design and Construction and Impacts Maintenance Operations

Saskatoon has experienced a significant growth rate of three to four percent a year since at least 2009. This growth has increased demand for housing and infrastructure and resulted in neighbourhoods being developed at an increased pace to meet the demand. A significant impact of the rapid growth rate is a reduction in the amount of planning time to design new infrastructure. Combined with a turnover of staff due to retirements and other opportunities, the result is an increased risk of transferring errors through all phases of planning, design, construction and maintenance.

Rapid growth and turnover have contributed to the loss of a consistent process or system that supports effective and efficient development of infrastructure. Currently, we are building roads based on current conditions and not factoring in future growth such as, interchanges and traffic signals. Small adjustments could be made today to reduce or eliminate the need for re-work when things like interchanges are built in the future. For example, although the functional design for an interchange at Marquis Drive and Idylwyld Drive has been complete for many years; Divisions struggled during the construction of Marquis Drive with the ability to fund roadway construction that would accommodate the eventual interchange construction.

Other examples are the redesign, and reconstruction that is occurring at the intersection of Central Avenue and Attridge Drive due to the unintended downstream effects of additional neighborhood development, or the lack of turn-outs for maintenance and emergency vehicles on the new Circle Drive South Bridge and Freeway project. The current system lacks flexibility, true stakeholder understanding, and clarity of future construction.

The impact of growth and development on citizens must be a key consideration during the planning, design, construction and maintenance processes. Citizens expect parks to be clean, green and safe and roadways to be clean, accessible and safe. Incorporating effective planning, communication and budgeting into a future system will have a positive impact on citizen satisfaction.

Improved Future State: A Flexible System that Supports Coordination Between Planning, Construction and Maintenance Operations

In order to improve efficiency and effectiveness in the process, there is a need for a system that promotes coordination across divisions and all phases of development as well as a system that has the flexibility to allow for things to happen today that will help in the future. If we take the future Boychuk Drive and Highway 16 interchange as an example, it is fairly clear to the Transportation Division what may happen, however, there is a gap across the rest of the Administration on details, timing and logistics of this fairly imminent project.

A new more flexible system will allow for preparatory work, understanding of timing and logistics, maintenance demands and the opportunity to capitalize on circumstances that assist in the delivery of the asset. The same can be said with any roadway or other asset. In essence, the new resourced system would mitigate the current reality of an unprepared 'Shotgun Start' for most works.

Creation of an Optimization Team, or working committee for development projects provides an opportunity for all groups involved in planning, design, construction and maintenance to weigh in on the design and impact to maintenance costs and schedules at several stages in the process. For example, with Parks participating on an Optimization Team working on a new neighbourhood like Brighton, they along with everyone else would know exactly what stage the project is at and be able to provide input into the impact of design on their maintenance requirements.

Additionally, an Optimization Team would ensure that coordinated inspections occur, maintenance liabilities are reduced and allow for accurate identification and inventory of their responsibilities ultimately allowing for more accurate budgeting. The benefit of this change is a seamless transition from construction to maintenance resulting in decreased frustration in citizens and reduced customer complaints. Reducing complaints allows for more time to be spent on proactive planning and maintenance; improving the quality of life for citizens.

A system that coordinates all design and construction projects will also increase efficiency across the organization by allowing issues to be identified early on in infrastructure design, reducing the need for re-design of plans or rework post construction; ultimately resulting in cost savings to the organization.

The improved process also includes a review and updating of all standards, and service levels, which will improve the effectiveness of design, construction and maintenance operations and minimize the risk of inconsistency that may occur as a result of rapid growth and staff turnover. This helps ensure that citizens, developers and civic staff are all aware of the standards and process for infrastructure planning, design, development and maintenance and allows for value-based decisions on funding for projects.

Improved Service to Citizens

Better communication and collaboration allows proactive identification of and resolution for elimination of issues. The nature of work undertaken by the maintenance operations crews in the Public Works and Parks Divisions as well as the amount of area the crews are responsible for has increased and evolved over the years. While daily and weekly maintenance schedules are set based on known variables (people, equipment), their work is generally very reactive and responsive in nature given the number of unknown variables (weather, population growth).

A formalized process involving maintenance early will ensure that operations knows what infrastructure is coming on line. Being ready to accept the new infrastructure will improve customer satisfaction (measured by a reduction customer complaints) by ensuring that the new roadways or parks are included in the daily/weekly maintenance schedules.

Increased communication and collaboration across divisions involved in design, construction and maintenance of infrastructure will identify and proactively eliminate issues; improving service to citizens. Improved planning on the front end of the design phase ensures that all internal and external stakeholders involved in neighbourhood development including developers as well as civic departments utilizing the roadways and parks for programming, storm water drainage, transportation, etc. are following by the same standards and collaborating to deliver citizen friendly neighbourhoods and infrastructure.

Next Steps of the CSR

The initial phase of the reviews are complete and recommendations are currently being developed with action plans that will identify the financial implications of the recommendations and quantify savings. The recommendations will be shared with citizens to provide an opportunity for their input and feedback on the proposed process improvements.

Communication Plan

To date, the communication plan focused on internal communication with staff about the purpose and process for the review and provided an opportunity for internal stakeholder input on the current design, construction and maintenance processes.

The next phase of the communication plan will include engaging citizens and other external stakeholders through the Shaping Saskatoon website and through targeted stakeholder meetings. They will be invited to provide input on the proposed recommendations for improvement.

Financial Implications

The CSRs have identified recommendations for both short and long term improvements to roadways and parks design, construction and maintenance. The final report for the Civic Service Reviews will quantify the cost efficiencies, both short and longer term.

Other Considerations/Implications

There are no policy, environmental, privacy, or CPTED implications or considerations.

Due Dates for Follow-up

The final reports on the Parks and Roadways Civic Service Reviews including recommendations for improvement and financial implications will be presented to the SPC on Planning, Development and Community Services on November 3, 2014 and SPC on Transportation on November 10, 2014 respectively.

Public Notice

Public Notice pursuant to Section 3 of Policy No. C01-021, Public Notice Policy, is not required.

Report Approval

Written by: Kim Matheson, Director, Strategic and Business Planning
Reviewed by: Randy Grauer, General Manager, Community Services Department
Catherine Gryba, General Manager, Corporate Performance Department
Approved by: Catherine Gryba, General Manager, Corporate Performance Department

Civic Service Review – Progress Update.docx



STANDING POLICY COMMITTEE ON ENVIRONMENT, UTILITIES & CORPORATE SERVICES

Watermain Breaks – Summer 2013

Recommendation of the Committee

1. That the information be received; and
2. That the Administration report in time for 2015 Business Plan and Budget deliberations regarding the adequacy of the number of water trailers.

History

At the September 15, 2014, Standing Policy Committee on Environment, Utilities and Corporate Services meeting, a report of the General Manager of Transportation and Utilities was considered regarding the above matter.

Attachment

Report of General Manager, Transportation and Utilities Department [File CK. 7820-5]

Watermain Breaks – Summer 2013

Recommendation

That the information be received.

Topic and Purpose

City Council requested a report with respect to the experience of dealing with watermain breaks during the summer of 2013. This report will investigate how Public Works (PW) dealt with watermain breaks and how customers were affected.

Report Highlights

1. Comparison of the occurrences of water outages in Summer 2013 to previous years.
2. Public Works normal level of service and how they dealt with extended outages.

Strategic Goal

The solution outlined in this report supports the Strategic Goal of Quality of Life and Continuous Improvement by ensuring that the City of Saskatoon's level of service in response to water supply disruptions remains high.

Background

During consideration of the Neighbourhood Level Infill Development Strategy report, City Council, at its meeting held on December 16, 2013 resolved, in part:

“that the Administration be requested to provide a report with respect to the experience this summer dealing with watermain breaks.”

Report

There was nothing extraordinary in Public Works method of dealing with watermain breaks during the summer of 2013. Public Works attempts to restore running water within 24 to 48 hours. The remainder of this report will provide information about water outages in the summer of 2013 and comparing the time in which water was shut off due to water main breaks over the past few summers.

For the purpose of this report, summer is defined as May 1st to September 30th of the given year. This period was chosen as it most accurately represents normal warm weather operations and excludes winter complications, such as frost and sub-zero temperatures.

Comparison of the Occurrences of Water Outages in Summer 2013 to Previous Years

The comparison of the occurrences of water outages and the average times between years are shown in the table below.

Water Outages Due to Breaks

	2013	2012	2011	2010
No. of occurrences	60	38	52	58
No. of occurrences within PW's level of service (<48 hours)	58	35	52	58
Average hours including all occurrences	20.32	21.78	16.11	17.47
Average hours including only occurrences within PW's level of service (<48 hours)	18.89	18.87	16.11	17.47
% Within 24 hours	73.33%	57.89%	75.00%	72.41%
% Within 48 hours	96.67%	92.11%	100.0%	100.0%

This table disregards all unusable data and instances where houses were temporarily supplied from neighbours, thus minimizing any disruption in service. A table reflecting all water shut-offs, including those not affecting customers, can be seen in Attachment 1.

Looking at the data from Table 1, it can be concluded that 2013 had the highest number of overall occurrences, at 60. However, the average times for all years are very close and well within Public Works level of service. The rise in average time over the years can be attributed to a number of different factors, but most likely due to Public Works continued strive towards proactive responses and earlier shut downs when problems arise, as well as more comprehensive tracking and recording systems.

The chart in Attachment 2 shows graphically how 2013 compared to other years.

Public Works Normal Level of Service and how they dealt with Extended Outages.

Public Works intends to maintain a year round level of service between 24 and 48 hours. In 2013, the average time it took to restore water service after a break was 20.32 hours, which is well within the level of service.

In all instances where customers were without running water for more than 8 hours, an emergency water supply trailer was delivered within that time frame.

There are two main reasons that an outage may last more than 48 hours:

1. A separate, higher priority, issue occurred around the same time and a decision was made to repair the higher priority area.
2. In some rare cases, a repair can turn into a much larger replacement job that can take multiple days.

When Public Works is unable to respond to a service outage within a timely manner, they provide alternative sources of water through the following methods:

1. Deliver emergency water supply trailers where residents must physically fill up containers at the street supply.
2. If just a few houses are affected then a temporary connection to an adjacent home or business may be made, if possible, allowing for normal tap water.

Other Considerations/Implications

There are no policy, financial, environmental, privacy, communications or CPTED implications.

Public Notice

Public Notice, pursuant to Section 3 of Policy C01-021, Public Notice Policy, is not required.

Attachments

1. All Watermain Shut Offs
2. Chart illustrating the comparison of the length of time that water was out between the summers of 2010, 2011, 2012, and 2013

Report Approval

Written by: Eric Purdy, Operations Engineer, Logistics and Procurement
Reviewed by: Brian Aucoin, Acting Manager Logistics and Procurement
Reviewed by: Trent Schmidt, Water and Sewer Manager
Reviewed by: Pat Hyde, Director of Public Works
Approved by: Jeff Jorgenson, General Manager, Transportation & Utilities

EUCS EP - Watermain Breaks – Summer 2013

Watermain Breaks – Summer 2013

Recommendation

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“that the Administration be requested to provide a report with respect to the experience this summer dealing with watermain breaks.”

Report

There was nothing extraordinary in Public Works method of dealing with watermain breaks during the summer of 2013. Public Works attempts to restore running water within 24 to 48 hours. The remainder of this report will provide information about water outages in the summer of 2013 and comparing the time in which water was shut off due to water main breaks over the past few summers.

For the purpose of this report, summer is defined as May 1st to September 30th of the given year. This period was chosen as it most accurately represents normal warm weather operations and excludes winter complications, such as frost and sub-zero temperatures.

Comparison of the Occurrences of Water Outages in Summer 2013 to Previous Years

The comparison of the occurrences of water outages and the average times between years are shown in the table below.

Water Outages Due to Breaks

	2013	2012	2011	2010
No. of occurrences	60	38	52	58
No. of occurrences within PW's level of service (<48 hours)	58	35	52	58
Average hours including all occurrences	20.32	21.78	16.11	17.47
Average hours including only occurrences within PW's level of service (<48 hours)	18.89	18.87	16.11	17.47
% Within 24 hours	73.33%	57.89%	75.00%	72.41%
% Within 48 hours	96.67%	92.11%	100.0%	100.0%

This table disregards all unusable data and instances where houses were temporarily supplied from neighbours, thus minimizing any disruption in service. A table reflecting all water shut-offs, including those not affecting customers, can be seen in Attachment 1.

Looking at the data from Table 1, it can be concluded that 2013 had the highest number of overall occurrences, at 60. However, the average times for all years are very close and well within Public Works level of service. The rise in average time over the years can be attributed to a number of different factors, but most likely due to Public Works continued strive towards proactive responses and earlier shut downs when problems arise, as well as more comprehensive tracking and recording systems.

The chart in Attachment 2 shows graphically how 2013 compared to other years.

Public Works Normal Level of Service and how they dealt with Extended Outages.

Public Works intends to maintain a year round level of service between 24 and 48 hours. In 2013, the average time it took to restore water service after a break was 20.32 hours, which is well within the level of service.

In all instances where customers were without running water for more than 8 hours, an emergency water supply trailer was delivered within that time frame.

There are two main reasons that an outage may last more than 48 hours:

1. A separate, higher priority, issue occurred around the same time and a decision was made to repair the higher priority area.
2. In some rare cases, a repair can turn into a much larger replacement job that can take multiple days.

When Public Works is unable to respond to a service outage within a timely manner, they provide alternative sources of water through the following methods:

1. Deliver emergency water supply trailers where residents must physically fill up containers at the street supply.
2. If just a few houses are affected then a temporary connection to an adjacent home or business may be made, if possible, allowing for normal tap water.

Other Considerations/Implications

There are no policy, financial, environmental, privacy, communications or CPTED implications.

Public Notice

Public Notice, pursuant to Section 3 of Policy C01-021, Public Notice Policy, is not required.

Attachments

1. All Watermain Shut Offs
2. Chart illustrating the comparison of the length of time that water was out between the summers of 2010, 2011, 2012, and 2013

Report Approval

Written by: Eric Purdy, Operations Engineer, Logistics and Procurement
Reviewed by: Brian Aucoin, Acting Manager Logistics and Procurement
Reviewed by: Trent Schmidt, Water and Sewer Manager
Reviewed by: Pat Hyde, Director of Public Works
Approved by: Jeff Jorgenson, General Manager, Transportation & Utilities

EUCS EP - Watermain Breaks – Summer 2013



STANDING POLICY COMMITTEE ON ENVIRONMENT, UTILITIES & CORPORATE SERVICES

Sanitary Service Line Replacement

Recommendation of the Committee

1. That funding of up to \$156,000 in 2014 Capital Project #1617 – Primary Water Mains be returned to the Infrastructure Replacement Reserve – Water and Sanitary Sewers;
2. That funding from the Infrastructure Replacement Reserve – Water and Sanitary Sewers in the amount of \$156,000 be allocated to Capital Project #1616 – Waste Water Collection;
3. That the Administration increase base funding for Sanitary Service Line replacements starting in 2015 to approximately \$615,000; and
4. That the level of service provided to residents be increased to include the City's portion of an additional 40 replacement locations per year.

History

At the September 15, 2014, Standing Policy Committee on Environment, Utilities and Corporate Services meeting, a report of the General Manager of Transportation and Utilities was considered regarding the above matter.

Attachment

Report of General Manager, Transportation and Utilities Department [File CK. 7820-3]

Sanitary Service Line Replacements

Recommendation

That the Standing Policy Committee on Environment, Utilities and Corporate Services recommend to City Council:

1. That funding in the amount of \$156,000 in 2014 Capital Project #1617 – Primary Water Mains be returned to the Infrastructure Replacement Reserve – Water and Sanitary Sewers;
2. That funding from the Infrastructure Replacement Reserve – Water and Sanitary Sewers in the amount of \$156,000 be allocated to Capital Project #1616 – Waste Water Collection;
3. That that the Administration increase base funding for Sanitary Service Line replacements starting in 2015 to approximately \$615,000; and
4. That the level of service provided to residents be increased to include the City's portion of an additional 40 replacement locations per year.

Topic and Purpose

The purpose of this report is to inform City Council of the current level of service the City provides for the replacement of sanitary service lines, to recommend a new service level and funding strategy going forward, and to transfer funding to increase the budget for 2014 emergency replacements.

Report Highlights

1. The City's past practice for Sanitary Service Line (SSL) Replacement Programs was to replace any pipes that had structurally failed, and if funding allowed, customer-requested lines were replaced providing the homeowner cost-shared the replacement.
2. Current funding levels need to be increased in order to fund annual emergency replacements and in order to continue with the City's contribution of customer-initiated replacements.
3. Funding adjustments will be included in the 2015 budget and beyond to deal with the existing backlog in 2015 and 2016, and enable the City to continue to partner with residents on customer-initiated SSL replacements.

Strategic Goal

The information presented in this report supports the Strategic Goal of Quality of Life as residents with sanitary maintenance issues will benefit directly from a program which replaces sanitary service lines at the request of the homeowner.

Background

Sanitary service lines are small diameter pipes which connect properties to the sanitary sewer main in the street. Saskatoon has approximately 69,000 total sanitary service lines.

Sanitary Service Line Replacements

Tree roots growing inside sewer pipes are generally the most expensive sewer maintenance issue. Roots from trees growing throughout the city can cause flooded basements and damaged sewer pipes, 66% of cleaning services are performed to remove roots from the pipe.

Roots thrive in the warm, moist, nutrient-rich atmosphere above the water surface inside sanitary sewers. The leading tip of tree roots can detect a minute difference in moisture and nutrient levels and penetrate a crack or joint in the pipe. Once inside the pipe, roots will continue to grow and if not disturbed, they can completely fill the pipe. The force exerted by root growth may break the pipe and could cause a collapse.

The City removes roots from the SSL using augers. These tools are useful in releasing blockage; however, cutting and tearing of roots encourage new growth. After root removal, the City performs a televised inspection of the pipe to confirm root damage. If the televised inspection shows significant structural damage to the SSL, it is replaced.

Report

Current SSL Replacement Programs

The City's current approach for the SSL Replacement Program is to replace any lines that have structurally failed, known as emergency replacements. Approximately 100 emergency replacements have been required each year.

When the City replaces its portion of the SSL (from the property line to the main in the street), the property owner has the option to replace their portion of the service line (from the property line to the house) at the same time. The only exception is if the water service line is made of lead, then both the water and sewer service lines must be completely replaced from the mains to the meter. Partial replacement of lead service lines is not permitted under the current lead connection policy.

If the property owner decides not to replace their portion of the SSL, the City will not provide future maintenance to the SSL.

The City has a cost-sharing program where the property owner is responsible for 40% of the contract cost of the replacement. This cost is intended to represent the property owner's portion of the service line which is from the property line to the footing of the house. The 2014 cost for this work is \$1,933. Any work required inside the house to reconnect from the footing to the clean-out is fully the homeowner's responsibility and is in addition to the \$1,933. The property owner can pay the contractor directly for their portion of the contract costs or defer their costs to their property taxes over one year, interest free.

The City pays the contractor 60% of the replacement cost. The 2014 cost for this work is \$2,900. The City also pays approximately \$1,600 per location for pavement restoration and other internal costs (project management, inspection, traffic control) for a total cost of approximately \$4,500 per service line.

Sanitary Service Line Replacements

2014 Funding Transfer

The replacement of SSL's is funded from Capital Project #1616 – Waste Water Collection. In 2014, \$330,000 was allocated to Service Line Replacements which will cover approximately 65 emergency replacements. To date, 47 emergency replacements have been performed and it is estimated that 100 emergency replacements will be required. In order to avoid an over expenditure in the 2014 Service Line Replacement budget, the Administration is recommending that \$156,000 be transferred from Capital Project #1617 – Primary Water Mains to Capital Project #1616 – Waste Water Collection.

Go-Forward Service Level and Funding Requirement

Starting in 2015, the City will set an annual SSL Replacement budget of approximately \$630,000 for 100 emergency replacements and 40 homeowner requested replacements to begin addressing the existing backlog of 67 requested replacements. In subsequent years as the homeowner request backlog is reduced, funding will be put towards the proactive replacement of locations with historically high rates of maintenance issues.

<u>2015 and Onward Proposed Program</u>	<u>Amount</u>	<u>Funding</u>
Capital (Replacement)		
Emergency	100	\$ 450,000
Homeowner Request	20	90,000
Proactive Replacements	20	90,000
Operating (Maintenance)		
Cleaning & Inspection	2,700	729,000
Total		\$1,359,000

The cost of this option is approximately \$630,000 of capital funding for an anticipated 100 emergency replacements, 20 homeowner requested replacements (estimated dependent on backlog and demand) and 20 replacements of locations with a history of frequent maintenance visits (contingent upon funding available from the homeowner request backlog being removed).

Homeowners at locations with histories of frequent maintenance visits will be contacted and given information regarding the replacement program and the option to be included. If they are not interested, the connection will not be replaced and maintenance visits will continue as required.

Options to the Recommendation

One option would be to no longer accept or perform homeowner requested sanitary replacements. The annual SSL Replacement budget would be \$450,000 for approximately 100 emergency replacements per year. The existing backlog of homeowner requested replacements would still need to be addressed, as these homeowners were told that their connection would be replaced once funding allowed.

Sanitary Service Line Replacements

Although this option has a lower cost than the recommended option, it reduces the quality of life of residents. Homeowners have shown a willingness to replace their portion of the service line at their cost rather than incur multiple maintenance visits which are provided to them at no additional cost. This indicates that homeowners feel there is a Quality of Life improvement that is provided by the recommended option.

Financial Implications

With the return of \$156,000 to the Infrastructure Replacement Reserve - Water and Sanitary Sewers, there will be sufficient funding to allocate to Capital Project #1616 – Waste Water Collection in order to fund this anticipated over expenditure in 2014. The go-forward funding increase will be funded through the Water & Wastewater Utility.

Public and/or Stakeholder Involvement

The recommendations in this report were developed in conjunction with the Public Works and Construction & Design divisions. The number of residents (67) who are waiting for service line replacements is an indicator that this is a desired level of service. Ongoing input will continue to be gathered from customers requiring service line maintenance at the time of request, including the option for replacement.

Communication Plan

The backlog of homeowners requesting replacements will receive a letter in advance of the replacement to ensure interest and to provide further program details. Once the backlog has been addressed, the City may proactively communicate program options through a targeted mail out and PSA.

Environmental Implications

All of the materials and processes used in SSL replacement contribute negatively to the environment through the creation of greenhouse gasses and the consumption of non-renewable resources.

Other Considerations/Implications

There are no policy, privacy, or CPTED implications or considerations.

Due Date for Follow-up and/or Project Completion

This project is an annual recurring program, and if the recommendation is adopted by City Council, the Administration will proceed with eliminating the 67 requested SSL replacements over the next two years and 20 requested SSL replacements every year thereafter.

Public Notice

Public Notice pursuant to Section 3 of Policy No. C01-021, Public Notice Policy, is not required.

Report Approval

Written by: Stephen Wood, Manager, Water & Sewer Preservation
Reviewed by: Rob Frank, Manager, Asset Preservation Section

Sanitary Service Line Replacements

Reviewed by: Mike Gutek, Director of Major Projects
Approved by: Jeff Jorgenson, General Manager, Transportation & Utilities
Department

EUCS SW – Sanitary Service Line Replacements



STANDING POLICY COMMITTEE ON ENVIRONMENT, UTILITIES & CORPORATE SERVICES

City of Saskatoon Environment Performance Plan

Recommendation of the Committee

That the information be received.

History

At the September 15, 2014, Standing Policy Committee on Environment, Utilities and Corporate Services meeting, a report of the General Manager of Corporate Performance was considered regarding the above matter.

Attachment

Report of General Manager, Corporate Performance Department [File CK. 7550-1]

City of Saskatoon Environmental Performance Plan

Recommendation

That the information be received.

Topic and Purpose

This report is to provide clarity on the Environmental Performance Plan implemented by the Environmental and Corporate Initiatives Division.

Report Highlights

1. There are four components to the Environmental Performance Plan: waste diversion, energy efficiency, green energy generation, and environmental protection.
2. An Annual Work Program is established based on the priorities of the Strategic Goal for Environmental Leadership in the Corporate Strategic Plan.
3. The Environmental Performance Plan is expected to achieve the performance targets that will be established under the Strategic Goal of Environmental Leadership.

Strategic Goals

The Performance Plan for Environmental and Corporate Initiatives is drawn specifically from the Strategic Goal of Environmental Leadership. The initiatives also make a positive contribution to the achievement of other goals such as Continuous Improvement. These initiatives contribute toward the Vision for Saskatoon as a great place to live, where sustainable growth enables the community to invest for the benefit of all.

Background

On August 14, 2013, City Council adopted the 2013 – 2023 Corporate Strategic Plan. Building on the community vision for a Green City, a number of four year priorities and long term strategies were established to achieve the Strategic Goal of Environmental Leadership.

Report

Environmental Performance Plan

The proposed Environmental Performance Plan for Environmental and Corporate Initiatives fits into four categories: waste diversion, energy efficiency, green energy generation, and environmental protection.

Waste diversion initiatives are developed to achieve four key outcomes:

- Extend the life of the landfill;
- Provide programs that are convenient to encourage citizen participation;
- Create valuable commodities from the things the community no longer wants (waste) to keep programs affordable and economically sustainable; and
- Lead to environmentally-friendly secondary benefits such as energy reduction, reduced emissions, and/or reduced or managed toxins in the environment.

Energy efficiency initiatives are expected to save money for the Corporation and facilitate savings for citizens through environmental programs that provide support and leadership from the City of Saskatoon (City).

Energy generation initiatives are led by two divisions: Saskatoon Light and Power develops utility-scale (>2 megawatt) projects, while Environmental and Corporate Initiatives facilitates small-scale (or distributed energy) opportunities. Green energy generation initiatives are expected to diversify revenues for the Corporation by generating new non mill-rate sources of revenue. Green energy initiatives also help protect Saskatonians from rising or fluctuating prices for conventional energy by creating greater energy independence.

Environmental protection efforts focus on ensuring compliance with environmental regulations by the Corporation with an emphasis on preparing for future regulatory changes through the adoption of best practices. Initiatives are developed to achieve three key outcomes:

- Ensure the City is in charge of its future plans, rather than being ordered to comply;
- Minimizing costs by maximizing coordination and management in the handling of materials of interest to environmental and health regulators (eg. soils, water, air); and
- Building the capacity of civic staff through education and facilitating good record-keeping.

2014 Annual Work Program

The Annual Work Program for Environmental and Corporate Initiatives (Attachment 1) is drawn directly from the four year priorities and ten year strategies contained in the Corporate Strategic Plan adopted by City Council.

The initiatives contained in this plan have been created to achieve progress toward the goal of Environmental Leadership and any performance targets City Council may set under this Strategic Goal.

Public and/or Stakeholder Involvement

Environmental initiatives are developed with input gathered from residents and stakeholders through a variety of mechanisms. A 2012 survey of Saskatoon residents provided information about current levels of environmental awareness and attitudes among citizens. This survey will be updated later this year. The Annual Civic Services Survey asks residents about their general satisfaction with waste programs and concern about the environment and pollution. Targeted engagements are also conducted when new programs are introduced (eg. consultations on recycling).

Communication Plan

The Environmental Performance Plan is communicated through the City web-site, SaskatoonRecycles.ca, and through a variety of targeted program communications. These communications include, the 'Put Waste in the Right Place' campaign, 'Be Water Wise' campaign, the 'Our Environment' report, 'Be Pesticide Free' campaign, and environmental events like Earth Hour and Earth Day.

Financial Implications

Environmental and Corporate Initiatives implement the Environmental Performance Plan with a team of 12 permanent and 5 temporary employees. This team works collaboratively across the Corporation to achieve positive environmental performance. The 2014 operating budget is \$897,900 and capital projects underway total \$14.125 M. The division also manages the Recycling Utility having a budget of \$3.98M.

Environmental Implications

Environmental implications are considered as a part of every civic initiative and reported through reports to City Council and Standing Policy Committees, in the 'Service, Savings and Sustainability' report, and through the Energy and Greenhouse Gas Reduction Annual Report.

Policy Implications

The proposed environmental performance plan aligns with the City of Saskatoon Environmental Policy C02-036 and is intended to advance the objectives of that policy.

Other Considerations/Implications

There are no privacy or CPTED implications or considerations.

Due Date for Follow-up and/or Project Completion

Initiatives under the Environmental Performance Plan are reported on through quarterly results reporting on the Corporate Business Plan and Budget. The next report will be in October, 2014.

Public Notice

Public Notice pursuant to Section 3 of Policy No. C01-021, Public Notice Policy, is not required.

Attachment

1. 2014 Performance Plan Overview

Report Approval

Written by: Brenda Wallace, Director of Environmental and Corporate Initiatives
Reviewed and Approved by: Catherine Gryba, General Manager, Corporate Performance Department

City of Saskatoon Environmental Performance Plan.docx

2014 Performance Plan Overview

Corporate Strategic Plan	2014 Annual Work Program	Environmental Component
FOUR YEAR PRIORITY: Divert waste for re-use <i>(Eliminate the need for a new landfill by eliminating waste and/or diverting waste to re-use in other projects.)</i>	Recovery Park	Waste Diversion
FOUR YEAR PRIORITY: City-wide composting and recycling <i>(Promote and facilitate city-wide composting and recycling to reduce the rate and volume of waste sent to the landfill.)</i>	Curbside Recycling	Waste Diversion
	Multi Unit Recycling	
	Saskatoon Curbside Swap	
	Composting Programs	
	Food Waste Program Options	
	Public Space Recycling	
	Household Hazardous Waste (HHW)	
FOUR YEAR PRIORITY: Energy efficiency <i>(Implement energy-efficient practices in City buildings, transportation and operations.)</i>	Energy Efficiency in Civic Buildings	Energy Efficiency
	Compressed Natural Gas (CNG) Fleet	
	Water and Waste Water Plants (IEOP)	
	Garbage Service Verification	
	Innovation (Green) Teams	
	Sustainable Procurement	
	Be Water Wise	
FOUR YEAR PRIORITY: Energy & GHG Plan <i>(Continue to implement the Energy and Greenhouse Gas Reduction Plan.)</i>	Education for Sustainable Development	Energy Efficiency
	Energy & Greenhouse Gas Reduction Plan	Environmental Protection
FOUR YEAR PRIORITY: Communicate the financial benefit <i>(Communicate the financial benefit of environmental initiatives.)</i>	Promote 'Environmental Leadership'	Energy Efficiency
FOUR YEAR PRIORITY: Green energy generation <i>(Identify opportunities to replace conventional energy sources with green energy technologies and find alternate ways of generating capacity to support operations.)</i>	Clean Energy Options	Green Energy
	CHP at Shaw and Lakewood	
	District Energy	
	Elm and Waste Wood Gasification	
	Solar City	

City of Saskatoon Environmental Performance Plan

Corporate Strategic Plan	2014 Work Program (Performance Plan)	Environmental Component
FOUR YEAR PRIORITY: Mitigate the impact of severe weather events <i>(Consider mitigation strategies for the impact of severe weather events on the City's infrastructure.)</i>	Environmental Implications reporting	Environmental Protection
TEN YEAR STRATEGY: Improve quality and reduce quantity of storm water run-off <i>(Improve the quality and reduce the quantity of storm water run-off that is going into the river.)</i>	Storm Water Quality Monitoring Watershed Planning and Protection Sewer Use Bylaw	Environmental Protection
TEN YEAR STRATEGY: Address soil quality issues <i>(Address soil-quality issues on City-owned properties.)</i>	Soils Handling Strategy	Environmental Protection
TEN YEAR STRATEGY: Improve access to ecological systems and spaces <i>(Improve access to ecological systems and spaces, both natural and naturalized.)</i>	Biodiversity and Natural Area Network Plan(s)	Environmental Protection
No Strategic Statement	'Our Environment' report	Environmental Protection
	Air Management Zone	
	Environmental Expertise to major plan reviews and Growth Plan to 500,000	



STANDING POLICY COMMITTEE ON FINANCE

Contract Award Report – April 1, 2014 to July 31, 2014 – Contracts between \$50,000 and \$75,000

Recommendation of the Committee

That the report of the CFO/General Manager, Asset and Financial Management Department dated September 8, 2014, be received as information.

History

At the September 8, 2014 Standing Policy Committee on Finance meeting, a report of the CFO/General Manager, Asset & Financial Management Department was considered regarding the above matter.

Attachment

Report of the CFO/General Manager, Asset & Financial Management Department
(Files CK. 1000-1 and AF. 1000-1)

Contract Award Report – April 1 to July 31, 2014 Contracts between \$50,000 and \$75,000

Recommendation

That the report of the CFO/General Manager, Asset and Financial Management Department, dated September 8, 2014, be forwarded to City Council for information.

Strategic Goal

This report supports the City of Saskatoon's Strategic Goal of Asset and Financial Sustainability through the open, accountable, and transparent disclosure of the award of contracts.

Report

In accordance with Policy No. C02-030, Purchase of Goods, Services and Work, the Administration is required to report three times a year on the award of contracts and requests for proposals between \$50,000 and \$75,000. Attachment 1 is a detailed list of the contract awards for the period April 1, 2014 to July 31, 2014.

Other Considerations/Implications

There are no policy, financial, environmental, privacy, or CPTED implications or considerations.

Due Date for Follow-up and/or Project Completion

The next contract award report will be presented to City Council in January 2015, outlining the award of contracts and request for proposals for the period August 1, 2014 to December 31, 2014.

Public Notice

Public Notice pursuant to Section 3 of Policy No. C01-021, Public Notice Policy, is not required.

Attachment

1. Contract Award Report – April 1, 2014 to July 31, 2014.

Report Approval

Written by: Linda Rauckman, Manager, Materials Management
Approved by: Kerry Tarasoff, Acting CFO/General Manager, Asset & Financial Management Department

Contract Award Report Apr to July 2014.docx



STANDING POLICY COMMITTEE ON PLANNING, DEVELOPMENT AND COMMUNITY SERVICES

Request to Construct and Operate Saskatoon's Winter Recreation Park and Lifestyle Activity Centre at Diefenbaker Park

Recommendation of the Committee

1. That the request by the Optimist Club of Saskatoon, to construct and operate Saskatoon's Winter Recreation Park and Lifestyle Activity Centre at Diefenbaker Park, continue to be approved, in principle;
2. That the City Solicitor be requested to prepare the appropriate Memorandum of Understanding, based on the details set out in the report of the General Manager, Community Services dated September 8, 2014, and that His Worship the Mayor and the City Clerk be authorized to execute the Memorandum of Understanding under the Corporate Seal;
3. That the Administration prepare a Capital Budget submission for the City of Saskatoon's contribution towards the Winter Recreation Park and Lifestyle Activity Centre; and
4. That at the appropriate time, the Administration bring forward a further report to City Council concerning the details for a Memorandum of Agreement to address the construction, operation, and maintenance of the facility, as well as the establishment of a Dedicated Capital Reinvestment Fund, the contributions to the fund being made by the Optimist Club, and the proposed granting of a five-year tax abatement.

History

At the September 8, 2014, SPC on Planning, Development and Community Services meeting, a report of the General Manager of Community Services was considered regarding the above matter.

Note: Subsequent to the meeting, the Administration has advised that page 6 of the September 8, 2014 report of the General Manager, Community Services should be revised to reflect that the source of funding for the entire City portion of the project (capital contribution of \$535,000) will be the Dedicated Lands Reserve.

Attachment

Report of General Manager, Community Services [Files CK. 4205-39 and RS. 4205-1]

Request to Construct and Operate Saskatoon's Winter Recreation Park and Lifestyle Activity Centre at Diefenbaker Park

Recommendation

That the Standing Policy Committee on Planning, Development and Community Services recommend to City Council:

1. That the request by the Optimist Club of Saskatoon, to construct and operate Saskatoon's Winter Recreation Park and Lifestyle Activity Centre at Diefenbaker Park, continue to be approved, in principle;
2. That the City Solicitor be requested to prepare the appropriate Memorandum of Understanding, based on the details set out in this report, and that His Worship the Mayor and the City Clerk be authorized to execute the Memorandum of Understanding under the Corporate Seal;
3. That the Administration prepare a Capital Budget submission for the City of Saskatoon's contribution towards the Winter Recreation Park and Lifestyle Activity Centre; and
4. That at the appropriate time, the Administration bring forward a further report to City Council concerning the details for a Memorandum of Agreement to address the construction, operation, and maintenance of the facility, as well as the establishment of a Dedicated Capital Reinvestment Fund, the contributions to the fund being made by the Optimist Club, and the proposed granting of a five-year tax abatement.

Topic and Purpose

This report will summarize the Business Plan submitted by the Optimist Club of Saskatoon (Optimist Club) to manage and operate the Winter Recreation Park (Park) and Lifestyle Activity Centre (Activity Centre) at Diefenbaker Park.

Report Highlights

1. The Optimist Club has submitted a Business Plan to capital fundraise, construct, and operate the Park and Activity Centre and enter into a Memorandum of Agreement (MOA) with the City of Saskatoon (City). The Business Plan provides details of the Optimist Club's organization summary, facility management, financials, and implementation plan.
2. The Optimist Club has requested the City to support the capital and operations of the Park and Activity Centre in Diefenbaker Park. Diefenbaker Park was chosen as the ideal location for this project due to its natural suitability for tobogganing; snow tubing (four to five groomed lanes); snowboarding, including a snow terrain park; and the the space requirements for a building and parking lot.
3. Subject to certain conditions being met, the Administration has reviewed and supports the Optimist Club's Business Plan, in principle, to ensure a sustainable operation of the Park and Activity Centre.

4. In lieu of paying property taxes, the Optimist Club would make annual contributions to a Dedicated Capital Reinvestment Fund (Reinvestment Fund) to establish a major equipment and building replacement reserve. This would be the basis for providing the Optimist Club with a five-year tax abatement for the Park and Activity Centre.

Strategic Goal

Under the Strategic Goal of Quality of life, this report supports the four-year priority to provide opportunities for activities in a winter city. Also within the Strategic Goal of Quality of Life, this report supports the long-term strategy to ensure existing and future leisure centres and other recreational facilities are accessible, physically and financially, and meet the community needs.

Background

At its December 5, 2011 meeting, City Council approved a report from the General Manager, Community Services Department, recommending that for any future private facilities that are located on Municipal Reserve, contract terms between the City and the other party will address contributions to a Reinvestment Fund for the facility.

At the November 18, 2013 City Council meeting, representatives from the Optimist Club requested City Council to consider a legacy project for the City. This legacy project proposes a Park and Activity Centre at Diefenbaker Park. Diefenbaker Park was chosen as the ideal location for this project due to its natural suitability for tobogganning, tubing, and snowboarding, as well as the space requirements for a building and parking lot to support the Park and Activity Centre. City Council requested the Administration to review the proposal and provide a report.

At its March 31, 2014 City Council meeting, City Council approved a report from the General Manager, Community Services Department, recommending that Diefenbaker Park be approved, in principle, as the proposed location for the Optimist Club's Park and Activity Centre. Subject to a timely submission and review of the Business Plan from the Optimist Club, the Administration was directed to submit a final report to City Council later in 2014, for approval of the Business Plan and capital project.

Report

The Optimist Club Business Plan

The Optimist Club Business Plan (see Attachment 1) is comprised of four components. An overview of the Business Plan components are as follows:

- a) Organization Summary
 - i) Vision and Strategic Goal – To establish an affordable, family-orientated recreation and activity Park at Diefenbaker Park and to create a winter legacy for the City. The Park and Activity Centre would fulfill the needs of an ever-growing population and provide the community with safe, family activities during long Saskatchewan winters.

- ii) Strategic Partners – The Business Plan identifies strategic partners with whom the Optimist Club is currently building relationships and partnerships (e.g. legal, financial, programming, etc.).
- b) Facility Management
 - i) Management Structure – The Optimist Club will establish a local non-profit organization, which will be administered by a Board of Directors and will be accountable for the overall direction and policies of the Park and Activity Centre.

The management structure will include a full-time executive director/general manager to oversee operations, programming, facility maintenance, and employee supervision.

- ii) Facility Program Schedule and Operations – The Park will be operational for the winter season (approximately 16 weeks); weekday hours will be Monday to Friday from 4 p.m. to 9 p.m., and weekend and holidays hours from 10 a.m. to 9 p.m.

Admissions for the Park would include:

- Daily pass - \$10 per person;
- Individual season pass - \$150 per person; and
- Family season pass - \$350 per family.

The Activity Centre would be available for use year-round.

- c) Operating Expenditures and Revenues

The Optimist Club is proposing to generate \$671,000 in total annual revenue, and their annual projected expenses will be \$590,812. It is the intention of the Optimist Club that the local non-profit corporation that operates the business follows these guidelines:

 - i) Annual profits are utilized towards building a reserve fund which equals three years of expenses; and
 - ii) Once the reserve fund has been established, any excess dollars may be contributed to Phase 2 of the Park and Activity Center and/or funding additional youth-oriented community events and initiatives in the community.
- d) Implementation Plan

Subject to City Council approval, the Optimist Club would enter into an agreement with DCG Philanthropic Services Inc. The Optimist Club envisions the fundraising campaign will take approximately 9 to 12 months

to achieve their goal of fundraising the remaining capital, estimated at \$5 million.

The Optimist Club is aware of the City's Naming Rights Policy, and if the recommendations in this report are accepted, there would be further information forthcoming on this matter.

It is Optimist Club's plan to have a functioning Park with hill construction completed during the 2015 calendar year. Construction of the Lifestyle Activity Centre would be completed prior to the end of 2016.

The Administration's Review of the Business Plan

The Administration met with the Optimist Club to review the Business Plan. The review focused on the specific requests of the City (see Attachment 2). The Administration supported the specified requests made by the Optimist Club except for the following:

1. Provision of clean dirt/soil to complete the hill to the desired elevations – The City can provide clean dirt/soil as Saskatoon Land has excess dirt/soil that can be used for this project. However, the Optimist Club will be responsible for the cost to transport the clean dirt/soil to Diefenbaker Park.
2. Rename the park to “Optimist Hill at Diefenbaker Park” - The Administration, in principle, supports renaming the hill to “Optimist Hill at Diefenbaker Park” as a way to recognize the Optimist Club's financial contribution and sponsorship for the Park and Activity Centre. Sponsorship Policy No. C09-028 allows the City to enter into an agreement where the terms and conditions of an MOA will be reported to City Council for approval.
3. All compliance reports and permits to be granted from inception ongoing - The Optimist Club will be responsible for securing all compliance reports and permits as part of the capital project process.
4. Bus service expansion to include closer access to the Park and Activity Centre - Recreation and Sport will facilitate discussions with Saskatoon Transit at a future date once the facility is open and operating. To-date, these discussions have not occurred.
5. Waste management provision and recycling services - Recreation and Sport will facilitate discussions with Public Works at a future date. To-date, these discussions have not occurred.

The Administration has reviewed and supports the Optimist Club's Business Plan, in principle, to ensure a sustainable operation of the Park and Activity Centre. A Memorandum of Understanding (MOU) illustrates the commitment by the City to the project, and allows the Optimist Club to proceed with their fundraising campaign. The MOU is not intended to be a binding agreement with respect to the final facility. The binding agreement will be carried out upon City Council's approval of an MOA. The

MOA will address the construction, operation, and maintenance of the Park and Activity Centre, as well as the establishment of a Reinvestment Fund, with all contributions to the fund being made by the Optimist Club and the proposed granting of a five-year tax abatement.

Dedicated Capital Reinvestment Fund and Tax Abatement

Civic facilities contribute tax dollars to reserves for capital reinvestment in its facilities. Having the Optimist Club contribute in this same fashion to a Reinvestment Fund would ensure that funds are being put back into this facility.

The Optimist Club would receive a five-year tax abatement on the condition that they annually contribute the City portion of taxes to the Reinvestment Fund to be used to establish a major equipment and building replacement reserve for the Park and Activity Centre. The tax abatement will begin the first year following the completion of the construction of the Park and Activity Centre.

This Reinvestment Fund would be set up as a separate City account. Interest earned on contributions to the fund would go back into the Reinvestment Fund and would not become part of the general revenue for the City.

In the event that the Optimist Club is unable to operate the Park and Activity Centre in the future, the City could:

- 1) use monies collected in the Reinvestment Fund to dismantle or remove the Park and Activity Centre;
- 2) operate the washrooms and use the Reinvestment Fund to provide any required maintenance; or
- 3) lease out any concession services, including the management of the Activity Centre.

With Options 1 and 2, the City would have to budget an annual contribution to Civic Buildings Comprehensive Maintenance Reserve (CBCM).

Options to the Recommendation

City Council could decline to establish the proposed Reinvestment Fund and grant a five year tax abatement. In this case, the Optimist Club would be left to fund, or not fund, its own capital reserve and make, or not make, the necessary capital repairs to the Park and Activity Centre that are located on Municipal Reserve Land.

Public and/or Stakeholder Involvement

The Administration will continue to assist the Optimist Club to inform internal and external user groups, including the Meewasin Valley Authority (MVA), of their development plans for the Park and Activity Centre.

Design will require approval from the MVA.

Communication Plan

The Optimist Club is committed to operate the facility in a fair and equitable manner. Communication with potential users has already occurred through the study performed by Inshgtrix Research Inc. and will continue as the project moves into the capital fundraising phase.

Policy Implications

There are no policy implications.

At the appropriate time, the Administration will bring forward a further report to City Council concerning the details for a Memorandum of Agreement to address the construction, operation, and maintenance of the facility, as well as the establishment of a Dedicated Capital Reinvestment Fund, the contributions to the fund being made by the Optimist Club, and the proposed granting of a five-year tax abatement.

City Council approval is required for all naming rights arrangements.

Financial Implications

The Optimist Club is responsible for capital project funding, estimated at \$5 million, and will oversee all aspects of construction of the Park and Activity Centre.

The City would be responsible for the design and installation of the utility services (water, sewer, electrical, and natural gas) to the Park and Activity Centre. Below is a breakdown of funding for this capital project.

Total Estimate for the Capital Project	Optimist Club Capital Contribution	City Capital Contribution	
		Funded	Unfunded
\$5,535,000	\$5,000,000	\$465,000	\$70,000

The Administration supports this project as it provides opportunities for activities in a winter city.

The Administration is preparing a Capital Budget submission for the City’s contribution towards the Park and Activity Centre. At the June 24, 2013 City Council meeting, City Council approved a report from the General Manager, Community Services Department, which identified the Dedicated Lands Priority Projects, including \$465,000 for the construction of a new permanent accessible washroom located in a Special Use Park.

The Administration will be requesting \$70,000 from the Reserve for Capital Expenditures through the 2015 Capital Budget process and is recommending to use the \$465,000 from the Dedicated Lands Priority Projects to fund the design and installation of the necessary utility services to the Park and Activity Centre. Design and construction of the utility services will begin once capital funding for this project has been secured.

Request to Construct and Operate Saskatoon's Winter Recreation Park and Lifestyle Activity Centre at Diefenbaker Park

The Activity Centre will be available for use year-round and provide accessible washrooms to support activities (i.e. festivals, special events, park programming) in Diefenbaker Park and along the MVA trail system.

The Parks Division currently has an operating budget to provide a basic service level at Diefenbaker Park. This basic service level is as follows:

- grading the existing parking lot and road, including snow removal;
- maintaining the park, including garbage removal; and
- maintenance of the lights on Diefenbaker Hill.

The Administration will continue to work with the Optimist Club until detailed design of the Park and Activity Centre is complete. If there are any additional requests to the City that may have an operating impact, the Administration will report back prior to completing the 2017 operating budget.

Safety/Crime Prevention Through Environmental Design (CPTED)

A Safety/CPTED review of the Park and Activity Centre will be completed when the detail design is complete. Detail design will begin once capital funding for this project has been secured.

Other Considerations/Implications

There are no environmental or privacy implications or considerations.

Due Date for Follow-up and/or Project Completion

Subject to City Council approving the recommendations in this report, the Administration will begin formal discussions with the Optimist Club and report back to City Council on the key terms and conditions of an MOA. It is anticipated that a follow-up report will be completed prior to September 2015.

Public Notice

Public Notice, pursuant to Section 3 of Public Notice Policy No. C01-021, is not required.

Attachments

1. Winter Recreation Park & Lifestyle Activity Centre Business Plan
2. Optimist Club of Saskatoon Request of City of Saskatoon Services

Report Approval

Written by: Brad Babyak, Integrated Facility Supervisor, Recreation and Sport
Reviewed by: Cary Humphrey, Director of Recreation and Sport
Approved by: Randy Grauer, General Manager, Community Services Department

S/Reports/RS/2014/PDCS – Request to Construct and Operate Saskatoon's Winter Recreation Park and Lifestyle Activity Centre at Diefenbaker Park/ks

OPTIMIST CLUB OF SAKATOON

Winter Recreation Park & Lifestyle Activity Centre

Business Plan

Rob Letts

July 23, 2014

A few years ago, the Optimist Club of Saskatoon resolved to create a winter legacy for the City of Saskatoon. As the city flourishes, the need for permanent winter recreation grows. A Winter Recreation Park & Lifestyle Activity Center would fulfill the needs of an ever-growing population and provide the community with safe, family activities during long Saskatchewan winters.

Organization History

The Optimist Club of Saskatoon is a non-profit organization which was established in 1967. The Optimist Club of Saskatoon has a long relationship with the City of Saskatoon. Although the Optimists are an international organization, each individual club chooses well defined projects that reflect the interest of the club members and the needs of the youth in their community. These projects offer a good opportunity to work together for a worthy cause and to reach goals which are meaningful and pertinent to their group. Optimists are motivated by the opportunity to make a difference in the lives of young people and in the betterment of the community.

Mission Statement

By providing hope and positive vision, Optimists bring out the best in kids.

Strategic Goals

The Optimist Club of Saskatoon has been known mainly for their contribution to the City of Saskatoon and to the community by hosting the annual Canada Day celebrations in Diefenbaker Park. A few years ago, the Optimist Club of Saskatoon resolved to create a winter legacy for the City of Saskatoon. As the city flourishes, the need for permanent winter recreation grows. A Winter Recreation Park & Lifestyle Activity Center would fulfill the needs of an ever-growing population and provide the community with safe, family activities during long Saskatchewan winters. A recent survey conducted by Inshtrix Research Inc. states that of nearly 1000 residents surveyed, 96% were in favour of the Winter Recreation Park & Lifestyle Activity Center and 82% would use the facility. The introduction and success of the Winter Recreation Park & Lifestyle Activity Center could potentially expand to summer activities at the hill and Lifestyle Activity Centre.

Vision Statement

Our vision in phase 1 is to establish an affordable, family oriented recreation and activity Winter Recreation Park at Diefenbaker Park. The attractions will include a toboggan hill; 4-5 groomed lanes for snow tubing, snow terrain park and snowboarding area and a lifestyle activity centre. A magic carpet (conveyor belt) with an attendant will allow parents, grandparents, and children to get to the top of the hill safely and with ease. The park will provide youth and families with winter recreation activities to promote a healthy lifestyle which encourages fitness and overall wellness within the community. Tubes used on the hill will be available through the purchase of a day pass. Corporate sponsors will have the opportunity to advertise and promote their services through sponsorship of the tubes.

The Lifestyle Activity Centre will be a multi-functional facility, designed to meet the needs of the new winter park and the community. The centre is expected to be approximately 4000 square feet and used for school groups, citizens of the community and corporate clients. It will be designed to be a multi-season facility.

Strategic Partners

Currently, the Optimist Club of Saskatoon is building relationships and partnerships with the City of Saskatoon, Prairieland Park, Meewasin Valley Authority, Eco Adventures, DCG Philanthropic Services Inc., the Saskatoon Public School Division, the Saskatoon Catholic School Division and the Prairie Spirit School Division as well as other Optimist Clubs in the community.

Our partnership with the City of Saskatoon is essential for our group to achieve success in this endeavor. This relationship is necessary as the proposed site, currently Diefenbaker Park, is a Municipal Park space. A lease agreement with the City of Saskatoon for the development of the hill project and lifestyle activity centre is needed. (Like most parks in the city, there are bylaws against commercial activity.) We must coordinate with the city to implement all the factors involved.

We believe creating and nurturing a relationship with our neighbors at Prairieland Park would be beneficial for both our facilities. With our lifestyle activity centre being used for small events a catering agreement with Prairieland Park would be favourable for all parties involved. We have currently made preliminary contact and will continue to ensure agreements are established if appropriate.

There has been initial discussion with both Doug's Spoke & Sport and Outtabounds Saskatoon. Both local, both specialising in sporting equipment, a relationship with one or both of these companies would be a necessary part of the Snow Park. Having a professional rental facility on site with shared profits would not only enhance our business but would assist in developing existing home-grown companies in return.

Like the Optimist Club of Saskatoon, the Western Development Museum is an active member of local tourism and they are committed to the community. As we have made initial contact, we feel the potential to partner with them and share services by creating tour packages will add uniqueness to our province and city. As well, our fellow Optimist clubs in the city look forward to a shared facility for meetings and special events.

A local tour company named Eco Glide River Tours has shown interest in adding the Winter Recreation Park & Lifestyle Activity Center to their itinerary. They specialize in tourism and corporate events and are excited about the possibility of utilizing the Meewasin Valley Trails surrounding us. Preliminary discussions may entail an opportunity for them to rent storage space from us to store their Personal Transporters (PT's) at our location during our off season.

As the Meewasin Valley runs approximately 60 km along the river valley and through the City and surrounding Municipalities, their approval is vital. As their mission statement declares, "The Meewasin Valley Authority exists to ensure a healthy and vibrant river valley, with a balance between human use and conservation." Not unlike the Winter Recreation Park & Lifestyle Activity Center, they too are interested in, "the benefit of present and future generations."

Preliminary discussions with the Saskatoon Public School Division have been encouraging. They have shown great interest in adding this location to potential outdoor education. By adding activities such as snow shoeing and cross country skiing to the existing activities, this would put the project in line with their physical education curriculum. Initial projections estimate 1350 students in the Public School Division would visit the park yearly. The Prairie Spirit School Division is interested in the Winter Recreation Park & Lifestyle Activity Center as well. The Saskatoon Catholic School Division has also been approached by the committee to inquire on their interest in the Winter Recreation Park & Lifestyle Activity Center. Schools and teachers would also have the option of booking the Winter Recreation Park & Lifestyle Activity Center and facility throughout the season on a pay per person basis as an added activity and field trip option.

Currently, several schools travel annually to Table Mountain in North Battleford, SK to provide a day of outdoor physical activity for their students. With the rising costs of transportation, these types of school sanctioned day trips are not financially available to all students. Due to the distance, school buses are not utilized for these school trips and Greyhound buses are costly, not to mention the rising cost of equipment rentals. Having a Winter Recreation Park & Lifestyle Activity Center in Saskatoon would enable our students to enjoy ½ days at the park with costs that are possible for everyone and planning made simple as extra bus rentals are not required.

DCG Philanthropic Services Inc. is a Saskatoon based consulting firm specializing in fundraising, sponsorships, marketing and communication services. We are excited at the prospect of partnering with DCG and utilizing their over twenty years of experience in this type of campaigning. As our campaign team, with their strong track record and commitment to working closely with our Board we feel success is the natural outcome. DCG's current client's, to name a few, are Friends of the Bowl Foundation, Saskatoon Friendship Inn, Children's Discovery Museum and the Wanuskewin Heritage Park. Joe Van't Hof, member of the Optimist Club of Saskatoon and Snow Park Committee, will work closely with DCG in marketing the Snow Park. Joe brings a wealth of knowledge in marketing and advertising in his role as National Account manager with CBS Outdoor Canada.

Our other partnerships consist of our legal team at Cuelenaere, Kendall, Katzman & Watson, whom are a full service law firm with a wealth of experience including corporate commercial matters. D. Roger Arnold LL.B, B.Comm, a Partner at Cuelenere & Company, represents large and small businesses in all aspects of commercial law as part of his practice. Alongside Mr. Arnold, Bradley Sylvester, a member of the Optimist Club of Saskatoon will assist in the corporate set up of the Board of Directors for the Optimist Snow Park. Bradley, a National Account Manager for Sofina Foods Inc., is a member of the Board of Directors for the ISC, the Sandra Schmirler Foundation, and is Vice Chair of the District Planning Committee. Brad has earned his Chartered Director Accreditation, graduated by McMaster University and the Conference Board of Canada.

Terry McAdam C.A, the Vice President of Finance at SIIT and member of The Optimist Club of Saskatoon will head the financial team for the Snow Park. Terry will work alongside Robert Letts, CPCA, EPC, CDS of Independent Financial Services. Robert, an Optimist member and the Committee Chair for the Optimist Snow Park brings his experience in financial services to the team.

Although the construction team is not yet fully developed, we are thrilled by the interest from many local companies we have met with. Since inception of our vision we have engaged Derek Kindrachuk, an architect with Kindrachuk Agrey Architectural and Rob Crosby of Crosby Hanna & Associates relating to landscaping architecture and community planning. Ken Cenaiko P.Eng, President of Croatia Industries in Saskatoon will work closely with the facilities team. Also a member of the Optimist Club of Saskatoon and Snow Park Committee he will help facilitate both the building and hill construction. A locally owned and operated leading independent supplier of heavy equipment solutions for earth moving and construction industries has approached our committee and expressed an interest in an in-kind donation of the use of their equipment for the project. Their commitment to volunteer their products and services to help implement the Winter Recreation Park & Lifestyle Activity Center with these needs is monumental!

Management Structure

The Winter Recreation Park & Lifestyle Activity Center will be activated as a non-profit organization which will be administered by a board of directors. The board of directors will be comprised of 3-7 persons with a maximum of 9 people on board. In the early stages, 2- 3 directors will be members of the Optimist Club of Saskatoon. The board will be comprised of individuals in the community who will be directly accountable for the overall direction and policies of the Winter Recreation Park & Lifestyle Activity Center. Powers are given to the board by the Articles of Incorporation document, for example, the board can configure the non-profit in whatever structure it prefers to meet the organization's mission and usually does so via specifications in bylaws.

Members at large and members of The Optimist Club of Saskatoon will establish the board by election and by a vote. They will have Optimist members on board to ensure the vision, long term goals and legacy of the project remain intact. Members of non-profit boards are generally motivated by a desire to serve the community and the personal satisfaction of volunteering.

In summary:

- *Board Chair* - A board chair's role is central to coordinating the work of the board, executive director and committees. The chair's role may have appointive power for committees, depending on what is specified about this role in the bylaws. The power of the board chair is usually through persuasion and general leadership.
- *Committees* - Typically, the board chooses to carry out its operations using a variety of board committees.
- *Executive Director* - The board typically chooses to have this one person who is ultimately responsible to carry out the wishes of the board. The executive director is directly accountable for the work of the staff and supports the work of the board committees.
- *Staff* - Staff report to the executive director and may support the work of the committees.

· *Volunteers* - Volunteers are unpaid personnel who assist staff, serve on committees and generally work under the direction of the executive director.

We foresee the management structure of the park and activity centre to include a full time general manager for day to day operations. This manager would be responsible to run both sections of the business, including staffing, marketing, coordinating events, etc. An annual salary with benefits would be included with the position. An administrative assistant/book keeper would also be required with a work schedule of approximately 30-40 hours per week year round. This person would be required for all reception including book handling duties and assisting the manager with events. The main functions of these two employees will be to oversee that the events in the activity centre are successful, deal with customers using the rental facility and to oversee that the operation of the Winter Recreation Park & Lifestyle Activity Center is efficient.

Several part-time employees will be required at various times based on bookings and general day to day business including evenings. Their duties will include manning the ticket booth, conveyor, tube runs and other activities. This staff will be needed for the entire winter season which is estimated to be 16 weeks. Due to the nature of the activities, staff would be trained in basic first aid and CPR.

Part time staff may be needed in the off season based on bookings for events. A full time, year round, maintenance/custodian would be required for general upkeep and to maintain both the interior and exterior of the facility.

Facility Program Schedule & Operations

Initially, a weekday schedule for the tube hill would be from 4 pm to 9 pm on weekdays, with exception. Groups of approximately 30 or more would be able to book the Winter Recreation Park & Lifestyle Activity Center and facility on a private basis during the day. This would be required to accommodate school and special interest groups or even corporate events. Weekend and holiday hours would be extended from 10 am to 9 pm.

Rentals for the Winter Recreation Park & Lifestyle Activity Center would be purchased in the form of a \$10 day pass. Park-goers would receive a tag, similar to that of a ski lodge. This would give them access to the tube park which would include their snow tube and the usage of the conveyor. Snowboarders that are interested in utilizing the snow board hill would also purchase a day pass and would be able to bring their own equipment. This would give them access to the j-hook/lift system and conveyor for beginners. Our hope is to get a local business involved that would be able to lease space to rent out snowboarding equipment on a person to person basis. Helmets would be available to rent for those interested. We would also like to see this expand to cross country ski rentals and snow shoe rentals. Revenue generated from their rentals would have to be determined as we would be providing the building space.

A portion of the Lifestyle Activity Centre will be built as a concession kiosk. The plan is to lease this space to an individual or business that fits in with our vision of healthy living. Although they would be responsible for their own business license, we would work as a unit in regards to hours of operation so

that they coincide and all areas of the business flow together well. Some families may choose to bring in their own snacks and drinks which will be permitted. The concession will stay away from “fast food” items and the traditional chips, candy, and pop and offer fresh light fare. A lease agreement would have to be put in place and be reviewed annually or every other year.

The schedule for event rooms at the Lifestyle Activity Center would be on an individual booking basis. The layout would be one large room that is able to divide with sliding walls into 3 separate rooms which would individually accommodate 30 to 40 people each. Each room would have individual room lighting controls. An ample line of audio/visual equipment will be available on a rental basis with high speed internet access on request. Clients would have the option of round tables or long tables to accommodate a variety of room set ups.

Catering services would be available by booking in advance. We hope to align ourselves with local catering companies which would offer services to the Lifestyle Activity Center through delivery. Currently there are dozens of catering companies offering their services in Saskatoon. Although there will be an on-site kitchen available, it will mainly be set up to provide beverage service for meetings and use for catering and clean up. Rental on the rooms would depend on the type of booking and the individual requirements of each group.

Based on a study performed by Insigtrix Research Inc., with the residents of Saskatoon they found the potential support and usage of the Lifestyle Activity Centre to be encouraging. Based on the study, 27% of the businesses contacted had interest in renting the facility for meeting space approximately 2.6 times per business year. We foresee this location, with its easy access and free parking, being an ideal spot for daily corporate retreats/meetings, family celebrations and school functions.

Requested City Services

To guarantee the success of the Winter Recreation Park & Lifestyle Activity Center our partnership with the City of Saskatoon is imperative. Our requests to the City of Saskatoon are realistic and attainable. Concessions on property taxes would be required. A long term lease agreement in place of eight, five year leases is being requested. We are also requesting all compliance reports and permits be granted from inception ongoing. For the Lifestyle and Activity Centre, including outbuildings and storage we would need water, sewer, electrical, telephone and natural gas lines. Although the Winter Recreation Park & Lifestyle Activity Center will employ maintenance staff to groom the snow hills and maintain the building interior and exterior, ensuring all citizens have safe and accessible entrance to the snow park is vital. Part of this would include way-finding signage to the Winter Recreation Park & Lifestyle Activity Center. Upon completion, bus service expanded to include closer access to our location would be requested. We would like the cities role to include: safe and clear road access to the snow park with proper lighting, keeping the parking lot clear, well lit and maintained for the participants of the Winter Recreation Park & Lifestyle Activity Center year round. Initially we had requested excavation work on the North East side of the Hill to widen the area for snowboarding and tobogganing. We would need an abundance of clean dirt/soil in order to complete the hill to the desired elevation as per the engineers. However we have had interest from local businesses to assist in this matter regarding earth moving

equipment and we are pleased about a possible partnership there. As well, assistance from the Light & Power department in regards to changing spot lights which are used to illuminate the hill. Being able to utilize these resources would be beneficial in our overall planning. Waste management and recycling services would naturally be required.

Lastly, we would like to rename the park once the project has been approved and construction is ready to begin. We would look forward to welcoming the citizens of Saskatoon and friends and neighbors from all over to the "Optimist Hill at Diefenbaker Park."

Implementation Plan

Upon completion and acceptance of the business plan, our strategy is to enter into an agreement with DCG Philanthropic Services Inc. They in turn would initiate the process of gathering facts and information to complete our fundraising campaign. We envision the campaign will take approximately 6 to 9 months to achieve our goal of up to \$5,000,000.00. During the campaign we will be actively mapping out the layout of the Winter Recreation Park & Lifestyle Activity Center.

Our plan is to have a functioning Winter Recreation Park & Lifestyle Activity Center with all hill construction completed during the 2015 calendar year. This would mean by the 2015- 2016 winter season the Winter Recreation Park, excluding the Lifestyle Activity Centre, would be in full operation. To suitably meet the needs of the public, construction of the Lifestyle Activity Centre would be in full use by the year 2016.

Operating Expenditures & Operating Revenues

The intention of the Optimist Club of Saskatoon is that the non-profit corporation that operates the business follows these guidelines:

- ➔ Annual profits are utilized towards building a reserve fund which equals 3 years of expenses; and
- ➔ Once the reserve fund has been established any excess dollars may be contributed to phase 2 of the Winter Recreation Park & Lifestyle Activity Center and/or funding additional youth oriented community events and initiatives in the community.

OPTIMIST CLUB OF SASKATOON

PROPOSED WINTER RECREATION PARK & LIFESTYLE ACTIVITY CENTRE

ESTIMATED REVENUE PROJECTIONS

	Note		
Snowboard Park User fees	1	\$	104,000
Tube Park User fees	1	\$	342,000
Tube advertising	2	\$	120,000
School Group fees	3	\$	20,000
Corporate room rentals	4	\$	85,000
			<hr/>
TOTAL REVENUE	5	\$	<u><u>671,000</u></u>

1. Revenue estimates based on realistic assumption from Insightrix surveys
2. Estimated that there would be 200 tubes @ \$600.00 each. Insightrix survey indicated that 23% of businesses were interested in this type of advertising and with almost 10,000 businesses in Saskatoon this number should easily be attainable.
3. Based on input from school divisions. Saskatoon Public Schools estimated approx. 1350 students would attend the park during the season and Prairie Spirit School Division estimated approx 500 students. Still awaiting information from Saskatoon Catholic Schools. Estimated totals would be a approx 2500 students @ \$8.00 each
4. Per Insightrix survey, 5% of businesses surveyed were extremely interested in renting a space on site at an average perceived fair price per day of \$200-\$300. There are almost 10,000 businesses in Saskatoon; if those businesses rented only once a year, demand would exceed supply of space. We would estimate 200 day rentals @\$300/day plus special event rentals at Christmas and major corporate functions.
5. Total revenue sources identified at this time. Other anticipated revenue sources yet to be quantified include equipment rentals, snowboard lessons, concession sales and other advertising. Anticipate contracting some activities to outside parties with a % of revenue returned to the park operations.

OPTIMIST CLUB OF SASKATOON

PROPOSED WINTER RECREATION PARK & LIFESTYLE ACTIVITY CENTRE

ESTIMATED EXPENSE PROJECTIONS

	Note		
Advertising/Marketing	1	\$	23,300
Amortization	2	\$	146,730
Bank charges		\$	600
Computer expenses		\$	2,500
Capital replacement-building	3	\$	20,400
Insurance	4	\$	17,210
Legal & accounting		\$	7,500
Maintenance			
Machinery & equipment	5	\$	9,782
Facilities	6	\$	42,500
Meals & entertainment		\$	500
Rentals & leases		\$	3,000
Salaries & benefits			
General Manager	7	\$	65,000
Admin/marketing	8	\$	90,000
Operations	9	\$	50,400
Operations part time	10	\$	19,200
Benefits	11	\$	33,690
Supplies		\$	2,500
Fuel	12	\$	11,600
Telephone	13	\$	1,800
Travel		\$	500
Utilities	14	\$	22,100
Contingency		\$	20,000
			<hr/>
TOTAL EXPENSES		\$	<u>590,812</u>

NOTES AND ASSUMPTIONS

1. Based on survey information from other similar type parks (Detroit Rec Park, Hickory Hills, Adanac Ski Resort), estimate 5% of total user fee revenues to be invested in marketing.
2. Amortization fees for capital equipment ($\$489,100 \times .30$)
3. Estimate 1.2% of facility capital costs per analysis by City of Saskatoon.
4. Estimate from Cherry Insurance.
5. Estimate 2% of equipment capital costs.
6. Estimate 2.5% of facility capital costs per analysis by City of Saskatoon.
7. Estimate full time GM at \$65k annually.
8. Estimate marketing manager (50k annual-full time) and admin/bookkeeper (40 k full time)
9. Study estimates 6-8 workers required depending on number of runs. Assumption: 7 workers working 30 hours per week for 20 weeks @ \$12.00 per hour.
10. Year round part time worker to oversee and maintain facility. Assumption 20 hours per week for 48 weeks @ \$20.00 per hour.
11. Benefits at average of 15% of all wages.
12. Fuel costs of 600 per week for 16 weeks of operation plus extra \$2,000 for other.
13. \$150.00 per month for 12 months.
14. Estimate 1.3% of facility capital costs per analysis by City of Saskatoon.

**Projected Special Event Reserve Funding and Expenditures
2015 to 2018**

	SPECIAL EVENTS	PROFILE SASKATOON	TOTAL RESERVE
2014 Projected Ending Balance	(\$440,000)	(\$441,139)	(\$881,139)
2015 Annual Provision	(\$250,000)	(\$250,000)	(\$500,000)
2015 Projected Requests	\$440,000	\$225,000	\$665,000
2016 Annual Provision	(\$250,000)	(\$250,000)	(\$500,000)
2016 Projected Requests	\$0	\$330,000	\$330,000
2017 Annual Provision	(\$250,000)	(\$250,000)	(\$500,000)
2017 Projected Requests	\$150,000	\$0	\$150,000
2018 Annual Provision	(\$250,000)	(\$250,000)	(\$500,000)
2018 Projected Requests	\$100,000	\$0	\$100,000
Closing Balance	(\$750,000)	(\$886,139)	(\$1,636,139)



STANDING POLICY COMMITTEE ON PLANNING, DEVELOPMENT AND COMMUNITY SERVICES

Purchase of Used Fire Rescue Apparatus

Recommendation of the Committee

1. That the purchase of a used Rescue Apparatus, from Eastway Emergency Vehicles, at a total estimated cost of \$152,900, including GST, be accepted;
2. That \$75,000 be identified from the reserve for the purchase of the recommended rescue equipment; and
3. That the source of funding be the Fire Apparatus Reserve.

History

At the September 8, 2014, SPC on Planning, Development and Community Services meeting, a report of the General Manager of Community Services was considered regarding the above matter.

Attachment

Report of General Manager, Community Services [File No. CK. 2500-1]

Purchase of Used Fire Rescue Apparatus

Recommendation

1. that the purchase of a used Rescue Apparatus, from Eastway Emergency Vehicles, at a total estimated cost of \$152,900, including GST, be accepted;
2. that \$75,000 be identified from the Reserve for the purchase of the recommended rescue equipment; and
3. that the source of funding be the Fire Apparatus Reserve.

Topic and Purpose

The purpose of this report is to request a change within the Fire Apparatus Reserve for the purchase of a used Rescue Apparatus to align with the revised department business plan.

Report Highlights

1. The Saskatoon Fire Department (SFD) Administration is requesting approval to purchase a 2001 Spartan Rescue Truck from Eastway Emergency Vehicles (Nepean, Ontario), for a total cost \$152,900, including GST.
2. A Rescue Truck was scheduled for purchase in 2015 from the Fire Apparatus Reserve. Original estimated cost was \$450,000 excluding the required rescue equipment.
3. The additional rescue equipment is estimated at \$75,000.

Strategic Goal(s)

This report supports the Strategic Goal of Quality of Life. This initiative aligns with the Saskatoon Fire Department's revised business plan in supporting emergency response for the citizens and the continued growth of the city.

The use of existing internal funding also contributes to the Strategic Goal of Asset and Financial Sustainability.

Background

Your Administration has completed a continuous improvement review of the Saskatoon Fire Department's business plan. This review identified the need for increased rescue capability on both the east and west sides of the city.

Having two identified rescue apparatus (presently in a tendered position) will provide the necessary expertise to deal with the increasing number of incidents. A tendered position allows staff in the existing station the opportunity to use varied apparatus in the assigned responses.

This specialized platform would be utilized by the SFD in response to all hazards response as indicated below:

Purchase of Used Fire Rescue Apparatus

1. Extrication Rescue

- Passenger vehicle extrication
- Commercial vehicle extrication
- Industrial equipment

2. Structural Fires

- Rapid intervention teams
- Rescue from upper floors involved in fires
- Fire ground support (lights, air supply, breaching tools)

3. Technical Rescue

- Rope rescue initial response (low and high angle)
- Confined space rescue initial response
- Trench rescue initial response
- Structural collapse rescue initial response
- Engulfment rescue (size up, ventilation, mitigation).

Report

Several factors have contributed to the decision of moving forward with the purchase of a used (2001) Spartan Rescue Truck for the SFD:

- This supports the revised business plan.
- The apparatus meets the design criteria established by the labor management working group.
- Enhances the safety of the department responders to fire incidents
- The apparatus is completely refurbished and has indicated 39,000km on the odometer.

By adjusting the expenditures from the Fire Apparatus Reserve, it will allow the SFD to achieve its new business plan goals while remaining within the allotted budget. Various sources were considered as comparators to reach the decision to recommend the purchase of this apparatus from Eastway Emergency Vehicles. This apparatus will be completely inspected prior to acceptance for delivery there will be funds available in the reserve to obtain the recommended rescue equipment for its intended role.

Options to the Recommendation

The first option is to continue with the original plan to buy a new Rescue Truck in 2015 for \$450,000 plus the additional \$75,000 required rescue equipment.

A second option is to continue the researching for other used rescue apparatus to meet the business plan.

Public and/or Stakeholder Involvement

There is no Public and/or Stakeholder involvement required.

Communication Plan

There is no communication plan required.

Purchase of Used Fire Rescue Apparatus

Financial Implications

There are no additional expenditures required as the funding will come from the Fire Apparatus Reserve. The funds were put in place for the purchase of a new Rescue Apparatus in 2015.

Other Considerations/Implications

There are no policy, privacy, environmental or CPTED implications or considerations.

Due Date for Follow-up and/or Project Completion

The Apparatus is available immediately and will be held for SFD until October 10, 2014.

Public Notice

Public Notice pursuant to Section 3 of Policy No. C01-021, Public Notice Policy, is not required.

Report Approval

Written by: Glenn Ledray, Assistant Chief
Reviewed by: Dan Paulsen, Fire Chief
Approved by: Murray Totland, City Manager

Fire Rescue Apparatus Purchase 2014.docx



STANDING POLICY COMMITTEE ON PLANNING, DEVELOPMENT AND COMMUNITY SERVICES

Servicing Agreement – West Canadian Development Kensington Project Ltd. – Subdivision No. 105/12

Recommendation of the Committee

1. That the Servicing Agreement with West Canadian Development Kensington Project Ltd., for a portion of the Kensington Neighbourhood to cover Lots 22-35, Block 111; Lots 13-30, Block 112; Lots 1-43, Block 113; Lots 1-13, Block 114, all in Section 2, Township 37, Range 6, West of the 3rd meridian, be approved; and
2. That His Worship the Mayor and the City Clerk be authorized to execute the Agreement under the corporate seal.

History

At the September 8, 2014, SPC on Planning, Development and Community Services meeting, a report of the General Manager of Community Services was considered regarding the above matter.

Attachment

Report of General Manager, Community Services [Files CK. 4110-44 and TU. 4111-53]

Servicing Agreement - West Canadian Development Kensington Project Ltd. - Subdivision No. 105/12

Recommendation

That the Standing Policy Committee on Planning, Development and Community Services recommend to City Council:

1. That the Servicing Agreement with West Canadian Development Kensington Project Ltd., for a portion of the Kensington Neighbourhood to cover Lots 22-35, Block 111; Lots 13-30, Block 112; Lots 1-43, Block 113; Lots 1-13, Block 114, all in Section 2, Township 37, Range 6, West of the 3rd meridian, be approved; and
2. That His Worship the Mayor and the City Clerk be authorized to execute the Agreement under the corporate seal.

Topic and Purpose

This report is to obtain City Council approval to enter into a Servicing Agreement to assign responsibility for the construction and payment of various servicing items for residential property in the Kensington Neighbourhood.

Report Highlights

The Administration is recommending that the Servicing Agreement with West Canadian Development Kensington Project Ltd. (Attachment 1) be entered into to cover the development of Lots 22-35, Block 111; Lots 13-30, Block 112; Lots 1-43, Block 113; Lots 1-13, Block 114, all in Section 2, Township 37, Range 6, West of the 3rd meridian.

Strategic Goal

The recommendations in this report support the Strategic Goal of Sustainable Growth as the development area is within a concept plan which was previously approved and supports current density targets.

Background

The Kensington neighbourhood concept plan was approved previously by City Council. When a developer within the neighbourhood requests a subdivision, the City necessitates that a servicing agreement be entered into as a condition of the subdivision.

Report

The Administration is recommending that an agreement be entered into with West Canadian Development Kensington Project Ltd. to cover the development of Lots 22-35, Block 111; Lots 13-30, Block 112; Lots 1-43, Block 113; Lots 1-13, Block 114, all in Section 2, Township 37, Range 6, West of the 3rd meridian, subject to the following, which includes both standard and a number of non-standard clauses which are

necessary due to the unique nature of the development, and have been agreed upon by the developer:

A. Standard Items:

1. Servicing of the development area is to be completed before December 31, 2014.
2. That the prepaid service rates be such rates as the Council of the City of Saskatoon may have in general force and effect for the 2014 season.

B. Non-Standard Items:

1. That the Developer, based on the percentage of ownership within the neighbourhood, pay for the construction of Claypool Drive from Hughes Drive to Nealt Road. The Developer will be responsible for the initial funding of this future construction and the City will repay the Developer within a maximum of 5 years of construction.
2. The Developer will pay a fee to provide funds for a utility parcel in the Marquis Industrial Area which will benefit the development area.
3. The Developer is responsible to prepare independent high ground water studies and to carry out any remediation procedures that the consultant's study and or City deem necessary.
4. The overall neighborhood will have many amenities that the Developer has agreed to cost share with other developers at the time of construction including the upgrading and safety improvements on right-of-ways adjacent to the Kensington Neighbourhood.

Options to the Recommendation

The Planning and Development Act, 2007 states that a municipality may require that an applicant requesting subdivision enter into a servicing agreement that allows for the inclusion and implementation of terms and conditions. No other option other than approval without conditions or denial is available.

Public and/or Stakeholder Involvement

Public meetings were held at the time the concept plan for the neighbourhood was undertaken.

Communication Plan

A communication plan was prepared and presented to City Council previously for the entire neighbourhood. If the start of construction impacts the neighbouring residents or initiates renewed public interest, additional communications may be considered to address unanticipated or emerging needs.

Financial Implications

The funding for any construction that is the responsibility of the City of Saskatoon is self-supporting and approved in the Prepaid Capital Budget.

Environmental Implications

The recommendation will have negative land use and greenhouse gas emission implications associated with development of a greenfield site. The overall environmental impacts of developments have not been quantified at this time.

Safety/Crime Prevention Through Environmental Design (CPTED)

All issues concerning CPTED were addressed during the approval of the original concept plan.

Other Considerations/Implications

There are no policy or privacy implications.

Due Date for Follow-up and/or Project Completion

The project is expected to be completed to a road base level of structure during the current construction year, and if not completed, a clause within the agreement invokes the following year levy rates.

Public Notice

Public Notice, pursuant to Section 3 of Policy C01-021, Public Notice Policy, is not required

Attachment

1. Servicing Agreement - The City of Saskatoon and West Canadian Development Kensington Project Ltd.

Report Approval

Written by: Daryl Schmidt, Land Development Manager
Reviewed by: Chris Hallam, Director of Construction & Design
Approved by: Jeff Jorgenson, General Manager, Transportation & Utilities Department

Servicing Agreement

The effective date of this Agreement is _____, 2014.

Between:

The City of Saskatoon, a municipal corporation pursuant to the provisions of *The Cities Act*, S.S. 2002, Chapter C-11.1 (the "City")

- and -

West Canadian Development Kensington Project Ltd., a Saskatchewan corporation, carrying on business in the City of Saskatoon, in the Province of Saskatchewan (the "Developer")

Whereas the Developer has made application to the City for approval of a Plan of Subdivision, a copy of which is attached to this Agreement and marked as Schedule "A" (the "Plan");

Whereas the City requires as a condition of approval of the Plan that the Developer enter into an Agreement with the City respecting the installation and construction of certain services and other matters referred to in this Agreement;

Whereas the City deems it advisable that the Development Area be developed as provided in this Agreement, and that the Developer and the City provide the facilities as set out in this Agreement; and

Now therefore the City and the Developer agree as follows:

Part I Introduction

Plans of Proposed Subdivision

1. The Plan showing the proposed subdivision of Section 2, Township 37, Range 6, West of the Third Meridian located in the City of Saskatoon, in the Province of Saskatchewan, in the Dominion of Canada, attached to this Agreement as Schedule "A" is made part of this Agreement.

Definitions and Term

2. (1) Throughout this Agreement:
 - (a) “Development Area” means all that portion of the lands outlined in red on Schedule “A”, consisting of approximately 1,051 metres of frontage, being those lands which, subject to regulatory approval, have been approved for development; and
 - (b) “Manager” means the General Manager of the City’s Transportation & Utilities Department.
- (2) The term of this Agreement shall be two years commencing on the effective date and ending on the day two years from the effective date (the “Term”).

Part II Off-Site Servicing

City Servicing

3. Upon the execution of this Agreement the City shall within a reasonable time, and in coordination with the Developer’s various stages of service construction, cause the Development Area to be improved and benefited by the supply, placement, installation, construction, use and enjoyment of the following services:
 - (a) Trunk Sewer Service;
 - (b) Primary Water Main Service;
 - (c) Arterial Road Service;
 - (d) Interchange Service;
 - (e) Parks and Recreation Service;
 - (f) Buffer Strip Service;
 - (g) Street Signing and Traffic Controls Service;
 - (h) Fencing Service;
 - (i) Planning Service;

- (j) Street Lighting Service;
- (k) Lift Station Service;
- (l) Inspection Service;
- (m) Prepaid Extended Maintenance Service;
- (n) Underground Electrical Service;
- (o) Community Centre;
- (p) Utility Parcel Dedication; and
- (q) Servicing Agreement Service.

The City warrants that all such services shall be of a size and capacity sufficient to satisfy the servicing requirements of any and all permitted uses to be situated within the Development Area.

Levies Payable by the Developer

- 4. (1) In consideration of the City providing the various services upon and in relation to the Development Area as specified in Section 3, the Developer shall pay to the City the following fees, levies and other charges calculated in accordance with and at the rates described in Schedule “B”:
 - (a) Trunk Sewer Levy;
 - (b) Primary Water Main Levy;
 - (c) Arterial Road Levy;
 - (d) Interchange Levy;
 - (e) Parks and Recreation Levy;
 - (f) Buffer Strip Charge;
 - (g) Street Signing & Traffic Controls Levy;
 - (h) Fencing Charge;

- (i) Planning Levy;
- (j) Street Lighting Charge;
- (k) Lift Station Levy;
- (l) Inspection Levy;
- (m) Prepaid Extended Maintenance Charge;
- (n) Underground Electrical Levy;
- (o) Community Centre Levy;
- (p) Utility Parcel Dedication Charge; and
- (q) Servicing Agreement Fee.

(collectively the “Development Charges”)

(2) The Developer shall pay to the City the Development Charges as follows:

- (a) within 21 calendar days after the execution of this Agreement, the Developer shall pay to the City 25% of all the Development Charges with the balance of the Development Charges being due and payable in three equal installments upon November 30, 2014, March 31, 2015, and July 31, 2015;
- (b) the Developer acknowledges that the Development Charges will be subject to such rates as the Council of The City of Saskatoon has established and has in general force and effect for the 2014 construction season; and
- (c) the Developer acknowledges and agrees that should the construction of services as outlined in Subsection 13(a) not be completed to the base stage of road construction during 2014, that the Development Charges shall be adjusted to reflect the rates in effect for the construction year that all base material has been installed. The City acknowledges that should the Development Charges be adjusted, the payment schedule contained in Subsection 4(2)(a) shall be adjusted forward from the dates in this Agreement to the date construction commences in the subsequent year. The provisions of this Subsection shall not apply where the failure to reasonably complete results from any strike, labour dispute, Act of God, or any other similar cause beyond the reasonable control of the Developer.

Cost Sharing of Services

5. (1) The Developer acknowledges that the City will undertake the construction of various services as set out below that will benefit the Development Area.
- (2) The Developer agrees to pay its proportionate share of 23.8% based on the area owned by the Developer within the Kensington Neighbourhood of the estimated cost of such services outlined in Subsection 5(2)(a), including design and construction engineering:
- (a) Traffic Improvements:
- The Developer agrees to pay upon invoice a charge for the upgrading and safety improvements on right of ways adjacent to the Kensington neighbourhood identified on Schedule "C":
- (i) the upgrades may be constructed over time depending on lot development within the neighbourhood;
- (ii) the timing of the construction will be at the discretion of the Manager.
- (3) The Developer agrees to pay its proportionate share of 23.8% based on the area owned by the Developer within the Kensington Neighbourhood as set out in this Subsection. For clarity, the total cost shall exclude land acquisition costs and interest. The percentage of total cost shall include labour, materials, supplies, detouring costs, as well as 10% of the total cost for design and engineering costs. Upon completion of the services set out in this Subsection, the City will prepare and deliver to the Developer an invoice for payment of the Developer's proportionate share of the work, as evidenced by a certificate issued by a professional engineer. The invoice shall be paid by the Developer within 30 days of its receipt:
- (a) Claypool Drive:
- An extension of Claypool Drive will include the construction of a two lane arterial roadway, street lighting, future centre median and a limited drainage system from Hughes Drive to Neault Road:
- (i) the construction will include road intersection improvements at Neault Road and Claypool Drive;
- (ii) the threshold to begin design engineering and tendering of the roadway will proceed when 25% of the area North of the original 33rd Street within the Kensington neighbourhood has been issued with building permits. Construction of the roadway will proceed in the year after; and

- (iii) the City agrees to repay the Developer the amounts paid by the Developer pursuant to Subsection 5(3) upon the earlier of either the neighbourhood approved with building permits representing 50% of the planned units for a total of 1,697 units or 5 years after completion of construction.
- (4) The Developer agrees to pay a fee based on the fair market value of Parcel 5b, Block 280, Plan No. 102102725 dedicated as a utility parcel situated on Arthur Rose Avenue within the Marquis Industrial Area to be utilized as a sanitary sewer odour control site for the benefit of the Development Area based upon the rate referred to in Subsection 4(1)(p) and Schedule “B”.
- (5) The Developer and the City agree to equally share in the construction cost of servicing of all adjacent roadways. Within the Development Area Kensington Road outlined in blue on Schedule “A” will be cost shared. Costs will also include a charge of 10% for design and construction engineering:
 - (a) Water and Sewer Servicing:
 - (i) The construction costs are for direct services that will be shared between the Developer and the City. Services include water, sanitary and storm sewer mains, as well as water and sewer connection services.
 - (b) Roadway Servicing:
 - (i) The cost will include 50% of the construction which will consist of standard and enhanced features including but not limited to vertical curbing, median and boulevard construction, separate sidewalks, road construction and other amenities on adjacent roadways.
- (6) Should any of the services as set out in this Section not be complete at the expiration of the Term, this Section shall survive the Term until the completion of the services, receipt of payment for same and the end of any applicable warranty period.

Payment Dates and Interest

- 6. (1) All of the Development Charges and other fees, levies and charges payable by the Developer to the City pursuant to this Agreement shall be due and payable upon the various dates specified in this Agreement.

- (2) Should any amount or invoice not be paid at the times or within the period so specified, interest shall be payable at Royal Bank of Canada prime rate plus one and one-half (1½%) percent per annum on all such overdue amounts. In addition to any other remedy which may be available to the City, should any amount invoiced to the Developer not be paid within the times specified, the City shall upon seven (7) days written notice to the Developer have the right to immediately stop construction until such amount or invoice has been paid.

Retroactive Charges

7. The Developer acknowledges that this Agreement is retroactive in effect and all Development Charges and other levies, fees or charges provided for in this Agreement shall specifically apply to any lands developed or services provided before the execution of this Agreement.

Letter of Credit

8. Upon the execution of this Agreement, the Developer shall deposit with the City Clerk, City of Saskatoon, a letter of credit ("Letter of Credit") in a form acceptable to the City Solicitor, City of Saskatoon, from a chartered bank carrying on business in the Province of Saskatchewan. The Letter of Credit shall be calculated in the amount of \$1,556.00 per front metre, being the sum of \$2,017,539.00 including an estimate for direct services in Section 5(5), and shall secure the Developer's performance of the provisions of this Agreement. The Letter of Credit shall be irrevocable during the currency of this Agreement, but may be reduced from time to time in proportion to the amount of construction and Development Charges paid. The Developer shall keep the Letter of Credit current until completion of all construction of services provided for in this Agreement and until the full payment of all Development Charges and all other levies, fees and charges have been received by the City.

Developer Application To Do Work

9. (1) The Developer may apply to the City, at the address mentioned in this Agreement respecting the delivery of notices, to undertake the design and construction of all those works and services to be provided by the City pursuant to Subsections 3(a), 3(e) and 3(f) of this Agreement. The Manager shall forthwith consider any such application, and, if deemed appropriate, shall issue the Developer formal approval to proceed with all such works, or any portion thereof. Such approval shall prescribe to the current City standards and specifications applicable to any such works, and may be issued upon such terms and conditions, as the Manager, acting reasonably, considers appropriate.

- (2) Should the Developer undertake any works pursuant to Subsection 9(1) of this Agreement, the Developer agrees that all such works shall be constructed in accordance with the standards and specifications prescribed in the Manager's approval relating to the works.

Shallow Buried Utilities

10. (1) The City agrees to make all necessary arrangements for the installation of street lighting facilities on streets within the Development Area in accordance with the City's standard specification for commercial development. Any deviation required by the Developer may result in additional charges.
- (2) The Developer shall have the responsibility to consult with the Saskatchewan Power Corporation, Saskatchewan Energy Corporation, the Saskatchewan Telecommunications Corporation and the Electric System Branch of the City of Saskatoon as to the timing and construction of utilities within the Development Area.

Maintenance in Accordance with *The Cities Act*

11. All services and other facilities supplied, placed, installed and constructed by the City pursuant to the provisions of this Agreement shall be maintained in keeping with the provisions of *The Cities Act*.

City's Indemnification

12. The City will indemnify and save harmless the Developer with respect to any action commenced against the Developer as a result of any act or omission of the City upon or in relation to the City's obligations set out in this Agreement, including the acts or omissions of its officers, employees, servants or agents, or anyone for whom the City is responsible at law.

Part III Development Area Servicing

Developer Servicing Responsibilities

13. Except as herein expressly provided, the Developer agrees that development and servicing is its sole responsibility and it agrees to cause the Development Area to be serviced and developed by the supply, placement, installation, construction and maintenance of the following services:

- (a) Direct Services:
 - (i) Water mains;
 - (ii) Sanitary sewer mains;
 - (iii) Storm sewer mains;
 - (iv) Grading;
 - (v) Water and sewer service connections;
 - (vi) Sidewalks and curbing;
 - (vii) Walkways;
 - (viii) Paved lanes;
 - (ix) Street cutting; and
 - (x) Street paving.

- (b) High Groundwater Levels:

An overall groundwater study was prepared in conjunction with the approval of the concept plan for the Kensington neighbourhood. The Developer shall hire a consulting engineer to report specifically on the groundwater conditions within the Development Area. The report shall include recommendations of the consulting engineer, including recommendations respecting remediation procedures deemed appropriate to mitigate high groundwater conditions. The City shall review the recommendations and if the City considers it necessary, it shall inform the Developer of the requirement to implement the recommended remediation procedures. The Developer agrees to complete the recommended remediation procedures at its cost. The work shall be completed to the satisfaction of the Manager.

Developer Warranties

- 14. (1) All works constructed by the Developer pursuant to Subsection 9(1) or Section 13 of this Agreement on, in or under any street, avenue, lane, easement or other public place shall be the property of the City upon completion of construction. Such works shall be warranted and maintained by the Developer for the periods specified as follows:

Water Mains	2 years from the date of Construction Completion Certificate
Sanitary Sewer Mains	2 years from the date of Construction Completion Certificate
Storm Sewer Mains	2 years from the date of Construction Completion Certificate
Service Connections	2 years from the date of Construction Completion Certificate
Sidewalks and Curbs	2 years from the date of Construction Completion Certificate
Street Paving	2 years from the date of Construction Completion Certificate
All others	2 years from the date of Construction

A Construction Completion Certificate shall be issued on completion and acceptance of each phase of work. The warranty periods as outlined in this Subsection shall apply notwithstanding the expiration of the Term of this Agreement.

- (2) The Developer shall put up such barricades, lights or other protection for persons and property as will adequately protect the public or any person in the neighbourhood and maintain same during the course of construction, and, upon the request of the Manager or the Saskatoon Police Service, shall improve or change same.
- (3) When the Developer has completed all of the storm sewers, sanitary sewers, waterworks, easement cutting, sidewalks and curbs and paving pursuant to any work done under Subsection 14(1), it may so notify the Manager, in writing, who shall within 15 days of such a notice, carry out the required inspection, and if the Manager is satisfied on inspection that the work is substantially complete and will not be materially affected by other work, he shall within 15 days issue a Construction Completion Certificate to that effect, and the maintenance period for the works included in the Certificate shall start on the day the Certificate is issued.
- (4) Upon completion and acceptance by the Manager as required in Subsection 14(3) hereof, the Developer shall carry out any work, by way of repair or replacement, as directed by the Manager, and which the Manager acting reasonably deems necessary to conform to the approved plans and specifications:
 - (a) after the issuance of the Construction Completion Certificate, the Developer shall be responsible for any and all repairs and replacement to any utilities and improvements which may become necessary up to the end of the maintenance periods set out in Subsection 14(1);
 - (b) if during the construction or maintenance period any material defects become apparent in any of the utilities or improvements installed or constructed by the Developer under this Agreement, and the Manager requires repairs or

replacements to be done, the Developer shall be so notified, and within a reasonable time after said notice shall cause any repairs or replacements to be done, and if the Developer shall default, or any emergency exists, the City may complete the repairs or replacement and recover the reasonable cost thereof from the Developer;

- (c) the Developer shall be responsible for adjusting all hydrants and main valve boxes and all service valve boxes to the established grades as they are developed, until such time as the City issues the Construction Completion Certificates for the maintenance of streets and lanes; and
 - (d) the Developer agrees that maintenance is a continuous operation that must be carried on until the expiry date of the maintenance period for each and every utility, and that no releases from liability of any kind will be given until all repairs or replacements required by the Manager acting reasonably in his final inspection reports have been made. The final inspection reports shall be completed no later than 60 days prior to the end of the warranty period. A formal release will be issued upon correction of all deficiencies listed in the final inspection reports.
- (5) During the maintenance periods referred to in this Agreement and notwithstanding any other provisions to the contrary, in the case of an emergency involving the breakage of a waterline or the stoppage of a sewer line constructed by the Developer, the City may take such emergency repair measures as it deems necessary, through its officers, servants or agents, on its behalf, to prevent damage to property, and the reasonable costs of such repair work shall be payable by the Developer on demand.

Developer Covenants

15. In relation to the development and servicing of the Development Area, the Developer agrees:
- (a) that all topsoil excavated from any streets, lanes, walkways and easements shall be stockpiled and used in the following order or priority:
 - (i) development of boulevards;
 - (ii) development of parks; and
 - (iii) allocation to lots or building sites requiring additional topsoil.

In no case shall any topsoil be removed from the Development Area without the express written permission of the Manager;

- (b) (i) to provide all utility, construction and service easements which may be required, at no cost to the City or any other utility agency or service, and to comply with the terms of any easement agreement entered into by the Developer with respect to such easements provided that such easements shall not materially adversely affect the development of the Development Area;
 - (ii) to provide and register a utility easement plan if required by the Manager; and
 - (iii) to provide for a covenant in all sale, ground lease or transfer agreements within the Development Area to the effect that the grades set on any such easements shall not be altered without the prior approval of the Manager, whose approval will not be unreasonably withheld;
- (c) to indemnify and save harmless the City with respect to any action commenced against the City as a result of any act or omission of the Developer in relation to the Developer's obligations set out in this Agreement, including the acts or omissions of its officers, employees, servants or agents, or anyone for whom the Developer is at law responsible;
- (d) that all work carried out by the Developer shall be designed and the works supervised by a qualified firm of consulting engineers retained by the Developer. Plans and specifications of design must be approved by the Manager acting reasonably, and all design and work carried out must conform to the current City of Saskatoon specifications as to material and construction practices for such services;
- (e) that the Developer shall obtain all approvals required by Saskatchewan Environment and Resource Management and the Saskatchewan Water Corporation, together with any other consent or approvals which may be required by law, copies of all such approvals shall be provided to the Manager;
- (f) to supply all necessary labour, material, equipment and to construct, provide and maintain all sanitary sewers complete with manholes and all other accessories throughout the Development Area;
- (g) to supply all necessary labour, material, equipment and to construct, provide and maintain all water mains, including valves, hydrants and all other accessories throughout the Development Area;

- (h) to supply all necessary labour, material, equipment and to construct, provide and maintain a storm water drainage system for the Development Area, including all storm sewer mains, piping, manholes, catch basins and other accessories;
- (i) to supply all necessary labour, materials, equipment, and to construct and provide all sidewalks and curbs throughout the Development Area;
- (j) to supply all necessary labour, materials, equipment, and to construct and provide all walkways throughout the Development Area;
- (k) to supply all necessary labour, materials, equipment, and to construct and pave all streets and lanes as required throughout the Development Area;
- (l) to provide the City with all such detailed plans, specifications, tests and records as the Manager may reasonably require both before and after construction. The “as built” plans shall be to the City’s standard in size, scale and form and shall be on both mylar transparencies and digital copy;
- (m) to supply the City with proof of adequate commercial general liability insurance which includes a non-owned vehicle endorsement and vehicle liability insurance, minimum coverage to be as follows:

Commercial General Liability Insurance which includes a non-owned vehicle endorsement:

\$5,000,000.00 for each occurrence

Vehicle Liability Insurance:

\$5,000,000.00 for each occurrence

which coverage shall be maintained throughout the Term of this Agreement;

- (n) to cost share with other Developers within the Kensington neighbourhood upon subdivision based on benefiting frontage and overall percentage of ownership for the following services:
 - (i) the cost of all roadways adjacent to neighbourhood parks, linear parks and designated school sites;
 - (ii) benefiting water and sewer oversizing improvements; and
 - (iii) the cost of all enhancements within the core area of the neighbourhood.

- (o) The Developer agrees to remove and sweep the accumulation of mud and dirt on all paved streets up to the issuance of the final acceptance certificate for paving within the Development Area.

Standard of Construction

- 16. With respect to work undertaken by the Developer pursuant to Subsection 9(1), where for any reason the Manager requires construction by the Developer to be different from the City's standards, or different from the conditions of this Agreement, the Developer shall construct in accordance with the instructions of the Manager, but the City shall pay to the Developer any reasonable excess costs involved.

Changes in City Services

- 17. In the event that the Developer requires changes in City services, other than those contemplated in this Agreement, same shall be provided at the expense of the Developer. Changes requested by the Developer shall be in writing addressed to the Manager.

Part IV General

Approval for Installation of Services

- 18. The City shall consider all applications for approval made by the Developer as are required respecting the development and servicing of the Development Area by the Developer. All approvals resulting from the applications shall be issued in the normal course and under usual conditions and in accordance with the City's standard specifications respecting the class of works in question.

Expeditious Construction

- 19. All works required to be performed by this Agreement shall be carried out as expeditiously as time and construction conditions permit.

Assignment

20. During the Term of this Agreement, the Developer shall not assign this Agreement without the prior express written consent of the City being first obtained, such consent shall not be unreasonably withheld or delayed by the City.

Dispute Resolution

21. In the case of any dispute between the City and the Developer arising out of the performance of this Agreement, or afterwards as to any matter contained in this Agreement, either party shall be entitled to give to the other notice of such dispute and demand arbitration thereof. Such notice and demand being given, each party shall at once appoint an arbitrator and these shall jointly select a third. The decision of any two of the three arbitrators shall be final and binding upon the parties, who covenant that their dispute shall be so decided by arbitration alone, and not by recourse to any court or action of law. If the two arbitrators appointed by the parties do not agree upon a third, or a party who has been notified of a dispute fails to appoint an arbitrator, then the third arbitrator and/or the arbitrator to represent the party in default shall be appointed by a Judge of the Court of Queen's Bench at the Judicial Centre of Saskatoon. *The Arbitration Act, 1992* of the Province of Saskatchewan shall apply to any arbitration hereunder, and the costs of arbitration shall be apportioned equally between the parties hereto.

Applicable Law

22. The laws of the Province of Saskatchewan shall apply and bind the parties in any and all questions pertaining to this Agreement.

Force and Effect

23. This Agreement shall remain in full force and effect until such time as both the City and the Developer have fully completed their respective obligations hereunder, and, for greater certainty, until such time as all Development Charges, fees, levies and other charges payable by the Developer to the City pursuant to the terms of this Agreement have been paid.

Agreement Runs With the Land

24. The Developer acknowledges and agrees that this Agreement runs with the land, and binds it, and subject to Section 20, its successors and permitted assigns; and, further, agrees that the City may elect, at its sole option, to register an Interest based on this Agreement against the property subject to this Agreement in the Land Titles Registry for Saskatchewan charging all those lands comprising the Development Area with the performance of this Agreement.

Notices

25. (1) Any notice or consent (including any invoice, statement, request or other communication) required or permitted to be given by any party to this Agreement to the other party shall be in writing and shall be delivered or sent by registered mail (except during a postal disruption or threatened postal disruption) or facsimile transmission, email or other electronic communication to the applicable address set forth below:
- (a) in the case of West Canadian Development Kensington Project Ltd. to:
- West Canadian Development Corp.
Box 7534 Station Main
Saskatoon, Saskatchewan
S7K 4L4
Attention: Raj Toor, President
Facsimile: (306) 242-9097
- (b) in the case of the City to:
- The City of Saskatoon
c/o Office of the City Clerk
222 3rd Avenue North
Saskatoon, Saskatchewan
S7K 0J5
Attention: General Manager,
Transportation & Utilities Department
Facsimile: (306) 975-2784
- (2) Any notice delivered personally shall be deemed to have been validly and effectively given and received on the date of such delivery provided same is on a business day (Monday to Friday, other than a statutory holiday).
- (3) Any notice sent by registered mail shall be deemed to have been validly and effectively given and received on the fifth business day following the date of mailing.
- (4) Any notice sent by facsimile or email or other electronic communication shall be deemed to have been validly and effectively given and received on the business day next following the date on which it was sent (with confirmation of transmittal received).
- (5) Either party to this Agreement may, from time to time by notice given to the other party, change its address for service under this Agreement.

Entire Agreement

26. This Agreement constitutes the complete and exclusive statement of the Agreement between the parties, which supersedes all proposals, oral or written, and all other communications or representations between the parties, relating to the subject matter of this Agreement.

Illegality

27. If one or more of the phrases, sentences, clauses or articles contained in this Agreement is declared invalid by a final and unappealable order or decree of any court of competent jurisdiction, this Agreement shall be construed as if such phrase, sentence, clause or paragraph had not been inserted in this Agreement.

Amendment

28. This Agreement may be changed only by written amendment signed and sealed by authorized representatives of the parties.

Headings

29. The headings contained in this Agreement are inserted for convenience of reference only and are not to be considered when interpreting this Agreement.

Covenants

30. Each obligation of the City or of the Developer in this Agreement, even though not expressed as a covenant, is considered to be a covenant for all purposes.

Time of Essence

31. Time shall be of the essence of this Agreement and every part of this Agreement.

Further Assurances

32. The Developer and the City shall, at their own expense, promptly execute such further documentation to give effect to this Agreement as the Developer and the City, as the case may be, may reasonably require from time to time.

Approval of Plan of Subdivision

33. Upon execution of this Agreement by both parties, the City acknowledges that the condition that the Developer enter into a development and servicing agreement with The City of Saskatoon of Subdivision Application 105/12 has been met by the Developer.

In Witness Whereof the parties hereto have hereunto affixed their corporate seals, duly attested by the hands of their proper officers in that behalf, as of the day and year first above written.

The City of Saskatoon

Mayor

c/s

City Clerk

West Canadian Development Kensington Project Ltd.

c/s

Kensington - Phase II

Plan of Proposed Subdivision
 of
 part of SW 1/4 Sec 2 Twp 37 Rge 6 West 3 Mer
 and part of SE 1/4 Sec 2 Twp 37 Rge 6 West 3 Mer
 in Saskatchewan, Saskatchewan

June, 2012 AD Scale 1:2000
 20 0 20 50 100 150 metres

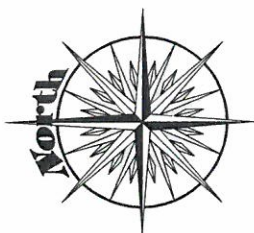
Notes:
 All dimensions are in metres and decimals thereof.
 Portion to be subdivided is outlined in heavy broken line and contains 5.40 ha.
 1.0 metre SaskPower/SaskTel/Show Joint use easements.
 3.0 metre SaskEnergy easements.
 3.0 metre City Infrastructure easements.
 5.0 metre joint use easements.

Land Surveyor
munen
 Saskatchewan Land Surveyor

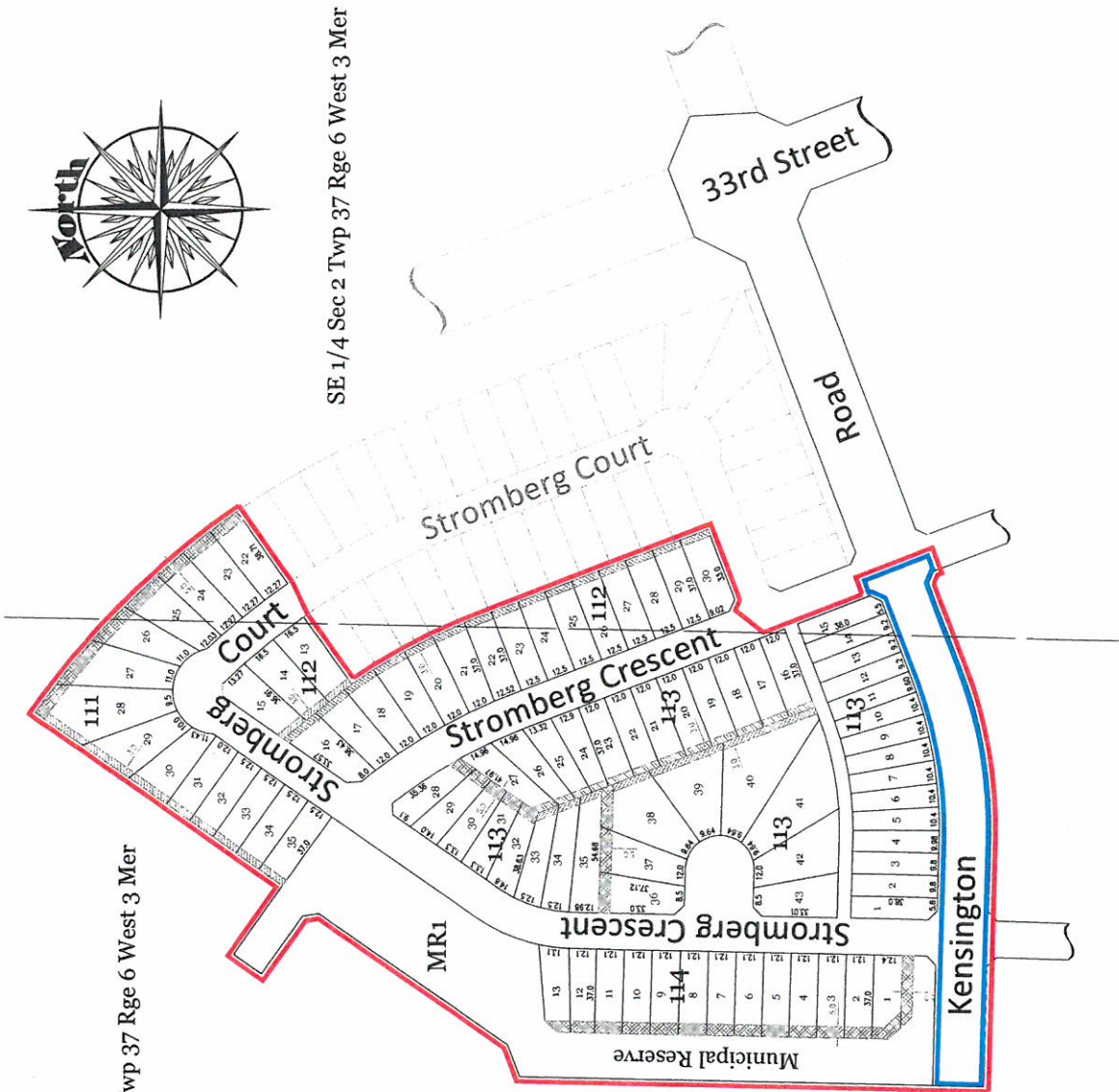
City of Saskatoon

Owner
 West Canadian Development Corp

Saskatoon
 Land Surveyors
 Digital Mapping Systems
 1000 1000 1100 1000 1



SE 1/4 Sec 2 Twp 37 Rge 6 West 3 Mer



Schedule "B"

Fees, Levies and Other Charges Applicable to the Development Area

The charges payable by the Developer to the City pursuant to Section 4 hereof shall be calculated in accordance with the rates as the Council of The City of Saskatoon has established and are in general force and effect for the 2014 construction season. By way of illustration only, the following rates were effective for the 2013 construction season:

(a) Trunk Sewer Levy.....	\$ 540.40 per front metre;
(b) Primary Water Main Levy.....	\$ 143.50 per front metre;
(c) Arterial Road Levy.....	\$ 496.50 per front metre;
(d) Interchange Levy.....	\$ 91.65 per front metre;
(e) Parks and Recreation Levy.....	\$ 353.10 per front metre;
(f) Buffer Strip Charge	\$ 39.50 per front metre;
(g) Street Signing & Traffic Controls Levy.....	\$ 16.25 per front metre;
(h) Fencing Charge	\$ 11.75 per front metre;
(i) Planning Levy	\$ 15.15 per front metre;
(j) Street Lighting Charge.....	\$ 73.10 per front metre;
(k) Lift Station Levy	\$ 88.25 per front metre;
(l) Inspection Levy.....	\$ 18.65 per front metre;
(m) Prepaid Extended Maintenance Charge.....	\$ 17.25 per front metre;
(n) Underground Electrical Levy.....	\$1,586.00 per Lot;
(o) Community Centre Levy.....	\$ 162.50 per front metre;
(p) Utility Parcel Dedication Charge.....	\$ 5.00 per front metre;
(q) Servicing Agreement Fee.....	\$2,330.00 per Agreement.

Schedule "C"

Proposed Traffic Calming Measures

Project Location	Description	Expected Benefits	Responsibility For Cost	Estimated COS Cost	Estimated Developer Cost
A	<p>Centennial Drive & Cockburn/Dickey Crescent</p> <ul style="list-style-type: none"> Retain standard crosswalk Install corner bulbing on east approach Install pedestrian island at east approach 	<ul style="list-style-type: none"> This crosswalk will allow a safer crossing and link the Confederation and Pacific Height Neighbourhoods Serve as link to the overpass on 22nd Street Reduce traffic speeds 	<p>Developer</p> <p>Developer</p>	<p>\$35,000</p> <p>\$2,500</p>	
B	<p>Centennial Drive & Langevin (West)</p> <ul style="list-style-type: none"> Install Textured Crosswalk (Brick Style) 	<ul style="list-style-type: none"> To identify the boundary of the school zone Improve the safety of the pedestrian Moderately reduce traffic speeds 	Developer		\$20,000
C	<p>Centennial & Langevin Crescent - crosswalk used for both schools (Father Vachon & Lester B Pearson elementary schools)</p> <ul style="list-style-type: none"> Retain permanent corner bulbing on the north side Retain permanent pedestrian refuge islands and corner bulbing on south side Upgrade corridor to Active Pedestrian Corridor 	<ul style="list-style-type: none"> Improve the safety of the pedestrian in the school zone Reduce traffic speeds in the school zone Reduce U-turns in the school zone 	COS	\$30,000	
D	<p>Centennial Drive & Tache Cres - Standard crosswalk to Lester B Pearson</p> <ul style="list-style-type: none"> Install a standard crosswalk & signage 	<ul style="list-style-type: none"> Improve pedestrian safety in the school zone 	COS	\$1,000	

Project Location	Description	Expected Benefits	Responsibility For Cost	Estimated COS Cost	Estimated Developer Cost
E	Centennial Drive & Tache Crescent (East) <ul style="list-style-type: none"> Upgrade pedestrian island to permanent Install Textured Crosswalk (Brick Style) 	<ul style="list-style-type: none"> To identify the boundary of the school zone Moderately reduce traffic speeds 	<p>COS</p> <p>Developer</p>	\$2,500	\$20,000
F	Centennial Drive & Haviland Crescent <ul style="list-style-type: none"> Upgrade curbing to permanent Install pedestrian island 	<ul style="list-style-type: none"> Improve the safety of pedestrian To enhance the visibility between the two intersecting roadways Reduce traffic speeds 	<p>COS</p> <p>COS</p>	<p>\$30,000</p> <p>\$2,500</p>	
G	Centennial Drive & Patterson Crescent/Haviland Crescent <ul style="list-style-type: none"> Upgrade curbing to permanent Install pedestrian island 	<ul style="list-style-type: none"> Improve the safety of pedestrian To enhance the visibility between the two intersecting roadways Reduce traffic speeds 	<p>COS</p> <p>COS</p>	<p>\$20,000</p> <p>\$2,500</p>	
H	Centennial Drive & Diefenbaker <ul style="list-style-type: none"> Install full traffic signals 	<ul style="list-style-type: none"> Improve pedestrian safety To enhance the visibility between the two intersecting roadways 	COS	\$130,000	
I	Diefenbaker Drive & Steeves Ave <ul style="list-style-type: none"> Install pedestrian-actuated signals 	<ul style="list-style-type: none"> Improve the safety of pedestrians wanting to cross between neighbourhoods Moderately reduce traffic speeds 	Developer		\$40,000
J	Diefenbaker Drive & Mowat Crest <ul style="list-style-type: none"> Install bulbing on northeast corner and the southwest corner Retain existing pedestrian-actuated signals 	<ul style="list-style-type: none"> Allow safe crossing for pedestrians Reduce traffic speeds in the school zone 	Developer		\$25,000
K	Diefenbaker Drive Entrance to Kensington <ul style="list-style-type: none"> Landscaped neighbourhood entrance with corner bulbing and median islands 	<ul style="list-style-type: none"> To identify the boundary between the neighbourhoods 	Developer		Estimate to be provided by Developer
L	Centennial Drive Entrance to Kensington <ul style="list-style-type: none"> Landscaped neighbourhood entrance with corner bulbing and median islands 	<ul style="list-style-type: none"> To identify the boundary line between the neighbourhoods 	Developer		Estimate to be provided by Developer

Project Location	Description	Expected Benefits	Responsibility For Cost	Estimated COS Cost	Estimated Developer Cost
Additional locations	<p>33rd Street & Circle Drive</p> <ul style="list-style-type: none"> Upgrade island to permanent 	<ul style="list-style-type: none"> Allow safety for the pedestrians to cross due to the increase of traffic 	COS	\$50,000	



STANDING POLICY COMMITTEE ON PLANNING, DEVELOPMENT AND COMMUNITY SERVICES

Summer Festivals – 2013 (Security Options for Public Events in City Parks)

Recommendation of the Committee

1. That the September 8, 2014 report of the General Manager, Community Services Department be received as information; and
2. That information on the process for coordination of events be sent to all existing festivals.

History

At the September 8, 2014, SPC on Planning, Development and Community Services meeting, a report of the General Manager of Community Services was considered regarding the above matter.

Attachment

Report of General Manager, Community Services [Files CK. 185-9, 205-1, 3000-1 and RS. 205-1]

Summer Festivals - 2013 (Security Options for Public Events in City Parks)

Recommendation

That the Standing Policy Committee on Planning, Development and Community Services recommend to City Council:

That the September 8, 2014 report of the General Manager, Community Services Department, be received as information.

Topic and Purpose

This report will provide information on security and policy guidelines for events taking place in Saskatoon parks.

Report Highlights

1. The Recreation and Sport Division facilitates the planning and delivery of events in Saskatoon Parks through the coordination of civic services, Saskatoon Police Service (SPS), and the Saskatchewan Liquor and Gaming Authority (SLGA).
2. The SLGA mandates the level of security required for events that serve alcohol and the SPS determines policing requirements.
3. Special events are reviewed on a case-by-case basis and assessed for risk based on predetermined risk factors.

Strategic Goal

Under the Strategic Goal of Quality of Life, this report supports the long-term strategy to reduce and prevent crime and to provide protective services in our downtown core and neighbourhoods.

Background

During its March 3, 2014 meeting, City Council received an information report concerning the 2013 Summer Festival season and special event bookings in Saskatoon parks. At this same meeting, City Council resolved:

“that the matter of private security options for summer festivals be referred to the Administration for review and report, and the Board of Police Commissioners for consideration.”

A report was received by the Board of Police Commissioners on April 7, 2014.

Report

Recreation and Sport Takes a Lead Role in Event Planning

To better meet the needs of event organizers and improve customer service, the Recreation and Sport Division has taken a lead role in the coordination of events creating

Summer Festivals - 2013 (Security Options for Public Events in City Parks)

a single point of contact for civic services. This coordination involves bringing together the event organizer, impacted civic departments, SPS, and the SLGA to review event plans. Once the review is complete, administrative conditions are established to mitigate risk for the public and reduce the impact on the surrounding neighbourhood. Following this meeting, Recreation and Sport ensures the administrative conditions are reflected in a letter sent to the event organizer.

Police and Security Levels Mandated by SLGA and SPS

Recreation and Sport does not have the authority to mandate the levels of security or police required for events that serve alcohol; this is regulated by SLGA and the SPS. According to SLGA guidelines, one trained security personnel is required for every 100 persons up to 1,000 and one trained security personnel for every additional 250 persons over the 1,000 mark. The SPS may deem, through their experience and expertise, that additional measures be taken in the form of Special Duty Police to ensure the safety of the public.

Events are Reviewed on a Case-by-Case Basis

To ensure public safety, special event applications are reviewed on a case-by-case basis and assigned a level of risk. The amount of risk is based on the responses by the applicant to the questions on the Risk Assessment Form within the application. This assessment considers a number of factors including:

- a) whether food and alcohol are being served;
- b) anticipated attendance numbers per hour;
- c) history of the event;
- d) whether there are fireworks;
- e) whether the event runs past midnight; and
- f) other events occurring throughout the city over the same time period.

Once the risks have been established, the SPS works with the event organizer to determine the number of Special Duty Police required to complement the security personnel mandated by SLGA.

Public and/or Stakeholder Involvement

Discussions have been held with the SPS and SLGA regarding security options for public events in City parks. Both agencies agree with the information provided in this report.

Communication Plan

A communication plan is not required.

Other Considerations/Implications

There are no policy, financial, environmental, privacy, or CPTED implications or considerations.

**Summer Festivals - 2013
(Security Options for Public Events in City Parks)**

Due Date for Follow-up and/or Project Completion

There is no follow-up required at this time.

Public Notice

Public Notice, pursuant to Section 3 of Public Notice Policy No. C01-021, is not required.

Report Approval

Written by: Heather Newell, Special Project Consultant, Recreation and Sport
Reviewed by: Cary Humphrey, Director of Recreation and Sport
Approved by: Randy Grauer, General Manager, Community Services Department

S:\Reports\RS\2014\PDCS – Summer Festivals – 2013 - Security Options for Public Events in City Parks\kt



STANDING POLICY COMMITTEE ON PLANNING, DEVELOPMENT AND COMMUNITY SERVICES

Innovative Housing Incentives Application – New Rental Construction Land-Cost Rebate Application – Villa Royale Residential Group – 1809 Edmonton Avenue

Recommendation of the Committee

1. That a five-year incremental tax abatement of the residential taxes be applied to the 56-unit purpose-built rental expansion at 1809 Edmonton Avenue, commencing the next taxation year, following the completion of the project;
2. That a matching cash grant equal to the value of the five-year incremental tax abatement, to a maximum of \$5,000 per unit, estimated at \$166,158, be approved for this project; and
3. That the City Solicitor be requested to prepare the necessary tax abatement and incentive agreements with Villa Royale Residential Group, and that His Worship the Mayor and the City Clerk be authorized to execute these agreements under the Corporate Seal.

History

At the September 8, 2014, SPC on Planning, Development and Community Services meeting, a report of the General Manager of Community Services was considered regarding the above matter.

Attachment

Report of General Manager, Community Services [Files CK. 750-4 and PL. 952-6-24]

Innovative Housing Incentives Application – New Rental Construction Land-Cost Rebate Application – Villa Royale Residential Group - 1809 Edmonton Avenue

Recommendation

That the Standing Policy Committee on Planning, Development and Community Services recommend to City Council:

1. That a five-year incremental tax abatement of the residential taxes be applied to the 56-unit purpose-built rental expansion at 1809 Edmonton Avenue, commencing the next taxation year, following the completion of the project;
2. That a matching cash grant equal to the value of the five-year incremental tax abatement, to a maximum of \$5,000 per unit, estimated at \$166,158, be approved for this project; and
3. That the City Solicitor be requested to prepare the necessary tax abatement and incentive agreements with Villa Royale Residential Group, and that His Worship the Mayor and the City Clerk be authorized to execute these agreements under the Corporate Seal.

Topic and Purpose

Villa Royale Residential Group submitted an application to the New Rental Construction Land-Cost Rebate Program to create 56 purpose-built rental units in the Hudson Bay Park neighbourhood as an expansion on a special care home.

Report Highlights

1. Villa Royale Residential Group is proposing to build a 56-unit purpose-built rental expansion, in an area of Saskatoon with a need for seniors' housing and located on a lot well suited for the use.
3. This project is eligible to receive an incremental property tax abatement and cash grant.
4. Villa Royale Residential Group will be required to enter into an incentive agreement to ensure the units are completed on time and remain as rental stock for 15 years.

Strategic Goal

This report supports the City's long-term Strategic Goal of Quality of Life by increasing the supply, range, and location of affordable housing options for seniors.

Background

During its September 26, 2011 meeting, City Council approved a Cost-Sharing Agreement with the Province of Saskatchewan (Province) to help fund the New Rental Construction Land-Cost Rebate Program. Under this agreement, the Province covers the cost of the cash grant by matching the value of the incremental property tax

Innovative Housing Incentives Application – New Rental Construction Land-Cost Rebate Application – Villa Royale Residential Group - 1809 Edmonton Avenue

abatement with a cash grant of up to \$5,000 per unit. The agreement includes funding for a total of 1,874 units from 2011 to 2015 and requires that all units be complete by March 31, 2016. To date, City Council has approved 1,500 units under this agreement.

On July 17, 2013, City Council approved a Rezoning Agreement to facilitate the expansion of the current Villa Royale facility to include an additional 56 purpose-built rental units.

Report

On June 11, 2014, the Villa Royale Residential Group submitted an application to the New Rental Construction Land-Cost Rebate Program to help fund the 56-unit expansion consistent with the Rezoning Agreement.

Proposal To Build a 56-Unit Purpose-Built Rental Expansion

These 56 units will be apartment style with full kitchens. These units will be in addition to the existing 99 apartment units and 21 bed intermediate care home on the site (see Attachment 1 and 2). Services will include five meals per week, linen and housekeeping services, and activities. Construction started in early summer 2014, with a completion date scheduled for October 2015.

This site is located in Hudson Bay Park, adjacent to Circle Drive to the west and north, a shopping centre to the east, and a park to the south (see Attachment 3). This proposal will expand an existing seniors' facility that offers close proximity to amenities and services that residents require including transit, grocery store, coffee shop, and beauty salon.

Incremental Property Tax Abatement

The Administration has concluded that this project will qualify for an incremental property tax abatement and a cash grant of up to \$5,000 per unit under Innovative Housing Incentives Policy No. C09-002. The Assessment and Taxation Division, Asset and Financial Management Department, estimates the value of this abatement to be approximately \$166,158 or \$2,967.10 per unit over five years (presuming average tax increases of 3% annually).

The funding source for the cash grant is from the Provincial Cost Sharing Agreement, which will provide funding equal to the estimated value of the five-year residential property tax of \$166,158.

Entering Into An Incentive Agreement

In order to ensure that the units remain as rental stock for 15 years, as per Innovative Housing Incentives Policy No. C09-002, the applicant will be required to enter into an incentive agreement. Further ensuring that the units remain rental, City Council could deny approval of any condominium conversion application for these units while the incentive agreement is in effect.

Innovative Housing Incentives Application – New Rental Construction Land-Cost Rebate Application – Villa Royale Residential Group - 1809 Edmonton Avenue

Options to the Recommendation

City Council could choose to decline funding for this project. Choosing this option would represent a departure from Innovative Housing Incentives Policy No. C09-002. The Administration is not recommending this option.

Public and/or Stakeholder Involvement

A public information meeting was held for the rezoning by agreement from RM4 to RM3 on Wednesday, May 29, 2013. This application is intended to implement the planned development. Further public and/or stakeholder involvement is not required.

Communication Plan

A communication plan is not required.

Financial Implications

The funding source for the cash grant of \$166,158 is the Affordable Housing Reserve; however, the Province will reimburse the City within three months for this amount.

This project will also result in foregone revenue of the municipal portion of property taxes equalling approximately \$93,048.48 as a result of the proposed incremental property tax abatement.

Budgeted	Unbudgeted	Capital	Operating	Non-Mill Rate	External Funding
\$166,158	0	\$166,158	0	0	\$166,158

Other Considerations/Implications

There are no policy, environmental, privacy, or CPTED implications or considerations.

Due Date for Follow-up and/or Project Completion

This project is slated to finish in October 2015, at which point the Administration will ensure the work has been completed. Funding will be provided upon completion of the project and closure of all building permits.

Public Notice

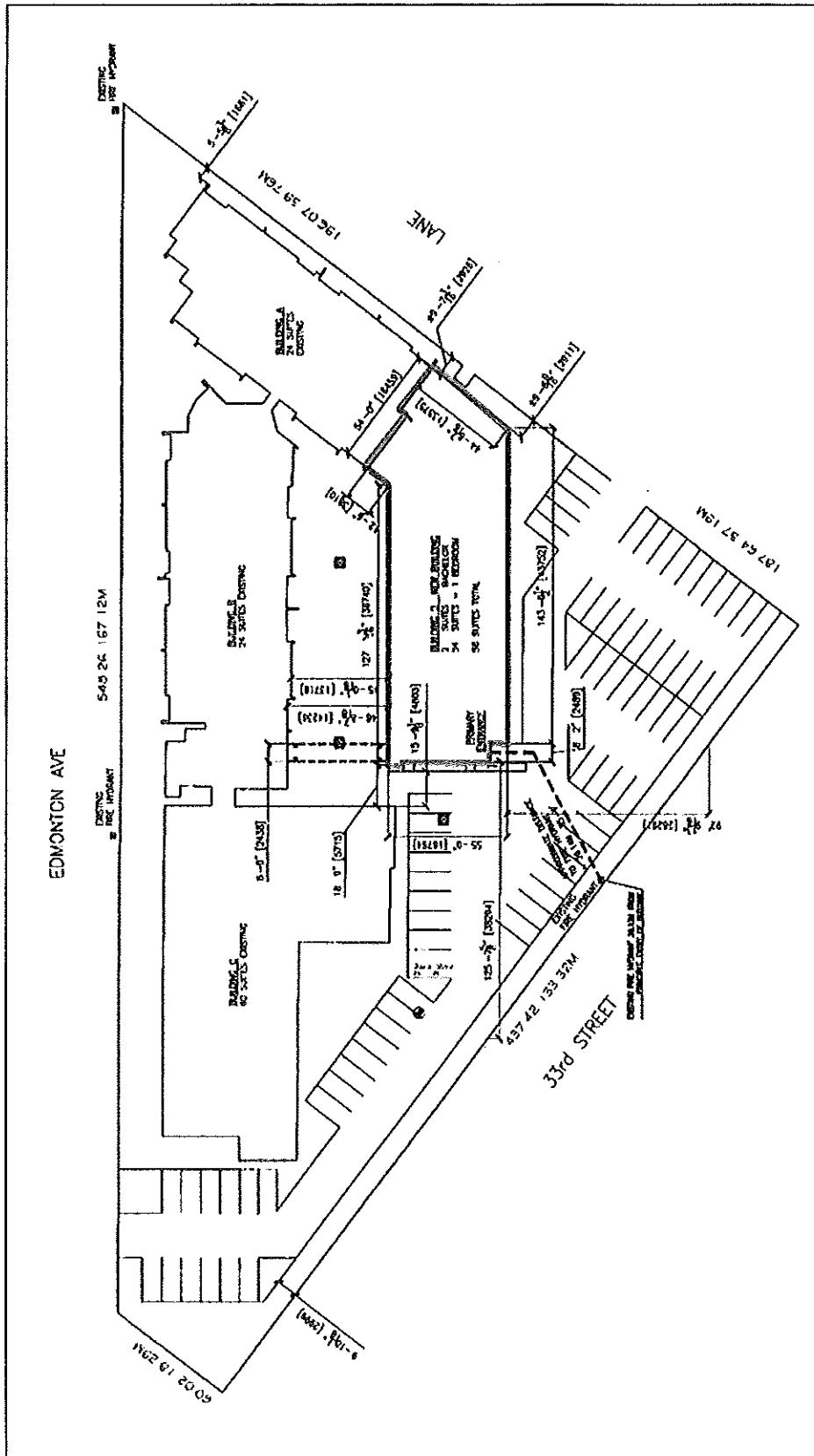
Public Notice, pursuant to Section 3 of Public Notice Policy No. C01-021, is not required.

Attachments

1. Site Plan
2. Rendering
3. Site Location Map

Report Approval

Written by: Keith Folkersen, Planner, Neighbourhood Planning Section
Reviewed by: Lesley Anderson, Acting Director of Planning and Development
Approved by: Randy Grauer, General Manager, Community Services Department

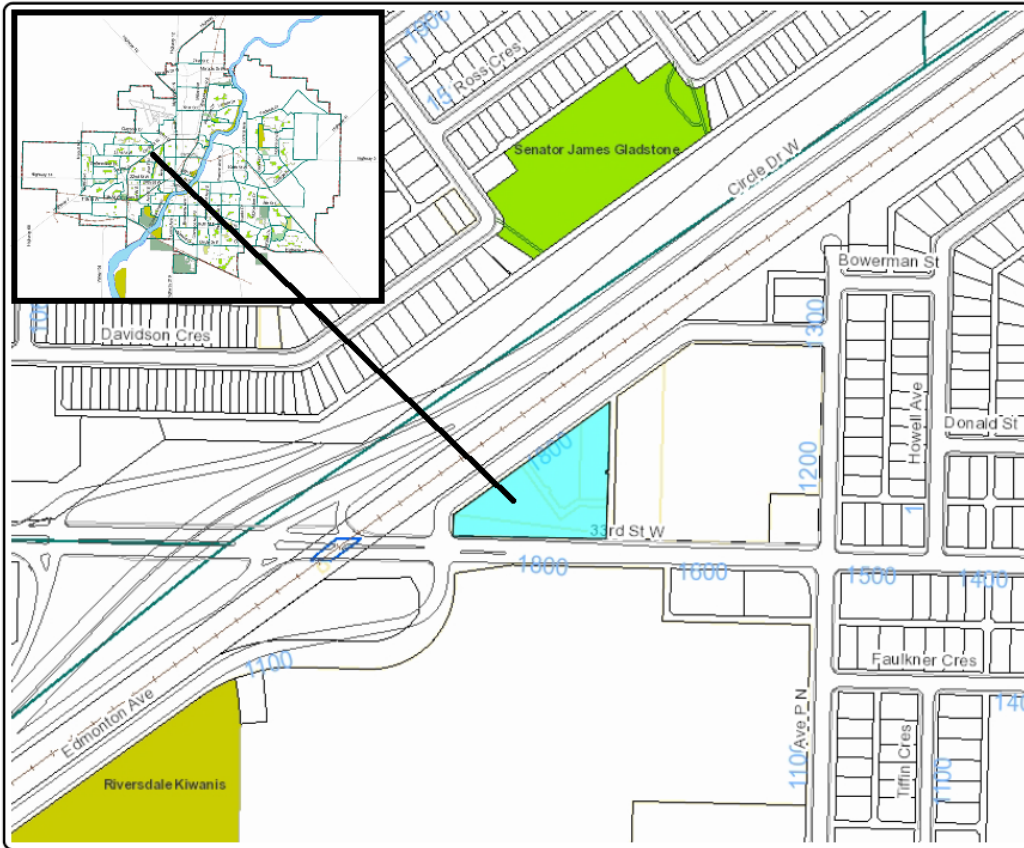



Rendering




Site Location Map

1809 Edmonton Avenue




City of Saskatoon
 Corporate GIS


LEGEND

- Curb and Pavement
 - 1
 - 3
- Sidewalks
 - 1
 - 3
- Walkways and Paths
 - 1
 - 3
- Curb and Walk Other
 - 1
 - 3
- Railway - Main
- Railway - Spur
- Pond
- Sandbar
- River
- Neighbourhood
- Ownership
 - Proposed Ownership
 - Lease
 - Utility
 - Retired Ownership
- Parks
 - Neighbourhood
 - District Park

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STANDING POLICY COMMITTEE ON PLANNING, DEVELOPMENT AND COMMUNITY SERVICES

Innovative Housing Incentives Application – New Rental Construction Land-Cost Rebate Application – Stonebridge/CILO II – 241 Willis Crescent

Recommendation of the Committee

1. That a five-year incremental tax abatement of the residential taxes be applied to the additional 19 purpose-built rental units to be built at 241 Willis Crescent, by Stonebridge/CILO II Limited Partnership, in addition to the already approved abatement for 153 purpose-built rental units, commencing the next taxation year, following the completion of the project;
2. That a matching cash grant equal to the value of the five-year incremental property tax abatement, to a maximum of \$5,000 per unit, estimated at \$711,198, be approved for this project in place of the previously approved grant of \$609,731; and
3. That the City Solicitor be requested to prepare the necessary tax abatement and incentive agreements and that His Worship the Mayor and the City Clerk be authorized to execute the agreements under the Corporate Seal.

History

At the September 8, 2014, SPC on Planning, Development and Community Services meeting, a report of the General Manager of Community Services was considered regarding the above matter.

Attachment

Report of General Manager, Community Services [Files CK. 750-4 and PL. 952-6-18]

Innovative Housing Incentives Application – New Rental Construction Land-Cost Rebate Application – Stonebridge/CILO II - 241 Willis Crescent

Recommendation

That the Standing Policy Committee on Planning, Development and Community Services recommend to City Council:

1. That a five-year incremental tax abatement of the residential taxes be applied to the additional 19 purpose-built rental units to be built at 241 Willis Crescent, by Stonebridge/CILO II Limited Partnership, in addition to the already approved abatement for 153 purpose-built rental units, commencing the next taxation year, following the completion of the project;
2. That a matching cash grant equal to the value of the five-year incremental property tax abatement, to a maximum of \$5,000 per unit, estimated at \$711,198, be approved for this project in place of the previously approved grant of \$609,731; and
3. That the City Solicitor be requested to prepare the necessary tax abatement and incentive agreements and that His Worship the Mayor and the City Clerk be authorized to execute the agreements under the Corporate Seal.

Topic and Purpose

Stonebridge/CILO II Limited Partnership (New Summit Partners) submitted an application to the New Rental Construction Land-Cost Rebate Program to add an additional 19 units to their project at 241 Willis Crescent, which was previously approved for financial incentives under the program.

Report Highlights

1. New Summit Partners was previously approved for incentives for their plans to construct a 153 unit purpose-built rental project. They are proposing an additional 19 units in this project.
2. This project qualifies for an incremental property tax abatement and cash grant.
3. New Summit Partners will be required to enter into an incentive agreement to ensure the units are completed on time and remain as rental stock for 15 years.

Strategic Goal

This report supports the City of Saskatoon's (City) long-term Strategic Goal of Quality of Life by increasing the supply, range, and location of affordable housing options.

Innovative Housing Incentives Application – New Rental Construction Land-Cost Rebate Application – Stonebridge/CILO II – 241 Willis Crescent

Background

During its September 26, 2011 meeting, City Council approved a Cost-Sharing Agreement with the Province of Saskatchewan (Province) to help fund the New Rental Construction Land-Cost Rebate Program. Under this agreement, the Province covers the cost of the cash grant by matching the value of the Incremental Property Tax Abatement with a cash grant of up to \$5,000 per unit. The agreement includes funding for a total of 1,874 units from 2011 to 2015 and requires that all units be complete by March 31, 2016. To date, City Council has approved 1,500 units under this agreement.

On June 24, 2013, City Council approved funding of \$1,327,307 for the construction of 338 purpose-built rental units at 235 and 241 Willis Crescent by Stonebridge/Willis II Limited Partnership and Stonebridge/Willis III Limited Partnership (subsidiaries of New Summit Partners). The first phase includes 185 units at 235 Willis Crescent, which is nearing completion and should be ready for occupancy in October 2014.

Report

New Summit Partners are Proposing to Build 172 Units Rather Than Previously Approved 153 Units

The proponent is proposing to modify their plans for phase two by including underground parking, which will allow them to increase the density of the site and include 19 additional units, increasing the total number of units from 153 to 172. The buildings will be four-storey wood frame construction, built in the same style as originally proposed to complement the building in phase one. There will be 59 one-bedroom units and 113 two-bedroom units (see Attachment 1 and Attachment 2). Construction will begin in March 2015, and the project is scheduled to be complete by March 31, 2016.

This Project Qualifies for an Incremental Tax Abatement and Grant

After a thorough review of this revised application, the Administration has concluded that the additional 19 units will qualify for an incremental property tax abatement and a cash grant of up to \$5,000 per unit under Innovative Housing Incentives Policy No. C09-002. The Assessment and Taxation Division estimates the value of the abatement on the revised project to be \$711,198 over a five-year period (presuming average tax increases of 3% annually). This is an additional \$101,467 over the amount of the grant previously approved. The funding source for the cash grant is from the Provincial Cost Sharing Agreement which will provide funding equal to the estimated value of the five-year residential property tax of \$711,198.

New Summit Partners to Enter into an Incentive Agreement

To ensure that the units remain as rental stock for 15 years, as per Innovative Housing Incentives Policy No. C09-002, the applicant will be required to enter into an incentive agreement. Further ensuring that the units remain rental, City Council could deny approval of any condominium conversion application for these units while the incentive agreement is in effect.

Innovative Housing Incentives Application – New Rental Construction Land-Cost Rebate Application – Stonebridge/CILO II – 241 Willis Crescent

Options to the Recommendation

City Council could choose to decline additional funding for this project. This would limit the incentives to the amount approved in 2013 for 153 units in phase two of this project. Choosing this option would represent a departure from Innovative Housing Incentives Policy No. C09-002. The Administration is not recommending this option.

Communication Plan

A communication plan is not required.

Financial Implications

The funding source for the cash grant of \$711,198 is the Affordable Housing Reserve; however, the Province will reimburse the City within three months for this amount.

This project will also result in foregone revenue of the municipal portion of property taxes of approximately \$398,270.88, as a result of the proposed incremental property tax abatement.

Budgeted	Unbudgeted	Capital	Operating	Non-Mill Rate	External Funding
\$711,198	0	\$711,198	0	0	\$711,198

Other Considerations/Implications

There are no policy, environmental, privacy, or CPTED implications or considerations.

Due Date for Follow-up and/or Project Completion

The project is slated to finish in March of 2016, at which point the Administration will ensure the work has been completed. Funding will only be provided upon completion of the project and closure of all building permits.

Public Notice

Public Notice, pursuant to Section 3 of Public Notice Policy No. C01-021, is not required.

Attachments

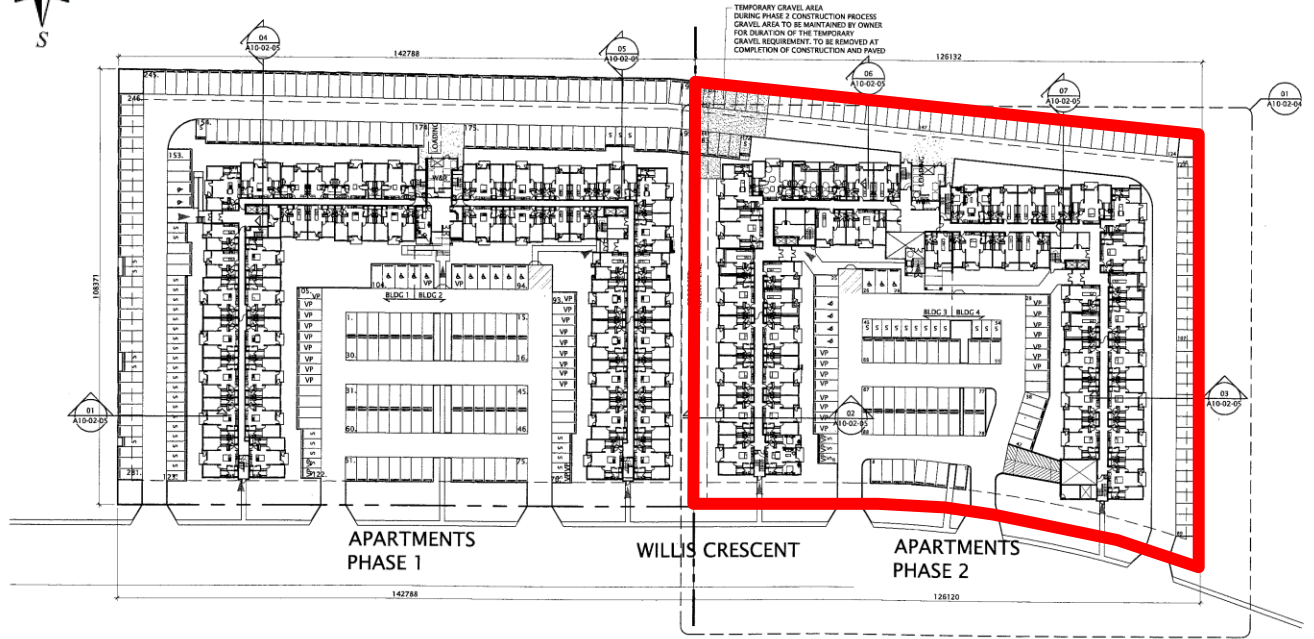
1. Site Map
2. Artist's Rendering of 241 Willis Crescent

Report Approval

Written by: Keith Folkersen, Planner, Planning and Development
Reviewed by: Lesley Anderson, Acting Director of Planning and Development
Approved by: Randy Grauer, General Manager, Community Services Department

S:\Reports\CP\2014\PD\CS – Innovative Housing Incentives Application – New Rental Construction Land-Cost Rebate Application – Stonebridge-CILO II – 241 Willis Crescent\kt

Site Map



01 SITE PLAN
A10-02-01 1:500

Artist's Rendering of 241 Willis Crescent





STANDING POLICY COMMITTEE ON TRANSPORTATION

Communication to Council – Blair Wooff – undated – Limited Residential Parking Permit Program

Recommendation of the Committee

1. That a Limited Residential Parking Permit Program be implemented on the 200 – 400 blocks of 25th Street West; and
2. That the City Solicitor be requested to prepare the amendments to Bylaw No. 7862, Residential Parking Program Bylaw, 1999

History

At the September 15, 2014, Standing Policy Committee on Transportation meeting, a report of the General Manager of Transportation and Utilities was considered regarding the above matter.

Attachment

Report of the General Manager, Transportation & Utilities Department (File CK. 6120-4-2)

Communication to Council – Blair Wooff – undated – Limited Residential Parking Permit Program

Recommendation

That the Standing Policy Committee on Transportation recommend to City Council:

1. That a Limited Residential Parking Permit Program be implemented on the 200 – 400 blocks of 25th Street West; and
2. That the City Solicitor be requested to prepare the amendments to Bylaw No. 7862, Residential Parking Program Bylaw, 1999.

Topic and Purpose

The purpose of this report is to obtain approval for a Limited Residential Parking Permit (LRPP) Program to be implemented on the 200 – 400 blocks of 25th Street West in response to local resident concerns related to the high number of non-residential parking occurring on these blocks. The report also identifies a solution to address mid-street parking limits.

Report Highlights

1. A petition was received from residents on the 200 – 400 blocks of 25th Street West to create an LRPP. All criteria was met and the Administration is recommending approval of an LRPP.
2. Where the 150 metre range for LRPP ends in a mid-street location, the LRPP zone will include the entire block until the next intersecting street.

Strategic Goal

This report supports the Strategic Goal of Quality of Life by improving the quality of life for those affected.

Background

At its meeting held on May 21, 2013, City Council resolved, in part,:

“that the Administration submit a report to the Administration and Finance Committee with solutions for potential problems with mid-street parking limits.”

The difference between a Traditional RPP and a Limited RPP are shown in the below table:

	Traditional RPP	Limited RPP
Permits	Available to a resident residing within the zone	Limited to vehicles with a registered owner at an address within the RPP zone
Visitor Permit	1 visitor permit per unit	Not available
Temporary Permit	Available for a specified time period	Not available
Level of resident support	70 percent per block	50 percent per area
Size of area	Minimum 10 block faces	1 block face
Enforcement	Regular enforcement provided	Enforcement on complaint basis only
Fees	\$25.00	\$15.00
Permitted Time Frame	Continuous (year round)	Continuous (year round)

The Administration has received numerous complaints from residents on the 200 – 400 blocks of 25th Street West as to the influx of vehicles parking in front of their residences with no space for neighbourhood residents to park. Complaints relate to vehicles being left parked on the street while the operators are leaving their vehicles walking east towards the Central Business District.

Report

Limited Residential Parking Permit Program Creation

Residents on the 200 – 400 blocks of 25th Street West have submitted a petition to create an LRPP Program to address the increasing influx of parking in front of their residences due to their proximity to the Central Business District. An LRPP would provide residents who live in the zone the ability to purchase an annual permit for \$15 to allow the zone residents' vehicles to be parked on the street for a period longer than the two-hour posted parking restriction.

The results of the petition are shown in the below table:

	Resident Addresses	Number of Signatures	Percentage of Support
200 25 th St W	17	15	88%
300 25 th St W	18	10	56%
400 25 th St W	20	10	50%

Considering the confirmed parking shortage on these blocks and the results of the petition, the Administration has confirmed that this location meets the requirements and is recommending that an LRPP Program be implemented on the 200 – 400 blocks of 25th Street West from Monday to Friday (8:00 a.m. to 4:00 p.m.). Attachment 1 outlines the area to be included in the limited RPP zone. Enforcement within the zone would occur on a complaint driven basis as set out in the Policy.

LRPP Boundary Clarification

In addition, the Administration has reviewed concerns related to the boundaries of LRPP zones ending mid-street. Should the maximum limit of 150 metres from the boundary of the parking generator (Central Business District, River Landing or other) fall mid-street, then criteria and petition requirements to warrant an LRPP zone will extend to the next intersecting street.

Extensions beyond the 150 metres would only be considered as an expansion of an LRPP zone.

Public and/or Stakeholder Involvement

The residents impacted by the LRPP Program were involved in the petition to create the program.

Communication Plan

Brochures outlining the details of the program, including information on where to purchase permits and the associated costs, will be provided to all places of residence that qualify for the LRPP within the zone. The City's website will also be updated to reflect the addition of this area. Additionally, Transportation will place signs around the perimeter of the newly demarcated parking zone to alert local residents, as well as those that regularly park in the neighbourhood, of the changes.

Policy Implications

The recommendations in this report are consistent with the requirements in Council Policy C07-014 – Residential Parking Permit Program.

Financial Implications

Residential Parking Permit Programs have traditionally been revenue neutral, whereby the annual purchase price of the permit covers the costs to implement, administer and enforce the program. The cost of the parking permit for the LRPP program in this area will be \$15 (plus all applicable taxes).

Environmental Implications

The implementation of an LRPP Program for the 200 – 400 blocks of 25th Street West would reduce the frequency of drive by traffic searching for available parking spaces which will reduce greenhouse gas emissions for this area.

Other Considerations/Implications

There are no other options, privacy or CPTED considerations or implications.

Due Date for Follow-up and/or Project Completion

Subject to approval, the program will be implemented by October 1, 2014.

Public Notice

Public Notice pursuant to Section 3 of Policy No. C01-021, Public Notice Policy, is not required.

Attachment

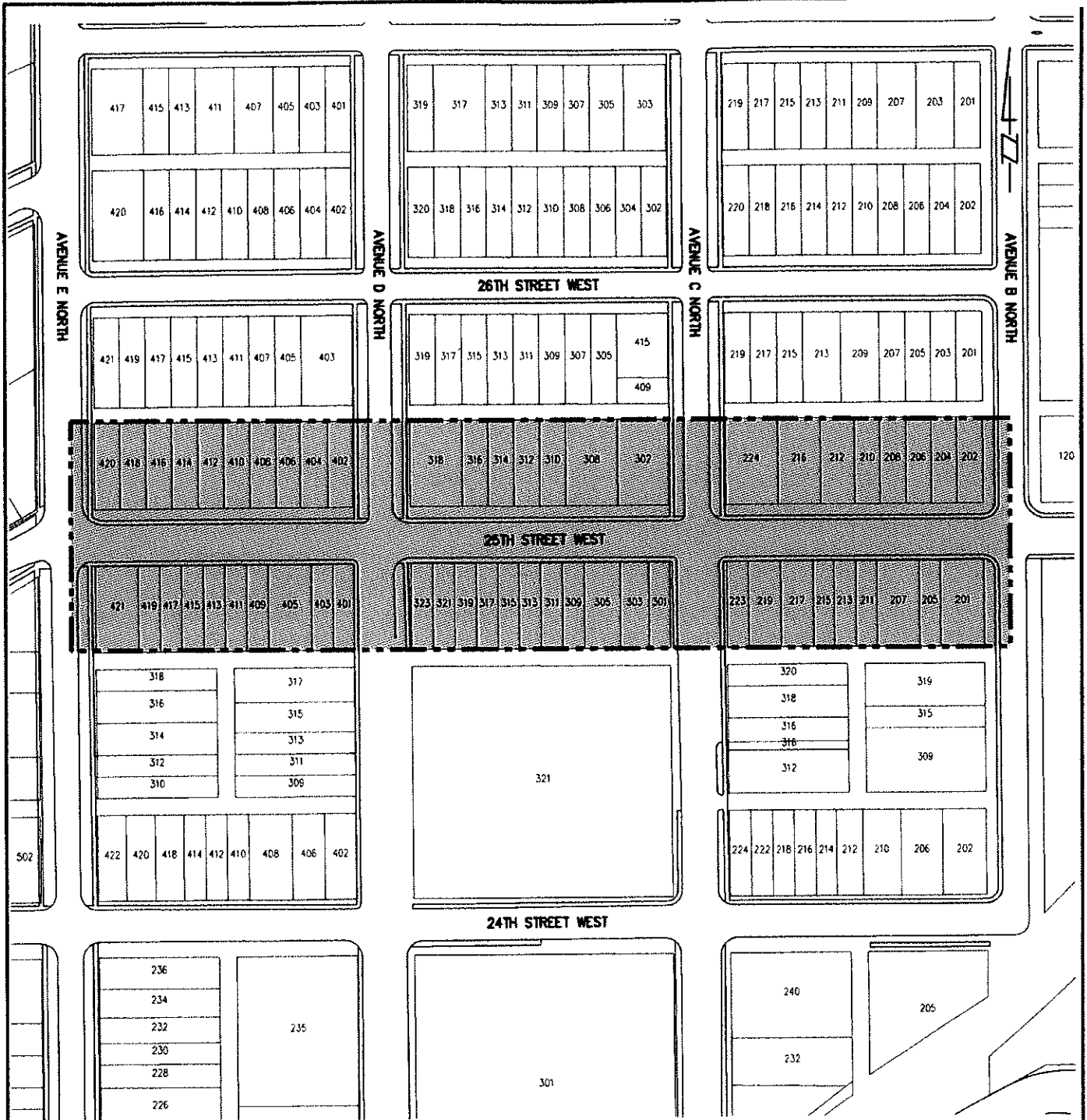
1. Limited Residential Parking Permit Zone South Caswell Hill

Report Approval

Written by: Phil Haughn, Parking Services Manager, Transportation
Reviewed by: Angela Gardiner, Director of Transportation

Approved by: Jeff Jorgenson, General Manager, Transportation & Utilities
Department

TRANS PH CC– Blair Wooff – May 21, 2013 – Limited Residential Parking Permit Program.docx



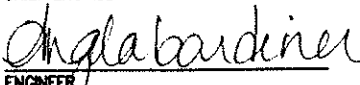
 PROPOSED PERMIT ZONE

PLAN DESCRIPTION/REVISIONS	
4	
3	
2	
1	
DRAWN BY <u>JMR</u>	
DATE <u>2014-JUL-25</u>	
SCALE : HOR. <u>NTS</u> VERT. <u>NTS</u>	



City of Saskatoon
Transportation & Utilities Department

LIMITED RESIDENTIAL PARKING PERMIT ZONE
SOUTH CASWELL HILL

APPROVED	
CHIEF ENGINEER	
ENGINEER	
PLAN NO.	260-0038-002r001



STANDING POLICY COMMITTEE ON TRANSPORTATION

Update Report – Transit and School Board Discussions

Recommendation of the Committee

That the report of the General Manager, Transportation & Utilities Department dated September 15, 2014, be forwarded to City Council for information.

History

At the September 15, 2014, Standing Policy Committee on Transportation meeting, a report of the General Manager of Transportation and Utilities was considered regarding the above matter.

Attachment

Report of the General Manager, Transportation & Utilities Department (Files CK. 7300-1 and WT. 7300-1)

Update Report – Transit and School Board Discussions

Recommendation

That the report of the General Manager, Transportation & Utilities Department dated September 15, 2014, be forwarded to City Council for information.

Topic and Purpose

The purpose of this report is to provide information on the discussions that took place between the Saskatoon Transit Administration and the Saskatoon Public and Separate School Boards.

Report Highlights

1. Saskatoon Transit Administration and Saskatoon School Board representatives met on June 16, 2014.
2. Primary topic of discussion was the staggered start and end times of schools located in the same area making it difficult for Saskatoon Transit to provide service with limited resources.
3. Comments from the representatives were positive; complaints about transit service were minimal and Saskatoon Transit was commended for providing a valuable service.
4. An agreement was made by all parties to continue to meet periodically to continue the two-way communication.

Strategic Goals

This report supports the Strategic Goal of Continuous Improvement through continually increasing and improving Saskatoon Transit communications and engagement with the Citizens of Saskatoon. It also supports the Strategic Goal of Moving Around through continued improvement of the transit system.

Background

During consideration of the 2014 Saskatoon Transit Route Enhancements report, City Council at its meeting held on June 9, 2014 adopted, in part, that the Administration meet with the school boards and report back in August providing an update on discussions.

Report

On June 16, 2014, Saskatoon Transit Administration met with Saskatoon School Board representatives to discuss transit service.

Primary Discussion

The primary topic of discussion was the staggered start and end times of schools located in the same area (i.e. Aden Bowman, Walter Murray, and Holy Cross). Each school has a different start and end time for the school day, which makes it very difficult

for Saskatoon Transit to provide service with limited resources (Attachment 1). There is not enough time to pick up, drop off and return back to the same area or school for a second or third trip, nor are there enough resources to provide additional buses for these trips. Representatives from both School Boards were very understanding of the challenges that Saskatoon Transit is facing with these staggered times and are discussing the matter internally with their stakeholders to come to some type of positive resolution that works for everyone, for the fall of 2015 school year.

Further discussion took place regarding the age of students that use Saskatoon Transit regularly. Representatives from both School Boards stated that it's mostly Grade 9 and 10 students using the service and by the time they get to Grade 11 and 12, most of the students in this age group drive a vehicle to and from school instead of using Saskatoon Transit. The abundance of part-time job opportunities has made it easy for students to acquire independent transportation.

Comments in General

Comments regarding Saskatoon Transit, in general, were quite positive; complaints about transit service were minimal; and Saskatoon Transit was commended for providing a valuable service. There were some requests for some minor two to three minute time point changes, which will be accommodated in the fall school schedule that will require no additional resources or costs to Saskatoon Transit. The School Board representatives were apprised of the fact that every fall minor time adjustments are required to accommodate yearly fluctuations in student travel patterns, and that the issues are usually settled by the last week of September.

Continued Communication

The meeting was very positive, informative, and was a great step forward in building a collaborative long-term relationship. It was agreed by all parties to continue to meet periodically to ensure that the flow of information and two-way communication continues in this positive manner. Possible U-Pass pilots will be discussed at subsequent meetings.

Public and/or Stakeholder Involvement

The body of this report outlines engagement with the Saskatoon School Boards as an important Saskatoon Transit stakeholder.

Communication Plan

Saskatoon Transit Administration will continue to meet with the School Board representatives and develop communication plans as required, for any initiatives or outcomes arising from these meetings to ensure students and parents are informed.

Minor time adjustments, as indicated, will be updated on Saskatoon Transit materials as required and in the online Click & Go service. Any updates will also be communicated to schools affected for inclusion in their materials for students.

Other Considerations/Implications

There are no policy, financial, environment, privacy, or CPTED implications or considerations.

Due Date for Follow-up and/or Project Completion

Saskatoon Transit Administration will be continuing discussions with both School Boards.

Public Notice

Public Notice pursuant to Section 3 of Policy No. C01-021, Public Notice Policy, is not required.

Attachments

1. School Start and End Times

Report Approval

Written by: Bob Howe, Director of Saskatoon Transit
Approved by: Jeff Jorgenson, General Manager, Transportation & Utilities
Department

TRANS – Update Report – Transit and School Board Discussions

School Start and End Times

	Bedford	E.D. Feehan	Mount Royal
Start	8:50AM	8:40AM	8:55AM
End	3:25PM	3:15PM	3:30PM

	Tommy Douglas	Bethlehem
Start	8:50AM	8:40AM
End	3:40PM	3:30PM

	Walter Murray	Holy Cross	Aden Bowman
Start	8:45AM	8:30AM	8:45AM
End	3:35PM	3:25PM	3:30PM

	Centennial	St. Joseph
Start	8:40AM	8:35AM
End	3:35PM	3:25PM

	Evan Hardy
Start	8:50AM
End	3:25PM

	Marion Graham	Bishop Mahoney
Start	8:35AM	8:35AM
End	3:25 PM	3:20PM

	Bishop Murray
Start	8:35AM
End	3:20PM

	City Park
Start	9:00AM
End	3:15PM



STANDING POLICY COMMITTEE ON TRANSPORTATION

Strategic Traffic Safety Action Plan

Recommendation of the Committee

1. That the Strategic Traffic Safety Action Plan be received; and
2. That the Strategic Traffic Safety Action Plan provide input into the decision making in the delivery of Transportation programs and projects.

History

At the September 15, 2014, Standing Policy Committee on Transportation meeting, a report of the General Manager of Transportation and Utilities was considered regarding the above matter.

Attachment

Report of the General Manager, Transportation & Utilities Department (File CK. 6320-1)

Strategic Traffic Safety Action Plan

Recommendation

That the Standing Policy Committee on Transportation recommend to City Council:

1. That the Strategic Traffic Safety Action Plan be received; and
2. That the Strategic Traffic Safety Action Plan provide input into the decision making in the delivery of Transportation programs and projects.

Topic and Purpose

The purpose of the Strategic Traffic Safety Action Plan is to assist in improving traffic safety in the City of Saskatoon. The plan provides input on how the City and stakeholders can maximize the benefits by collaborating resources and efficiently allocating budget dollars.

Report Highlights

1. The Strategic Traffic Safety Action Plan identifies areas of emphasis for traffic safety that focuses on areas that include aggressive driving, distracted driving, impaired driving, intersections, older drivers, vulnerable road users and young drivers.
2. Identifies traffic safety improvement strategies and programs within each emphasis area such as Education, Enforcement, and Engineering.
3. The Strategic Traffic Safety Action Plan and Summary Report identifies a 10% reduction target in each emphasis area for collisions resulting in injuries and fatalities.
4. Periodically the stakeholders will meet to monitor, evaluate, and update the effectiveness and value of the strategies and programs.

Strategic Goal

This report supports the Strategic Goal of Moving Around by providing improvements for the safety of all road users (pedestrians, cyclists, and drivers) and helps provide a great place to live, work and raise a family.

Background

The Strategic Traffic Safety Action Plan is a high level traffic safety policy that provides a four-to-five year comprehensive safety document for the City of Saskatoon. The safety document contains scientific, data-driven information that is designed to identify and address traffic safety issues to direct the allocation of budget dollars in the most efficient way.

The Strategic Traffic Safety Action Plan was developed with support from the following stakeholders:

1. City of Saskatoon – Transportation division
2. City of Saskatoon Traffic Safety Committee
3. Saskatoon Board of Education
4. Saskatchewan Government Insurance
5. Saskatoon Health Region
6. Saskatoon Police Service
7. Saskatchewan Centre of Excellence in Transportation and Infrastructure
8. Department of Civil and Geological Engineering, U of S

The Strategic Traffic Safety Action Plan is expected to support the safety initiatives of the newly established provincial level Saskatchewan Traffic Safety Committee (Legislative Assembly of Saskatchewan, 2013).

Report

Emphasis Areas

After a detailed review and analysis of the collision data from 2001 to 2010 and feedback from a 2012 stakeholder workshop, the plan identifies the following seven emphasis areas:

1. Aggressive Driving – collisions stemming from frustration with congested roads. Saskatoon is one of the fastest growing cities in Canada causing traffic volumes and congestion to rise, increasing the likelihood of speeding, running red lights, etc.
2. Distracted Driving – the use of new communication technologies is a rapidly growing safety problem (i.e. cell phone use).
3. Impaired Driving – consequences are severe and public demand for action is very high.
4. Intersections – there are a number of high-collision intersections in Saskatoon.
5. Older Drivers – Saskatoon’s population is aging.
6. Vulnerable Road Users – consequences of collisions are severe; Saskatoon’s cyclist and pedestrian population is growing.
7. Young Drivers – collision statistics have shown that young drivers (age 16-25) are the most frequently involved more than any other age group.

Strategies and Programs

There are 37 recommended strategies and programs which focus on Education, Enforcement, or Engineering. Examples of these include the following:

- Education – message boards, smart phone apps (SGL’s Safe Ride App).
- Enforcement – Report Impaired Drivers (RID) Program, High Collision Intersection Enforcement.
- Engineering – Improved Traffic Signal Operation, Well Maintained Pavement Markings, Geometric Improvements.

Strategic Traffic Safety Action Plan – Targets for Reducing Injuries and Fatalities

The Strategic Traffic Safety Action Plan and Summary Report includes details on the recommended strategies/programs and is shown in Attachment 1. The target goals

applied to each emphasis area is a reduction of traffic collisions involving injuries or fatalities of 10% by 2019.

The complete technical report can be received by contacting Transportation.

Implementation

The stakeholders will meet on a periodic basis to monitor, evaluate, and update the effectiveness and value of the strategies and programs currently being applied.

Public and/or Stakeholder Involvement

A stakeholder workshop was held in September 2012. The implementation and maintenance of the Strategic Traffic Safety Action Plan will require bi-annual meetings with the stakeholders to review progress, assess effectiveness, and discuss emerging strategies. Continued stakeholder involvement facilitates a coordinated multi-jurisdictional approach to improving traffic safety in an efficient manner.

Communication Plan

A news release, plus accompanying background, will be distributed to announce the report's release. The background will outline how the report was developed while the news release will outline what the report can be used for (i.e. a resource guide and not as a City master plan). The following items will be placed on the City's web-site:

- Summary Report and Final Report of the Strategic Traffic Safety Action Plan for the City of Saskatoon.
- An annual progress report summarizing the status of the 37 recommended strategies and programs.

Key messages will be developed to respond to media or public inquiries. Spokespersons will be identified and made available around report release.

Financial Implications

This project was jointly funded through a partnership between the City of Saskatoon and the Saskatchewan Centre of Excellence for Transportation and Infrastructure. The City of Saskatoon's portion of funding for implementation of strategies and programs will be funded from the Traffic Safety Reserve. This reserve is funded by the City's portion of revenues from the Red Light Camera Program. Additionally, many strategies and programs identified in the Strategic Traffic Safety Action Plan are currently part of existing capital programs.

Environmental Implications

Traffic safety measures are expected to have positive greenhouse gas emissions implications, as they tend to reduce total vehicle mileage in an area by reducing speeds and improving conditions for walking, cycling and transit use.

By improving the safety of all streets, specifically for the vulnerable road user, residents choosing to walk or cycle will be promoted.

Other Considerations/Implications

There are no other options, policy, privacy, or CPTED implications or considerations.

Due Date for Follow-up and/or Project Completion

An annual report of the strategies and programs completed for each year will be presented to City Council.

Public Notice

Public Notice pursuant to Section 3 of Policy No. C01-021, Public Notice Policy, is not required.

Attachment

1. Strategic Traffic Safety Action Plan for the City of Saskatoon - Summary Report October 2013.

Report Approval

Written by: Lanre Akindipe, Infrastructure Engineer, Traffic Systems,
Transportation
Reviewed by: Angela Gardiner, Director of Transportation
Approved by: Jeff Jorgenson, General Manager, Transportation & Utilities
Department

TRANS LA – Strategic Traffic Safety Action Plan.docx



Photo: City of Saskatoon

Strategic Traffic Safety Action Plan for the City of Saskatoon

Summary Report | October 2013



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Saskatoon’s Emphasis Areas and Target Goals (Vision Zero)	9
Safety Strategies/Programs	10



Introduction

A “Traffic Safety Action Plan” (TSAP) is an upper-level traffic safety policy that provides a scientific, data-driven, four to five year comprehensive safety document for the jurisdiction.

PURPOSE

The purpose of the TSAP is to assist the City of Saskatoon to allocate its limited budget in the most efficient way possible when identifying and improving areas of safety concern in Saskatoon.

STAKEHOLDERS

The following stakeholders provided data or feedback for the development of a TSAP for the City of Saskatoon:

- City of Saskatoon (COS)
- COS Traffic Safety Committee (TSC)
- Saskatoon Board of Education (SBOE)
- Saskatchewan Government Insurance (SGI)
- Saskatoon Health Region (SHR)
- Saskatoon Police Service (SPS)

OBJECTIVES

- Identify safety emphasis areas
- Develop target goals for each emphasis area
- Provide network screening results for each emphasis area
- Provide safety improvement strategies for each emphasis area

SCOPE

The TSAP’s area of study is limited to the City of Saskatoon, Saskatchewan. Existing collision data (2001-2010) were obtained from SGI. This project’s outcomes are intended for use in Saskatoon only. The results may not be transferable to neighbouring cities or communities.

SAFETY MEASURES

Five different collision severities were analyzed as safety measures: They are: 1) total, 2) fatal, 3) injury, 4) property damage only (PDO), and 5) fatal or injury (FI) collisions. To analyze and highlight the City of Saskatoon’s traffic safety issues as effectively as possible, the study uses only “total” and “fatal or injury” collisions. This is because:

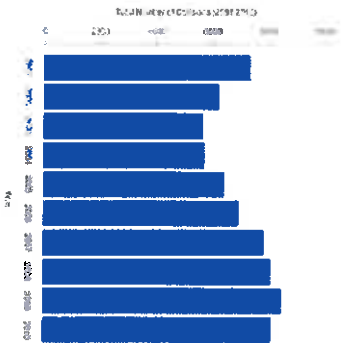
- Fatal collisions were extremely rare in Saskatoon. Being rare and random, fatal collisions cannot be used as a sole safety measure.
- The total number of collisions largely reflect the same collision patterns as PDO collisions over the period.

This project was jointly funded through a partnership between the City of Saskatoon and the Saskatchewan Centre of Excellence for Transportation and Infrastructure (SCETI).

Collision History

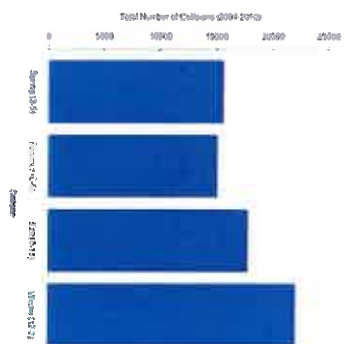
Total Number of Collisions

ANNUAL



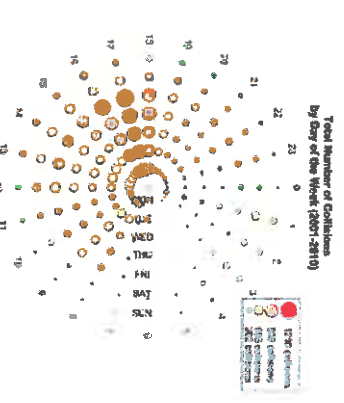
- Increasing trend (2003 – 2010)
- 7,049 total collisions per year

SEASONAL



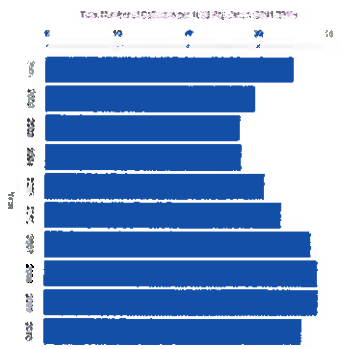
- Peak Season: Winter (31%; 22,073)
- Peak Months: Dec. & Jan. (23%; 16,014)

DAILY & HOURLY



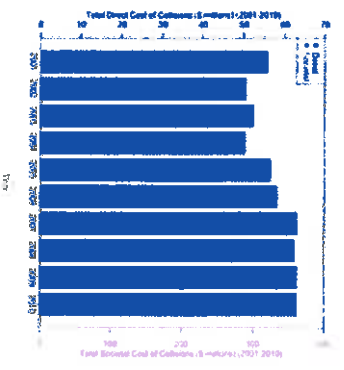
- Peak Day: Friday (18%; 12,732)
- Peak Time: 3pm – 6pm (24%; 17,136)

COLLISIONS PER CAPITA



- Increasing trend (2003 – 2010)
- 33 total collisions per 1000 population per year

COSTS



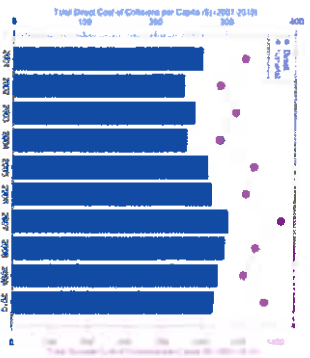
- Increasing trend (2003 – 2010)
- Direct Cost: \$57.52 million per year
- Societal Cost: \$261.20 million per year



Collision History

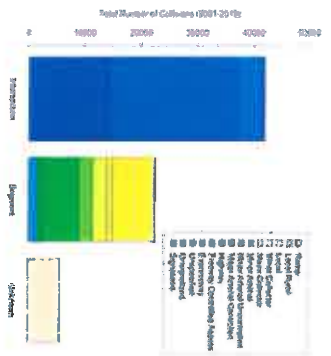
Total Number of Collisions (Cont'd)

COSTS PER CAPITA



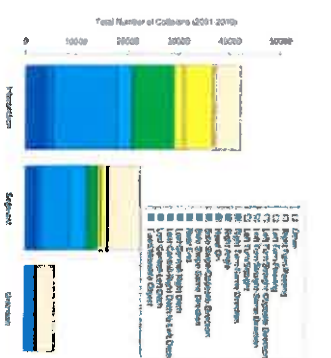
- No clear increasing or decreasing trend
- Direct Cost per Capita: \$273.01 per year
- Societal Cost per Capita: \$1,240.01 per year

ROAD CLASSIFICATION



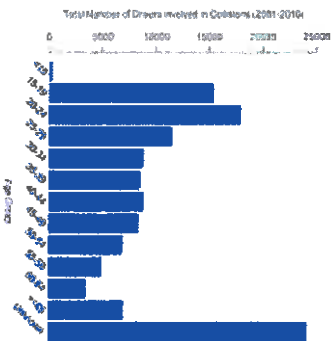
- Intersections: 60%; 42,138 (Unsignalized 54%, 22,880; Signalized 34%, 14,250)
- Segments: 32%; 22,571 (Major Arterial Uncontrolled 29%, 6,439; Local 33%, 7,557)

COLLISION CONFIGURATION



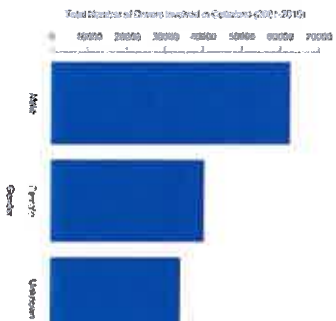
- Intersections: 60%; 42,138 (Rear End 29%, 12,399)
- Segments: 32%; 22,571 (Rear End 25%, 5,607)

AGE GROUP



- 15 - 24 years old: 27%; 33,220

GENDER

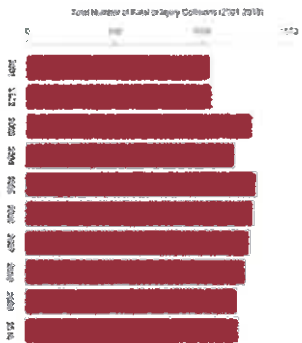


- Male Drivers: 46%; 62,578
- Female Drivers: 29%; 40,226

Collision History

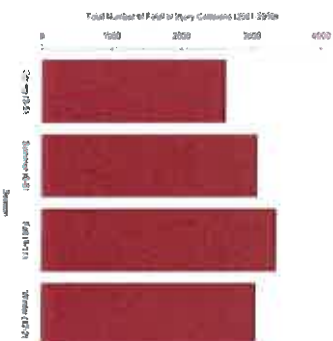
Total Number of Fatal or Injury Collisions

ANNUAL



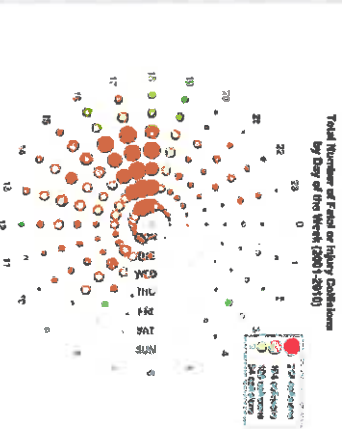
- Slight increasing trend
- 1,215 FI collisions per year

SEASONAL



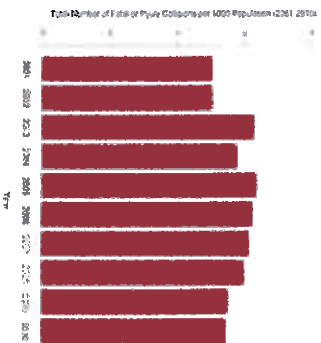
- Peak Season: Fall (28%; 3,359)
- Peak Months: No dominant peak month

DAILY & HOURLY



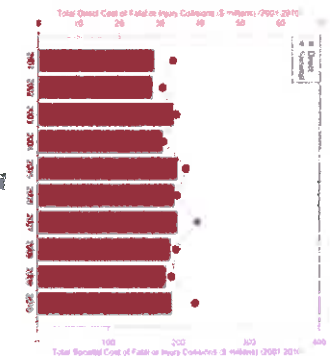
- Peak Day: Friday (17%; 2,126)
- Peak Time: 3pm – 6pm (29%; 3,539)

COLLISIONS PER CAPITA



- No clear increasing or decreasing trend
- 6 FI collisions per 1000 population per year

COSTS

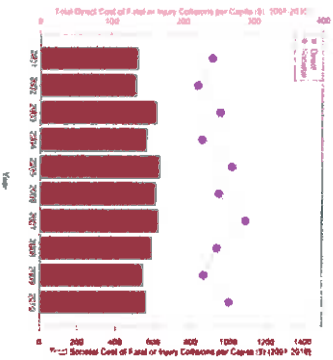


- Slight increasing trend
- Direct Cost: \$32.05 million per year
- Societal Cost: \$197.62 million per year

Collision History

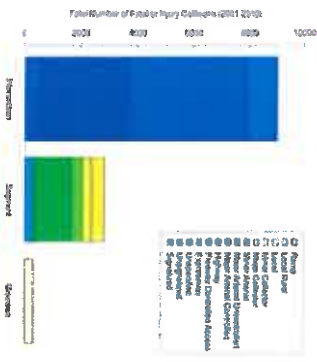
Total Number of Fatal or Injury Collisions (Cont'd)

COSTS PER CAPITA



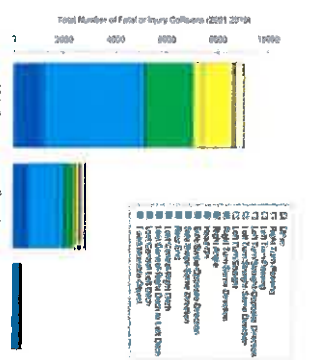
- No clear increasing or decreasing trend
- Direct Cost per Capita: \$152,36 per year
- Societal Cost per Capita: \$938,71 per year

ROAD CLASSIFICATION



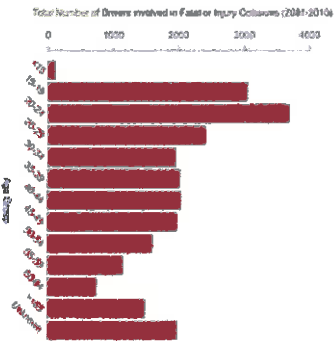
- Intersections: 51%; 9,020 (Unsignalized 47%, 4,207; Signalized 41%, 3,703)
- Segments: 16%; 2,821 (Major Arterial Uncontrolled 43%, 1,209; Local 15%, 416)

COLLISION CONFIGURATION



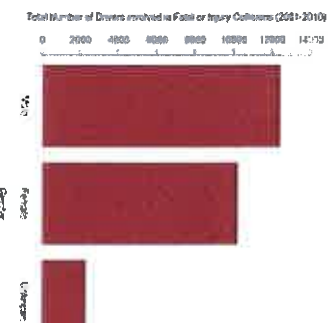
- Intersections: 51%; 9,020 (Rear End 41%, 3,659)
- Segments: 16%; 2,821 (Rear End 41%, 1,159)

AGE GROUP



- 15 -- 24 years old: 28%; 6,730

GENDER



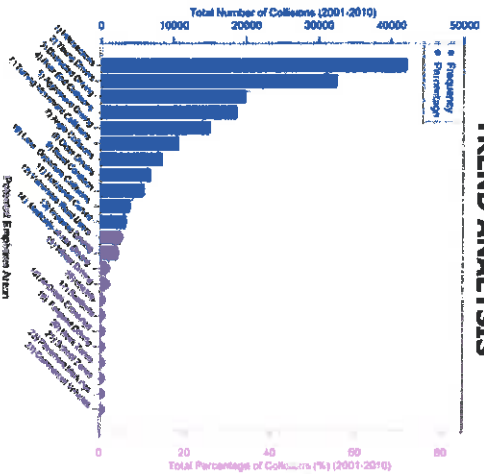
- Male Drivers: 50%; 12,415
- Female Drivers: 41%; 10,215

Emphasis Area and Target Goal Selection Process

1) Review emphasis areas in existing TSAPs

- Federal-level TSAP (CCMTA (2011))
- Provincial-level TSAP (Saskatchewan (2010), Alberta (2006), British Columbia (2010))
- Municipal-level TSAP (Burlington (2006), Edmonton (2007), Grande Prairie (2011), Hamilton (2009), New Westminster (2007), Ottawa (2011), Red Deer (2007), Strathcona County (2008) and North Vancouver (2010))
- AASHTO's TSAP (AASHTO (2005))

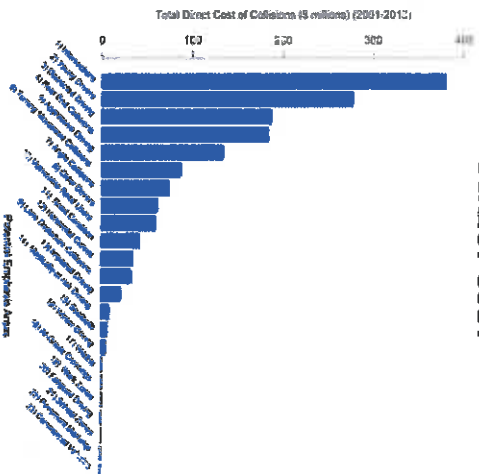
TREND ANALYSIS



The 13 potential emphasis areas with 2% or more of the total collisions are:

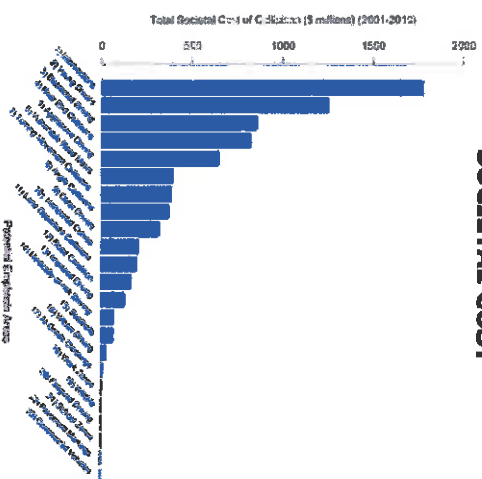
1. Intersections (60%)
2. Young Drivers (28%)
3. Distracted Driving (28%)
4. Rear End Collisions (27%)
5. Aggressive Driving (21%)
6. Turning Movement Collisions (15%)
7. Angle Collisions (12%)
8. Older Drivers (10%)
9. Road Condition (9%)
10. Lane Departure Collisions (6%)
11. Horizontal Curves (5%)
12. Vulnerable Road Users (4%)
13. Impaired Driving (3%).

DIRECT COST



- Intersections: \$380.52 million
- Young Drivers: \$277.90 million

SOCIETAL COST

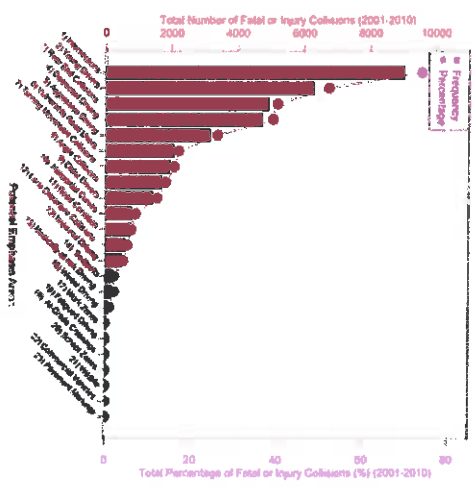


- Intersections: \$1.78 billion
- Young Drivers: \$1.25 billion

Emphasis Area and Target Goal Selection Process (Cont'd)

- 2) Consider various collision configurations and contributing factors in SGR's collision database as potential emphasis areas.
- 3) Investigate the number of total and FI collisions for each potential emphasis area.
- 4) Estimate and compare the direct and societal costs for each potential emphasis area.
- 5) Communicate and compare the direct and societal costs for each potential emphasis area.
- 6) Adopt "Vision Zero" approach (zero fatal or injury collisions over long term period) to determine target goal.

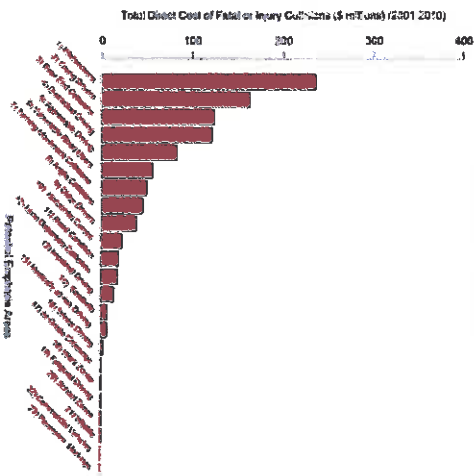
TREND ANALYSIS



The 13 potential emphasis areas that are greater than 2% of FI collisions are as follows:

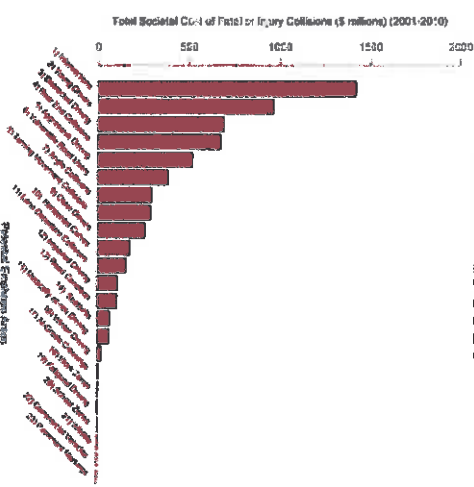
1. Intersections (7.4%)
2. Young Drivers (5.2%)
3. Rear End Collisions (4.0%)
4. Distracted Driving (3.9%)
5. Aggressive Driving (2.6%)
6. Vulnerable Road Users (1.7%)
7. Turning Movement Collisions (1.6%)
8. Angle Collisions (1.4%)
9. Older Drivers (1.2%)
10. Horizontal Curves (7%)
11. Road Condition (6%)
12. Lane Departure Collisions (5%)
13. Impaired Driving (4%).

DIRECT COST



- Intersections: \$235.95 million
- Young Drivers: \$163 million

SOCIETAL COST



- Intersections: \$1.42 billion
- Young Drivers: \$967.01 million



Saskatoon's Emphasis Areas and Target Goals (Vision Zero)

Emphasis Area #1: Aggressive Driving

- Aggressive Driving collisions stem from driver's frustration with congested roads. Saskatoon is one the fastest growing cities in Canada and congestion is likely increasing.
- Ranked Fifth in terms of total collisions (21%) and fatal or injury collisions (26%).
- Target Goal: 10% reduction by 2017 (equivalent to 34 fewer fatal or injury aggressive driving collisions).

Emphasis Area #2: Distracted Driving

- The use of new communication technologies, such as handset devices, is a fast growing safety problem in Saskatoon.
- Ranked Third in terms of total collisions (28%) and Fourth in terms of fatal or injury collisions (39%).
- Target Goal: 10% reduction by 2017 (equivalent to 46 fewer fatal or injury distracted driving collisions).

Emphasis Area #3: Impaired Driving

- Although the number of impaired driving collisions is small, the consequences are severe, and public demand for action is very high.
- Ranked Thirteenth in terms of total collisions (3%) and fatal or injury collisions (4%).
- Target Goal: 10% reduction by 2017 (equivalent to 5 fewer fatal or injury impaired driving collisions).

Emphasis Area #4: Intersections

- Far more collisions occur at intersections than on road segments.
- Ranked First in terms of total collisions (60%) and fatal or injury collisions (74%).
- Target Goal: 10% reduction by 2017 (equivalent to 91 fewer fatal or injury collisions at intersections).

Emphasis Area #5: Older Drivers

- Saskatoon's population is aging. Potential safety issues relating to older drivers need to be considered.
- Ranked Eighth in terms of total collisions (10%) and Ninth in terms of fatal or injury collisions (12%).
- Target Goal: 10% reduction by 2017 (equivalent to 13 fewer fatal or injury collisions involving older drivers).

Emphasis Area #6: Vulnerable Road Users

- Although the number of vulnerable road user collisions is relatively small, the consequences of these collisions are very severe.
- Ranked Twelfth in terms of total collisions (4%) and Sixth in terms of fatal or injury collisions (74%).
- Target Goal: 10% reduction by 2017 (equivalent to 20 fewer fatal or injury collisions involving vulnerable road users).

Emphasis Area #7: Young Drivers

- Young people are involved in many collisions related to the selected emphasis areas, e.g., distracted driving and impaired driving.
- Ranked Second in terms of total collisions (46%) and fatal or injury collisions (52%).
- Target Goal: 10% reduction by 2017 (equivalent to 60 fewer fatal or injury collisions involving young drivers).

Safety Strategies/Programs

Education

Strategy/Program	ID	Title	Description	Stakeholders	Emphasis Areas							No. of Emphasis Areas Involved
					#1: Aggressive Driving	#2: Distracted Driving	#3: Impaired Driving	#4: Intersections	#5: Older Drivers	#6: Vulnerable Road Users	#7: Young Drivers	
1		Awareness Campaigns using Multimedia and Community Newsletters	Local broadcasting channels (radio, TV, community newsletters, CAA articles, etc.) create and promote awareness.	COS TSC, Radio and TV Stations, SGI	Enhance	Enhance	Enhance	Enhance	Enhance	Enhance	Enhance	7
2		Awareness Campaigns using Social Media and Various Organizations' Homepages	Popular social media (e.g., Facebook) and stakeholders' homepages (e.g., COS, SPS) can be used to create and promote awareness.	COS, SGI, SPS	Enhance	Enhance	Enhance	Enhance	Enhance	Enhance	Enhance	6
3		Educational Activities targeted at High Schools	Traffic safety themed activities can be designed for high school students. These activities can be coordinated and promoted by Saskatoon School Board of Education.	SBOE, SGI	Introduce	Introduce	Introduce			Introduce	Introduce	5
4		Message Boards	Billboards or changing message signs create and promote awareness, and advise drivers of safety issues and associated regulations and fines.	COS TSC, SGI	Enhance	Enhance	Enhance			Enhance	Enhance	4
5		Awareness Week	An awareness week can be used to create and promote awareness.	COS TSC, SGI	Introduce	Introduce	Enhance					3
6		Robover Simulator Demonstrators at High Schools	SGI demonstrates its rollover simulator at Saskatoon high schools to emphasize the safety benefits of seatbelts in severe rollover collisions.	SBOE, SGI							Enhance	1
7		Smartphone Apps	Smartphone apps can be used to create and promote awareness. For example, SGI's Safe Ride App provides information on taxis, designated driving services, etc.	SGI			Enhance					1

Enhance: Expand and improve existing program(s)
Introduce: Create new program(s)

Safety Strategies/Programs Education (Cont'd)

Strategy / Program ID	Title	Description	Stakeholders	Emphasis Areas							No. of Emphasis Areas Involved	
				#1: Aggressive Driving	#2: Distracted Driving	#3: Impaired Driving	#4: Intersections	#5: Older Drivers	#6: Vulnerable Road Users	#7: Young Drivers		
8	Operation Red Nose (ORN)	Operation Red Nose (ORN, operationrednose.com) is a national road safety campaign focused on reducing impaired driving during holiday periods. ORN volunteers to drive impaired or tired people and their vehicles home from parties, events, etc. 55 Alive is a free six-hour course that educates older drivers about how the physical changes of aging can affect driving, and explains how older drivers with, for example, compromised vision or hearing, can adapt to adverse road and weather conditions. At least 12 participants are required in each class.	SGI			Enhance						1
9	55 Alive (Mature Driver Course)		Saskatchewan Safety Council, SGI			Enhance		Enhance				1



Safety Strategies/Programs Enforcement

Strategy/Program ID	Title	Description	Stakeholders	Emphasis Areas							No. of Emphasis Areas Involved
				#1: Aggressive Driving	#2: Distracted Driving	#3: Impaired Driving	#4: Intersections	#5: Older Drivers	#6: Vulnerable Road Users	#7: Young Drivers	
1	Selective Enforcement Programs	Selective enforcement programs may use highly visible and/or invisible law enforcement. Collision maps can be used to select the program's locations/times.	SGI, SPS	Enhance	Enhance	Enhance	Enhance		Enhance	Enhance	6
2	Highly Visible Enforcement (HVE)	Liquor enforcement team (LET) officers provide highly visible enforcement (HVE) within and around drinking establishments to continually reinforce the message that impaired drivers will be stopped and arrested.	SPS			Enhance					1
3	Report Impaired Drivers (RID) Program	The RID program is a new road safety initiative that encourages residents to call 911 to report a suspected impaired driver. RID allows the public to assist law enforcement in finding and removing impaired drivers from the roads. RID also serves as a warning to impaired drivers that many eyes are watching them.	COS TSC, SGI			Enhance					1
4	High Collision Intersection Enforcement	Saskatoon police officers have been focusing on enforcement at intersections considered high-risk from past collision statistics. An intersection collision map can be used to select the target intersections/times.	SPS				Enhance				1



Safety Strategies/Programs Enforcement (Cont'd)

Strategy/Program ID	Title	Description	Stakeholders	Emphasis Areas							No. of Emphasis Areas Involved	
				#1: Aggressive Driving	#2: Distracted Driving	#3: Impaired Driving	#4: Intersections	#5: Older Drivers	#6: Vulnerable Road Users	#7: Young Drivers		
5	Multi Agency Seat Belt Team (MASTeam) Seatbelt Checkstops	The MASTeam program focuses on seatbelt enforcement. Enforcement agencies throughout Saskatchewan conduct stopchecks to enforce seatbelt use. To target young drivers, a Young driver collision map can be used to select the program's locations/times.	SPS								Enhance	1



Safety Strategies/Programs Engineering

Strategy/Program ID	Title	Description	Stakeholders	Emphasis Areas							No. of Emphasis Areas Involved
				#1: Aggressive Driving	#2: Distracted Driving	#3: Impaired Driving	#4: Intersections	#5: Older Drivers	#6: Vulnerable Road Users	#7: Young Drivers	
1	Improved Road Surface Friction/Winter Maintenance	Winter maintenance programs (e.g., sanding and snowplowing) improve road surface friction on high speed roadways and high classification roadways (e.g., Circle Drive and major/major arterials).	COS, SGI	Enhance			Enhance	Enhance		Enhance	4
2	Clearview Street Signs	Street name signs that use the Clearview font and larger street name plates are designed to help drivers to find their route, choose their lane, etc. and thus negotiate the intersection more safely and more easily.	COS				Introduce	Introduce		Introduce	3
3	Well Maintained Pavement Markings	Missing and faded pavement markings (crosswalks, lane markings, lane ending indicators, etc.) at/near City Intersections are maintained throughout the year to ensure good visibility. Clear markings are important at all intersections, but may be especially important at locations screened as high collision locations.	COS				Enhance	Enhance		Enhance	3
4	Improved Traffic Signal Operation	Traffic signal phasing at high collision intersections. Possible countermeasures include providing a protected left-turn signal phase, prohibiting left-turns, and extending the yellow, green, or red signal phase as appropriate.	COS	Enhance			Enhance		Enhance		3



Safety Strategies/Programs Engineering (Cont'd)

Strategy/Program ID	Title	Description	Stakeholders	Emphasis Areas							No. of Emphasis Areas Involved
				#1: Aggressive Driving	#2: Distracted Driving	#3: Impaired Driving	#4: Intersections	#5: Older Drivers	#6: Vulnerable Road Users	#7: Young Drivers	
5	Professional Engineering Projects Designed to Improve Surface Infrastructure (e.g., In-service road safety review projects)	In-service safety review projects can be conducted at selected intersections to determine engineering countermeasures that will improve the surface infrastructure. Typical engineering countermeasures include adding exclusive left/right turn lanes, installing advanced signal change warning signs, etc. An intersection collision map can be used to select target intersections for In-service road safety review projects.	COS, SGI				Enhance		Enhance		2
6	Red Light Cameras	Red light cameras are installed at high collision intersections.	COS, SGI	Enhance			Enhance				2
7	Engineering Projects that help to reduce Peak Period Congestion	Certain types of aggressive driving (e.g., speeding and unsafe lane changing) are known to stem from drivers' frustration with congested roads. COS's various surface infrastructure projects are designed to reduce congestion on the road network and can therefore help to reduce aggressive driving.	COS	Enhance							1
8	Changeable Message Signs	Changeable message signs are installed at locations where aggressive driving is leading to collisions. The signs may also be used to advise road users of adverse weather and road conditions.	COS TSC, SGI	Enhance							1
9	Speed Reader Boards	Speed reader boards are installed at locations where aggressive driving is leading to collisions. The signs show each driver his or her speed.	COS TSC, SGI	Enhance							1

Safety Strategies/Programs Engineering (Cont'd)

Strategy/Program ID	Title	Description	Stakeholders	Emphasis Areas							No. of Emphasis Areas Involved	
				#1: Aggressive Driving	#2: Distracted Driving	#3: Impaired Driving	#4: Intersections	#5: Older Drivers	#6: Vulnerable Road Users	#7: Young Drivers		
10	Photo Radar Technology	SGI has been considering expanding the use of photo radar technology in Saskatchewan from work zones (as at present) to other roadways. The program would need public support and a Cabinet decision.	SGI	Introduce								1
11	Roadway Safety Improvements to reduce the Likelihood and Severity of Collisions	Numerous engineering countermeasures can help to reduce the problem of distracted driving: advance stop signs, advance signing for lane closures, larger and more reflective signage, installation of medians, removal of obstacles, and improved lane marking and delineation of curbs.	COS, SGI		Enhance							1
12	Countdown Pedestrian Signals	Pedestrian signals with countdown timers inform pedestrians how many seconds remain for crossing. The countdown timers may be visual only, or visual and audible.	COS									1
13	Bicycle Lane Connectivity (i.e., continuous right-of-way for bicyclists) and Bicycle Friendly Facilities	Bicycle lane connectivity can be provided where possible. During surface infrastructure improvement, raised/exclusive bicycle lanes (rather than curb side bicycle lanes) can be considered to maximize bicyclists' safety.	COS									1
14	Winter Maintenance of Transit Facilities	Bus stops where access is impeded by snow, ice or broken pavement are identified, and COS can be informed of these problems by Saskatoon Transit so that the problems can be addressed quickly.	COS, Saskatoon Transit									1



Safety Strategies/Programs Engineering (Cont'd)

Strategy / Program ID	Title	Description	Stakeholders	Emphasis Areas							No. of Emphasis Areas Involved
				#1: Aggressive Driving	#2: Distracted Driving	#3: Impaired Driving	#4: Intersections	#5: Older Drivers	#6: Vulnerable Road Users	#7: Young Drivers	
15	Accessible Pedestrian Signals (APS)	APS communicate information in non-visual formats (e.g., audio). Sidewalks can be added to old neighbourhoods with missing sidewalks, or upgrade sidewalks.	COS, SGI								1
16	Sidewalk Retrofit	Sidewalks can be added to old neighbourhoods with missing sidewalks, or upgrade sidewalks.	COS, SGI								1
17	Accessibility Ramps	Create access by adding curb ramps on street corners.	COS, SGI								1

Safety Strategies/Programs Legislation

Strategy/Program ID	Title	Description	Stakeholders	Emphasis Areas							No. of Emphasis Areas Involved		
				#1: Aggressive Driving	#2: Distracted Driving	#3: Impaired Driving	#4: Intersections	#5: Older Drivers	#6: Vulnerable Road Users	#7: Young Drivers			
1	Work Zone Regulation	Impose tougher fines on motorists who do not reduce their speed when driving in construction zones when workers are present.	COS, SGI	Introduce					Introduce				3
2	Driver Improvement Program	Drivers are assigned demerit points every time they are convicted of a traffic offence related to aggressive driving. In Saskatchewan, drivers are currently assigned 4 demerit points for running a stop sign, and 1 demerit point for exceeding the speed limit.	SGI	Enhance									1
3	Administrative Licence Suspension Program (a.k.a. Immediate Roadside Prohibition (IRP) Program)	The licence suspension program is applied at the roadside to drivers with 0.08 BAC. Saskatchewan has various driver licence suspension programs. The sanctions vary with the driver's offence and include 90-day administrative suspensions, roadside suspensions, statutory suspensions, and criminal code suspensions.	SGI, SPS			Enhance							1
4	Ignition Interlocks Program (IIP)	An Ignition Interlock is an alcohol testing device connected to the ignition and power systems of a vehicle. It prevents an alcohol impaired driver from starting the vehicle. In Saskatchewan, drivers who are convicted of impaired driving, who drive over 0.08 BAC, or who refuse to take a breath test are eligible for the IIP.	SGI			Enhance							1



Safety Strategies / Programs Legislation (Cont'd)

Strategy / Program ID	Title	Description	Stakeholders	Emphasis Areas							No. of Emphasis Areas Involved
				#1: Aggressive Driving	#2: Distracted Driving	#3: Impaired Driving	#4: Intersections	#5: Older Drivers	#6: Vulnerable Road Users	#7: Young Drivers	
5	Driver Evaluation Program (DEP)	DEPs monitor drivers who have medical conditions that may affect their ability to drive. GDL programs are designed to ensure that young drivers' exposure to higher levels of risk increases incrementally as the drivers gain more experience driving. The details of such programs vary. SGI is considering toughening the current GDL program.	SGI						Enhance		1
6	Graduated Driver Licensing (GDL) Program		SGI							Enhance	1





STANDING POLICY COMMITTEE ON TRANSPORTATION

Communications to Council – Ilsa Arnesen – December 3, 2013 Pedestrian Safety – 20th Street between Avenues M and P

Recommendation of the Committee

That an Active Pedestrian Corridor located at 20th Street and Avenue N be installed.

History

At the September 15, 2014, Standing Policy Committee on Transportation meeting, a report of the General Manager of Transportation and Utilities was considered regarding the above matter.

Attachment

Report of the General Manager, Transportation & Utilities Department (File CK. 6150-1)

Communications to Council – Ilsa Arnesen – December 3, 2013

Pedestrian Safety – 20th Street between Avenues M and P

Recommendation

That the Standing Policy Committee on Transportation recommend to City Council:
That an Active Pedestrian Corridor located at 20th Street and Avenue N be installed.

Topic and Purpose

The purpose of this report is to address the pedestrian safety crossing located at 20th Street between Avenue M and Avenue P.

Report Highlights

1. A review of pedestrian activity along 20th Street near Avenue N South was completed.
2. Installation of an Active Pedestrian Corridor at 20th Street and Avenue N is recommended.

Strategic Goal

This report supports the Strategic Goal of Moving Around by optimizing pedestrian safety and the flow of people and goods in and around the city.

Background

City Council, at its meeting January 20, 2014, considered a letter from Ilsa Arnesen regarding the safety of pedestrians on 20th Street between Avenues M and P. City Council passed a motion that the information be received and that the matter be referred to the Administration for a further report, including the feasibility of curb bulbing.

Report

Pedestrian Study Results

Pedestrian studies were conducted along 20th Street to determine pedestrian usage. Subsequently, warrant analysis was completed to assess the appropriateness of installing an Active Pedestrian Corridor or a Pedestrian Actuated Signal. Details on the data collection and warrant analysis are provided in Attachment 1.

The result of the studies indicated:

- All crosswalk locations are being used by pedestrians;
- The Avenue M crossing is commonly used by pedestrians going to the transit stop;
- The Avenue N crossing is commonly used by pedestrians going to school; and
- The Avenue O crossing is commonly used by pedestrians going to school and transit stops.

Currently, Pedestrian Actuated Signals are installed at Avenue M and Avenue O. The crossing at Avenue N is unmarked.

A Pedestrian Actuated Signal is typically not coordinated with the traffic signal timing and activates when the button is pushed by a pedestrian (light turning red to cross) with a waiting time of approximately 1 – 2 minutes. In the case where a second pedestrian pushes the button right after activation, the waiting time is longer which can possibly lead to a pedestrian crossing prior to the signal change.

The results of the warrant analysis indicate that:

- No device is warranted at Avenue M
- An Active Pedestrian Signal is warranted at Avenue N
- An Active Pedestrian Signal is warranted at Avenue O

An Active Pedestrian Signal utilizes amber flashing beacons to notify motorists that a pedestrian is at the crosswalk and intending to cross.

Enhanced Pedestrian Crossing at Avenue O

The Administration is recommending the installation of an additional Active Pedestrian Corridor at Avenue N and 20th Street leaving the current pedestrian devices at Avenue O and Avenue M.

Advantages of the Active Pedestrian Corridor:

- The device flashes immediately with no waiting time for the pedestrians.
- Pedestrians can proceed to cross once vehicles have stopped.
- When a second pedestrian comes along a second later and activates the light, the device will flash immediately.
- The device will remain dormant through the day until the pedestrian activates the device.

A curb extension is not recommended at Avenue N as typically this type of traffic calming device is used for mid-block locations, directly in front of schools, or on residential streets such as local and collector roads. In addition, City Council recently approved the installation of a reduced speed school zone on 20th Street which will encompass Avenue N. The school zone will then perform as a traffic calming measure.

Options to the Recommendation

- Move the pedestrian actuated signal at Avenue O to Avenue N and install a zebra crossing at Avenue O. This is not recommended as the pedestrian activity at Avenue O also warrants enhanced crossings.
- Installation of an additional Pedestrian Actuated Signal at Avenue N is feasible but not recommended as the option will disrupt traffic flow along 20th Street. Avenue O and Avenue M currently have Pedestrian Actuated Signals, and if all three signals are activated at once, the traffic flow will be disrupted. In addition,

pedestrians will have a longer wait time to cross via a Pedestrian Actuated Signal.

Public and/or Stakeholder Involvement

On May 22, 2014, a public meeting was held with representatives from the St. Mary’s Education and Wellness Centre, area residents, and the Community Association to discuss their concerns and ideas regarding pedestrian safety along 20th Street.

Residents were able to share their input on the website shapingsaskatoon.ca. All input supported the expansion of the school speed zone onto 20th Street including the recently approved school zone expansion.

Communication Plan

Transportation will notify all stakeholders of the outcome of the review, including representatives of St. Mary’s Education and Wellness Centre and the Community Association. Additionally, area residents will be notified of the active pedestrian corridor recommendation by flyers and via the website shapingsaskatoon.ca. All communications with area residents will advise of approximate timelines for implementation.

Policy Implications

The recommendation to install an Active Pedestrian Corridor is in accordance with Policy C07-018, Traffic Control at Pedestrian Crossings.

Financial Implications

The cost to install the Active Pedestrian Corridor is approximately \$40,000. A budget submission has been made for 2015 within Capital Project #0637 – Traffic Safety.

Budgeted	Unbudgeted	Capital	Operating	Non-Mill Rate	External Funding
	X	\$40,000			

Other Considerations/Implications

There are no, environmental, privacy or CPTED considerations or implications.

Due Date for Follow-up and/or Project Completion

If approved, the Active Pedestrian Corridor will be installed in 2015.

Public Notice

Public Notice pursuant to Section 3 of Policy No. C01-021, Public Notice Policy, is not required.

Attachment

1. Pedestrian Safety Review – Crossing 20th Street between Avenues M and P

Report Approval

Written by: Shirley Matt, Traffic Management Engineer, Transportation
Reviewed by: Angela Gardiner, Director of Transportation
Approved by: Jeff Jorgenson, General Manager, Transportation & Utilities
Department

TRANS JN – CC-Ilsa Arnesen-December 3, 2013 – Pedestrian Safety – 20th Street between Avenue M and P.docx



STANDING POLICY COMMITTEE ON TRANSPORTATION

Partnership with Saskatchewan Government Insurance

Recommendation of the Committee

1. That the City of Saskatoon and Saskatchewan Government Insurance enter a formal agreement regarding collaborating on delivering cost-effective road safety projects within the City of Saskatoon; and
2. That the City Solicitor prepare the appropriate agreement and that His Worship the Mayor and the City Clerk be authorized to execute the agreement under the Corporate Seal.

History

At the September 15, 2014, Standing Policy Committee on Transportation meeting, a report of the General Manager of Transportation and Utilities was considered regarding the above matter.

Attachment

Report of the General Manager, Transportation & Utilities Department (File CK. 6320-1)

Partnership with Saskatchewan Government Insurance

Recommendation

That the Standing Policy Committee on Transportation recommend to City Council:

1. That the City of Saskatoon and Saskatchewan Government Insurance enter a formal agreement regarding collaborating on delivering cost-effective road safety projects within the City of Saskatoon; and
2. That the City Solicitor prepare the appropriate agreement and that His Worship the Mayor and the City Clerk be authorized to execute the agreement under the Corporate Seal.

Topic and Purpose

The purpose of this report is to inform City Council on how the Saskatchewan Government Insurance (SGI) and the City of Saskatoon currently collaborate, and receive authorization to execute the agreement.

Report Highlights

A formal agreement is proposed between the City of Saskatoon and SGI that will establish cooperation, recognize individual and joint rights, and identify responsibilities and authorities in working collaboratively on traffic safety projects.

Strategic Goal

This report supports the Strategic Goal of Moving Around by providing the safety of all road users (pedestrians, cyclists, and drivers) and helps provide a great place to live, work, and raise a family.

Background

Currently the City of Saskatoon and SGI collaborate on many initiatives in an ad-hoc fashion, samples of which include the following:

- Development of the Traffic Safety Action Plan.
- Identification of road improvement projects that mutually benefit the City of Saskatoon and SGI.
- Determine the percentage of the cost of projects apportioned to the City of Saskatoon and SGI.
- Monitor the development and completion of the project.
- SGI periodically provides traffic collision data and information that significantly benefits Transportation's engineering assessments and solution identification.

In the past, SGI has provided funding for improvements to infrastructure to improve the safety on the transportation network. These projects were typically one-off without a formal plan for working together.

Report

Partnership Agreement

In order to formalize the working arrangement currently enjoyed by the City of Saskatoon and SGI, and to maximize the benefits gained by collaboration on transportation improvement projects, a formal agreement is proposed. This agreement will:

- Establish cooperation;
- Recognize individual and joint rights; and
- Identify responsibilities and authorities.

The following guiding principles will form the environment of the collaboration:

- Ongoing communication and sharing of information in a regular and timely fashion, while upholding confidentiality requirements.
- Exploration and implementation of innovative solutions with an outcome that provides the ability to measure return on investment.
- Commitment to a responsive and respectful Information Sharing Agreement that improves road safety issues and concerns through joint prioritization and delegation of responsibilities and tasks; joint decision-making processes; and an understanding of expectations, timelines, and concerns of each partner.

A formal agreement between the City of Saskatoon and SGI will allow both parties to better plan and budget for upcoming projects, as opposed to addressing individual projects on an ad-hoc basis.

Public and/or Stakeholder Involvement

There is no Public and/or Stakeholder involvement.

Communication Plan

A joint SGI – City of Saskatoon news release will be released announcing the formalization of the partnership.

Financial Implications

The Traffic Safety Reserve funds traffic safety related programs and projects throughout the City and will be used to fund the City's portion of the project in the future. No new funding source is being requested at this time.

Environmental Implications

Infrastructure improvement projects are expected to have positive greenhouse gas emissions implications, as they tend to reduce total vehicle mileage in an area by reducing speeds and improving conditions for walking, cycling and transit use.

By improving the safety of streets, the choice by residents to walk and bicycle will be promoted.

Other Considerations/Implications

There are no other options, policy, privacy, or CPTED implications or considerations.

Due Date for Follow-up and/or Project Completion

An annual renewal of the agreement will be required, and a report will be provided to City Council.

Public Notice

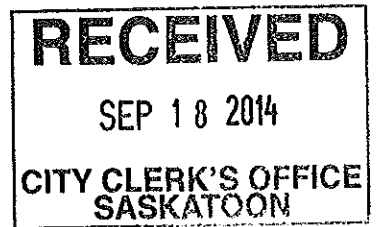
Public Notice pursuant to Section 3 of Policy No. C01-021, Public Notice Policy, is not required.

Report Approval

Written by: Justine Nyen, Traffic Safety Engineer, Transportation
Reviewed by: Angela Gardiner, Director of Transportation
Approved by: Jeff Jorgenson, General Manager, Transportation & Utilities
Department

TRANS JN - Partnership with Saskatchewan Government Insurance.docx

From: CityCouncilWebForm
Sent: Thursday, September 18, 2014 6:20 AM
To: City Council
Subject: Write a Letter to City Council



TO HIS WORSHIP THE MAYOR AND MEMBERS OF CITY COUNCIL.

FROM:

Daniel Ethier
704D Hilliard Street W
Saskatoon, Saskatchewan
S7M 0G3

EMAIL ADDRESS:

danielethier88@gmail.com

COMMENTS:

I am just sending this message to indicate my displeasure with the city's decision to install more cameras around the city to ticket drivers for driving over the speed limit. Studies have shown that speeding is not the biggest cause of accidents, yet you think that the proper thing to do is to install cameras and make criminals out of people who even accidentally go 1 km over the speed limit? It is ludicrous and clearly a cash grab on the city's part as well in conjunction with the police. It's especially irritating considering that little actual work is being done to reduce traffic and innocent drivers are being saddled with the bill. Don't even get me started on the atrocious conditions for cyclists and the deplorable parking situation Downtown. Rest assured, I will not be voting for the Mayor or the incumbent of my ward in the next election if this ignorant behaviour continues.



STANDING POLICY COMMITTEE ON TRANSPORTATION

Pavement and Sidewalk Preservation Update

Recommendation of the Committee

That the Standing Policy Committee on Transportation submit the report of the General Manager, Transportation & Utilities to City Council for information.

History

At the September 15, 2014, Standing Policy Committee on Transportation meeting, a report of the General Manager of Transportation and Utilities was considered regarding the above matter.

Attachment

Report of the General Manager, Transportation & Utilities Department (Files CK. 6315-1, CS. 6315-1, CS. 1500-1)

2015 Pavement and Sidewalk Preservation Update

Recommendation

That the information be received.

Topic and Purpose

The purpose of this report is to advise Council that the Administration will be bringing forward, as part of the 2015 budget package, a dedicated road levy tax increase of 2.92%. This will be the second year of a three-year phase in to build the annual investment base into road and sidewalk preservation.

Report Highlights

1. Continuation of the three-year phased-in dedicated tax increase is part of the City's strategy to increase core funding for roadway and sidewalk investment.
2. This continued investment is required in order to sustain a program of similar size to 2014.

Strategic Goals

The report supports the Strategic Goals of Continuous Improvement, Asset and Financial Sustainability, Quality of Life, and Moving Around.

Background

In August of 2013, City Council considered three reports pertaining to funding adjustments for roadway and sidewalk preservation and operations. A 4.23% dedicated tax levy was ultimately approved for the 2014 budget, of which 2.92% was dedicated to roadway and sidewalk preservation and the remaining 1.37% was dedicated to sweeping, pothole, and snow program enhancements. Attachment 1 is the Roadway Financial Management Strategy report considered in August of 2013.

Report

A significant funding increase for roadway and sidewalk preservation in 2014 resulted in a program roughly twice as large as previous year's programs. A total of \$25.25 Million was allocated, compared with \$13.56 Million the previous year. 2014 funding is more than five-times the 2011 funding level.

The 2014 program was made possible by the 2.92% property tax increase dedicated to roadway and sidewalk preservation, combined with a significant base funding increase and a one-time capital contribution of \$9 Million made possible by land development dividends. The 2014 program will result in more than 180 lane-kilometres of roadway being treated.

In order to continue the roadway and sidewalk preservation investment at current levels, two more years of phase-in are required for the 2.92% dedicated tax increase. This increase is in addition to any increase required to sustain existing civic operations.

The Administration believes that the 2014 Roadway and Sidewalk Preservation programs have been well received by the citizens of Saskatoon. Many operational changes were included in addition to the significant increase in funding, including 24/7 work for major road renewal projects, and the Building Better Roads communications system to keep the public apprised as programs were implemented. Although the full impact on public perception of the 2014 program will not be known until the results of the next Civic Satisfaction Survey are known (spring of 2015), the Administration has heard many positive reports from residents on their appreciation for the significant work undertaken in 2014. As the 2014 program nears completion in October, the Administration will report more comprehensively on the various successes of the 2014 program.

The 2014 Civic Satisfaction Survey was based on phone and on-line feedback in the spring of 2014, which was after the completion of the winter programs but before the start of the 2014 Roadway and Sidewalk Preservation programs. Roads continue to remain a priority concern, with 37% of telephone respondents and 32% of online respondents reporting roads as the dominant issue.

Options to the Recommendation

City Council could choose to not implement the 2015 portion of the phase-in. This would result in a 2015 program that sees significantly fewer lane-kilometres of work than 2014, unless additional one-time funding is found.

Administration does not recommend long-term reliance on one-time funding for roadway and sidewalk preservation. Base funding is a sustainable way to maintain the City's roadway and sidewalk infrastructure.

Public and/or Stakeholder Involvement

No specific engagement activities will be undertaken with respect to the proposed 2.92% dedicated tax increase.

Communication Plan

The Building Better Roads communication approach was instrumental in keeping the public apprised of the 2014 program.

Financial Implications

The 2.92% dedicated tax increase would build the base funding for roadways to approximately \$23.1 Million in 2015. A modest amount of one-time funding will be added to this base funding to bring 2015 Roadway and Sidewalk Preservation funding to a level slightly higher than 2014, and final details will be included in the 2015 budget proposal from the Administration. The target annual funding to achieve Service Level B,

which results in a modest but steady improvement in overall roadway and sidewalk condition on an annual basis, is \$29.0 Million as presented in the 2013 reports.

Other Considerations/Implications

There are no policy, environmental, privacy, or CPTED implications or considerations.

Due Date for Follow-up and/or Project Completion

The Administration will further report on the 2014 program in October of 2014, and the formal funding request will be integrated into the Administration's 2015 recommended budget.

Public Notice

Public Notice pursuant to Section 3 of Policy No. C01-021, Public Notice Policy, is not required.

Attachment

1. Roadway Financial Management Strategy Report Considered in August of 2013.

Report Approval

Written &

Approved by: Jeff Jorgenson, General Manager, Transportation & Utilities
Department

TRANS JJ – 2015 Pavement and Sidewalk Preservation Update

TO: Secretary, Executive Committee
FROM: General Manager, Corporate Services Department
DATE: August 7, 2013
SUBJECT: Roadway Financial Management Strategy
FILE NOS: CS.6315-1 and CS.1500-1

RECOMMENDATION: that the attached Roadway Financial Management Plan be approved in principle and be forwarded to the 2014 Business Plan and Budget deliberations.

TOPIC AND PURPOSE(S)

To develop a Roadway Financial Management Strategy to maintain the City's roadway assets and to provide an agreed-upon service level for road operations.

REPORT HIGHLIGHTS

1. A financial plan has been developed to fund the existing gap for roadway assets which will meet the previously-approved service levels for paved roads, sidewalks, back lanes, and boundary roads.
2. A financial plan has also been developed to fund increased service levels including two city-wide snow clearing programs, a compressed timeline for street sweeping, and additional resources to repair potholes.

STRATEGIC GOAL(S)

This report relates to the Strategic Goal of Asset and Financial Sustainability and meets the goal of establishing levels of service for rehabilitation of assets and identifying supporting financial strategies.

REPORT

City Council has approved roadway asset service levels. Based on public input, City Council has also indicated a desire for an increase in service levels in three road-related programs: snow clearing and ice control, street sweeping and pothole repair. This report is intended to be a companion report to the following:

- Neighbourhood and Primary Roadway and Sidewalk Preservation
- Paved Roadways – Summer and Winter Operational Service Level Increases

The Administration has developed a Roadway Financial Management Strategy to address the funding gap related to the Roadway Asset Funding Gap and the operating service level increases (Attachment 1). A three-year phase-in is outlined for the asset funding gap; the phase-in period is optional. The strategy recommends the use of a dedicated property tax, however, the use of a base (flat) tax is also available. The use of a base tax is outlined in more detail under the Options section of this report.

OPTIONS TO THE RECOMMENDATION

Phase-in Period

The phase-in period can be increased to a period longer than three years.

Base Property Tax

A portion, or all, of the gap can be funded through a base or flat tax (versus using the mill rate which is an ad valorem approach to property taxes).

The authority to levy a base tax is in Section 259 of *The Cities Act*. This option can only apply to the municipal portion of the property tax. The school and library portions would continue to be levied on the ad valorem basis.

The current ad valorem tax results in the same rate of tax being applied to every dollar of fair value assessment. In other words, every dollar of residential assessment is levied the same rate of tax. An assessment of \$200,000 would be levied twice the tax of an assessment of \$100,000.

The theory behind a base tax is to charge every property a base amount "off the top". If this base tax does not raise the full levy, the difference is then raised using the ad valorem formula against all property. A case can be made for using a base tax to fund a portion of the capital cost to maintain the roadway assets as all residents and commercial/industrial businesses use the roads either through driving a vehicle, using public transit and/or taxis, accepting deliveries, etc.

Attachment 2 compares the results of using a base tax to fund the annual three-year phased-in shortfall of \$13.8 million, compared to the ad valorem system. As identified within the attachment, this shortfall results in a base tax of \$170 (\$14.17 per month) on every property. This would be phased-in over three years resulting \$56.67 in 2014, \$113.34 in 2015 and \$170.00 in 2016.

The City uses Effective Tax Rates (ETR) as a means to compare the taxes between properties with the same assessed value in different property classes. The effective tax rate is calculated by dividing the taxes by the assessed value. Currently, the ETR is the same for all properties within the same class. Using a mix of ad valorem and base tax would mean the ETR would vary by property class, as well as by assessed value. The result would be that properties within the same property class would have different effective tax rates and that a lower valued property would have a higher ETR than a property with a higher value.

Presently, the City uses the ETR as a means to manage the tax ratio between commercial and residential properties. Using a base tax would impact this ratio. As a result, the ratio could only be maintained on the non-base portion, and the ETR would no longer be an accurate indicator of relative taxes between these two property classes.

If this option is of interest, a further report outlining the implementation details will be provided.

Local Improvement

In past reports, your Administration has suggested local improvements as a funding option for sidewalk replacement. This option results in the City borrowing funds with the residents benefiting from the improvement repaying the debt over approximately 25 years. The repayment is included on the property tax bill; however, the debt is also included within the City's overall debt limit.

POLICY IMPLICATIONS

The Cities Act provides cities with the ability to calculate taxes using mill rates and mill rate factors multiplied by taxable assessment. The *Act* also provides the option to use a base tax, a minimum tax, or a special tax. A special tax can only be used to pay for a specific service that will be completed within the taxation year.

FINANCIAL IMPLICATIONS

The Roadway Financial Management Strategy requires a property tax increase; however, the specific impact is dependent upon the phase-in period selected.

PUBLIC AND/OR STAKEHOLDER INVOLVEMENT

The 2013 Civic Services Survey is conducted annually to obtain citizen feedback on a variety of civic issues. The City uses the information during its planning cycle as input into program or service changes and budget decisions, in an attempt to meet the program and service needs of the citizens of Saskatoon.

The condition of streets continues to be the most frequently mentioned priority issue facing the City today (36% among telephone respondents and 31% of online respondents). As with last year, it should be noted that the survey takes place in the spring when road conditions are typically at their worst.

Maintenance of major roadways and freeways in the city, ice and snow management, traffic management, planning and development of the city, and neighbourhood street maintenance are areas where the level of satisfaction with the service is lower than the level of importance.

The Roadway Financial Management Strategy has been prepared to address the priorities that citizens have identified related to roadways in Saskatoon.

COMMUNICATION PLAN

Answers to frequently asked questions will be developed and will also be posted on the City's website.

DUE DATE FOR FOLLOW-UP AND/OR PROJECT COMPLETION

The recommendation is to refer this to the 2014 Business Plan and Budget deliberations to ensure that this matter is not dealt with outside the normal budgeting timeframe.

ENVIRONMENTAL IMPLICATIONS

There are no environmental implications and or greenhouse/gas emissions identified at this time.

PUBLIC NOTICE

Public Notice pursuant to Section 3 of Policy No. C01-021, Public Notice Policy, is not required.

ATTACHMENTS

1. Investing in the Roads to Continued Prosperity - Roadway Financial Management Strategy.
2. Base Tax versus Ad Valorem Tax.

Reviewed by: Jeff Jorgenson, General Manager
Utility Services Department

Written and
approved by: “Marlys Bilanski”
Marlys Bilanski, General Manager
Corporate Services Department
Dated: Aug. 8, 2013

Approved by: “Murray Totland”
Murray Totland, P. Eng., MBA
City Manager
Dated: Aug. 8, 2013

RoadwayFinancialManagementStrategy.doc

Investing in the Roads to Continued Prosperity



Roadway Financial
Management Strategy

 **City of
Saskatoon**

August 7, 2013

Introduction

The roadway infrastructure within the City of Saskatoon has been continuing to deteriorate based on insufficient funding levels. Condition assessments are conducted periodically and the existing funding has been allocated to ensure the dollars are used in a way that slows the deterioration.

City Council approved a number of roadway capital asset service levels in 2012; however, current funding levels do not meet this level.

Increases are included in the annual budget; however, these have only partially offset inflation and as a result, the existing funding gap continues to grow. Progress has begun and a number of significant funding changes have been introduced over the past few years, including:

- In 2010, City Council approved a phased-in plan to fully fund the back lane capital program by increasing the annual tax-supported funding level by \$300,000 until 2016.

- The 2013 Budget introduced a property tax increase of \$1,967,300 (1.25% increase over the 2012 tax base) dedicated specifically to paved roadways.
- Allocation of ad hoc funding, whenever opportunities arise, including allocations from neighbourhood land development profits and yearend surpluses.
- Access to the federal Infrastructure Stimulus Fund to assist in street reconstruction.

Administration has previously recommended that a 1.25% dedicated property tax increase continue until approved roadway funding targets have been met. However, this will take approximately 10 years. The Administration has clearly heard the priority that both City Council and Saskatoon's citizens have placed on the state of Saskatoon's roads. Based on this, a more aggressive funding strategy is proposed.

Roadway Assets

The Administration is responsible for evaluating the condition of the City's paved roadways and for developing an annual program to maintain them at a minimum long-term cost, with modifications based on approved funding levels. Where feasible, condition assessments are conducted on an annual basis. The assessments are used to determine condition and to develop annual capital improvement plans.

The level of service for each type of asset is defined differently. For example, the service level for water mains may be defined by the

number of service interruptions per year, for bridges it may be the Bridge Condition Index (BCI), for parks it may be the health of the vegetation. Therefore, as the level of service increases, so does the cost of maintaining the asset in the desired condition level.

In order to be able to compare apples to apples, six levels of expenditures identified by the letters A through F have been introduced, where A represents the highest level of expenditures and F represents no expenditure. Table 1 describes each level of service.

Table 1: Expenditure Service Levels

Expenditure Level	Asset Condition	Description
A	Getting Better Quickly	Sufficient expenditures to keep asset in top condition and to increase asset condition/value quickly over time.
B	Getting Better	Sufficient expenditures to keep asset in top condition and to increase asset condition/value slowly over time.
C	Maintain Assets that are in Poor Condition	Sufficient expenditures to keep asset in constant condition over time. This expenditure level applies to older assets in poor to fair condition.
D	Maintain Assets that are in Good Condition	Sufficient expenditures to keep asset in constant condition over time. This expenditure level applies to newer assets in good to excellent condition.
E	Getting Worse	Insufficient expenditures to maintain asset condition. Over time asset condition will deteriorate.
F	Getting Worse Quickly	No expenditures. Asset condition/value decreases rapidly.

Using the above criteria, City Council has approved a number of roadway asset service levels. The Administration has identified the following funding gaps for each asset class:

Table 2: Funding Gap by Asset Class (in Millions of Dollars)

Asset Class	2013 Service Level	Approved Service Level	Required Annual Funding	Existing Annual Funding	Increases included in 2014 Draft Budget	2014 Subtotal	Annual Funding Gap
Paved Roadways	Level E	Level B	\$26.20	\$8.8	\$0.45	\$9.25	\$16.95
Sidewalks	Level E	Level B	2.78	0.5	0.08	0.58	2.20
Paved Back Lanes	Level E	Level B	0.62	0.2	0.17	0.37	0.25
Gravel Back Lanes	Level A	Level A	1.03	0.9	0.13	1.03	0.00
Boundary Roads	Level E	Level D	0.41	0.0	0.00	0.00	0.41
Total Gap			\$31.04	\$10.4	\$0.83	\$11.23	\$19.81

(Based on 2013 Dollars)

To fully fund the approved service levels, additional annual funding of \$19.81 million is required. A three-year property tax increase phase-in is being recommended to address the remaining shortfall. This translates into an increase of \$6.60 million in each of 2014 through 2016.

The following outlines the annual investment in paved roadways over the past three years:

	2011	2012	2013
	in Millions of Dollars		
Annual Base Funding	\$3.77	\$5.82	\$8.80
One-time Paved Roadway Funding	0.83	4.68	4.26
Total Annual Investment	\$4.60	\$10.50	\$13.06

The three year phase-in results are outlined in Table 3.

**Table 3: Resulting Annual Investment through a Phased-In Approach
(in Millions of Dollars)**

	2013 Base Funding	2014 Draft Budget	2014	2015	2016	Investment over the next 3 years (2014 through 2016)	Investment over the next 10 years (2014 through 2023)
Paved Roadways	\$8.80	\$9.25	\$14.90	\$20.55	\$26.20	\$61.65	\$245.05
Sidewalks	0.50	0.58	1.31	2.04	2.78	6.13	25.59
Subtotal	\$9.30	\$9.83	\$16.21	\$22.59	\$28.98	\$67.78	\$270.64
Paved Back Lanes	0.16	0.37	0.45	0.53	0.62	1.60	5.94
Gravel Back Lanes	0.93	1.03	1.03	1.03	1.03	3.09	10.30
Boundary Roads	0.00	0.00	0.14	0.28	0.41	0.83	3.70
Annual Investment	\$10.89	\$11.23	\$17.83	\$24.43	\$31.04	\$73.30	\$290.58

The Administration is introducing the concept of a Neighbourhood Renewal Program. This program would fund the neighbourhood roadway and sidewalk network separately from the primary roadway and sidewalk network. This ensures an adequate portion of funding goes towards local roads and sidewalks on a yearly basis.

Restating Paved Roadways and Sidewalks from Table 3 to acknowledge neighbourhood roads and sidewalks separate and apart from the primary road and sidewalk network, and continuing with the current preservation strategy, results in the following:



**Table 4: Restated Neighbourhood and Primary Network Renewal Programs
(in Millions of Dollars)**

	2014 Draft Budget	2014	2015	2016	Investment over the next 3 years (2014 through 2016)	Investment over the next 10 years (2014 through 2023)
Neighbourhood Network Renewal Program						
Roadways	\$1.70	\$5.03	\$8.37	\$11.70	\$25.10	\$107.00
Sidewalks	0.29	0.79	\$1.29	1.78	3.86	16.32
Primary Network Renewal Program						
Roadways	7.55	9.87	12.18	14.50	36.55	138.05
Sidewalks	0.29	0.52	0.75	1.00	2.27	9.27
Annual Investment	\$9.83	\$16.21	\$22.59	\$28.98	\$67.78	\$270.64

Increased Roadway Service Levels – Street Sweeping, Pothole Repairs, and Snow Clearing

Based on communications from both City Council and the public, the Administration is recommending additional service levels be added to the 2014 budget. These include the following:

1. Increases to the street sweeping program of \$605,000. This includes the following: introduction of a “Spring Sweeping Blitz” estimated at \$175,000; a compressed Residential Area Sweep program at an estimated additional cost of \$250,000, additional summer sweeping estimated at \$20,000, and additional equipment estimated at \$160,000.
2. “Spring Pothole Blitz” program totalling \$550,000. This program will fully patch all travelled lanes in the City’s freeway, collector and arterial roads over a 2 to 3-week period and will overlay areas of large defects.
3. An increase in annual operating funding levels to supplement the existing summer pothole patching program. The 2013 operating budget includes resources for four crews. This was enhanced for two years to eight crews and a weekend crew through capital funding. This is estimated at a cost of \$500,000.
4. Additional city-wide snow clearing, with an estimated cost of \$500,000 is proposed. A snow clearing program consisting of potentially two complete city-wide clearings has been built into the 2014 draft budget.

These four service level increases total \$2.355 million and translate into a 1.50% property tax increase.

Funding Plan

Contribution from the Water/Wastewater Utilities

Deeply buried water and sewer mains adversely affect the life expectancy of the roadways above them. During construction, deep excavations are made to install water, sewer and storm sewer systems. As the infrastructure ages and repairs are made or new connections are installed, the pavement structure is further damaged.

The Administration is proposing a transfer of base funding of up to \$6 million per year from the Utility as a direct contribution towards paved roadways. This will be phased-in over three years with the first contribution in 2014 of \$2 million.

Back Lane Program

In 2010, City Council approved a funding plan for back lanes. This funding plan included an annual \$300,000 provision funded from tax revenue received from annual assessment growth funds. The 2014 preliminary budget will include a \$300,000 provision for back lanes.

Paved Roadways and Sidewalks

The City’s 2014 draft budget includes a \$450,000 additional provision for paved roadways and a \$80,000 additional provision for sidewalks, to acknowledge inflationary increases.

Dedicated Property Tax Increase (in Millions of Dollars)

As part of the 2013 Budget, City Council approved a 1.25% property tax increase dedicated specifically to roads. It is recommended that this approach be continued over the next three years to fund both the capital road program (roadway asset funding gap) and the increased service levels.

The following reconciles the annual Service Level B funding required from a dedicated tax increase:

	Required Investment (in of 2013 dollars)	\$31.04
Less:	2013 Base Funding	(10.40)
	2014 Draft Budget	(0.83)
	Contribution from Water/Wastewater Utility	(6.00)
	Dedicated Tax Increase	\$13.81
	Three Year Phase-in Requirement	\$4.60

Table 5 provides a further breakdown of the increases required by the various classes of assets, as well as the requirements for the service level increases.

Table 5: Dedicated Property Tax Increase Phase-In (in Millions of Dollars)

	2014		2015		2016	
Roadway Asset Funding Gap						
Neighbourhood Network Renewal Program	\$2.83	1.80%	\$2.83	1.80%	\$2.83	1.80%
Primary Network Renewal Program	1.55	0.98%	1.55	0.98%	1.55	0.98%
Back Lanes and Boundary Roads	0.22	0.14%	0.22	0.14%	0.22	0.14%
Subtotal	\$4.60	2.92%	\$4.60	2.92%	\$4.60	2.92%
Service Level Increases						
Enhanced Street Sweeping Program	0.60	0.38%				
Spring Pothole Blitz	0.55	0.35%				
Supplemented Summer Pothole Patching	0.50	0.32%				
Additional City-wide Snow Clearing	0.50	0.32%				
Subtotal	\$2.15	1.37%				
Total	\$6.75	4.29%	\$4.60	2.92%	\$4.60	2.92%

(Based on 2013 Dollars)

Changes to the phase-in period and any revisions to the service level increases will impact the final dollars and percentage increases as will inflation in future years.

A phased-in approach results in a continuously growing backlog. The use of one-time funding will continue to be recommended by the Administration over the next three years.



Ad Valorem Tax versus Base Tax

Fair Value	# of properties at this value	% of properties at this value	2013 Taxes			2014 Taxes: \$13.8 M added to Ad Valorem Levy					2014 Taxes: \$170 Base Tax				
			Ad Valorem Tax Levy City Portion	City ETR	City Taxes as a % of Total Taxes	Ad Valorem Tax Increase	\$ Tax Increase	% Tax Increase	City ETR	City Taxes as a % of Total Taxes	Ad Valorem Base Tax	\$ Tax Increase	% Tax Increase	City ETR	City Taxes as a % of Total Taxes
50,000	1,971	2.41%	\$233.63	0.45%	52.8%	\$243.37	\$19.74	8.76%	0.49%	54.9%	\$393.63	\$170.00	76.0%	0.79%	66.3%
75,000	598	0.73%	\$335.45	0.45%	52.8%	\$365.06	\$29.61	8.76%	0.49%	54.9%	\$505.45	\$170.00	50.7%	0.67%	62.8%
100,000	1,231	1.50%	\$447.27	0.45%	52.8%	\$486.75	\$39.48	8.76%	0.49%	54.9%	\$617.27	\$170.00	38.0%	0.62%	60.7%
150,000	4,088	5.00%	\$670.90	0.45%	52.8%	\$730.12	\$59.23	8.76%	0.49%	54.9%	\$840.90	\$170.00	25.3%	0.56%	58.4%
200,000	6,674	8.16%	\$894.53	0.45%	52.8%	\$973.50	\$78.97	8.76%	0.49%	54.9%	\$1,064.53	\$170.00	19.0%	0.53%	57.1%
250,000	12,092	14.78%	\$1,118.16	0.45%	52.8%	\$1,216.87	\$98.71	8.76%	0.49%	54.9%	\$1,288.16	\$170.00	15.2%	0.52%	56.3%
300,000	14,850	18.15%	\$1,341.80	0.45%	52.8%	\$1,460.25	\$118.45	8.76%	0.49%	54.9%	\$1,511.80	\$170.00	12.7%	0.50%	55.8%
350,000	16,640	20.33%	\$1,565.43	0.45%	52.8%	\$1,703.62	\$138.19	8.76%	0.49%	54.9%	\$1,735.43	\$170.00	10.9%	0.50%	55.4%
400,000	9,414	11.50%	\$1,789.06	0.45%	52.8%	\$1,947.00	\$157.93	8.76%	0.49%	54.9%	\$1,959.06	\$170.00	9.5%	0.49%	55.1%
450,000	5,513	6.74%	\$2,012.69	0.45%	52.8%	\$2,190.37	\$177.68	8.76%	0.49%	54.9%	\$2,182.69	\$170.00	8.4%	0.49%	54.8%
500,000	2,881	3.52%	\$2,236.33	0.45%	52.8%	\$2,433.74	\$197.42	8.76%	0.49%	54.9%	\$2,406.33	\$170.00	7.6%	0.48%	54.6%
600,000	2,675	3.27%	\$2,683.59	0.45%	52.8%	\$2,920.49	\$236.90	8.76%	0.49%	54.9%	\$2,853.59	\$170.00	6.3%	0.48%	54.3%
750,000	1,399	1.71%	\$3,354.49	0.45%	52.8%	\$3,650.62	\$296.13	8.76%	0.49%	54.9%	\$3,524.49	\$170.00	5.1%	0.47%	54.0%
1,000,000	900	1.10%	\$4,472.65	0.45%	52.8%	\$4,867.49	\$394.84	8.76%	0.49%	54.9%	\$4,642.65	\$170.00	3.8%	0.46%	53.7%
1,500,000	600	0.73%	\$6,708.98	0.45%	52.8%	\$7,301.23	\$592.26	8.76%	0.49%	54.9%	\$6,878.98	\$170.00	2.5%	0.46%	53.4%
1,900,000	309	0.38%	\$8,498.04	0.45%	52.8%	\$9,248.23	\$750.19	8.76%	0.49%	54.9%	\$8,668.04	\$170.00	2.0%	0.46%	53.3%
	81,835	100.00%													

Ad Valorem vs Base Tax.xls



STANDING POLICY COMMITTEE ON TRANSPORTATION

New Pavement Design Guidelines

Recommendation of the Committee

1. That the new pavement design guidelines as outlined in the following report be approved;
2. That the new guidelines be finalized and implemented for all development after January 1, 2015; and
3. That the Administration provide a report to Committee on warranty options and facts.

History

At the September 15, 2014, Standing Policy Committee on Transportation meeting, a report of the General Manager of Transportation and Utilities was considered regarding the above matter.

Attachment

Report of the General Manager, Transportation & Utilities Department (File CK. 6000-1)

New Pavement Design Guidelines

Recommendation

1. That the new pavement design guidelines as outlined in the following report be approved; and
2. That the new guidelines be finalized and implemented for all development after January 1, 2015.

Topic and Purpose

The purpose of this report is to provide information on the Administration's recommended new pavement design guidelines for construction of new roadways. The design guideline is based on the design procedures outlined in the American Association of State Highway and Transportation Officials (AASHTO) 1993 Guide for Design of New Pavement Structures.

Report Highlights

1. The City's current pavement design standards need to be improved in order to better accommodate existing soil conditions, water table issues and serviceability in the urban environment as Saskatoon expands, and to ensure the most cost-effective product is delivered to its citizens.
2. It is recommended by the Administration to proceed with implementing the AASHTO 1993 design methodology, supplemented with a sub-surface drainage requirement, as the City's standard for roadway design.
3. Implementing the AASHTO 1993 design standard will generally result in thicker asphalt, a sub drainage system for all new roadways, and a mandatory deferred top lift asphalt layer on local, collector and select arterial roadways with substantial utilities installed below.
4. For a typical residential roadway, there would be an increase in initial direct capital cost of approximately 14% to 43% depending on the soil and groundwater conditions.
5. For a typical paved lane, there would be an increase in initial direct capital cost of 33% to 67% depending on the soil and groundwater conditions.

Strategic Goals

Upgrading the pavement design guidelines aligns with the City's Building Better Roads plan and supports the Strategic Goals of Asset and Financial Sustainability and Moving Around.

Background

Improvement of Pavement Design Guidelines

The Administration is looking to improve the City's current pavement design standards in order to better accommodate existing soil conditions, water table issues and serviceability in the urban environment as Saskatoon expands, and to ensure the most cost-effective product is delivered to its citizens.

The Administration commissioned a study to review, compare and recommend a design methodology that would provide the City with the best, most cost-effective roads for the long term. Methodologies such as the Saskatchewan Method, AASHTO, Mechanistic Empirical Pavement Design Guide and mechanistic design methodologies were assessed and evaluated as part of the study.

The City's current design standards are based on the Saskatchewan Shell Curve design method, modified to deal with local climate and soils. This methodology is only practiced in Saskatchewan and is being used by the Saskatchewan Ministry of Highways and Infrastructure. The City of Saskatoon has been utilizing this method for over 25 years.

Reviewing the design standards is intended to address roadway issues related to moisture sensitive soils, water infiltration and increased heavy traffic during build out of neighbourhoods.

Report

The City's goal is to have an improved pavement design guide that follows a design methodology that:

- is well understood and widely used throughout North America;
- is geared towards pavement structural design for urban conditions;
- can be reviewed and checked in-house by City Staff;
- can be easily adopted well in advance for roadway design work required for the 2015 construction season; and
- offers the ability to provide additional design and rehabilitation options by utilizing non-destructive testing and analysis.

Tetra Tech EBA Inc. (Tetra Tech) was commissioned to evaluate and recommend a design methodology that would provide for the above points. The three tasks undertaken were:

1. Identify, evaluate and recommend a preferred pavement design methodology for new pavements;
2. Determine appropriate values or methods to establish the inputs and parameters required for the preferred design method; and
3. Develop a Pavement Design Guide for new pavement.

Recommended Design Methodology

A number of methodologies such as the Saskatchewan Method, AASHTO, Mechanistic Empirical Pavement Design Guide and mechanistic design methodologies were

assessed and evaluated. The above methodologies were thoroughly reviewed by Tetra Tech and it is recommended to proceed with the AASHTO 1993 methodology which is a North American best practice. Many jurisdictions in Canada utilize the AASHTO 1993 methodology including British Columbia, Alberta, Manitoba, Ontario, Quebec, and Nova Scotia, as well as most of the United States. The Administration instructed the consultant to move forward with the AASHTO 1993 methodology for the purpose of generating a new roadway design guide (Attachment #1). The Administration wishes to adopt the new methodology for any new development after January 1, 2015.

The new design guidelines provide the following features:

- Accommodation of alternative materials in the design process such as recycled concrete, drainage materials, high performance polymer-modified asphalt concrete (PMAC);
- Provides a reliability-based approach to account for variations in traffic and performance prediction and to manage this risk based on roadway traffic loading (or roadway classification);
- Is technically straightforward and generally well understood by pavement practitioners;
- Has design inputs (traffic loading and subgrade support condition) that are relatively inexpensive to quantify;
- Is a procedure that is empirically based and has been used in Western Canada for 20 plus years with good performance experience;
- Can be used in the design of pavement rehabilitation options using non-destructive testing;
- Can be implemented quickly by the City; and
- Will provide the option to possibly adopt the new AASHTO Mechanistic-Empirical Pavement Design Guideline in the future.

Resulting Factors of the New Design Guideline

The key differences with the current design standards and the proposed design standards are:

- a required sub drainage system for all roadways;
- designs will be developed using AASHTO 1993 criteria, which will typically result in a thicker hot mix asphalt layer; and
- a mandatory deferred top-lift asphalt on all local roadways, all collector roadways and select arterial roadways with substantial utility installations.

The sub drainage system is to mitigate water or frost related failure mechanism. This is the primary cause of premature failures in the City's roadway network. The changes proposed will result in longer service life of the City's roadway system. The changes will also minimize the risk of future full-depth structural rehabilitations, which are extremely costly and disruptive. The deferred top-lift asphalt process will provide staged construction to help deal with short-term settlements from utility installations and provides a new driving surface close to substantial neighbourhood build out once construction traffic has been removed from the area and damage to the roadways can be minimized.

While the design guide is near its final draft, there will be minor modifications to include items including minimum paved lane structures, mandatory deferred pavement lifts and modifications to ensure the guide aligns with the City of Saskatoon Standard Specifications and Drawings.

Communication Plan

The Developer's Liaison Committee was presented the new design guidelines on July 29, 2014. The Administration has taken comments and concerns from the committee into account for further follow-up and review prior to final implementation of the design standards. Any changes resulting from reviews will be based on best engineering practices.

Any change to current practices, with regard to the items listed above, will continue to be coordinated with Transportation, Water and Sewer, Public Works and other divisions or stakeholders as required. Communication activities will be integrated when possible into relevant communication plans involving roadway design, preservation or construction practices.

The communication of the new standards will be integrated with the City's Building Better Roads communication plan including news conferences, advertisements, and social media as required.

Financial Implications

The most significant change to building our roads includes a thicker asphalt layer, the required installation of a sub drainage system and mandatory deferred pavement lifts on lower class roadways and roadways with substantial infrastructure installed below.

For a typical residential roadway, there would be an increase in cost of approximately \$10 to \$30 per square meter depending on the sub drain system required resulting from the soil and water table conditions. On a typical 10m roadway, these changes will add between \$762 and \$2,287 to the development cost of the lot.

To construct a new residential roadway, based on the City's current design standard, it costs approximately \$70 per square meter. Under the new design guidelines and given the same bearing strength of the subgrade, the cost to construct could range from approximately \$80 to \$100 per square metre including a sub drainage system and thicker asphalt.

Paved back lanes will be required to have the same roadway structure as a local roadway with a centre drain or a full drainage layer depending on the estimated level of the water table. To construct a new paved back lane, based on the City's current design standard, it costs approximately \$60 per square meter. Under the new proposed design guidelines and given the same bearing strength of the subgrade, the cost to construct could range from approximately \$80 to \$100 per square metre. These changes will add between \$1,174 to \$2,881 to the development cost of each lot.

It should be noted that although the initial capital cost is higher, the Administration is confident that the new roadway standard will provide higher quality roadways that require less expensive treatments over their lifecycle to maintain their good condition. Investing more up front will result in savings in the future.

Other Considerations/Implications

There are no options, policy, environmental, privacy, or CPTED implications or considerations.

Due Date for Follow-up and/or Project Completion

The City Administration plans to adopt the new methodology for January 1, 2015.

Public Notice

Public Notice pursuant to Section 3 of Policy No. C01-021, Public Notice Policy, is not required.

Attachment

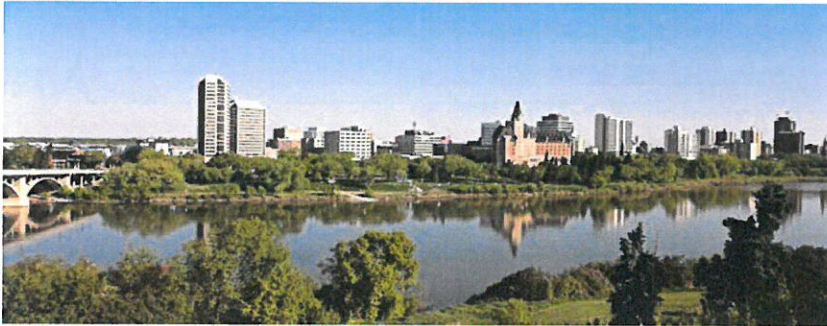
1. Tetra Tech EBA Inc. – City of Saskatoon New Roadway Pavement Design Guide

Report Approval

Written by: Mitchell Parker, Manager, Asset Preservation for Roads
Reviewed by: Rob Frank, Manager, Preservation Services
Reviewed by: Mike Gutek, Director of Major Projects
Approved by: Jeff Jorgenson, General Manager, Transportation & Utilities



CITY OF SASKATOON NEW ROADWAY PAVEMENT DESIGN GUIDE



PRESENTED TO
The City of Saskatoon

JUNE 2014
ISSUED FOR USE
FILE: E32103173-01

Tetra Tech EBA Inc.
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Saskatoon, SK S7K 5T6 CANADA
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APPENDIX SECTIONS

FIGURES

Figure 1 New Flexible Pavement Design Flow Chart

LIMITATIONS OF REPORT

This report and its contents are intended for the sole use of The City of Saskatoon and their agents. Tetra Tech EBA Inc. (operating as Tetra Tech) does not accept any responsibility for the accuracy of any of the data, the analysis, or the recommendations contained or referenced in the report when the report is used or relied upon by any Party other than The City of Saskatoon, or for any Project other than the proposed development at the subject site. Any such unauthorized use of this report is at the sole risk of the user. Use of this report is subject to the terms and conditions stated in Tetra Tech EBA Inc.'s Agreement with the City of Saskatoon dated March 7, 2014.

1.0 PURPOSE

The purpose of the City of Saskatoon New Roadway Pavement Design Guide (Design Guide) is to define the pavement design methodology and procedures to be used for new flexible pavement design within the City of Saskatoon. The Design Guide is based on the design procedures outlined in the American Association of State Highway and Transportation Officials (AASHTO) 1993 Guide for Design of New Pavement Structures modified for the City of Saskatoon's conditions.

This Design Guide focuses on addressing three primary components concerning the design of new flexible pavement structures:

1. Drainage,
2. Subgrade Support, and
3. Traffic Loadings.

Design methodology has been provided for both rural and urban roadway cross-sections. For the purpose of this Design Guide, urban and rural cross sections can be defined as follows:

- Urban cross-section – roadway with surface drainage controlled with curb and gutter, catch basins and a storm sewer system; and
- Rural cross-section – roadway with surface drainage directed to ditches on both sides of the road, with a minimum of 1 m from ditch bottom to the top of subgrade and with lateral drainage of the granular material extended through the shoulder to drain out onto the side slope.

The design methodology presented in this Design Guide addresses the various design steps and inputs the Pavement Designer must consider when completing a new flexible pavement design. These steps are presented in Figure 1 located in the Figures section of this Design Guide.

2.0 DESIGN INPUTS

2.1 Drainage Considerations

It is important to consider geometric aspects that influence pavement drainage. Adequate surface drainage is important and minimum cross-slopes and longitudinal grades should be established. Sufficient grade at the top of subgrade is important to promote water being evacuated as quickly as possible along the granular base-subgrade interface. These influencing geometric factors apply to both urban and rural cross-sections.

2.1.1 Urban Cross-section

Guidelines for the pavement design drainage for urban cross sections are presented in the following sections. A hydro-geological study should be carried out for areas incorporating new or reconstructed roadways. Note that “seasonal groundwater” represents the most shallow groundwater condition anticipated, based on the hydro-geological study for the area. Sample cross sections for urban drainage conditions are presented in Figure A.

Seasonal Groundwater Greater than 1.0 m below Subgrade Elevation

Where the seasonal groundwater is located 1.0 m or greater below the anticipated subgrade elevation longitudinal edge drains should be provided within the sub-base material at the top of subgrade. For crowned roads a drain is

required on both sides of the pavement. If superelevated the drain is only required on the low side. A notch at the edge of the subgrade using a motor grader is often used to avoid the drain pipe from creeping during sub-base placement. The subdrain should be a 100 mm diameter (or greater if required by the roadway width) perforated plastic pipe with a filter sock. Positive outfall of the drains should be provided at catchbasins. Where catch basins do not exist, outfall can be made to ditches with a preferred spacing of 100 m.

Seasonal Groundwater Less than 1.0 m below Subgrade Elevation

Where the seasonal groundwater is located less than 1.0 m below the anticipated subgrade elevation, a minimum 200 mm thick drainage layer should be provided. The drainage layer should be enveloped in non-woven geotextile to prevent fines from entering the drainage layer. To evacuate the collected water the same subdrain configuration as described for the “groundwater greater than 1.0 m” condition should be installed. The drain should be located within the drainage layer material and geotextile with positive outfall at catchbasin locations.

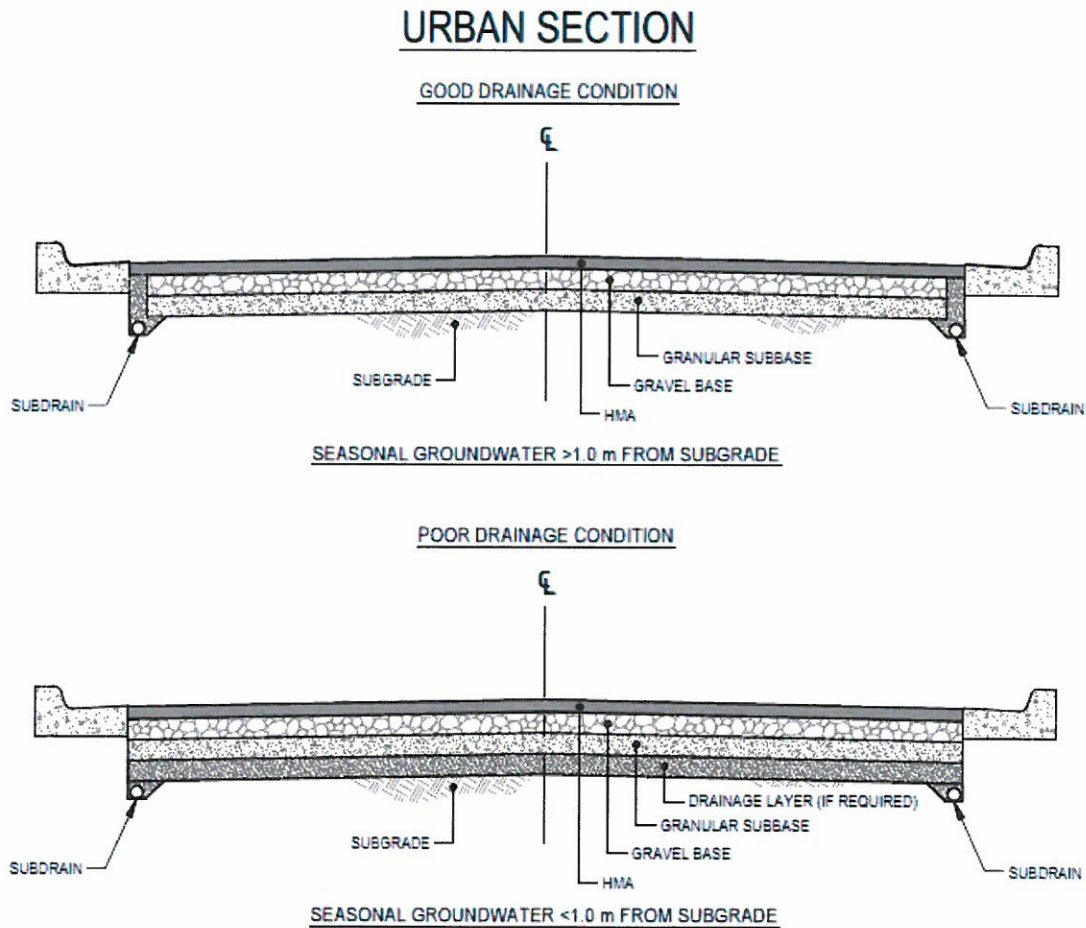


Figure A: Sample Urban Cross Section Drainage Conditions

2.1.2 Rural Cross-section

Guidelines for the pavement design drainage for rural cross sections are presented in the following sections. In the case of rural cross sections, the drainage design is based on the distance from the top of subgrade to the ditch invert.

Ditch Invert 1.0 m or Greater below Subgrade Elevation (Good Condition)

Where the ditch invert is located a 1.0 m or more below the subgrade, the pavement drainage condition is considered as good. In this case the granular materials, base and sub-base, should extend to the road sideslope to enable water to escape. No other drainage detail is necessary.

Ditch Invert between 0.5 m to <1.0 m below Subgrade Elevation (Marginal Condition)

Where the ditch invert is located less than 1.0 m below subgrade, but greater than 0.5 m, the pavement drainage condition is considered marginal. Project and location specific conditions should be considered that would influence the potential depth of water that may be held in the ditch. This would include the longitudinal ditch grade, sideslope angle, width of ditch, surface drainage pattern from surrounding area, etc. .

If the potential for standing water greater than 200 mm in depth is considered unlikely, the “good condition” detail of daylighting the granular materials to the sideslope is considered appropriate. If the potential for standing water greater than 200 mm in depth is considered likely, the pavement structure should be designed as for an urban section with the same details for either a shallow or deep groundwater condition (but not curb and gutter). The material outside of the roadway footprint (i.e. the material forming the sideslope) should be constructed with fine-grained low permeable material to act as a “plug” preventing water from entering the pavement structure from the ditch.

Ditch Invert less than 0.5m below Subgrade Elevation (Poor Condition)

Where the ditch invert is located less than 0.5 m below subgrade, the pavement drainage condition is considered poor. The pavement structure should be designed as for an urban section with the same details for either a shallow or deep groundwater condition (but not curb and gutter). The material outside of the roadway footprint (i.e. the material forming the sideslope) should be constructed with fine-grained low permeable material.

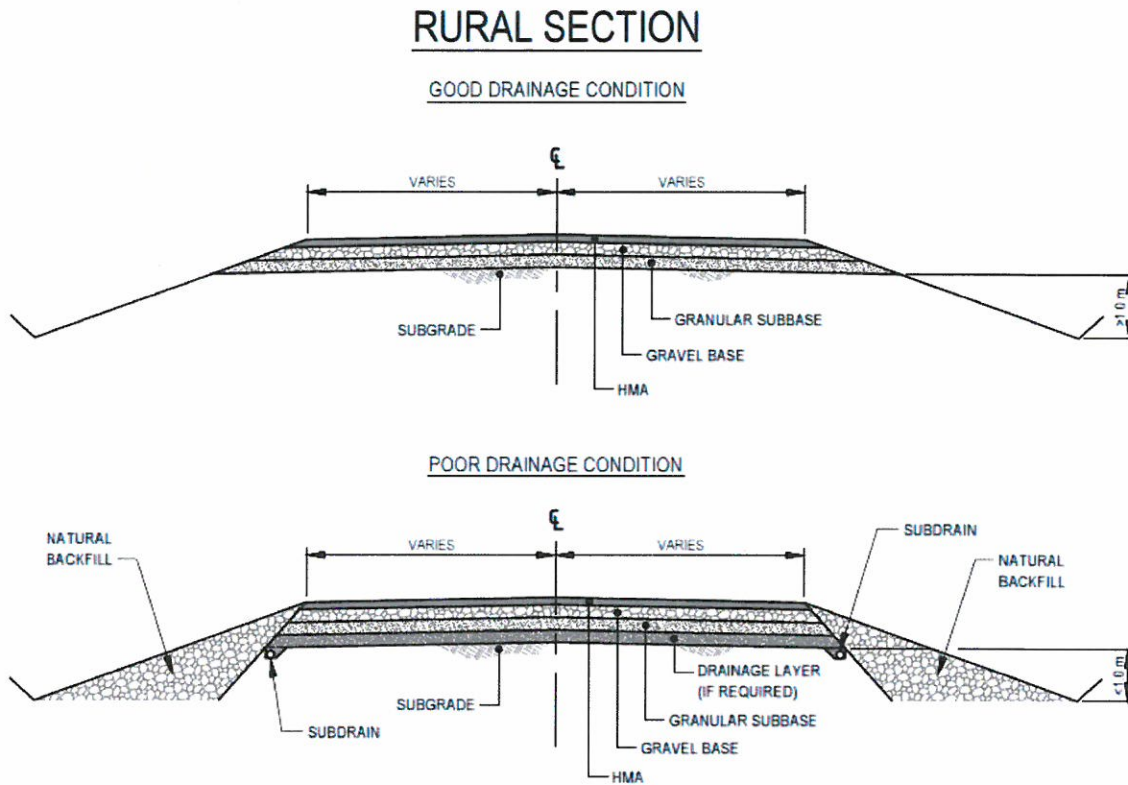


Figure B: Sample Rural Cross Section Drainage Conditions

2.2 Subgrade Support Conditions

Subgrade support is to be expressed in terms of resilient modulus (M_R). Two acceptable methods for classifying subgrade support are as follows:

1. Estimating the Subgrade Resilient Modulus from California Bearing Ratio (CBR); and/or
2. Determining the Resilient Modulus from Non-Destructive Testing of Prototype Pavements.

Estimating the Resilient Modulus from CBR

Correlations have been established by researchers that allow the resilient modulus to be estimated from other soil properties. The correlation for fine grained soils with a soaked CBR of 10 or less is:

Equation 1

$$M_R (MPa) = 10.3 \times (CBR)$$

An appropriate number of tests should be performed to reflect the test repeatability, the range of soil types expected to be encountered on the project, and the size of the project. The recommended minimum frequency for CBR testing is one test for every 3,000 sq.m. of pavement, with a minimum of three tests per project.

Determining the Resilient Modulus from Non-Destructive Testing of Prototype Pavements

The resilient modulus may be determined by testing a prototype pavement structure with a Falling Weight Deflectometer (FWD) and the deflection data analysed to determine the back-calculated subgrade modulus. For the design of new construction pavement structures, the subgrade modulus can be estimated using an existing representative roadway located near the new project, with similar subgrade soils and drainage conditions, as a prototype. The prototype should preferably meet the following criteria:

- be a minimum of 3 years old;
- be a minimum of 0.5 km in length;
- be reasonably free of structural distress;
- be slightly under-design for the loading condition on the new project being designed; and
- have the same pavement structure type as proposed for the new project being designed.

Alternatively, for a roadway that is being reconstructed to increase capacity or improve geometrics, the existing road can be tested with an FWD prior to reconstruction.

The recommended method for determining design M_R from FWD testing requires an adjustment factor (C) to adjust the value used to represent subgrade conditions consistent with the AASHTO road test and to account for regional climate effects. The intent of this adjustment is to ensure the design M_R is representative of the aggregate “year-round” subgrade support condition.

The Effective Roadbed Resilient Modulus for design purposes can be determined by the following equation:

Equation 2

$$\text{Design } M_R = 0.36 \times (\text{Backcalculated } M_R), \text{ where } M_R \text{ is in MPa}$$

This combined adjustment factor would apply to pavement tested by the FWD during the mid-summer through early fall months when the subgrade is in a relatively stable and unfrozen condition. Unusual spring conditions (earlier or later than normal) may affect this period of stability and should be considered when interpreting the results.

The City must approve the use of this method to determine the resilient modulus for pavement design purposes on a project-by-project basis.

Selection of the Resilient Modulus Value for Design

It is important to note that the design of a pavement structures following the 1993 AASHTO Guide is based on the average M_R value for a representative soil type. The designer must not select a design M_R value based on some minimum or conservative criteria as this will introduce increased conservatism in design beyond that provided in the reliability factor.

2.3 Design Traffic

Design Traffic is defined in terms of Equivalent Single Axle Loadings (ESALs). Based on the information provided in this section of the Design Guide, the new Roadway Design ESALs can be determined using the following procedure:

Step 1: Determine the roadway Classification (from the City)

Step 2: Estimate the new roadway AADT and % Commercial as appropriate (from the City's Transportation Division)

Step 3: Determine the required Design Period based roadway Classification and roadway cross section type (urban or rural) using Table 1

Table 1: Recommended Design Period

Roadway Classification	Design Cross Section Type	
	Rural (years)	Urban (years)
Class B	15	15
Class C	15	15
Class A - Local Commercial	15	15
Collector	15	20
Industrial	15	20
Arterial	20	30
Freeway	30	30

Step 4: Estimate the Direction Split for two-way roads

Instances where commercial vehicle loadings may not be equally distributed between travel directions should be considered.

Step 5: Estimate the Lane Distribution Factor (LDF) for multi-lane roadways using Table 2

Table 2: Lane Distribution Factors

Roadway Cross-Section	LDF		
	1 Lane Section	2 Lane Section	3 or more Lane Section
Urban	<ul style="list-style-type: none"> 100% in each lane 	<ul style="list-style-type: none"> 60 to 70% in each lane 100% buses in outside (slow) lane 	<ul style="list-style-type: none"> 50 to 65% in outside (slow) lane and center lanes 30% in inside lanes 100% buses in outside (slow) lane
Rural	<ul style="list-style-type: none"> 100% in each lane 	<ul style="list-style-type: none"> 85% in outside (slow) lane 40% in inside (fast) travel lane 	<ul style="list-style-type: none"> 50 to 70% in outside (slow) lane 50 to 65% in center lanes 25 to 35% in inside lane

Table 2 provides recommended Lane Distribution Factors. For freeways of 3 or more lanes, a traffic study may be warranted to estimate project specific LDF values.

Step 6: Estimate the Load Equivalency Factor (LEF) for the expected axle classifications/loadings

Ideally a blended LEF is determined from detailed axle spectra, which would include the anticipated range of axle classifications and weights. It is understood however that this information is not always available, and therefore a blended LEF must be estimated by other means.

Commercial Traffic is typically expressed in terms of percentage Single Unit Trucks, Tractor Trailer Combinations, and Transit Buses. The following range of LEFs is recommended for each commercial vehicle classification:

- Single Unit Trucks (SUT) – 0.8 to 1.2 ESALs per truck;
- Tractor Semi-Trailer Combinations (TTC) – 1.2 to 2.0 ESALs per truck; and
- Transit Buses (Bus) – 2.0 to 3.0 ESALs per bus.

A blended LEF can be determined from the LEF values for each truck/bus classification and the estimated proportion of each truck/bus type using Equation 3.

Equation 3

$$\text{Load Equivalency Factor (LEF)} = \frac{[(\#SUT) \times SUT_{LEF} + (\#TTC) \times TTC_{LEF} + (\#Bus) \times Bus_{LEF}]}{(\#SUT) + (\#TTC) + (\#Bus)}$$

Step 7: Determine the Traffic Growth Factor (TGF)

Estimate the traffic growth rate and determine the Traffic Growth Factor (TGF) for the corresponding Design Period from Step 3. The TGF can be determined using Equation 2.

Equation 4

$$\text{Traffic Growth Factor (TGF)} = \frac{[(1 + g)^n - 1]}{g}$$

Where:

- g = growth rate (expressed as a decimal, e.g. 3% = 0.03); and
- n = design period in years.

Step 8: Determine the new roadway Design ESALs as per Equation 5

Equation 5

$$\text{Design ESALs/lane} = (\text{AADT}) \times (\% \text{ Commercial}) \times (\text{Direction Split}) \times (\text{LDF}) \times (\text{LEF}) \times (365 \text{ days/year}) \times (\text{TGF})$$

3.0 DESIGN PROCEDURE FOR NEW CONSTRUCTION

The methodology presented in this Design Procedure is based on AASHTO 1993 modified for local conditions including materials, climate, etc. The premise of this Design Procedure is founded on the following principles:

1. Drainage Condition Evaluation;
2. Evaluation and Classification of Subgrade Support Conditions;
3. Estimation of Design Traffic (ESALs);
4. Define Pavement Material Characteristics;
5. Define AASHTO Design Inputs and Complete Design Alternatives; and
6. Validate Design Against Layer Thickness Minimums and Construction Costs.

3.1 AASHTO Design Inputs; Reliability, Serviceability and Overall Standard Deviation

The Design Inputs recommended for completing new flexible pavement designs are presented in Table 3:

Table 3: AASHTO Pavement Design Inputs

AASHTO Design Input	Value
Design ESALs	As Determined in Section 2.3
Reliability (Function of Design ESALs per lane)	
Design ESALs (per lane) Range	
< 100,000	75
> 100,000 – 1,000,000	80
> 1,000,000 – 5,000,000	85
> 5,000,000 – 10,000,000	85
> 10,000,000	90
Serviceability	
Initial Serviceability Index (p_i)	4.2
Terminal Serviceability Index (p_t)	2.5
Serviceability Loss (Δpsi)	1.7
Overall Standard Deviation (S_o)	0.45
Subgrade Resilient Modulus (M_R)	As Determined in Section 2.2

In instances where the Design Reliability could vary by lane across a roadway width (as determined by Design ESALs), the lane with the highest reliability shall govern and shall be used for the design of all lanes. The design reliability is used to determine standard normal deviate (Z_R), which is a normally distributed random variable with expected value 0 and variance 1.

3.2 Material Characterization

The material layer properties and corresponding AASHTO layer coefficients recommended for use in the design of new pavement structures are presented in Table 4. The material properties for Granular Base, Granular Sub-base and Drainage Layers are based on material specifications used by the City of Saskatoon (Saskatoon 2014-2).

Table 4: Recommended AASHTO Layer Coefficients

Material Type	Material Properties	AASHTO Layer Coefficient
ACP	n/a	0.40
ACP - Polymer Modified	n/a	0.42
Cold In-place Recycled Asphalt Concrete	n/a	0.30
Full Depth Reclamation with Stabilization	n/a	0.30
Granular Base Course	CBR 65	0.13
Granular Sub-base Course	CBR 25	0.10
Drainage Rock	CBR 25 - 35	0.10
Drainage Recycled Concrete	CBR 25 -35	0.10
Drainage Sand	CBR 10 - 20	0.08

AASHTO 1993 also provides guidelines for addressing the expected drainage conditions of the pavement structure through the use of modified layer coefficients. The factor for modifying the layer coefficient has been integrated into the structural number equation as a drainage coefficient for each pavement layer. Drainage considerations pertaining to pavement design have been addressed in detail in Section 2.1 of this Design Guide.

The drainage coefficients recommended for use in the design of new pavement structures are presented in Table 5.

Table 5: Recommended AASHTO Drainage Coefficients

Material Type	Urban and Rural Drainage Coefficient for Good Drainage	Rural Drainage Coefficient for Poor Drainage
ACP	n/a	n/a
ACP - Polymer Modified	n/a	n/a
Granular Base Course	1.0	0.8
Granular Sub-base Course	1.0	0.8
Drainage Rock	1.0	1.0
Drainage Recycled Concrete	1.0	1.0
Drainage Sand	1.0	1.0

The recommended gradation and permeability requirements for drainage layer materials are provided in Table 6.

Table 6: Recommended Drainage Layer Gradation and Permeability Requirements

Sieve Size	% Passing		
	Drainage Rock	Reclaimed PCC	Sand
50 mm	100	100	
25 mm	0 - 80	0 - 80	
12.5 mm	0 - 18	0 - 18	100
5 mm	0 - 12	0 - 12	75 - 100
2 mm	-	-	55 - 100
800 µm	-	-	35 - 75
400 µm	-	-	20 - 50
71 µm	0 - 5	0 - 5	0 - 5
Permeability (cm/sec), minimum			
1×10^{-4}			

3.3 AASHTO Design Procedure

An AASHTO Design SN is determined from design ESALs, subgrade resilient modulus, and AASHTO design inputs using one of the following methods:

Method 1: Using the AASHTO DARWin 3.1 Software Program

Method 2: Solving the AASHTO Structural Number Equation, presented as Equation 6

Equation 6

$$\log_{10}(W_{18}) = Z_R \times S_o + 9.36 \times \log_{10}(SN + 1) - 0.20 + \frac{\log_{10}\left(\frac{\Delta PSI}{4.2 - 1.5}\right)}{0.40 + \frac{1094}{(SN + 1)^{5.19}}} + 2.32 \times \log_{10}(M_R) - 8.07$$

Note: inputs are in Imperial units (i.e. inches, psi etc.).

Once the design structural number (SN) has been determined using one of the methods described above, it is necessary to identify a set of pavement layer thicknesses which, when combined, will provide the load-carrying capacity corresponding to the design SN. The following equation (Equation 5) provides the basis for converting SN into actual thickness of Asphalt Concrete Pavement (ACP), granular base course, and granular sub-base course:

Equation 7

$$SN = a_1 D_1 + a_2 D_2 m_2 + a_3 D_3 m_3 + \dots a_n D_n m_n$$

Where,

- a_1, a_2, a_3, a_n = layer coefficient for each pavement layer (a_1 is the asphalt concrete layer);
- D_1, D_2, D_3, D_n = actual pavement layer thickness (mm) (D_1 is the asphalt concrete layer); and
- m_2, m_3, m_n = drainage layer coefficients for each corresponding pavement layer.

The SN equation does not have a single unique solution, and there are many combinations of layer thicknesses that provide satisfactory thickness design solutions.

3.4 Minimum Pavement Layer Thicknesses

Consideration should be given to minimum design thicknesses of the various pavement materials. Minimum thicknesses have been established primarily for two reasons:

1. Material properties (i.e. aggregate top size and gradation) dictate the minimum constructable layer thickness, and
2. Minimum pavement layer thicknesses should be determined for the purpose of sufficiently limiting the stresses and strains at pavement layer boundaries as to prevent permanent deformation for the design traffic loading (ESALs).

Recommended minimum layer thicknesses for each roadway classification are presented in Table 7.

Table 7: Recommended Minimum Pavement Layer Thicknesses

Roadway Classification	Minimum ACP Thickness (mm)	Minimum Granular Base Course Thickness - if Used (mm)	Minimum Granular Sub-base Course Thickness - if Used (mm)	Minimum Drainage Layer Thickness (mm)
Class B	75	100	150	200
Class C	75	100	150	200
Class A - Local Commercial	75	100	150	200
Collector	95	100	150	200
Industrial	110	100	150	200
Arterial	160	100	150	200
Freeway	175	100	150	200

There may be instances (economic, constructability, etc.) where the Designer may elect to design the pavement structure granular layers entirely out of granular base course, or a combination of base gravel and drainage layer. In these instances the following minimum granular base course layers are recommended:

- Granular Base Course over Drainage layer – minimum base thickness of 200 mm; and
- Granular Base Course over Subgrade - minimum base thickness of 300 mm.

Figure C presents example cross sections showing alternative minimum granular base/sub-base course layer thicknesses.

BASE/SUB-BASE ALTERNATIVE MINIMUM GRANULAR THICKNESSES

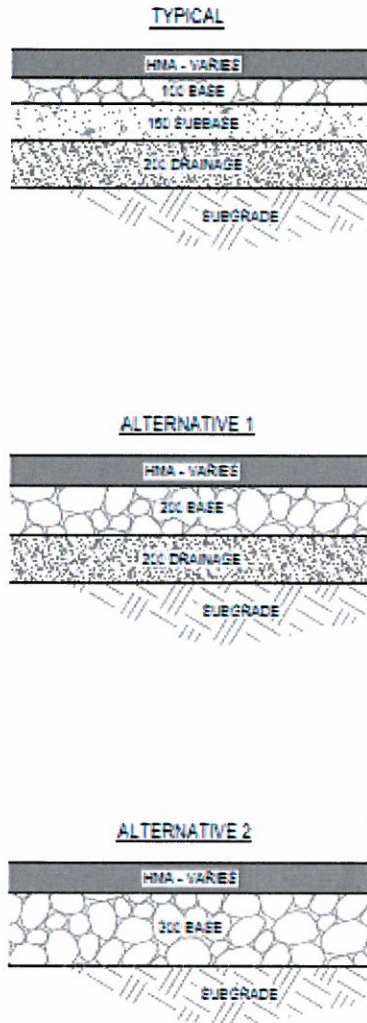


Figure C: Granular Base/Sub-base Alternative Minimum Granular Thicknesses

It is ultimately the designer's responsibility to ensure the AASHTO layer designs conform with the pavement layer minimums.

3.5 Deferred Top Lift Construction

Deferred top lift construction includes the application of a first stage ACP layer with deferment of up to 2 years of a final stage ACP layer until a point where the majority of the new development construction is complete. Deferring the final stage ACP layer provides two major benefits:

1. Staged construction provides an opportunity for any corrections to the roadway profile due to settlement, additional utility installation, or initial pavement deficiencies/defects, and

2. Staged construction provides a final surfacing to the roadway following the majority of the heavy vehicle loading (construction traffic), and restores the roadways serviceability.

Table 8 provides recommendations for minimum ACP thicknesses for first and final stage construction for each roadway classification.

Table 8: Minimum Recommended ACP Thicknesses for Deferred Construction

Roadway Classification	Minimum Constructed ACP Thickness (mm)	
	First Stage	Final Stage
Class B	50	35
Class C	50	35
Class A - Local Commercial	50	35
Collector	60	35
Industrial	60	50
Arterial	110	50
Freeway	125	50

If deferred top lift construction is selected, it is the ultimately the Designer’s responsibility to ensure all ACP layers conform with the design ACP thickness as well as the minimum ACP layer thicknesses presented in Table 8. For the purposes of table, the final stage lift is to be constructed within two years.

3.6 Sample Design

The following is an example of a new flexible pavement design using the Design Procedure presented in Figure 1 and in this report.

Sample Project Description:

The City would like to complete a new pavement design for a 2-lane (1-lane per travel direction) Urban Arterial Roadway with an estimated AADT of 7000 vehicles/day and Total Percent Commercial = 6% with 40 Transit Buses per day.

Step 1: Establish Drainage Condition

Proposed roadway geometric, geotechnical and subsurface drainage conditions indicate that this Urban Section pavement will be subjected to groundwater conditions less than 1.0 m from the top of subgrade elevation. Therefore, a drainage layer consisting of drainage rock with longitudinal sub drains is selected for this pavement structure and drainage layer coefficients of 1.0 are to be used for each pavement layer material.

Step 2: Establish Subgrade Support Condition

Laboratory testing of the subgrade materials indicated an expected bearing capacity equivalent to a soaked CBR = 3.0%.

From equation 1:

$$M_R \text{ (MPa)} = 10.3 \times (\text{CBR}) = 10.3 \times (3.0) = 31 \text{ MPa}$$

This design M_R was confirmed from FWD testing of prototype roadways in the vicinity with showed seasonally adjusted resilient moduli ranging between 25 and 35 MPa.

Step 3: Estimate Design ESALs

A limited traffic review of the City's historical traffic information for the surrounding areas suggests the following traffic inputs should be used in determining Design ESALs:

- 2-Way AADT = 7000 vehicles/day with 3% Growth;
- Directional Split = 0.5 (50% of AADT in each travel direction);
- LDF = 1.0 (only a single lane in each travel direction);
- Commercial Volumes = 6% of AADT of which 4% are Single Unit Trucks (SUT) (280 total) and 2% are Tractor Trailer Combinations (TTC) (140 total) with an additional 40 buses per day;
- Estimated LEF for SUT = 0.9;
- Estimated LEF for TTC = 1.7; and
- Estimated LEF for buses = 2.0.

From Equation 3:

$$\text{Load Equivalency Factor (LEF)} = \frac{[(\#SUT) \times SUT_{LEF} + (\#TTC) \times TTC_{LEF} + (\#Bus) \times Bus_{LEF}]}{(\#SUT) + (\#TTC) + (\#Bus)}$$

$$LEF = \frac{[(280)(0.9) + (140)(1.7) + (40)(2.0)]}{(280) + (140) + (40)} = 1.24 \text{ ESALs per Commercial Vehicle}$$

From Table 1, the Design Period for an Urban Arterial = 30 years. Therefore from Equation 4:

$$\text{Traffic Growth Factor (TGF)} = \frac{[(1 + g)^n - 1]}{g}$$

$$TGF = \frac{[(1 + 0.03)^{30} - 1]}{0.03} = 47.6$$

From Equation 5:

$$\text{Design ESALs/lane} = (\text{AADT}) \times (\% \text{ Commercial}) \times (\text{Direction Split}) \times (\text{LDF}) \times (\text{LEF}) \times (365 \text{ days/year}) \times (\text{TGF})$$

$$\text{Design} \frac{\text{ESALs}}{\text{lane}} = (7,000) \times (0.06) \times (0.5) \times (1.0) \times (1.24) \times (365) \times (47.6) = 4.6M \text{ ESALs/lane}$$

Step 4: Determine AASHTO Structural Number (SN)

Using the following Design Inputs from Steps 2 and 3 above:

- From Step 3 Design ESALs (W18) = 4.6M ESALs/lane;
- From Table 3 Design Reliability (R) = 85%;

- Initial Serviceability (p_i) = 4.2;
- Terminal Serviceability (p_t) = 2.5;
- Serviceability Loss Factor (ΔPSI) = 4.2 – 2.5 = 1.7; and
- From Step 2 Subgrade Soil Resilient Modulus (M_R) = 31 MPa = 4495 psi.

Solving for SN in Equation 6:

$$\log_{10}(W_{18}) = Z_R \times S_o + 9.36 \times \log_{10}(SN + 1) - 0.20 + \frac{\log_{10}\left(\frac{\Delta PSI}{4.2 - 1.5}\right)}{0.40 + \frac{1094}{(SN + 1)^{5.19}}} + 2.32 \times \log_{10}(M_R) - 8.07$$

$$SN = 5.06 \text{ inches} = 129 \text{ mm}$$

Step 5: Complete AASHTO Layer Design Alternatives

The following design alternatives have been generated based on Equation 7:

$$SN = a_1 D_1 + a_2 D_2 m_2 + a_3 D_3 m_3 + \dots a_n D_n m_n$$

Structural Layer Coefficients are from Table 4, Drainage Coefficients from Table 5, and the Minimum Layer Thicknesses from Table 7:

<u>Pavement Layer</u>	<u>Design Layer Coefficient</u>	<u>Drainage Coefficient</u>	<u>Option 1</u>	<u>Option 2</u>	<u>Option 3</u>
ACP Thickness (mm)	0.40	n/a	160 ¹	160 ¹	175
Granular Base Course Thickness (mm)	0.13	1.0	150	350	150
Granular Sub-base Course Thickness (mm)	0.10	1.0	250	0	200
Drainage Layer Thickness ²	0.10	1.0	200 ¹	200 ¹	200 ¹
Total SN Provided (mm)	-	-	129	130	130

¹ – Minimum layer thicknesses govern.

² – Assumes Drainage Rock.

Step 6: Finalize Design

Based on an economical evaluation of each Design Option (including constructability, construction costs, material availability, etc.), Option 2 is selected for as the Final Pavement Design. A deferred top lift construction option has also been provided based on Table 8.

<u>Pavement Layer</u>	<u>Design Layer Coefficient</u>	<u>Option 2</u>	<u>Option 2 with Deferred ACP</u>
Final Stage ACP Thickness (mm)	0.40	n/a	50
First Stage ACP Thickness (mm)	0.40	160	110
Granular Base Course Thickness (mm)	0.13	350	350
Drainage Layer Thickness	0.10	200	200

4.0 SUPPLEMENTARY PUBLICATIONS

The **Guide for Design of Pavement Structures, 4th Edition with 1998 Supplement** can be purchased at <https://bookstore.transportation.org>. It should be noted that AASHTO no longer sells or supports DARWin 3.1 AASHTO software. For organizations that don't have this software, it will be necessary for them to develop the required spread sheets to solve the AASHTO SN equation and other necessary calculations.

5.0 SUBMITTAL REQUIREMENTS

The Pavement Design Report is to be submitted to:

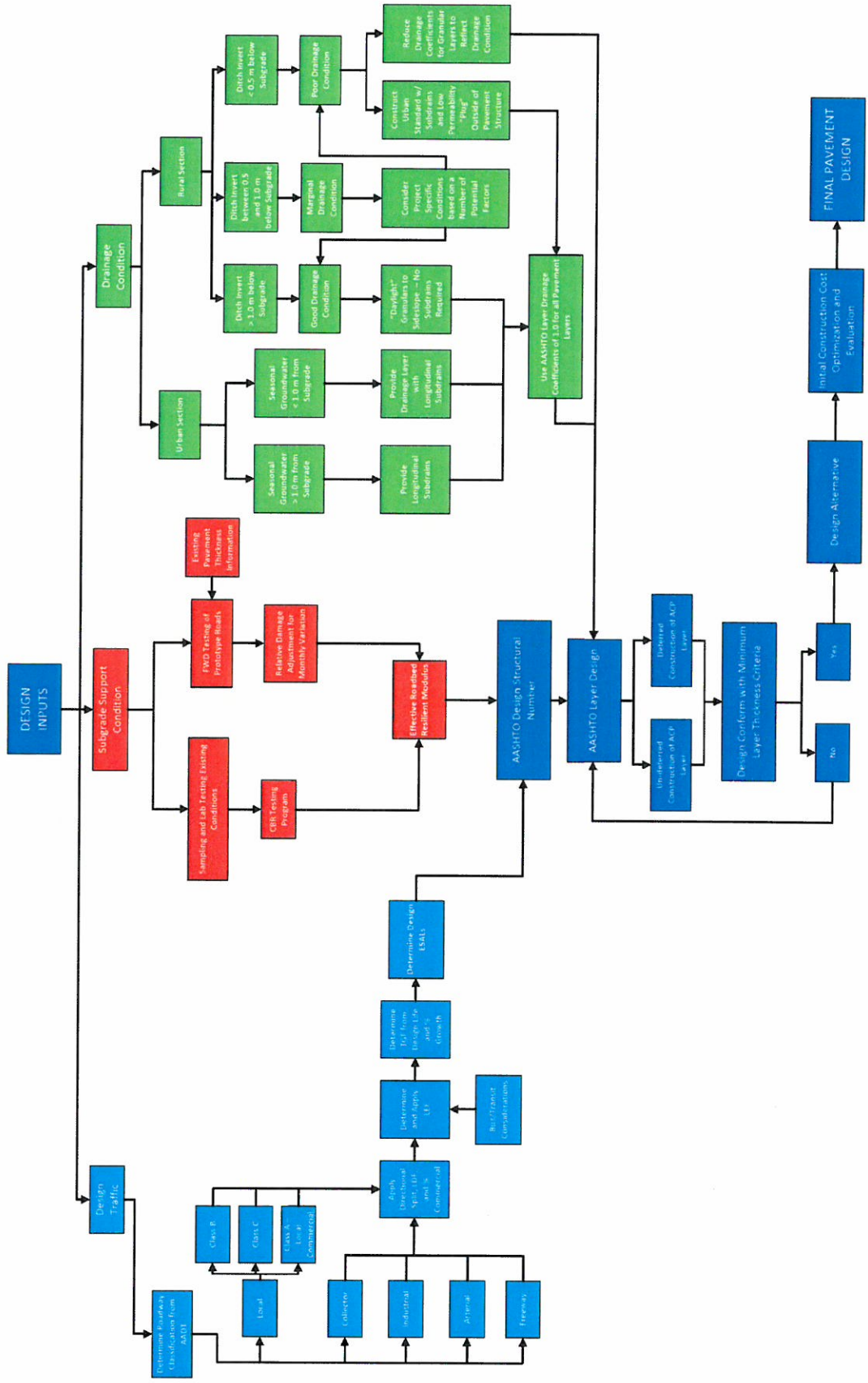
City of Saskatoon
 Major Projects
 222 3rd Avenue North
 Saskatoon, SK S7K 0J5

The pavement design submission should include all supporting information which provides the basis for the pavement design, including, but not limited to, field investigations, test data, design inputs, etc. and be signed and stamped by a Professional Engineer. In addition, supporting reports should be provided, including, but not limited to:

- Geotechnical Report;
- Hydro-geological Report; and
- Traffic Report.

FIGURES

Figure 1 New Flexible Pavement Design Flow Chart





EXECUTIVE COMMITTEE

Boundary Alteration Proposal – Highway 16 and 71st Street Intersection Improvements

Recommendation of the Committee

1. That as part of the boundary alteration proposal approved by City Council at its meeting held on June 23, 2014, the City of Saskatoon confirms that it will take over responsibility for the intersection of Highway 16 and 71st Street, including the municipal responsibility for improvements;
2. That an agreement with the Ministry of Highways and Infrastructure be approved, in principle, to take over operational jurisdiction of Highway 16 from the current City limits up to, and including, the intersection of 71st Street as per the terms in the report of the General Manager, Community Services Department dated September 22, 2014; and
3. That the City Solicitor be requested to prepare the appropriate agreement and that His Worship the Mayor and the City Clerk be authorized to execute the agreement under the Corporate Seal.

History

At the September 22, 2014 meeting of Executive Committee, a report of the General Manager, Community Services Department dated September 22, 2014 was considered regarding the above.

Attachment

Report of the General Manager, Community Services Department, September 22, 2014 (File No. CK. 4060-1 x 6320-1)

Boundary Alteration Proposal – Highway 16 and 71st Street Intersection Improvements

Recommendation

That this report be forwarded to City Council recommending that:

- 1) as part of the boundary alteration proposal approved by City Council at its meeting held on June 23, 2014, the City of Saskatoon confirms that it will take over responsibility for the intersection of Highway 17 and 71st Street, including the municipal responsibility for improvements;
- 2) an agreement with the Ministry of Highways and Infrastructure be approved, in principle, to take over operational jurisdiction of Highway 16 from the current City limits up to, and including, the intersection of 71st Street as per the terms in this report; and
- 3) that the City Solicitor be requested to prepare the appropriate agreement and that His Worship the Mayor and the City Clerk be authorized to execute the agreement under the Corporate Seal.

Topic and Purpose

The purpose of this report is to obtain a specific resolution of City Council confirming that, as part of the boundary alteration proposal approved on June 23, 2014, the City of Saskatoon (City) would assume responsibility for the intersection of Highway 16 and 71st Street, including the municipal responsibility for improvements, as well as take over operational jurisdiction of a portion of Highway 16.

Report Highlights

1. At its June 23, 2014 meeting, City Council approved a boundary alteration proposal to enable short-term growth and future growth.
2. As part of the proposal, the City is proposing to assume responsibility for the intersection of Highway 16 and 71st Street, including the municipal responsibility for improvements. The Rural Municipality of Corman Park (RM) Council has asked that this be confirmed by a resolution of City Council.
3. The City will take over operational jurisdiction of Highway 16 from the current City limits up to, and including, the intersection at 71st Street.
4. At the time of writing this report, one objection has been received to the boundary alteration proposal. As a result, City Council will be holding a public meeting at the public hearing portion of its September 29, 2014 meeting. The objection is not related to the intersection improvements.

Strategic Goal

This report supports the City's Strategic Goal of Sustainable Growth. Saskatoon is known for smart, sustainable growth. The long-term strategy is to plan for development collaboratively with regional partners and stakeholders.

Background

At its June 23, 2014 meeting, City Council approved a boundary alteration proposal. A map of the proposed boundary alterations is attached (see Attachment 1). The proposal included negotiated conditions, one of which is the City assuming the municipal portion of the responsibility for improvements to the intersection of Highway 16 and 71st Street. Some of the negotiated conditions were addressed in the resolution of City Council. The commitment on intersection improvements was not.

Report

The Ministry of Highways and Infrastructure (MHI) was requiring the RM to complete improvements to the intersection of Highway 16 and 71st Street in 2014. Given the boundary alteration proposal, and after discussions with MHI, the City has begun reviewing the previous engineering assessments of the intersection, and is also conducting additional analysis, in order to determine the appropriate improvements required to provide a safe and well-operating intersection. The assessment will recommend improvements that will address both urban and rural growth needs, and improve the safety and operation of the intersection. The assessment will be completed and its recommendations brought forward in 2014. Subject to the boundary alteration proceeding, the recommended improvements will be constructed in 2015.

The City is also proposing to take over operational jurisdiction of the Highway 16 and 71st Street intersection, and the portion of Highway 16 between the intersection and the current City limits (south of 60th Street).

Under the agreement, the City will be responsible for maintenance, direction, management, and control (including legal liability) of the portion of the highway, excluding the bridge overpass, which is planned for rehabilitation in 2015. The agreement is intended as an interim step in advance of formal annexation of the right-of-way, which is planned for 2016. A plan of the area to be included in the agreement is attached (see Attachment 2). As part of the agreement, the Province will pay an annual Operation and Maintenance grant on the portion of Highway 16 under the Urban Highway Connector Program.

The cost of the intersection improvements planned by MHI and the RM was expected to exceed \$4 million. The cost of the improvements recommended by the City's assessment will be determined as part of that review process. The cost will consist of land acquisition, construction, and utility relocations. In addition to City funding, the improvements would also be funded by developer and MHI contributions.

Options to the Recommendation

There are no options to the recommendation. The boundary alteration proposal, of which the proposed intersection improvements are a part, has been approved by City Council.

Public and/or Stakeholder Involvement

Boundary alterations must follow the public and stakeholder notice requirements of *The Cities Act*, which are described below. In addition to this, the civic Administration has also met with stakeholders. The notices and the meetings have not been specific to the Highway 16 and 71st Street intersection improvements.

Communication Plan

In accordance with *The Cities Act*, public notices regarding the boundary alteration have been advertised in local newspapers and mailed to stakeholders. These notices have been about the boundary alteration proposal in general, and not specifically about the Highway 16 and 71st Street intersection improvements.

At the time of writing this report, one objection to the boundary alteration proposal has been received. As a result, City Council is required to hold a public meeting, which has been scheduled for the public hearing portion of the September 29, 2014 City Council meeting. The objection received to date is not related to the intersection improvements.

Before the improvements are constructed, a meeting will be held with managers of businesses located at the intersection of Highway 16 and 71st Street. The intent of this meeting will be to provide a construction schedule, discuss the traffic accommodation plan, and exchange contact details.

Financial Implications

The cost of assuming the RM's financial responsibility for the Highway 16 and 71st Street intersection improvements is being determined. The cost of the improvements will depend on the assessment of the formerly agreed upon design by RM and MHI, which is currently underway by civic staff. The potential funding sources for this are being determined.

After boundary alteration, there will be an immediate operating impact that will include operational jurisdiction of the Highway 16 and 71st Street intersection and roadway maintenance. These costs will be offset by any increases in property taxes generated from the annexed properties through increased assessments and new construction, and by the Urban Highway Connector program, which is a Provincial grant towards the operation and maintenance of Provincial highways in City limits.

Other Considerations/Implications

There are no policy, financial, environmental, privacy, or CPTED implications or considerations.

Due Date for Follow-up and/or Project Completion

The assessment of the intersection improvements will be completed, and its recommendations will be brought forward in 2014. Subject to the boundary alteration proceeding, the improvements will be constructed in 2015.

The next steps in the broader boundary alteration process will be based on the outcome of the September 29, 2014 public meeting. When the public meeting concludes, City Council will determine if they wish to proceed with the boundary alteration as proposed, or alter it. If the RM Council provides a complementary resolution in support of the final boundary alteration proposal, the proposal will be forwarded to the Ministry of Government Relations (Ministry) for a decision.

If the boundary alteration proposal is not altered, and the RM Council supports it, the proposal could be submitted to the Ministry before the end of October 2014. The boundary alteration would be requested to take effect on January 1, 2015.

When municipalities cannot agree on a boundary alteration proposal, the matter is determined by the Saskatchewan Municipal Board. The timeline for this process has not been confirmed.

Public Notice

Public Notice, pursuant to Section 3 of Public Notice Policy No. C01-021, is not required for consideration of this report.

Attachment

1. Proposed Boundary Alterations
2. Proposed Operational Agreement – Highway 16







Report Approval

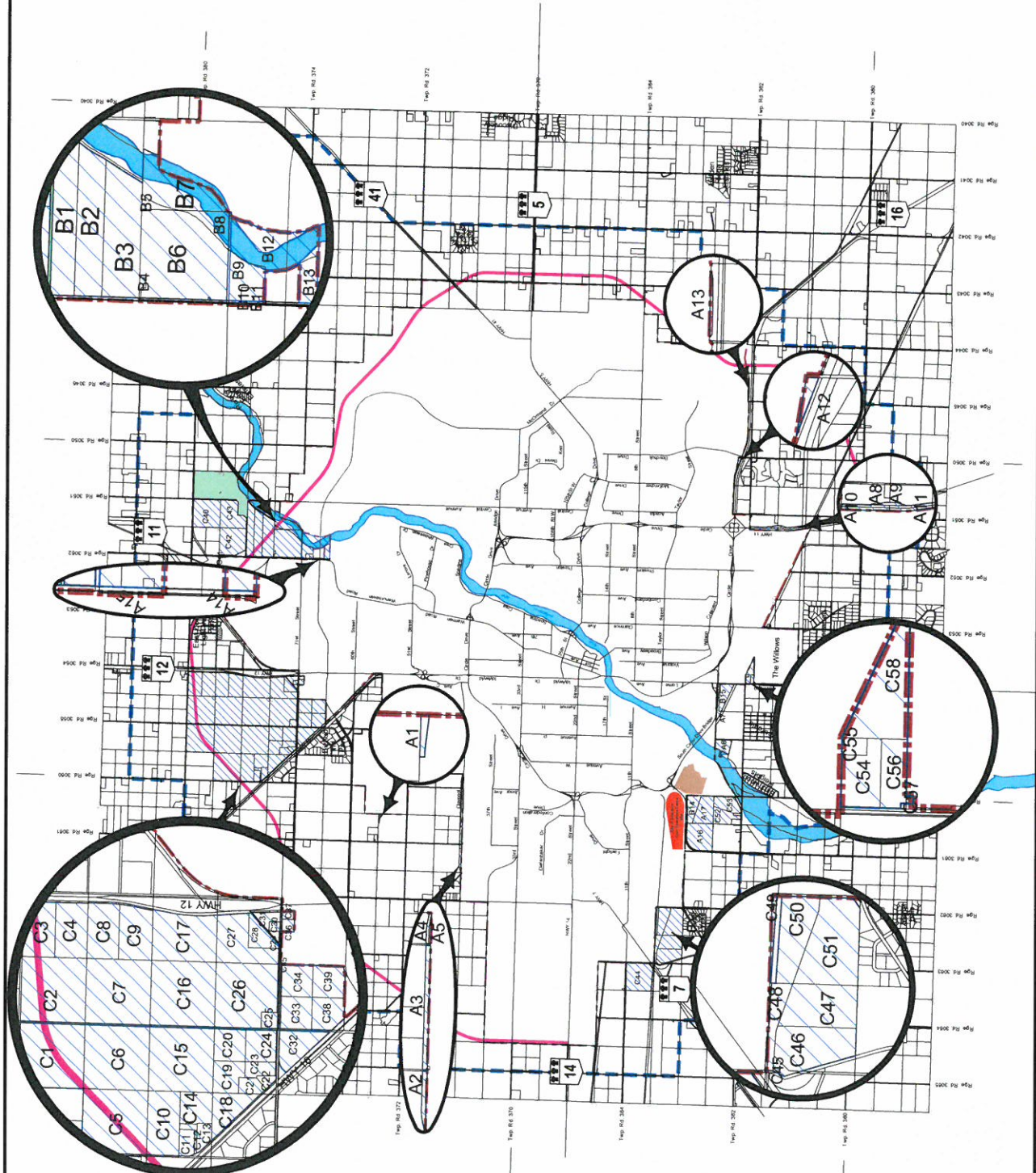
Written by: Laura M. Hartney, Regional Planning Manager
Reviewed by: Alan Wallace, Director of Planning and Development
Approved by: Randy Grauer, General Manager, Community Services Department
Approved by: Murray Totland, City Manager

S/Reports/CP/2014/EXEC – Boundary Alteration Proposal – Highway 16 and 71st Street Intersection Improvements/ks

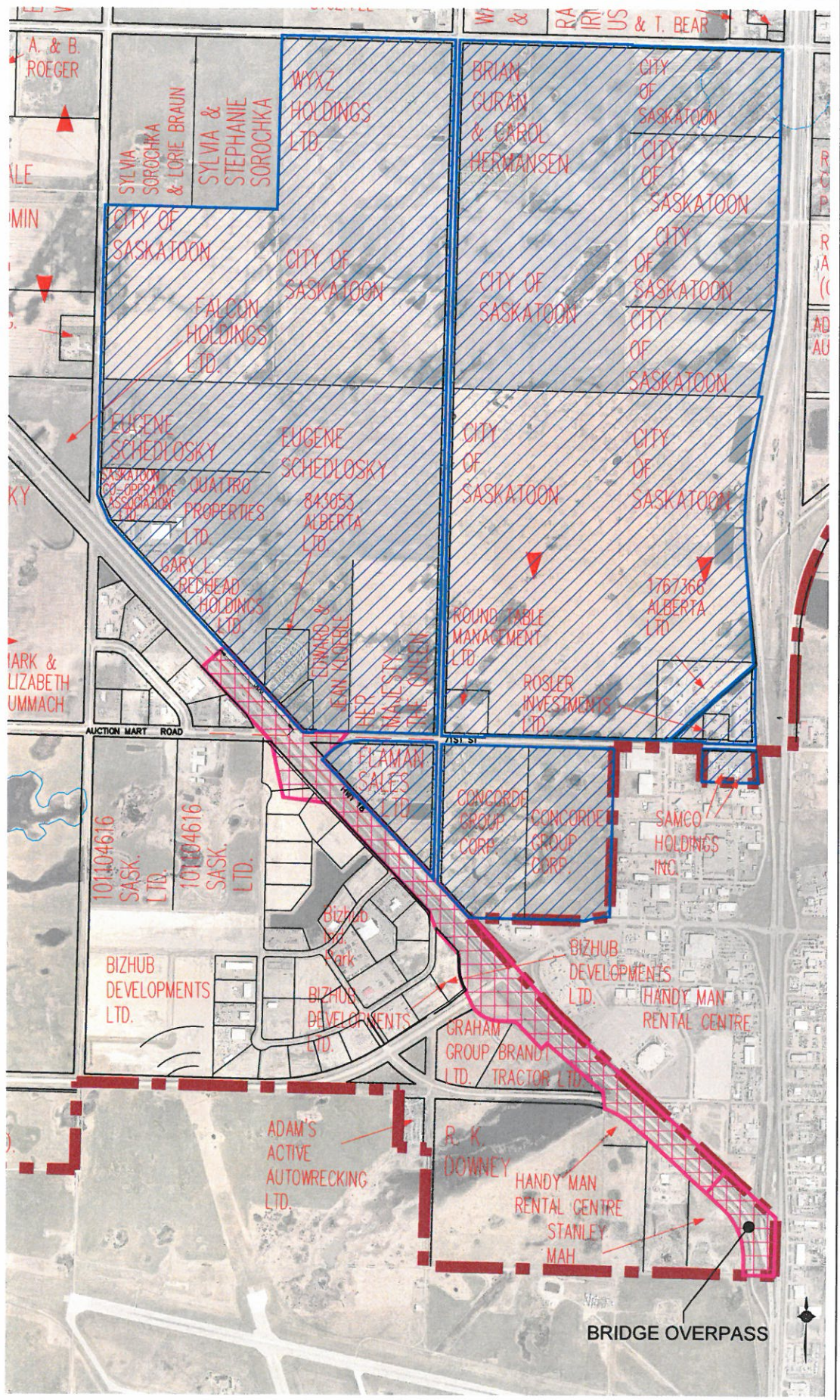
ATTACHMENT 1 Proposed Boundary Alterations

LEGEND

-  CITY BOUNDARY
-  PLANNING DISTRICT PERIMETER HIGHWAY
-  PROPOSED BOUNDARY ALTERATION
-  LANDFILL
-  COS CIVIC OPERATIONS CENTRE SITE
-  WANUSKEWIN HERITAGE PARK



Proposed Operational Agreement - Highway 16



NOTES:

BLUE AREA TO BE ANNEXED.

MAGENTA AREA FOR FUTURE ANNEXATION.

PLAN DESCRIPTION/REVISIONS

4	XXX XXX
3	
2	
1	

DRAWN BY RBY

DATE 2014-JULY-29

SCALE : HOR. 1:25,000 VERT. _____



Transportation & Utilities Department

PROPOSED OPERATIONAL AGREEMENT

HWY 16

APPROVED

CHIEF ENGINEER

ENGINEER

PLAN NO. XXX-XXXX-XXX-001

Kensington Land Exchange Boundary Adjustment and Land Purchase

Recommendation

1. That the Director of Saskatoon Land be authorized to purchase two serviced lots on Stromberg Court (Lot 12, Block 112 and Lot 21, Block 112 - to be registered) at a cost of \$246,850 from West Canadian Development Kensington Project;
2. That \$60,950 be transferred from the Property Realized Reserve to the Prepaid Service Reserve to account for offsite levies owing on the lots; and
3. That the City Solicitor be requested to prepare the appropriate agreement and that His Worship the Mayor and the City Clerk be authorized to execute the agreement under the Corporate Seal.

Topic and Purpose

This report provides information on the process being used to implement the Kensington Land Exchange and facilitate the registration and tilting of Phase 2 parcels.

Report Highlights

1. A boundary adjustment to the Kensington Land Exchange is being proposed to facilitate the timely registration and titling of lots that the City of Saskatoon (City) will be receiving from West Canadian Development Kensington Project (WCDKP).
2. The City will pay WCDKP \$246,850 for two additional serviced lots on Stromberg Court, and a further \$60,950, representing the offsite levies on the lots, will be paid by Saskatoon Land to the Prepaid Servicing Reserve. Both of these amounts will be recovered through resale of the lots.

Strategic Goal

This report supports the Strategic Goal of Asset and Financial Sustainability under the long-term strategy of increasing revenue sources and reducing reliance on residential property taxes, by providing serviced lots for sale. This report also supports the four-year priority to provide revenue to fund new capital expenditures, including core services such as fire halls, roadways and underground services.

Background

At its meeting on August 15, 2012, City Council approved the general terms of the Kensington Land Exchange Agreement (Agreement). The Agreement sets out the allocation of net developable land among owners on a proportional basis according to gross land ownership percentages. The Agreement was subsequently executed by all

participating parties and development of the lands has proceeded with a significant amount of servicing now underway.

During the negotiation of the land exchange, all parties agreed that lands would be exchanged by owners free and clear of all encumbrances except those required for utilities.

Report

Adjustment to Land Exchange Boundary

To implement the Agreement and facilitate unencumbered titling and transfer lots from WCDKP to the City, the Administration has proposed a slight alteration to the land exchange boundary. The boundary adjustment would provide the City with two additional serviced lots on Stromberg Court (Attachment 1) that were allocated to WCDKP in the original land exchange.

Negotiated Terms to Facilitate the Timely Provision of Unencumbered Titles to the City

In exchange for the two additional serviced lots, the City will pay WCDKP \$246,850 which amounts to the market price for lots minus the offsite levies (\$60,950). This amount would then be recovered through the resale of the lots at a total value of \$307,800 when servicing is complete. Interim funding for the purchase would be financed through the Property Realized Reserve.

Other notable terms of the offer include:

- WCDKP will complete servicing of lots 21 and 12 by October 31, 2014.
- WCDKP will provide the City with all documents required to implement the Land Exchange and facilitate the creation of new titles for subdivision 100/12 that are free and clear of all encumbrances except permitted utility easements by October 3, 2014. Remaining documents for subsequent subdivision will be provided in a timely manner.
- Subsequent subdivisions within WCDKP lands will not proceed until subdivisions for lots being allocated to the City are registered and titled free and clear of encumbrances.

Options to the Recommendation

The only other option is not to proceed with the adjustment to the land exchange boundary and land purchase. Under this option, it is unlikely that the City would receive unencumbered titles in a timely manner to grant possession of lots to builder customers in October 2014.

Public and/or Stakeholder Involvement

West Canadian Development Kensington Project has agreed in principle to the offer.

Communications Plan

A communication plan is not required.

Financial Implications

Total funding of \$307,800 will be required to facilitate the transaction. This amount will be financed on an interim basis by the Property Realized Reserve and repaid upon sale of the lots.

Other Considerations/Implications

There are no policy, environmental, privacy, or CPTED implications or considerations.

Due Date for Follow-up and/or Project Completion

Follow-up is not required at this time.

Public Notice

Public Notice pursuant to Section 3 of Policy No. C01-021, Public Notice Policy, is not required.

Attachment

1. Kensington Land Exchange Boundary Adjustment/Land Purchase.

Report Approval

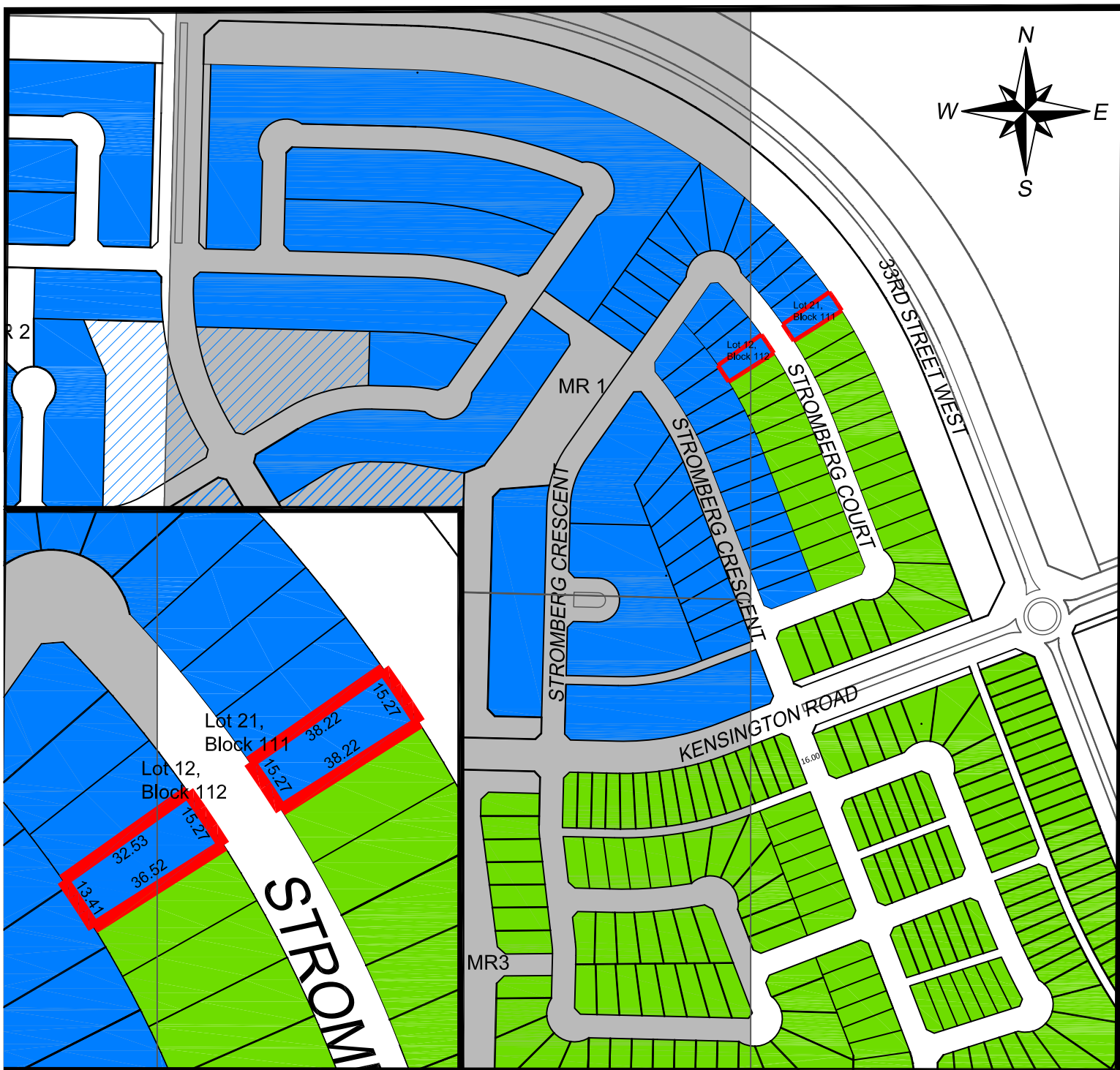
Written by: Frank Long, Director of Saskatoon Land

Reviewed by: Marlys Bilanski, CFO/General Manager, Asset & Financial
Management Department

Approved by: Murray Totland, City Manager

Kensington Land Exchange_Boundary Adjustment.docx

Kensington Land Exchange Boundary Adjustment/Land Purchase



- COS Saskatoon Land
- West Canadian Dev. Corp

- Source Parcel
- Subject Areas sold from West Canadian Dev. Corp to Saskatoon Land



Note: Saskatoon Land does not guarantee the accuracy of this plan. To ensure accuracy, please refer to the registered plan of survey. This plan is not to scale. Distances are in metres unless shown otherwise. This is not a legal plan. Lot dimensions and the locations of other features are compiled from available information and are subject to change without notice. For verification, please check with the appropriate authority.

Designation of Hyde Park Off-Leash Recreation Area and Amendment to The Animal Control Bylaw No. 7860

Recommendation

That the City Solicitor be requested to prepare the necessary amendments to Bylaw No. 7860, The Animal Control Bylaw, 1999, establishing 4.1 acres within Hyde Park as a designated Off-Leash Recreation Area.

Topic and Purpose

The purpose of this report is to amend The Animal Control Bylaw No. 7860 (Bylaw) to establish 4.1 acres within Hyde Park as an Off-Leash Recreation Area (OLRA).

Report Highlights

1. Hyde Park OLRA will be operational by December 2014 and an amendment to the Bylaw is required.

Strategic Goal

The City of Saskatoon's (City) Strategic Goal of Quality of Life indicates that citizens have access to facilities and programs that promote active living and can enjoy the natural beauty and benefits of parks, trails, and the river valley that bring people together. OLRA's are amenities that promote active and healthy lifestyle choices for both pets and pet owners.

Background

On April 29, 2014, a report was presented to the Planning and Operations Committee with two recommendations:

- “1) that the City Solicitor be instructed to amend The Animal Control Bylaw No. 7860 to establish 4.1 acres within Hyde Park as a designated OLRA; and
- 2) that the City Solicitor be instructed to amend The Animal Control Bylaw No. 7860 to include an additional 13.6 acres of Municipal Reserve Land within the current Silverwood OLRA.”

Subsequent to the meeting, the report was not submitted to City Council as the Administration needed further consultation with Meewasin Valley Authority to discuss the matter of the Silverwood OLRA.

At its August 22, 2014 meeting, City Council approved the Award of Tender for Hyde Park to Wilco Contractors with construction expected to begin in September 2014. Due to being time sensitive, the Administration elected to proceed with amendments to the Bylaw for the Hyde Park and Silverwood Park OLRA separately.

Designation of Hyde Park Off-Leash Recreation Area and Amendment to The Animal Control Bylaw No. 7860

Report

The OLRA will be operational by December 2014 and the Administration will require an amendment to the Bylaw to properly enforce the Bylaw at Hyde Park OLRA. The OLRA will be 4.1 acres in size and located west of Boychuk Drive and south of Slimmon Road (see Attachment 1).

The Hyde Park OLRA will be maintained in conjunction with, and have amenities consistent with the City's Dog Park Program Plan. Turf will be maintained at a minimum of once per month, waste removed on a twice-weekly basis, with a Thursday/Monday pick-up schedule.

The site will have appropriate user-friendly signage in order to educate and inform park users and enforce park policies by stating the following:

- a) hours of operation;
- b) proper etiquette and rules;
- c) permitted park uses; and
- d) animal control bylaws.

The boundaries of the OLRA will be completely fenced to prevent dogs from directly accessing Boychuk Drive and other public areas of Hyde Park.

Public and/or Stakeholder Involvement

As part of the South East Park planning process, meetings were held with stakeholders (School Boards, Community Associations, Land Developers, Civic Administration, Ducks Unlimited, Saskatoon Wildlife Federation, and Saskatoon Nature Society), as well as multiple Public Open Houses.

Communication Plan

Upon completion of the project, a News Release will be issued alerting citizens that the Hyde Park OLRA is open. In addition, the Community Services Department will update the neighbourhood community associations, user groups, and interested residents. Current updates will be posted on the City's website.

Other Considerations/Implications

There are no options, policy, financial, environmental, privacy, or CPTED implications or considerations.

Due Date for Follow-up and/or Project Completion

Pending City Council approval and weather permitting, construction of the Hyde Park OLRA is estimated to be operational by December 2014 with full project completion anticipated for June 2015.

Designation of Hyde Park Off-Leash Recreation Area and Amendment to The Animal Control Bylaw No. 7860

The Administration will prepare a separate report to amend the Bylaw for Silverwood Park OLRA. It is anticipated that the Administration will present this report in June 2015.

Public Notice

Public Notice, pursuant to Section 3 of Public Notice Policy No. C01-021, is not required.

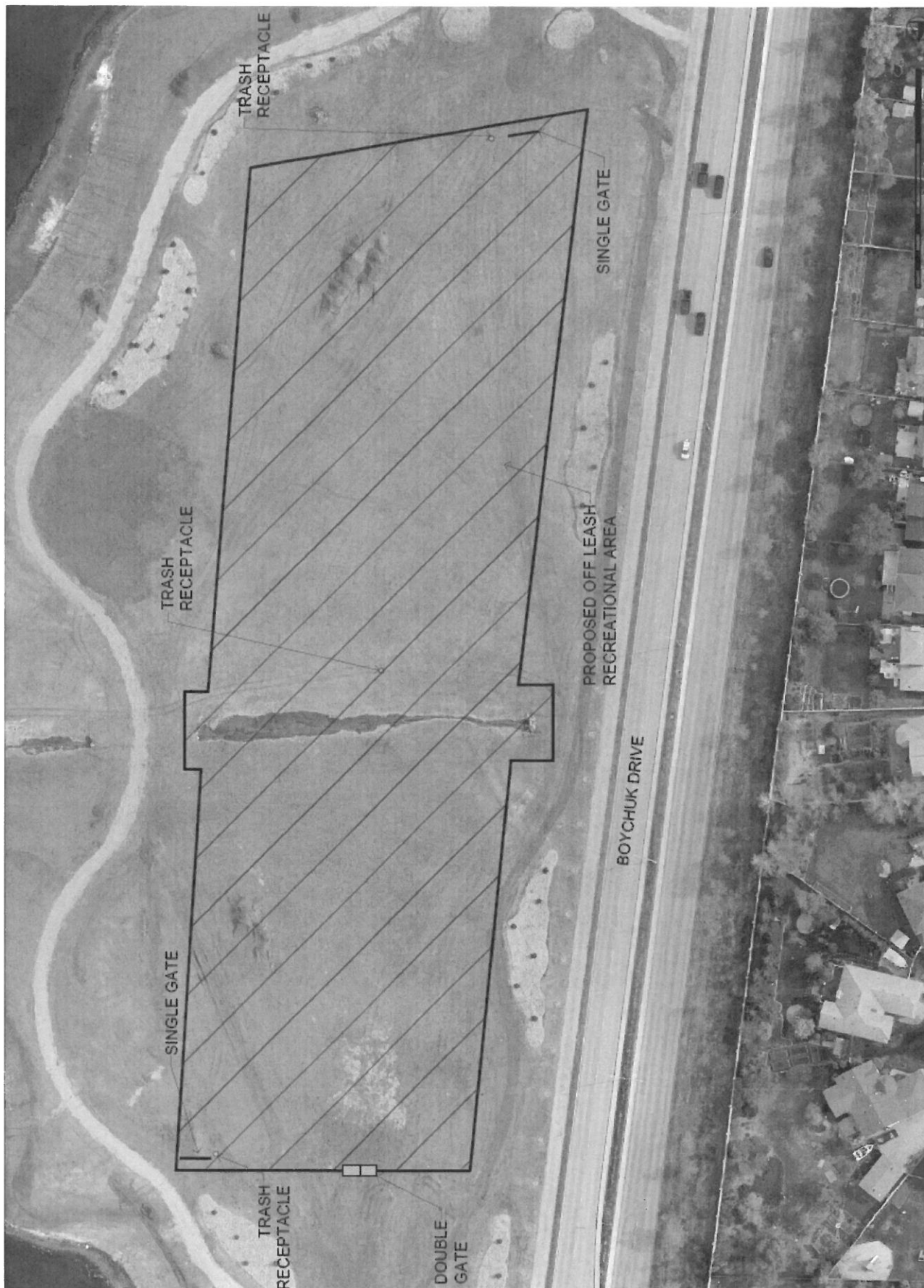
Attachment

1. Hyde Park Off-Leash Recreation Area Map

Report Approval

Written by: Kara Lackie, Open Space Consultant, Recreation and Sport
Reviewed by: Cary Humphrey, Director of Recreation and Sport
Approved by: Randy Grauer, General Manager, Community Services Department
Approved by: Murray Totland, City Manager

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Quarterly Naming Update – Kensington, Rosewood Street Names, and Kensington Park Names

Recommendation

That the information be received.

Topic and Purpose

The purpose of this report is to advise of the names that have been applied to roadways in the Kensington and Rosewood neighbourhoods and to a park in the Kensington neighbourhood. In all cases, these names have either been selected from the Names Master List, applied as an extension of an existing roadway, or applied as the same name as the adjacent street.

Report Highlights

1. The name “Kensington Court” was applied to a roadway in the Kensington neighbourhood.
2. The name “Mahoney” was applied to a park in the Kensington neighbourhood.
3. The names “Stilling,” “Meadows,” and “Rosewood” were applied to roadways in the Rosewood neighbourhood.

Strategic Goals

Naming of Civic Property and Development Areas Policy No. C09-008 (Naming Policy) supports the City of Saskatoon’s (City) Strategic Goals of Sustainable Growth, Moving Around, and Quality of Life. As the city continues to grow and improve by providing new streets, parks, and other facilities, it is necessary to name these facilities. The implementation of the Naming Policy allows this to occur in a way that celebrates heritage, nature, and the contributions of individuals, groups, and businesses to the city, province, and country.

Background

According to the Naming Policy, all requests for names to be applied from the Names Master List will be selected by His Worship the Mayor. All of the names on the Names Master List must meet City Council’s guidelines for name selection. The names have been previously screened by the Naming Advisory Committee and approved for addition to the list by City Council. Name suffixes are circulated through the Administration for technical review.

Report

Kensington Street Name

Saskatoon Land requested that the name “Kensington Court” be applied to a roadway in the Kensington neighbourhood (see Attachment 1). His Worship, Mayor Donald Atchison, has endorsed and assigned the following name:

Quarterly Naming Update – Kensington, Rosewood Street Names and Kensington Park Names

- A. Kensington Court (as requested) – Applying the same name to a small cul-de-sac as the adjacent street has been standard practice for new neighbourhoods. The Willowgrove and Hampton Village neighbourhoods both follow this practice.

Kensington Park Name

Saskatoon Land requested a name be selected from the Names Master List to be applied to a park in the Kensington neighbourhood (see Attachment 2). His Worship, Mayor Donald Atchison, has selected and assigned the following name:

- A. Mahoney Park – Mr. Denis Mahoney was a City Councillor with the City from 1924 to 1925.

Rosewood Street Names

Arbutus Properties requested the following names from the Names Master List be applied to roadways in the Rosewood neighbourhood (see Attachment 3). His Worship, Mayor Donald Atchison, has endorsed and assigned the following names:

- A. Stilling Lane - Stilling Family – Laurie, Arnold, Niel, and Lauritz all served in the Air Forces, Army, or both. Bud Stilling has been a board member for Persephone Theatre, Gateway Theatre, and the Tamarack Foundation. He conducted drama workshops for inmates at the Prince Albert Penitentiary and has been campaign chairman for the United Way. Rick Stilling served for more than 40 years with Red Cross Water Safety and the Royal Life Saving Society. Rick has been a recipient of the Queen Elisabeth II Golden Jubilee Medal.
- B. Meadows Parkway – Meadows was requested by the developer as it relates to the natural aspect of the neighbourhood's marketing strategy.
- C. Rosewood Boulevard East (extension as requested) – Named in association with the neighbourhood name.

Other Considerations/Implications

There are no options, policy, financial, environmental, privacy, or CPTED implications or considerations.

Public Notice

Public Notice, pursuant to Section 3 of Public Notice Policy No. C01-021, is not required.

Attachments

1. Kensington Court Street Naming
2. Kensington: Mahoney Park
3. Rosewood Street Naming

Quarterly Naming Update – Kensington, Rosewood Street Names and Kensington Park Names

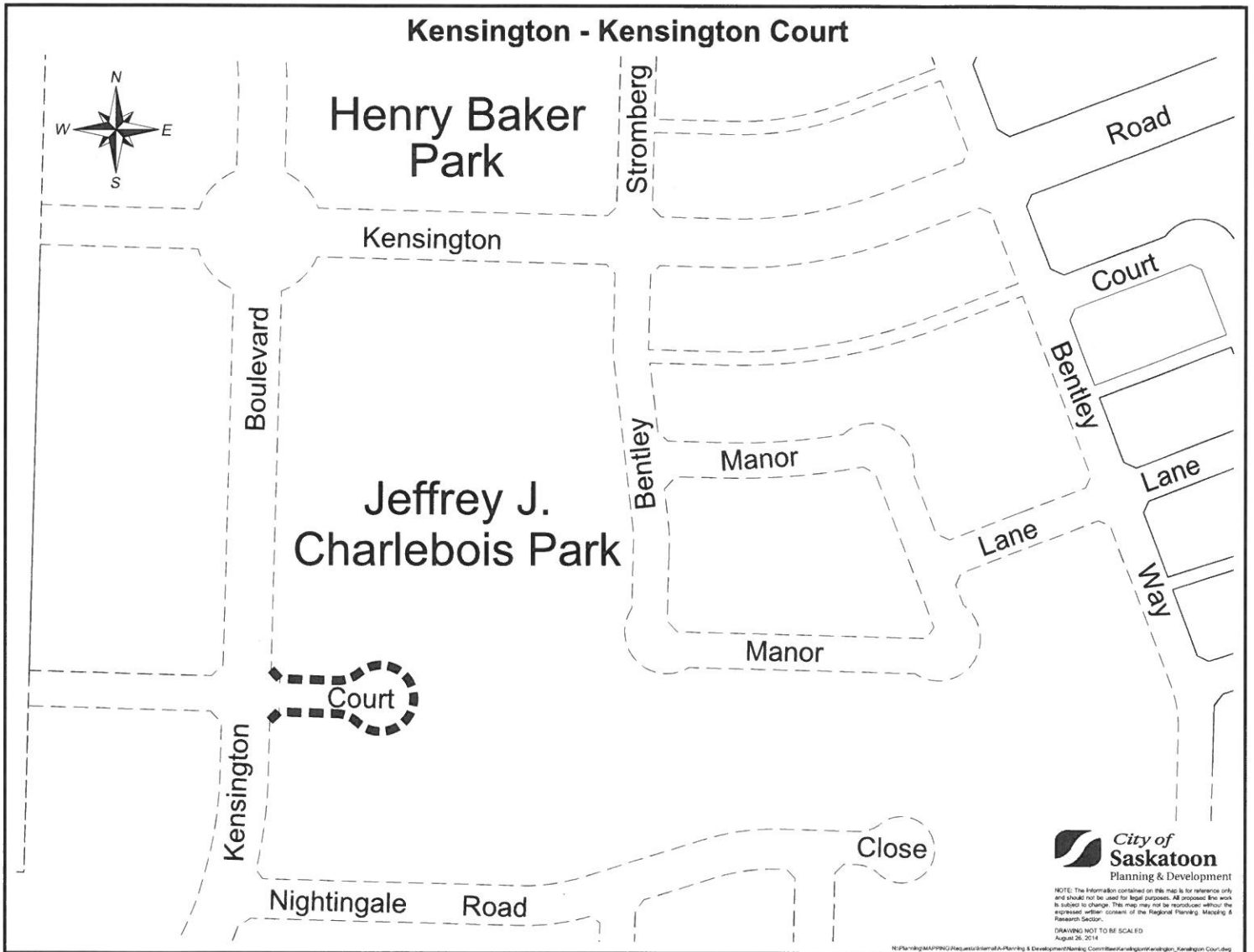
Report Approval

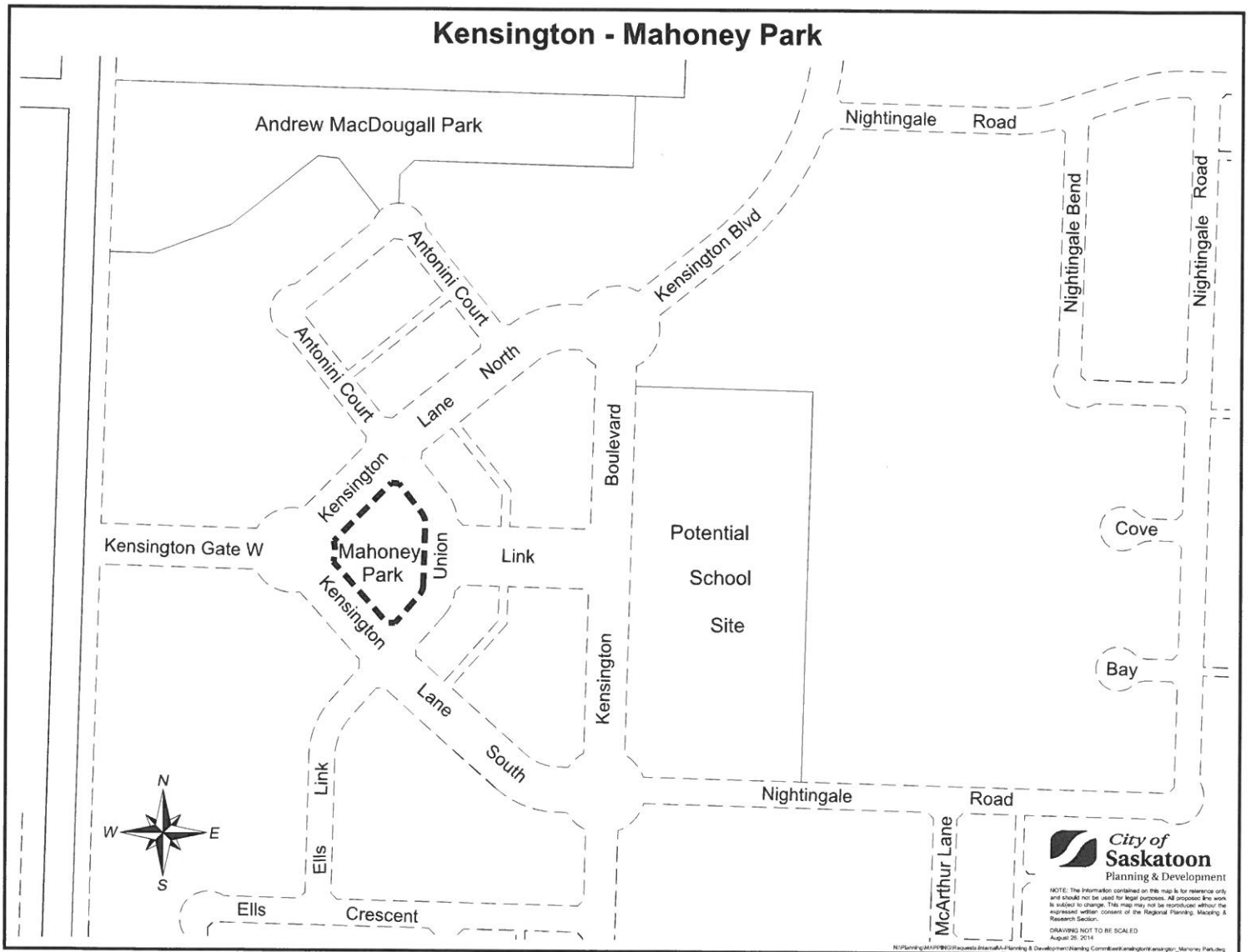
Written by: Daniel McLaren, Planner, Development Review Section, Planning and Development

Reviewed by: Alan Wallace, Director of Planning and Development

Approved by: Randy Grauer, General Manager, Community Services Department

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Inquiry – Councillor Z. Jeffries (June 23, 2014) - Installation of Bidirectional Electricity Meters for New Building Construction

Recommendation

That the information be received.

Topic and Purpose

The purpose of this report is to report on the feasibility of mandating the installation of bidirectional electricity meters for new building construction.

Report Highlights

1. All new residential meters are bidirectional.
2. New commercial and industrial meters can be ordered as bidirectional.
3. Reverse power flow from customers serviced from the 600 volt downtown network is not permissible.
4. The Power Corporation Act governs the purchase and sale of electricity for SaskPower customers in Saskatoon.

Strategic Goal

This report supports the long-term strategy to implement the Energy and Greenhouse Gas Reduction Plan under the Strategic Goal of Environmental Leadership.

Background

The following inquiry was made by Councillor Z. Jeffries at the meeting of City Council held on June 23, 2014:

“Can the Administration please report on the feasibility of mandating the installation of bidirectional electricity meters for new building construction.”

Report

Residential Meters

All new electricity meters are bidirectional and are the same cost as a standard electricity meter for Saskatoon Light & Power’s (SL&P’s) residential customers. A bidirectional meter is like a standard electricity meter, except that it is programmed to measure electricity flow in both directions. For customers that have their own green power generators, such as solar panels, this allows the measurement of any electricity they generate in excess of their own consumption and sell back to SL&P. For the customer-owned equipment, there is no difference in the electrical service or meter connections for a bidirectional meter. The electricity meters are owned by the utility. SL&P currently has 23 residential customers interconnected with their own solar panels, with an average size of 5.5 kilowatts (that is enough to provide for about two-thirds of their annual electricity needs).

Commercial and Industrial Meters

Bidirectional meters are currently only installed upon customer request for SL&P's commercial and industrial customers. In these cases, a different style of electricity meter is ordered for a bidirectional meter, at an additional cost. The customer is charged for this additional cost, and is typically below \$100. For the customer-owned equipment, there is no difference in the electrical service or meter connections for a bidirectional meter. The electricity meters are owned by the utility. SL&P has already upgraded over two-thirds of its commercial and industrial meter population (approximately 4,000 meters) with new smart meters. SL&P currently has four commercial/industrial customers interconnected with their own solar panels, with an average size of 10 kilowatts.

Reverse Power Flow onto 600 Volt Downtown Network

SL&P's customers that are serviced from the 600 volt downtown network system are currently not permitted to be interconnected with their own generators. The reason for this is that if a large customer produces enough electricity in excess of their own consumption, it can interfere with electrical protection equipment on the network, and could result in customer outages. Some utilities that operate similar network systems do allow their customers to be interconnected with their own generators provided their maximum generation capacity remains only a fraction of their minimum load (i.e. thereby reducing the risk that their generation will exceed their consumption at any point in time). SL&P is currently working on policy revisions to allow this, with proper safeguards in place.

The Power Corporation Act – SaskPower Customers

SL&P provides electricity service to Saskatoon residential, commercial, and industrial customers who lie generally within the 1958 City Boundary. Outside of that boundary, SaskPower provides electricity service. The Power Corporation Act governs the purchase and sale of electricity for SaskPower's customers. The City of Saskatoon has no jurisdiction in areas of Saskatoon serviced by SaskPower. SaskPower offers a Net Metering Program (similar to SL&P's program) to credit customers for green electricity generated in excess of their consumption. Net Metered customers are required to supply and install their own generation meter (i.e. measures all electricity produced by their green power generator such as solar panels or small wind turbines). SaskPower installs a bidirectional electricity meter and charges Net Metered customers an additional fee upon application by the customer (\$315 to complete an interconnection study, and an interconnection cost of \$300 to \$500).

Public and/or Stakeholder Involvement

There is no public and/or stakeholder involvement planned for this phase of the project.

Communication Plan

There is no public communication plan as part of this report.

Other Considerations/Implications

There are no options, policy, financial, environmental, privacy or CPTED implications or considerations.

Due Date for Follow-up and/or Project Completion

No follow-up is required at this time.

Public Notice

Public Notice pursuant to Section 3 of Policy No. C91-021, Public Notice Policy, is not required.

Report Approval

Written by: Kevin Hudson, Metering & Sustainable Electricity Manager
Reviewed by: Trevor Bell, Director of Saskatoon Light & Power
Approved by: Jeff Jorgenson, General Manager, Transportation & Utilities
Department

Council - KH - Inquiry – Councillor Z. Jeffries (June 23, 2014) - Installation of Bidirectional Electricity Meters for New Building Construction

Landfill Gas Engine-Generator Equipment Service – Blanket Purchase Order

Recommendation

1. That the Administration be directed to proceed with the acquisition of maintenance services for the Landfill Gas Engine-Generator Sets for Saskatoon Light & Power;
2. That the Administration prepare a Blanket Purchase Order with Kramer Ltd. for the supply of maintenance service of the Landfill Gas Engine-Generator Sets for a one-year term, for a total estimated cost (including GST and PST) of \$171,602; and,
3. That Purchasing Services issue the appropriate Blanket Purchase Order.

Topic and Purpose

The purpose of this report is for City Council to approve a Blanket Purchase Order to Kramer Ltd. for the supply of maintenance service of the Landfill Gas Engine-Generator Sets.

Report Highlights

1. A Blanket Purchase Order is required to improve procurement efficiency for Saskatoon Light & Power.
2. Kramer Ltd. is the only authorized dealer/service provider for Caterpillar equipment in Saskatchewan.
3. The Administration will review engine-generator set maintenance services requirement at the end of the one-year agreement with Kramer Ltd., or maintenance services will be brought in-house.

Strategic Goal

This report supports the Strategic Goal of Continuous Improvement by reducing Administration's time in preparing purchases for Kramer Ltd. and reduces the total number of Purchase Orders issued each year.

Background

Operation of the Landfill Gas Power Generation Facility started March 14, 2014. The system captures methane-rich gas produced in the landfill and uses it to fuel internal combustion engines to produce power. The power is then sold to SaskPower.

Report

Blanket Purchase Order Required

Blanket Purchase Orders allow for more effective purchasing by Saskatoon Light & Power by enabling electronic blanket releases, reduced Administration time in obtaining numerous sole source approvals, and by allowing the City to take advantage of bulk

pricing discounts by combining a number of smaller purchases into a single larger contract.

Kramer Ltd is the Only Authorized Service Provider

Kramer Ltd. is the only authorized dealer/service provider for Caterpillar equipment in Saskatchewan. Kramer Ltd. was awarded the tender in 2011 to supply, deliver, and commission the two landfill gas engine-generator sets for the Landfill Gas Project. Commissioning was completed on March 14, 2014.

Administration will review engine-generator set maintenance services requirements

Kramer is providing a one-year warranty on all the power generation equipment from the completed commissioning date. A Blanket Purchase Order for maintenance services is recommended for the warranty period (one-year) of the power generation equipment. During the warranty period, certain maintenance work must be performed by an authorized service technician or by a Caterpillar dealer. A letter from Kramer Ltd. confirming this is provided in Attachment 1. Warranty will expire March 13, 2015, at which time a competitive tender for maintenance services will be issued, or maintenance services will be brought in-house.

Options to the Recommendation

1. The maintenance services could be tendered to include non-authorized service providers. This is not recommended by Administration during the warranty period because of the possible warranty implications, and the tangible and intangible benefits provided by using the authorized service provider. These benefits are outlined in the attached letter, and include: the authorized technicians have access to specific engineering documentation and maintenance proficiency for landfill gas applications, have access to specialized tooling and genuine OEM parts, have direct access to all Caterpillar product updates, safety alerts, and possible recall notices.
2. A heavy-duty mechanic could be hired by Saskatoon Light & Power. This is a potential option as a long-term strategy, but is not recommended by Administration in the short-term.

Public and/or Stakeholder Involvement

There is no public and/or stakeholder involvement planned for this phase of the project.

Communication Plan

There is no public communication plan as part of this report.

Financial Implications

The contract will be funded by revenues from the sale of electricity. There is sufficient revenue to fund this contract.

Service of the engine-generator sets is required every 1000 hours. The table below shows the service intervals for the one-year period with the estimated cost for each service.

Landfill Gas Engine-Generator Equipment Service – Blanket Purchase Order

Engine-Generator Maintenance Services Cost Estimate:

Hour Service	Est Time	Unit No. 1	Unit No. 2
250 Hour	April	\$ 2,442	\$ 2,200
1000 Hour	mid-May	8,288	8,072
2000 Hour	June/July	10,000	10,000
3000 Hour	mid-Aug	8,500	8,500
4000 Hour	Sep/Oct	12,000	12,000
5000 Hour	mid-Nov	8,500	8,500
6000 Hour	Dec/Jan	10,000	10,000
7000 Hour	mid-Feb	8,500	8,500
8000 Hour	Mar	10,000	10,000
		\$78,230	\$ 77,772
		Sub-Total	\$156,002
		Taxes	<u>15,600</u>
		Total	<u>\$171,602</u>

Other Considerations/Implications

There are no policy, environmental, privacy, or CPTED implications or considerations.

Due Date for Follow-up and/or Project Completion

The existing warranty period will expire March 13, 2015, at which time a competitive tender for maintenance services will be issued, or maintenance services will be brought in-house.

Public Notice

Public Notice pursuant to Section 3 of Policy No. C01-021, Public Notice Policy, is not required.

Attachment

1. Letter from Kramer Ltd.

Report Approval

Written by: Nathan Ziegler, Sustainable Electricity Engineer
Reviewed by: Trevor Bell, Director of Saskatoon Light & Power
Approved by: Jeff Jorgenson, General Manager, Transportation & Utilities
Department

Council - NZ - Landfill Gas Engine-Generator Equipment Service - Blanket Purchase Order



ATTACHMENT 1

September 4th, 2014

Nathan Ziegler, P. Eng
Sustainable Electricity Engineer
Saskatoon Light & Power
322 Brand Road
Saskatoon, Saskatchewan
S7J 5J3

Re: Blanket Purchase Order – City of Saskatoon Landfill Gas Facility

This letter addresses the benefits of entering into a blanket purchase order for maintenance and service that may be required for the two (2) G3516 (800kW, 600V) natural gas generator sets that have been purchased and put into service by the City of Saskatoon.

Kramer Ltd. is the only authorized Caterpillar dealer and service provider in Saskatchewan. We offer reliable service, twenty-four hours a day; seven days a week. Our technicians are factory trained to deliver the highest caliber of mechanical and electrical expertise, as well as expertise in the areas of record keeping and reporting, warranty administration, and diagnostics and failure. The technicians of Kramer Ltd. have access to specific engineering documentation and maintenance proficiency for landfill gas applications. In addition, Kramer Ltd.'s technicians have access to specialized tooling and genuine OEM parts, to ensure that the service performed on each machine is of only the highest quality. Kramer Ltd. also has direct access to all Caterpillar product updates, safety alerts, and possible recall notices.

Kramer Ltd. is owned and operated solely in Saskatchewan; there are seven fully operational branches across Saskatchewan, offering complete parts, service, and sales to our customers. Kramer Ltd. also offers dedicated after-sales service to our customer by way of our Product Support personnel, to meet all of your parts and service needs.

With regard to warranty, Caterpillar is currently providing one year's warranty to the landfill gas application generator sets. There will be no warranty implications if another service provider performs oil / filter changes; however, if the service provider does not perform other service interval requirements, there could be an impact to the warranty coverage. An authorized operator may perform the maintenance items with daily intervals and the maintenance items with weekly intervals. The maintenance that is recommended for all other maintenance intervals must be performed by an authorized service technician or by your Caterpillar dealer.

Kramer Ltd. is a reliable, established, fully qualified, and dedicated Caterpillar dealer and service provider.

Regards;

Marcel Vindevoghel
Energy Department Manager
Direct: 306 949 6233
mpv@kramer.ca

Brevoort Park and Lakeview Sanitary Sewer Storage Facilities – Engineering Services Scope Change No. 2

Recommendation

That the fee adjustment of \$68,640.00, resulting in a revised total upset limit for the engineering services being \$247,382.49 (including taxes) for the Brevoort Park and Lakeview Sanitary Sewer Storage Facilities, be approved.

Topic and Purpose

That City Council approve the proposal for a fee adjustment, submitted by AECOM Canada Ltd. (AECOM), for additional work incurred.

Report Highlights

1. Engineering services for the Brevoort Park and Lakeview Sanitary Sewer Storage Facilities were awarded to AECOM based on a Request for Proposals (RFP) process.
2. AECOM requested, and was previously granted, a fee extension due to project re-scheduling and increased site inspection.
3. Further circumstances require another extension to the agreement with AECOM.

Strategic Goals

The recommendations in this report support the Strategic Goal of Quality of Life. Upgrades to the existing sanitary sewer infrastructure in Lakeview Park, including the installation of a super-pipe, will help reduce the severity and frequency of basement flooding in the area. This project also supports the Strategic Goal of Asset and Financial Sustainability by investing in what matters.

Background

Capital Project #1678 – Wet Weather Inflow Remediation was established to provide the installation of flood prevention measures on the sanitary sewer to reduce the frequency and severity of basement flooding. The City has received assistance through the Building Canada Fund to cost-share the installation of a number of these facilities. To date, eight super pipes have been installed, and currently, two more are being constructed in Brevoort Park and Lakeview Park.

Report

Engineering Services

In January 2013, AECOM was selected through a competitive RFP process and was awarded an Engineering Services Agreement to provide design and project management for the Brevoort Park and Lakeview Sanitary Sewer Storage Facilities. The original value of this commission was \$138,130.50.

Scope Change One

Construction was originally scheduled to occur in 2013, but the project was tendered and cancelled twice due to high and non-competitive bids. This re-tendering process, along with anticipated higher on-site management hours, required a scope change of \$40,612.00, which was accepted in July 2013.

Scope Change Two

Unforeseen circumstances during construction in 2014 require a second increase to the original commission. An incorrect record drawing led to a water main being hit during the Brevoort Park construction. This led to multiple delays and disruptions to the water system and surrounding project site. Increased inspection and design time were required. The Lakeview site also experienced delays due to equipment breakdown and unforeseen ground conditions requiring altering methods from direction drill to a more time consuming open cut method. These delays have led to an increase in required resident engineering hours.

Final Scope Change Notice

The proposed fee adjustment for this project is as follows:

Original Agreement	\$129,700.00
Scope Change One	38,133.33
Scope Change Two	64,450.70
GST (5%)	11,614.20
PST (5% of 30%)	<u>3,484.26</u>
Total Fees	\$247,382.49
GST Rebate (5%)	<u>(11,614.20)</u>
Net Cost to the City	<u>\$235,768.29</u>

A review of the proposals of the original proponents on this project verified, that even with these increased costs, AECOM would still be the chosen consultant based on their technical merit and relative costs.

Options to the Recommendation

AECOM has proceeded with the work due to the stage of construction and the need to continue the work. An option to the recommendation is to stop work and resume next year which would not be deemed a feasible option.

Public and/or Stakeholder Involvement

A public meeting was hosted at the beginning of the project to explain the scope and impact, and to get feedback from the affected residents.

Communication Plan

The affected residents in the area of the project have been communicated with on a regular basis by flyer and onsite meetings. This process will continue as required throughout the remainder of the project.

Financial Implications

Capital Project #1678 – Wet Weather Inflow Remediation, along with support from the Building Canada Program, provides the financial support for this project. Capital Project #1678 – Wet Weather Inflow Remediation is funded by the Flood Protection Levy. There is adequate funding in the current capital budget to support this work.

Environmental Implications

The original construction project was estimated to produce 105 tonnes of CO₂e. It is estimated that the delays will lead to an approximate increase of 20% to 125 tonnes of CO₂e.

This project is an initiative to manage climate change by providing a more robust sewer system capable to withstand more frequent rain events.

Other Considerations/Implications

There are no policy, privacy, or CPTED implications or considerations.

Due Date for Follow-up and/or Project Completion

It is estimated that project construction completion will be late October or early November 2014. Park restoration, including irrigation upgrades, will be completed by Parks in the spring of 2015.

Public Notice

Public Notice pursuant to Section 3 of Policy No. C01-021, Public Notice Policy, is not required.

Report Approval

Written by: Andrew Hildebrandt, Senior Storm Water Engineer
Lowell Reinhart, Storm Water Engineer
Reviewed by: W.C. (Cal) Sexsmith, Engineering & Planning Manager
Reviewed by: Reid Corbett, Director of Saskatoon Water
Approved by: Jeff Jorgenson, General Manager, Transportation & Utilities
Department

Acadia Drive Reservoir Pumping and Piping Upgrades - Engineering Services Award

Recommendation

1. That the proposal submitted by Associated Engineering (Sask) Ltd. for engineering services for the Acadia Drive Reservoir Pumping and Piping Upgrades, for a total upset fee of \$208,508.40 (including GST), be accepted; and
2. That the City Solicitor be instructed to prepare the necessary Engineering Services Agreement for execution by His Worship the Mayor and the City Clerk under the Corporate Seal.

Topic and Purpose

That City Council award a proposal from Associated Engineering (Sask) Ltd. (AE), the highest rated respondent to the City's Request for Proposal (RFP), for engineering services for the Acadia Drive Reservoir Pumping and Piping Upgrades.

Report Highlights

1. Upgrades are required for the reservoir in order to meet the current and expected future level of service.
2. Saskatoon Water issued an RFP for engineering services. AE was determined to be the most favourable to the City.

Strategic Goal

This report supports the Strategic Goal of Asset and Financial Sustainability by undertaking economic solutions to sustain the current service level from the Acadia Drive Reservoir.

Background

In 2008, a study was completed by Earth Tech regarding demand on the City water distribution system. This report indicated that the Acadia Drive Reservoir would be required to pump 120 million litres of water per day. In 2010, a condition assessment was conducted at the Acadia Drive Reservoir Pump House and it determined that the firm capacity of the pump house was only 50 million litres per day (MLD). With the City of Saskatoon growing, the reservoir pump station is frequently operated at or beyond its capacity, requiring Water Treatment Plant operations to lower the operating pressure (service level) during high demand times to meet the flow requirements.

Report

Upgrades to the Acadia Drive Reservoir

Previous studies indicated that the required flow from the Acadia Drive Reservoir Pump House is 120 MLD, and that in its current condition it is only capable of pumping 50 MLD as a firm capacity. The 120 MLD can be met by replacing the number three

pump with a pump designed to operate at appropriate pressure for the reservoir, and by adding in an additional pipe line from the reservoir to the pump house to improve the overall efficiency of all pumps in the pump house.

RFP Issued and Successful Proponent Selected

Saskatoon Water issued an RFP for engineering services for design, commissioning, and construction oversight for the Acadia Drive Reservoir Upgrades. Six proposals were received and evaluated by Saskatoon Water managers. AE was selected as most favourable for the City.

The net cost to the City for the engineering services, as described above, would be as follows:

Professional Fees	\$195,808.00
Contingency (10%)	<u>19,600.00</u>
Total Proposal Price	\$215,408.00
GST (5%)	<u>10,770.20</u>
Total Upset Fee	\$226,178.20
GST Rebate	<u>(10,770.20)</u>
Net Cost to the City	<u>\$215,408.00</u>

Options to the Recommendation

The Administration could re-tender the work. This is not recommended as the proponent met all of the City’s requirements and the cost is reasonable, considering the scope-of-work. The Administration could also lower the operating pressure at the Acadia Drive Reservoir; however, this is also not recommended as it could interfere with requirements for firefighting flow.

Public and/or Stakeholder Involvement

There is no public and/or stakeholder involvement planned for this phase of the project.

Communication Plan

There will be no disruption to water service and no impact to traffic during construction. For information purposes, the Administration will provide a construction notice to the adjacent businesses and neighbours advising of the upgrades so they know what’s happening in their community.

Financial Implications

Capital Project #2557 - WTP – Acadia Pump Replacement provides funding of \$3,000,000 for engineering services, construction, and commissioning for upgrades to the reservoir. There is sufficient funding available in this project.

Environmental Implications

The upgrades recommended will result in consumption of energy and generation of greenhouse gas emissions associated with all phases of the project (construction, operations and maintenance). However, the upgrades will address current capacity related issues and accommodate future demands.

Other Considerations/Implications

There are no policy, privacy, or CPTED implications or considerations.

Due Date for Follow-up and/or Project Completion

The design should be completed by the end of November 2014, with construction completed by May 15, 2015.

Public Notice

Public Notice pursuant to Section 3 of Policy No. C01-021, Public Notice Policy, is not required.

Report Approval

Written by: Russ Munro, Maintenance Engineer, Water Treatment Plant
Reviewed by: Larry Schultz, Engineering Services Manager
Reviewed by: Reid Corbett, Director of Saskatoon Water
Approved by: Jeff Jorgenson, General Manager, Transportation & Utilities
Department

Council – Acadia Drive Reservoir Pumping and Piping Upgrades – Engineering Services Award.docx

Purchase of Abandoned Spur Line in the Airport Business Area

Recommendation

1. That the Real Estate Manager be authorized to purchase the abandoned spur line between 39th Street and 46th Street in the Airport Business Area from the Canadian National Railway Company at a purchase price of \$221,000;
2. That the City Solicitor's Office administer the required documentation to complete this transaction; and
3. That the Dedicated Road Reserve be used as the funding source for the purchase price, including legal, administrative costs and disbursements.

Topic and Purpose

To receive approval for the purchase of an abandoned spur line located between 39th Street and 46th Street from the Canadian National Railway Company (CN) totalling approximately 4.42 acres.

Report Highlights

1. The City wishes to purchase the abandoned spur line in the Airport Business Area.
2. The terms of the Purchase Agreement regarding the conditions of the proposed acquisition.

Strategic Goal

This report supports the Strategic Goal of Moving Around by providing quick and easy movement of people and goods throughout the city and also the long-term strategy of developing an integrated transportation network that is practical and useful for vehicles, buses, bikes and pedestrians.

Background

The abandoned spur line between 39th Street and 46th Street in the Airport Business Area represents an assembled land corridor and is considered a strategic land purchase for future transportation opportunities.

Section 6.1.2.4 – of Saskatoon's Official Community Plan states:

“When appropriate, abandoned rail lines shall be examined for use as future transportation corridors to link Suburban Development Areas with the Downtown.”

In addition to the direction from the Official Community Plan, the purchase of this land will allow the City of Saskatoon to maintain control of access to adjacent parcels and the future development and use of this land.

Report

City Wishes to Purchase Abandoned Spur Line in the Airport Business Area

The proposed land acquisition is an abandoned CN spur line that extends from 39th Street to 46th Street, encompassing an area of approximately 4.42 acres. The lands consist of seven contiguous parcels of which one is part of the active rail line running west and east along 40th A Street. Therefore, a subdivision of the parcel is required (refer to Attachment 1).

Terms of the Agreement

Noteworthy details of the Offer to Purchase and Agreement of Purchase and Sale are as follows:

Purchase Price:

- \$221,000 with an initial deposit of \$20,000.
- The purchase price is calculated based on the estimated acreage of 4.42 acres at \$50,000/acre and will be adjusted based on the final survey.
- Approximately \$200,000 (less adjustments) on closing/completion of the subdivision.

Conditions Precedent:

- City Council approval to be by September 30, 2014.
- CN Senior Management approval is within 30 days of the offer acceptance.
- Approval of the subdivision is by City's Planning and Development.

Other Terms and Conditions of the Agreement:

- City will be responsible for the cost of the survey/subdivision.
- City will install and maintain a six foot chain link fence along the south boundary of the proposed land acquisition and subsequent subdivision that abuts CN's land (active Warman line).

Options to the Recommendation

An option would be to not approve the purchase of this land. The Administration does not recommend this option as this land is an abandoned spur line and the City's Community Plan indicates that abandoned rail lines be purchased by the City for use as future transportation corridors.

Public and/or Stakeholder Involvement

There is no Public and/or Stakeholder involvement.

Communication Plan

A communication plan is not required.

Financial Implications

Sufficient funds for this purchase exist in the Dedicated Road Reserve as the source of funding.

Other Considerations/Implications

There are no policy, environmental, privacy, or CPTED considerations or implications.

Due Date for Follow-up and/or Project Completion

The proposed acquisition will close once the subdivision has been completed and approved.

Public Notice

Public Notice pursuant to Section 3 of Policy No. C01-021, Public Notice Policy, is not required.

Attachment

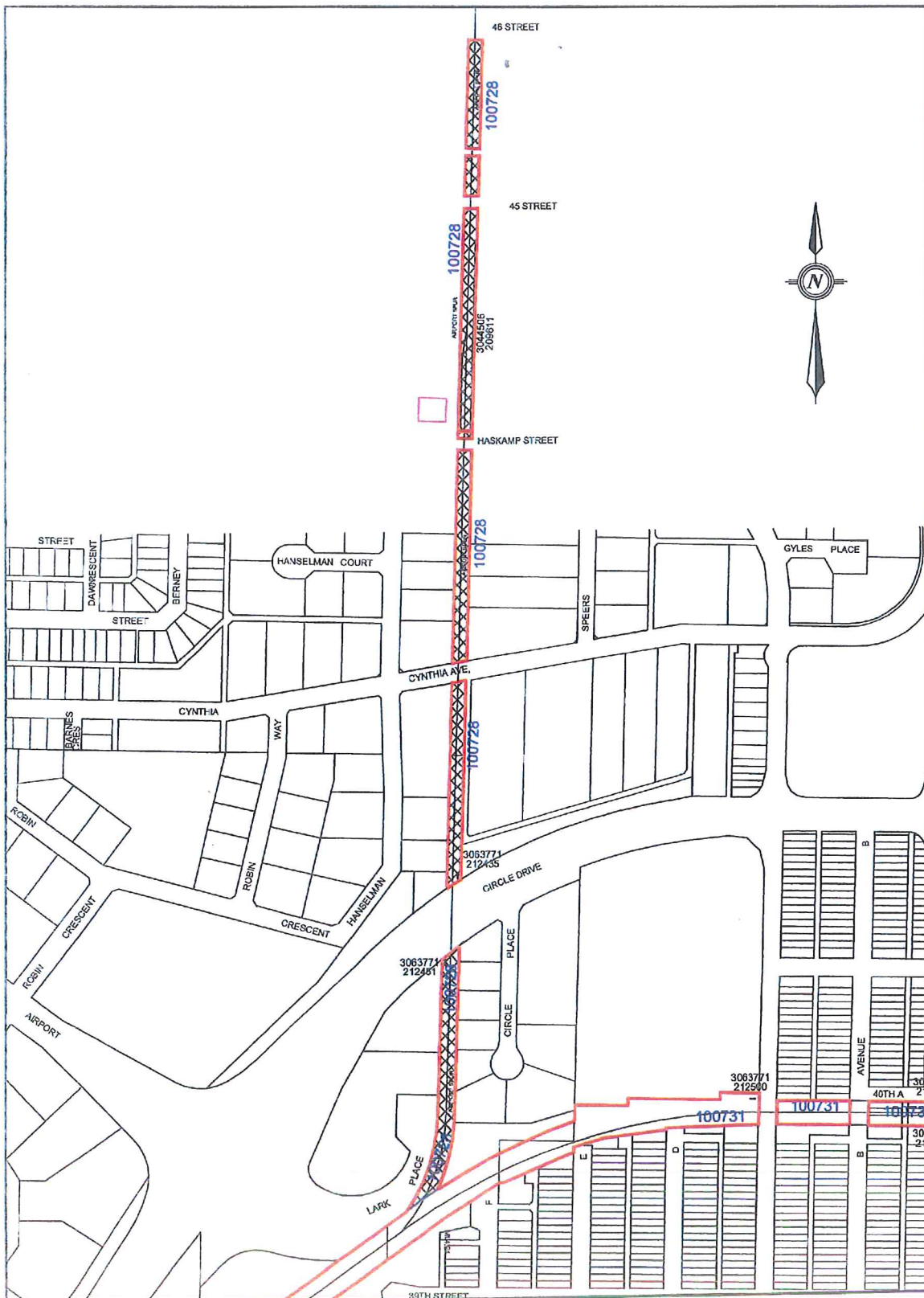
1. Map Indicating Proposed Land Acquisition

Report Approval

Written by: Linda Lei, Property Agent, Real Estate Services
Reviewed by: Keith Pfeil, Manager, Real Estate Services
Frank Long, Director of Saskatoon Land
Angela Gardiner, Director of Transportation
Approved by: Jeff Jorgenson, General Manager, Transportation & Utilities
Department

Council LL - Purchase of Abandoned Spur Line in the Airport Business Area.docx

Map Indicating Proposed Land Acquisition



DESCRIPTION: 1000/SKPR/100728 (4.42 Acs. +/-)

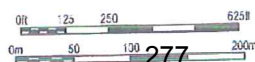
Saskatoon
Province of Saskatchewan
Canada

THIS IS NOT A PLAN OF SURVEY
CECI N'EST PAS UN PLAN D'ARPENTAGE

 Subject Lands/Terrain Sujet

EXHIBIT I

SUBDIVISION:	Warman (570)
SPUR / ANTENNE:	Saskatoon Airport Spur (SK01)
MILEAGE / MILLIAIRE:	H.B 4.19 (0.00 - 0.83)
DATE:	June 29, 2012



SCALE / ÉCHELLE: 1:5000



Capital Project #2037 – Snow Management Facilities – Budget Adjustment for Temporary Snow Sites

Recommendation

1. That City Council approve a budget adjustment to Capital Project 2037 – Snow Management Facilities in the amount of \$400,000 funded from the Reserve for Capital Expenditures; and
2. That the Administration be approved to initiate the procurement of the required services.

Topic and Purpose

That City Council approve a budget adjustment to Capital Project 2037 – Snow Management Facilities for a total of \$400,000 to provide funding to construct two temporary snow storage sites required for the 2014/2015 snow season. It is being recommended that City Council fund this budget adjustment with a transfer from the Reserve for Capital Expenditures. That City Council receive the information on the requirement for two temporary snow storage sites.

Report Highlights

1. Two temporary snow storage sites are required for the 2014/2015 snow season.
2. Recommended funding for these temporary snow sites is from The Reserve for Capital Expenditures; there is sufficient funding in the reserve.

Strategic Goal

This report supports the Strategic Goal of Moving Around.

Background

Snow storage sites are a necessity in a city that experiences winter conditions. An In-Camera report to the Standing Policy Committee on Transportation, August 19, 2014, provided an update on the provision of snow storage services for the quadrants of the city. The report identified the funding required for the set up of two temporary snow storage sites to be operational for this winter.

Report

The snow storage facility located off of McOrmond Drive is closed to accommodate land development occurring in the area. An area is required for the southeast quadrant of the city needing site preparation. The cost to prepare the site is estimated to be \$200,000.

A second setup is required moving the existing Valley Road snow storage area northward on the city-owned land. This relocation prepares for phase one development of the Civic Operations Centre. This temporary location is required on an interim basis

until the permanent snow management facility is open for operation. The cost to prepare this temporary site is also estimated to be \$200,000.

Options to the Recommendation

Reducing the provision of snow storage sites to only two, the northwest Wanuskewin site and northeast Central Avenue site, is not recommended as an option.

Public and/or Stakeholder Involvement

If a new location has potential for disturbing nearby residents, a public meeting will be provided to answer questions and respond to concerns in advance of opening.

Communication Plan

Operational snow storage site communications will be provided regularly to snow haulers who use the sites, including opt-in direct email updates, PSAs, on-site and traffic signage and website updates. In advance of a new site, information will be developed to help affected residents or businesses understand the process for building the site, its regular operations and how they may be impacted. A detailed communications plan will be developed for the permanent snow storage facilities because of the investment required, the enhanced melt water management and the efficiencies for civic services.

Financial Implications

Capital Project #2037 – Snow Management Facilities requires a budget adjustment of \$400,000 to accommodate the site preparation for two temporary snow storage sites. The recommended source of funding is The Reserve for Capital Expenditures; there is sufficient funding in this reserve.

Other Considerations/Implications

There are no policy, environmental, privacy, or CPTED implications or considerations.

Due Date for Follow-up and/or Project Completion

The procurement process for the services required to prepare the two temporary sites will proceed upon approval.

Public Notice

Public Notice pursuant to Section 3 of Policy No. C01-021, Public Notice Policy, is not required.

Report Approval

Written by: Luanne Sirota, Policy Manager, Major Projects
Shelley Korte, Director of Business Administration
Reviewed by: Mike Gutek, Director of Major Projects
Approved by: Jeff Jorgenson, General Manager, Transportation & Utilities
Department

Capital Project #1786 - Remail Modern Art Gallery of Saskatchewan - Art Storage System – Award of RFP

Recommendation

1. That the proposal submitted by Montel Inc. of Montmagny, Quebec for the supply and installation of Art Storage Systems Equipment , including Type 3a Hanging Racks and 32 additional Type 2 Art Racks at a cost of \$644,437 (including PST and GST) be accepted; and
2. That the City Solicitor be requested to prepare the appropriate agreement and that His Worship the Mayor and the City Clerk be authorized to execute the agreement under the Corporate Seal.

Topic and Purpose

The purpose of this report is to seek City Council approval for the award of Montel Inc.'s proposal for specialised art storage systems equipment for the new Remail Modern Art Gallery of Saskatchewan.

Report Highlights

1. The City requires specialized art storage systems for the new Remail Modern Art Gallery of Saskatchewan.
2. It is recommended that the proposal submitted by Montel Inc. be accepted at a total cost of \$644,437 (including PST and GST) including the separate price for new, more efficient art hanging racks and the separate price for an additional 32 art hanging racks.

Strategic Goal

This report supports the Quality of Life Strategic Goal, relating to the implementation of the Municipal Culture Plan. It supports the Four-Year Priority to enhance the quality of life in Saskatoon by directing expenditures toward amenities in neighbourhoods to enhance and protect property values and encourage private investment.

Background

The Remail Modern Art Gallery of Saskatchewan construction contract was awarded in March 2013, with a target for completion in 2016. The building has large spaces to exhibit and properly store the art in stringent environmental conditions. The typical art work envisioned for this facility requires varied types of art storage systems with special accommodations for careful handling of the art pieces within the designated secure vault spaces.

Report

Specialized Storage Equipment Required

The Mendel Gallery has numerous art pieces that need to be stored securely and in a controlled environment. The gallery exhibit and vault storage spaces have been provided in the new Remail Modern Art Gallery of Saskatchewan. The Canadian Conservation Institute provides guidelines and requirements to be followed in order to obtain approval to store art work and comply with touring art exhibit's regulations.

Mendel Gallery vault and offsite storage locations have art hanging racks, flat tray storage cabinets, and larger object shelving. An assessment was completed by an art handling consultant and Mendel staff. The current equipment was deemed insufficient to be used within the new building, costly to upgrade, and would not provide the most efficient space use for future collection expansion.

Request for Proposal

A Request for Proposal was prepared by specialised gallery consultant Lundholm Associates Architects of Ontario. There were two complete compliant proposals accepted for evaluation.

It is recommended that the proposal submitted by Montel Inc. be accepted at a total cost of \$644,437 (including PST and GST) including the separate price for new more efficient art hanging racks and the separate price for an additional 32 art hanging racks.

The cost of the proposal is as follows:

Montel Inc. Supply & Install Systems	\$480,034.00
Alternate 1 (new hanging racks)	45,507.00
Alternate 2 (additional hanging racks)	<u>88,209.00</u>
Subtotal	\$613,750.00
GST (5%)	<u>30,687.50</u>
Total Cost	\$644,437.50
GST Rebate	<u>(30,687.50)</u>
Net cost to the City	<u>\$613,750.00</u>

Some of the storage systems will be installed in 2014. The majority of remaining equipment will be installed and made ready for art work after substantial completion of the building.

Options to the Recommendation

There are no viable options to be considered. The existing art storage systems are very old, worn out, and do not adequately or efficiently fit the new building storage spaces.

Public and/or Stakeholder Involvement

There is no public and/or stakeholder involvement required.

Communication Plan

All public project reports and updates are being posted to the City’s website.

Financial Implications

There is designated funding for this equipment and installation within the approved budget of \$95,303,160 for Capital Project #1786 - Rема Modern Art Gallery of Saskatchewan. The Capital project has several external and internal funding sources.

Other Considerations/Implications

There are no policy, privacy, environmental, or CPTED implications.

Due Date for Follow-up and/or Project Completion

The project is targeted to be complete in 2016.

Public Notice

Public Notice pursuant to Section 3 of Policy No. C01-021, Public Notice Policy, is not required.

Report Approval

Written by: Bruce Wilson, Rема AGS Project Manager
Reviewed by: Mike Gutek, Director of Major Projects
Approved by: Jeff Jorgenson, General Manager, Transportation & Utilities Department

Development Appeals Board Notices of Hearings Scheduled for September 23, 2014 and October 7, 2014

Recommendation

That the information be received.

Topic and Purpose

This report is to provide City Council with Notice of Hearings scheduled for September 23, 2014 and October 7, 2014.

Strategic Goals

Applications to the Development Appeals Board and the subsequent hearings support the Strategic Goals of Quality of Life and Sustainable Growth, as they ensure that neighbourhood quality, character and balanced land use are maintained.

Report

Section 222(3)(c) of *The Planning and Development Act, 2007* states, in part, that the Development Appeals Board shall, not later than 10 days before the date fixed for hearing an appeal, give notice to City Council.

Attached are Notices of Hearings scheduled to be heard on September 23, 2014 and October 7, 2014.

Public and/or Stakeholder Involvement

In addition to providing notice to City Council, Section 222(3) of *The Planning and Development Act, 2007* states that the Board shall, not later than 10 days before the date fixed for hearing the appeal, give notice by personal service, ordinary mail or registered mail to:

- the appellant;
- the owner, if the owner and the appellant are not the same person;
- the assessed owners of property within 75 metres of the boundary of the appellant's land that is the subject of the appeal; and
- other owners of property required to be notified pursuant to the zoning bylaw of the municipality.

Notices have been sent as required.

Other Considerations/Implications

There are no policy, financial, environmental, Privacy or CPTED implications or considerations.

Development Appeals Board
Notices of Hearings Scheduled for September 23, 2014 and October 7, 2014

Public Notice

Public Notice pursuant to Section 3 of Policy No. C01-021, Public Notice Policy, is not required.

Attachments

1. Notice of Hearing 26-2014
2. Notice of Hearing 27-2014
3. Notice of Hearing 28-2014
4. Notice of Hearing 29-2014
5. Notice of Hearing 25-2014
6. Notice of Hearing 30-2014
7. Notice of Hearing 31-2014

Written by: Penny Walter, Secretary, Development Appeals Board
Approved by: Joanne Sproule, City Clerk

TAKE NOTICE that Amir Amin on behalf of Shahid Ahmad has filed an appeal under Section 219(1)(b) of *The Planning and Development Act, 2007*, in connection with the City's refusal to issue a Building Permit for a proposed one-unit dwelling located at 402 Avenue Y South(Lot 1 Block 36 Plan G199).

The property is zoned R2 under Zoning Bylaw 8770.

Section 8.4.4(2) of Zoning Bylaw 8770 states that site width for the construction of new one-unit dwellings in established neighbourhoods shall be at least 70% of the average site width for one and two-unit dwelling sites fronting on the subject block face and the opposite block face. The average width for one and two-unit dwellings on the 400 block of Avenue Y South is 15.23 metres. The minimum site width required for a one –unit dwelling on this block is 70% of the average, or 10.66 metres.

Based on the information provided, the lot width of Lot 1 is 7.620 metres. This results in a site deficiency of 3.04 metres. As a consequence of this deficiency, Lot 1 Block 36 Plan G199 cannot be split from Lot 2 &3 Block 36 Plan G199 for the purpose of a new on-unit dwelling and the Community Services Department cannot approve your application for a Building Permit.

The Appellant is seeking the Board's approval for the Building Permit as submitted.

TAKE NOTICE that Wen Yang has filed an appeal under Section 219(1)(b) of *The Planning and Development Act, 2007*, in connection with the City's refusal to issue a Building Permit for a two-unit, second floor addition to existing convenience store (with landscaping deficiencies in the frontage and the flanking street, as well as non-permitted parking spaces in the required landscape area) located at 2809 Estey Drive (Plan G924, Block 368, Lot 1).

The property is zoned B1 under Zoning Bylaw 8770.

Section 10.3.8(1) states that a landscaped strip of not less than 2 metres in width throughout lying parallel to and abutting the front site line shall be provided on every site. This area would require sod and one tree every 6 metres.

Section 10.3.8(2) states that on corner lots, in addition to the landscaping required in the front yard, a landscaped strip of not less than 2 metres in width throughout lying parallel to and abutting the flanking street shall be provided.

Section 7.1(1)(f) states that landscaping areas required to be provided within any front or side yard shall not be used for any purpose except signs or structures otherwise permitted or driveways leading to a parking or loading facility.

Based on the information provided:

- The front of this property is considered along Estey Drive and based on the property width of approximately 18.29 metres, an area of 36.58m² would be required. Proposed are 2 corner areas of landscaping noted as containing artificial turf and flower beds totalling a landscaping area of approximately 20m². This results in a front landscaping deficiency of approximately 16.58m².
- No landscaping has been proposed, resulting in a landscaping deficiency along the flanking street.
- A total of 4 parking stalls are required for the store and 2 parking stalls are required for the dwelling units. These 6 stalls are shown in the 2 metre required landscaping strip along the property line adjacent to the flanking street. Parking is not permitted in the required landscaping area and results in a deficiency.

The Appellant is seeking the Board's approval for the Building Permit as submitted.

TAKE NOTICE that Clive May and Birgitte Jespersen-May, have filed an appeal under Section 219(1)(b) of *The Planning and Development Act, 2007*, in connection with the Order to Remedy Contravention dated July 24, 2014.

The Order to Remedy Contravention was issued for this property on July 24, 2014 pursuant to Section 242(4) of *The Planning and Development Act, 2007*, and the Order states as follows:

“Contravention”

Building Permit No. 3313/81 was issued for a semi-detached dwelling. The form of development at 103 Keely Crescent has been altered into a two unit dwelling. Such a development is illegal:

1. The basement has been developed into a separate dwelling unit containing sleeping facilities, sanitary facilities and kitchens with kitchen cabinets, kitchen sinks, refrigerators and table and chairs.

You are hereby ordered to:

On or before September 30, 2014, cease using or permitting the use of 103 Keeley Crescent for the purpose of a two unit dwelling by removed the basement occupants; and

On or before October 15, 2014, alter the form of development so as to remove the contravention by removing the basement dwelling unit. Kitchen cabinets, kitchen sink, (the plumbing lines are to be permanently capped behind the wall and covered over) refrigerator, stove outlet (wires capped off behind the wall, covered over and wires removed from the electrical panel), stove, and any other cooking appliances and kitchen table and chairs are to be removed and provide unrestricted free interior access throughout the entire dwelling be removing any locking passage sets that separate living spaces.

Section:

4.2(1); 4.3.1(1); 8.4 and 2.0 “dwelling unit” of Zoning Bylaw No. 8770.

The Appellant is appealing the above-referenced Order to Remedy Contravention.

TAKE NOTICE that Ammad Anwar has filed an appeal under Section 219(1)(b) of *The Planning and Development Act, 2007*, in connection with the City's refusal to issue a Development Permit for proposed 4-unit, multiple-unit dwelling (with parking deficiency and landscaping deficiency) located at 2002 22nd Street West.

The property is zoned RM3 under Zoning Bylaw 8770.

Section 6.3.1 (4) states that for multiple unit dwellings and dwelling groups in a RM3 district, a parking rate of 1.5 spaces per unit plus 0.125 visitor spaces per dwelling unit shall apply for units over 56m² (each). For a 4 unit dwelling with each unit over 56m², a total of 6.5 spaces are required. Section 6.1(5) states that when the calculation of parking requirements results in a fractional required parking space, this fractional requirement shall be rounded off to the nearest whole number.

Section 7.1(1)(i) states that one tree is required for every 6 linear metres along required frontages and one tree is required for every 9 metres along required flankages. The length of the East flankage (minus the 6 metre front yard) is shown at 36.612 metres. This requires a total of 4 trees on each side.

Based on the information provided:

- A total of seven parking spots are required, one of which must be a visitor designated parking stall. Only six parking stalls have been shown, which equal a deficiency of one visitor parking space on site.
- A total of 2 trees are proposed along the East flank. This results in a deficiency of 2 trees in the East side yard.

The Appellant is seeking the Board's approval for the Development Permit as submitted.

TAKE NOTICE that Maurice Soulodre Architect Ltd., has filed an appeal under Section 219(1)(b) of *The Planning and Development Act, 2007*, in connection with the City's refusal to issue a development permit for proposed revision to landscaping, parking and fencing.

The property is zoned M2 by agreement on June 10, 2003, which states in subparagraph (2), the development standards applicable to the M2 District shall apply to the land.

Zoning Bylaw 8770, Section 9.2.8(1) states that in a M2 district, a landscaping strip of not less than 3 metres in width throughout lying parallel to and abutting the front site line shall be provided on every site. The City of Saskatoon's landscaping guidelines states that the amount of hard landscaping shall not exceed 25% of the required landscaping area.

Section 9.2.8(3) states that where a site abuts any R District without an intervening lane, there shall be a strip of land adjacent to the abutting site line of not less than 1.5 metres throughout, which shall not be used for any purpose except landscaping. The City of Saskatoon's landscaping guidelines states that the amount of hard landscaping shall not exceed 25% of the required landscaping area.

Section 5.13(1) states that no wall, fence, or other structure not otherwise permitted shall be erected in a required front yard or on a site line adjacent to a required front yard, to a height of more than 1.0 metres above grade level.

Section 6.2(2)(a) states that all required parking and loading facilities shall be clearly demarcated, have adequate storm water drainage and storage facilities, and be hard surfaced. Hard surfacing shall mean the provision of a durable, dust-free material constructed of concrete, asphalt or similar pavement capable of withstanding expected vehicle loads.

Based on the information provided:

- the property is 30.48 wide and would require a front landscaping area of 91.44 metres squared. In this 3 metre front landscaping area, proposed are 2 shrub beds on the North West and South West corners with a combined area of approximately +/- 19.3 metres squared. The rest of the front landscaping area is proposed to be hard landscaping (paving stones). The proposed hard landscaping is approximately +/- 78.89% of the total front landscaping area;
- the proposed hard landscaping (paving stones) takes up 100% of the total side landscaping area adjacent to the North property line;
- a fence with a height of approximately 1.8 metres is proposed, within the 3 metre front yard. This results in a fence deficiency of approximately 0.8 metres; and
- the rezoning by agreement notes 15 parking stalls as required for this development. In the rear parking area, gravel is shown as the material used for the lanes and parking stalls. Gravel is not considered a hard surfacing material.

The Appellant is seeking the Board's approval for the Development Permit as submitted.

TAKE NOTICE that Conrad Correa has filed an appeal under Section 219(1)(b) of *The Planning and Development Act, 2007*, in connection with the City's refusal to issue a Building Permit for a proposed addition to the one-unit dwelling located at 438 8th Street East.

The property is zoned R2 under Zoning Bylaw 8770.

Section 8.4.4.3 of the Zoning Bylaw states the front yard setback requirements for one and two-unit dwellings and semi-detached dwellings in established neighbourhoods shall not vary by more than 3.0 metres from the average front yard setback of the principal buildings on adjacent, flanking sites provided that in no case shall the setback be less than 6.0 metres.

Based on the information provided, the addition to the front of the dwelling will move the front building line to within 4.57metres (15 feet) of the front property line. This will result in a front yard deficiency of 1.43 metres (4.68 feet).

The Appellant is seeking the Board's approval for the Building Permit as submitted.

TAKE NOTICE that Scott Boyd has filed an appeal under Section 219(1)(b) of *The Planning and Development Act, 2007*, in connection with the City's refusal to issue a Building Permit for a proposed detached garage (accessory building) in the rear yard located at 500 Avenue K South.

The property is zoned R2 under Zoning Bylaw 8770.

Section 5.7 of the Zoning Bylaw sets out the requirements for detached accessory buildings in the R2 District. Section 5.7(5)(c) states that for sites with a site area equal or greater to 510m², the maximum permitted rear yard coverage is 30%. The total site area of 500 Avenue K South is 561.33m² with a total rear yard of 148.64m². The maximum allowable rear yard coverage would thus be 30% of 148.64m² or 44.59m²

Based on the information provided, a proposed detached garage (accessory building) of 53.51m² will exceed the maximum allowable rear yard coverage by 8.92m², or 6%.

The Appellant is seeking the Board's approval for the Building Permit as submitted.

Provincial Disaster Assistance Program

Recommendation

That The City of Saskatoon apply to the Ministry of Government Relations for the Province of Saskatchewan to be designated as an Eligible Assistance Area under the Provincial Disaster Assistance Program as a result of damages caused by excessive rain occurring in the period of June 14th – 22nd, 2014.

Topic and Purpose

To have City Council submit a Request for Designation to the Province to designate the City of Saskatoon for the period of June 14th – 22nd, 2014, an Eligible Assistance Area.

Report

The City has received calls from private property owners who have experienced property damage as a result of flooding caused by excessive amounts of rain occurring June 14th – 22nd, 2014. To date, our Office has received two calls.

The Province of Saskatchewan has a Provincial Disaster Assistance Program which covers uninsurable damage to individual properties caused by a natural disaster. It is our understanding that damage caused by excessive amounts of rain would qualify. The minimum criterion for a declaration is one claim of \$5,000 or several smaller claims totalling \$25,000. We believe we have met those requirements.

In order for individual citizens to receive assistance under the Provincial Disaster Assistance Program, City Council must request, by resolution, that the City of Saskatoon be designated an Eligible Assistance Area. Once the City of Saskatoon is designated, we will arrange for the distribution of Provincial Disaster Assistance Program – Private Property Applications. The Province of Saskatchewan will then arrange for the claims to be adjusted and make payments where appropriate.

Attachment

1. Provincial Disaster Assistance Program Request for Designation Form.

Report Approval

Written by: Wayne Bischoff, Solicitor
Approved by: Patricia Warwick, City Solicitor

158-0439-wab-15.docx



Ministry of
Government Relations

Provincial Disaster Assistance Program

PO Box 227
REGINA SK S4P 2Z6
1-866-632-4033 – Toll Free
(306) 798-2318 – Fax

PROVINCIAL DISASTER ASSISTANCE PROGRAM REQUEST FOR DESIGNATION

Date: September 10, 2014

Community Information

Rural Municipality City Town Village Resort Village First Nation

The City of Saskatoon

Community Name

No. _____

RM Only

Clerk/Administrator: Murray Totland, City Manager
Address: 222 Third Avenue North
Saskatoon SK S7K 0J5
Telephone: (306) 975-3209
Fax: (306) 975-3048
Email: murray.totland@saskatoon.ca

Provincial Constituency: all Saskatoon constituencies

Type of Natural Disaster and Dates:

The above community has incurred loss or damage as a result of flooding damage due to severe weather. The severe weather occurred on June 14th – 22nd, 2014.

Damage Type and Estimated Loss:

Private Property in excess of \$5,000.00

Description of Event:

Rain from June 14th to 22nd, 2014, in the amount of 78.7mm. High rainfall amounts led to a high water table and seepage flows into basements and low lying areas.

Administrator

Date

Proposed Amendments to Bylaw No. 9170, The Procedures and Committees Bylaw, 2014

Recommendation

That City Council consider Bylaw No. 9223, *The Procedures and Committees Amendment Bylaw, 2014*.

Topic and Purpose

The purpose of this report is to provide City Council with Bylaw No. 9223, *The Procedures and Committees Amendment Bylaw, 2014*, which implements necessary amendments to ensure that Bylaw No. 9170, *The Procedures and Committees Bylaw, 2014*, is clear, accurate and consistent.

Report

Bylaw No. 9170 came into effect on July 1, 2014. Since this date, necessary amendments to the Bylaw have been identified. At its meeting held on September 22, 2014, City Council considered a report requesting approval to amend Bylaw No. 9170. Those amendments include:

- Section 115 – amended to establish the appropriate number for quorum as being six Council Committee members for Executive Committee and three Council Committee members for the Standing Policy Committees.
- Section 139 – amended to correct the reference made in Subsection 139(3) from “Environment, Utilities and Corporate Performance Committee” to “Environment, Utilities and Corporate Services Committee.”
- Schedule “B” – amended to add “Urgent Business” to the Public Hearing Meeting Agenda.
- Schedule “C” – amended to add “Unfinished Business”, “Legislative Reports”, “Motions” and “Giving Notice” to the Public Council Committee Meeting Agenda.
- Schedule “D” – amended to add “Legislative Reports” and an “Other” category to “Verbal Updates” to the In Camera Committee Meeting Agenda.

In accordance with City Council's instructions, we are pleased to submit Bylaw No. 9223, *The Procedures and Committees Amendment Bylaw, 2014*, for Council's consideration.

Attachment(s)

1. Proposed Bylaw No. 9223, *The Procedures and Committees Amendment Bylaw, 2014*.

Report Approval

Written by: Jodi Manastyrski, Solicitor
Approved by: Patricia Warwick, City Solicitor

102.0441-jlm-3.docx

BYLAW NO. 9223

The Procedures and Committees Amendment Bylaw, 2014

The Council of The City of Saskatoon enacts:

Short Title

1. This Bylaw may be cited as *The Procedures and Committees Amendment Bylaw, 2014*.

Purpose

2. The purpose of this Bylaw is to make those amendments to Bylaw No. 9170, *The Procedures and Committees Bylaw, 2014*, as identified to ensure the Bylaw is clear, accurate and consistent.

Bylaw No. 9170 Amended

3. Bylaw No. 9170 is amended in the manner set forth in this Bylaw.

Section 115 Amended

4. Subsection 115(1) is repealed and the following substituted:

"(1) A quorum of a Council Committee shall be:

- (a) six Council Committee members for Executive Committee; and
- (b) three Council Committee members for all Standing Policy Committees."

Section 139 Amended

5. Subsection 139(3) is amended by striking out "Performance" and substituting "Services".

Schedule "B" Amended

6. Schedule "B" is repealed and the schedule marked as Schedule "B" to this Bylaw is substituted.

Schedule "C" Amended

7. Schedule "C" is repealed and the schedule marked as Schedule "C" to this Bylaw is substituted.

Schedule "D" Amended

8. Schedule "D" is repealed and the schedule marked as Schedule "D" to this Bylaw is substituted.

Coming into Force

9. This Bylaw shall come into force on the day of its final passing.

Read a first time this _____ day of _____, 2014.

Read a second time this _____ day of _____, 2014.

Read a third time and passed this _____ day of _____, 2014.

Mayor

City Clerk

Schedule "B" to Bylaw No. 9223

Schedule "B"

Public Hearing Meeting Agenda

1. **Call to Order**
2. **Confirmation of Agenda**
3. **Adoption of Minutes of Regular Public Hearing Meeting**
4. **Public Hearings**
5. **Proclamations and Flag Raisings**
6. **Urgent Business**
7. **Adjournment**

Schedule "C" to Bylaw No. 9223

Schedule "C"

Public Council Committee Meeting Agenda

1. **Call to Order**
2. **Confirmation of Agenda**
3. **Adoption of Minutes of Committee Meeting**
4. **Unfinished Business**
5. **Communications** (requiring the direction of the Committee)
6. **Requests to Speak** (new matters)
7. **Reports from Administration**
8. **Legislative Reports**
9. **Motions** (notice previously given)
10. **Giving Notice**
11. **Urgent Business**
12. **Adjournment**

Schedule "D" to Bylaw No. 9223

Schedule "D"

In Camera Committee Meeting Agenda

1. **Call to Order**
2. **Confirmation of Agenda and In Camera Items**
3. **Adoption of Minutes of In Camera Council Committee Meeting**
4. **Unfinished Business**
5. **Communications** (requiring the direction of the Committee)
6. **Reports from the Administration**
7. **Legislative Reports**
8. **Urgent Business**
9. **Verbal Updates**
 - 9.1 **Council Members**
 - 9.2 **Administration**
 - 9.3 **Other**
10. **Adjournment**



STANDING POLICY COMMITTEE ON FINANCE

Persephone Theatre Property Tax Abatement

Recommendation of the Committee

That a full (100%) property tax abatement to Persephone Theatre through the Culture Grant Program for a five-year period be approved.

History

At the September 8, 2014 Standing Policy Committee on Finance meeting, a report of the CFO/General Manager, Asset & Financial Management Department was considered regarding the above matter.

Attachment

Report of the CFO/General Manager, Asset & Financial Management Department (Files CK. 1965-1 x 4129-15 and CP. 1870-1)

Persephone Theatre Property Tax Abatement

Recommendation

That the Standing Policy Committee on Finance recommend to City Council:

That a full (100%) property tax abatement to Persephone Theatre through the Culture Grant Program for a five-year period be approved.

Topic and Purpose

The current property tax abatement agreement with Persephone Theatre (Persephone) expires at the end of 2014. Persephone has approached the City of Saskatoon (City) for an ongoing tax abatement. This report provides information on the history of the City's support to Persephone, and background on support provided by other municipalities to cultural organizations.

Report Highlights

1. Persephone has received various cash grants and tax abatements from the City since it acquired the property in River Landing in 2005.
2. The majority of municipalities in Canada, surveyed for this report, provide full tax exemptions or abatements to non-profit performing arts organizations.
3. The City provides tax abatements to cultural institutions that qualify under an appropriate grant or incentives program.

Strategic Goals

This report supports the Strategic Goal of Quality of Life where Saskatoon is a welcoming people place, and our community supports art, culture, and recreational facilities and other amenities. The long-term strategies of implementing the Municipal Culture Plan, and supporting community-building through direct investment, community development expertise, and support to volunteers on civic boards, committees, and community associations are also supported. This report also supports the Strategic Goal of Sustainable Growth as stable cultural institutions complement the work of the City Centre Plan.

Background

The current property tax abatement agreement with Persephone was approved by City Council in June 2011 for three years beginning in 2012. 100% of property taxes are abated with funding for the abatement coming in part, from the Culture Grant Program tax credits to a maximum of \$50,000, and the remaining civic portion of taxes (\$15,300) coming from the River Landing operating budget.

Related to property tax abatements, in 2004, a property tax abatement policy review was conducted in order to create fairness and equity for organizations receiving abatements from the City. City Council established that tax abatements would become part of the City-funded assistance provided to community groups, and would be allocated through an appropriate grant program.

Within the City's Culture Grant Program (CGP), funding allocation for organizations (cash and tax abatements) is determined based on program criteria and by a formula that was last updated and approved by City Council at its November 4, 2013 meeting.

City Council also resolved at its meeting on March 17, 2008, to dedicate the municipal property taxes and parking revenues generated within River Landing toward the management, maintenance and operations of River Landing.

Report

Persephone has grown into one of Canada's preeminent regional theatres and a cultural anchor for River Landing with annual attendance of over 75,000. In addition, Persephone has become an important venue for other community arts and theatre companies in Saskatoon, welcoming another 25,000 visitors a year. By 2016, with the completion of the adjacent Remai Modern Art Gallery of Saskatchewan, Persephone will play a central role in positioning not only River Landing, but Saskatoon as major prairie cultural and tourist destination.

Persephone Theatre Grants and Tax Abatements at River Landing

River Landing is a unique development and the City and Persephone have entered into several formal agreements related to grant funding (outside already existing grant programs), land purchases, and tax abatement considerations (with \$2.27M in grants and tax abatements to date) in recognition of the mutual benefit of having Persephone within River Landing. Attachment 1 provides a detailed overview of the history of the City's financial support for Persephone.

Municipal Supports for Arts and Culture Organizations Across Canada

The majority of municipalities in Canada provide full tax exemptions or abatements to non-profit performing arts organizations including non-profit theatre companies (Attachment 2).

City Supports for Cultural Institutions in Saskatoon

The vast majority of tax abatements are provided through one of the City's existing grant or incentive programs. Tax abatements in whole or in part may also be approved by City Council, under special circumstances and for a short term basis only.

As part of the City's CGP, all eligible culture organizations that own their building receive a full and ongoing property tax abatement grant.

Persephone is a major cultural institution that meets the eligibility criteria for cash funding and property tax abatement under the CGP. Persephone currently receives a

Persephone Theatre Property Tax Abatement

\$60,000 cash grant, and has also been provided property tax abatements outside of the CGP in recognition of the challenges of getting established at a new site.

The CGP tax abatements are reviewed and approved annually through the operating budget. Table 1 on the following page shows the organizations currently receiving tax abatements under the CGP.

TABLE 1

Major Arts Institutions	
Friends of the Broadway Theatre	Full (100%) abatement
La Troupe du Jour	Full (100%) abatement
Paved Arts and New Media	60% abatement (40% of building is owned by AKA Gallery; AKA is not in the CGP)
Saskatchewan Craft Council	Full (100%) abatement
Major Heritage or Museum Institutions	
Ukrainian Museum of Canada	Full (100%) abatement

To note, by Agreement the current property tax abatement for Persephone is partially funded through CGP (\$50,000). The remaining funds required to provide Persephone with its 100% abatement are accounted for within the River Landing operating budget.

The Administration recommends full (100%) property tax abatement to Persephone funded entirely through the CGP for a further five year period. This would provide consistent treatment for all arts organizations in Saskatoon that own their building.

Options to the Recommendation

Option 1: To let the existing property tax abatement agreement expire, and as of 2015, Persephone would pay \$116,830 in taxes, with the civic portion of the taxes collected (\$56,000 or 48% of \$116,830) being directed to the River Landing operating budget.

Option 2: To continue with the status quo and provide a further extension to the current agreement of a full property tax abatement for up to a five-year period. Funding would continue through both the CGP (\$50,000) and River Landing.

Option 3: To abate a portion of Persephone's property taxes through the CGP, at the current level of \$50,000 for as long as Persephone continues to meet eligibility criteria of that Program, and require payment from Persephone for the balance of the property taxes. Of the property taxes paid, the civic portion would be directed towards River Landing (approximately \$32,000 annually, or 48% of the remaining \$66,830 taxes paid).

Public and/or Stakeholder Involvement

The Administration met with Persephone staff and board members to review the background of financial supports and previous agreements between the City and Persephone.

Financial Implications

In 2014, the CGP had \$153,770 in tax credits available to allocate for tax abatements to eligible culture organizations. All tax credits are allocated (including the \$50,000 to Persephone). Each year the amount of tax credits available is adjusted to reflect the current year's mill rate. In the past, in situations where an existing eligible culture organization upgrades/expands its building (which triggers tax assessment increases), or when a new cultural organization has become eligible for the CGP and owns its building, the amount of available tax credits is increased to accommodate the increased amount of tax abatements.

Specific to Persephone, the 2014 property taxes are \$116,830. If Persephone were to receive a full and ongoing tax abatement entirely through the CGP starting in 2015, there is no incremental mill rate impact as a result of the tax abatement since the 2014 abatement is already in place. Both the abatement expense and corresponding tax revenue are being flowed through the River Landing program. In 2015 the mill rate impact would remain neutral however, the tax revenue remains in general taxation and the expense is recognized in the Cultural grants program.

There is however a long term implication on the River Landing cost-recovery plan as property taxes, land sales, and parking and lease revenues are currently ear-marked for current capital cost repayment and the ongoing maintenance and operations of River Landing.

Policy Implications

The *Cities Act* allows City Council to abate taxes in whole or in part for a period of not more than five years. Any extension to an abatement agreement is within the sole discretion of City Council, and it could extend the term or change the premise on which the abatement was originally granted.

If tax abatements are provided through the CGP, the tax abatements are approved on an annual basis through the approval of the Operating Budget.

Other Considerations/Implications

There are no communications, environmental, privacy, or CPTED implications or considerations.

Due Date for Follow-up and/or Project Completion

Follow-up on tax abatements for Persephone would be included in the 2015 Business Plan and Budget deliberations along with other CGP-funded agencies. An update on River Landing will be provided in the 2014 annual report for River Landing, to be provided in the second quarter of 2015.

Public Notice

Public Notice pursuant to Section 3 of Policy No. C01-021, Public Notice Policy, is not required.

Attachments

1. Persephone Theatre: Grants and Tax Abatements 2001 – 2014
2. Property Tax Abatements and Exemptions for Non-profit Performing Arts Organizations in Canada

Report Approval

Written by: Jill Cope, Project Manager, Environmental & Corporate Initiatives
Lynne Lacroix, Director of Community Development

Reviewed by: Brenda Wallace, Director of Environmental & Corporate Initiatives

Approved by: Catherine Gryba, General Manager, Corporate Performance
Department

Persephone Theatre Property Tax Abatement.docx

Persephone Theatre Grants and Tax Abatements 2001-2014

Summary of Financial Contributions from the City of Saskatoon

Rusholme Road Location (2001 – 2007):

Total Culture Grant	\$237,671
Total Tax Abatement	\$77,806
Grand Total	\$315,477

River Landing Location (2006 – 2014):

Total Culture Grant	\$409,130
Total Tax Abatement	\$692,631
Other Grants	\$1,170,000
Grand Total	\$2,271,761

Total Persephone Support from City (2001- 2014) \$2,587,238

(Note: see pages 3 & 4 for a detailed overview of these financial contributions)

Property Tax Abatements

2001 to 2007: Persephone Theatre received tax abatements for their Rusholme Road location through the Culture Grant Program; these abatements provided 100% relief from property taxes.

2005: Persephone requests five year tax abatement for when the new theatre is scheduled to open at River Landing Location. City agreement places a cap on the taxes at \$120,000 and approves a five-year declining abatement schedule beginning in 2008.

2006 & 2007: Persephone receives 100% tax abatement on the land during construction of the new Persephone Theatre at River Landing (\$11,482 per year).

2007: Persephone moves to River Landing and declining abatement schedule begins:

2008: 100%; **2009:** 80%; **2010:** 60%; **2011:** 40%;

2011: Persephone asks to revisit the Abatement Agreement to help mitigate the impact to its operations from adjacent construction. City agrees to 100% property tax abatement for the Theatre (\$82,128) and continued phase-out of abatement for the parking lot beginning 2012 to the end of 2014)

- Abatement funded as follows:
 - \$50,000 from Cultural Grant Program (the program through which all other property tax abatement grants for cultural organizations are provided)
 - Remaining civic portion of taxes funded from River Landing operating budget (\$15,300)

2012: New tax abatement agreement established for the Theatre building and the parking lot.

Grants and Agreements - River Landing

- 2005:** City contributes \$1M to Persephone Theatre subject to the following conditions:
- Persephone Theatre raises all the capital necessary to build and furnish a live performance theatre at River Landing within a specific timeframe;
 - Persephone Theatre provides the City with a business plan and operating budget that demonstrates self-sufficiency;
 - Persephone Theatre offer the facility, or portions of the facility, for use by other groups;
 - Persephone Theatre pays property taxes upon completion of the new theatre; and
 - Persephone Theatre undertakes to integrate, wherever possible, with the proposed destination complex and programming.

Persephone enters into an Agreement for Sale with the City of Saskatoon to purchase the land for their new theatre as a direct sale. The value of this Agreement is \$660,510.

During the Persephone Theatre construction, the City also contributes \$650,000 for an upgraded basement/foundation to accommodate construction of underground parking for the future destination centre site (Remai Modern Art Gallery of Saskatchewan).

2007: Persephone holds its first public performance in December.

2008 to 2013: Persephone leases and operates a temporary parking lot on City-owned land surrounding their facility until February 2013 (when the land was no longer available due to construction of the Remai Modern Art Gallery of Saskatchewan). Open during the day as well as the evening, the parking lot was managed by Impark and provided a revenue stream for Persephone Theatre. Persephone paid \$4,000 monthly to the City. Property taxes were also paid subject to the abatement agreement.

2011: City provides Persephone Theatre with a grant for its future theatre expansion equal to the sale price of the land (a portion of Parcel "X") to be purchased from the City. This was estimated to be \$90,000 (the final size and cost of the land to be determined once construction is complete in 2016).

2014: Persephone Theatre was awarded a Major Cultural Capital Grant of \$80,000 towards the second stage expansion at the theatre.

Ongoing: Persephone Theatre receives annual funding of \$60,000 through the Culture Grant Program.

Persephone Theatre Property Tax Abatement

Grants and Tax Abatements at River Landing 2006-2014								
Location	Year	Total Taxes	Abatement %	Abatement Amount	Payable Amount	Culture Grant (cash)	Total Support	
River Landing	2006	\$11,482.00	100%	\$11,482.00	-	not at this location	\$11,482.00	
River Landing	2007	\$11,542.00	100%	\$11,542.00	-	not at this location	\$11,542.00	
River Landing	2008	\$104,514.00	100%	\$104,514.00	-	\$49,130.00	\$153,644.00	
Parking Lot	2008	\$ 25,459.00	100%	\$25,459.00	-	-	\$25,459.00	
River Landing	2009	\$97,084.00	80%	\$77,667.00	\$19,417.00	\$60,000.00	\$137,667.00	
Parking Lot	2009	\$26,259.00	80%	\$21,008.00	\$5,252.00	-	\$21,008.00	
River Landing	2010	\$93,835.00	60%	\$56,301.00	\$37,534.00	\$60,000.00	\$116,301.00	
Parking Lot	2010	\$33,389.00	60%	\$20,034.00	\$13,356.00	-	\$20,034.00	
River Landing	2011	\$87,482.00	40%	\$34,993.00	\$52,489.00	\$60,000.00	\$ 94,993.00	
Parking Lot	2011	\$43,227.00	40%	\$17,291.00	\$25,936.00	-	\$17,291.00	
Note 3 year \$50,000 abatement from Culture Grant Program and balance from River Landing began in 2012							-	
River Landing	2012	\$82,128.00	100%	\$82,128.00	-	\$60,000.00	\$142,128.00	
Parking Lot	2012	\$ 55,932.00	20%	\$11,186.00	\$44,746.00	-	\$11,186.00	
River Landing	2013	\$102,196.00	100%	\$102,196.00	-	\$ 60,000.00	\$162,196.00	
Parking Lot	2013	\$11,285.00	-	-	\$11,285.00	-	-	
River Landing	2014	\$116,830.00	100%	\$116,830.00	-	\$60,000.00	\$176,830.00	
Total		\$902,644.00		\$692,631.00	\$210,015.00	\$409,130.00	\$1,101,761.00	
Other								
	2007	March--closing date of land sale						\$500,000.00
	2007	November--completion of construction						\$500,000.00
	2014	Cultural Capital Grant						\$ 80,000.00
	2014	Parcel X Land Cost Grant (estimated \$90,000 pending final building footprint)						\$ 90,000.00
Total Support River Landing Location 2006 - 2014:							\$2,271,761.00	
Total Support Rusholme Road Location 2001-2007:							\$315,477.15	
Total Support Persephone Theatre 2001 - 2014:							\$2,587,238.15	
Persephone Theatre purchased the property at 100 Spadina Cres (River Landing) for \$660,510 in 2005.								

Persephone Theatre Property Tax Abatement

Grants and Tax Abatements at Rusholme Road 2001-2007					
Location	Year	Abatement %	Abatement Amount	Culture Grant (cash)	Total Support
Rusholme Road	2001	100%	\$5,888.89	\$28,621.00	\$34,509.89
Rusholme Road	2002	100%	\$14,067.28	\$28,887.00	\$42,954.28
Rusholme Road	2003	100%	\$14,801.98	\$29,780.00	\$44,581.98
Rusholme Road	2004	100%	\$14,892.13	\$27,427.00	\$42,319.13
Rusholme Road	2005	100%	\$15,088.20	\$30,964.00	\$46,052.20
Rusholme Road	2006	100%	\$6,512.57	\$46,034.00	\$52,546.57
Rusholme Road	2007	100%	\$6,555.10	\$45,958.00	\$52,513.10
Total			\$77,806.15	\$237,671.00	\$315,477.15
Total Culture Grant					\$237,671.00
Total Tax Abatement					<u>\$77,806.15</u>
Total Support Rusholme Road Location 2001 - 2007					\$315,477.15

Property Tax Abatements and Exemptions for Non-profit Performing Arts Organizations in Canada

Summary: The majority of municipalities in Canada that were surveyed for this report provide full tax exemptions or abatements to non-profit performing arts organizations. In some instances these organizations operate out of municipally-owned buildings and are not taxable. For example, this is the case for Magnus Theatre in Thunder Bay.

Some places (like the Centaur Theatre in Montreal) pay a reduced non-profit cultural building rate of taxation. Alberta and Ontario have provincial legislation for tax exemptions for non-profit arts organizations.

British Columbia

City of Victoria

- Provides 100% exemption to chosen Arts and Cultural facilities to assist in the preparation and delivery of artistic and cultural events or exhibits to the public

Alberta

Alberta Property Tax Exemption

- Arts and cultural facilities and organizations (who meet the definition of “arts” or are used as a museum) are exempt, in whole or in part, when owned or leased, and operated by a non-profit organization
- Additional municipal requirements may also apply, such as the requirement for the non profit organization to have an agreement with the municipality concerning the provision of annual information and concerning disposition of the property.

Calgary

- need to submit a complete long form application with the supporting documentation to The City in order to review their eligibility for tax exemption.
- Subsequent years an annual short-form is required.

Saskatchewan

Regina

- There are currently 10 culture properties that receive property tax abatements, including New Dance Horizons (NDH), Globe Theatre and Theatre Regina.
- NDH and Globe Theatre received the abatement in conjunction with the purchase of their respective buildings.
- The board of Theatre Regina makes a request for a tax abatement each year to the City’s tax assessment branch.

Manitoba

Winnipeg

- The City of Winnipeg offers a range of exemptions; organizations make a request for review in order to receive an exemption. Exemptions are not always granted.

City of Saskatoon, Corporate Performance Department, Environmental and Corporate Initiatives Division

- Once an organization receives an exemption it is permanent and no further requests for review are required unless the organization moves to a new location.
- The main performing arts organizations are tax exempt

Ontario

Ontario Assessment Act has exemptions for certain theatres throughout Ontario (these do not apply for land used as a dinner theatre, nightclub, tavern, cocktail lounge, bar, striptease club or similar establishment):

Small theatres: Land used as a theatre that contains fewer than 1,000 seats and that, when it is used in the taxation year, is used predominantly to present live performances of drama, comedy, music or dance.

Large non-profit theatres: Land owned by a non-profit corporation without share capital, other than any portion of the land occupied for more than 90 consecutive days by an entity other than a non-profit corporation without share capital, on which is situated a theatre containing at least 1,000 seats that is used for a total of at least 183 days in the taxation year for the rehearsal or presentation of live performances of drama, comedy, music or dance, including opera or ballet, if the live performances are not presented with the intention of generating profit, including land on which such a theatre is being constructed.

Sudbury:

- Two exempt organizations: Sudbury Theatre Centre and Theatre Cambrian

London:

- By-law in place to exempt Grand Theatre from municipal and education taxes

Thunder Bay:

- Magnus Theatre is a city-owned property; they pay a nominal annual rental fee and all relevant taxes and utilities.

Quebec

Montreal:

- Centaur Theatre pays a rate based on a not-for-profit cultural building (.50/\$100 evaluation); by comparison the Bonaparte boutique hotel and restaurant next door to the Centaur Theatre pays \$4.07/\$100 evaluation.

Nova Scotia

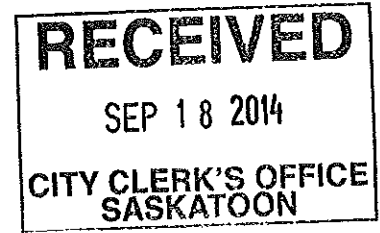
Halifax

- Tax Exemption for Non-profit Organizations program
 - organizations apply each year

City of Saskatoon, Corporate Performance Department, Environmental and Corporate Initiatives Division

- Level of exemption is provided in accordance to the types of programs/services the organization provides to the municipality
- Neptune Theatre receives an annual Tax Exemption; this past year the total was over \$500,000
- The Tax Exemption for Non-profit Organizations program is currently in the process of a major redesign over the next couple of years.

From: CityCouncilWebForm
Sent: Wednesday, September 17, 2014 5:47 PM
To: City Council
Subject: Write a Letter to City Council



TO HIS WORSHIP THE MAYOR AND MEMBERS OF CITY COUNCIL.

FROM:

Pereira Jennifer
1046 King Crescent
Saskatoon, Saskatchewan
S7K0N8

EMAIL ADDRESS:

j.pereira@rslaw.com

COMMENTS:

Re: Files No. CK 1965-1 x 4129-15 and CP 1870-4

I understand that City Council will be considering the recommendation from the Finance Committee "That a Full (100%) property tax abatement to Persephone Theatre through the Culture Grant Program for a five year period be approved" at its meeting on September 29, 2014.

I would like the opportunity to address council with respect to this recommendation.

Kindly confirm that I may make a submission.

Regards,
Jenn Pereira, Chair
Persephone Theatre Board of Directors
306-380-5752



STANDING POLICY COMMITTEE ON PLANNING, DEVELOPMENT AND COMMUNITY SERVICES

Award of Contract – Animal Control Services

Recommendation of the Committee

1. That the Saskatoon Animal Control Agency be awarded the contract for animal control services for the City of Saskatoon commencing May 1, 2014; and
2. That the City Solicitor be requested to prepare the necessary agreement and His Worship the Mayor and the City Clerk be authorized to execute the agreement under the Corporate Seal.

History

At the September 8, 2014, SPC on Planning, Development and Community Services meeting, a report of the General Manager of Community Services was considered regarding the above matter.

Attachment

Report of General Manager, Community Services [Files CK. 151-1-2 and RS. 151-1]

Award of Contract – Animal Control Services

Recommendation

That the Standing Policy Committee on Planning, Development and Community Services recommend to City Council:

1. That the Saskatoon Animal Control Agency be awarded the contract for animal control services for the City of Saskatoon commencing May 1, 2014; and
2. That the City Solicitor be requested to prepare the necessary agreement and His Worship the Mayor and the City Clerk be authorized to execute the agreement under the Corporate Seal.

Topic and Purpose

The purpose of this report is to award the contract for animal control services within the City of Saskatoon (City) to Saskatoon Animal Control Agency (SACA).

Report Highlights

1. The Administration issued a Request for Proposals (RFP) on March 11, 2014, seeking proposals for the provision of animal control and dangerous animal control services to the City for a five-year contract. Tenders closed on April 3, 2014. Only one proposal was received.
2. Recreation and Sport entered into contract negotiations with SACA in regards to the received proposal and reached an agreement on July 11, 2014. A summary of the Terms of Agreement are identified in this report.

Strategic Goal

This report supports the long-term strategy of creating a business-friendly environment. This report also supports the Strategic Goal of Quality of Life by providing protective services in our neighbourhoods and contributes to public safety.

Background

The City has an established Animal Services Program. The provision of this program is governed by Animal Control Bylaw, 1999, No. 7860 and Dangerous Animal Bylaw, 2003, No. 8176 (The Bylaws). Animal control and dangerous animal bylaw enforcement services are currently provided by SACA.

Under the provision of their current contract, SACA provides all facilities, equipment, and training required to provide bylaw enforcement services relating to The Bylaws. SACA is now operating in their tenth year of providing animal control services to the City. This experience is a valuable resource for the City as consistency of enforcement and bylaw knowledge are important factors for the continued effectiveness of the Animal Services Program.

Recreation and Sport also works with the Saskatoon Society for the Protection of Cruelty to Animals Inc. (SPCA) for the provision of pound-keeping services and the designated Animal Protection Agency for the City.

Report

RFP Issuance

An RFP for the provision of animal control services was issued on March 11, 2014. Tenders closed on April 3, 2014, with only one bid being received from SACA.

The Administration is recommending awarding the contract to SACA for the provision of animal control services based on the following criteria:

- a) proponent information – 5%;
- b) facilities and equipment – 15%;
- c) fees and payment – 15%;
- d) hours of operations – 10%;
- e) staffing – 15%;
- f) services provided by the Agency – 20%;
- g) complaints procedure – 10%; and
- h) records and information – 10%.

Along with the above criteria, the Administration entered into negotiations with SACA in relation to fees and mechanisms to create process efficiencies. These negotiations concluded on July 11, 2014, when a suitable agreement was reached in this regard.

Terms of Agreement

The terms and conditions are reflective of the existing contract (see Attachment 1), with the exception of the following:

- a) The Term of this Agreement is from May 1, 2014, to December 31, 2018.
- b) For the year commencing May 1, 2014, and ending December 31, 2014, the City agrees to pay SACA \$303,133.33, plus GST, (Payment for Services), to be paid in equal monthly installments on the first day of each month during the Term of the Agreement.
- c) Beginning January 1, 2015, and in each subsequent year of the Term, the Payment for Base Services will increase on a 2% annual basis.
- d) An annual payment of \$30,000 has been identified for the provision of Special Services. This Special Services payment is contingent on an annual increase to license sales of 1,100 units.

Options to the Recommendation

1. City Council could reject the recommendation and proceed with a second RFP for services. The Administration is not aware of any other existing corporation or group that would be able to perform the bylaw enforcement services without a significant capital investment.
2. City Council could reject the recommendation and request that animal control services be absorbed and administered by the City. This option is not recommended as the City is not equipped or staffed to handle animal control services.

Public and/or Stakeholder Involvement

No public or stakeholder involvement is required at this time.

Communication Plan

The Administration will report the outcome of City Council’s decision to the Animal Control Advisory Committee.

Financial Implications

Funding for animal control services is available in the 2014 Operating Budget for Animal Services. The agreement reached is based on a 2% annual increase to the base contract amount.

Year	2014	2015	2016	2017	2018
Base Contract Amount	\$303,133 ⁽¹⁾	\$463,794	\$473,070	\$482,531	\$492,182
Special Services Amount	\$ 30,000	\$ 30,000	\$ 30,000	\$ 30,000	\$ 30,000
Total	\$333,133	\$493,794	\$503,070	\$512,531	\$522,182

Note 1: The 2014 base contract amount is based on \$454,700 prorated over eight months (May 1 to December 31).

The Special Services payment is contingent on an annual license increase of 1,100 units.

Other Considerations/Implications

There are no policy, privacy, CPTED, or environmental implications or considerations at this time.

Due Date for Follow-up and/or Project Completion

Subject to City Council accepting the recommendations as listed in this report, a contract between SACA and the City will be retroactive to May 1, 2014, and expire December 31, 2018, for the City’s animal control services.

Upon the contract expiration in 2018, the two parties may enter into negotiations to extend the contract for up to two five-year terms.

Public Notice

Public Notice, pursuant to Section 3 of Public Notice Policy No. C01-021, is not required.

Attachment

1. Summary of Key Terms of the Saskatoon Animal Control Agency Agreement

Report Approval

Written by: Chelsie E. Schafer, Animal Control, Recreation and Sport
Reviewed by: Loretta Odorico, Acting Director of Recreation and Sport
Approved by: Randy Grauer, General Manager, Community Services Department

Summary of Key Terms of the Saskatoon Animal Control Agency Agreement

1. Saskatoon Animal Control Agency (SACA) is responsible for the enforcement of The Animal Control Bylaw, 1999 and The Dangerous Animals Bylaw, 2003.
2. The Term of this Agreement is from May 1, 2014, to December 31, 2018.
3. For the year commencing May 1, 2014, and ending December 31, 2014, the City agrees to pay SACA \$303,133.33, plus GST, to be paid in equal monthly installments on the first day of each month during the Term of the Agreement.
4. Beginning January 1, 2015, and in each subsequent year of the Term, the payment for Base Services will increase on a 2% annual basis.
5. An annual payment of \$30,000 has been identified for the provision of Special Services. The Special Services payment is contingent on an annual increase to license sales of 1,100 units.
6. SACA is responsible to provide office/storage space and equipment suitable for the operation of enforcement services.
7. SACA shall ensure that the office is open, at a minimum, from 9:00 a.m. to 5:00 p.m., Monday to Friday, inclusive (excluding statutory holidays).
8. SACA shall ensure that telephone service is available to the public 24 hours a day, 7 days a week.
9. SACA shall employ sufficient staff to properly provide enforcement services.
10. Members of the staff of SACA shall attend court when necessary as it relates to the enforcement of the Bylaws.
11. The City shall supply Notice of Violation Forms, and all fines shall be payable to the City of Saskatoon.
12. The City shall forward to SACA any complaints received by the City, and SACA shall investigate them as if the complaints were made to SACA directly.
13. SACA is responsible for keeping accurate and detailed records and for submitting monthly operational reports to the City.
14. The City may conduct yearly performance reviews.
15. There are the usual agreement provisions to handle default or termination, to indemnify one another for acts or omissions, insurance, to address providing notice to each party, and addressing amendments to the Agreement.



STANDING POLICY COMMITTEE ON TRANSPORTATION

Funds Dedicated to the Traffic Safety Reserve

Recommendation of the Committee

1. That the City of Saskatoon's portion of the revenue generated from the Automated Speed Enforcement (commonly known as photo radar) program be dedicated to the Traffic Safety Reserve; and
2. That the City Solicitor be requested to prepare the amendments to Bylaw No. 6774, Capital Reserve Bylaw.

History

At the September 15, 2014, Standing Policy Committee on Transportation meeting, a report of the General Manager of Transportation and Utilities was considered regarding the above matter.

Your Committee requested that at the time this matter is before City Council, the Administration provide additional information on administrative costs (including policing) and the impact of photo radar on traffic safety.

The following information was provided by the Administration:

“Administrative Costs

All costs to operate the program will be paid for by SGI through their contract with the vendor and the City/Saskatoon Police Service is not expected to encounter any significant administrative costs associated with processing the violations. The ticket processors will be made peace officers and they will do the affidavits. *The Traffic Safety Act* has been changed to allow admissible evidence. Section 259.2(1) of the *Traffic Safety Act* now reads ‘A photograph of a vehicle is admissible in evidence pursuant to section 259.1 only if the speed monitoring device used to take the photograph was operated by or on behalf of a prescribed municipality or police service, in the prescribed conditions and in the prescribed zones.’

STANDING POLICY COMMITTEE ON TRANSPORTATION

The legislation and regulation changes that were made for the pilot project are very specific to the locations that are involved. The prescribed municipality in the above section of *The Traffic Safety Act* are the City of Saskatoon, the City of Moose Jaw; and the City of Regina. The prescribed police service for the purposes of the Act are the Royal Canadian Mounted Police, the City of Moose Jaw Police Service, the City of Regina Police Service and the City of Saskatoon Police Service.

The only 'administrative cost' that the City or Saskatoon Police Service may experience is the time an officer spends responding to questions or concerns from the public.

Benefits of Photo Radar

The installation of speed cameras is proven to prevent traffic collisions, injuries and deaths on high speed roadways. Two published papers are attached to provide additional details."

Attachment

Report of the General Manager, Transportation & Utilities Department (Files CK. 6320-1 and TS. 1815-1)

Funds Dedicated to the Traffic Safety Reserve

Recommendation

That the Standing Policy Committee on Transportation recommend to City Council:

1. That the City of Saskatoon's portion of the revenue generated from the Automated Speed Enforcement (commonly known as photo radar) program be dedicated to the Traffic Safety Reserve; and
2. That the City Solicitor be requested to prepare the amendments to Bylaw No. 6774, Capital Reserve Bylaw.

Topic and Purpose

The purpose of this report is to obtain approval to allocate the City of Saskatoon's portion of the revenue generated from the Automated Speed Enforcement (ASE) program to the Traffic Safety Reserve. The Traffic Safety Reserve currently funds the traffic safety program and other traffic safety initiatives.

Report Highlights

1. Installation of ASE on Circle Drive in Saskatoon was selected due to the high speed, high traffic volume characteristics of the road and severity of collisions on the roadway.
2. The City of Saskatoon's portion of the funds generated from the ASE program is to be dedicated to the Traffic Safety Reserve for safety improvements and initiatives throughout the City.

Strategic Goal

This report supports the Strategic Goal of Moving Around by optimizing the safe flow of people and goods in and around the city.

Background

In 2013, the Government of Saskatchewan announced the implementation of a two-year pilot ASE project to reduce speeds in areas of high collisions, high traffic volumes, and high speed areas throughout the province.

The purpose of the Traffic Safety Reserve is to provide for the funding of projects that support traffic, pedestrian, and cyclist safety programs and initiatives throughout the City. Currently, the City of Saskatoon's portion of revenue generated from the Red Light Camera program is dedicated to funding The Traffic Safety Reserve.

The ASE pilot project will target problematic areas of the city. Accordingly, the City of Saskatoon's Circle Drive has been selected for the implementation of the two-year provincial pilot project.

Report

ASE on Circle Drive

According to the Saskatchewan Government Insurance (SGI), the average speed along Circle Drive in Saskatoon is 98km/hr, the posted speed limit is 90km/hr. Speed enforcement on Circle Drive is hazardous due to the speed of traffic in close proximity to a police officer standing on the road. The introduction of the ASE program is also a strategic tool in reducing the number of times this situation occurs. The differential speed also contributes to collisions along Circle Drive.

The first phase of the pilot will include ASE cameras mounted in specific locations along Circle Drive with the ability to be moved to different locations. Signage will be installed to inform motorists of the cameras. A second phase of the pilot project may include ASE in school zones throughout the City. The first phase of the ASE project is anticipated to commence in the fall of 2014.

Dedication of Revenues to the Traffic Safety Reserve

SGI is initially paying for the capital costs associated with the ASE pilot program. Revenues from violations will be split between the City and the Province (75% to municipality and 25% to Provincial Justice for court fees). Over the term of the pilot project, the City will then reimburse SGI for the cost of the equipment (\$19,633 per camera per month) from the revenues. This reimbursement to SGI will only occur if there are adequate revenues. There will be no negative impact to the City if the revenues are not sufficient to pay the expenses of the program.

The Administration is recommending that any revenues from the ASE project over and above the program costs will be used to fund traffic safety improvements and initiatives in the city. This will enable the Administration to continue to address traffic safety on the City's road network, as the demands for improvements on the road network have continued to grow beyond the current available funding. In addition to a backlog of existing projects seeking funding, the Neighbourhood Traffic Management Program is identifying improvements required in residential areas which will require significant funding over the coming years.

Options to the Recommendation

The alternative option is to direct the revenues to General Revenue. This is not recommended as the ASE project is intended to address traffic safety concerns; therefore, the revenues from the program should be dedicated to similar programs.

Public and/or Stakeholder Involvement

The City of Saskatoon is partnering with Saskatoon Police Services for a successful implementation of this project.

Communication Plan

SGI is the lead on the program and will be coordinating overall communications.

Funds Dedicated to the Traffic Safety Reserve

Once the implementation of the project is in place, a Public Service Announcement will be released to inform motorists of the new enforcement system. Information such as answers to frequently asked questions will also be provided via the City of Saskatoon website. A public service announcement will be placed in The StarPhoenix City Pages around the time of implementation. ASE may also be considered as the subject of a 'Building Better Roads' weekly media briefing around the time of implementation.

Financial Implications

The recommendations as proposed will provide funding for the Traffic Safety Reserve used to support traffic safety improvements and initiatives. At this time, there are no estimates of expected revenues as this is a new program in the Province. As the program proceeds and actuals are known, budgets will be updated to reflect the incoming revenue.

Other Considerations/Implications

There are no policy, environmental, privacy, or CPTED considerations or implications.

Due Date for Follow-up and/or Project Completion

The Administration will submit a follow-up report in the fall of 2016, following completion of the two-year pilot ASE project.

Public Notice

Public Notice pursuant to Section 3 of Policy No. C01-021, Public Notice Policy, is not required.

Report Approval

Written by: Lanre Akindipe, Traffic System Engineer, Transportation
Reviewed by: Angela Gardiner, Director of Transportation
Approved by: Jeff Jorgenson, General Manager, Transportation & Utilities
Department

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AGENDA
PUBLIC HEARING MEETING OF CITY COUNCIL

Monday, September 29, 2014 at 6:00 p.m.
Council Chamber, City Hall

Recess: 8:00 p.m. to 8:15 p.m. (or at the call of the Chair)
Continuation of Regular Business Meeting Agenda: Following this meeting, if required.
Adjournment: 11:00 p.m.
Unfinished Business: Reconvene at 1:00 p.m., the following business day.

- 1. CALL TO ORDER**
- 2. CONFIRMATION OF AGENDA**
- 3. ADOPTION OF MINUTES**
 - 3.1 Minutes of Public Hearing Meeting of City Council held on August 21, 2014**
- 4. PUBLIC HEARINGS**
 - 4.1 Land Use, etc.**
 - 4.1.1 Discretionary Use Application – Bed and Breakfast Home
101 – 27th Street West, RM3 District – Applicant: Kaiping Wang
(File No. CK. 4355-014-006)**

Recommendation

That the application submitted by Kaiping Wang requesting permission to operate a Bed and Breakfast Home located at 101 27th Street West be approved, subject to the following conditions:

- a) the applicant obtaining a Development Permit and all other relevant permits and licenses; and

- b) the final plans submitted being substantially in accordance with the plans submitted in support of this Discretionary Use Application.

4.1.2 Proposed Rezoning from IL1(H) to IL1 Light Industrial District and Discretionary Use Application – Shopping Centre 105 – 71st Street East – Applicant: FFUN Developments Inc. (File No. CK. 4355-014-007)

- 4.1.2.1 Proposed Bylaw No. 9222, *The Zoning Amendment Bylaw, 2014 (No. 24)*

Recommendation

That City Council consider Bylaw No. 9222.

- 4.1.2.2 Discretionary Use Application
Shopping Centre - 105 – 71st Street East

Recommendation

That the application submitted by FFUN Enterprises requesting discretionary use approval to use the property located at 105 – 71st Street East for the purpose of a retail complex (shopping centre) be approved, subject to the following conditions:

- a) the applicant obtaining a Development Permit and all other relevant permits and licenses; and
b) the final plans submitted being substantially in accordance with the plans submitted in support of this Discretionary Use Application.

4.1.3 Proposed Amendments to the Official Community Plan Bylaw No. 8769, Zoning Bylaw No. 8770, and Pleasant Hill Village Enhanced Concept Plan (File No. CK. 4351-014-012 X 4131-31)

- 4.1.3.1 Pleasant Hill Village Enhanced Concept Plan

Recommendation

That the Pleasant Hill Village Enhanced Concept Plan be amended to change Parcels A and CC from “Low-Density Housing” to “Medium-Density Housing”.

- 4.1.3.2 Proposed Bylaw No. 9208, *The Official Community Plan Amendment Bylaw, 2014 (No. 11)*

Recommendation

That City Council consider Bylaw No. 9208.

- 4.1.3.3 Proposed Bylaw No. 9209, *The Zoning Amendment Bylaw, 2014 (No. 18)*

Recommendation

That City Council consider Bylaw No. 9209.

- 4.1.4 Proposed Zoning Bylaw Amendment – Minimum Site Width for R1A – One-Unit Residential Zoning District**
(File No. CK. 4350-014-005)

- 4.1.4.1 Proposed Bylaw No. 9213, *The Zoning Amendment Bylaw, 2014 (No. 20)*

Recommendation

That City Council consider Bylaw No. 9213.

- 4.1.5 Proposed Zoning Bylaw Amendment – School Drop-Off Parking** (File No. CK. 4350-014-004)

- 4.1.5.1 Proposed Bylaw No. 9214, *The Zoning Amendment Bylaw, 2014 (No. 21)*

Recommendation

That City Council consider Bylaw No. 9214.

- 4.1.6 Proposed Rezoning - M2 to M3 Agreement 210, 216, 218, 222 and 224 Avenue P South (Pleasant Hill)**
(File No. CK. 4351-014-006)

- 4.1.6.1 Proposed Bylaw No. 9215, *The Zoning Amendment Bylaw, 2014 (No. 22)*

Recommendation

That City Council consider Bylaw No. 9215.

The Municipal Planning Commission respectfully requests that City Council consider the following additional recommendation:

Recommendation

That the Administration be requested to invest in the development of a storm water diversion plan for the property.

4.1.7 Boundary Alteration Proposal (File No. CK. 4060-1)

Recommendation

That upon receipt of a complementary resolution from the RM of Corman Park, the City Clerk be authorized to apply to the Ministry of Government Relations to alter the City boundaries to include the following lands as shown on the map and identified in Attachments 1 and 2 of Clause A3, Administrative Report No. 11-2014, effective January 1, 2015:

Part of SW 17-36-04-W3	Part of NE 22-37-05-W3	Part of E½ 35-37-05-W3
Part of NW 09-36-05-W3	Part of NW 23-37-05-W3	Part of SW 35-37-05-W3
Part of E½ 11-36-05-W3	Part of 26-37-05-W3	Part of E½ 13-36-06-W3
Part of SE 13-36-05- W3	Part of 29-37-05-W3	Part of NW 13-36-06-W3
Part of S½ 17-36-05-W3	Part of 30-37-05-W3	Part of E½ 21-36-06-W3
Part of SE 18-36-05-W3	E½ 31-37-05-W3	Part of S½ 22-36-06-W3
Part of SW 07-37-05-W3	SW 31-37-05-W3	Part of SE 11-37-06-W3
Part of NE 19-37-05-W3	Part of 32-37-05-W3	Part of S½ 12-37-06-W3
Part of N½ 20-37-05-W3	Part of SE 34-37-05-W3	Part of SW 13-37-06-W3

4.2 Public Notice Matters

4.2.1 Proposed Redesignation of Municipal Buffer MB2 and MB4 in Parkridge Neighbourhood and Blairmore Suburban Centre (File No. CK. 4000-1)

Recommendation

1. That the Municipal Buffer strip (MB2) and (MB4) be redesignated to Municipal Buffer strip (MB1) as illustrated in Attachment 1 of the report of the General Manager, Transportation and Utilities Department dated September 29, 2014;
2. That all costs associated with the redesignation be paid for by the applicants, including Solicitor's fees and disbursements;
3. That the Administration be instructed to take all necessary steps to bring the intended redesignation forward to completion; and
4. That City Council consider Bylaw No. 9219, The Buffer Strip Redesignation Bylaw, 2014 as shown in Attachment 2 of the report of the General Manager, Transportation and Utilities Department dated September 29, 2014.

4.2.2 Proposed Closure of Right-of-Way Location – between 1302 and 1400 Quebec Avenue – Kelsey Woodlawn Neighbourhood (File No. CK. 6295-014-004)

Recommendation

1. That a portion of the right-of-way lane located between 1302 and 1400 Quebec Avenue – Kelsey Woodlawn Neighbourhood, and to be sold to Kelswood Properties Inc. for \$73,268.23 plus GST, be closed, as illustrated in Attachment 1 of the report of the General Manager, Transportation and Utilities Department dated September 29, 2014;
2. That all costs associated with the closure be paid for by the applicants, including Solicitor's fees and disbursements; and
3. That City Council consider Bylaw No. 9220, The Street Closing Bylaw, 2014 (No. 5) as shown in Attachment 2 of the report of the General Manager, Transportation and Utilities Department dated September 29, 2014.

5. PROCLAMATIONS AND FLAG RAISINGS

5.1 Flag Raising Requests

5.1.1 The Lung Association of Saskatchewan – month of November (File No. CK. 205-1)

Recommendation

That the request to fly The Arthritis Society flag at City Hall during the month of September, 2014, be approved subject to any administrative conditions.

5.2 Proclamation Requests

- 5.2.1 Saskatchewan Information and Privacy Commissioner – September 22-26, 2014 – ‘Right to Know Week’
(File No. CK. 205-5)**
- 5.2.2 Addictions Professionals Association of Saskatchewan (APASK) – month of September 2014 – ‘Celebrate Recovery Month’ (File No. CK. 205-5) * for information only - conditional approval previously granted**
- 5.2.3 Saskatoon Community Clinic – October 3-11, 2014 – ‘Community Health and Wellbeing Week’ (File No. CK. 205-5)**
- 5.2.4 City of Saskatoon, Fire and Protective Services – October 5-11, 2014 – ‘Fire Prevention Week’ (File No. CK. 205-5)**
- 5.2.5 Saskatchewan Angel Dresses – October 15, 2014 – ‘Pregnancy and Infant Awareness Day’ (File No. CK. 205-5)**
- 5.2.6 Parachute Canada’s Youth Advisory Team – October 19-25, 2014 – ‘National Teen Driver Safety Week’ (File No. CK 205-5)**
- 5.2.7 Candace Savage – October 26 – November 1, 2014 – ‘Right to a Healthy Environment Week’ (File No. CK. 205-5)**
- 5.2.8 Saskatoon Health Region – month of October 2014 – ‘in motion month’ (File No. CK. 205-5)**
- 5.2.9 Canadian Breast Cancer Foundation – Prairies/NWT Region – month of October 2014 – ‘Breast Cancer Awareness Month’ (File No. CK. 205-5)**
- 5.2.10 Saskatchewan Association of Optometrists – month of October 2014 – ‘Children’s Vision Month’ (File No. CK. 205-5)**
- 5.2.11 Service Employees International Union (SEIU-West) – November 6, 2014 – ‘Community-Based Organizations (CBO) Worker Appreciation Day’ (File No. CK. 205-5)**
- 5.2.12 Saskatoon Community Foundation – November 7, 2014 – ‘Random Act of Kindness Day’ (File No. CK. 205-5)**

Recommendation

1. That City Council approve all proclamations as set out in Section 5.2; and
2. That the City Clerk be authorized to sign the proclamations, in the standard form, on behalf of City Council.

6. URGENT BUSINESS

7. ADJOURNMENT



MINUTES

PUBLIC HEARING MEETING OF CITY COUNCIL

THURSDAY, AUGUST 21, 2014 AT 6:00 P.M.

COUNCIL CHAMBER

- PRESENT:**
- His Worship Mayor D. Atchison
 - Councillor C. Clark
 - Councillor T. Davies
 - Councillor R. Donauer
 - Councillor A. Iwanchuk
 - Councillor Z. Jeffries
 - Councillor M. Loewen
 - Councillor P. Lorje
 - Councillor T. Paulsen
- ALSO PRESENT:**
- A/City Manager Grauer
 - A/CFO and A/General Manager, Asset & Financial Management Tarasoff
 - General Manager, Corporate Performance Gryba
 - General Manager, Transportation & Utilities Jorgenson
 - City Solicitor Warwick
 - City Clerk Sproule
 - Deputy City Clerk Bryant
- ABSENT:**
- Councillor D. Hill

1. CALL TO ORDER

His Worship Mayor D. Atchison called the Public Hearing Meeting to order.

2. CONFIRMATION OF AGENDA

Moved by Councillor Lorje, Seconded by Councillor Paulsen,

That the agenda be amended by adding the following matters:

1. Letter submitting comments - Mark Loeppky, FFUN Motor Group - Public Hearing Item 4.1.6;
2. Urgent Business (*due to timing of events*) - Item 6:
 - a) Flag Raising Request – Madje Nubia Cardenas, Brazilian Canadian Bridge City Cultural Society Inc. – Brazilian Independence Day – September 7, 2014 as Item 6.1
 - b) Proclamation Request - Humanity First Canada – September 20, 2014 – ‘Run for Humanity Day’ as Item 6.2; and
 - c) Proclamation Request - Saskatoon Business College – September 18, 2014 – ‘Shinerama Day’ as Item 6.3

CARRIED

3. ADOPTION OF MINUTES

There were no previous minutes to adopt.

4. PUBLIC HEARINGS

4.1 Land Use, etc.

4.1.1 Proposed Stonebridge Neighbourhood Concept Plan Amendment [File No. CK. 4351-014-014]

His Worship the Mayor introduced the matter.

Development Review Section Manager Dawson reviewed the proposed Neighbourhood Concept Plan amendment.

Municipal Planning Commission Chair Braden spoke to the matter and indicated the Commission’s support of the proposed amendment.

His Worship the Mayor ascertained that there was no one present in the gallery who wished to address Council on this matter.

Moved by Councillor Jeffries, Seconded by Councillor Lorje,

That the report and submitted correspondence be received.

CARRIED

Moved by Councillor Loewen, Seconded by Councillor Donauer,

That the hearing be closed.

CARRIED

Moved by Councillor Loewen, Seconded by Councillor Davies,

That the proposed amendment to the Stonebridge Neighbourhood Concept Plan, as outlined in the report of the General Manager, Community Services Department dated July 22, 2014, be approved.

CARRIED

4.1.2 Regional Commercial Areas – Site Plan Control Amendments to Official Community Plan Bylaw No. 8769 and Zoning Bylaw No. 8770
[File No. CK. 4351-014-013 x 4125-1]

4.1.2.1 Proposed Bylaw No. 9204, *The Official Community Plan Amendment Bylaw, 2014 (No. 9)*

His Worship the Mayor introduced the matter.

Bylaw No. 9204

Moved by Councillor Lorje, Seconded by Councillor Clark,

That permission be granted to introduce Bylaw No. 9204, *The Official Community Plan Amendment Bylaw, 2014 (No. 9)*, and to give same its FIRST reading.

CARRIED

Development Review Section Manager Dawson reviewed the proposed Official Community Plan amendment.

Municipal Planning Commission Chair Braden expressed the Commission's support for the proposed Official Community Plan amendment.

His Worship the Mayor ascertained that there was no one present in the gallery who wished to address Council on the matter.

Moved by Councillor Jeffries, Seconded by Councillor Loewen,

That the report and submitted correspondence be received.

CARRIED

Moved by Councillor Iwanchuk, Seconded by Councillor Davies,

That the hearing be closed.

CARRIED

Moved by Councillor Lorje, Seconded by Councillor Clark,

That Bylaw No. 9204 be now read a SECOND time.

CARRIED

Moved by Councillor Lorje, Seconded by Councillor Iwanchuk,

That permission be granted to have Bylaw No. 9204 read a third time at this meeting.

CARRIED UNANIMOUSLY

Moved by Councillor Lorje, Seconded by Councillor Paulsen,

That Bylaw No. 9204 now be read a third time, that the bylaw be passed and the Mayor and the City Clerk be authorized to sign same and attach the corporate seal thereto.

CARRIED

4.1.2.2 Proposed Bylaw No. 9205, *The Zoning Amendment Bylaw, 2014 (No. 16)*

His Worship the Mayor introduced the matter.

Bylaw No. 9205

Moved by Councillor Lorje, Seconded by Councillor Clark,

That permission be granted to introduce Bylaw No. 9205, *The Zoning Amendment Bylaw, 2014 (No. 16)*, and to give same its FIRST reading.

CARRIED

Development Review Section Manager Dawson reviewed the proposed Zoning Bylaw amendment.

Municipal Planning Commission Chair Braden expressed the Commission's support for the proposed amendment.

His Worship the Mayor ascertained that there was no one present in the gallery who wished to address Council on this matter.

Moved by Councillor Donauer, Seconded by Councillor Jeffries,

That the report and submitted correspondence be received.

CARRIED

Moved by Councillor Lorje, Seconded by Councillor Clark,

That the hearing be closed.

CARRIED

Moved by Councillor Davies, Seconded by Councillor Lorje,

That Bylaw No. 9205 be now read a SECOND time.

CARRIED

Moved by Councillor Lorje, Seconded by Councillor Clark,

That permission be granted to have Bylaw No. 9205 read a third time at this meeting.

CARRIED UNANIMOUSLY

Moved by Councillor Lorje, Seconded by Councillor Iwanchuk,

That Bylaw No. 9205 now be read a third time, that the bylaw be passed and the Mayor and the City Clerk be authorized to sign same and attach the corporate seal thereto.

CARRIED

4.1.3 Amendments to the Official Community Bylaw No. 8769 and Zoning Bylaw No. 8770 – Rosewood Neighbourhood [File No. CK. 4351-014-007 x 4110-40]

4.1.3.1 Proposed Bylaw No. 9206, *The Official Community Plan Amendment Bylaw, 2014 (No. 10)*

His Worship the Mayor introduced the matter.

Bylaw No. 9206

Moved by Councillor Lorje, Seconded by Councillor Clark,

That permission be granted to introduce Bylaw No. 9206, *The Official Community Plan Amendment Bylaw, 2014 (No. 10)*, and to give same its FIRST reading.

CARRIED

Development Review Section Manager Dawson reviewed the proposed Official Community Plan amendment.

Municipal Planning Commission Chair Braden expressed the Commission's support for the proposed amendment.

His Worship the Mayor ascertained that there was no one present in the gallery who wished to address Council on this matter.

Moved by Councillor Donauer, Seconded by Councillor Jeffries,

That the report and submitted correspondence be received.

CARRIED

Moved by Councillor Lorje, Seconded by Councillor Clark,

That the hearing be closed.

CARRIED

Moved by Councillor Lorje, Seconded by Councillor Iwanchuk,

That Bylaw No. 9206 be now read a SECOND time.

CARRIED

Moved by Councillor Lorje, Seconded by Councillor Paulsen,

That permission be granted to have Bylaw No. 9206 read a third time at this meeting.

CARRIED UNANIMOUSLY

Moved by Councillor Lorje, Seconded by Councillor Jeffries,

That Bylaw No. 9206 now be read a third time, that the bylaw be passed and the Mayor and the City Clerk be authorized to sign same and attach the corporate seal thereto.

CARRIED

4.1.3.2 Proposed Bylaw No. 9207, *The Zoning Amendment Bylaw, 2014*
(No. 16)

His Worship the Mayor introduced the matter.

Bylaw No. 9207

Moved by Councillor Lorje, Seconded by Councillor Clark,

That permission be granted to introduce Bylaw No. 9207, *The Zoning Amendment Bylaw, 2014* (No. 16), and to give same its FIRST reading.

CARRIED

Development Review Section Manager Dawson reviewed the proposed Zoning Bylaw amendment.

Municipal Planning Commission Chair Braden expressed the Commission's support for the proposed Zoning amendment.

His Worship the Mayor ascertained that there was no one present in the gallery who wished to address Council on this matter.

Moved by Councillor Donauer, Seconded by Councillor Jeffries,

That the report and submitted correspondence be received.

CARRIED

Moved by Councillor Lorje, Seconded by Councillor Davies,

That the hearing be closed.

CARRIED

Moved by Councillor Lorje, Seconded by Councillor Clark,

That Bylaw No. 9207 be now read a SECOND time.

CARRIED

Moved by Councillor Lorje, Seconded by Councillor Iwanchuk,

That permission be granted to have Bylaw No. 9207 read a third time at this meeting.

CARRIED UNANIMOUSLY

Moved by Councillor Lorje, Seconded by Councillor Paulsen,

That Bylaw No. 9207 now be read a third time, that the bylaw be passed and the Mayor and the City Clerk be authorized to sign same and attach the corporate seal thereto.

CARRIED

4.1.4 Proposed Amendments to the Official Community Plan Bylaw No. 8769, Zoning Bylaw No. 8770, and Pleasant Hill Village Enhanced Concept Plan [File No. CK. 4351-014-012 X 4131-31]

WITHDRAWN

4.1.5 Proposed Official Community Plan Pleasant Hill Land Use Map Amendment and Proposed Rezoning from R2 to RM3 – 101, 103, and 105 Avenue O South [File No. CK. 4351-014-015]

4.1.5.1 Proposed Bylaw No. 9210, *The Official Community Plan Amendment Bylaw, 2014 (No. 12)*

His Worship the Mayor introduced the matter.

Bylaw No. 9210

Moved by Councillor Lorje, Seconded by Councillor Clark,

That permission be granted to introduce Bylaw No. 9210, *The Official Community Plan Amendment Bylaw, 2014 (No. 12)*, and to give same its FIRST reading.

CARRIED

Development Review Section Manager Dawson reviewed the proposed Official Community Plan amendment.

Municipal Planning Commission Chair Braden expressed the Commission's support of the proposed amendment.

His Worship the Mayor ascertained that there was no one present in the gallery who wished to address Council on this matter.

Moved by Councillor Donauer, Seconded by Councillor Jeffries,

That the report and submitted correspondence be received.

CARRIED

Moved by Councillor Lorje, Seconded by Councillor Clark,

That the hearing be closed.

CARRIED

Moved by Councillor Lorje, Seconded by Councillor Iwanchuk,

That Bylaw No. 9210 be now read a SECOND time.

CARRIED

Moved by Councillor Lorje, Seconded by Councillor Paulsen,

That permission be granted to have Bylaw No. 9210 read a third time at this meeting.

CARRIED UNANIMOUSLY

Moved by Councillor Lorje, Seconded by Councillor Jeffries,

That Bylaw No. 9210 now be read a third time, that the bylaw be passed and the Mayor and the City Clerk be authorized to sign same and attach the corporate seal thereto.

CARRIED

4.1.5.2 Proposed Bylaw No. 9211, *The Zoning Amendment Bylaw, 2014*
(No. 19)

His Worship the Mayor introduced the matter.

Bylaw No. 9211

Moved by Councillor Lorje, Seconded by Councillor Clark,

That permission be granted to introduce Bylaw No. 9211, *The Zoning Amendment Bylaw, 2014* (No. 19), and to give same its FIRST reading.

CARRIED

Development Review Section Manager Dawson reviewed the proposed Zoning Bylaw amendment.

Municipal Planning Commission Chair Braden expressed the Commission's support for the proposed Zoning amendment.

His Worship the Mayor ascertained that there was no one present in the gallery who wished to address Council on this matter.

Moved by Councillor Jeffries, Seconded by Councillor Davies,

That the report and submitted correspondence be received.

CARRIED

Moved by Councillor Lorje, Seconded by Councillor Clark,

That the hearing be closed.

CARRIED

Moved by Councillor Lorje, Seconded by Councillor Iwanchuk,

That Bylaw No. 9211 be now read a SECOND time.

CARRIED

Moved by Councillor Lorje, Seconded by Councillor Paulsen,

That permission be granted to have Bylaw No. 9211 read a third time at this meeting.

CARRIED UNANIMOUSLY

Moved by Councillor Lorje, Seconded by Councillor Jeffries,

That Bylaw No. 9211 now be read a third time, that the bylaw be passed and the Mayor and the City Clerk be authorized to sign same and attach the corporate seal thereto.

CARRIED

4.1.6 Official Community Plan Amendment Bylaw No. 8769 Phasing Map Amendment – Marquis Industrial – Phase II to Phase I [File No. CK. 4350-1]

Pursuant to earlier resolution, a letter from Mark Loepky, FFUN Motor Group, was considered with this matter.

4.1.6.1 Proposed Bylaw No. 9212, *The Official Community Plan Amendment Bylaw, 2014 (No. 13)*

His Worship the Mayor introduced the matter.

Bylaw No. 9212

Moved by Councillor Lorje, Seconded by Councillor Clark,

That permission be granted to introduce Bylaw No. 9212, *The Official Community Plan Amendment Bylaw, 2014 (No. 13)*, and to give same its FIRST reading.

CARRIED

Development Review Section Manager Dawson reviewed the proposed Official Community Plan amendment.

Municipal Planning Commission Chair Braden expressed the Commission's support for the proposed Official Community Plan amendment.

His Worship the Mayor ascertained that there was no one present in the gallery who wished to address Council on this matter.

Moved by Councillor Jeffries, Seconded by Councillor Davies,

That the report and submitted correspondence be received.

CARRIED

Moved by Councillor Lorje, Seconded by Councillor Clark,

That the hearing be closed.

CARRIED

Moved by Councillor Lorje, Seconded by Councillor Iwanchuk,

That Bylaw No. 9212 be now read a SECOND time.

CARRIED

Moved by Councillor Lorje, Seconded by Councillor Paulsen,

That permission be granted to have Bylaw No. 9212 read a third time at this meeting.

CARRIED UNANIMOUSLY

Moved by Councillor Lorje, Seconded by Councillor Jeffries,

That Bylaw No. 9212 now be read a third time, that the bylaw be passed and the Mayor and the City Clerk be authorized to sign same and attach the corporate seal thereto.

CARRIED

4.2 Public Notice Matters

4.2.1 City of Saskatoon – Debt Limit Increase [File No. CK. 1750-1]

His Worship the Mayor introduced the matter.

A/CFO & General Manager Tarasoff presented the Administration's report.

His Worship the Mayor ascertained that there was no one present in the gallery who wished to address Council on this matter.

Moved by Councillor Davies, Seconded by Councillor Iwanchuk,

That pursuant to Section 133 of *The Cities Act*, the Administration be authorized to request an increase to the debt limit to accommodate planned borrowing and Public Private Partnership (P3) debt.

CARRIED

5. PROCLAMATIONS AND FLAG RAISINGS

5.1 Flag Raising Requests

5.1.1 The Arthritis Society – month of September [File No. CK. 205-1]

Moved by Councillor Lorje, Seconded by Councillor Jeffries,

That the request to fly The Arthritis Society flag at City Hall during the month of September, 2014, be approved subject to any administrative conditions.

CARRIED

5.2 Proclamation Requests

5.2.1 The Canadian Association of Family Enterprise, Saskatoon Chapter
October 9, 2014 – ‘Family Business Day’ [File No. CK. 205-5]

5.2.2 Saskatoon Anti-Poverty Coalition / Passion for Action Against
Homelessness – October 12 – 18, 2014 – ‘Poverty Awareness Week’ [File
No. CK. 205-5]

5.2.3 Ag-West Bio – September 26 to October 3, 2014 – ‘Biotech Week’
[File No. CK. 205-5]

Moved by Councillor Lorje, Seconded by Councillor Jeffries,

1. That City Council approve all proclamations as set out in Section 5.2; and
2. That the City Clerk be authorized to sign the proclamations, in the standard form, on behalf of City Council.

CARRIED

6. URGENT BUSINESS

6.1 Flag Raising Request - Brazilian Canadian Bridge City Cultural Society
Inc. – Brazilian Independence Day – September 7, 2014 [File No. CK.
205-1]

- 6.2 Proclamation Request - Humanity First Canada – September 20, 2014 – ‘Run for Humanity Day’ [File No. CK. 205-5]
- 6.3 Proclamation Request - Saskatoon Business College – September 18, 2014 – ‘Shinerama Day’ [File No. CK. 205-5]

Moved by Councillor Lorje, Seconded by Councillor Jeffries,

- 1. That the request to fly the Brazilian Independence Day flag at City Hall on September 7, 2014, be approved subject to any administrative conditions.
- 2. That City Council approve the proclamations as set out in Sections 6.2 and 6.3; and
- 3. That the City Clerk be authorized to sign the proclamations, in the standard form, on behalf of City Council.

CARRIED

7. ADJOURNMENT

Moved by Councillor Donauer, Seconded by Councillor Davies,

That the meeting be adjourned.

CARRIED

The Public Hearing meeting adjourned at 6:48 p.m.

Mayor

City Clerk

Discretionary Use Application – Bed and Breakfast Home – 101 27th Street West

Recommendation

- 1) That a report be forwarded to City Council at the time of the public hearing recommending that the application submitted by Kaiping Wang requesting permission to operate a Bed and Breakfast Home located at 101 27th Street West be approved, subject to the following conditions:
 - a) the applicant obtaining a Development Permit and all other relevant permits and licenses; and
 - b) the final plans submitted be substantially in accordance with the plans submitted in support of this Discretionary Use Application.

Topic and Purpose

The purpose of this report is to consider the application from Kaiping Wang to operate a Bed and Breakfast Home at 101 27th Street West.

Report Highlights

1. A Bed and Breakfast Home is proposed for 101 27th Street West in the Caswell Hill neighbourhood.
2. This proposal meets all relevant requirements of Zoning Bylaw No. 8770.

Strategic Goals

This application supports the City of Saskatoon's (City) Strategic Goal of Quality of Life as the proposal would increase the supply and range of housing options, as well as the Strategic Goal of Economic Diversity and Prosperity as it provides the opportunity for a small business to succeed within a neighbourhood setting.

Background

The address of 101 27th Street West is located in the Caswell Hill neighbourhood and is zoned RM3 District Medium-Density Multiple-Unit Dwelling under Zoning Bylaw No. 8770 (see Attachment 1). A Bed and Breakfast Home is considered a discretionary use in the RM3 District. Kaiping Wang has submitted an application requesting City Council's approval to operate a Bed and Breakfast Home at this location.

Report

A “Bed and Breakfast Home” means a dwelling unit where the occupants use a portion of the dwelling unit for the purpose of providing, for remuneration, sleeping accommodations and one meal per day to members of the general public, for periods of one week or less, and in which:

- a) not more than three bedrooms within the dwelling unit are used to provide such sleeping accommodation;
- b) the dwelling unit is the principal residence of the person or persons receiving the remuneration and providing the sleeping accommodation and one meal per day; and
- c) the meal that is provided is served before noon each day.

Parking

Bed and Breakfast Homes are required to provide a minimum of two off-street parking spaces. Based on the information submitted by the applicant, three off-street parking spaces have been provided in the rear yard (see Attachment 2).

Compatibility with Adjacent Land Uses

This property is zoned RM3 District for medium-density residential land use under Zoning Bylaw No. 8770. Adjacent properties to the west and south, also zoned RM3 District, currently exist as one- and two-unit residential dwellings. To the north, one-unit dwellings are zoned R2A District for low-density infill. To the east, arterial commercial zoned B4 District includes a motel.

A bed and breakfast home is compatible with the adjacent land uses as it is located within an existing dwelling, which will remain the principal residence of the operator. The RM3 District is zoned for medium density, and as such, permits more intensive land use. However, the establishment of a bed and breakfast home maintains the existing dwelling and more closely resembles the existing land uses.

Zoning Bylaw No. 8770 Requirements

This proposal meets all other Zoning Bylaw No. 8770 requirements.

Comments from Other Divisions

No concerns were noted by other divisions with respect to this proposal. Refer to Attachment 3 for the full remarks.

Conclusion

The proposed Bed and Breakfast Home at 101 27th Street West meets all relevant Zoning Bylaw No. 8770 provisions and is not anticipated to have any impact on surrounding land uses.

Options to the Recommendation

City Council could deny this Discretionary Use Application. This option is not recommended as the proposal complies with all relevant Zoning Bylaw No. 8770 requirements and has been evaluated as a discretionary use, subject to the provisions of Section 4.7 of the Zoning Bylaw No. 8770.

Public and/or Stakeholder Involvement

Notices to property owners within a 75 metre radius of the site were mailed out in January 2014, to solicit feedback on the proposal. The Caswell Hill Community Association was also advised. Of the responses received to date, the only concern was regarding parking. It is noted that the applicant has exceeded the parking requirement of the Zoning Bylaw No. 8770, and parking is not anticipated to be a concern.

Communication Plan

No further communication is planned beyond the stakeholder involvement noted above and the required notice for the public hearing.

Other Considerations/Implications

There are no policy, financial, environmental, privacy, or CPTED implications or considerations.

Public Notice

Public Notice is required for consideration of this matter, pursuant to Section 11 (b) of Public Notice Policy No. C01-021.

Once this application has been considered by the Municipal Planning Commission, a date for a public hearing will be set. The Community Services Department will give notice by ordinary mail to assessed property owners within 75 metres of the subject site and to the Caswell Hill Community Association. Notification posters will also be placed on the subject site.

Attachments

1. Location Plan – 101 27th Street West
2. Site Plan – 101 27th Street West
3. Comments from Other Divisions

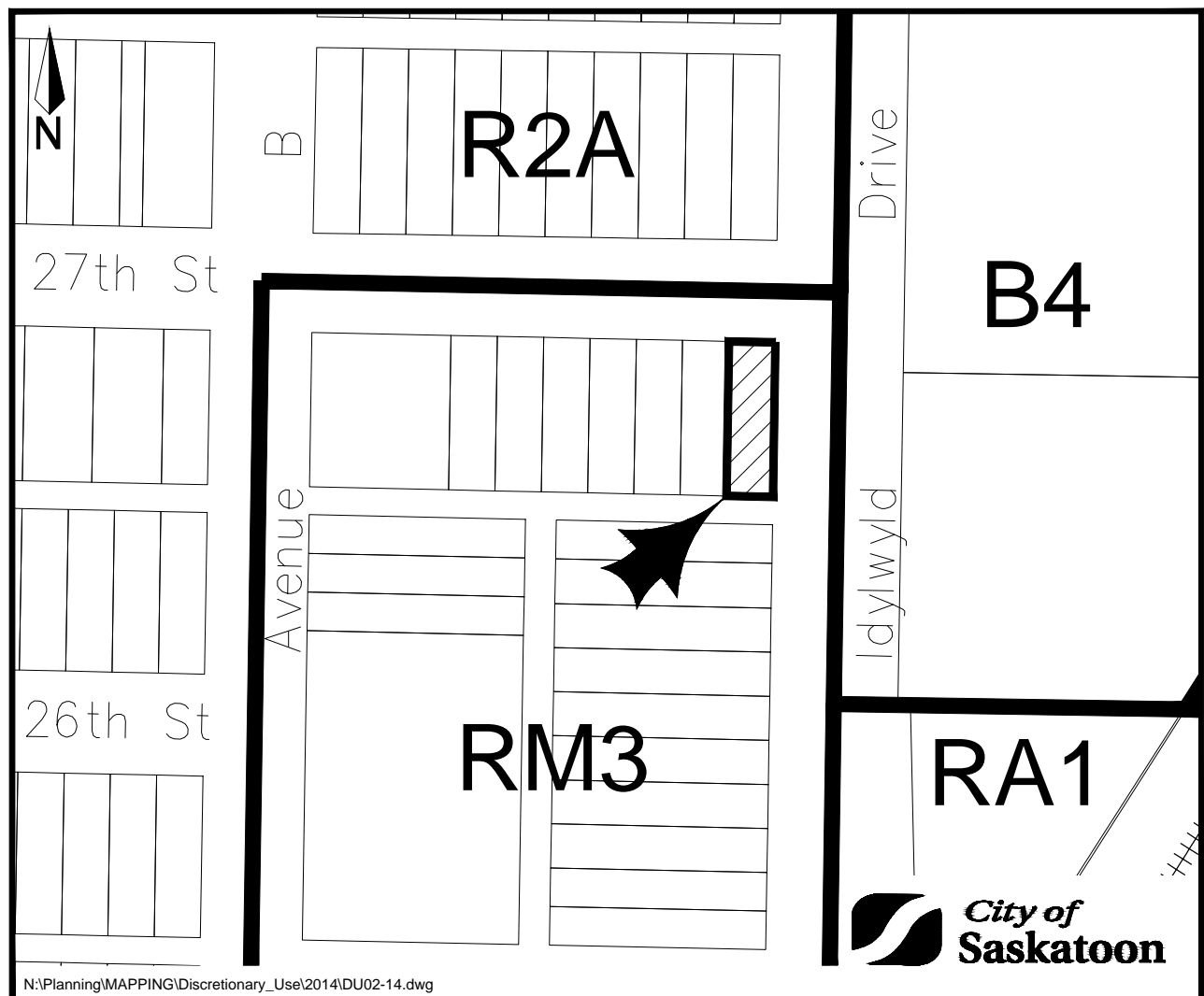
Discretionary Use Application – Bed and Breakfast Home – 101 27th Street West

Report Approval

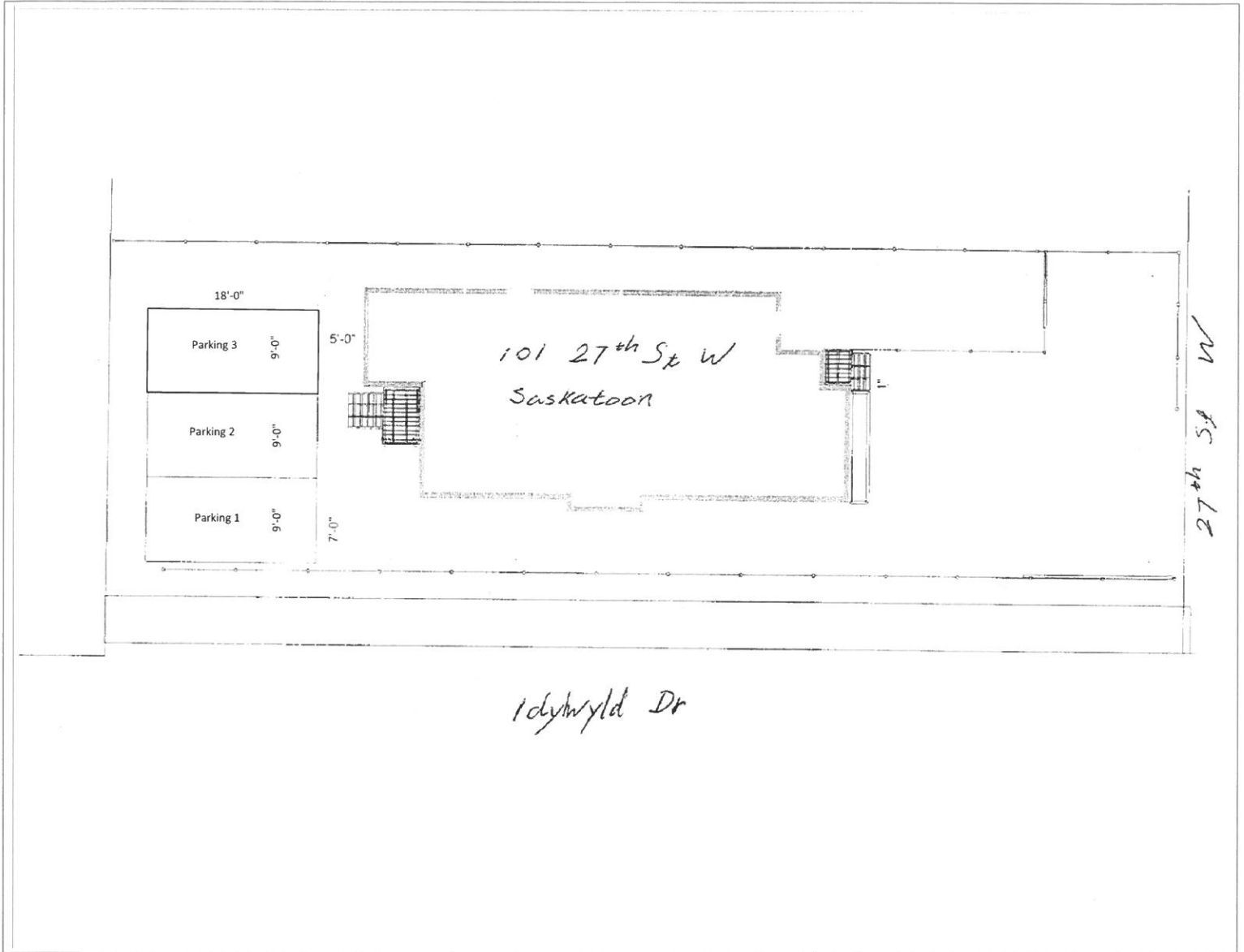
Written by: Daniel McLaren, Planner
Reviewed by: Alan Wallace, Director of Planning and Development
Approved by: Randy Grauer, General Manager, Community Services Department

S:\Reports\DS\2014\MPC - Discretionary Use Application - Bed and Breakfast – 101 27th Street West/kt

Location Plan - 101 27th Street West



Site Plan - 101 27th Street West



Comments From Other Divisions

1) Transportation and Utilities Department Comments

The proposed discretionary use application, as noted above, is acceptable to the Transportation and Utilities Department.

2) Saskatoon Transit Division, Transportation and Utilities Department, Comments

The Saskatoon Transit Division has no easement requirements regarding the property.

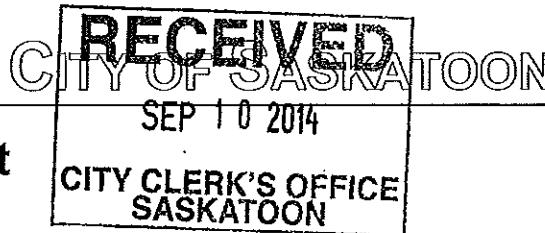
3) Building Standards Division, Community Services Department, Comments

No objections provided that:

- a) the proposed bed and breakfast contains sleeping accommodations for not more than eight boarders or lodgers;
- b) the sleeping rooms form part of the proprietor's residence and do not contain cooking facilities; and
- c) a building permit is required to be obtained should sleeping accommodations be provided for more than eight boarders or lodgers.

4) Neighbourhood Planning Section, Community Services Department, Comments

This application is acceptable. RM3 zoning on this site would permit more intensive land use, however, the establishment of a Bed and Breakfast would maintain the existing dwelling, which is more compatible with the adjacent land uses.



**Community Services Department
Planning and Development Branch**

To: Joanne Sproule,
City Clerk

Date: September 10, 2014

Phone: 7889

Our File: PL 4350-D2/14

From: Daniel McLaren, Planner
Planning and Development

Re: **Discretionary Use Application D2/14
Bed and Breakfast Home
101 27th Street West
RM3 District
Applicant: Kaiping Wang**

The above-referenced Discretionary Use Application was considered by the Municipal Planning Commission on September 9, 2014.

Please be advised that the notification poster has been placed on-site and letters will be sent to all adjacent landowners within 75 metres of the site.

Would you please ensure that this item is placed on the agenda of City Council for their meeting scheduled for **September 29, 2014**.

Please contact myself (7889) if you have any questions.

Thank you.

DM:dm

c: Penny Walter, Secretary, Municipal Planning Commission



City of
Saskatoon
Office of the City Clerk

222 - 3rd Avenue North ph 306•975•3240
Saskatoon, SK S7K 0J5 fx 306•975•2784

September 11, 2014

City Clerk

Dear City Clerk:

**Re: Municipal Planning Commission Report for Public Hearing
 Discretionary Use Application
 Bed and Breakfast Home – 101 27th Street West
 (Files CK. 4355-014-006 and PL. 4350-D2/14)**

The Municipal Planning Commission considered a report of the General Manager, Community Services Department, dated August 19, 2014 and supports the recommendation of the Community Services Department that the above discretionary use application be approved, subject to the following conditions:

- 1) the applicant obtaining a Development Permit and all other relevant permits and licenses; and
- 2) the final plans submitted be substantially in accordance with the plans submitted in support of the Discretionary Use Application.

Yours truly,

A handwritten signature in cursive script that reads "Penny Walter".

Penny Walter, Committee Secretary
Municipal Planning Commission

PW:sj

Attachment

Proposed Rezoning From IL1 (H) to IL1 Light Industrial District and Discretionary Use Application for a Shopping Centre – 105 - 71st Street East

Recommendations

1. That at the time of the public hearing, City Council consider the Administration's recommendation that the proposed amendment to Zoning Bylaw No. 8770 to rezone 105 - 71st Street East (Block A and B, Plan No. FP6240; and Block E, Plan No. 63S01844) from an IL1 (H) – Light Industrial District (with Holding Symbol) to an IL1 – Light Industrial District, be approved; and
2. That at the time of the public hearing, City Council consider the Administration's recommendation that the application submitted by FFUN Enterprises requesting discretionary use approval to use the property located at 105 - 71st Street East for the purpose of a retail complex (shopping centre), be approved, subject to the following conditions:
 - a) That the applicant obtain a Development Permit and all other relevant permits, such as Building and Plumbing Permits and licenses; and
 - b) That the final plans submitted be substantially in accordance with the plans submitted in support of this Discretionary Use Application.

Topic and Purpose

The purpose of this report is to consider applications from FFUN Enterprises requesting an amendment to Zoning Bylaw No. 8770 (Zoning Bylaw) to remove the “H” holding symbol by rezoning 105 – 71st Street East from an IL1 (H) District to an IL1 District, and to consider a discretionary use application for a retail complex (shopping centre) consisting of multiple buildings with a gross floor area of approximately 18,000 m², that will contain motor and recreation vehicle dealerships and other related uses, including restaurants and an office building.

Report Highlights

1. FFUN Enterprises is proposing to develop a retail complex that will consist of multiple buildings with a gross floor area of approximately 18,000 m², for motor and recreation vehicle dealerships and other related uses, including a restaurant and an office building.
2. The applicant has prepared a servicing plan for the site, which is acceptable to Transportation and Utilities.

Strategic Goal

This application supports the City of Saskatoon's (City) Strategic Goal of Economic Diversity and Prosperity as the proposal offers an opportunity for a unique development.

Proposed Rezoning From IL1 (H) to IL1 Light Industrial District and Discretionary Use Application for a Shopping Centre – 105 - 71st Street East

Background

The subject site is located within the Marquis Industrial area and was brought into the City in 1991. The holding symbol “H” was applied as there was not an appropriate subdivision and servicing plan for the area. The underlying IL1 –General Light Industrial Zoning District permits a range of light industrial activities and related businesses that do not create land use conflicts or nuisance conditions.

The applicant is also requesting City Council’s approval to develop a retail complex (shopping centre) with a gross leasable floor area greater than 5,000 m² to be located at 105 - 71st Street East. Within the Zoning Bylaw, retail stores and shopping centres with a gross leasable floor area greater than 5,000 m² are considered a discretionary use in the IL1 District.

Report

Zoning Bylaw – Removal of Holding Symbol

The applicant has provided a servicing plan, which is acceptable to Transportation and Utilities; therefore, it is acceptable to proceed with removal of the holding symbol “H”. Comments from Transportation and Utilities are included in Attachment 2.

Discretionary Use Application

The proposed development will contain retail and other associated uses. Under the Zoning Bylaw, motor and recreation vehicle dealerships are considered retail uses. As several buildings containing dealerships are proposed, this development would be considered a “shopping centre,” which is defined in the Zoning Bylaw as “a building or group of buildings on the same site where permitted uses are located together for their mutual benefit, including off-street parking and other joint facilities.”

The proposed development will consist of multiple buildings with a gross floor area of approximately 18,000 m². The proposed development will include other uses that are permitted in the IL1 Zoning District, which include restaurants and offices. A site plan is included as Attachment 1.

Parking

The off-street parking requirement for a shopping centre is one space per 30 m² of gross floor area. This development will contain on-site parking for both vehicles for sale and for patron and staff parking. Based on the site plan submitted, the parking requirement for the development will be met.

Roadway Access

The site is located at the corner of 71st Street East and the Idylwyld Drive Service Road. The site will be accessible from both streets, and a future entrance from Siemens Avenue has been identified. The applicant has submitted a Traffic Impact Assessment that has been reviewed by Transportation and Utilities (see Attachment 2).

Proposed Rezoning From IL1 (H) to IL1 Light Industrial District and Discretionary Use Application for a Shopping Centre – 105 - 71st Street East

Compatibility with Adjacent Land Uses

The property is surrounded by industrial land uses. The Administration anticipates that the proposal will have no significant impact on surrounding land uses.

Comments From Other Departments

Transportation and Utilities have indicated that a Development and Servicing Agreement will be required before development will be permitted on the site. Comments from other departments are included in Attachment 2.

Options to the Recommendation

City Council could deny the applications. This option would not allow the development to occur.

Public and/or Stakeholder Involvement

No public or stakeholder involvement was conducted. Based on the level of development in the area, a public information meeting was not warranted.

Communication Plan

No further consultation is planned beyond the required notice for the public hearing.

Other Considerations/Implications

There are no policy, financial, environmental, privacy, or CPTED implications or considerations.

Due Date for Follow-up and/or Project Completion

No follow-up is required at this time.

Public Notice

Once this application has been considered by the Municipal Planning Commission, it will be advertised in accordance with Public Notice Policy No. C01-021, and a date for a public hearing will be set. A notice will be placed in The StarPhoenix two weeks prior to the public hearing. Notice boards will be placed on the site. The property owners affected by this rezoning will also be notified, in writing.

Notices regarding the Discretionary Use Application will be delivered by ordinary mail to assessed property owners within 75 metres of the site and will also be placed on site.

Attachments

1. Site Plan – 105 – 71st Street East
2. Comments From Other Divisions
3. Location Plan

Proposed Rezoning From IL1 (H) to IL1 Light Industrial District and Discretionary Use Application for a Shopping Centre – 105 - 71st Street East

Report Approval

Written by: Paula Kotasek-Toth, Senior Planner, Planning and Development
Reviewed by: Lesley Anderson, Acting Director of Planning and Development
Approved by: Randy Grauer, General Manager, Community Services Department

S:\Reports\DS\2014\MPC – Proposed Rezoning From IL1 (H) to IL1 Light Industrial District and Discretionary Use Application for a Shopping Centre – 105 – 71st Street East\kt

Comments From Other Departments

1. Transportation Division

Traffic Impact Study

- a) The stop-controlled intersection for 71st Street Access has been accepted.
- b) The stop-controlled intersection for the Idylwyld Service Road Access has been accepted.
- c) The recommendation for a three-way stop at Seimans Avenue Access has not been accepted. Local streets generally do not terminate in line with private driveways. Further, projected traffic volumes do not meet the City of Saskatoon's (City) policy for three-way stops. A typical driveway treatment is required.
- d) The accesses require a private driveway crossing application and permit.
- e) Note that all trip reduction factors for the retail development should not be applied globally to the automobile sales land use. Trips to car dealerships are most often primary purpose trips.
- f) In regard to the planned development along Idylwyld Drive and 71st Street, the Transportation and Utilities Department is in the process of finalizing plans for an interchange at Idylwyld Drive and Marquis Drive. As a result of the interchange, the existing intersection at 71st Street and Idylwyld Drive will be modified. For the purposes of planning for the FFUN Motor Group development at 71st Street, the City will maintain access for northbound Idylwyld Drive traffic with a right in-right out movement. Given the distance between 71st Street and the Highway 11/12 interchange, the right out movement from 71st Street will not be able to access Highway 12. Vehicles wishing to make that movement will have to access Idylwyld Drive from Marquis Drive. This access will be included in our functional planning work for the interchange projects in the area.

2. Saskatoon Water

Storm Water System

The storm water must include the following:

- a) All minor and major storm flows should be collected onsite and slowly drained into the 71st Street north ditch, adjacent to the North Swale. Details are:
 - i. The 750 mm storm outlet pipe, adjacent to 71st Street south ditch, should be extended further to the east and crossed under 71st Street to the north ditch, adjacent to the exiting culverts crossing 71st Street. A riprap structure would be required at the outlet to protect the outlet and ditch from erosion.
 - ii. The outlet of the south on-surface storage (Basin B) should be connected to the north 750 mm outlet pipe to prevent flooding the south slough located in Concorde Lands. The initial estimation of the size of

the connection pipe would be 525 mm (an open channel can be used as an alternative).

- iii. As indicated in the plan, the surrounding grades of the FFUN should not be less than 497.2 m to retain the 100-year storm inside the parcel.

Water Distribution System

- a) Fire flow calculations submitted were acceptable; however, final designs must be signed and sealed by a professional engineer in final submissions.
- b) The length of the stub at 71st Street should be sufficient according to the depth of bury.

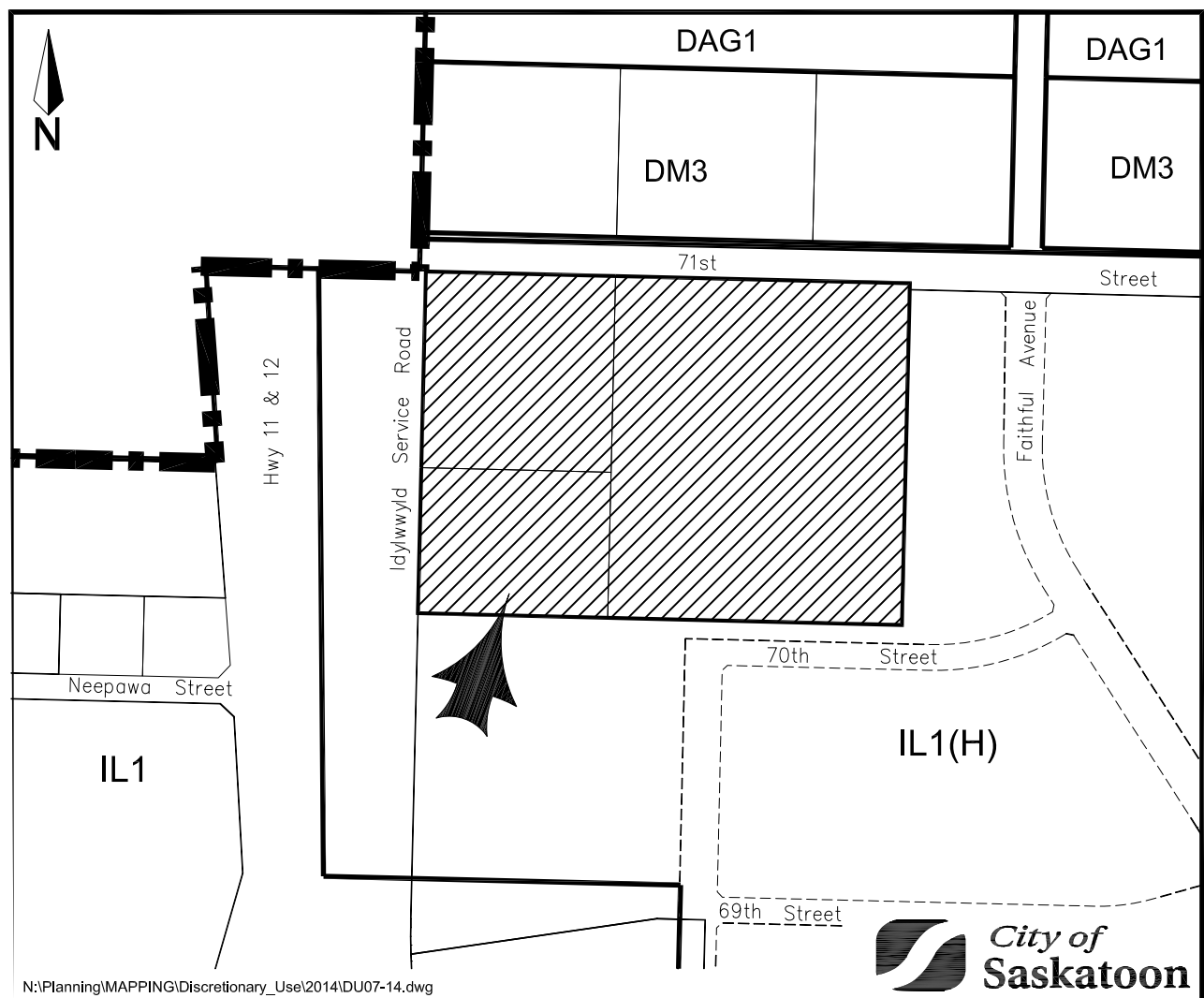
Sanitary Sewer

- a) The City's sanitary pipe should be able to handle sanitary flow.
- b) It is the developer's responsibility for any issues and problems that may occur for the insufficient FFUN's internal sanitary system capacity.

3. Saskatoon Fire

Saskatoon Fire has received the Engineering Study, which includes information regarding water flows regarding fire suppression.

Location Plan





City of
Saskatoon
Office of the City Clerk

222 - 3rd Avenue North
Saskatoon, SK S7K 0J5

ph 306•975•3240
fx 306•975•2784

September 11, 2014

City Clerk

Dear City Clerk:

**Re: Municipal Planning Commission Report for Public Hearing
Proposed Rezoning from IL1 (H) to IL1 Light Industrial District
and Discretionary Use Application – Shopping Centre
105 71st Street East
(File No. CK. 4355-014-007)**

The Municipal Planning Commission, at its meeting held on September 9, 2014, considered a report of the Community Services Department with respect to the above Proposed Rezoning and Discretionary Use Application.

During consideration of this matter, the Commission discussed traffic safety concerns at the intersection of Idylwyld Drive and 71st Street, at which time the Administration and Developer advised that a transportation study for the area had been completed, which included changes for this intersection.

The Commission therefore supports the following recommendations of the Community Services Department:

- 1) that the proposed amendment to Zoning Bylaw No. 8770 to rezone 105 71st Street East (Block A and B, Plan No. FP6240; and Block E, Plan No. 63S01844) from an IL1 (H) – Light Industrial District (with Holding Symbol) to an IL1 – Light Industrial District, be approved; and
- 2) that the application submitted by FFUN Enterprises requesting discretionary use approval to use the property located at 105 71st Street East for the purpose of a retail complex (shopping centre), be approved, subject to the following conditions:
 - a) that the applicant obtain a Development Permit and all other relevant permits, such as Building and Plumbing Permits and licenses; and
 - b) that the final plans submitted be substantially in accordance with the plans submitted in support of this Discretionary Use Application.

The Commission respectfully requests that the above report be considered by City Council at the time of the public hearing with respect to the above Discretionary Use Application.

Yours truly,

Penny Walter, Committee Secretary
Municipal Planning Commission

PW:sj

ZONING NOTICE

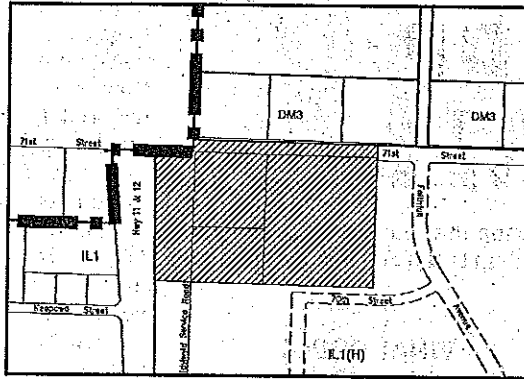
MARQUIS INDUSTRIAL AREA

PROPOSED ZONING BYLAW AMENDMENT

BYLAW NO. 9222

Saskatoon City Council will consider an application submitted by FFUN Enterprises to amend the City's Zoning Bylaw (No. 8770). By way of Bylaw No. 9222, the Zoning Amendment Bylaw, 2014 (No. 24), the property in the Marquis Industrial Area, as shown in the map below, will be rezoned from an IL1(H) - General Light Industrial District, to an IL1 - General Light Industrial District - removal of the Holding Symbol (H).

LEGAL DESCRIPTION - Blocks A and B, Plan No. FP6240 and Block E, Plan No. 63S01844.



PROPOSED REZONING

From IL1(H) to IL1



File No. R231-2013



REASON FOR THE AMENDMENT - The Holding Symbol (H) was applied to the property due to the absence of an appropriate subdivision and servicing plan for the area. A servicing plan has been prepared for the site; therefore the holding provision may be removed to provide for development of the site.

INFORMATION - Questions regarding the proposed amendment or requests to view the proposed amending Bylaw, the City of Saskatoon Zoning Bylaw and Zoning Map may be directed to the following without charge:
Community Services Department,
Planning and Development
Phone: 306-975-7621 (Paula Kotasek-Toth)

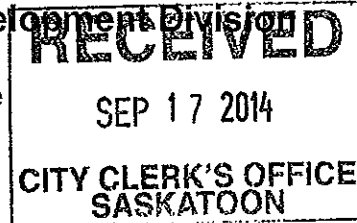
PUBLIC HEARING - City Council will hear all submissions on the proposed amendment, and all persons who are present at the City Council meeting and wish to speak **Monday, September 29, 2014 at 6:00 p.m. in City Council Chamber, City Hall, Saskatoon, Saskatchewan.**

All written submissions for City Council's consideration must be forwarded to:

His Worship the Mayor and Members of City Council
c/o City Clerk's Office, City Hall
222 Third Avenue North, Saskatoon SK S7K 0J5

All submissions received by the City Clerk by **10:00 a.m. on Monday, September 29, 2014** will be forwarded to City Council. City Council will also hear all persons who are present and wish to speak to the proposed Bylaw.

CITY OF SASKATOON

Community Services Department
Planning and Development DivisionTo: Joanne Sproule
City Clerk

Date: September 16, 2014

Phone:

Our File: PL 4350 Z31/13 & D7/14

From: Paula Kotasek-Toth

Your File:

Re: 105 71st Street East
Public Hearings for:
- Application for Discretionary Use for Shopping Centre
- Rezoning from IL1 (H) to IL1

Would you please ensure that these items are placed on the agenda of City Council for their meeting scheduled for Monday, September 29, 2014.

The advertising for the above rezoning (Bylaw No. 9222) is to be placed in the StarPhoenix on Saturday, September 13, 2014.

In regard to the discretionary use, adjacent property owners were notified of the hearing date and the site has been posted.

The matters were considered by Municipal Planning Commission at their meeting on September 9, 2014.

A handwritten signature in cursive, appearing to be "PKT".

PKT:

cc: Penny Walter, Secretary Municipal Planning Commission
Office of the City Solicitor

BYLAW NO. 9222**The Zoning Amendment Bylaw, 2014 (No. 24)**

The Council of The City of Saskatoon enacts:

Short Title

1. This Bylaw may be cited as *The Zoning Amendment Bylaw, 2014 (No. 24)*.


Purpose

2. The purpose of this Bylaw is to amend the Zoning Map, which forms part of the Zoning Bylaw, to remove the Holding Symbol "H" from the lands described in the Bylaw.

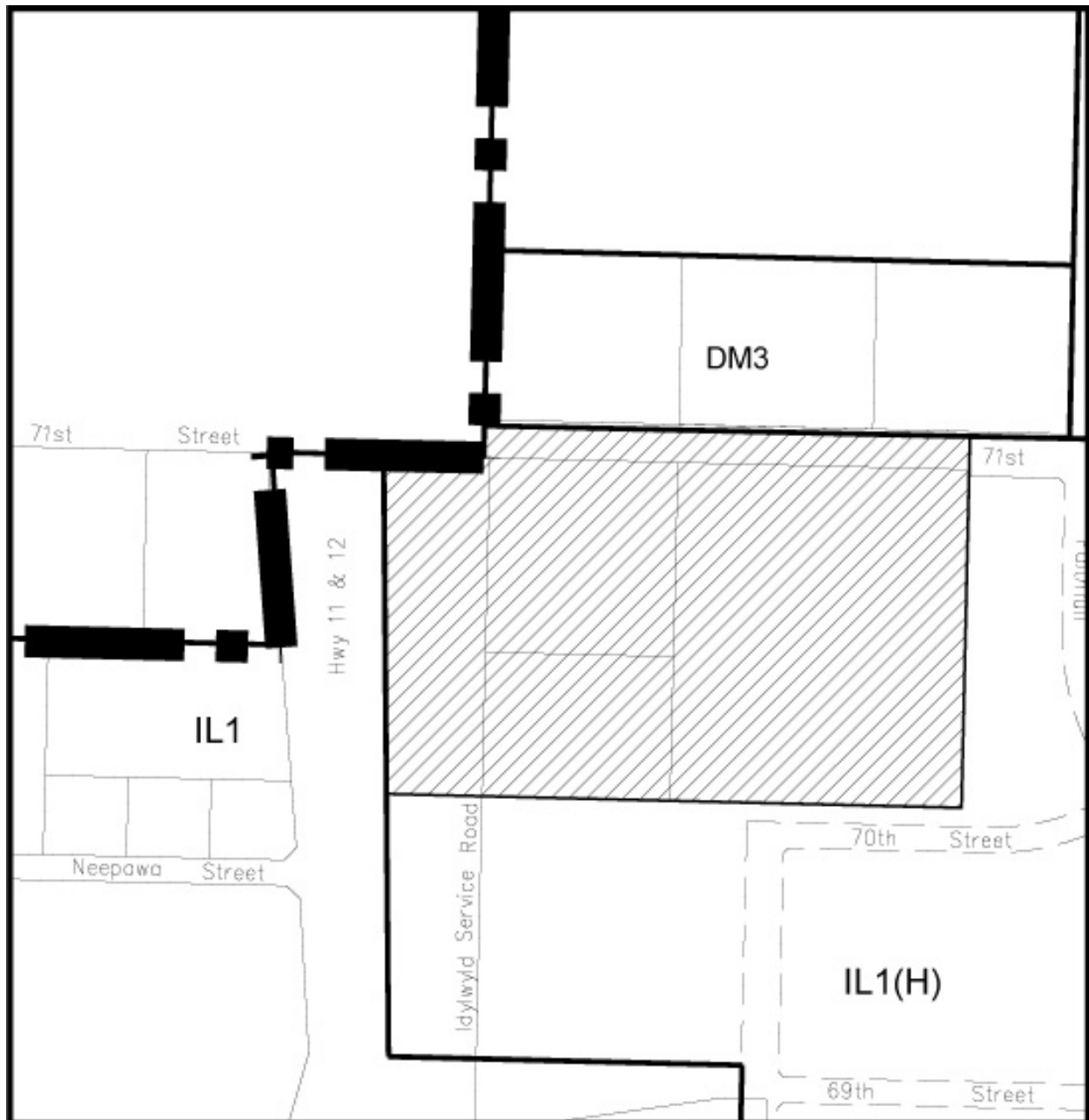
Zoning Bylaw Amended

3. Zoning Bylaw No. 8770 is amended in the manner set forth in this Bylaw.

Zoning Map Amended

4. The Zoning Map, which forms part of Bylaw No. 8770, is amended by removing the Holding Symbol "H" from the lands described in this Bylaw and shown as  on Appendix "A":
 - (a) Surface Parcel Number: 118981918
Legal Description: Blk/Par A, Plan FP6240 Ext 0
As described on Certificate of Title No.81S35997;
 - (b) Surface Parcel Number: 118981929
Legal Description: Blk/Par B, Plan FP6240 Ext 0
As described on Certificate of Title 81S35997; and,

Appendix "A"



REZONING

From IL1(H) to IL1



The following is a copy of **Clause 1, Report No. 3-2014** of the **Municipal Planning Commission**, which was **ADOPTED** by City Council at its meeting held on **June 23, 2014**:

1. **Proposed Amendments to the Official Community Plan Bylaw 8769 Zoning Bylaw 8770 and Pleasant Hill Village Enhanced Concept Plan (Files: CK 4351-014-012, CK 4131-31 and PL 4350-Z6/14, PL 4115-OCP5/14, PL 951-232)**

RECOMMENDATION:

- 1) that the advertising to amend the Pleasant Hill Village Enhanced Concept Plan, Official Community Plan Bylaw No. 8769, and Zoning Bylaw No. 8770, as outlined in the report of the General Manager, Community Services Department, dated May 20, 2014, be approved;
- 2) that the General Manager, Community Services Department, be requested to prepare the required notices for advertising the proposed amendments;
- 3) that the City Solicitor be requested to prepare the required bylaws to amend Official Community Plan Bylaw No. 8769, and Zoning Bylaw No. 8770;
- 4) that at the time of the public hearing, City Council consider the Administration's recommendation to amend the Pleasant Hill Village Enhanced Concept Plan to change Parcels A and CC from "Low-Density Housing" to "Medium-Density Housing";
- 5) that at the time of the public hearing, City Council consider the Administration's recommendation to amend Official Community Plan Bylaw No. 8769 - Pleasant Hill Land Use Policy Map to redesignate the properties identified in the amendment attached to the report of the General Manager, Community Services Department, dated May 20, 2014; and
- 6) that at the time of the public hearing, City Council consider the Administration's recommendation to amend Zoning Bylaw No. 8770 to rezone the properties identified in the amendment attached to the report of the General Manager, Community Services Department, dated May 20, 2014.

Clause 1, Report No. 3-2014
Municipal Planning Commission
Monday, June 23, 2014
Page Two

Attached is a report of the General Manager, Community Services Department, dated May 20, 2014, regarding proposed amendments to the Pleasant Hill Village Enhanced Concept Plan, Official Community Plan Bylaw 8769 and Zoning Bylaw 8770, which are associated with the continued implementation of the Pleasant Hill Village Redevelopment Project.

The Municipal Planning Commission reviewed this report with the Administration, at which time discussion took place regarding density in the area and the importance of home ownership.

The Commission supports the above recommendations.

TO: Secretary, Municipal Planning Commission
FROM: General Manager, Community Services Department
DATE: May 20, 2014
SUBJECT: Proposed Amendments to the Official Community Plan Bylaw No. 8769, Zoning Bylaw No. 8770, and Pleasant Hill Village Enhanced Concept Plan
FILE NO.: PL 4350 – Z6/14, PL 4115 – OCP5/14, PL 951-232

RECOMMENDATION: that a copy of this report be submitted to City Council recommending:

- 1) that the advertising to amend the Pleasant Hill Village Enhanced Concept Plan, Official Community Plan Bylaw No. 8769, and Zoning Bylaw No. 8770, as outlined in this report, be approved;
- 2) that the General Manager, Community Services Department, be requested to prepare the required notices for advertising the proposed amendments;
- 3) that the City Solicitor be requested to prepare the required bylaws to amend Official Community Plan Bylaw No. 8769, and Zoning Bylaw No. 8770;
- 4) that at the time of the public hearing, City Council consider the Administration's recommendation to amend the Pleasant Hill Village Enhanced Concept Plan to change Parcels A and CC from "Low-Density Housing" to "Medium-Density Housing," be approved;
- 5) that at the time of the public hearing, City Council consider the Administration's recommendation to amend Official Community Plan Bylaw No. 8769 - Pleasant Hill Land Use Policy Map to redesignate the properties identified in the attached amendment, be approved; and
- 6) that at the time of the public hearing, City Council consider the Administration's recommendation to amend Zoning Bylaw No. 8770 to rezone the properties identified in the attached amendment be approved.

TOPIC AND PURPOSE

The purpose of this report is to consider a request from the Neighbourhood Planning Section for amendments to the Pleasant Hill Village Enhanced Concept Plan (Concept Plan), Official Community Plan Bylaw No. 8769 (OCP), and Zoning Bylaw No. 8770 (Zoning Bylaw). These amendments are associated with the continued implementation of the Pleasant Hill Village Redevelopment Project.

REPORT HIGHLIGHTS

1. Amendments to the Concept Plan are required in order to ensure that the Zoning Bylaw and the Concept Plan are consistent.
2. Amendments to the Pleasant Hill Land Use Policy Map are required to update the map to prepare for the development of Parcels A, CC, and F in the Pleasant Hill Village Redevelopment Project.
3. Zoning Bylaw amendments for Parcels A and CC are proposed in order to enhance the development potential for these sites. Additional requirements will be placed on the sites through the Request for Proposal (RFP) process to ensure any new development is consistent with the intent of the overall project.
4. The next steps in the Pleasant Hill Village Redevelopment Project will involve the development and issuance of an Expression of Interest (EOI) and RFP for the development of these new parcels.

STRATEGIC GOAL

This project supports the City of Saskatoon's (City) Strategic Goal of Quality of Life through its ten-year strategy to:

“Ensure that policies encourage a mix of housing types across the city (ie: ownership versus rental).”

The Pleasant Hill neighbourhood has a large concentration of rental housing that the ownership element of this project helps to balance.

BACKGROUND

The Pleasant Hill Village Redevelopment Project commenced in autumn of 2006. One of the fundamental objectives of the Pleasant Hill Village Redevelopment Project was to offer home ownership opportunities in a neighbourhood where rental occupancy rates were high. Pleasant Hill Village is intended to attract families who want to live in a new home, in a community with a new school and wellness centre, daycare, a new seniors' residence, and surrounded by new and attractive park space.

At its July 16, 2007 meeting, City Council adopted a Concept Plan for the Pleasant Hill Village containing five residential development sites, a new park, and a new school site. At the same meeting, City Council approved that the developable sites A through E, identified on the Concept Plan, be disbursed through an EOI, followed by an RFP for each site.

Expanded Concept

During its July 13, 2009 meeting, City Council approved the purchase of the Olfert Trucking Site at 412 and 422 Avenue P South and 413 Avenue O South. At its August 17, 2009 meeting, City Council approved the purchase of the property at 408 Avenue P South. These sites were formally added to the project through City Council's adoption of the Enhanced Concept Plan during its November 30, 2009 meeting. At that time, the Administration reported that an RFP would be developed for the sale of Parcel F.

REPORT

In order to proceed to the next stage of the Pleasant Hill Village Redevelopment Project, amendments to the Concept Plan, OCP, and Zoning Bylaw, are required to permit the development of the remaining parcels.

A subdivision application and road closure plan is underway to formally create Parcels A and CC. In addition, the north-south laneway adjacent to Parcel A and the new park will be closed and consolidated with these parcels in order to create larger sites. Parcel A will increase from 0.41 to 0.46 acres with this change. As land use and zoning designations typically extend to the mid-point of the right-of-way, amendments are required for these former laneways to be consistent with the development parcels once consolidated.

Amendments to the Concept Plan

Amendments to the Concept Plan are required to redesignate Parcels A and CC from "Low-Density Residential" to "Medium-Density Residential (see Attachment 1). This will align the Concept Plan with the land use and zoning designations being proposed in this report. This amendment will also update the Concept Plan with the newest site boundaries.

In addition, the location for the pedestrian activated crosswalk on Avenue P will also be changed. The Transportation and Utilities Department has reviewed the location options and recommends locating the crosswalk to align with 19th Street to the west of Avenue P, and the green linkage on the east of Avenue P. This change should conclude the mapping changes needed for this redevelopment project.

Amendments to OCP Bylaw No. 8769

The proposed amendments to the OCP - Pleasant Hill Land Use Policy Map (see Attachment 2) will reflect the new boundaries of the sites in the area and show the placement of the school, park, roads, and parcels, as shown in the approved Concept Plan. The following amendments are required:

- a) Parcel A from "Low/Medium-Density Residential" to "Medium-Density Residential";
- b) Parcel CC from "Community Facility" to "Medium-Density Residential";
- c) St. Mary's Wellness and Education Centre site from "Low/Medium-Density Residential" to "Community Facility";
- d) redesignate a portion of Parcel MR2 from "Community Facility" to "Low/Medium-Density Residential";
- e) laneway on the western edge of Parcel A from "Low-Density Residential - No Conversions" to "Medium-Density Residential" on the north end and "Low-Density Residential - No Conversions" to "Low/Med Density Residential" on the south end;
- f) laneway parcel on the north edge of Parcel CC from "Office/Institutional" and "Community Facility" to "Medium-Density Residential"; and
- g) laneway parcel extending north from Parcel CC from "Office/Institutional" and "Community Facility" to "Low/Med Density Residential".

Amendments to the Zoning Bylaw

The proposed amendments to the Zoning Bylaw are as follows (see Attachment 3):

- a) Parcel A from "RM1 – Low-Density, Multiple-Unit Dwelling District" to "RM3 – Medium-Density, Multiple-Unit Dwelling District";
- b) Parcel CC from "R2 – One and Two-Unit Residential District" to "RM3 - Medium-Density, Multiple-Unit Dwelling District";
- c) laneway on the western edge of Parcel A from "R2 – One and Two-Unit Residential District" to "RM3 – Medium-Density, Multiple-Unit Dwelling District";
- d) laneway to the east of Parcel CC from "RM1 – Low-Density, Multiple-Unit Dwelling District" to "RM3 – Medium-Density, Multiple-Unit Dwelling District";
- e) portion of laneway parcel on the north edge of Parcel CC from "M1 - Local Institutional Service District by Agreement" to "RM3 – Medium-Density, Multiple-Unit Dwelling District"; and
- f) laneway extending north from Parcel CC from "M1 - Local Institutional Service District by Agreement" and "R2 – One and Two-Unit Residential District" to "RM1 – Low-Density, Multiple-Unit Dwelling District".

The rezoning of Parcels A and CC will allow for ownership condominium units at a density similar to existing developments at Parkview Green and the Cenith Solar Village. Through the future RFP for the development of these sites, the Administration will place further requirements on the site to ensure ground-oriented units that respond to the original intent of the Concept Plan.

Next Steps in the Pleasant Hill Village Redevelopment Project

The next stage of the Pleasant Hill Village Redevelopment Project will involve the release of three sites for new development. These sites; Parcels A, CC, and F, will be made available through a process that will include the issuance of an EOI, followed by an RFP.

Should the amendments in this report be approved, the Administration will collaborate with members of the community to develop the EOI and RFP for site development and evaluate the resulting proposals. Upon conclusion of consultation with this group, the RFP will be brought forward to City Council for endorsement, prior to issuance.

Other upcoming actions include the relocation of the pedestrian crosswalk on Avenue P and continued park space development to complete Phase II. The Administration will also begin exploring options with the community for the "Art Space" identified in the 19th Street cul-de-sac.

OPTIONS TO THE RECOMMENDATION

City Council could choose to not adopt the recommendations. This option is not recommended as this proposal is consistent with the Pleasant Hill Local Area Plan (LAP) and the goals of the approved Concept Plan. Further direction on the development of the remaining three sites would be required.

POLICY IMPLICATIONS

There are no policy implications.

FINANCIAL IMPLICATIONS

There are no financial implications at this time. When the RFP is brought forward to City Council for endorsement, further information related to the financial implications of the sale of the parcels will be presented.

PUBLIC AND/OR STAKEHOLDER INVOLVEMENT

The community has been consulted regularly on the status of the plan implementation throughout the Pleasant Hill Village Redevelopment Process. The Administration has attended regular meetings of the Pleasant Hill Community Association, St. Mary's School, and Pleasant Hill School Parent Councils.

In addition, an open house was held to inform the community of the amendments outlined in this report and the continued implementation of the Concept Plan. The open house is summarized in Attachment 4. The public meeting was held at Columbian Place at 1407 20th Street West on April 29, 2014.

The amendments were circulated to all internal and external agencies as per standard practice. One comment was received regarding current easements that exist between Columbian Place and Cenith Solar Village. The easement will continue to exist.

COMMUNICATION PLAN

Public hearing notices will be mailed to those who signed in at the public information meeting and provided their addresses. Aside from this, no further consultation concerning these amendments is planned beyond the stakeholder involvement noted above.

ENVIRONMENTAL IMPLICATIONS

No environmental and/or greenhouse gas implications have been identified at this time.

PRIVACY IMPACT

There are no privacy implications.

SAFETY/CRIME PREVENTION THROUGH ENVIRONMENTAL DESIGN (CPTED)

A CPTED review was conducted on the Concept Plan on October 7, 2009. Overall, there was conformance between the Concept Plan and CPTED principles. Details of future development proposals will undergo a further review once the specific plans are completed and received. Currently the CPTED Review Committee has been sent a summary of the changes and their rationale for review and comment.

PUBLIC NOTICE

Once this application has been considered by the Municipal Planning Commission, it will be advertised in accordance with Public Notice Policy No. C01-021, and a date for a public hearing will be set. The Planning and Development Division will notify the Pleasant Hill Community Association and the Community Consultant of the public hearing date by letter. A notice will be placed in The StarPhoenix two weeks prior to the public hearing. Notice boards will also be placed on the site. The property owners affected by this rezoning will also be notified in writing.

ATTACHMENTS

1. Pleasant Hill Concept Plan Amendment Map
2. Amendment to the Official Community Plan – Land Use Map
3. Amendment to the Zoning Bylaw Map
4. Community Engagement Project Summary

Written by: Keith Folkersen, Planner

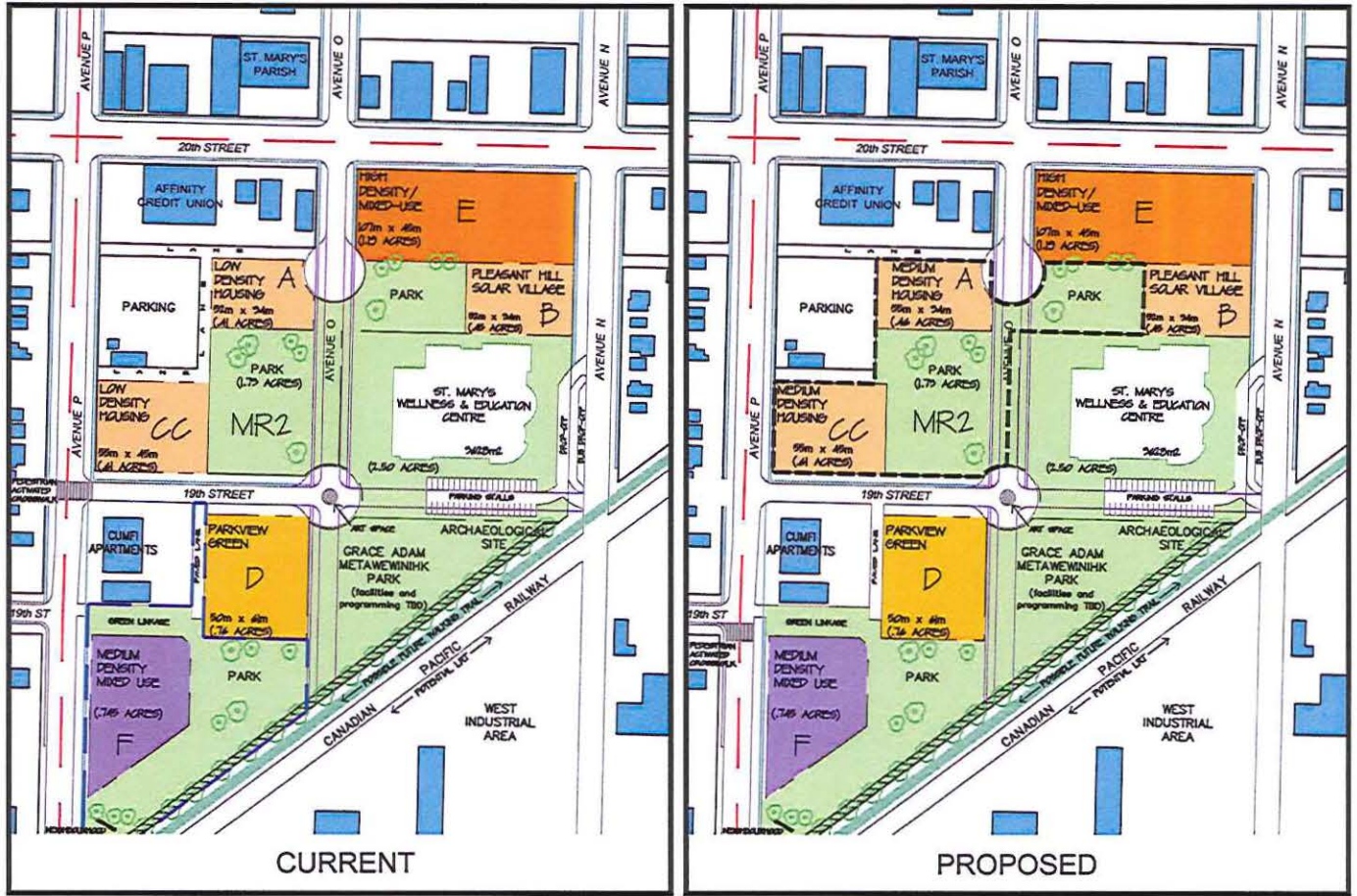
Reviewed by: "Alan Wallace"
Alan Wallace
Director of Planning and Development

Approved by: "Randy Grauer"
Randy Grauer, General Manager
Community Services Department
Dated: "May 29, 2014"

Approved by: "Randy Grauer"
For Murray Totland, City Manager
Dated: "May 29, 2014"

ATTACHMENT 1

Pleasant Hill Concept Plan Amendment Map



CURRENT

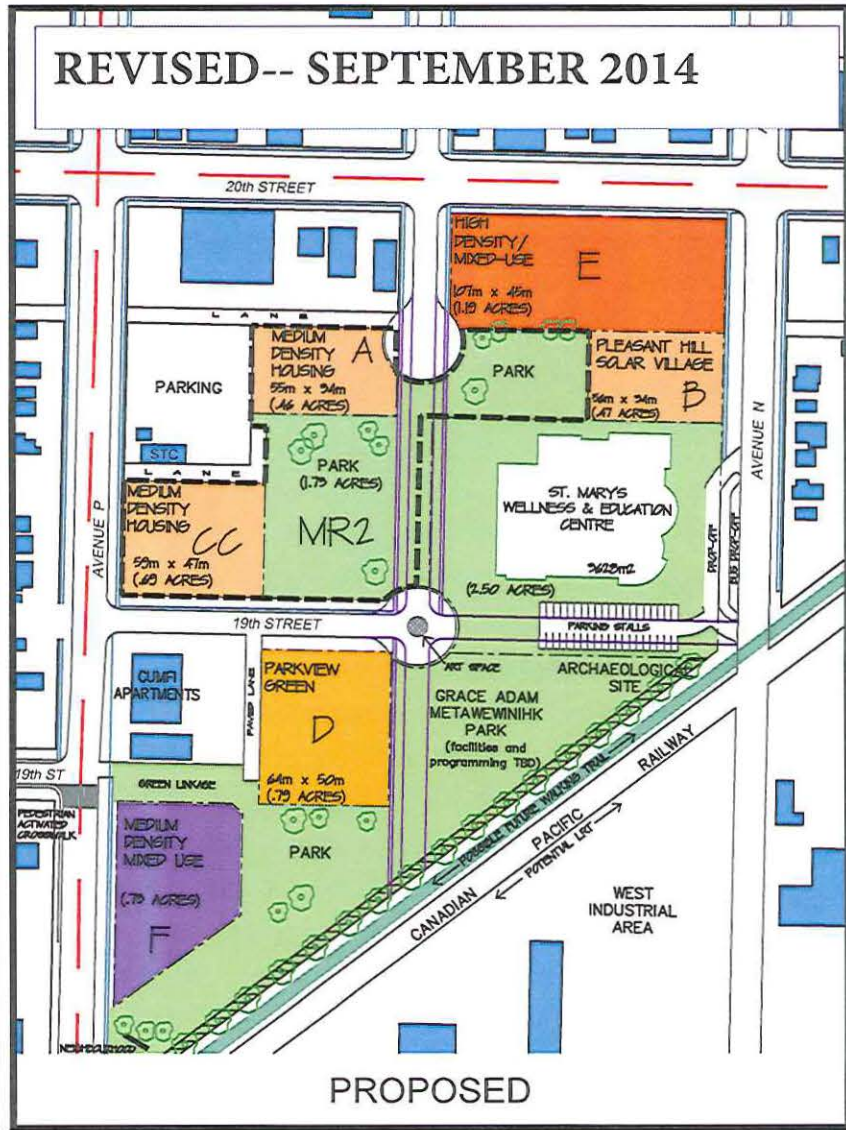
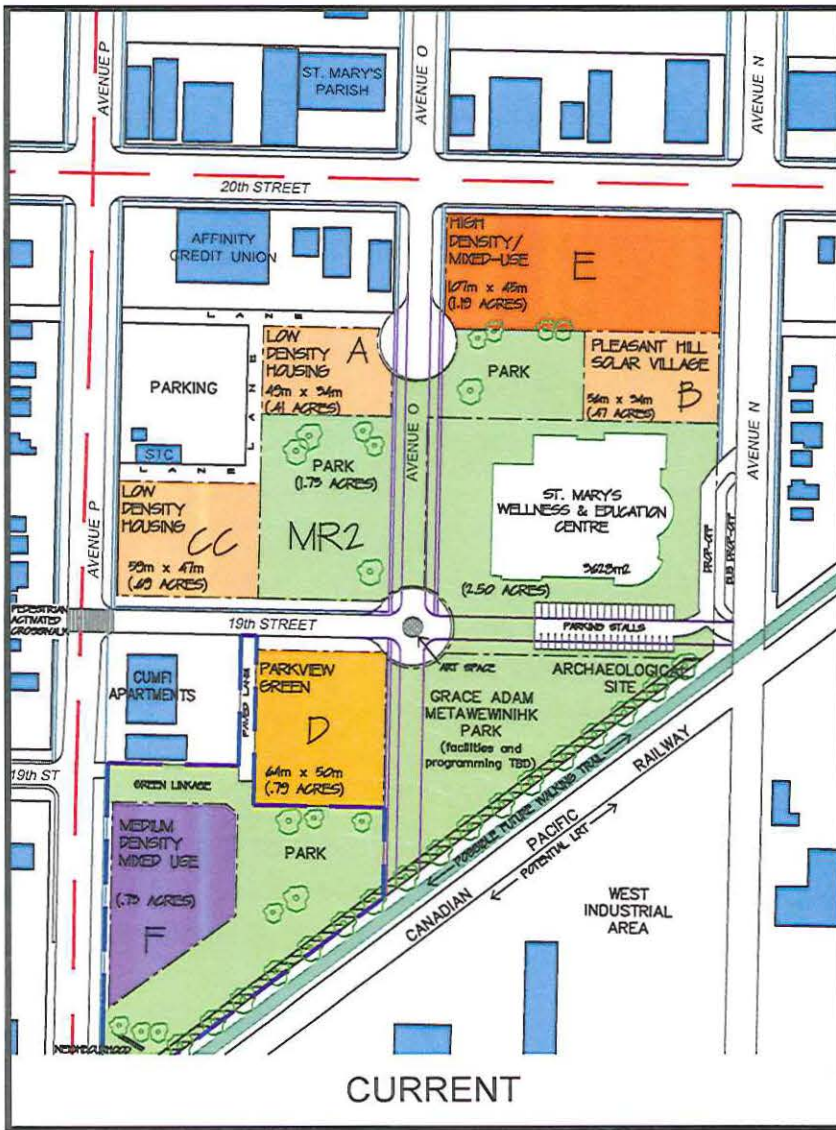
PROPOSED

PLEASANT HILL CONCEPT PLAN AMENDMENT

--- AMENDMENT BOUNDARY



N:\Planning\MAPPING\Local Area Plans\Pleasant Hill\Development\Amendments\concept_plan_013_amendment.dwg

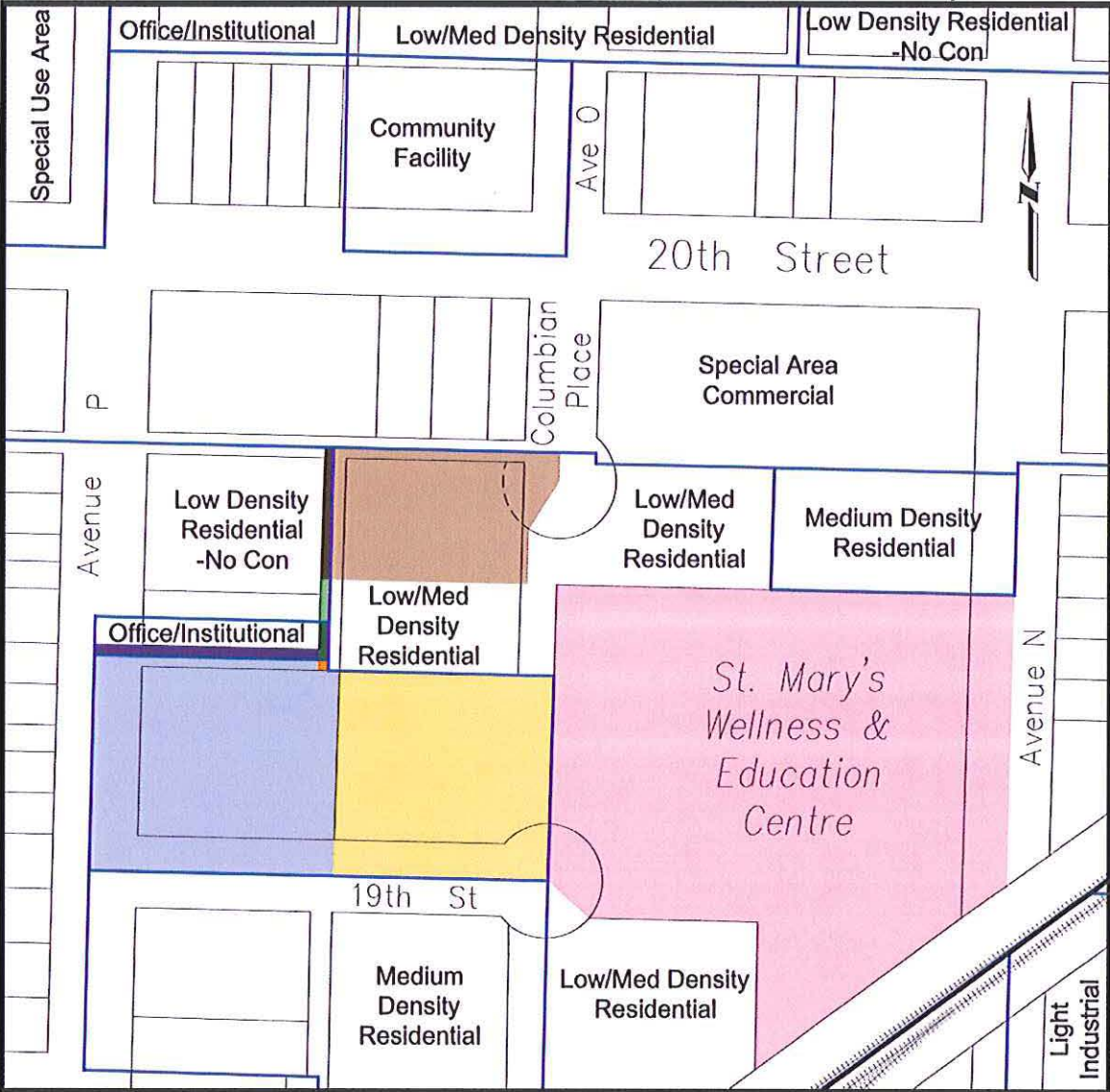


PLEASANT HILL CONCEPT PLAN AMENDMENT

--- AMENDMENT BOUNDARY



Amendment to the Official Community Plan – Land Use Map



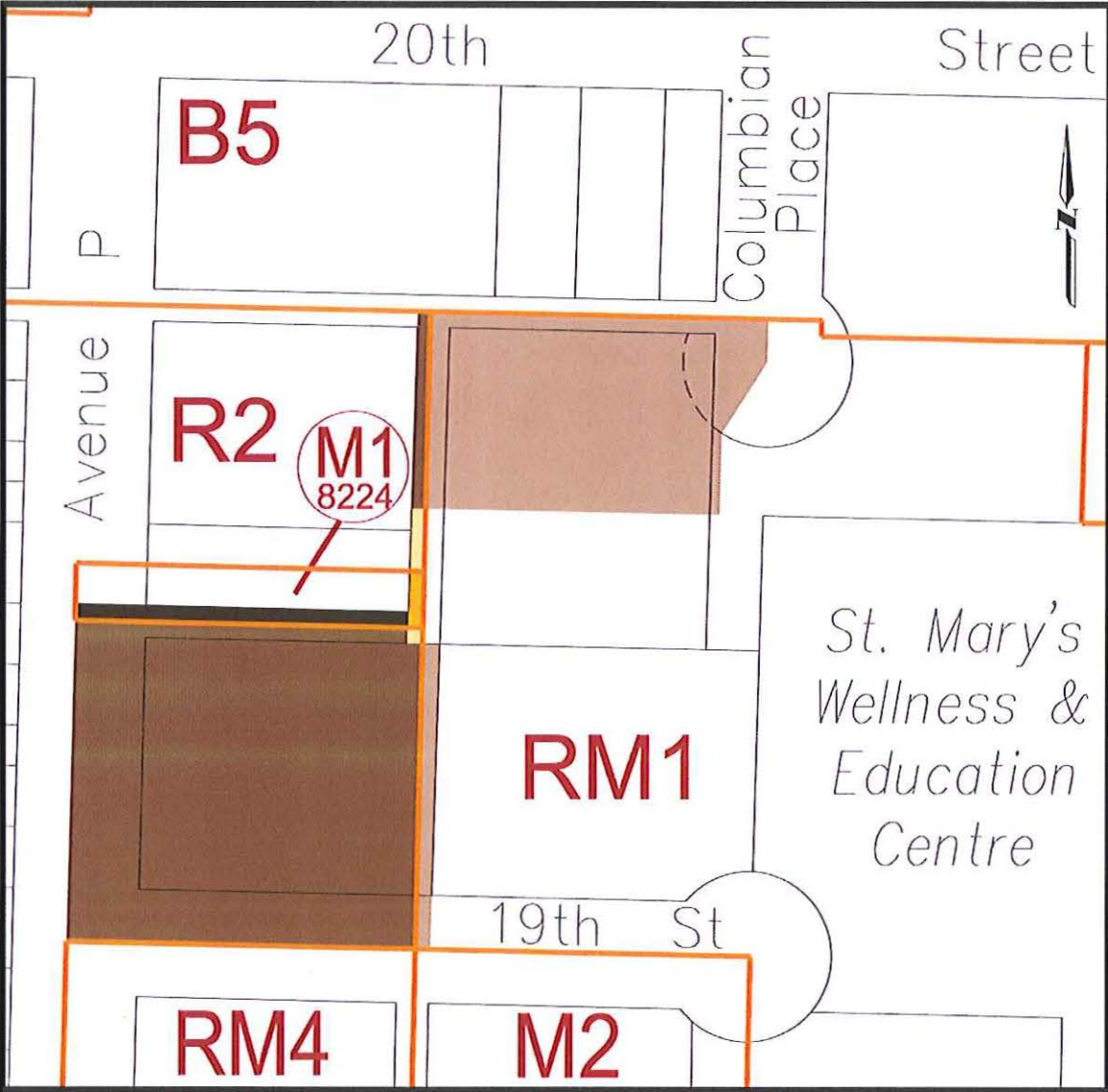
AMENDMENT TO THE OFFICIAL COMMUNITY PLAN
PLEASANT HILL LAND USE POLICY MAP

- From Low/Med Density Residential to Community Facility
- From Low/Med Density Residential to Medium Density Residential
- From Low Density Residential - No Con to Medium Density Residential
- From Office/Institutional to Medium Density Residential
- From Community Facility to Medium Density Residential
- From Community Facility to Low/Medium Density Residential
- From Office/Institutional to Low/Medium Density Residential
- From Low Density Residential - No Con to Low/Medium Density Residential
- From Community Facility to Low/Medium Density Residential
- Existing OCP Boundaries


N:\Planning\MAPPING\Official Comm Plan\2014 OCP's\OCP05_14.dwg (Amended)



Amendment to the Zoning Bylaw Map



ZONING AMENDMENT

-  From M1 by Agreement to RM3
-  From R2 to RM3
-  From RM1 to RM3
-  From M1 by Agreement to RM1
-  From R2 to RM1
-  Existing Zoning Boundary



Project Name: Public Information Meeting for Various Amendments – Pleasant Hill Village Rezoning, Land Use Map Amendments and Enhanced Concept Plan Amendments

Applicant: City of Saskatoon
File: PL 4350 – Z06/14, PL 4350 – Z06/14, PL 4350 – Z06/14,

Community Engagement Project Summary

Project Description

A public information meeting was held regarding proposed Zoning Bylaw Map Amendments, Official Community Plan Land Use Map Amendments and Enhanced Concept Plan Amendments in the Pleasant Hill Village. The purpose of the amendments are to allow for the implementation of the approved Pleasant Hill Village Enhanced Concept Plan .

Community Engagement Strategy

- Purpose: To inform and consult. Residents were provided with an overview of the City's proposal and provided the opportunity to ask questions and provide comments in an open house format.
- What form of community engagement was used: Public Information meeting, with an opportunity to listen to and speak directly with City staff in an open house format. City staff also provided overview of the amendment processes, and the next steps complete with display boards.
- Level of input or decision making required from the public – comments and opinions were sought from the public.
- Who was involved
 - Internal stakeholders: The standard referral process was implemented. The following Departments were contacted for comments: Transportation and Utility Services, Saskatoon Light and Power, Saskatoon Transit, Planning and Development, Recreation and Sport, Environmental and Corporate Initiatives, Parks, Fire, Police. The Ward Councillor and the Community Consultant were also contacted.
 - External stakeholders: Pleasant Hill Community Association, SaskPower, SaskEnergy, SaskTel, the Province of Saskatchewan, Canada Post, and other partners were contacted in addition to mail-outs to residents. Eleven people signed in at the meeting, 9 of whom were not City Councillors or staff. There were approximately 1-5 people who did not sign the sign-in sheet.

Summary of Community Engagement Input

an opportunity to learn more about the proposed use and to provide perspective and comments which will be considered by municipal staff in further analysis of this project.

Notification Processes

Notification Method /Date Issued	Details	Target Audience / Attendance	Attendance / Contact
Public Information Meeting notice April 10, 2014	214 public meeting notices outlining the details of the proposal were sent to registered property owners. Letters along with the public meeting notice were also sent to the Community Association, Ward Councillor and Community Consultant.	As per public notice policy, notices were sent to property owners within a 200 meter radius of subject site (increased from standard of 75 meters). Select streets we believed might be affected were also targeted for the mail-out.	1 message was received by a resident who thought we were getting rid of the park and requesting we put in a basketball court. The parks plan was shared with the applicant and they were invited to attend the April 29 th meeting.
Public Information Meeting April 29, 2014 4:00pm-7:00pm	An open house was held, with display boards explaining proposed changes. Additional display boards showed upcoming site park improvements, steps in the site RFP process, and highlights of the City's new Junction Improvement Strategy.	Concerned members of the Community and surrounding area. Members of the schools and Community Association. An emphasis for this meeting was to target those who had not yet seen the latest version of the plan by going to the residents at Columbian Place.	Approximately 12-16 members of the general public attended

- Analysis of the feedback received, provide a brief summary of the comments to capture the flavour of the feedback received:
 - A comment was received that persons visiting Columbian Place are parking in the new Avenue O cul-de-sac in a manner which inhibits traffic circulation in a space that receives a high volume of visitor traffic. Rather than parallel parking, visitors are parking nose-in at an angle. It was claimed that Columbian Place has raised this

- parking enforcement may be necessary.
- A comment was received asking that benches and a table be added to the park design opposite the community garden.
- One individual requested that new housing on Parcels CC and F should not have the same appearance of recent developments elsewhere in the city, which is a 5-6 floor high-rise complex aimed at rental.
- Impact of community engagement on the project/issue:
 - the feedback at the meeting will provide MPC and Council with opinions and comments of the surrounding community.
- How will input be used to inform the project/issue:
 - Input received from the community will be used to measure the support of the neighbourhood for this proposal and to highlight any major concerns.
- Any follow up or reporting back to the public/stakeholders
 - Participants at the meeting were advised that they will receive direct notice of the Public Hearing if they provided their name and mailing address on the sign in sheet.

Next Steps

Action	Anticipated Timing
Planning and Development Report prepared and presented to Municipal Planning Commission. MPC reviews proposal and recommends approval or denial to City Council.	June 10, 2014
City Council – approval for advertising of the amendments	June 23, 2014
Public Notice - report prepared and Public Hearing date set. Pleasant Hill Community Association, Community Consultant, Ward Councillor as well as all participants at Public Meeting will be provided with direct notice of Public Hearing, as well as all residents who were notified previously. A notification poster sign will be placed on site.	June 24 to July 15
Public Hearing – Public Hearing conducted by City Council, with opportunity provided for interested persons or groups to present.	July 16, 2014

Attachments

Notice of Public Information Meeting
Attendance Sheet

Completed by: Keith Folkersen

Date: April 30, 2014

Please return a copy of this summary to:



Communications Branch, City Manager's Office
Phone: 975-3690 Fax: 975-3048 Email: lisa.thibodeau@saskatoon.ca

Engaging the Community in Civic Matters

THE STARPHOENIX, SATURDAY, SEPTEMBER 13, 2014 and
SUNDAY PHOENIX, SEPTEMBER 14, 2014

PUBLIC NOTICE

**PROPOSED PLEASANT HILL VILLAGE ENHANCED
CONCEPT PLAN AMENDMENT**

Saskatoon City Council will consider an amendment to the Pleasant Hill Village Enhanced Concept Plan for the Pleasant Hill Neighbourhood, which was submitted by the City of Saskatoon, Planning and Development Branch, Neighbourhood Planning Section.

The proposed amendment would advance implementation of the Pleasant Hill Village Redevelopment Project by reclassifying lands from Low-Density Residential to Medium-Density Residential to align the Concept Plan with proposed changes to zoning and Official Community Plan land use designations for these lands. The amendment will also update the Concept Plan to reflect new boundaries of sites in the Village area including the new school, park, roads and development parcels. In addition, the amended Concept Plan will show relocation of the pedestrian activated crosswalk on Avenue P to a more southerly location where it will align with 19th Street to the west and the green linkage into the park on the east side of Avenue P.



**PROPOSED CONCEPT PLAN AMENDMENT
PLEASANT HILL VILLAGE ENHANCED CONCEPT PLAN**

 AMENDMENT AREA



INFORMATION – Questions regarding the proposal may be directed to the following:
Community Services Department, Planning and Development
Phone: 306-657-8779 (Eric Westberg)

PUBLIC HEARING – City Council will hear all submissions on the proposed amendment, and hear all persons who are present at the City Council meeting and wish to speak on **Monday, September 29, 2014, at 6:00 p.m. in City Council Chamber, City Hall, Saskatoon, Saskatchewan.**

All written submissions for City Council's consideration must be forwarded to:
His Worship the Mayor and Members of City Council
c/o City Clerk's Office, City Hall
222 Third Avenue North, Saskatoon SK S7K 0J5

All submissions received by the City Clerk by **10:00 a.m. on Monday, September 29, 2014** will be forwarded to City Council.

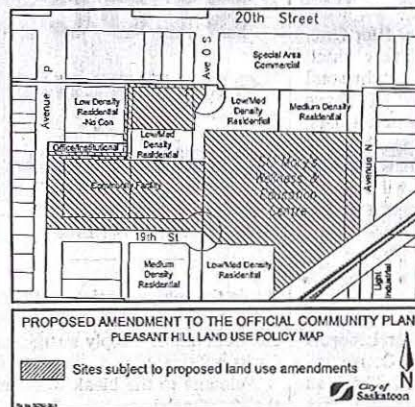
OFFICIAL COMMUNITY PLAN NOTICE

PLEASANT HILL NEIGHBOURHOOD PROPOSED AMENDMENT TO THE OFFICIAL COMMUNITY PLAN – BYLAW NO. 9208

Saskatoon City Council will consider an amendment to the City's Official Community Plan, Bylaw No. 8769. Through Bylaw No. 9208, the Official Community Plan Amendment Bylaw 2014 (No. 11), the properties in the Pleasant Hill Neighbourhood as shown in the map below will be reclassified from Low-Density Residential No Conversions to Low/Medium Density Residential and Medium-Density Residential; from Low/Medium-Density Residential to Medium-Density Residential and Community Facility; from Community Facility to Low/Medium-Density Residential and Medium-Density Residential; and from Office/Institutional to Low/Medium Density Residential and Medium-Density Residential.

LEGAL DESCRIPTION – Blk SMS, Plan 101995667; Blk MR1, Plan 101184308; St/L 1, Plan 101203760; Blk C, Plan 101995667; Blk F, Plan 101995667; Portion of Lane, Plan F5554.

CIVIC ADDRESS – 315 Avenue O South, 327 Avenue N South, 1510 19th Street West and 1520 19th Street West.



REASON FOR THE AMENDMENT – The proposed amendment would advance implementation of the Pleasant Hill Village Redevelopment Project by reclassifying these lands to reflect new boundaries of sites in the Village area and show the placement of the new school, park, roads and parcels. The proposed rezoning of these lands requires this amendment to ensure consistency between their zoning and land use designations.

INFORMATION – Questions regarding the proposed amendment or requests to view detailed site maps or the proposed amending Bylaw, the City of Saskatoon Zoning Bylaw and Zoning Map may be directed to the following without charge:
Community Services Department,
Planning and Development
Phone: 306-657-8779 (Eric Westberg)

PUBLIC HEARING – City Council will hear all submissions on the proposed amendment, and hear all persons who are present at the City Council meeting and wish to speak on Monday, September 29, 2014, at 6:00 p.m. in City Council Chamber, City Hall, Saskatoon, Saskatchewan.

All written submissions for City Council's consideration must be forwarded to:

His Worship the Mayor and Members of City Council
c/o City Clerk's Office, City Hall
222 Third Avenue North, Saskatoon SK S7K 0J5

All submissions received by the City Clerk by 10:00 a.m. on Monday, September 29, 2014, will be forwarded to City Council.

ZONING NOTICE

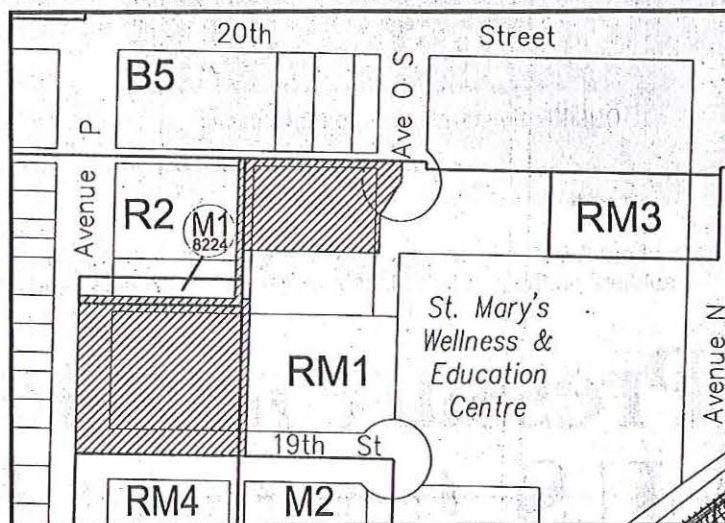
PLEASANT HILL NEIGHBOURHOOD

PROPOSED ZONING BYLAW AMENDMENT – BYLAW NO. 9209

Saskatoon City Council will consider an amendment to the City's Zoning Bylaw (No.8770). Through Bylaw No. 9209, the Zoning Amendment Bylaw 2014 (No. 18), the properties in the Pleasant Hill Neighbourhood as shown in the map below will be rezoned from M1- Local Institutional Service District by Agreement to RM1- Low-Density, Multiple-Unit Dwelling District and RM3- Medium-Density, Multiple-Unit Dwelling District; from R2- One and Two-Unit Residential District to RM3- Medium-Density, Multiple-Unit Dwelling District and RM1- Low-Density, Multiple-Unit Dwelling District; and from RM1- Low-Density, Multiple-Unit Dwelling District to RM3- Medium-Density, Multiple-Unit Dwelling District.

LEGAL DESCRIPTION – St/L 1, Plan 101203760; Blk C, Plan 101995667; Blk MR1, Plan 101184308; Portion of Lane, Plan F5554.

CIVIC ADDRESS – 315 Avenue O South and 1520 19th Street West.




PROPOSED ZONING AMENDMENT



Sites subject to proposed zoning amendments



File No. RZ06-2014

 City of
Saskatoon

REASON FOR THE AMENDMENT – The proposed rezoning would advance implementation of the Pleasant Hill Village Redevelopment Project by designating these lands for housing development of similar density to adjacent new townhomes in the Village. Facilitating this type of low-rise housing would fulfil the community's vision for the project.

INFORMATION – Questions regarding the proposed amendment or requests to view detailed site maps or the proposed amending Bylaw, the City of Saskatoon Zoning Bylaw and Zoning Map may be directed to the following without charge: Community Services Department, Planning and Development
Phone: 306-657-8779 (Eric Westberg)

PUBLIC HEARING – City Council will hear all submissions on the proposed amendment, and hear all persons who are present at the City Council meeting and wish to speak on **Monday, September 29, 2014, at 6:00 p.m. in City Council Chamber, City Hall, Saskatoon, Saskatchewan.**

All written submissions for City Council's consideration must be forwarded to:
His Worship the Mayor and Members of City Council
c/o City Clerk's Office, City Hall
222 Third Avenue North, Saskatoon SK S7K 0J5

All submissions received by the City Clerk by **10:00 a.m. on Monday, September 29, 2014**, will be forwarded to City Council.

BYLAW NO. 9208**The Official Community Plan Amendment
Bylaw, 2014 (No. 11)**

The Council of The City of Saskatoon enacts:

Short Title

1. This Bylaw may be cited as *The Official Community Plan Amendment Bylaw, 2014 (No. 11)*.

Purpose

2. The purpose of this Bylaw is to amend the Official Community Plan to change the land use designation of the land described in the Bylaw as follows:
 - (a) from Low/Medium Density Residential to Community Facility;
 - (b) from Low/Medium Density Residential to Medium Density Residential;
 - (c) from Low Density Residential – No Conversions to Medium Density Residential;
 - (d) from Office/Institutional to Medium Density Residential;
 - (e) from Community Facility to Medium Density Residential;
 - (f) from Community Facility to Low/Medium Density Residential;
 - (g) from Office/Institutional to Low/Medium Density Residential;
 - (h) from Low Density Residential – No Conversions to Low/Medium Density Residential; and
 - (i) from Community Facility to Low/Medium Density Residential.

Official Community Plan Amended

3. The Official Community Plan, annexed as Schedule “A” to Bylaw No. 8769 and forming part of the Bylaw, is amended in the manner set forth in this Bylaw.

Low/Medium Density Residential to Community Facility

4. The Land Use Map, which forms part of the Official Community Plan, is amended to change the land use designation of the land described in this Section and shown as [redacted] on Appendix “A” to this Bylaw from Low/Medium Density Residential to Community Facility:
 - (a) Surface Parcel Number: 164580510
Legal Land Description: Blk/Par SMS, Plan 101995667 Ext 0.

Low/Medium Density Residential to Medium Density Residential

5. The Land Use Map, which forms part of the Official Community Plan, is amended to change the land use designation of the land described in this Section and shown as [redacted] on Appendix “A” to this Bylaw from Low/Medium Density Residential to Medium Density Residential:
 - (a) Portion of Surface Parcel Number: 145588955
Legal Land Description: Blk/Par MR1, Plan 101184308 Ext 0
(also described as: Parcel A as shown in a Plan of Proposed Subdivision of Parcels C, F and G – Plan 101995667 and Lot 28 – Block 24 – Plan 101203760 and Lane – Plan F5554 and MR1 Municipal Reserve – Plan 101184308, NW ¼ Sec 29 Twp 36 Rge 5 West 3 Mer by M. Marien, S.L.S.).

Low Density Residential – No Conversions to Medium Density Residential

6. The Land Use Map, which forms part of the Official Community Plan, is amended to change the land use designation of the land described in this Section and shown as [redacted] on Appendix “A” to this Bylaw from Low Density Residential – No Conversions to Medium Density Residential:
 - (a) Portion of North – South Lane, Plan F5554 adjacent to Surface Parcel Number 145588955.

Office/Institutional to Medium Density Residential

7. The Land Use Map, which forms part of the Official Community Plan, is amended to change the land use designation of the land described in this Section and shown as [redacted] on Appendix “A” to this Bylaw from Office/Institutional to Medium Density Residential:
- (a) Portion of Surface Parcel Number: 120779938
Legal Land Description: St/L 1, Plan 101203760 Ext 1
As described on Certificate of Title 71S06460, description 1.

Community Facility to Medium Density Residential

8. The Land Use Map, which forms part of the Official Community Plan, is amended to change the land use designation of the land described in this Section and shown as [redacted] on Appendix “A” to this Bylaw from Community Facility to Medium Density Residential:
- (a) Portion of Surface Parcel Number: 120779938
Legal Land Description: St/L 1, Plan 101203760 Ext 1
As described on Certificate of Title 71S06460, description 1;
 - (b) Surface Parcel Number: 164580532
Legal Land Description: Blk/Par C, Plan 101995667 Ext 0.

Community Facility to Low/Medium Density Residential

9. The Land Use Map, which forms part of the Official Community Plan, is amended to change the land use designation of the land described in this Section and shown as [redacted] on Appendix “A” to this Bylaw from Community Facility to Low/Medium Density Residential:
- (a) Surface Parcel Number: 164580554
Legal Land Description: Blk/Par F, Plan 101995667 Ext 0.

Office/Institutional to Low/Medium Density Residential

- 10. The Land Use Map, which forms part of the Official Community Plan, is amended to change the land use designation of the land described in this Section and shown as [redacted] on Appendix "A" to this Bylaw from Office/Institutional to Low/Medium Density Residential:
 - (a) Portion of Lane, Plan F5554 adjacent to Surface Parcel Number 120779949 and Surface Parcel Number 120779938.

Low Density Residential – No Conversions to Low/Medium Density Residential

- 11. The Land Use Map, which forms part of the Official Community Plan, is amended to change the land use designation of the land described in this Section and shown as [redacted] on Appendix "A" to this Bylaw from Low Density Residential – No Conversions to Low/Medium Density Residential:
 - (a) Portion of Lane, Plan F5554 adjacent to Surface Parcel Number 136286770 and Surface Parcel Number 136286781.

Community Facility to Low/Medium Density Residential

- 12. The Land Use Map, which forms part of the Official Community Plan, is amended to change the land use designation of the land described in this Section and shown as [redacted] on Appendix "A" to this Bylaw from Community Facility to Low/Medium Density Residential:
 - (a) Portion of Lane, Plan F5554 adjacent to Surface Parcel Number 164580532.

Coming into Force

8. This Bylaw shall come into force upon receiving the approval of the Minister of Government Relations.

Read a first time this _____ day of _____, 2014.

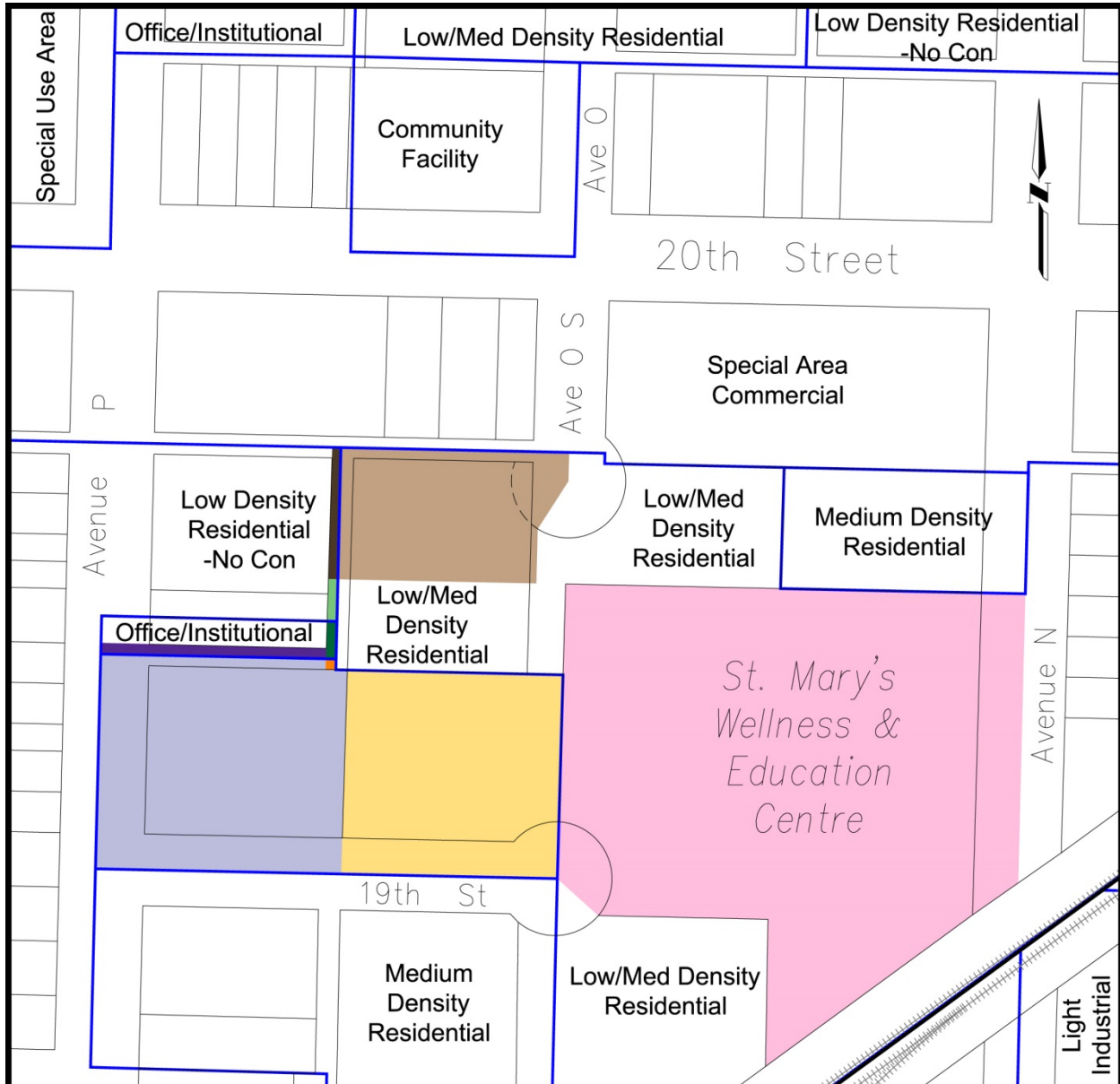
Read a second time this _____ day of _____, 2014.

Read a third time and passed this _____ day of _____, 2014.

Mayor

City Clerk

Appendix "A"



AMENDMENT TO THE OFFICIAL COMMUNITY PLAN PLEASANT HILL LAND USE POLICY MAP

- From Low/Med Density Residential to Community Facility
 - From Low/Med Density Residential to Medium Density Residential
 - From Low Density Residential - No Con to Medium Density Residential
 - From Office/Institutional to Medium Density Residential
 - From Community Facility to Medium Density Residential
 - From Community Facility to Low/Medium Density Residential
 - From Office/Institutional to Low/Medium Density Residential
 - From Low Density Residential - No Con to Low/Medium Density Residential
 - From Community Facility to Low/Medium Density Residential
- Existing OCP Boundaries

BYLAW NO. 9209**The Zoning Amendment Bylaw, 2014 (No. 18)**

The Council of The City of Saskatoon enacts:

Short Title

1. This Bylaw may be cited as *The Zoning Amendment Bylaw, 2014 (No. 18)*.

Purpose

2. The purpose of this Bylaw is to amend the Zoning Bylaw to rezone the lands described in the Bylaw from an M1 District by Agreement to an RM3 District, an R2 District to an RM3 District, an RM1 District to an RM3 District, an M1 District by Agreement to an RM1 District and an R2 District to an RM1 District respectively.

Zoning Bylaw Amended

3. Zoning Bylaw No. 8770 is amended in the manner set forth in this Bylaw.

M1 District by Agreement to RM3 District

4. The Zoning Map, which forms part of Bylaw No. 8770, is amended by rezoning the lands described in this Section and shown as [REDACTED] on Appendix "A" to this Bylaw from an M1 District by Agreement to RM3 District:
 - (a) Portion of Surface Parcel Number: 120779938
Legal Land Description: St/L 1, Plan 101203760 Ext 1
As described on Certificate of Title 71S06460,
description 1.

R2 District to RM3 District

5. The Zoning Map, which forms part of Bylaw No. 8770, is amended by rezoning the lands described in this Section and shown as [redacted] on Appendix "A" to this Bylaw from an R2 District to RM3 District:
- (a) Portion of Surface Parcel Number: 120779938
Legal Land Description: St/L 1, Plan 101203760 Ext 1
As described on Certificate of Title 71S06460, description 1; and
 - (b) Surface Parcel Number: 164580532
Legal Land Description: Blk/Par C, Plan 101995667 Ext 0.

RM1 District to RM3 District

6. The Zoning Map, which forms part of Bylaw No. 8770, is amended by rezoning the lands described in this Section and shown as [redacted] on Appendix "A" to this Bylaw from an RM1 District to an RM3 District:
- (a) Portion of Surface Parcel Number: 145588955
Legal Land Description: Blk/Par MR1, Plan 101184308 Ext 0
(also described as: Parcel A as shown in a Plan of Proposed Subdivision of Parcels C, F and G – Plan 101995667 and Lot 28 – Block 24 – Plan 101203760 and Lane – Plan F5554 and MR1 Municipal Reserve – Plan 101184308, NW ¼ Sec 29 Twp 36 Rge 5 West 3 Mer by M. Marien, S.L.S.).

M1 District by Agreement to RM1 District

7. The Zoning Map, which forms part of Bylaw No. 8770, is amended by rezoning the lands described in this Section and shown as [redacted] on Appendix "A" to this Bylaw from an M1 District by Agreement to RM1 District:
- (a) Portion of Lane, Plan F5554 adjacent to Surface Parcel Number 120779949 and Surface Parcel Number 120779938.

R2 District to RM1 District

- 8. The Zoning Map, which forms part of Bylaw No. 8770, is amended by rezoning the lands described in this Section and shown as on Appendix "A" to this Bylaw from an R2 District to RM1 District:
 - (a) Portion of Lane, Plan F5554 adjacent to Surface Parcel Number 136286770 and Surface Parcel Number 136286781.

Coming into Force

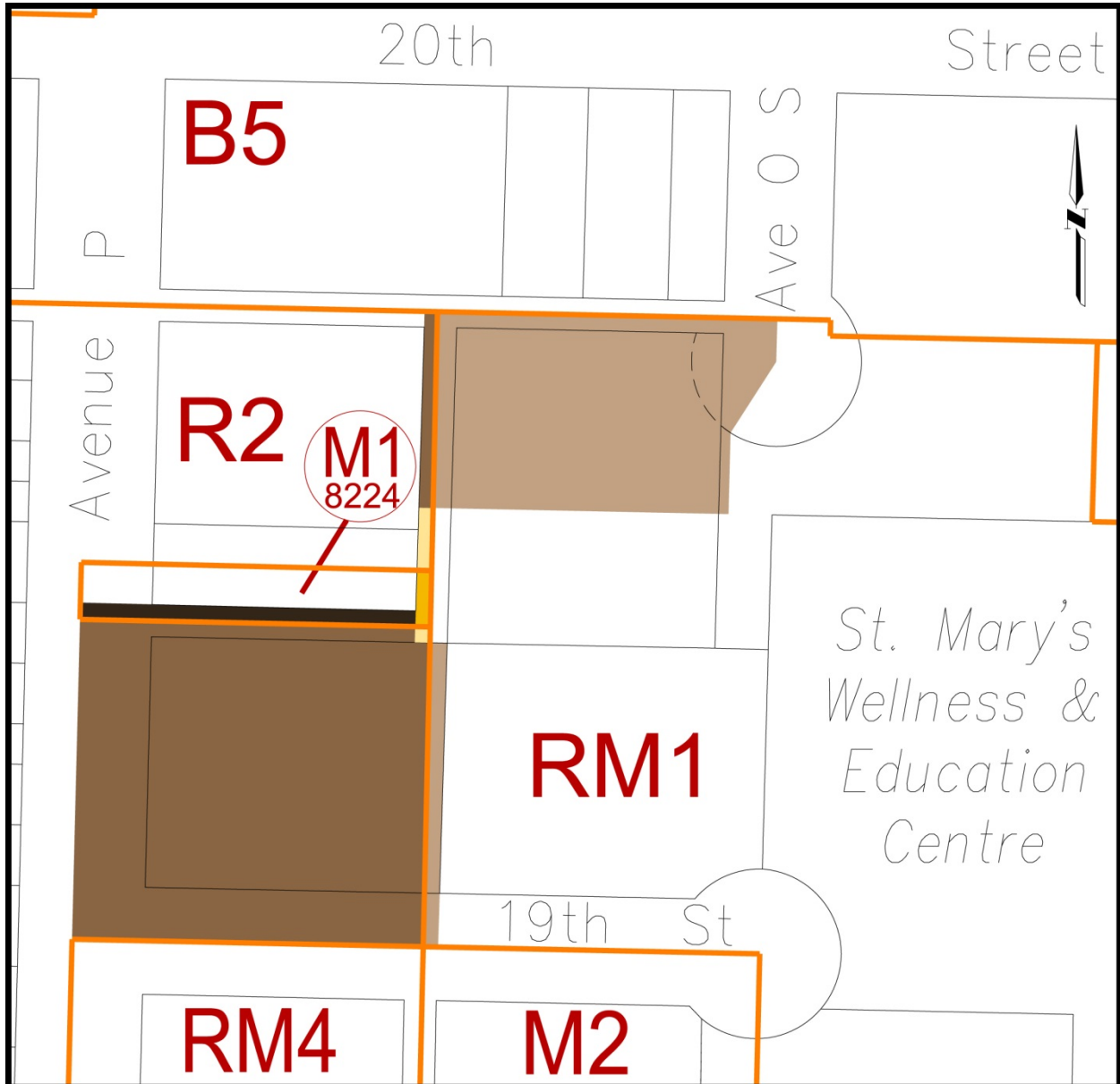
- 14. This Bylaw shall come into force upon the approval of Bylaw No. 9208, *The Official Community Plan Amendment Bylaw, 2014 (No. 11)* by the Minister of Government Relations.

Read a first time this	day of	, 2014.
Read a second time this	day of	, 2014.
Read a third time and passed this	day of	, 2014.

Mayor

City Clerk

Appendix "A"



ZONING AMENDMENT

- | | |
|---|---|
|  From M1 by Agreement to RM3 |  From M1 by Agreement to RM1 |
|  From R2 to RM3 |  From R2 to RM1 |
|  From RM1 to RM3 |  Existing Zoning Boundary |

TO: Secretary, Municipal Planning Commission
FROM: General Manager, Community Services Department
DATE: June 4, 2014
SUBJECT: Proposed Zoning Bylaw Amendment – Minimum Site Width for the R1A–One-Unit Residential Zoning District
FILES: CK 4350-1; PL 4350-Z33-14

RECOMMENDATION: that a copy of this report be submitted to City Council recommending:

- 1) that City Council approve the advertising respecting the proposal to amend Zoning Bylaw No. 8770, as outlined in this report;
- 2) that the General Manager, Community Services Department, be requested to prepare the required notice for advertising the proposed amendment;
- 3) that the City Solicitor be requested to prepare the required bylaw to amend Zoning Bylaw No. 8770; and
- 4) that at the time of the public hearing, City Council consider the Administration's recommendation that the proposed amendment to Zoning Bylaw No. 8770, as outlined in this report, be approved.

TOPIC AND PURPOSE

The purpose of this report is to consider an amendment to Zoning Bylaw No. 8770 (Zoning Bylaw) to provide consistency in the minimum site width standard for developments contained within the R1A–One-Unit Residential Zoning District (R1A District), in new and established neighbourhoods.

REPORT HIGHLIGHTS

1. The proposed Zoning Bylaw amendment will allow a one-unit dwelling to have a minimum site width of 12 metres for sites that have no access to a rear lane, and a minimum site width of 9 metres for sites that do have access to a rear lane in new and established neighbourhoods.

STRATEGIC GOAL

Under the Strategic Goal of Sustainable Growth, this report supports the creation of complete communities in new neighbourhoods.

BACKGROUND

The Zoning Bylaw provides for a minimum site width of 12 metres for one-unit dwellings in the R1A District. If the R1A District is within an established neighbourhood, the Zoning Bylaw provides for a minimum site width of 12 metres if the site has no access to a rear lane, and a minimum site width of 9 metres if a site has access to a rear lane.

The Zoning Bylaw contains a separate provision that a site area within the R1A District may be reduced to 270 m² if the site has access to a rear lane. Based on a minimum required site depth of 30 metres, this equates to a minimum site width of 9 metres.

REPORT

Proposed Zoning Bylaw Amendment

In 2004, lanes were reintroduced into new neighbourhoods with the approval of the Hampton Village Neighbourhood Concept Plan (Concept Plan). Since that time, Concept Plans have been approved for the Stonebridge, Rosewood, Evergreen, Kensington, and Brighton neighbourhoods, each of which identifies, in varying amounts, R1A District development to be served with lane access.

The reintroduction of lanes into new neighbourhoods has resulted in inconsistent interpretations of the Zoning Bylaw with regard to minimum site width standards for one-unit dwellings in the R1A District in new neighbourhoods, based on rear lane access and site area.

To ensure consistency in the application of the Zoning Bylaw, the Administration is recommending that the R1A District be amended to provide for a minimum site width for one-unit dwellings of 12 metres for sites without access to a rear lane, and a minimum site width of 9 metres for sites with access to a rear lane, in both established and new neighbourhoods.

OPTIONS TO THE RECOMMENDATION

City Council could deny the proposed amendment. This option is not recommended as the site width standards in new neighbourhoods would remain at 12 metres, regardless if the site is served by a rear lane or not, creating inconsistencies in site width in the R1A District throughout the City.

POLICY IMPLICATIONS

There are no policy implications.

FINANCIAL IMPLICATIONS

There are no financial implications.



City of
Saskatoon
Office of the City Clerk

222 - 3rd Avenue North ph 306•975•3240
Saskatoon, SK S7K 0J5 fx 306•975•2784

July 30, 2014

City Clerk

Dear City Clerk:

**Re: Municipal Planning Commission Report for Public Hearing
 Proposed Zoning Bylaw Amendment
 Minimum Site Width for the R1A – One Unit Residential Zoning District
 (File No. CK. 4350-1)**

The Municipal Planning Commission has considered the above-noted matter and supports the recommendation of the Community Services Department that the proposed amendment to Zoning Bylaw No. 8770, as outlined in the report of the Community Services Department dated June 4, 2014, be approved.

Yours truly,

A handwritten signature in cursive script that reads "Elaine Long".

Elaine Long, Secretary
Municipal Planning Commission

EL:sj



City of
Saskatoon
Office of the City Clerk

222 - 3rd Avenue North ph 306•975•3240
Saskatoon, SK S7K 0J5 fx 306•975•2784

August 12, 2014

Secretary, Standing Policy Committee on Planning, Development and Community Services

Dear Secretary:

**Re: Proposed Zoning Bylaw Amendment
Minimum Site Width for the R1A - One Unit Residential Zoning District
(File No. CK. 4350-1 and PL. 4350-Z33-14)**

The Municipal Planning Commission has considered the attached report of the General Manager, Community Services Department, dated June 4, 2014, requesting an amendment to Zoning Bylaw 8770 to provide consistency in the minimum site width standard for new developments contained within the R1A – One-Unit Residential Zoning District, in new and established neighbourhoods and supports the following recommendations.

- 1) that advertising respecting the proposal to amend Zoning Bylaw 8770, as outlined in the June 4, 2014, report of the General Manager, Community Services Department be approved;
- 2) that the General Manager, Community Services Department be requested to prepare the required notice for advertising the proposed amendment; and
- 3) that the City Solicitor be requested to prepare the required bylaw to amend Zoning Bylaw 8770.

The Commission also resolved that at the time of the public hearing, City Council consider the Municipal Planning Commission's recommendation that the proposed amendment to Zoning Bylaw 8770, as outlined in the June 4, 2014 report of the General Manager, Community Services Department be approved.

Yours truly,

A handwritten signature in cursive script that reads "P. Walter".

Penny Walter, Secretary
Municipal Planning Commission

:pw

Attachment

The following is an excerpt from the minutes of meeting of the Standing Policy Committee on Planning, Development and Community Services, dated August 18, 2014:

- 5.1.1 Proposed Zoning Bylaw Amendment – Minimum Site Width for the R1A – One-Unit Residential Zoning District – Municipal Planning Commission [File No. CK. 4350-1]

Moved by His Worship the Mayor

1. That advertising respecting the proposal to amend Zoning Bylaw No. 8770, as outlined in the June 4, 2014 report of the General Manager, Community Services Department be approved;
2. That the General Manager, Community Services Department, be requested to prepare the required notice for advertising the proposed amendment; and
3. That the City Solicitor be requested to prepare the required bylaw to amend Zoning Bylaw No. 8770.

Carried.

THE STARPHOENIX, SATURDAY, SEPTEMBER 13, 2014 and
SUNDAY PHOENIX, SEPTEMBER 14, 2014

ZONING NOTICE

PROPOSED ZONING BYLAW TEXT

AMENDMENT – BYLAW NO. 9213

Saskatoon City Council will consider an amendment to the Zoning Bylaw No. 8770. By way of Bylaw No. 9213, The Zoning Amendment Bylaw, 2014 (No. 20), the R1A District will be amended to provide for a minimum site width for one-unit dwellings of 12 metres for sites without access to a rear lane, and a minimum site width of nine metres for sites with access to a rear lane, in both established and new neighbourhoods.

REASON FOR THE AMENDMENT – To provide a consistent minimum site width for sites in the R1A – One-Unit Residential District in new and established neighbourhoods.

INFORMATION - Questions regarding the proposed amendment or requests to view the proposed amending Bylaw, the City of Saskatoon Zoning Bylaw and Zoning Map may be directed to the following without charge:

Community Services Department,

Planning and Development

Phone: 306-986-0902 (Brent McAdam)

PUBLIC HEARING - City Council will hear all submissions on the proposed amendment, and all persons who are present at the City Council meeting and wish to speak on **Monday, September 29, 2014 at 6:00 p.m. in City Council Chamber, City Hall, Saskatoon, Saskatchewan.**

All written submissions for City Council's consideration must be forwarded to:

His Worship the Mayor and Members of City Council
c/o City Clerk's Office, City Hall

222 Third Avenue North, Saskatoon SK S7K 0J5

All submissions received by the City Clerk by **10:00 a.m. on Monday, September 29, 2014** will be forwarded to City Council. City Council will also hear all persons who are present and wish to speak to the proposed Bylaw.

BYLAW NO. 9213

The Zoning Amendment Bylaw, 2014 (No. 20)

The Council of The City of Saskatoon enacts:

Short Title

- 1. This Bylaw may be cited as *The Zoning Amendment Bylaw, 2014 (No. 20)*.

Purpose

- 2. The purpose of this Bylaw is to amend the Zoning Bylaw to provide consistency in the minimum site width standard for developments within the R1A – One-Unit Residential Zoning District for new and established neighbourhoods.

Zoning Bylaw Amended

- 3. Zoning Bylaw No. 8770 is amended in the manner set forth in this Bylaw.

Section 8.2.4 Amended

- 4. Subsection 8.2.4 Notes to Development Standards – 2 is repealed and the following substituted:

- “2 (a) The site width for lots with access to a rear lane may be reduced to 9 metres.
- (b) The site width for the construction of new one-unit dwellings in established neighbourhoods shall be at 70% of the average site width for one-unit dwelling sites fronting on the subject block face and the opposite block face, but in no case shall the site width be less than 12 metres for lots without access to a rear lane.”

Coming into Force

- 5. This Bylaw shall come into force on the day of its final passing.

Read a first time this _____ day of _____, 2014.

Read a second time this _____ day of _____, 2014.

Read a third time and passed this _____ day of _____, 2014.

Mayor

City Clerk

Proposed Zoning Bylaw No. 8770 Amendment – School Drop-Off Parking**Recommendation**

- 1) that a copy of this report be submitted to the Planning, Development and Community Services Committee recommending:
 - i) that the advertising respecting the proposal to amend Zoning Bylaw No. 8770, as outlined in this report, be approved;
 - ii) that the General Manager, Community Services Department, be requested to prepare the required notice for advertising the proposed amendment; and
 - iii) that the City Solicitor be requested to prepare the required bylaw to amend Zoning Bylaw No. 8770.
- 2) that a copy of this report be submitted to City Council recommending:
 - i) at the time of the public hearing, City Council consider the Administration's recommendation that the proposed amendment to Zoning Bylaw No. 8770, as outlined in this report, be approved.

Topic and Purpose

The purpose of this report is to consider an amendment to Zoning Bylaw No. 8770 (Zoning Bylaw) to provide flexibility in the number and location of required passenger drop-off spaces on new school sites.

Report Highlights

1. The proposed Zoning Bylaw amendment will allow the Development Officer, in consultation with the Transportation and Utilities Department and the applicable school boards, flexibility in the number and location of required passenger drop-off spaces for new schools.

Strategic Goal

Under the Strategic Goal of Sustainable Growth, this report supports the creation of complete communities in new neighbourhoods.

Proposed Zoning Bylaw No. 8770 Amendment – School Drop-Off Parking

Background

The Zoning Bylaw requires that for elementary schools, passenger drop-off spaces shall be provided at the rate of at least eight spaces for the first 100 students, and at least two spaces for each additional 100 students. Furthermore, the Zoning Bylaw requires that the passenger drop-off spaces be located:

- a) within 50 metres of a school entrance;
- b) at least three metres from a driveway or a marked crosswalk; and
- c) at least 15 metres from any intersection.

The Zoning Bylaw does allow the Development Officer, in consultation with the Transportation and Utilities Department and the applicable school boards, the flexibility to reduce the number and adjust the location of required passenger drop-off spaces for additions to existing schools where there are demonstrated site constraints, which limits the number and location of spaces that may be provided.

Report

Proposed Zoning Bylaw Amendment

In October 2013, the Province of Saskatchewan announced that four new joint-use elementary schools will be built in Saskatoon in the Stonebridge, Hampton Village, Rosewood, and Evergreen neighbourhoods. At maximum capacity, each joint-use school is anticipated to hold 1,400 students.

In order to meet the requirements of the Zoning Bylaw, the new joint-use school sites would be required to provide a total of 34 passenger drop-off spaces in addition to the required parking.

To provide flexibility for design of the new joint-school sites, the Administration is recommending that, consistent with the provisions for additions to existing schools, Section 6.5 (8) of the Zoning Bylaw be amended to provide flexibility in the number and location of required passenger drop-off spaces for new schools.

Options to the Recommendation

City Council could deny the proposed amendment. The new joint-use school sites would be required to accommodate the required number of passenger drop-off spaces in the specified location(s).

Public and/or Stakeholder Involvement

The Transportation and Utilities Department and the school boards were consulted about the proposed amendment. No concerns were noted; however, the school boards did comment about the need to consider adjacent park space, drop-off zones, curb cuts to larger parking lots, and appropriate street widths for the larger joint-use schools.

Proposed Zoning Bylaw No. 8770 Amendment – School Drop-Off Parking

Communication Plan

Public hearing notices will be advertised two weeks prior to City Council's meeting.

Other Considerations/Implications

There are no policy, financial, environmental, privacy, or CPTED implications or considerations.

Due Date for Follow-up and/or Project Completion

No additional follow up is required or anticipated.

Public Notice

Public Notice is required for consideration of this matter, pursuant to Section 3 of Public Notice Policy No. C01-021. A notice will be placed in The StarPhoenix two weeks prior to the public hearing.

Report Approval

Written by: Christine Gutmann, Planner, Planning and Development
Reviewed by: Darryl Dawson, Acting Director of Planning and Development
Approved by: Randy Grauer, General Manager, Community Services Department

S:\Reports\DS\2014\MPC Proposed Zoning Bylaw No. 8770 Amendment – School Drop-Off Parking\kt



City of
Saskatoon
Office of the City Clerk

222 - 3rd Avenue North ph 306•975•3240
Saskatoon, SK S7K 0J5 fx 306•975•2784

July 29, 2014

City Clerk

Dear City Clerk:

**Re: Municipal Planning Commission Report for Public Hearing
 Proposed Zoning Bylaw No. 8770 Amendment
 School Drop-Off Parking
 (Files CK. 4350-1)**

The Municipal Planning Commission has considered the above-noted matter and supports the recommendation of the Community Services Department that the proposed amendment to Zoning Bylaw 8770, as outlined in the report of the Community Services Department dated July 10, 2014, be approved.

Yours truly,

A handwritten signature in cursive script that reads "Elaine Long".

Elaine Long, Secretary
Municipal Planning Commission

EL:sj



City of
Saskatoon
Office of the City Clerk

222 - 3rd Avenue North ph 306•975•3240
Saskatoon, SK S7K 0J5 fx 306•975•2784

August 12, 2014

Secretary, Standing Policy Committee on Planning, Development and Community Services

Dear Secretary:

**Re: Proposed Zoning Bylaw no. 8770 Amendment
School Drop-Off Parking
(File No. CK. 4350-1 and PL. 4350-A34/14)**

The Municipal Planning Commission has considered the attached report of the General Manager, Community Services Department, dated July 10, 2014, requesting an amendment to Zoning Bylaw 8770 to provide flexibility in the number and location of required passenger drop-off spaces on new school sites and supports the following recommendations.

- 1) that the advertising respecting the proposal to amend Zoning Bylaw No. 8770, as outlined in the report of the Community Services Department, dated July 10, 2014, be approved;
- 2) that the General Manager, Community Services Department, be requested to prepare the required notice for advertising the proposed amendment; and
- 3) that the City Solicitor be requested to prepare the required bylaw to amend Zoning Bylaw No. 8770.

The Commission also resolved that at the time of the public hearing, City Council consider the Administration's recommendation that the proposed amendment to Zoning Bylaw 8770, as outlined in the report of the Community Services Department, dated July 10, 2014, be approved.

Yours truly,

A handwritten signature in cursive script that reads "Penny Walter".

Penny Walter, Secretary
Municipal Planning Commission

:pw

Attachment

The following is an excerpt from the minutes of meeting of the Standing Policy Committee on Planning, Development and Community Services, dated August 18, 2014:

5.1.2 Proposed Zoning Bylaw No. 8770 Amendment – School Drop-Off Parking –
Municipal Planning Commission [File No. CK. 4350-1]

Moved by Councillor Paulsen

1. That the advertising respecting the proposal to amend Zoning Bylaw No. 8770, as outlined in the July 10, 2014 report of the Community Services Department be approved;
2. That the General Manager, Community Services Department, be requested to prepare the required notice for advertising the proposed amendment; and
3. That the City Solicitor be requested to prepare the required bylaw to amend Zoning Bylaw No. 8770.

Carried.

THE STARPHOENIX, SATURDAY, SEPTEMBER 13, 2014 and
SUNDAY PHOENIX, SEPTEMBER 14, 2014

ZONING NOTICE

PROPOSED ZONING BYLAW TEXT

AMENDMENT – BYLAW NO. 9214

Saskatoon City Council will consider an amendment to the Zoning Bylaw No. 8770. By way of Bylaw No. 9214, The Zoning Amendment Bylaw, 2014 (No. 21), Section 6.5 (8) will be amended to provide flexibility in the number and location of required passenger drop-off spaces on new school sites.

The Zoning Bylaw currently requires that for elementary schools, passenger drop-off spaces shall be provided at a rate of at least eight spaces for the first 100 students, and at least two spaces for each additional 100 students. There are also requirements with respect to proximity of drop-off spaces to a school entrance, and from driveways, marked crosswalks, and any intersection.

The Zoning Bylaw currently provides flexibility for the number and location of passenger drop-off spaces for additions to existing schools where there are demonstrated site constraints, which limits the number and location of spaces that may be provided.

REASON FOR THE AMENDMENT – It is proposed that this section of the Zoning Bylaw be amended to allow the Development Officer, in consultation with the Transportation & Utilities Department and school boards, flexibility in the number and location of required passenger drop-off spaces for new schools.

INFORMATION - Questions regarding the proposed amendment or requests to view the proposed amending Bylaw, the City of Saskatoon Zoning Bylaw and Zoning Map may be directed to the following without charge:
Community Services Department,
Planning and Development
Phone: 306-986-0902 (Brent McAdam)

PUBLIC HEARING - City Council will hear all submissions on the proposed amendment, and all persons who are present at the City Council meeting and wish to speak on **Monday, September 29, 2014 at 6:00 p.m.** in **City Council Chamber, City Hall, Saskatoon, Saskatchewan.**

All written submissions for City Council's consideration must be forwarded to:

His Worship the Mayor and Members of City Council
c/o City Clerk's Office, City Hall
222 Third Avenue North, Saskatoon SK S7K 0J5

All submissions received by the City Clerk by **10:00 a.m. on Monday, September 29, 2014** will be forwarded to City Council. City Council will also hear all persons who are present and wish to speak to the proposed Bylaw.

BYLAW NO. 9214**The Zoning Amendment Bylaw, 2014 (No. 21)**

The Council of The City of Saskatoon enacts:

Short Title

1. This Bylaw may be cited as *The Zoning Amendment Bylaw, 2014 (No. 21)*.

Purpose

2. The purpose of this Bylaw is to amend the Zoning Bylaw to provide flexibility in the number and location of required passenger drop-off spaces on new school sites.

Zoning Bylaw Amended

3. Bylaw No. 8770 is amended in the manner set forth in this Bylaw.

Section 6.5 Amended

4. Subsection 6.5(8) is repealed and the following substituted:

“(8) The Development Officer, in consultation with the Transportation & Utilities Department and the applicable school boards, may reduce the number or alter the location of required passenger drop-off spaces for new schools and for additions to existing schools where there are demonstrated site constraints which limit the number and location of spaces that may be provided.”

Coming into Force

5. This Bylaw shall come into force on the day of its final passing.

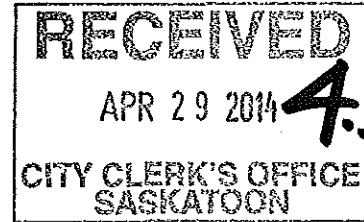
Read a first time this _____ day of _____, 2014.

Read a second time this _____ day of _____, 2014.

Read a third time and passed this _____ day of _____, 2014.

Mayor

City Clerk



TO: Secretary, Municipal Planning Commission
FROM: General Manager, Community Services Department
DATE: April 15, 2014
SUBJECT: Proposed Rezoning from M2 to M3 by Agreement – 210, 216, 218, 222,
and 224 Avenue P South
FILE NO.: PL 4350 – Z27/13

RECOMMENDATION: that at the time of the public hearing, City Council consider the Administration's recommendation that the proposed amendment to Zoning Bylaw No. 8770 to rezone 210, 216, 218, 222, and 224 Avenue P South from an M2 – Community Institutional Service District to an M3 – General Institutional Service District by Agreement, be approved.

TOPIC AND PURPOSE

An application has been submitted by Metaamo Architecture, on behalf of Dr. Rob Basi and Co., requesting to rezone 210, 216, 218, 222, and 224 Avenue P South from M2 – Community Institutional Service District (M2 District) to M3 – General Institutional Service District (M3 District) subject to a Zoning Agreement (see Attachment 1). These proposed zoning changes will facilitate the construction of a four-storey medical office building that contains physicians' administrative and private offices on the third and fourth floors, with the ground floor dedicated to radiology and professional services and a potential pharmacy or cafe (see Attachment 2).

REPORT HIGHLIGHTS

1. The proposed infill development utilizes existing infrastructure in the Pleasant Hill neighbourhood.
2. The proposed use will complement the activities of St. Paul's Hospital and is consistent with the Pleasant Hill Land Use Policy Map.
3. The application meets on-site parking requirements.

STRATEGIC GOAL

Under the Strategic Goal of Sustainable Growth, this report supports the long-term strategy of encouraging infill development to balance growth and establishes increased densities.

BACKGROUND

The current land use of 210, 216, 218, and 222 Avenue P South is residential, with one-unit dwellings located on each site. The vacant lot at 224 Avenue P South is currently being utilized as a parking lot.

Under the current M2 District, a moderate range of institutional and community uses that are generally compatible with the neighbourhood are permitted. Typical uses would include offices and office buildings, medical clinics, and residential uses. The sites are currently designated as Office/Institutional under the Official Community Plan Bylaw No. 8769 – Pleasant Hill Land Use Policy Map (Pleasant Hill Land Use Policy Map).

REPORT

Official Community Plan Bylaw No. 8769

The addresses of 210, 216, 218, 222, and 224 Avenue P South are identified as Office/Institutional on the Pleasant Hill Land Use Policy Map. The proposed changes identified in this application remain consistent with that designation.

Pleasant Hill Local Area Plan

The subject area in the Pleasant Hill neighbourhood has the Office/Institutional Policy District designation. Existing land use practices were supported in this area, and it is believed that the area should be intended for office complexes, institutional, and residential uses.

The proposed medical office building will complement the activities of St. Paul's Hospital and will provide greater ease of access to specialist and general practice medical services in an area that is currently under served, relative to other areas of the city.

Parking Requirements

The parking and loading requirements for medical office buildings in institutional zoning districts in Saskatoon require one space per 30 square metres of gross floor area.

Given these requirements for the proposed mixed-use building, a gross floor area of 4,103 square metres of medical office space would require a total of 137 parking spaces. The developer has shown 137 parking spaces in the submission; 74 underground and 63 surface (see Attachment 2).

Proposed Zoning Agreement

The proposed Zoning Bylaw No. 8770 amendment is intended to change the zoning designation from M2 District to M3 District by Agreement. The proposed rezoning by agreement is necessary to facilitate the development of a four-storey medical office building. The proposed height is compatible with the scale of adjacent buildings, including the hospital immediately west of the site (see Attachment 3). To ensure specialist and general practice medical services are available in the area, the applicant has proposed a four-storey building to adequately provide space for these services presently and in the future.

It is recommended that the Zoning Agreement include the following provision:

- a) a maximum building height of 18 metres;

All other development standards shall be those required in the M3 District.

Comments from Other Divisions

No concerns were identified through the Administrative referral process.

Please refer to Attachment 4 for complete comments.

OPTIONS TO THE RECOMMENDATION

City Council could choose to deny this application. This option is not recommended as this proposal is consistent with the Pleasant Hill Local Area Plan; no significant concerns were identified with the proposed land use, and the required parking can be accommodated on site.

POLICY IMPLICATIONS

There are no policy implications.

FINANCIAL IMPLICATIONS

There is no financial impact.

PUBLIC AND/OR STAKEHOLDER INVOLVEMENT

A public information meeting was held on March 26, 2014, at Pleasant Hill Community School to provide neighbouring residents with the opportunity to hear the details of the proposal and for the applicant to obtain public input on this matter. Civic staff were also in attendance to provide details and clarification of the rezoning process.

Public notices were distributed to all property owners within a 75 metre buffer of the proposed site, with a total of 23 notices mailed out to notify residents of the public information meeting. The Pleasant Hill Community Association was also notified. The Ward Councillor and four residents/property owners attended the meeting. Questions were asked seeking clarification with respect to the proposal. A summary of the comments heard at the meeting can be reviewed in Attachment 5.

COMMUNICATION PLAN

Public hearing notices will be mailed to those who signed in at the public information meeting and provided their addresses. Aside from this, no further consultation is planned

beyond the stakeholder involvement noted above.

ENVIRONMENTAL IMPLICATIONS

No environmental and/or greenhouse gas implications have been identified at this time.

PRIVACY IMPACT

There are no privacy implications.

SAFETY/CRIME PREVENTION THROUGH ENVIRONMENTAL DESIGN (CPTED)

This is a privately initiated application; therefore, the CPTED review process does not apply.

PUBLIC NOTICE

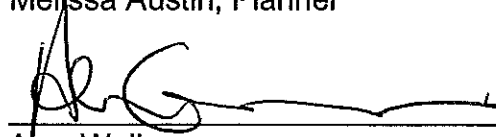
Once this application has been considered by the Municipal Planning Commission, it will be advertised in accordance with Public Notice Policy No. C01-021, and a date for a public hearing will be set. The Planning and Development Division will notify the Pleasant Hill Community Association and the Community Consultant of the public hearing date by letter. A notice will be placed in The StarPhoenix two weeks prior to the public hearing. Notice boards will also be placed on the site. The property owners affected by this rezoning will also be notified in writing.

ATTACHMENTS

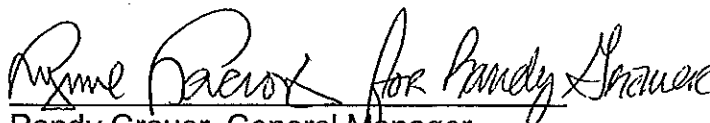
1. Location Map
2. Site Plan
3. Building Elevations
4. Comments From Other Divisions
5. Community Engagement Project Summary Report

Written by: Melissa Austin, Planner

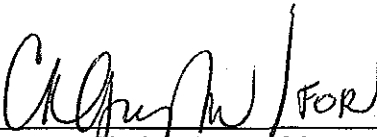
Reviewed by:


 Alan Wallace
 Director of Planning and Development

Approved by:


 Randy Grauer, General Manager
 Community Services Department
 Dated: April 24, 2014

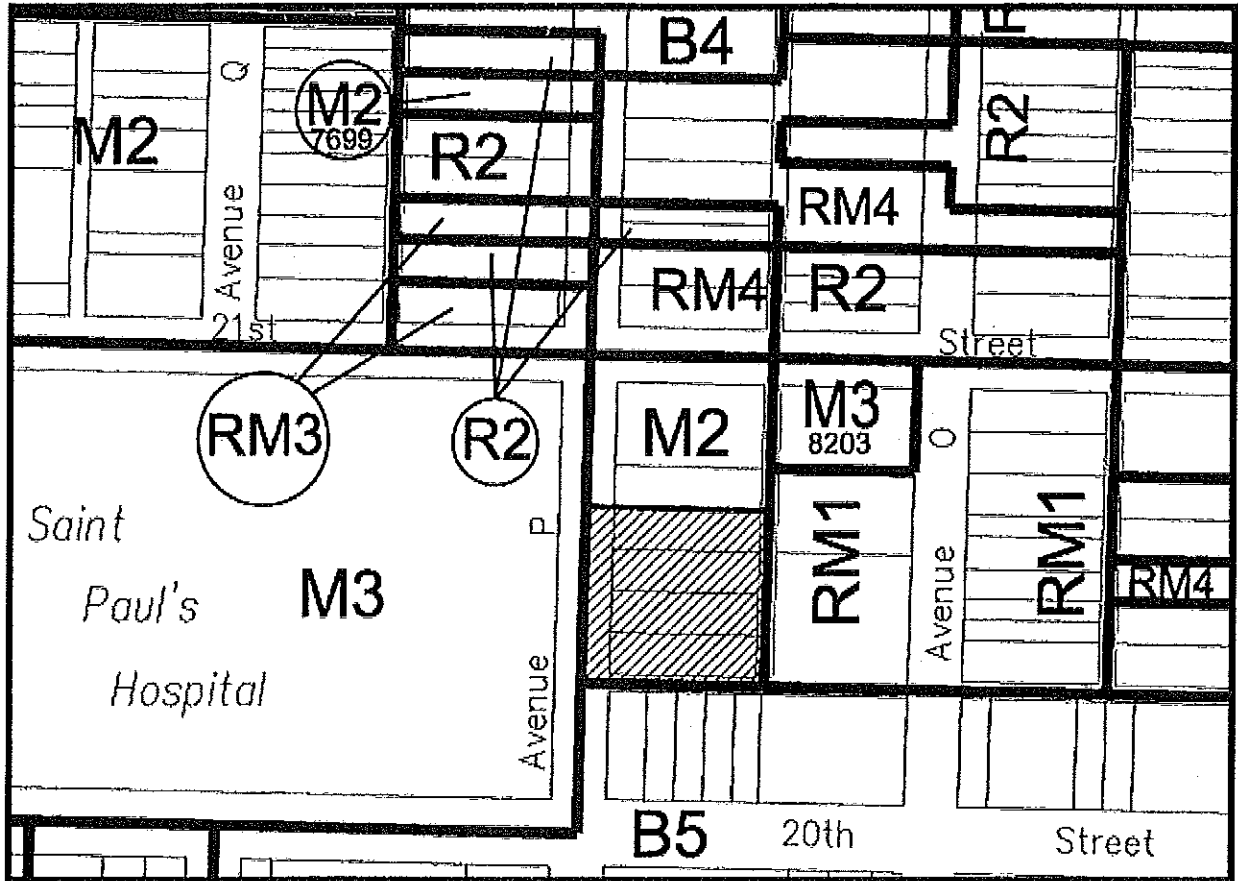
Approved by:



Murray Totland, City Manager
Dated: April 28, 2014

S/Reports/2014/DS/MPC – Proposed Rezoning from M2 to M3 by Agreement – 210, 216, 218, 222, and 224 Avenue P South/ks

Location Map



PROPOSED REZONING

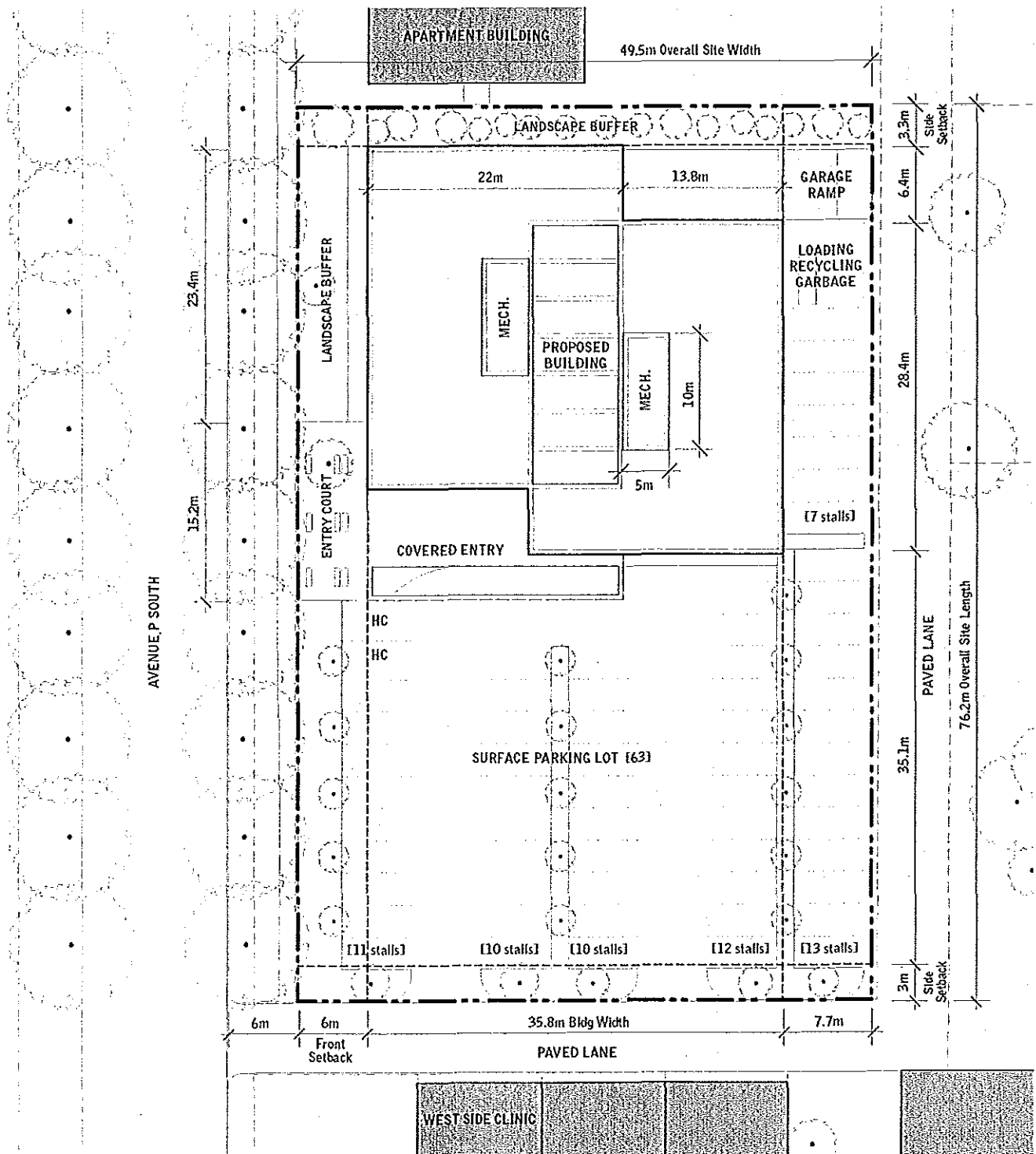


From M2 to M3 by Agreement



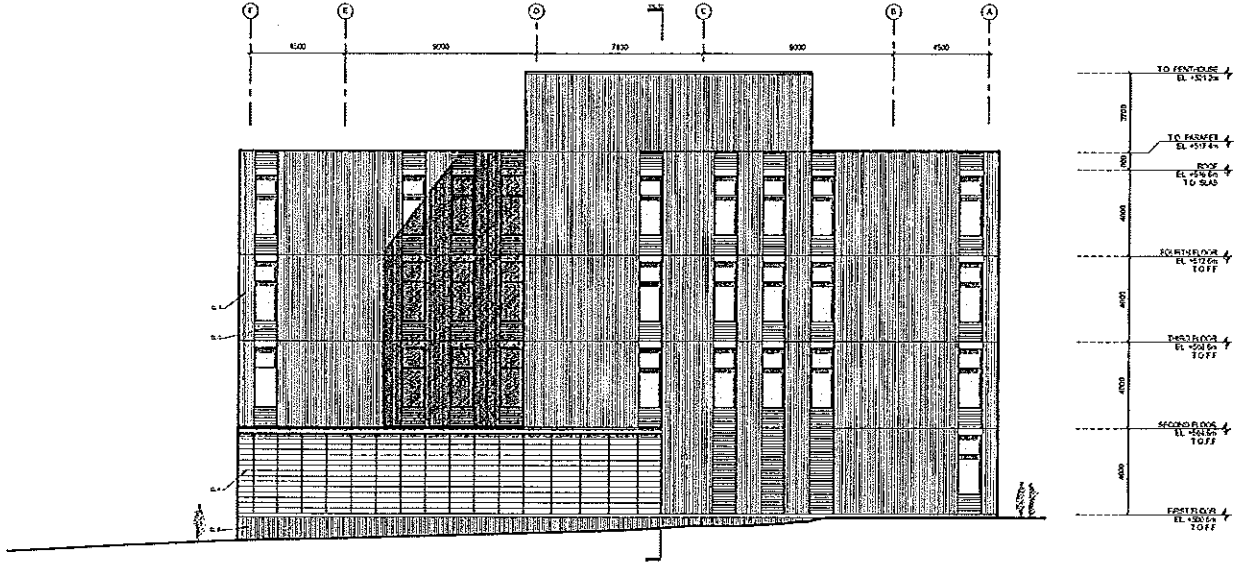
File No. RZ27-2013

Site Plan

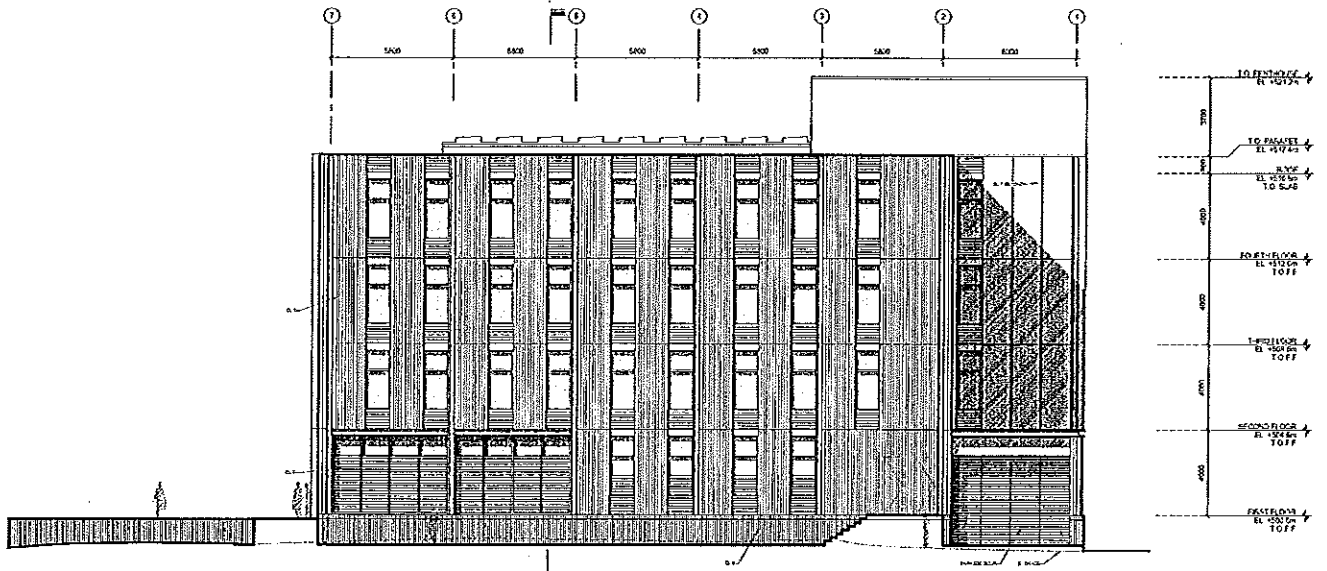


Building Elevations

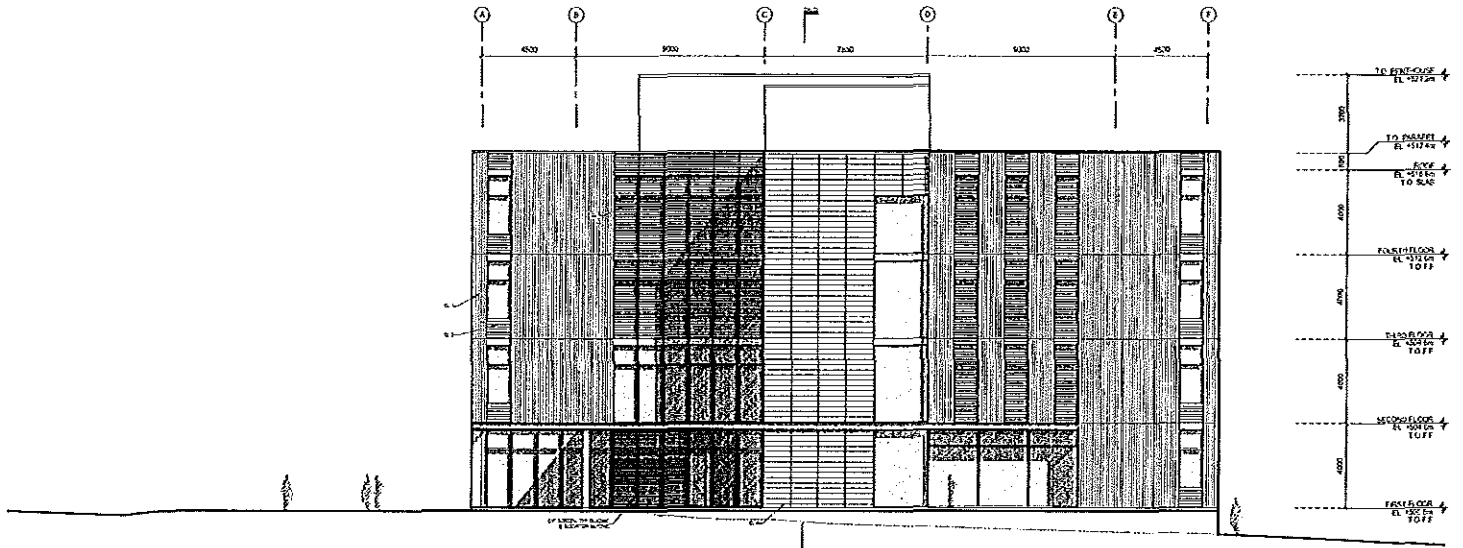
NORTH ELEVATION



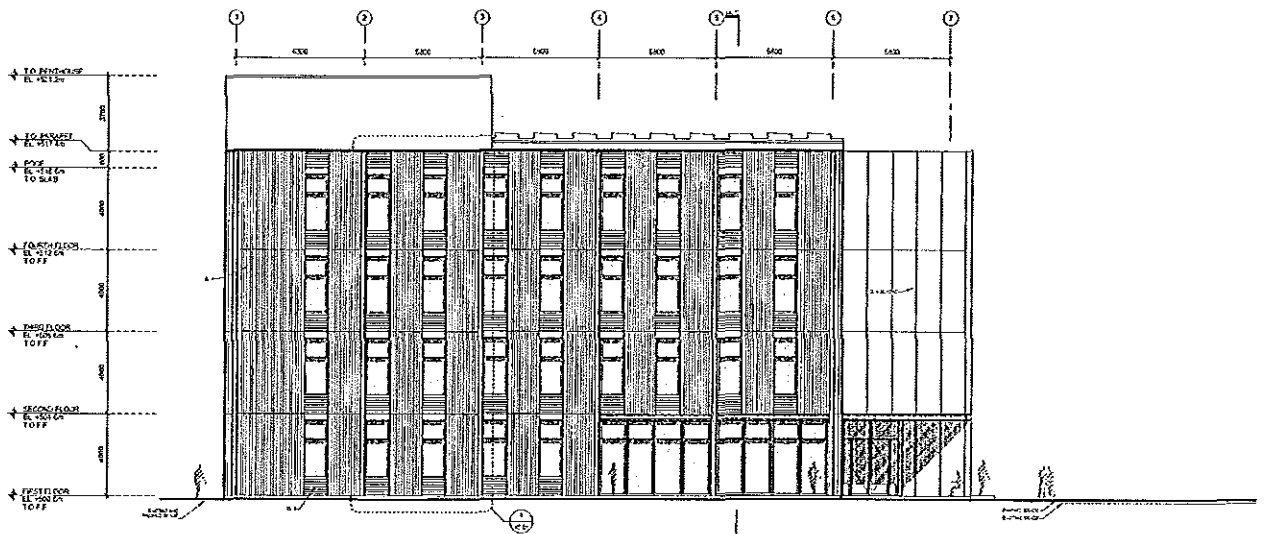
EAST ELEVATION



SOUTH ELEVATION



WEST ELEVATION



Comments From Other Divisions

Transportation and Utilities Department

The proposed Zoning Bylaw No. 8770 Amendment, as noted, required further consideration prior to the Transportation and Utilities Department's approval as follows:

1. The proposed rezoning for this site is actually a substantial change to the wastewater use. The infrastructure in this area is old (circa 1910) and this load will present a challenge. A physical reading of the wastewater flow is required to see if this new use is possible (memo dated December 23, 2013).

Further to the memo dated December 23, 2013:

1. Flow monitor data has confirmed that there is sufficient water and sewer capacity for this development. Therefore, the proposed Zoning Bylaw amendment is acceptable to the Transportation and Utilities Department (memo dated February 10, 2014).

Saskatoon Transit Division

Saskatoon Transit has no easement requirements regarding the referenced property.



Shaping Saskatoon

Bridging to Tomorrow... for a 21st Century City



COMMUNITY ENGAGEMENT SUMMARY

PUBLIC INFORMATION MEETING FOR PROPOSED REZONING OF 210, 216, 218, 222 and 224 Avenue P South

Applicant: Metaamo Architecture, on behalf of Dr. Rob Basi and Co.
File: PL 4350 – Z27/13

Project Description

A public information meeting was held regarding a proposed rezoning of 210, 216, 218, 222 and 224 Avenue P South (Pleasant Hill neighbourhood), from an M2 – Community Institutional Service District to an M3 – General Institutional Service District M2, by agreement. This proposed rezoning would facilitate the construction of a four storey medical office building that contains physicians' administrative and private offices on the third and fourth floors with the ground floor dedicated to radiology and professional services and a potential pharmacy or cafe.

The meeting was held at Pleasant Hill Community School on Wednesday, March 26, 2014 at 7 PM.

Community Engagement Strategy

Purpose:

To inform and consult. Residents were provided with an overview of the applicant's proposal and provided the opportunity to ask questions and provide comments. Written comments (email/comment sheets) were accepted for two weeks following the meeting.

Form of community engagement used:

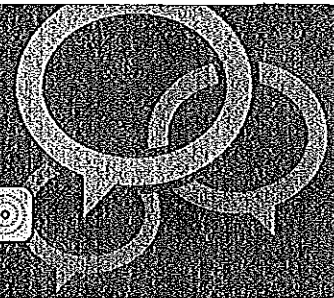
Public Information Meeting – Residents are provided an opportunity to listen to a presentation by the applicant and speak directly with the applicant and/or City staff following the presentation. City staff was in attendance to provide an overview of the rezoning process, and the next steps following the meeting.

Level of input or decision making required from the public:

Comments and opinions were sought from the public.

Who was involved:

- Internal stakeholders: The standard referral process was implemented. Internal Departments were contacted for comments; Transportation & Utilities and Transit Services. Councillor Lorje was also contacted.
- External stakeholders: Public Notices (attached) were sent to property owners within a 75 metre radius of the subject site – a total of 23 Public Notices were sent out on March



13, 2014. Four property owners attended the public information meeting, including members of the Pleasant Hill Community Association.

Summary of Community Engagement Feedback

This community engagement initiative would have provided interested & concerned individuals with an opportunity to learn more about the proposed use and to provide perspective and comments, which would have been considered by both the proponent and municipal staff in further analysis of this proposal.

Feedback and comments received at the public meeting were generally in support of the proposed rezoning, however specific questions were asked regarding the type of medical services that are proposed for the building; The applicant explained that specialist and general practice medicine are being offered, such as internal medicine and radiology.

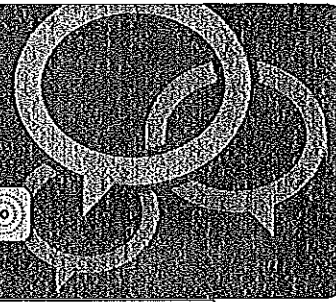
Other questions included:

- What are the next steps and when is construction expected to begin if approval is granted; Administration explained that a report will be drafted to Municipal Planning Commission, including the feedback gathered at the public meeting, and forwarded to City Council for final approval in May/June. The applicant advised that construction is expected to begin in fall 2014 if approval is granted.
- How will drainage be dealt with; Administration explained that Transportation and Utilities has not made on-site storm water storage a condition of their approval as there is no servicing to connect to on Avenue P South. The applicant advised that they would work with the City regarding any possibilities of improvements to the storm sewer facilities in the area.

Next Steps

ACTION	ANTICIPATED TIMING
Planning and Development Division prepares and presents to Municipal Planning Commission (MPC). MPC reviews proposal and recommends approval or denial to City Council.	May 6, 2014
Public Notice - Community Consultant, Ward Councillor as well as all participants that attended the Public Information Meeting will be provided with direct notice of the Public Hearing, as well as all residents who were notified previously. A notification poster sign will be placed on site. Advertisements prepared and placed in the Star Phoenix, City Page (as per the City's Public Notice Policy).	May 3 – 10, 2014

Shaping Saskatoon



<p>Public Hearing – Public Hearing conducted by City Council, with opportunity provided to interested persons or groups to present. Proposal considered together with the reports of the Planning and Development Division, Municipal Planning Commission, and any written or verbal submissions received by City Council.</p>	<p>May 20, 2014 or June 9, 2014</p>
<p>Council Decision - may approve or deny proposal.</p>	<p>May 20, 2014 or June 9, 2014</p>

Prepared by:
 Melissa Austin, Planner
 Planning and Development Division
 April 16, 2014



City of
Saskatoon
Office of the City Clerk

222 - 3rd Avenue North ph 306•975•3240
Saskatoon, SK S7K 0J5 fx 306•975•2784

May 9, 2014

City Clerk

Dear City Clerk:

**Re: Municipal Planning Commission Report for Public Hearing
 Proposed Rezoning from M2 to M3 by Agreement
 210, 216, 218, 222 and 224 Avenue P South
 (File No. CK. 4351-014-006)**

The Municipal Planning Commission, at its meeting held on May 6, 2014, considered a report of the General Manager, Community Services Department, dated April 15, 2014, regarding an application from Metaamo Architecture on behalf of Dr. Rob Basi and Co., to rezone 210, 216, 218, 222 and 224 Avenue P South from an M2 – Community Institutional Service District to an M3 – General Institutional District, subject to a Zoning Agreement, to facilitate construction of a four-storey medical office building.

The Commission has reviewed the application with the Administration and with Mr. Jim Siemens on behalf of Metaamo Architecture. During consideration of the matter, discussion took place with respect to drainage issues which affect the neighbouring property.

The Commission therefore, respectfully submits the following recommendation to City Council for consideration at the time of the public hearing:

- “1) that the proposed amendment to Zoning Bylaw 8770 to rezone 210, 216, 218, 222 and 224 Avenue P South from an M2 – Community Institutional Service District by Agreement to an M3 – General Institutional District, be approved; and

- 2) that the Administration be requested to invest in the development of a storm water diversion plan for the property.”

Yours truly,

A handwritten signature in cursive script that reads "Elaine Long".

Elaine Long, Secretary
Municipal Planning Commission

EL:sj

**THE STARPHOENIX, SATURDAY, SEPTEMBER 13, 2014 and
SUNDAY PHOENIX, SEPTEMBER 14, 2014**

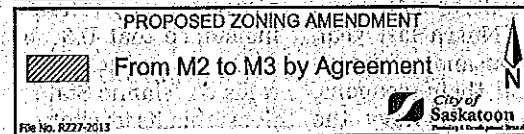
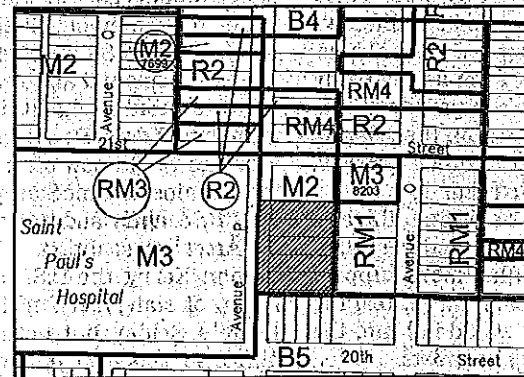
ZONING NOTICE

**PLEASANT HILL NEIGHBOURHOOD
PROPOSED ZONING BYLAW AMENDMENT –
BYLAW NO. 9184 s/b 9215**

Saskatoon City Council will consider an amendment to the City's Zoning Bylaw (No. 8770). By way of Bylaw No. 9184, 9215 the Zoning Amendment Bylaw 2014 (No. 8), 210, 216, 218, 222 and 224 Avenue P South in the Pleasant Hill neighbourhood, as shown in the map below will be rezoned from an M2 – Community Institutional Service District, to an M3 – General Institutional Service District, subject to a Zoning Agreement.

LEGAL DESCRIPTION – Lots 18-22, Block 25, Plan F5554.

CIVIC ADDRESS – 210, 216, 218, 222 and 224 Avenue P South.



REASON FOR THE AMENDMENT – The proposed rezoning will facilitate construction of a four-storey building to accommodate offices and a medical clinic.

INFORMATION - Questions regarding the proposed amendment or requests to view the proposed amending Bylaw, the City of Saskatoon Zoning Bylaw and Zoning Map may be directed to the following without charge:
Community Services Department,
Planning and Development
Phone: 306-986-0902 (Brent McAdam)

PUBLIC HEARING - City Council will hear all submissions on the proposed amendment, and all persons who are present at the City Council meeting and wish to speak on **Monday, September 29, 2014 at 6:00 p.m.** in **City Council Chamber, City Hall, Saskatoon, Saskatchewan.**

All written submissions for City Council's consideration must be forwarded to:

His Worship the Mayor and Members of City Council
c/o City Clerk's Office, City Hall
222 Third Avenue North, Saskatoon SK S7K 0J5

All submissions received by the City Clerk by **10:00 a.m.** on **Monday, September 29, 2014** will be forwarded to City Council. City Council will also hear all persons who are present and wish to speak to the proposed Bylaw.

BYLAW NO. 9215

The Zoning Amendment Bylaw, 2014 (No. 22)

The Council of The City of Saskatoon enacts:

Short Title

1. This Bylaw may be cited as *The Zoning Amendment Bylaw, 2014 (No. 22)*.


Purpose

2. The purpose of this Bylaw is to authorize a rezoning agreement which is annexed hereto as Appendix "B".

Zoning Bylaw Amended

3. The Zoning Bylaw No. 8770 is amended in the manner set forth in this Bylaw.

M2 District to M3 District

4. The Zoning Map, which forms part of Bylaw No. 8770 is amended by rezoning the land described in this Section and shown as  on Appendix "A" to this Bylaw from a M2 District to a M3 District subject to the provisions of the Agreement annexed as Appendix "B" to this Bylaw:

- (a) Civic Address: 210 Avenue P South
Surface Parcel No. 119858967
Land Description: Lot 22, Block 25, Plan F5554 Ext 0
As described on Certificate of Title 00SA17382;
- (b) Civic Address: 216 Avenue P South
Surface Parcel No. 119858956
Land Description: Lot 21, Block 25, Plan F5554 Ext 0
As described on Certificate of Title 97S34148(1);
- (c) Civic Address: 218 Avenue P South
Surface Parcel No. 119858945
Land Description: Lot 20, Block 25, Plan F5554 Ext 0
As described on Certificate of Title 90S42210;

- (d) Civic Address: 222 Avenue P South
Surface Parcel No. 119858934
Land Description: Lot 19, Block 25, Plan F5554 Ext 0
As described on Certificate of Title 81S16048; and,
- (e) Civic Address: 224 Avenue P South
Surface Parcel No. 119857225
Land Description: Lot 18, Block 25, Plan F5554 Ext 0
As described on Certificate of Title 97S55162.

Execution of Agreement Authorized

- 6. The Mayor and Clerk are authorized to execute the Agreement annexed as Appendix "B" to this Agreement.

Coming into Force

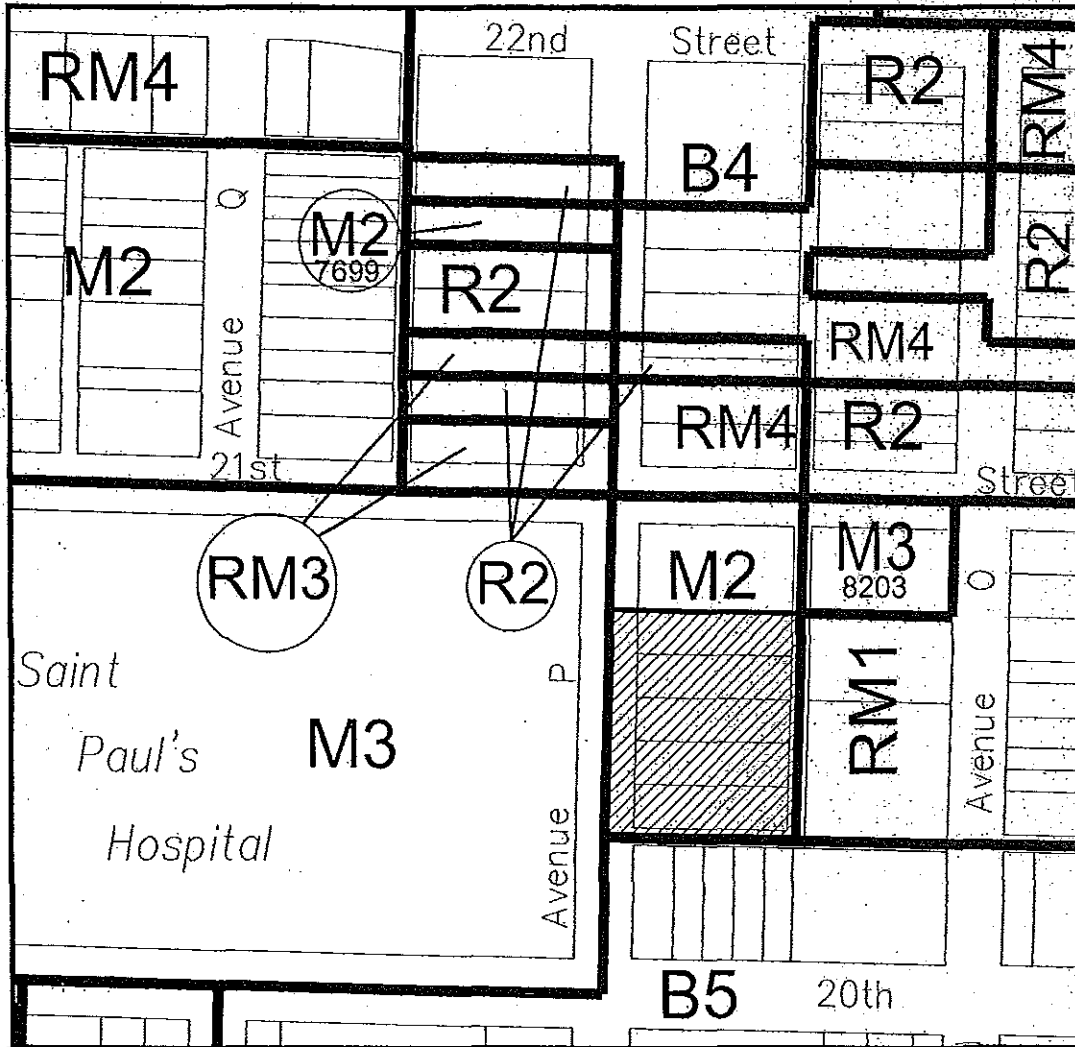
- 7. This Bylaw shall come into force on the day of its final passing.

Read a first time this	day of	, 2014.
Read a second time this	day of	, 2014.
Read a third time and passed this	day of	, 2014.

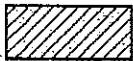
Mayor

City Clerk

Appendix "A"



ZONING AMENDMENT



From M2 to M3 by Agreement



Rezoning Agreement

This Agreement made effective this ____ day of _____, 2014.

Between:

The City of Saskatoon, a municipal corporation pursuant to *The Cities Act*, S.S. 2002 Chapter C-11.1 (hereinafter referred to as "the City")

- and -

Methadome Development Corp., a body corporate incorporated under the laws of the Province of Saskatchewan, with offices in the City of Saskatoon, in the Province of Saskatchewan (hereinafter referred to as "the Owner")

Whereas:

1. The Owner is the registered owner of the lands described as follows:
 - (a) Civic Address: 210 Avenue P South
Surface Parcel No. 119858967
Reference Land Description: Lot 22, Block 25, Plan F5554 Ext 0
As described on Certificate of Title
00SA17382;
 - (b) Civic Address: 216 Avenue P South
Surface Parcel No. 119858956
Reference Land Description: Lot 21, Block 25, Plan F5554 Ext 0
As described on Certificate of Title
97S34148(1);
 - (c) Civic Address: 218 Avenue P South
Surface Parcel No. 119858945
Reference Land Description: Lot 20, Block 25, Plan F5554 Ext 0
As described on Certificate of Title
90S42210;

- (d) Civic Address: 222 Avenue P South
Surface Parcel No. 119858934
Reference Land Description: Lot 19, Block 25, Plan F5554 Ext 0
As described on Certificate of Title
81S16048; and,
- (e) Civic Address: 224 Avenue P South
Surface Parcel No. 119857225
Reference Land Description: Lot 18, Block 25, Plan F5554 Ext 0
As described on Certificate of Title
97S55162.

(hereinafter referred to as "the Land");

- 2. The Owner has applied to the City for approval to rezone the Land from an M2 District to an M3 District to allow the development of the proposal specified in this Agreement;
- 3. The City has an approved Official Community Plan which, pursuant to Section 69 of *The Planning and Development Act, 2007*, contains guidelines respecting the entering into of agreements for the purpose of accommodating requests for the rezoning of land;
- 4. The City has agreed, pursuant to the provisions of Section 69 of *The Planning and Development Act, 2007*, to rezone the Land from an M2 District to an M3 District.

Now therefore this Agreement witnesseth that the Parties hereto covenant and agree as follows:

Land to be Used in Accordance with Agreement

- 1. The Owner agrees that, upon the Land being rezoned from an M2 District to an M3 District, none of the Land shall be developed or used except in accordance with the terms and conditions set out in this Agreement.

Use of Land

- 2. The Owner agrees that the use of the Land will be restricted to that of an office building and medical clinic. Drug stores, pharmacies and restaurants shall also be permitted as accessory uses provided that they comply with the conditions set out in Section 9.3.4(4) of the Zoning Bylaw. The site shall be developed substantially

in accordance with the site plan and elevations attached as Schedule "A" to this Agreement.

Development Standards

3. The development standards applicable to the Land shall be those applicable to an M3 District except as follows:
 - (a) Building Height: 18m maximum.

Parking

4. Parking standards shall be calculated at the rate required for medical clinics in an M3 District.

Application of Zoning Bylaw

5. The Owner covenants and agrees that, except to the extent otherwise specified in this Agreement, the provisions of The City of Saskatoon Zoning Bylaw No. 8770 as amended from time to time shall apply.

Compliance with Agreement

6. The Owner covenants and agrees not to develop or use the Land unless such development, use and construction complies with the provisions of this Agreement.

Dispositions Subject to Agreement

7. The Owner covenants and agrees that any sale, lease or other disposition or encumbrance of the Land or part thereof shall be made subject to the provisions of this Agreement.

Definitions

8. Any word or phrase used in this Agreement which is defined in Zoning Bylaw No. 8770 shall have the meaning ascribed to it in that Bylaw.

Departures and Waivers

9. No departure or waiver of the terms of this Agreement shall be deemed to authorize any prior or subsequent departure or waiver, and the City shall not be obliged to continue any departure or waiver or permit subsequent departure or waiver.

Severability

10. If any covenant or provision of this Agreement is deemed to be void or unenforceable in whole or in part, it shall not be deemed to affect or impair the validity of any other covenant or provision of this Agreement.

Governing Law

11. This Agreement shall be governed and interpreted in accordance with the laws of the Province of Saskatchewan.

Effective Date of Rezoning

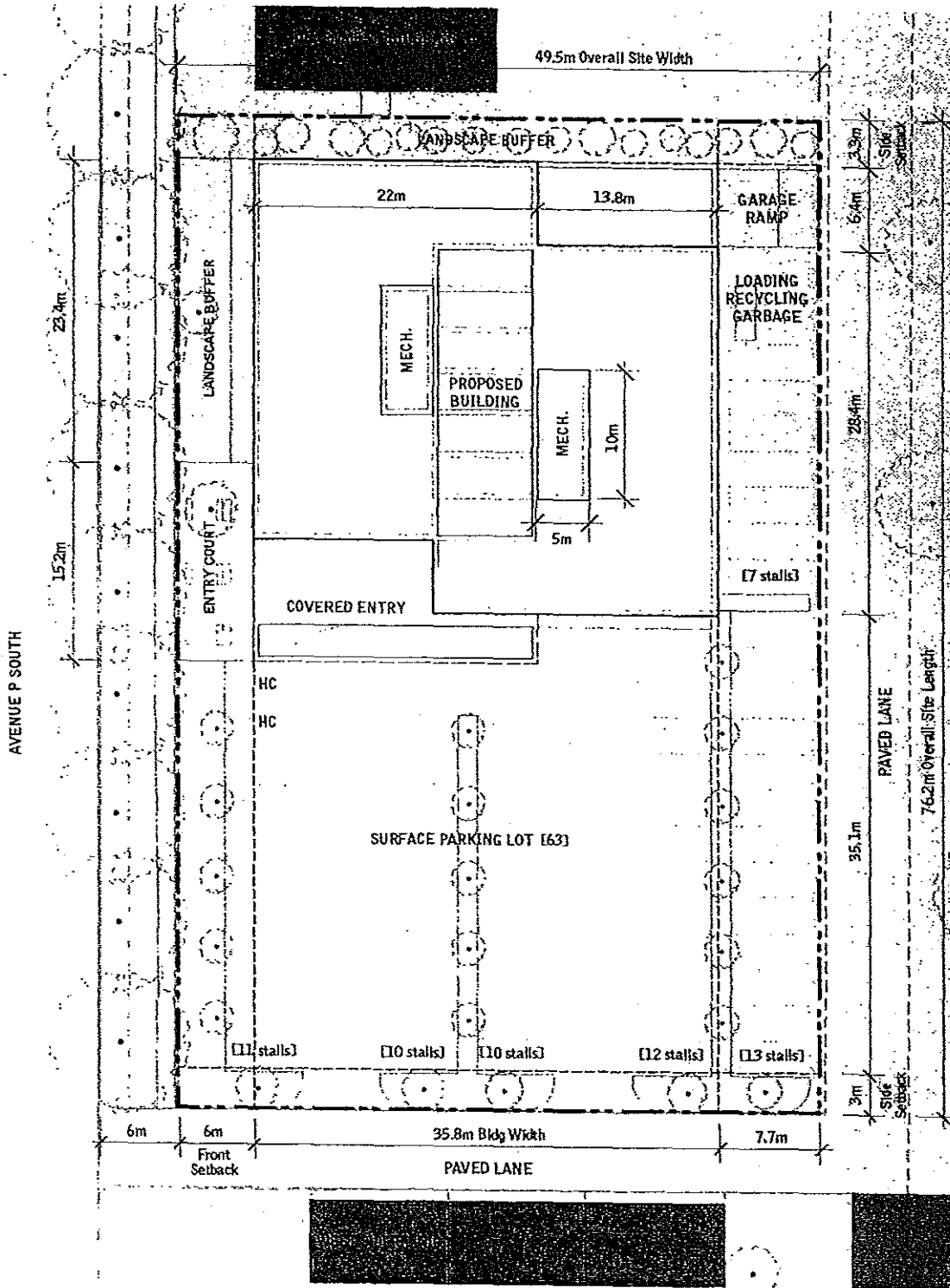
12. It is understood by the Owner that the Land shall not be effectively rezoned from an M2 District to an M3 District until:
 - (a) the Council of The City of Saskatoon has passed a Bylaw to that effect; and
 - (b) this Agreement has been registered by the City, by way of Interest Registration, against the Title to the Land.

Use Contrary to Agreement

13. (1) The Council of The City of Saskatoon may declare this Agreement void where any of the Land or buildings thereon is developed or used in a manner which is contrary to the provisions of this Agreement, and upon the Agreement being declared void, the Land shall revert to the district to which it was subject to before rezoning.
 - (2) If this Agreement is declared void by the Council of The City of Saskatoon, the City shall not, by reason thereof, be liable to the Owner or to any other person for any compensation, reimbursement or damages on account of loss

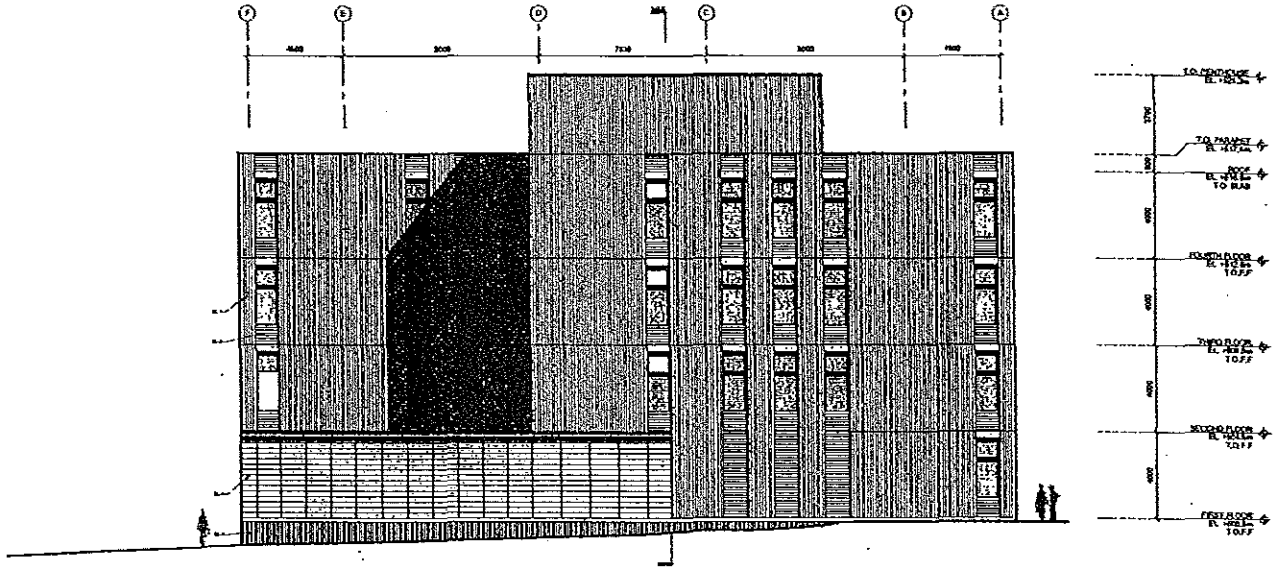
SCHEDULE "A"

Site Plan

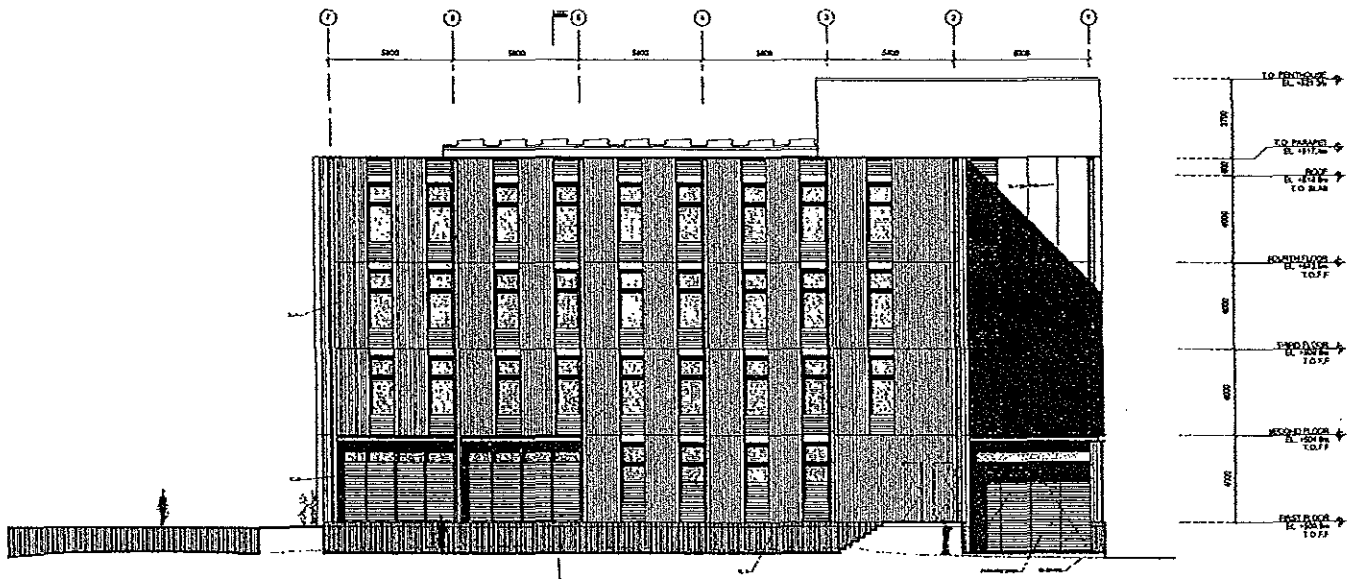


Building Elevations

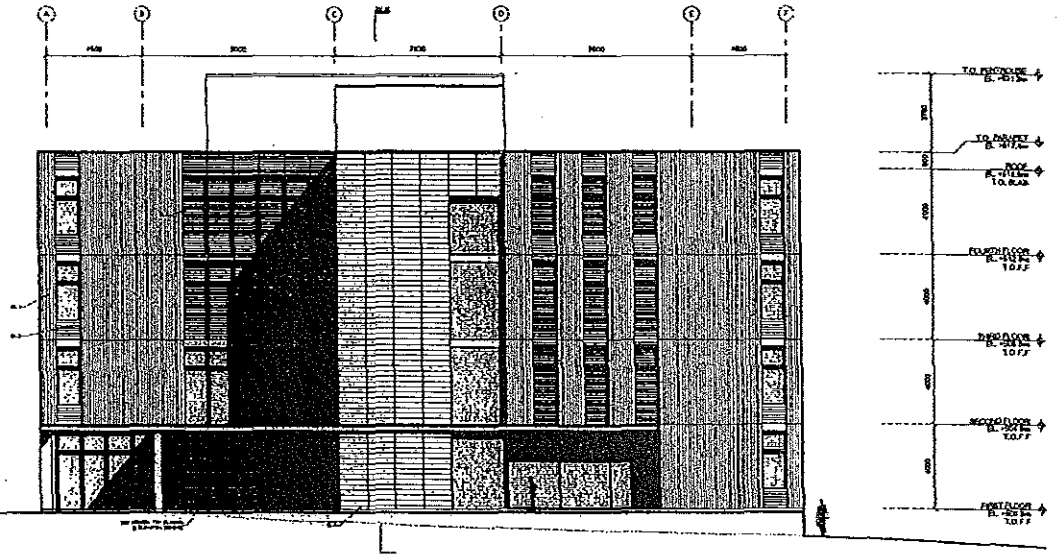
NORTH ELEVATION



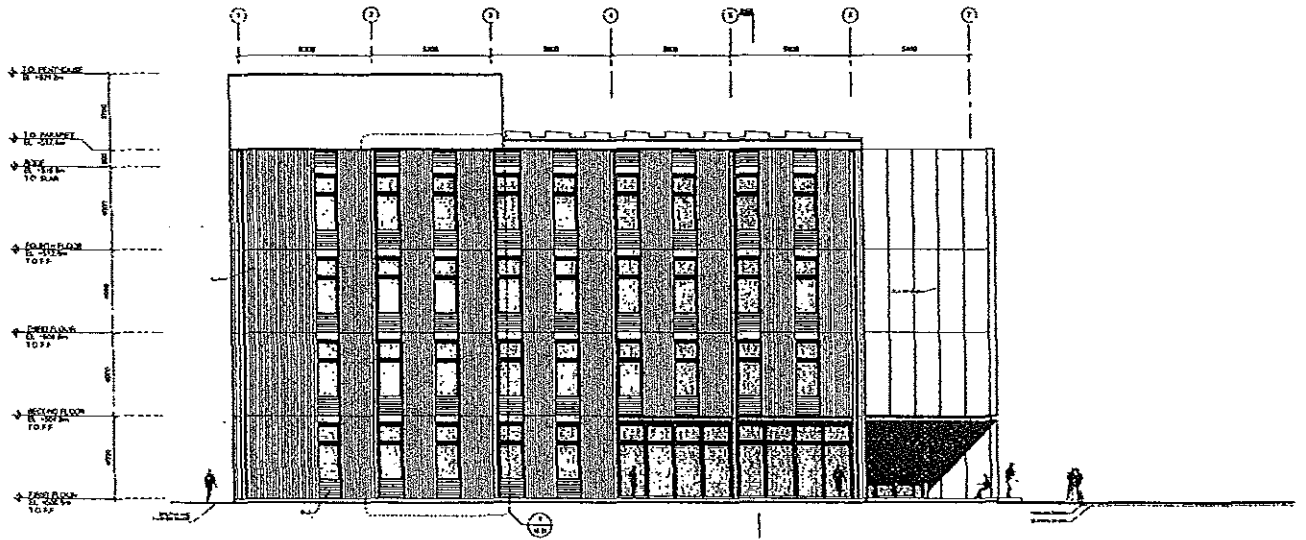
EAST ELEVATION



SOUTH ELEVATION



WEST ELEVATION



The following is a copy of **Clause A3, Administrative Report No. 11-2014** which was **DEALT WITH AS STATED** by City Council at its meeting held on **June 23, 2014**:

Section A – COMMUNITY SERVICES

**A3) Boundary Alteration Proposal
(Files CK. 4060-1 and PL. 4060-14)**

- RECOMMENDATIONS:**
- 1) that City Council approve of the alteration of boundaries identified in Attachments 1 and 2;
 - 2) that the assessed owners and school divisions affected by the boundary alteration be served notice in accordance with Section 43 of *The Cities Act*;
 - 3) that at the appropriate time, following the notification process, the City Clerk be instructed to request a complementary resolution from the Rural Municipality of Corman Park;
 - 4) that the effective date of boundary alteration and taxation be set at January 1, 2015;
 - 5) that compensation in the amount of \$5,640,311.10, being 15 times the municipal portion of the taxes levied on the subject lands in 2013, be paid to the Rural Municipality of Corman Park upon annexation of the subject lands; and
 - 6) that in the event that an objection to the boundary alteration is received by September 2, 2014, that the Administration be authorized to advertise a public meeting, in accordance with Section 43 of *The Cities Act*, to be held in conjunction with the October 27, 2014 public hearing meeting of City Council.

TOPIC AND PURPOSE

The purpose of this report is to seek City Council's endorsement of:

- 1) a boundary alteration proposal that is recommended by the Boundary Alteration Committee (BAC); and
- 2) continuation of tax abatements granted by the Rural Municipality of Corman Park (RM).

REPORT HIGHLIGHTS

1. The City of Saskatoon (City) has been meeting with the RM since mid 2013 to discuss proposed boundary alterations needed for short-term growth and for future growth.
2. The BAC, which consists of elected officials and members of the Administrations of both municipalities, has reached consensus on a boundary alteration proposal.
3. The proposal consists of lands needed for short-term growth. It is intended to take effect on January 1, 2015.
4. Tax loss compensation would be 15 times the municipal portion of the 2013 taxes and calculated to be \$5,640,311.10.
5. The City would assume the RM's responsibility for the intersection improvements that are required at Highway 16 and 71st Street.
6. The RM would like the City to continue the tax abatements the RM has granted.
7. The BAC also highlighted the need for a prioritized review of development policies in the Corman Park - Saskatoon Planning District (Planning District), and better communication with the RM about developments inside City limits.

STRATEGIC GOAL

This report supports the City's Strategic Goal of Sustainable Growth. Saskatoon is known for smart, sustainable growth. The long-term strategy is to plan for development collaboratively with regional partners and stakeholders.

BACKGROUND

At its March 4, 2013 meeting, Executive Committee agreed to create the BAC, consisting of elected officials from the RM and the City, and members of the Administrations of both municipalities. Executive Committee requested the BAC to report back on a boundary alteration proposal.

The BAC members have reached consensus on a boundary alteration proposal, which is described in this report.

REPORT

Lands and Compensation

The proposal consists of lands that are needed to correct anomalies in the current City limits, bring City-owned land and City infrastructure into City limits, and enable short-term growth. A map of the proposal is attached (see Attachment 1). Also attached is a list of the parcels, their current use, the City's rationale for including them in the boundary alteration, and the proposed tax loss compensation (see Attachment 2).

The proposed boundary alteration is intended to take effect on January 1, 2015. Tax loss compensation is not proposed for road right-of-way and similar parcels where taxes are not paid. Where tax loss compensation is proposed, it is based on 15 times the municipal portion of the 2013 taxes. The proposed compensation is \$5,640,311.10.

Intersection Improvement

As part of the boundary alteration proposal, the City is proposing to assume the RM's responsibility for the improvements that are planned at the Highway 16 and 71st Street intersection. The City is also proposing to take over operational jurisdiction of the intersection and the portion of Highway 16 between the intersection and the current City limits (south of 60th Street). The cost of the planned improvements, as agreed to by the RM and the Ministry of Highways and Infrastructure (MHI), is expected to exceed \$4 million. The costs consist of land acquisition, construction, and utility relocations. The RM's financial responsibility is still being confirmed, but is expected to be in the order of \$3 million. The improvements would also be funded by developer and MHI contributions.

MHI was initially requiring the RM to complete the intersection improvements in 2014. Given the boundary alteration proposal, the City is proposing to assess the safety and operation of the intersection in consideration of proposed development in the area, and recommend solutions that would best address urban and rural growth needs, and improve the safety and operation of the intersection. Discussions are being held with MHI to determine whether this analysis can be done in 2014 and the improvements constructed in 2015.

Continue Tax Incentives

The RM has granted three tax abatements for new buildings that it would like the City to honour. All abatements expire in 2016. The total value of the abatements, based on current assessments and taxes, is under \$100,000 of foregone revenue. The abatements are as follows:

Property	Use	2015 Abatement	2016 Abatement	Comments
Saskatoon Co-Op Association	Commercial	20%	0%	Municipal and School
Cervus Equipment Corp	Commercial	40%	20%	Municipal and School
German Canadian Club	Recreational/ Institutional	75%	75%	Municipal only

Two commercial abatements were done for economic development purposes. The third abatement was done to address the hardship created when the previous building was destroyed by fire. It should be noted that the abatement that is being requested for Cervus Equipment Corp. was originally granted to Quattro Properties Ltd. It has been determined that there was an assessment error, and the building is located on the Cervus property. The businesses belong to the same parent company. The RM is asking the City to honour their intent, which was to provide an abatement on the new building.

It is recommended that the abatements granted by the RM be continued, notwithstanding Business Development Incentives Policy No. C09-014, which has different criteria for abatements. Business Development Incentives Policy No. C09-014 was not intended to address these circumstances. By agreement, any abatements granted by City Council are extended to the school boards.

Interim Development Strategy and Retail Growth

The Saskatoon North Partnership for Growth (P4G), of which the City and the RM are a part, is completing a Regional Plan by mid 2016, to enable a collaborative approach to growth in the region. During the BAC discussions, it became clear that the RM wishes to continue to respond to market demands and enable growth, particularly in the joint Planning District, while the Regional Plan is underway. The City committed to working with the RM to adopt an interim development strategy before the end of the year, before the Regional Plan is completed. The Municipal Administrations are discussing the approach needed to achieve this.

The City also committed to reviewing the commercial square footage policies in the Planning District before the end of the year. The Municipal Administrations are discussing the approach needed to complete this policy review.

Open Communication

The BAC discussions also highlighted the need for better communications with the RM about initiatives inside City limits, similar to the way the City has input into the Planning District. This would ensure that compatible development can occur on both sides of the border, and that key infrastructure is planned comprehensively. For example, the City would refer the following types of proposals to the RM for review and comments:

- a) Sector Plans for proposed new growth areas;
- b) proposed Concept Plans for new neighbourhoods;
- c) major development proposals near City limits; and
- d) major infrastructure proposals near City limits.

The City committed to improving communications and has already begun referrals and presentations to the RM. The Municipal Administrations are discussing the best means of formalizing this process.

OPTIONS TO THE RECOMMENDATION

There are no options to the recommendation. The lands included in the boundary alteration proposal are needed for short-term growth and the compensation offered is consistent with what was offered and accepted with the previous boundary alteration completed in 2010.

On the tax abatement matter, City Council could decline to endorse the continuation of the abatements. This option is not recommended as the RM is asking the City to honour the commitments given by the RM.

POLICY IMPLICATIONS

There are no policy implications.

FINANCIAL IMPLICATIONS

As noted, the tax loss compensation for the proposed boundary alteration is \$5,640,311.10. This compensation will be paid to the RM using the City's cash balances and repaid over the 15-year period through the additional tax revenues derived from the annexed properties.

The cost of assuming the RM's financial responsibility for the Highway 16 and 71st Street intersection improvements is being determined. The cost of the improvements will depend on the assessment of the formerly agreed upon design by RM and MHI, which is currently underway by civic staff. The potential funding sources for this are being determined.

After boundary alteration, there will be an immediate operating impact to cover the provision of civic services (for example, snow removal, road maintenance, and operational jurisdiction of a portion of Highway 16 and of the intersection at 71st Street). In addition, the City will forgo investment income by cash flowing the compensation payment over the 15 years on a declining balance basis. The investment loss revenue could range between \$1.2 million and \$1.4 million (over the 15 years in total), depending on investment rates. There is no estimate available at this time on the operating impact related to the provision of services for the annexed properties.

These costs will be partially offset by any increases in property taxes generated from these properties through increased assessments and new construction.

The value of the tax abatements that the RM would like the City to honour is under \$100,000, based on estimates of assessments and taxes.

PUBLIC AND/OR STAKEHOLDER INVOLVEMENT

The RM asked that discussions be held with business owners and developers with land adjacent to the east side of Highway 16. Many of these stakeholders relocated from properties in Saskatoon or were planning to submit proposals for rural developments. The RM Administration contacted these stakeholders and provided them with background information supplied by the civic Administration. A meeting is being arranged with one of the business owners. No significant concerns about the boundary alteration proposal have been identified at this time.

In addition to the notice requirements of *The Cities Act*, which are described below, the Administration has informally contacted assessed owners of affected properties and affected school divisions to advise them that a boundary alteration proposal is being considered, and provided a "Frequently Asked Questions" brochure about boundary alteration and City services and bylaws.

One of the affected properties is Reserve land of the Red Pheasant First Nation. In 1999, the City, the RM, and the Red Pheasant First Nation signed a Compatible Land Use Agreement. As part of the Compatible Land Use Agreement, the City and the Red Pheasant First Nation agreed that if the City's boundaries were ever expanded to include the Reserve land, they would enter into a Municipal Services and Land Use Compatibility Agreement, consistent with other Urban Reserves. The process of negotiating a new agreement would be completed after the boundary alteration.

COMMUNICATION PLAN

If City Council passes a resolution to proceed with the boundary alteration proposal, communications must follow the requirements of *The Cities Act*. The RM Council will be asked to provide a complementary resolution. It is the RM's practice to refer boundary alterations to the District Planning Commission for review and comments.

Two public notices will be placed in The StarPhoenix, and copies of the notice will be sent directly to affected school boards and the assessed owners of affected properties. If an objection is received within four weeks of the last notice, City Council must hold a public meeting. Notice of the public meeting must be published and circulated in advance.

DUE DATE FOR FOLLOW-UP AND/OR PROJECT COMPLETION

If the RM provides a complementary resolution in support of the boundary alteration proposal, and no objections are received, the proposal will be forwarded to the Ministry of Government Relations for a decision. This would be done in September 2014, when the notification process has been completed.

If there are objections, a public meeting would be advertised and held in conjunction with the City Council meeting on October 27, 2014.

If the boundary alteration proposal proceeds, the City will be requesting that it take effect on January 1, 2015, as noted above.

ENVIRONMENTAL IMPLICATIONS

No environmental and/or greenhouse gas implications have been identified at this time.

PRIVACY IMPACT

There are no privacy implications.

SAFETY/CRIME PREVENTION THROUGH ENVIRONMENTAL DESIGN (CPTED)

A CPTED review is not required.

PUBLIC NOTICE

Public Notice pursuant to Section 3 of Policy No. C01-021, Public Notice Policy, is not required for consideration of this report.

ATTACHMENTS

1. Proposed Boundary Alterations
2. Boundary Alteration Proposal Details

Regional Planning Manager Hartney reviewed the Department's report and provided a PowerPoint presentation. She advised that there are two changes to the recommendations before Council. Following consultation with the RM of Corman Park, in the event that an objection to the boundary alteration is received, it is being recommended that a public meeting be held in conjunction with the September 29, 2014 public hearing meeting of City Council. Ms. Hartney further advised that an additional recommendation has been added requesting City Council approve the continuation of the tax abatements that the RM of Corman Park had granted for 2015 and 2016, as outlined in the report.








- IT WAS RESOLVED:*
- 1) that City Council approve of the alteration of boundaries identified in Attachments 1 and 2;*
 - 2) that the assessed owners and school divisions affected by the boundary alteration be served notice in accordance with Section 43 of The Cities Act;*
 - 3) that at the appropriate time, following the notification process, the City Clerk be instructed to request a complementary resolution from the Rural Municipality of Corman Park;*
 - 4) that the effective date of boundary alteration and taxation be set at January 1, 2015;*
 - 5) that compensation in the amount of \$5,640,311.10, being 15 times the municipal portion of the taxes levied on the subject lands in 2013, be paid to the Rural Municipality of Corman Park upon annexation of the subject lands;*
 - 6) that in the event that an objection to the boundary alteration is received by September 2, 2014, that the Administration be authorized to advertise a public meeting, in accordance with Section 43 of The Cities Act, to be held in conjunction with the September 29, 2014, public hearing meeting of City Council; and*
 - 7) that City Council approve the continuation of the tax abatements that the Rural Municipality of Corman Park had granted for 2015 and 2016, as outlined in this report.*

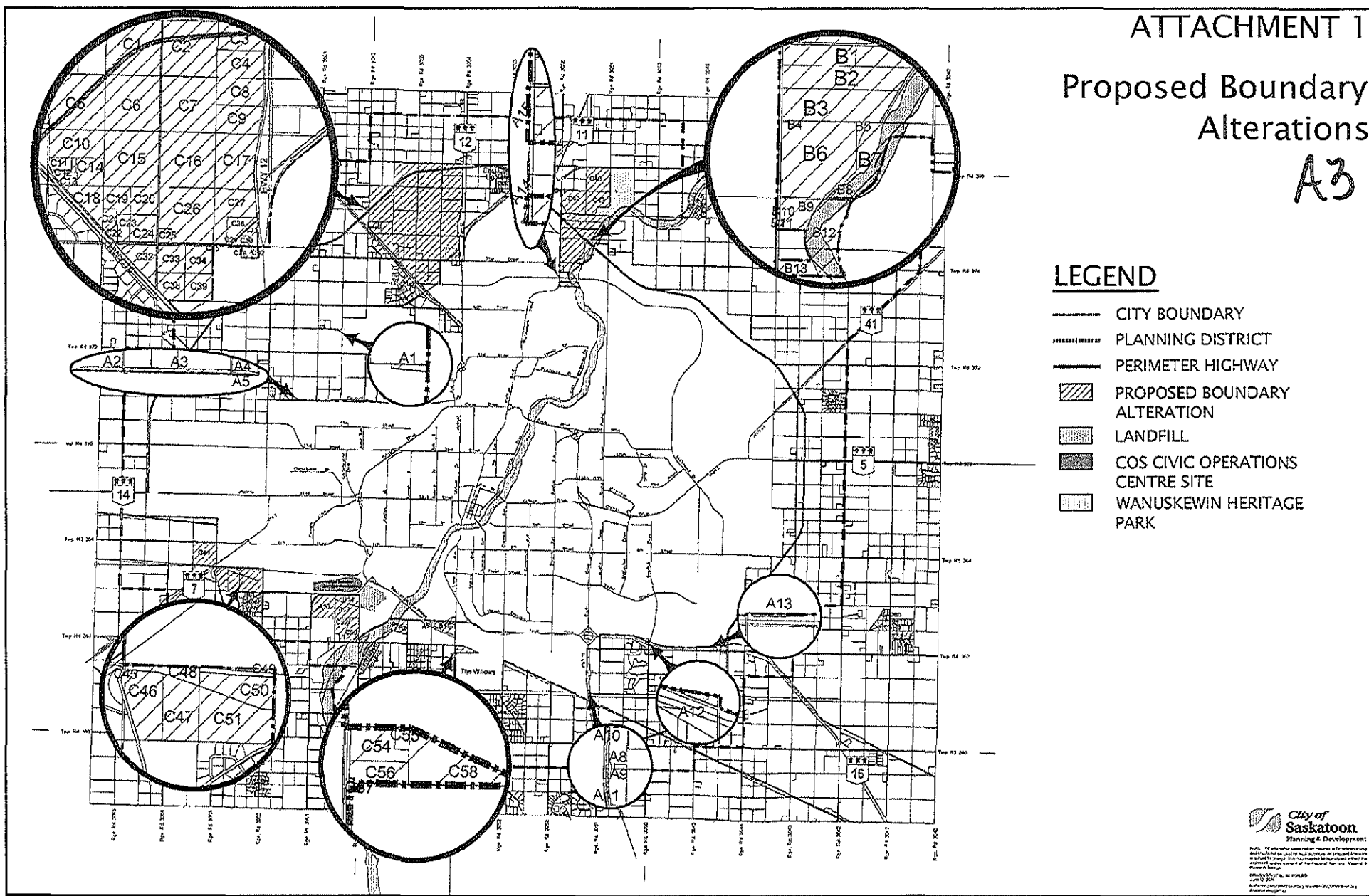
ATTACHMENT 1

Proposed Boundary Alterations

A3

LEGEND

-  CITY BOUNDARY
-  PLANNING DISTRICT
-  PERIMETER HIGHWAY
-  PROPOSED BOUNDARY ALTERATION
-  LANDFILL
-  COS CIVIC OPERATIONS CENTRE SITE
-  WANUSKEWIN HERITAGE PARK



A3

Attachment 2

BOUNDARY ALTERATION PROPOSAL DETAILS

Site No.	Location	Use	Comments	Proposed Compensation
A1	Airport land	airport-related	Requested by Saskatoon Airport Authority. Consolidates airport lands in one municipality.	15 times the municipal portion of the 2013 taxes (15x)
A2-A5	Claypool Drive extension right-of-way (ROW)	future roadway	Brings future City infrastructure inside City limits.	n/a – road ROW
A6	Raw water intake site	raw water intake	Brings City-operated infrastructure inside City limits. Provides water supply to the region.	n/a – civic infrastructure
A7	Circle Drive South ROW	roadway	Brings City infrastructure inside City limits.	n/a – road ROW
A8-A11	Stonebridge flyover ROW	future flyover	Brings future City infrastructure inside City limits.	n/a – road ROW
A12	Boychuk Drive/Highway 16 interchange ROW	future interchange	Brings future City infrastructure inside City limits.	n/a – road ROW
A13	South edge of Rosewood	urban development	Consolidates urban lands in one municipality (City).	n/a – parcel fragment
A14-A15	Wanuskewin Road	roadway	Consolidates roadway south of the rail line in one municipality (City).	n/a – road ROW

BOUNDARY ALTERATION PROPOSAL DETAILS

Site No.	Location	Use	Comments	Proposed Compensation
A16- A17	South of Regional Reuse and Recycle Facility and Civic Operations Centre	Waste diversion programs (potential permanent enclosed organics processing facility, soils handling, and construction and demolition waste storage and processing)	<p>Allows comprehensive planning of all waste management activities with the adjacent Regional Reuse and Recycle Facility, Civic Operations Centre, and Saskatoon Regional Waste Management Centre (Landfill).</p> <p>The footprint of the adjacent Landfill (that is, where non-recyclable waste is buried) will not change. Waste diversion programs will expand, to divert material from the Landfill and extend its life. These programs include a potential permanent enclosed organics processing facility, soils handling, and construction and demolition waste storage and processing.</p> <p>People and equipment resources between the various operations would be aligned, as would the hours of operation. The provincial Permit to Operate would encompass all waste management activities.</p> <p>Development and initial servicing (electrical, phone and internet) are proposed to begin in 2015-2016, with remaining servicing (natural gas, water, sewer) in 2017 and beyond. An enhanced landscape plan for all aspects of the waste management</p>	15x

BOUNDARY ALTERATION PROPOSAL DETAILS

Site No.	Location	Use	Comments	Proposed Compensation
			<p>program is being developed, to prevent litter from migrating off-site and improve aesthetics. Dust and odour control measures are being enhanced. .</p> <p>Noise is limited to the operating hours of the facility.</p> <p>Annual public information open houses will be held to provide updates on the current operations and future plans for the Landfill and related waste management facilities.</p>	
B1-B13	East of Wanuskewin Road and south of Perimeter Highway	Extension of North Sector; majority of lands occupied by industrial uses.	<p>City growth has extended past this area, and North Commuter Parkway will enhance access to the area. . .</p> <p>Existing industries have expressed interest in water and sanitary sewer connections.</p>	15x
B14	Proposed Recovery Park	New entrance to Saskatoon Regional Waste Management Centre, Regional Reuse and Recycle Facility to divert reusable material from the Landfill, construction and demolition waste recycling stockpiling and processing, soils handling, and future	<p>Phase 1: Development of the construction and demolition waste recycling (stockpiling and processing) facility for source separated materials as well as a soils handling facility, in compliance with the discretionary use approval issued by the RM, would begin in summer 2014.</p> <p>Phase 2: Expansion of the new Landfill</p>	15x

BOUNDARY ALTERATION PROPOSAL DETAILS

Site No.	Location	Use	Comments	Proposed Compensation
		Landfill front entrance with offices, scales, and waste sorting receptacles (roll off bins).	<p>entrance and acceptance of mixed construction and demolition materials (that is, loads that are mixed and not source separated) would occur in 2015-2016.</p> <p>Electrical servicing would begin in summer 2014. Natural gas, water and sewer are proposed in 2015-2016.</p> <p>Please refer to Site No. A16- A17 for further details.</p>	
B15	West of Lorne Avenue, north of Canadian National Railway (CNR) line	Extension of CN Industrial area. Owner has expressed interest in urban uses, including commercial development.	<p>This land is physically severed from rural lands by the CNR line.</p> <p>Requires a minor Concept Plan to develop land use plan, transportation and servicing system.</p>	15x
C1- C39	Remainder of North Sector, between Highways 12 & 16	Urban industrial and commercial.	Responds to continued demand for urban industrial and commercial growth. Supported in principle by the RM when 2010 boundary alteration negotiated.	15x
C40, C42- C43	West of Wanuskewin Heritage Park	Urban use; to be determined.	Urban services available as an extension of the North Sector. Enables the North Sector to be serviced more economically.	15x

BOUNDARY ALTERATION PROPOSAL DETAILS

Site No.	Location	Use	Comments	Proposed Compensation
C41	Portion Wanuskewin Road ROW	Roadway	Brings future City infrastructure inside City limits.	n/a – road ROW
C44- C51	Next to the southwest corner of Blairmore Sector	Specific urban land uses to be determined. Rural land uses and development densities are not planned.	<p>Enables comprehensive planning of the south-west quadrant of the city. A Concept Plan, including a servicing strategy, is underway. Development and servicing would align with the adjacent Blairmore Sector, and may be influenced by mining operations.</p> <p>Development and servicing timeframes would be determined as part of the Concept Plan.</p> <p>Ensures that City-owned land is inside City limits, and that vacant land can be managed in a comprehensive way until it is developed.</p>	
C52- C53	West of Regional Waste Management Facility	Considering large scale solar power generation and recycled material stockpiles, and temporary storage facilities for empty waste carts.	<p>Allows comprehensive planning with the adjacent Saskatoon Regional Waste Management Centre and the Regional Reuse and Recycle Facility, and with the Civic Operations Centre.</p> <p>The City is receiving economically attractive solar farm proposals from energy developers.</p> <p>Servicing would consist of electrical,</p>	

BOUNDARY ALTERATION PROPOSAL DETAILS

Site No.	Location	Use	Comments	Proposed Compensation
			<p>phone and internet only.</p> <p>Please refer to Site No. A16-A17 for further details.</p>	
C54- C58	West of The Willows	Urban residential and institutional development, at urban development densities.	<p>Surrounded by urban development. Supports contiguous urban growth, and enables the area to be planned and serviced in a comprehensive way.</p> <p>One owner has expressed interest in urban multi-unit residential development and urban institutional development (for example, residential care facility), at urban development densities. The majority have expressed interest in urban services.</p> <p>Requires a minor Concept Plan to address land use, transportation and servicing. The details of this, and the timing of development and servicing, would be determined during the Concept Plan process.</p>	

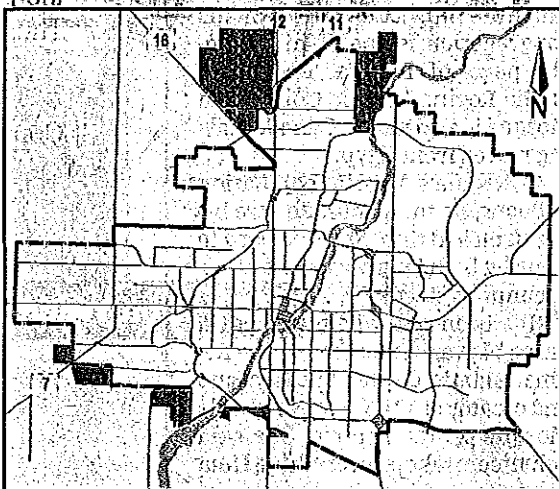
**THE STARPHOENIX, SATURDAY, JULY 5 AND 12, 2014 and
SUNDAY PHOENIX, JULY 6 AND 13, 2014**

**PROPOSED ALTERATION OF
BOUNDARIES**

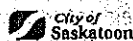
**NOTICE OF INTENTION TO ALTER
BOUNDARIES**

The Council of the City of Saskatoon hereby gives notice of the intention to alter the City boundary to include the following lands, which are also shown on the map below:

- Part of SW 17-36-04-W3
- Part of NW 09-36-05-W3
- Part of E½ 11-36-05-W3
- Part of SE 13-36-05-W3
- Part of S½ 17-36-05-W3
- Part of SE 18-36-05-W3
- Part of SW 07-37-05-W3
- Part of NE 19-37-05-W3
- Part of N½ 20-37-05-W3
- Part of NE 22-37-05-W3
- Part of NW 23-37-05-W3
- Part of 26-37-05-W3
- Part of 29-37-05-W3
- Part of 30-37-05-W3
- E½ 31-37-05-W3
- SW 31-37-05-W3
- Part of 32-37-05-W3
- Part of SE 34-37-05-W3
- Part of E½ 35-37-05-W3
- Part of SW 35-37-05-W3
- Part of E½ 13-36-06-W3
- Part of NW 13-36-06-W3
- Part of E½ 21-36-06-W3
- Part of S½ 22-36-06-W3
- Part of SE 11-37-06-W3
- Part of S½ 12-37-06-W3
- Part of SW 13-37-06-W3



PROPOSED BOUNDARY ALTERATION



These lands are currently within the Rural Municipality of Corman Park No. 344. Boundary alteration is also referred to as 'annexation'.

Reason for Boundary Alteration – The proposed boundary alteration will provide for the City of Saskatoon to correct inconsistencies in the current City limits, bring City-owned land and City infrastructure into City limits, and enable short-term growth.

Objections – Any person may file a written objection to the proposed boundary alteration. The written objection must be received by the Office of the City Clerk (mail to 222 3rd Avenue North, Saskatoon, SK S7K 0J5 or email city.clerk@saskatoon.ca) on or before 5:00 p.m. on September 2, 2014. If any written objections are received on or before that date, City Council will conduct a public meeting. If a public meeting is to be held, a separate notice will be published.

Questions – Any questions with respect to the proposed boundary alteration may be directed to the City of Saskatoon, Community Services Department, Planning and Development Division as follows:
Laura Hartney, Regional Planning Manager (306-975-2288)
Dana Kripki, Senior Planner – Regional Partnerships (306-975-1432)
OR email: regional.planning@saskatoon.ca

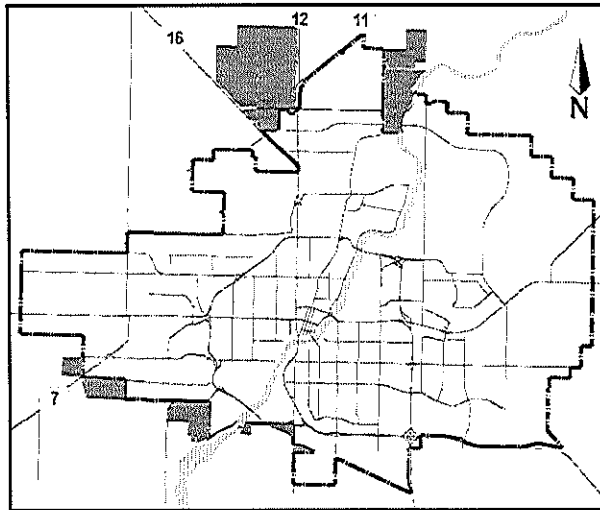
For more information on Boundary Alteration, visit our webpage at www.saskatoon.ca, look under 'F' for Future Growth and follow the link to Boundary Alteration. A more detailed map showing legal land information is provided on the website.

PROPOSED ALTERATION OF BOUNDARIES



NOTICE OF INTENTION TO ALTER BOUNDARIES

The Council of the City of Saskatoon hereby gives notice of the intention to alter the City boundary to include the following lands, which are also shown on the map below:



PROPOSED BOUNDARY ALTERATION



Part of SW 17-36-04-W3	Part of NE 22-37-05-W3	Part of E½ 35-37-05-W3
Part of NW 09-36-05-W3	Part of NW 23-37-05-W3	Part of SW 35-37-05-W3
Part of E½ 11-36-05-W3	Part of 26-37-05-W3	Part of E½ 13-36-06-W3
Part of SE 13-36-05-W3	Part of 29-37-05-W3	Part of NW 13-36-06-W3
Part of S½ 17-36-05-W3	Part of 30-37-05-W3	Part of E½ 21-36-06-W3
Part of SE 18-36-05-W3	E½ 31-37-05-W3	Part of S½ 22-36-06-W3
Part of SW 07-37-05-W3	SW 31-37-05-W3	Part of SE 11-37-06-W3
Part of NE 19-37-05-W3	Part of 32-37-05-W3	Part of S½ 12-37-06-W3
Part of N½ 20-37-05-W3	Part of SE 34-37-05-W3	Part of SW 13-37-06-W3

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For more information on Boundary Alteration, visit our webpage at www.saskatoon.ca, look under 'F' for Future Growth and follow the link to Boundary Alteration. A more detailed map showing legal land information is provided on the website.

**Community Services Department
Planning and Development Branch**

To: Joanne Sproule
City Clerk

Date: September 3, 2014

Our File: PL 4060-14

From: Dana Kripki, MCIP, Senior Planner
Future Growth Section

Re: Boundary Alteration Proposal

The above report was considered by City Council on June 23, 2014, recommending approval of the required advertising of the boundary alteration proposal.

City Council, at their June 23, 2014 meeting also approved the request to advertise for a Public Hearing, in the event that a written objection to the boundary alteration was received by the Office of the City Clerk, by September 2, 2014. An objection has been received by the Office of the City Clerk.

As such, we would like this matter to be considered by City Council at the Public Hearing on September 29, 2014. The public notice will be placed in the Star Phoenix on September 6th and 13th and the Clark's Crossing Gazette on September 11th, in accordance with Section 43 of *The Cities Act*.

Please let me know if you have any questions.

DK:dk

cc: Adam Tittlemore, Administrator, RM of Corman Park



Saskatoon Co-operative Association Limited

Administration Department
201, 503 Wellman Crescent
Saskatoon SK
S7T 0J1 Canada

Phone (306) 933-3801
saskatoon.coop@sasktel.net
www.saskatooncoop.ca



August 22, 2014

VIA city.clerk@saskatoon.ca & COURIER

CITY OF SASKATOON
222 3rd Avenue North
Saskatoon, SK S7K 0J5

C/O: Office of the City Clerk

Dear Sirs / Madams:

**SUBJECT: PROPOSED BOUNDARY ALTERATION CITY FILE NO. PL 4060-14 ("Annexation")
SASKATOON CO-OP OBJECTION**

On 02-Jul-2014, the City of Saskatoon ("City") wrote under clause 43(1)(b)(i) *The Cities Act* to all land owners within proposed boundary alteration areas ("Annexation Areas") now located in the Rural Municipality of Corman Park No. 344 ("RM"). Please see the attached notice for more information.

The Saskatoon Co-operative Association Limited ("Co-op") owns properties within the northwestern Annexation Area used as an Agro Centre to serve agricultural operations in the RM. Please see the attached drawing of the Co-op properties.

On 28-Feb-2009, Co-op purchased the first property in the Annexation Area. In Nov-2010, Co-op opened the Saskatoon Agro Centre on that property to serve the agricultural community in the RM. Co-op continues making investments to expand the Saskatoon Agro Centre on its properties in the Annexation Areas.

Co-op appreciates that City staff replied to its requests for more information about the proposed Annexation. City staff is satisfied after the City studies and amends its Official Community Plan and Zoning Bylaw to include the Annexation Areas that the Saskatoon Agro Centre might become a legal non-conforming use under *The Planning Act and Development Act, 2007* subject to restrictions such as prohibiting expansion, etc.

Co-op selected the properties in the Annexation Areas for the Saskatoon Agro Centre because they are well located to serve the agricultural sector in the RM for the long-term and are:

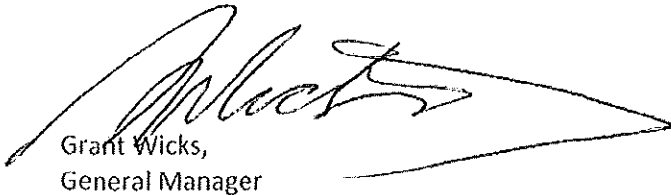
1. Designated outside of the Saskatoon Future Growth Sector on the Future Land Use Map in the Corman Park – Saskatoon Planning District Official Community Plan; and
2. Zoned in the D-Agricultural 1 District (DAG1) delineated on the properties by the Corman Park – Saskatoon Planning District Zoning Bylaw meaning the approved discretionary Commercial Agriculture use could be continued and expanded as warranted to properly serve the agricultural sector in the RM.

As such, it is unfair for the Annexation to be proposed until after the City studies and proposes the land uses it plans for the Annexation Areas. It may even be contrary to clause 6.1.2 of *The Statements of Provincial Interest Regulations under The Planning Act and Development Act, 2007*.

Therefore, Co-op objects to the proposed Annexation under clause 43(2)(b) of *The Cities Act*.

Yours truly,

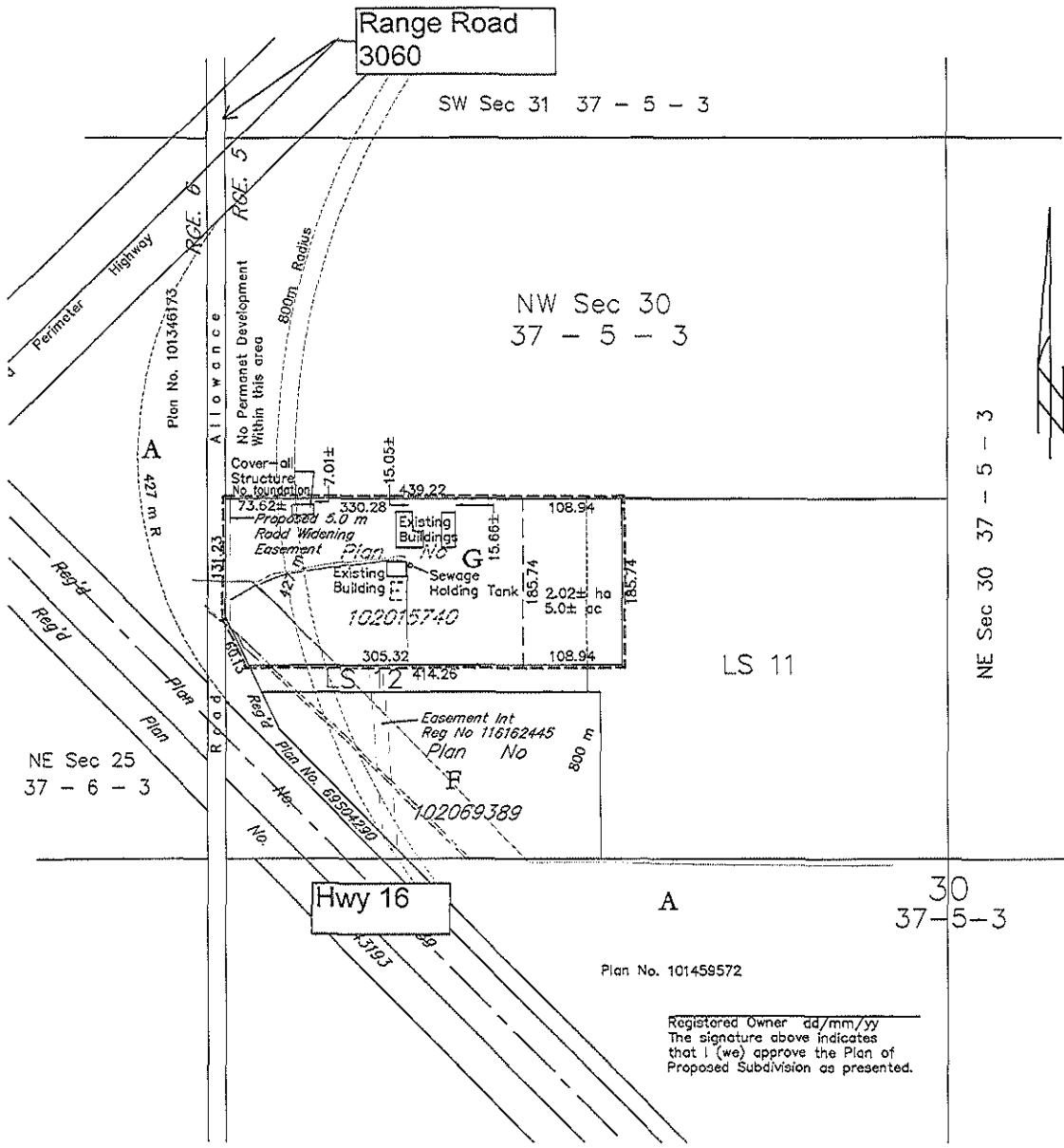
THE SASKATOON CO-OPERATIVE ASSOCIATION LIMITED



Grant Wicks,
General Manager

GW:jk

CC: Council for the Rural Municipality of Corman Park No. 344 c/o RM Clerk
Laura M. Hartney, City of Saskatoon via Laura.Hartney@Saskatoon.ca



PLAN OF PROPOSED
SURFACE SUBDIVISION
OF PART OF LS 11 & 12,
SEC 30 - TWP 37 -
RGE 5 - W 3rd Mer.
& SURFACE CONSOLIDATION WITH
PARCEL E,
PLAN NO 102015740
SEC 30 - TWP 37 -
RGE 5 - W 3rd Mer.
RM OF CORMAN PARK NO 344
SASKATCHEWAN
BY T.R. WEBB, S.L.S.
SCALE 1:5000

Dimensions shown are in metres and decimals thereof.
Portion of this plan to be subdivided is outlined in red
with a bold, dashed line and contains 8.09± ha (20.0± ac.)
Distances are approximate and may vary by ±0.5 metres.

T.R. Webb, September, 2013
Saskatchewan Land Surveyor

Seal

- Buried Gas Line
- Buried Electrical Line
- Buried Phone Line

Registered Owner dd/mm/yy
The signature above indicates that I (we) approve the Plan of Proposed Subdivision as presented.

Prepared by

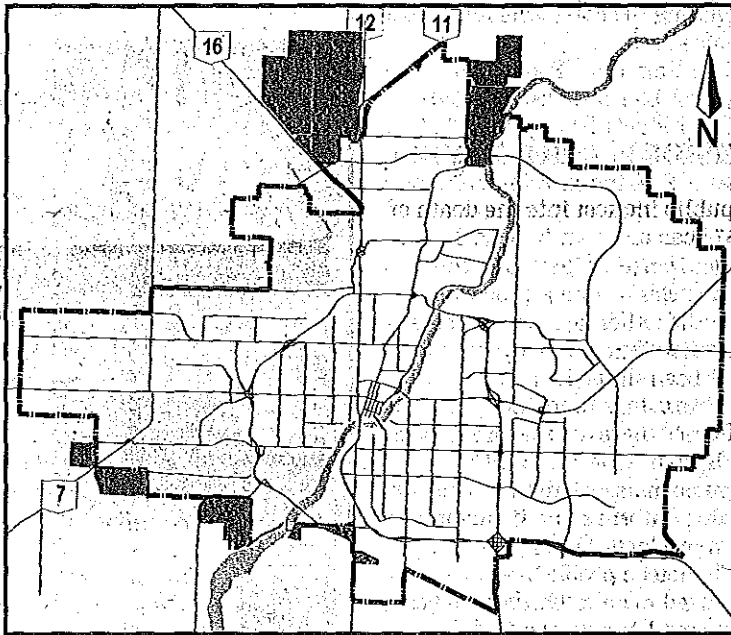
12-2416cq CAS

PUBLIC MEETING NOTICE

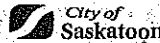
PROPOSED ALTERATION OF BOUNDARIES

The Council of the City of Saskatoon hereby gives notice of the intention to hold a Public Meeting to consider the alteration of the City boundary to include the following lands, which are also shown on the map below:

Part of SW 17-36-04-W3	Part of NE 22-37-05-W3	Part of E½ 35-37-05-W3
Part of NW 09-36-05-W3	Part of NW 23-37-05-W3	Part of SW 35-37-05-W3
Part of E½ 11-36-05-W3	Part of 26-37-05-W3	Part of E½ 13-36-06-W3
Part of SE 13-36-05-W3	Part of 29-37-05-W3	Part of NW 13-36-06-W3
Part of S½ 17-36-05-W3	Part of 30-37-05-W3	Part of E½ 21-36-06-W3
Part of SE 18-36-05-W3	E½ 31-37-05-W3	Part of S½ 22-36-06-W3
Part of SW 07-37-05-W3	SW 31-37-05-W3	Part of SE 11-37-06-W3
Part of NE 19-37-05-W3	Part of 32-37-05-W3	Part of S½ 12-37-06-W3
Part of N½ 20-37-05-W3	Part of SE 34-37-05-W3	Part of SW 13-37-06-W3



PROPOSED BOUNDARY ALTERATION



These lands are currently within the Rural Municipality of Corman Park No. 344. Boundary alteration is also referred to as 'annexation'.

Public Hearing – City Council will hear all persons who wish to make representations on the proposed boundary alteration as follows:

Monday, September 29, 2014

6:00 p.m.

**Council Chambers, City Hall,
222 3rd Avenue North
Saskatoon, Saskatchewan**

Reason for Boundary Alteration – The proposed boundary alteration will provide for the City of Saskatoon to correct inconsistencies in the current City limits, bring City-owned land and City infrastructure into City limits, and enable short-term growth.

For more information, please contact:

Laura Hartney, Regional Planning Manager (306-975-2288)

Dana Krijpki, Senior Planner – Regional Partnerships (306-975-1432)

OR email: regional.planning@saskatoon.ca

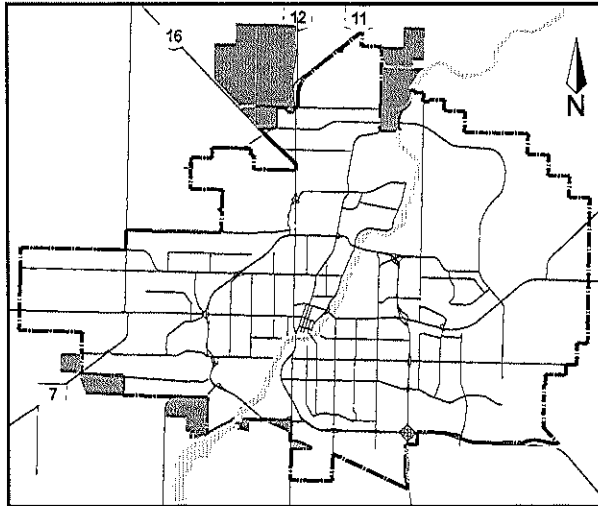
For more information on Boundary Alteration, visit our webpage at www.saskatoon.ca, look under 'F' for Future Growth and follow the link to Boundary Alteration. A more detailed map showing legal land information is provided on the website.

PUBLIC MEETING NOTICE



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PROPOSED BOUNDARY ALTERATION 

- | | | |
|-------------------------|------------------------|------------------------|
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| Part of E½ 11-36-05-W3 | Part of 26-37-05-W3 | Part of E½ 13-36-06-W3 |
| Part of SE 13-36-05- W3 | Part of 29-37-05-W3 | Part of NW 13-36-06-W3 |
| Part of S½ 17-36-05-W3 | Part of 30-37-05-W3 | Part of E½ 21-36-06-W3 |
| Part of SE 18-36-05-W3 | E½ 31-37-05-W3 | Part of S½ 22-36-06-W3 |
| Part of SW 07-37-05-W3 | SW 31-37-05-W3 | Part of SE 11-37-06-W3 |
| Part of NE 19-37-05-W3 | Part of 32-37-05-W3 | Part of S½ 12-37-06-W3 |
| Part of N½ 20-37-05-W3 | Part of SE 34-37-05-W3 | Part of SW 13-37-06-W3 |

These lands are currently within the Rural Municipality of Corman Park No. 344. Boundary alteration is also referred to as 'annexation'.

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6:00 p.m.

Council Chambers, City Hall,

222 3rd Avenue North

Saskatoon, Saskatchewan

Reason for Boundary Alteration – The proposed boundary alteration will provide for the City of Saskatoon to correct inconsistencies in the current City limits, bring City-owned land and City infrastructure into City limits, and enable short-term growth.

For more information, please contact:

Laura Hartney, Regional Planning Manager (306-975-2288)

Dana Kripki, Senior Planner – Regional Partnerships (306-975-1432)

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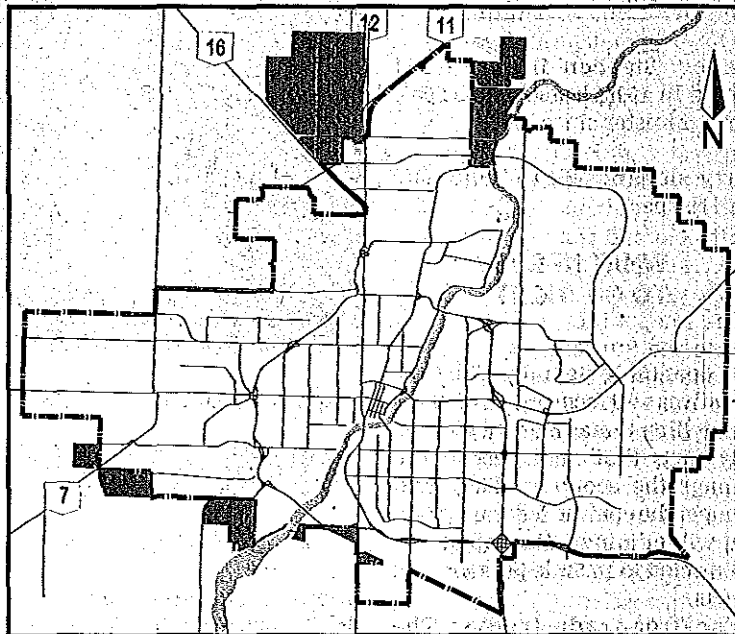
**THE STARPHOENIX, SATURDAY, SEPTEMBER 13, 2014 and
SUNDAY PHOENIX, SEPTEMBER 14, 2014**

PUBLIC MEETING NOTICE

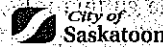
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PROPOSED BOUNDARY ALTERATION



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For more information on Boundary Alteration, visit our webpage at www.saskatoon.ca, look under 'F' for Future Growth and follow the link to Boundary Alteration. A more detailed map showing legal land information is provided on the website.

Proposed Redesignation of Municipal Buffer MB2 and MB4 in Parkridge Neighbourhood and Blairmore Suburban Centre

Recommendation

1. That the Municipal Buffer strip (MB2) and (MB4) be redesignated to Municipal Buffer strip (MB1) as illustrated in Attachment 1;
2. That all costs associated with the redesignation be paid for by the applicants, including Solicitor's fees and disbursements;
3. That the Administration be instructed to take all necessary steps to bring the intended redesignation forward to completion; and
4. That City Council consider Bylaw No. 9219, The Buffer Strip Redesignation Bylaw, 2014 as shown in Attachment 2.

Topic and Purpose

This report is to obtain approval to redesignate Municipal Buffer strips MB2 and MB4 currently located southerly of and parallel to Kinlock Crescent and Fortosky Manor, and east of Highway #7 to buffer strip MB1. This redesignation is required to provide a barrier between the neighbourhood and Highway #7.

Report Highlights

Redesignation of the existing Municipal Buffer strips MB2 and MB4 to a new location MB1 adjacent to Highway #7, providing a barrier for the neighbourhood.

Strategic Goal

This report supports the Strategic Goal of Quality of Life by improving safety for local residents by separating the traffic on Highway #7 from the neighbourhood.

Background

City Council, at its meeting held on December 2, 2013, approved the Blairmore Suburban Centre Concept Plan to include the area located along the western boundary of the Parkridge neighbourhood. This will accommodate residential land use expansion of the Parkridge neighbourhood by creating additional single family lots. However, this additional residential area is west of the existing buffer strips labelled MB2 and MB4.

Report

Saskatoon Land, on behalf of the Community Services Department, has requested Municipal Buffer strips MB2 and MB4 to be redesignated to the buffer strip MB1 in compliance with Bylaw No. 9219, The Buffer Strip Redesignation Bylaw, 2014. This Municipal Buffer strip is west of the residential lot expansion and will provide a barrier between the neighbourhood and traffic on Highway #7.

Public and/or Stakeholder Involvement

Utility agencies have been contacted with respect to the redesignation, as easements are not required and supportive.

Communication Plan

The proposed change would be communicated via a public notice. No other communication activities are required.

Other Considerations/Implications

There are no other options, policy, financial, environmental, privacy or CPTED considerations or implications.

Due Date for Follow-up and/or Project Completion

There will be no follow up report.

Public Notice

Public Notice is required for consideration of this matter, pursuant to Section 3b) of Policy C01-021, Public Notice Policy. The following notice was given:

- Advertised in the StarPhoenix on September 20, 2014 (Attachment 3);
- Posted on the City Hall Notice Board on Thursday, September 18, 2014;
- Posted on the City of Saskatoon website on Thursday, September 18, 2014; and
- Public Notice issued to businesses adjacent to the lane.

Attachments

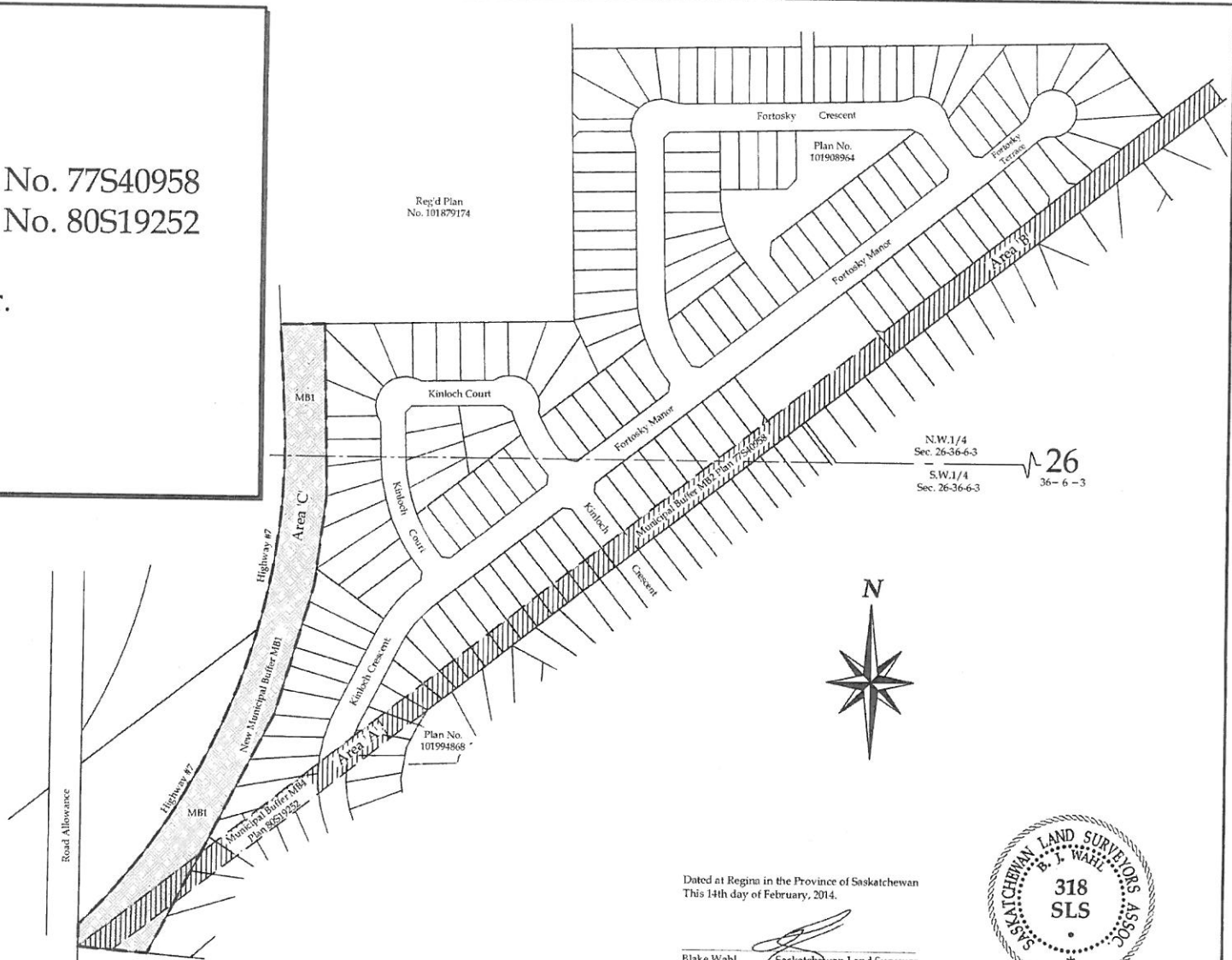
1. Sketch Plan Showing Proposed Buffer Redesignation
2. Bylaw No. 9219, The Buffer Strip Redesignation Bylaw, 2014
3. Copy of Public Notice

Report Approval

Written by: Shirley Matt, Traffic Management Engineer, Transportation
Reviewed by: Angela Gardiner, Director of Transportation
Approved by: Jeff Jorgenson, General Manager, Transportation & Utilities
Department

Sketch Plan Showing PROPOSED BUFFER REDESIGNATION

Parcel MB2, Reg'd Plan No. 77S40958
Parcel MB4, Reg'd Plan No. 80S19252
W.1/2 Sec. 26
Twp. 36 Rge. 6 W.3 Mer.
City of Saskatoon
Saskatchewan
2013
Scale 1:2 500



Notes

Measurements are in metres and decimals thereof.
Standard Road Allowances are 20.117 meters in width



Compass Information: Drawing Name: 00140-13-PSD-R11

Dated at Regina in the Province of Saskatchewan
This 14th day of February, 2014.

Blake Wahl
Saskatchewan Land Surveyor



BYLAW NO. 9219

The Buffer Strip Redesignation Bylaw, 2014

The Council of The City of Saskatoon enacts:

Short Title

1. This Bylaw may be cited as *The Buffer Strip Redesignation Bylaw, 2014*.

Purpose

2. The purpose of this Bylaw is to redesignate a portion of Municipal Buffer Strip MB4, Plan No. 80S19252 and all of Municipal Buffer Strip MB2, Plan No. 77S40958 for residential development.

Redesignation and Exchange

3. A portion of Municipal Buffer Strip Area "A" MB4, Plan No. 80S19252 and all of Municipal Buffer Strip Area "B", MB2, Plan No. 77S40958 to be redesignated and exchanged for Area "C" as proposed Municipal Buffer Strip MB1 as shown on the attached Sketch Plan Showing Proposed Buffer Redesignation prepared by Blake Wahl, S.L.S. dated February 14, 2014 and attached as Schedule "A" to this Bylaw.

Authorization to Carry Out Bylaw

4. The City Clerk and Mayor are authorized to execute all such documents as may be necessary to carry out the intent of this Bylaw.

Coming into Force

5. This Bylaw shall come into force on the day of its final passing.

Read a first time this _____ day of _____, 2014.

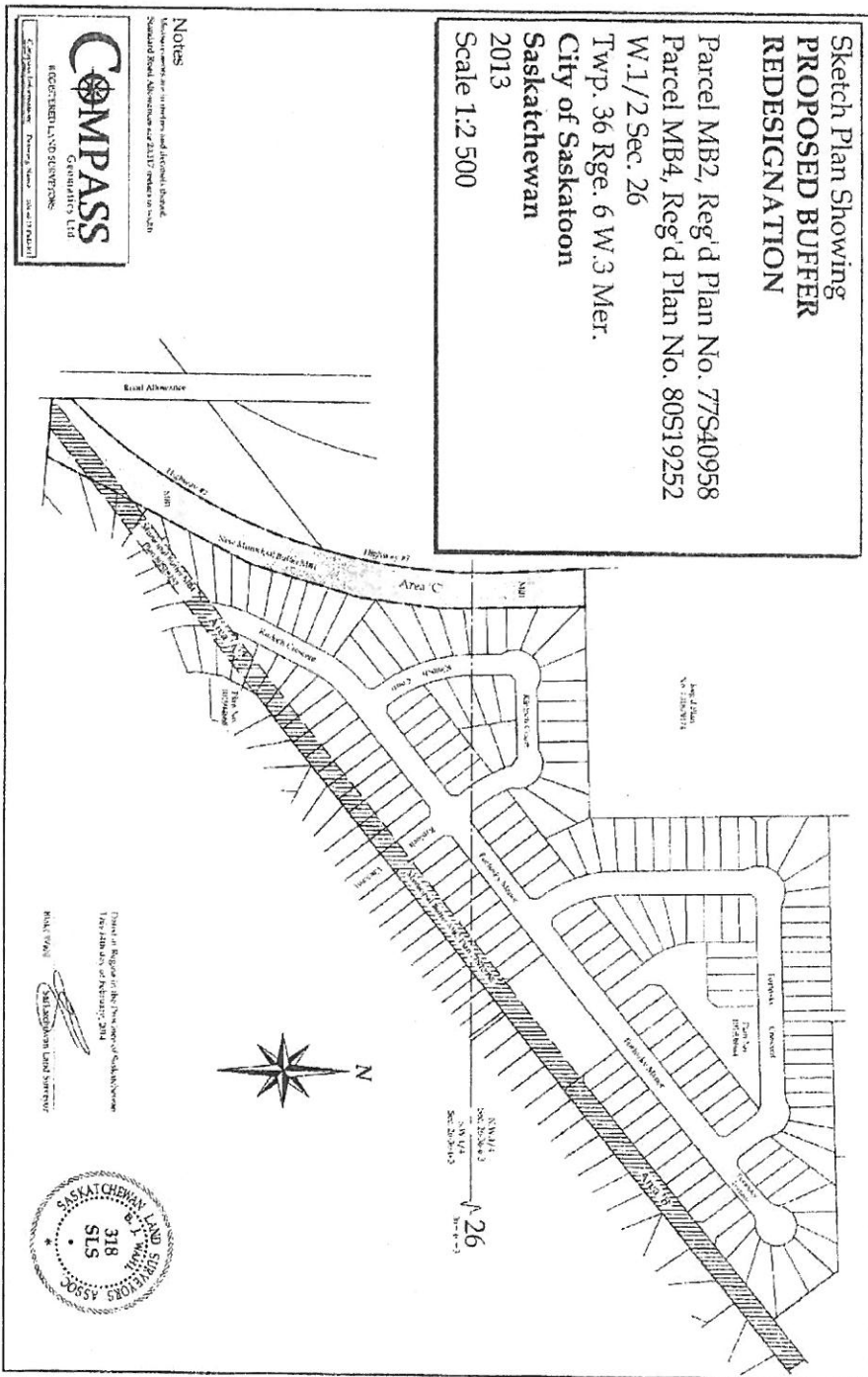
Read a second time this _____ day of _____, 2014.

Read a third time and passed this _____ day of _____, 2014.

Mayor

City Clerk

Schedule "A"



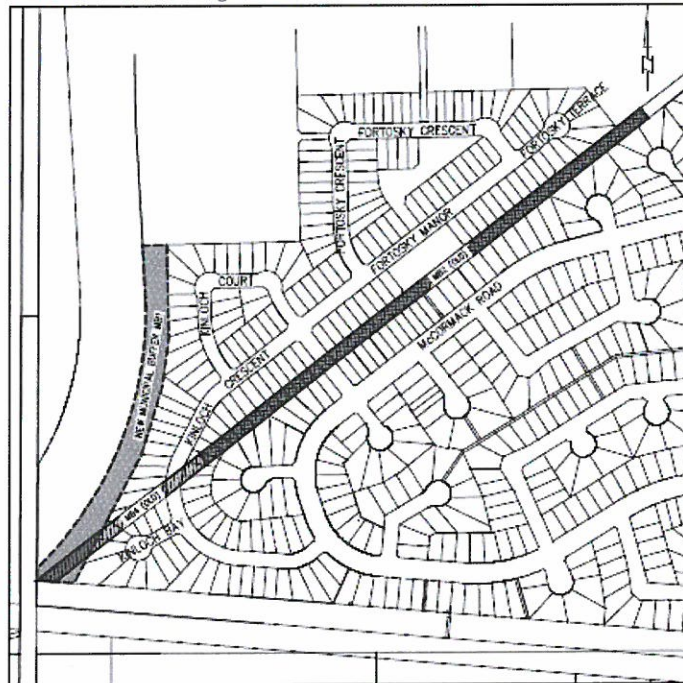
PUBLIC NOTICE

**Proposed Redesignation of Municipal Buffer MB2 Lying
between Kinlock Crescent / Fortosky Manor and East of
Highway #7 in Parkridge and Blairmore Suburban**

PUBLIC NOTICE

**PROPOSED REDESIGNATION OF MUNICIPAL BUFFER MB2 LYING
BETWEEN KINLOCK CRESCENT/FORTOSKY MANOR AND EAST
OF HIGHWAY 7 IN PARKRIDGE AND BLAIRMORE SUBURBAN**

The City of Saskatoon is proposing the redesignation of municipal buffer MB2 and MB4 lying between Kinlock Crescent/Fortosky Manor and east of Highway 7 to municipal buffer MB4 for further development in the Parkridge and Blairmore Suburban Neighbourhoods.



INFORMATION - Questions regarding the proposal may be directed to:
Shirley Matt, Transportation
Phone: 306-975-3145

PUBLIC MEETING - City Council will consider the above matter and hear all persons present at the City Council meeting and wish to speak on **Monday, September 29, 2014, at 6:00 p.m. in the Council Chambers, City Hall, Saskatoon, Saskatchewan.**

All written submissions for City Council's consideration must be received by **10:00 a.m. on Monday, September 29, 2014** to:

His Worship the Mayor and Members of City Council
c/o City Clerk's Office, City Hall
222 Third Avenue North, Saskatoon, SK S7K 0J5

Proposed Closure of Right-of-Way Location – between 1302 and 1400 Quebec Avenue – Kelsey Woodlawn Neighbourhood

Recommendation

1. That a portion of the right-of-way lane is closed located between 1302 and 1400 Quebec Avenue – Kelsey Woodlawn Neighbourhood to be sold to Kelswood Properties Inc. for \$73,268.23 plus GST, as illustrated in Attachment 1;
2. That all costs associated with the closure be paid for by the applicants, including Solicitor's fees and disbursements; and
3. That City Council consider Bylaw No. 9220, The Street Closing Bylaw , 2014 (No. 5) as shown in Attachment 2.

Topic and Purpose

This report is to obtain approval to close a portion of the east-west lane adjacent to 1302 and 1400 Quebec Avenue in the Kelsey Woodlawn Neighbourhood. The closure was a request by RE/MAX Guardian Commercial on behalf of Kelswood Properties Inc. to purchase the lane for consolidation with their adjacent properties.

Report Highlights

RE/MAX Guardian Commercial, on behalf of Kelswood Properties Inc., has entered into a formal agreement with the City of Saskatoon to purchase the lane adjacent to their property located at 1302 and 1400 Quebec Avenue.

Strategic Goal

This report supports the Strategic Goal of Sustainable Growth as the closure will allow for future business development in the Kelsey Woodlawn Neighbourhood.

Background

On May 22, 2011, RE/MAX Guardian Commercial submitted a request on behalf of Kelswood Properties Inc. to the City requesting purchase of the east-west lane located between 1302 and 1400 Quebec Avenue. Kelswood Properties Inc. has appointed RE/MAX Guardian Commercial as their agent and consultant to act on their behalf regarding the purchase of the lane.

If the lane is not required for traffic purposes, Transportation typically surveys adjacent property owners and other City of Saskatoon's departments requesting comments on the proposed lane closure and sale to Kelswood Properties.

Report

The east-west lane adjacent to 1302 and 1400 Quebec Avenue will be sold to Kelswood Properties Inc. for \$73,268.23 plus GST.

Proposed Closure of Right-of-Way Location - between 1302 and 1400 Quebec Avenue – Kelsey Woodlawn Neighbourhood

The lane will be consolidated with the adjacent properties located at 1302 and 1400 Quebec Avenue to provide further business development.

Lane owners adjacent to the property and the City of Saskatoon internal agencies were contacted and are supportive of the closure.

The internal agencies are subject to the following conditions:

- Construction and Design – that at the time of closure/consolidation an inspection of the curbs will be required and the owner shall be responsible for any repairs.
- Saskatoon Water – that appropriate accommodation be made to ensure proper lane drainage at 1302 and 1400 Quebec Avenue, and drains west onto Quebec Avenue, as opposed to neighbouring properties.

Public and/or Stakeholder Involvement

The City of Saskatoon's internal agencies and lane owners adjacent to the property completed a letter and survey via mail. Kelswood Properties Inc. owns both buildings either side of the lane; therefore, a survey was not required by the adjacent property owners. The feedback resulted in support for the right-of-way closure.

Communication Plan

Communication activities are included with the requirement for Public Notice.

Financial Implications

The proceeds from the road closure will be deposited towards the Dedicated Roadways Reserve.

Other Considerations/Implications

There are no other options, policy, environmental, privacy or CPTED considerations or implications.

Due Date for Follow-up and/or Project Completion

A follow-up report is not required.

Public Notice

Public Notice is required for consideration of this matter, pursuant to Section (3b) of Policy C01-021, Public Notice Policy. The following notice was given:

- Advertised in The StarPhoenix on the weekend of September 20, 2014 (Attachment 3);
- Posted on the City Hall Notice Board on Thursday, September 18; 2014;
- Posted on the City of Saskatoon website on Thursday, September 18, 2014; and
- Public Notice sent to businesses adjacent to the lane.

Proposed Closure of Right-of-Way Location - between 1302 and 1400 Quebec Avenue – Kelsey Woodlawn Neighbourhood

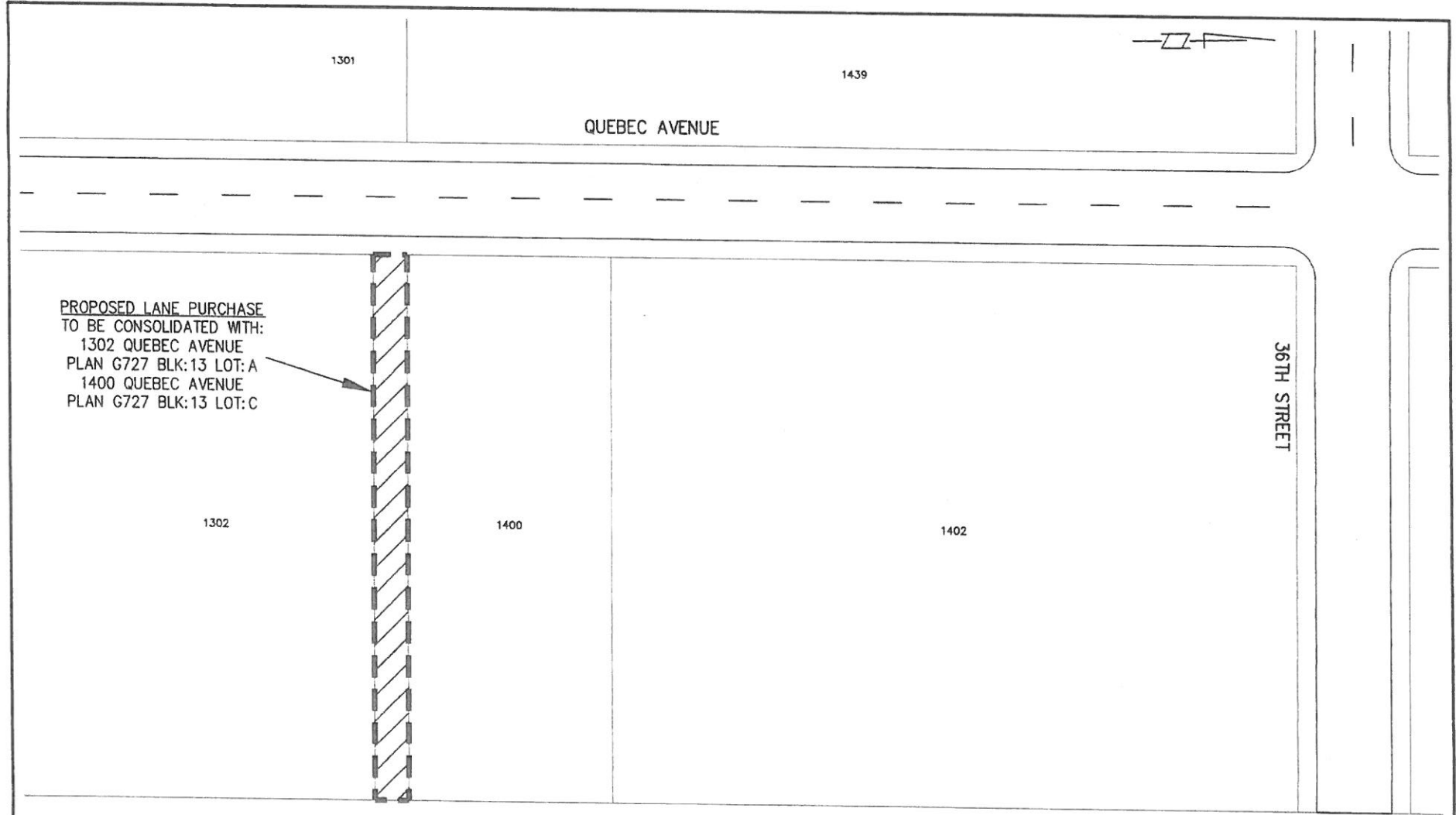
Attachments

1. Proposed Lane Purchase – Lane between 1400 Quebec Avenue & 1302 Quebec Avenue
2. Bylaw No. 9220, The Street Closing Bylaw, 2014 (No.5)
3. Copy of Public Notice

Report Approval

Written by: Shirley Matt, Traffic Management Engineer, Transportation
Reviewed by: Angela Gardiner, Director of Transportation
Approved by: Jeff Jorgenson, General Manager, Transportation & Utilities Department

Council SM – Proposed Closure of ROW Location – between 1302 and 1400 Quebec Avenue – Kelsey Woodlawn Neighbourhood



PROPOSED LANE PURCHASE
 TO BE CONSOLIDATED WITH:
 1302 QUEBEC AVENUE
 PLAN G727 BLK:13 LOT:A
 1400 QUEBEC AVENUE
 PLAN G727 BLK:13 LOT:C



PROPOSED AREA TO BE PURCHASED
 AREA = 591.88m²
 6371.15ft²

PLAN DESCRIPTION/REVISIONS	
4	
3	
2	
1	

DRAWN BY JMR
 DATE 2012-SEP-10
 SCALE : HOR. 1:1000 VERT. _____



PROPOSED LANE PURCHASE
 LANE BETWEEN 1400 QUEBEC AVENUE &
 1302 QUEBEC AVENUE

APPROVED	
GENERAL MANAGER	<u>Anglabadina</u>
ENGINEER	<u>Smart</u>
ENGINEER	
PLAN NO.	240-0034-002r001

BYLAW NO. 9220

The Street Closing Bylaw, 2014 (No. 5)

The Council of The City of Saskatoon enacts:

Short Title

1. This Bylaw may be cited as *The Street Closing Bylaw, 2014 (No. 5)*.

Purpose

2. The purpose of this Bylaw is to close a portion of east-west lane adjacent to 1302 and 1400 Quebec Avenue, Saskatoon, Saskatchewan.

Closure of Portion of Lane

3. All that portion of east-west lane adjacent to 1302 and 1400 Quebec Avenue, Saskatoon, Saskatchewan and more particularly described as:

all that portion of a lane lying north and adjacent to Lot A, Block 13, as shown on Plan G727, Saskatoon, Saskatchewan,

as shown on a Plan Showing Proposed Lane Closure prepared by R.J. Morrison, S.L.S. dated February, 2014 and attached as Schedule "A" to this Bylaw, is closed.

Coming into Force

4. This Bylaw comes into force on the day of its final passing.

Read a first time this _____ day of _____, 2014.

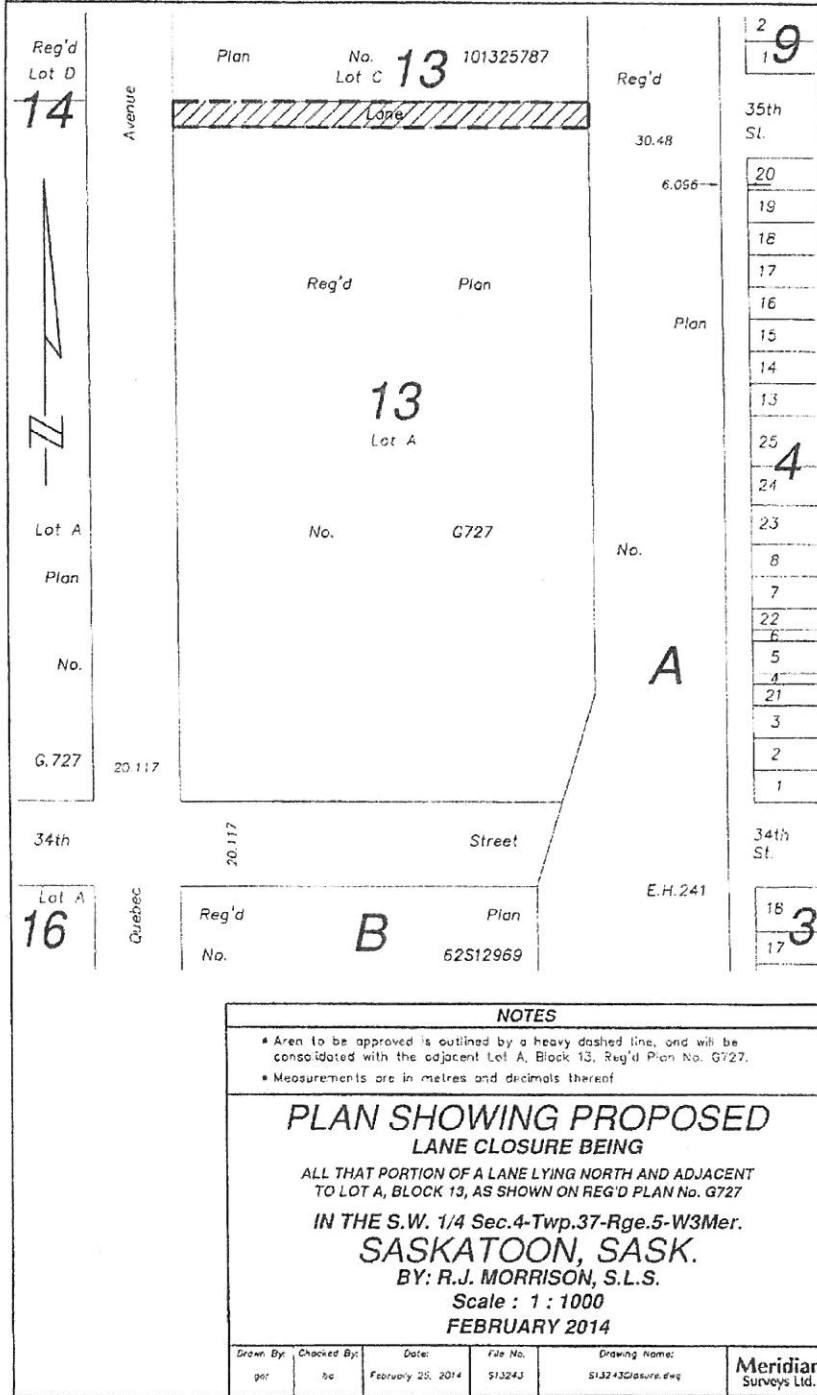
Read a second time this _____ day of _____, 2014.

Read a third time and passed this _____ day of _____, 2014.

Mayor

City Clerk

Schedule "A"



NOTES

- Area to be approved is outlined by a heavy dashed line, and will be consolidated with the adjacent Lot A, Block 13, Reg'd Plan No. G727.
- Measurements are in metres and decimals thereof

**PLAN SHOWING PROPOSED
LANE CLOSURE BEING**

ALL THAT PORTION OF A LANE LYING NORTH AND ADJACENT
TO LOT A, BLOCK 13, AS SHOWN ON REG'D PLAN No. G727

IN THE S.W. 1/4 Sec.4-Twp.37-Rge.5-W3Mer.

SASKATOON, SASK.

BY: R.J. MORRISON, S.L.S.

Scale : 1 : 1000

FEBRUARY 2014

Drawn By: ger	Checked By: bc	Date: February 25, 2014	File No. S13243	Drawing Name: S13243Closure.dwg	Meridian Surveys Ltd.

PUBLIC NOTICE

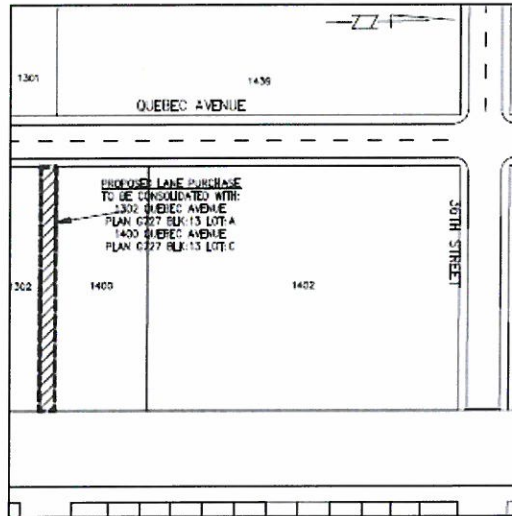
Location – between 1302 – 1400 Quebec Avenue

PUBLIC NOTICE

PROPOSED CLOSURE OF RIGHT-OF-WAY

The City of Saskatoon is proposing the following closure for the Kelsey-Woodlawn Neighbourhood.

LOCATION - between 1302-1400 Quebec Avenue



INFORMATION - Questions regarding the proposal may be directed to:

Shirley Matt, Transportation
Phone: 306-975-3145

PUBLIC MEETING - City Council will consider the above matter and hear all persons present at the City Council meeting and wish to speak on **Monday, September 29, 2014, at 6:00 p.m. in Council Chambers, City Hall, Saskatoon, Saskatchewan.**

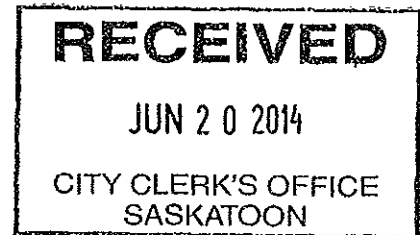
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His Worship the Mayor and Members of City Council
c/o City Clerk's Office, City Hall
222 Third Avenue North, Saskatoon, SK S7K 0J5

5.1.1

205-1

From: CityCouncilWebForm
Sent: Friday, June 20, 2014 1:51 PM
To: City Council
Subject: Write a Letter to City Council



TO HIS WORSHIP THE MAYOR AND MEMBERS OF CITY COUNCIL.

FROM:

Kelly Pierson
2620 Regina Avenue
Regina, Saskatchewan
S4S 0G5

EMAIL ADDRESS:

kpierson@sasktel.net

COMMENTS:

Kelly Pierson
2620 Regina Avenue
Regina, SK S4S 0G5

Friday, June 20, 2014
Protocol Services
Saskatoon City Council
City Clerks Office
2nd Floor, City Hall
222 3rd Avenue North
Saskatoon, Sask. S7K 0J5

Dear Sir or Madame:

Lung Awareness Month is November 2014. The Lung Association of Saskatchewan requests permission to raise the flag representing The Lung Association of Saskatchewan at the City Hall courtyard in Saskatoon on the first day of November and we request that the flag remain flying during Lung Awareness month November 2014.

Organization Name: The Lung Association of Saskatchewan
Proposed Date of Flag Raising: November 1, 2014 @ 09:00 am
Ceremony details to follow
Equipment Required: Lecturn, microphone
Photo of Flag to be Raised

I look forward to your response.

Best Regards,

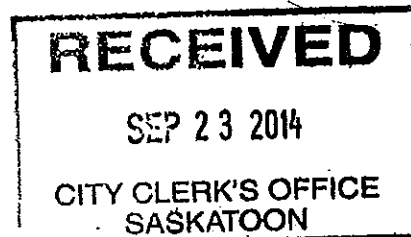
Kelly Pierson

Saskatchewan
Information and Privacy
Commissioner



205-5
5.2.1
503 - 1801 Hamilton Street
Regina, Saskatchewan
S4P 4B4

Tel: (306) 787-8350
Fax: (306) 798-1603
Website: www.oipc.sk.ca



September 23, 2014

His Worship Donald J. Atchinson
Office of the Mayor
222 Third Avenue North
Saskatoon SK S7K 0J5

Email: city.clerks@saskatoon.ca

Dear Mayor Atchinson;

Re: Right to Know Week Proclamation

We request that your office declare that the week of ²⁰¹⁴ September 22-26, ~~2013~~ is 'RIGHT TO KNOW WEEK' in Saskatchewan.

Our Right to Know Steering Committee is made up of a diverse cross-section of residents of Saskatchewan who wish to celebrate the importance to a modern democratic jurisdiction of the right of the public to access records and information in the control of public bodies. September 28th of each year is recognized and celebrated internationally as Right to Know Day. There are parallel events planned at the federal level and in other provinces.

Saskatchewan was one of the first provinces in western Canada to enact an access law when it adopted *The Freedom of Information and Protection of Privacy Act* in 1992.

The Supreme Court of Canada has affirmed that the right of citizens to access the records of public sector organizations is fundamental. *The Freedom of Information and Protection of Privacy Act* in Saskatchewan is the kind of law that the courts have described as "quasi-constitutional".

/2


Mayor Donald J. Atchinson
September 23, 2014
Page 2

The purpose of the law is to achieve greater transparency in the way that public sector bodies operate and to thereby promote accountability in our government institutions and local authorities.

Our hope is to promote public awareness and greater understanding of the right of access enjoyed by everyone in Saskatchewan.

We look forward to your favourable response.

Yours truly,

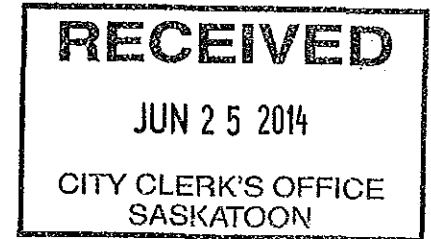
A handwritten signature in black ink, appearing to be 'Ron Kruzeniski', written in a cursive style.

Ron Kruzeniski, Q.C.
Saskatchewan Information and Privacy Commissioner
rkruzeniski@oipc.sk.ca

5.2.2

205-5

From: CityCouncilWebForm
Sent: Wednesday, June 25, 2014 10:44 AM
To: City Council
Subject: Write a Letter to City Council



TO HIS WORSHIP THE MAYOR AND MEMBERS OF CITY COUNCIL.

FROM:

Brenda Hearn
1426B Avenue C north
Saskatoon, Saskatchewan
S7L 1L1

EMAIL ADDRESS:

apask@sasktel.net

COMMENTS:

June 25, 2014

His Worship the Mayor and Members of City Council
City of Saskatoon - City Hall
222 - 3rd Ave. North
Saskatoon, Saskatchewan S7K 0J5

Request for Proclamation of September 2014 as Celebrate Recovery Month in Saskatoon

Dear Council Members:

As we enter summer in Saskatoon, all be it late in coming, it is again time to begin planning for events of the fall.

You will remember last year, APASK's request to have September proclaimed as Celebrate Recovery Month in Saskatoon. We are requesting the same proclamation this year. We are an association of addictions professionals, incorporated under the Non-Profit Corporation Act of Saskatchewan, who understand that sixty five percent of North American families are affected either directly or indirectly by addiction.

The negative effects of addiction are not isolated to the individual afflicted with the disease. It impacts family systems, the medical and criminal justice system, and other public systems. On the same note, it is pertinent that attention and understanding be directed to the positive impact recovery has on the individual, family and society as a whole.

During Celebrate Recovery month across Canada, Canadians in recovery from addiction will join with friends and family to build awareness, challenge societal stigma, and celebrate the role that recovery plays in improving the lives of individuals, families, and communities. We believe that recovery saves

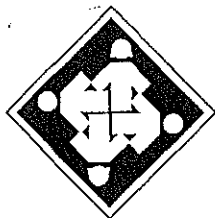
lives. We envision a world in which recovery from addiction is a common, celebrated reality - a world where individuals will not experience shame when seeking help. We are passionate about sharing stories of recovery in the hope of inspiring others to join the rewarding yet diverse path to wholeness. We strive to demonstrate the power and proof of recovery from addiction, thus our request for a 2014 Proclamation of Celebrate Recovery Month in Saskatoon and recognition of Sept 26 as Recovery Day.

Regards

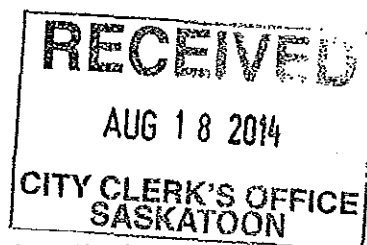
Brenda Hearn

APASK - Recovery Month Committee Chair and contact person

apask@sasktel.net 306 241-8222



Saskatoon
Community
Clinic



Community Health Services (Saskatoon) Association Ltd.

455 Second Avenue North, Saskatoon, Saskatchewan S7K 2C2 Phone (306) 652-0300 Fax (306) 664-4120

July 30, 2014

His Worship Donald J. Atchison and Council
Office of the City Clerk
222 Third Avenue North
Saskatoon SK S7K 0J5

Dear Mayor Atchison and Council,

Subject: Community Health and Wellbeing Week Proclamation, October 3-11, 2014

The Saskatoon Community Clinic is a primary health care co-operative which offers comprehensive primary healthcare services focused on community needs. Our co-operative is a member of the Canadian Association of Community Health Centres who is encouraging Canadian municipalities to proclaim October 3-11, 2014 as Community Health and Wellbeing Week.

We believe that a healthy community is created where health and social needs are met and individuals are supported and empowered to participate in their own health management. During the week we will be spotlighting programs that are working to achieve this.

As part of this initiative the Saskatoon Community Clinic respectfully requests that the City of Saskatoon declare October 3-11, 2014 as Community Health and Wellbeing Week. A recommended proclamation is attached.

Thank you for your consideration.

Sincerely,

Tim Archer, Executive Director

cc: Anne Doucette, CHSA President

Attachment

"YOUR HEALTH CARE CO-OP"

Medical Care Lab and X-ray Counselling Occupational Therapy Physical Therapy Pharmacy Nutrition Services Nursing Member Services

Proclamation – Community Health and Wellbeing Week

WHEREAS Saskatchewan must achieve the best possible health and wellbeing for everyone living in the province;

WHEREAS health is much more than the absence of illness; it is the complete state of physical, mental, spiritual and social wellbeing;

WHEREAS better health and wellbeing begins in our homes, in our schools, in our workplaces, and in the communities where we live;

WHEREAS treating people's illnesses and sending them back to the same conditions that produced their sickness will only result in continued ill-health;

WHEREAS by ensuring better health and wellbeing for all, and by creating programs and services that improve the health of the entire community, we will ease pressures on our health care system and strengthen Medicare, one of our country's finest achievements.

WHEREAS our province's health providers, health authorities and the provincial government must work towards a future without systemic barriers that prevent people from reaching their full health potential, a future where everyone can make the choices that allow them to live a fulfilling life;

WHEREAS to achieve this future we need to shift Saskatchewan's fragmented sickness system to a Community Health and Wellbeing system that promotes the best possible health and wellbeing for everyone living in the province;

WHEREAS during the first week of October, Canadians across the country will be spotlighting the importance of working better together to achieve a complete sense of health and wellbeing for all people and all communities across the country;

NOW THEREFORE BE IT RESOLVED THAT the Council of the City of Saskatoon does hereby proclaim the first week of October to be "Community Health and Wellbeing Week" in Saskatoon.



City of
Saskatoon

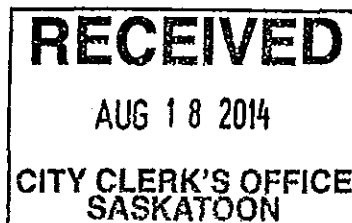
Fire and Protective Services

125 Idylwyld Dr. South ph 306•975•2520
Saskatoon, SK S7M 1L4 fx 306•975•2589

205-5
5.2.4

August 15, 2014

His Worship the Mayor and
Members of City Council



Dear Council Members:

**Re: Request for Proclamation
Week of October 5 to 11, 2014 as
Fire Prevention Week in Saskatoon
AND
Request for Temporary Street Closure**

The week of October 5 to 11, 2014, is recognized nationally as Fire Prevention Week – this year's theme is "Working Smoke Alarms Save Lives - Test Yours Every Month!". The Saskatoon Fire Department would like to request that City Council proclaim this week as "Fire Prevention Week". //

The Saskatoon Fire Department will be hosting an Open House on the first day of Fire Prevention Week, Sunday, October 5. The Open House will be at Fire Station No. 1 (125 Idylwyld Drive South) and run from 1:00 – 4:00 p.m.

This year the Open House will include fire safety displays, opportunities to spray water and burn safety demonstrations at 1:30 p.m., 2:30 p.m. and 3:30 p.m.

In order to provide public safety during this event, SFD respectfully requests that 21st Street be closed after the entrance to Fire Station No. 1 and Avenue B be closed at the most northerly point of our property, from 8:00 a.m. to 6:00 p.m., allowing sufficient time for set-up and take-down. Included in this closure request is the corner of Avenue B and 21st Street.

We appreciate your consideration of these requests and look forward to another very successful Fire Prevention Week.

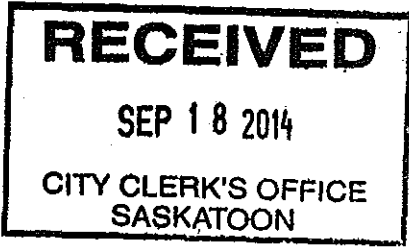
Sincerely,

Dan Paulsen
Fire Chief

/bjs

5.2.5
305-5

From: Web E-mail - Mayor's Office
Sent: September 18, 2014 8:17 AM
To: Web E-mail - City Clerks
Subject: FW: A Letter to the Mayor of Saskatoon



Good morning:

Please see the proclamation request below.

Thank you,

Anna Kirchmeier | tel 306.975.3202

Mayor's Office
City of Saskatoon | 222 3rd Avenue North | Saskatoon SK S7K 0J5
mayors.office@saskatoon.ca
www.saskatoon.ca

*If you receive this email in error, please do not review, distribute or copy the information.
Please contact the sender and delete the message and any attachments.*

-----Original Message-----

From: felicity83@hotmail.ca [<mailto:felicity83@hotmail.ca>]
Sent: Wednesday, September 17, 2014 10:17 PM
To: Web E-mail - Mayor's Office
Subject: A Letter to the Mayor of Saskatoon

First Name: Becky
Last Name: Panter
Organization: Saskatchewan angel dresses
Address: Box 398
City: oxbow
Province: Saskatchewan
Postal Code: SOC 2B0
Phone: 3065759460
Fax:
Email: felicity83@hotmail.ca

Comments: Hi, my name is Becky Panter, and I would like to ask you to join with the province of Saskatchewan in declaring October 15 Pregnancy and infant loss awareness day. In February 2014, I had a late miscarriage, my little man was perfect in every way, just sleeping. Since then, I started Saskatchewan Angel Dresses, as well, I have joined with a few organizations, and with the help of Nadine Wilson (MLA) got October 15 proclaimed Pregnancy and Infant Awareness Day, and would like to ask you to also proclaim October 15 in Saskatoon. Thank you for your time and consideration. If you have any questions or concerns, email me at felicity83@hotmail.ca or call 306-575-9460. Thank you so much.

5.2.6

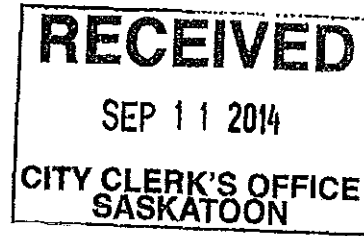
205-5

From: Web E-mail - Mayor's Office
Sent: September 10, 2014 7:57 AM
To: Web E-mail - City Clerks
Subject: FW: A Letter to the Mayor of Saskatoon

Good morning:

Please see the proclamation request below.

Thank you,



Anna Kirchmeier | tel 306.975.3202

Mayor's Office
City of Saskatoon | 222 3rd Avenue North | Saskatoon SK S7K 0J5
mayors.office@saskatoon.ca
www.saskatoon.ca

*If you receive this email in error, please do not review, distribute or copy the information.
Please contact the sender and delete the message and any attachments.*

-----Original Message-----

From: nbenesh13@gmail.com [mailto:nbenesh13@gmail.com]
Sent: Wednesday, September 10, 2014 12:54 AM
To: Web E-mail - Mayor's Office
Subject: A Letter to the Mayor of Saskatoon

First Name: Nolan
Last Name: Benesh
Organization:
Address: 3178 Salterio Cr.
City: Regina
Province: Saskatchewan
Postal Code: S4V 1C9
Phone: (306) 789-9504
Fax:
Email: nbenesh13@gmail.com
Comments: Your Worship Donald J. Atchison,

My name is Nolan Benesh and I am one of six Canadian youth on Parachute Canada's Youth Advisory Team (YAT). The Focus of Parachute Canada is to help prevent injuries and save lives.

The organization has a number of programs, Injury Action Forums, parent, teen, school and community resources, and other initiatives that promote injury prevention. More information can be found on their web site at www.parachutecanada.org. I am writing to you at this time with regard to National Teen Driver Safety Week (NTDSW).

As you may be aware, October 19th to 25th is NTDSW in Canada. This week is an opportunity to focus on teen driving safety across the country, raise awareness and seek solutions to unnecessary accidents and deaths on the road. The Saskatchewan Cabinet Minister responsible for SGI, the Honourable Don McMorris, has been asked to make a provincial proclamation about NTDSW. I am asking at this time that you please consider making a similar proclamation in

Saskatoon. I do not know the protocol involved in making such a request in your city, so if information in addition to this e-mail is required, please let me know and I will follow-up accordingly.

As I am unable to include attachments on this form, I have cut and pasted a copy of the sample proclamation (developed by Parachute Canada) which is being sent out across Canada. Please feel free to modify it to adhere to the City of Saskatoon Bylaws and Regulations. If you do agree to make the proclamation, I would appreciate if your office can e-mail me a scanned copy to share with the YAT and Parachute Canada.

In closing, I would like to mention that this year I had the privilege of being a judge on the Parachute Canada "Is It Worth It?" teen driver safety video campaign contest. I strongly encourage you to visit the web site www.isitworthit.ca and watch the top three winning video clips. Videos such as this, the NTDSW Proclamation and other awareness strategies will hopefully help prevent teens from making bad driving choices. As I am sure you will agree, preventing an accident is much better than reacting to one.

Thank-you in advance for your support about this very important issue. I would appreciate an e-mail response acknowledging receipt of my request.

TEMPLATE

NATIONAL TEEN DRIVER SAFETY WEEK

October 19th to October 25th, 2014

WHEREAS, driving is an important and exciting right of passage for youth. It is also one of the riskiest activities for young people to engage in;

WHEREAS, teen driver safety is a significant issue in Canada. While young people only make up 13% of licensed drivers, they represent one quarter of all road-related injuries and fatalities.

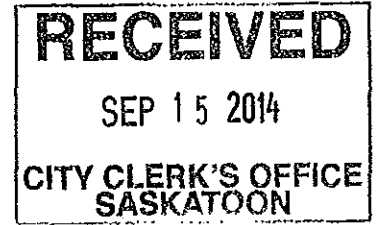
WHEREAS, National Teen Driver Safety Week is a week dedicated to raising awareness and seeking solutions to preventable teen deaths on the road across Canada. Everyone has a role to play in creating change amongst their peers, in classrooms and in their communities;

THEREFORE, I/We, _____, Mayor of the City of _____, do hereby proclaim October 19th to October 25th, 2014 as National Teen Driver Safety Week in _____.

5.2.7

205-5

From: CityCouncilWebForm
Sent: Monday, September 15, 2014 3:12 PM
To: City Council
Subject: Write a Letter to City Council



TO HIS WORSHIP THE MAYOR AND MEMBERS OF CITY COUNCIL.

FROM:

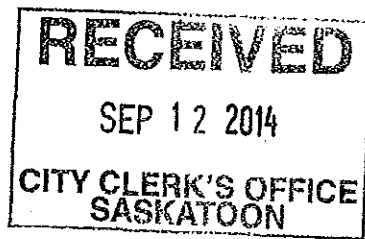
Candace Savage
302 Albert Avenue
Saskatoon, Saskatchewan
S7N1G1

EMAIL ADDRESS:

candace.savage@sasktel.net

COMMENTS:

I am writing to ask you to proclaim the week of October 26 to November 1, 2014 as Right to a Healthy Environment Week in Saskatoon. The week will be launched on October 26 when David Suzuki appears at TCU Place as part of his Blue Dot Tour. He is here to promote the idea that Canadians have a right to a healthy environment that should be enshrined in law at all levels of public life.



305-5
5.2.8

Health Promotion Department
Population and Public Health
101 – 310 Idylwyld Drive North
SASKATOON SK S7L 0Z2

Tel: 655-4601
Fax: 655-4498



City Council, c/o City Clerk
City of Saskatoon
City Hall
222-3rd Avenue North
Saskatoon, SK S7K 0J5

Dear City Council:

Re: Request for the month of October to be proclaimed as "in motion" month

Please accept this letter as a formal request to Saskatoon City Council to proclaim the month of October as **in motion** month. This request is being made on behalf of the **in motion** partnership between Saskatoon Health Region, City of Saskatoon and University of Saskatchewan.

in motion is a population health promotion strategy led by the Saskatoon Health Region, Health Promotion Department. **in motion** works through partnerships to build community capacity and create supportive environments which help citizens make physical activity a part of their daily lives where they live, work, learn and play.

Throughout October, **in motion** will be encouraging everyone in Saskatoon and Region to be part of collective action towards building a vibrant and healthy community through physical activity. Our community wide challenge will ask citizens to nominate fellow residents of Saskatoon and region who help "move" others, and therefore contribute to the overall health of our community.

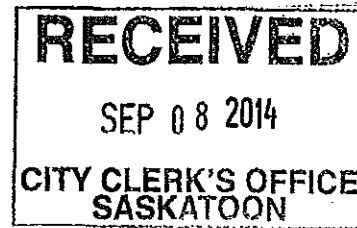
To kick-off October as **in motion** month, there will be a number of celebrations of physical activity taking place in Saskatoon and Region. In Saskatoon, students will be participating in the **in motion** Ginormous Dance Party on October 1st within their schools. The kick-off event will be hosted in Warman along with another event in Humboldt where it has also been requested they declare October as **in motion** month.

Thank you for taking the time to review our request and for supporting **in motion** in our community.

Yours truly,

Tanya Dunn-Pierce, Manager
Health Promotion Department
Population and Public Health
Saskatoon Health Region

Physical Activity...DO IT for life!



Mayor Donald Atchison
222 - 3rd Ave. N.
Saskatoon, Saskatchewan S7K 0J5

SEPTEMBER 1, 2014

To the honourable Mayor Donald Atchison,

The Canadian Breast Cancer Foundation – Prairies/NWT Region respectfully requests that you, as Mayor of Saskatoon, officially proclaim the month of October as Breast Cancer Awareness Month and lend your voice to a very important cause.

Breast cancer continues to be the most common cancer amongst Canadian women; an estimated 24,400 women will be diagnosed with the disease this year and 5,000 will die of it. For our team at the Canadian Breast Cancer Foundation – Prairies/NWT Region, these statistics show how important it is to recognize the seriousness of breast cancer and reflect the need for well-funded research and awareness projects.

On the Sunday, October 5th, 2014 the Canadian Breast Cancer Foundation CIBC Run for the Cure will be held in 65 communities across Canada to raise much needed funds. In 2013, we celebrated with over 130,000 runners and walkers who, together helped raise over 27 million dollars to create a future without breast cancer.

With the help of so many generous people from cities and towns across the country, we hope to exceed last year's figures and invest those donations in the best, brightest minds in breast cancer research and advocacy in Manitoba, Saskatchewan and Alberta. An official proclamation of Breast Cancer Awareness Month from your council would go a long way to strengthen our efforts.

If you like, our team would be happy to provide you with pink ribbons, brochures from our breast health series and any other informative materials you require. We can also arrange free seminar sessions on breast health and the work we do here at the Canadian Breast Cancer Foundation – Prairies/NWT Region.

Please feel free to contact me if you have any questions.

Sincerely,

Jennifer Brigden
Marketing & Communications Officer
Canadian Breast Cancer Foundation – Prairies/NWT Region
jbrigden@cbcf.org
403.209.2233

cbcf.org

700 – 10665 Jasper Avenue, Edmonton, AB T5J 3S9	P 780.452.1166	TF 1.866.302.2223	F 780.451.6554
300 – 1324 17 Avenue SW, Calgary, AB T2T 5S8	P 403.209.2233		F 403.209.2366
304 – 1 Wesley Avenue, Winnipeg, MB R3C 4C6	P 204.231.4885	TF 1.866.267.3948	F 204.231.4910
2 – 1124 8 Street East, Saskatoon, SK S7H 0S4	P 780.452.1166	TF 1.866.302.2223	F 780.451.6554



PROCLAMATION OF BREAST CANCER AWARENESS MONTH

WHEREAS: Breast cancer is the most common cancer in Canadian women and is a serious disease that will affect 24,400 women, 210 men and their families this year, and

WHEREAS: It is of great importance that money be raised to fund breast cancer research projects and community programs, and

WHEREAS: The Canadian Breast Cancer Foundation strives to be an effective advocate, a trusted leader, a respectful partner and a catalyst in creating a future without breast cancer.

THEREFORE: I _____ (name) hereby proclaim the month of October 2014 as "Breast Cancer Awareness Month" in the town of Saskatoon, Saskatchewan this 1st day of October, 2014.

cbcf.org

700 – 10665 Jasper Avenue, Edmonton, AB T5J 3S9
300 – 1324 17 Avenue SW, Calgary, AB T2T 5S8
304 – 1 Wesley Avenue, Winnipeg, MB R3C 4C6
2 – 1124 8 Street East, Saskatoon, SK S7H 0S4

P 780.452.1166
P 403.209.2233
P 204.231.4885
P 780.452.1166

TF 1.866.302.2223
TF 1.866.267.3948
TF 1.866.302.2223

F 780.451.6554
F 403.209.2366
F 204.231.4910
F 780.451.6554

Charitable Registration No. 12799 3608 RR0001



Saskatchewan Association of Optometrists

108-2366 Ave C North, Saskatoon, SK S7L 5X5

Ph: 306.652.2069 | Toll Free (SK): 877.660.3937

saskop@sasktel.net www.optometrists.sk.ca

Healthy Eyes.

Doctor Delivered.

205-5

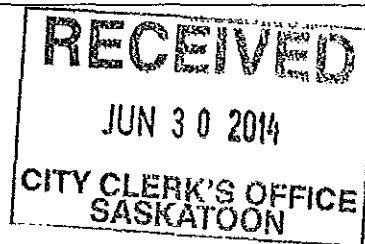
5.210

THE SASKATCHEWAN ASSOCIATION OF OPTOMETRISTS

™ used under license.

June 24, 2014

His Worship Donald J. Atchison
Office of the Mayor
222 Third Avenue North
Saskatoon, SK S7K 0J5



Dear Mayor Atchison,

October is **Children's Vision Month**. Children's Vision Month is a public education campaign that reaches out to parents about the critical role vision plays in their children's overall health, learning, and the importance of routine eye examinations.

With continued support from all levels of government, we have an opportunity to further raise awareness of the potential number of children living with undiagnosed vision conditions and the negative impact these conditions have on their development, education, and quality of life. The Eye See Eye Learn program information packages will be delivered to participating school divisions in early fall with subsequent distribution to students in Pre-Kindergarten, Kindergarten, and Grade One. Emphasizing the importance of early eye examinations for children during this distribution cycle would enhance public awareness greatly. In addition to the Eye See Eye Learn program, "Education Week" is scheduled for the third week in October providing additional public awareness opportunities. Considering the timing of these combined milestones we invite you as the Mayor of Saskatoon to proclaim October as Children's Vision Month.

The need for public education is real. A recent survey commissioned by the Canadian Association of Optometrists reports that 61% of Canadian parents believe they would know if their child was having visual difficulties. However, many serious eye conditions do not have obvious symptoms and some eye diseases only become apparent when the condition is advanced and difficult, or even impossible to treat. Children accept their vision as normal because they have no point of comparison. They may simply assume everyone sees the way they do and this poses a huge challenge.

Statistics obtained from Saskatchewan Health confirm less than 40% of age five children have obtained an eye examination in our province. We need to do more to encourage parents to obtain an eye examination for their young children before they enter school to ensure they have the visual ability to learn at their full potential. Furthermore, many parents are unaware Saskatchewan Health provides coverage for an eye examination for children under the age of eighteen.

Vision is a critical element in learning success. since 80% of learning is visual. Vision problems manifest themselves both in school and at play. Many children with eye issues become withdrawn, act out or perform well below their potential. Many parents are unaware that vision issues are common among children. We want to impress on them that one in four school-aged children has a vision problem of some kind.

Please join us in educating parents in Saskatchewan about visual and eye health problems and how they can be detected and managed at an early age, leading to a better quality of life and stronger learning outcomes. We want parents to know a comprehensive eye exam is necessary in order to adequately evaluate a child's eye health and vision status.

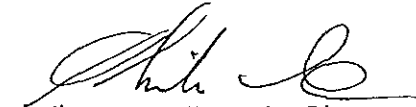
During the month of October, the Saskatchewan Association of Optometrists will be working with your departments in preparation for media opportunities, placing online public awareness messages in major media resources including

print, social media, radio, and conducting interviews on local television stations. The identification and treatment of vision and eye health issues will help ensure children in our province reach their full potential.

For your convenience we have attached a proposed proclamation for your consideration.

Thank you for considering our request and please direct your response or any questions you might have to the Saskatchewan Association of Optometrists office at saskop@sasktel.net or 306.652.2069.

Sincerely,

A handwritten signature in cursive script, appearing to read 'Sheila Spence', written in black ink.

Sheila Spence, Executive Director
Saskatchewan Association of Optometrists

Enc.



Saskatchewan Association of Optometrists

108-2366 Ave C North, Saskatoon, SK S7L 5X5
Ph: 306.652.2069 | Toll Free (SK): 877.660.3937
saskop@sasktel.net www.optometrists.sk.ca

Healthy Eyes. 205-5
Doctor Delivered.™

THE SASKATCHEWAN ASSOCIATION OF OPTOMETRISTS

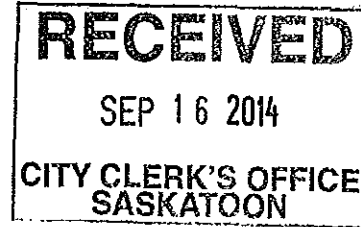
™ used under license.

September 11, 2014

His Worship Donald J. Atchison
Office of the Mayor
222 Third Avenue North
Saskatoon, SK S7K 0J5

Att: City Clerk.

2nd Request



Dear Mayor Atchison,

October is **Children's Vision Month**. Children's Vision Month is a public education campaign that reaches out to parents about the critical role vision plays in their children's overall health, learning, and the importance of routine eye examinations.

We hope you will join the Minister of Health, Honorable Dustin Duncan and Minister of Education, Honorable Don Morgan in Proclaiming October is Children's Vision Month. Joining the government, the Mayors of Regina, Moose Jaw, Prince Albert, North Battleford, Warman and Swift Current have also signed Proclamations which will be publicized in the media during the third week in October.

With continued support from all levels of government, we have an opportunity to further raise awareness of the potential number of children living with undiagnosed vision conditions and the negative impact these conditions have on their development, education, and quality of life. The Eye See Eye Learn program information packages will be delivered to participating school divisions in early fall with subsequent distribution to students in Pre-Kindergarten, Kindergarten, and Grade One. Emphasizing the importance of early eye examinations for children during this distribution cycle would enhance public awareness greatly. In addition to the Eye See Eye Learn program, "Education Week" is scheduled for the third week in October providing additional public awareness opportunities. Considering the timing of these combined milestones we invite you as the Mayor of Saskatoon to proclaim October as Children's Vision Month.

The need for public education is real. A recent survey commissioned by the Canadian Association of Optometrists reports that 61% of Canadian parents believe they would know if their child was having visual difficulties. However, many serious eye conditions do not have obvious symptoms and some eye diseases only become apparent when the condition is advanced and difficult, or even impossible to treat. Children accept their vision as normal because they have no point of comparison. They may simply assume everyone sees the way they do and this poses a huge challenge.

Statistics obtained from Saskatchewan Health confirm less than 40% of age five children have obtained an eye examination in our province. We need to do more to encourage parents to obtain an eye examination for their young children before they enter school to ensure they have the visual ability to learn at their full potential. Furthermore, many parents are unaware Saskatchewan Health provides coverage for an eye examination for children under the age of eighteen.

Vision is a critical element in learning success, since 80% of learning is visual. Vision problems manifest themselves both in school and at play. Many children with eye issues become withdrawn, act out or perform well below their potential. Many parents are unaware that vision issues are common among children. We want to impress on them that one in four school-aged children has a vision problem of some kind.

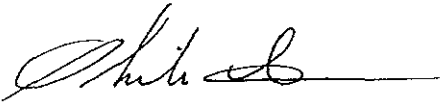
Please join us in educating parents in Saskatchewan about visual and eye health problems and how they can be detected and managed at an early age, leading to a better quality of life and stronger learning outcomes. We want parents to know a comprehensive eye exam is necessary in order to adequately evaluate a child's eye health and vision status.

During the month of October, the Saskatchewan Association of Optometrists will be working with your departments in preparation for media opportunities, placing online public awareness messages in major media resources including print, social media, radio, and conducting interviews on local television stations. The identification and treatment of vision and eye health issues will help ensure children in our province reach their full potential.

For your convenience we have attached a proposed proclamation for your consideration.

Thank you for considering our request and please direct your response or any questions you might have to the Saskatchewan Association of Optometrists office at saskop@sasktel.net or 306.652.2069.

Sincerely,

A handwritten signature in black ink, appearing to read 'Sheila Spence', with a long horizontal flourish extending to the right.

Sheila Spence, Executive Director
Saskatchewan Association of Optometrists

Enc.

Office of the Mayor
CITY OF _____
PROVINCE

Proclamation

“Children’s Vision Month 2014”

WHEREAS, as children across Canada return to school, many are beginning their school year with undiagnosed and untreated vision problems that interfere with their ability to read and learn;

WHEREAS, 80 percent of learning relies on vision;

WHEREAS, one in four school-aged children have vision problems that could interfere with learning;

WHEREAS, many vision problems have no symptoms and parents, no matter how well they know their child, can not determine how well their child sees;

WHEREAS, all children deserve the opportunity to learn and achieve their full potential;

WHEREAS, to determine if a child sees well, he or she requires a comprehensive eye examination;

WHEREAS, public awareness about the role vision plays in learning and learning-related vision problems is necessary for children to receive prompt vision treatment needed to enhance their lives;

WHEREAS, it is important that parents, teachers, nurses and others understand the role good vision plays in the learning process and the importance of working together to reduce the impact of untreated vision problems;

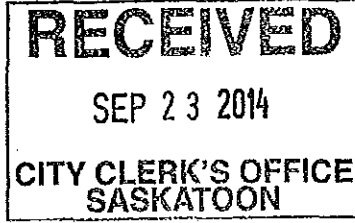
WHEREAS, public education on the importance of eye exams is critical to ensuring children see well:

I, _____ (name) _____, _____ (title) _____, do hereby declare October 2014 as *Children’s Vision Month*.



www.SEIUWEST.ca

505-5
5.2.11



September 16, 2014

Mayor Don Atchison
City of Saskatoon
222 - 3rd Avenue N.
Saskatoon, SK S7K 0J5

Dear Mayor Atchison:

BARBARA CAPE
President

SHELLY BANKS
Vice-President

JANICE PLATZKE
Treasurer

SERVICE EMPLOYEES
INTERNATIONAL UNION
CLC

MEMBER RESOURCE
CENTRE (MRC)
1888.999.7348

Saskatoon Office:
200 - 747 46th Street West
Saskatoon, SK S7L 6A1
Phone 306.652.1011
Fax: 306.652.1392

Moose Jaw Office:
39 Athabasca Street West
Moose Jaw, SK S6H 2B6
Phone 306.693.7922
Fax: 306.692.2807

Swift Current Office:
333 Central Avenue North
Swift Current, SK S9H 0L5
Phone 306.773.2536
Fax: 306.773.7535

As President of SEIU-West, it is with great pride that I forward this request to you – on behalf of SEIU-West members employed in the Community-Based Organization (CBO) sector to please designate November 6, 2014, as Community-Based Organizations (CBO) Worker Appreciation Day.

I forward this request to you and ask that you join with other mayors in the province and across the country, together with the provincial government, in recognition of the federal proclamation of Community-Based Organizations (CBO) Worker Appreciation Day.

Service Employees International Union (SEIU-West) represents hundreds of members who work tirelessly within CBO's across the province. Each and every day of the year much-needed services are provided to citizens within our communities, as a result of the hard working men and women who work in this sector.

This is true whether the services provided include addictions counselling, day care provisions, hands-on care in a group home setting or crisis services.

Thank you for your kind consideration of our request.

Yours truly,

Barbara Cape
President
SEIU-West

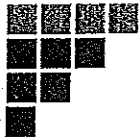
BC/tgg CORP 397

cc: Carmela Verwimp, Executive Board Member, CBO Sector, SEIU-West

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SASKATOON
COMMUNITY
FOUNDATION

RECEIVED
AUG 25 2014
CITY CLERK'S OFFICE
SASKATOON

Random Act Of KXndness Day!™

Aug 12th, 2014

Mayor's Office - City of Saskatoon
222 - 3rd Avenue North
Saskatoon SK S7K 0J5

Dear Your Worship,

The Saskatoon Community Foundation is excited to present Random Act of Kindness Day on Nov. 7th, 2014. A nationally recognized day celebrated in over 10 Canadian cities and is a celebration of the goodness of humanity!

We are encouraging all businesses, charities and individuals throughout Saskatoon to celebrate this special day with us. This is **not a fundraising activity**, nor a sales pitch. We hope that on Nov. 7th you will start your day with an act of kindness – and take pride for the ripple effect as your kindness touches other staff, clients, customers, friends, family and even strangers.

We are requesting the Mayor's Office declare Nov 7th, 2014, Random Act of Kindness Day in Saskatoon. We are also inquiring to the possibility of a press conference to announce the proclamation and a public act of kindness (TBD) to be completed by the Mayor.

Random Act of Kindness Day is a starting point right here in Saskatoon for the Pay it Forward phenomenon. It is meant to be low cost, simple, personal, unexpected moments of genuine kindness. The Saskatoon Community Foundation is incredibly proud to be presenting this event and would love to have **the Mayor's Office** participate with us.

Our army of volunteers will be at various locations throughout the city on RAK Day handing out 'pay it forward' cards and other items we have at our disposal.

We hope that you will join with us in "helping to make Saskatoon the best community in which to live" and plan something fun and inspirational for **Random Act of Kindness Day, Nov 7th, 2014.**

Sincerely,

Trevor Forrest
Executive Director
Saskatoon Community Foundation
Building Smart and Caring Communities

Random Act of Kindness Coordinator:

Kristy Rempel

Donor Services Manager, Saskatoon Community Foundation

101-308 4th Ave N. Saskatoon, SK S7K 2L7

(p) 306-665-1756 (c) 306-261-9233

Kristy.Rempel@SaskatoonCommunityFoundation.ca

Facebook Page:

[Facebook.com/RAKSaskatoon](https://www.facebook.com/RAKSaskatoon)

Twitter Hashtags:

#RAK #YXE #SCF

For more information email Kristy or visit:

www.SaskatoonCommunityFoundation.ca