

Council Chamber
City Hall, Saskatoon, Sask.
Monday, September 9, 1991,
at 7:00 p.m.

MINUTES OF REGULAR MEETING OF CITY COUNCIL

PRESENT: His Worship Mayor Dayday in the Chair;
Aldermen Mostoway, Thompson, Waygood, Dyck,
Cherneskey, Lorje, Penner, Hawthorne, and Mann;
City Commissioner Irwin;
Director of Planning and Development Pontikes;
Director of Works and Utilities Gustafson;
Director of Finance Richards;
City Solicitor Dust;
Acting City Clerk MacKeigan;
Secretary Sproule

Alderman Robertson entered the meeting at 7:01 p.m. during consideration of Item A.1) of "Communications".

Moved by Alderman Cherneskey, Seconded by Alderman Mostoway,

THAT the minutes of the regular meeting held on Monday, August 26, 1991, be approved.

CARRIED.

COMMUNICATIONS TO COUNCIL

A. ITEMS WHICH REQUIRE THE DIRECTION OF CITY COUNCIL

1) Paula Norris, Shinerama Saskatoon SIAST - Kelsey Campus Director, dated July 23

Requesting permission to shine the shoes of City Council members. (File No. CK. 205-1)

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RECOMMENDATION: that representatives of Shinerama be invited to shine the shoes of City Council members.

Moved by Alderman Cherneskey, Seconded by Alderman Penner,

THAT representatives of Shinerama be invited to shine the shoes of City Council members.

CARRIED.

Representatives of Shinerama shined the shoes of City Council members and the Administration.

His Worship Mayor Dayday thanked Shinerama and expressed his best wishes on behalf of the City for a successful campaign.

**2) Wayne Mitchell, Secretary/Treasurer
Saskatchewan WTF TAEKWONDO Association, dated August 28**

Expressing appreciation for the 1991 Travel Grant. (File No. CK. 1871-8)

RECOMMENDATION: that the letter be received.

Moved by Alderman Penner, Seconded by Alderman Mostoway,

THAT the letter be received.

CARRIED.

**3) E. I. Schwartz, President
Saskatoon City Hospital, dated August 27**

Responding to concerns from residents of Emerald Court Condominiums re construction of City Hospital. (File No. CK. 3400-1)

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RECOMMENDATION: that the information be received.

Moved by Alderman Cherneskey, Seconded by Alderman Lorje,

THAT the information be received.

IN AMENDMENT

Moved by Alderman Thompson, Seconded by Alderman Penner,

AND THAT the matter of the street cleaning concerns be referred to the Director of Works and Utilities.

*THE AMENDMENT WAS PUT AND CARRIED.
THE MOTION AS AMENDED WAS PUT AND CARRIED.*

**4) Tim Walts, Saskatoon Burn Fund Chairman, and
Glen Ledray, Saskatoon Circus Chairman, dated August 28**

Expressing appreciation to the Saskatchewan Place staff for assistance during the recent circus.
(File No. CK. 611-3)

RECOMMENDATION: that the letter be received.

Moved by Alderman Penner, Seconded by Alderman Waygood,

THAT the letter be received.

CARRIED.

**5) A. Hamid Javed, Chairperson
Race Relations Committee, dated August 21**

Encouraging City Council and the Civic Administration to take advantage of the Saskatoon Multicultural Council workshops on Race Relations and Employment Equity Issues. (File No. CK. 225-40)

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RECOMMENDATION: that the information be received.

Moved by Alderman Hawthorne, Seconded by Alderman Dyck,

THAT the information be received.

CARRIED.

**6) Mendel Art Gallery and
Civic Conservatory, dated August 29**

Submitting Notice of Special General Meeting of the Saskatoon Gallery and Conservatory Corporation on Tuesday, September 24, 1991. (File No. CK. 175-27)

RECOMMENDATION: that The City of Saskatoon, being a member of the Saskatoon Gallery and Conservatory Corporation hereby appoints HENRY DAYDAY, or in his absence, PAUL MOSTOWAY, of The City of Saskatoon in the Province of Saskatchewan as its proxy to vote for it on its behalf at the Special General Meeting of the Members of The Saskatoon Gallery and Conservatory Corporation to be held on the 24th day of September, 1991, or at any adjournment or adjournments thereof.

Moved by Alderman Cherneskey, Seconded by Alderman Penner,

THAT the City of Saskatoon, being a member of the Saskatoon Gallery and Conservatory Corporation hereby appoints HENRY DAYDAY, or in his absence, PAUL MOSTOWAY, of The City of Saskatoon in the Province of Saskatchewan as its proxy to vote for it on its behalf at the Special General Meeting of the Members of The Saskatoon Gallery and Conservatory Corporation to be held on the 24th day of September, 1991, or at any adjournment or adjournments thereof.

CARRIED.

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- 7) **J. B. Delack, PhD, DVM**
1515 Laura Avenue, dated August 26

Requesting permission to address Council re request by the Saskatoon Prairieland Exhibition to proclaim "Rodeo Week". (File No. CK. 205-5)

RECOMMENDATION: that Dr. Delack be heard.

Moved by Alderman Mostoway, Seconded by Alderman Cherneskey,

THAT Dr. Delack be heard.

CARRIED.

Dr. Delack indicated that he would answer any questions members of Council may have with respect to the submitted material.

Moved by Alderman Cherneskey, Seconded by Alderman Mostoway,

THAT the information be received.

CARRIED.

- 8) **E. W. (Ed) Sikorski, General Manager**
Saskatoon Prairieland Exhibition Rodeo Committee, dated August 20

Requesting Council to proclaim the week of September 16 - 22, 1991 as "Rodeo Week" in Saskatoon. (File No. CK. 205-5)

RECOMMENDATION: that the direction of Council issue.

Moved by Alderman Thompson, Seconded by Alderman Mann,

THAT His Worship the Mayor be authorized to proclaim the week of September 16 - 22, 1991 as "Rodeo Week".

CARRIED.

- 9) **Kent Smith-Windsor, Executive Director**

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The Partnership, dated September 4

Requesting permission to close 21st Street between First and Second Avenues and bag meters for a luncheon on Thursday, September 19, 1991, as part of "Rodeo Week". (Files CK. 205-5 and 205-1)

RECOMMENDATION: that the direction of Council issue.

Moved by Alderman Mann, Seconded by Alderman Hawthorne,

THAT the request be approved subject to any Administrative conditions.

CARRIED.

**10) Marilyn Gillies, 4265 St. Catherine West
Westmount, Quebec, dated August 17**

Commenting re Shakespeare on the Saskatchewan. (File No. CK. 205-19)

RECOMMENDATION: that the letter be received.

Moved by Alderman Mann, Seconded by Alderman Mostoway,

THAT the letter be received.

CARRIED.

**11) Marlene Hall, Secretary
Development Appeals Board, dated August 28**

Submitting Notice of Development Appeals Board hearing re addition to existing one-unit dwelling - 810 Saskatchewan Crescent East. (File No. CK. 4352-1)

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RECOMMENDATION: that the information be received.

Moved by Alderman Mann, Seconded by Alderman Cherneskey,

THAT the information be received.

CARRIED.

**12) The Honourable Elmer MacKay
Minister Responsible for Canada Mortgage and
Housing Corporation, dated August 20**

Responding to communication re Federal Co-operative Housing Program. (File No. CK. 750-1)

RECOMMENDATION: that the information be received.

Moved by Alderman Waygood, Seconded by Alderman Penner,

THAT the information be received and referred to the Social Housing Advisory Committee.

CARRIED.

**13) J. M. Rutledge
333 East Place, dated September 3**

Commenting re taxi-cab licenses. (File No. CK. 307-2)

RECOMMENDATION: that the letter be received and considered with Clause 2, Report No. 31-1991 of the Legislation and Finance Committee.

**14) Peggy Sparrow
817 - 12th Street East, dated September 4**

Requesting permission to address Council re taxi-cab waiting lists. (File No. CK. 307-2)

RECOMMENDATION: that the letter be received and considered with Clause 2, Report No. 31-1991 of the Legislation and Finance Committee.

Moved by Alderman Mann, Seconded by Alderman Cherneskey,

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THAT the letters be received and considered with Clause 2, Report No. 31-1991 of the Legislation and Finance Committee.

CARRIED.

**15) Shirley Spafford, General Manager
Saskatoon Symphony, dated September 4**

Requesting that Council proclaim the week of September 9 to 15, 1991 as Symphony Week and that Mr. Rick Friesen, President of the Saskatoon Symphony Society be heard. (File No. CK. 205-5)

RECOMMENDATION: that Mr. Rick Friesen be heard and that His Worship the Mayor be authorized to proclaim the week of September 9 - 15 as Symphony Week.

Moved by Alderman Mostoway, Seconded by Alderman Penner,

THAT Mr. Rick Friesen be heard.

CARRIED.

Mr. Rick Friesen, representing the Saskatoon Symphony requested Council to proclaim the week, as requested, and also invited members of Council to attend this Sunday's performance.

Moved by Alderman Hawthorne, Seconded by Alderman Cherneskey,

THAT His Worship the Mayor be authorized to proclaim the week of September 9 - 15, 1991, as Symphony Week.

CARRIED.

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**16) Dr. Paul Schnee, Medical Health Officer
Saskatoon Community Health Unit, dated August 30**

Submitting the Saskatoon Community Health Unit Second Quarterly Report for 1991. (File No. CK. 430-9)

RECOMMENDATION: that the information be received.

Moved by Alderman Penner, Seconded by Alderman Waygood,

THAT the information be received.

CARRIED.

**17) W.D. (Bill) Smith
Saskatoon Soccer Centre, dated September 2**

Requesting permission to address Council re Indoor Soccer Facility Feasibility Study. (File No. CK. 610-1)

RECOMMENDATION: that the information be received and considered with Clause 10, Report No. 28-1991 of the Planning and Development Committee.

Moved by Alderman Penner, Seconded by Alderman Lorje,

THAT the information be received and considered with Clause 10, Report No. 28-1991 of the Planning and Development Committee.

CARRIED.

**18) D. Gary Waugh, Executive Director
Saskatoon Minor Hockey Association Inc., dated September 6**

Requesting permission to address Council re Youth Sports Subsidy Program. (Clause 3, Report No. 29-1991 of the Planning and Development Committee) (File No. CK. 1720-3)

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RECOMMENDATION: that the letter be received and considered with Clause 3, Report No. 29-1991 of the Planning and Development Committee.

Moved by Alderman Penner, Seconded by Alderman Lorje,

THAT the letter be received and considered with Clause 3, Report No. 29-1991 of the Planning and Development Committee.

CARRIED.

**19. His Worship Mayor Dayday, Chairman
Board of Police Commissioners, dated September 9**

Submitting press release issued by Acting Chief Montague in response to allegations of tampering with police files. (File No. CK. 5000-1)

RECOMMENDATION: that the information be received.

Moved by Alderman Cherneskey, Seconded by Alderman Mann,

THAT the information be received.

CARRIED.

B. ITEMS WHICH HAVE BEEN REFERRED FOR APPROPRIATE ACTION

**1) Garry A. Craig
Inventures Capital Corporation, dated August 21**

Requesting an extension of a Development Agreement with Inventures Capital Corporation. Referred to the Director of Planning and Development. (File No. CK. 4110-1)

**2) Peggy McKercher, Chairman
Meewasin Valley Authority**

Requesting an amendment to the DCD Guidelines for the riverbank area. Referred to the Director of Planning and Development. (Files CK. 4130-2 and 4130-2-8)

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- 3) Karen Bonner, 616 Avenue E North
and neighbours of 618 Avenue E North, dated September 3**

Submitting petition re noise and nuisance at 618 Avenue E North. Referred to the City Solicitor and the Chief of Police. (File No. CK. 5000-1)

- 4) Ben Unruh
138 - 209 D Cree Place, undated**

Expressing concern re beer advertising in public parks. Referred to the Legislation and Finance Committee. (File No. CK. 365-1)

- 5) Tom and Deanna Davies
510 Scissons Crescent, dated September 3**

Expressing concern re future of Silverspring neighbourhood. Referred to the Planning and Development Committee. (Files CK. 4131-7, 4020-22-1 & 7830-4)

- 6) Wilf and Bev Wildeman
530 Scissons Crescent, dated September 3**

Expressing concern re future of Silverspring neighbourhood. Referred to the Planning and Development Committee. (Files CK. 4131-7, 4020-22-1 & 7830-4)

- 7) Gordon Bolton
539 Adilman Drive, dated August 30 and September 1**

Commenting re explosion at the Saskatoon Chemical Plant. Referred to the Director of Finance. (File No. CK. 375-1)

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**8) Mike Bowring
1 Young Crescent, dated September 3**

Requesting permission to have a City tree removed to accommodate a driveway. Referred to the Planning and Development Committee. (File No. CK. 4070-1)

**9) Bill Peterson, Executive Director
The Star Phoenix, dated September 4**

Commenting re alleged missing police files. Referred to the Board of Police Commissioners. (File No. CK. 5000-1)

RECOMMENDATION: that the information be received.

Moved by Alderman Robertson, Seconded by Alderman Penner,

THAT the information be received.

IN AMENDMENT

Moved by Alderman Thompson, Seconded by Alderman Penner,

AND THAT in addition to the referral to the Planning and Development Committee, Items B.5) and B.6) of "Communications" be considered with Clause 4, Report No. 29-1991 of the Planning and Development Committee.

THE AMENDMENT WAS PUT AND CARRIED.

IN AMENDMENT

Moved by Alderman Lorje, Seconded by Alderman Dyck,

AND THAT in addition to the referral to the Director of Finance of Item B.7) of "Communications", a formal report be tabled publicly with City Council.

THE AMENDMENT WAS PUT AND CARRIED.

THE MOTION AS AMENDED WAS PUT AND CARRIED.

REPORTS

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Mr. R. Tennent, Chairman, submitted Report No. 15-1991 of the Municipal Planning Commission;

Mr. R. Tennent, Chairman, submitted Report No. 16-1991 of the Municipal Planning Commission;

City Commissioner Irwin submitted Report No. 26-1991 of the City Commissioner;

Alderman Penner, Chairman, presented Report No. 28-1991 of the Planning and Development Committee;

Alderman Robertson, Chairman, presented Report No. 29-1991 of the Planning and Development Committee;

Alderman Cherneskey, Member, presented Report No. 31-1991 of the Legislation and Finance Committee;

Alderman Cherneskey, Member, presented Report No. 32-1991 of the Legislation and Finance Committee (Dealing with Audit Matters);

Alderman Dyck, Chairman, presented Report No. 25-1991 of the Works and Utilities Committee;

Alderman Cherneskey, Chairman, presented Report No. 6-1991 of the Land Bank Committee.

Moved by Alderman Penner, Seconded by Alderman Robertson,

THAT Council go into Committee of the Whole to consider the following reports:

- a) Report No. 15-1991 of the Municipal Planning Commission;*
- b) Report No. 16-1991 of the Municipal Planning Commission;*
- c) Report No. 26-1991 of the City Commissioner;*
- d) Report No. 28-1991 of the Planning and Development Committee;*
- e) Report No. 29-1991 of the Planning and Development Committee;*
- f) Report No. 31-1991 of the Legislation and Finance Committee;*

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- g) Report No. 32-1991 of the Legislation and Finance Committee (Dealing with Audit Matters);*
- h) Report No. 25-1991 of the Works and Utilities Committee; and*
- i) Report No. 6-1991 of the Land Bank Committee.*

CARRIED.

His Worship Mayor Dayday appointed Alderman Mostoway as Chairman of the Committee of the Whole.

Council went into Committee of the Whole with Alderman Mostoway in the Chair.

Committee arose.

Alderman Mostoway, Chairman of the Committee of the Whole, made the following report:

THAT while in Committee of the Whole, the following matters were considered and dealt with as stated:

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"REPORT NO. 15-1991 OF THE MUNICIPAL PLANNING COMMISSION"

Composition of Committee

Mr. R. Tennent, Chairman
Mr. Jim Kozmyk
Alderman K. Waygood
Mr. J. Wolfe
Mr. Al Selinger
Mr. Fred Sutter
Mr. Bill Delainey
Ms. Fran Alexson
Mr. Victor Pizzey
Dr. H.O. Langlois
Mr. Brian Noonan

**1. Discretionary Use Application
Proposed Ambulance Station
95 Grosvenor Crescent
M.D. Ambulance Care Ltd.
(File No. CK. 4355-1)**

An application has been received from M.D. Ambulance Care Ltd. requesting City Council's approval to use Lot 13, Block K, Plan G805 (95 Grosvenor Crescent) for the purpose of an ambulance station. This property is zoned R.2 District under the Zoning Bylaw and an ambulance station would only be permitted at this location at the discretion of City Council.

Attached is a copy of the Planning Department's report dated July 15, 1991 on this Discretionary Use Application, which contains the following recommendation:

"that the application by M.D. Ambulance Care Ltd. requesting permission to use Lot 13, Block K, Plan G805 (95 Grosvenor Crescent) for the purpose of an ambulance station be approved."

The Municipal Planning Commission has reviewed this application and supports the proposal for the following reasons:

- 1) This site is on the corner of Grosvenor Crescent and Taylor Street, and vehicular access will be onto Taylor Street rather than Grosvenor Crescent;

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- 2) Off-street parking will be provided on site; and
- 3) The proposal conforms to the regulations provided under the Zoning Bylaw.

RECOMMENDATION: that the following recommendation be brought forward for consideration under Item 4a) of Unfinished Business:

"that the application from M.D. Ambulance Care Ltd. requesting permission to use Lot 13, Block K, Plan G805 (95 Grosvenor Crescent) for the purpose of an ambulance station be APPROVED, subject to the stated conditions of the Engineering Department."

ADOPTED.

REPORT NO. 16-1991 OF THE MUNICIPAL PLANNING COMMISSION

Composition of Committee

Mr. R. Tennent, Chairman
Mr. Jim Kozmyk
Alderman K. Waygood
Mr. J. Wolfe
Mr. Al Selinger
Mr. Fred Sutter
Mr. Bill Delainey
Ms. Fran Alexson
Mr. Victor Pizzey
Dr. H.O. Langlois
Mr. Brian Noonan

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**1. Rezoning Application
B.4 to M.3 and M.3.A District
University Heights Suburban Centre
Lands South of Attridge Drive and East of Berini Drive
Parcel E, Plan No. 82-S-34271
(File No. CK. 4351-1)**

An application has been received on behalf of the City of Saskatoon requesting permission to rezone Part of Parcel E, Plan No. 82-S-34271 (Proposed Parcels A, B and C in the University Heights Suburban Centre) from a B.4 District to an M.3 and M.3.A District.

Attached is a copy of the Planning Department's report dated July 30, 1991, providing the background information on this application, which contains the following recommendation:

- "1) that City Council be asked to approve the advertising respecting the proposal to rezone Proposed Parcels A, B and C as outlined on attached Plan No. Z13.91 dated July 30, 1991, from a B.4 District to an M.3 and M.3.A. District;
- 2) that the City Planner be requested to prepare the required notice for advertising the proposed amendment;
- 3) that the City Solicitor be requested to prepare the required Bylaw; and
- 4) that at the time of the public hearing Council be asked to consider the Commission's recommendation that the rezoning be approved."

The Municipal Planning Commission has considered this matter and supports the proposal for the following reasons:

- i) The proposed rezoning is consistent with the institutional land use designation for this area in the City's Development Plan;
- ii) The uses in an M.3 District would include multiple-unit dwellings, hotels, churches, schools, special care homes, custodial care facilities, private clubs, banks, medical clinics and offices; and
- iii) The uses in an M.3.A District would include churches, schools, special care homes, custodial care facilities, private clubs, banks, medical clinics and office buildings.

RECOMMENDATION: 1) that City Council approve the advertising respecting the proposal to rezone proposed Parcels A, B and C as outlined

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on Plan No. Z13.91 dated July 30, 1991, from a B.4 District to an M.3 and M.3.A District;

- 2) that the City Planner be requested to prepare the required notice for advertising the proposed amendment;
- 3) that the City Solicitor be requested to prepare the required Bylaw; and
- 4) that this report be brought forward at the time of the public hearing, and that Council consider the Commission's recommendation that the bylaw amendments be APPROVED.

ADOPTED.

**2. Development Plan Amendment
Land Use Policy Plan - Map 1
Core Neighbourhoods
(File No. CK. 4110-3)**

An application has been received on behalf of the City of Saskatoon to amend the Land Use Policy Plan Map No. 1 - Land Use, in order to bring Map No. 1 in conformance with the recently adopted Core Neighbourhood Study Review (1990).

Attached is a copy of the Planning Department's report dated August 20, 1991 providing background information on this proposal which contains the following recommendation:

- "1) that City Council be asked to approve the advertising respecting the proposal to redesignate the land area as shown on Figures 1 to 5 in the Development Plan - Land Use Map No. 1 so that all parts of the City of Saskatoon Development Plan conform to the policies adopted by City Council;
- 2) that the City Planner be requested to prepare the required notice for advertising the proposed amendment;
- 3) that the City Solicitor be requested to prepare the required bylaw; and
- 4) that at the time of the public hearing Council be asked to consider the Commission's recommendation that the amendments be approved."

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The Municipal Planning Commission has considered this matter and supports the proposal for the following reasons:

- i) It will provide for consistency between the Zoning Bylaw and the Development Plan text and maps; and
- ii) It will incorporate in the Development Plan - Land Use Map No. 1 the various amendments approved by City Council during consideration of the 1990 Core Neighbourhood Study Review.

RECOMMENDATION:

- 1) that City Council approve the advertising respecting the proposal to redesignate the land area as shown on Figures 1 to 5 in the Development Plan - Land Use Map No. 1 so that all parts of the City of Saskatoon Development Plan conform to the policies adopted by City Council;
- 2) that the City Planner be requested to prepare the required notice for advertising the proposed amendment;
- 3) that the City Solicitor be requested to prepare the required bylaw; and
- 4) that this report be brought forward at the time of the public hearing, and that Council consider the Commission's recommendation that the amendments to the Development Plan - Land Use Map No. 1 be APPROVED.

ADOPTED.

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REPORT NO. 26-1991 OF THE CITY COMMISSIONER

Section A - Works and Utilities

**A1) Water Main Replacement Program
Capital Project Number 785-3
Water Main Crossing Agreement
(File No. CC 7820-5)**

Report of the City Engineer, August 29, 1991:

"As part of the construction program for 1991, the water main on 11th Street will be replaced on both sides of the Circle Drive intersection. The existing water main crosses the CN right-of-way at a depth of eight metres. The proposed replacement water main will be installed at the standard depth of three metres. CN requires a crossing agreement for this installation under CN tracks. CN has provided a standard pipe crossing agreement for approval."

- RECOMMENDATION:**
- 1) that City Council approve the crossing agreement; and,
 - 2) that the Mayor and the City Clerk be authorized to execute the Pipe Crossing Agreement under the Corporate Seal.

ADOPTED.

Section B - Planning and Development

**B1) Enquiry - Alderman Cherneskey (August 26, 1991)
Report on Demolition of Fire Damaged
Apartment Building in 300 Block Avenue D South
(File No. CC 530-2)**

"Would the Administration report with respect to the demolition of the fire damaged apartment building in the 300 Block of Avenue D South - at what stage is the tender process; when will demolition commence, etc.?"

On February 4, 1991, City Council ordered the registered and assessed owner of 321 Avenue D South (Northern Mechanical Services Ltd.) to demolish or remove the building on this property and to fill in the resulting open basement or excavation. The owner was given until March

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25, 1991, to comply with this order.

Because the demolition had not been carried out, City Council authorized, on June 3, 1991, the City's Administration to prepare the appropriate tender documents to carry out City Council's order and to charge the costs associated with this demolition project to the owner's property taxes. The tender documents were issued and five bids were received. (One bid was rejected because it did not include the required performance bond.) The contract was awarded on August 26, 1991, to the low bidder, Groff Enterprises Ltd. O/A G & G Reconstruction and Repair, at a price of \$24,520.12.

The demolition started on September 3, 1991. The anticipated completion date, subject to favourable weather conditions, is September 6, 1991.

RECOMMENDATION: that the information be received.

ADOPTED.

**B2) Complaint -- Condition of Property
1628 - 19th Street West
(File Nos. CC 530-2 & 4353-2-3)**

Report of the City Planner, September 3, 1991:

"During its July 29, 1991, meeting, City Council resolved, in part:

'that City Council declare the house and detached garage at 1628 - 19th Street West to be a nuisance pursuant to Section 124 of The Urban Municipality Act because in City Council's opinion the buildings in their open, ruinous and dilapidated state:

- a) are dangerous to public safety and health; and,**
- b) substantially depreciate the value of other land or improvements in the vicinity.'**

Staff of the Planning Department made an inspection of this property on September 3, 1991, and found the house and garage to be in a similar condition to that which had been previously reported to City Council.

Photographs of this property are available for viewing at the City Clerk's Department."

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- RECOMMENDATION:** 1) that the information be received; and,
- 2) that City Council consider, under Item No. 4(b) of Unfinished Business, the matter of an Order of Demolition, as prepared by the City Solicitor, for the house and detached garage at 1628 - 19th Street West.

ADOPTED.

**B3) Discretionary Use Application
For Information Only
(File No. CC 4355-1)**

Applicant: Saskatoon Food Bank
Legal Description: Lots 36 to 40, Block 15, Plan E5618
Location: 202 Avenue C South
Current Zoning: I.D.2
Proposed Use: Day Care
Date Received: August 30, 1991

The City Planner has received the above-noted Discretionary Use Application which is being processed and will subsequently be submitted to Council for its consideration.

RECOMMENDATION: that the information be received.

ADOPTED.

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**B4) Severance Applications
For Information Only
(File No. CC 4395-2)**

Severance Application: #18/91
Applicant: Webb Surveys
Legal Description: Lots 7 to 20 incl., Block 3, Plan G18
Location: 8th Street and Clarence Avenue
Current Zoning: B.4
Date Received: August 22, 1991

Severance Application: #19/91
Applicant: Webster Surveys Ltd.
Legal Description: Lot 52, Block 182, Plan 80-S-28007
Location: 31 Delaronde Hill
Current Zoning: R.2
Date Received: August 22, 1991

The City Planner has received the above-noted applications for severance which are being processed pursuant to the Subdivision Regulations and will subsequently be submitted to Council for its consideration.

RECOMMENDATION: that the information be received.

ADOPTED.

**B5) Severance Application
(File No. CC 4395-2)**

The following severance application has been submitted for approval:

Severance Application: #17/91
Applicant: Robert Fulford
Legal Description: Lots 26, 27, and 28; Block 9; Plan No. ER2
Location: 1014 - 4th Street East

The August 30, 1991, report of the City Planner concerning this application is attached.

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- RECOMMENDATION:**
- 1) that City Council resolve, in connection with the approval of Subdivision Application #17/91, that it would be impractical and undesirable to require full compliance with Section 15(1)(a) of Subdivision Bylaw No. 6537 for the following reasons:
 - a) the proposed lots exceed the site area requirement of the Subdivision Bylaw;
 - b) the amount of the site frontage variance (4.7%) is relatively small;
 - c) the frontages of the proposed lots are consistent with lot frontages in the area;
 - d) the proposal offers a desirable opportunity for infill development; and,
 - 2) that Subdivision Application #17/91 be approved subject to:
 - a) the consolidation of the west half of Lot 27 with Lot 26 and the remainder of Lot 27 being consolidated with Lot 28, all in Block 9, Plan ER2;
 - b) the payment of Engineering charges of \$1,558.40;
 - c) the payment of money-in-lieu of Municipal Reserve in the amount of \$500; and,
 - d) the payment of the required \$50 approval fee.

ADOPTED.

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**B6) Severance Application
(File No. CC 4395-2)**

The following severance application has been submitted for approval:

Severance Application: #20/91
Applicant: Webster Surveys Ltd.
Legal Description: Part of Lot A, Block 863, Plan No. 84-S-41976
Location: 110 Faithfull Crescent

The August 30, 1991, report of the City Planner concerning this application is attached.

RECOMMENDATION: that Subdivision Application #20/91 be approved, subject to:

- 1) the payment of \$50.00, being the required approval fee;
- 2) the payment of \$18,671.80, being the required Engineering charges; and,
- 3) the consolidation of the land which is to be severed (described as: "All that portion of Lot A, Block 863, Plan No. 84-S-41976 lying to the south of Faithfull Crescent, and lying to the north and west of the production north-easterly of the south-east limit of Lot 16, Block 863, Plan No. 84-S-41976") with Lot 17, Block 863, Plan No. 84-S-41976.

ADOPTED.

Section C - Finance

**C1) Capital Project 958 - Fire Department
Purchase of a Dangerous Goods/Rescue Vehicle
(File No. CC 1400-1)**

City Council, during its deliberations for the 1991 Capital Budget, approved the purchase of a new Dangerous Goods/Rescue vehicle. This vehicle is to be equipped to be the first responder to handle dangerous goods incidents, and to provide a rescue capability throughout the City. The vehicle will also be appropriately equipped with all the tools and safety gear necessary to handle these incidents.

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The source of funding for this vehicle was \$110,000, from the Fire Additional Equipment Reserve and a \$110,000, from the Federal Government Joint Emergency Planning Program (J.E.P.P.). The City has been recently informed that the Federal Government department responsible for the J.E.P.P. is unable to provide funds, at this time, for this vehicle. Due to the high urgency to acquire this vehicle, administratively we must find an alternate source of financing to replace the level of the Federal Government grant. For Council's information there are no further funds available in the Fire Additional Equipment Reserve.

As City Council is aware the Fire Department's Strategic Plan showed that the funds available to the Fire Department to purchase fire fighting vehicles are inadequate. Administratively, we have been exploring various alternatives, but further analysis needs to be done. One of these alternatives is to collapse the Fire Vehicle Reserve and to have the vehicles purchased from the Vehicle and Equipment Reserve with the Fire Department paying the appropriate lease payments, with similar arrangements granted other civic departments. This alternative requires more study, however, in the interim, it is important that \$110,000 be found so that the purchase of this vehicle can take place, as soon as possible.

We are recommending, therefore, that City Council approve of an interim withdrawal of \$110,000 from the Vehicle and Equipment Reserve to allow the purchase of the Dangerous Goods/Rescue vehicle, and that City Council instruct the Administration to complete an analysis of the integration of the fire fleet with the Vehicle and Equipment Department.

- RECOMMENDATION:**
- 1) that City Council approve the interim withdrawal of \$110,000, from the Vehicle and Equipment Reserve to purchase the Dangerous Goods/Rescue Vehicle; and,
 - 2) that the Administration undertake an analysis of the integration of the Fire vehicle fleet with the Vehicle and Equipment Department.

- IT WAS RESOLVED:*
- 1) *that City Council approve the interim withdrawal of \$110,000, from the Vehicle and Equipment Reserve to purchase the Dangerous Goods/Rescue Vehicle;*
 - 2) *that the Administration undertake an analysis of the integration of the Fire vehicle fleet with the Vehicle and Equipment Department; and*
 - 3) *that the matter of J.E.P.P. funding be referred to the*

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*Legislation and Finance Committee for further
action.*

**C2) Investments
(File No. CC 1790-3)**

Report of the Investment Services Manager, August 30, 1991:

"With the approval of the Investment Committee, the attached list indicates purchases and sales for the City's various funds."

RECOMMENDATION: that City Council approve the above purchases and sales.

ADOPTED.

**C3) Saskatoon Fire Department
Fire Safety Issues
(File No. CC 2500-1)**

Report of the City Solicitor, September 4, 1991:

"Further to City Council's resolution of June 17, 1991, we are pleased to attach herewith the Fire Prevention Amendment Bylaw, 1991, No. 7241 for Council's consideration."

RECOMMENDATION: that City Council consider Bylaw No. 7241, at this meeting.

*IT WAS RESOLVED: 1) that City Council consider Bylaw No. 7241 at this meeting;
and
2) that the matter of Stop Fill Valves on propane tanks
be referred to the Planning and Development
Committee for further review.*

Section D - Services

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D1) Routine Reports Submitted to City Council

<u>SUBJECT</u>	<u>FROM</u>	<u>TO</u>
Schedule of Accounts Paid \$933,469.94 (File No. CC 1530-2)	August 20, 1991	August 27, 1991
Schedule of Accounts Paid \$1,026,445.02 (File No. CC 1530-2)	August 27, 1991	August 29, 1991

RECOMMENDATION: that the information be received.

ADOPTED.

**D2) 1991 Municipal Election
Establishment of Polling Areas
and Places
(File No. CC 265-1)**

Report of the City Solicitor, August 21, 1991:

"In accordance with the instructions of City Council at its meeting held on July 29, 1991, I have prepared and forward herewith proposed Bylaw No. 7240, being 'A bylaw of The City of Saskatoon to divide the City of Saskatoon into polling areas'. The effect of the within Bylaw is to establish polling areas and name polling places for the pending 1991 municipal election."

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RECOMMENDATION: that City Council consider Bylaw No. 7240 at this meeting.

ADOPTED.

REPORT NO. 28-1991 OF THE PLANNING AND DEVELOPMENT COMMITTEE

Composition of Committee

Alderman G. Penner, Chairman
Alderman P. Robertson
Alderman K. Waygood

**1. Decision - Development Appeals Board Hearing
209 Copeland Crescent
R.1 Zoning District
(File No. CK. 4352-1)**

Attached is a copy of Record of Decision of the Development Appeals Board dated August 1, 1991, respecting the above appeal.

Council will note that the Board GRANTED the appeal.

Pursuant to Council policy in such matters, the Director of Planning and Development is to report to the Planning and Development Committee with recommendations.

Attached is a copy of a report of the Director of Planning and Development dated August 8, 1991, together with a report of the City Planner dated August 8, 1991.

Your Committee has reviewed this matter and

RECOMMENDS: that the above decision of the Development Appeals Board not be appealed to the Planning Appeals Committee of the Saskatchewan Municipal Board.

ADOPTED.

2. Decision - Development Appeals Board Hearing

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**3144 - Laurier Drive
Confederation Park Family Housing Project
M.3 Zoning District
(File No. CK. 4352-1)**_____

Attached is a copy of Record of Decision of the Development Appeals Board dated August 1, 1991, respecting the above appeal.

Council will note that the Board GRANTED the appeal providing the Appellant confers with the Engineering Department regarding any potential visibility problems that may be caused by the fence, and with the Civic Buildings and Grounds Department regarding any proposed landscaping on the City boulevard.

Pursuant to Council policy in such matters, the Director of Planning and Development is to report to the Planning and Development Committee with recommendations.

Attached is a copy of a report of the Director of Planning and Development dated August 7, 1991, together with a report of the City Planner dated August 6, 1991.

Your Committee has reviewed this matter and

RECOMMENDS: that the above decision of the Development Appeals Board not be appealed to the Planning Appeals Committee of the Saskatchewan Municipal Board.

ADOPTED.

**3. Decision - Development Appeals Board Hearing
503 Kerr Road
R.1A Zoning District
(File No. CK. 4352-1)**_____

Attached is a copy of Record of Decision of the Development Appeals Board dated August 1, 1991, respecting the above appeal.

Council will note that the Board DENIED the appeal.

Pursuant to Council policy in such matters, the Director of Planning and Development is to report to the Planning and Development Committee with recommendations.

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Attached is a copy of a report of the Director of Planning and Development dated August 8, 1991, together with a report of the City Planner dated August 8, 1991.

Your Committee has reviewed this matter and

RECOMMENDS: that the information be received.

ADOPTED.

- 4. Decision - Development Appeals Board Hearing
300 Confederation Drive
Toronto Dominion Bank - Confederation Mall
B.4 Zoning District
(File No. CK. 4352-1)**

Attached is a copy of Record of Decision of the Development Appeals Board dated August 1, 1991, respecting the above appeal.

Council will note that the Board DENIED the appeal.

Pursuant to Council policy in such matters, the Director of Planning and Development is to report to the Planning and Development Committee with recommendations.

Attached is a copy of a report of the Director of Planning and Development dated August 8, 1991, together with a report of the City Planner dated August 8, 1991.

Your Committee has reviewed this matter and

RECOMMENDS: that the information be received.

ADOPTED.

- 5. Request that the Agreement with WW River Cruises
for use of the Dock Site at the Mendel Art Gallery
be Changed to Reflect the New Ownership
(File No. CK. 5520-10)**

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Report of Director of Planning and Development, August 21, 1991:

"Attached is a copy of a July 10, 1991, letter from Darrell and Roy Balkwill of WW Northcote River Cruises which informs City Council of the new ownership arrangement for this operation and which requests a three-year extension to the agreement which this operation currently has with the City to dock its boats on the riverbank near the Mendel Art Gallery. I understand that the City Solicitor's Office and the City Clerk's Department are addressing the matter of the implications of the new ownership arrangement on the existing agreement with the City. This report deals with the specific issue of whether the agreement (under the new ownership arrangement) to use the riverbank docking areas should be extended to the 1992, 1993, and 1994 seasons.

Attached is a copy of the indemnification agreement which the City entered with WW Northcote River Cruises (involving a partnership arrangement between Headway Management Ltd. and Darrell Balkwill) to cover the docking of its boats on the riverbank near the Mendel Art Gallery, as well as near the Vimy Memorial Bandshell in Kiwanis Park, during the 1989, 1990, and 1991 seasons. Of particular relevance for this report are the conditions, with respect to the use of these areas, which are outlined in section 1 of the agreement.

The Leisure Services Department has reviewed the impact of the tour boat operations on both locations and has decided that this continues to be a popular amenity which is consistent with the existing and future park-programming at both locations. While the July 10, 1991, letter only refers to the Mendel site, it is anticipated that, in requesting the extension of the existing agreement, the new owners of the tour boats would also like to include the Vimy Memorial Bandshell location. The Department recommends that the conditions which have been included in the current indemnification agreement are still applicable and should be included in a new agreement which covers the 1992, 1993, and 1994 seasons."

Your Committee has considered this matter and

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- RECOMMENDS:**
- 1) that the City enter into a three-year indemnification agreement with Darrell and Roy Balkwill for the use, as a docking area for their tour boat operation, of the riverbank near the Mendel Art Gallery and near the Vimy Memorial Bandshell (in Kiwanis Park) during the 1992, 1993, and 1994 seasons and that the same conditions which were incorporated within the current agreement involving WW Northcote River Cruises be incorporated into the new agreement;
 - 2) that the City Solicitor be requested to prepare the appropriate agreement; and
 - 3) that His Worship the Mayor and the City Clerk be authorized to execute the Agreement under the Corporate Seal.

ADOPTED.

- 6. Original Communications and Petitions**
From: Edward Klassen, Chairman
Riversdale Business Improvement District
Date: November 28, 1990
Subject: Requesting concrete refuse and garbage
containers and Christmas decorations
(Files CK. 7830-3 and 1680-4)

Attached is a copy of Clause A1, Report No. 8-1991 of the City Commissioner which was DEALT WITH AS STATED by City Council at its meeting held on March 4, 1991, as follows:

- "IT WAS RESOLVED:
- 1) that the information be received; and
 - 2) that the matter be referred to the Planning and Development Committee to hold discussions with the Riversdale Business Improvement District."

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Your Committee has met with representatives of the Riversdale Business Improvement District and has determined that they have been involved in discussions with the Electrical Department and from the following options, Option #1 is acceptable to them:

OPTION 1 The 1991 Operating Budget includes \$20,000 for replacement of old decorative fixtures on Second Avenue. The planned replacements were to be pole-mounted decorative fixtures; however, the Electrical Department has recently decided to use alternative pole-mounted banners with Christmas themes. The use of banners on Second Avenue would result in some cost savings that could be redirected to 20th Street decorations in 1991. The excess funds would be sufficient to provide limited numbers of banners (approximately 20 units).

OPTION 2 This option would involve the re-allocation of decorative fixtures from other areas in the City that are currently under the Decorative Lighting Program. In this regard, the Electrical Department is unable to make any specific recommendations as to the locations that would be removed from the Program, and direction from City Council would be sought.

Since only a limited number of Christmas banners can be placed in 1991, the Business Improvement District has requested that additional units be provided in 1992.

- RECOMMENDATION:**
- 1) that the Electrical Department be requested to install Christmas banners along 20th Street, from Avenue H to Avenue Q, in 1991, as funding from the Decorative Lighting Budget permits; and
 - 2) that provision for additional Christmas banners along 20th Street, between Avenues H and Q, be included in the 1992 Budget.

ADOPTED.

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**7. Use of City Tables and Chairs
by Sports Organizations
(Files CK. 500-1 and 1000-1)**

Attached is a copy of a letter dated June 18, 1991, from Mr. Pierre Gregoire, Sales Manager, AAA Party World Rentals Ltd., which was tabled by Alderman Thompson at the City Council meeting held on July 2, 1991, and which Council received as information. Mr. Gregoire's concern regarding the provision of tables and chairs to sports organizations that are renting City-owned recreation facilities appears to be that the City's actions are in direct competition with his business.

Report of General Manager, Leisure Services Department, July 31, 1991:

"The Leisure Services Department's facilities have been furnished with tables and chairs for use by groups that are primarily renting space within these buildings for meetings. The Harry Bailey Aquatic Centre and the Lawson Civic Centre have fewer than 100 chairs and a small number of tables which are only used for meetings. The Lakewood Civic Centre, the Cosmo Civic Centre, and the Saskatoon Field House have, each, between 150 and 300 chairs and between 20 and 40 tables which are also primarily used to accommodate meetings. The Kinsmen Arena has approximately 300 chairs. Tables and chairs are not provided by the City with the use of our ball parks.

In all of the City's recreation facilities, the tables and chairs are only available for use at the respective sites and cannot be moved to other locations. When special events are booked in these facilities, the organizers have access to the on-site tables and chairs and must obtain the remainder of their requirements from private-sector rental companies.

The City's provision of a minimal number of tables and chairs at these facilities is recognized as a basic level of customer service for our renters. The 'minimal number' is sufficient to accommodate the majority of users who require a meeting room, with tables and chairs, for a small number of people.

With respect to the letter-writer's reference to the City's provision of other equipment, our recreation facilities provide equipment which is for programming purposes and which, in most instances, is only required for the Leisure Services Department's programs. The

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major exception is the specialized equipment that is provided, on-site, for the resident-competitive users at various facilities (eg. timing equipment at the Field House and the Harry Bailey Aquatic Centre; equipment specific to diving, gymnastics, and track and field). However, the majority of the sports organizations provide their own equipment (eg. soccer balls, hockey equipment, softball equipment, etc.) when they rent the City's recreation facilities.

In summary, the City's current practice with respect to providing tables and chairs has been in effect for several years and, in most cases, since the facilities were first opened. The users of these facilities have come to expect that tables and chairs will be provided with the rental of a meeting room. The large, special-event users understand that only a minimal number of tables and chairs are available for their use and they are quite willing to obtain the majority of their requirements from private-sector rental companies."

Your Committee has considered this matter and

- RECOMMENDS:**
- 1) that the information be received; and
 - 2) that a copy of this report be sent to the Sales Manager of A.A.A. Party World Rentals Ltd.

ADOPTED.

**8. Enquiry - Alderman Cherneskey, Q.C. (June 17, 1991)
Condition of 428 Avenue H South
(File No. CK. 530-1)**

Report of City Planner, August 2, 1991:

"The following enquiry was made by Alderman Cherneskey during City Council's June 17, 1991, meeting:

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'Would the Administration report with respect to the condition of 428 Avenue H South and advise whether it is in violation of any City bylaws and if so, what remedial action needs to be taken.'

Staff of the Planning Department inspected the property at 428 Avenue H South during the last week of June. According to the Department's zoning inspectors, there is no violation of the Zoning Bylaw. The two-storey dwelling on this site is used as a one-unit dwelling.

The Department's Building Standards Branch inspected the exterior of the house and found that minor repair work is necessary, but that such work is not considered severe enough to recommend action under the Maintenance Bylaw. The minor work includes:

- cracked windows,
- a broken storm door,
- roofing in need of replacement on the porches,
- missing pieces of cedar shingle siding, and
- a hole in the wall of the rear porch.

As part of the exterior inspection of the building, this Department's inspector observed that there is no violation of the Building Bylaw.

Besides the Planning Department, the inspectors from the Fire Department, the Engineering Department, and the Saskatoon Community Health Unit had an opportunity to observe the property, externally. All of the inspectors noted that preventative repair is necessary, but that there appears to be no violation of any of the bylaws which are under their jurisdiction.

Photographs which show the problem areas are available for viewing in the City Clerk's Department. Since the Planning and Development Committee is responsible for reviewing all recommendations for enforcement action under the Maintenance Bylaw, the response to Alderman Cherneskey's enquiry is being forwarded to the Committee for consideration and for a recommendation to City Council. If the Committee feels that such action is appropriate, corrective action under the Maintenance Bylaw can be initiated."

After viewing this property, your Committee is of the opinion that most of the factors contributing to the unsightliness of this property have to do with the condition of the yard rather than the condition of the house. The Committee is therefore not prepared to recommend that action be taken under the Maintenance Bylaw and has requested the Administration to monitor this property relative to Section 130 of The Urban Municipality Act and to encourage the owner to take the necessary steps to improve the condition of this property.

Photos of the property will be available for viewing.

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RECOMMENDATION: that the information be received.

ADOPTED.

**9. Condition of Property
901 - 5th Street East
(File No. CK. 4400-1)**

Report of City Planner, August 20, 1991:

"The above-noted property has been the subject of several complaints over the past few years. Inspections have recently been carried out and it is now the opinion held within the Planning Department that the house requires repairs under the Maintenance Bylaw.

While no records exist within the Planning Department to show the date when the house was originally constructed, additions were made in 1947, 1952, and 1974. The house is currently in a dilapidated condition as a result of poor workmanship and neglect.

Staff of the Planning Department have inspected the exterior of the dwelling unit and have reported various circumstances where the building does not conform with the provisions of the Maintenance Bylaw. The following table itemizes the areas of non-conformity, as well as providing a cost estimate for taking the appropriate corrective action:

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<u>Non-conformity</u>	<u>Estimate</u>
Differential movement of the house has opened up joints, thereby creating gaps in the surface of the exterior wall. The north, east, and west walls of the addition were finished with an assortment of siding and roofing materials, making the house unattractive and difficult to seal. (See 5(1)(a) of the Bylaw.)	\$2,500.00
The walls of the addition were placed in direct contact with the ground, thus making this an easy target for rotting of the boards. (See 5(1)(a) of the Bylaw.)	400.00
Soffits were not installed at the eaves, thereby allowing the entry of vermin into the roof space. (See 5(5)(a) of the Bylaw.)	600.00
The landing and steps to the side entrance have rotted. (See 5(4)(a)(i) of the Bylaw.)	100.00
Plywood has been placed over several windows, thus making them nonfunctional. In addition, broken window panes should be replaced and screens should be installed to provide ventilation. (See 5(2)(a) of the Bylaw.)	1,500.00
Blistering of paint on part of the exterior finish, as well as rotting of the fascia boards, was observed. (See 5(1)(b)(ii) of the Bylaw.)	<u>1,000.00</u>
Total estimate for repairs	<u>\$6,100.00</u>

Your Committee is satisfied that the building at 901 - 5th Street East does not conform to the requirements of the Maintenance Bylaw.

Photographs of this property will be available for viewing at the Council meeting.

- RECOMMENDATION:**
- 1) that action be taken under the Maintenance Bylaw for the house located at 901 - 5th Street East;
 - 2) that the City Solicitor be instructed to:
 - a) advise the owner and persons having an interest in

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the land of the particulars of the non-conformity, as described in the City Planner's report; and

- b) advise the owner and persons having an interest in the land of the date wherein Council will consider the making of an Order to Repair pursuant to Subsection 126(4) of The Urban Municipality Act.

ADOPTED.

**10. 1991 Capital Budget - Project 800
Soccer - New Indoor Facility -
Feasibility Study
(File No. CK. 610-1) _____**

Report of Director of Planning and Development, August 13, 1991:

"Background

On September 19, 1988, City Council considered a report on the need for an indoor soccer facility in Saskatoon in light of current and projected participation trends for this activity. As a result of this report, City Council adopted the following recommendations from the Planning and Development Committee:

- 1) that City Council endorse the need for an indoor soccer facility to serve the multi-district soccer programs in Saskatoon; and**
- 2) that the Administration incorporate a provision within the next five-year Capital Budget/Plan for the preparation of a concept plan for an indoor soccer facility which will examine the scope, location, financing, and ownership of such a facility'.**

Subsequently, the Leisure Services Department identified a \$25,000 project in the Capital Budget/Plan to conduct a feasibility study for an indoor soccer facility. During the budget review process in 1989 and 1990, the feasibility study fell below the funding line for approved capital projects and consequently, it was not carried out in those years. Funding was eventually approved by City Council in 1991 and appears as Project 800 (Soccer -- New Indoor Facility -- Feasibility Study) in the 1991 Capital Budget.

As a result of this approval, the City contracted with Folstad & Friggstad Architects to

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undertake the feasibility study on an indoor soccer facility for Saskatoon. The purpose of this study was to examine the feasibility of constructing a privately-owned or a City-owned and operated facility. Recommendations were requested on such matters as:

- the location of the facility,
- the method of procurement,
- the physical configuration of the building (including the number of soccer pitches),
- the estimated capital and operating costs (under both private- and municipal-ownership scenarios),
- a management structure for the facility, and
- the potential for a phased development program.

Attached for the Committee's consideration is the July 17, 1991, report which has been produced as a result of this contract. The preparation of this study involved the input of both the Leisure Services and the Civic Buildings and Grounds Departments, as well as the Saskatoon Youth Soccer Inc. and the Saskatoon and District Soccer Association.

Highlights of the Feasibility Study

1. The size of the proposed building is 5,905 square metres, consisting of:
 - 3 soccer pitches (one large pitch at 53.3 metres by 25.9 metres, plus seating capacity for 500 spectators; two small pitches at 44.2 metres by 25.9 metres, plus one row of seating along one side of each pitch for spectators),
 - a meeting/lounge/social area,
 - a concession area, and
 - a lobby and ticket-sales area.

Alternative spaces which involve a sports shop, physiotherapy room, fitness training room, news-media room, and additional meeting room (for a combined total area of 330 square meters) have been identified, but have not been included in the functional program. These areas, plus a fourth soccer pitch, can be considered as optional requirements if budgetary provisions become available.

A 'generic concept design' has been prepared to show the integration of the various components of the functional program. The generic design, which is not site specific, follows page 14 of the attached report.

2. Parking will be required for approximately 150 cars.
3. After considering various options, the consultant is recommending that the facility should be constructed by the City and should be located on land which is owned by

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the City. The operation of the facility, however, should be contracted to a new non-profit corporation whose members are the local soccer organizations.

4. Fifteen City- and privately-owned potential sites for this facility were evaluated by the consultant. Three options at two different sites have been proposed:
 - conversion and expansion of Archibald Arena,
 - construction of a free-standing building near the Lawson Civic Centre ('concept A'), or
 - construction of an addition to the Lawson Civic Centre ('concept B').

The consultant's preference is for the two concepts for the Lawson Civic Centre. The Archibald Arena has been identified because consideration was being given, at the time when this study was prepared, to decommissioning this facility as an ice rink. The Archibald alternative involves the lowest capital expenditures, but has significant implications for the adjacent park and will be aesthetically 'questionable' for an area adjacent to the Riverbank.

5. The capital cost estimates are based on 1991 figures and on the current tax structure (i.e. no allowance has been made for the impact of the proposed harmonization of the G.S.T. and P.S.T. in 1992). Assuming the construction of three pitches and without any of the alternative spaces, the consultant has provided the following capital cost estimates for each site:

Archibald	\$ 3,617,000
Lawson Concept A	\$ 4,378,000
Lawson Concept B	\$ 3,894,000

6. The operating cost estimates are based on the assumption that the operations will be contracted to a non-profit corporation. The consultant has projected that this facility can operate with a modest surplus. However, these estimates assume that the City will provide an operating subsidy, through the City's Youth Subsidy Program, that represents 40% of eligible rental rates. The consultant has calculated this subsidy at \$42,800 per year. (It should be noted that the City's new Youth Subsidy Program has not yet been implemented and will be the subject of further consideration by City Council in the near future.)

Capital Budget Requirements

In relation to overall divisional priorities and to limited available funding, the Administration of the Planning and Development Division cannot give a high priority to

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including a \$4 million financing request within the City's 1992 capital budget for an indoor soccer facility. If this project received a high priority rating, such action would be at the expense of a wide range of upgrading and renovation projects at numerous neighbourhood and district parks, as well as several urgent maintenance projects for existing recreational facilities. In recent years, the Administration's budgetary emphasis has been on improving the City's existing, rather than building new, recreational facilities.

Nevertheless, City Council is the final decision-maker on this matter and as a result, the Administration is prepared to ensure that the indoor soccer facility is incorporated within the preliminary budget document. The Administration recognizes that City Council endorsed the need for this facility through its September 19, 1988, resolution and that as part of its provision of the funding for the feasibility study, several members of City Council expressed the desire to have this study completed as quickly as possible so that a decision could be made on the construction of this facility.

However, before this project can be incorporated into the City's preliminary 1992 Capital Budget, City Council will have to make several decisions which will influence the estimate which will be included in the budget document. The major decisions are as follows:

1. **Should the City be encouraging the private sector to construct this facility?** Over the past few years, there has been some interest within the private sector to provide an indoor soccer facility for Saskatoon. The City has encouraged the interested parties to contact the various soccer groups to explore the opportunities for developing a privately-owned facility. However, an agreement has not materialized because of the inability to link the users' requirements to the private sector's financial resources. In light of the lack of interest, to date, from private sources, the Administration does not feel that this facility can be built, in the near future, without the City's involvement.
2. **Is the City prepared to finance the construction of an indoor soccer facility on City-owned land?** Alternatively, are the proponents of the project prepared to participate in the financing? For example, such participation could take place through a direct contribution towards the capital cost or through the operating revenues (whereby the users' charges include a component for the repayment of principal and interest on a loan)?

If the Committee feels that the soccer groups and users should contribute towards the capital cost of this facility, then City Council should be asked to authorized the Planning and Development Committee to negotiate a cost-sharing formula with these groups. If the Committee feels that the City should pay for the entire capital cost of the facility, then this financing strategy should be confirmed with City Council and the Administration should be asked to bring forward financing options

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as part of the Capital Budget process.

3. **If the Committee supports the consultant's proposal that the facility should be built on City-owned land, which of the proposed sites should be chosen?** While the Archibald Arena option has the lowest capital-cost implications, the City's Administration does not support this option for the following reasons:
 - (a) The proposal to decommission the ice plant at the Archibald Arena has recently been reversed as a result of the booking commitments which the City has received for the 1991-92 season. Sufficient hours have been booked at all of the City-operated indoor rinks to meet our budgetary requirements.
 - (b) During last spring's discussions on the decommissioning of the ice plant at the Archibald Arena, the residents of the adjacent neighbourhoods and the advisory board for the Lawson suburban area expressed strong support for the continued operation of this facility as an indoor rink.
 - (c) There are major aesthetic questions about the impact of having a large building, with the design requirements of an indoor soccer facility, located adjacent to the river valley. In addition, the building's requirements will have a significant impact on the existing amount and use of the adjacent park area.

The Committee should confirm with City Council the sites which are acceptable for further investigation. If the Committee agrees with the consultant's recommendation to locate this facility as an attachment to or as a stand-alone facility adjacent to the Lawson Civic Centre, then the Administration should be asked to evaluate the implications of both options and to include, as part of this evaluation, the comments of the Lawson Suburban Advisory Board.

4. **How much on-going financial support is the City prepared to provide to operate an indoor soccer facility?** The expectations on the on-going operating costs for the City cannot be confirmed until City Council makes a final decision on the implementation of the new Youth Sport Subsidy Program. Under the general conditions of the Program which have already been approved by City Council, the indoor soccer program would be eligible for support. However, the amount of this support and whether it will be provided to this program at the expense of all other minor sports groups will depend on the final decision on the Youth Sport Subsidy Program's implementation formula. This is the subject of a separate report to the Planning and Development Committee.

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It should also be noted that the operating estimates for this facility are based on the assumption that a non-profit corporation will be established to operate the building and its programs. If this management approach is of interest to the Committee, the City's Administration should be asked to prepare a report on this matter, particularly with respect to the Lawson Concept B where the facility will be attached to the existing City-operated Lawson Civic Centre."

Your Committee supports the proposal for an indoor soccer facility in view of the significant growth of this sport in the last number of years.

- RECOMMENDATION:**
- 1) that the Planning and Development Committee be authorized to undertake negotiations, and to report back to City Council on the results of these negotiations, with respect to the financing by the users of a portion of the capital costs of constructing an indoor soccer facility on City-owned land;
 - 2) that the Administration be requested to prepare a report on the implications of constructing the indoor soccer facility in accordance with the Lawson Concept A and the Lawson Concept B options and that this report include the comments of the Lawson Suburban Area Advisory Board;
 - 3) that the Administration be requested to prepare a report on the implications of having the indoor soccer facility managed, under the Lawson Concept A and Lawson Concept B options, by a non-profit corporation whose members are the user groups (as has been proposed by Folstad & Friggstad Architects); and
 - 4) that the preceding reports be prepared and submitted for City Council's consideration in sufficient time to allow the City's funding of the indoor soccer facility project to be considered during its review of the 1992 Capital Budget.

Pursuant to earlier resolution, Item No. A.17) of "Communications" was brought forward and considered.

Moved by Alderman Penner,

THAT Mr. Bill Smith be heard.

CARRIED.

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Mr. Bill Smith of the Saskatoon Soccer Centre, reviewed his submitted brief, requesting that an indoor soccer facility be constructed with no further delays.

- IT WAS RESOLVED:*
- 1) that the Planning and Development Committee be authorized to undertake negotiations, and to report back to City Council on the results of these negotiations, with respect to the financing by the users of a portion of the capital costs of constructing an indoor soccer facility on City-owned land;*
 - 2) that the Administration be requested to prepare a report on the implications of constructing the indoor soccer facility in accordance with the Lawson Concept A and the Lawson Concept B options and that this report include the comments of the Lawson Suburban Area Advisory Board;*
 - 3) that the Administration be requested to prepare a report on the implications of having the indoor soccer facility managed, under the Lawson Concept A and Lawson Concept B options, by a non-profit corporation whose members are the user groups (as has been proposed by Folstad & Friggstad Architects); and*
 - 4) that the preceding reports be prepared and submitted for City Council's consideration in sufficient time to allow the City's funding of the indoor soccer facility project to be considered during its review of the 1992 Capital Budget.*

REPORT NO. 29-1991 OF THE PLANNING AND DEVELOPMENT COMMITTEE

Composition of Committee

Alderman P. Robertson, Chairman
Alderman G. Penner
Alderman K. Waygood

- 1. Comprehensive Maintenance Program
Civic Buildings and Grounds Department**

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**City Hall
(Files CK. 630-1 and 610-1)**

Report of General Manager, Civic Buildings and Grounds Department, July 11, 1991:

"Background

In 1987, City Council approved a budgetary provision to initiate a comprehensive maintenance program for civic buildings, primarily those within the Planning and Development Division. The development of the new program commenced in 1989, following an administrative reorganization of the Division and the establishment of the Civic Buildings and Grounds Department. A status report on the implementation of this program was provided to the Planning and Development Committee on July 15, 1991. The Committee then forwarded it to City Council, for information, on July 29, 1991.

As a follow-up to the overview report, the Civic Buildings and Grounds Department will be submitting, for the Committee's consideration, separate reports on the implementation and implications of the new comprehensive maintenance program on specific facilities. The following report discusses the implementation of this program at City Hall.

The Elements of a Comprehensive Maintenance Program

Prior to 1989, maintenance staff addressed routine maintenance (R.M.) on a planned basis. However, there was no mechanism in place for significant predictive analysis as occurs under a preventive maintenance (P.M.) program. Emergency maintenance (E.M.) was addressed mostly on an overtime basis. A comprehensive plan involving all categories of maintenance was clearly required, with an emphasis on preventive maintenance.

The Development and Implementation of the Preventive Maintenance Plan in City Hall as Part of a Total Comprehensive Maintenance Program

The selection of the appropriate mechanical and electrical equipment for inclusion in the preventive maintenance project was jointly determined by the Civic Buildings and Grounds Department's engineering and maintenance staff. The equipment selected in City Hall is listed in Attachment 1. Generic preventive maintenance inspection checklists were established for this equipment by using manufacturers' data, reference texts, and practical experience. An example of such a checklist (for supply and return air fans) has been provided in Attachment 2. Estimates of the times to complete the inspections were developed and field-tested for all equipment in the program. Finally, appropriate documentation was developed, including schedules, maintenance reports, and a facility log-book.

Professional staff within the Civic Buildings and Grounds Department conducted a detailed condition audit of City Hall; this included testing and refining the inspection schedules. In addition, a detailed review of custodial costs was carried out for comparison to the

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appropriate North American standards. A copy of the resulting comprehensive maintenance plan (and preventive maintenance component) for City Hall is available for the Committee's review, if necessary.

Because the maintenance staff were involved in the development phases of the comprehensive maintenance program, only a brief training period was required prior to commencing the program at City Hall in February, 1990. A system of tracking expenditures and the effectiveness of the program was simultaneously implemented.

Examples of the costs which have been avoided since the first year of the program's operation are shown in Attachment 3. No new personnel resources were required to implement this program at City Hall; instead, staff were redeployed within the overall maintenance function to utilize more effectively the Department's existing resources.

The Impact of Implementing the Comprehensive Maintenance Program at City Hall

Prior to 1989, preventive maintenance of City Hall consisted of an informal program, costing approximately \$64,700 per year and consisting of the provision (through the building operators) of general maintenance services. Since that time, the preventive maintenance procedures have been formalized, including the implementation of specific and planned electrical and mechanical inspections which have added another \$6,500 per year to the budget. Consequently, the comprehensive maintenance program, which is now in place at City Hall, costs \$71,200 per year. However, early indications are that the program is successfully producing benefits insofar as certain significant repair costs have been avoided (\$49,000 since early 1990).

Because of the implementation of the preventive maintenance program, as well as the associated savings in utility and custodial expenses, the total actual costs of operating City Hall have been reduced by 19%, from \$777,882 in 1989 to \$631,331 in 1991. (See Attachment 5.) The planned and predictive approach to the maintenance of this building will allow a methodical analysis and implementation of maintenance programs, as well as the forecasting of the staffing and funding which will be required for future years.

An important element of risk assessment and the impact on insurance premiums is whether or not there is a formal preventive maintenance program in place for major mechanical and electrical equipment. With the implementation of the new program at City Hall, the maintenance requirements for insurance purposes with respect to this building are now being met. The City's Risk Manager has advised that premium increases would be likely if a comprehensive preventive maintenance program had not been implemented for this building; he is encouraging a quick extension of the program to other City-owned facilities.

Issues such as air quality, energy management, custodial services, and mechanical, electrical, and structural maintenance can now be addressed within a framework of

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appropriate standards and efficiency measures. Furthermore, the database which is being developed and maintained through this program will provide an appropriate background for future maintenance decisions.

The recently-completed comprehensive condition report for City Hall (of which an extract has been attached to this report as Attachment 4) is being used as the basis for the development and scheduling of this building's long-term repair programs. Through the information gathered in this report, the Civic Buildings and Grounds Department is able to make forecasts of when and to what extent major repairs will be required, thereby allowing for an analysis of the adequacy of the existing reserves to accommodate these repairs. A separate report on this matter will be submitted to the Committee.

The Applicability of the Comprehensive Maintenance Program to the Buildings of Other Civic Departments

Sponsored through the City's Risk Management Program, the Civic Buildings and Grounds Department provided a special one-day preventive maintenance seminar to representatives from all civic departments and agencies. The seminar involved a practical demonstration of how to set up preventive maintenance programs, as well as explaining the staff support and expertise that is available to all departments and agencies from the Civic Buildings and Grounds Department. Some departments and agencies have since requested and received such assistance from the Department to initiate and implement comprehensive maintenance plans for their buildings."

Your Committee has reviewed the various elements involved in the comprehensive maintenance program with representatives of the Civic Buildings and Grounds Department and supports the program and what has been done to date.

RECOMMENDATION: that the information be received.

ADOPTED.

2. **Condition of Unsightly Enclosure
at 222 - 24th Street West
Lot 20, Block 18, Plan DJ
(File No. CK. 530-1)**

Report of Director of Planning and Development, August 28, 1991:

"The Planning Department has received several complaints concerning a fence around a residence at 222 - 24th Street West. Photographs of the enclosure have been supplied to the

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City Clerk's Department in order to show the visual impact of this structure.

The property is currently zoned I.D.2 District. This District does not contain any regulations which pertain to fences. (The industrial land-use designation for this area was considered during the 1990 review of the Core Neighbourhood Study and was reconfirmed as part of the Caswell Hill Residential Neighbourhood.)

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Section 124 (2) of The Urban Municipality Act states:

'A council may declare any building to be a nuisance because of its ruinous or dilapidated state or its faulty construction, or for any other reason, the council is of the opinion that the building:

- (a) is dangerous to the public safety or health; or
- (b) substantially depreciates the value of other land or improvements in the vicinity.'

The Act defines a 'building' to include 'any fence, scaffolding, structure or erection'.

The Planning Department has inspected the property and the following July 31, 1991, report has been submitted by the City Planner for the Committee's consideration:

'The inspections by the Planning Department occurred on April 8, 1991, June 6, 1991, and June 9, 1991. On each of these occasions, the inspectors observed the surrounding structure as being constructed of wood boxes, barbed wire, plywood, and siding plus page wire, and being held together with wood studs and with wood planks above other sections of plywood and the like. These materials form an enclosure which is some two metres high.

Most of the wood material is not painted; there is discolouration. On that basis, it has been assumed that this structure was erected some time ago. Photographs are available for viewing in the City Clerk's Department which illustrate the visual impact of this structure.'

The Planning Department's inspectors are of the opinion that this enclosure is visually inappropriate and affects the value of the lands within its vicinity because of the variety and quality of materials that have been used in its construction. The Department has recommended that action should be taken by City Council under Section 124 of The Urban Municipality Act."

Your Committee has considered this matter and endorses the Planning Department's opinion that this enclosure is visually inappropriate due to the variety of materials that have been used and the lack of symmetry in alignment of these materials which have created a negative visual impression.

PHOTOGRAPHS OF THE SUBJECT PROPERTY WILL BE AVAILABLE FOR VIEWING AT THE COUNCIL MEETING ON SEPTEMBER 9, 1991.

RECOMMENDATION: 1) that City Council declare the property fence or perimeter structure at 222 - 24th Street West (Lot 20, Block 18, Plan DJ) to be a public nuisance, since in Council's opinion, the

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fence or perimeter structure substantially depreciates the value of other land in the vicinity because this enclosure is visually inappropriate; and

- 2) that Council instruct the City Solicitor to take the necessary action under Section 124 of The Urban Municipality Act.

ADOPTED.

**3. Youth Sports Subsidy Program
(File No. CK. 1720-3)**

Report of Director of Planning and Development, August 15, 1991:

"Background

During the past few years, there has been a growing concern within City Council, the City's Administration, and the general public about the fairness by which the City of Saskatoon has been subsidizing the operations and activities of local youth-sports organizations. The inequities became more recognizable after a March 19, 1990, decision of City Council to establish a new policy and procedure for determining the rental (landlord) fees at City-owned recreation facilities. A consequence of this policy is that rather than discounting the rental-revenue accounts of each facility, the rental subsidies to all youth-sports organizations are recorded in a separate account (i.e. the Youth Sports Subsidy Program).

The Leisure Services Advisory Board was subsequently requested to consider policy options by which the City's support to local youth-sports organizations could be made more equitable. The Board provided its report to City Council on December 17, 1990. The Board's recommendations were adopted at that time and the basis for a new subsidization policy was thereby established.

Some technical refinements to the Board's recommendations were approved by City Council on March 18, 1991. In addition, a decision was made to implement the new policy on January 1, 1992. The City's rental rates to youth organizations were frozen until, at least, December 31, 1991, and in the meantime, the Leisure Services Department initiated consultations with all of the affected groups in order to address all technical issues pertaining to implementing the new policy in 1992.

The New Youth Sports Subsidy Program

To date, the following policy elements of the new Youth Sports Subsidy Program have been approved by City Council:

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1. The general criteria defining eligible groups under the Youth Sports Subsidy Program are as follows:
 - the organization must be registered as a non-profit corporation;
 - the organization must not be a public-sector agency;
 - participants must be under the age of 19 years;
 - the activity must have a clearly-defined and commonly-accepted set of rules (usually contained in a rule book), with "competition" or "training for competition" as its primary purpose; and,
 - the program must involve adult(s) in teaching or coaching the participants to develop at least two of the following four skills:
 - a) co-ordination,
 - b) strength,
 - c) stamina, and
 - d) concentration.

2. The program variables which will be used in determining the amount of subsidization for each eligible sport program are:
 - membership (number of participants),
 - average number of participants per program-hour,
 - number of subsidized hours per participant per season, and
 - cost of the facility's space.

3. The following formula is used to calculate a "weighting factor" (subsidization points) for each program:

$$\frac{\text{Membership} \times \text{No. of subsidized hours per participant per season} \times \text{Cost of facility}}{\text{Average participants per program hour}}$$

4. The value of each subsidization point is determined by the following formula:

$$\frac{\text{Total Youth Sports Subsidy Budget}}{\text{Sum of the subsidization points of all eligible programs}}$$

The value which is obtained by this formula is the rate of subsidization which will be applied to the facility rental costs for each eligible program in order to determine the value of the subsidies which will be provided to each group.

5. The Saskatoon (Zone 6) Sports Council will review and provide recommendations, when requested by the City or any eligible youth-sports organization, on the values

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to be used in the preceding formulas for calculating the subsidization points.

Consultations with Youth-Sports Organizations

In March of 1991, the Leisure Services Department held two workshops for the various youth-sports organizations who are using civic recreation facilities and whose rents are presently being subsidized by the City. These workshops provided a forum for explaining the new subsidy program to these groups and for obtaining comments on various outstanding issues (of which the most significant is whether any limits should be placed on the amount of subsidization that is provided to any program or group). Thirteen different youth-sports organizations, representing more than 5,000 participants, attended at least one of these workshops.

A major issue was whether an upper limit should be established on the number of hours (on a per-participant basis) that will be subsidized under this Program. Through these discussions, the Leisure Services Department concluded that while applying a common limit on all programs would be arbitrary and inequitable, none of the sports should automatically be eligible for an unlimited amount of subsidized program time. Participation standards for the purposes of subsidization should be established for each sport and its associated programs, thereby introducing maximum levels of subsidization which are responsive to the nature and requirements of each sport.

The Leisure Services Department met with the individual groups to negotiate acceptable standards for their different programs. The standards were specified in terms of the number of activity-hours for each participant and the number of active participants per hour for these groups' different programs.

Policy Refinements

During the workshops with various sports organizations and during the Department's consideration of various matters pertaining to the implementation of the subsidization formulas, the Leisure Services Department was able to identify various matters within the new youth-sports subsidization policy which require further clarification or adjustment. The changes which are recommended in the following sections are aimed at improving the fairness of the new Program and the ease of its application.

Sports Which Do Not Use City-owned Recreation Facilities

The intent of the Youth Sports Subsidy Program is to provide facility-rental subsidies to those volunteer sports organizations who are providing programs and services which foster

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the development of amateur sport in Saskatoon. The sports organizations who are currently on the Program's eligibility list have obtained this status only because they currently utilize City-owned recreation facilities as a venue for their activities. The new subsidization Program will expand the eligibility criteria to include those groups that do not rent programming time from City-owned facilities. Within the existing budgetary provision for this Program, any expansion in the number of eligible programs and sports groups will involve a reallocation of the available funds (i.e. groups which received subsidies under the old Minor Sports Subsidy Program and which are still eligible under the new Youth Sports Subsidy Program may encounter a lower rate of subsidization in order to accommodate the expanded number of eligible programs and groups).

Age Limits on the Participants

As part of the subsidization formula, City Council has restricted eligible participants to those under 19 years of age. After consultations with the sports groups, the Leisure Services Department has determined that many of the youth programs have their age restrictions set at 19 years and under. Therefore, the Department is recommending that the age limit for eligible participants under the Youth Sports Subsidy Program should be amended to include participants 19 years of age and under on December 31 of the year in which the subsidy is being calculated.

Criteria for Defining Eligible Organizations

Following its discussions with the various youth-sports groups, the Leisure Services Department determined that the eligibility criteria must be further clarified and refined in order to ensure the highest degree of objectivity in assessing all groups. Therefore, the Department has re-specified the eligibility criteria. The following outlines the amended criteria, with the proposed changes highlighted in bold print:

1. The organization must be registered as a non-profit corporation **or be a registered member of a Provincial sport-governing body which is recognized by SaskSport.**

Presently, there are some local sport groups that are not, themselves, registered as non-profit corporations, but that are affiliated with a provincial or national sport body. The Leisure Services Department is prepared to extend the subsidization to these affiliated groups. The affiliation ensures that the local groups are operating under a standard set of regulations and controls.

2. The organization must not be a public-sector agency.
3. **The primary mandate of the organization must be the delivery or development**

of a "specific" sport activity to youth aged 19 years and under living in Saskatoon.

This criterion is being proposed to ensure that social agencies, community associations, and other organizations whose mandate is not primarily oriented to youth-sports activities cannot become technically eligible for subsidization by initiating a token sport program.

- 4. The organization must be based in Saskatoon and must have been providing youth programming in the city for at least two consecutive years prior to applying for support under the Youth Sports Subsidy Program.**

This criterion will ensure that the groups who are subsidized have proven their operating viability and that their programs are responding to a market need and not to a passing fad. Other funding programs already exist to provide seed money for new initiatives.

- 5. The organization must maintain a non-restrictive membership to the sector(s) of the community and the age group that it serves and must make its programs and/or services available to all suburban areas within Saskatoon.**

This criterion will prevent private clubs from taking advantage of the subsidy program for their members, particularly in those instances where very restrictive membership criteria are in place. The "non-restrictive membership" requirement is not intended to suggest that a fee cannot be charged for programs, but rather that all participants must have equal access to the subsidized programs by virtue of the consistent application of fees and skill assessments and that their eligibility is not restricted by factors such as race, religion, etc.

- 6. The organization must adhere to the rules and regulations governing all developmental stages of the specific sport activity, ranging from the beginner and recreational levels through to the high performance (pursuit of excellence) categories.**

This criterion ensures that standards are being followed in order to ensure that the participants are able to acquire certain basic developmental skills and that the generally-accepted rules of the sport are being applied in order to ensure that the participants' safety and satisfaction are an integral part of the programs.

- 7. The sport activity must have a clearly-defined and commonly-accepted set of rules (usually contained in a rule book) with "competition" or "training for competition" as its primary purpose.**

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8. The program(s) involve adults in teaching or coaching **or in supervising** participants to develop at least two of the following four skills:
 - a) coordination,
 - b) strength,
 - c) stamina, and
 - d) concentration.

Funding Criteria

The current Youth Sports Subsidy Program does not adequately define the criteria under which the subsidies will be assessed. The four program variables which have been adopted by City Council provide a basis upon which to establish these criteria. The Leisure Services Department is proposing that the definition of these four variables (and hence, the formula for determining the subsidization points) should be clarified in the following manner:

Membership (Number of participants) - Only registered participants, 19 years and under on December 31 of the year in which the subsidy is being calculated, will be considered under the Subsidy Program.

Subsidized hours per participant - This should be redefined as the "annual program hours per participant". These hours should reflect the yearly amount of "regular" time (i.e. in relation to the participation standards which have been established for the sport or program) which is scheduled by the organization for a participant for competitions or for the instruction/practice of the specific skills of the sport. Provincial, national, or international championship events do not represent and will not be included in the specification of regular program time.

Average participants per program hour - This variable should be redefined as the "program hours per session". When included in the subsidization formula, this is the variable which will reflect the manner in which a particular sport utilizes a facility (expressed in program hours) and which can be accommodated at any one time (i.e. how many people participate in the activity at the same time). It should be noted that this variable does not necessarily equate to the number of players per team or the ratio of athletes per coach.

Cost Factor - The cost factor shall be the rental charge per session (usually expressed on a per-hour basis). It is based on the City's landlord costs or the market value (for those activity spaces which are not provided by the City) and must reflect the smallest "bookable" space that a sport will generally require in order to deliver the specific program or activity. The ownership of the facility does not affect the sport's eligibility for subsidy funds.

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In light of these definitions, the portion of the subsidization formula which pertains to the weighting factors can be respecified as follows:

$$\frac{\text{No. of participants} \times \text{No. of annual program hours per participant} \times \text{Rental charge per session}}{\text{No. of program hours per session}}$$

Determining Subsidization Levels

For 1991, the approved budget for the Youth Sports Subsidy Program is \$544,000. In Appendix A (Table 1), the subsidization points have been calculated for each group which has been subsidized in 1991 under the old procedure. This appendix provides the statistics upon which the 1,232,922 points were determined (as well as the program variables for each group). The "points" are actually the combined value of total facility-rental (pre-subsidized) expenditures which are incurred by all of the sports organizations and programs that are eligible under the Program -- that is, the formula for 1991 has determined that, at the standardized maximum participation limits, the twenty-one organizations (and their thirty-nine programs) which are currently eligible for subsidization will spend \$1,232,922 on facility rentals. If the new policy had been applied in 1991, the degree of subsidization on the facility rentals is:

$$\frac{\$544,000 \times 100}{\$1,232,922} = 44.1\%$$

To further clarify how this subsidization formula would be applied, the following is a specific example of the calculation of the subsidization points and the rental subsidies for a particular program. Appendix A (Table 1) shows that the values for the variables which apply to the Kinsmen Can Am Gymnastics Club's recreational programs are as follows:

Number of participants	176
Annual program hours per participant	32
Program hours per session	30
Rental charge (hourly) per session	\$17.50

Applying these amounts to the subsidization formula results in the following subsidization points for this group:

$$\frac{176 \text{ participants} \times 32 \text{ program hours/participant/year} \times \$17.50/\text{session}}{30 \text{ program hours/session}} = \$3,285/\text{year}$$

The (\$)3,285 of subsidization points for this organization are part of the (\$)1,232,922

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combined total of points for all eligible groups. As stated earlier, this is also the total amount of rental cost that will be incurred by the groups to meet their program requirements, as recognized by the Youth Sports Subsidy Program. In other words, if all of the currently-eligible groups were to be given free use of their facilities (to the maximum time which was been established for subsidizing their programs), the total funding for the Youth Sports Subsidy Program would have to be \$1,232,922.

However, because only \$544,000 has been allocated in the 1991 Operating Budget for the provision of subsidies, the maximum amount of the rental cost which can be subsidized is 44.1%. Accordingly, the maximum amount of subsidization which is available from the City to the Kinsmen Can Am Gymnastic Club's recreational programs is:

$$\$3,285 \times 44.1\% = \$ 1,450$$

To implement the subsidy, one or more of the four variables in the subsidization formula must be reduced. The most obvious adjustment is to the rental charge per session and therefore, the subsidy is specified as a percentage of the session cost. Instead of paying \$17.50 per session for the use of the facility to the maximum number of program hours specified for this activity, the Kinsmen Can Am Gymnastic Club's recreation programs will receive a subsidy of $\$17.50 \times 0.441 = \7.72 per session from the City. This calculation ensures that the subsidy to this group is in accordance with the formula and the available budget:

$$\frac{176 \text{ participants} \times 32 \text{ program hours/participant/year} \times \$7.72/\text{session}}{30 \text{ program hours/session}} = \$1,450/\text{year}$$

Appendix B (Table 2) lists, in descending order, the subsidy values for all youth-sports programs which are currently on the eligibility list. By applying the same subsidization percentage (i.e. 44.1%) to their session costs, all eligible youth-sports organizations are being treated in a fair and equitable manner. All programs receive the same relative degree of financial assistance towards their facility rental needs. For example, if a program's variables determine that 1,000 program hours are required at a facility that costs \$20.00/session, then the program would be allotted \$8,820 of the subsidy budget. This amount would represent \$8.82 of subsidy for every hour purchased, or 44.1% of the session cost. Likewise, if another program requires 500 program hours at a facility costing \$40.00/session, then that program's subsidy would be budgeted at \$8,820. This would represent a subsidy of \$17.64 for every hour purchased, but would still be 44.1% of the session cost for this particular program.

Appendix C (Table 3) identifies, also in descending order, the relative per-participant subsidies and facility costs for the different programs which are currently eligible for subsidization under the Youth Sport Subsidy Program (assuming a 44.1% subsidization rate

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and the program variables which have been reported in Table 1). Those programs which take place in the most expensive facilities will receive the highest per-participant subsidies. However, it is important to recognize that the participants in these programs will still be faced with the highest personal cost (with respect to the portion of the rental cost that is not subsidized).

Implications for Specific Youth-Sports Organizations

Most youth-sports organizations will receive higher financial support under the new Youth Sports Subsidy Program. When their eligibility is confirmed, the most significant change under the new Program will be realized by those groups which are presently using facilities that are not operated by the City.

Appendix D (Table 4) identifies the overall financial impact on the 21 organizations that are currently eligible for subsidies. The amounts which are reported in this table reflect the difference between the projected subsidy under the new Program and the actual 1991 subsidy which they are receiving under the existing (old) Minor Sports Subsidy Program.

Eight of the twenty-one groups will face a reduction in their subsidy levels as a result of implementing the new subsidy formula. The reasons for these reductions vary among the groups in the following manner:

1. The Saskatoon Baseball Council, Saskatoon Minor Softball League, Saskatoon Youth Soccer Inc., the Winddrifters Field Hockey Club, and the Saskatoon Lacrosse Club have, in the past, received a 100% subsidy for the use of the City's outdoor sportsfields. As a result of the introduction of a fee schedule for renting certain fields (as approved by City Council on December 17, 1990), the application of a 44.1% subsidization rate means that these groups will automatically face increased facility rental costs under the new Program.
2. The implementation of the new subsidy formula and the resulting redistribution of the existing budgetary funds will directly reduce the rate of subsidization which is provided to the Saskatoon Minor Hockey Association by approximately \$5,300 (i.e. the rate of subsidization will be reduced from 50% to 44.1%). A further reduction of \$4,290 has also been projected as a result of the decrease in this organization's registrations, resulting in a lower amount of program time being required as compared to the previous year.
3. The subsidy to the Saskatoon Figure Skating Club will be reduced by more than \$20,000. This reduction is totally due to the inequity which exists in the old subsidization program and therefore, represents a redistribution of the existing

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subsidy funds to other organizations. The Leisure Services Department has met with representatives of this Club to discuss the impact of implementing the new Program and the consequences of the reduced subsidy on the participants. As Table 4 illustrates, the impact will be, on average, \$21.12 per participant. The Figure Skating Club has indicated that any impact of greater than \$10.00 per participant in a single year would seriously affect the participation levels in the Club's programs and would jeopardize the continued growth of this sport.

To ease the impact of implementing the new Youth Sports Subsidy Program, the Leisure Services Department is recommending that a direct allocation of the existing budgeted funds for providing subsidies should be made to those groups where the impact (i.e. the increased cost to the participant) is greater than \$10.00 per participant. According to Table 4, such an allocation would be made to the Saskatoon Figure Skating Club and to the Winddrifters Field Hockey Club. On the basis of the program variables which have been used for the purposes of this report, \$16,000 of the subsidy budget should be allocated, in the first year of implementing the new Program, to these two groups, thereby lowering the impact to the \$10.00 per participant level. The remaining \$544,000 - \$16,000 = \$528,000 would then be distributed in accordance with the new subsidy formula to all eligible organizations and programs (including the Saskatoon Figure Skating Club and the Winddrifters Field Hockey Club). However, in doing this, the subsidization rate would be reduced to:

$$\frac{\$528,000 \times 100}{\$1,232,922} = 42.8\%.$$

This lower rate of subsidization will still ensure that all eligible groups do not face an incremental impact of greater than \$10.00 per participant.

Implementation Schedule

During its discussions with the youth-sports organizations, the Leisure Services Department determined a general support for the new formula (because of its emphasis on treating all groups in an equitable manner) and a desire to have it implemented as soon as possible. These groups are particularly anxious to have the subsidization procedures put in place so that their program and budget planning can proceed. Therefore, the Leisure Services Department is recommending that the new Youth Sports Subsidy Formula should come into effect on January 1, 1992, based on the 1991 funding level and on the program variables and policy adjustments which have been outlined in this report.

While there may be some concern that even a maximum impact of \$10.00 per participant is too high, this is a budgetary issue and can be addressed, if City Council wishes, during its

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review of the 1992 Operating Budget. If this results in the allocation of additional funds to the Operating Budget in order to increase the subsidization rate above the 42.8% level which has been calculated in this report, then these funds can be allocated retroactively to January 1, 1992.

Similarly, there will be groups which are not currently receiving subsidies (because they are not using City-operated facilities), but which are eligible for assistance under the Youth Sports Subsidy Program. The inclusion of these groups under the new Program is also a budgetary question. City Council must decide either to add more funds to the Operating Budget to accommodate these other groups (thereby minimizing or eliminating the impact on the existing subsidized groups) or to authorize the re-allocation of the existing funding among both the existing and additional groups.

Finally, the City's rental rates which apply to the existing groups that are eligible for subsidization have been frozen at the 1989 level. In accordance with City Council's March 18, 1991, resolution, this freeze will continue until at least January 1, 1992. Subsequent to this date and in relation to the preparation of the 1992 Operating Budget, the rental rates will be reviewed. If any increases are proposed, they will be evaluated in relation to the Youth Sports Subsidy Program.

Conclusion

The Youth Sports Subsidy Program will allocate the available subsidization funding among all eligible groups in a fair manner. The new formula ensures that the City's subsidies take into account the relative costs of the facilities that are used by the various sports. It also automatically increases the share of the subsidization funding which goes to those organizations who are attracting increased numbers of participants.

All youth-sports groups are eager to proceed with implementing the new subsidy formula and more importantly, with confirming their subsidization rates for the new year. Many groups have indicated that the sooner the new Program is implemented, the sooner they will be able to plan their strategies to deal with its impact.

This report has proposed a number of changes to the youth-sports subsidization policy which was approved by City Council on December 17, 1990, and on March 18, 1991. To clarify the implications of the changes, Appendix E of this report provides the revised policy, including the proposed changes.

RECOMMENDATION: 1) that City Council adopt the revised eligibility and funding criteria for the Youth Sports Subsidy Program, as outlined in

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Appendix E of this report;

- 2) that the proposed direct allocation of \$16,000 to the Saskatoon Figure Skating Club and to the Saskatoon Winddrifters Field Hockey Club (which is referenced in the Administration's fourth recommendation, above, and which represents a phase-in provision for implementing the new subsidization formula) **not** be approved, and that the level of subsidization to sports groups be 44.1%;
- 3) that the Administration proceed to develop, for City Council's approval, a formal policy statement (for inclusion in the City's Policy Manual) on the Youth Sports Subsidy Program;
- 4) that the Youth Sports Subsidy Program be implemented on January 1, 1992 in accordance with:
 - a) the eligibility and funding criteria which have been outlined in this report, and
 - b) subject to confirmation or adjustment during the review of the 1992 Operating Budget, a total funding level of \$544,000;
- 5) that the subsidization of groups who did not receive any assistance under the Minor (Youth) Sports Subsidy Program in 1991, but who are eligible for such funding under the criteria which are outlined in Appendix E of this report, be considered for receiving such assistance as part of City Council's review of the annual Operating Budget; and
- 6) that the Youth Sports Subsidy Policy be reviewed by the Planning and Development Committee in one year's time, including the question of subsidization of all levels of sport (i.e. beginner, novice and high performance).

Pursuant to earlier resolution, Item A.18) of "Communications" was brought forward and considered.

Moved by His Worship the Mayor,

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THAT representatives of the Saskatoon Minor Hockey Association be heard.

CARRIED.

Mr. Bob Dybvig expressed his concerns with respect to the charges for ice facilities and the subsequent increase in fees to hockey players.

Mr. Nargang, Treasurer of the Association, expressed his concerns with respect to decreased subsidies and an increased base. He stated that the figures outlined in the report differ from those calculated by the Association. Mr. Nargang pointed out that the overall effect with respect to total registration costs is as follows:

*1988, 1989, 1990 - \$246,000
1991 - \$313,500
proposed for upcoming year - \$467,800 (based on the same number of teams - 177)*

Ice cost rentals (subsidized) are as follows:

*1989 - 1990 - \$153,000
last year - \$225,000
proposed for this year - \$341,500 (for fewer number of teams)*

Mr. Nargang indicated that the Association is trying to encourage youngsters to play hockey, and was of the opinion that the Leisure Services Advisory Board was not doing its part to encourage minor hockey.

- IT WAS RESOLVED:*
- 1) that City Council adopt the revised eligibility and funding criteria for the Youth Sports Subsidy Program, as outlined in Appendix E of this report;*
 - 2) that the proposed direct allocation of \$16,000 to the Saskatoon Figure Skating Club and to the Saskatoon Winddrifters Field Hockey Club (which is referenced in the Administration's fourth recommendation, above, and which represents a phase-in provision for implementing the new subsidization formula) not be approved, and that the level of subsidization to sports groups be 44.1%;*
 - 3) that the Administration proceed to develop, for City Council's approval, a formal policy statement (for*

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inclusion in the City's Policy Manual) on the Youth Sports Subsidy Program;

- 4) *that the Youth Sports Subsidy Program be implemented on January 1, 1992 in accordance with:
 - a) *the eligibility and funding criteria which have been outlined in this report, and*
 - b) *subject to confirmation or adjustment during the review of the 1992 Operating Budget, a total funding level of \$544,000;**
- 5) *that the subsidization of groups who did not receive any assistance under the Minor (Youth) Sports Subsidy Program in 1991, but who are eligible for such funding under the criteria which are outlined in Appendix E of this report, be considered for receiving such assistance as part of City Council's review of the annual Operating Budget;*
- 6) *that the Youth Sports Subsidy Policy be reviewed by the Planning and Development Committee in one year's time, including the question of subsidization of all levels of sport (i.e. beginner, novice and high performance); and*
- 7) *that the Planning and Development Committee meet with representatives of the Minor Hockey Association to review the implications of the formula on minor hockey and report back to Council.*

Pursuant to motion by Alderman Mann and carried by a majority of members of Council, the hour of the meeting was extended beyond 10:30 p.m.

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**4. Silverspring Neighbourhood
Sutherland Landfill Site Investigation
AND
Silverspring Neighbourhood
University of Saskatchewan Chemical Disposal Site
(Files CK. 4131-7, 4020-22-1 and 7830-4)**

City Council considered Clause 14, Report No. 27-1991 of the Planning and Development Committee on the above matter at its meeting held on August 26, 1991, and

- "IT WAS RESOLVED: 1) that the information be received; and
 2) that Council receive a further report."

Report of Director of Works and Utilities, August 30, 1991:

"At its meeting held on August 12, 1991, the Planning and Development Committee considered the matter of the University of Saskatchewan Chemical Disposal Site and its impact on the Silverspring Neighbourhood. The City Commissioner indicated a commitment by Administration to undertake soil and water testing in several areas of Silverspring to ensure that there is no contamination in the area being developed. In addition, the Administration proposes to clean up the former Sutherland landfill site in the area, while at the same time checking for any contamination that may have resulted from the Sutherland landfill operation. These initiatives are being proposed to remove any impediments of this nature to the further development of the Silverspring neighbourhood.

Report of the City Engineer, August 26, 1991.

'In June of 1988, the Engineering Department hired W. A. Bullee Consulting Ltd. to investigate the extent of landfilling on the site used by the Town of Sutherland prior to 1956.

The attached report identified several sites that were used for waste disposal and recommends excavation and removal of the old garbage to our present landfill site. Detailed plans showing test hole locations are not included but we have included a sketch plan showing the various garbage locations.

The Bullee Report estimates the quantity of garbage to be removed at between 7,000 and 12,000 cubic metres.

Engineering Department staff have estimated the site cleanup costs in the order of \$100,000.'

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The consultant, who is undertaking the testing of soil and water in the area, will monitor the material being removed from the Sutherland Landfill for contamination.

If approved, cleanup of the Sutherland Landfill site will commence as soon as possible in September, 1991.

Report of the City Commissioner, August 30, 1991:

As previously indicated, the Administration wishes to remove all impediments to the early development of the Silverspring neighbourhood. Two of the issues which must be dealt with are the clean up of the Sutherland landfill site and the reassurance of the existing residents and potential purchasers that there is no contamination moving from the University of Saskatchewan chemical disposal site into existing developed areas or future developable areas of the Silverspring Neighbourhood.

The Manager of the Water and Pollution Control Department and I contacted Ground Engineering Ltd. of Regina, requesting a proposal for engineering services to produce an environmental assessment of the Silverspring development. Ground Engineering Ltd. was the firm that carried out the decommissioning of the University landfill site and is well acquainted with the contents of the University site and the future impact of the University site on the surrounding land. I felt it was appropriate that since they had already undertaken work in the immediate area and had immediate access to the data, they were in the best position to provide accurate and early information concerning City-owned land in the Silverspring Neighbourhood. I have, therefore, contacted Ground Engineering to carry out an environmental assessment to indicate the environmental quality of the land to the south and the east of the University landfill site.

In general terms, the scope of the work is as follows:

1. Determine an appropriate number and location of sampling sites.
2. Install sampling systems that will produce representative samples.
3. Prepare an appropriate list of parameters for analysis.
4. Sample and analyze representative soil and groundwater samples (soil, vapour and atmospheric samples if required).
5. Gather information presently on record which can be used to support the findings of this project.

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6. Evaluate, analyze and report on all available data. The report should clearly state the environmental quality of the site with respect to its suitability for residential/parkland use.

In determining the environmental quality of the land, not only will testing be done to indicate problems which may arise from the University landfill, but also tests will be carried out to determine what, if any, impact the former Sutherland landfill has on environmental quality. From all information to date, including the investigation of W.A. Bullee Consulting Ltd., the Sutherland landfill site contains only normal domestic waste, virtually identical to the type of waste that is picked up daily by City crews and disposed of in our existing landfill site. The only visual difference between this domestic waste and the daily waste that the City handles is that, because of the age of the garbage, it has a higher content of tins and glass bottles and a lower content of plastic products.

In carrying out the investigation, Ground Engineering Ltd. will use the Canadian Environmental Quality Criteria for Contaminated Sites as a guideline. These guidelines have been accepted in the past by the Saskatchewan Department of the Environment and are the numerical limits for contaminants in both soil and water. The guidelines have been developed to serve as benchmarks to evaluate issues related to protection of humans, animals and the environment with respect to current or future use of soil and water at contaminated sites. From the tests that will be carried out, it will be determined if the Silverspring Neighbourhood meets the Canadian Environmental Quality Criteria for both residential and parkland use. Soil testing will be carried out for a wide range of parameters including trace metals, conductivity, pH, chlorinated organics, hydrocarbons, herbicides and pesticides. Water samples will be analyzed for numerous parameters including major ions, nutrients, trace metals, organics, volatile chlorinated hydrocarbons, PCBs, herbicides and pesticides. The soil and water samples will be analyzed by the Saskatchewan Research Council.

As part of their services, I have requested Ground Engineering Ltd. to provide staff to observe the removal of material from the Sutherland landfill to confirm the presence of only normal domestic waste. This will allow coordination between the work of Ground Engineering Ltd. and the work of the crews carrying out the clean up of the Sutherland landfill site. It is estimated that the total cost to the City for the range of services provided by Ground Engineering Ltd. will be \$75,447. It is estimated from initiation of the investigation program to completion of the final report will be approximately five weeks.

A sketch indicating the tentative location of the monitoring wells proposed by

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Ground Engineering Ltd. will be available in the City Clerk's Office for viewing **(and will also be available at the Council meeting on September 9, 1991)**. At least two further monitoring wells will be located in the existing developed area of the subdivision, likely on vacant land identified by the Land Manager.'

We will be in contact with the Saskatchewan Department of Environment and Public Safety regarding our proposed cleanup of the Sutherland Landfill Site, prior to the commencement of work."

Also attached, for Council's information, is a copy of a letter dated August 27, 1991 that His Worship the Mayor received from the President of the University of Saskatchewan, which discusses the University's position with respect to the safety concerns which have been expressed by the residents of the Silverspring Neighbourhood.

Your Committee has reviewed this matter with the Director of Works and Utilities and

- RECOMMENDS:**
- 1) that the information be received;
 - 2) the clean-up of the Sutherland Landfill site for an estimated cost of \$100,000 be approved as a 1991 Capital Project;
 - 3) that the source of financing be the Property Realized Reserve; and
 - 4) that the Administration be requested to provide a further report outlining the results of the testing and clean-up.

Pursuant to earlier resolution, Items B.5) and B.6) of "Communications" were brought forward and considered.

- IT WAS RESOLVED:*
- 1) *that the information be received;*
 - 2) *that the clean-up of the Sutherland Landfill site for an estimated cost of \$100,000 be approved as a 1991 Capital Project;*
 - 3) *that the source of financing be the Property Realized Reserve; and*
 - 4) *that the Administration be requested to provide a further report outlining the results of the testing and*

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clean-up.

REPORT NO. 31-1991 OF THE LEGISLATION AND FINANCE COMMITTEE

Composition of Committee

Alderman P. Mostoway, Chairman
Alderman M.T. Cherneskey, Q.C.
Alderman M. Thompson

**1. Investment Manager's Report
(File No. CK. 1790-3)**

Attached is the Investment Manager's Report for the second quarter of 1991.

RECOMMENDATION: that the information be received.

ADOPTED.

**2. Taxicab Licenses - Allocation and Criteria
(File No. CK. 7305-1)**

Attached is a copy of Clause 1, Report No. 25-1991 of the Legislation and Finance Committee which was considered by City Council at its meeting held on July 2, 1991. As will be noted, the Committee was recommending, in part:

- "2) *that the restrictive nature of the 25 taxicab license issued after July 23, 1979, be terminated as to create one class of taxi license with no restrictions attached;*
- 3) *that the taxicab waiting list be terminated with future allocation of taxicabs to be on a draw basis with the allocation criteria established at that time;"*

While Council adopted Recommendation 2) above, the matter of the taxicab waiting list was referred back to the Legislation and Finance Committee with the direction that the Committee notify those people on the taxicab waiting list of Council's intention to change the policy.

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Invitations were sent to the seventeen persons on the taxicab waiting list to meet with the Committee on this matter. (These letters were sent to the addresses given to the City Treasurer's Department by the applicants; four were returned "address unknown".) The Committee heard representations from three persons on the waiting list all who were of the opinion that the taxicab waiting list should be retained.

In 1988, City Council resolved that the City petition the Provincial Government to amend *The Urban Municipality Act* to provide for the City charging up to market value for future taxicab licenses. Although the petition by the City was not successful, your Committee is of the opinion that this issue should once again be raised with the Province. The Committee therefore submits the following:

- RECOMMENDATION:**
- 1) that The City of Saskatoon request the Province to amend *The Urban Municipality Act* such so that those municipalities that regulate taxicab licenses may issue the licenses at a price up to market value; and
 - 2) that should the Province's approval to the proposal outlined in Recommendation 1) above not be received by December 31, 1991, the Legislation and Finance Committee further consider its previous recommendation that the taxicab waiting list be terminated with future allocation of taxicabs to be on a draw basis with the allocation criteria established at that time, and report back to Council.

Pursuant to earlier resolution, Items A.13) and A.14) of "Communications" were brought forward and considered.

It was noted that Ms. Peggy Sparrow (Item A.14) of "Communications") was not present in the gallery to address Council with respect to the matter.

Moved by Alderman Cherneskey,

THAT a representative from Radio Cabs be heard.

CARRIED.

Mr. Gerry Adams of Radio Cabs indicated that he does not see any problem with keeping the list as it currently exists.

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- IT WAS RESOLVED: 1) that The City of Saskatoon request the Province to amend The Urban Municipality Act such so that those municipalities that regulate taxicab licenses may issue the licenses at a price up to market value; and*
- 2) that should the Province's approval to the proposal outlined in Recommendation 1) above not be received by December 31, 1991, the Legislation and Finance Committee further consider its previous recommendation that the taxicab waiting list be terminated with future allocation of taxicabs to be on a draw basis with the allocation criteria established at that time, and report back to Council.*

**REPORT NO. 32-1991 OF THE LEGISLATION AND FINANCE COMMITTEE
(DEALING WITH AUDIT MATTERS)**

Composition of Committee

Alderman P. Mostoway, Chairman
Alderman M.T. Cherneskey, Q.C.
Alderman M. Thompson

**1. Final Report - Comprehensive Audit
Investment, Cash and Debt Management
(File No. CK. 1600-4)**

Report of the Manager, Audit Services Department, August 13, 1991:

"The 1990 Corporate Audit Plan included provision to audit the City's investment management function and cash management (including debt management) function. The investment management segment of the audit was conducted by James P. Marshall, Inc., an external consulting firm, while the cash and debt management component was conducted by the Audit Services Department.

BACKGROUND

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The Investment Services Department provides investment management services for the City including the Firefighters Pension Fund. In total, nine funds are managed with a total market value of approximately \$174 million as of June 30, 1990. The General Fund is the largest with a market value of about \$109 million.

Prior to 1984, the Treasurer's Department was responsible for investing civic funds. Investment Services was then formed as a separate department to allow the investment manager to focus exclusively on investment activities rather than cash management and settlement activities, which remain the responsibility of the City Treasurer. The manager of Investment Services reports to the Director of Finance. Two full time investment professionals, including the manager, plus a half-time secretary, comprise the Investment Services Department.

The cash management function, including cash forecasting, is mainly performed by individuals within the Treasurer's Department. Investment Services invests any identified excess cash balances or sells investments to cover cash shortages. Almost all departments have some impact on cash flows but the majority can be attributed to the Treasurer's, Comptroller's, and Central Purchasing and Stores Departments.

Most cash receipts are received and processed through the Treasurer's Department. Cash disbursements are also handled by the Treasurer's Department, however the processing of accounts payable is performed by the Comptroller's Department. Debt management activities occur in the Treasurer's, Comptroller's and Investment Services Departments. Debt is limited to debentures for Local Improvements and Capital Projects.

The security over the City's investments is handled by an independent custodian which is awarded through a request for proposal, and is currently the Bank of Nova Scotia.

AUDIT FINDINGS

Following is a summary list of all recommendations presented in the Detail Audit Reports prepared by the Consultant and Audit Services. Each recommendation is referenced to the applicable pages and sections of the Detail Reports.

Investment Management:

The comprehensive audit of the Investment Function, carried out by James P. Marshall, Inc., involved an examination of the City's investment performance, objectives, policies, practices, reporting relationships, and management structure. The Consultant concluded that investments in the various Funds are being made in compliance with relevant legislation (see page 13, section 3.4); that the current objectives are adequate and the

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emphasis on capital preservation and meeting liquidity needs is appropriate (see page 7, section 3.21); and that the current strategy of lengthening the duration of the portfolio is warranted (see page 8, section 3.22).

Specific recommendations designed to **enhance investment returns** follow. Asterisks (*) highlight those that Audit Services considers to be significant.

- * 1) **Upper Limit** - that the upper limit on investments with a term greater than one year be increased from the current level of \$30 million (see page 9, section 3.24);
- * 2) **Term of Investments** - that the permissible term of individual investments be increased from 5 to 10 years and that, to minimize risk, the policy guidelines be amended to provide an upper limit of 5 years on the duration of the total portfolio (see page 9, section 3.23);
- * 3) **Benchmark Portfolio** - that the City adopt a benchmark portfolio of 25% short term government securities and 75% 91-day treasury bills as a basis for assessing the performance of the investment manager (see page 14, section 4.0);
- 4) **Monitoring Investment Performance** - that investment performance be monitored on a quarterly basis and that the time frame for evaluating investment performance be over a longer period (i.e. four-year moving average periods) in order to reduce the effect of short term volatility (see page 14, section 4.0);
- 5) **City of Saskatoon Issues** - that City of Saskatoon issues be excluded from assessment of the performance of the Investment Services Department (see page 8, section 3.22);
- * 6) **Current Reporting Structure** - that there is merit in retaining the current reporting structure (i.e. Investment Manager reporting directly to the Director of Finance) if the department is managed on a self sufficient basis on the basis of revenues generated from external clients (see page 13, section 3.3);
- * 7) **Former Reporting Structure** - that the former structure (i.e. where the Investment Manager is part of the Treasurer's Department) might be appropriate if the scope of the department is restricted to managing civic funds in accordance with the current investment policy. (i.e. the current policy provides limited scope to add value through active bond management

in the non pension funds. The Consultant also does not anticipate that additional pension clients will be retained.) (see page 13, section 3.3).

Cash and Debt Management:

The cash and debt management audit involved an examination of the City's policies, objectives and procedures for purchasing, accounts payable, payments, billings, accounts receivable, receipts and deposits, cash forecasting, debt management, and the security of investments. In order to achieve better coordination of cash management of the City, the Audit Services Department recommends the consideration of the establishment of a Cash Manager's position through reallocation of existing staff, and consideration of consolidating the investment, debt and cash management activities within the Treasurer's Department. There is also a need for the cash forecasting procedures and systems to be re-designed to enhance the accuracy of the forecasts.

Specific recommendations designed to improve the overall cash management practises of the City of Saskatoon and management's responses follow. Asterisks (*) highlight those that Audit Services considers to be significant.

1. Purchases, Payables, Payments

**a) Recommendation - Page 13 - 14, 1.1
Policies - Time Value of Money**

Purchasing, disposal of surplus/obsolete materials, and tendering policies should describe the factors departments should consider, including the time value of money, before making a significant purchase, timely disposals, or awarding large contracts. Although these factors are being considered as standard purchasing practise, they should be documented and communicated to all civic departments through Corporate policies. This ensures all departments are following appropriate and consistent procedures.

Action Proposed by Management

These factors as well as many others are taken into consideration when the purchasing department is determining the lowest evaluated bid or tender. The factors that are considered are listed in 2.1 of the purchasing policy (C02-003) and include the concept of time value of money in the term "related administrative cost". However, during the next updates of these policies, we will be more specific in stating the factor of time value of money.

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Audit Services will update Policy C02-006 (Appointment of Consultants) to include payment terms as part of the selection criteria under 3.1.

**b) Recommendation - Page 14 - 15, 1.2
Guidelines - Purchasing/Inventory Management**

General guidelines regarding inventory and stores replenishment decisions, should be established and monitored for compliance, to ensure the basic factors such as the time value of money, carrying costs, turnover, etc., are considered. These guidelines would ensure correct inventory purchasing decisions are being made throughout the Corporation.

Action Proposed by Management

Central Purchasing and Stores has been active in training and guiding the major departmental stores operations in implementing the inventory system as well as establishing inventory management control procedures. We have developed a corporate inventory management mandate and established a plan to perform comprehensive reviews of corporate inventories with the aim to assist and educate departments to ensure that all corporate inventories are effectively managed. Factors such as the time value of money and "just in time" inventory are considered in inventory replenishment decisions and are considered to be standard inventory management practices and procedures. After the reviews have been completed, guidelines will be established and attached to the inventory policy.

c) **Recommendation - Page 16, 1.3**
Monitoring, Assessing and Reporting Payment Performance

Consideration should be given to having payment performance formally monitored, assessed and reported. The timeliness of payments and the proper application of payment terms should be monitored so that any deficiencies can be corrected and payment terms maximized.

Action Proposed by Management

We will try to produce a report from the A/P system which will compare date invoice is due to the date it is paid.

d) **Recommendation - Page 17 - 18, 1.4**
Credit Notes and Collection Procedures

Procedures should be documented by the Comptroller's Department and followed on at least a quarterly basis, to collect any outstanding (uncollected) deductions in the accounts payable system. Procedures should include the immediate follow-up with relatively inactive suppliers, instructing them to issue a cheque to cover large outstanding credit notes. Central Purchasing should also change the returned goods form to give instructions to the supplier for the immediate issuance of a credit note upon receipt of the goods.

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Action Proposed by Management

Comptroller's: We agree the follow-up should be performed quarterly. Staff will be informed of procedures to be followed.

Central Purchasing: The purchasing procedures do state that the form provides advice to the supplier to issue a credit note. However, the actual form does not specifically state that a credit note is to be issued. The procedures should be amended and the Return Goods form redesigned to give instructions to the supplier for immediate issuance of a credit note. This will be done on the next update to the form.

**e) Recommendation - Page 18, 1.5
Appropriate Timing of Grant Payments**

Guidelines on the timing of large payments that reflect the time value of money should be developed and followed for all city contributions where feasible.

ACTION PROPOSED BY MANAGEMENT:

Guidelines will be developed for the payment of large grants on a quarterly basis, except where payments are made to our own Boards and Commissions in which cash flows are based on the payment of bills, payroll, etc. Any recommendations to City Council for granting large sums of money, will include a payment schedule as part of the recommendation.

2. Billings, Receivables, Receipts/Deposits

*** a) Recommendation - Page 22, 2.4
Due Dates/Interest Charges on Billings**

The due date or payment terms should be printed on residential utility billings and every receivable billing sent to customers so that they are aware of when payment is due. Interest should also be charged on overdue residential utility accounts.

Action Proposed by Management

The utility bill is currently in the process of being redesigned and

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identification of payment terms has been incorporated in the redesign. The idea of charging interest on overdue residential accounts and the associated payment of interest on customer deposits will be discussed in a report scheduled to be completed in 1991.

* **b) Recommendation - Page 24 - 25, 2.6
Review Accounting System and Procedures for Accepting Payments**

The Treasurer's Department in consultation with other appropriate departments should review the accounting procedures and systems with the potential of accepting payments at other locations where same day deposits can be made and accurate accounting completed afterwards, but with proper controls in place. The accessibility of numerous and convenient payment centres may accelerate the receipt and deposit of payments including Sundry Accounts Receivables (SAR's) and property taxes.

Action Proposed by Management

A report with regards to allowing the payment of tax bills at various institutions was forwarded to the Director of Finance early in 1991. It is expected that a follow-up report will be done later on in 1991. Management proposes to include the subject of accepting all kinds of payments at other locations in this report.

* **c) Recommendation - Page 25 - 26, 2.7
Daily Receipts Deposited on the Same Day**

The Treasurer's Department should consider changing procedures and banking arrangements to allow a daily deposit that includes as much of the same day's receipts as possible. This ensures that cash receipts are promptly delivered and deposited into the bank and that any available cash is earning interest revenue and is not sitting idle.

Action Proposed by Management

The logistics of what is being proposed by Audit Services will have to be thoroughly reviewed to determine its feasibility. Factors such as the impact on staffing and service to the public will have to be considered. In addition, discussions will have to be held with both the Bank and the armoured car company. The Bank will have to give consideration to the fact that they will

undoubtedly be processing the City's deposit later in the day than is currently taking place. The result may be increased staffing which might result in increased costs being passed onto the City. As well, the armoured car company will have to determine the impact of new pick-up times on their existing workload.

* d) **Recommendation - Page 26 - 27, 2.8**
Tax Due Date Change and Depositing of Receipts During Peak Periods

To prevent the loss of interest revenue because of the inability to process and deposit property tax receipts due to the deadline date being on a non-working day, consideration should be given to having the deadline date changed from June 30th to the last working day in June, or some other appropriate working day. This would allow processing and deposit of the large amounts of post-dated cheques before the Canada Day weekend, resulting in increased interest earnings.

Action Proposed by Management

Management is opposed to the recommendation due to the administrative difficulties that would arise and therefore proposes to stay with the June 30th deadline.

e) **Recommendation - Page 23 - 24, 2.5**
Early Payment Discounts

An on-going review and experimentation of the early payment discount rate offered for property tax prepayments should be continued to determine a fair and reasonable level to which the discount rate could be dropped without significantly affecting the amount of prepayments.

Action Proposed by Management

Ongoing reviews will continue to be held.

f) **Recommendation - Page 19 - 20, 2.1**
Billings - Corporate Policy

An administrative policy and/or directive from the City Commissioner, that

emphasizes the importance and need to bill customers immediately to speed up the collection process, should be issued. It should identify an appropriate critical value for large billings in which priority is placed on processing and collection of these invoices.

Action Proposed by Management

We will request the City Commissioner to issue a directive to all Departments, Boards and Commissions regarding the need and importance of billing customers immediately for large amounts.

3. Cash Forecasting

* a) **Recommendation - Page 29 - 30, 3.2
Redevelopment of Cash Forecasting Procedures**

The cash forecasting procedures should be re-developed so that the most current information (ie. accounts payable, accounts receivable) is reflected in the forecasts and that the forecasts are as accurate as possible.

Action Proposed by Management

It is recognized that the cash forecasting system which is currently in place is rather simplistic. However, as identified by Audit Services, it has been reasonably accurate. It is agreed that the cash forecasting has to become more sophisticated and management proposes to either purchase a packaged system, or develop its own internally. One of the items which will be investigated is the gathering of cheque-clearing statistics from the accounts payable system and the bank clearing tapes. This information if it can be accessed, should facilitate being able to better predict the clearing pattern of cheques.

* b) **Recommendation - Page 28 - 29, 3.1
Cash Flow Using Consolidated Bank Balance**

The consolidated bank balance is the total cash the City can invest and should be included in the daily as well as all other cash flow forecasts prepared by the Treasurer's Department.

Action Proposed by Management

Discussions have been already held between the Investment Services Department and the City Treasurers Department to modify the current daily cash flow projection form upon which Investment Services bases its investment decisions.

* c) **Recommendation - Page 31, 3.3
Computerized Forecasting System**

Information systems should be in place to ensure the current information can be gathered and updated promptly for accurate cash forecasts. Cash management systems and procedures should make use of appropriate and modern administrative practises. Staff involved in these positions should have the ability to work and maintain these systems. Job descriptions for staff in the Treasurer's Department directly involved in producing cash forecasts, should include requirements of computer experience, and training should be provided to enhance existing skills.

Action Proposed by Management

Job descriptions in Treasurer's will be redrawn with a requirement for previous experience with computers and spreadsheets included. As identified earlier, management will address the issue of implementing a more sophisticated cash forecasting system.

* d) **Recommendation - Page 32 - 33, 3.4
Capital Projects Cash Flow Schedule**

Large capital projects can have a significant impact on the cash requirement balance. Therefore, managers of capital construction projects should submit and regularly update a cash flow schedule. Changes to, and the enforcement of Policy 03-023, "Justification, Management and Control of Capital Projects" for the requirement of an annual cash flow schedule spread by month and a monthly detailed cash flow schedule, should be considered for cash flow forecasting. Other planned large capital expenditures about to occur, should be communicated to the Treasurer's Department by departments or Central Purchasing.

Action Proposed by Management

This policy is currently being updated which will take into consideration the recommendation to have detailed monthly cash flow schedules submitted to the Treasurer's office, in addition to an annual schedule.

The Treasurer's Department will work with Central Purchasing and other departments to develop a procedure to inform them of upcoming large capital purchases, for cash flow considerations.

* e) **Recommendation - Page 33 - 34, 3.5**
Long Term Cash Forecasts Required

Both short and long term cash forecasts should be prepared to support short and long term investment decisions. It is important for those purchasing and selling investments to know when to match the maturity dates with the dates of cash requirements or surpluses. The cash forecasting system should provide at least a one-year rolling cash forecast which is constantly updated for changes. A two year forecast based on capital budgets and historical data should also be considered.

Action Proposed by Management

The City Treasurer's Department currently prepares a one year cash flow forecast based on an estimate of currently known large outflows. The forecast is generally done in October and is based on the previous year's history, adjusted for any changes which are known at the time the forecast is done. This is supplemented with a detailed monthly forecast prepared prior to the start of each month. However, it is agreed that the forecast should be done on a one-year rolling basis and this will be incorporated into any internal redesign or request to purchase a system. The annual cash flow forecast will be changed to include all cash inflows in addition to outflows.

f) **Recommendation - Page 34, 3.6**
Variance Reporting of Cash Forecasts

Variances between actual and forecasted cash flows should be measured, monitored and reported on an on-going basis to management. The performance indicators should be included in the appropriate Program Overview.

Action Proposed by Management

Management proposes to record all variances and communicate the reasons for the variance to parties which caused the variance to happen with instructions to take corrective action to avoid a re-occurrence. The Treasurer's Department will add the variance reporting indicators to the Program Overviews where applicable.

4. **Cash Management Objectives, Systems, and Procedures**

* a) **Recommendation - Page 36 - 37, 4.2**
Cash management Roles and Responsibilities

The City should consider the establishment of a Cash Manager's position to constantly review the cash receipt and disbursement procedures, systems, and policies, and to develop and maintain cash forecasting systems. Appropriate guidance should be provided to those involved in the cash management activities throughout the Corporation. This position would NOT be responsible for actual cash handling or disbursements. This position would be established through the reallocation of existing staff.

Action Proposed by Management

A review of the structure of this department is in process and this will be considered.

* b) **Recommendation - Page 37 - 39, 4.3**
Reorganization of Departments for Coordination of Cash Management

The External Consultant has recommended retaining the current reporting structure (ie. Investment Manager reporting directly to Director of Finance) if the department is managed on a self-sufficient basis, **on the basis of revenues generated from external clients** (see page 13, section 3.3 of the Consultant's Report). Audit Services supports this position provided appropriate steps are taken to:

- a) reduce duplication that exists between the Investment Services and Treasurer's Departments (ie. record keeping and forecasting) as discussed in sections 4.2 and 4.4 of the Detail Report; and

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- b) hold the Treasurer's Department ultimately accountable for the accuracy of cash flow forecasts and the achievement of cash management objectives (eg. bank balances) as discussed in section 4.1 of the Detail Report.

However if the department is restricted to managing civic funds only (ie. does not continue to operate on a self-sufficient basis, on the basis of revenues generated from external clients) then the City should consider a reorganization to provide a better reporting structure that would eliminate duplication of activities among departments and would establish responsibility and accountability for the proper coordination of cash management objectives and activities of the Corporation. Consideration should be given to consolidating the investment, debt and cash management activities into one department as is the case in the Cities of Regina, Calgary and Edmonton.

Action Proposed by Management

This proposal will be considered in conjunction with the recommendations of the Investment Audit and the review of the Treasurer's Department.

c) **Recommendation - Page 35 - 36, 4.1
Program Overview - Cash Management Objectives**

The City should review its cash requirements and develop, document and communicate the expectations of its staff regarding cash management. Cash management objectives and related performance standards should be clearly documented and measured through a Program Overview.

Action Proposed by Management

Originally there was a performance objective included in the Treasurer's Department's program overviews. This item was deleted because the Department felt that while it could identify when cash was available or needed, it had no control over whether investments were made to invest available cash or sold when cash was required. These decisions which would affect whether the performance objectives were being met are the responsibility of the Investment Department.

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**d) Recommendation - Page 41, 4.5
Procedures Should be Evaluated for Controls and Efficiency**

The Treasurer's Department should review all cash handling procedures that have been recently documented and flow charted to ensure appropriate, efficient and proper controls are in place throughout the Corporation. The review may also point to any bottlenecks in cash flows.

Action Proposed by Management

The Treasurer's Department did employ temporary help for this project in 1990 with the major tasks being to determine the appropriateness of the procedures which had been documented and to complete the documenting of those procedures still outstanding. Currently, resources are unavailable in the Treasurer's Department to carry out a review in 1991. This item will be included in the Department's 1992 operating budget.

e) **Recommendation - Page 40, 4.4**
Streamlining Procedures and Systems

The cash management procedures and systems require a thorough review to ensure cost effectiveness and efficiency and periodically evaluated on an on-going basis. In addition to the cash management procedures and systems already mentioned in section 3, the accounting procedures and record keeping systems related to cash management should be reviewed.

Action Proposed by Management

When the PMAS system has been fully implemented and operational for a period of time, management will review its work procedures to determine where duplication exists and make necessary adjustments.

5. **Debt Management**

* a) **Recommendation - Page 43 - 44, 5.1**
Debenture Approval Fees for Internal Borrowing for Local Improvements

The City should lobby the Provincial Government, along with other cities through SUMA, to make necessary changes to the Local Improvement Act to allow for internal borrowing on local improvements instead of issuing debentures, or at least waive the fees charged by the Saskatchewan Municipal Board to approve these types of debenture issues.

Action Proposed by Management

Management proposes to lobby with other Saskatchewan cities and with SUMA to have legislation changed to waive these fees when an internal borrowing is done.

6. **Security of Investments**

* a) **Recommendation - Page 45, 6.1**
Regular Reconciliation of Statement of Safekeeping

Although the City uses an independent custodian to safeguard its investments, there is no on-going and regular reconciliation procedure in place to ensure the City's and bank's records are in agreement. Controls like this, should be in place to protect the City's investments from loss, willful or otherwise.

Action Proposed by Management

Steps have been taken to ensure that monthly reconciliations are conducted for the short term holdings with quarterly reconciliations for all other holdings.

* b) **Recommendation - Page 46, 6.2**
Investment Income Received as Expected and on Due Date

Enhanced controls are being implemented by the Treasurer's Department to ensure investment earnings, both principal and interest, are received intact and promptly on due date.

Action Proposed by Management

The Treasurer's Department has recently contracted the use of a new investment placement and monitoring system with the Bank of Nova Scotia, "Scotia Custody", effective May 1, 1991. This along with the PMAS system now implemented, will replace the manual records kept and enhance the ability to determine the expected amount of investment income, and ensure it is received on the date due. A more timely follow up to ensure investment income is received on the date due and the expected amount, will be possible.

The Audit Services Department would like to thank those individuals and departments for their cooperation and support during the audit. Those persons are listed on page 3 of the Investment Review Report, and page 3 of the Cash and Debt Management Audit Report."

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Your Committee has discussed the results of the Comprehensive Audit with representatives of the Audit Services Department and the affected departments being the Treasurer's, Comptroller's, and Central Purchasing and Stores Departments.

RECOMMENDATION: that the Administration be requested to implement as many recommendations from the Comprehensive Audits on Investment and Cash and Debt Management as possible, and report within two months on the recommendations that cannot be implemented.

ADOPTED.

REPORT NO. 25-1991 OF THE WORKS AND UTILITIES COMMITTEE

Composition of Committee

Alderman B. Dyck, Chairman
Alderman O. Mann
Alderman P. Lorje
Alderman M. Hawthorne

**1. Application for Water Connection
Saskatchewan Water Corporation Pipeline East
Warren Sass - NW 35-34-01-W3M
(File No. CK. 7781-2)**

Report of Manager, Water and Pollution Control Department, August 20, 1991:

"On July 23, 1990, City Council approved a joint request for supply of treated water to the Village of Elstow and PCS Inc. Allan Division. At that time, the Saskatchewan Water Corporation's pipeline east, which runs adjacent to Highway 14, terminated at the town of Allan. Subsequently, a line has been constructed from Allan, north past the potash mine, to the Village of Elstow.

An application has been received from an applicant who owns property abutting the line from Allan to Elstow. The application indicates that approximately 8000 gallons per month will be used for farm residential purposes on a 151 acre parcel.

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Presently, the policy dealing with connections to outside water lines (Policy C09-018) does not address connections to lines that branch off the main line. As such, an application for water service to a land parcel that does not abut the main line does not meet the criteria of Policy C09-018."

Your Committee has considered this matter and

RECOMMENDS: that the application from Warren Sass for connection to the water line extending from Allan to Elstow be DENIED and that the Saskatchewan Water Corporation be so advised.

ADOPTED.

**2. 1991 Equipment Purchases
Projects 581: Vehicle and Equipment Services
(File No. CK. 1390-1)**

Report of Manager, Vehicle and Equipment Services, August 20, 1991:

"Quotations for the purchase of three 14,000 lb. GVW cab and chassis with 12 foot fibreglass van bodies were received by the Central Purchasing and Stores Department. The following unit prices were received:

Merlin Motors Ltd. -	29,435.00
Saskatoon Motor Products (1973) Ltd. -	29,554.00
Jubilee Ford Sales (1983) Ltd. -	29,697.00

The units will be replacements for three 1982 units which will be disposed of by public tender.

The low bid meeting specifications was supplied by Merlin Motors Ltd. and is being recommended for purchase as follows:

Purchase Price	88,305.00
7% E & H Tax	6,181.35
7% G.S.T.	6,181.35
G.S.T. Rebate	<u>3,532.02</u>

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TOTAL 97,135.68

The recommended purchase is within the approved budget estimate."

Your Committee notes that this purchase is related to replacement vehicles for the Electrical Department.

RECOMMENDATION: that City Council accept the low bid meeting specifications from Merlin Motors Ltd. for three 14,000 lb. GVW cab and chassis with 12 foot fibreglass van bodies in the amount of \$97,135.68 and G.S.T. and P.S.T. included.

ADOPTED.

**3. Laboratory/Office Expansion
Project Number 798
Water Treatment Plant
(File No. CK. 670-3) _____**

Report of Manager, Water and Pollution Control Department, August 16, 1991:

"The 1991 Water Utility Capital Budget includes \$470,000 for the design and construction of a laboratory expansion and a new office complex at the Water Treatment Plant. The proposed laboratory expansion includes converting the existing administration offices into laboratory space. The purpose of the laboratory expansion is to accommodate new laboratory equipment, to increase storage space for chemicals and glassware, and to keep pace with the increasing demands on the laboratory operations. The expansion will include increasing the laboratory size and upgrading the electrical and air handling aspects of the existing area.

The first stage of the laboratory expansion requires the relocation of the existing administration offices. The office complex will be relocated on site, and in the interests of economy, will be built as an upper story of the existing filter plant. The filter plant was originally designed and constructed to facilitate upward expansion. The 330m² office facility will house the administrative offices of six engineers, a pay clerk and receptionist/steno. The office area will also include an appropriate combination of design/drafting space, a meeting room, a training area, and a reception area.

Tenders for the construction of the office complex were received and opened on August 7,

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1991. The bids are summarized as follows:

CONTRACTOR	BASE BID (Including GST & PST)	CONTRACT NET COST (Including GST Rebate)
Stuart Olson Construction Inc.	\$341,672.00	\$328,899.50
R & D Hill Construction Ltd.	\$343,064.00	\$330,240.07
Graham Construction & Engineering	\$343,258.00	\$330,426.64
SBW Wright Construction Inc.	\$354,524.17	\$341,271.59
Victory Construction	\$364,763.00	\$351,127.68
Dunmac General Contractors Ltd.	\$367,677.00	\$353,932.54
Wolfe Group of Companies	\$368,165.00	\$354,402.26
Bomac Construction	\$386,210.00	\$372,520.40

The consulting firm of Cochrane Lavalin has completed a commercial and technical bid evaluation. Stuart Olson Construction Inc., the low bidder, was found to meet all qualifications necessary to carry out the required work."

Your Committee has reviewed this matter with the Manager of the Water and Pollution Control Department and

- RECOMMENDS:**
- 1) that the low bid from Stuart Olson Construction Inc. in the amount of \$341,672 be approved;
 - 2) that the City Solicitor be requested to prepare the necessary contract documents; and
 - 3) that the City Commissioner and the City Clerk be authorized to execute the contract documents under the Corporate Seal.

ADOPTED.

4. **Original Communications and Petitions**
From: Edward Klassen, Chairman
Riversdale Business Improvement District
Date: June 7, 1990

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**Subject: Requesting that City of Saskatoon Parking Lot No. 7 be
(File No. CK. 6122-1)**

paved

City Council considered the above communication at its meeting held on June 11, 1990, and the matter was referred to the Administration for a report.

Report of City Engineer, August 21, 1991:

"The above noted communication deals with a request by the Riversdale Business Improvement District to have City Parking Lot No. 7 paved. This request was received approximately at the same time that the Engineering Department submitted its 1990 Downtown Parking Study to City Council.

The recommendation from the Parking Study was that a program be developed for the improvement of existing parking facilities including fencing, paving, lighting and landscaping of parking lots. The goal of such a program would be to enhance the visual appearance of these lots, improve safety through higher lighting levels, and increase utilization of these lots by making them more attractive to park in. A parking lot improvement program would reflect a source of pride in ownership, and demonstrate that these lots are operated in a professional manner. The City undertaking such a program for its own lots would also encourage operators of private parking lots to upgrade their facilities.

The attached report entitled 'Parking Lot Upgrading Program' outlines a program of improvements to the City's six surface parking lots. The report recommends improvements in five of the lots at an estimated cost of \$153,300 which is to be financed by the Parking Reserve. The report also recommends closure of one lot, Lot No. 4, due to poor utilization.

The report was prepared by the Engineering Department and reviewed by the Treasurer's Department, The Partnership, the Riversdale B.I.D., and the Technical Committee of the Urban Design Committee."

Your Committee has reviewed this report and

- RECOMMENDS:**
- 1) that the information be received;
 - 2) that improvements to City Parking Lots Nos. 2, 6, 7, 8 and Sturdy Stone be undertaken as described in the attached "Parking Lot Upgrading Program" report at an estimated cost of \$153,300;
 - 3) that the cost of undertaking the above improvements be financed by

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the Parking Reserve;

- 4) that City Parking Lot No. 4 be closed and that Bylaw No. 5006 be amended to reflect this closure; and
- 5) that the Land Manager be requested to arrange to have Lot No. 4 leased out for private parking purposes.

ADOPTED.

**5. 1991 Saskatoon Traffic Noise Study
AND
Enquiry - Alderman Robertson (December 12, 1989)
Report on Sound Barriers - River Heights and
Richmond Heights Area that Border Circle Drive
(Files CK. 372-2 and 375-2-2)**

City Council considered Clause A3, Report No. 20-1991 of the City Commissioner at its meeting held on June 17, 1991, containing a copy of the 1991 Saskatoon Traffic Noise Study and ADOPTED the following recommendation:

"that the 1991 Saskatoon Traffic Noise Study be received and referred to the Works and Utilities Committee."

Because of the volume of the 1991 Saskatoon Traffic Noise Study, it is not being recopied at this time. A copy of this Study will be available for viewing in the City Clerk's Office.

Your Committee subsequently requested a report from the Administration providing a synopsis of the 1991 Saskatoon Traffic Noise Study, the five traffic noise level guidelines and the costs to implement the program.

Report of the City Engineer, August 6, 1991:

"In 1990, the Engineering Department commissioned Stanley Associates Engineering Ltd. to undertake a study of traffic noise in the City of Saskatoon. The principal objective of the 1991 Saskatoon Noise Study was to determine a standard for maximum acceptable traffic noise levels appropriate to the City, and to develop a policy for achieving this standard. The Study's major goals were:

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1. Establishment of traffic noise level guidelines (policy statement) for existing and proposed development areas.
2. Identification of areas in the City that would warrant the installation of noise attenuation devices based on the new policy guidelines.
3. Conduct a cost/benefit analysis for existing areas in order to determine a possible traffic noise attenuation retrofit program on a priority basis.

The previously tabled report contains details of the study analysis and conclusions. The following are the most salient comments regarding the study, a list of possible retrofit locations and the associated costs.

At the policy level, the report recommends the adoption of a traffic noise level guideline of 65 dBA Ldn. The Ldn standard was adopted because it places greater significance on the effect of traffic noise during the nighttime hours. The level of 65 dBA was selected after weighing the pros and cons of selecting either a higher or lower standard. Most other major Canadian (and U.S.) cities have adopted a similar traffic noise level as a policy guideline. A higher level such as 70 dBA really would amount to having no policy as there are few areas in the City where traffic noise reaches this level. A lower standard of 60 DBA would require an extensive sound attenuation program to be adopted as there are numerous locations in the City where traffic noise would exceed this level. The additional benefit gained by such a lower policy level did not, in the opinion of the Study Steering Committee and the Engineering Department, outweigh the significant additional expenditure that would be required. The 65 dBA level makes sense, has been widely accepted by other jurisdictions, and will effectively address the existing concerns with respect to traffic generated noise in the City. It is also a realistic guideline to apply to proposed developments.

The 1991 Saskatoon Traffic Noise Study only examined the effects of traffic generated noise on adjacent residential developments along arterial, expressway and freeway standard roadways. Only those locations which the rear of the residential property abutted the roadway were considered (i.e. areas of residential frontage on these roadways were not considered). In addition, the areas examined had to have sufficient right-of-way available in order for sound attenuation devices to be constructed. Sound attenuation devices include such items as earth berms, sound absorptive walls, sound reflective walls and additional insulation in homes for retrofit applications. For new developments, increasing setback of homes from roadways and buffering residential developments with non-residential land uses, can be effective. The use of vegetation has a very limited effect on traffic noise. It would take a 30-metre wide band of dense tree and shrub growth to produce a 3- to 4-decibel reduction in the noise level. This reduction would be barely perceivable to the average person.

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The 1991 Saskatoon Noise Study recommends that the following guidelines be adopted:

1. For existing or proposed transportation corridors abutting residential land, a noise level standard of 65 dBA Ldn should be applied subject to a maximum barrier height of 5.0 metres, a minimum barrier height of 2.0 metres, and a minimum reduction of 5 dBA Ldn by installation of a noise barrier.
2. The noise level standards of this policy should apply to all existing roadways included in this study or proposed transportation corridors with roadway classification 'freeway', 'expressway', or 'arterial' and with rear-abutting residential land use.
3. For future or existing transportation corridors where abutting lands are to be zoned industrial or commercial, with good expectation that commercial buildings will occupy these lands and with enforcement of such zoning, no noise attenuation should apply.
4. Where residential developments are being planned adjacent to existing or proposed transportation corridors, noise levels in the ground level outdoor living space area should not exceed 65 dBA Ldn based on predictions of future traffic volumes provided by the City of Saskatoon and noise levels calculated using traffic noise prediction methods approved by the City of Saskatoon Engineering Department.
5. For residential development where the incident sound level at the facade of any dwelling unit is projected to exceed 59 dBA Ldn, the City should require, as a condition of approval, that the building construction standard shall be in accordance with Canada Mortgage and Housing Corporation recommendations for 'adequate sound insulation'.

With respect to a retrofit program for existing residential development abutting study roadways, Table 1 shows the roadway sections which will require sound attenuation in order to conform to the 65 dBA Ldn policy level. This tentative program involves the construction of approximately 6.6 kilometres of sound barrier estimated to cost \$1,670,000. The program involves a number of sites and may be staged over a number of years as funding permits. As detailed analysis and design proceeds, the priority of the recommended sites may change as a result of changing traffic and development patterns.

As part of the 1991 Capital Budget, the Engineering Department has funding in place to commence with detailed analysis and design of appropriate barriers for the above roadways. Staff will be trained in the application and use of state-of-the-art computer programs for the design of the barriers. It is anticipated that a detailed implementation plan will evolve from

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this and be forwarded to City Council for its consideration."

- RECOMMENDATION:**
- 1) that the information be received;
 - 2) that the traffic noise level guidelines 1 through 4 inclusive, as set out under Section 4.1 of the 1991 Saskatoon Traffic Noise Study be adopted as a noise level policy and guidelines for the City of Saskatoon, and that guideline 5 dealing with residential development be referred to the Planning and Development Committee;
 - 3) that approval in principle be given to the preliminary noise attenuation retrofit program, as described in the above report and detailed in Table 1 attached; and

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- 4) that the Administration be requested to report on the Barrier Retrofit Program during the Capital Budget review.

ADOPTED.

REPORT NO. 6-1991 OF THE LAND BANK COMMITTEE

Composition of Committee

Alderman G. Penner, Chairman
Alderman B. Dyck
Alderman M.T. Cherneskey, Q.C.
His Worship the Mayor
City Commissioner
Director of Finance
Director of Works and Utilities
Director of Planning and Development

**1. Proposed City of Saskatoon Policy
Land Department
Residential Lot Sales -- Show Homes
(Files CK. 1600-4 and 4214-0)**

Your Committee has considered the following report of the Director of Planning and Development dated July 2, 1991:

"Background

On December 7, 1987, City Council considered a report on the role of the Land Department which was prepared by the Internal Audit and Policy Planning Department. The report reviewed the accountability, responsibility, and authority of the Land Department with respect to the two programs that it administers -- the Land Bank Program and the Civic Lands Program. It also included recommendations for policy revisions or development in eleven subject areas.

During the time following the completion of the 1987 audit report, the Land Department has been considering the implications of the recommendations and has been evaluating the feasibility of their implementation. One of the recommendations involves the marketing of residential lots held by the City's Land Bank. The report recommends that the Land Department should be accountable for and have authority over the marketing of city-developed lots. The specific recommendation is as follows:

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'that primary accountability and authority for marketing city-developed lots be delegated to the Land Department Manager'.

Within the context of this recommendation and others pertaining to strategies for the pricing of residential lots, the Land Department has prepared several policy proposals which will be brought forward separately for approval. The following report specifically addresses the introduction of a new policy to encourage the development of show homes as a marketing tool to promote the sale of the City's residential lots.

Rationale for the Proposed Policy

The Land Department is proposing a new marketing policy which will provide financial incentives to encourage and assist residential homebuilders to construct and to operate show homes on property which is available for sale through the City's Land Bank. These incentives consist of three components -- a 15% discount on the purchase price, an interest-free period, and an eight-month term before the balance of the purchase price is due for payment.

Show homes are an effective vehicle for promoting new subdivisions and for marketing the sale of residential lots. Therefore, through the provision of incentives to homebuilders, the Department's proposal is part of an overall strategy to increase the sale of City-owned lots and to ensure that the public is aware of the subdivisions where these lots are located.

Proposed Incentives to Promote the Construction and Operation of Show Homes

The proposed financial incentives are designed to encourage homebuilders, who are on the Land Department's approved contractors list, to construct show homes in subdivisions within which the City is selling residential lots. The components of the incentive package are as follows:

(a) Discount on the Purchase Price

The proposed 15% discount on the purchase price will be provided, in the form of a rebate, after the show home has been in operation for six weeks. The rebate will be paid only after the purchase price has been paid in full. This and the other components of the show home incentive package will not necessarily apply to all subdivisions in which the City has lots available for sale. The Land Department will designate, from time to time, the eligible subdivisions.

(b) Interest-free Period and Eight-month Agreement for Sale

Lots are generally purchased on the basis of a down payment. Further payments can be made at any time during the eight-month term of the agreement; however, payment in full is due eight months after the date of purchase.

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Interest is charged on the outstanding balance during the period of an agreement for sale. However, when the lot has been purchased for a show home, an interest-free period will apply. This period will commence when the show home opens to the public and will end when the show home closes or eight months from the date of the lot's purchase from the sale, whichever is sooner. However, to qualify, the show home must be in operation for a minimum of six weeks.

The benefits of the interest-free period will be provided to the contractor in the form of a rebate which will be paid after the show home ceases to operate and after the price of the lot has been paid in full. Regardless of the method of payment, the amount of the rebate attributed to the interest-free period will be calculated as if the show-home lot has been purchased with the minimum down-payment.

(c) Eligibility Conditions for Show Homes

To qualify for the financial incentives, a homebuilder must specify, at the time of purchase, that the lot will be used to construct a show home. In addition, to receive the incentives, the show home must meet the following operating criteria:

- it must be open to the public for a minimum of 14 hours per week and for a continuous six-week period;
- it must have a completed exterior and interior, but it need not be furnished;
- if the show home is open between June 1 and September 30, it must have a finished sidewalk and driveway and the front yard must be grassed or turfed; and
- it must not be occupied during the period when the incentives apply.

All other existing conditions, concerning the sale of City-owned residential lots, will apply.

A contractor will be eligible to designate a maximum of two show home lots in a given subdivision during a twelve-month period, but will only qualify for financial assistance for one show home per subdivision at any given time. In addition, a builder with a show home in a particular subdivision must purchase at least one additional (non-subsidized) City-owned residential lot in that subdivision to become eligible for the second show home lot in the same subdivision during the twelve-month period. Furthermore, a show home in a subdivision must be in operation for six weeks before the Land Department will sell the contractor another show home lot in the same subdivision.

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'Home parades' or other special types of show-home promotions will be exempt from the two-lots-per-year limit. These exemptions will require specific approval by the Land Bank Committee.

Financial Implications

The financial impact of the incentives program does not involve a direct expenditure by the City, but rather represents foregone revenue from the sale of the lots for the show homes. The rebates will represent a charge against the land portion of the selling price of the lot and will therefore, be financed from the Property Realized Reserve. They will not affect the revenues from prepaid services.

Other Considerations

The Saskatchewan Home Builder's Association encouraged the Land Department to develop a show-home policy to assist contractors with the sale of homes. Attached is a copy of an April 4, 1991, letter from the Executive Director of this Association which comments on the proposed new policy.

Audit Opinion

The Audit Services Department has reviewed the recommendations in this report and has indicated that, in its opinion, 'the proposed policy is consistent with the directions proposed by [the Internal Audit and Policy Planning Department] in the 1987 Audit Report.'

- RECOMMENDATION:**
- 1) that approval be given to implement a show-home policy in accordance with the conditions specified in this report; and
 - 2) that the Administration be authorized, subject to final approval by the Land Bank Committee, to prepare and to incorporate into the City's Policy Manual, a formal policy statement on this matter.

ADOPTED.

2. **Proposed City of Saskatoon Policy
Land Department
Residential Lot Sales -- General Policy
(Files CK. 1600-4 and 4214-0)**

Report of the Director of Planning and Development, July 2, 1991:

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"Background

On December 7, 1987, City Council considered a report on the role of the Land Department which was prepared by the Internal Audit and Policy Planning Department. The report reviewed the accountability, responsibility, and authority of the Land Department with respect to the two programs that it administers -- the Land Bank Program and the Civic Lands Program. It also included recommendations for policy revisions or development in eleven subject areas.

Two of the recommendations are relevant to the matters which will be addressed in this report:

Recommendations 1.3: External Threats and Opportunities

'That the Land Manager be delegated primary accountability for identifying and taking appropriate action on all outside factors that represent opportunities or threats towards reasonable and relatively stable lot prices. Such action may include alternative programs and policies or modifications to established programs and policies.'

Recommendation 2.9: Marketing of City-owned Lots

'That primary accountability and authority for marketing city-developed lots be delegated to the Land Department Manager.'

Within the context of these recommendations, the Land Department has prepared several policy proposals and revisions pertaining to the pricing of residential lots. The following report proposes changes to the present practices in order to streamline the sales process and to eliminate anti-speculation measures which are deemed to be unnecessary under the current economic circumstances.

Rationale for the Proposed Policy

The City of Saskatoon sells residential lots to individuals for the construction of personal residences and to contractors for the construction of homes for resale. The Land Department's policies concerning the sale of residential lots have been utilized for many years, but have not been documented in a formal policy statement. Consequently, the Land Department has reviewed its current practices and with some changes, is now bringing forward for consideration the elements of those practices which should be documented into a formal policy statement on the sale of City-developed residential lots. The proposed changes are intended to align the City's practices with those of the private sector and should make the City more competitive in marketing its residential lots.

Existing Practices

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(a) Individuals

The Land Department provides interested individuals with the opportunity to purchase City-owned residential lots in a fair and impartial manner. The lots are sold to individuals with the understanding that they will be used for the construction of personal residences. To ensure adequate access to City-owned residential lots and to prevent the buying and selling of these lots for speculative purposes, individuals are only entitled to purchase a City-owned residential lot once every three years.

Newly-created lots are sold by a public lot-draw process. The draw is advertised at least twice in the local newspaper prior to the lot-draw taking place. As part of this pre-draw process, the Land Manager determines the number of lots which will be drawn for both individuals and contractors. Any lots which are not sold at the completion of the draw are added to the Land Department's sales list and are sold on a first-come, first-served basis.

(b) Contractors

All of the sales policies and practices for the sale of residential lots to individuals also apply to contractors, with two exceptions. First, the contractors can use the lots to construct homes for resale and second, they are not restricted to purchasing one lot every three years.

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(c) General Terms and Conditions Applicable to Individuals and to Contractors

The following terms and conditions apply to the purchase of City-owned residential lots by individuals and contractors:

- the home must be completed to the floor-joist stage before the Transfer of Title will be issued by the Land Department;
- the purchaser of the lot has six (or eight, in the winter) months from the date of sale to meet the floor-joist construction condition;
- a minimum down-payment of 13% of the purchase price, as well as all applicable taxes, are required at the time of purchase;
- the prime rate of interest, as set by the City Treasurer on the date of sale (i.e. the date that the receipt is issued), is charged on the unpaid balance of the purchase price;
- the unpaid balance of the purchase price is due and payable in six (or eight) months from the date of purchase; if the outstanding balance is not paid in full at this predetermined date, the rate of interest is increased by another five percentage points and is applied to the unpaid balance;
- at any time prior to issuing the Transfer of Title, purchasers may (upon the approval of the Land Manager) transfer the down-payment from one lot to another;
- agreements for sale cannot be assigned; and
- when a cancellation occurs before the lease-option agreement has been signed, the purchaser's down-payment is fully refunded; when the cancellation occurs after the lease-option agreement has been signed, the purchaser is charged rent (at a rate of 5% of the selling price or 2% per month of the selling price, whichever is greater) for the period during which he/she possessed the lot; under these circumstances, any property taxes paid during the lease period are refunded in full.

Proposed Policy Changes

The changes which are being proposed will bring the City's practices into line with those of the private sector. They will also better reflect current economic circumstances (with respect to the demand for and supply of single-family residential lots) and will simplify the City's sales procedures. The changes are as follows:

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- the maximum period for paying the outstanding balance on the purchase price will be standardized at eight months (as opposed to the current differential between the summer and winter periods);
- the cancellation fee will be simplified to 1% per month on the selling price (rather than the greater of 5% of the selling price or 2% per month of the selling price); and
- it will no longer be necessary for the purchaser to complete the house to the floor-joist stage before he/she receives title to the lot. (This condition was originally introduced to prevent purchasers from taking advantage of an "over-heated" market where they would have an opportunity to resell the lot at a higher price. Under current market conditions, such a construction requirement is not required and its removal will bring the City into line with the private sector's practices.)

Audit Opinion

The Audit Services Department has reviewed the recommendations in this report and has indicated that, in its opinion, "the proposed policy is consistent with the directions proposed by [the Internal Audit and Policy Planning Department] in the 1987 Audit Report."

- RECOMMENDATION:**
- 1) that approval be given to the proposed sales policy for residential lots, as well as the changes, as outlined in this report; and
 - 2) that the Administration be authorized, subject to final approval by the Land Bank Committee, to prepare and to incorporate into the City's Policy Manual, the policy statement on this matter.

ADOPTED.

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**3. Amendment to City of Saskatoon Policy
Land Department
Policy C09-001: Residential Lot Allocations to Contractors
(Files CK. 1600-4 and 4214-0)**

Report of the Director of Planning and Development, July 2, 1991:

"Background

On December 7, 1987, City Council considered a report on the role of the Land Department which was prepared by the Internal Audit and Policy Planning Department. The report reviewed the accountability, responsibility, and authority of the Land Department with respect to the two programs that it administers -- the Land Bank Program and the Civic Lands Program. It also included recommendations for policy revisions or development in eleven subject areas.

During the time following the completion of the 1987 audit report, the Land Department has been considering the implications of the recommendations and has been evaluating the feasibility of their implementation. Two of the recommendations are relevant to the matter which will be addressed in this report:

Recommendation 1.3: External Threats and Opportunities

'That the Land Manager be delegated primary accountability for identifying and taking appropriate action on all outside factors that represent opportunities or threats towards reasonable and relatively stable lot prices. Such action may include alternative programs and policies or modifications to established programs and policies.'

Recommendation 2.9: Marketing of City-owned Lots

'That primary accountability and authority for marketing city-developed lots be delegated to the Land Department Manager.'

Within the context of these recommendations, the Land Department has prepared several policy proposals and revisions pertaining to the pricing of residential lots. The following report specifically addresses changes to City of Saskatoon Policy 09-001 ('Residential Lot Allocations to Contractors'). A copy of the existing policy has been attached.

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Rationale for Amending the Existing Policy

According to the Policy's documentation, City of Saskatoon Policy C09-001 traces its origins back to a 1981 report of the Planning and Development Committee. The most recent amendments occurred in 1987.

Currently, the purpose of this Policy is 'to develop and maintain a strong, viable house-building industry in Saskatoon.' To achieve this purpose, the City offers lots for sale to contractors. The Policy establishes the criteria for being recognized by the City as a contractor and for determining his/her eligibility to participate in the contractors' periodic draws for City-owned residential lots.

In the period following the inception of this Policy, circumstances in the market have changed. The Policy must be updated in order to ensure that the City is competitive in the single-family, residential-lot market. The proposed amendments will recognize the impact of the current economic situation, the higher inventory of available lots (relative to the demand), and the changes which the private sector has instituted to market its lots. The amendments will also recognize that some of the criteria within the existing policy cannot be monitored adequately by the City to ensure eligibility or are not relevant factors for establishing such eligibility.

Revised Purpose

Currently, the stated purpose of Policy C09-001 is not consistent with the content of the document. The Policy is actually concerned with describing the criteria for qualifying as a contractor for the purposes of the City's residential-lot allocations. Therefore, the following changes are proposed:

- (a) The title of the Policy should be changed to 'Residential Lot Sales -- Contractor Allocations.'
- (b) The purpose of the Policy should be replaced with the following statement:

'To assist in fostering competition and diversity in the home-building industry in Saskatoon by ensuring a fair and equitable allocation of City-owned lots to contractors.'
- (c) The definition section should include the following:

'Contractor -- a full-time homebuilder who constructs complete homes for the purpose of resale.'

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Revisions to the City's Rights

Under Section 3.2 (d), the City reserves the right to determine the timing as to when an eligible contractor may be placed on the Land Department's allocation list. This requirement was included in the Policy at a time when there was a high demand for and a limited supply of City-owned land. It is recommended that under the current market conditions, it is no longer necessary to give the Land Department the right to determine the timing for placing eligible contractors on the allocation list and therefore, this provision can be eliminated.

Revisions to Eligibility Criteria

Section 3.3 of the existing Policy outlines several criteria which determine the eligibility of specific contractors to be placed on the allocation list. The following changes are recommended to these criteria:

- (a) Under 'principal activity', reference is made to the eligibility of lumber dealers. This sentence is unnecessary because the entire policy, as amended, will adequately define the general eligibility criteria for contractors. Lumber dealers and all other businesses which want to qualify as contractors, within the spirit of the revised policy, will have to meet the general criteria. Therefore, the reference to lumber dealers can be deleted.
- (b) Under 'relationship to other contractors', reference is made to 'share splits'. It is recommended that the sentence which contains this reference should be deleted because the requirement is restrictive and impossible, within the Land Department's existing resources, to monitor.
- (c) The following eligibility criteria should be deleted from the policy because they are too restrictive or irrelevant for the City's current market situation:
 - the contractor must have full-time management, and
 - the contractor's office must be located in Saskatoon.
- (d) The requirement for the contractor to have a warranty program should be deleted. The City sells residential lots to contractors. The provision of a warranty program involves the relationship between the contractor and his/her client with regard to house construction, which the City cannot practically monitor.
- (e) To prevent speculation by builders during times of high demand for residential lots, the current policy requires (under the 'sales agreements' section) that when a contractor sells a house, the sales agreement must specify the City's selling price for the lot, the contractor's financing charges, and any property taxes attributable to the lot. With a lower demand for residential lots, speculation is no longer a concern. In addition, the reference to the City's second mortgage is no longer relevant because

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this program was eliminated by City Council on May 7, 1990. Overall, the `sales agreements' provisions of the existing Policy are virtually impossible to monitor in order to ensure compliance and therefore, it is proposed that this requirement should be eliminated.

Revisions to the Responsibilities Section

Through the preceding amendments, the responsibilities of the applicant to establish eligibility will be streamlined. Fewer conditions exist and it is proposed that the completion, by each contractor, of an annual, standardized, reporting form (as developed by the Land Department) will be sufficient to establish eligibility.

Another change which is required involves the transfer of the responsibilities for reviewing the revised policy from the Planning and Development Committee to the Land Bank Committee.

Audit Opinion

The Audit Services Department has reviewed the recommendations in this report and has indicated that, in its opinion, `the proposed policy is consistent with the directions proposed by [the Internal Audit and Policy Planning Department] in the 1987 Audit Report.'"

- RECOMMENDATION:**
- 1) that the amendments to City of Saskatoon Policy C09-001 ("Residential Lot Allocations to Contractors"), as have been proposed in this report, be approved;
 - 2) that the Administration be authorized, subject to final approval by the Land Bank Committee, to prepare and to incorporate into the City's Policy Manual the revised policy statement on this matter; and
 - 3) that the Administration be requested to report on the implications of the above amendments to Policy C09-001 in three years.

ADOPTED.

4. **Request to Lease City-Owned Land
Lot 30, Block 144, Plan 79-S-18673
59th Street, North Industrial Area
Lockerbie and Hole Company Limited
(File No. CK. 4225-1)**

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Report of the Land Manager, July 24, 1991:

"During its meeting on July 23, 1990, City Council agreed to lease a portion of Lot 30, Block 144, Plan 79-S-18673, to Lockerbie and Hole Company Limited. The lot is immediately adjacent to and west of Lockerbie's facility in the North Industrial area. The lease expires on July 31, 1991.

Lockerbie and Hole has requested a renewal of this lease. The Land Department has no objections to this request."

Attached is a copy of a plan showing the property in question.

- RECOMMENDATION:**
- 1) that the most easterly 12.2 metres of Lot 30, Block 144, Plan 79-S-18673, be leased to Lockerbie and Hole Company Limited;
 - 2) that the term of the lease be for one year, commencing on August 1, 1991, and ending on July 31, 1992;
 - 3) that the monthly lease rate be \$215.00 plus G.S.T., payable in advance on the first day of each month;
 - 4) that the City of Saskatoon be responsible for all local property taxes on this leased-property; and
 - 5) that the City Solicitor be instructed to prepare the necessary documents for execution by the City Commissioner and the City Clerk.

ADOPTED.

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5. Request to Sell Residential Lots

Lawson Heights: Lenore Drive and La Loche Road

Lenore Drive and Redberry Road

Parkridge: McCormack Road and Smith Road

(File No. CK. 4214-1)

Report of the Land Manager, August 22, 1991:

"Background

During its November 14, 1989, and March 1, 1990, meetings, the Land Bank Committee resolved that the church sites in Lawson Heights at the corner of Redberry Road and Lenore Drive and at the corner of La Loche Road and Lenore Drive should be subdivided and be rezoned to accommodate single-family residential lots. The rezoning has occurred and the resubdivision should be completed by the end of September.

Further, during its February 26, 1990, meeting, City Council instructed the City Planner to initiate the process for subdividing the B.1 commercial site at the corner of Smith and McCormack Roads into four single-family residential lots and for rezoning the property to R.1.A. Both the subdivision and rezoning of this property have been completed.

Pricing Proposal

The purpose of this report is to obtain City Council's approval of the selling prices for the newly-created, single-family residential lots in order that a draw can take place to sell these lots. The lot draw will be held immediately upon receiving the registered plans for all of the lots.

The proposed selling prices are as follows:

**A. Lawson Heights: Lenore Drive and Redberry Road
(All lots are located in Block 898, Plan No. 90-S-48928.)**

Lot A	16.00 (equivalent front meters)	\$29,638.49
Lot B	15.00	\$27,786.08
Lot C	15.00	\$27,786.08
Lot D	15.25	\$22,831.62
Lot E	14.50	\$21,708.75
Lot F	14.25	\$21,334.46
Lot G	14.25	\$21,334.46
Lot H	14.25	\$21,334.46

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**B. Lawson Heights: Lenore Drive and La Loche Road
 (All lots are located in Block 909 [Plan to be registered].)**

Lot A	16.00	\$34,510.49
Lot B	15.75	\$26,777.45
Lot C	18.00	\$26,948.80
Lot D	18.00	\$26,948.80
Lot E	18.00	\$26,948.80

**C. Parkridge: McCormack Road and Smith Road
 (All lots are located in Block 887, Plan No. 90-S-35731.)**

Lot 9	16.00	\$20,544.09
Lot 10	15.00	\$19,260.08
Lot 11	15.00	\$19,260.08
Lot 12	15.00	\$19,260.08

Lot Draw

The lots will be sold through a draw, of which the particulars and the date will be advertised in The Star-Phoenix. The Mayor, or his designate, will perform the draw. Eligible builders and individuals who have not purchased a City-owned lot in the last three years can participate in the draw. There will be a limit of one lot sold to each builder or individual purchaser.

Terms of Sale

All lot sales will be subject to the City's standard agreement for sale and will include the following conditions:

- a 20% down payment is required, with the balance, plus interest at prime rate, due in eight months;
- a commitment to start construction within a specific period of time will not be required; and,
- title will be transferred to the purchaser upon the receipt of full payment."

Attached are copies of plans showing the lots proposed to be sold.

RECOMMENDATION: that the City-owned lots located in Lawson Heights (at Lenore Drive and Redberry Road and at Lenore Drive and La Loche Road) and in Parkridge (at McCormack and Smith Roads) be sold at the prices, terms, and conditions which have been outlined in this report.

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ADOPTED."

Moved by Alderman Mostoway, Seconded by Alderman Robertson,

THAT the report of the Committee of the Whole be adopted.

UNFINISHED BUSINESS

**4a) HEARING
Discretionary Use Application
Proposed Ambulance Station
95 Grosvenor Crescent (M.D. Ambulance Care Ltd.)
(File No. CK. 4355-1)**

REPORT OF A/CITY CLERK:

"City Council, at its meeting held on July 15, 1991, received notice of the above discretionary use application.

The City Planner has now advised that the necessary on-site notification poster has been placed on the site and letters have been sent to adjacent land owners within 60 metres of the site.

Council, at this meeting, is to consider granting its permission for the proposed use.

The matter is also being reported on under Clause 1, Report No. 15-1991 of the Municipal Planning Commission.

A copy of each of the following communications is attached:

- Letter dated August 27, 1991, from Joe and Doreen Bodendein, 1807 Grosvenor Avenue, opposing the application;
- Letter dated September 8, 1991, from Doreen Bodendein, 1807 Grosvenor Avenue, requesting permission for a spokesperson to address Council;
- Letter dated August 28, 1991 from Katherine Stang and (Rev.) John Boser, OMI, 5 Grosvenor Crescent, opposing the application;
- Letter dated September 4, 1991, from Doug Fisher, 98 Grosvenor Crescent, opposing

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the application;

- Letter dated September 5, 1991, from Kenneth Kolb, Chairman of the Board, Saskatoon Area Ambulance District, requesting to speak;
- Letter dated September 5, 1991, from Dave Dutchak, Manager, M.D. Ambulance Care Ltd., requesting to speak."

Alderman Mostoway excused himself from discussion and voting on the matter and left the Council Chamber.

Pursuant to earlier resolution, Clause 1, Report No. 15-1991 of the Municipal Planning Commission was brought forward and considered.

His Worship Mayor Dayday ascertained whether there was anyone present in the gallery who wished to address Council with respect to the matter.

Mr. Glenn Pancyr of 67 Grosvenor Crescent, tabled a copy of his brief and a petition from residents of the area, opposing the proposed ambulance station at 95 Grosvenor Crescent. Mr. Pancyr requested that Council deny the application and explore an alternative site.

Mr. Kenneth Kolb, Chairman of the Saskatoon Area Ambulance District Board, addressed the concerns of residents of the area and discussed the matter of the site selection. Mr. Kolb requested Council's approval of the application.

Mr. Jim Gillis, representing M. D. Ambulance, reviewed the submitted brief and discussed the concerns of residents of the area, and the matter of site selection, and noted that this particular site is more suitable than any other residential site in the area.

Mr. Dave Dutchak, Manager of M. D. Ambulance, addressed the suggestion of locating next to the Fire Hall on Taylor Street and the matter of replacing the East side location.

Mr. R. Tennent, Chairman of the Municipal Planning Commission, discussed the matter of access and egress off of the suggested Taylor Street location near the Fire Hall.

Mr. Doug Fisher of 98 Grosvenor Crescent, indicated his opposition to the proposed location and suggested that more time be given to find a suitable location.

Ms. Doreen Bodendein of 1807 Grosvenor Crescent indicated that other major cities locate their fire halls and ambulance stations together and suggested that the City of Saskatoon should do likewise. Ms. Bodendein suggested that a piece of property west of Circle Drive on Taylor would be a more suitable site.

Moved by Alderman Lorje, Seconded by Alderman Penner,

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THAT the hearing be closed.

CARRIED.

Moved by Alderman Hawthorne, Seconded by Alderman Cherneskey,

THAT the application from M.D. Ambulance Care Ltd. requesting permission to use Lot 13, Block K, Plan G805 (95 Grosvenor Crescent) for the purpose of an ambulance station be APPROVED, subject to the following conditions of the Engineering Department:

- 1) the carragana hedge adjacent to the driveway is at least 1.5 m away from the back of the sidewalk and does not exceed 1 m in height above grade level;*
- 2) the cost of relocating any utility lines as a result of the development be borne by the applicant; and*
- 3) a permit be obtained for the curb crossing.*

IN AMENDMENT

Moved by Alderman Thompson, Seconded by Alderman Mann,

THAT the Discretionary Use approval be subject to the following further conditions:

- 1) no removal of the existing residential structure contained on the property at this point in time; and*

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- 2) *that the facility be no greater than the square footage proposed in the plan before Council.*

THE AMENDMENT WAS PUT AND LOST ON A TIE VOTE.

THE MAIN MOTION WAS PUT AND LOST ON A TIE VOTE.

Moved by Alderman Thompson, Seconded by Alderman Penner,

THAT the matter be referred to the Planning and Development Committee to meet with the proponents for further discussions on the matter.

CARRIED.

Alderman Mostoway re-entered the Council Chamber.

**4b) HEARING
Demolition - 1628 - 19th Street West
(Files CK. 530-2 and 4353-2-3)**

REPORT OF A/CITY CLERK:

"City Council, at its meeting held on July 29, 1991, considered Clause B6, Report No. 23-1991 of the City Commissioner, copy attached, and adopted the following recommendations:

- 1) that the information be received;
- 2) that City Council declare the house and detached garage at 1628 - 19th Street West to be a nuisance pursuant to Section 124 of The Urban Municipality Act because in City Council's opinion the buildings in their open, ruinous and dilapidated state:
- a) are dangerous to public safety and health; and,
 - b) substantially depreciate the value of other land or improvements in the vicinity; and,
- 3) that City Council instruct the City Solicitor to give written notice to the owner and person(s) having an interest in the land of the date of a hearing wherein Council will consider the making of an Order of Demolition for the buildings on this site.'

A copy of the 'Order for Demolition' for the building located at 1628 - 19th Street West is attached.

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The City Solicitor has provided the following information under memorandum dated September 3, 1991 (excerpt):

'We are enclosing a copy of the Certificate of Title for Council's information. You will note that Edward Garry Chaban and Mary Alison Stewart would appear to have an interest in the property. A search of the Caveat indicated that they were purchasing the property from Mr. Kinar under an Agreement for Sale dated April 29, 1987. However, it now appears that they have relinquished any interest in the property. We are enclosing a copy of a Quit Claim Deed executed by Edward Garry Chaban and Mary Alison Stewart on March 13, 1991. Therefore, Mr. Kinar would appear to be the only person interested in the property.

Please note that we have not specified the date by which the demolition must be completed. Under *The Urban Municipality Act, 1984*, the date cannot be less than 45 days from the date upon which the Order is made.'

It should be noted that a report is also being submitted on this matter under Clause B2, Report No. 26-1991 of the City Commissioner."

Pursuant to earlier resolution, Clause B2, Report No. 26-1991 of the City Commissioner was brought forward and considered.

Alderman Cherneskey noted that the owner of the property in question was no longer in attendance at the meeting and requested that Council consider a deferral of the matter.

Moved by Alderman Cherneskey, Seconded by Alderman Hawthorne,

THAT the hearing be adjourned to September 23, 1991.

CARRIED.

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**4c) HEARING -
Proposed Lane Closing
Block 18, Plan G 4995
Pleasant Hill Park
Bylaw No. 7238
(File No. CK. 6295-1)**

REPORT OF A/CITY CLERK:

"Attached is a copy of Clause A1, Report No. 42-1990 of the City Commissioner, which was ADOPTED by City Council at its meeting held on November 26, 1990, with respect to the above matter.

Council, at its meeting held on November 26, 1990, gave notice of its intention to consider the proposed lane closing and instructed the City Solicitor to take further necessary steps in respect of the matter.

The City Solicitor has now advised that all preliminary proceedings in connection with the closing have been taken including the receipt of approval of the Deputy Minister of Highways and Transportation and the advertisement of the notice of proposed closing and the service of such notice on abutting property owners.

Accordingly, Council, at this meeting, is to consider and determine any submissions and objections to the proposed lane closing prior to consideration of Bylaw No. 7238, a copy of which is attached."

His Worship the Mayor ascertained that there was no one present in the gallery who wished to address Council with respect to the matter.

Moved by Alderman Penner, Seconded by Alderman Lorje,

THAT the hearing be closed.

CARRIED.

Moved by Alderman Lorje, Seconded by Alderman Mostoway,

THAT Council consider Bylaw No. 7238.

CARRIED.

ENQUIRIES

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Alderman Mostoway: Would Administration look into and report on noxious diesel fumes given off by C.P.R. train engines and what legal steps can be taken to curtail or get rid of this pollution which physically bothers a number of people who live adjacent to the C.P.R. tracks in Sutherland.
(File No. CK. 375-1)

MOTIONS

REPORT OF A/CITY CLERK:

"Alderman Thompson gave the following Notice of Motion at the meeting of City Council held on August 26, 1991:

As Council is aware, a recent policy amendment with respect to the financing of watermain replacements has created significant dissatisfaction amongst a large group of Saskatoon taxpayers. Indeed so much dissatisfaction that numerous taxpayers have organized to attempt resolution.

One group known as SCOUT has recently organized and has requested an opportunity to meet with a Committee of Council to discuss a potential resolution to what their members consider a great injustice.

The SCOUT organization has indicated a strong desire to discuss this issue and objectively work towards a fair and equitable resolution. Attempts to have the Works and Utilities Committee or the Administration formally meet with SCOUT have been denied by Council, at least initially.

TAKE NOTICE, that at the next regular meeting of City Council I will therefore move:

- 1) that the Legislation and Finance Committee meet at the earliest possible date with SCOUT to determine through discussion what if any resolution may exist to resolve this issue and bring forth recommendations to City Council; and
- 2) that to facilitate this process, I would request that other members of Council and the Administration be advised of the date and timing of this matter being dealt with by the Committee."

Alderman Thompson indicated he would not be putting his motion at this meeting.

Moved by Alderman Thompson, Seconded by Alderman Robertson,

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THAT consideration of the matter be deferred for four weeks.

THE MOTION WAS PUT AND LOST.

In light of the above deferral motion being put and lost and in accordance with Section 24(1) of Council Procedure Bylaw No. 5584, Alderman Thompson's Notice of Motion lapsed.

GIVING NOTICE

Alderman Thompson gave the following Notice of Motion:

"As Council is aware, a recent policy amendment with respect to the financing of watermain replacements has created significant dissatisfaction amongst a large group of Saskatoon taxpayers. Indeed so much dissatisfaction that numerous taxpayers have organized to attempt resolution.

One group known as SCOUT has recently organized and has requested an opportunity to meet with a Committee of Council to discuss a potential resolution to what their members consider a great injustice.

The SCOUT organization has indicated a strong desire to discuss this issue and objectively work towards a fair and equitable resolution. Attempts to have the Works and Utilities Committee or the Administration formally meet with SCOUT have been denied by Council, at least initially.

TAKE NOTICE THAT at the meeting of City Council to be held on October 7, 1991, I will move the following motion:

"that the Legislation and Finance Committee meet at the earliest possible date with SCOUT to determine through discussion what if any resolution may exist to resolve this issue and bring forth recommendations to City Council."

INTRODUCTION AND CONSIDERATION OF BYLAWS

Bylaw No. 7238

Moved by Alderman Mostoway, Seconded by Alderman Robertson,

THAT permission be granted to introduce Bylaw No. 7238, being "*A bylaw of The City of*

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Saskatoon to close a portion of a lane in Block 18, Plan G 4995 (FF1), in the City of Saskatoon", and to give same its first reading.

CARRIED.

The bylaw was then read a first time.

Moved by Alderman Mostoway, Seconded by Alderman Thompson,

THAT Bylaw No. 7238 be now read a second time.

CARRIED.

The bylaw was then read a second time.

Moved by Alderman Mostoway, Seconded by Alderman Waygood,

THAT Council go into Committee of the Whole to consider Bylaw No. 7238.

CARRIED.

Council went into Committee of the Whole with Alderman Mostoway in the Chair.

Committee arose.

Alderman Mostoway, Chairman of the Committee of the Whole, made the following report:

That while in Committee of the Whole, Bylaw No. 7238 was considered clause by clause and approved.

Moved by Alderman Mostoway, Seconded by Alderman Dyck,

THAT the report of the Committee of the Whole be adopted.

CARRIED.

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Moved by Alderman Mostoway, Seconded by Alderman Cherneskey,

THAT permission be granted to have Bylaw No. 7238 read a third time at this meeting.

CARRIED UNANIMOUSLY.

Moved by Alderman Mostoway, Seconded by Alderman Lorje,

THAT Bylaw No. 7238 be now 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.

The bylaw was then read a third time and passed.

Bylaw No. 7240

Moved by Alderman Mostoway, Seconded by Alderman Robertson,

THAT permission be granted to introduce Bylaw No. 7240, being "*A bylaw of The City of Saskatoon to divide the City of Saskatoon into polling areas*", and to give same its first reading.

CARRIED.

The bylaw was then read a first time.

Moved by Alderman Mostoway, Seconded by Alderman Thompson,

THAT Bylaw No. 7240 be now read a second time.

CARRIED.

The bylaw was then read a second time.

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Moved by Alderman Mostoway, Seconded by Alderman Waygood,

THAT Council go into Committee of the Whole to consider Bylaw No. 7240.

CARRIED.

Council went into Committee of the Whole with Alderman Mostoway in the Chair.

Committee arose.

Alderman Mostoway, Chairman of the Committee of the Whole, made the following report:

That while in Committee of the Whole, Bylaw No. 7240 was considered clause by clause and approved.

Moved by Alderman Mostoway, Seconded by Alderman Dyck,

THAT the report of the Committee of the Whole be adopted.

CARRIED.

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Moved by Alderman Mostoway, Seconded by Alderman Cherneskey,

THAT permission be granted to have Bylaw No. 7240 read a third time at this meeting.

CARRIED UNANIMOUSLY.

Moved by Alderman Mostoway, Seconded by Alderman Lorje,

THAT Bylaw No. 7240 be now 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.

The bylaw was then read a third time and passed.

Bylaw No. 7241

Moved by Alderman Mostoway, Seconded by Alderman Robertson,

THAT permission be granted to introduce Bylaw No. 7241, being "*A bylaw to amend the Fire Prevention Bylaw No. 6885*", and to give same its first reading.

CARRIED.

The bylaw was then read a first time.

Moved by Alderman Mostoway, Seconded by Alderman Thompson,

THAT Bylaw No. 7241 be now read a second time.

CARRIED.

The bylaw was then read a second time.

Moved by Alderman Mostoway, Seconded by Alderman Waygood,

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THAT Council go into Committee of the Whole to consider Bylaw No. 7241.

CARRIED.

Council went into Committee of the Whole with Alderman Mostoway in the Chair.

Committee arose.

Alderman Mostoway, Chairman of the Committee of the Whole, made the following report:

That while in Committee of the Whole, Bylaw No. 7241 was considered clause by clause and approved.

Moved by Alderman Mostoway, Seconded by Alderman Dyck,

THAT the report of the Committee of the Whole be adopted.

CARRIED.

Moved by Alderman Mostoway, Seconded by Alderman Cherneskey,

THAT permission be granted to have Bylaw No. 7241 read a third time at this meeting.

CARRIED UNANIMOUSLY.

Moved by Alderman Mostoway, Seconded by Alderman Lorje,

THAT Bylaw No. 7241 be now 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.

The bylaw was then read a third time and passed.

Moved by Alderman Mostoway, Seconded by Alderman Penner,

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THAT the meeting stand adjourned.

CARRIED.

The meeting adjourned at 12:31 a.m.

Mayor

Acting City Clerk