



AGENDA
REGULAR BUSINESS MEETING OF CITY COUNCIL

Monday, January 26, 2015, 1:00 p.m.
Council Chamber, City Hall

Pages

- 1. NATIONAL ANTHEM AND CALL TO ORDER**
- 2. CONFIRMATION OF AGENDA**
- 3. ADOPTION OF MINUTES**
 - 3.1 Minutes of Special Meeting of City Council held on December 2, 3 and 9, 2014**
 - 3.2 Minutes of Regular Meeting of City Council held on December 15, 2014**
 - 3.3 Minutes of Special Meeting of City Council held on January 12, 2015**
- 4. PUBLIC ACKNOWLEDGMENTS**
- 5. UNFINISHED BUSINESS**
- 6. QUESTION PERIOD**
- 7. CONSENT AGENDA**

Recommendation

That the Committee recommendations contained in items 7.1.1, 7.1.2, 7.1.3, 7.1.4, 7.1.5, 7.1.6, 7.1.7, 7.1.8, 7.2.1, 7.3.1, 7.3.2, 7.3.3, 7.3.4, 7.3.5, 7.3.6, 7.4.1, 7.4.2, 7.5.1, 7.5.2, 7.5.3, 7.5.4, 7.5.5, 7.5.6, 7.5.7, 7.5.8, 7.5.9, 7.5.10 and 7.5.11 be adopted as one motion.

- 7.1 Standing Policy Committee on Planning, Development & Community Services**
- 7.1.1 Quarterly Naming Update – “Rosewood, Hudson Bay Industrial, Marquis Industrial Street Names; and Central Business District Facility Name” [Files CK. 6310-1, CK. 600-30 and PL. 4001-5]** 13 - 20
- Recommendation**
That the report of the General Manager, Community Services dated January 5, 2015 be received as information.
- 7.1.2 Vacant Lot and Adaptive Reuse Incentive Program – 315 Avenue G South [Files CK. 4110-45 and PL. 4110-71-45]** 21 - 25
- Recommendation**
1. That a five-year tax abatement equivalent to 75% of the incremental taxes for the development of 315 Avenue G South, be approved;
 2. That the five-year tax abatement take effect in the next taxation year following completion of the project; and
 3. That the City Solicitor be requested to prepare the appropriate agreement, and that His Worship the Mayor and the City Clerk be authorized to execute the agreement, under the Corporate Seal.
- 7.1.3 Vacant Lot and Adaptive Reuse Incentive Program – 317 Avenue G South [Files CK. 4110-45 and PL. 4110-71-46]** 26 - 30
- Recommendation**
1. That a five-year tax abatement, equivalent to 75% of the incremental taxes, for the development of 317 Avenue G South, be approved;
 2. That the five-year tax abatement take effect in the next taxation year following completion of the project; and
 3. That the City Solicitor be instructed to prepare the appropriate agreement, and that His Worship the Mayor and the City Clerk be authorized to execute the agreement, under the Corporate Seal.
- 7.1.4 Request for Encroachment Agreement – 550 Circle Drive East [File No. CK. 4090-2]** 31 - 35
- Recommendation**
1. That City Council recognize the encroachment at 550 Circle Drive East (Lot 13, Block 384, Plan No. 59S07059);
 2. That the City Solicitor be requested to prepare the appropriate encroachment agreement, making provision to collect the applicable fees; and
 3. That His Worship the Mayor and the City Clerk be authorized to execute the agreement under the Corporate Seal, and in a form that is satisfactory to the City Solicitor.

- 7.1.5 The Saskatoon Society for the Prevention of Cruelty to Animals - Renewal of Pound Services Agreement [Files CK. 151-1 an RS. 151-1]** 36 - 41

Recommendation

1. That the Saskatoon Society for the Prevention of Cruelty to Animals Inc. be contracted to provide pound services and animal protection services for the City of Saskatoon, commencing May 1, 2014, and ending December 31, 2018;
2. That the City of Saskatoon have an option to renew this services agreement for an additional five-year term, subject to the parties reaching an agreement on the costs of the services and other terms;
3. That the City of Saskatoon renew the lease to the Saskatoon Society for the Prevention of Cruelty to Animals Inc. for the land and building located in the Rural Municipality of Corman Park and used as a pound, (lease term would match the term of the services agreement); and
4. That the City Solicitor be requested to prepare the necessary agreements and His Worship the Mayor and the City Clerk be authorized to execute the agreements under the Corporate Seal.

- 7.1.6 Communications to Council – Jeff Kolody – Proposed Discontinuation of Door-to-Door Mail Service – Canada Post [Files CK. 277-1 and PL. 4350]** 42 - 45

Recommendation

That the report of the General Manager, Community Services Department, dated January 5, 2015, be received as information

- 7.1.7 Innovative Housing Incentives – Elim Lodge Inc. – 333 Slimmon Place [Files CK. 750-4 and PL. 951-132]** 46 - 54

Recommendation

1. That funding of 10% of the total capital cost of the construction of 15 affordable rental units at 333 Slimmon Place by Elim Lodge Inc. to a maximum of \$255,000, be approved subject to approval of this project under the Provincial Capital Rent Subsidy Program;
2. That a five-year incremental tax abatement of the incremental property taxes for the 15 affordable rental units be applied, commencing the next taxation year, following the completion of construction; and
3. That the City Solicitor be requested to prepare the necessary incentive and tax abatement agreements and that His Worship the Mayor and the City Clerk be authorized to execute these agreements under the corporate seal.

- 7.1.8 Seasonal Commercial Enterprise in Parks [Files CK. 4205-5, CK. 300-11 and RS. 4205-1] 55 - 67**

Recommendation

1. That the proposed Seasonal Commercial Enterprise in Parks Policy be approved, as outlined in Attachment 1 of the January 5, 2015 report of the General Manager, Community Services;
2. That the City Solicitor be requested to amend the Recreation Facilities and Parks Usage Bylaw No. 7767 to exempt Seasonal Commercial Enterprises that have a permit to operate; and
3. That the City Solicitor be requested to amend the Soliciting in Public Parks Policy No. C10-001 to exempt Seasonal Commercial Enterprises that have a permit to operate.

7.2 Standing Policy Committee on Finance

- 7.2.1 Printing Equipment – Request for Proposal Award [Files CK. 1005-1, AF. 1000-1 and 1005-2] 68 - 71**

Recommendation

1. That a contract with Xerox Canada Ltd. for the supply of printing equipment for a total fee of \$164,951 plus applicable taxes be approved; and
2. That Purchasing Services be authorized to issue the necessary Purchase Order.

7.3 Standing Policy Committee Transportation

- 7.3.1 Railway Delays [File No. CK. 6170-1] 72 - 78**

Recommendation

That a committee be established between the City of Saskatoon and the Canadian National and Canadian Pacific Railways to develop solutions to reduce delays resulting from at-grade railway crossings.

- 7.3.2 Owner's Engineering Services Award for College Drive/
McOrmond Drive Interchange and Highway 16/Boychuk Drive
Interchange [File No. CK. 6000-1]** 79 - 83

Recommendation

1. That the proposal submitted be awarded to the preferred proponent in two parts to allow for eligibility for potential Provincial and/or Federal funding;
2. That the proposal submitted by Stantec Consulting Ltd. for the Owner's Engineering Services for the College Drive/McOrmond Drive Interchange and the Highway 16/Boychuk Drive Interchange at a total estimated cost for Part A, to an upset limit of \$779,919 (including tax) be approved; and
3. That the City Solicitor be requested to prepare the appropriate agreement and that His Worship the Mayor and the City Clerk be authorized to execute the agreement under the Corporate Seal.

- 7.3.3 New Flyer Industries – Supply of Proprietary Parts - Blanket
Purchase Order [File No. CK. 1402-1]** 84 - 87

Recommendation

1. That the Administration prepare a blanket purchase order with New Flyer Industries for the supply of proprietary parts exclusive to the New Flyer units for the next five years, for a total estimated cost of \$500,000 (not including taxes) per year; and,
2. That Purchasing Services issue the appropriate blanket purchase order.

- 7.3.4 Prevost/Nova Bus – Supply of Proprietary Parts - Blanket
Purchase Order [File No. CK. 1402-1]** 88 - 91

Recommendation

1. That the Administration prepare a blanket purchase order with Prevost/Nova Bus for the supply of proprietary parts exclusive to the Nova Bus units for the next five years, for a total estimated cost of \$400,000 (not including taxes) per year; and,
2. That Purchasing Services issue the appropriate blanket purchase order.

7.3.5 Annual Review of Parking Rates and Violations [File No. CK. 6120-3]

92 - 102

Recommendation

1. That effective June 1, 2015, the fine amount to be increased to \$50 for all offences in Bylaw No. 7200, The Traffic Bylaw which currently has the amount of \$40;
2. That effective June 1, 2015, the reduced penalty amount be increased to \$30 for all offences in Bylaw No. 7200, The Traffic Bylaw which currently have a reduced penalty amount of \$25 or less; excluding sections 10(6), 10(6.1), 10(6.2), 10(6.3), and 10(6.4);
3. That effective June 1, 2015, the reduced penalty amount to be increased to \$50 for all offences in Bylaw No. 7200, The Traffic Bylaw which currently have a reduced penalty amount of \$40;
4. That effective June 1, 2015, the fine for all offences in Bylaw No. 7200, The Traffic Bylaw which are related to public safety be increased to \$200 with no reduced penalty allowed;
5. That effective June 1, 2015, the fine for all offences in Bylaw No. 7200, The Traffic Bylaw which are related to disabled person's loading areas be increased to \$200 with no reduced penalty allowed; and
6. That the City Solicitor be requested to prepare the appropriate bylaw amendment to Bylaw No. 7200, The Traffic Bylaw.

7.3.6 Urban Transportation and Design: Getting Where We Need To Go – Conference Recommendations – University of Saskatchewan [File No. CK. 7000-1]

103 - 111

Recommendation

1. That the report of the General Manager, Community Services Department dated January 12, 2015, be received as information;
2. That the Administration report back to the appropriate body with information about a transit advisory committee; and
3. That the Administration review the elasticity of the pricing of transit and economics of citizens' transportation choices.

7.4 Standing Policy Committee on Environment, Utilities & Corporate Services

- 7.4.1 Capital Project No.634 – North Swale Hydrogeological Investigation – Award of Engineering Services [Files CK. 4110-24, x CK. 4110-38 and IS. 7930-2-2]** 112 - 116

Recommendation

1. That the proposal for engineering services, submitted by Tetra Tech EBA Inc., for the hydrogeological and wetland investigation of the North Sector Swale and adjacent area, on a time and expense basis, at an estimated cost of \$124,711.91 (including GST and PST), be accepted; and
2. That the City Solicitor be requested to prepare the appropriate agreement and that His Worship the Mayor and the City Clerk be authorized to execute the agreement under the Corporate Seal.

- 7.4.2 Inquiry – Councillor P. Lorje (August 21, 2014) Implementation of Ban or Control Measures for Plastic Bags [Files CK. 7830-5 and CP. 7832-1]** 117 - 121

A letter received from Lyle Bolen is also provided.

Recommendation

That the information be received.

7.5 Executive Committee

- 7.5.1 Firefighters' Pension Fund Trustees – December 31, 2012 Actuarial Valuation [File No. CK. 4730-4-2]** 122 - 177

Recommendation

That the information be received.

- 7.5.2 Appointment to The Partnership Board of Management[File No. CK. 175-48]** 178 - 179

Recommendation

That the appointment of Mr. Kevin Johnson to The Partnership Board of Management, replacing Mr. Shaun Grinde, be confirmed.

- 7.5.3 Appointment to the Riversdale BID Board of Management [File No. CK. 175-49]** 180 - 181
- Recommendation**
That the appointment of Chef Darby Kells to the Riversdale Business Improvement District Board of Management, replacing Ms. Stephanie Norris, be approved.
- 7.5.4 Trans Canada Yellowhead Highway Association - Membership [File No. CK. 155-5]** 182 - 183
- Recommendation**
That the 2015 membership in the Trans Canada Yellowhead Highway Association, in the amount of \$34,994.77, be paid.
- 7.5.5 FCM Membership – 2015-16 [File No. CK. 155-2]** 184 - 186
- Recommendation**
That the 2015-16 membership in the Federation of Canadian Municipalities in the amount of \$42,479.25, be paid.
- 7.5.6 Hudson Bay Route Association - Membership [File No. CK. 155-7]** 187 - 188
- Recommendation**
That the 2015 membership in the Hudson bay Route Association in the amount of \$300.00, be paid.
- 7.5.7 “Remai Modern Art Gallery of Saskatchewan” – Official Name [File No. CK. 4129-15]** 189 - 193
- Recommendation**
1. That "Remai Modern Art Gallery of Saskatchewan" be adopted as the official name for the Art Gallery of Saskatchewan, currently under construction at River Landing; and
 2. That the Agreement approved by City Council at its meeting on June 13, 2011 between the City of Saskatoon and the Frank and Ellen Remai Foundation and the Art Gallery of Saskatchewan Inc. be amended accordingly.
- 7.5.8 The Adult Services Licensing Bylaw, 2012 – Implications of Criminal Code Amendments [File No. CK. 4350-25]** 194 - 197
- Recommendation**
That the information be received.

- 7.5.9 Municipal Heritage Advisory Committee – Representative of Broadway Business Improvement District [File No. CK. 225-18]** 198

Recommendation

That Sarah Marchildon be appointed to the Municipal Heritage Advisory Committee as a representative of the Broadway Business Improvement District.

- 7.5.10 33rd Street Business Improvement District – Board of Management [File No. CK. 175-59]** 199 - 200

Recommendation

1. That the following be appointed to the 33rd Street Business Improvement District Board of Management for 2015:

- Councillor D. Hill
- Nicola Tabb (Better Off Duds Ltd.)
- Marie Gould (Best Buy Esthetics Supply Ltd.)
- Tyler Gould (Spa Academy)
- Judy Denham (The Flag Shop)
- Dennis McKee (The Furnace Guys)
- Nicola Lawson (PickNic's Catering)
- Maya Scott (Scott & Beaven Law Office)

2. That the terms of reference for the Municipal Heritage Advisory Committee and the Street Activity Steering Committee be amended to include representation from the 33rd Street Business Improvement District; and

3. That the 33rd Street Business Improvement District Board of Management be requested to submit its recommendation for appointment to the Municipal Heritage Advisory Committee and the Street Activity Steering Committee.

- 7.5.11 Appointment – Board of Revision [File No. CK. 175-6]** 201

Recommendation

That David J. Putz be appointed to the Board of Revision for 2015.

8. REPORTS FROM ADMINISTRATION AND COMMITTEES

8.1 Asset & Financial Management Department

8.2 Community Services Department

8.3 Corporate Performance Department

8.4 Transportation & Utilities Department

- 8.4.1 Civic Operations Centre - Procurement Complete [Files CK. 600-27, CC. 600-1, and CS. 600-2] 202 - 225

Recommendation

That the information be received.

8.5 Office of the City Clerk

8.6 Office of the City Solicitor

- 8.6.1 Proposed Amendments to Bylaw No. 9170, The Procedures and Committees Bylaws [File No. CK. 255-2] 226 - 228

Recommendation

That City Council consider Bylaw No. 9259, *The Procedures and Committees Amendment Bylaw, 2015*.

- 8.6.2 Civic Operations Centre - Borrowing Bylaw [Files CK. 600-27 and CK. 1750-1] 229 - 231

Recommendation

That City Council consider Bylaw No. 9260, *The Civic Operations Centre Borrowing Amendment Bylaw, 2015*.

- 8.6.3 Residential Parking Permit Expansion and Creation [File No. CK. 6120-4-2] 232 - 238

Recommendation

That City Council consider Bylaw No. 9258, *The Residential Parking Program Amendment Bylaw, 2015*.

8.7 Standing Policy Committee on Environment, Utilities And Corporate Services

- 8.7.1 Request for Sewer Charge Exemption – Klark’s Trenching Ltd. [Files CK. 1905-2 and WT. 1905-1] 239 - 241

Recommendation

1. That the request for a sanitary sewer charge exemption for Klark’s Trenching Ltd. at 311 Gladstone Crescent, Saskatoon, Saskatchewan, be accepted; and
2. That Corporate Revenue be requested to remove the sanitary sewer charge from the above applicant’s utility bill for water meter #20142798 retroactive to November 7, 2014

- 8.7.2 Inquiry – Councillor C. Clark (January 20, 2014) – Decorative Street Lighting – Change to “Winter-based” Schedule [Files CK. 6300-1 and WT. 6305-1]** 242 - 256

Communications from Sarah Marchildon, Brent Penner and Randy Pshebylo have been provided.

Recommendation

1. That the Administration proceed with Option 2 as outlined in the report of the General Manager, Transportation & Utilities Department dated January 12, 2015; and
2. That the Administration, in consultation with the Business Improvement Districts, explore options for decorative lighting and financial implications and report back to the Committee.

8.8 Standing Policy Committee on Finance

8.9 Standing Policy Committee on Planning, Development And Community Services

8.10 Standing Policy Committee on Transportation

- 8.10.1 Time Sheet Entry Sign Shop – Award of Contract [File No. CK. 261-1]** 257 - 261

Recommendation

1. That the City enter into an agreement with Zybertech Construction Software Services for the development of a time sheet entry and detour coordination application at a cost of up to \$150,000 (including GST and PST); and
2. That the City Solicitor be requested to prepare the appropriate agreement and that His Worship the Mayor and the City Clerk be authorized to execute the agreement under the Corporate Seal.

- 8.10.2 University Bridge Rehabilitation [File No. CK. 6050-7]** 262 - 268

Recommendation

That the information be received.

8.11 Executive Committee

8.12 Other Reports

9. INQUIRIES

10. MOTIONS (NOTICE PREVIOUSLY GIVEN)

11. GIVING NOTICE
12. URGENT BUSINESS
13. IN CAMERA SESSION (OPTIONAL)
14. ADJOURNMENT



STANDING POLICY COMMITTEE ON PLANNING, DEVELOPMENT AND COMMUNITY SERVICES

Quarterly Naming Update – “Rosewood, Hudson Bay Industrial, Marquis Industrial Street Names; and Central Business District Facility Name”

Recommendation of the Committee

That the report of the General Manager, Community Services dated January 5, 2015 be received as information.

History

At the January 5, 2015 Standing Policy Committee on Planning, Development and Community Services meeting, a report of the General Manager, Community Services dated January 5, 2015 was considered.

Attachment

January 5, 2015 Report of the General Manager, Community Services.

Quarterly Naming Update – “Rosewood, Hudson Bay Industrial, Marquis Industrial Street Names; and Central Business District Facility Name”

Recommendation

That the information be received.

Topic and Purpose

The purpose of this report is to advise that names have been applied to roadways in the Rosewood neighbourhood, Hudson Bay Industrial, and Marquis Industrial areas; and to a facility in the Central Business District. In all cases, these names have been vetted by the Naming Advisory Committee (NAC) and been selected from the Names Master List.

Report Highlights

1. The name “Market Drive” was applied to a roadway in the Rosewood neighbourhood.
2. In the Hudson Bay Industrial Area, 59th Street was renamed to Faithfull Place to reflect its street characteristic.
3. In the Marquis Industrial Area, 65th Street was renamed to Millar Place to reflect its street characteristic.
4. The name “Civic Square East” was applied to a facility in the Central Business District.

Strategic Goals

Under the City of Saskatoon’s (City) Strategic Goal of Quality of Life, this report supports the recognition of our built, natural, and cultural heritage. The naming of civic facilities, streets, and parks celebrates the history, environment, and outstanding contributions of our diverse community.

Background

According to the Naming Policy, all requests for names to be applied from the Names Master List will be selected by His Worship the Mayor. All of the names on the Names Master List meet City Council’s guidelines for name selection. The names have been previously screened by the NAC and approved for addition to the list by City Council. Name suffixes are circulated through the Administration for technical review.

Report

Rosewood Street Name

Arbutus Properties requested that the name “Market Drive” be applied to a roadway in the Rosewood neighbourhood (see Attachment 1). His Worship, Mayor Donald Atchison, has endorsed and assigned the following name:

Quarterly Naming Update – “Rosewood, Hudson Bay Industrial, Marquis Industrial Street Names; and Central Business District Facility Name”

- a) Market Drive (as requested) – Market was requested by the developer as it relates to the commercial aspect of the neighbourhood’s marketing strategy.

Hudson Bay Industrial Street Renaming

Saskatoon Land requested that 59th Street in Hudson Bay Industrial be renamed to reflect its new street characteristic of a cul-de-sac (see Attachment 2). The name Faithfull was requested as applying the same name to a small cul-de-sac as the adjacent street has been standard practice. At its October 27, 2014 meeting, City Council approved the following name:

- a) Faithfull Place – John Faithfull was the Fire Chief with the City from 1919 to 1941.

Marquis Industrial Street Renaming

Saskatoon Land requested that 65th Street in Marquis Industrial be renamed to reflect its new street characteristic of a cul-de-sac (see Attachment 3). The name Millar Place was requested as applying the same name to a small cul-de-sac as the adjacent street has been standard practice. At its October 27, 2014 meeting, City Council approved the following name:

- a) Millar Place – John Duncan Millar (1879 to 1968) was the Manager of the wholesale grocers Campbell, Wilson, and Millar. He was also the second President of the local Rotary Club, President of the Board of Trade, and a lifetime member of the Saskatoon Golf and Country Club.

Central Business District Facility Name

Saskatoon Land requested that the name “Civic Square East” be applied to the facility located at 202 4th Avenue North in the Central Business District (see Attachment 4). His Worship, Mayor Don Atchison, has endorsed and assigned the following name:

- a) Civic Square East – The name “Civic Square East” had previously been used informally for this location and was appropriate for the purposes of wayfinding.

Other Considerations/Implications

There are no policy, financial, environmental, privacy, or CPTED implications or considerations. A communication plan is not required at this time.

Due Date for Follow-up and/or Project Completion

No follow-up is required.

Public Notice

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

Attachments

1. Market Drive Street Naming
2. Faithfull Place Street Naming
3. Millar Place Street Naming
4. Civic Square East Facility Naming

Quarterly Naming Update – “Rosewood, Hudson Bay Industrial, Marquis Industrial Street Names; and Central Business District Facility Name”

Report Approval

Written by: Daniel McLaren, Planner, Planning and Development
Reviewed by: Alan Wallace, Director of Planning and Development
Approved by: Randy Grauer, General Manager, Community Services Department

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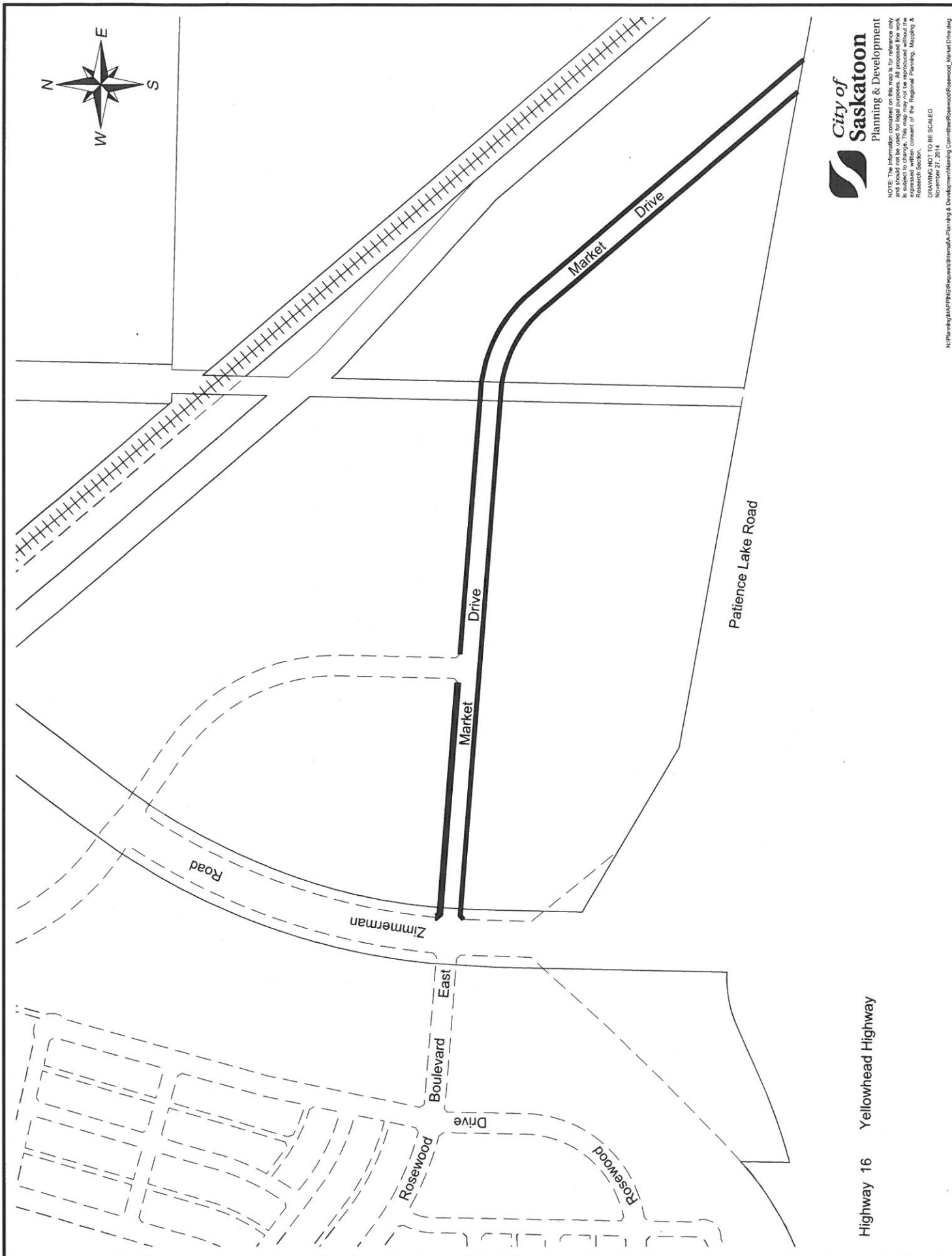


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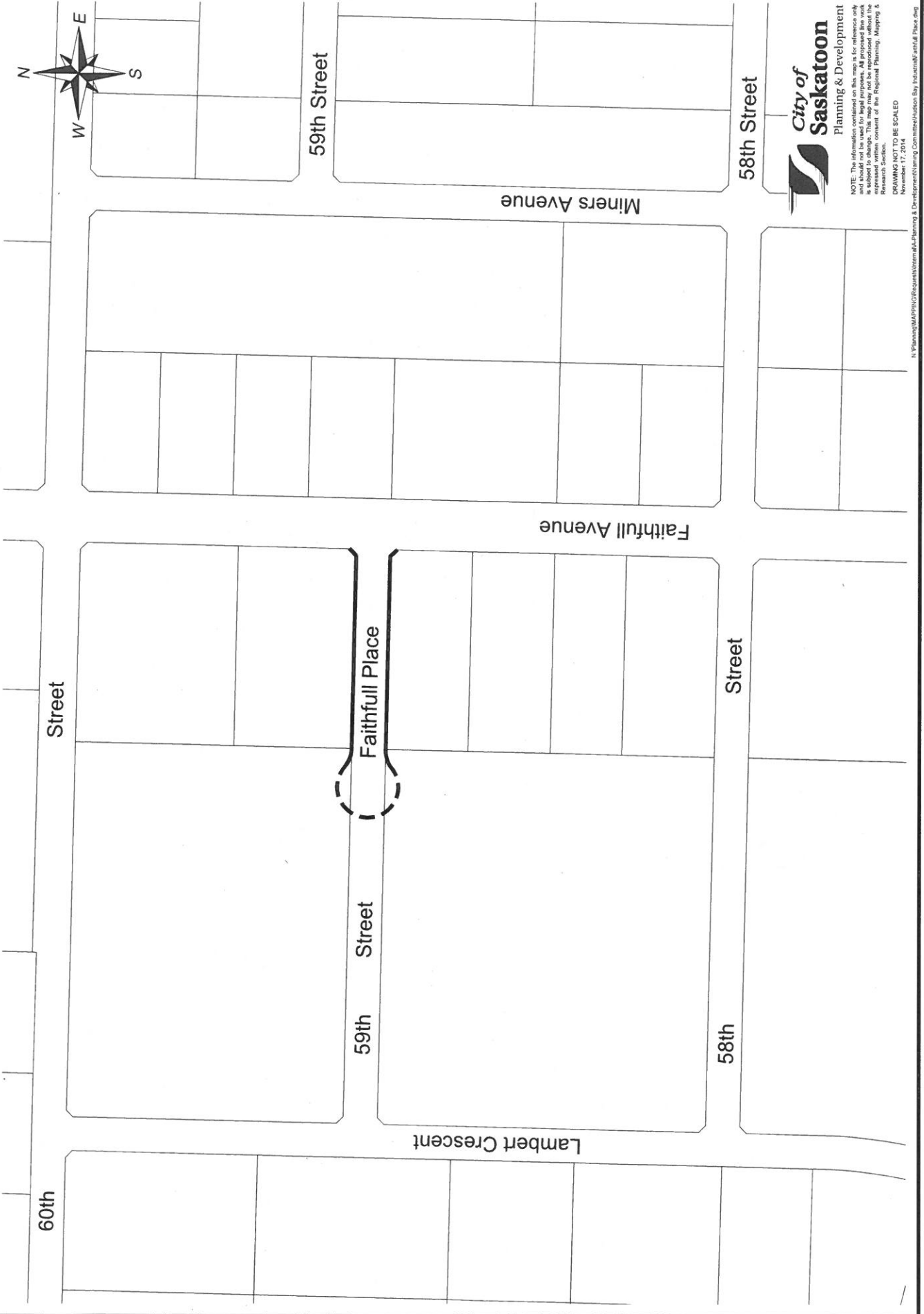
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Highway 16 Yellowhead Highway

Hudson Bay Industrial: Faithfull Place



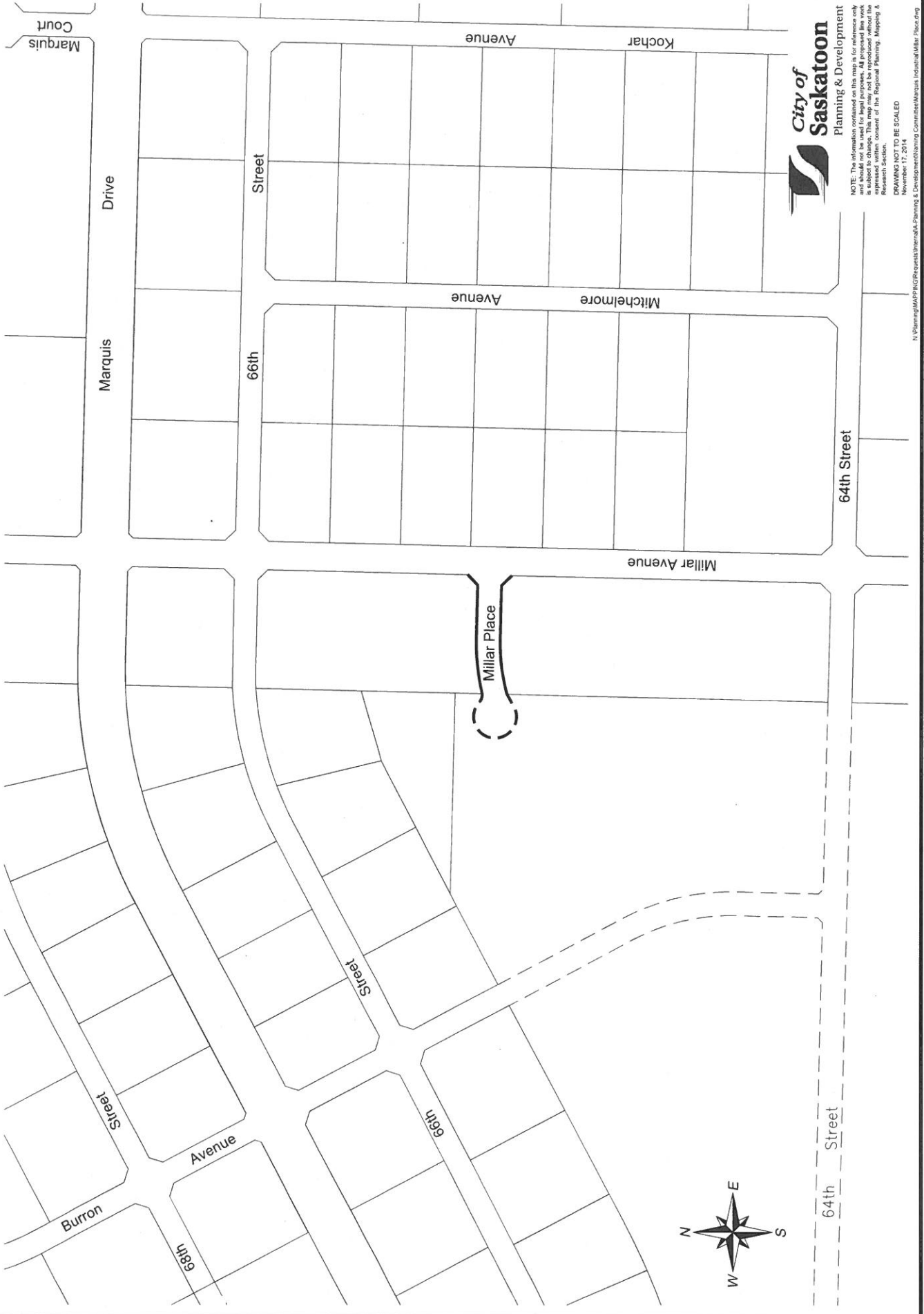
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 November 17, 2014

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Marquis Industrial: Millar Place



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 November 17, 2014

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Central Business District: Civic Square East



City of Saskatoon
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STANDING POLICY COMMITTEE ON PLANNING, DEVELOPMENT AND COMMUNITY SERVICES

Vacant Lot and Adaptive Reuse Incentive Program – 315 Avenue G South

Recommendation of the Committee

1. That a five-year tax abatement equivalent to 75% of the incremental taxes for the development of 315 Avenue G South, be approved;
2. That the five-year tax abatement take effect in the next taxation year following completion of the project; and
3. That the City Solicitor be requested to prepare the appropriate agreement, and that His Worship the Mayor and the City Clerk be authorized to execute the agreement, under the Corporate Seal.

History

At the January 5, 2015 Standing Policy Committee on Planning, Development and Community Services meeting, a report of the General Manager, Community Services dated January 5, 2015 was considered.

Attachment

January 5, 2015 Report of the General Manager, Community Services

Vacant Lot and Adaptive Reuse Incentive Program - 315 Avenue G South

Recommendation

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

- 1) That a five-year tax abatement equivalent to 75% of the incremental taxes for the development of 315 Avenue G South, be approved;
- 2) That the five-year tax abatement take effect in the next taxation year following completion of the project; and
- 3) That the City Solicitor be requested to prepare the appropriate agreement, and that His Worship the Mayor and the City Clerk be authorized to execute the agreement, under the Corporate Seal.

Topic and Purpose

The purpose of this report is to request approval for a five-year tax abatement for the incremental property tax for the development of the property located at 315 Avenue G South under the Vacant Lot and Adaptive Reuse (VLAR) Incentive Program.

Report Highlights

1. The Administration recommends the approval of a five-year tax abatement for the incremental property taxes, for the development of a one-unit dwelling with a secondary suite located at 315 Avenue G South.
2. The estimated incremental property tax abatement for 315 Avenue G South, based on the 2014 tax value, is \$766.27 annually or \$3,831.34 over five years.

Strategic Goal

This report supports the City of Saskatoon's (City) long-term Strategic Goal of Sustainable Growth by increasing and encouraging infill development.

Background

During its March 7, 2011 meeting, City Council approved the VLAR Incentive Program. The VLAR Incentive Program is designed to encourage infill development on chronically vacant sites and adaptive reuse of vacant buildings within Saskatoon's established neighbourhoods.

Applicants have the choice of a five-year tax abatement or a grant with the maximum incentive amount calculated based on the increment between the existing municipal taxes and the taxes owing upon completion, multiplied by five years. Applications are scored against an evaluation system where points are awarded for features included in

Vacant Lot and Adaptive Reuse Incentive Program – 315 Avenue G South

a project that meets a defined set of policy objectives. A score out of 100, which the project earns, determines what proportion of the maximum incentive amount it will receive. Any residual portion of the maximum incentive amount on projects that earn less than 100% will be redirected into the VLAR Reserve.

Report

On September 30, 2014, the Neighbourhood Planning Section, Planning and Development Division, received an application under the VLAR Incentive Program from James Neufeld for the development of a property located at 315 Avenue G South in Riversdale. The estimated total project cost is \$315,000.

The application was reviewed using the program's evaluation system. The project at 315 Avenue G South received a total of 75 out of 100 points, for 75% of the maximum incentive amount. The awarding of points was broken down as follows:

- a) 50 base points;
- b) 10 points for a single-unit dwelling;
- c) 5 points for a legal secondary suite; and
- d) 10 points for locating within 175 metres from an existing transit stop and having a Walk Score of 84.

The lot that is being developed has been vacant since 2004. The single vacant lot was split into two lots earlier this year with the owner constructing houses on each individual lot. The owner has applied for tax abatements under the VLAR Incentive Program for each house.

The applicant is applying for a five-year tax abatement of the incremental property taxes. According to the Office of the City Assessor, the incremental increase in annual property taxes for the one-unit dwelling is estimated to be \$1,021.69, based on the 2014 tax year. The maximum incentive amount would be \$5,108.45 over five years. The value of this abatement over the five-year period, based on an earned incentive amount of 75%, is estimated to be \$3,831.34.

After a review of this application, the Administration has concluded that this project is consistent with the intent of VLAR Incentive Program Policy No. C09-035. The Administration is recommending that City Council approve the five-year property tax abatement commencing in the next taxation year after completion of the project.

Options to the Recommendation

City Council could decline support of this project. Choosing this option would represent a departure from VLAR Incentive Program Policy No. C09-035. The Administration is not recommending this option.

Public and/or Stakeholder Involvement

The need for public/stakeholder involvement is not deemed necessary at this time.

Vacant Lot and Adaptive Reuse Incentive Program – 315 Avenue G South

Financial Implications

The incremental property tax abatement for the project at 315 Avenue G South is forgone revenue and will not impact the VLAR Reserve. However, the City will forgo 75% of the increase in tax revenue resulting from this project over a five-year period.

Other Considerations/Implications

There are no policy, environmental, privacy, or CPTED implications or considerations. A communication plan is not required at this time.

Due Date for Follow-up and/or Project Completion

The redevelopment of the property located at 315 Avenue G South is expected to be completed by June 2015. The property tax abatement, if approved, will begin the year following project completion and continue for five years.

Public Notice

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

Attachment

1. 315 Avenue G South – Location Map

Report Approval

Written by: Ellen Pearson, Planner, Neighbourhood Planning Section
Reviewed by: Alan Wallace, Director of Planning and Development
Approved by: Randy Grauer, General Manager, Community Services Department

S:\Reports\CP\Reports\2014\PDCS – Vacant Lot and Adaptive Reuse Incentive Program – 315 Avenue G South\kt

315 Avenue G South - Location Map

Printed: November 6, 2014
Scale: 1:1,881



315 Avenue G South – Location Map

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ATTACHMENT 1



STANDING POLICY COMMITTEE ON PLANNING, DEVELOPMENT AND COMMUNITY SERVICES

Vacant Lot and Adaptive Reuse Incentive Program – 317 Avenue G South

Recommendation of the Committee

1. That a five-year tax abatement, equivalent to 75% of the incremental taxes, for the development of 317 Avenue G South, be approved;
2. That the five-year tax abatement take effect in the next taxation year following completion of the project; and
3. That the City Solicitor be instructed to prepare the appropriate agreement, and that His Worship the Mayor and the City Clerk be authorized to execute the agreement, under the Corporate Seal.

History

At the January 5, 2015 Standing Policy Committee on Planning, Development and Community Services meeting, a report of the General Manager, Community Services dated January 5, 2015 was considered.

Attachment

January 5, 2015 Report of the General Manager, Community Services

Vacant Lot and Adaptive Reuse Incentive Program - 317 Avenue G South

Recommendation

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

- 1) That a five-year tax abatement, equivalent to 75% of the incremental taxes, for the development of 317 Avenue G South, be approved;
- 2) That the five-year tax abatement take effect in the next taxation year following completion of the project; and
- 3) that the City Solicitor be instructed to prepare the appropriate agreement, and that His Worship the Mayor and the City Clerk be authorized to execute the agreement, under the Corporate Seal.

Topic and Purpose

The purpose of this report is to request City Council's approval for a five-year tax abatement for the incremental property tax for the development of the property located at 317 Avenue G South under the Vacant Lot and Adaptive Reuse (VLAR) Incentive Program.

Report Highlights

1. The Administration recommends the approval of a five-year tax abatement of the incremental property taxes, for the development of a one-unit dwelling with a secondary suite located at 317 Avenue G South.
2. The estimated incremental property tax abatement for 317 Avenue G South, based on the 2014 tax value, is \$766.67 annually or \$3,833.33 over five years.

Strategic Goal

This report supports the City of Saskatoon's (City) long-term Strategic Goal of Sustainable Growth by increasing and encouraging infill development.

Background

During its March 7, 2011 meeting, City Council approved the VLAR Incentive Program. The VLAR Incentive Program is designed to encourage infill development on chronically vacant sites and adaptive reuse of vacant buildings within Saskatoon's established neighbourhoods.

Applicants have the choice of a five-year tax abatement or a grant with the maximum incentive amount calculated based on the increment between the existing municipal taxes and the taxes owing upon completion, multiplied by five years. Applications are scored against an evaluation system where points are awarded for features included in

Vacant Lot and Adaptive Reuse Incentive Program – 317 Avenue G South

a project that meet a defined set of policy objectives. A score out of 100, which the project earns, determines what proportion of the maximum incentive amount it will receive. Any residual portion of the maximum incentive amount on projects that earn less than 100% will be redirected into the VLAR Reserve.

Report

On September 30, 2014, the Neighbourhood Planning Section, Planning and Development Division, received an application under the VLAR Incentive Program from James Neufeld for the development of a property located at 317 Avenue G South in Riversdale. The estimated total project cost is \$315,000.

The application was reviewed using the program's evaluation system. The project at 317 Avenue G South received a total of 75 out of 100 points, for 75% of the maximum incentive amount. The awarding of points was broken down as follows:

- a) 50 base points;
- b) 10 points for a single-unit dwelling;
- c) 5 points for a legal secondary suite; and
- d) 10 points for locating within 175 metres from an existing transit stop and having a Walk Score of 84.

The lot that is being developed has been vacant since 2004. The single vacant lot was split into two lots earlier this year with the owner constructing houses on each individual lot. The owner has applied for tax abatements under the VLAR Incentive Program for each house.

The applicant is applying for a five-year tax abatement of the incremental property taxes. According to the Office of the City Assessor, the incremental increase in annual property taxes for the one-unit dwelling is estimated to be \$1,022.22, based on the 2014 tax year. The maximum incentive amount would be \$5,111.10 over five years. The value of this abatement over the five-year period, based on an earned incentive amount of 75%, is estimated to be \$3,833.33.

After a review of this application, the Administration has concluded that this project is consistent with the intent of VLAR Incentive Program Policy No. C09-035. The Administration is recommending that City Council approve the five-year property tax abatement commencing in the next taxation year after completion of the project.

Options to the Recommendation

City Council could decline support of this project. Choosing this option would represent a departure from VLAR Incentive Program Policy No. C09-035. The Administration is not recommending this option.

Public and/or Stakeholder Involvement

The need for public/stakeholder involvement is not deemed necessary at this time.

Vacant Lot and Adaptive Reuse Incentive Program – 317 Avenue G South

Financial Implications

The incremental property tax abatement for the project at 317 Avenue G South is forgone revenue and will not impact the VLAR Reserve. However, the City will forgo 75% of the increase in tax revenue resulting from this project over a five-year period.

Other Considerations/Implications

There are no policy, environmental, privacy, or CPTED implications or considerations. A communication plan is not required at this time.

Due Date for Follow-up and/or Project Completion

The redevelopment of the property located at 317 Avenue G South is expected to be completed by June 2015. The property tax abatement, if approved, will begin the year following project completion and continue for five years.

Public Notice

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

Attachment

1. 317 Avenue G South – Location Map

Report Approval

Written by: Ellen Pearson, Planner, Neighbourhood Planning Section
Reviewed by: Alan Wallace, Director of Planning and Development
Approved by: Randy Grauer, General Manager, Community Services Department

S:\Reports\CP\2014\PDSCS – Vacant Lot and Adaptive Reuse Incentive Program – 317 Avenue G South\kt

317 Avenue G South - Location Map

Printed: November 6, 2014
 Scale: 1:1,840



317 Avenue G South – Location Map

ATTACHMENT 1

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STANDING POLICY COMMITTEE ON PLANNING, DEVELOPMENT AND COMMUNITY SERVICES

Request for Encroachment Agreement – 550 Circle Drive East

Recommendation of the Committee

1. That City Council recognize the encroachment at 550 Circle Drive East (Lot 13, Block 384, Plan No. 59S07059);
2. That the City Solicitor be requested to prepare the appropriate encroachment agreement, making provision to collect the applicable fees; and
3. That His Worship the Mayor and the City Clerk be authorized to execute the agreement under the Corporate Seal, and in a form that is satisfactory to the City Solicitor.

History

At the January 5, 2015 Standing Policy Committee on Planning, Development and Community Services meeting, a report of the General Manager, Community Services dated January 5, 2015 was considered.

Attachment

January 5, 2015 Report of the General Manager, Community Services

Request for Encroachment Agreement – 550 Circle Drive East

Recommendation

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

1. That City Council recognize the encroachment at 550 Circle Drive East (Lot 13, Block 384, Plan No. 59S07059);
2. That the City Solicitor be requested to prepare the appropriate encroachment agreement, making provision to collect the applicable fees; and
3. That His Worship the Mayor and the City Clerk be authorized to execute the agreement under the Corporate Seal, and in a form that is satisfactory to the City Solicitor.

Topic and Purpose

The purpose of this report is to seek permission for an encroachment for the portions of the building façade and canopy located at 550 Circle Drive East over the City of Saskatoon (City) sidewalk.

Report Highlights

1. The encroachment area is 5.28 square metres.
2. The building façade and canopy is extending onto the 1st Avenue North sidewalk by up to 0.61 metres.

Strategic Goals

This report supports the City’s Strategic Goals of Sustainable Growth and Quality of Life by ensuring that designs of proposed developments are consistent with planning and development criteria, and that these designs do not pose a hazard for public safety.

Background

Building Bylaw No. 7306 states, in part, that:

“The General Manager of the Community Services Department shall not issue a permit for the erection or alteration of any building or structure the plans of which show construction of any kind on, under or over the surface of any public place until permission for such construction has been granted by Council.”

Report

The owner of the property located at 550 Circle Drive East has requested permission to allow an encroachment (see Attachment 1). As shown on the Site Plan (see Attachment 2), the proposed new building façade and canopy will encroach onto

Request for Encroachment Agreement - 550 Circle Drive East

1st Avenue North by up to 0.61 metres. The total area of the encroachment is approximately 5.28 square metres, therefore, will be subject to an annual charge of \$50.

Public and/or Stakeholder Involvement

There is no public or stakeholder involvement.

Other Considerations/Implications

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

Due Date for Follow-up and/or Project Completion

There is no follow-up report planned.

Public Notice

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

Attachments

1. Request for Encroachment Agreement dated October 15, 2014
2. Copy of Site Plan Detailing Encroachment

Report Approval

Written by: Tanda Wunder-Buhr, Commercial Permit Supervisor, Building Standards
Reviewed by: Kara Fagnou, Senior Building Code Engineer, Building Standards
Approved by: Randy Grauer, General Manager, Community Services Department

S/Reports/DS/2015/PDCS – Request for Encroachment Agreement – 550 Circle Drive East/ks



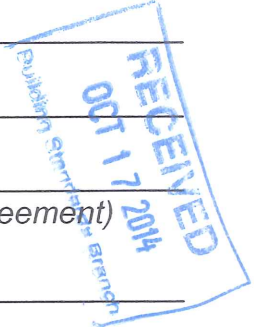
COMMUNITY SERVICES DEPARTMENT - BUILDING STANDARDS BRANCH
ENCROACHMENT AGREEMENT APPLICATION

February 14, 2012

Page 1 of 1

REQUEST FOR ENCROACHMENT AGREEMENT

Name of Applicant CITY LIFE INVESTMENT CORP.
Applicant Mailing Address 50-710 CYNTHIA ST.
Applicant Telephone 306 251 1386
Name of Owner(s) TIM BURNS
(Official Name That Will Be On Encroachment Agreement)
Owner's Mailing Address 50-710 CYNTHIA ST.
Owner's Telephone 306 241 7007
Site Address 550 CIRCLE DR E
Legal Description of Site Lot 13 Block 384 Plan 59-S-07059



Application must include the following documents:

- Existing Encroachments: Current Real Property Report/Surveyor's Certificate that clearly outlines the encroaching areas including detailed dimensions of all areas that encroach onto City of Saskatoon Property.
- Proposed Future Encroachments: Detailed drawings of the proposed encroaching areas including detailed dimensions of all areas that will encroach onto City of Saskatoon Property. (Once construction is complete, an updated Real Property Report/Surveyor's Certificate will be required to confirm the areas of encroachment).
- A cheque for the \$100.00 Application Fee, made payable to the City of Saskatoon (Fee is to prepare Encroachment Agreement).

Assuming the encroachment is approved, an annual fee will be applied to the tax notice. This fee is based on the area of encroachment, and is calculated at \$3.25 m². The current minimum fee is \$50.00.

Upon receipt of the request, the *Building Standards Branch* of the *Community Services Department* will request approvals from the necessary Departments and Branches, including the *Development Services Branch*, the *Infrastructure Services Departments* and any other Department or Branch as deemed necessary, depending on the type of encroachment. Upon receipt of the various approvals and that there are no objections to the request the application will be forwarded to next available meeting of City Council for their approval. Once City Council has approved, the City Clerks office will advise the applicant of Council's decision, and will prepare the agreement. Please note that requests encroachment agreements may take 6 to 8 weeks to process.

Applicant Signature [Signature] Page 34 Application Date Oct 15, 2014

Copy of Site Plan Detailing Encroachment

Oct-30-02 11:38am . From: ICR ASHFORD 3086641940 T-868 P.03/04 F-200
OCT-30-2002 12:27 21NG PC COM



PLAN OF SURVEY

DUPLICATE

RECEIVED
NOV 17 2014
CITY OF SASKATOON
COMMERCIAL PERMIT OFFICER

RECEIVED
OCT 17 2014
CITY OF SASKATOON
COMMERCIAL PERMIT OFFICER

0.4 Clear

0.02 Clear

Building
Corner
On Line
4" 2' 6"

FIRST AVENUE

28"

0.09 Clear

24"

CIRCLE DRIVE

A one storey block
commercial building on a
concrete foundation



STANDING POLICY COMMITTEE ON PLANNING, DEVELOPMENT AND COMMUNITY SERVICES

The Saskatoon Society for the Prevention of Cruelty to Animals – Renewal of Pound Services Agreement

Recommendation of the Committee

1. That the Saskatoon Society for the Prevention of Cruelty to Animals Inc. be contracted to provide pound services and animal protection services for the City of Saskatoon, commencing May 1, 2014, and ending December 31, 2018;
2. That the City of Saskatoon have an option to renew this services agreement for an additional five-year term, subject to the parties reaching an agreement on the costs of the services and other terms;
3. That the City of Saskatoon renew the lease to the Saskatoon Society for the Prevention of Cruelty to Animals Inc. for the land and building located in the Rural Municipality of Corman Park and used as a pound, (lease term would match the term of the services agreement); and
4. That the City Solicitor be requested to prepare the necessary agreements and His Worship the Mayor and the City Clerk be authorized to execute the agreements under the Corporate Seal.

History

At the January 5, 2015 Standing Policy Committee on Planning, Development and Community Services meeting, a report of the General Manager, Community Services dated January 5, 2015 was considered.

Attachment

January 5, 2015 Report of the General Manager, Community Services

The Saskatoon Society for the Prevention of Cruelty to Animals – Renewal of Pound Services Agreement

Recommendations

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

1. That the Saskatoon Society for the Prevention of Cruelty to Animals Inc. be contracted to provide pound services and animal protection services for the City of Saskatoon, commencing May 1, 2014, and ending December 31, 2018;
2. That the City of Saskatoon have an option to renew this services agreement for an additional five-year term, subject to the parties reaching an agreement on the costs of the services and other terms;
3. That the City of Saskatoon renew the lease to the Saskatoon Society for the Prevention of Cruelty to Animals Inc. for the land and building located in the Rural Municipality of Corman Park and used as a pound, (lease term would match the term of the services agreement); and
4. That the City Solicitor be requested to prepare the necessary agreements and His Worship the Mayor and the City Clerk be authorized to execute the agreements under the Corporate Seal.

Topic and Purpose

The Administration is recommending that the City of Saskatoon (City) enter into a new Memorandum of Agreement (MOA) with the Saskatoon Society for the Prevention of Cruelty to Animals Inc. (SPCA) to continue to provide pound services and animal protection services for the City.

The Administration is also recommending that the City enter into a lease agreement with the SPCA for the lease of the land and building for the purposes of providing the services and serve as a pound for the City.

Report Highlights

1. The City had an agreement with the SPCA to provide pound and animal protection services for the City. The agreement expired on April 30, 2014.
2. Recreation and Sport entered into negotiations with the SPCA and reached a suitable agreement on the terms of a renewal on November 21, 2014. A summary of the terms of the Pound and Animal Protection Services Agreement are identified in this report (see Attachment 1).
3. The City owns the pound services facility operated by the SPCA, including the land, which is located in the Rural Municipality (RM) of Corman Park.

The Saskatoon Society for the Prevention of Cruelty to Animals – Renewal of Pound Services Agreement

Strategic Goal

This report supports the Strategic Goal of Quality of Life by providing pound and animal protection services in our community.

Background

The City has an established Animal Services Program. The provision of this program is governed by Animal Control Bylaw, 1999, No. 7860 and Dangerous Animals Bylaw, 2003, No. 8176 (the Bylaws). Pound services and animal protection services are currently provided by the SPCA.

At its January 17, 2005 meeting, City Council approved a five-year extension of an agreement for the provision of pound and animal protection services beginning May 1, 2009, and ending on April 30, 2014.

The City had a lease with the SPCA, which is conditional on the SPCA providing pound services, performing animal protection services, and permitting the SPCA to conduct its own programs. The term of the lease was five years and commenced on May 1, 2009, and expired on April 30, 2014.

The City and the SPCA have a long-standing relationship to ensure pound services are available to the citizens of Saskatoon. When the pound and animal protection services was last tendered in 2004, the SPCA was the only qualified bid received. Subject to the view of City Council, the Administration has agreed to the terms of a renewal for the Pound and Animal Protection Services Agreement with the SPCA. This would be a sole source contract in accordance to Purchase of Goods, Services and Work Policy No. C02-030. It is the view of the Administration that this sole source procurement is permitted as the services provided are only available from one vendor, in this case the SPCA, and that the SPCA can perform these services to an established standard.

Report

SPCA Pound and Animal Protection Services Agreement

The City is obliged to have available a pound for the collection, treatment, and either return to the owner or adoption of stray cats and dogs. The facility also serves as a place to harbour dangerous animals, and the SPCA requires a facility of its own to handle its management function, adoption, and other programs.

The SPCA provides a safe shelter and has been finding homes for companion animals in Saskatoon since 1968. The SPCA's mission is to promote quality of life for companion animals through responsible stewardship, successful adoptions, education, and enforcement of *The Animal Protection Act*.

The Administration is proposing that the City enter into a five-year agreement with the SPCA to continue to provide pound services and animal protection services for the following reasons:

The Saskatoon Society for the Prevention of Cruelty to Animals – Renewal of Pound Services Agreement

- a) the SPCA is an organization that is best able to provide pound services and has a strong board and executive leadership to achieve its mission;
- b) in nearly all other jurisdictions, pound services are managed by the local SPCA or animal protection agency equivalent, which is recognized as the accepted industry standard;
- c) the local SPCA has a good animal adoption program with many animals being adopted within approximately 30 days;
- d) the City lacks the resources to operate its own pound service, which would require additional resources, and without an organized adoption program, more animals would be euthanized;
- e) the local SPCA has a good working relationship with the Saskatoon Animal Control Agency, which provides enforcement services in respect of the Bylaws; and
- f) the SPCA is best suited to provide pound services and provide important animal services, such as pet adoption, animal shelter, education programs, and animal protection services for cases of neglect.

Terms of the Pound and Animal Protection Services Agreement

The Administration entered into negotiations with the SPCA and reached a suitable agreement on those terms on November 21, 2014.

A summary of the terms and conditions are reflective of the previous contract (see Attachment 1), with the exception of the following:

- a) the Term of the new agreement is from May 1, 2014, to December 31, 2018;
- b) for the year commencing May 1, 2014, and ending December 31, 2014, the City agrees to pay the SPCA \$260,190, plus GST, for pound services and \$96,333, plus GST, for animal protection services; and
- c) beginning January 1, 2015, and in each subsequent year of the Term, the payment for pound services and for animal protection services will increase by 2% annually.

Terms of the Lease Agreement

The City owns land and a building located at 5028 Clarence Avenue South in the RM of Corman Park suitable for a pound. The SPCA leases the land and building for the purposes of providing pound services for the City within the confines of the city.

The SPCA pays rent of \$1,000 for each year of the Term and is responsible for operations, custodial services, utilities, repairs, maintenance, and taxes.

The SPCA also uses the land and building to provide animal services, such as pet adoption, animal shelter, education programs, and animal protection services for cases of neglect.

The lease is for the same term and tied to the SPCA providing the core services for the City, as described above.

The Saskatoon Society for the Prevention of Cruelty to Animals – Renewal of Pound Services Agreement

Options to the Recommendation

City Council could reject the recommendations and request that pound services, animal protection services, and administration be provided by the City. This option is not recommended as the City is not equipped or staffed to handle pound and animal protection services.

Public and/or Stakeholder Involvement

No public and/or stakeholder involvement is required at this time.

Communication Plan

The Administration will report the outcome of City Council's decision to the Animal Control Advisory Committee.

Financial Implications

Funding for pound services and animal protection services is available in the 2014 and 2015 Operating Budgets for Animal Services. The agreement reached is based on a 2% annual increase.

Year	2014	2015	2016	2017	2018
Pound Services	\$260,190 ⁽¹⁾	\$398,090	\$406,052	\$414,173	\$422,457
Animal Protection and Cruelty Investigation Services	\$96,333 ⁽²⁾	\$147,390	\$150,337	\$153,344	\$156,411
Total	\$356,523	\$545,480	\$556,389	\$567,517	\$578,868

Note 1: The 2014 Pound Services amount is based on \$390,285 prorated over eight months (May 1 to December 31).

Note 2: The 2014 Animal Protection and Investigation Services amount is based on \$144,500 prorated over eight months (May 1 to December 31).

Other Considerations/Implications

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

Due Date for Follow-up and/or Project Completion

Subject to City Council accepting the recommendations as listed in this report, the MOA and lease agreement between the SPCA and the City will be retroactive to May 1, 2014, and will expire December 31, 2018.

Prior to the MOA and lease agreement expiring in 2018, the two parties may enter into negotiations to extend each agreement for another five-year term, subject to the parties reaching an agreement on the costs of the services and other terms.

Public Notice

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

The Saskatoon Society for the Prevention of Cruelty to Animals – Renewal of Pound Services Agreement

Attachment

1. Summary of Key Terms of the Saskatoon Society for the Prevention of Cruelty to Animals Inc. Agreement

Report Approval

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

S:\Reports\RS\2015\PDCS – The Saskatoon Society for the Prevention of Cruelty to Animals – Renewal of Pound Services Agreement\kt
BF 18-14



STANDING POLICY COMMITTEE ON PLANNING, DEVELOPMENT AND COMMUNITY SERVICES

Communications to Council – Jeff Kolody – Proposed Discontinuation of Door-to-Door Mail Service – Canada Post

Recommendation of the Committee

That the report of the General Manager, Community Services Department, dated January 5, 2015, be received as information.

History

At the January 5, 2015 Standing Policy Committee on Planning, Development and Community Services meeting, a report of the General Manager, Community Services dated January 5, 2015 was considered. The Committee also received a presentation from a representative of the Canadian Union of Postal Workers, Local 824, asking that a letter be written in opposition of the conversion of door to door mail service to community mail boxes. The above recommendation is submitted for City Council's consideration.

Attachment

January 5, 2015 Report of the General Manager, Community Services.

Communications to Council – Jeff Kolody – Proposed Discontinuation of Door-to-Door Mail Service – Canada Post

Recommendation

That the report of the General Manager, Community Services Department, dated January 5, 2015, be forwarded to City Council for information.

Topic and Purpose

The purpose of this report is to provide a response to the Canadian Union of Postal Workers' comments on the discontinuation of door-to-door mail service and provide information on the City of Saskatoon's (City) process and involvement in the location of community mailboxes.

Report Highlights

1. Canada Post Corporation (Canada Post) is responsible for mail delivery to approximately 91,983 residential units (homes, apartments, and condominiums) in Saskatoon.
2. Canada Post is responsible for determining the proposed location for community mailboxes in new and existing neighbourhoods. The City will assess the locations from a safety standpoint.
3. The installation and maintenance of community mailboxes is solely the responsibility of Canada Post.

Strategic Goal

Under the City's Strategic Goal of Sustainable Development, this report addresses issues related to access to amenities and services.

Background

During its March 3, 2014 meeting, City Council considered a letter from Mr. Jeff Kolody, President of Local 824 – Canadian Union of Postal Workers, with respect to the proposed discontinuation of door-to-door mail service by Canada Post. At the meeting, City Council resolved:

“That the matter be referred to the Administration to report on writing a letter to Canada Post regarding the implications of discontinuing door-to-door mail service.”

Furthermore, Ms. Julee Sanderson, current President, Canadian Union of Postal Workers Saskatoon Local 824, addressed the Standing Policy Committee on Planning Development and Community Services on December 1, 2014, regarding conversion of door-to-door mail service to community mail boxes and raised a number of related

issues for the Committee's consideration. The Committee resolved:

“That the communication and presentation from Ms. Sanderson be received as information and forwarded to the Administration for a response back with the report on the anticipation to be received in January or February 2015.”

Report

Mail Delivery

Canada Post is responsible for mail delivery to approximately 91,983 residential units (homes, apartments, and condominiums) in Saskatoon, of which approximately 77% currently receive door-to-door mail delivery service.

As part of changes to Canada Post's business operations, door-to-door mail delivery service will be phased out over the next five years and replaced with community mailboxes. Time frame for conversion of existing door-to-door mail delivery service to community mailboxes in Saskatoon has not been identified at this time. The proposed changes will not typically impact apartment buildings, seniors' buildings, or condominiums where mail is delivered to a common mailbox in the building lobby. Businesses that currently receive door-to-door mail delivery may not be impacted depending on location or amount of mail delivered.

Community mailboxes were introduced in Saskatoon in the 1980's as the primary mail delivery service for new neighbourhoods.

Site Selection for Community Mailboxes

Canada Post is responsible for determining the location of community mailboxes in new and existing neighbourhoods. When selecting a location, consideration is given to the configuration of lots and street patterns, proximity to sidewalk and curb, street lighting, and location of bus stops and other uses. Canada Post prefers to locate community mailboxes within the right-of-way.

In new neighbourhoods, sites for community mailboxes are selected during subdivision of lots and are reviewed by the City during the subdivision application process.

To facilitate the conversion of door-to-door service to community mailboxes in existing neighbourhoods, Canada Post will be conducting a survey of an area to help identify the number and size of mailboxes and preference for locations. The Administration will also be provided locations of community mailboxes for review and approval prior to installation. Once a site is selected, Canada Post will be communicating the site selection to adjacent property owners.

Canada Post has also noted that as it works to transition from door-to-door service to community mailboxes; it will be investigating what solutions will best address mail delivery for people with significant mobility challenges.

Installation Costs and Site Maintenance

The installation and maintenance of community mailboxes is solely the responsibility of Canada Post. Maintenance does include such items as removal of any graffiti and snow removal.

Options to the Recommendation

City Council may issue direction on sending a letter to Canada Post with regard to the proposed discontinuation of door-to-door mail service by Canada Post.

Communication Plan

A copy of this report will be provided to the Canadian Union of Postal Workers.

Other Considerations/Implications

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

Due Date for Follow-up and/or Project Completion

No additional follow-up is required or anticipated.

Public Notice

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

Report Approval

Written by: Darryl Dawson, Manager of Development Review Section, Planning and Development
Reviewed by: Alan Wallace, Director of Planning and Development
Approved by: Randy Grauer, General Manager, Community Services Department

S/Reports/DS/2015/PDCS – Communications to Council – Jeff Kolody – Proposed Discontinuation of Door-to-Door Mail Service – Canada Post/ks
BF 48-14



STANDING POLICY COMMITTEE ON PLANNING, DEVELOPMENT AND COMMUNITY SERVICES

Innovative Housing Incentives – Elim Lodge Inc. – 333 Slimmon Place

Recommendation of the Committee

1. That funding of 10% of the total capital cost of the construction of 15 affordable rental units at 333 Slimmon Place by Elim Lodge Inc. to a maximum of \$255,000, be approved subject to approval of this project under the Provincial Capital Rent Subsidy Program;
2. That a five-year incremental tax abatement of the incremental property taxes for the 15 affordable rental units be applied, commencing the next taxation year, following the completion of construction; and
3. That the City Solicitor be requested to prepare the necessary incentive and tax abatement agreements and that His Worship the Mayor and the City Clerk be authorized to execute these agreements under the corporate seal.

History

At the January 5, 2015 Standing Policy Committee on Planning, Development and Community Services meeting, a report of the General Manager, Community Services dated January 5, 2015 was considered.

Attachment

January 5, 2015 Report of the General Manager, Community Services.

Innovative Housing Incentives – Elim Lodge Inc. – 333 Slimmon Place

Recommendation

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

1. That funding of 10% of the total capital cost of the construction of 15 affordable rental units at 333 Slimmon Place by Elim Lodge Inc. to a maximum of \$255,000, be approved subject to approval of this project under the Provincial Capital Rent Subsidy Program;
2. That a five-year incremental tax abatement of the incremental property taxes for the 15 affordable rental units be applied, commencing the next taxation year, following the completion of construction; and
3. That the City Solicitor be requested to prepare the necessary incentive and tax abatement agreements and that His Worship the Mayor and the City Clerk be authorized to execute these agreements under the corporate seal.

Topic and Purpose

The purpose of this report is to recommend that financial incentives be provided to Elim Lodge Inc. (Elim Lodge) for the construction of affordable seniors housing.

Report Highlights

1. Elim Lodge is building a 140-unit senior's housing complex, which includes affordable rental units, life lease units, and personal care units.
2. The affordable rental units qualify for financial incentives from the City, including a capital grant and a five-year incremental tax abatement.
3. Elim Lodge is seeking financial assistance from the Saskatchewan Housing Corporation and has received financial assistance from Elim Church.
4. Elim Lodge is making 100 life-lease units available for Saskatoon seniors.

Strategic Goal

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

Background

At its December 2, 2013 meeting, City Council approved the re-zoning of the site located at 333 Slimmon Place from RM4 to RM5 by agreement to accommodate the construction of a four-storey residential development for seniors.

Innovative Housing Incentives – Elim Lodge Inc. – 333 Slimmon Place

During its October 27, 2014 meeting, City Council revised the 2015 target for the Housing Business Plan to 500 units across the attainable housing continuum of which 70 units are targeted to be affordable rental units. A financial allocation of \$1,072,475 is available to support these 70 units.

Report

On July 23, 2014, the Planning and Development Division received an application from Elim Lodge for financial assistance to develop 15 affordable rental units for low-income seniors.

Elim Lodge's Hyde Park View Housing Proposal

The proposal received from Elim Lodge involves the construction of a four-storey seniors housing complex (see Attachment 1) located at 333 Slimmon Place in the Lakeview Suburban Centre (see Attachment 2). The Hyde Park View project will include 15 affordable rental units; 100 market-priced, life-lease units; and 25 personal care units.

The homes will be a mix of one- and two-bedroom units and all units will include wide doorways and barrier-free showers. Amenities will include three elevators, dining room, library, exercise room, recreation area, and outdoor terrace. A variety of energy saving features have been incorporated into the building design. Elim Lodge is committed to obtaining certification from the Saskatoon Police Service under the Crime Free Multi-Housing Program for this development. The building will be located adjacent to the Elim Pentecostal Tabernacle Inc. (Elim Church), across the street from a park, and within walking distance of shopping and services.

Elim Lodge is a charitable organization that has been providing affordable housing for seniors in Saskatoon for over 40 years and currently provides affordable seniors housing on Moss Avenue. Elim Lodge is affiliated with Elim Church.

Financial Assistance for the Affordable Rental Units

The 15 affordable rental units qualify for capital funding from the City under Innovative Housing Incentives Policy No. C09-002 (Housing Policy). These 15 units will be made available to seniors with incomes that fall below the Saskatchewan Household Maximum Incomes (SHIMs), which are currently set at \$38,000 for singles and couples. The monthly rental rates will be at least \$300 below market rates for a comparable unit.

Elim Lodge's application for financial assistance has been evaluated by the Neighbourhood Planning Section, Planning and Development Division, using the Capital Grant Evaluation Matrix and was awarded the maximum of ten points, which equates to a capital grant of 10%. A copy of the evaluation has been provided in Attachment 3.

A 10% capital grant is estimated to be \$273,183; however, the Housing Policy limits the amount of capital grants for households requiring a one-bedroom unit (singles and couples) to \$17,000 per unit. Therefore, the maximum grant that can be approved for this fifteen unit project is \$255,000.

The 15 affordable rental units also qualify for a five-year incremental property tax abatement under the provisions of the Housing Policy. The Assessment and Taxation Division, Asset and Financial Management Department, estimates the value of the incremental property taxes on these 15 units to be \$13,065 per year or \$65,325 over the five-year period.

Funding Commitments From Other Sources

Elim Lodge secured the land for this project from the Elim Church for at least \$400,000 below market value, which represents a significant contribution from the faith community in support of this housing project.

Elim Lodge is currently working with the Saskatchewan Housing Corporation to secure funding of \$600,000 under the Capital Rent Subsidy Program.

Elim Lodge is to be Commended for Making Life-Lease Units Available

Elim Lodge is filling an important housing need by making 100 life-lease units available at market price for Saskatoon seniors. Life-lease units are funded by the seniors themselves, allowing seniors to invest the equity from the sale of their home to secure quality housing for as long as they need it. Unlike those who rent, life-lease holders do not need to worry about the value of their investment running out.

As the project sponsor, Elim Lodge is responsible for managing the housing units and looking after building maintenance. Elim Lodge provides a guaranteed buy back of the life-lease units with no legal or realtor fees, thus reducing the responsibilities or risks for life-lease owners compared to condominium owners.

Life-lease housing is an innovative housing approach that reduces the need for subsidized rental units.

Public and/or Stakeholder Involvement

Public consultation on the proposed development was conducted as part of the rezoning process in the spring of 2013.

Communications Plan

Elim Lodge will plan an official opening ceremony when the project is complete and the City's contribution to this project will be acknowledged at that time.

Financial Implications

The funding source for the \$255,000 capital grant is the Affordable Housing Reserve. A total of \$1,072,475 has been allocated for capital grants in 2015. This is the first project recommended for funding in 2015, and if approved, an allocation of \$817,475 would remain available to support the remaining target of 55 additional affordable rental projects in 2015. Approving the proposed incremental property tax abatement would result in forgone revenue of approximately \$37,235 (municipal portion) over the five-year period. Approval of this project in the Provincial Capital Rent Subsidy Program will ensure these units remain affordable for at least ten years.

Innovative Housing Incentives – Elim Lodge Inc. – 333 Slimmon Place

Budgeted	Unbudgeted	Reserve	Operating	Forgone Tax Revenue
\$255,000	\$0	\$255,000	\$0	\$37,235

Other Considerations/Implications

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

Due Date for Follow-up and/or Project Completion

This project is scheduled to be complete by the fall of 2016.

Public Notice

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

Attachments

1. Artist’s Rendering of Hyde Park View Development
2. Site Location – Hyde Park View
3. Capital Grant Project Matrix

Report Approval

Written by: Daryl Sexsmith, Housing Analyst, Planning and Development
Reviewed by: Alan Wallace, Director of Planning and Development
Approved by: Randy Grauer, General Manager, Community Services Department
Approved by: Murray Totland, City Manager

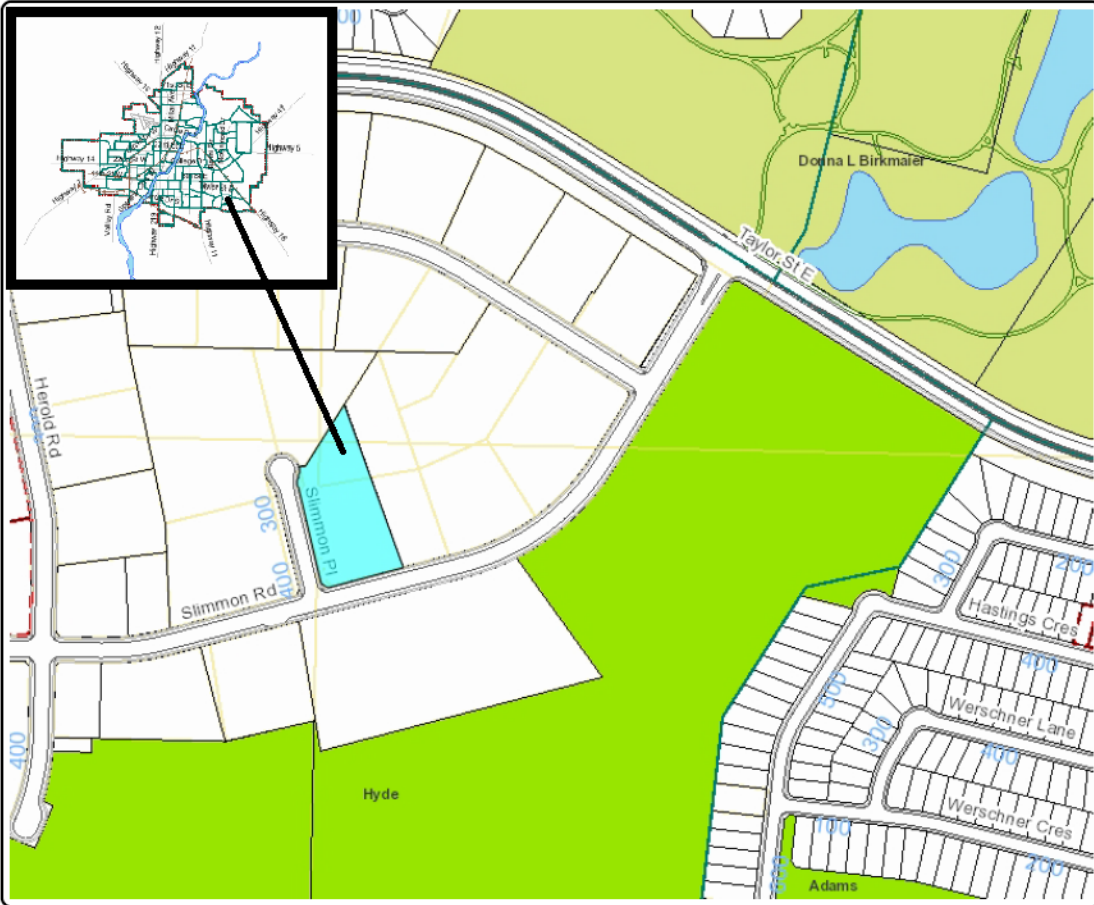
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Artist's Rendering of Hyde Park View Development



SITE LOCATION – Hyde Park View

333 Slimmon Road - Elim Lodge



City of Saskatoon
Corporate GIS

LEGEND

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

Scale:
1:4,398

Printed:
July 29, 2014

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**Point System, Project Evaluation
Innovative Housing Incentive Program – Capital Grant Project Evaluation Matrix**

A points system has been developed to achieve various targets within the Housing Business Plan. The Innovative Housing Incentive Program is the City of Saskatoon's main incentive program for affordable and special needs housing. The program offers a capital grant of up to 10% of the total capital cost of affordable housing projects. Housing created under this incentive must be provided to households within incomes below the Saskatchewan Household Income Maximums (SHIMs) described in Appendix 2 of the Housing Business Plan.

The program offers a base level of municipal support equal to 3% of the total capital costs. The capital grant can be increased to a maximum of up to 10% of the total capital cost of affordable housing projects. Grants are calculated on a points system matrix, with extra points assigned for each housing priority addressed within the City's Housing Business Plan.

Below is the point evaluation score for the project located at 333 Slimmon Place and the corresponding capital grant percent.

Proponent	Project Location	Date Application Received	Date Application Evaluated
Elim Lodge Inc.	333 Slimmon Place, Hyde Park View	July 23, 2014	November 28, 2014
Housing Business Plan Priority	Criteria	Possible Points	Points Earned
Base Grant	Projects must serve households below provincial SHIMs	3%	3
Leveraging Funding from Senior Levels of Government	Secured funding from federal or provincial government under an eligible grant program	2%	2
Significant Private Partnership	There is a significant donation (at least 10% in-kind or donation) from a private donor, faith group or service club.	1%	1
Accessible Housing	At least 5% of units meet barrier-free standards	1%	1
Neighbourhood Revitalization	a. Project improves neighbourhood by renovating or removing rundown buildings; and/or	1%	0
	b. developing a vacant or brownfield site.	1%	0
Mixed Tenure Development	Project has a mix of affordable/market units or a mix of rental/ownership	1%	1
Safe and Secure Housing	a. Landlord is committed to obtaining Crime-Free Multi-Housing certification for the project, and/or	1%	1
	b. incorporates CPTED principles into design	1%	0
Supportive Housing	The proposal includes ongoing supports for the residents to assist them in staying housed, such as drug and alcohol free, cultural supports,	1%	1

	elements of Housing First.		
Meets specific identified Housing Need	Project meets an identified housing need from a recent study such as: <ul style="list-style-type: none"> a. Homelessness; b. Large Family housing (3 bedrooms or more); c. Accommodation for students; and d. Aboriginal housing. 	2%	2
Innovative Housing	Project uses innovative design, construction technique, materials, or energy saving features.	1%	0
Innovative Tenure	Innovative Housing tenures, such as Rent to Own, Life Lease, Land Trust, Sweat Equity, Co-op Housing, or Co-Housing	1%	0
Notes:			Total Points and Capital Grant Percent Earned
			12 Points = 10% Capital Grant



STANDING POLICY COMMITTEE ON PLANNING, DEVELOPMENT AND COMMUNITY SERVICES

Seasonal Commercial Enterprise in Parks

Recommendation of the Committee

1. That the proposed Seasonal Commercial Enterprise in Parks Policy be approved, as outlined in Attachment 1 of the January 5, 2015 report of the General Manager, Community Services;
2. That the City Solicitor be requested to amend the Recreation Facilities and Parks Usage Bylaw No. 7767 to exempt Seasonal Commercial Enterprises that have a permit to operate; and
3. That the City Solicitor be requested to amend the Soliciting in Public Parks Policy No. C10-001 to exempt Seasonal Commercial Enterprises that have a permit to operate.

History

At the January 5, 2015 Standing Policy Committee on Planning, Development and Community Services meeting a report of the General Manager, Community Services dated January 5, 2015 was considered.

Attachment

January 5, 2015 Report of the General Manager, Community Services.

Seasonal Commercial Enterprise in Parks

Recommendations

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

1. That the proposed Seasonal Commercial Enterprise in Parks Policy be approved, as outlined in Attachment 1;
2. That the City Solicitor be requested to amend the Recreation Facilities and Parks Usage Bylaw No. 7767 to exempt Seasonal Commercial Enterprises that have a permit to operate; and
3. That the City Solicitor be requested to amend the Soliciting in Public Parks Policy No. C10-001 to exempt Seasonal Commercial Enterprises that have a permit to operate.

Topic and Purpose

The purpose of this report is to receive approval for a new Seasonal Commercial Enterprise (SCE) in Parks Policy and to amend the appropriate bylaws and policies to allow permitted SCEs to operate in parks.

Report Highlights

1. The Administration is proposing a new policy to permit Seasonal Commercial Enterprise (SCE) in parks.
2. The City may permit motor vehicles, including Segways, in parks through the issuance of a business license or permit.
3. Food and beverage opportunities are currently available in Downtown riverbank parks. Stakeholders have indicated that additional food and beverage opportunities will not enhance the experience of park users; therefore, additional opportunities will not be pursued.

Strategic Goal

This report supports the City of Saskatoon's (City) Strategic Goal of Quality of Life by balancing fun and enjoyment of park users while maintaining the natural beauty of the parks. It also supports the City's four-year priority to provide additional recreation activities in the winter season.

Background

At its November 3, 2014 meeting, the Standing Policy Committee (SPC) on Planning, Development and Community Services (PDCS) approved the SCE in Parks Policy, in principle, and requested, in part:

Seasonal Commercial Enterprise in Parks

- “2. That the Administration circulate the proposed policy to the Meewasin Valley Authority and other key stakeholders for review, and report back to Committee in due course;
3. That the City Solicitor report on the process to permit Segways; and
4. That the Administration report on additional opportunities for food and beverages in parks.”

Report

Proposed SCE in Parks Policy

The purpose of the policy is to establish the criteria and a process to apply for park spaces identified as suitable for the operation of an SCE. Attachment 1 is the proposed City Council policy that will govern SCE in parks.

Under the policy, the Planning and Development Division will be responsible for coordinating the licensing of the SCE in parks. Prior to issuance of a business license, the vendor will be responsible for obtaining all proper approvals and documentation.

To obtain authorization to use a park for SCE, an applicant must complete and submit an application. Once the application has been approved and all required documentation received by the City, a permit will be issued.

A review of other Canadian cities demonstrated that many municipalities typically charge a permit fee in addition to a business license for SCE in parks; however, the structure of permit fees varies greatly between municipalities. A comparison of fees from across Canada is included in Attachment 2 and indicates that the City's proposed rate is mid-range.

The Administration is proposing differential pricing for profit versus not-for-profits at an annual rate of \$1,800 and \$600 respectively. In consultation with stakeholders and based on current leasing valuations of commercial/residential land, this was determined to be a fair market value for an SCE in a park.

City Solicitor Report

The City Solicitor submitted a report on December 1, 2014, to the SPC on PDCCS describing the process to permit Segways to operate in City parks (see Attachment 3). Upon approval of the SCE in Parks Policy, as well as the recommended amendments to associated policies and bylaws, the City may permit motor vehicles in parks through the issuance of a business license or permit.

Food and Beverage Opportunities in Parks

Zoning Bylaw No. 8770 specifies the permitted uses within the various zoning districts. The park spaces along the river fall into a number of different zoning districts; a commercial enterprise may only be established in those parks which are zoned appropriately.

Seasonal Commercial Enterprise in Parks

The parks along the river in the Downtown area are zoned M3 – General Institutional Service District, M4 – Core Area Institutional Service District, or DCD1 - Direct Control District 1 (South Downtown). The M3 and M4 zones permit “commercial recreation uses in a public park or public civic centre”, while the DCD1 zone permits public and commercial activity that focus on the water and riverbank, such as equipment rentals, cafes, and street vendors.

Many of the parks outside of the Downtown are zoned R2 – One- and Two-Unit Residential District or R1A - One-Unit Residential District. This includes the river bank park area extending north of Queen Street and the river park area in the Nutana neighbourhood. Commercial recreation uses are not permitted in residential zoning districts.

In the Downtown area, several food and beverage opportunities currently exist, either within or adjacent to the parks; these include on-street mobile food trucks, food carts, and licensed concessions. During meetings with stakeholders, discussion ensued as to existing opportunities for food and beverage services currently in place. Stakeholders indicated that food and beverage services did not enhance the experience of park users; therefore, it was determined that additional opportunities for food and beverage services will not be pursued.

Options to the Recommendation

1. City Council may request revisions to the proposed policy in Attachment 1.
2. City Council may choose not to adopt the policy and maintain the status quo.

Public and/or Stakeholder Involvement

The Meewasin Valley Authority, Tourism Saskatoon, Riversdale Business Improvement District (BID), Broadway BID, and The Partnership were consulted during the development of this policy. On December 5, 2014, the proposed SCE in Parks Policy was approved by the MVA Board (through the development review process). This is significant because it eliminates the need for each applicant to go through the development review process individually, speeding up the approval process.

Communication Plan

If approved, information will be available on www.saskatoon.ca and advertised in The StarPhoenix. It is anticipated that the Administration will begin advertising SCE in parks in early 2015.

Policy Implications

The proposed policy is new; however, it is based on similar policies for both food trucks and sidewalk vending.

Other Considerations/Implications

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

Seasonal Commercial Enterprise in Parks

Due Date for Follow-up and/or Project Completion

Pending approval of the proposed SCE in Parks Policy by City Council, a full review of the program would take place in the fall of 2015. A report to City Council will follow.

Public Notice

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

Attachments

1. Proposed Seasonal Commercial Enterprise in Parks Policy
2. Comparison of Canadian Municipalities Commercial Enterprise in Parks Permit Fees
3. Solicitors Report on Seasonal Commercial Enterprise in Parks

Report Approval

Written by: Heather Newell, Special Projects Consultant, Recreation and Sport
Reviewed by: Loretta Odorico, Acting Director of Recreation and Sport
Approved by: Darren Crilly, Acting General Manager, Community Services Department

S/Reports/RS/2015/PDCS – Seasonal Commercial Enterprise in Parks/ks
BF 141-14

Proposed Seasonal Commercial Enterprise in Parks Policy

CITY OF SASKATOON COUNCIL POLICY

NUMBER
C0

POLICY TITLE <i>Seasonal Commercial Enterprise in Parks</i>	ADOPTED BY: <i>City Council</i>	EFFECTIVE DATE
ORIGIN/AUTHORITY	CITY FILE NO. <i>CK.</i>	PAGE NUMBER <i>1 of</i>

1. PURPOSE

To enhance the enjoyment and usage of parks by providing opportunities for Seasonal Commercial Enterprise subject to the terms of this policy. The objectives of this policy are:

- a) To ensure the Seasonal Commercial Enterprise supports sport, recreation, and/or cultural events or opportunities.
- b) To ensure Seasonal Commercial Enterprise provides a complimentary service to the park users' experience.
- c) To ensure the Seasonal Commercial Enterprise supports the creation, enhancement, or continuation of tourism opportunities.

2. DEFINITIONS

For the purposes of this policy, the following definitions are used:

- 2.1 Adjudication Committee means a committee made up of representatives from the City of Saskatoon, Meewasin Valley Authority (MVA), Tourism Saskatoon, The Partnership, Broadway BID, Riversdale BID, and the Saskatoon Chamber of Commerce to review Seasonal Commercial Enterprise Applications.
- 2.2 City means City of Saskatoon Administration.
- 2.3 Commercial Enterprise means any organization engaged in the sale of goods or services to consumers.
- 2.4 Operating Conditions are parameters established by the City and specified in the agreement as a requirement for the Seasonal Commercial Enterprise in Parks permit.

CITY OF SASKATOON COUNCIL POLICY

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<i>Seasonal Commercial Enterprise in Parks</i>		2 of 8

- 2.5 Operation means any activity associated with the Commercial Enterprise business including set-up, clean-up, and take-down time.
- 2.6 Park means Municipal Reserve or other lands maintained for recreational purposes owned by the City.
- 2.7 Permit means authorized to operate.
- 2.8 Seasonal means the Commercial Enterprise is temporary with specific start and end dates.
- 2.9 Vendor means any person(s) who owns and/or operates a Seasonal Commercial Enterprise in a park within city limits.

3. POLICY

The City shall have the authority to issue a permit to Seasonal Commercial Enterprise in Parks in accordance with the objectives and criteria set out in this policy.

3.1 Licensing

- a) All Seasonal Commercial Enterprise in parks shall be required to obtain a City Business License.
- b) A Business License must be obtained for each Seasonal Commercial Enterprise and is only valid for the location specified on the license.
- c) The Seasonal Commercial Enterprise shall not operate if the Business License has expired, been suspended, or revoked.
- d) The Business License and Seasonal Commercial Enterprise in Parks Permit must be displayed in a prominent location at the place of business for which the license was issued.

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3.2 Application Submission and Approval Process

All requests must be submitted in writing with the appropriate fees to the City using a standard application form. Once the application form has been received, the following process will follow:

- a) The City will review the application to ensure all documentation is complete and acceptable. An application will be deemed complete and acceptable when it contains the following:
 - i) A completed application form;
 - ii) A Business Plan;
 - iii) A map indicating the intended location;
 - iv) Plan of proposed site improvements;
 - v) Visual representation of the Seasonal Commercial Enterprise appearance;
 - vi) An application for a Business License; and
 - vii) Proof of Liability Insurance with a minimum liability limit of \$2,000,000.

Once the documentation is deemed to be complete, a copy will be sent to all members of the Adjudication Committee for review.

- b) The City will convene a meeting with the Adjudication Committee to review applications and recommend to the City approval to issue a permit to operate a Seasonal Commercial Enterprise in a park.
- c) If the application is approved by the Adjudication Committee, the City will generate a list of operating conditions. These conditions must be agreed to, in writing, by the applicant.
- d) Once the applicant has agreed, in writing, to the operating conditions, a permit will be issued.

CITY OF SASKATOON COUNCIL POLICY

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POLICY TITLE <i>Seasonal Commercial Enterprise in Parks</i>	EFFECTIVE DATE:	PAGE NUMBER <i>4 of 8</i>
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3.3 Selection Criteria

Applications will be reviewed and evaluated based on the following criteria:

- a) Compatibility with the Policy Purpose and Objectives;
- b) Compatibility with current park programming;
- c) Integration of temporary structure into park setting;
- d) Vendor's Business Plan;
- e) Vendor's experience and qualifications;
- f) Need for product or service; and
- g) Uniqueness of proposal.

3.4 Conditions of Operations

A selected applicant will be required to enter into an operating agreement with the City, which will include the following terms:

- a) The Vendor accepts full and complete responsibility for any and all loss of, or damage to, any item of Vendor's property from any cause whatsoever and expressly releases the City of Saskatoon, its officers, agents, and employees, from any liability therefore.
- b) No Vendor shall sell a product or service that directly competes with a like product or service by a Seasonal Commercial Enterprise within, or directly adjacent, to the park.
- c) The Vendor is responsible for ensuring that the space within a 6.0 metre radius of their operation is clean and litter free. The vendor shall provide refuse containers for litter generated by customers or other persons. All litter, refuse, and waste shall be removed from City property for proper disposal at Vendor's

CITY OF SASKATOON COUNCIL POLICY

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POLICY TITLE <i>Seasonal Commercial Enterprise in Parks</i>	EFFECTIVE DATE:	PAGE NUMBER <i>5 of 8</i>
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expense. The City shall charge for the costs of special clean up necessary should the Vendor fail to reasonably perform.

- d) The Vendor is confined to the areas specified in the permit unless subsequently agreed to, in writing, by the General Manager of the Community Services Department.
- e) The Seasonal Commercial Enterprise must be kept clean and aesthetically pleasing in appearance at all times.
- f) The City shall be under no obligation to furnish shelter, utilities, equipment, furniture, or fixtures.
- g) The Seasonal Commercial Enterprise shall supply its own power and water source if required. Generators are permitted providing they do not cause a disturbance and operate within the hours stipulated under Noise Bylaw No. 8244.
- h) The Vendor shall not place any signage in the park or adjacent right-of-way except which is directly affixed to the vendor's structure(s) or has been agreed to, in writing, by the City.
- i) Prices of items and/or services sold or offered shall be visibly posted.
- j) The Vendor shall be responsible for cost of repair or replacement for any damage to park property from Vendor's or its participants' activities.
- k) Seasonal Commercial Enterprise activities must be conducted in a safe, orderly manner and not interfere with other users' enjoyment of the park.
- l) All elements associated with the Seasonal Commercial Enterprise and its operations (including line-ups, signage, and trash receptacles) shall not obstruct any park trails or pathways or cause any potential hazards for passersby.

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- m) Seasonal Commercial Enterprise operations shall not create any disturbance or nuisance in terms of noise, vibration, smoke, dust, odour, air pollution, heat, glare, bright light, hazardous or unacceptable waste, etc. Lights, sounds, or actions which may detract from park users' enjoyment of the natural setting are not permitted. Failure to comply with these regulations may result in revoking of the Business License.
- n) The operator will be restricted to carrying on business in a defined zone and will not solicit business from park users outside of this zone except through approved advertising.

3.5 Hours of Operation

The Seasonal Commercial Enterprise must be in compliance with Facilities and Parks Usage Bylaw, 1998, No. 7767 and Noise Bylaw No. 8244.

3.6 Legislation

Seasonal Commercial Enterprise vendors must abide by all the laws and regulations, bylaws, and resolutions governing Seasonal Commercial Enterprise in parks.

3.7 Contraventions

Suspension or revocation of the Business License may result if the Vendor fails to meet one or more of the requirements outlined in this policy, or any other laws, regulations, or bylaws.

4. RESPONSIBILITIES

4.1 Administration

- a) Administrative support will be provided to the Seasonal Commercial Enterprise in Parks Adjudication Committee to act as a liaison between the Administration and the Seasonal Commercial Enterprise in Parks Adjudication Committee and to perform such duties as may be required with regard to this policy.

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- b) City Administration will recommend to City Council any changes to this policy required to reflect changing priorities or to correct inequities that may become apparent.

4.2 Seasonal Commercial Enterprise in Parks Adjudication Committee

- a) Review and evaluate each application to ensure that objectives of the policy are met.
- b) Conduct interviews with applicants (when necessary) to obtain or provide any additional information that may be required.
- c) Recommend approval to the City for Seasonal Commercial Enterprise in Parks Permits.
- d) Monitor and evaluate the effectiveness of each Seasonal Commercial Enterprise that was approved under this policy.
- e) Recommend to the Standing Policy Committee on Planning, Development and Community Services any changes to this policy required to reflect changing priorities or to correct any inequities that may become apparent.

4.3 Community Services Department

The General Manager, Community Services Department, or designate, will:

- a) Administer this policy; and
- b) Ensure any Commercial Enterprise is licensed and operating in accordance with this policy.

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4.4 Standing Policy Committee on Planning, Development and Community Services

- a) Recommend to City Council any changes to this policy required to reflect changing priorities or to correct any inequities that may become apparent.

4.5 City Council

- a) Review and approve amendments to this policy.



STANDING POLICY COMMITTEE ON FINANCE

Printing Equipment – Request for Proposal Award

Recommendation of the Committee

1. That a contract with Xerox Canada Ltd. for the supply of printing equipment for a total fee of \$164,951 plus applicable taxes be approved; and
2. That Purchasing Services be authorized to issue the necessary Purchase Order.

History

At the January 5, 2015 Standing Policy Committee on Finance meeting, a report of the A/General Manager, Asset & Financial Management Department dated January 5, 2015 was considered.

Attachment

January 5, 2015 Report of the A/General Manager, Asset & Financial Management.

Printing Equipment - Request for Proposal Award

Recommendation

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

1. That a contract with Xerox Canada Ltd. for the supply of printing equipment for a total fee of \$164,951 plus applicable taxes be approved; and
2. That Purchasing Services be authorized to issue the necessary Purchase Order.

Topic and Purpose

The purpose of this report is to request City Council's approval to proceed with a contract with Xerox Canada Ltd. for the supply of the necessary printing equipment for use in Printing and Mail Services.

Report Highlights

1. Two pieces of printing equipment are at the end of its life, and a third piece is required to lower in-house pricing costs.
2. On September 16, 2014, the City of Saskatoon (City) issued a Request for Proposal (RFP) for Printing Equipment.
3. Your Administration is recommending Xerox Canada Ltd., the Preferred Proponent, be awarded the contract for the printing equipment.

Strategic Goals

This report supports the long-term strategies of increasing productivity by being more efficient in the way we do business, and leveraging technology and emerging trends to reach our goals, under the Strategic Goal of Continuous Improvement.

Background

Capital Reserve Bylaw No. 6774 includes a Printing and Mail Equipment Replacement Reserve. The purpose of this Reserve is to finance the cost to upgrade and replace necessary printing and mail equipment.

Report

The City's Printing and Mail Services provides a one-stop shop for the provision of production printing, customer printing, and mail delivery services within the corporation. Currently, there is a mix of in-house and outsourced print jobs.

If the recommended equipment is purchased, in 2015, Printing and Mail Services will have the equipment and resources to bring some outsourced printing jobs back in-house at lower costs.

New Printing Equipment Required

Two pieces of printing equipment (Nuvera 120EA and C75) have reached the end of its useful life, and the supplier of the existing equipment can only supply the necessary spare parts and service for a limited time. A third piece of equipment (DocuCutter 490) is also required which will allow for printing on larger paper and cutting the print job.

Printing Equipment – Request for Proposal Award

RFP for Printing Equipment

An RFP for Printing Equipment was issued on September 16, 2014, with a closing date of October 6, 2014.

The Administration received five responses to the RFP from the following companies:

- Imatron Office Solutions
- Konica Minolta
- Success Office Systems
- WBM Office Systems
- Xerox Canada Ltd.

The RFP Review Committee was comprised of the Manager, Buyer, and Printing and Mail Supervisor (Materials Management Section); and the Systems Training/Coordinator (IT Division). The Committee evaluated the proposals received based upon the following criteria as detailed in the RFP:

Category	Points
Qualifications & Experience	15
Equipment Proposed	20
Pricing	25
Service	20
Training	5
Value Added Benefits	10
References	5
TOTAL	100

The RFP award was not based solely on one factor. All factors were considered in the determination of the successful candidate.

Preferred Proponent

Upon the evaluation of all proposals submitted, the RFP Review Committee determined that the proposal submitted by Xerox Canada Ltd. achieved the highest score and meets the RFP requirements. Therefore, your Administration is recommending that the City purchase the required printing equipment from Xerox Canada Ltd. for \$164,951 plus applicable taxes as detailed below:

Description	Price
Nuvera 120EA	\$ 92,275
Xerox C75	\$ 56,488
DocuCutter 490	\$ 16,188
TOTAL	\$164,951

Options to the Recommendation

An option to the recommendation is to outsource the City’s printing jobs. This option is not recommended as it is more cost effective to provide in-house printing services to the corporation.

Public and/or Stakeholder Involvement

Suppliers will still receive printing business from the City as their equipment offers options that Printing and Mail Services cannot provide in a cost-effective manner.

Communication Plan

A Printing and Mail Services open house will be held to create awareness of the capabilities of the new printing equipment.

Communications will work with Printing and Mail Services to create a “Did You Know?” series to educate internal staff about the technical capabilities of the new printing equipment, expanding the type of printing that will now be able to be produced in-house. An update to staff will also be provided through the *Working Together* newsletter in spring 2015.

Financial Implications

The purchasing costs of \$164,951 are within the approved 2015 Capital Budget in the Corporate Governance and Finance Business Line.

Other Considerations/Implications

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

Due Date for Follow-up and/or Project Completion

This request for proposal award will be completed once approval is obtained.

Public Notice

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

Report Approval

Written by: Linda Rauckman, Materials Management Manager
Reviewed by: Tim Halstead, Acting General Manager, Asset & Financial Management Department
Approved by: Murray Totland, City Manager

Printing Equipment_ RFP Award.docx



STANDING POLICY COMMITTEE ON TRANSPORTATION

Railway Delays

Recommendation of the Committee

That a committee be established between the City of Saskatoon and the Canadian National and Canadian Pacific Railways to develop solutions to reduce delays resulting from at-grade railway crossings.

History

At the January 12, 2015 Standing Policy Committee on Transportation meeting, a report of the General Manager, Transportation & Utilities Department dated January 12, 2015 was considered.

Attachment

January 12, 2015 Report of the General Manager, Transportation & Utilities

Railway Delays

Recommendation

That the Standing Policy Committee on Transportation recommend to City Council:
That a committee be established between the City of Saskatoon and the Canadian National and Canadian Pacific Railways to develop solutions to reduce delays resulting from at-grade railway crossings.

Topic and Purpose

The purpose of this report is to provide information regarding delays that are currently being experienced for at-grade railway crossings throughout the city and present a strategy to work with the railway companies to develop a solution to address the concerns.

Report Highlights

1. Delays as a result of at-grade railway crossings are significant throughout the city. Emergency response is affected by delays at railway crossings.
2. Discussions are underway to re-establish emergency and pedestrian access to the Montgomery neighbourhood via the Dundonald railway crossing.
3. Cost sharing for railway improvements is outlined in the respective Crossing Agreement.

Strategic Goals

This report supports the Strategic Goals of Moving Around and Quality of Life by ensuring that traffic continues to flow, and supports the corporate priority of life safety initiatives within the city.

Background

City Council at its meeting held on August 21, 2014, received a report from Fire Chief Dan Paulsen outlining the impact of delays at railway crossings on emergency response. The report also outlined the operating guidelines for at-grade public crossings per the *Canadian Rail Operating Rules - TC O-0-167 (CROR)*.

Report

Railway Crossing Delays

Railway transportation continues to grow within the country as a viable means of moving raw materials and goods. As cities grow around these networks of railways, there is the inevitable meeting of vehicle traffic and trains. It is cost prohibitive and in some cases, physically not feasible to consider grade separation for all existing or planned level crossings, so there will be interruptions of vehicle traffic.

Railway Delays

The City has traffic signal pre-emption systems installed at five locations throughout the city. The traffic signals at these locations are linked to the railway warning systems to ensure coordination.

Data collected from three of these crossings outlines the number of times that the railway crossing occupancy has exceeded five minutes since the end of August 2014, as shown in Attachment 1. The data shows that during this time period, the crossing at Idylwyld Drive and 25th Street has the most number of occurrences of trains blocking traffic for more than five minutes, but that the incidents at 11th Street and Dundonald have longer individual delays. The longest delay during the observed time period was at the 11th Street crossing at a length of 42 minutes.

Transport Canada's CROR outlines that trains cannot occupy, in a stationary position, an at-grade crossing for a period of more than five minutes. While delays observed in the city are not necessarily a result of stationary trains, the impacts are similar resulting in increased congestion, delayed emergency response and have a negative impact on the environment.

Throughout the city, Fire stations are strategically positioned to allow emergency responses from multiple directions to minimize delays; however, specific areas of the city remain limited. To address the position and the number of railway crossings in the south-west portion of the city, the Saskatoon Fire Department has developed a deployment strategy to specifically address delay issues. This is done by utilizing three separate stations with four access points into the south-west area to ensure that all combinations of blocked railway crossings have been addressed.

Emergency access to the south-west portion of the city will be by 11th Street West, Circle Drive South, Fairlight Drive, and Highway 7 West. Updated radio communications will alert responders to the best point of access. If Highway 7 is the only access, it is anticipated that the response will be an additional three minutes. Other emergency services have similar impacts on response times when railway crossings are blocked.

The Administration has been in discussions with both the Canadian National (CN) and Canadian Pacific (CP) Railways informally, and is recommending that a formal committee be developed with representatives from the City, CN Railway and CP Railway to identify solutions that are mutually acceptable. Once developed, the committee will approach senior levels of government for funding to implement the various solutions.

Dundonald Avenue Railway Crossing

As part of the Circle Drive South project, an agreement with CN Railway was signed to temporarily close the at-grade railway crossing on Dundonald Avenue to facilitate the addition of a second rail line across the road allowance. The agreement was to remain in place until a permanent solution is mutually agreed upon.

Railway Delays

The Administration has approached CN Railway requesting re-establishment of the railway crossing for pedestrians and emergency vehicles. Discussions are planned for early 2015 to determine the future role of this crossing.

Funding Options for Improvements

Responsibilities surrounding the maintenance and upgrades of existing railway crossings are outlined in the respective Crossing Agreements. Typically, the responsibilities are split equally between the Road Authority and the respective Railway, but vary among the crossings. In addition, other senior government funding programs may contribute to the identified improvements at railway crossings. These funding options will be investigated and pursued upon identification of the solutions by the committee.

Environmental Impacts

Delays at railway crossings increase fuel use, greenhouse gas (GHG) emissions and air pollution associated with vehicle idling. Based on the number of delays exceeding five minutes during the observed time periods, the estimated annual GHG emissions at these three railway crossings, as a result of vehicle idling, are equivalent to the annual GHG emissions of 23,000 passenger vehicles.

Public and/or Stakeholder Involvement

Both CN and CP Railways will be invited to participate on the committee. Civic representation on the committee will include the Saskatoon Fire Department and the Transportation division. As the committee's work progresses, the general public may be invited to provide input on various solutions being considered.

Communication Plan

Media briefings may be considered as the committee's work progresses.

Other Considerations/Implications

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

Due Date for Follow-up and/or Project Completion

The Administration will report further upon establishment of the joint committee.

Public Notice

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

Attachment

1. Railway Delays – Events Longer Than 5 Minutes (September to November 2014)

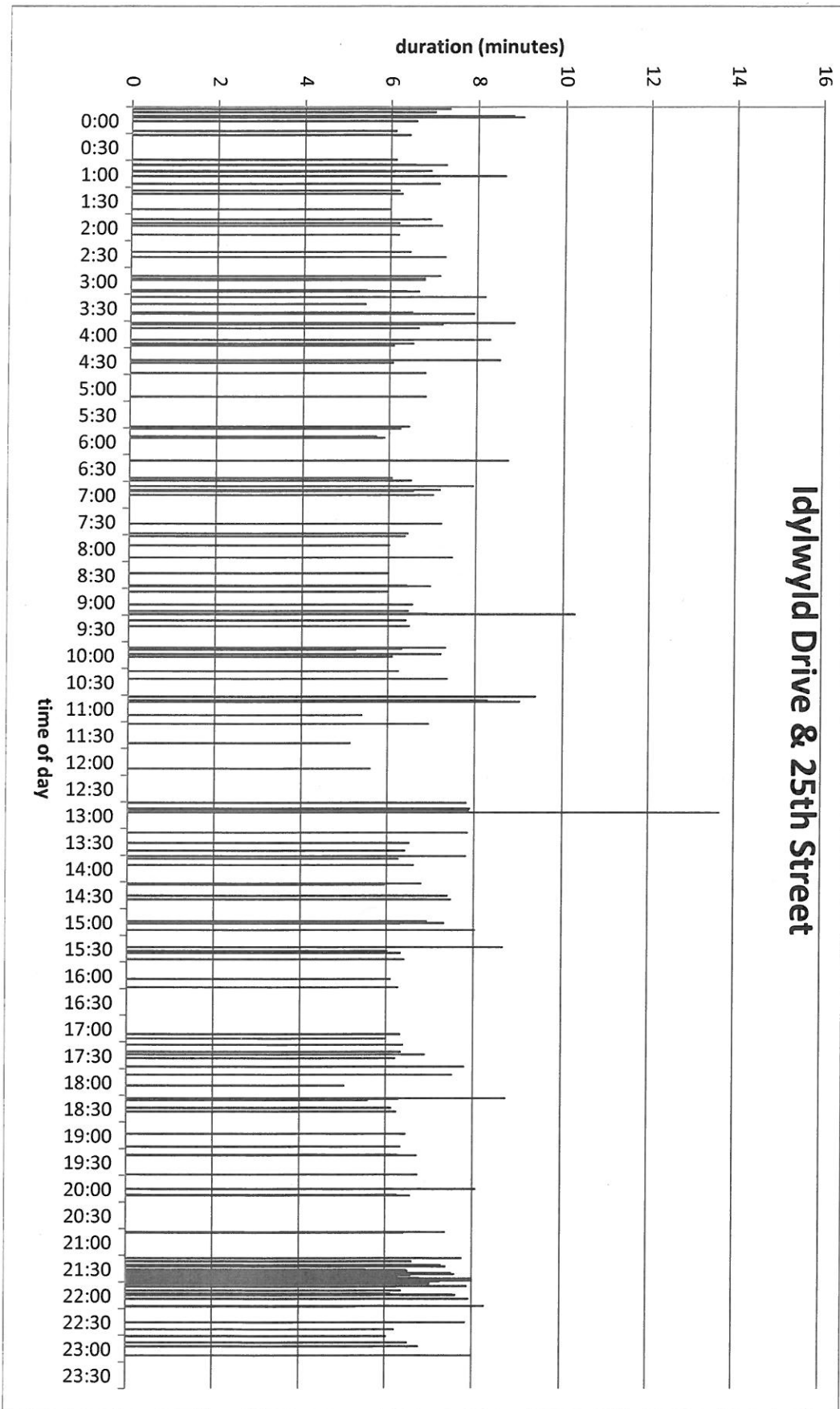
Report Approval

Written by: Angela Gardiner, Director of Transportation
Approved by: Jeff Jorgenson, General Manager, Transportation & Utilities
Department

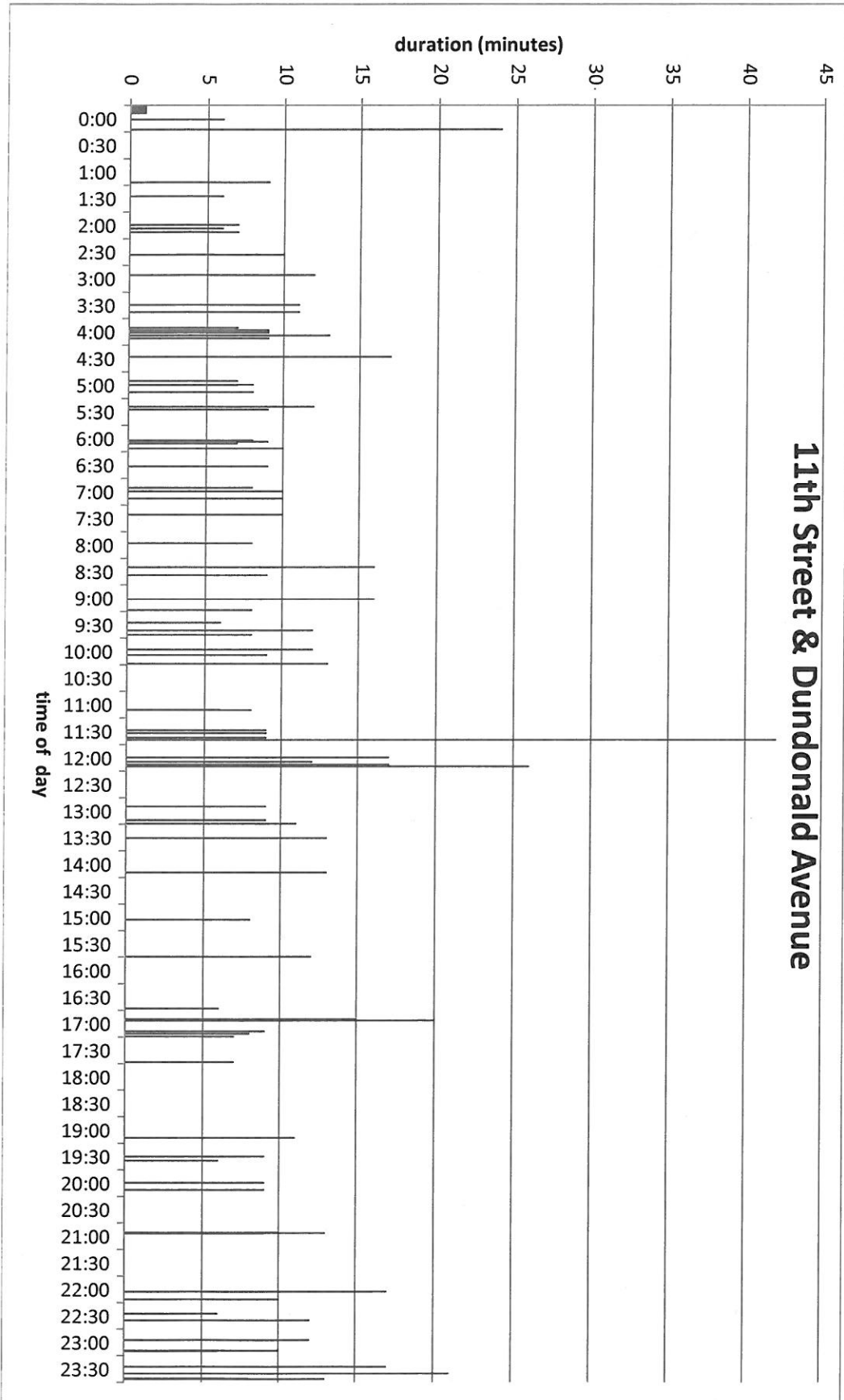
TRANS AG – Railway Delays

**Railway Delays – Events Longer Than 5 Minutes
(September to November 2014)**

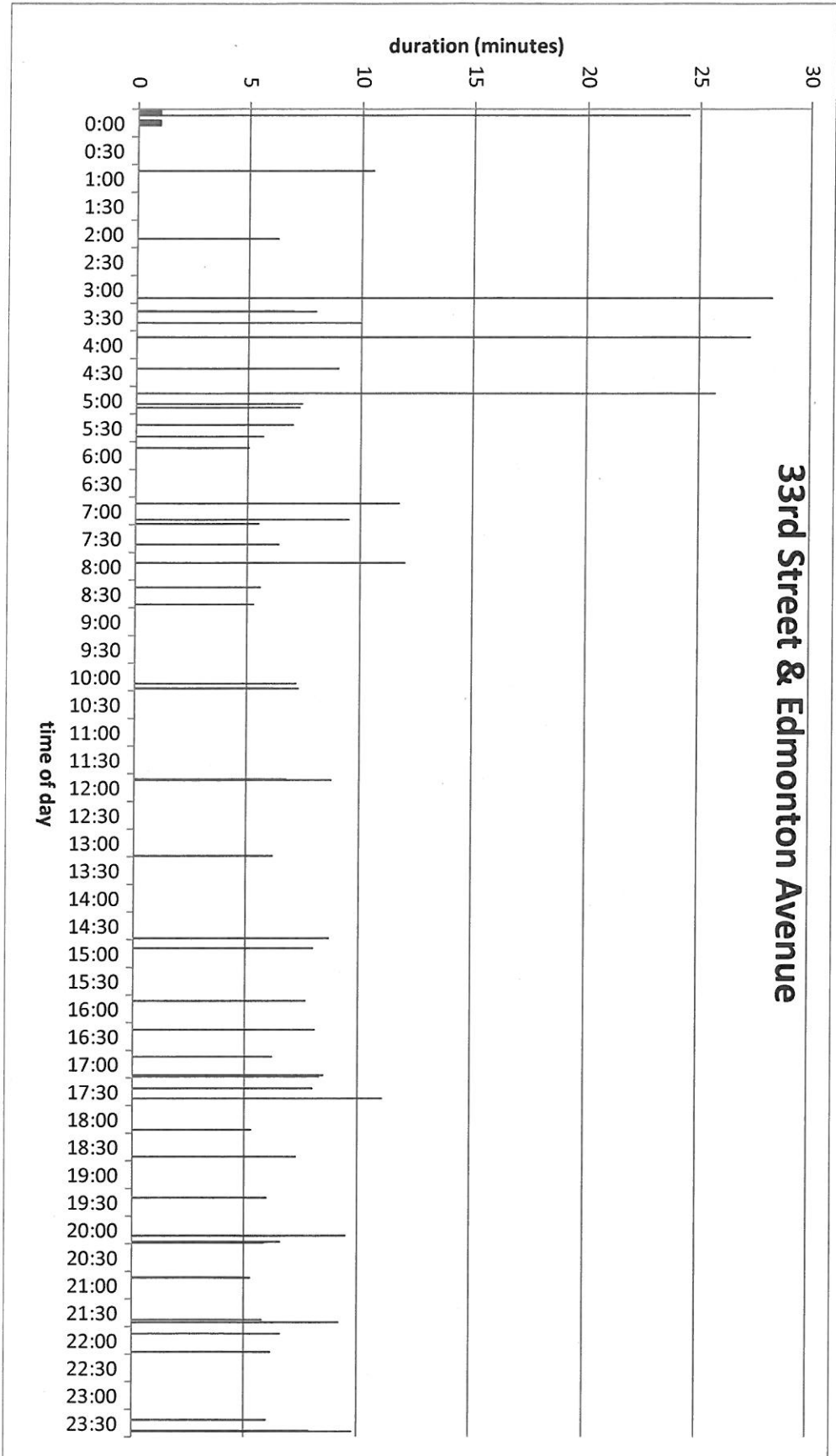
Idylwyld Drive & 25th Street



**Railway Delays – Events Longer Than 5 Minutes
(September to November 2014)**



**Railway Delays – Events Longer Than 5 Minutes
(September to November 2014)**





STANDING POLICY COMMITTEE ON TRANSPORTATION

Owner's Engineering Services Award for College Drive/ McOrmond Drive Interchange and Highway 16/Boychuk Drive Interchange

Recommendation of the Committee

1. That the proposal submitted be awarded to the preferred proponent in two parts to allow for eligibility for potential Provincial and/or Federal funding;
2. That the proposal submitted by Stantec Consulting Ltd. for the Owner's Engineering Services for the College Drive/McOrmond Drive Interchange and the Highway 16/Boychuk Drive Interchange at a total estimated cost for Part A, to an upset limit of \$779,919 (including tax) be approved; and
3. That the City Solicitor be requested to prepare the appropriate agreement and that His Worship the Mayor and the City Clerk be authorized to execute the agreement under the Corporate Seal.

History

At the January 12, 2015 Standing Policy Committee on Transportation meeting, a report of the General Manager, Transportation & Utilities Department dated January 12, 2015 was considered.

Attachment

January 12, 2015 Report of the General Manager, Transportation & Utilities

Owner's Engineering Services Award for College Drive/ McOrmond Drive Interchange and Highway 16/Boychuk Drive Interchange

Recommendation

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

1. That the proposal submitted be awarded to the preferred proponent in two parts to allow for eligibility for potential Provincial and/or Federal funding;
2. That the proposal submitted by Stantec Consulting Ltd. for the Owner's Engineering Services for the College Drive/McOrmond Drive Interchange and the Highway 16/Boychuk Drive Interchange at a total estimated cost for Part A, to an upset limit of \$779,919 (including tax) be approved; and
3. That the City Solicitor be requested to prepare the appropriate agreement and that His Worship the Mayor and the City Clerk be authorized to execute the agreement under the Corporate Seal.

Topic and Purpose

The purpose of this report is to obtain City Council approval to award Part A of the proposal submitted by Stantec Consulting Ltd. for the Owner's Engineering Services for the College Drive/McOrmond Drive Interchange and the Highway 16/Boychuk Drive Interchange.

Report Highlights

1. The City issued a Request for Proposal (RFP) to provide Owner's Engineering Services for the College Drive/McOrmond Drive Interchange and the Highway 16/Boychuk Drive Interchange. The City requested the proposals be submitted in two parts to allow for potential future eligibility for Provincial and/or Federal Funding.
2. The City received six proposals for the engineering services. An evaluation determined the highest scoring proposal was submitted by Stantec Consulting Ltd.

Strategic Goal

This report supports the Strategic Goal of Moving Around by providing additional infrastructure to improve traffic flows.

Background

City Council, at its meeting held on October 27, 2014, approved a budget adjustment in the amount of \$1 million for Capital Project #2016 – Boychuk Drive/Highway 16 Grade Separation, as well as a budget adjustment in the amount of \$1 million for Capital Project #2017 – McOrmond Drive/College Drive Grade Separation. The budget adjustments were requested to hire an Owner's Engineer for both projects.

Report

In order to expedite the delivery of these projects, a Design Build delivery method was selected and an Owner's Engineer is required to assist in the management of these projects.

The City issued an RFP for Owner's Engineering Services for the College Drive/McOrmond Drive and Highway 16/Boychuk Drive Interchanges which closed on December 16, 2014. The City requested that the proposals be broken into two levels of work with detailed pricing for each component, to allow for possible eligibility for future Federal or Provincial Funding for Part B.

- Part A - All work up to financial close of the design build submission
- Part B - All work after financial close to construction completion

City Administration recommends awarding the preferred proponent the work in two phases, the intent is to award Part B after the City has ascertained potential Provincial and/or Federal Funding. Six proposals were received. After a comprehensive review, the proposal from Stantec Consulting Ltd. was determined to be the preferred proposal, from the evaluation criteria (Attachment 1) to be the highest scoring proposal, at a total estimated cost for Part A, to an upset limit of \$779,919.

Part A Fee Proposal

Part A Base Fees	\$ 732,318
Part A PST Allowance (30% of 5%)	10,985
Part A GST(5%)	<u>36,616</u>
Sub-Total	\$ 779,919
GST Rebate (5%)	<u>(36,616)</u>
Net Cost to the City	<u>\$ 743,303</u>

Part B Fee Proposal

Part B Base Fees	\$ 980,050
Part B PST Allowance (30% of 5%)	14,701
Part B GST (5%)	<u>49,003</u>
Sub-Total	\$1,043,754
GST Rebate (5%)	<u>(49,003)</u>
Net Cost to the City	<u>\$ 994,751</u>

Options to the Recommendation

An option would be to reject the proposal of Stantec Consulting Ltd. to perform the Owner's Engineering Services for the College Drive/McOrmond Drive and Highway 16/Boychuk Drive Interchanges, this option is not recommended.

Communication Plan

Project information and traffic restrictions impacting drivers and residents may be communicated through multiple channels including the news media, social media,

construction letters, service alerts and the City's website. If necessary, advertising in the City Pages may be used.

Financial Implications

There is sufficient funding available within Capital Project #2016 – Boychuk Drive/ Highway 16 Grade Separation and Capital Project #2017 – McOrmond Drive/Highway 5 Grade Separation to complete this work.

Environmental Implications

The recommendations will result in consumption of resources and associated generation of greenhouse gas emissions, once construction proceeds. The overall impact on greenhouse gas emissions is not known at this time.

Other Considerations/Implications

There are no public and/or stakeholder involvement, policy, privacy, or CPTED implications or considerations.

Due Date for Follow-up and/or Project Completion

The Administration will provide a follow-up report to City Council in April 2015 recommending award of Part B of the Owner's Engineering Services.

Public Notice

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

Attachment

1. Owner's Engineering Services Evaluation Criteria

Report Approval

Written by: Todd Grabowski, Manager, Asset Preservation for Bridges
Reviewed by: Mike Gutek, Director of Major Projects
Approved by: Jeff Jorgenson, General Manager, Transportation & Utilities Department

TRANS TG – OEA–College_McOrmond Interchange - Highway 16_Boychuk Interchange.docx

Owner's Engineering Services Evaluation Criteria

1.1.1 Evaluation Criteria

The City will review proposals which satisfy Mandatory Requirements in accordance with the criteria and scoring system outlined in Table 1.

Table 1: Evaluation Matrix

Qualifications and Technical Evaluation Criteria	Maximum Available Points
1. Project methodology and technical approach	20
2. Clear understanding of the project requirements	15
3. Qualifications of the designated project manager	15
4. Qualifications of the project personnel and relevant experience	15
5. Adaptability and flexibility of the proposal	5
6. Project schedule, milestones and controls	10
7. General quality of proposal, including completeness, readability and layout	10
TOTAL MAXIMUM AVAILABLE POINTS	90

1.1.2 Price Evaluation

All prices and amounts supplied by the proponent are deemed to be the basis of the proponent's offer and shall be binding on the proponent. Price evaluation will be completed in accordance with the scoring system outlined in Table 2.

Table 2: Price Evaluation

Price Evaluation	Maximum Available Points
Evaluation of rates and charges proposed for assigned staff	5
Evaluation of appropriateness of proposed work plan/hours	5



STANDING POLICY COMMITTEE ON TRANSPORTATION

New Flyer Industries – Supply of Proprietary Parts - Blanket Purchase Order

Recommendation of the Committee

1. That the Administration prepare a blanket purchase order with New Flyer Industries for the supply of proprietary parts exclusive to the New Flyer units for the next five years, for a total estimated cost of \$500,000 (not including taxes) per year; and,
2. That Purchasing Services issue the appropriate blanket purchase order.

History

At the January 12, 2015 Standing Policy Committee on Transportation meeting, a report of the General Manager, Transportation & Utilities Department dated January 12, 2015 was considered.

Attachment

January 12, 2015 Report of the General Manager, Transportation & Utilities

New Flyer Industries – Supply of Proprietary Parts - Blanket Purchase Order

Recommendation

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

1. That the Administration prepare a blanket purchase order with New Flyer Industries for the supply of proprietary parts exclusive to the New Flyer units for the next five years, for a total estimated cost of \$500,000 (not including taxes) per year; and,
2. That Purchasing Services issue the appropriate blanket purchase order.

Topic and Purpose

The purpose of this report is to request City Council approve a blanket purchase order from New Flyer Industries for the supply of proprietary parts exclusive to the New Flyer units.

Report Highlights

1. A blanket purchase order is recommended to carry a stocking list for any daily maintenance issues.
2. New Flyer Industries is a major Original Equipment Manufacturer (OEM) supplier and is the exclusive distributor that can supply the required parts for the New Flyer units.
3. It is recommended that the Administration negotiate a multi-year blanket purchase order with New Flyer Industries.

Strategic Goal

This report supports the Strategic Goal of Continuous Improvement by standardizing parts for buses and establishing multi-year blanket purchase orders.

Report

Blanket Purchase Order is Recommended

Blanket purchase orders will allow Saskatoon Transit to reduce the administrative time spent raising and managing individual purchase orders. This approach will give the Administration the best opportunity to reduce unit costs and obtain the benefit of bulk pricing discounts by combining a number of smaller purchases into a single larger contract. Managing procurement under a single, larger Blanket Purchase Order will also enable New Flyer to lower their administrative costs.

New Flyer is the Only Authorized Distributer

Saskatoon Transit is required to carry a stocking list for any daily maintenance repairs as well as collision damage that are over the normal \$5,000 limit of a Departmental Purchase Order. New Flyer Industries is a major OEM supplier of proprietary parts

exclusive to the New Flyer units Saskatoon Transit currently has which include the models D40LF, D40LFR, and DE40LRF and D60LFR (Attachment 1).

Negotiate a Blanket Purchase Order

The Administration is recommending that the City negotiate directly with New Flyer Industries to obtain a blanket purchase order for Saskatoon Transit, for parts that are proprietary to New Flyer. By combining purchases into one contract, the City will have additional bargaining power and be able to take advantage of any available bulk purchasing discounts.

Options to the Recommendation

The supply of the materials could be individually sole sourced. New Flyer Industries would be the exclusive distributor of all New Flyer certified parts and components. The Administration believes that the most advantageous approach for the City is to negotiate a larger order directly with the supplier to minimize overhead and obtain the best pricing available.

Financial Implications

Funds are available in the combined maintenance programs of the Saskatoon Transit approved 2015 (and future) operating and capital budgets.

Other Considerations/Implications

There are no policy, public and/or stakeholder involvement, communication plan, environmental, Privacy, or CPTED implications or considerations.

Due Date for Follow-up and/or Project Completion

This blanket purchase order should be in place by February 1, 2015, with an option to extend the blanket for four years, provided the supplier provides acceptable pricing and maintains status as the sole supplier of New Flyer parts.

Public Notice

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

Attachment

1. New Flyer Industries Letter Dated September 16, 2014 – Sole Source Components

Report Approval

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



September 16, 2014

Jack Mochoruk
Saskatoon Transit

SUBJECT: SOLE SOURCE COMPONENTS

Dear Mr. Mochoruk:

New Flyer Industries Canada ULC is an original equipment manufacturer of customized heavy duty transit buses and therefore also the exclusive distributor of New Flyer aftermarket parts. Many customized components such as body/chassis, suspension, windows, etc. are either manufactured by New Flyer or procured from vendors under proprietary agreements and specifically manufactured from New Flyer Engineering drawings. Such procured/manufactured parts can only be purchased through New Flyer's Aftermarket Parts organization.

New Flyer's proprietary vendor agreements strictly limit the sale of these items to and through the OEM bus manufacturer. No other aftermarket parts distributor has access to these proprietary items.

Best Regards,

Amy Biebrich, CGA
Contracts Manager, Parts Organization
New Flyer Industries Canada ULC

**Headquarters/
Winnipeg Facility**
711 Kernaghan Ave.
Winnipeg, Manitoba
R2C 3T4 Canada
Ph: (204) 224-1251

Aftermarket Facility
630 Kernaghan Ave.
Door 76
Winnipeg, Manitoba
R2C 5G1 Canada
Ph: (204) 982-8400

**New Product
Development**
630 Kernaghan Ave.
Winnipeg, Manitoba
R2C 5G1 Canada
Ph: (204) 224-1251

**Crookston
Facility**
214 5th Ave. SW
Crookston, Minnesota
56716 USA
Ph: (218) 281-5752

**St. Cloud
Facility**
6200 Glenn Carlson Dr.
St. Cloud, Minnesota
56301 USA
Ph: (320) 203-0576

www.newflyer.com



STANDING POLICY COMMITTEE ON TRANSPORTATION

Prevost/Nova Bus – Supply of Proprietary Parts - Blanket Purchase Order

Recommendation of the Committee

1. That the Administration prepare a blanket purchase order with Prevost/Nova Bus for the supply of proprietary parts exclusive to the Nova Bus units for the next five years, for a total estimated cost of \$400,000 (not including taxes) per year; and,
2. That Purchasing Services issue the appropriate blanket purchase order.

History

At the January 12, 2015 Standing Policy Committee on Transportation meeting, a report of the General Manager, Transportation & Utilities Department dated January 12, 2015 was considered.

Attachment

January 12, 2015 Report of the General Manager, Transportation & Utilities

Prevost/Nova Bus – Supply of Proprietary Parts - Blanket Purchase Order

Recommendation

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

1. That the Administration prepare a blanket purchase order with Prevost/Nova Bus for the supply of proprietary parts exclusive to the Nova Bus units for the next five years, for a total estimated cost of \$400,000 (not including taxes) per year; and,
2. That Purchasing Services issue the appropriate blanket purchase order.

Topic and Purpose

The purpose of this report is to request City Council approve a blanket purchase order from Prevost/Nova Bus for the supply of proprietary parts exclusive to the Nova Bus units.

Report Highlights

1. A blanket purchase order is recommended to carry a stocking list for any daily maintenance issues.
2. Prevost/Nova Bus is a major Original Equipment Manufacturer (OEM) supplier and is the only company that can supply the required parts for the Nova Bus units.
3. It is recommended that the Administration negotiate a multi-year blanket purchase order with Prevost/Nova Bus.

Strategic Goal

This report supports the Strategic Goal of Continuous Improvement by standardizing parts for buses and establishing multi-year blanket purchase orders.

Report

Blanket Purchase Order is Recommended

Blanket purchase orders will allow Saskatoon Transit to reduce the administrative time spent raising and managing individual purchase orders. This approach will give the Administration the best opportunity to reduce unit costs and obtain the benefit of bulk pricing discounts by combining a number of smaller purchases into a single larger contract. Managing procurement under a single, larger Blanket Purchase Order will also enable Prevost/Nova Bus to lower their administrative costs.

Prevost/Nova Bus is the Only Authorized Distributer

Saskatoon Transit is required to carry a stocking list for any daily maintenance repairs as well as collision damage that are over the normal \$5,000 Departmental Purchase Order limit. Prevost/Nova Bus is a major OEM supplier of proprietary parts exclusive to the Nova Bus vehicles (Attachment 1).

Negotiate a Blanket Purchase Order

The Administration is recommending that the City negotiate directly with Prevost/Nova Bus to obtain a blanket purchase order for Saskatoon Transit, for parts that are proprietary to Prevost/Nova Bus. By combining purchases into one contract, the City will have additional bargaining power and be able to take advantage of any available bulk purchasing discounts.

Options to the Recommendation

The supply of the materials could be individually sole sourced. Prevost/Nova Bus is the exclusive distributor of all Nova Bus certified parts and components. The Administration believes that the most advantageous approach for the City is to negotiate a larger order directly with the supplier to minimize overhead and obtain the best pricing available.

Financial Implications

Funds for this purchase are available in the combined maintenance programs of the Saskatoon Transit approved 2015 (and future) operating and capital budgets.

Other Considerations/Implications

There are no policy, public and/or stakeholder involvement, communication plan, environmental, privacy, or CPTED implications or considerations.

Due Date for Follow-up and/or Project Completion

This blanket purchase order should be in place by February 1, 2015 with an option to extend the blanket for four years, provided the supplier provides acceptable pricing and maintains status as the sole supplier of Nova Bus parts.

Public Notice

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

Attachment

1. Prevost Letter Dated November 14, 2014

Report Approval

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

PREVOST.

November 14, 2014

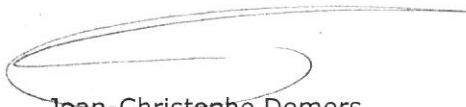
Mr. Jack Mochoruk
Stores Supervisor
Saskatoon Transit
315 Avenue C North
Saskatoon, Saskatchewan S7L 1J3

Dear Mr. Mochoruk,

This is to confirm that Prevost is the official supplier for Nova Bus OEM parts to repair their buses.

Should you need further information, do not hesitate to contact us.

Sincerely yours,



Jean-Christophe Demers
Customer Service Manager
418-609-5269
jean-christophe.demers@volvo.com



STANDING POLICY COMMITTEE ON TRANSPORTATION

Annual Review of Parking Rates and Violations

Recommendation of the Committee

1. That effective June 1, 2015, the fine amount to be increased to \$50 for all offences in Bylaw No. 7200, The Traffic Bylaw which currently has the amount of \$40;
2. That effective June 1, 2015, the reduced penalty amount be increased to \$30 for all offences in Bylaw No. 7200, The Traffic Bylaw which currently have a reduced penalty amount of \$25 or less; excluding sections 10(6), 10(6.1), 10(6.2), 10(6.3), and 10(6.4);
3. That effective June 1, 2015, the reduced penalty amount to be increased to \$50 for all offences in Bylaw No. 7200, The Traffic Bylaw which currently have a reduced penalty amount of \$40;
4. That effective June 1, 2015, the fine for all offences in Bylaw No. 7200, The Traffic Bylaw which are related to public safety be increased to \$200 with no reduced penalty allowed;
5. That effective June 1, 2015, the fine for all offences in Bylaw No. 7200, The Traffic Bylaw which are related to disabled person's loading areas be increased to \$200 with no reduced penalty allowed; and
6. That the City Solicitor be requested to prepare the appropriate bylaw amendment to Bylaw No. 7200, The Traffic Bylaw.

History

At the Special Meeting of City Council dealing with the 2015 Corporate Business Plan and Detailed Budget held on December 2, 3, and 9, 2014, a report of the General Manager, Transportation and Utilities Department was considered regarding the above and referred to the Standing Policy Committee on Transportation for review.

At the January 12, 2015 Standing Policy Committee on Transportation meeting, the report of the General Manager, Transportation & Utilities Department was considered. Your Committee also received a presentation from The Partnership regarding expired meter rates.

Attachment

1. December 2, 2014 Report of the General Manager, Transportation & Utilities
2. Email dated January 9, 2015, Brent Penner, Executive Director, The Partnership

Annual Review of Parking Rates and Violations

Recommendation

1. That effective April 1, 2015, the fine amount to be increased to \$50 for all offences in Bylaw No. 7200, The Traffic Bylaw which currently has the amount of \$40;
2. That effective April 1, 2015, the reduced penalty amount be increased to \$30 for all offences in Bylaw No. 7200, The Traffic Bylaw which currently have a reduced penalty amount of \$25 or less;
3. That effective April 1, 2015, the reduced penalty amount to be increased to \$50 for all offences in Bylaw No. 7200, The Traffic Bylaw which currently have a reduced penalty amount of \$40;
4. That effective April 1, 2015, the fine for all offences in Bylaw No. 7200, The Traffic Bylaw which are related to public safety be increased to \$200 with no reduced penalty allowed;
5. That effective April 1, 2015, the fine for all offences in Bylaw No. 7200, The Traffic Bylaw which are related to disabled person's loading areas be increased to \$200 with no reduced penalty allowed; and
6. That the City Solicitor be requested to prepare the appropriate bylaw amendment to Bylaw No. 7200, The Traffic Bylaw.

Topic and Purpose

This report provides information on the annual rate review of parking meter rates and penalties for parking violations.

Report Highlights

1. A comparison of the parking meter rates indicate the City of Saskatoon's present rate of \$2 per hour is the same as Regina and Winnipeg's rates, and are lower than other Canadian cities. No increase is recommended at this time.
2. A comparison of expired meter penalties across Canada indicates that the present fine of \$50 for an expired meter violation is in line with what most cities of a comparable size are charging. No increase is recommended.
3. The discounted penalty for an expired meter violation in the City of Saskatoon is lower than what Canadian cities of a comparable size are charging. An increase is recommended.
4. The violation rates for parking in a disabled person's space, in comparison to Canadian cities of comparable size, indicates the City of Saskatoon's present minimum and maximum amounts are lower than what other Canadian cities are currently charging. An increase is recommended.
5. The proposed changes for parking violations prompted a review of fines for other violations within Bylaw No. 7200, The Traffic Bylaw. A number of recommended changes will bring more consistency to the penalty structure.

Strategic Goals

This report supports the Strategic Goal of Asset and Financial Sustainability as revenues from parking meters and parking violations reduce reliance on residential property taxes, and creates deterrence for violations. This report also supports the Strategic Goal of Economic Diversity and Prosperity as the Administration is working collaboratively with economic development authorities and local businesses to promote Saskatoon as a great place to live, work, and raise a family.

Background

The Executive Committee, at its meeting held on April 16, 2012, during consideration of a report of the General Manager, Infrastructure Services Department, dated March 22, 2012, regarding Penalties for Parking Violations resolved, in part:

- “3) that the matter of parking penalties be reviewed in the spring of 2013 and annually thereafter.”

Bylaw No. 7200, The Traffic Bylaw, outlines the penalties for parking at an expired meter; parking within a ticket controlled space; parking within a ticket controlled space when time purchased has expired; and parking longer than traffic signs allow.

The current penalty for such violations is \$50, with a discounted penalty of \$20, if paid within 14 days. This penalty was last reviewed in 2012 when the discounted penalty was increased from \$10.

Rates related to parking meter hooding will be addressed in a separate report.

Report

Parking Meter Rates Comparison

The present parking meter rate of \$2 per hour in Saskatoon has been in effect since January 1, 2010.

As part of the annual review of local parking meter rates, the Administration has identified that the parking meter rate at the University of Saskatchewan is \$2 per hour, and the surface lot operated by the Saskatoon Health Region (located at St Paul's Hospital) is currently \$3 per hour.

A review of other Canadian cities with a population of over 750,000 indicates an average hourly rate of \$4. When compared with cities with a population of less than 750,000, the average parking meter rate is \$2 per hour. Therefore, the current parking meter rate in Saskatoon of \$2 per hour is in line with rates charged by Canadian cities of a similar size, as illustrated in Attachment 1.

Penalties for Expired Meter Violations

Effective June 1, 2012, the reduced penalty amount for parking at an expired meter; parking in a ticket controlled space; parking within a ticket controlled space when time purchased has expired; and parking longer than traffic signs allow was increased to \$20. The ultimate goal of managing parking is finding a balance between parking meter

Annual Review of Parking Rates and Violations

rates and its associated penalties in order to provide a reduction to time limit violations. This increase was to provide more of a deterrent to long-term parking and encourage parking stall turnover in metered areas.

The current discounted rate of \$20 for violations associated with parking at an expired meter does not appear to be discouraging the extended time vehicles are parked at metered spaces. With the daily rate for parking at a meter at \$18 there is little incentive to pay for parking beyond the risk of potentially receiving more than one parking ticket.

The following table indicates no significant decrease in expired meter violations despite the recent increase in the discounted penalties:

	2009	2010	2011	2012	2013
Park at expired meter	84,503	81,462	99,510	110,040	109,829

A comparison of expired meter violation amounts across a number of Canadian cities indicates that, for a city comparable to Saskatoon, the average minimum penalty amount for an expired meter violation is \$30 and the average maximum penalty amount for an expired meter violation is \$55.

It is the Administration's recommendation that the current \$50 penalty is appropriate when compared to the current parking meter rates. However, the discounted penalties should be increased to \$30 for parking at an expired meter; parking in a ticket controlled space; parking within a ticket controlled space when time purchased has expired, and parking longer than traffic signs allow. This would provide more of an incentive to pay for parking rather than risk of receiving a ticket.

Disabled Parking Violations

The Administration conducted a comparison of disabled person's parking violations across a number of Canadian cities, as illustrated in Attachment 2.

This comparison indicates that the average fines for violations in other municipalities are a minimum of \$200, and a maximum of \$275. The City of Regina recently increased their penalty for parking in a disabled person's area to \$200 with no reduced penalty allowed.

The Administration's opinion is that the current violation amounts, with a minimum of \$40 and a maximum of \$100, for parking in a disabled person's parking area, does not reflect the average rates charged by Canadian cities of a similar size and location, and does not provide enough of a deterrent.

An increase to the fine amount of \$200, with no reduced penalty allowed, would bring Saskatoon in line with rates charged by Canadian cities of a similar size and location, while providing more of a deterrent for the violation.

Annual Review of Parking Rates and Violations

A review of the current strategy for on-street parking for persons with disabilities within time limited metered areas, will be subject of a further report.

Discounted Penalties for Bylaw No. 7200, The Traffic Bylaw Violations

A review of offences within Bylaw No. 7200, The Traffic Bylaw identified a number of penalties and discounted penalties that are inconsistent with the amounts charged by other Canadian cities of a comparable size. To align the penalty amounts, the Administration is recommending the following changes within Bylaw No. 7200, The Traffic Bylaw:

- that \$30 fine amounts be increased to \$50;
- that \$40 fine amounts be increased to \$50;
- that \$10 reduced penalty amounts be increased to \$30;
- that \$20 and \$25 reduced penalty amounts be increased to \$30;
- that \$40 reduced penalty amounts be increased to \$50;
- that fine amounts for public safety related offences be increased to \$200 with no reduced penalty amount available; and
- that the penalty amount for a disabled person's loading area offence be increased to \$200 with no reduced penalty amount available.

Attachment 3 contains further details that indicate the affected offences from Bylaw No. 7200, The Traffic Bylaw.

Options to the Recommendation

Council could choose to leave rates as they are, or set the rates at a different amount than recommended by the Administration.

Public and/or Stakeholder Involvement

There is no public or stakeholder involvement required at this time.

Communication Plan

The Partnership, Riversdale Improvement District and Broadway Improvement District have been advised of the recommendations included in this report.

Any changes to parking ticket rates would be communicated to city residents. Communication methods may include: news release/PSA, advertisement in The StarPhoenix City Pages, social media, updates to website information, and notices (i.e. stickers, posters) at point-of-parking. This topic may also be considered as part of the Building Better Roads Campaign.

Parking tickets will be updated to include the revised penalties for parking meter and disabled parking violations. To increase awareness of the revised penalties, information will be provided through the news media, social media and on the City of Saskatoon website.

Financial Implications

If reduced penalty amounts for parking meter violations were to be increased to \$30, it is anticipated that parking meter revenue would increase and the number of parking tickets would decrease. The goal of parking penalties is to accomplish compliance with parking stall usage/payment with a minimum number of violations occurring. However, if there is no decrease in the number of expired meter tickets issued, then the annual revenues may increase by approximately \$1.1M.

Environmental Implications

The increase in vehicle turnover at metered stalls may cause an overall increase in greenhouse gas emissions. Alternatively, an increase in the minimum amount for an expired meter violation may also encourage other options such as walking, cycling or Transit ridership.

Other Considerations/Implications

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

Due Date for Follow-up and/or Project Completion

A further report will be provided to address parking meter hooding rates in early 2015. Any changes to parking meter rates or penalties for parking violations would be reviewed and reported annually.

Public Notice

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

Attachments

1. Comparison of Meter Rates and Expired Meter Penalties
2. Comparison of Parking Violations, Rates for Disabled Person's Parking Area
3. Review of Penalty Offences & Reduced Penalty Offences in Bylaw No. 7200, The Traffic Bylaw

Report Approval

Written by: Phil Haughn, Parking Services Manager, Transportation
Reviewed by: Jay Magus, Acting Director of Transportation
Angela Gardiner, Director of Transportation
Approved by: Jeff Jorgenson, General Manager Transportation & Utilities
Department

Budget Review PH - Annual Review of Parking Rates and Violations

Comparison of Meter Rates and Expired Meter Penalties

City	Max Hourly Meter Fee (\$/hr)	Expired Meter Penalty (lowest payment option)	Expired Meter Penalty (highest payment option)	Cost of 9h of Metered Parking
Vancouver	\$6.00	\$35.00	\$105.00	\$54.00
Calgary	\$4.50	\$40.00	\$75.00	\$40.50
Edmonton	\$3.50	\$50.00	\$50.00	\$31.50
Toronto	\$3.50	\$30.00	\$30.00	\$31.50
Ottawa	\$3.00	\$40.00	\$60.00	\$27.00
Victoria	\$2.50	\$20.00	\$40.00	\$22.50
Regina	\$2.00	\$35.00	\$55.00	\$18.00
Saskatoon	\$2.00	\$20.00	\$50.00	\$18.00
Winnipeg	\$2.00	\$30.00	\$60.00	\$18.00
Halifax	\$1.50	\$20.00	\$25.00	\$13.50
Hamilton	\$1.50	\$19.00	\$24.00	\$13.50
Average	\$2.91	\$30.82	\$52.18	\$26.18

**Comparison of Parking Violation Rates
For Disabled Person's Parking Area**

City	Disabled Parking Violation (lowest payment option)	Disabled Parking Violation (highest payment option)
Saskatoon	\$40.00	\$100.00
Vancouver	\$50.00	\$150.00
Halifax	\$100.00	\$250.00
Victoria	\$130.00	\$150.00
Winnipeg	\$150.00	\$300.00
Calgary	\$200.00	\$300.00
Regina	\$200.00	\$200.00
Edmonton	\$250.00	\$250.00
Hamilton	\$300.00	\$450.00
Ottawa	\$350.00	\$450.00
Toronto	\$450.00	\$450.00
Average	\$201.82	\$277.27

**Review of Penalty Offences & Reduced Penalty Offences
Bylaw No. 7200, The Traffic Bylaw**

\$30 penalty offences – increase to \$50:

14(1) Erasing chalk mark from tire

\$40 penalty offences – increase to \$50:

26 Splashing pedestrian

28 Obstructing the flow of traffic within an intersection

30 Driving within sidewalk area

33 Opening motor vehicle doors

35(1) Inconveniencing pedestrians

36 Hitchhiking

37(1) Jaywalking

38 Pedestrian using freeway/expressway

56(6) Improper display of parking permit

\$10 reduced penalty offences – increase to \$30:

10(1) Parking over 300mm from curb

14 Parking over 36 hours

56(6) Improper display of parking permit

\$20 reduced penalty offences – increase to \$30:

3(2) Barricaded street

10(2) Angle parking

10(3) Right angle parking

10(4) One-way street parking next to curb

10(5) Stall boundaries

10(6) Parking at an expired meter

10(6.1) Parking within pay station zone stall

10(6.2) Parking in pay station zone when time purchased has expired

10(6.3) Failing to properly display ticket in ticket controlled zone

10(6.4) Parking in ticket controlled zone when time purchased has expired

11 Parking longer than traffic signs allow

18 Park in loading zone longer than time allowed

19 Unlicensed vehicle on street

21(1) Over length vehicle in pay parking stall

21(3)(a) Parking recreational vehicle for more than 36 hours

21(3)(d) Parking unlicensed RV on street

21(4) Detached trailer

22 Additional penalty two hours after previous penalty

23 Vehicle repair on street

24(1) Driving or parking in parks

33 Opening motor vehicle doors

34 Semi-trailer backed to curb

35(1) Inconveniencing pedestrians

36 Hitchhiking

37(1) Jaywalking

38 Pedestrian using Freeway or Expressway

38.2 Skateboarding (\$25 reduced penalty)

38.3 Stunting (\$25 reduced penalty)

\$40 reduced penalty offences – increase to \$50:

13 Stop in prohibited location/manner

Safety related offences – increase to \$200 with no reduction:

21(3)(b) Failure to block tires of detached RV

21(3)(c) Parking RV in hazardous manner

25(1) Park in fire lane

Disabled person's loading area – increase to \$200 with no reduction:

25(2) Parking in a disabled person's parking area

RECEIVED

JAN 09 2015

6120-3

CITY CLERK'S OFFICE
SASKATOON

From: Brent Penner <ed@downtownsaskatoon.com>
Sent: January 09, 2015 3:52 PM
To: Web E-mail - City Clerks
Cc: Sarah Marchildon
Subject: Transportation Committee Meeting

Good afternoon,

Just a note to indicate that I plan to attend the Transportation Committee meeting on Monday and may wish to speak on the issue of parking fines.

I have sent a communication to the Councillors on the Committee already as well as Mayor Atchison. I'm not certain I will speak but wanted to ensure I had provided notice should I decide it to be necessary at the meeting.

Let me know if this email will suffice.

Thanks,

Brent

Brent Penner | Executive Director

The Partnership | Saskatoon Downtown Business Improvement District

t: 306-664-0709 | f: 306-664-2245

downtownsaskatoon.com | @DowntownStoon | 242 Third Avenue South Saskatoon, SK S7K1L9



STANDING POLICY COMMITTEE ON TRANSPORTATION

Urban Transportation and Design: Getting Where We Need To Go – Conference Recommendations – University of Saskatchewan

Recommendation of the Committee

1. That the report of the General Manager, Community Services Department dated January 12, 2015, be received as information;
2. That the Administration report back to the appropriate body with information about a transit advisory committee; and
3. That the Administration review the elasticity of the pricing of transit and economics of citizens' transportation choices.

History

At the January 12, 2015 Standing Policy Committee on Transportation meeting, a report of the General Manager, Community Services Department dated January 12, 2015 was considered.

Your Committee also received a presentation from a representative of Bus Riders of Saskatoon encouraging City Council to use transit and establish a formal transit advisory committee.

Attachment

1. January 12, 2015 Report of the General Manager, Community Services
2. Email dated January 11, 2015, Robert Clipperton

Urban Transportation and Design: Getting Where We Need To Go – Conference Recommendations – University of Saskatchewan

Recommendation

That the report of the General Manager, Community Services Department, dated January 12, 2015, be forwarded to City Council for information.

Topic and Purpose

The purpose of this report is to provide a response regarding recommendations received from the University of Saskatchewan School of Environment and Sustainability discussing urban transportation issues and solutions.

Report Highlights

1. The City of Saskatoon (City) received a list of recommendations from the University of Saskatchewan School of Environment and Sustainability which were developed at a conference entitled “Urban Transportation and Design: Getting Where We Need to Go.” The Administration reviewed the recommendations and concluded that the majority are currently being addressed through existing City projects/programs.
2. The Administration has identified three recommendations that are either out of the City’s jurisdiction or have yet to be addressed.

Strategic Goals

This report pertains to a number of Strategic Goals, though it is primarily focused on the goal of Moving Around given that most of the recommendations relate directly to transportation and transportation infrastructure. The Strategic Goals of Sustainable Growth, Asset and Financial Sustainability, Environmental Leadership, Economic Diversity and Prosperity, and Quality of Life are also reflected in some of the recommendations.

Background

During its September 15, 2014 meeting, the SPC on Transportation received a letter containing a list of recommendations from the University of Saskatchewan School of Environment and Sustainability (see Attachment 1). These recommendations were developed at a January 2014 networking conference entitled “Urban Transportation and Design: Getting Where We Need to Go.” The SPC resolved:

“that the matter be forwarded to the Administration for a report back on the recommendations contained in the letter, as the items are reviewed.”

Report

Review of Recommendations

The Administration has reviewed the list of recommendations contained in the letter, considering current planning initiatives and existing programs. Attachment 2 includes a table with all recommendations, their associated Strategic Goal(s), and a “Response” column identifying whether and how each recommendation is being addressed by the City.

Recommendations Not Currently Being Addressed

The Administration has noted that three recommendations are currently not being addressed:

- a. Conduct a market analysis to determine at what cost people will change their transportation choices (e.g. from single occupancy vehicles to other modes of transportation).
- b. Lead by example and champion active and public modes of transportation (Councillors, Mayor, and Administrators). The Eco Pass program aims to encourage public transportation usage by City employees by subsidizing a percentage of the cost of a pass.
- c. Work with the provincial government to reinstitute rail service between Saskatoon and Regina given the growth (and desired future growth) of both cities. This initiative is out of the City’s jurisdiction and would be better led at a provincial level.

Communication Plan

The Executive Director of the School of Environment and Sustainability requested a response detailing the status of the proposed recommendations. The Administration will send a response letter with the information contained in this report.

Other Considerations/Implications

There are no options, policy, financial, environmental, privacy, or CPTED implications as a result of this report.

Due Date for Follow-up and/or Project Completion

Follow-up is not required as this report is intended as information.

Public Notice

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

Attachments

1. Letter from the University of Saskatchewan School of Environment and Sustainability
2. Recommendation and Response Table

Report Approval

Written by: Jonathan Derworiz, Planner, Long Range Planning
Chris Schulz, Senior Planner, Long Range Planning
Reviewed by: Alan Wallace, Director of Planning and Development
Reviewed by: Angela Gardiner, Director of Transportation
Approved by: Randy Grauer, General Manager, Community Services Department

S/Reports/CP/2015/TRANSPORTATION – Urban Transportation and Design – Getting Where We Need To Go – Conference
Recommendations – University of Saskatchewan/ks
BF108-14

Letter from the University of Saskatchewan School of Environment and Sustainability

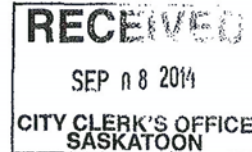


School of Environment and Sustainability
 Room 323 Kirk Hall 117 Science Place Saskatoon Saskatchewan S7N 5C8 Canada
 Ph: 306-966-1985 Fx: 306-966-2298
 Email: sens.info@usask.ca Web: www.usask.ca/sens

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 5.2.1

September 3, 2014

Standing Policy Committee on Transportation
 Saskatoon City Council
 City Clerk's Office
 2nd Floor, City Hall
 222 3rd Avenue North
 Saskatoon, SK S7K 0J5



To the Standing Policy Committee on Transportation:

On January 24, 2014, a sustainability networking conference entitled "Urban Transportation and Design: Getting Where We Need to Go" was hosted in Saskatoon. The conference brought together a diverse group of stakeholders and provided both the presenters and attendees the opportunity to discuss urban transportation issues and solutions for our city. Through facilitation and small group discussions, many recommendations were made for the City of Saskatoon (below).

The City of Saskatoon's vision to create wealth and prosperity states: "By planning for balanced growth, providing transportation alternatives and building places that bring people together, the city has become healthier, more integrated, more accessible and more attractive" (Strategic Plan 2013-2023, pg. 13). The perspectives, ideas, and solutions that came forward at the conference reflect this vision and a number of the City's other strategic priorities.

Conference Recommendations:

- Work with the provincial government to secure funding for municipal transportation projects and infrastructure, particularly focused on active and public transportation.
 - *Strategic Goals: Moving Around; Sustainable Growth; Asset and Financial Sustainability*
- Improve and/or develop guidelines and policies to ensure that services and infrastructure for multiple modes of transportation are required in new and existing developments.
 - *Strategic Goals: Moving Around; Sustainable Growth*
- Improve connectivity and access between neighbourhoods, destinations, and amenities using roads, bike lanes, bus routes, sidewalks and pathway networks.
 - *Strategic Goals: Moving Around; Sustainable Growth*
- Ensure that roads, sidewalks, bike paths, and bridges are adequately cleared to allow for safe, reliable and timely transportation for pedestrians, cyclists, transit users, drivers, and those who have limited mobility.
 - *Strategic Goal: Moving Around*
- Improve the transit system by: including more frequent service; adding more direct routes; creating transit hubs or Park-and-Go locations in neighbourhoods outside of Circle Drive; running buses in a more timely and efficient matter; increasing comfort on buses and at bus shelters; attracting a more diverse demographic of transit users; and offering more incentives for the public to use and/or try the transit system.
 - *Strategic Goal: Moving Around*
- Build a Bus Rapid Transit (BRT) system, dedicated bus lanes, dedicated cycling lanes, and high-occupancy vehicle lanes to improve and incentivize those modes of transportation.
 - *Strategic Goals: Moving Around; Sustainable Growth*
- Extend future BRT systems to outlying communities, such as Martensville and Warman.
 - *Strategic Goals: Moving Around; Economic Diversity and Prosperity*
- Conduct a market analysis to determine at what cost people will change their transportation choices (e.g. from single occupancy vehicles to other modes of transportation).
 - *Strategic Goals: Moving Around; Asset and Financial Sustainability*
- Increase transportation literacy in the city by discussing the issues, explaining potential solutions, high-


lighting the costs of maintaining the status quo, and promoting the benefits (e.g. cost and health) of non-automobile modes of transportation.

- *Strategic Goal: Moving Around*
- Lead by example and champion active and public modes of transportation (Councillors, mayor, and administrators).
 - *Strategic Goal: Moving Around*
- Collaborate with and consider input from community organizations that are focused on improving transportation in the city.
 - *Strategic Goals: Moving Around; Quality of Life*
- Work with stakeholders to create a more comprehensive Drivers Ed. curriculum that includes more information on the rights, rules and safety of other road users, such as cyclists, pedestrians, and transit users.
 - *Strategic Goals: Moving Around; Quality of Life*
- Work with businesses to provide facilities for active commuters (e.g. showers, secure bike racks), offer incentives for transit (e.g. discounted bus passes), and promote ride shares and carpooling to reduce single-occupant vehicle use.
 - *Strategic Goals: Moving Around; Economic Diversity and Prosperity*
- Work with the provincial government to reinstitute rail service between Saskatoon and Regina, given the growth (and desired future growth) of both cities.
 - *Strategic Goals: Moving Around; Economic Diversity and Prosperity*
- Develop innovative parking policies and techniques (e.g. downtown parking permits; graduated parking fees dependent on location, time of day, and vehicle type; etc.).
 - *Strategic Goals: Moving Around; Asset and Financial Sustainability*
- Introduce new full-cost price mechanisms for infrastructure (e.g. toll bridges, road use taxes).
 - *Strategic Goals: Moving Around; Asset and Financial Sustainability*
- Provide greater fiscal transparency on the moneys spent on transportation infrastructure, including the variance between amounts spent on automobiles compared to other forms of transportation.
 - *Strategic Goals: Moving Around; Asset and Financial Sustainability*
- Design communities as "urban centres" that provide adequate public amenities, complete streets, and a variety of housing types.
 - *Strategic Goals: Sustainable Growth; Quality of Life*
- Initiate, celebrate and examine the results of innovative transportation pilot projects. Evaluate the potential for these projects to be implemented on a greater scale.
 - *Strategic Goal: Moving Around*
- Adopt new technologies for efficiency and effectiveness (e.g. GPS, smart phone apps, electric car plug-ins, lane switches, social marketing).
 - *Strategic Goals: Environmental Leadership; Moving Around*

We kindly ask the Standing Policy Committee on Transportation to provide an update on the status of these recommendations. We wish to inform the community on what progress has already been made, highlight Saskatoon's successes, and better understand the areas that need further attention. We would also welcome feedback on how citizens, organizations and community stakeholders can get more involved in supporting City of Saskatoon initiatives in the area of urban transportation and design.

We look forward to hearing from you.

Sincerely,



Toddi Steelman, PhD
Executive Director

Recommendation and Response Table

Recommendation	Strategic Goal	Final Response
Work with the provincial government to secure funding for municipal transportation projects and infrastructure, particularly focuses on active and public transportation	Moving Around, Sustainable Growth, Asset and Financial Sustainability	Growing Forward Shaping Saskatoon (GFSS) will make recommendations for a new transit system that provides a broader range of services, including Bus Rapid Transit (BRT). Support from upper levels of government may be needed to assist with implementation of BRT. This will be determined after the Plan to 500,000 is tabled in early 2016.
Improve and/or develop guidelines and policies to ensure that services and infrastructure for multiple modes of transportation are required in new and existing developments	Moving Around, Sustainable Growth	As part of GFSS, the City is developing a Long-Term Transit Plan, an Active Transportation Plan, and a Complete Streets Policy. These initiatives will contain recommendations for policies, programs, and infrastructure that will provide for all modes of transportation in both future and existing developments.
Improve connectivity and access between neighbourhoods, destinations, and amenities using roads, bike lanes, bus routes, sidewalks, and pathway networks	Moving Around, Sustainable Growth	This issue is being addressed through the Sector Plan process to, among other things, re-think the function, role, and connectivity of arterial roadways, highways, and expressways as the city develops. These have previously served as barriers between neighbourhoods.
Ensure that roads, sidewalks, bike paths, and bridges are adequately cleared to allow for safe, reliable, and timely transportation for pedestrians, cyclists, transit users, drivers, and those who have limited mobility.	Moving Around	Enhanced snow clearing is being addressed through a series of annual budget increases (started in 2014), which will allow the City to increase the level of snow clearing throughout Saskatoon roads, sidewalks, and trail system.
Improve the transit system by: including more frequent service; adding more direct routes; creating transit hubs or Park-and-Go locations in neighbourhoods outside of Circle Drive; running buses in a more timely and efficient matter; increasing comfort on buses and at bus shelters; attracting a more diverse demographic of transit users; and offering more incentives for the public to use and/or try the transit system.	Moving Around	GFSS is developing a Long-Term Transit Plan with the goal of making transit more attractive and accessible to more people. The Long-Term Transit Plan will focus on enhancing the customer experience by including a broader range of services to meet the needs of more people in a convenient, comfortable, and reliable manner.
Build a Bus Rapid Transit (BRT) system, dedicated bus lanes, dedicated cycling lanes, and high-occupancy vehicle lanes to improve and incentivize those modes of transportation.	Moving Around, Sustainable Growth	These are all currently initiatives which are underway. A BRT plan is being developed as part of the GFSS project, which includes consideration for dedicated bus lanes and High Occupancy Vehicle lanes, and a new Protected Bikeway Demonstration Project is being discussed in the community. The Active Transportation Plan is expected to consider the feasibility and suitability of a range of cycling and pedestrian infrastructure, including dedicated cycling lanes throughout the city.
Extend future BRT systems to outlying communities such as Martensville and Warman.	Moving Around, Economic Diversity and Prosperity	BRT is not likely feasible for many years outside Saskatoon. However, the City is looking at the feasibility of partnerships to provide some level of regional commuter transit service to outlying communities as part of a new Long-Term Transit Plan (GFSS project) and the Planning For Growth (Regional Plan) Project.
Conduct a market analysis to determine at what cost people will change their transportation choices (e.g. from single occupancy vehicles to other modes of transportation).	Moving Around, Asset and Financial Sustainability	A market analysis to determine cost preference is not being completed.
Increase transportation literacy in the city by discussing the issues, explaining potential solutions, highlighting costs of maintaining the status quo, and promoting the benefits (e.g. cost and health) of non-automobile modes of transportation.	Moving Around	This is communicated through various open houses, meetings, and other means currently. Examples include the Neighbourhood Traffic Management initiative and protected bike lane initiative (both on www.shapingsaskatoon.ca), and the GFSS project (www.growingfwd.ca). In addition, the City will be looking to adopt a multi-year approach to Transit Service Planning that will incorporate a large amount of public engagement.
Lead by example and champion active and public modes of transportation (Councillors, Mayor, and Administrators).	Moving Around	The City is a participant in the Eco Pass Program. This initiative provides City staff with an optional subsidized bus pass and is intended to encourage public modes of transportation.
Collaborate with and consider input from community organizations that are focused on improving transportation in the city.	Moving Around, Quality of Life	Community Consultation on significant civic issues is now a standard part of the City's Business Plan. Public Engagement is now enhanced with the new Shaping Saskatoon website which utilizes social media and other more traditional forms of communication - http://shapingsaskatoon.ca/ . The City maintains ongoing relationships with individuals and organizations with an interest in improving transportation in the city, both informally, and through two advisory committees: the Traffic Safety Committee, and the Cycling Advisory Group. Additional stakeholder engagement activities (e.g. participation in the Active Transportation Plan), is targeted on a project-specific basis.
Work with stakeholders to create a more comprehensive Drivers Education Curriculum that includes more information on the rights, rules, and safety of other road users, such as cyclists, pedestrians, and transit users.	Moving Around, Quality of Life	The City is currently in the process of developing an Active Transportation Plan, which has the potential for the capacity to encourage programs such as this.

Recommendation	Strategic Goal	Final Response
Work with businesses to provide facilities for active commuters (e.g. showers, secure bike racks), offer incentives for transit (e.g. discounted bus passes), and promote ride shares and carpooling to reduce single occupant vehicle use.	Moving Around, Economic Diversity and Prosperity	New incentives have recently been adopted which provide financial and development bonuses for developers who provide facilities for active transportation. Incentive program for housing, offices, and structured parking all offer additional "points" in the incentive program for these elements. While not extensive, these incentives will be periodically reviewed and others may be added over time. GFSS (through the Active Transportation Plan and Long-Term Transit Plan) is anticipated to examine facilities for active commuters and means to increase transit ridership.
Work with the provincial government to reinstitute rail service between Saskatoon and Regina given the growth (and desired future growth) of both cities.	Moving Around, Economic Diversity and Prosperity	This issue hasn't been discussed recently, but would be better led at a provincial level.
Develop innovative parking policies and techniques (e.g. downtown parking permits; graduated parking fees dependent on location, time of day, and vehicle type; etc.).	Moving Around, Asset and Financial Sustainability	A new Comprehensive Downtown Parking Strategy is being developed. The City has recently contracted a qualified parking consultant and formed a steering committee to look at how Saskatoon can provide better parking options in the short-, medium-, and long-term in the city centre area (downtown plus Broadway, Riversdale, and City Park to Queen Street). The study will be wrapped up in late 2015, and recommendations will be presented to City Council.
Introduce new full-cost price mechanisms for infrastructure (e.g. toll bridges, road use taxes).	Moving Around, Asset and Financial Sustainability	A Financing Growth Study is underway and nearing completion. By early 2015, City Council will receive the results of this study which looks at innovative and best-practices for funding future growth as part of the Growth Plan to 500,000.
Provide greater fiscal transparency on the moneys spent on transportation infrastructure, including the variance between amounts spent on automobiles compared to other forms of transportation.	Moving Around, Asset and Financial Sustainability	Fiscal transparency is provided each and every year in the City's annual Operating and Capital Budget processes. Full public review and disclosure is provided and all decisions are made publicly. If any individual, group, or organization wishes to undertake a further analysis dealing with the comparison between expenditures for private and public transportation, they may do so.
Design communities as "urban centres" that provide adequate public amenities, complete streets, and a variety of housing types.	Sustainable Growth, Quality of Life	Saskatoon's current development standard is to develop "comprehensive" and complete neighbourhoods. The latest neighbourhood designs include employment areas, shopping, and a wide variety of housing and lot configurations, including affordable housing. The GFSS project includes development of a Complete Streets Policy as a component of the project scope.
Initiate, celebrate, and examine the results of innovative transportation pilot projects. Evaluate the potential for these projects to be implemented on a greater scale.	Moving Around	A physically separated Bikeway Demonstration Project has been proposed and may be implemented in May 2015, subject to City Council approval. Also in 2015, the City will complete an Active Transportation Plan, which may include other demonstrations.
Adopt new technologies for efficiency and effectiveness (e.g. GPS, smart phone apps, electric car plug-ins, lane switches, social marketing).	Environmental Leadership, Moving Around	The City is preparing for the unveiling of a new corporate website which will feature a variety of digital initiatives and social marketing. An opendata platform is being implemented as well, which will allow for Transit GPS and smart phone apps to be developed with ease.

RECEIVED

7000-1

JAN 12 2015

CITY CLERK'S OFFICE
SASKATOON

From: Robert Clipperton <robert.clipperton@gmail.com>
Sent: January 11, 2015 5:05 PM
To: Web E-mail - City Clerks
Cc: Clark, Charlie (City Councillor); Clark, Charlie (External); Cameron McMillan
Subject: Request to Speak to SPC on Transportation - Attention City Clerk's Office

Greetings:

I would like to request to be put on the agenda to speak to the Standing Policy Committee on Transportation at the meeting on Monday, January 12, 2015. My name is Robert Clipperton and I will be speaking on behalf of the organization Bus Riders of Saskatoon in regards to agenda item 6.2.1 Urban Transportation and Design: Getting Where We Need to Go - Conference Recommendations.

Thank you.

Robert Clipperton
306-381-9764



STANDING POLICY COMMITTEE ON ENVIRONMENT, UTILITIES AND CORPORATE SERVICES

Capital Project No.634 – North Swale Hydrogeological Investigation – Award of Engineering Services

Recommendation of the Committee

1. That the proposal for engineering services, submitted by Tetra Tech EBA Inc., for the hydrogeological and wetland investigation of the North Sector Swale and adjacent area, on a time and expense basis, at an estimated cost of \$124,711.91 (including GST and PST), be accepted; and
2. That the City Solicitor be requested to prepare the appropriate agreement and that His Worship the Mayor and the City Clerk be authorized to execute the agreement under the Corporate Seal.

History

At the January 12, 2015 Standing Policy Committee on Environment, Utilities and Corporate Services meeting, a report of the General Manager, Transportation and Utilities Department dated January 12, 2015 was considered.

Attachment

January 12, 2015 Report of the General Manager, Transportation and Utilities

Capital Project #634 – North Sector Swale Hydrogeological Investigation – Award of Engineering Services

Recommendation

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

1. That the proposal for engineering services, submitted by Tetra Tech EBA Inc., for the hydrogeological and wetland investigation of the North Sector Swale and adjacent area, on a time and expense basis, at an estimated cost of \$124,711.91 (including GST and PST), be accepted; and
2. That the City Solicitor be requested to prepare the appropriate agreement and that His Worship the Mayor and the City Clerk be authorized to execute the agreement under the Corporate Seal.

Topic and Purpose

The purpose of this report is to request City Council approval of the award of engineering services to provide the hydrogeological and wetland investigation of the future development area surrounding the North Sector Swale.

Report Highlights

1. There is a need to investigate the soil, groundwater, and surface water conditions in the North Sector future development area, north of the current Marquis Industrial Area.
2. A Request for Proposal (RFP) was posted on Sasktenders asking for consulting services to conduct this investigation and provide a report summarizing and interpreting the findings.
3. Based on a systematic evaluation, the proposal from Tetra Tech EBA Inc. (Tetra Tech) was rated the highest based on scope-of-work and cost estimates.

Strategic Goals

The recommendations in this report support the Strategic Goals of Asset and Financial Sustainability and Sustainable Growth as work completed under this contract will ensure that necessary hydrogeological and environmental information is available prior to the development of land surrounding the swale in the North Sector Industrial Area. It also supports Environmental Leadership as this study will assess wetlands within the area and provide a wetland mitigation plan.

Background

The North Sector future development area is located north of the Marquis Industrial Area, which is currently under development. To assist the designers in providing a high quality, sustainable development, it has become standard engineering practice to conduct a detailed hydrogeological study. A wetland mitigation plan is also required to

ensure the development is in compliance with the City of Saskatoon Council Policy C09-041 - Wetland Policy.

Report

The City is in the preliminary stages of developing the future industrial area north of the existing Marquis Industrial Area, as shown within the red border in Attachment 1. Engineering and Planning of Saskatoon Water is proposing a sanitary sewer trunk extension through the North Sector Swale; a wetland complex that runs from 71st Street East to beyond Wanuskewin Road. In addition, three quarter sections were recently added to the project as an optional area. These quarters are adjacent to the larger study site and are within the yellow border in Attachment 1. A separate quote has been provided for this option.

A detailed hydrogeological and wetland investigation study will provide valuable information such as depth of water table, confined aquifers, soil properties, and current environmental conditions. This study will also include a wetland mitigation plan and information needed to determine best construction methods for crossing the North Sector Swale with underground utilities. The results of this investigation will provide a baseline to which the City can measure environmental impact of development activities.

An RFP was posted on Sasktenders asking for consulting services to conduct a hydrogeological and wetland study of this area. After a systematic evaluation of seven proposals, Tetra Tech rated the highest based on scope-of-work and cost estimates.

The Administration recommends that the City enter into an Engineering Services Agreement with Tetra Tech to complete the hydrogeological and wetland study for the North Sector Swale area, including the optional area.

Options to the Recommendation

The Tetra Tech proposal meets the expectations of the Administration and is within budget including the optional area. The optional area may be excluded at a savings of \$8,845.53(including GST and PST), but this area will have to then be investigated at a future date.

Communication Plan

This project will impact primarily the owners and lessees of land in the investigation area. The Project Manager will coordinate communication with them through Saskatoon Land. Results of the investigation will be available upon request for any interested stakeholders.

Financial Implications

The proposal from Tetra Tech was priced on a time and expense basis, at an estimated cost of \$124,711.91 (including GST and PST). The estimated net cost to the City for engineering services would be as follows:

Capital Project #634 – North Sector Swale Hydrogeological Investigation – Award of Engineering Services

Base Fee	\$ 98,108.06
Optional Area Fee	8,246.80
PST	2,403.82
GST	5,317.74
Contingency 10%	<u>10,635.49</u>
Total Fee	\$124,711.91
Less GST Rebate	<u>(5,317.74)</u>
Net Cost to City	<u>\$119,394.17</u>

The contingency funds would be used in the event that additional testing is deemed necessary to provide an accurate investigation of the area. The exact recommendation on the final number of testing boreholes cannot be determined until the testing is in progress.

Adequate funding for this project has been approved under Capital Project #634 – Land Development - North Industrial – Servicing.

Environmental Implications

The completion of this project will provide important environmental baseline data to establish pre-development conditions. All testing will be conducted according to industry standards that prevent any contamination of the test holes and site. The wetland mitigation plan will ensure development of the area is in compliance with the City of Saskatoon Council Policy C09-041 Wetland Policy.

Other Considerations/Implications

There are no public and/or stakeholder involvement, policy, privacy, or CPTED implications or considerations.

Due Date for Follow-up and/or Project Completion

The final project report is due November 13, 2015.

Public Notice

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

Attachment

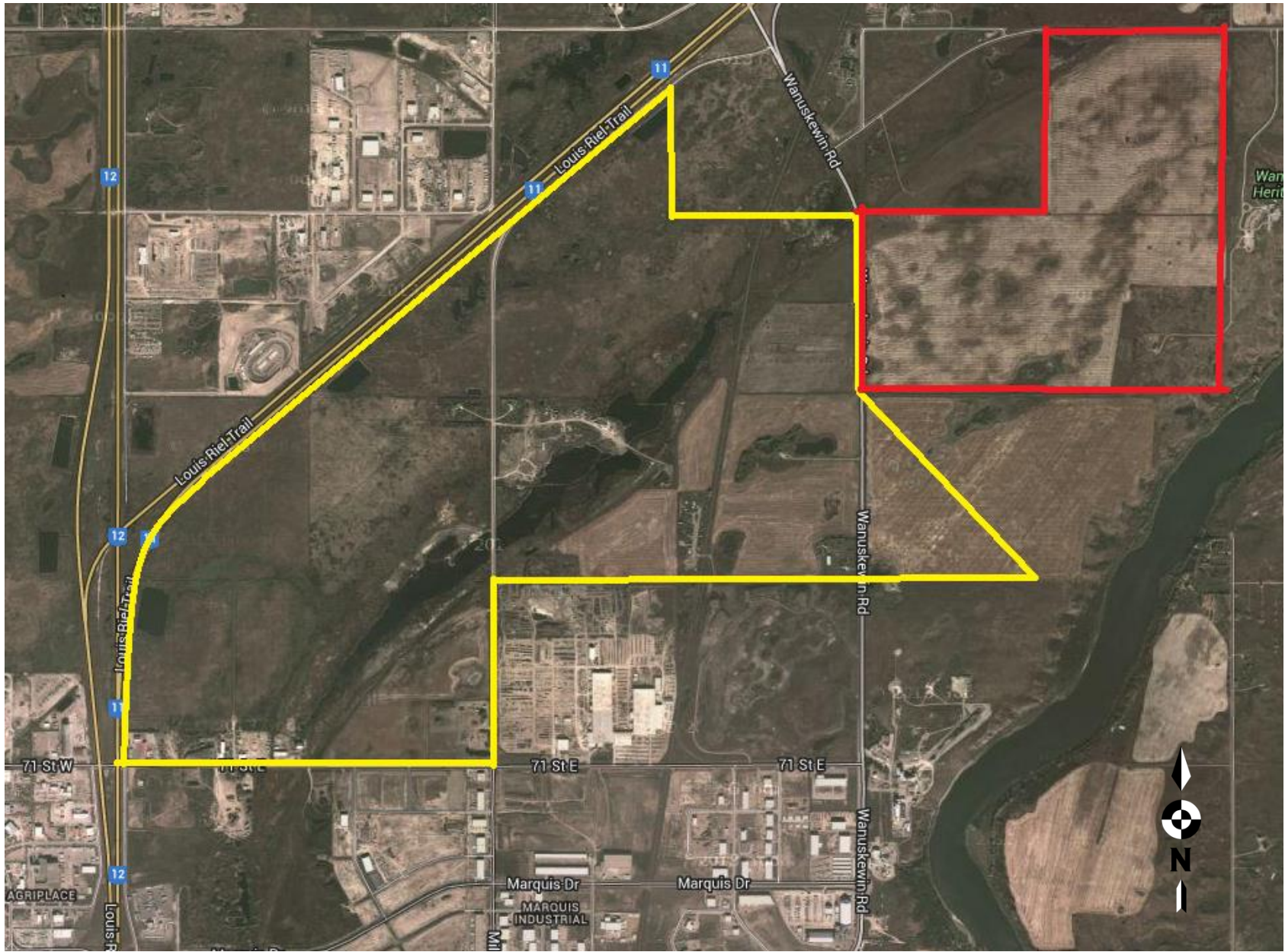
1. North Sector Swale Development Area

Report Approval

Written by: Anna Cole, Design Engineer, Engineering and Planning
Reviewed by: M. Nisar Khan, Senior Design Engineer, Engineering & Planning
AJ McCannell, Manager, Engineering & Planning
Reid Corbett, Director of Saskatoon Water
Approved by: Jeff Jorgenson, General Manager, Transportation & Utilities
Department

EUCS AC – AES - North Sector Swale Hydrogeological Investigation Project

North Sector Swale Development Area





STANDING POLICY COMMITTEE ON ENVIRONMENT, UTILITIES AND CORPORATE SERVICES

Inquiry – Councillor P. Lorje (August 21, 2014) Implementation of Ban or Control Measures for Plastic Bags

Recommendation of the Committee

That the information be received.

History

At the January 12, 2015 Standing Policy Committee on Environment, Utilities and Corporate Services meeting, a report of the General Manager, Corporate Performance Department dated January 12, 2015 was considered.

Attachment

January 12, 2015 Report of the General Manager, Corporate Performance

Inquiry – Councillor P. Lorje (August 21, 2014) Implementation of Ban or Control Measures for Plastic Bags

Recommendation

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

That the information be received.

Topic and Purpose

The purpose of this report is to provide information on control measures used by other Canadian Municipalities for reducing the use of single-use plastic bags and discuss the environmental and financial implications associated with single-use plastic bags in Saskatoon.

Report Highlights

1. A review of the experiences in other communities shows there are mixed results for those municipalities that have banned single-use plastic bags or implemented a pay-per-bag system.
2. The Administration proposes to further review the idea of implementing control measures for disposable plastic bags in the context of controls for other types of waste in Saskatoon.

Strategic Goals

The information provided in this report supports the four-year priority to reduce the rate and volume of waste sent to the landfill under the Strategic Goal of Environmental Leadership.

Background

On August 21, 2014 Councillor P. Lorje made the following inquiry:

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

Report

Experiences from Other Municipalities

Research shows that the most common control measures used to reduce the number of plastic bags in a community are outright bans, fees charged by the municipality to all retailers distributing plastic bags, and education campaigns.

The Earth Policy Institute tracks plastic bag bans internationally and produces an interactive map available at http://www.earth-policy.org/plan_b_updates/2014/update123 showing the various policy tools used to control for plastic bags across the globe. Several Canadian provinces (Ontario, Quebec, and Northwest Territories) have adopted measures to reduce the use of plastic bags. Canadian municipalities known to have policies to limit the distribution of single-use plastic bags include Leaf Rapids and Thompson (MB), the Regional Municipality of Wood Buffalo (MB), and Fort McMurray (AB). Toronto briefly introduced and then cancelled a plastic bag tax.

From the in-depth research findings available for Thompson, Manitoba and Wood Buffalo Regional Municipality, the cost of enforcement associated with a ban can be very high. For example, in Wood Buffalo the estimated costs of implementing their ban was approximately \$200,000 (including enforcement and a public awareness campaign).

While bans in these communities were supported by residents, surveys indicate other concerns have also been raised including:

- Increased cost of reusable bags to both retailers and residents
- Reusable bags being thrown away
- Costs associated with the purchase of plastic bags for household garbage

Of note, the Saskatchewan Association of Rural Municipalities (SARM) is currently lobbying the provincial government for an outright ban of plastic shopping bags in Saskatchewan. Administration will continue to follow and report on local initiatives surrounding reducing plastic bag use.

Implementing Controls in Saskatoon

This issue has been considered by City Council in the past. In 2007 and 2008, Councillors Penner and Lorje brought inquiries to City Council on potential control measures for disposable plastic bags. In response, City Council accepted a report on July 30, 2008, outlining the priorities and phases of the Saskatoon Waste and Recycling Plan (SWARP). The report suggests that since plastic bags only constitute 0.5% of municipal waste, the City should prioritize reducing types of waste that are both easier to enforce and that make up a larger portion of the waste stream (such as paper and cardboard).

More recently, on May 28, 2012 City Council accepted a report from the Saskatoon Environmental Advisory Committee (SEAC). The report recommended that the City not proceed in implementing a plastic bag ban at that time, but instead consider an educational campaign on the negative environmental impacts of plastic bag pollution. City Council accepted the report as information.

The Administration is completing a comprehensive review of what other municipalities in Canada are doing with respect to Landfill bans and control measures for various types of waste and plans to report the results of this review in the first quarter of 2015. More

information about the potential to use control measures for plastic bags will be provided as part of that report.

Financial Implications

The cost associated with cleaning up wind-blown litter around the Landfill is estimated to be \$45,000 per year using a typical work force. However, an urban work crew was also employed in the spring of 2014 for three days to clean up litter at no cost.

Administration does not have detailed cost estimates for the specific clean-up of plastic bags but notes that \$735,000 are spent annually to address illegal dumping and litter issues within the community.

Environmental Implications

The specific impact of disposable plastic bags on Saskatoon's environment is unknown; however, plastic bags are known to be environmentally problematic, especially when allowed to enter aquatic systems. Plastic bags require a significant amount of energy in their manufacture and are typically only used once before entering the Landfill. Additionally, these bags take nearly 1000 years to break down into organic matter. In many cases, they do not break down entirely, but instead into smaller pieces that leach chemical components as they age. Single-use plastic bags also pose a threat to surrounding eco-systems including wildlife; additionally, litter produced from the bags is visually unappealing.

Other Considerations/Implications

There is no public/stakeholder, communications, policy, privacy or CPTED implications or considerations.

Due Date for Follow-up and/or Project Completion

The Administration will report the results of a comprehensive review of control measures for various types of waste in early 2015.

Public Notice

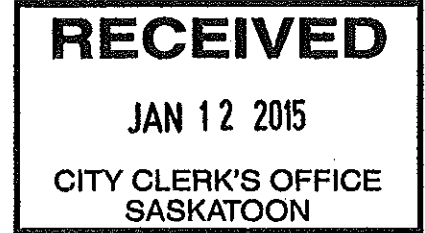
Public Notice pursuant to Section 3 of Policy No. C01-021, Public Notice Policy, is not required.

Report Approval

Written by: Rebecca Anderson, Research Assistant
Reviewed by: Amber Jones, Manager of Education and Environmental Performance
Brenda Wallace, Director of Environmental & Corporate Initiatives
Michelle Jelinski, Environmental Operations Manager, Public Works
Approved by: Catherine Gryba, General Manager, Corporate Performance Department

7830-5

From: CityCouncilWebForm
Sent: January 12, 2015 1:28 PM
To: City Council
Subject: Write a Letter to City Council



TO HIS WORSHIP THE MAYOR AND MEMBERS OF CITY COUNCIL

FROM:

Lyle Bolen
2925 Cumberland Avenue S.
Saskatoon, Saskatchewan
S7J2A7

EMAIL ADDRESS:

lylebolen@sasktel.net

COMMENTS:

Re: recent discussions about banning plastic shopping bags. While removing plastic from the landfill is a desirable goal, if the city continues to insist residents bag all garbage, I don't see how banning plastic shopping bags will have much impact. People like me who reuse shopping bags for their garbage will simply be forced to buy more bags to hold our garbage! The real answer is to require everyone to use biodegradable bags.



EXECUTIVE COMMITTEE

Firefighters' Pension Fund Trustees – December 31, 2012 Actuarial Valuation

Recommendation of the Committee

That the information be received.

History

At the January 19, 2015 meeting of Executive Committee, a communication from Mr. Rob Hogan, Chair, Firefighters' Pension Fund Trustees, was considered regarding the above and received as information.

Attachment

Letter from Rob Hogan, Chair, Firefighters' Pension Fund Trustees dated January 6, 2015

January 6, 2015

His Worship the Mayor and Members of City Council
(Executive Committee)

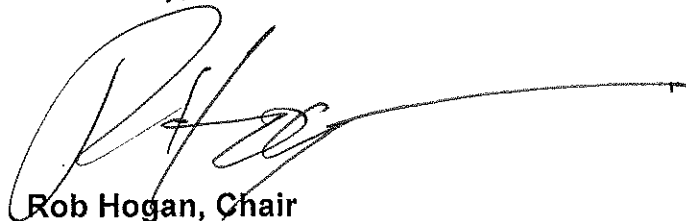
Dear Your Worship and Councillors:

**Re: Firefighters' Pension Fund Trustees
December 31, 2012 Actuarial Valuation
(File No. CK. 4730-4-2)**

The Firefighters' Pension Fund Trustees advises City Council of the filing of the December 31, 2012 Actuarial Valuation Report. Enclosed with this letter is a copy of the Actuarial Valuation Report on the City of Saskatoon Fire and Protective Services Depart Superannuation Plan as at December 31, 2012. The report and the accompanying Actuarial opinion were prepared by Aon Hewitt Inc. and have been filed with the Financial and Consumer Affairs Authority (Superintendent of Pensions).

On December 18, 2013, a Memorandum of Agreement (MOA) was signed between the City of Saskatoon and the Saskatoon Professional Fire Fighters Union agreeing to jointly review the current plan design with the aim to develop and implement a long-term sustainable benefit structure by no later than December 31, 2015, supported by City and employee contribution rates of 9.0% of earnings. Given the nature of this agreement, the Board of Trustees has elected to set the margin level at 5%, which is at the low end of the margin range within the Plan's funding policy. A copy of the MOA is attached for information.

Yours truly,



Rob Hogan, Chair
Firefighters' Pension Fund Trustees

SB

Attachments



Actuarial Valuation Report on the
City of Saskatoon Fire and
Protective Services Department
Superannuation Plan as at
December 31, 2012

Registration Number 0308262

December 23, 2013



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Executive Summary

An actuarial valuation has been prepared as at December 31, 2012 for the primary purposes of determining the financial position of the Plan on both a going concern and a solvency basis and assessing the adequacy of the Plan's fixed rate contribution schedule. This section provides an overview of the important results and the key inputs to the valuation process. The next actuarial valuation should be performed no later than as at December 31, 2015.

Summary of Valuation Results

	December 31, 2012		December 31, 2009	
	Going Concern (\$)	Solvency (\$)	Going Concern (\$)	Solvency (\$)
Assets	\$ 169,031,000	\$ 134,884,000	\$ 163,205,000	\$ 109,940,000
Liabilities	<u>185,673,000</u>	<u>204,902,000</u>	<u>163,205,000</u>	<u>130,075,000</u>
Surplus (Deficit)	\$ (16,642,000)	\$ (70,018,000)	\$ -	\$ (20,135,000)
Funded / Solvency ratio	0.91	0.60	0.97	0.83

Contribution Requirements

Considering the funded status of the Plan, and subject to CRA approval with respect to permitted employee contribution amounts, the total minimum employee and employer contributions would need to be equal to 15.4% of pensionable earnings for 2013 and 21.8% of pensionable earnings per annum commencing on January 1, 2014. It is noted that, despite the Plan having a solvency deficiency at December 31, 2012, the requirement to make special payments to fund this deficit no longer applies to the Plan following the proclamation of the Pension Benefits Amendment Regulations, 2013 on June 25, 2013.

Executive Summary

Basic Membership Information as at December 31, 2012

	Deferred		
	Active Members	Pensioners & Inactive	Pensioners & Survivors
Percentage of going concern liabilities	62.52%	0.10%	37.38%
Percentage of solvency liabilities	55.60%	0.15%	44.25%
Number	325	2	207
Average age (years)	42.3	44.6	73.0
Average earnings/lifetime pension	\$102,302	\$9,325	\$31,948

Key Assumptions

The principal assumptions to which the valuation results are most sensitive are outlined in the following table.

	Current Valuation	
	Best Estimate	Solvency
Discount Rate	6.65%	Annuity purchases: 3.0% Transfers: 2.4% for first 10 years, 3.6% thereafter
Inflation Rate	2.5%	Implicit in discount rates
Earnings increase base rate	2013: 5.18% 2014: 3.10% 2015: 3.00% 2016: 3.00% 3.5% thereafter	n/a
Mortality Table	UP94@2022	UP94 Generational
Retirement Rates	<u>Age</u> 50 to 54 2.5% 55 10% 56 to 59 2.5% 60 100%	Age 60

Executive Summary

Summary of Recommendations

- 1) In absence of any changes to current benefits, the employee and employer should make contributions (i.e. current service cost plus special payments) that are at least equal to 15.4% of pensionable earnings for 2013 and 21.8% of pensionable earnings for the period from January 1, 2014 until the next funding recommendation is certified.

Note that the above contribution recommendations are subject to CRA approval with respect to permitted employee contribution amounts.

- 2) The next actuarial valuation for the purpose of developing a funding recommendation should be performed no later than December 31, 2015.

Respectfully Submitted,
Aon Hewitt Inc.



Troy Milnthorp, FSA, FCIA
Associate Partner



Johanani Schmuecker, ASA, ACIA
Consultant

Section 1: Introduction

Purpose and Terms of Engagement

We have been engaged by the Board of Trustees (the "Board") for the City of Saskatoon Fire and Protective Services Department Superannuation Plan (the "Plan") to conduct an actuarial valuation of the Plan as at December 31, 2012 for the purposes of:

- determining the going concern financial position of the Plan as at December 31, 2012;
- determining the solvency position of the Plan as at December 31, 2012;
- determining the current service cost for 2013, and;
- determining the rule to be used to determine the current service cost for the Plan years after 2012 and prior to the certification of the next actuarial funding recommendation; and
- providing the necessary actuarial funding recommendation under the *Pension Benefits Act, 1992 (Saskatchewan)* (the "Act") and the *Income Tax Act*.

As per our engagement, we have summarized the results of this actuarial valuation along with ensuing opinions and recommendations in this report to the Board. The results of this report may not be appropriate for accounting purposes, or any other purpose not listed above.

While we have been engaged by the Board to conduct this actuarial valuation, we note that the users of our work may well extend to parties external to the Board, notably the provincial and federal pension regulators and the Plan members. Out of respect for the Board's confidentiality, however, we will not communicate the terms of our engagement or results of our work with such other users unless so directed by the Board.

Summary of Changes since the Last Valuation

The last actuarial valuation report and corresponding funding recommendation that was filed under the *Act* and the *Income Tax Act* was prepared as at December 31, 2009 and dated September 13, 2010. The results in this report have been reconciled with the results from that previous report.

Section 1: Introduction

Since the date of the previous valuation as at December 31, 2009 and up until the current valuation date of December 31, 2012, the following changes have taken place:

- The Plan was amended, as per Bylaw No. 9033, effective February 29, 2012 to provide:
 - members returning from a leave of absence with the ability to buy back the leave of absence service after one year of returning to work; and
 - members with a one-time window to buy back prior service.
- The going-concern and solvency assumptions and methods used to prepare the results as at December 31, 2012 have changed from those used as at December 31, 2009. Details on the assumptions can be found in Appendix C. Note that one of the key changes in the going-concern basis as at December 31, 2012 is the adoption of a going-concern basis that uses best estimate assumptions with the provision for adverse deviation (i.e. margin for conservatism) being established as an explicit dollar reserve rather than as margins in the going-concern assumptions.
- On June 25, 2013, The Pension Benefits Amendment Regulations, 2013 were proclaimed which impacts the minimum prescribed funding requirements for the Plan as at December 31, 2012. Specifically, these amendments provide for the following:
 - the legislated requirement to fund solvency deficiencies no longer applies to the Plan;
 - going-concern deficits must be amortized over at most a 10-year period; and
 - the valuation report must continue to disclose certain information relating to solvency.

While this regulatory change occurred subsequent to the valuation date and is technically a subsequent event, its retroactive application to December 31, 2012 impacts the Plan at the valuation date and consequently must be reflected in the results of this valuation.

Information and Inputs

In order to prepare our valuation, we have relied upon the following information:

- Asset data as at December 31, 2012 taken from the Plan's audited financial statements obtained from the City of Saskatoon (City), as summarized in Appendix A;
- Membership data as at December 31, 2012 obtained from the City, as summarized in Appendix B;
- Plan text up to and including Bylaw No. 9033 as summarized in Appendix E;
- Information concerning events subsequent to the effective date of the valuation and prior to the date of this report as identified below.

Section 1: Introduction

Furthermore, our actuarial assumptions and methods have been chosen to reflect our understanding of the funding objectives that have been established for the Plan with due respect to accepted actuarial practice and regulatory constraints.

Subsequent Events

On June 25, 2013, *The Pension Benefits Amendment Regulations, 2013* were proclaimed which impacts the minimum prescribed funding requirements for the Plan as at December 31, 2012.

Effective December 19, 2013, a tentative agreement between the parties was reached which resulted in general salary increases equal to: 3.1% in 2011, 4.0% in 2012, 5.1% in 2013, 3.1% in 2014, 3.0% in 2015 and 3.0% in 2016. These amounts have been reflected in the financial position of the Plan as at December 31, 2012.

Apart from the above listed events, we have not been made aware of any subsequent events as at the date of this report which would have an effect on the results of this valuation. However, the following points should be noted in this regard:

- Actual experience deviating from expected since December 31, 2012 to the date of this report, will result in gains or losses.
- To the best of our knowledge, the results contained in this report are based on the regulatory and legal environment in effect at the date of this report and do not take into consideration any potential changes that are currently the subject of debate, review and / or court appeal. To the extent that actual changes in the regulatory and legal environment transpire, any financial affect on the Plan as a result of such changes will be reflected in future valuations.
- The Canadian Institute of Actuaries (CIA) is currently conducting a study of Canadian mortality levels and trends. While the study is not yet complete, the researchers have communicated that the study's preliminary results are suggesting that:
 - the widely used 1994 Uninsured Pensioner (UP94) mortality table together with generational improvements as per Scale AA overstates Canadian experience; and
 - more rapid improvements in mortality have been observed than suggested by the widely used AA improvement scale.

As at the date of this report, the CIA has released a draft report on its research. The initial findings contained in this report suggest that the Plan's liabilities would likely increase by a material amount at the next valuation.

Section 2: Going Concern Results

Going Concern Financial Position of the Plan

The financial position of the Plan on a going concern basis is measured by comparing the actuarial value of assets to the actuarial value of liabilities assuming the Plan continues indefinitely but with no new members. The difference between the actuarial value of assets and liabilities is a funding excess or surplus if positive and an unfunded liability if negative.

The going concern actuarial position of the Plan as at December 31, 2012 using the attained age actuarial cost method is summarized in the following table. For comparison purposes, the results as at December 31, 2009 are also shown. Further information concerning the asset data and assumptions, membership data, assumptions and methods used to determine the going concern actuarial position, and Plan provisions that have been valued, is contained in the Appendices.

	December 31, 2012	December 31, 2009
Assets		
Market value of invested assets	\$ 122,977,000	\$ 108,196,000
Actuarial smoothing adjustment	<u>(2,518,000)</u>	<u>10,820,000</u>
Actuarial value of assets	\$ 120,459,000	\$ 119,016,000
Present value of future employee current service contributions ¹	24,286,000	22,094,500
Present value of future employer current service contributions ²	<u>24,286,000</u>	<u>22,094,500</u>
Total assets	\$ 169,031,000	\$ 163,205,000
Actuarial Liabilities		
Liability for service accrued to the valuation date for active members	\$ 71,039,000	\$ 62,930,000
Future liability for active members	40,219,000	39,059,000
Pensioners and survivors	66,011,000	61,105,000
Deferred pensioners	184,000	111,000
Transfer deficiency holdbacks	76,000	0
Provision for adverse deviations ³	<u>8,144,000</u>	<u>n/a</u>
Total actuarial value of liabilities	\$ 185,673,000	\$ 163,205,000
Assets over Liabilities	\$ (16,642,000)	\$ 0
Contingency reserve	<u>0</u>	<u>0</u>
Surplus/(Unfunded Liability)	\$ (16,642,000)	\$ 0

¹ Equal to the present value of fixed rate employee contributions of 7.7% of pensionable earnings for all future years of service for the current membership.

² Equal to the present value of fixed rate employer contributions of 7.7% of pensionable earnings for all future years of service for the current membership.

³ An explicit provision for adverse deviation of 5% has been included in the going-concern financial position as at December 31, 2012. While there was no explicit provision for adverse deviations in the December 31, 2009 valuation, the assumption basis included an implicit provision for adverse deviations.

Section 2: Going Concern Results

Change in Financial Position

During the period from December 31, 2009 to December 31, 2012, the going concern financial position of the Plan, before contingency reserve, changed from a nil surplus to an unfunded liability of \$16,642,000. The major components of this change are summarized in the following table:

Surplus/(Unfunded Liability) at December 31, 2009	\$ 0
• Removal of implicit margins	<u>9,006,000</u>
Best Estimate (BE) Surplus/(Unfunded Liability) at December 31, 2009	\$ 9,006,000
• Expected interest on surplus/(unfunded liability)	<u>1,971,000</u>
Expected BE Surplus/(Unfunded Liability) at December 31, 2012	\$ 10,977,000
Gains and losses in the inter-valuation period:	
• Return on actuarial value of assets less than expected	(15,755,000)
• Loss on salary increases greater than expected	(735,000)
• Gain due to new entrants	1,565,000
• Gain due to pensioner mortality different than expected	535,000
• Loss due to active decrement experience	(612,000)
• Increase in 50% excess due to contribution increase	(693,000)
• Change in best estimate assumptions	(3,868,000)
• Miscellaneous gains/(losses)	<u>88,000</u>
BE Surplus/(Unfunded Liability) at December 31, 2012	\$ (8,498,000)
• Addition of 5% provision for adverse deviations	<u>(8,144,000)</u>
Surplus/(Unfunded Liability) at December 31, 2012	\$ (16,642,000)

The nil surplus as at December 31, 2009 was calculated using a going-concern assumption basis that contained implicit margins. In order to be consistent with the going-concern basis and methodology used as at December 31, 2012, the gain/loss analysis was calculated under the best estimate assumption basis. The going-concern surplus using the best estimate assumptions as at December 31, 2009 was \$9,006,000.

Section 2: Going Concern Results

Going Concern Valuation Sensitivity Results

In accordance with the Canadian Institute of Actuaries Standards of Practice specific to pension plans that became effective December 31, 2010, the table below presents the sensitivity of the going concern liabilities and the total current service cost of using a discount rate 1% lower than that used for the going concern valuation.

	Valuation Basis December 31, 2012	Based on Rate of 1% Lower	Effect	
			\$	%
Going concern liabilities	\$ 185,673,000	\$ 219,129,000	\$ 33,456,000	18.0%
Current service cost	\$ 4,354,000	\$ 5,640,000	\$ 1,286,000	29.5%

Note that using a discount rate 1% higher than that assumed would result in a comparable reduction in the Plan's going concern liabilities and current service cost.

Section 3: Solvency Results

Solvency Financial Position of the Plan

The solvency valuation is a financial assessment of the Plan that is required by the *Act* and is performed in accordance with requirements prescribed by the *Act*. It is intended to provide an assessment of the Plan's financial position at the valuation date on the premise that the obligations of the Plan are settled on the valuation date for all members.

The financial position of the Plan on the solvency basis is measured by comparing the market value of the assets with the actuarial liability for benefits earned for service up to the valuation date assuming the Plan is being terminated on the valuation date. Presented below is the financial position of the Plan determined on the solvency basis as at December 31, 2012. For comparison purposes, the results as at December 31, 2009 are also shown. Further information concerning the asset data and assumptions, membership data, assumptions and methods used to determine the solvency position, and Plan provisions that have been valued, is contained in the Appendices.

	December 31, 2012	December 31, 2009
Assets		
Market value	\$ 122,977,000	\$ 108,196,000
Present value of 5 years of special payments	12,107,000 ⁴	1,944,000
Provision for wind-up expenses	<u>(200,000)</u>	<u>(200,000)</u>
Total	\$ 134,884,000	\$ 109,940,000
Actuarial Liabilities		
Actuarial present value of benefits for:		
• Active members	\$ 113,739,000	\$ 58,969,000
• Pensioners and survivors	90,859,000	70,962,000
• Deferred pensioners	228,000	144,000
• Transfer deficiency holdbacks	<u>76,000</u>	<u>0</u>
Total	\$ 204,902,000	\$ 130,075,000
Excess Assets/(Solvency Deficiency)	\$ (70,018,000)	\$ (20,135,000)

⁴ Represents present value of 5 years of unfunded liability payments.

Section 3: Solvency Results

It is important to note that the plan's solvency position is highly sensitive to a number of factors, notably:

- changes in the Government of Canada bond yield curve upon which the prescribed discount rate for computing commuted values is based;
- changes in the basis used by commercial insurers to price annuities;
- increases in pensionable earnings; and
- the rate at which active members fall into the category where they are assumed to have their plan termination obligation settled by the way of annuity purchase.

Consequently, the plan's solvency position can change significantly (both positively and negatively) within any given time frame.

Notional Solvency Contributions

Generally, when a solvency deficiency exists, the Act prescribes that special contributions be made to amortize the solvency deficiency over, at most, five years. However, as the Plan is classified as a "Specified Plan" under the Act these solvency funding requirements do not apply and consequently no such additional funding is required. Regardless, the Act does require disclosure of the minimum special contributions that would be required if the Plan was not a Specified Plan.

To this end, if the Plan was not a Specified Plan, the minimum special contributions required to amortize the Plan's solvency deficiency of \$70,018,000 in accordance with the Act would be \$1,239,000 per month paid at the end of each month from January, 2013 through December, 2017.

Solvency Ratio

The solvency ratio is the lesser of 1.0 or the ratio of the solvency assets (excluding the present value of special payments) to the solvency liabilities. If the solvency ratio is less than 1.0, certain conditions and restrictions, as prescribed by the Act, must be applied to the transfer of the commuted value of benefits from the Plan. Essentially, a transfer equal to the solvency ratio times the total commuted value can be made. The residual amount cannot be transferred out until either:

- a) a special payment (over the amounts being paid in to the plan to amortize the solvency deficiency) in the amount of the residual has been made to the plan;
- b) a subsequent valuation of the Plan discloses a solvency ratio of 1.0; or
- c) five years have elapsed.

Section 3: Solvency Results

If the residual amount is less than 5% of the YMPE ($\$51,100 \times 5\% = \$2,555$ for 2013), then the above restrictions do not apply.

The solvency ratio is determined as follows:

	December 31, 2012
Market value of assets	\$122,977,000
Wind-up Expenses	<u>(200,000)</u>
Total solvency assets	\$122,777,000
Total solvency liabilities	\$204,902,000
Solvency Ratio	0.60

Solvency Valuation Sensitivity Results

In accordance with the Canadian Institute of Actuaries Standards of Practice specific to pension plans that became effective December 31, 2010, the table below presents the sensitivity of the solvency liabilities to using a discount rate of 1% lower than that used for the solvency valuation.

	Valuation Basis	Based on Rate of	Effect	
	December 31, 2012	1% Lower	\$	%
Solvency liabilities	\$204,902,000	\$244,044,000	\$ 39,142,000	19.1%

Note that using a discount rate 1% higher than that assumed would result in a comparable reduction in the solvency/hypothetical wind up liabilities.

Incremental Cost on a Solvency Basis

The incremental cost on a solvency basis represents the present value at December 31, 2012 of the expected aggregate change in the solvency liabilities between December 31, 2012 and the next calculation date, which is December 31, 2015. Appendix E gives more details on the calculation methodology and on assumptions.

Based on this methodology and on these assumptions, the incremental cost on a solvency basis, for the period from December 31, 2012 to December 31, 2015, is \$37,158,000.

Section 4: Contribution Requirements

Contribution Requirements

Contributions to the Plan must be sufficient to support adequate funding for:

- the cost of benefits on a going-concern basis in respect of service accruing after the valuation date (known as the current service cost); and
- shortfalls in trust assets that relate to past service benefits determined on a going-concern basis, amortized in accordance with the Pension Benefits Act.

Currently, the employees and the City are required to each contribute fixed rate contributions of 7.7% of pensionable earnings (15.4% in total). As per the Plan's provisions, should this level of contributions be insufficient to meet the plan's total funding needs (for both past and future service), then any additional contributions are to be shared equally.

The total contributions as a percent of pensionable earnings required to satisfy the Plan's funding needs is 15.4% for 2013 and, starting January 1, 2014, 21.8% on a going-concern basis. This amount is sufficient to cover both the current service costs and provide the additional contributions necessary so as to eliminate any unfunded liability relating to past service in the going-concern balance sheet. The total required contribution as a percent of pensionable earnings can be broken down as follows:

	2013		2014		2015	
	% of Pensionable Earnings	\$ Per Year	% of Pensionable Earnings	\$ Per Year	% of Pensionable Earnings	\$ Per Year
Current Service						
Members	7.7%	\$ 2,540,000	7.7%	\$ 2,619,000	7.7%	\$ 2,697,000
Employer	<u>5.5%</u>	<u>\$ 1,814,000</u>	<u>5.5%</u>	<u>\$ 1,871,000</u>	<u>5.5%</u>	<u>\$ 1,927,000</u>
	13.2%	\$ 4,354,000	13.2%	\$ 4,490,000	13.2%	\$ 4,624,000
Past service						
Members	0.0%	\$ 0	3.2%	\$ 1,088,000	3.2%	\$ 1,121,000
Employer	<u>2.2%</u>	<u>\$ 726,000</u>	<u>5.4%</u>	<u>\$ 1,836,000</u>	<u>5.4%</u>	<u>\$ 1,891,000</u>
	2.2%	\$ 726,000	8.6%	\$ 2,924,000	8.6%	\$ 3,012,000
Total						
Members	7.7%	\$ 2,540,000	10.9%	\$ 3,707,000	10.9%	\$ 3,818,000
Employer	<u>7.7%</u>	<u>\$ 2,540,000</u>	<u>10.9%</u>	<u>\$ 3,707,000</u>	<u>10.9%</u>	<u>\$ 3,818,000</u>
Total	15.4%	\$ 5,080,000	21.8%	\$ 7,414,000	21.8%	\$ 7,636,000
Estimated earnings		\$32,987,000		\$34,010,000		\$ 35,030,000

Section 4: Contribution Requirements

The following should be noted in relation to the above going-concern contribution rates:

- in the event that an updated funding recommendation is not prepared before January 1, 2016, the rule for determining the current service cost provided in the above table will continue to be appropriate for 2016;
- the contributions determined by applying these rates are payable monthly in arrears; and
- the employee contribution rates are subject to CRA approval with respect to permitted employee contribution amounts.

Contribution Requirements in Respect of Deficiencies

Contributions in addition to the fixed rate contributions of 15.4% are required in order to amortize the going-concern deficit over nine years as prescribed by the Pension Benefits Act. These additional contributions are equal to 6.4% of pensionable earnings, paid monthly in arrears over the period January 1, 2014 through December 31, 2022.

Since the plan is not subject to solvency funding rules under the Pension Benefits Act, no additional contributions are required other than those listed above.

Excess Surplus

The *Income Tax Act* prescribes the maximum going concern surplus (before contingency reserve) that may be retained by the Plan while employer contributions continue. In general, this maximum is defined as 25% of the going concern actuarial liability, including future service contribution deficiency. As at December 31, 2012, the maximum going-concern surplus (before contingency reserve) that can be retained while employer contributions continue was equal to \$34,275,000. Since the Plan has an unfunded liability as at December 31, 2012, there is no excess surplus.

Section 4: Contribution Requirements

Minimum Employer Contributions

Under applicable legislation, the minimum amount that an employer must contribute is equal to:

- The employer's fixed rate contribution; plus
- The employer's share of any special amortization payments required to amortize any going-concern unfunded liability over at most 10 years from the valuation date the unfunded liability first arose; less
- Where applicable, any portion of the going-concern surplus which is used to meet the employer's current service costs.

The employer contributions recommended in this valuation report are at least equal to the legislated minimum requirements.

Maximum Employer Contributions

Under applicable legislation, the maximum amount that an employer is allowed to contribute is equal to:

- The current service cost less the employee required contributions in respect of service accruing after the valuation date; plus
- The lump sum amount to eliminate any deficiencies that exist at the valuation date; less
- Any excess surplus as permitted.

The employer contributions recommended in this valuation report do not exceed the legislated maximum requirements.

Section 5: Actuarial Certificate

Actuarial Opinion, Recommendations and Certification for the City of Saskatoon Fire and Protective Services Department Superannuation Plan at December 31, 2012

Opinion

This actuarial certification forms an integral part of this report as at December 31, 2012. I confirm that I have prepared an actuarial valuation for the Plan as at December 31, 2012 for the purposes outlined in the Introduction section to this report and consequently:

I Recommend That:

1. Subject to CRA approval with respect to permitted employee contribution amounts, the employee and employer make total contributions of 15.4% of pensionable earnings for 2013 and total contributions of 21.8% of pensionable earnings starting January 1, 2014, until the certification of the next actuarial funding recommendation, as detailed in the following:

	2013		2014		2015	
	% of Pensionable Earnings	\$ Per Year	% of Pensionable Earnings	\$ Per Year	% of Pensionable Earnings	\$ Per Year
Total						
Members	7.7%	\$ 2,540,000	10.9%	\$ 3,707,000	10.9%	\$ 3,818,000
Employer	7.7%	\$ 2,540,000	10.9%	\$ 3,707,000	10.9%	\$ 3,818,000
Total	15.4%	\$ 5,080,000	21.8%	\$ 7,414,000	21.8%	\$ 7,636,000
Estimated earnings		\$ 32,987,000		\$ 34,010,000		\$ 35,030,000

2. The next actuarial valuation for the purpose of developing a funding recommendation be performed no later than as at December 31, 2015.

Section 5: Actuarial Certificate

I Certify That, in My Opinion:

1. With respect to the purposes of determining the Plan's financial position on a going concern basis as at the valuation date:
 - a) The Plan has a deficiency of 16,642,000 after taking into account future employee and employer fixed rate contributions of 15.4% of pensionable earnings. This position is based on total assets of \$169,031,000 and total liabilities of \$185,673,000. There is no excess surplus as defined by Section 147.2(2) of the Income Tax Act in the Plan at the valuation date.

2. With respect to the purpose of determining the Plan's financial position on a solvency basis:
 - a) The Plan has a solvency deficiency of \$70,018,000 as at the valuation date, determined as solvency assets of \$134,884,000 less solvency liabilities of \$204,902,000.
 - b) The solvency ratio is 0.60 at the valuation date.
 - c) The liabilities of the plan would exceed the plan's assets by \$82,125,000 if the Plan was terminated and wound-up as at the valuation date.

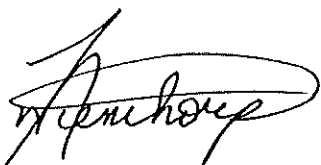
3. With the respect to the purpose of determining the Plan's funding requirements:
 - a) The Plan's going concern current service cost for the Plan year commencing January 1, 2013 is estimated to be 13.2% of pensionable earnings.
 - b) For the Plan year commencing January 1, 2013 and for each Plan year thereafter until the next actuarial valuation is certified, the Plan's going concern current service cost is determined as 13.2% of pensionable earnings for active members.
 - c) The portion of the employer's fixed rate contributions allocated to past service benefits is 2.2% of pensionable earnings for 2013 and 5.4% of pensionable earnings for 2014 and 2015.
 - d) A total contribution rate of 15.4% of pensionable earnings for 2013 and 21.8% of pensionable earnings commencing January 1, 2014 would be required in order to amortize the going-concern unfunded liability over a period of nine years.
 - e) The contributions as recommended in this report are expected to be sufficient to satisfy the Plan's funding requirements.
 - f) The employer contributions recommended in this report are eligible contributions under Section 147.2(2) of the Income Tax Act.

Section 5: Actuarial Certificate

4. For the purposes of the valuation:
 - The data on which this valuation is based are sufficient and reliable;
 - The assumptions used are, in aggregate, appropriate; and
 - The actuarial cost methods and the asset valuation methods used are appropriate.

5. This report and its associated work have been prepared, and my opinion given, in accordance with accepted actuarial practice in Canada and in compliance with the requirements outlined in subparagraphs 147.2(2)(a)(iii) and (iv) of the Income Tax Act.

6. Notwithstanding the above certifications, emerging experience differing from the assumptions will result in gains or losses that will be revealed in subsequent valuations.



Troy Milnthorp
Fellow, Society of Actuaries
Fellow, Canadian Institute of Actuaries

December 23, 2013

Appendix A: Assets

Trustee/Investment Manager

Contributions and benefit payments are invested in the Fire and Protective Services Department Superannuation Plan Fund. RBC Investor & Treasury Services is the custodian for the fund as at December 31, 2012. The investment of the assets is managed by various investment management firms.

This type of arrangement governs only the investment of the assets deposited into the trust fund and does not guarantee the benefits provided under the Plan or the costs of providing such benefits. Any excess income or, in fact, any other profit caused by the actual Plan experience varying from the actuarial assumptions will accrue to the fund. It is, of course, equally true that any losses due to variations of actual experience from the actuarial assumptions will emerge as a liability of the Plan, which will either cause a reduction in the surplus generated from other sources or require an increase in contributions to maintain the same benefit level.

Necessary asset data required for the valuation was taken from the Plan's audited financial statements provided by the City. The valuation included an examination of the asset data to test for general reasonableness, internal consistency, consistency with asset data provided in prior years, a comparison of the contributions and disbursements reported with those expected to be made, as well as a reconciliation with the previous valuation's asset data. These tests demonstrated that the asset data is sufficient and reliable for the purposes of the valuation.

Fund Values at December 31, 2012

Based on the Plan's audited financial statements received from the City, the composition of the fund is as follows:

	December 31, 2012		December 31, 2009	
	Market Value (\$000)	% of Total	Market Value (\$000)	% of Total
Accrued interest	420	0.34	296	0.27
Short Term	978	0.80	515	0.48
Fixed income	34,532	28.08	32,694	30.22
Equities *	87,615	71.24	75,184	69.49
Receivables less				
accounts payable	<u>(568)</u>	<u>(0.46)</u>	<u>(493)</u>	<u>(0.46)</u>
Total Fund	122,977	100.00%	108,196	100.00%

* Includes foreign equities.

Appendix A: Assets

Target Asset Mix

The long-term target asset mix for the Plan's invested assets as given in the Plan's Statement of Investment Policies and Procedures dated December 31, 2011 is as follows:

	% of Total
Canadian Equities	27%
U.S. Equities	14%
Non-North American Equities	14%
Canadian Bonds	33%
Real Estate	10%
Short-term Investments	<u>2%</u>
Total	100%

Actuarial Asset Value of Fund

The calculation of the actuarial asset value of the fund is shown on the following page. A smoothing method is used which amortizes the excess/shortfall of actual net investment income over required net investment income over five years.

A complete description of the method used for this valuation appears in Appendix C. The previous valuation used the same smoothing method.

Appendix A: Assets

	2008	2009	2010	2011	2012
Reported Market value at beginning of year	119,604,000	98,186,000	108,196,000	115,190,000	114,137,000
Employee contributions	1,533,000	1,753,000	2,053,000	2,240,000	2,230,000
Employer contributions	1,308,000	1,752,000	2,047,000	2,203,000	2,211,000
Transfer from other Plans	57,000	75,000	21,000	95,000	135,000
Actual Net Investment Income	(17,937,000)	13,006,000	9,766,000	1,165,000	11,872,000
Pensions	(6,269,000)	(6,338,000)	(6,845,000)	(6,733,000)	(6,930,000)
Termination\Death payments	(110,000)	(238,000)	(48,000)	(23,000)	(678,000)
Investment and Administration expenses	-	-	-	-	-
Reported market value at end of year	98,186,000	108,196,000	115,190,000	114,137,000	122,977,000
Net Rate of Return	(15.2%)	13.5%	9.1%	1.0%	10.5%
Expected actuarial return	6.25%	6.25%	6.45%	6.45%	6.45%
Net Investment Income	(17,937,000)	13,006,000	9,766,000	1,165,000	11,872,000
Expected Actuarial Investment Income	7,366,000	6,043,000	6,889,000	7,358,000	7,264,000
Excess/(Shortfall)	(25,303,000)	6,963,000	2,877,000	(6,193,000)	4,608,000
20% of current year excess/(shortfall)	(5,061,000)	1,393,000	575,000	(1,239,000)	922,000
20% of current year, less 1 excess/(shortfall)	(1,690,000)	(5,061,000)	1,393,000	575,000	(1,239,000)
20% of current year, less 2 excess/(shortfall)	1,676,000	(1,690,000)	(5,061,000)	1,393,000	575,000
20% of current year, less 3 excess/(shortfall)	980,000	1,676,000	(1,690,000)	(5,061,000)	1,393,000
20% of current year, less 4 excess/(shortfall)	<u>973,000</u>	<u>980,000</u>	<u>1,676,000</u>	<u>(1,690,000)</u>	<u>(5,061,000)</u>
Total adjustment to actuarial investment income	(3,122,000)	(2,702,000)	(3,107,000)	(6,022,000)	(3,410,000)
Actuarial value at beginning of year	118,401,000	119,164,000	119,509,000	120,519,000	119,637,000
Employee contributions	1,533,000	1,753,000	2,053,000	2,240,000	2,230,000
Employer contributions	1,308,000	1,752,000	2,047,000	2,203,000	2,211,000
Transfer from other Plans	57,000	75,000	21,000	95,000	135,000
Actuarial Net Investment Income	4,244,000	3,341,000	3,782,000	1,336,000	3,854,000
Pensions	(6,269,000)	(6,338,000)	(6,845,000)	(6,733,000)	(6,930,000)
Termination\Deaths	<u>(110,000)</u>	<u>(238,000)</u>	<u>(48,000)</u>	<u>(23,000)</u>	<u>(678,000)</u>
Actuarial value at end of year (before corridor)	119,164,000	119,509,000	120,519,000	119,637,000	120,459,000
10% corridor adjustment ⁵	<u>(11,159,000)</u>	<u>(493,000)</u>	-	-	-
Actuarial value at end of year (after corridor)	108,005,000	119,016,000	120,519,000	119,647,000	120,459,000
Net Rate of Return – Actuarial value	(5.9%)	13.2%	3.6%	1.1%	3.3%

⁵ The actuarial value of assets is restricted to be no less than 90% or more than 110% of the market value of assets.

Appendix A: Assets

Rates of Return

The net rates of return on the market and actuarial value of assets were as follows:

Year	Market Value %	Actuarial Value %
2005	11.3	8.0
2006	14.1	10.2
2007	(0.4)	9.7
2008	(15.2)	(5.9)
2009	13.5	13.2
2010	9.1	3.6
2011	1.0	1.1
2012	10.5	3.3
Geometric Average 2005 – 2012	5.0	5.2

Appendix B: Membership Data

Source of Data

Data as to the membership of the Plan was compiled as at December 31, 2012 and provided by the City. The relevant data required as of December 31, 2012, to carry out this valuation was extracted from these records. The data was checked for consistency with the previous valuation, general reasonableness, internal consistency, and reconciled with the previous valuation's membership data. Data testing did not include an independent audit from source records to test for completeness and accuracy.

Various tests on the membership data were conducted to ensure its validity to the best of our knowledge. Tests performed included the following:

- Membership reconciliation with prior valuation data;
- Comparison of changes in pensionable earnings, credited service, etc.;
- Comparison of pensions in pay, birthdates, spousal status, etc.;
- Validation with the City of material deviations we observed in information compared to data provided for the previous valuation.

The results of the tests performed demonstrated that the membership data is sufficient and reliable for the purposes of this valuation.

	Reconciliation of Membership						Total
	Actives	Deferred	Pending Termination	Pensioners	Survivors		
Number as at Dec. 31, 2009	304	2	0	165	32	503	
Data correction	0	0	0	0	0	0	
New Hires/Survivors	45	0	0	0	15	60	
Terminations – Paid out	(4)	0	0	0	0	(4)	
Terminations – Pending	0	0	0	0	0	0	
Deaths	0	0	0	(23)	(2)	(25)	
Retirements	<u>(20)</u>	<u>0</u>	<u>0</u>	<u>20</u>	<u>0</u>	<u>0</u>	
Number as at Dec. 31, 2012	325	2	0	162	45	534	

Appendix B: Membership Data

Summary of Membership Data

Active Members

	Males 31-Dec-2012	Females 31-Dec-2012	Total 31-Dec-2012	Total 31-Dec-2009
Number	304	21	325	304
Average age	42.5 years	38.8 years	42.3 years	42.2 years
Average pensionable service	15.5 years	11.2 years	15.3 years	15.0 years
Average required contributions accumulated with interest	\$83,272	\$48,379	\$81,018	\$75,321
Expected average remaining service lifetime	13.9 years	17.2 years	14.1 years	14.6 years
Average earnings ⁷	\$102,869	\$94,098	\$102,302	\$86,589

Pensioners and Survivors

	Pensioners 31-Dec-2012	Survivors 31-Dec-2012	Total 31-Dec-2012	Total 31-Dec-2009
Number	162	45	207	197
Average annual pension:				
Life	\$35,975	\$17,453	\$31,948	\$30,529
Bridge ⁸	\$7,798	\$0	\$7,798	\$7,694
Average Age	71.6 years	78.3 years	73.0 years	72.2 years

Deferred Pensioners

	31-Dec-2012	31-Dec-2009
Number	2	2
Average annual pension:		
Life	\$9,325	\$9,325
Bridge	\$1,237	\$1,237
Average age	44.6 years	41.6 years

⁷ This is the average earnings expected for 2013. To estimate the 2013 earnings, the 2012 reported earnings were annualized and then increased by 5.18%.

⁸ This is the average bridge for the 42 pensioners who are currently receiving a bridge pension. The previous valuation had 40 pensioners and 1 survivor who were receiving a bridge pension.



Appendix B: Membership Data

Membership Distributions

Active Members

The distribution by age and service of the active membership (including disabled members, if any) at December 31, 2012 is as follows:

Age Group		Years of Credited Service							Total (\$)	
		Under 5 (\$)	5-9.99 (\$)	10-14.99 (\$)	15-19.99 (\$)	20-24.99 (\$)	25-29.99 (\$)	30-34.99 (\$)		35 or more
Under 20	Number									0
	Average Salary									0
20 to 24	Number	3								3
	Average Salary	67,314								67,314
25 to 29	Number	17	10							27
	Average Salary	83,956	93,303							87,418
30 to 34	Number	12	29	15	1					57
	Average Salary	84,570	93,539	96,378	n/a					92,172
35 to 39	Number	7	17	28	3					55
	Average Salary	88,823	94,390	98,317	101,370					96,061
40 to 44	Number	1	7	12	12	4				36
	Average Salary	n/a	96,361	100,695	102,896	102,855				101,109
45 to 49	Number	1	1	3	22	24	11			62
	Average Salary	n/a	n/a	99,614	103,550	108,216	123,484			109,338
50 to 54	Number	1		1	12	18	19	5	1	57
	Average Salary	n/a		n/a	103,991	107,333	120,978	122,948	n/a	112,643
55 to 59	Number				4	1	9	14		28
	Average Salary				102,546	n/a	122,402	126,997		121,133
Over 60	Number									0
	Average Salary									0
TOTAL	Number	42	64	59	54	47	39	19	1	325
	Average Salary	84,706	94,098	98,437	102,762	107,289	122,013	125,931	n/a	102,303

The average salary figures represent the expected 2013 earnings. Note that salary amounts for categories with less than 2 members have been left blank for confidentiality reasons.

Appendix C: Going Concern Assumptions and Cost Methods

Going Concern Actuarial Assumptions

A member's entitlements under a pension plan are generally funded during the period over which service is accrued by the member. In other words, the cost of a plan's benefits is allocated in some fashion over the member's service. An actuarial valuation provides an assessment of the extent to which allocations relating to periods prior to a valuation date (often referred to as the actuarial liabilities) are covered by the plan's assets.

The going concern valuation provides an assessment of a plan on the premise that the plan continues on into the future indefinitely. In order to prepare a going concern valuation, two important elements need to be established:

- going concern assumptions in respect of future events upon which the plan's benefits are contingent; and
- going concern methods which effectively determine the way in which the plan's costs will be allocated over the members' service.

Together, the going concern assumptions and methods provide a basis from which a pension plan's cost can be estimated and also help establish an orderly program for meeting the ultimate cost of the plan. The true cost of a plan, however, will emerge only as experience develops, investment earnings are received, and benefit payments are made.

This appendix summarizes the going concern assumptions and methods that have been adopted for the going concern valuation of the Plan at December 31, 2012. It is important to note that these assumptions and methods are reviewed periodically to ensure that they adequately reflect the experience of the Plan and continue to satisfy the Plan's funding objectives. For purposes of this valuation, the going concern methods and assumptions were reviewed and changes were made to the mortality table, discount rate, and inflation rate.

Appendix C: Going Concern Assumptions and Cost Methods

Provision for Adverse Deviation

For purposes of this going-concern valuation, the provision for adverse deviation has been addressed by establishing an explicit dollar reserve rather than building conservatism into the going-concern assumptions. Consequently, for this valuation:

- the going-concern assumptions represent best estimate assumptions (i.e. they contain no provision for adverse deviation)
- the going-concern liabilities determined using the best estimate assumptions (known as best estimate liabilities) contain no provision for adverse deviation;
- the provision for adverse deviation is shown explicitly in the going-concern balance sheet;
- the provision for adverse deviation to be included in the going-concern liabilities has been determined as 5% of the best estimate liabilities⁷; and
- the provision for adverse deviation to be included in the current service cost has been determined as 5% of the best estimate current service cost rate.

The explicit provision for adverse deviation has been chosen so as to balance the need for financial security for existing Plan members against overly conservative contribution requirements that potentially results in both intergenerational inequities among members and unnecessary financial strain on the Plan sponsor. To this end, the Plan's funding policy has been referred to for guidance and only adverse events that are plausible in usual operations have been contemplated.

The provision for adverse deviation for the previous valuation was addressed by building margins into the going-concern assumptions.

⁷ If the provision for adverse deviation of 5% of best estimate liabilities established for this valuation was reflected in the form of a reduced going-concern discount rate assumption, the going-concern discount rate assumption would reduce from 6.65% per annum to approximately 6.35% per annum.

Appendix C: Going Concern Assumptions and Cost Methods

Going-Concern Assumptions

The actuarial assumptions and methods used in the December 31, 2009 valuation were reviewed for appropriateness, and based on this review as well as the change in the handling of the provision for adverse deviation, a number of assumptions have changed. The following table summarizes the assumptions used for this valuation, along with the assumptions used as at December 31, 2009. As mentioned previously, with the change in how the provision for adverse deviation is handled, the December 31, 2012 assumptions are considered best estimate assumptions. The previous valuation assumptions included provision for adverse deviation where deemed appropriate.

	December 31, 2012		December 31, 2009	
Demographic				
Mortality	UP-94@2022		UP-94@2025	
Termination of employment	3.0% up to age 30 2.0% from 30 to 39 1.0% from 40 to 49 0.0% for 50 and over		3.0% up to age 30 2.0% from 30 to 39 1.0% from 40 to 49 0.0% for 50 and over	
Retirement (active members)	<u>Age</u>	<u>Rate</u>	<u>Age</u>	<u>Rate</u>
	50 to 54	2.5%	50 to 54	2.5%
	55	10%	55	10%
	56 to 59	2.5%	56 to 59	2.5%
	60	100%	60	100%
Retirement (deferred members)	100% at age 60		100% at age 60	
Disability	Nil		Nil	
Economic				
Discount rate	6.65% per annum, net of all expenses		6.45% per annum, net of all expenses	
Inflation	2.5% per annum		3.0% per annum	
Interest credited on employee contributions	Inflation rate plus 2.0%		Discount rate less 2.0%	
YMPE increase	3.5% per annum		4.0% per annum	

Appendix C: Going Concern Assumptions and Cost Methods

Economic (continued)			
Earnings increase – base rate	2013: 5.10% 2014: 3.10% 2015: 3.00% 2016: 3.00% 3.5% thereafter	9.0% for 2010 4.0% per annum thereafter	
– merit and promotion increases	Actual contract adjustments for firefighters based on service	Actual contract adjustments for firefighters based on service	
Increase in Plan's maximum pension limit	Nil	Nil	
Other			
Expenses	Included in discount rate (40 bps)	Included in discount rate (40 bps)	
Proportion with spouses	95%	95%	
Age of female spouse	3 years younger than male spouse	3 years younger than male spouse	
Lump sum settlement rate	4.0% per annum	n/a	
Actuarial cost method	Attained age cost method	Attained age cost method	
Asset valuation method	Smoothed value	Smoothed value	

Appendix C: Going Concern Assumptions and Cost Methods

Demographic Assumptions

Mortality

Benefits paid from the Plan in respect of a particular member are contingent on the survival of the member and/or the member's spouse. For example:

- If an active member dies prior to retirement, pre-retirement death benefits are triggered;
- A pension is paid to a pensioner only while the pensioner is alive;
- Where a member has elected a joint and survivor form of benefit, a pension is paid to the pensioner's spouse in the event the pensioner predeceases the spouse.

Consequently, an assumption regarding the survival of members and, where applicable, spouses to each age into the future has been made.

For the going concern valuation, gender-distinct mortality rates have been assumed to be in accordance with the Uninsured Pensioner 1994 Mortality Table with mortality improvements projected to the year 2022 in accordance with Scale AA (UP-94@2022). The previous valuation used the Uninsured Pensioner 1994 Mortality Table with mortality improvements projected to the year 2025.

The 1994 Uninsured Pension mortality table (UP-94) reflects mortality experience as of 1994 of a large sample of U.S. and Canadian pension plans. Applying projection scale AA to the valuation year provides an allowance for improvements in mortality after 1994 and is generally considered reasonable for reflecting current mortality levels for pension plans. This table is commonly used for valuations where the mortality experience of a plan is not statistically significant to assess the plan's specific experience and where there is no reason to expect the plan's experience to differ significantly. Projection to the valuation year is considered to represent the Plan's current mortality experience. Projection to 2022 (10 years after the valuation date) is expected to represent the best estimate future mortality experience for the current membership of the plan.

Appendix C: Going Concern Assumptions and Cost Methods

Mortality rates per 1,000 lives at selected ages are as follows:

Age	UP-94@2022		UP-94@2025	
	Male	Female	Male	Female
30	0.749	0.285	0.738	0.276
40	0.921	0.500	0.899	0.478
50	1.668	0.950	1.579	0.903
60	5.459	4.145	5.202	4.086
70	16.712	12.830	15.971	12.638
80	50.337	34.797	48.842	34.072
90	146.985	113.929	145.229	113.898
100	331.693	289.020	330.699	288.156

Termination of Employment

A member's benefit entitlement under the Plan is affected by whether the member terminates employment prior to retirement for reasons other than death. In order to account for this effect in the calculation of the actuarial liability, an allowance has been made for the probability of members terminating employment prior to retirement. The following table, based on historic plan experience and considered to be best estimate, was used in the previous valuation and has been retained for this valuation:

Age	Annual Termination Rate
up to 30	3.0%
30 to 39	2.0%
40 to 49	1.0%
50 and over	0.0%

Retirement Ages

A member's benefit entitlement under the Plan is dependent on when the member decides to commence, or is deemed to commence, to receive a pension from the Plan (referred to as "retirement from the Plan"). The terms of the Plan determine the pension that is payable to a member on retirement from the Plan and is dependent on whether the member retires, dies or terminates from active employment. Accordingly, an assumption with respect to when a member is expected to retire from the Plan has been made.

Appendix C: Going Concern Assumptions and Cost Methods

It has been assumed that all active members will retire in accordance with the following table which is, based on historic plan experience and is considered to be best estimate. This is unchanged from the previous valuation.

Age	Retirement Rate
50 to 54	2.5%
55	10%
56 to 59	2.5%
60	100%

Deferred members are assumed to retire at age 60 which is unchanged from the previous valuation.

Disability

The probability of future disability of current active members was assumed to be nil. Members who become disabled continue to accrue benefits based on earnings in effect from time to time for the member's regular employment classification, and are included in the active data. It was assumed that those members who are disabled recover in a relatively short time frame. This is unchanged from the previous valuation.

Proportion with Spouses and Age of Spouse

The Plan provides for certain survivor benefits to be paid to the surviving spouse of a member. Specifically, if a member has a spouse at the time the member commences to receive a pension and if the spouse survives the member, a lifetime pension will continue to the surviving spouse at the rate of 60% of that payable to the member at the time of the member's death. If, however, a member does not have a surviving spouse at retirement, the member's pension will cease on the member's death. If the member had not received at least 60 monthly payments, any remaining balance of the 60 monthly payments will be paid to the member's beneficiary.

As a member's benefit is dependent on whether there is a spouse at the time of pension commencement, an assumption has been made in this regard. For the current valuation we have assumed that female spouses are three years younger than male spouses and 95% of members are assumed to have a spouse at retirement and such spouse is assumed to be of the opposite gender. This is based on recent plan experience and is considered to be best estimate. The same assumption was used at the previous valuation.

Appendix C: Going Concern Assumptions and Cost Methods

Economic Assumptions

Discount Rate

The actuarial liability of a future stream of benefit payments represents an estimate of the assets required at the valuation date that, together with future investment income, will be sufficient to provide for the future benefit stream. Therefore, in calculating actuarial liabilities, it is necessary to make an assumption with respect to the future expected investment returns that will be earned by the assets.

In selecting the going concern discount rate assumption, the following factors are typically taken into consideration:

- The Plan's investment policy;
- Long-term historical trends;
- The expected return on the invested assets; and
- The pattern of future expected benefit payments.

The discount rate for this valuation has been established as the long-term rate of investment return that the plan is expected to earn, net of all expenses paid from the plan. More specifically, the discount rate has been established based on:

- the current asset mix of the plan's invested assets;
- an underlying long-term inflation rate of 2.5% per annum;
- expected long-term passively managed asset class returns which are represented by the mean return over a 30 year period resulting from a Monte Carlo simulation applied to Aon's proprietary multi-variable asset model;
- a expense rate of 0.40% being charged to the plan in the future which is consistent with historical experience; and
- an additional net return expectation of 0.25% per annum that is expected from employing an actively managed investment strategy and is consistent with the historical investment management expenses charged to the plan less estimated passively managed costs.

Appendix C: Going Concern Assumptions and Cost Methods

The following table illustrates the development of the discount rate assumption:

Expected long-term passively managed asset class return	6.88% per annum
Expenses paid from plan	(0.40%) per annum
Additional net return from active management	<u>0.17%</u> per annum
Discount rate assumption	6.65% per annum

As described previously, the going-concern assumptions represent best estimate assumptions and, therefore, the discount rate assumption has been set equal to the best estimate rate of return on assets of 6.65% per annum. If the investment policy should target less equity exposure in the future, the discount rate assumption would need to be lowered. Furthermore, it is noted that the actual rate of return over the lifetime of the Plan could vary significantly from the assumed rate of 6.65% per annum. The previous valuation used an assumed discount rate of 6.45% per annum net of all expenses.

Underlying Inflation Rates

Long-term inflation is expected to be 2.5% per annum based on current economic and financial market conditions. The previous valuation used a long-term inflation rate of 3.0% as an assumption.

Increases in Pensionable Earnings

As the benefits paid to a member from the Plan are dependent on the member's future pensionable earnings, it is necessary for a going concern valuation to make an assumption regarding the future increases in such earnings.

For the going concern valuation, a member's future pensionable earnings are assumed to increase up until the time the member retires, dies or terminates from active employment. For this valuation, pensionable earnings are assumed to increase with the known contractual increases for 2013 through to 2016 (i.e. 5.1% in 2013, 3.1% in 2014, 3.0% in 2015 and 3.0% in 2016) and then increase at a rate of 3.5% per annum (which consists of 2.5% for inflation and 1.0% for productivity) plus a service and promotional increase based on service, in accordance with the table on the following page. The previous valuation used an ultimate base salary increase assumption of 4.0%.

Appendix C: Going Concern Assumptions and Cost Methods

Service	Service and Promotional Scale
0-1	0.0%
2	14.3%
3	12.5%
4	11.1%
5-9	0.0%
10	2.0%
11-14	0.0%
15	2.9%
16-19	0.0%
20	2.9%
21-24	0.0%
30	8.7%
31+	0.0%

The service and promotional scale was derived from the collective agreement and is considered to be best estimate.

To estimate the 2013 earnings, the 2012 reported earnings were annualized and then increased by 5.18% to reflect the actual 2013 general increase.

Year's Maximum Pensionable Earnings (YMPE) Levels

As the benefits paid to a member from the Plan are dependent on the future YMPE, it is necessary for a going concern valuation to make an assumption regarding the future increases in the YMPE.

For the going concern valuation, the 2013 YMPE of \$51,100 is assumed to increase at 3.5% per annum, which consists of 2.5% for inflation and 1.0% for productivity. The previous valuation used a YMPE increase assumption of 4.0% applied to the 2010 YMPE of \$47,200.

Maximum Pension Limit

The Plan limits the annual pension that can be paid by the Plan to \$2,111.11 per year of pensionable service, and consequently, the maximum annual pension is assumed to be \$2,111.11 per year of pensionable service, with no future indexing on this limit. This is unchanged from the previous valuation.

Appendix C: Going Concern Assumptions and Cost Methods

Interest on Employee Contributions

As the Plan's benefits are dependent to some degree on the member contribution account balances (for example, the Plan must refund the portion of the member's accumulated contribution account balance that exceeds 50% of the value of the pension on termination, pre-retirement death or retirement), it is necessary to make an assumption regarding the interest rate that will be credited to member contribution account balances in the future.

For purposes of the going concern valuation, it has been assumed that member contribution account balances will be credited at the inflation rate plus 2%, or 4.5%. This assumption is considered to be best estimate and is based on expected long term rates of return on 5 year GIC products. The previous valuation used an assumption of discount rate less 2%, or 4.45%.

Other Assumptions

Expenses

Actual expenses charged to the fund over the last few years have averaged about 40 basis points. It is assumed that expenses will be 40 basis points of which 30 basis points relates to investment management and 10 basis points to administration. The same assumption was used in the previous valuation.

Lump Sum Settlement Rate

For the valuation as at December 31, 2012, lump sum settlements paid out of the Plan are assumed to be calculated using a lump sum settlement rate of 4.0% per annum. The previous valuation did not make an explicit lump sum settlement rate, but rather assumed lump sum settlements to be calculated using the discount rate assumption.

Going Concern Actuarial Cost Method

An actuarial cost method is a technique used to allocate in a systematic and consistent manner the expected cost of a pension plan over the years of service during which plan members earn benefits under the plan. By funding the cost of a pension plan in an orderly and rational manner, the security of benefits provided under the terms of the plan in respect of service that has already been rendered is significantly enhanced.

The Attained Age Actuarial Cost Method has been used for this valuation. Under this method, the actuarial present value of benefits in respect of past and future service is compared with the actuarial asset value

Appendix C: Going Concern Assumptions and Cost Methods

(which includes the present value of future fixed rate contributions), revealing either a surplus or an unfunded liability.

The actuarial present value at the valuation date of benefits for all future service accruing after the valuation date is expressed as a level percentage of the actuarial present value at the valuation date of the pensionable earnings for these future years. This level percentage is then applied to the estimated pensionable earnings in the year following the valuation date to determine the current service cost for that year.

When calculating the actuarial present value of benefits at the valuation date, the present value of all retirement, termination and pre-retirement death benefits are included. For each member, the retirement, termination and pre-retirement death benefits for a particular period of service are first projected each year into the future taking into account future vesting, early retirement entitlements and minimum pension/value entitlements. These projected benefits for each future year are then capitalized, multiplied by the probability of the member leaving the plan in that year and discounted with interest and survivorship to the valuation date. The actuarial present value of benefits for the particular period of service is then determined by summing the present values of these projected benefits.

The pattern of future contributions necessary to fund future benefit accruals is a level percentage of pensionable earnings. The difference between the present value of future benefit accruals and the present value of future fixed contributions is held as a liability in the going concern balance sheet which, for any one member, will decrease as the past service liability increases.

In the event of future adverse experience, contributions in addition to the current service cost calculated under the Attained Age Method may be required to ensure that a plan's assets are adequate to provide the benefits. Conversely, favourable experience may generate surplus, which may serve to reduce future contribution requirements and/or improve benefits.

The previous valuation also used the Attained Age Actuarial Cost Method.

Appendix C: Going Concern Assumptions and Cost Methods

Going Concern Actuarial Asset Value Method

The total asset value consists of two components: an actuarial asset value based on the value of the invested assets in the trust fund and the present value of future fixed rate contributions.

To determine the actuarial value of assets, a smoothing methodology is applied to the market value of the Plan's assets at the valuation date. Under this method, the actuarial value of the investment income for each year, net of all expenses, is determined as the sum of the actuarially required net investment income on the market value of assets and an amortization adjustment.

- The actuarially required net investment income is determined as the amount of net investment income that would result in a net rate of return on the market value of assets equal to the assumed valuation discount rate for the year.
- The amortization adjustment is determined by amortizing over a five-year period, the difference between the actual net investment income and the actuarially required net investment income for that year.

Following determination of the smoothed value of assets as described above, a further constraint is applied. The actuarial value of assets is restricted to be no less than 90% and no more than 110% of the market value of assets.

The previous valuation used the same smoothing methodology to determine the actuarial value of assets.

Contingency Reserve

The Plan requires the establishment of a contingency reserve to help protect the Plan from adverse contingencies. However, such a contingency reserve may not exceed the maximum surplus permitted by the Income Tax Act that can be retained in a registered pension Plan. Since the Plan has no surplus as at December 31, 2012, there is no contingency reserve as at December 31, 2012.

Appendix D: Solvency Assumptions and Methods

The Act requires that the Plan's financial position at the valuation date be assessed under the premise that the Plan is terminated and wound up on the valuation date. The Plan's liabilities calculated under this premise (known as the solvency basis) are determined using assumptions and methods prescribed by the *Act*. If the Plan's liabilities under the solvency basis exceed the assets of the Plan then additional funding contributions may be required.

The following summarizes the prescribed assumptions and methods that make up the solvency basis for the Plan at the valuation date. While the solvency valuation has been performed using assumptions prescribed by the *Act*, such legislation requires judgement to be exercised in setting certain assumptions, especially as it relates to determining:

- the proportion of the Plan's benefits expected to be settled by way of annuity purchase and by way of lump sum settlement; and
- the hypothetical annuity purchase rates at the valuation date.

However, if the Plan was terminated on the valuation date, the solvency liabilities may be different than the actual Plan liabilities. Such differences may be attributed to:

- differences between the actual and assumed proportion of benefits being settled by annuity purchase and lump sum benefits; and
- an actual annuity purchase rate that is different than the rates assumed to be representative of the annuity market on the valuation date.

Appendix D: Solvency Assumptions and Methods

Solvency Assumptions

Proportion of benefits settled by lump sum settlement and annuity purchase	<p>Members and beneficiaries receiving a monthly pension at the valuation date will have their benefit entitlement settled by way of annuity purchase on Plan termination.</p> <p>All other members are assumed to have their benefit entitlement settled by way of a lump sum settlement.</p>
Discount rate – annuity purchase	<p>The discount rate assumed to apply to benefits that are settled by way of annuity purchase is 3.0% per annum. This discount rate assumption is representative of the rate that, together with the UP-94 Generational mortality table, approximates annuity purchase rates at the valuation date, in accordance with guidance on solvency valuations provided by the Canadian Institute of Actuaries.</p>
Discount rate – lump sum settlements	<p>The discount rate assumed to apply to benefits that are settled by way of lump sum settlement is 2.40% per annum for the first 10 years and 3.60% per annum thereafter in accordance with accepted actuarial practice.</p>
Salary, YMPE and Maximum Pension Limits	<p>No future increase is assumed since no future salary, YMPE or maximum pension limit increases are taken into account in the Plan termination benefits.</p>
Expenses	<p>It was assumed that wind-up expenses, if the Plan were terminated, would be \$200,000.</p>

Appendix D: Solvency Assumptions and Methods

Mortality – annuity purchases	For benefits that are settled by way of annuity purchase, mortality is assumed to be in accordance with the gender-distinct rates of the UP-94 Generational Mortality Table. This mortality assumption is representative of the mortality rates that, together with the discount rate assumption of 3.0%, approximate annuity purchase rates at the valuation date, in accordance with guidance on solvency valuations provided by the Canadian Institute of Actuaries.
Mortality – lump sum settlement	For benefits that are settled by way of lump sum settlement, mortality is assumed to be in accordance with the unisex rates generated from the UP94 Generational Mortality Table where 95% of the population is assumed to be male and 5% female.
Termination rates	All members who are actively employed by the City on the valuation date are assumed to terminate their employment on this date and subsequently retire from the Plan in accordance with the retirement age assumption described below.
Retirement Age	All members are assumed to retire on their normal retirement date (i.e. age 60)
Proportion with a spouse upon retirement from the Plan and spousal age	100% of the members who have not retired from the Plan on the valuation date are assumed to have a spouse at retirement, with 5% of spouses assumed to be male and 95% female. For determining the spousal age, males are assumed to be three years older than females.

Appendix D: Solvency Assumptions and Methods

Solvency Valuation Method

The solvency liabilities have been calculated as the actuarial present value of the benefits prescribed to be valued under the *Act*. These prescribed benefits are those benefits to which a member would be entitled if the Plan was terminated on the valuation date.

The solvency liabilities do not take into consideration any benefit reductions that may be required in the event of Plan termination on the valuation date.

For purposes of the solvency valuation, assets have been valued at market value.

Incremental Cost on a Solvency Basis

The incremental cost on a solvency basis represents the present value, at the calculation date (time 0), of the expected aggregate change in the solvency liabilities between time 0 and the next calculation date (time t), adjusted upwards for expected benefit payments between time 0 and time t.

An educational note was published in December 2010 by the Canadian Institute of Actuaries' Committee on Pension Plan Financial Reporting to provide guidance for actuaries on the calculation of this new information.

The calculation methodology can be summarized as follows:

- The present value at time 0 of expected benefit payments between time 0 and time t, discounted to time 0, plus
 - A projected hypothetical wind up or solvency liabilities at time t, discounted to time 0, allowing for, if applicable to the pension plan being valued:
 - expected decrements and related changes in membership status between time 0 and time t,
 - accrual of service to time t,
 - expected changes in benefits to time t,
 - a projection of pensionable earnings to time t,
- minus
- The hypothetical wind up or solvency liabilities at time 0.

Appendix D: Solvency Assumptions and Methods

The projection calculations take into account the following assumptions and additional considerations:

- The assumptions for the expected benefit payments and decrement probabilities, service accruals, and projected changes in benefits and/or pensionable earnings would be consistent with the assumptions used in the pension plan's going concern valuation.

Note: Alternatively, if the actuary considers such experience to be different from the longer term expected experience assumed for a going concern valuation, he/she may reflect expected experience between time 0 and time t

- The assumptions used to calculate the projected liability at time t are consistent with the assumptions for the solvency liabilities at time 0, assuming that interest rates remain at the levels applicable at time 0, that the select period is reset at time t for interest rate assumptions that are select and ultimate and that the Standards of Practice for the calculation of commuted values and the guidance for estimated annuity purchase costs in effect at time 0 remain in effect at time t.
 - Active and inactive plan members as of time 0 are considered in calculating the incremental cost.

Appendix E: Summary of Plan Provisions

The following is a summary of the provisions of the Plan that materially affect the valuation. This summary reflects all Plan amendments up to and including Bylaw No. 9033. Reference should be made to the legal Plan documents for purposes of determining actual benefit entitlements.

Eligibility

Every person employed on a full-time basis by the City in its Fire and Protective Services Department, except those covered under one of the other pension Plans operated by the City, joins the Plan on their date of employment.

Part-time employees may elect to join the Plan provided the individual:

- has been in the employment of the City for 24 months prior to the date of application for membership in the Plan; and
- has in each of two consecutive calendar years immediately prior to the date of application earned at least 35% of the YMPE with respect to that employment.

Members' Contributions

Members are required to contribute 7.7% of their earnings effective January 1, 2010. Contributions cease after 35 years of contributory service.

Members are also required to contribute any additional amounts that may be necessary to maintain the funding of the Plan, at a rate of 50% of such additional amounts.

Disability Provisions

Periods during which a member is in receipt of long term disability benefits count as contributory service. A disabled member is not required to contribute to the Plan, and deemed earnings (based on the member's regular employment classification and the rates in effect from time to time) are used in applying the pension formula.

Disabled members cease making contributions at their date of disability. Contributions will commence upon their return to active status.

Appendix E: Summary of Plan Provisions

Employer's Contributions

The City is required to contribute an amount equal to the contributions made by the members of the Plan.

In addition, the City is also required to contribute any additional amounts that may be necessary to maintain the funding of the Plan, at a rate of 50% of such additional amounts.

Retirement Date

The normal retirement date is the first day of the month immediately following the attainment of age 60.

Members may elect to retire early on the first day of any month following attainment of age 50. Members may retire with an unreduced pension on the first day of any month after attaining age 55 or after completing 30 years of continuous service. In case of ill health, a member may retire with an unreduced pension on the first day of any month after attaining age 50 or completing 25 years of continuous service. If a member retires on or after age 50 but has not yet reached age 55 or 30 years of continuous service, the member's pension is reduced by a percentage reflecting actuarial equivalency to a pension commencing at age 60.

Notwithstanding the above, effective December 31, 2007, in the event of wind-up or termination of the plan, transfer values and pensions for all active and disabled members are determined on the assumption that these members commence receiving their pensions at age 60 (i.e. their normal retirement date). In other words, early retirement subsidies are removed on wind-up or termination of the plan for all active members.

Pension Benefit

Upon retirement, a member will receive a retirement benefit based on the member's service and *final earnings* as follows:

1. Normal Retirement, Early Retirement, or completed 30 years of service:
 - a) 2% of *final earnings* in excess of one-twelfth of the Final YMPE multiplied by the number of years of contributory service; plus
 - b) 1.4% of the *final earnings* up to one-twelfth of the Final YMPE multiplied by the number of years of contributory service; plus
 - c) Bridge benefit in case of early retirement: 0.6% of final earnings up to one-twelfth of the final YMPE multiplied by the number of years of contributory service.
2. Under 55 and have not completed 30 years of service:

Appendix E: Summary of Plan Provisions

- a) The actuarial equivalent of the retirement benefits payable at the normal retirement date calculated in (1) above. This value will result in a reduction in pension amount at least as large as .25% for each month in which the date of retirement precedes attainment of age 55, completion of 25 years of service, or sum of age and service equals 75.
3. Postponed Retirement Benefit
 - a) It is forbidden to remain in the service of the Fire and Protective Services Department of the City beyond the normal retirement date, hence this benefit is not applicable.
 4. Disability Retirement Benefit
 - a) Receive benefit in accordance with calculation in (1).

Final earnings means the highest consecutive three-year average earnings of the member.

The pension for members retiring prior to age 60 who do not qualify for an unreduced pension, is equal to the actuarial equivalent of the pension payable at the Normal Retirement Date.

A test is made at retirement to determine whether the member's accumulated contributions with interest provide more than 50% of the value of the pension benefit. Amounts in excess are refunded to the member or converted to additional lifetime retirement benefits for the member.

Normal Form of Pension

The normal form of pension for a member without a spouse at retirement is a monthly pension paid at the end of each month for the member's lifetime with the first 60 monthly payments guaranteed.

The normal form of pension for a member with a spouse at retirement is a monthly pension paid at the end of each month for the member's lifetime with the first 60 monthly payments guaranteed. After the member's death and after 60 monthly payments have been made, the surviving spouse receives 60% of the member's pension for the remainder of the surviving spouse's lifetime.

Optional forms are available subject to an actuarial equivalent adjustment from the applicable normal form.

Indexing Provisions

The Plan has a history of providing ad hoc indexing under the Plan. Members are eligible for indexing immediately upon retirement. The most recent pension increase was provided at January 1, 2008.

Appendix E: Summary of Plan Provisions

Maximum Pension Limit

The maximum lifetime pension permitted under the Plan is the lesser of:

- (1) 2% multiplied by the average of the member's highest three years annualized contributory earnings multiplied by years of contributory service; and
- (2) \$2,111.11 multiplied by years of contributory service.

The *Income Tax Act* provides for the \$2,111.11 maximum annual benefit accrual to be increased. The Plan does not provide for the \$2,111.11 annual maximum to be increased.

Death Benefits before Retirement

In the event of the death of an active member or a terminated member prior to retirement, an amount equal to the greater of the commuted value of the pension, two times the member's accumulated contributions with interest, or the transfer-in account with credited interest is provided. For a member who is eligible to retire at the date of death, the commuted value is determined assuming the member retired immediately preceding the date of death. For all other members, the commuted value is based on the member's accrued pension deferred to age 60.

Termination Benefits

A member is vested upon completion of two years of continuous employment.

In the event of termination before the member is vested, an amount equal to the member's accumulated contributions with interest plus the transfer-in account with interest will be refunded.

A member who terminates employment after becoming vested may elect:

1. a deferred pension payable at normal retirement date, or
2. a lump sum transfer of the commuted value of the deferred pension payable at normal retirement date to a locked-in retirement account.

For members who are vested, the excess of the member's accumulated contributions with interest over 50% of the commuted value of the deferred pension benefit is payable to the member.



Appendix F: Plan's Administrator's Certification

With respect to the City of Saskatoon Fire and Protective Services Department Superannuation Plan and forming part of an actuarial report on a valuation of this Plan as at December 31, 2012:

I hereby certify that to the best of my knowledge and belief,

- a) the summary of the Plan provisions contained in this report is a complete and accurate summary of the terms of the Plan;
- b) the membership data supplied to the actuary provides a complete and accurate description of all persons who are entitled to benefits under the terms of the Plan in respect of service up to the date of the valuation;
- c) the asset data supplied to the actuary provides a complete and accurate description of the market value of the pension fund assets as of the valuation date; and
- d) all events subsequent to the valuation date that may have an impact on the results of the valuation have been communicated to the actuary.

Date December 12, 2013

Signed Richard Heusdens

Name Richard Heusdens

Authorized signature for the
City of Saskatoon Fire and Protective
Services Department Superannuation Plan

ERRORS AND OMISSIONS EXCEPTED

MEMORANDUM OF AGREEMENT

Between

THE INTERNATIONAL ASSOCIATION OF FIRE FIGHTERS Local 80
(hereinafter referred to as the "Union")

and

THE CITY OF SASKATOON
(hereinafter referred to as the "City")

Re: Collective Bargaining

The Union and the City agree to the following changes to the Collective Agreement:

(**Bolding** indicates added or revised wording. ~~Strike-through~~ indicates deleted wording.)

ARTICLE 2. TERM OF AGREEMENT

This Agreement shall come into force and take effect from January 1, **2014**, and shall continue in force until December 31, **2016**. This Agreement to remain in force after December 31, **2016**, and then from year to year thereafter, unless either party gives written notice to terminate or renegotiate this Agreement, in which case this Agreement shall remain in effect until the signing of a new or revised Agreement. Such notice shall be given in writing, not less than thirty (30) nor more than sixty (60) days prior to December 31, **2016**.

ARTICLE 39 - WAGES AND SALARIES

The wages and salaries of employees to whom this Agreement applies shall be in accordance with the rates and classifications set out in Schedule "A" attached.

December 31, 2014	2.50%
December 31, 2015	3.00%
January 1, 2016	2.00%
July 1, 2016	1.00%

ARTICLE 39 – MARKET ADJUSTMENT

December 31, 2014	0.60%
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This Memorandum of Agreement includes:

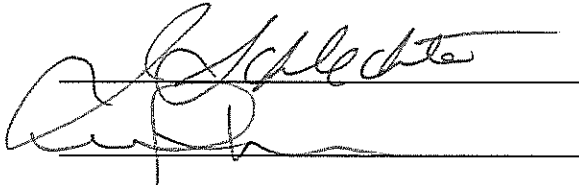
Memorandum of Agreement: dated December 18, 2013.

Re: Article - 11 - Superannuation and Retirement


The parties agree that they will recommend this Memorandum of Agreement to their principals. It is further agreed that this Memorandum of Agreement shall come into effect on the date that it is ratified by both parties.

Dated this 18 day of December, 2013, in the City of Saskatoon, in the Province of Saskatchewan.

On behalf of:
The City of Saskatoon



On behalf of:
International Association of Fire Fighters
Local 80



ERRORS AND OMISSIONS EXCEPTED

MEMORANDUM OF AGREEMENT

Between

THE INTERNATIONAL ASSOCIATION OF FIRE FIGHTERS Local 80
(hereinafter referred to as the "Union")

and

THE CITY OF SASKATOON
(hereinafter referred to as the "City")

Re: Memorandum of Agreement Article - 11 - Superannuation and Retirement

The parties agree to:

1. Jointly review, with the assistance an agreed-to actuary, the current plan design with the aim to develop and implement a long-term sustainable benefit structure by no later than December 31, 2015.
2. Commencing January 1, 2016 the new benefit structure will be supported through fixed rate contributions by the City of 9.0% of earnings; and an employee contribution rate of no less than 9% with the option, if allowed by law, to increase from time to time to maintain a certain benefit level. For greater clarity, any increase in employee contribution rates beyond 9.0% of earnings must be structured so that the 50% test in section 31 of the Pension Benefits Act does not directly or indirectly require or cause any such increase in the City contribution rates beyond 9.0% of earnings or result in any future financial obligations or payments from the City to the employee as a result of those increased contributions by the employee.
3. Temporarily increase City and member contribution rates effective January 1, 2014 by equal amounts to cover the minimum funding requirements as recommended by the Actuary.

In the event the parties are unable to agree by September 30, 2015 on the benefit changes that would enable the implementation of the sustainable benefit structure within the time line set out in paragraph 1 (i.e. December 31, 2015), either party may refer the matter to a jointly agreed to or assigned arbitrator, recognized as having expertise in the area of pension design, to determine the reduction (if any) in future service benefits that would be required such that the total funding requirements (current service cost and special payments) could be supported by the contribution rates as outlined in paragraph 2. The arbitrator's resolution will be binding with a goal to resolve within 30 days.

Dated this 18 day of December, 2013, in the City of Saskatoon, in the Province of Saskatchewan.

On behalf of:
The City of Saskatoon

On behalf of:
International Association of Fire Fighters
Local 80

1 11
Schlechte
[Signature]

[Signature]
Cyril
[Signature]
Grunder



EXECUTIVE COMMITTEE

Appointment to The Partnership Board of Management

Recommendation of the Committee

That the appointment of Mr. Kevin Johnson to The Partnership Board of Management, replacing Mr. Shaun Grinde, be confirmed.

History

At the January 19, 2015 meeting of Executive Committee, a communication from Mr. Brent Penner, Executive Director, The Partnership, Saskatoon Downtown Business Improvement District, was considered regarding the above.

At the above meeting, Executive Committee also requested Administration to report further on the issue of membership approval on the Business Improvement Districts Boards of Management by City Council as well as the mechanics of the BID levy.

Attachment

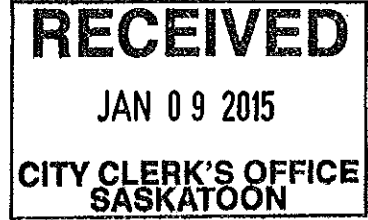
Letter from Brent Penner, Executive Director, The Partnership, dated January 6, 2015

175-48



THE PARTNERSHIP

Saskatoon Downtown Business Improvement District



January 6, 2015

Office of the City Clerk
City of Saskatoon
222 Third Avenue North
Saskatoon, SK S7K 0J5

Attention: City Clerk

Re: Board of Management Appointment
Mr. Kevin Johnson – Colliers International

Please be advised that The Partnership Board of Management has made a motion to approve the appointment of Mr. Kevin Johnson to the Board. Mr. Johnson meets the criteria for membership on The Partnership Board of Management and we ask City Council to confirm his appointment. The appointment of Mr. Johnson will fill the vacancy left by Mr. Shaun Grinde who recently stepped down after serving eight years on the Board.

In addition, I would like to take this opportunity to thank Councillor Charlie Clark for his dedicated service to the Board since he joined in 2006. Councillor Clark always worked diligently to ensure the interests of Downtown were well represented.

On behalf of the Board of Management, we look forward to working with Councillor Troy Davies who we learned had recently been appointed to the Board.

Sincerely,

Brent Penner
Executive Director

cc: Mr. Dave Denny - Chair



EXECUTIVE COMMITTEE

Appointment to the Riversdale BID Board of Management

Recommendation of the Committee

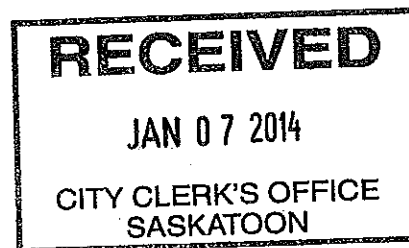
That the appointment of Chef Darby Kells to the Riversdale Business Improvement District Board of Management, replacing Ms. Stephanie Norris, be approved.

History

At the January 19, 2015 meeting of Executive Committee, a communication from Mr. Randy Pshebylo, Executive Director, Riversdale Improvement District, was considered regarding the above.

Attachment

Letter from Randy Pshebylo, Executive Director, Riversdale BID, dated December 31, 2014



Wednesday, December 31, 2014.

222 3rd Avenue North
Saskatoon, Saskatchewan.
Canada, S7K 0J5

His Worship the Mayor and Members of City Council

The Riversdale Business Improvement District (RBID) Board of Management is requesting the appointment of Chef Darby Kells to the Board replacing the position held by Stephanie Norris of Hot Yoga on 20th.

Motion: "Nomination of Darby Kells of the Riversdale Deli to join the Riversdale Business Improvement District as a board member."

Moved By: Carla Duval-Tyler

Seconded By: Neil Robinson

Vote: Unanimous; Passed

Chef Darby Kells is representing the Riversdale Delicatessen and Market as well as the (opening in January) Capanna Pizzeria, both situated on the highly visible and prominent corner of Avenue A and 20th Street West.

Sincerely,

A handwritten signature in cursive script that reads 'Randy Pshebylo'.

Randy Pshebylo, BDM.
Executive Director

Riversdale Business Improvement District
[Facebook](#) | [Twitter](#) | [Web](#) | P 306.242.2711 | F 306.242.3012
Riversdale Business Improvement District
344 20th Street West, Saskatoon, SK, S7M 0X2



EXECUTIVE COMMITTEE

Trans Canada Yellowhead Highway Association - Membership

Recommendation of the Committee

That the 2015 membership in the Trans Canada Yellowhead Highway Association, in the amount of \$34,994.77, be paid.

History

At the January 19, 2015 meeting of Executive Committee, an invoice for the City of Saskatoon's Municipal contribution for 2015 to the Trans Canada Yellowhead Highway Association was considered.

Attachment

Invoice dated December 12, 2014, from the Trans Canada Yellowhead Highway Association

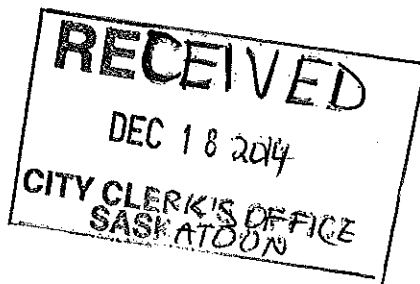
TRANS CANADA YELLOWHEAD HIGHWAY ASSOCIATION

#3, 9343 - 50 STREET, EDMONTON, ALBERTA, T6B 2L5

TEL: 780 761 3800 admin@yellowheadit.com

INVOICE

City of Saskatoon
Attn: Donald J. Atchison, Mayor
222 Third Avenue North
Saskatoon, SK S7K 0J5



12 December 2014

INVOICE NUMBER: 15158

SERVICE	POPULATION	ANNUAL CONTRIBUTION (\$)
Municipal Contribution for 2015		
\$0.15 per head of population per annum - from 2011 Canadian Census	222,189	33,328.35
PLEASE NOTE OUR NEW ADDRESS and PHONE NUMBER		
	TOTAL	33,328.35
	GST @ 5% (#122028137)	1,666.42
	TOTAL INVOICE	34,994.77

Please make cheques payable to: Trans Canada Yellowhead Highway Association.

Please note any changes to your billing information when returning payment.



EXECUTIVE COMMITTEE

FCM Membership – 2015-16

Recommendation of the Committee

That the 2015-16 membership in the Federation of Canadian Municipalities in the amount of \$42,479.25, be paid.

History

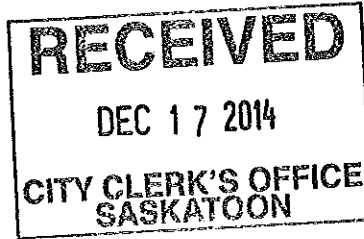
At the January 19, 2015 meeting of Executive Committee, a communication and invoice from Mr. Brad Woodside, FCM President, was considered regarding the above.

Attachment

Letter from Brad Woodside, FCM President dated December 8, 2014



FEDERATION OF CANADIAN MUNICIPALITIES / FÉDÉRATION CANADIENNE DES MUNICIPALITÉS



December 8, 2014

President / Président
Brad Woodside
Mayor,
City of Fredericton, NB

First Vice-President / Premier vice-président
Raymond Louie
Councillor,
City of Vancouver, BC

Second Vice-President / Deuxième vice-président
Clark Somerville
Councillor,
Regional Municipality of
Halton, ON

Third Vice-President / Troisième vice-présidente
Jenny Gerbasi
Councillor,
City of Winnipeg, MB

Past President / Président sortant
Claude Dauphin
Maire,
Arrondissement de Lachine,
Ville de Montréal, QC

Chief Executive Officer / Chef de la direction
Brock Carlton
Ottawa, ON

Dear Members of Council:

Thank you for your ongoing support of, and involvement in, the Federation of Canadian Municipalities (FCM). I am writing to ask you to renew your membership for 2015-16.

As a member of FCM, your municipality has played a vital role in FCM's ability to achieve key successes in recent years. You know, as I do, that by working together we can make a real impact on the federal scene. Together, we have secured the indexed permanent Gas Tax Fund that municipalities use for local infrastructure. The Building Canada Fund was renewed for 10 years; new railway safety regulations were put in place and key housing programs extended. Without a strong FCM membership, these advances would not have been possible.

As the mayor of Fredericton, I know that the responsibilities of municipal leaders grow daily. Regardless of the size of our municipalities, we must continually improve our core infrastructure, protect our environment, build our economies and keep our communities safe. Yes, we have many achievements, but I know first-hand that there is much work left to do.

With a federal election around the corner, we have a unique opportunity in 2015 to bring your issues to the top of the federal agenda. We will use the election campaign to raise awareness among federal politicians about the importance of our cities and communities. Strong, healthy cities and communities are vital to the economic and social well-being of our residents.

On behalf of FCM, I ask that you renew your membership for the year 2015-16 so FCM can continue to represent you at the federal level. You will find enclosed your renewal form and other information about FCM.

Your support is appreciated. Thank you!

Brad Woodside
Mayor, City of Fredericton
FCM President

24, rue Clarence Street,
Ottawa, Ontario K1N 5P3

T. 613-241-5221
F. 613-241-7440

www.fcm.ca





FEDERATION
OF CANADIAN
MUNICIPALITIES

FÉDÉRATION
CANADIENNE DES
MUNICIPALITÉS

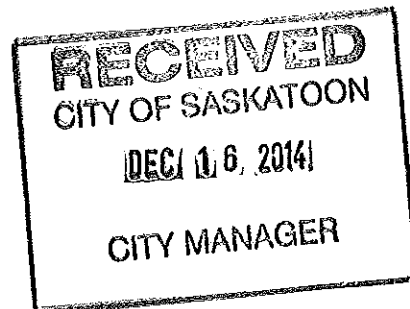
**Membership Invoice
2015-2016
Facture d'adhésion**

24, rue Clarence Street
Ottawa, Ontario K1N 5P3
T. 613-241-5221
F. 613-241-7440

Mr. Murray Totland
City of Saskatoon
222-3rd Avenue North
Saskatoon, SK S7K 0J5
Canada

INVOICE/FACTURE: 34613
DATE: 11/25/2014
ACCOUNT/COMPTE: 92
DUE DATE/DATE LIMITE: 03/31/2015

ITEM/DESCRIPTION	AMOUNT/MONTANT
Membership Fee for April 1/15 to March 31/16 / Frais de cotisation du 1 ^{er} avril 2015 au 31 mars 2016 Municipal Dues Calculated with a base fee of \$330.00 plus per capita fees of \$31,039.80 (fee population of 222,189 x 13.97 cents).	\$31,369.80
Optional contribution towards a travel fund that supports the participation of elected officials from small communities in FCM's National Board of Directors (fee population of 222,189 x 5.00 cents).	\$11,109.45
TOTAL:	\$42,479.25
PAID AMOUNT/MONTANT PAYÉ:	\$0.00
BALANCE DU/MONTANT DÛ:	\$42,479.25





EXECUTIVE COMMITTEE

Hudson Bay Route Association - Membership

Recommendation of the Committee

That the 2015 membership in the Hudson bay Route Association in the amount of \$300.00, be paid.

History

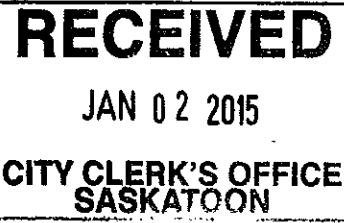
At the January 19, 2015 meeting of Executive Committee, an invoice for the City of Saskatoon's 2015 membership in the Hudson Bay Route Association was considered.

Attachment

HBRA 2015 Membership Invoice received January 2, 2015

155-7

HBRA 2015 MEMBERSHIP INVOICE



SUPPORT OUR PRAIRIE PORT

To Members and Potential Members,

2014 was an average year for the Port of Churchill as far as grain movement. A total of 530310 metric tonnes of grains and oilseeds were shipped this year compared to 636000 metric tonnes last year. Grain movement to Churchill was curtailed due to shortage of grain cars and service to The Pas. HBRA continues to explore other commodities besides grain that can be shipped through the port. We would like to remind everyone that the 2015 AGM and Convention will be in Churchill, Manitoba on July 21 – 23, 2015. For travel and accommodation including tours please go to our web site for complete information.

If you require more information, we would be pleased to have a member of our association attend a meeting. To make these arrangements call or email President Sinclair Harrison 1-306-435 7319 or sinc.gail@sasktel.net. Please visit our web site at www.hbra.ca. Our association is funded solely by membership and we would ask you to give strong consideration to renewing your membership or becoming a new member. The membership structure is as follows:

RM's, Cities and Associations	\$300.00 per year
Towns	\$100.00 per year
Villages & Corporations	\$ 50.00 per year
Individuals	\$ 20.00 per year

Make cheques payable to Hudson Bay Route Association and mail to Box 89 Moosomin, Sk. S0G 3N0. Please fill in bottom portion and return with your cheque.

Name City of Saskatoon

Address 222- 3rd Avenue No., Saskatoon, SK. S7K 0T5

Email _____



EXECUTIVE COMMITTEE

“Remai Modern Art Gallery of Saskatchewan” – Official Name

Recommendation of the Committee

1. That "Remai Modern Art Gallery of Saskatchewan" be adopted as the official name for the Art Gallery of Saskatchewan, currently under construction at River Landing; and
2. That the Agreement approved by City Council at its meeting on June 13, 2011 between the City of Saskatoon and the Frank and Ellen Remai Foundation and the Art Gallery of Saskatchewan Inc. be amended accordingly.

History

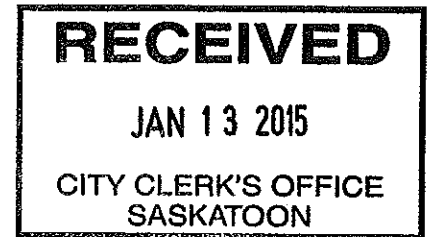
At the January 19, 2015 meeting of Executive Committee, a report of Mr. Gregory Burke, Executive Director and CEO, Mendel Art Gallery; Remai Modern Art Gallery of Saskatchewan, was considered regarding the above.

Attachment

Report of the Executive Director and CEO, Remai Modern Art Gallery of Saskatchewan dated January 13, 2015

Report to Executive Committee and Council

January 13, 2015



From: Gregory Burke, Executive Director and CEO,
Mendel Art Gallery; Remail Modern Art Gallery of Saskatchewan

Reason for report: In 2014 the Executive Committee received as information the report on Strategic Brand Development for the Remail Modern Art Gallery of Saskatchewan. The purpose of this report is to recommend that Council now formally adopt the name Remail Modern Art Gallery of Saskatchewan.

Recommendation: That "Remail Modern Art Gallery of Saskatchewan", be adopted as the official name for the Art Gallery of Saskatchewan, currently under construction at River Landing.

Purpose

In 2013 the Art Gallery of Saskatchewan undertook a Strategic Brand Development Project. In January of 2014 the Gallery Board adopted the recommendations of that project. Later in January the Gallery Executive Director and CEO reported on the Strategic Brand Plan to Executive Committee – In Camera. A new brand name "Remail Modern Art Gallery of Saskatchewan" was included in the plan and reported to the Committee.

In June of 2014, the Gallery officially launched the gallery brand and the name "Remail Modern Art Gallery of Saskatchewan". At the launch principal donor Ellen Remail expressed her strong enthusiasm for the brand name. The Gallery now uses the name in all communications and the community without controversy has adopted it.

This report requests that Council now officially adopt the name. This will allow the Gallery to use the name in legal contracts. Currently the legal name for contracts is "Remail Art Gallery of Saskatchewan". Adopting the name "Remail Modern Art Gallery of Saskatchewan" will eliminate any name confusion that may otherwise arise.



EXECUTIVE COMMITTEE

The Adult Services Licensing Bylaw, 2012 – Implications of Criminal Code Amendments

Recommendation of the Committee

That the information be received.

History

At the January 19, 2015 meeting of Executive Committee, a report of the City Solicitor was considered regarding the above.

In addition, Executive Committee referred the matter to the Board of Police Commissioners and to the Administration to further review the process that was used to formulate the City's current bylaw, including its effectiveness and comparisons with other municipalities.

Attachment

Report of the City Solicitor dated January 19, 2015

The Adult Services Licensing Bylaw, 2012 – Implications of Criminal Code Amendments

Recommendation

That this Report be received as information and forwarded to City Council for information.

Topic and Purpose

The purpose of this Report is to advise Executive Committee of recent amendments to the *Criminal Code* which may have implications for the licensing of adult services as required by *The Adult Services Licensing Bylaw, 2012* (the “Bylaw”).

Report Highlights

1. Identify the primary recent amendments to the *Criminal Code*.
2. Identify the potential implications of the *Criminal Code* amendments to the Bylaw.

Strategic Goal

This Report is brought under the Strategic Goal of Quality of Life.

Background

The Bylaw was passed March 12, 2012 and came into force July 1, 2012. The Bylaw requires that persons engaged in the business of supplying adult services in the City of Saskatoon be licensed. Adult services is defined in the Bylaw as “any service of an adult nature appealing to or designed to appeal to erotic or sexual appetites or inclinations” and includes acting as an escort, companion, guide or date; modelling lingerie; performing a striptease or similar dance; and performing a body rub.

Bill C-36, which amends provisions of the *Criminal Code* related to prostitution, came into force on December 6, 2014. The amendments and potential implications for the licensing requirements under the Bylaw are discussed below.

Report

Primary Recent Amendments to the *Criminal Code*

The primary changes to the *Criminal Code* provisions respecting prostitution as contained in Bill C-36 are as follows:

1. The term “prostitution” no longer appears in the *Criminal Code*. Offences now relate to “offering, providing or obtaining sexual services for consideration”.
2. It is now an offence to communicate for the purpose of offering or providing sexual services for consideration in a public place or any place open to public view that is next to a school ground, playground or daycare centre.
3. It is now an offence, in any place, to obtain sexual services for consideration or to communicate for the purpose of obtaining sexual services for consideration (purchasing or attempting to purchase sexual services is now illegal).
4. Anyone who receives a financial or other material benefit, knowing that it is obtained or derived directly or indirectly from the sale of sexual services, is guilty of an offence. There is an exception for persons in a “legitimate living arrangement” with the person providing the sexual services.
5. Anyone who procures or recruits a person to offer or provide sexual services for consideration is guilty of an offence.
6. Anyone who knowingly advertises an offer to provide sexual services for consideration is guilty of an offence.
7. Notwithstanding the above noted amendments, no person shall be prosecuted for benefiting from or advertising their own sexual services.

In summary, the amendments to the *Criminal Code* contained in Bill C-36 do not prohibit individuals from the sale of their own sexual services or from advertising their own sexual services. However, it is now an offence for others to advertise sexual services or, except in the case of those with a “legitimate living arrangement” with a person providing sexual services, to receive a financial or other material benefit from the sale of sexual services.

Potential Implications of the *Criminal Code* Amendments to the Bylaw

In its current form, the Bylaw requires persons to obtain licenses prior to engaging in the operation of an adult service agency; an independent adult service agency; or carrying on business as an adult service performer, transient adult service performer or adult service worker. The definition of adult services under the Bylaw is broadly defined and therefore may include more than what would be included under the term “sexual services” that now appears in the *Criminal Code*. The term “sexual services” as used in the *Criminal Code* is not defined. As it stands, the Bylaw provides for the licensure of persons to participate in activities that could potentially be contrary to the *Criminal Code*. The recent amendments to the *Criminal Code* will therefore have implications with respect to the Bylaw.

The Adult Services Licensing Bylaw, 2012 – Implications of Criminal Code Amendments

Our Office will undertake a more thorough review of the Bylaw to determine the extent of any required amendments. Our Office will consult with the Planning and Development Division and the Saskatoon Police Service respecting this matter. In the meantime, no new licenses under the Bylaw will be issued.

Due Date for Follow-up and/or Project Completion

Our Office will report back to Executive Committee on this matter as the review continues.

Public Notice

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

Report Approval

Written by: Christine G. Bogad, Solicitor, Director of Administrative Law
Approved by: Patricia Warwick, City Solicitor

adultservices.docx



EXECUTIVE COMMITTEE

Municipal Heritage Advisory Committee – Representative of Broadway Business Improvement District

Recommendation of the Committee

That Sarah Marchildon be appointed to the Municipal Heritage Advisory Committee as a representative of the Broadway Business Improvement District.

History

At the January 19, 2015 meeting of Executive Committee, the appointment of a representative of the Broadway Improvement District to the Municipal Heritage Advisory Committee was considered.



EXECUTIVE COMMITTEE

33rd Street Business Improvement District – Board of Management

Recommendation of the Committee

1. That the following be appointed to the 33rd Street Business Improvement District Board of Management for 2015:
 - Councillor D. Hill
 - Nicola Tabb (Better Off Duds Ltd.)
 - Marie Gould (Best Buy Esthetics Supply Ltd.)
 - Tyler Gould (Spa Academy)
 - Judy Denham (The Flag Shop)
 - Dennis McKee (The Furnace Guys)
 - Nicola Lawson (PickNic's Catering)
 - Maya Scott (Scott & Beaven Law Office)
2. That the terms of reference for the Municipal Heritage Advisory Committee and the Street Activity Steering Committee be amended to include representation from the 33rd Street Business Improvement District; and
3. That the 33rd Street Business Improvement District Board of Management be requested to submit its recommendation for appointment to the Municipal Heritage Advisory Committee and the Street Activity Steering Committee.

History

At the January 19, 2015 meeting of Executive Committee, nominees for appointment to the 33rd Street Business Improvement District Board (BID) of Management were considered. The creation of the 33rd Street BID was approved by City Council on November 24, 2014.

Section 7 of the 33rd Street Business Improvement Bylaw No. 9235 speaks to the composition of the BID Board:

- “ The board is a body corporate and consists of:
- (a) at least one person who is a member of City Council; and
 - (b) any number of other persons who are electors of the City of Saskatoon who operate a business in the district or who are nominees of the corporations that carry on a business in the district; who are appointed by resolution of City Council.”



EXECUTIVE COMMITTEE

The matter of representation from the 33rd Street BID on the Municipal Heritage Advisory Committee (MHAC) and the Street Activity Steering Committee (SASC) was also considered. It is being recommended that the terms of reference of MHAC and SASC be amended accordingly and that the BID submit its nominees in due course.



EXECUTIVE COMMITTEE

Appointment – Board of Revision

Recommendation of the Committee

That David J. Putz be appointed to the Board of Revision for 2015.

History

At the January 19, 2015 meeting of Executive Committee, the appointment of a member to the Board of Revision was considered.

Civic Operations Centre – Procurement Complete

Recommendation

That the information be received.

Topic and Purpose

The purpose of this report is to inform City Council that the Civic Operations Centre, Phase One procurement is now complete. The next steps are design and construction.

Report Highlights

1. The procurement for the Civic Operations Centre Project, Phase One, is complete.
2. The procurement was highly competitive and as a result, the Project is \$24.9M under budget.
3. Monthly payments are linked to performance.
4. Schedule and Milestone risks are owned by Integrated Team Solutions.
5. The procurement process was conducted in a fair manner.

Strategic Goals

The Civic Operations Centre supports these Strategic Goals:

Quality of Life: Relocating Saskatoon Transit from the Caswell Hill neighbourhood supports the four-year priority of directing expenditures towards amenities in neighbourhoods to enhance and protect property values and encourage private investment.

Environmental Leadership: The new Saskatoon Transit Operations Facility will be LEED Certified and the Snow Management Facility will meet Environment Canada's "Code of Practice for the Environmental Management of Road Salts".

Asset and Financial Sustainability: This Project supports the four-year priority of developing funding strategies for capital expenditures and the 10-year strategy of reducing the gap in the funding required to rehabilitate and maintain City infrastructure.

Background

At its October 27, 2014 meeting, City Council approved the award of the Request for Proposal for the Civic Operations Centre to Integrated Team Solutions.

Report

Procurement is Complete

On December 16, 2014, the City of Saskatoon (City) entered into a contract or Project Agreement (PA) with Integrated Team Solutions SCOC Partnership (ITS or Project Co) for the Civic Operations Centre Project, Phase One (COC or Project). This now completes the procurement for this Project.

ITS and the City agreed to design requirements (i.e. project-specific output specifications), a schedule, and a set price which are stipulated in the PA. The 27-year PA (2 years for construction and 25 years for the operation and maintenance period) outlines these commitments and binds both parties to a commercial transaction that results in ITS:

- Designing, building, financing and maintaining the Saskatoon Transit Operations Facility;
- Designing, building, financing, operating and maintaining the Snow Management Facility; and
- Designing and building the Common Utility Infrastructure (Railway Berm; internal road network; water, storm and sanitary sewer, etc.).

The PA:

- Is for a fixed price so the Project will not go over budget;
- Includes provisions for significant financial penalties if operational or maintenance performance specifications are not met; and
- States that no payment will be made to ITS until Substantial Completion is met; this puts the risk of late delivery on ITS.

Procurement was Highly Competitive

The procurement was highly competitive, the savings were even greater than anticipated in the business case, and the Project is significantly under budget.

Project is \$24.9M Under Budget

Based on preliminary cost estimates and the business case, the budget for this Project (Capital Project #1584 – Civic Operations Centre) was approved by City Council on December 4, 2012. At this same meeting, the Civic Facilities Funding Plan, which included the funding required for this Project, was also approved. There are three main budget components to this Project – capital cost; operations, maintenance, rehabilitation, utilities (operating costs); and transaction costs.

In order to ensure the capital and operating components of this Project came in on budget, an Affordability Threshold was developed and published in the Request for Proposal (RFP). The Affordability Threshold represents the amount that the City can afford to pay. This threshold, which is the approved budget excluding PPP Canada Ltd. Funding, was developed by combining the budgets for capital and operating costs into one pool of funds, and then calculating for net present value (NPV). The Affordability Threshold was \$185.0M. The financial bid came in well under this amount at \$160.125M, which provides a \$24.9M savings over 25 years. The financial bid amount (\$160.125M) is then added to the PPP Canada grant (\$35.353M) to arrive at the Total Project Base Costs of \$195.478M. All of the above figures are expressed in NPV. In addition to these savings, which are direct savings to the City, the PPP Canada Ltd. cost is also \$1.45M lower than budgeted due to the lower than anticipated project bid.

On January 22, 2013, PPP Canada Ltd. made a funding announcement for this Project contributing 25% of the eligible capital and transaction costs up to \$42.9M. ITS's

proposal provided significant savings over the capital cost budgeted, so the contribution from PPP Canada Ltd. for the capital portion of this Project is now estimated at \$38.551M. In addition, PPP Canada Ltd. will also reimburse 25% of the eligible Transaction Costs.

Value for Money

The Design, Build, Finance, Operate and Maintain (DBFOM) procurement was selected over the traditional Design, Bid, Build (DBB) for this Project for strategic reasons and because the business case for this Project showed that there was a possible \$51.0M NPV savings or Value for Money (VFM). The following chart, an excerpt from Attachment 1 which is further explained below, represents the VFM at Financial Close which amounted to a \$92.3M NPV savings, or 28.2%. The VFM is presented as NPV since the term of the agreement is for 27 years and involves a series of payments to ITS over that timeframe. NPV is a way of stating this stream of payments as a single number in today’s dollar equivalents.

Table 1 - Final value for money estimate¹ (NPV)

	Traditional DBB Estimated Cost (\$millions)	Actual ITS P3 DBFOM Bid Cost (\$millions)
Total Project Base Cost	201.049	195.478 ²
Retained Risk	123.965	35.271
Transferred Risk	included in base cost	included in base cost
Owners and Transaction Costs	2.530	4.449
Total Risk-Adjusted Project Cost	327.544	235.198
Project VFM (\$)		92.346
Project VFM (%)		28.2%

Risk Assignment (Transferred and Retained)

Risks arise in all projects, regardless of the procurement approach. DBFOM procurement exposes potential risks much earlier in the process than with traditional DBB delivery. In a DBFOM, project risks are transferred to the party best able to manage them. By making the private sector responsible for managing more risk, the City can reduce their financial burden. The private sector bids a fixed price for the bundled contract, and must pay out of pocket should any unforeseen expenses arise (e.g. schedule, cost escalation, construction defects, unexpected maintenance requirements, etc.). Risks that the project owner transfers to the proponent are known as Transferred Risk.

Retained risks are project risks that remain with the project owner. Risks are typically retained for one of two reasons:

¹ The Final Value for Money estimate does not make any adjustment for scope change from the time of the original VFM determination to this VFM. The business case was done contemplating a facility for 160 buses; the final transaction with the Successful Proponent includes accommodation for 224 buses. Thus the final DBB costs in Table 1 reflect the original scope of 160 buses, and the DBFOM (Preferred Proponent) costs reflect the 224 bus scope. Therefore in addition to the calculated VFM, the DBFOM project provides an additional benefit of greater scope.

² The sum of the NPV is ITS’s financial offer and NPV of the substantial completion payment.

1. Some risks are not able to be transferred.
An example of such a risk would be a project owner driven scope change. The City, as the project owner, is able to mandate a change to the project scope; this would result in an additional charge to the owner, and since the owner is by definition totally in control of this scenario occurring, the risk is retained with the owner.
2. The cost to transfer the risk is excessive to the project owner (results in a higher amount than keeping the risk).
The geotechnical condition of a project site is a common risk where the costs of a realized risk would be at least partly retained by the project owner. It is possible to require a private partner to take on the entire risk but it would come at the cost of a much higher contingency put into its bid than the project owner would carry themselves. Risks where Project Co has very little ability to control the realization of the risk are most often retained.

As shown in Table 1 above, the risks to the City are significantly lower with the P3 DBFOM model than the traditional DBB model. Risks retained by the City for the project with a value of more than \$500,000 are listed below in Table 2:

Table 2 - Key Retained Risks (NPV)

Risk	Amount
City policy changes that result in early contract termination, resulting in termination or contract break fees	\$2.9M
Geotechnical risk, depending on the nature of the element found, Project Co could have a claim for additional time and cost	\$1.5M
Scope changed by the City during construction	\$1.7M
Insufficient City construction management and oversight that delays Project Co and leads to claims for the delay	\$0.8M
City required changes to the facility during the operations of the COC that leads to major alterations of the facility, or its civil, mechanical or electrical components	\$16.5M
Ambiguities in the PA that lead to future disagreements or that were unforeseen at the time of PA drafting	\$1.2M

Owner’s and Transaction Costs

This component (\$4.449M) includes the costs for external advisors, internal salaries, and other costs required to get this Project to market. These costs are outside of the Affordability Threshold discussed above as they are neither construction nor operating costs. Costs incurred to date in this component are within the approved budget.

Substantial Completion Payment

The City will pay ITS \$38.551M (\$35.353M NPV) upon achieving substantial completion as certified by a third party Independent Certifier. There are no progress or milestone payments made during construction. The only payment ITS will receive is when substantial completion is reached; which means it is up to ITS to complete the construction on time in order to get paid. This is key as it is what transfers the risk of on-time completion to Project Co. The grant received from PPP Canada Ltd. is the funding source for this payment.

Capital Payments

Capital payments are made on a monthly basis. These payments are not indexed over the 25-year period, and are subject to payment adjustments through the PA. Failure to meet operational or maintenance performance specifications included in the PA will result in financial deductions from the monthly payments.

O&M, Utility and Facility Rehabilitation (Operating) Payments

Operating payments are made on a monthly basis. These payments are indexed to inflation over the 25-year period, and are subject to payment adjustments through the PA. Failure to meet operational or maintenance performance specifications included in the PA will result in financial deductions from the monthly payments. This type of payment stream provides significant value and risk transfer for the City. See Attachment 2 for Technical Highlights and Responsibility Matrix.

Handback Requirements

The PA allows the City to withhold all monthly payments (Capital and Operating) as a mechanism to ensure that the facilities meet Handback conditions as specified in the PA. The infrastructure will be turned over to the City at the end of the 25-year operating period, in a well-maintained condition that is specifically defined in the PA by component. At the end of the 25-year operating period, major structural components of the Transit Operations Facility will have a remaining life of an additional 25 years, and no physical asset is to require major maintenance or rehabilitation for 10 years. Major components of the Snow Management facility, including the snow pad, operating platform, and ponds, will have a remaining life of at least 15 years. The handback condition stipulations were a critical component of the P3 process, and ensure that the City inherits facilities that are in good condition and will serve the City for many years before requiring upgrades or rehabilitation.

Schedule and Milestones

With Public Private Partnership procurement the construction schedule, and all risks associated with schedule slippage, is owned by Project Co. The first payment made to Project Co is when the Independent Certifier issues the Certificate of Substantial Completion.

Key Milestone Dates are:

PA execution (Commercial Close)	December 16, 2014
Financial Close	December 19, 2014
Finalize design for major elements	November 2014 – June 2015
Commence on-site construction	March 2015 (targeted)
Construction of Railway Berm	June 2015 – September 2015
Facilities Commissioning	September 2016 – early December 2016
Substantial Completion	December 23, 2016 (Contractually guaranteed)
Transit Transition (move-in)	January 2017

The Snow Management Facility will be ready to receive snow beginning in early 2017. There will be a no tailgate banging policy in effect at this site.

The existing Saskatoon Transit site in the Caswell Hill Neighbourhood will be transformed from an industrial area to a mixed-use community. The Community Services Department has started the process by revisiting the Local Area Plan, and conducting public consultation with the community.

Procurement Process

The COC is the first for the City using a Public Private Partnership procurement process. The process used has been certified by the following external advisors:

- P1 Consulting was retained as the Project Fairness Advisor to monitor and provide fairness throughout the procurement process. The Fairness Advisor has certified that the procurement process was conducted in a fair manner (See Attachment 3).
- Deloitte was retained as the Project Financial and Business Advisor and to establish and facilitate the evaluation of the submissions to the RFP. Deloitte has certified that the procurement process was conducted as described in the RFP (See Attachment 4).

The following is an excerpt from Stefan Dery, PPP Canada Ltd. regarding the COC Project Team and procurement process:

“Saskatoon has received 3 Technical packages and financial bids – this is a testament to the fantastic job that your team have done in putting together a well-structured and thought out RFP. PPP Canada is pleased with the competitive procurement process to date and continues to appreciate the work that Saskatoon has done to further best practices as it relates to P3 structuring and procurement...”

Public and/or Stakeholder Involvement

Overall communications for the Project will be handled by ITS working with the City's communication consultant. This will include public open houses and project updates to the existing COC webpage.

Communication Plan

A joint news conference has been scheduled for January 21, 2015 to announce the partnership of ITS and the City for this Project.

Financial Implications

With the execution of the PA, the City has a 27-year final fixed price with ITS to design, build, finance, operate and maintain Phase One of the COC. The project is significantly under the approved budget. A revised Civic Facilities Funding Plan (Plan) will be brought to a future City Council meeting for approval. Any surplus funding from projects within the Plan, remains within the Plan to fund the other projects in the Plan. Table 3 below shows the long term commitment by the City and PPP Canada Ltd. for this Project.

Civic Operations Centre – Procurement Complete

Table 3 - Project Commitment (NPV)

Cost (in \$M)	Approved Budget	New Budget
Capital (City)	129.36	110.299
Operating/Maintenance (City)	55.64	49.826
Total over the 25-year term (City)	185.00	160.125
Substantial completion (payment from PPP Canada Ltd.)	38.55	35.353
Total Project Base Cost (payments made to ITS over term)	223.55	195.478
Owners and Transaction costs (City and PPP Canada Ltd.)	4.45	4.45
Project Cost	228.00	199.928

Other Considerations/Implications

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

Due Date for Follow-up and/or Project Completion

See the Schedule and Milestones section within the body of this report.

Public Notice

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

Attachments

1. Deloitte - Final Value for Money Report - Dated December 2014
2. Civic Operations Centre Technical Highlights
3. P1 Consulting - Fairness Monitor's Letter – Dated November 26th, 2014
4. Deloitte – Saskatoon Civic Operations Centre Project RFP Evaluation Process

Report Approval

Written by: Linda Andal, Director of Financial Planning, Asset & Financial Management Department
Jill Cope, Project Manager, Corporate Performance

Reviewed by: Kerry Tarasoff, CFO/General Manager, Asset & Financial Management Department

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

Council LA - Civic Operations Centre Procurement Complete



City of Saskatoon
Civic Operations Centre
Project

Final Value for Money
Report

December 2014

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Appendices

Appendix A – Calculation of total cost on a NPV basis of financial offers

1 Introduction

1.1 Introduction

On October 27, 2014, The City of Saskatoon Council approved the Preferred Proponent for the Design-Build-Finance-Operate-Maintain (DBFOM) Civic Operations Centre Project (the “Project”). This report briefly recaps the decision to use a DBFOM model for the Project, outlines the procurement process used, and presents the “final value for money” estimate corresponding to the Successful Proponent’s proposal to the City and the impact of the final capital price adjustment at Financial Close.

The Project reached Financial Close on December 19, 2014, at which time the Preferred Proponent became the Successful Proponent.

1.2 Limitations

This report was prepared for the exclusive use of the City of Saskatoon, and is not to be reproduced or used without written permission of Deloitte with the exception of its use with regard to the procurement process for the Project. No third party is entitled to rely, in any manner or for any purpose, on this report. Deloitte’s services may include advice or recommendations, but all decisions in connection with the implementation of such advice and recommendations shall be the responsibility of, and be made by, the City of Saskatoon.

This report relies on certain information provided by third parties, and Deloitte has not performed an independent review of this information. This report does not constitute an audit conducted in accordance with generally accepted auditing standards, an examination or compilation of, or the performance of agreed upon procedures with respect to prospective financial information, an examination of or any other form of assurance with respect to internal controls, or other attestation or review services in accordance with standards or rules established by the CPA or other regulatory body.

2 Selection of delivery model

2.1 Delivery model assessment

The Design-Build-Finance-Operate-Maintain (DBFOM) delivery model was selected by the City for the Project based on a delivery model assessment conducted in 2012. The analysis process is documented in the November 5, 2012 report entitled *Business case to PPP Canada for new Civic Operations Centre*, which is posted on the City website¹ (the “Business Case”).

The Project consists of two components: a transit bus storage and maintenance facility, and a snow management facility.

The transit bus storage facility component has the capacity for 224 buses, an increase from 160 that was planned at the time the Business Case was prepared. The Successful Proponent will be responsible for maintaining the transit facility only; it is not involved in bus maintenance.

The snow management facility component will accommodate 1 million m³ of snow. The Successful Proponent will be responsible for operating and maintaining the facility. Operations will include storm water quality monitoring, dredging, cleaning and disposal of sediments. The Successful Proponent will not be involved in snow collection and haulage.

2.2 Selection of delivery model

Based on the delivery model assessment, the City elected to make an application to PPP Canada for support of the Project, delivered as a DBFOM, through the P3 Canada Fund. At the February 11, 2013 meeting of City Council, the DBFOM delivery model for the procurement of the Project was approved.

2.3 Support of and decisions by City Council

Throughout the process of planning and procuring the Project, City Council has made a series of key decisions and approvals required to advance the Project.

- June 27, 2011 - City Council authorized Administration to submit a funding application to PPP Canada for the Project.
- February 11, 2013 - City Council approved that the Project be procured by way of Public-Private Partnership².
- June 26, 2013 - City Council approved the award of Financial, Legal, Fairness and Technical Advisory Services for the Project.
- September 23, 2013 - City Council approved that the Request for Qualifications (RFQ) for the Project be issued.

¹ http://www.saskatoon.ca/DEPARTMENTS/City%20Managers%20Office/Documents/COC_%20PPP_Business_Case.pdf

² The DBFOM delivery model is a form of Public-Private Partnership

- December 16, 2013 - City Council received the names of the three shortlisted teams that would receive the Request for Proposals (RFP).
- March 3, 2014 - City Council approved that the RFP for the Project be issued to the three shortlisted teams.
- October 27, 2014 - City Council approved the RFP award for the Project to Integrated Team Solutions (ITS).

3 Summary of procurement process

3.1 Procurement process overview

The City implemented a procurement process to select a contractor to provide the DBFOM package to the City. Key milestones and outcomes of the procurement process are summarized below.

Table 1 - Procurement Process Overview

Stage	Key dates	Outcomes
Request for Qualifications (RFQ)	<ul style="list-style-type: none"> RFQ issued September 24, 2013 Qualifications received on or before November 12, 2013 City announced shortlist of proponent teams December 17, 2013 	<ul style="list-style-type: none"> Five responses received Responses reviewed and shortlisted to three proponents Independent fairness advisor attested that the procurement process was fair
Request for Proposals (RFP)	<ul style="list-style-type: none"> RFP issued March 4, 2014 to three proponents Final proposal submissions received October 17, 2014 City announced Preferred Proponent October 27, 2014 	<ul style="list-style-type: none"> Three compliant technical proposals received Preferred Proponent identified based on lowest net present value of costs to the City Independent fairness advisor attested that the procurement process was fair
Closing	<ul style="list-style-type: none"> Project agreement signed on December 16, 2014, and Successful Proponent reached Financial Close on December 19, 2014 	<ul style="list-style-type: none"> Preferred Proponent (at this point considered to be the "Successful Proponent") authorized and required to commence services defined in project agreement

3.2 Procurement process result

In accordance with the RFP, the Preferred Proponent for the Project was identified by calculating the total cost on a net present value (NPV) basis of the financial offer presented by each proponent in their final proposal submissions. A description of the form of financial offer, and the calculation procedure, is provided in Appendix A.

The proponent with the lowest cost financial offer on an NPV basis was Integrated Team Solutions ("ITS")³. The NPV of the Preferred Proponent's financial offer was \$197.56 million. The NPV of the financial offer after making the capital price adjustment⁴ at Financial Close was \$195.48 million.

³ This is the name of the Preferred Proponent at the time of final proposal submission.

The Preferred Proponent submitted a financial offer that upon financial close is a binding schedule of payments that the City will make to ITS, in exchange for the provision of DBFOM services.

⁴ The capital price adjustment reflects a decrease in base interest rates that occurred in the period between proposal submission and Financial Close.

4 Value for money

4.1 Preliminary value for money estimate

The value for money (VFM) assessment entails the comparison of the NPV of the risk-adjusted project cost estimate for the traditional Design-Bid-Build (DBB) delivery model with that for the DBFOM delivery model. Preliminary value for money refers to VFM that is estimated prior to the execution of a procurement process and award of a contract.

As noted above, a preliminary VFM assessment was documented in the Business Case. It was estimated at that time that the DBFOM delivery model would offer VFM, as compared to a DBB approach, of 15.7%⁵ as shown below.

Table 2 – Business Case value for money estimate (NPV, \$thousands)

	DBB	DBFOM
Total Project Base Cost	199,187	236,177
Retained Risk	122,600	32,800
Transferred Risk	Included in base cost	Included in base cost
Owners and Transaction Costs	2,314	4,071
Total Risk-Adjusted Project Cost	324,101	273,047
"Project VFM" (\$)		51,054
"Project VFM"		15.7%

4.2 Final value for money estimate

Final value for money refers to an update to a preliminary VFM estimate that is done after the conclusion of a procurement process. Final VFM takes into account any changes in estimated costs and actual costs that may have occurred in the intervening time, including the replacement of estimated DBFOM costs with the costs of the Successful Proponent's financial offer.

The estimated net present value (NPV) of project costs if delivered through DBB was updated using the financial model developed for the preliminary VFM assessment. Updates to the Business Case assumptions made reflect changes required to project timing in the final transaction, to reflect changes in underlying financial markets, and to match any assumptions Proponents were required to use in the preparation of their financial offers. The changes made to arrive at the final VFM were:

1. The estimated cost of the project delivered by DBFOM is replaced with the actual costs of the binding schedule of payments to be made to ITS.
2. The commencement of construction and substantial completion were adjusted to match the timing of the actual procurement process.

⁵ Source: Table 14 of the Business Case

3. The escalation of maintenance and rehabilitation costs in the DBB comparator were reduced to 2% to match the assumption made in evaluating Proponent financial offers.
4. City borrowing costs in the DBB comparator were adjusted to 4.00% to reflect the estimated cost of borrowing at the time of RFP issuance.
5. The discount rate for cash flows was increased slightly to 4.00% to match the estimated cost of City borrowing and to match the discount rate used to calculate the NPV of financial offers.
6. The date of the NPV comparison was moved forward to October 17, 2014⁶ to match the receipt date of the financial offers.

No other adjustments were made to the original cost estimates. The estimated NPV of project costs expected through delivery by DBFOM is a combination of the payments to be made to ITS, and other costs that are borne directly by the City.

The resulting comparison between the estimated risk-adjusted project costs for the DBB delivery model and DBFOM delivery model is as follows:

Table 3 - Final value for money estimate⁷ (NPV, \$thousands)

	DBB	DBFOM (Successful Proponent)
Total Project Base Cost	201,049	195,478 ⁸
Retained Risk	123,965	35,271
Transferred Risk	Included in base cost	Included in base cost
Owners and Transaction Costs	2,530	4,449
Total Risk-Adjusted Project Cost	327,544	235,198
"Project VFM" (\$)		92,346
"Project VFM"		28.2%

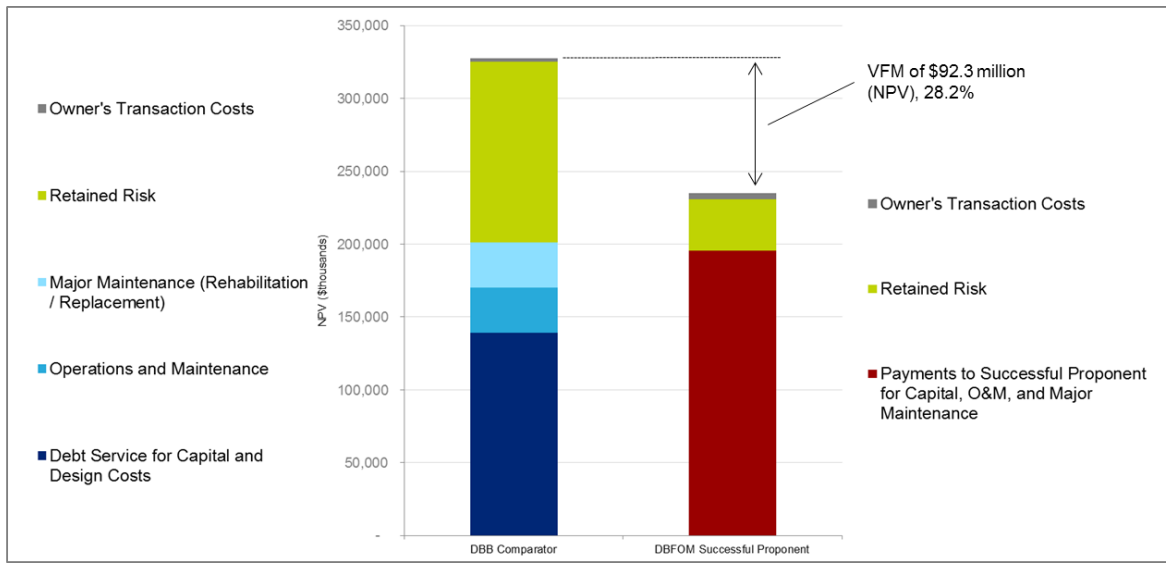
The chart below illustrates the final VFM estimate.

⁶ The date of NPV comparison used in the Business Case was March 31, 2012

⁷ The final VFM estimate does not take into account that the DBB cost estimates contemplated a 160 bus facility, whereas the agreement with the Successful Proponent is for a 224 bus facility. Therefore, in addition to the calculated VFM, the Project has the additional benefit of greater scope.

⁸ The sum of the NPV of the binding schedule of payments to ITS and the NPV of the City's other costs.

Figure 1 – Final VFM



In summary, it is estimated that the Project as executed by the Successful Proponent will result in savings in NPV terms of approximately \$92.3 million.

Appendix A – Calculation of total cost on a NPV basis of financial offers

The form of the financial offer was defined by the City in the RFP, and consists of the following payments:

- Substantial Completion payment⁹
- Monthly payment stream over the term of the project agreement (25 operational years) consisting of:
 - Proposed Capital payments¹⁰ (identical monthly payments stated in nominal dollars);
 - Fixed Capital payments (payments set by the City at \$1.5 million per year for 2017 to 2024 inclusive, and \$0.5 million in 2025)¹¹;
 - FM payments (monthly payments for operations and maintenance stated in 2014 dollars);
 - Snow Operations payments (monthly payments for operations and maintenance stated in 2014 dollars);
 - Major Maintenance and Rehabilitation payments (monthly payments with timing as needed for periodic planned rehabilitation or replacement stated in 2014 dollars); and
 - Utility payments based on a submitted energy model (monthly payments stated in 2014 dollars).

In accordance with the RFP, the total cost on an NPV basis was determined by calculating the sum of the NPVs (as at the financial offer submission date of October 17, 2014) of:

- The Substantial Completion payment (i.e. PPP Canada Funding);
- The Capital payments (including Proposed Capital payments and Fixed Capital payments);
- The FM payments, after first adjusting each payment for inflation;
- The Snow Operations payments, after first adjusting each payment for inflation;
- The Utility Payments, after first adjusting for inflation and usage; and
- The Major Maintenance and Rehabilitation payments, after first adjusting each payment for inflation.

The discount rate used to calculate NPV is 4.00%, based on the City's estimated cost of long term borrowing as of March 2014. The inflation assumption used is 2.00%, based on bond yields as of March 2014, and published guidance from the Bank of Canada. The proponents were notified of the discount rate and inflation rate in the RFP at issuance.

⁹ The Substantial Completion payment was bid by Proponents based on a City-defined percentage of its construction cost up to a maximum of \$40 million.

¹⁰ The capital payments are the repayment to the contractor of the amount of the capital cost not paid through the substantial completion payments (i.e. the repayment of the contractor-provided financing). The capital payments are not subject to inflation.

¹¹ Proponents were mandated to accept these payments and were instructed that they must be used to repay capital. These payments will be made in equal monthly installments in years where they apply.

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Civic Operations Centre Technical Highlights

The Saskatoon Transit Operations Facility will:

- be a LEED Certified building;
- have the capacity to store 224 regular-sized and articulated buses inside the Facility, designed for future expansion to 400 buses;
- be fully equipped and have a state-of-the-art Maintenance Shop including 27 maintenance bays, paint booth, engine and transmission shop, body shop, machine shop and electronic shop;
- have 2 automatic indoor bus wash lanes with integral water reclamation; and
- have administrative offices; fare collection, quick service, fueling, and wash lanes; maintenance bays utilizing a combination of built-in hoists, mobile hoists and inspection pits for all aspects of bus fleet maintenance; rooms for tire replacement and upholstery repair; a dispatch area; and meeting and training rooms.

The Snow Management Facility will:

- have a capacity of storing up to 1 million cubic metres of snow;
- have a roller compacted concrete (or equivalent) surface to facilitate site operation (movement of heavy trucks, drainage of meltwater), maintenance, and cleaning;
- infrastructure in place for a fully Automated Access Control System; and
- have a stormwater and meltwater management pond with inlet sand/oil/grit separators. Monitoring of the meltwater quality will be conducted based on environmental standards.

Other work included in the Project Agreement:

- an earth berm will be constructed between the CN railway line and the Montgomery Place Neighbourhood to the north of the site.
- water and sewers extended to the site from services on Dundonald Avenue; all services sized and installed to support anticipated future need resulting from a full build-out of the areas of the COC site left fallow at the end of the current Phase One;
- internal circulation roads constructed to accommodate Phase One and projected Phase Two traffic volumes; and
- a signalized intersection on Valley Road to manage the flow of traffic from Valley Road to and from the COC site and the Landfill.

Civic Operations Centre Responsibility Matrix

Responsibility	City of Saskatoon	ITS
Saskatoon Transit Operations Facility		
Construction		X
Maintenance		X
Lifecycle and Rehabilitation		X
Saskatoon Transit Fleet		
Maintenance	X	
Operations and Service Delivery	X	
Snow Management Facility		
Construction		X
Maintenance		X
Lifecycle and Rehabilitation		X
Sand and debris removal		X
Monitoring and melt water testing		X
Snow marshalling, plowing, day-to-day operations	X	
Other Construction		
Railway Berm		X
Site utilities and direct services		X
Signalized Intersection at Valley Road and Landfill Road		X
Internal road network		X
Other items		
COC Site maintenance and upkeep (landscaping, snow removal, road repairs, energy efficiency, etc)		X
Budget, schedule, weather delays		X
Substantial Completion payment; and monthly operating, capital, and rehabilitation payments	X	
Monitoring and adherence to Project Agreement	X	X



November 26th, 2014

Ms. Jill Cope
Project Manager
City of Saskatoon
222 3rd Avenue North
Saskatoon SK, S7K 0J5

Subject: Request for Proposals (RFP) to Design, Build, Finance, Operate and Maintain Civic Operations Centre

Dear Ms. Cope:

P1 Consulting was retained to perform fairness monitoring services and provide an independent attestation on the RFP procurement process. Our mandate was to review and monitor the bid documents and communications, provide advice on best practices, review and monitor the evaluation and decision-making processes that are associated with the RFP to ensure fairness, equity, objectivity, transparency and adequate documentation throughout the evaluation process.

The Project is an undertaking for the design, construction, financing and maintenance of a transit operations facility and the design, construction, financing, maintenance and operation of a snow management facility. This includes development of the Transit Operations Facility, the Snow Management Facility, the Railway Berm, the Common Utility Infrastructure and other related infrastructure in the southwest section of Saskatoon.

In our role as Fairness Monitor, P1 Consulting made certain that the following steps were taken to ensure a fair and open process:

- Compliance with the requisite procurement policies and procedures and the laws of tendering for the acquisition of services relating to public sector procurement;
- Adherence to confidentiality of bids, and the evaluation process;
- Objectivity and diligence during the procurement process in order to ensure that it was conducted in an open and transparent manner;
- Proper definition and use of evaluation procedures and assessment tools in order to ensure that the process was unbiased;
- Compliance of project participants with strict requirements of conflict of interest and confidentiality during the procurement and evaluation processes;
- Security of information;
- Prevention of any conflict of interest amongst evaluators on the selection committee; and
- Oversight to provide a process where all Proponents were treated fairly.

The Fairness Monitor actively participated in the following steps in the process to ensure that fairness was maintained throughout:



Ms. Jill Cope
November 26th, 2014
Page 2 of 2



- Project kick-off meeting;
- Review session of the draft RFP Documents;
- Commercially Confidential Meetings with the Proponents;
- Site and facility visits by the Proponents;
- Review of the Requests for Information (RFI), Notices, and Addenda;
- Review of evaluation process and guideline; and
- Proposal receipt, bid evaluation and selection of the Preferred Proponent.

As the Fairness Monitor for the **City of Saskatoon - Civic Operations Centre RFP**, we certify that, at the time at which this report was prepared, the principles of fairness, openness, consistency and transparency have, in our opinion, been maintained throughout procurement process. Furthermore, no issues emerged during the process, of which we were aware, that would impair the fairness of this initiative.

Yours truly,

A handwritten signature in cursive script that reads "Jill Newsome".

Jill Newsome
Lead Fairness Monitor



Deloitte Canada LLP
2800 - 1055 Dunsmuir Street
4 Bentall Centre
P.O. Box 49279
Vancouver BC V7X 1P4
Canada

Tel: +1 604 640-3236
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www.deloitte.ca

December 12, 2014

Doug Drever
City of Saskatoon
City Hall
222 3rd Avenue North
Saskatoon, SK S7K 0J5

Dear Mr. Drever,

Subject: Saskatoon Civic Operations Centre Project Request for Proposals Evaluation Process

Deloitte LLP ("Deloitte") was retained by the City of Saskatoon to provide financial and procurement process advice on the Saskatoon Civic Operations Centre Project ("the Project"). As part of the engagement Deloitte assisted the City in developing processes to evaluate the Request for Proposal ("RFP") submissions ("proposals") received from the short-listed proponents. This work involved advising on the development of the evaluation criteria and evaluation process as described in the RFP documents, training the proposal evaluators, assisting in managing the evaluation process, and participating as evaluators in some selected areas, e.g. financial offer evaluation.

The proposal evaluation process was carried out as described in the RFP documents, and was confirmed at all stages by the independent fairness advisor. Deloitte was present at all consensus evaluation meetings.

Three proposals were received, with Integrated Team Solutions being identified as the preferred proponent in accordance with the evaluation process described in the RFP documents.

If I can provide any additional information or there are any questions with respect to this letter please contact me directly at (604) 640-3236 or mwhodgson@deloitte.ca.

Yours truly,

A handwritten signature in black ink, appearing to read "M. Hodgson", with a long horizontal flourish extending to the right.

Mark Hodgson
Deloitte LLP

Proposed Amendments to Bylaw No. 9170, The Procedures and Committees Bylaw

Recommendation

That City Council consider Bylaw No. 9259, *The Procedures and Committees Amendment Bylaw, 2015*.

Topic and Purpose

This provides City Council with Bylaw No. 9259, *The Procedures and Committees Amendment Bylaw, 2015*. If passed, this Bylaw would implement City Council's decision to amend Bylaw No. 9170, *The Procedures and Committees Bylaw*, to record all votes of Council members at Council meetings and public portions of Council Committee meetings.

Report

At its meeting held on December 15, 2014, City Council considered a motion that all votes taken by Council members at Council meetings and public portions of Council Committee meetings be recorded.

City Council resolved that the City Solicitor prepare the necessary amendments to Bylaw No. 9170, *The Procedures and Committees Bylaw*, to require that all votes taken by Council members at Council meetings and public portions of Council Committee meetings be recorded.

In accordance with City Council's instructions, we are pleased to submit Bylaw No. 9259, *The Procedures and Committees Amendment Bylaw, 2015*, for City Council's consideration.

Attachment

1. Proposed Bylaw No. 9259, *The Procedures and Committees Amendment Bylaw, 2015*.

Report Approval

Written by: Jodi Manastyrski, Solicitor
Approved by: Patricia Warwick, City Solicitor

102-0447-jlm-1.docx

BYLAW NO. 9259

The Procedures and Committees Amendment Bylaw, 2015

The Council of The City of Saskatoon enacts:

Short Title

1. This Bylaw may be cited as *The Procedures and Committees Amendment Bylaw, 2015*.

Purpose

2. The purpose of this Bylaw is to make those amendments to Bylaw No. 9170, *The Procedures and Committees Bylaw, 2014*, requiring that votes by Council members be recorded during Council meetings and public Council Committee meetings.

Bylaw No. 9170 Amended

3. Bylaw No. 9170 is amended in the manner set forth in this Bylaw.

Section 72 Amended

4. Section 72 is repealed and the following substituted:
 - “(1) All votes by Council members on matters before Council during Council meetings shall be recorded.
 - “(2) The minutes must show the names of Council members present and whether each voted for or against the proposal or abstained.”.

New Section 133.1

5. The following section is added after section 133:

“Recorded Vote

- 133.1 (1) All votes by Council Committee members on matters before Council Committees during public meetings shall be recorded.

Civic Operations Centre – Borrowing Bylaw

Recommendation

That City Council consider Bylaw No. 9260, The Civic Operations Centre Borrowing Amendment Bylaw, 2015.

Topic and Purpose

The purpose of this report is to provide City Council with Bylaw No. 9260, which is the amendment required to Bylaw No. 9247 to provide for the specific financing of the Civic Operations Centre Phase One project now that financial close has been achieved.

Report

At its meeting held on December 15, 2014, City Council passed Bylaw No. 9247 to provide for the borrowing required for the construction of Civic Operations Centre Phase One. That Bylaw provided for a borrowing to a maximum of \$115,500,000.00 and an interest rate of 4.97% per annum.

Commercial and Financial Close has now been achieved with Integrated Team Solutions SCOC Partnership. The actual borrowing and the interest rate of the borrowing are less than what was provided for in Bylaw No. 9247. This Bylaw amends Bylaw No. 9247 to reflect the financing achieved at financial close.

Bylaw No. 9260 provides for a deferred capital payment of \$114,721,989.68 to be repaid over 25 years and an interest rate of 4.5% per annum. Both of these numbers are less than the maximums approved by Council in Bylaw No. 9247.

Attachment(s)

1. Report of City Solicitor regarding Civic Operations Centre – Borrowing Bylaw dated December 15, 2014.
2. Proposed Bylaw No. 9260, *The Civic Operations Centre Borrowing Amendment Bylaw, 2015*.

Report Approval

Written by: Cindy Yelland, Solicitor, Director of Planning and Development Law
Approved by: Patricia Warwick, City Solicitor

227-1533-cly-3.docx

BYLAW NO. 9260

A bylaw of The City of Saskatoon to amend Bylaw No. 9247 entitled, "*A bylaw of The City of Saskatoon to undertake a Borrowing in an amount not exceeding \$115,500,000 as part of a public private partnership Project Agreement for the Civic Operations Centre Phase One*"

The Council of The City of Saskatoon enacts:

Short Title

1. This Bylaw may be cited as *The Civic Operations Centre Borrowing Amendment Bylaw, 2015*.

Purpose

2. The purpose of this Bylaw is to amend Bylaw No. 9247 to correspond with the financing of this project now that financial close has been achieved.

Bylaw No. 9247 Amended

3. Bylaw No. 9247 is amended in the manner set forth in this Bylaw.

Section 2 Amended

4. Subsection 2(2) is repealed and the following substituted:

"2(2) The City to reimburse the Preferred Proponent for a portion of the Capital Cost through Deferred Capital Payments in the amount of \$114,721,989.68 which will be made in accordance with the Project Agreement over a 25 year period as set forth in Schedule "A"."

Section 4 Amended

5. Section 4 is amended by striking out "Four and Ninety-Seven One Hundredths percent (4.97%)" and substituting "Four and Fifty One Hundredths percent (4.5%)".

New Schedule “A”

6. Schedule “A” to this Bylaw is added as Schedule “A” to Bylaw No. 9247.

Coming into Force

7. This Bylaw shall come into force on the day of its final passing.

Read a first time this _____ day of _____, 2015.

Read a second time this _____ day of _____, 2015.

Read a third time and passed this _____ day of _____, 2015.

Mayor

City Clerk

Residential Parking Permit Expansion and Creation

Recommendation

That City Council consider Bylaw No. 9258, *The Residential Parking Program Amendment Bylaw, 2015*.

Topic and Purpose

The purpose of this report is to provide City Council with Bylaw No. 9258 which implements City Council's decision to amend *The Residential Parking Program Bylaw, 1999* to create a new limited residential parking program area in the Riversdale neighbourhood and to expand the program boundaries in the Pleasant Hill and Varsity View areas.

Report

City Council, at its regular business meeting held on December 15, 2014, considered a report of the General Manager, Transportation and Utilities Department dated December 8, 2014 requesting approval to amend Bylaw No. 7862, *The Residential Parking Program Bylaw, 1999* to allow for the creation of new limited residential parking program areas on the 400 blocks of Avenues C South and D South. The report further requests approval for an expansion of the Pleasant Hill limited residential parking permit program area to include the 300 block of Avenue P South and the Varsity View residential parking program area to include the 800 block of Temperance Street, the 100 block of Albert Avenue, the 500 block of Saskatchewan Crescent East and the 500 and 600 blocks of 12th Street East. City Council resolved that the City Solicitor prepare the necessary amendments to *The Residential Parking Program Bylaw, 1999* to provide for the newly proposed and expanded residential parking areas.

In accordance with City Council's instructions, we are pleased to submit Bylaw No. 9258, *The Residential Parking Program Amendment Bylaw, 2015*, for Council's consideration.

Attachment

1. Proposed Bylaw No. 9258, *The Residential Parking Program Amendment Bylaw, 2015.*

Report Approval

Written by: Derek Kowalski, Solicitor
Approved by: Patricia Warwick, City Solicitor

102-0446-djk-2.docx

BYLAW NO. 9258

The Residential Parking Program Amendment Bylaw, 2015

The Council of The City of Saskatoon enacts:

Short Title

1. This Bylaw may be cited as *The Residential Parking Program Amendment Bylaw, 2015*.

Purpose

2. The purpose of this Bylaw is to amend *The Residential Parking Program Bylaw, 1999*, to create new limited residential parking program areas in the Riversdale neighbourhood and to expand the program boundaries in the Pleasant Hill and Varsity View areas.

Bylaw No. 7862 Amended

3. *The Residential Parking Program Bylaw, 1999* is amended in the manner set forth in this Bylaw.

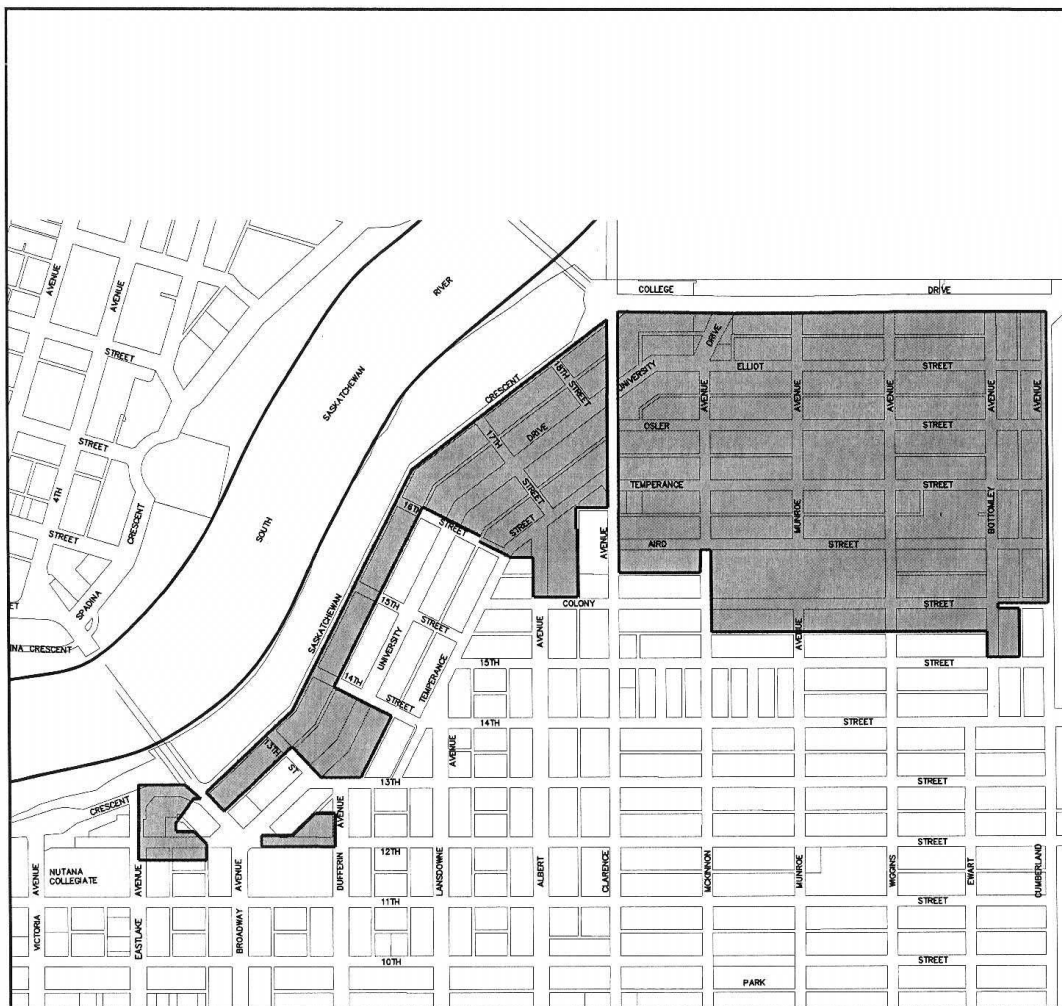
Schedule "A" Amended

4. Schedule "A" is amended by repealing the map showing the Varsity View Residential Parking Permit Zone, and substituting the map attached and marked as Schedule "A" to this Bylaw.

Schedule "B" Amended

5. Schedule "B" is amended:
 - (a) by repealing the map showing the Pleasant Hill Residential Parking Permit Zone, and substituting the map attached and marked as Schedule "B" to this Bylaw; and

Schedule "A"



Varsity View Residential Parking Permit Zone

- Streets Designated as the Varsity View Residential Parking Zone
- Aird Street: 1000, 1100 (North Side), 1200 (North Side), 1400 Blocks
 - Albert Street: 100 Block
 - Bottomley Avenue North: 100 (East Side), 200, 300 & 400 Blocks
 - Bottomley Avenue South: 100 (East Side), & 200 Blocks
 - Clarence Avenue: 400 (East Side) Block
 - Colony Street: 1100 (South Side), 1200 (South Side), 1300 (South Side), & 1400 (North Side) Blocks
 - Cumberland Avenue North: 100 (West Side), 200 (West Side), 300 (West Side), & 400 (West Side) Blocks
 - Cumberland Avenue South: 100 (West Side) Block
 - Eastlake Avenue: 500 Block (East Side)
 - Elliot Street: 1100, 1200, 1300 & 1400 Blocks
 - MacKinnon Avenue North: 100, 200 & 300 Blocks
 - Munroe Avenue North: 100, 200, 300 & 400 Blocks

260-0048-001r006
Revised: 2015-11-06

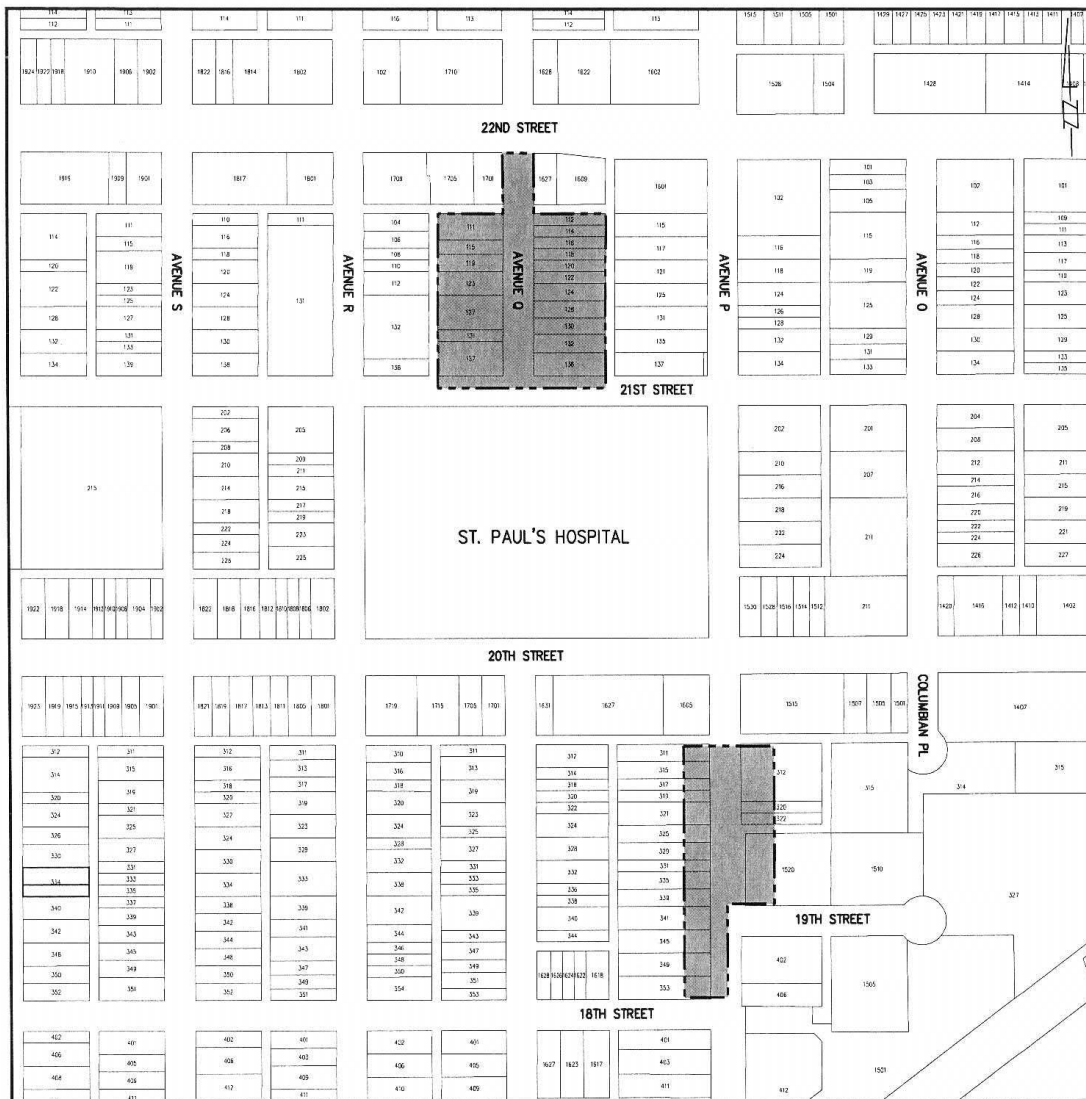
- One and two hour time restrictions
- Effective Monday to Friday
- Parking Permits expire August 31 of each year

- Osler Street: 1000, 1100, 1200, 1300 & 1400 Blocks
- Saskatchewan Crescent: 500, 600 (South Side), 700 (South Side), 800 (South Side), 900 (South Side) Blocks
- Temperance Street: 800 (16th to 17th), 900, 1000, 1100, 1200, 1300 (North Side) & 1400 Blocks
- University Drive: 600 (North of 13th), 800, 900 & 1000 Blocks
- Wiggins Avenue North: 100 (West Side), 200, 300 & 400 Blocks
- Wiggins Avenue South: 100 (West Side) Block
- 12th Street: 500, 600 Blocks
- 13th Street: Between Saskatchewan Cres. & lane E. of Dufferin Ave.
- 14th Street: Between Saskatchewan Cres. & lane E. of University Dr.
- 17th Street: Between Saskatchewan Cres. and University Dr.
- 18th Street: Between Saskatchewan Cres. and University Dr.



Schedule A - Bylaw # 7862

Schedule "B"



**Pleasant Hill Limited
Residential Parking Permit Zone**

Streets Designated as the Pleasant Hill Residential Parking Zone

- Avenue Q South: 100 Block
- Avenue P South: 300 Block

- Two hour time restrictions
- Effective Monday to Friday
- Parking Permits expire May 31 of each year

260-0041-001r003
Revised 2014-JAN-09

Schedule B - Bylaw # 7862

**City of
Saskatoon**
Infrastructure Services Department

Schedule "C"



**Riversdale Limited
Residential Parking Permit Zone**
Streets Designated as the Riversdale Residential Parking Zone



- Two hour time restrictions
- Effective Monday to Friday
- Parking Permits expire May 31 of each year



- Avenue D South: 400 Block

260-0042-001r002
Revised: 2014-JAN-13

Schedule B - Bylaw # 7862





STANDING POLICY COMMITTEE ON ENVIRONMENT, UTILITIES AND CORPORATE SERVICES

Request for Sewer Charge Exemption – Klark’s Trenching Ltd.

Recommendation of the Committee

1. That the request for a sanitary sewer charge exemption for Klark’s Trenching Ltd. at 311 Gladstone Crescent, Saskatoon, Saskatchewan, be accepted; and
2. That Corporate Revenue be requested to remove the sanitary sewer charge from the above applicant’s utility bill for water meter #20142798 retroactive to November 7, 2014

History

At the January 12, 2015 Standing Policy Committee on Environment, Utilities and Corporate Services meeting, a report of the General Manager, Transportation and Utilities Department dated January 12, 2015 was considered.

Attachment

January 12, 2015 Report of the General Manager, Transportation and Utilities

Request for Sewer Charge Exemption – Klark’s Trenching Ltd.

Recommendation

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

1. That the request for a sanitary sewer charge exemption for Klark’s Trenching Ltd. at 311 Gladstone Crescent, Saskatoon, Saskatchewan, be accepted; and
2. That Corporate Revenue be requested to remove the sanitary sewer charge from the above applicant’s utility bill for water meter #20142798 retroactive to November 7, 2014.

Topic and Purpose

The purpose of this report is to obtain City Council approval for a sanitary sewer charge exemption as requested by Klark’s Trenching Ltd. (Klark’s).

Report Highlights

1. Klark’s has requested a sanitary sewer charge exemption.
2. The Administration has reviewed the request and it complies with The Sewage Works Control Bylaw No. 5115, Part II, Article 23.
3. The Administration recommends that the request for the exemption be approved.

Strategic Goal

This report supports the Strategic Goal of Economic Diversity by ensuring fees are competitive.

Background

The Sewage Works Control Bylaw No. 5115, Part II states:

“Adjustments for Water Not Returned to Sewer

23. Where a substantial portion of the water purchased by a customer is not returned to the sewerage system of the City, the customer may apply to City Council for an appropriate adjustment in the sewer service charge which Council may by resolution vary and reduce accordingly. Council may from time to time review the rate of adjustment, if any, and no adjustment shall be construed as a right to have the sewer service charge reduced.”

Report

Klark’s has relocated to a new location and has requested an exemption from the sanitary sewer charge on their utility bill which they were receiving at their previous location. An investigation by the Water Meter and Cross Connection staff has confirmed

Request for Sewer Charge Exemption – Klark’s Trenching Ltd.

that water meter #20142798 at the new location is metering water that is used solely for their field operations and is not collected by the sanitary sewage collection system.

The request for a sewer charge exemption complies with The Sewage Works Control Bylaw No. 5115.

Based on the above information, the Administration recommends that Klark’s receives an exemption from the sanitary sewer charge for water meter #20142798 retroactive to November 7, 2014, the date the premise water meter was installed.

Financial Implications

There will be a minimal impact on Wastewater Revenue; however, the request for exemption complies with The Sewage Works Bylaw No. 5115.

Other Considerations/Implications

There are no options, public and/or stakeholder involvement, communication plan, policy, environmental, privacy, or CPTED implications or considerations.

Due Date for Follow-up and/or Project Completion

The sanitary sewer charge exemption is effective starting November 7, 2014.

Public Notice

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

Report Approval

Written by: Collin Hoffman, Meter Shop Superintendent
Reviewed by: Reid Corbett, Director of Saskatoon Water
Approved by: Jeff Jorgenson, General Manager, Transportation & Utilities
Department

EUCS CH – Request for Sewer Charge Exemption – Klark’s Trenching Ltd.docx



STANDING POLICY COMMITTEE ON ENVIRONMENT, UTILITIES AND CORPORATE SERVICES

Inquiry – Councillor C. Clark (January 20, 2014) – Decorative Street Lighting – Change to “Winter-based” Schedule

Recommendation of the Committee

1. That the Administration proceed with Option 2 as outlined in the report of the General Manager, Transportation & Utilities Department dated January 12, 2015; and
2. That the Administration, in consultation with the Business Improvement Districts, explore options for decorative lighting and financial implications and report back to the Committee.

History

At the January 12, 2015 Standing Policy Committee on Environment, Utilities and Corporate Services meeting, a report of the General Manager, Transportation and Utilities Department dated January 12, 2015 was considered.

Your Committee also received a presentation from the Broadway Business Improvement District in support of extending winter lighting and exploring options for decorative lighting.

Attachments

1. January 12, 2015 Report of the General Manager, Transportation and Utilities
2. Email dated January 9, 2015, Sarah Marchildon, Executive Director, Broadway Business Improvement District
3. Email dated January 9, 2015, Brent Penner, Executive Director, The Partnership
4. Email dated January 11, 2015, Randy Pshebylo, Executive Director, Riversdale Business Improvement District

Inquiry – Councillor C. Clark (January 20, 2014) – Decorative Street Lighting – Change to “Winter-based” Schedule

Recommendation

That the report of the General Manager, Transportation & Utilities Department dated January 12, 2015, be forwarded to City Council for information.

Topic and Purpose

The purpose of this report is to provide additional information, as requested by the Standing Policy Committee on Environment, Utilities & Corporate Services, regarding the implications of changing the seasonal decorative lighting schedule from a “Holiday-based” schedule to a “Winter-based” schedule.

Report Highlights

1. Feedback from the Business Improvement Districts (BIDs) indicates general support for extending the decorative street lighting program to a “Winter-based” schedule.
2. Further discussions will occur with the BIDs, through the Urban Design Committee, to explore financial partnership for a “Winter-based” lighting schedule, as well as the potential for creating new opportunities for additional year-round decorative lighting.
3. Extending the schedule for decorative street lighting may have an impact on the banner program at some locations.

Strategic Goal

This report supports the Strategic Goal of Quality of Life as a warm, welcoming people place.

Background

At its meeting held on December 8, 2014, the Standing Policy Committee on Environment, Utilities & Corporate Services resolved, “That the Administration be directed to initiate discussions with the Business Improvement Districts regarding possible partnering opportunities and report back.”

Report

Feedback from the BIDs

Saskatoon Light & Power (SL&P) contacted The Partnership, Broadway BID, Riversdale BID and Sutherland BID to discuss the proposal for a “Winter-based” schedule. The BIDs were asked if they supported the idea and if they were willing to partner on this initiative.

There was unanimous support for the seasonal decorations program and consensus that it would be beneficial to extend the duration further into the winter season. There

was also an acknowledgement that some of the decorations are specific to the Christmas season and should continue to be turned off on the current schedule (January 14).

Further Discussions Planned with the BIDs

The BIDs indicated that they have limited funding available to them. Some indicated that they do not have funding available for this winter while others indicated they may have some limited amount of funding available and would be willing to share a portion of the cost (perhaps 33%). All indicated they would be willing to discuss this issue further through their involvement with the Urban Design Committee and consider factoring this into future budgets. Once the details of the expanded program have been finalized, they will provide their final comments on this issue.

In addition to the winter decorations, the BIDs also expressed a significant interest in developing an expanded streetscape lighting initiative. There are many options that could be considered with a variety of associated costs. Options discussed included:

- Expanding the installation of “twinkle lights” on street trees in some areas;
- Alternatively removing the “twinkle lights” altogether and installing a different type of lighting to provide an interesting design element in the evenings; or
- Possibly stringing lights from pole-to-pole either directly above the sidewalk or across the roadway.

The Urban Design Committee will discuss lighting opportunities with the BIDs over the coming months.

It was also noted, the BIDs have encouraged adjacent businesses to provide increased decorative lighting on the fronts of their businesses and inside their windows.

Potential Impact on Banner Program

In addition to decorative street lighting, SL&P poles are utilized for displaying banners throughout the year. These banners are purchased by various organizations and are installed and maintained by SL&P. A charge is recovered from the organizations for this service. The location and timing for these banners is coordinated by the Urban Design Committee.

If the decorative lighting program is extended, there may be an impact on the availability of poles for the banner program. Banners are sometimes installed immediately following the removal of the seasonal decorations. In other locations, banners are kept on the poles until November when the seasonal decorations are installed. Therefore, altering the duration of the decorative lighting program may have an impact on the banner program on a location-by-location basis.

Not all streets have banners though. Third Avenue does not have banners, so extending the schedule for the snowflake decorative lighting on this roadway would not have an impact on the banner program.

Options to the Recommendation

Option 1 – One option would be to maintain the 3rd Avenue snowflake decorations for this winter season until March 20. The operating impact for these decorations is relatively low (approximately \$100 for the energy costs) and could be funded from the existing program. These decorations are not very susceptible to damage from the wind, so they would not require additional maintenance.

Option 2 – In addition to the 3rd Avenue snowflake decorations, the snowflakes along the Broadway Bridge and down Broadway Avenue could also be considered for this winter. The energy cost for these lights is estimated to be \$25. These decorations are different from the 3rd Avenue ones and are more susceptible to damage by wind. Leaving them in-place longer will reduce their anticipated life span and may result in additional maintenance and repair costs. The total estimated cost for both the 3rd Avenue and Broadway decorations is approximately \$200 annually.

Option 3 – City Council could direct Administration to extend the duration for all Winter-based decorative lighting until March 20. Approximately 33% of the existing decorations are considered appropriate for a “Winter-based” theme. The cost of operating and maintaining these decorations is \$2,500 annually. If this option is selected, this additional cost will need to be reflected in future budgets as this is a mill-rate funded program.

Financial Implications

The financial implication of switching to an extended Winter-based schedule would depend on the number of decorations involved. Depending on the option selected, additional costs will need to be reflected in future budget allocations.

Environmental Implications

Extending the number of days the “Winter-based” decorative lighting is on will increase electrical consumption and impact greenhouse gas emissions by up to 8 tonnes CO₂e, the equivalent of adding 2 cars to the road each year.

Public and/or Stakeholder Involvement

At the next meeting of the Urban Design Committee, Administration will further explore partnering opportunities with the BIDs for “Winter-based” decorations. Year-round lighting opportunities will also be discussed with an aim to improve the streetscaping of major roadways. Administration will advise the BIDs of City Council’s resolution for this report and will work with them to explore future decorative lighting opportunities.

Other Considerations/Implications

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

Due Date for Follow-up and/or Project Completion

A follow-up is not required at this time.

Public Notice

Public Notice pursuant to Section 3 of Policy No. C91-021, Public Notice Policy, is not required.

Attachment

1. Report Dated December 8, 2014 to the SPC on Environment, Utilities & Corporate Services

Report Approval

Written by: Trevor Bell, Director of Saskatoon Light & Power

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

EUCS TB – Response to SPC re Winter-based Decorative Lighting

Inquiry – Councillor C. Clark (January 20, 2014) – Decorative Street Lighting – Change to “Winter-based” Schedule

Recommendation

That the report of the General Manager, Transportation & Utilities Department dated December 8, 2014, be forwarded to City Council for information.

Topic and Purpose

The purpose of this report is to provide information on the implications of changing the seasonal decorative lighting schedule from a “Holiday-Based” schedule to a “Winter-Based” schedule.

Report Highlights

1. The schedule for decorative street lighting under the current bylaw is based on the holiday season ending January 14th.
2. For a “winter-based” schedule extended until March 20th, the increased annual operating cost of decorative street lighting is an estimated \$6,800.
3. Some decorations are more specific to the Christmas season (67%), while others are more generic and celebrate the winter season (33%).

Strategic Goal

This report supports the City of Saskatoon Strategic Goal of Quality of Life as a warm, welcoming people place.

Background

The following inquiry was made by Councillor C. Clark at the meeting of City Council held on January 20, 2014:

“Would the Administration report on the implications for changing the bylaw regarding decorative street lighting to change the approach from a “Holiday-Based” schedule that removes lights in January to a “Winter-Based” schedule that recognizes the public benefit of decorative street lighting to brighten up our key commercial streets throughout the darker months of winter.”

Report

The Current Bylaw

The Electric Light and Power Bylaw No. 2685 currently defines the dates and times when seasonal decorative lighting will be operated. These lights are turned on beginning the first Monday in December through to and including the 14th day of January. Each day, the lights operate on a timer control between the hours of 07:00 to 09:00 and 18:00 to 24:00.

Expected Operating Cost for “Winter-Based” Schedule

The total cost of electricity for the 302 decorative street lights installed annually is \$1,100 per season (approximately 42 days). Assuming that the same start date and daily lighting schedule was maintained and the removal of the lights was delayed to March 20 (spring equinox), the total cost of electricity would increase by \$1,800 to a total of \$2,900 per season. This “winter-based” schedule would result in 65 more days of decorative street lights.

Additionally, about \$5,000 is spent per season for the maintenance and repair of decorations damaged from wind and other environmental exposure. The additional exposure of the decorative lighting to the winter elements would likely result in an additional \$5,000 per season for maintenance and repair costs, totalling \$10,000 per season.

Installation and removal costs would not change since the same work is required.

The total estimated incremental cost of “winter-based” decorative street lighting per season is about \$6,800.

	Holiday-Based Schedule (42 days)	Winter-Based Schedule (107 days)
Electricity	\$1,100	\$2,900
Maintenance	\$5,000	\$10,000
Total	\$6,100	\$12,900

Specific Christmas Decorations and Generic Winter Decorations

Attachment 1 lists the types of decorations that are currently installed on various streets. Some of these decorations may be considered to be specifically oriented to the Christmas season (such as banners displaying the words “Tis The Season”), while others are more generic in nature and lend themselves to a winter-based schedule (such as snowflake decorations). However, there is some subjectivity associated with determining which are Christmas-based versus winter-based. City Council may wish to provide direction on which decorations should be left in-place if the winter-based schedule is adopted.

Financial Implications

The additional \$6,800 would need to be reflected in future budgets as this is a mill-rate funded program. This estimate is based on using all decorations for the entire winter-based schedule. If only a portion of the decorations are left in-place for the extended schedule, this financial implication may be prorated accordingly.

Environmental Implications

Extending the number of days that the decorative lighting is on will increase electrical consumption and impact Greenhouse Gas (GHG) emissions by 15 tonnes CO₂e, the equivalent of adding 3 cars to the road each year.

Other Considerations/Implications

There are no public and/or stakeholder involvement, communication plan, policy privacy, CPTED implications or considerations.

Due Date for Follow-up and/or Project Completion

No follow-up is required at this time.

Public Notice

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

Attachment

1. Seasonal Decorative Lighting Inventory

Report Approval

Written by: Brendan Lemke, Engineering Manager
Reviewed by: Trevor Bell, Director of Saskatoon Light & Power
Approved by: Jeff Jorgenson, General Manager, Transportation & Utilities Department

EUCS BL - Inq – Councillor C. Clark (Jan 20- 2014) – Decorative Street Lighting – Change to Winter-based Schedule

Seasonal Decorative Lighting Inventory

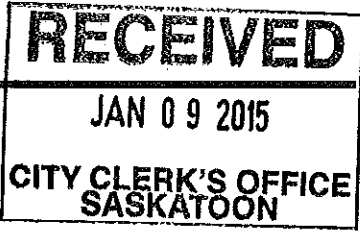
Illuminated Decorations

Style	Number	Locations	Winter Theme	Christmas Theme
Poinsettia Flowers	80	<ul style="list-style-type: none"> University Bridge 22nd Street 25th Street 		X
Snowflakes	79	<ul style="list-style-type: none"> Broadway 22nd Street 23rd Street 3rd Avenue 	X	
Stars	71	<ul style="list-style-type: none"> Central Ave 2nd Avenue 3rd Avenue 8th Street 22nd Street 	X	
Bells/Candles/Bows	26	<ul style="list-style-type: none"> 20th Street 		X
Windows	17	<ul style="list-style-type: none"> 33rd Street 		X
Trees	15	<ul style="list-style-type: none"> 20th Street 24th Street 		X
Doves	12	<ul style="list-style-type: none"> 2nd Avenue 		X
Happy Holidays	2	<ul style="list-style-type: none"> 8th Street 		X
Season's Greetings		<ul style="list-style-type: none"> 22nd Street 		X

Non-Illuminated Decorations

Style	Number	Locations	Winter Theme	Christmas Theme
Wreaths	116	<ul style="list-style-type: none"> 21st Street 1st Avenue 20th Street 24th Street 		X
"Tis the Season" Banners	55	<ul style="list-style-type: none"> 20th Street 2nd Avenue 		X
Skater/Snowflake Banner	10	<ul style="list-style-type: none"> 20th Street 	X	

6300-1



From: Sarah Marchildon <bbid.director@onbroadway.ca>
Sent: January 09, 2015 4:49 PM
To: Web E-mail - City Clerks
Subject: Fwd: Report on Decorative Street Lighting
Attachments: a_eu_120115.pdf

please accept this and the below comments as the request to speak, need be, at to this topic at Monday's meeting. Thanks.

Sarah Marchildon MBA BEd
Executive Director | Broadway Business Improvement District
306.664.6463 | 813 Broadway Avenue Saskatoon SK S7N 1B5
onbroadway.ca | twitter @OnBroadwaySK | facebook Broadway District

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From: **Sarah Marchildon** <bbid.director@onbroadway.ca>
Date: Fri, Jan 9, 2015 at 4:04 PM
Subject: Fwd: Report on Decorative Street Lighting
To: "Jeffries, Zach (City Councillor)" <Zach.Jeffries@saskatoon.ca>, Eric Olauson <eric.olauson@saskatoon.ca>, ann.iwanchuk@saskatoon.ca, Mairin Loewen <mairin.loewen@saskatoon.ca>, Pat Lorje <pat.lorje@saskatoon.ca>, Don Atchison <Mayors.Office@saskatoon.ca>
Cc: Brent Penner <ed@downtownsaskatoon.com>, Randy Pshebylo <randy@riversdale.ca>, Councillor Charlie Clark <charlie.clark@saskatoon.ca>, City Clerks -General <city.clerks@saskatoon.ca>, "Bell, Trevor (TU - Saskatoon Light & Power)" <trevor.bell@saskatoon.ca>

Your Worship & Council Members of the SPC on Environment, Utilities & Corporate Service,

I write on behalf of the Broadway BID Board, to reiterate our opinion about lighting within the BIDs, as on your Jan 12 agenda, item 6.2.3.

The Broadway BID certainly supports the City to leave up as proposed the Broadway Ave & Bridge winter lighting, especially at only a total of \$25. Note for this year, the anticipated conflict of banner installations is no longer an issue due to a cancellation of that event. Need be, Broadway BID can pay that bill.

More importantly than a \$25 decision for today are two points: First is the precedence of BIDs paying for a streetscaping feature, one which our board will continue to discuss as opportunities are put before us, perhaps such as a long-term lighting program. Second is the desire for Broadway to have year-round outdoor lighting and thus any policies or bylaws edited to allow for such projects (for example: power pole times/dates).

Broadway BID has been working toward spending our 2014 Urban Design small project funds on some sort of year-round outdoor lighting for the district; this is the board's #1 priority for effective streetscaping of the district. We have preliminarily investigated tree strand lights (like 2nd Ave), strand lights to create a ceiling effect, spot light options pointed to the street/sidewalk, street pole decorations, and various power sources... We continue this endeavour with Urban Design, the City's Environmental & Corporate Initiatives team, and internally as a marketing project.

Thanks for helping make our district a shining one! (I couldn't resist!)

Sarah Marchildon MBA BEd

Executive Director | Broadway Business Improvement District

306.664.6463 | 813 Broadway Avenue Saskatoon SK S7N 1B5

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From: **Bell, Trevor (TU - Saskatoon Light & Power)** <Trevor.Bell@saskatoon.ca>

Date: Thu, Jan 8, 2015 at 3:19 PM

Subject: Report on Decorative Street Lighting

To: Sarah Marchildon <bbid.director@onbroadway.ca>

Hi Sarah,

I spoke with you a couple of weeks ago regarding a report that I was preparing on our Decorative Street Lighting program and a potential change to expand the timeline to more of a "winter-based" schedule.

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Feel free to give me a call if you wish to discuss this further.

Trevor Bell, P.Eng. | tel 306.975.2418

Director of Saskatoon Light & Power

322 Brand Road | Saskatoon, SK S7J 5J3

trevor.bell@saskatoon.ca

www.saskatoon.ca

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JAN 09 2015

**CITY CLERK'S OFFICE
SASKATOON**

From: Brent Penner <ed@downtownsaskatoon.com>
Sent: January 09, 2015 4:47 PM
To: Sarah Marchildon; Jeffries, Zach (City Councillor); Olauson, Eric (City Councillor); Iwanchuk, Ann (City Councillor); Loewen, Mairin (City Councillor); Lorje, Pat (City Councillor); Web E-mail - Mayor's Office
Cc: Pshebylo, Randy - Riversdale Business ImprovementDist (External); Clark, Charlie (City Councillor); Web E-mail - City Clerks; Bell, Trevor (TU - Saskatoon Light & Power)
Subject: RE: Report on Decorative Street Lighting

Hi everyone,

Just a quick note to say that the Downtown BID is also very interested in looking at new and innovative ways to animate certain downtown streets with new and improved decorative lighting. This is something that I have received direction from my Board to work on in 2015 and hopefully see completed. Although tree lights have been in place on parts of 2nd Av and 21st St for a few years, my Board is looking for new and improved ways to make a statement on these streets.

Brent

From: Sarah Marchildon [mailto:bbid.director@onbroadway.ca]
Sent: Friday, January 09, 2015 4:05 PM
To: Jeffries, Zach (City Councillor); Eric Olauson; ann.iwanchuk@saskatoon.ca; Mairin Loewen; Pat Lorje; Don Atchison
Cc: Brent Penner; Randy Pshebylo; Councillor Charlie Clark; City Clerks -General; Bell, Trevor (TU - Saskatoon Light & Power)
Subject: Fwd: Report on Decorative Street Lighting

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Sarah Marchildon MBA BEd

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JAN 12 2015

CITY CLERK'S OFFICE
SASKATOON

6300-1

From: Randy <randy@riversdale.ca>
Sent: January 11, 2015 10:23 PM
To: Sarah Marchildon
Cc: Jeffries, Zach (City Councillor); Olauson, Eric (City Councillor); Wanchuk, Ann (City Councillor); Loewen, Mairin (City Councillor); Lorje, Pat (City Councillor); Web E-mail - Mayor's Office; Brent Penner; Clark, Charlie (City Councillor); Web E-mail - City Clerks; Bell, Trevor (TU - Saskatoon Light & Power)
Subject: Re: Report on Decorative Street Lighting

Hello Your Worship and City Councillors:

The RBID started the Wild Winter Lights promotion over two years ago, encouraging merchants to decorate their windows with merchandise AND lighting that could be suitable for the period from November 15 to February 15.

The primary focus was for decorative lighting, which could include festive Christmas lights or Chinese New Year themed lighting and anything they wanted to decorate in their windows. This was all voluntary and the uptake was surprisingly high.

Working to keep lights on following Remembrance Day, up to Chinese New Years would be preferred for the RBID

20th street west currently has a hodgepodge of Christmas decorations with lights; decorations with no lights that are largely missing the majority of reflective garland; and approximately 12 Christmas banners I believe are over 20 years old.

The desire from the RBID Board is strong to create a more colourful and brightened business corridor and the Board is prepared to help source and identify themes and fixtures.

Thank you
R

Randy Pshebylo; Executive Director
Riversdale Business Improvement District
306.242.2711

On 2015-01-09, at 4:04 PM, Sarah Marchildon <bbid.director@onbroadway.ca> wrote:

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Trevor Bell, P.Eng. | tel 306.975.2418
Director of Saskatoon Light & Power



STANDING POLICY COMMITTEE ON TRANSPORTATION

Time Sheet Entry Sign Shop – Award of Contract

Recommendation of the Committee

1. That the City enter into an agreement with Zybertech Construction Software Services for the development of a time sheet entry and detour coordination application at a cost of up to \$150,000 (including GST and PST); and
2. That the City Solicitor be requested to prepare the appropriate agreement and that His Worship the Mayor and the City Clerk be authorized to execute the agreement under the Corporate Seal.

History

At the January 12, 2015 Standing Policy Committee on Transportation meeting, a report of the General Manager, Transportation & Utilities Department dated January 12, 2015 was considered.

Your Committee requested that at the time this matter is before City Council, the Administration include information as to why this matter was sole sourced. The Administration has provided the following information in this respect.

City Council, at its meeting held on May 10, 2010, approved a budget adjustment in the amount of \$20,000 to fund a \$45,000 sole source proposal from Zybertech. The project included development and implementation of a web-based remote payroll data entry application for integration with the Sage Timberline payroll/job costing system. Zybertech is the Western Canadian representative for the Sage Timberline payroll/job costing system and was the consultant engaged in the original 1999 implementation and configuration of the system to meet the business needs. They are also the consultants who developed the web-based timesheet entry system with integration to Sage Timberline.

The proposed time sheet entry and detour coordination application put forth in this report would be based on the existing time sheet entry platform, therefore, it is recommended that the project be sole sourced to Zybertech Construction Software Services. This is in compliance with the Administrative Corporate Purchasing Procedure Policy A02-027, 5.6 b) which refers to a sole source contract being permitted when the supply is available from only one vendor due to the compatibility with existing services that have been established as a standard.



STANDING POLICY COMMITTEE ON TRANSPORTATION

Attachment

January 12, 2015 Report of the General Manager, Transportation & Utilities

Time Sheet Entry Sign Shop – Award of Contract

Recommendation

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

1. That the City enter into an agreement with Zybertech Construction Software Services for the development of a time sheet entry and detour coordination application at a cost of up to \$150,000 (including GST and PST); and
2. That the City Solicitor be requested to prepare the appropriate agreement and that His Worship the Mayor and the City Clerk be authorized to execute the agreement under the Corporate Seal.

Topic and Purpose

The purpose of this report is to obtain approval to enter into a contract with Zybertech Construction Software Services (Zybertech). The contract will result in a web-based application that will facilitate detour management, and include the digital capture of payroll and operational information in the existing automated time sheet entry system.

Report Highlights

1. Transportation is seeking to improve the detour management process including the capture of operational costs recorded, processed and invoiced through the Sage Timberline job costing system.
2. A contract with Zybertech is recommended to integrate with the existing Sage Timberline system.

Strategic Goals

This report supports the Strategic Goal of Continuous Improvement by modernizing civic government operations. Transportation and Utilities Business Administration is working towards having all employees submit time sheets through a web-based remote payroll data entry system that is fully integrated into the Sage Timberline payroll/job costing system, utilized by various divisions throughout the department and corporation. The automated capture of time sheet information will save approximately 200 hours of data entry per year, or approximately \$6,300 per year.

As well, implementation of the detour automation will ensure the complete capture and recovery of costs incurred in the detour process. The material quantity and costs as well as labor costs will be electronically captured to make invoicing more accurate as well as eliminating manual calculation of cost sheets. This could save the City approximately \$50,000 in labor costs associated with manual entry and calculation of invoices.

The recommendation in this report supports the four-year priority of pursuing opportunities to modernize civic government to reflect best practices, and changing demands. It supports the City's long-term strategy of increasing productivity by being

more efficient in the way we do business under the Strategic Goal of Continuous Improvement.

Background

Capital Project #1552 – Remote Data Entry was initially approved during the 2010 Capital Budget deliberations.

City Council, at its meeting held on May 10, 2010, approved a budget adjustment to fund a sole source proposal from Zybertech for \$20,000; the original estimate for the work was \$25,000 as approved in 2010 in Capital Project #1552 – Remote Data Entry. The project included development and implementation of a web-based remote payroll data entry application for integration with the Sage Timberline payroll/job costing system. Zybertech is the consultant who originally implemented and configured the system to meet the business needs. They are also the consultants who developed the web-based timesheet entry system with integration to Sage Timberline.

Report

Upgrades to the Detour Management Process

The Time Sheet Entry (TSE) Sign Shop interface will be an addition to the current TSE application developed for the City by Zybertech. The TSE Sign Shop application will be based on the existing TSE hourly platform, but will require modifications to ensure costing information is captured through the detour automation to automate the transfer of data required for daily time sheet entry. This will then interface with the existing processes that are used to ensure time is reported for payroll and costing purposes.

The goal is to provide an on-line application that can facilitate a mix of planned and scheduled detour work management. In addition to new controls and new user types added to the administration of the TSE, the application will provide new interfaces for detour request entry, graphical interface to schedule work, query boards to monitor progress, as well as daily time sheet completion. Further to planning of detours, Zybertech's proposal includes management tools for equipment and material rates. Detour costs associated with equipment and material rates, as well labour costs, will be directly linked to the Sage Timberline system for a complete and accurate recording of operational costs required for the recovery of costs both internal and external to the City.

Contract with Zybertech

The Administration is recommending that the City enter into an agreement with Zybertech to develop and integrate the TSE Sign Shop application.

Options to the Recommendation

A Request for Proposal process could be offered to potential suppliers; however, that process is not being recommended. Zybertech has the knowledge of the current TSE system development and integration to existing systems used for both job costing and payroll purposes. In addition, any changes to the backend of the existing system by a third party will nullify the maintenance support of the existing system.

Financial Implications

The scope of the project includes custom work yet to be fully defined. The upset cost of the contract will be \$150,000 including applicable taxes.

Contract Amount	\$142,857
GST (5%)	7,143
PST (5%)	<u>7,143</u>
Total Cost	\$157,143
GST Rebate (5%)	<u>(7,143)</u>
Net Cost to the City	<u>\$150,000</u>

Capital Project #2260 – Operational Management /Communications Design & Analysis has sufficient funding for this project.

Other Considerations/Implications

There are no public and/or stakeholder involvement, communication plan, policy, environmental, privacy, or CPTED considerations or implications.

Due Date for Follow-up and/or Project Completion

The project is expected to be complete and implemented in early 2016.

Public Notice

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

Report Approval

Written by: Cory Funk, Traffic Operations & Control Manager, Transportation
Reviewed by: Angela Gardiner, Director of Transportation
Approved by: Jeff Jorgenson, General Manager, Transportation & Utilities
Department



STANDING POLICY COMMITTEE ON TRANSPORTATION

University Bridge Rehabilitation

Recommendation of the Committee

That the information be received.

History

At the January 12, 2015 Standing Policy Committee on Transportation meeting, a report of the General Manager, Transportation & Utilities Department dated January 12, 2015 was considered.

The Administration is expected to report at the meeting on the implications of holding the one open lane for emergency services and transit services only.

Attachment

January 12, 2015 Report of the General Manager, Transportation & Utilities

University Bridge Rehabilitation

Recommendation

That the report of the General Manager, Transportation & Utilities Department dated January 12, 2015, be forwarded to City Council for information.

Topic and Purpose

The purpose of this report is to provide information on the rehabilitation of the University Bridge project planned for 2015.

Report Highlights

1. The work will be completed during the 2015 construction season, and the deck work that impacts traffic is expected to occur between May 1, and August 30, 2015.
2. The tender allows extended work hours and a site rental to ensure the project is delivered in the most efficient and effective manner that industry can provide for this type of project.
3. The tender documents require a single lane eastbound traffic lane be maintained from 6:00 a.m. – 8:00 p.m., Monday to Friday, with full closure allowed on weekday nights (8:00 p.m. - 6:00 a.m.) and 24 hours a day on weekends.
4. Advanced signage and traffic control timing are being finalized and will be communicated to internal and external stakeholders.
5. The full communications plan will be implemented starting in January 2015 to inform the public and stakeholders about the necessity of bridge rehabilitation, and to communicate project details and schedule.
6. Suggested alternate routes for commuters will be included in the communications strategy.

Strategic Goals

The preservation and maintenance of the City of Saskatoon bridges and structures supports the City of Saskatoon Strategic Goals of Asset and Financial Sustainability and Moving Around.

Background

The University Bridge is a four-lane concrete arch and girder bridge constructed in 1916. The new concrete deck was built in 1972 with special lightweight concrete with a new waterproof membrane and asphalt riding surface. In 1985, the waterproof membrane and asphalt riding surface were replaced. The 1998/1999 rehabilitation replaced the sidewalks on both sides and the spandrel walls between the deck and the main arches.

In January 2013, City Council approved an Award of Engineering Services to CH2M HILL Canada Limited (CH2M HILL), a bridge engineering consultant, for the University

Bridge condition assessment, rehabilitation design and preparation of Contract Documents. This action resulted from the 2012 deck testing report on the University Bridge.

Report

CH2M HILL identified the major rehabilitation items recommended for repair. The City is tendering the rehabilitation of the University Bridge with construction to occur during the 2015 construction season. The project details, schedule, traffic restrictions and traffic impacts are outlined below:

Scope of Work

The general scope of the repairs that were identified and recommended through engineered design is as follows:

- Removal and disposal of asphalt, waterproofing membrane and top 10mm of deck concrete
- Removal and replacement of pier deck joints
- Partial Depth deck and abutment repairs
- Column and deck strengthening
- Remove, repaint and reinstall the corroding pedestrian handrail
- Supply and installation of concrete overlay strengthening the deck and providing a concrete driving surface
- Seal concrete arches, and abutments to protect the concrete from corrosion and damage from freeze thaw cycle

Project Schedule

The tender allows extended work hours and includes a site rental clause to ensure the project is delivered in the most efficient and effective manner that industry can provide for this type of project.

Work on the bridge deck that directly affects traffic is expected to occur between May 1, and August 30, 2015. The remaining contract work completion and demobilization from site is expected to occur by September 15, 2015. The City will be able to provide more detailed project timelines once the contractor provides the schedule and projected site rental days. The tender is expected to close January 28, 2015, after which more information will be presented to the Standing Policy Committee on Transportation in an additional report.

The contractor will be permitted to perform 24 hour work. During hours outside 7 a.m. to 10 p.m., the contractor will be required to minimize noise levels to typical traffic background noise. The intent of this clause is to allow for overnight work, while restricting specific tasks that have the highest noise impact to residents. The Engineer will be responsible for determining if a specific task impact is beyond the acceptable levels.

The tender includes a charge rate of \$10,000 per calendar day that traffic is impacted. This creates a scenario where once construction starts, the contractor is incentivized to

complete earlier than they provided, which would translate into a bonus. A late completion means the contractor would incur site rental charges, which therefore reduces the City's overall cost of the project as the consequence of this situation.

It is important to note that these kinds of projects can be subject to significant variations in schedule and cost. Quantity estimates have been made using the best information available from non-destructive testing. There is a possibility that a contractor could complete the estimated work quantities in less than the four-month period allotted. There is also a possibility that once demolition begins, the required work is more extensive than anticipated, which could increase project cost and duration. The Administration will keep the Standing Policy Committee on Transportation and the public updated as the project commences.

Traffic Restrictions

The tender for the University Bridge rehabilitation requires one-way single lane eastbound traffic to be maintained Monday to Friday from 6:00 a.m. to 8:00 p.m. and for a single walkway to remain open at all times during construction. This approach represents a balance between providing the contractor access to the majority of the bridge surface, thus reducing costs and schedule, while still providing traffic conveyance during construction.

The contract work may require full bridge closure for relatively short periods during specific work tasks. The contractor, with advanced notice, will have the opportunity to maintain the single eastbound lane for traffic, or close the bridge to allow for work, outside the specified single lane hours.

Contractors have been invited to also include, along with their primary bid, an alternate price and schedule for a scenario where they are able to fully close the structure during construction. Once the tender has closed and the successful contractor has been selected based on their base bid including partial closure, the Administration will bring forward a report to the Standing Policy Committee on Transportation recommending whether or not to consider the alternate bid. The City will have the option to select the alternative bid within 30 days after contract award.

Transportation is finalizing the city-wide advanced signage plan for both options and will provide the information and project updates to all internal and external stakeholders.

Traffic Impacts

A preliminary traffic assessment was completed to evaluate the impact of the traffic restrictions. This assessment outlines 13 conclusions. The recommendations from this preliminary assessment are as follows:

1. A detailed traffic study is being completed by the Transportation division. This study will provide details regarding the required traffic signal retiming, the traffic queue lengths, etc.
2. A detailed traffic management plan will be finalized that details the type and location of traffic control devices, and a communication plan outlining how the

public will be informed of the traffic impacts from the project. The traffic management plan will use the traffic study as input when finalizing detour routing, and alterations to permitted movements at intersections.

3. Once the traffic accommodation plan is physically in place, the Transportation division will monitor traffic conditions and adjust signal timings, and suggest detour revisions, if required.

Using the City's VISUM Transportation Model, a travel time comparison was made between the baseline condition (normal bridge operations) and with a single lane open in the eastbound direction only for two scenarios. The results are as follows:

- Erindale to City Hall in the AM, currently approximately 16:00 minutes (via University Bridge), will increase to 20:30 minutes (via Broadway Bridge) during the project.
- City Hall to Erindale in the PM, currently approximately 19:45 minutes (via University Bridge), will increase to 20:30 minutes (via Circle Drive North Bridge) during the project.
- Ashworth Holmes area of Caswell Hill to U of S Main Campus in the AM, currently approximately 14:00 minutes (via University Bridge), will increase to 15:40 minutes (via University Bridge with one eastbound lane) during the project.
- U of S Main Campus to the Ashworth Holmes area of Caswell Hill in the PM, currently approximately 13:00 minutes (Via University Bridge & 25th Street), will increase to 18:45 minutes (via Wiggins Avenue, 8th Street East & Senator Sid Buckwold Bridge) during the project.

The above travel times are not absolute, but are only used to provide a general sense of expected delays.

Additional 2015 Bridge Related Projects

- *Attridge Drive Lane Addition - Central Avenue to Circle Drive Northbound Ramp:*
The City will be adding a westbound lane on Attridge Drive from Central Avenue connecting to the Circle Drive Northbound Ramp. This work is anticipated to be completed during the 2015 construction season.
- *Highway 16 over Highway 11 Rehabilitation:*
The City will be repairing key elements in the Highway 16 over Highway 11 eastbound and westbound overpasses. The construction is planned for the 2015 season and is expected to be 3 to 4 months. The contract includes the installation of a traffic crossover to allow for complete access to the repair elements, while accommodating traffic on the other associated structure.
- *Highway 11 and Victor Road Interchange Construction:*
Dream Development will be constructing an interchange at Highway 11 and Victor Road for the Stonebridge development.
- *Idylwyld Drive North to Highway 16 Westbound Rehabilitation:*
The Ministry of Highways and Infrastructure's (MHI) Idylwyld Drive North to Highway 16 westbound overpass requires rehabilitation. The work is expected to be completed during the 2015 or 2016 construction season, depending on MHI timelines for tendering the project work. The rehabilitation

will require a full lane closure on the overpass and the construction duration is estimated to be 2 to 3 months.

Options to the Recommendation

The alternative bid will be brought forward to the Standing Policy Committee on Transportation for consideration at the appropriate time.

Public and/or Stakeholder Involvement

The Administration will work with stakeholders during the planning stages and throughout the project. Objectives are to ensure stakeholders understand the potential impacts to them, and that the Administration understands their issues and concerns.

A meeting was held on December 19, 2014 for internal stakeholders to ensure all were informed and get an understanding of specific needs to mitigate construction impacts and consider changes to services to accommodate citizens as much as possible.

An extensive list of external stakeholders has been compiled. Stakeholders will be invited to attend information meetings in January and early February. Project details will be provided at that time and the Administration will be available to respond to concerns and questions. Stakeholders will have the opportunity to sign up for regular project updates via email in order to be informed as construction details evolve, such as timelines, closures, or changes to traffic routes, which occur with construction projects with this level of complexity.

Communication Plan

A detailed communications plan has been developed to prepare for the upcoming University Bridge construction. The full communications plan will be implemented in stages beginning in January, to educate the public and stakeholders about the necessity of bridge rehabilitation, communicate project details and impact, and inform drivers of alternate routes. Communications will occur prior to the project commencing, throughout construction and once the project is complete. Communication tools include news releases, social media messaging, advertisements, City website, and signage along traffic routes. Communications for this project will also integrate into the overall Building Better Roads initiative.

Financial Implications

Capital Project #1527 – University Bridge Rehab was approved in the 2015 Budget in the amount of \$8,000,000.

Environmental Implications

The activities relating to the rehabilitation of the University Bridge are associated with consumption of resources and resulting greenhouse gas emissions. The overall impact on greenhouse gas emissions has not been quantified at this time.

Other Considerations/Implications

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

Due Date for Follow-up and/or Project Completion

The Administration will provide further project information to City Council in March 2015.

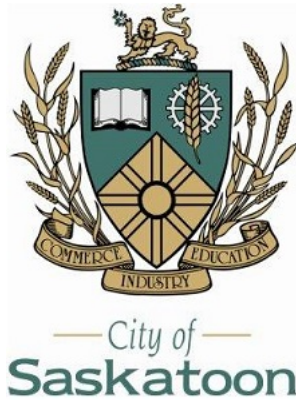
Public Notice

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

Report Approval

Written by: Todd Grabowski, Manager, Asset Preservation for Bridges
Reviewed by: Rob Frank, Manager, Asset Preservation Section
Reviewed by: Mike Gutek, Director of Major Projects
Reviewed by: Angela Gardiner, Director of Transportation
Approved by: Jeff Jorgenson, General Manager, Transportation & Utilities
Department

TRANS TG - University Bridge Rehabilitation



AGENDA

PUBLIC HEARING MEETING OF CITY COUNCIL

Monday, January 26, 2015, 6:00 p.m.
Council Chamber, City Hall

Pages

- 1. CALL TO ORDER**
- 2. CONFIRMATION OF AGENDA**
- 3. ADOPTION OF MINUTES**
 - 3.1 Minutes of Public Hearing Meeting of City Council held on December 15, 2014**
- 4. PUBLIC HEARINGS**
 - 4.1 Land Use, etc.**
 - 4.1.1 Discretionary Use Application - Child Care Centre Expansion - 1529 Preston Avenue South (File No. CK. 4355-014-010)** **8 - 19**

Attached are copies of the following:
- Letter from the Committee Assistant, Municipal Planning Commission dated January 12, 2015; and
- Report of the General Manager, Community Services Department dated January 6, 2015.

The City Planner has advised that notification posters have been placed on-site and letters have been sent to all adjacent landowners within 75 metres of the site.

Recommendation

That the application submitted by the Preston Early Learning Centre requesting permission to expand their child care centre at 1529 Preston Avenue South from 29 to 35 children, be approved subject to the following conditions:

1. That the applicant obtain a Development Permit and all other relevant permits and licenses;
2. That the applicant provide a parking and loading zone plan; and
3. That the final plans submitted be substantially in accordance with the plans submitted in support of this Discretionary Use Application.

4.1.2 Discretionary Use Application - Residential Care Home (Maximum Nine Residents) - 705/707 Avenue L North (File No. CK. 4355-014-008)

20 - 28

Attached are copies of the following:

- Letter from the Committee Assistant, Municipal Planning Commission dated January 12, 2015; and
- Report of the General Manager, Community Services Department dated January 6, 2015.

The City Planner has advised that notification posters have been placed on-site and letters have been sent to all adjacent landowners within 75 metres of the site.

Recommendation

That the application submitted by the Central Urban Metis Federation Inc. requesting permission to operate a Residential Care Home – Type II, with a maximum of nine residents, at 705/707 Avenue L North be approved, subject to the following conditions:

1. That a building permit is obtained to convert the existing two-unit dwelling to a Residential Care Home - Type II;
2. That the applicant obtain a Development Permit and all other relevant permits and licenses; and
3. That the final plans submitted be substantially in accordance with the plans submitted in support of this Discretionary Use Application.

4.1.3 Discretionary Use Application - Bed and Breakfast Home - 526 Guelph Crescent (File No. CK. 4355-014-009)

29 - 35

Attached are copies of the following:

- Letter from the Committee Assistant, Municipal Planning Commission dated January 13, 2015; and
- Report of General Manager, Community Services Department dated January 6, 2015.

The City Planner has advised that notification posters have been placed on-site and letters have been sent to all adjacent landowners within 75 metres of the site.

Recommendation

That the application submitted by Patti Kidd requesting permission to operate a Bed and Breakfast Home located at 526 Guelph Crescent be approved, subject to the following conditions:

1. That the applicant obtain a Development Permit and all other relevant permits and licenses; and
2. That the final plans submitted be substantially in accordance with the plans submitted in support of this Discretionary Use Application.

4.1.4 Proposed Kensington Neighbourhood Concept Plan Amendment (File No. CK. 4351-014-021 x 4110-44) 36 - 43

Attached are copies of the following:

- Letter from the Committee Assistant, Municipal Planning Commission dated December 10, 2014;
- Report of the General Manager, Community Services Department dated December 9, 2014; and
- Notice published in local press January 10 and 11, 2015.

Recommendation

That the proposed Kensington Neighbourhood Concept Plan amendment be approved.

4.1.5 Proposed Rezoning from R1A to RMTN - Kensington Boulevard and Nightingale Road (File No. CK. 4351-014-021 x 4110-44) 44 - 46

Attached are copies of the following:

- Letter from the Committee Assistant, Municipal Planning Commission dated December 10, 2014 (see attachments 4.1.4);
- Report of the General Manager, Community Services Department dated December 9, 2014 (see attachments 4.1.4);
- Notice published in local press January 10 and 11, 2015; and
- Proposed Bylaw No. 9245, The Zoning Amendment Bylaw, 2015.

Recommendation

That City Council consider Bylaw No. 9245.

4.1.6 Proposed Official Community Plan Amendment - City Park Land Use Policy Map - Redesignation from "High-Density Residential" to "Special Area Commercial" - 410 5th Avenue North (File No. CK. 4351-014-013) 47 - 60

Attached are copies of the following:

- Letter from the Committee Assistant, Municipal Planning Commission dated January 13, 2015;
- Report of the General Manager, Community Services Department dated January 6, 2015;
- Notice published in local press January 10 and 11, 2015; and
- Proposed Bylaw No. 9252, The Official Community Plan Amendment Bylaw, 2015.

Recommendation

That City Council consider Bylaw No. 9252.

- 4.1.7 Proposed Rezoning from M3 to B5 - 410 5th Avenue North (File No. CK. 4351-014-013)** 61 - 64

Attached are copies of the following:

- Letter from the Committee Assistant, Municipal Planning Commission dated January 13, 2015 (see attachment 4.1.6);
- Report of the General Manager, Community Services Department dated January 6, 2015 (see attachment 4.1.6);
- Notice published in local press January 10 and 11, 2015; and
- Proposed Bylaw No. 9253, The Zoning Amendment Bylaw, 2015 (No. 4).

Recommendation

That City Council consider Bylaw No. 9253.

- 4.1.8 Proposed Official Community Plan Amendment - Land Use Map - Redesignation from "Special Area Commercial and Special Use Area" to "Residential" - 840 Idylwyld Drive North (File No. CK. 4351-014-014)** 65 - 75

Attached are copies of the following:

- Letter from the Committee Assistant, Municipal Planning Commission dated January 13, 2015;
- Report of the General Manager, Community Services Department dated January 6, 2015;
- Notice published in local press January 10 and 11, 2015; and
- Proposed Bylaw No. 9254, The Official Community Plan Amendment Bylaw, 2015 (No. 2).

Recommendation

That City Council consider Bylaw No. 9254.

- 4.1.9 Proposed Rezoning from B1 to M3 - 840 Idylwyld Drive North (File No. CK. 4351-014-014)** 76 - 78

Attached are copies of the following:

- Letter from the Committee Assistant, Municipal Planning Commission dated January 13, 2015 (see attachment 4.1.8);
- Report of the General Manager, Community Services Department dated January 6, 2015 (see attachment 4.1.8);
- Notice published in local press January 10 and 11, 2015; and
- Proposed Bylaw No. 9255, The Zoning Amendment Bylaw, 2015 (No. 5).

Recommendation

That City Council consider Bylaw No. 9255.

- 4.1.10 Proposed Rezoning by Agreement RM3 - 530 to 538 Avenue F South (File No. CK. 4351-014-022)** 79 - 104

Attached are copies of the following:

- Letter from the Committee Assistant, Municipal Planning Commission dated January 9, 2015;
- Report of the General Manager, Community Services Department dated January 6, 2015;
- Notice published in local press January 10 and 11, 2015; and
- Proposed Bylaw No. 9256, The Zoning Amendment Bylaw, 2015 (No. 6).

Recommendation

1. That City Council consider Bylaw No. 9236; and
2. That City Council consider a recommendation of the Municipal Planning Commission requesting the Administration to review on-street parking in the Riversdale Neighbourhood area including a proposal from Shift Developments to increase on-street parking on Avenue F South.

4.1.11 Proposed Zoning Bylaw Text Amendment - Joint-Use Elementary School Site Regulations (File No. CK. 4350-64) 105 - 109

Attached are copies of the following:

- Letter from the Committee Assistant, Municipal Planning Commission dated January 13, 2015;
- Report of the General Manager, Community Services Department dated January 6, 2015;
- Notice published in local press January 10 and 11, 2015; and
- Proposed Bylaw No. 9257, The Zoning Amendment Bylaw, 2015 (No. 7).

Recommendation

That City Council consider Bylaw No. 9257.

4.2 Public Notice Matters

4.2.1 Proposed Closure of Right-of-Way - Portion of Preston Avenue - Stonebridge Green and Road Allowance between Gordon Avenue and Hartley Road - Stonebridge Neighbourhood (File No. CK. 6295-015-002) 110 - 116

Recommendation

1. That portions of Preston Avenue, Stonebridge Green and road allowance, lying between Gordon Road and Hartley Road be closed;
2. That after closure this land be transferred to Dream Asset Management in exchange for dedication of other land required for future roads in the area;
3. That all costs associated with the closure be paid for by the applicants, including Solicitor's fees and disbursements; and
4. That City Council consider Bylaw No. 9243, The Street Closing Bylaw 2015.

4.2.2 Proposed Closure of Right-of-Ways - Road Allowance between Rosewood Boulevard and North of Highway 16 (File No. CK. 6295-015-001) 117 - 122

Recommendation

1. That a portion of road allowance between Rosewood Boulevard and north of Highway 16 be closed;
2. That after closure this land be transferred to Boychuk Investments Ltd. in exchange for dedication of other land required for future roads in the area;
3. That all costs associated with the closure be paid for by the applicants, including Solicitor's fees and disbursements; and
4. That City Council consider Bylaw No. 9244, The Street Closing Bylaw 2015 (No. 2).

5. PROCLAMATIONS AND FLAG RAISINGS

5.1 Flag Raising Requests

- 5.1.1 PotashCorp Wintershines Festival and Canada Games Council - January 28, 2015 (File No. CK. 205-1) 123

Recommendation

That the request to fly the Canada Game flag at City Hall on January 28, 2015, be approved subject to any administrative conditions.

- 5.1.2 Heart and Stroke Foundation - Month of February 2015 (File No. CK. 205-1) 124

Recommendation

That the request to fly the Heart and Stroke Foundation flag at City Hall during the month of February 2015, be approved subject to any administrative conditions.

- 5.1.3 TransSask Support Services Inc. - March 30 - April 3, 2015 (File No. CK. 205-1) 125 - 126

Recommendation

That the request to fly the Transgender flag at City Hall from March 30 to April 3, 2015, be approved subject to any administrative conditions.

5.2 Proclamation Requests

- 5.2.1 Riversdale Business Improvement District - January 15, 2015 - 'Riversdale Day' (File No. CK. 205-5) 127

* for information only - conditional approval previously granted

- 5.2.2 Office of Protocol, City of Ottawa - January 31, 2015 - 'Sir John A. Macdonald Day' (File No. CK. 205-5) 128 - 129

- 5.2.3 National Eating Disorder Information Centre - February 1-7, 2015 - 'Eating Disorder Awareness Week' (File No. CK. 205-5) 130 - 131

- 5.2.4 Saskatchewan Council for International Cooperation - February 1-7, 2015 - 'International Development Week' (File No. CK. 205-5) 132 - 133

- 5.2.5 Riversdale Business Improvement District - February 12, 2015 - 'Riversdale Business Improvement District Day' (File No. CK. 205-5) 134

- 5.2.6 in motion - Saskatoon Health Region, City of Saskatoon and University of Saskatchewan - February 16, 2015 - 'Family in motion Day' (File No. CK. 205-5) 135

- 5.2.7 YMCA of Saskatoon - February 15-21, 2015 - 'YMCA Strong Kids Week' (File No. CK. 205-5) 136
- 5.2.8 Saskatchewan Organization for Heritage Languages - February 16-22, 2015 - 'International Heritage Language Week' (File No. CK. 205-5) 137
- 5.2.9 Heart and Stroke Foundation Saskatchewan - Month of February 2015 - 'Heart Month' (File No. CK. 205-5)
* see attachment 5.1.2
- 5.2.10 TransSask Support Services Inc. - March 29 - April 4, 2015 - 'Transgender Awareness Week' (File No. CK. 205-5)
* see attachment 5.1.3
- 5.2.11 Saskatchewan Woodworkers' Guild - May 24-30, 2015 - 'Wood Workers' Week' (File No. CK. 205-5) 138

Recommendation

1. That City Council approve all proclamations as set out in Section 5.2; and
2. That the City Clerk be authorized to sign the proclamations, in the standard form, on behalf of City Council.

6. URGENT BUSINESS

7. ADJOURNMENT

January 12, 2015

City Clerk

Dear City Clerk:

**Re: Municipal Planning Commission Report for Public Hearing
Discretionary Use Application – Child Care Centre Expansion
1529 Preston Avenue South
(File No. CK. 4355-014-010)**

The Municipal Planning Commission considered a report of the General Manager, Community Services Department, dated January 6, 2015, on the above application and supports the following recommendation of the Community Services Department:

That the application submitted by the Preston Early Learning Centre requesting permission to expand their child care centre at 1529 Preston Avenue South from 29 to 35 children, be approved subject to the following conditions:

1. That the applicant obtain a Development Permit and all other relevant permits and licenses;
2. That the applicant provide a parking and loading zone plan; and
3. That the final plans submitted be substantially in accordance with the plans submitted in support of this Discretionary Use Application.

The Commission respectfully requests that the above report be considered by City Council at the time of the public hearing with respect to the above proposed application.

Yours truly,



Penny Walter, Committee Assistant
Municipal Planning Commission

PW:sj

Attachment

Discretionary Use Application – Child Care Centre Expansion 1529 Preston Avenue South

Recommendation

That a report be forwarded to City Council, at the time of the public hearing, recommending that the application submitted by the Preston Early Learning Centre requesting permission to expand their child care centre at 1529 Preston Avenue South from 29 to 35 children, be approved subject to the following conditions:

- 1) That the applicant obtain a Development Permit and all other relevant permits and licenses;
- 2) That the applicant provide a parking and loading zone plan; and
- 3) That the final plans submitted be substantially in accordance with the plans submitted in support of this Discretionary Use Application.

Topic and Purpose

The purpose of this report is to consider the application from the Preston Early Learning Centre to expand their child care centre at 1529 Preston Avenue South from 29 to 35 children.

Report Highlights

1. The Preston Early Learning Centre has applied to expand their child care centre from 29 to 35 children at 1529 Preston Avenue South in the Brevoort Park neighbourhood.
2. This proposal meets all relevant Zoning Bylaw No. 8770 (Zoning Bylaw) requirements.
3. The Preston Early Learning Centre has developed a parking and loading strategy.

Strategic Goal

This application supports the City of Saskatoon's (City) Strategic Goal of Quality of Life as the proposal offers increased child care opportunities within a neighbourhood setting.

Background

1529 Preston Avenue South is located in the Brevoort Park neighbourhood and is zoned R2 District under the Zoning Bylaw (see Attachment 1). A child care centre is considered a discretionary use in the R2 District.

A discretionary use application to establish the Preston Early Learning Centre, a child care centre for care of up to 29 children at this location, was approved by City Council on April 28, 1980. One parking space was provided in the rear yard, and pick-up and drop-off was informally provided on the street along Preston Avenue in front of the child

Discretionary Use Application – Child Care Centre Expansion – 1529 Preston Avenue South

care centre. The Preston Early Learning Centre has submitted an application requesting City Council's approval to expand their childcare centre at this location.

Report

Zoning Bylaw Requirements

A "Child Care Centre" means an establishment providing for the care, supervision, and protection of children, but does not include the provision of overnight supervision. A child care centre is considered a discretionary use in the R2 District and the expansion of an existing child care centre requires discretionary use approval from City Council.

The Zoning Bylaw requires one additional parking space on-site for the addition of six child care spaces. Based on the information submitted by the applicant, two on-site parking spaces will be provided in the rear yard to meet Zoning Bylaw requirements for parking (see Attachment 2).

In addition to the requirement for parking, the applicant is required to provide 3.5 m² of fenced outdoor play area per child. The expansion to 35 children will require a minimum area of 122.5 m² that must be fenced. Both the front and rear yards of this property are fenced and will accommodate this requirement.

This proposal meets all other Zoning Bylaw requirements.

Parking and Loading Zone Spaces

Access to the site is available from Preston Avenue South, which is designated as a major arterial in the City's Roadway Classification System. The facility currently mitigates congestion as pick-up and drop-off occur in small numbers throughout the day (see Attachment 3 for an example of pick up and drop off times for a week). The pick-up and drop-off is accommodated on Preston Avenue South, in front of the child care centre. The Preston Early Learning Centre has been approved for an official loading zone by the Transportation and Utilities Department to be placed on-street adjacent to the facility. The childcare centre also addresses employee parking in their employee manual, requiring employees to park on 3rd Street East (see Attachment 4). It is anticipated that these precautions will reduce any impact on traffic flows or parking in the area.

Comments from Other Divisions

No significant issues were noted by other divisions with respect to this proposal (see Attachment 5).

Conclusion

The proposed expansion of a child care centre at 1529 Preston Avenue South meets all relevant Zoning Bylaw provisions. Any potential impacts on surrounding land uses or traffic flows is anticipated to be mitigated by the parking and loading plans provided, as well as the requirements of the Zoning Bylaw for parking and play space.

Discretionary Use Application – Child Care Centre Expansion – 1529 Preston Avenue South

Options to the Recommendation

City Council could deny this Discretionary Use Application. This option is not recommended as the proposal complies with all relevant Zoning Bylaw requirements and has been evaluated as a discretionary use, subject to the provisions of Section 4.7 of the bylaw.

Public and/or Stakeholder Involvement

Notices to property owners within a 75 metre radius of the site were mailed out in July 2014 to solicit feedback on the proposal. The Brevoort Park Community Association was also advised.

A public information meeting was held on September 18, 2014, and was attended by five residents. Items discussed included pick-up and drop-off times and noise of children. Neither issue was contentious. The facility operates from 7 a.m. to 6 p.m. with a range of pick-up and drop-off times, ensuring that there is not a time with substantial traffic congestion. The residents in attendance were supportive of the operation (see Attachment 6).

Other Considerations/Implications

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

Communication Plan

No further communication is planned beyond the stakeholder involvement noted above and the required notice for the public hearing.

Due Date for Follow-up and/or Project Completion

No follow-up is required.

Public Notice

Public Notice is required for consideration of this matter, pursuant to Section 11 (b) of Public Notice Policy No. C01-021.

Once this application has been considered by the Municipal Planning Commission, a date for a public hearing will be set. The Community Services Department will give notice by ordinary mail to assessed property owners within 75 metres of the subject site and to the Brevoort Park Community Association. Notification posters will also be placed on the subject site.

Attachments

1. Location Plan – 1529 Preston Avenue South
2. Site Plan – 1529 Preston Avenue South
3. Pick-up and Drop-off Information
4. Excerpt of Employee Handbook - Parking
5. Comments From Other Divisions

Discretionary Use Application – Child Care Centre Expansion – 1529 Preston Avenue South

6. Community Engagement Summary

Report Approval

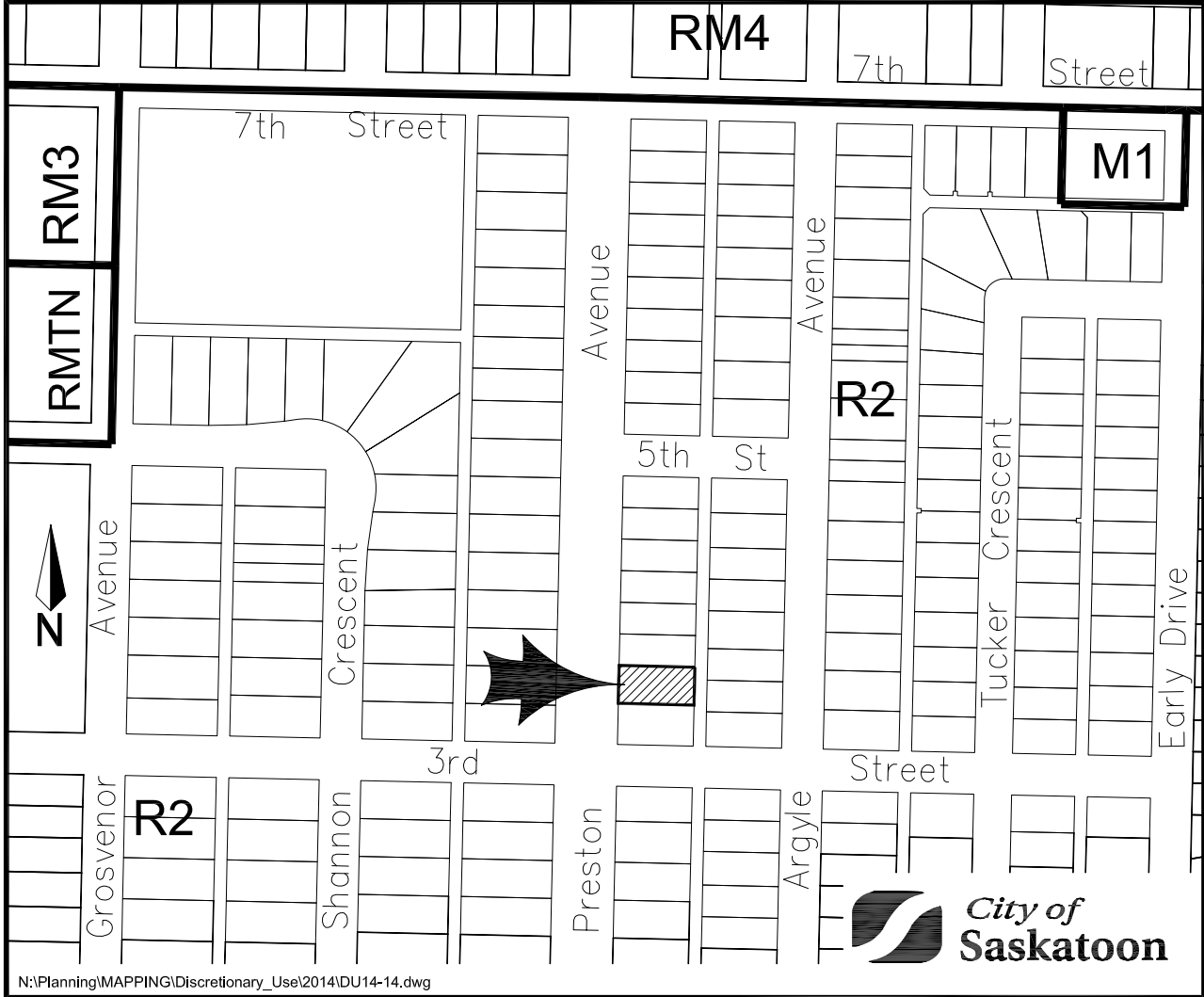
Written by: Daniel McLaren, Planner, Planning and Development

Reviewed by: Alan Wallace, Director of Planning and Development

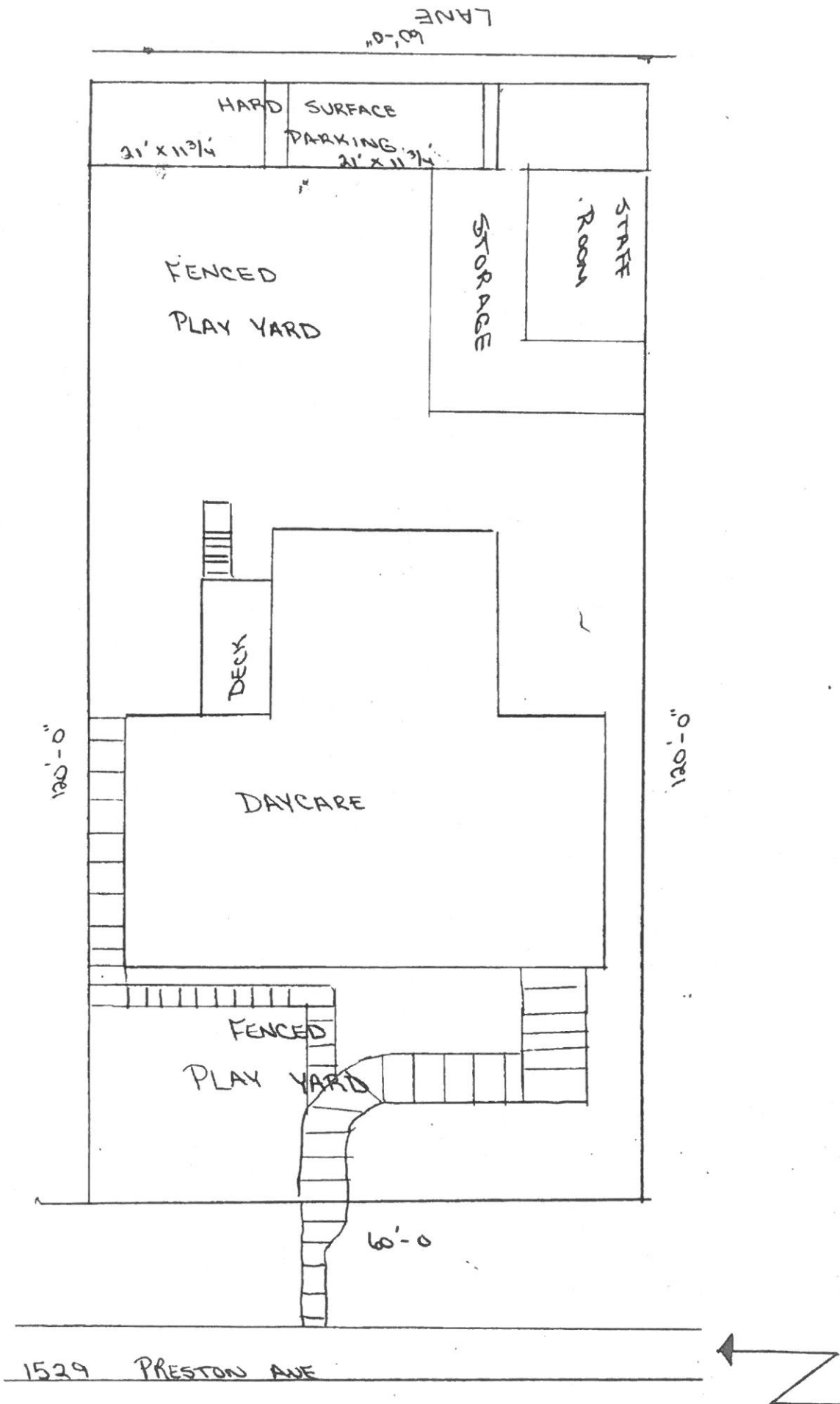
Approved by: Randy Grauer, General Manager, Community Services Department

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Location Plan - 1529 Preston Avenue South



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Pick-up and Drop-off Information

p.02

Open 7:15-6:00	Monday	Tuesday	Wed	Thurs	Friday
7:15-8:00	4	6	7	6	2
8:00-8:30	7	5	2	4	8
8:30-9:00	5	5	7	10	6
9:00-9:30	4	6	2	2	2
9:30-10:00	1	1	1		5
10:00-10:30	1	2	2	2	
10:30-11:00		1		1	
11:00-12:30	2		3	1	2
10:00-10:30am				1	1
1:00pm					1
2:30-3:00			1	1	
3:00-4:00	1	1	4	4	2
4:00-4:30	8	6	6	6	6
4:30-5:00	4	5	7	7	4
5:00-5:30	6	8	4	4	8
5:30-6:00	5	6	2	3	3
Total children per day	24	26	24	26	25

HP LASERJET FAX

12:41AM

30/09/14

3.19 INSURANCE ON PERSONAL EFFECTS

All employees should be sure that their own personal insurance policies cover the loss of anything occasionally left at the office. Preston Early Learning Centre Inc. assumes no risk for any loss or damage to personal property.

3.20 SUPPLIES; EXPENDITURES; OBLIGATING THE COMPANY

Only authorized persons may purchase supplies in the name of Preston Early Learning Centre Inc. No employee whose regular duties do not include purchasing shall incur any expense on behalf of Preston Early Learning Centre Inc. or bind Preston Early Learning Centre Inc. by any promise or representation without written approval. Those employees designated to purchase groceries are limited to grocery items only unless prior authorization has been received from the Director.

3.21 EXPENSE REIMBURSEMENT

Expenses incurred by an employee must have prior approval by the Director. Reimbursements under \$ 10.00 will be paid immediately. If the amount is more than \$ 10.00, the reimbursement request will be processed like an invoice.

3.22 PARKING

Employees working at the main location on Preston Ave must park their cars in on 3rd Street or on the West side of Preston Early Learning Centre Inc. Employees are not allowed to park in front of the Daycare during normal working hours. Please do not park in front of the neighbor's house to the north or south of the day care. (Preston location)

Comments From Other Divisions

Transportation and Utilities

The proposed discretionary use application is acceptable to the Transportation and Utilities Department with the following condition:

- 1) The required fire flow is 220 L/s, the current model shows available fire flow is approximately 200 L/s. If the facility has fire sprinklers, there is no need for further action. If the facility does not have fire sprinklers, it is recommended that a fire flow test and a calculation of the required fire flow by a professional engineer be completed adjacent to the facility. This will identify whether the required fire flow will exceed the available fire flow.

NOTE: This test was completed to the satisfaction of the Transportation and Utilities Department on October 24, 2014, who expressed no further concerns.

Building Standards

The Building Standards Division, Community Services Department, has no objection to the above referenced discretionary use application provided that:

- 1) A building permit is obtained if there is an expansion of the child care centre. A building permit is required to evaluate the increase in the number of children in the daycare and the classification of the facility if care is being provided to children under the age of 18 months. All drawings submitted for building permit application are required to be signed and sealed by a design professional (architect or engineer), licensed to practice in the Province of Saskatchewan.

Saskatoon Transit

Saskatoon Transit has no easement requirements regarding the above referenced property.



Community Engagement Summary

Public Information Meeting for Proposed Discretionary Use 1529 Preston Avenue South to be used for a Child Care Centre (Preston Early Learning Centre)

Project Description

A public information meeting was held regarding a proposed expansion to a child care centre from 29 to 40 children located at 1529 Preston Avenue South. The meeting provided residents of Brevoort Park, specifically those within 75 metres of the subject site, to learn more about the proposed development and the discretionary use process, and to have the opportunity to comment on the proposal and ask any questions that they may have.

The meeting was held at Holliston School on Thursday, September 18, 2014 at 7 p.m.

Community Engagement Strategy

Notice to residents within a 75 metre radius of the subject site were sent out on August 28, 2014. Letters along with the public meeting notice were also sent to the Community Association, Ward Councillor and Community Consultant.

The purpose of the meeting was to inform and consult with the nearby residents. Interested or concerned individuals were provided with an opportunity to learn more about the proposal and to provide perspective and comments for consideration. Written comments were also accepted up to one week afterwards. Questions and comments were received for consideration by both the proponent and municipal staff regarding the impact of this proposal.

The public information meeting provided an opportunity to listen to a presentation by the applicant, and create a dialogue between the applicant and nearby residents. City staff were also available to answer questions regarding the discretionary use process and general zoning regulations.

Summary of Community Engagement Feedback

A total of 5 residents attended the public information meeting.

Comments received at the public meeting were supportive of the proposal. The primary topics of conversation were pick up and drop off times and noise of children. Neither issue was contentious, nor is anticipated to be negatively impacted by an increase in child care spaces. The facility operates from 7 a.m. to 6 p.m. with a range of pick-up and drop-off times, ensuring that there is not a time with substantial traffic congestion. The facility, as built, is suitable to provide for 40 child care spaces; therefore, no changes to the building or yard are required. The residents in attendance were supportive of the operation.



Next Steps

Feedback from the meeting will be summarized and presented as part of the report to the Municipal Planning Commission and City Council.

Once this application has been considered by the Municipal Planning Commission, a date for a public hearing will be set, and notices will be sent by ordinary mail to property owners within 75 metres of the subject site and to the Brevoort Park Community Association. Notification posters will also be placed on the subject site. No other public engagement is planned.

ACTION	ANTICIPATED TIMING
Planning and Development Division prepares and presents to Municipal Planning Commission (MPC). MPC reviews proposal and recommends approval or denial to City Council.	January 6, 2015
Public Notice - Community Consultant, Ward Councillor as well as all participants that attended the Public Informaiton Meeting will be provided with direct notice of the Public Hearing, as well as all residents who were notified previously. A notification poster sign will be placed on site.	January 12-26, 2015
Public Hearing – Public Hearing conducted by City Council, with opportunity provided to interested persons or groups to present. Proposal considered together with the reports of the Planning and Development Division, Municipal Planning Commission, and any written or verbal submissions received by City Council.	January 26, 2014
Council Decision - may approve or deny proposal.	January 26, 2014

Prepared by:
Daniel McLaren, Planner
Planning and Development
November 5, 2014

January 12, 2015

City Clerk

Dear City Clerk:

**Re: Municipal Planning Commission Report for Public Hearing
Discretionary Use Application – Residential Care Home
(Maximum Nine Residents) – 705/707 Avenue L North
(File No. CK. 4355-014-008)**

The Municipal Planning Commission considered a report of the General Manager, Community Services Department, dated January 6, 2015, on the above application and supports the following recommendation of the Community Services Department:

That the application submitted by the Central Urban Metis Federation Inc. requesting permission to operate a Residential Care Home – Type II, with a maximum of nine residents, at 705/707 Avenue L North be approved, subject to the following conditions:

1. That a building permit is obtained to convert the existing two-unit dwelling to a Residential Care Home - Type II;
2. That the applicant obtain a Development Permit and all other relevant permits and licenses; and
3. That the final plans submitted be substantially in accordance with the plans submitted in support of this Discretionary Use Application.

The Commission respectfully requests that the above report be considered by City Council at the time of the public hearing with respect to the above proposed amendment.

Yours truly,



Penny Walter, Committee Assistant
Municipal Planning Commission

PW:sj

Attachment

Discretionary Use Application – Residential Care Home (Maximum Nine Residents) – 705/707 Avenue L North

Recommendation

That a report be forwarded to City Council at the time of the public hearing, recommending that the application submitted by the Central Urban Metis Federation Inc. requesting permission to operate a Residential Care Home – Type II, with a maximum of nine residents, at 705/707 Avenue L North be approved, subject to the following conditions:

- 1) That a building permit is obtained to convert the existing two-unit dwelling to a Residential Care Home - Type II;
- 2) That the applicant obtain a Development Permit and all other relevant permits and licenses; and
- 3) That the final plans submitted be substantially in accordance with the plans submitted in support of this Discretionary Use Application.

Topic and Purpose

The purpose of this report is to consider a Discretionary Use Application from the Central Urban Metis Federation Inc. (CUMFI) to operate a Residential Care Home - Type II with a maximum of nine residents at 705/707 Avenue L North.

Report Highlights

1. A Residential Care Home is proposed at 705/707 Avenue L North to accommodate up to nine residents.
2. This proposal meets all relevant Zoning Bylaw No. 8770 (Zoning Bylaw) requirements.
3. The proposed expansion is not anticipated to impact the surrounding land uses.

Strategic Goal

This application supports the City of Saskatoon's (City) Strategic Goal of Quality of Life as the proposal continues to promote and facilitate the development of supportive housing forms in all areas of the city.

Background

705/707 Avenue L North is located in the Westmount neighbourhood and is zoned R2 District under the Zoning Bylaw (see Attachment 1). A Residential Care Home - Type II is considered a discretionary use in the R2 District. CUMFI has submitted an application requesting City Council's approval to operate a Residential Care Home - Type II, with a maximum of nine residents at this location.

Discretionary Use Application – Residential Care Home (Maximum Nine Residents) – 705/707 Avenue L North

Report

Zoning Bylaw Requirements

A “Residential Care Home” means a licensed or approved group care home governed by Provincial regulations that provides, in a residential setting, 24-hour care of persons in need of personal services, supervision, or assistance essential for sustaining the activities for daily living or for the protection of the individual.

A “Residential Care Home – Type II” means a residential care home in which the number of residents, excluding staff, is more than 5 and not more than 15.

The parking requirement for a residential care home is one space for every five residents, plus 0.75 spaces per staff member on duty. Plans submitted by the applicant indicate the three required parking spaces for this use will be provided in the front yard (see Attachment 2).

A Residential Care Home – Type II will require interior alterations to allow for interior access between 705 and 707 Avenue L North. No exterior alterations will be undertaken which would be inconsistent with the residential character of the existing properties.

This proposal meets all relevant Zoning Bylaw requirements.

Comments from Other Divisions

No concerns were noted by other divisions with respect to this proposal. Refer to Attachment 3 for the full remarks.

Conclusion

The proposed Residential Care Home – Type II at 705/707 Avenue L North, accommodating nine residents, meets all relevant Zoning Bylaw provisions and is not anticipated to have any significant impact on surrounding land uses.

Options to the Recommendation

City Council could deny this Discretionary Use Application. This option is not recommended as the proposal complies with all relevant Zoning Bylaw requirements and has been evaluated as a discretionary use, subject to the provisions of Section 4.7 of the bylaw.

Public and/or Stakeholder Involvement

Notices to property owners within a 75 metre radius of the site were mailed out in October 2014 to solicit feedback on the proposal. The Westmount Community Association was also advised.

A public information meeting was held on November 27, 2014, and was attended by CUMFI and two residents. CUMFI outlined the operation of the facility and that they would be available to neighbours should there be any questions or concerns. The

Discretionary Use Application – Residential Care Home (Maximum Nine Residents) – 705/707 Avenue L North

residents in attendance initially had concerns regarding the age and behaviour of the residents, which were addressed by the applicants. The residents will be aged 12 years and under and will be supervised 24 hours per day by 2 full-time staff. The residents in attendance were satisfied with the responses provided (see Attachment 4).

Communication Plan

No further communication is planned beyond the stakeholder involvement noted above and the required notice for the public hearing.

Other Considerations/Implications

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

Due Date for Follow-up and/or Project Completion

No follow-up is required.

Public Notice

Public Notice is required for consideration of this matter, pursuant to Section 11 (b) of Public Notice Policy No. C01-021.

Once this application has been considered by the Municipal Planning Commission, a date for a public hearing will be set. The Community Services Department will give notice by ordinary mail to assessed property owners within 75 metres of the subject site and to the Westmount Community Association. Notification posters will also be placed on the subject site.

Attachments

1. Location Plan – 705/707 Avenue L North
2. Site Plan – 705/707 Avenue L North
3. Comments From Other Divisions
4. Community Engagement Summary

Report Approval

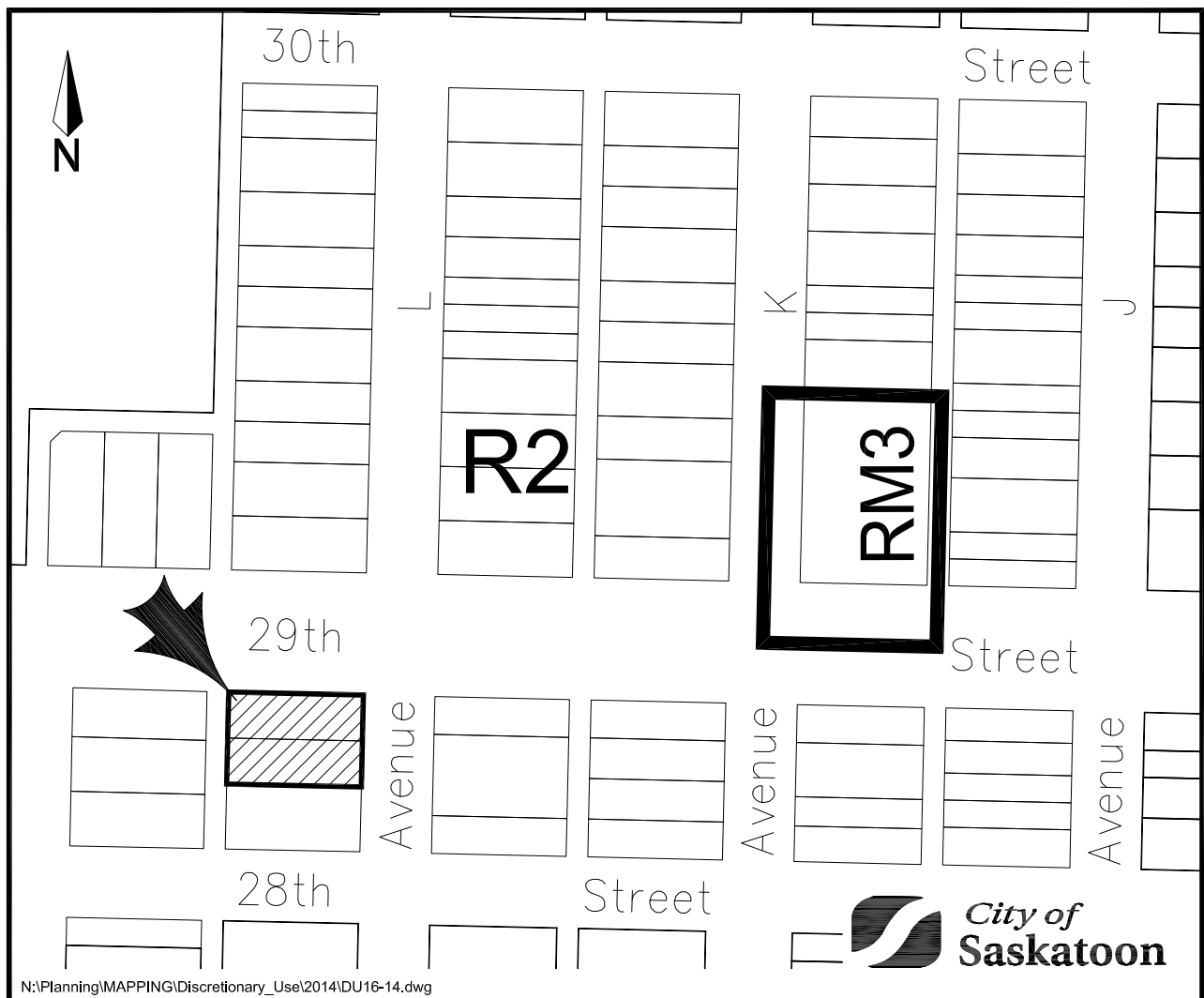
Written by: Daniel McLaren, Planner, Planning and Development

Reviewed by: Alan Wallace, Director of Planning and Development

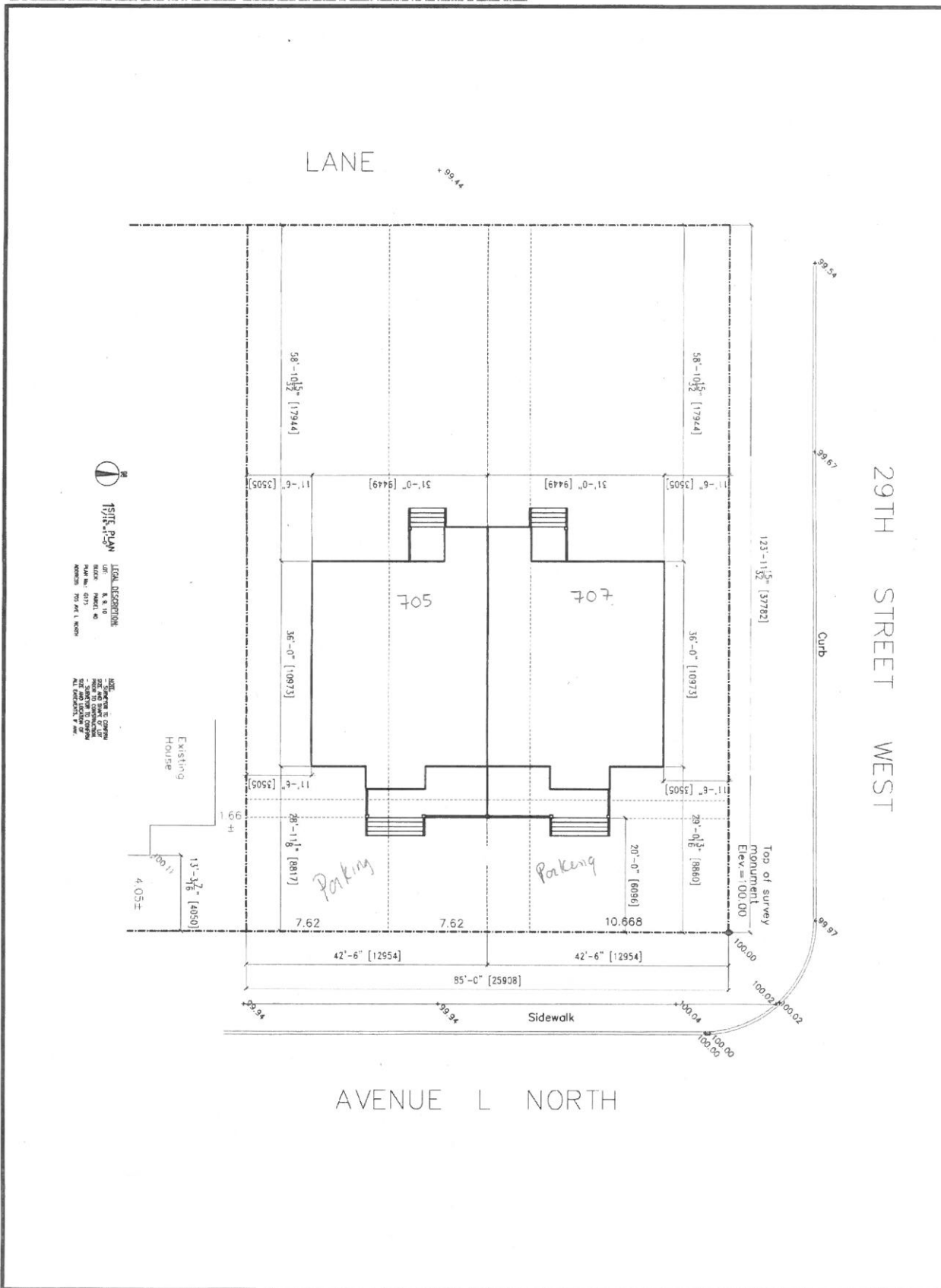
Approved by: Randy Grauer, General Manager, Community Services Department

S/Reports/DS/2015/MPC – Discretionary Use Application – Residential Care Home (Maximum Nine Residents) – 705/707 Avenue L North/ks

Location Plan - 705/707 Avenue L North



THE APPLICANT/OWNER UNDERTAKES THE BURDEN AND PAID FOR BY THE APPLICANT, CAPLIFIELD DESIGN LTD, ARISING TO LIABILITY WHATSOEVER FOR THE PRODUCTS OR SERVICES OFFERED.



SITE PLAN
 LEGAL DESCRIPTION
 UNIT: R.S. 10
 BLOCK: PARCEL 46
 SECTION: 27
 TOWNSHIP: 202 1st T. NORTH

NOTE:
 - SHOWN AS EXISTING
 - SHOWN AS PROPOSED
 - SHOWN AS TO BE DEMOLISHED
 - SHOWN AS TO BE CONSTRUCTED
 - SHOWN AS TO BE EXISTING
 - SHOWN AS TO BE DEMOLISHED

<p>Client: SPEC DUPLEX</p> <p>Address: 705 AVE L NORTH SASKATOON, SK</p> <p>Date: 17 AUGUST 2006</p> <p>Approved By:</p>		<p>Revisions: 27 JULY 06 - CHECK SET ISSUED - DKC 31 JULY 06 - FINAL SETS ISSUED - DKC 02 AUG 06 - REVISED SITE PLAN - DKC 17 AUG 06 - REVISED PARTY WALL - DKC</p>	
<p>General Contractor:</p>		<p>Client: CADVANTAGE Design Ltd. P.O. BOX 2723 SASKATOON, SK S7N 3Z8</p>	
<p>Drawn By: DKC</p> <p>Checked By: DNS</p> <p>Orthographic Reference No.: 6139WD</p>		<p>Site Title: SITE PLAN</p> <p>Drawing No.: A2</p>	

Comments From Other Divisions

1. Transportation and Utilities Department Comments
The proposed Discretionary Use Application is acceptable to the Transportation and Utilities Department with the following comments:
 - a) Building Standards should be consulted to ensure the spacing to the nearest hydrant is adequate; and
(**Note:** This will be a part of the building permit approval process.)
 - b) No further driveway crossings adjacent to this site will be permitted for vehicular access beyond those for the existing driveway.

2. Saskatoon Transit Division, Transportation and Utilities Department, Comments
Saskatoon Transit Services has no comments regarding the referenced property.

3. Building Standards Division, Community Services Department, Comments
The Building Standards Division of the Community Services Department has no objection to the proposed Discretionary Use Application provided that:
 - a) A building permit is obtained to convert the existing two-unit dwelling to a one-unit dwelling Residential Care Home Type II; and
 - b) A residential care home is permitted to be classified as a residential occupancy provided the home does not provide sleeping accommodations for more than ten persons.



Shaping Saskatoon

Bridging to Tomorrow... for a 21st Century City



Community Engagement Summary

Public Information Meeting for Proposed Discretionary Use

705/707 Avenue L North to be Used for a Residential Care Home- Type II with a Maximum of Nine Residents (Central Urban Metis Federation Inc.)

Project Description

A public information meeting was held regarding a proposed Residential Care Home – Type II located at 705/707 Avenue L North. The meeting provided residents of Westmount, specifically those within 75 metres of the subject site, the opportunity to learn more about the proposed development and the discretionary use process, and to have the opportunity to comment on the proposal and ask any questions that they may have.

The meeting was held at Bedford Road Collegiate on November 27, 2014, at 7 p.m.

Community Engagement Strategy

Notice to residents within a 75 metre radius of the subject site were sent out on November 12, 2014. Letters, along with the public meeting notice, were also sent to the Community Association, Ward Councillor, and Community Consultant.

The purpose of the meeting was to inform and consult with the nearby residents. Interested or concerned individuals were provided with an opportunity to learn more about the proposal and to provide perspective and comments for consideration. Questions and comments were received for consideration by both the proponent and municipal staff regarding the impact of this proposal.

The public information meeting provided an opportunity to listen to a presentation by the applicant and create a dialogue between the applicant and nearby residents. City staff were also available to answer questions regarding the discretionary use process and general zoning regulations.

Summary of Community Engagement Feedback

Two representatives of the applicant organization, three city staff, and two nearby property owners attended the public information meeting.

The applicants and residents engaged in a conversation about expectations and the type of facility being proposed. The applicants outlined the age of children served being between 0-12 years, and that they would be supervised 24 hours per day. There would be two full-time staff and other staff on-call as needed. Shirley Isbister, President of CUMFI, made herself available to answer questions or concerns moving forward with the development. She also invited the residents to tour the facility, once approved. At the onset of the meeting, the residents expressed concerns but left supportive of the proposal.

Next Steps

Feedback from the meeting will be summarized and presented as part of the report to the Municipal Planning Commission and City Council.



Once this application has been considered by the Municipal Planning Commission, a date for a public hearing will be set, and notices will be sent by ordinary mail to property owners within 75 metres of the subject site and to the Westmount Community Association. Notification posters will also be placed on the subject site. No other public engagement is planned.

ACTION	ANTICIPATED TIMING
Planning and Development Division prepares and presents to Municipal Planning Commission (MPC). MPC reviews proposal and recommends approval or denial to City Council.	January 6, 2015
Public Notice - Community Consultant, Ward Councillor, as well as all participants that attended the Public Information Meeting will be provided with direct notice of the Public Hearing, as well as all residents who were notified previously. A notification poster sign will be placed on site.	January 12 to 26, 2015
Public Hearing – Public Hearing conducted by City Council, with opportunity provided to interested persons or groups to present. Proposal considered together with the reports of the Planning and Development Division, Municipal Planning Commission, and any written or verbal submissions received by City Council.	January 26, 2015
Council Decision - may approve or deny proposal.	January 26, 2015

Prepared by:
Daniel McLaren, Planner
Planning and Development
December 12, 2014

January 13, 2015

City Clerk

Dear City Clerk:

**Re: Municipal Planning Commission Report for Public Hearing
Discretionary Use Application – Bed and Breakfast Home
526 Guelph Crescent (File No. CK. 4355-014-009)**

The Municipal Planning Commission considered a report of the General Manager, Community Services Department, dated January 6, 2015, on the above application and supports the following recommendation of the Community Services Department:

That the application submitted by Patti Kidd requesting permission to operate a Bed and Breakfast Home located at 526 Guelph Crescent be approved, subject to the following conditions:

1. That the applicant obtain a Development Permit and all other relevant permits and licenses; and
2. That the final plans submitted be substantially in accordance with the plans submitted in support of this Discretionary Use Application.

The Commission respectfully requests that the above report be considered by City Council at the time of the public hearing with respect to the above proposed application.

Yours truly,



Penny Walter, Committee Assistant
Municipal Planning Commission

PW:sj

Attachment

Discretionary Use Application – Bed and Breakfast Home – 526 Guelph Crescent

Recommendation

That a copy of this report be forwarded to City Council recommending that at the time of the public hearing, the application submitted by Patti Kidd requesting permission to operate a Bed and Breakfast Home located at 526 Guelph Crescent be approved, subject to the following condition:

- a) that the applicant obtain a Development Permit and all other relevant permits and licenses; and
- b) that the final plans submitted be substantially in accordance with the plans submitted in support of this Discretionary Use Application.

Topic and Purpose

The purpose of this report is to consider the application from Patti Kidd to operate a Bed and Breakfast Home at 526 Guelph Crescent.

Report Highlights

1. A Bed and Breakfast Home is proposed for 526 Guelph Crescent in the East College Park neighbourhood.
2. This proposal meets all relevant Zoning Bylaw No. 8770 requirements.

Strategic Goal

This application supports the City of Saskatoon's (City) Strategic Goal of Economic Diversity and Prosperity as the proposal provides the opportunity for a small business to succeed within a neighbourhood setting.

Background

526 Guelph Crescent is located in the East College Park neighbourhood and is zoned R2 District under Zoning Bylaw No. 8770 (see Attachment 1). A Bed and Breakfast Home is considered a discretionary use in the R2 District. Patti Kidd has submitted an application requesting City Council's approval to operate a Bed and Breakfast Home at this location.

Report

Zoning Bylaw No. 8770 Requirements

A "Bed and Breakfast Home" means a dwelling unit in which the occupants use a portion of the dwelling unit for the purpose of providing, for remuneration, sleeping accommodations and one meal per day to members of the general public, for periods of one week or less, and in which:

Discretionary Use Application – Bed and Breakfast Home – 526 Guelph Crescent

- a) not more than three bedrooms within the dwelling unit are used to provide such sleeping accommodation;
- b) the dwelling unit is the principal residence of the person or persons receiving the remuneration and providing the sleeping accommodation and one meal per day; and
- c) the meal that is provided is served before noon each day.

Bed and Breakfast Homes are required to provide a minimum of two off-street parking spaces that are to be hard surfaced. Based on the information submitted by the applicant, two hard-surfaced parking spaces have been provided; one in the front yard and one in the rear yard (see Attachment 2).

This property is zoned R2 – One- and Two-Unit Residential District under Zoning Bylaw No. 8770. Adjacent properties are detached one-unit dwellings.

This proposal meets all other Zoning Bylaw No. 8770 requirements.

Comments from Other Divisions

No concerns were noted by other divisions with respect to this proposal. Building Standards has noted a special inspection by a City building official will be required for a Bed and Breakfast. Refer to Attachment 3 for the full remarks.

Conclusion

The proposed Bed and Breakfast Home at 526 Guelph Crescent meets all relevant Zoning Bylaw No. 8770 provisions and is not anticipated to have any impact on surrounding land uses.

Options to the Recommendation

City Council could deny this Discretionary Use Application. This option is not recommended as the proposal complies with all relevant Zoning Bylaw No. 8770 requirements and has been evaluated as a discretionary use, subject to the provisions of Section 4.7 of Zoning Bylaw No. 8770.

Public and/or Stakeholder Involvement

Notices to property owners within a 75 metre radius of the site were mailed out in October 2014 to solicit feedback on the proposal. The East College Park Community Association was also advised. To date, one response has been received expressing concerns of safety, privacy, and property values. The Community Services Department is not aware of any complaints regarding established Bed and Breakfasts in the City. This was expressed to the respondent.

Communication Plan

No further communication is planned beyond the stakeholder involvement noted above and the required notice for the public hearing.

Discretionary Use Application – Bed and Breakfast Home – 526 Guelph Crescent

Other Considerations/Implications

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

Due Date for Follow-up and/or Project Completion

No follow-up is required.

Public Notice

Public notice is required for consideration of this matter, pursuant to Section 11(b) of Public Notice Policy No. C01-021.

Once this application has been considered by the Municipal Planning Commission, a date for a public hearing will be set. The Community Services Department will give notice by ordinary mail to assessed property owners within 75 metres of the subject site and to the East College Park Community Association. Notification posters will also be placed on the subject site.

Attachments

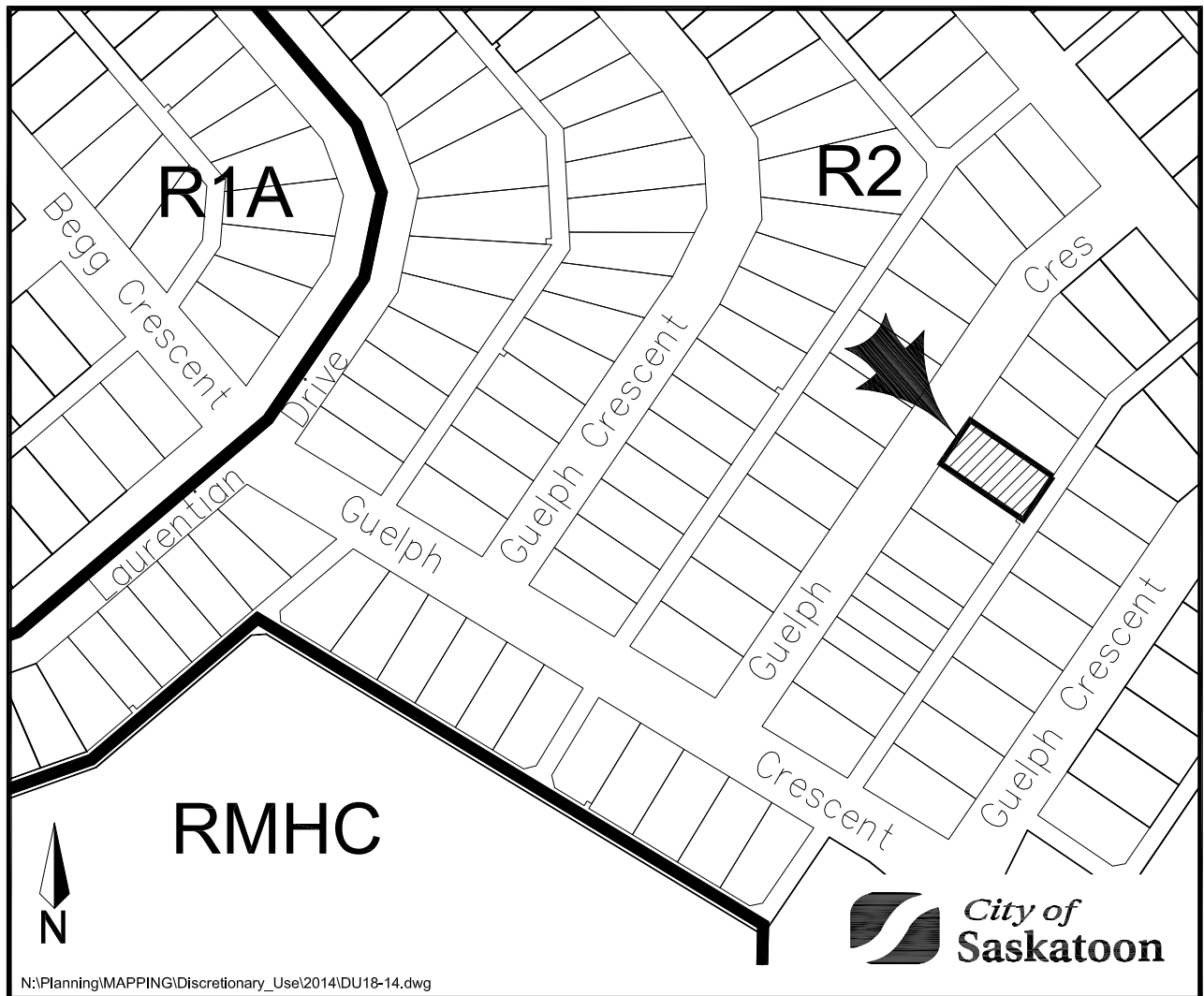
1. Location Plan – 526 Guelph Crescent
2. Site Plan – 526 Guelph Crescent
3. Comments from Other Divisions

Report Approval

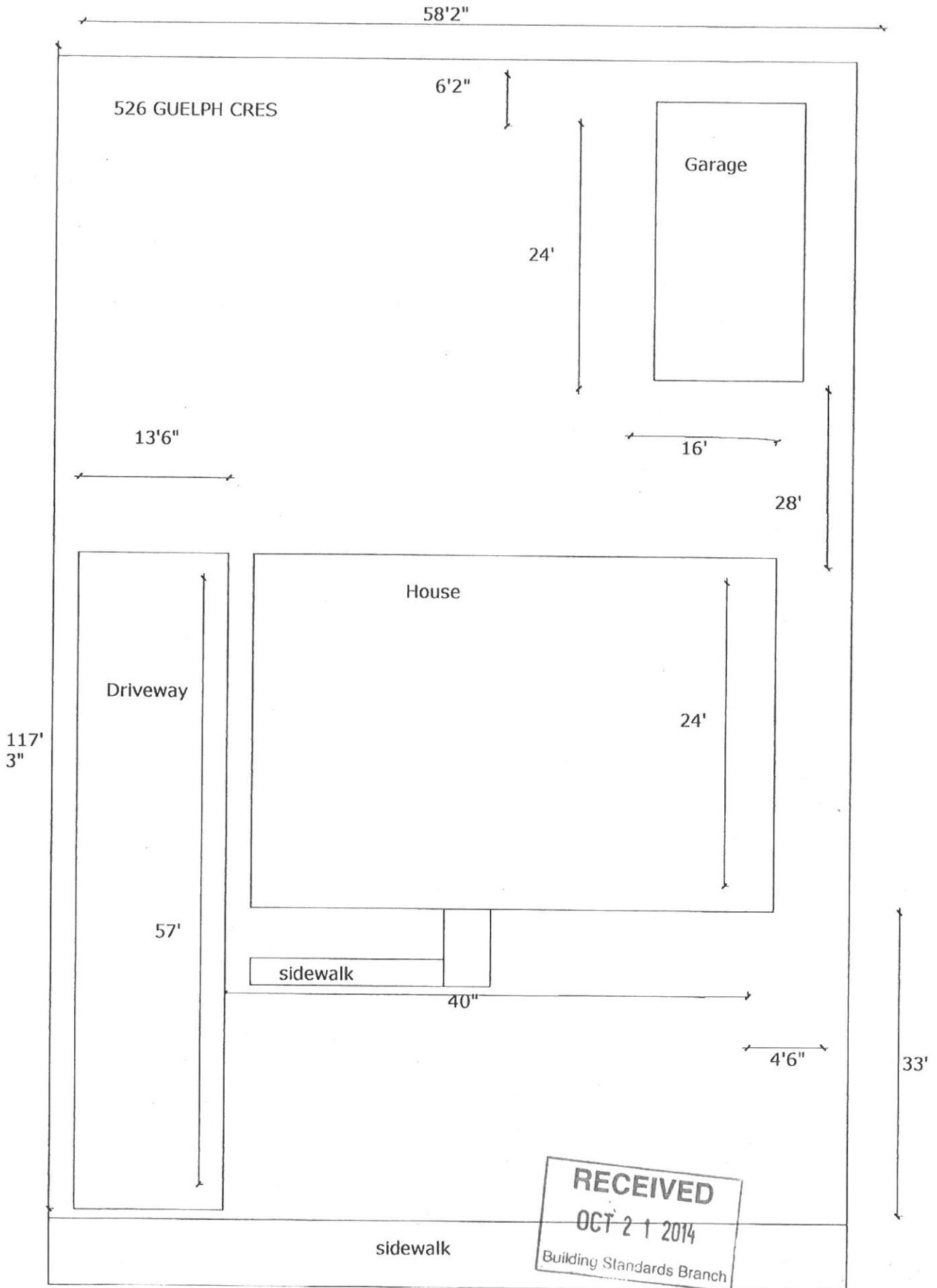
Written by: Daniel McLaren, Planner, Planning and Development Division
Reviewed by: Alan Wallace, Director of Planning and Development
Approved by: Randy Grauer, General Manager, Community Services Department

S/Reports/DS/2015/MPC – Discretionary Use Application – Bed and Breakfast Home – 526 Guelph Crescent/ks

Location Plan - 526 Guelph Crescent



Site Plan - 526 Guelph Crescent



Comments From Other Divisions

1. Transportation and Utilities Department Comments
The proposed Discretionary Use Application is acceptable to the Transportation and Utilities Department.
2. Saskatoon Transit Division, Transportation and Utilities Department Comments
Saskatoon Transit Services has no comments regarding the referenced property.
3. Building Standards Division, Community Services Department Comments
The Building Standards Division of the Community Services Department has no objection to the proposed Discretionary Use Application provided that:
 - a) A special inspection by a City of Saskatoon building official is conducted, and the recommendations of their report (if any) are carried out under the authority of building and plumbing permits;
 - b) If necessary, a Building Permit is obtained before any construction begins on this parcel; and
 - c) If necessary, a Plumbing Permit is obtained before the installation of plumbing systems on this parcel.

December 10, 2014

City Clerk

Dear City Clerk:

**Re: Municipal Planning Commission Report for Public Hearing
Proposed Kensington Neighbourhood Concept Plan Amendment AND
Proposed Rezoning from R1A to RMTN – Kensington Boulevard and
Nightingale Road
(Files CK 4351-014-021, CK 4110-44)**

The Municipal Planning Commission considered a report of the General Manager, Community Services Department, dated December 9, 2014, on the above application and supports the following recommendations of the Community Services Department:

1. That the proposed Kensington Neighbourhood Concept Plan amendment be approved; and
2. That the proposed amendment to Zoning Bylaw No. 8770, to rezone the properties identified in Attachment 2 to the report of the General Manager, Community Services Department, dated December 9, 2014, from an R1A - One-Unit Residential District to an RMTN - Townhouse Residential District, be approved.

The Commission respectfully requests that the above report be considered by City Council at the time of the public hearing with respect to the proposed Concept Plan amendment and rezoning.

Yours truly,



Penny Walter, Committee Assistant
Municipal Planning Commission

PW:sj

Attachment

Proposed Kensington Neighbourhood Concept Plan Amendment and Proposed Rezoning From R1A to RMTN – Kensington Boulevard and Nightingale Road

Recommendation

1. That at the time of the public hearing, City Council consider the Administration's recommendation that the proposed Kensington Neighbourhood Concept Plan amendment be approved; and
2. That at the time of the public hearing, City Council consider the Administration's recommendation that the proposed amendment to Zoning Bylaw No. 8770, to rezone the properties identified in the attached map from an R1A – One-Unit Residential District to an RMTN - Townhouse Residential District, be approved.

Topic and Purpose

An application has been submitted by Saskatoon Land requesting to rezone Block 225 (on Nightingale Road) and Block 226 (on Kensington Boulevard) from an R1A - One-Unit Residential District to an RMTN – Townhouse Residential District. As these blocks were identified for single-family detached residential development on the Kensington Neighbourhood Concept Plan, a concept plan amendment is also required to accommodate townhouse-style development.

Report Highlights

1. An amendment to the Kensington Neighbourhood Concept Plan (Concept Plan) is proposed to reclassify lands from single-family detached to townhouse-style residential.
2. A rezoning to RMTN – Townhouse Residential District is proposed.
3. The increased density and form of development proposed is considered compatible with the location and adjacent land uses.

Strategic Goal

This report supports the Strategic Goal of Sustainable Growth. These amendments provide for a modest increase in residential density in a new neighbourhood where the location and adjacent land uses are appropriate for such.

Background

The Concept Plan was approved by City Council in April 2012. The Concept Plan identified the subject sites for single-family detached residential development (see Attachment 1).

Proposed Kensington Neighbourhood Concept Plan Amendment and Proposed Rezoning From R1A to RMTN – Kensington Boulevard and Nightingale Road

Report

Concept Plan Amendment

A minor Concept Plan amendment is proposed for Block 225 (on Nightingale Road) and Block 226 (on Kensington Boulevard) to reclassify these sites from single-family detached dwellings to multiple-unit (street townhouse) residential development in the Concept Plan (see Attachment 2). This results in a modest increase in density of an estimated 16 additional residential units, and an estimated population increase of 24 people.

The proposed new street townhouse sites are compatible with the multi-family residential uses clustered along this portion of Kensington Boulevard. The sites back onto a stormwater parcel, which provides appropriate transition to the single-family housing to the east.

Saskatoon Land is requesting this amendment in response to market demand for smaller lots with lower price points. Furthermore, they have indicated that it supports the objective of clustering higher density land uses along main corridors.

Change to Residential Block Lengths

The lengths of both residential blocks are proposed to be increased to accommodate additional lots. The changes to these block lengths represent an encroachment of approximately 1,889 square metres into the surrounding stormwater parcel. The Transportation and Utilities Department have no objection to this and will incorporate the change into their design of the stormwater parcel.

Zoning Bylaw No. 8770 Amendment

In conjunction with the Concept Plan amendment, a rezoning of Block 225 and Block 226 is required from an R1A – One-Unit Residential District to an RMTN – Townhouse Residential District (see Attachment 1). The purpose of the RMTN District is to provide for comprehensive planned low- to medium-density, multi-unit dwellings in the form of townhouses, dwelling groups, and other building forms, as well as related community uses. Development of the sites would be subject to all requirements of the RMTN District.

Compatibility with Adjacent Land Uses

Kensington Boulevard is the main collector roadway through Kensington, and a deliberate attempt was made in neighbourhood design to cluster the majority of multi-family housing along or near this roadway, which helps support transit use. Higher density land uses nearby include other street townhouse, group townhouse, and apartment-style residential sites.

Comments from Other Divisions

No concerns were identified through the administrative referral process that precludes this application from proceeding. Please refer to Attachment 3 for complete comments.

Proposed Kensington Neighbourhood Concept Plan Amendment and Proposed Rezoning From R1A to RMTN – Kensington Boulevard and Nightingale Road

Options to the Recommendation

City Council could choose to deny this Concept Plan amendment and rezoning application. This decision would maintain the current land use designation of single-family detached and zoning designation of R1A District.

Public and/or Stakeholder Involvement

Kensington is in the early stages of development and there is no established resident population or alternate land owners in the immediate area to consult.

Communication Plan

No further communication is planned beyond the required notice for the public hearing detailed below.

Safety/Crime Prevention Through Environmental Design (CPTED)

A CPTED review was completed as part of the administrative review process of the Concept Plan amendment. No CPTED issues were identified through this review.

Other Considerations/Implications

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

Due Date for Follow-up and/or Project Completion

No follow-up is required.

Public Notice

Public Notice is required for consideration of this matter, pursuant to Section 11 (a) of Public Notice Policy No. C01-021.

Once this application has been considered by the Municipal Planning Commission, a date for a public hearing will be set, and it will be advertised in accordance with Public Notice Policy No. C01-021. A notice will be placed in The StarPhoenix two weeks prior to the public hearing. The property owner will also be notified in writing.

Attachments

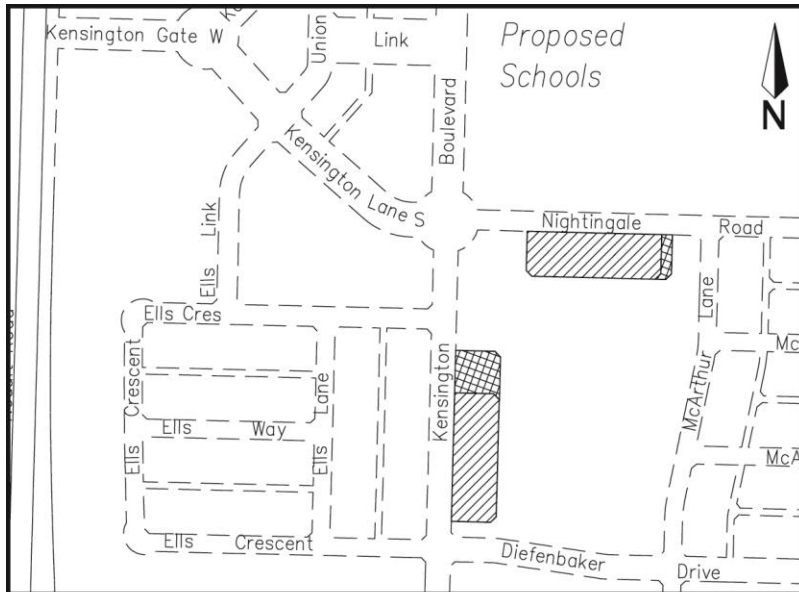
1. Kensington Neighbourhood Concept Plan
2. Location Maps
3. Comments From Other Divisions

Report Approval



Written by: Brent McAdam, Planner, Planning and Development
Reviewed by: Alan Wallace, Director of Planning and Development
Approved by: Randy Grauer, General Manager, Community Services Department

S/Reports/CP/2014/MPC – Proposed Kensington Neighbourhood Concept Plan Amendment and Proposed Rezoning From R1A to RMTN – Kensington Boulevard and Nightingale Road\kt

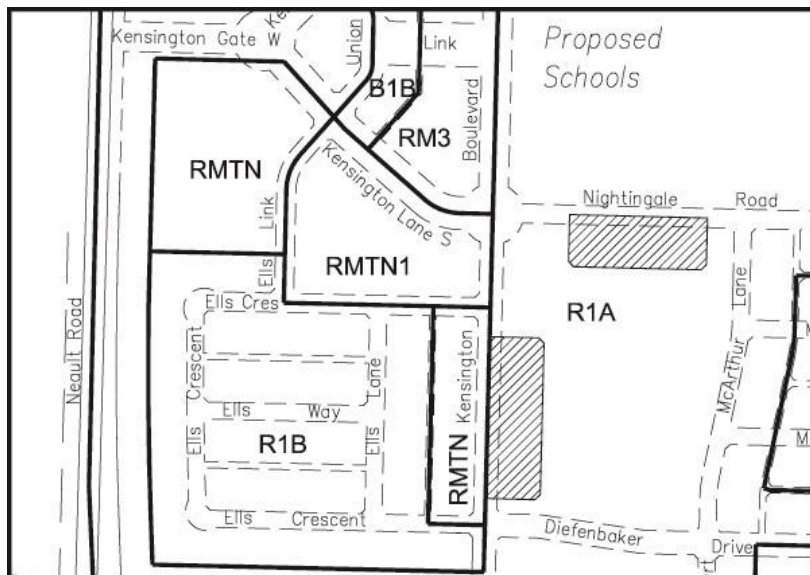
Location Maps




**PROPOSED CONCEPT PLAN AMENDMENT
KENSINGTON**



 From Single Family Detached to Multi Unit (Street Townhouses)
 From Storm Water Parcel to Multi Unit (Street Townhouses)

CPA_021_01AD



PROPOSED REZONING

 From R1A to RMTN

File No. RZ16-2014

Comments From Other Divisions

Transportation and Utilities Department

The proposed Zoning Bylaw No. 8770 amendment, as noted in the report, is acceptable to the Transportation and Utilities Department, with the following comments:

1. The proposed development cannot have garage access where driveways do not have breaks between adjacent units
2. All driveway crossings require an application and permit.

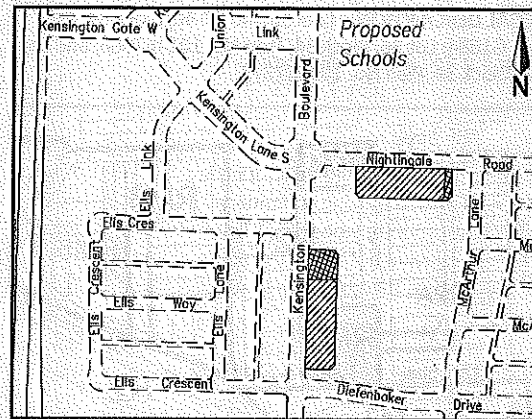
Community Services Department Comment: The applicant, Saskatoon Land, acknowledges these requirements and will include this information in any documents regarding the sale of these parcels. The developer of the land will be required to comply with these requirements at the development stage.

THE STARPHOENIX, SATURDAY, JANUARY 10, 2015 and
SUNDAY PHOENIX, JANUARY 11, 2015



PUBLIC NOTICE
PROPOSED KENSINGTON NEIGHBOURHOOD
CONCEPT PLAN AMENDMENT

Saskatoon City Council will consider an amendment to the Kensington Neighbourhood Concept Plan, submitted by Saskatoon Land. The proposed amendment will reclassify lands, as shown on the map below, from Single Family (Detached) Residential to Multi-Family (Townhouse) Residential on the concept plan.

REASON FOR THE AMENDMENT - The amendment will permit townhouse-style residential development in place of single family residential.



PROPOSED CONCEPT PLAN AMENDMENT
KENSINGTON

	From Single Family Detached to Multi Unit (Street Townhouses)
	From Storm Water Parcel to Multi Unit (Street Townhouses)

CPA 021 01AD

INFORMATION - Questions regarding the proposed amendment may be directed to the following:
Community Services Department, Planning and Development
Phone: 306-986-0902 (Brent McAdam)

PUBLIC HEARING - City Council will hear all submissions on the proposed amendment, and all persons who are present at the City Council meeting and wish to speak on **Monday, January 26, 2015 at 6:00 p.m. in City Council Chamber, City Hall, Saskatoon, Saskatchewan.**

All written submissions for City Council's consideration must be forwarded to:
His Worship the Mayor and Members of City Council
c/o City Clerk's Office, City Hall
222 Third Avenue North, Saskatoon SK S7K 0J5.

All submissions received by the City Clerk by **10:00 a.m. on Monday, January 26, 2015** will be forwarded to City Council. City Council will also hear all persons who are present and wish to speak to the proposed Bylaw.

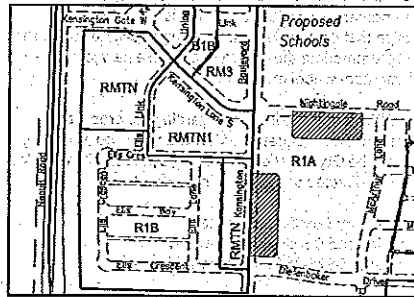
ZONING NOTICE

KENSINGTON NEIGHBOURHOOD


**PROPOSED ZONING BYLAW AMENDMENT –
BYLAW NO. 9245**

Saskatoon City Council will consider an amendment to the City's Zoning Bylaw (No. 8770). By way of Bylaw No. 9245, The Zoning Amendment Bylaw, 2015, lands in the Kensington neighbourhood will be rezoned from R1A – One-Unit Residential District to RMTN – Townhouse Residential District as shown in the map below.

LEGAL DESCRIPTION – Block 225, Plan No. 102171732; and Lots 1-9, Block 226, as shown on the Plan of Proposed Subdivision of Part of NW ¼ Sec 35 and all of Parcel D, Plan No. 88537184 NE ¼ Sec 35 Twp 36 Rge 6 W3M.



PROPOSED REZONING

 From R1A to RMTN

City of Saskatoon

File No. 9245-2014

REASON FOR THE AMENDMENT – The proposed rezoning will provide for townhouse-style residential development in place of single family residential development.

INFORMATION – Questions regarding the proposed amendment or requests to view the proposed amending Bylaw, the City of Saskatoon Zoning Bylaw and Zoning Map may be directed to the following without charge:
Community Services Department,
Planning and Development Division
Phone: 306-986-0902 (Brent McAdam)

PUBLIC HEARING – City Council will hear all submissions on the proposed amendment, and all persons who are present at the City Council meeting and wish to speak on **Monday, January 26, 2015 at 6:00 p.m. in City Council Chamber, City Hall, Saskatoon, Saskatchewan.**

All written submissions for City Council's consideration must be forwarded to:
His Worship the Mayor and Members of City Council
c/o City Clerk's Office, City Hall
222 Third Avenue North, Saskatoon SK S7K 0J5.

All submissions received by the City Clerk by **10:00 a.m. on Monday, January 26, 2015** will be forwarded to City Council. City Council will also hear all persons who are present and wish to speak to the proposed Bylaw.

BYLAW NO. 9245

The Zoning Amendment Bylaw, 2015

The Council of The City of Saskatoon enacts:

Short Title

1. This Bylaw may be cited as *The Zoning Amendment Bylaw, 2015*.


Purpose

2. The purpose of this Bylaw is to amend the Zoning Bylaw to rezone the lands described in the Bylaw from an R1A District to an RMTN District.

Zoning Bylaw Amended

3. Zoning Bylaw No. 8770 is amended in the manner set forth in this Bylaw.

R1A District to RMTN District

4. The Zoning Map, which forms part of Bylaw No. 8770, is amended to rezone the lands described in this Bylaw and shown as  on Appendix "A" to this Bylaw from an R1A District to an RMTN District:
 - (a) Surface Parcel No. 203036734
Legal Land Description: Blk/Par 225, Plan 102171732 Ext 0; and
 - (b) Lots 1-9, Block 226 as shown on a Plan of Proposed Subdivision of Part of NW. ¼ Section 35 and All of Parcel D, Plan 88S37184, NE. ¼ Section 35 TWP.36 - Rge.6 - W.3M., City of Saskatoon by M.M. Vanstone, S.L.S. 2013.

Coming into Force

6. This Bylaw shall come into force upon receiving the approval of the Minister of Government Relations.

Read a first time this _____ day of _____, 2015.

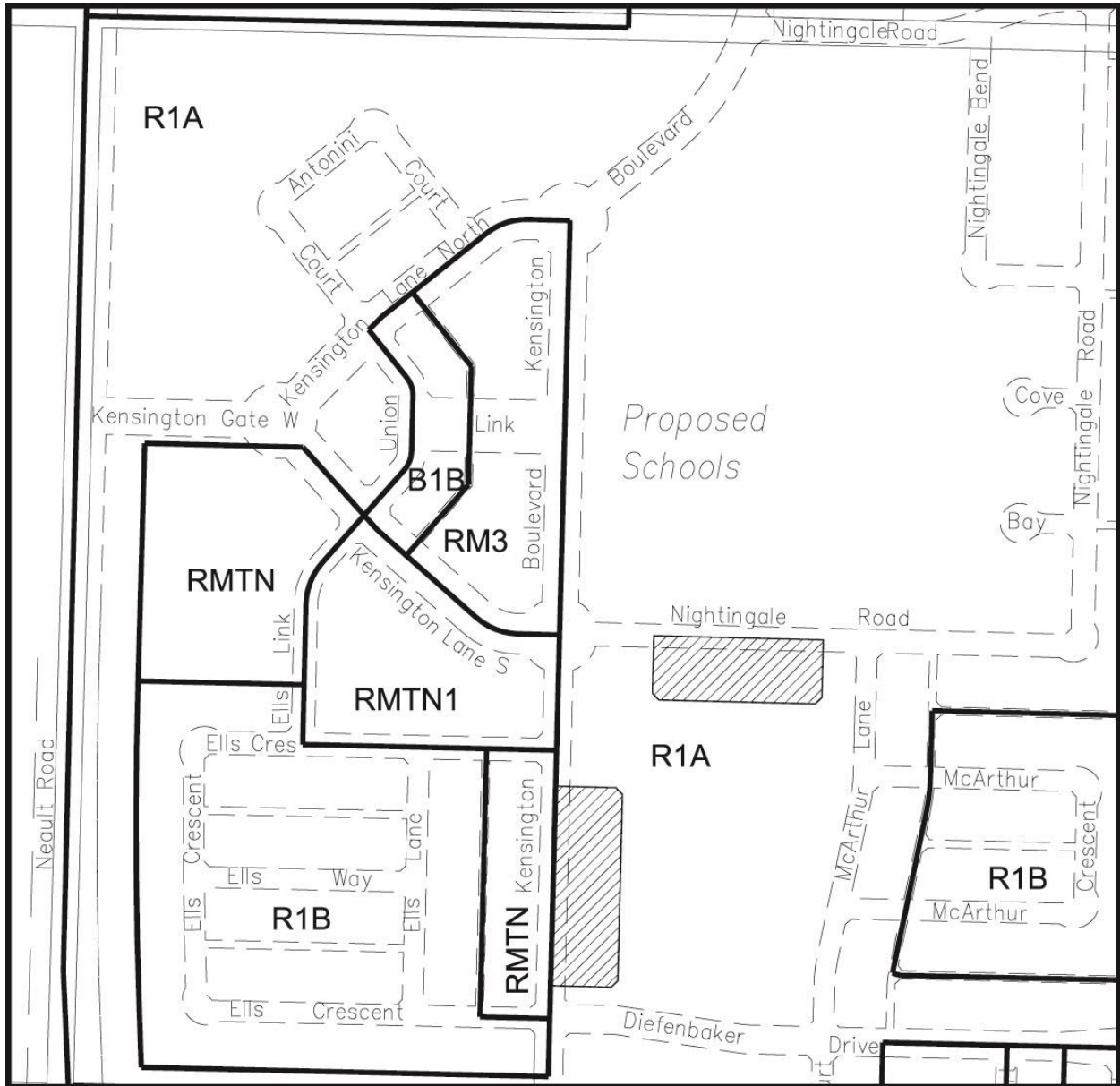
Read a second time this _____ day of _____, 2015.

Read a third time and passed this _____ day of _____, 2015.

Mayor

City Clerk

Appendix "A"



REZONING



From R1A to RMTN



January 13, 2015

City Clerk

Dear City Clerk:

**Re: Municipal Planning Commission Report for Public Hearing
Proposed Official Community Plan Amendment
and Rezoning – M3 to B5 – 410 5th Avenue North
(File No. CK. 4351-014-013)**

The Municipal Planning Commission considered a report of the General Manager, Community Services Department, dated January 6, 2015, on the above application and supports the following recommendations of the Community Services Department:

1. That the proposed amendment to the Official Community Plan Bylaw No. 8769 - City Park Land Use Policy Map to re-designate 410 5th Avenue North from "High-Density Residential" to "Special Area Commercial," be approved; and
2. That the proposed amendment to Zoning Bylaw No. 8770 to rezone 410 5th Avenue North from M3 – General Institutional Service District to B5 - Inner-City Commercial Corridor District, be approved.

The Commission respectfully requests that the above report be considered by City Council at the time of the public hearing with respect to the above proposed rezoning.

Yours truly,



Penny Walter, Committee Assistant
Municipal Planning Commission

PW:sj

Attachment

Proposed Official Community Plan Amendment and Proposed Rezoning from M3 to B5 – 410 5th Avenue North

Recommendation

That a copy of this report be forwarded to City Council recommending:

1. That at the time of the public hearing, City Council consider the Administration's recommendation that the proposed amendment to the Official Community Plan Bylaw No. 8769 – City Park Land Use Policy Map to re-designate 410 5th Avenue North from “High-Density Residential” to “Special Area Commercial,” be approved; and
2. That at the time of the public hearing, City Council consider the Administration's recommendation that the proposed amendment to Zoning Bylaw No. 8770 to rezone 410 5th Avenue North from M3 – General Institutional Service District to B5 – Inner-City Commercial Corridor District, be approved.

Topic and Purpose

Applications have been submitted by Saskatoon Land to re-designate 410 5th Avenue North from “High-Density Residential” to “Special Area Commercial” on the Official Community Plan – City Park Land Use Policy Map and to rezone it from M3 – General Institutional Service District to B5 – Inner-City Commercial Corridor District. These amendments provide for a greater mix of uses in a future redevelopment of the property.

Report Highlights

1. A land use policy change and rezoning of 410 5th Avenue North are proposed.
2. This proposal will support a greater mix of potential land uses in a high-density form that supports the City Centre Plan and Growth Plan to Half a Million.

Strategic Goal

This application supports the Strategic Goal of Sustainable Growth. The rezoning will enable increased density and a greater mix of potential uses along a major corridor in our City Centre, supporting emerging directions in the Growth Plan to Half a Million.

Background

The subject property, located at the southern boundary of City Park and adjacent to Downtown, is currently developed as a surface parking lot. It served as staff parking for the Saskatoon Police Service until their new headquarters opened in summer 2014. Saskatoon Land is exploring options for sale of the property.

Proposed Official Community Plan Amendment and Proposed Rezoning from M3 to B5 – 410 5th Avenue North

Report

Official Community Plan Amendment

An amendment to the Official Community Plan – City Park Land Use Policy Map is required to re-designate 410 5th Avenue North from “High-Density Residential” to “Special Area Commercial” to accommodate the proposed rezoning (see Attachment 1).

Zoning Bylaw Amendment

A rezoning from M3 – General Institutional Service District to B5 – Inner-City Commercial Corridor District is proposed. The current M3 zoning permits a wide range of institutional, office, and community activities, as well as medium- and high-density residential uses. The proposed B5 zoning permits many of these same uses in a medium- to high-density form, in addition to a wide range of commercial uses.

The B5 District will enable a greater mix of uses in a high-density area of our City Centre. Commercial uses could be established under the zoning that would serve the convenience and amenity of area residents and contribute to the City Centre as being a desirable place for more people to live, work, and play.

City Centre Plan

This property falls within the City Centre Plan (Plan) area, endorsed by City Council on December 16, 2013. The Plan’s vision includes fostering a vibrant mix of uses in the City Centre, which the proposed B5 zoning supports.

Growth Plan to Half a Million

The proposed amendments identify this site in the context of a major corridor redevelopment, which promotes increased density and mixed uses along strategic corridors in Saskatoon. The upcoming Growth Plan to Half a Million has identified a set of major corridors which could support new growth and a potential Bus Rapid Transit (BRT) system, of which 25th Street East is being considered as a prime candidate for a BRT route. Greater density and mixed uses are to be encouraged along BRT routes to increase viability of public transit.

It is understood that Saskatoon Land will be offering this site as a mixed-use development opportunity. The Planning and Development Division supports this rezoning request on that basis.

Potential Redevelopment of the Site

It is the opinion of the Planning and Development Division that a single-use building is not the best use of this site and would not demonstrate the potential benefits that mixed uses can yield along this major corridor.

This site offers unique opportunities to achieve several public objectives if offered as a mixed-use site. Such opportunities include:

- Partnering with the Community Service Village to expand their offices;
- The possibility of a Food Store in our City Centre;

Proposed Official Community Plan Amendment and Proposed Rezoning from M3 to B5 – 410 5th Avenue North

- Structured parking within walking distance to employment, retail, and other services and amenities within our City Centre;
- Supporting BRT and a potential transit station at this location;
- Providing high-density housing in our City Centre; and
- Inclusion of other commercial and community uses that serve the convenience and amenity of area residents.

City Park Local Area Plan

The City Park Local Area Plan (LAP), adopted by City Council on April 26, 2010, recommends that guidelines for land use changes included in that report be considered by Planning and Development for any rezoning in City Park. Relevant guidelines that were considered in this rezoning are included in Attachment 2.

Comments from Other Divisions

No concerns were identified through the administrative referral process that precludes this application from proceeding to the public hearing. Please refer to Attachment 3 for complete comments.

Options to the Recommendation

City Council could choose to deny the proposed amendments. This decision would maintain the current zoning of M3 District and land use designation of High-Density Residential, and would limit the mixed-use potential and increase the likelihood of single-use development.

Public and/or Stakeholder Involvement

A public information meeting related to these amendments was held on November 13, 2014, at Le Relais Community Centre, with notice provided to property owners within 75 metres of the site, as well as the City Park Community Association. Seven members of the general public attended, as well as the Ward 1 Councillor.

Discussion centered around Saskatoon Land's plans for sale of the site, the range of uses possible under B5 zoning, differences in building height and form between M3 and B5, and existing parking and access issues in the area. See Attachment 4 for more details.

Other Considerations/Implications

There are no policy, financial, environmental, privacy, or CPTED implications. A communication plan is not required at this time.

Due Date for Follow-up and/or Project Completion

No follow-up is required.

Public Notice

Public notice is required for consideration of this matter, pursuant to Section 11(a) of Public Notice Policy No. C01-021.

Proposed Official Community Plan Amendment and Proposed Rezoning from M3 to B5 – 410 5th Avenue North

Once this application has been considered by the Municipal Planning Commission, a report will be submitted to the Standing Policy Committee on Planning, Development and Community Services (PDCCS) to seek approval to advertise this application in accordance with Public Notice Policy No. C01-021.

If the request is approved, the application will be advertised, and a date for a public hearing will be set. Planning and Development will notify all property owners within a 75 metre buffer of the proposed site of the public hearing date by letter. A notice will be placed in The StarPhoenix two weeks prior to the public hearing. Notice boards will be placed on the site.

Attachments

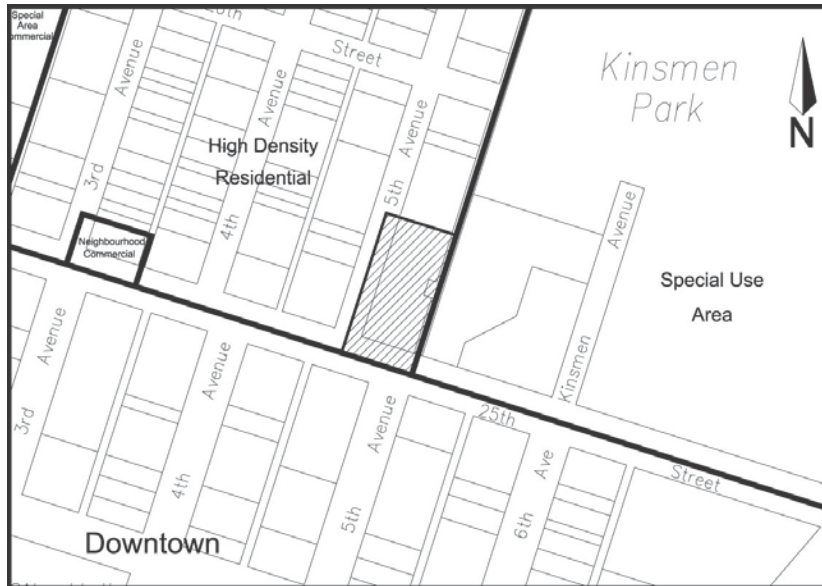
1. Location Maps
2. Considerations for Land Use Changes – City Park Local Area Plan
3. Comments from Other Divisions
4. Community Engagement Summary

Report Approval


Written by: Brent McAdam, Planner, Planning and Development
Reviewed by: Alan Wallace, Director of Planning and Development
Approved by: Randy Grauer, General Manager, Community Services Department


S/Reports/DS/2015/MPC – Proposed OCP Amendment and Proposed Rezoning from M3 to B5 – 410 5th Avenue North/ks

Location Maps

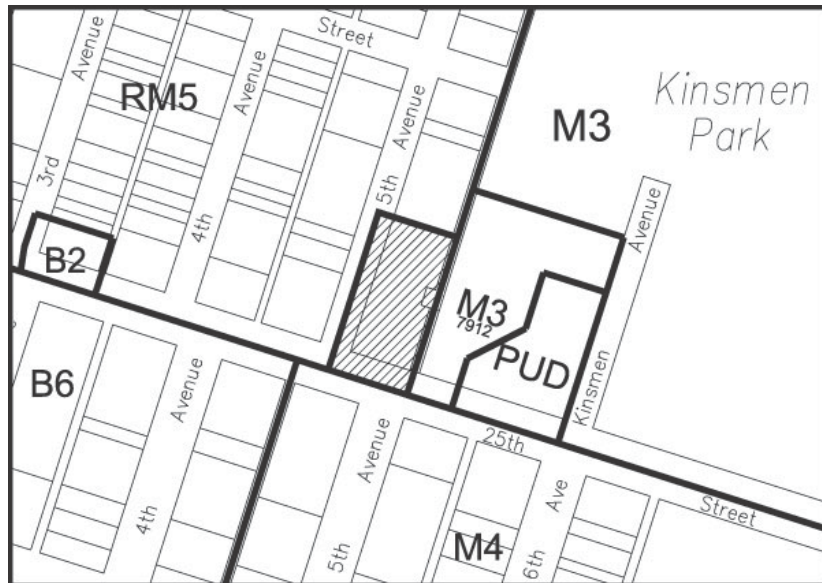


PROPOSED AMENDMENT TO THE OFFICIAL COMMUNITY PLAN
CITY PARK LAND USE POLICY MAP


 From High Density Residential to Special Area Commercial


 City of Saskatoon

File No. OCP17-2014



PROPOSED REZONING

 From M3 to B5

 City of Saskatoon

File No. RZ18-2014

Considerations for Land Use Changes – City Park Local Area Plan

The following guidelines are from Section 1.10 (page 68) of the City Park Local Area Plan (LAP). The LAP recommends that these guidelines be used in evaluating applications for rezoning applications in the City Park neighbourhood.

Not all guidelines from Section 1.10 are relevant to the application to rezone 410 5th Avenue North; however, those that are applicable are discussed below.

Guideline for Land Use Changes	Comment
<i>Considerations for Residential Land Use</i>	
Infill developments should be compatible in scale, massing, and function with the predominant housing in the area.	Residential development in this area is high density in nature, with adjacent building ranging from approximately 10 to 20 floors.
The predominant residential land use pattern should be retained with changes complementing the existing pattern.	Adjacent land uses are high-density residential and institutional in nature. The current zoning of this property provides for residential and institutional uses. B5 zoning provides for similar uses, in addition to commercial. Existing RM5 residential zoning will not be affected by this rezoning.
Conservation of existing trees is important, particularly where it is practical and where safety will not be compromised.	A future developer of this property will be required to retain and protect existing trees in the City right-of-way as per Urban Forestry requirements.
<i>Considerations for Development Standards</i>	
Building design shall be consistent with the existing neighbourhood character.	The existing character of this area is high density in nature, which is supported by B5 zoning.
Parking shall be provided as the development occurs. Sites closer to Saskatoon City Hospital, or other multiple-unit dwellings, will experience more parking pressure.	A development proposal in the B5 District requires parking to be provided on-site for residential and institutional uses, as per the Zoning Bylaw.
Screening and location of parking: Parking should be encouraged to be located in the rear yards and should be adequately screened.	A future developer of this property should consider this in the design of a development proposal.
Traffic: Shall not negatively affect neighbouring sites.	A future development proposal may necessitate a Traffic Impact Study at the permit stage.

Comments From Other Divisions

Transportation and Utilities Department

The proposed Zoning Bylaw No. 8770 amendment, as noted in the report, is acceptable to the Transportation and Utilities Department, with the following comments:

1. No driveways or access to 25th Street will be permitted.

Planning and Development Comment: The applicant acknowledges and understands this condition.

2. Both the existing and proposed zoning have required fire flows of 220 L/s. The water model shows available fire flow adjacent to this parcel would be approximately 90 L/s. It is recommended that the developer hire a professional engineer to calculate the actual required fire flow (based on acceptable fire codes) for the development to determine if the available fire flow is adequate. If the required fire flow is more than what is available, upgrades to the water system or changes to the building specifications may be required.

Planning and Development Comment: Because there is no specific development proposal for this site, actual required fire flow cannot be calculated at this time. Any requirements for water system upgrades or changes to building specifications must be addressed by the developer of the site at the detailed design and development stage. The applicant acknowledges and understands this condition.

3. There is insufficient sanitary sewer capacity in the storm sewer system adjacent to the proposed development. A storm pipe will need to be extended from 26th Street to this site to capture internal drainage. Alternatively, connection to the adjacent storm sewer with provision for onsite storm water storage for a two-year storm event may be considered. All costs would be the responsibility of the developer.

Planning and Development Comment: This requirement must be complied with at the detailed design and development stage of a specific development proposal. The applicant acknowledges and understands this condition.

4. The adjacent sanitary sewer capacity appears to be sufficient for this development.
5. Upon future subdivision, offsite levies will be payable on this site based on City Council approved rates at that time. By way of illustration only, the cost based on the 2014 rates, plus approximate inflation for 2015, amount to \$175,108.05.

COMMUNITY ENGAGEMENT SUMMARY

PUBLIC INFORMATION MEETING FOR PROPOSED REZONING and OCP AMENDMENT 410 5TH AVENUE NORTH

Applicant: Saskatoon Land
File: PL 4350 – Z18/14; PL 4115 – OCP17/14

Project Description

A public information meeting was held regarding a proposed rezoning of 410 5th Avenue North (City Park) from M3 – General Institutional Service District to B5 – Inner City Commercial Corridor District, and a related amendment to the Official Community Plan – City Park Land Use Policy Map from “High-Density Residential” to “Special Area Commercial.”

The meeting was held at Le Relais Community Centre on November 14, 2014, at 7:00 p.m.

Community Engagement Strategy

Purpose:

To inform and consult. Residents were provided with an overview of the applicant’s proposal and provided the opportunity to ask questions and provide comments. Written comments (email/comment sheets) were accepted following the meeting.

Form of community engagement used:

Public Information Meeting – Residents are provided an opportunity to listen to a presentation by the applicant, participate in a question and answer session, and speak directly with the applicant and/or City staff following the formal portion of the meeting. City staff were in attendance to provide an overview of the rezoning process and the next steps following the meeting.

Level of input or decision making required from the public:

Comments, concerns, and opinions were sought from the public.

Who was involved:

- Internal stakeholders: The standard referral process was followed and relevant internal divisions of the City were contacted for comments. Councillor Hill was also contacted.
- External stakeholders: A Public Notice (attached) was sent to property owners within a 75 metre radius of the subject site in advance of the meeting (a total of 306 notices). The City Park Community Association was also provided notice. Seven members of the general public attended the meeting, in addition to Councillor Hill.

Summary of Community Engagement Feedback

Following introductory remarks of the rezoning process by City staff and an overview of the proposed rezoning by the applicant, a question and answer period and general discussion followed. Concerns raised, questions, and general points of discussion related to:

- The types of uses permitted in the B5 District and how they compared to the M3 District.
- General support expressed for the potential of commercial and greater mixing of uses.
- Clarification of where else B5 zoning is in place in Saskatoon, the present character of those areas, and the appropriateness of B5 zoning in this location.

- The maximum height in the B5 District (approx. 25 floors) versus the M3 District (approx. 12 floors).
- New development may obstruct existing views from residential buildings.
- This is already a high-density area, and something high density in nature may be developed on this site today under the current zoning.
- There are existing parking pressures in the area with proximity to Downtown, City Hospital, and the high density of the area.
- The existing parking lot is currently being used as a cut-through for traffic from the rear lane. With development of the site, this informal access between the street and lane would be eliminated, compounding access issues in the area. Access to and from 25th Street is restricted with one-way streets in the immediate area, and the rear lane not accessing the 25th Street at all.
- How does Saskatoon Land intend to sell this property? (through Request for Proposal or tender).
- How does either method of sale control what is eventually built there?
- What else would control what is built here? (Zoning requirements).
- Requirements for protection and retention of mature trees in City right-of-way.
- Landscaping and green space requirements.

No comment sheets were received following the meeting, and to date, no formal comments have been received by our office.

Next Steps

ACTION	ANTICIPATED TIMING
Planning and Development seeks approval to advertise the application in accordance with the Public Notice Policy from the Standing Policy Committee on Planning, Development and Community Services.	January 5, 2015
Planning and Development prepares and presents to Municipal Planning Commission (MPC). MPC reviews proposal and recommends approval or denial to City Council.	January 6, 2015
Public Notice - Community Consultant, Ward Councillor, as well as all participants that attended the public information meeting will be provided with direct notice of the Public Hearing, as well as all residents who were notified previously. A notification poster sign will be placed on site. Advertisements prepared and placed in <u>The StarPhoenix</u> , City Page (as per the City's Public Notice Policy).	January 10 to 16, 2015
Public Hearing – Public Hearing conducted by City Council, with opportunity provided to interested persons or groups to present. Proposal considered together with the reports of the Planning and Development Division, Municipal Planning Commission, and any written or verbal submissions received by City Council.	January 26, 2015
Council Decision - may approve or deny proposal.	January 26, 2015

Prepared by: Brent McAdam, Planner, Planning & Development
November 26, 2014

OFFICIAL COMMUNITY PLAN

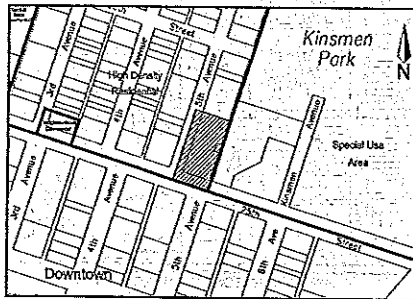
NOTICE

CITY PARK LAND USE POLICY MAP

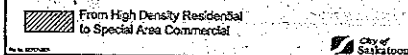
**PROPOSED AMENDMENT TO THE OFFICIAL
COMMUNITY PLAN – CITY PARK LAND USE
POLICY MAP – BYLAW NO. 9252**

Saskatoon City Council will consider an amendment to the Official Community Plan, Bylaw No. 8769. By way of Bylaw No. 9252, The Official Community Plan Amendment Bylaw, 2015, 410 5th Avenue North will be reclassified from High Density Residential to Special Area Commercial within the Official Community Plan – City Park Land Use Policy Map.

LEGAL DESCRIPTION – Lots 29 and 30, Block 181, Plan No. 99SA24455.



**PROPOSED AMENDMENT TO THE OFFICIAL COMMUNITY PLAN
CITY PARK LAND USE POLICY MAP**



REASON FOR THE AMENDMENT – The proposed rezoning is intended to encourage redevelopment along major corridors, such as 25th Street East, in order to increase density, introduce mixed uses, and support transit use.

INFORMATION – Questions regarding the proposed amendment or requests to view the proposed amending Bylaw, the City of Saskatoon Zoning Bylaw and Zoning Map may be directed to the following without charge:
Community Services Department,
Planning and Development Division
Phone: 306-986-0902 (Brent McAdam)

PUBLIC HEARING – City Council will hear all submissions on the proposed amendment, and all persons who are present at the City Council meeting and wish to speak on Monday, January 26, 2015 at 6:00 p.m. in City Council Chamber, City Hall, Saskatoon, Saskatchewan.

All written submissions for City Council's consideration must be forwarded to:
His Worship the Mayor and Members of City Council
c/o City Clerk's Office, City Hall
222 Third Avenue North, Saskatoon SK S7K 0J5.

All submissions received by the City Clerk by 10:00 a.m. on Monday, January 26, 2015 will be forwarded to City Council. City Council will also hear all persons who are present and wish to speak to the proposed Bylaw.

BYLAW NO. 9252

The Official Community Plan Amendment Bylaw, 2015

The Council of The City of Saskatoon enacts:

Short Title

1. This Bylaw may be cited as *The Official Community Plan Amendment Bylaw, 2015*.

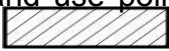
Purpose

2. The purpose of this Bylaw is to amend the Official Community Plan to change the land use policy designation of the land described in the Bylaw from High Density Residential to Special Area Commercial.

Official Community Plan Amended

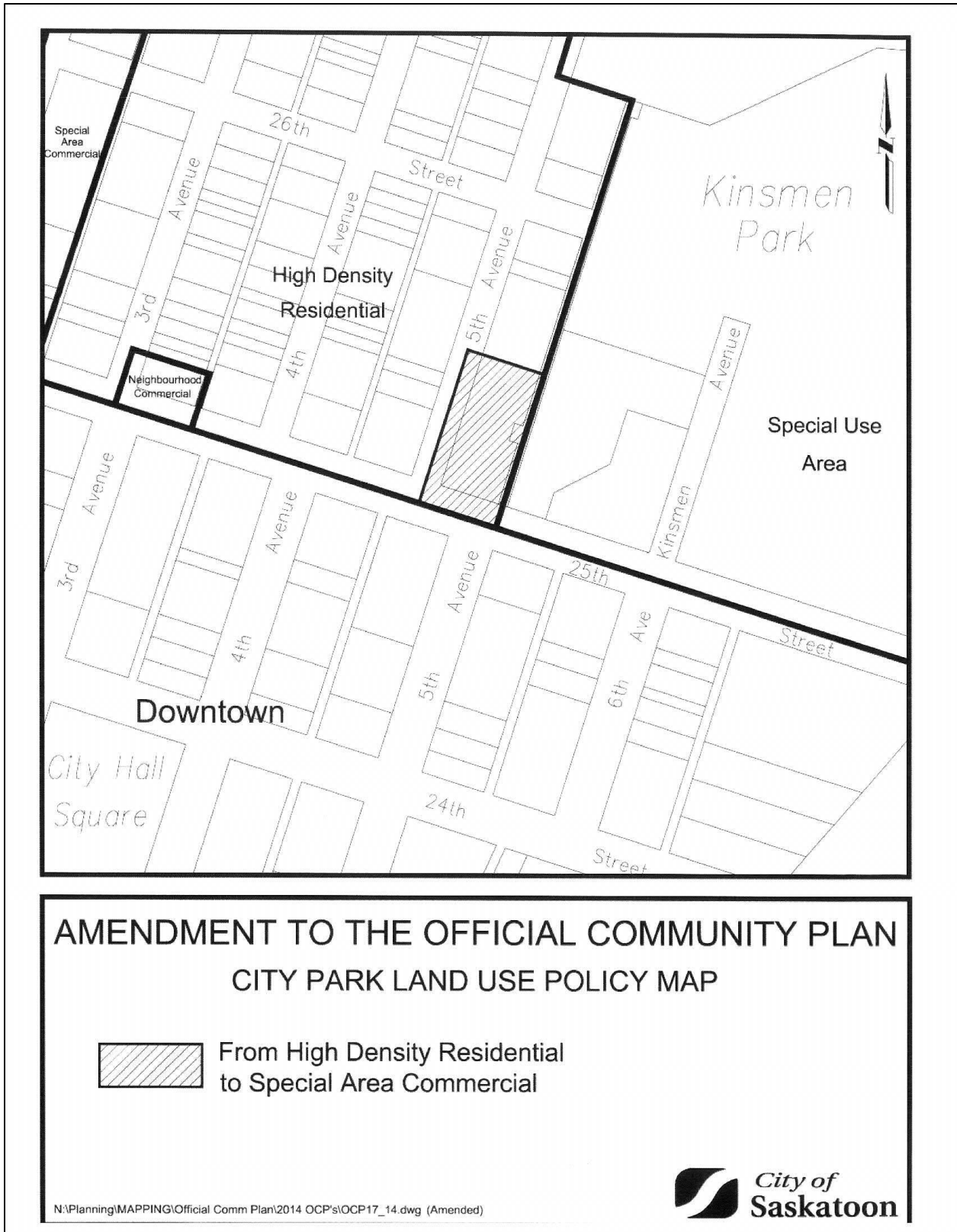
3. The Official Community Plan, annexed as Schedule "A" to Bylaw No. 8769 and forming part of the Bylaw, is amended in the manner set forth in this Bylaw.

Land Use Policy Map Amended

4. The Land Use Policy Map for the City Park Local Area Plan Neighbourhood, which forms part of Section 20.1.1.6 of the Official Community Plan, is amended to change the land use policy designation of the land described in this Section and shown as  on Appendix "A" to this Bylaw from High Density Residential to Special Area Commercial:

- (a) Civic Address: 410 5th Avenue North
Surface Parcel Number: 120282207
Legal Land Description: Lot 29, Block 181, Plan 99SA24455 Ext 0
As described on Certificate of Title 99SA24455BX; and

Appendix "A"

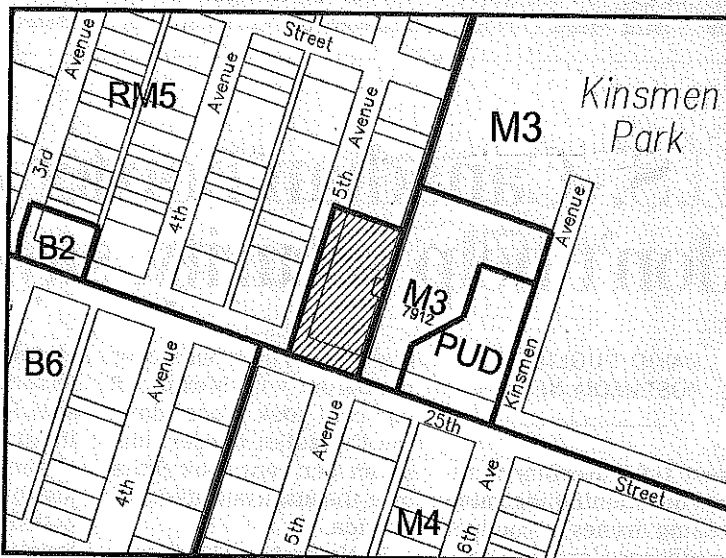


**ZONING NOTICE
CITY PARK NEIGHBOURHOOD**

PROPOSED ZONING BYLAW AMENDMENT – BYLAW NO. 9253

Saskatoon City Council will consider an amendment to the City's Zoning Bylaw (No. 8770). By way of Bylaw No. 9253, The Zoning Amendment Bylaw, 2015 (No. 4), 410 5th Avenue North in the City Park neighbourhood will be rezoned from M3 – General Institutional Service District to B5 – Inner-City Commercial Corridor District as shown in the map below. The B5 District will provide for a mix of commercial, residential, and institutional uses in a high density form in any future redevelopment of the site.

LEGAL DESCRIPTION – Lots 29 and 30, Block 181, Plan No. 99SA24455.



PROPOSED REZONING



From M3 to B5



File No. RZ18-2014



REASON FOR THE AMENDMENT – The proposed rezoning is intended to encourage redevelopment along major corridors, such as 25th Street East, in order to increase density, introduce mixed uses, and support transit use.

INFORMATION – Questions regarding the proposed amendment or requests to view the proposed amending Bylaw, the City of Saskatoon Zoning Bylaw and Zoning Map may be directed to the following without charge:
Community Services Department, Planning and Development Division
Phone: 306-986-0902 (Brent McAdam)

PUBLIC HEARING – City Council will hear all submissions on the proposed amendment, and all persons who are present at the City Council meeting and wish to speak on **Monday, January 26, 2015 at 6:00 p.m. in City Council Chamber, City Hall, Saskatoon, Saskatchewan.**

All written submissions for City Council's consideration must be forwarded to:
His Worship the Mayor and Members of City Council
c/o City Clerk's Office, City Hall
222 Third Avenue North, Saskatoon SK S7K 0J5.

All submissions received by the City Clerk by **10:00 a.m. on Monday, January 26, 2015** will be forwarded to City Council. City Council will also hear all persons who are present and wish to speak to the proposed bylaw.

BYLAW NO. 9253

The Zoning Amendment Bylaw, 2015 (No. 4)

The Council of The City of Saskatoon enacts:

Short Title

1. This Bylaw may be cited as *The Zoning Amendment Bylaw, 2015 (No. 4)*.

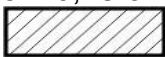
Purpose

2. The purpose of this Bylaw is to amend the Zoning Bylaw to rezone the lands described in the Bylaw from an M3 District to a B5 District.

Zoning Bylaw Amended

3. Zoning Bylaw No. 8770 is amended in the manner set forth in this Bylaw.

M3 District to B5 District

4. The Zoning Map, which forms part of Bylaw No. 8770, is amended by rezoning the lands described in this Section and shown as  on Appendix "A" to this Bylaw from an M3 District to a B5 District:

- (a) Civic Address: 410 5th Avenue North
Surface Parcel Number: 120282207
Legal Land Description: Lot 29, Block 181, Plan 99SA24455 Ext 0
As described on Certificate of Title
99SA24455BX; and

Surface Parcel Number: 120293973
Legal Land Description: Lot 30, Block 181, Plan 99SA24455 Ext 0
As described on Certificate of Title
99SA24455BY.

Coming into Force

5. This Bylaw shall come into force upon the approval of Bylaw No. 9252, *The Official Community Plan Amendment Bylaw, 2015* by the Minister of Government Relations.

Read a first time this _____ day of _____, 2015.

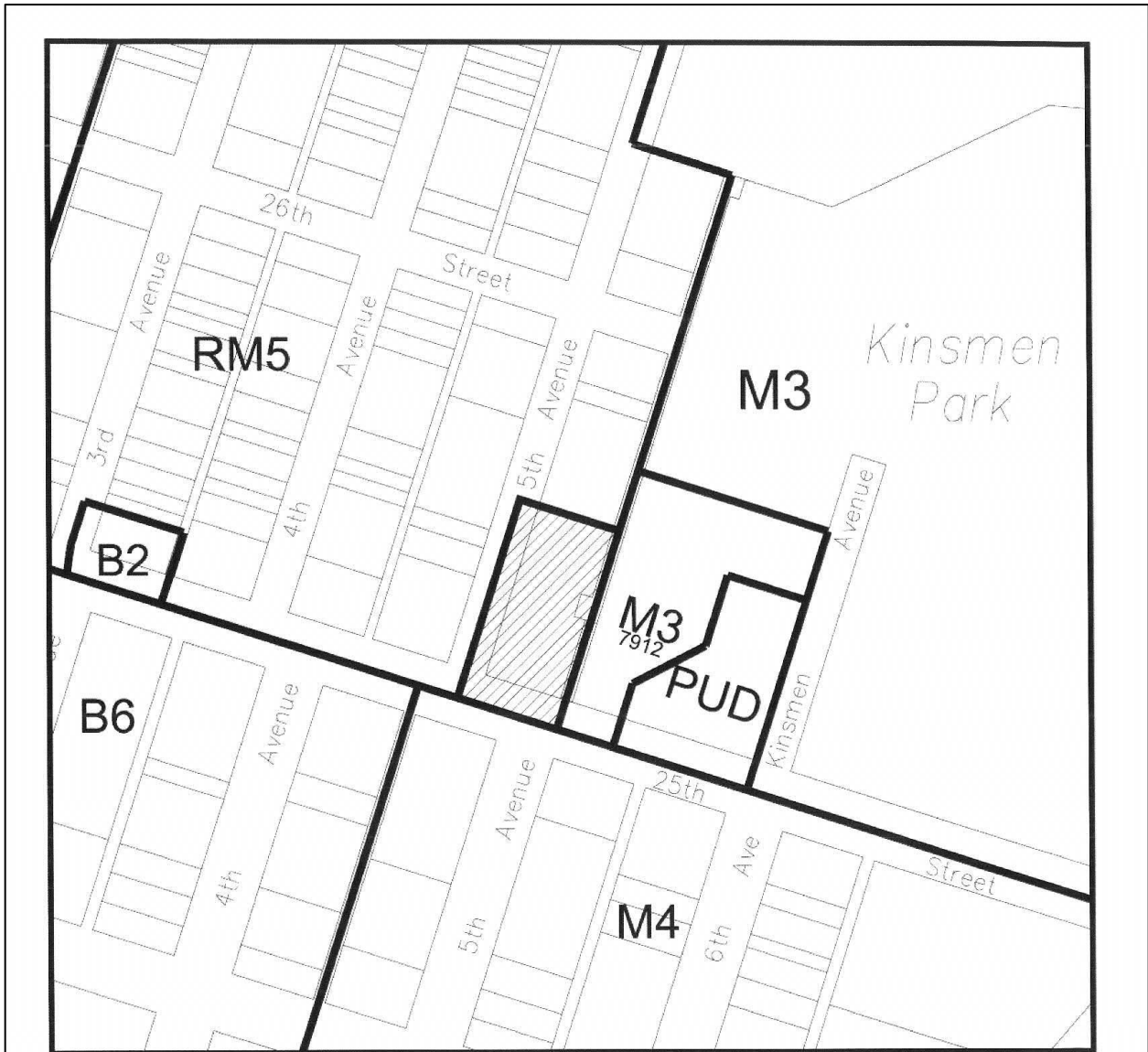
Read a second time this _____ day of _____, 2015.

Read a third time and passed this _____ day of _____, 2015.

Mayor

City Clerk

Appendix "A"



REZONING



From M3 to B5



N:\Planning\MAPPING\Rezoning\2014\RZ18_14.dwg

January 13, 2015

City Clerk

Dear City Clerk:

**Re: Municipal Planning Commission Report for Public Hearing
Proposed Official Community Plan Amendment
and Proposed Rezoning from B1 to M3
840 Idylwyld Drive North
(File No. CK. 4351-014-014)**

The Municipal Planning Commission considered a report of the General Manager, Community Services Department, dated January 6, 2015, on the above application and supports the following recommendation of the Community Services Department:

1. That the proposed amendment to Official Community Plan Bylaw No. 8769 – Land Use Map to redesignate 840 Idylwyld Drive North from Special Area Commercial and Special Use Area to Residential, be approved; and
2. That the proposed amendment to Zoning Bylaw No. 8770 to rezone a portion of 840 Idylwyld Drive North from B1 – Neighbourhood Commercial District to M3 - General Institutional Service District, be approved.

The Commission respectfully requests that the above report be considered by City Council at the time of the public hearing with respect to the above proposed amendment and rezoning.

Yours truly,



Penny Walter, Committee Assistant
Municipal Planning Commission

PW:sj

Attachment

Proposed Official Community Plan Amendment and Proposed Rezoning from B1 to M3 – 840 Idylwyld Drive North

Recommendation

That a copy of this report be forwarded to City Council recommending:

1. That at the time of the public hearing, City Council consider the Administration's recommendation that the proposed amendment to Official Community Plan Bylaw No. 8769 – Land Use Map to redesignate 840 Idylwyld Drive North from Special Area Commercial and Special Use Area to Residential, be approved; and
2. That at the time of the public hearing, City Council consider the Administration's recommendation that the proposed amendment to Zoning Bylaw No. 8770 to rezone a portion of 840 Idylwyld Drive North from B1 – Neighbourhood Commercial District to M3 – General Institutional Service District, be approved.

Topic and Purpose

Applications have been submitted by NORR Architects Planners to redesignate 840 Idylwyld Drive North from Special Area Commercial to Residential on the Official Community Plan Bylaw No. 8769 (OCP) – Land Use Map and to rezone a portion of the property from B1 – Neighbourhood Commercial District to M3 – General Institutional Service District in Zoning Bylaw No. 8770 (Zoning Bylaw). The amendments will facilitate, in part, a comprehensive redevelopment of the site.

Report Highlights

1. A comprehensive redevelopment of 840 Idylwyld Drive North is proposed.
2. Amendments to the OCP – Land Use Map and Zoning Bylaw are required.
3. This proposal supports the goals of the North Downtown Master Plan (NDMP) and the Growth Plan to Half a Million.

Strategic Goal

This application supports the Strategic Goal of Sustainable Growth. The amendments will facilitate an increase in residential density along a major corridor near our City Centre.

Background

The address of 840 Idylwyld Drive North, located in Central Industrial, is presently developed as a dwelling group with two principal buildings: a 22-unit building fronting Idylwyld Drive, originally constructed in the 1920's for the Sisters of Sion; and a 55-unit building constructed in the 1980's and located on the eastern side of the property.

The property is currently split-zoned with two zoning designations: M3 District encompassing most of the property and a portion zoned B1 District in the northwest corner of the site, which is currently undeveloped and used for parking.

Report

Comprehensive Redevelopment of the Site

The amendments proposed in this report will facilitate, in part, a comprehensive redevelopment of the site. The existing buildings, totalling 77 units, are currently being refurbished. Two new multiple-unit dwellings are proposed to be constructed to add 85 additional units for a total of 162 units on the property (see Attachment 1). The units will be available as rental housing.

OCP Amendment

An amendment to the OCP – Land Use Map is required to redesignate this property from Special Area Commercial and Special Use Area to Residential (see Attachment 2). The use of this property has transitioned over time such that the current land use designations are no longer appropriate.

Zoning Bylaw Amendment

A rezoning of the portion of the property zoned B1 – Neighbourhood Commercial District to M3 – General Institutional Service District is required to align it with the zoning designation of the rest of the property (see Attachment 2). This will facilitate the development of a multiple-unit dwelling in the northwest corner of the site. Development plans for the rest of the site are located within the existing M3 District and are permitted to proceed, regardless of this rezoning.

NDMP

This property lies within the study area for the NDMP, located within the proposed Cross-rail District. This area of the NDMP is considered to be part of the implementation of the plan over the long term, with an estimated 15- to 20-year window for infrastructure improvements.

This proposal supports the NDMP's objective of creating a vibrant and liveable new neighbourhood in the heart of the city by providing increased residential density that better utilizes existing land and promotes a compact urban form and by retaining built heritage that contributes to a distinct identity for the area.

Growth Plan to Half a Million

This proposal supports the Growth Plan to Half a Million by providing increased housing options along the major corridor of Idylwyld Drive and near the Downtown employment area, as well as Saskatchewan Polytechnic, a major educational institution. It also supports revitalization in an established area of the city.

Comments from Other Divisions

No concerns were identified through the administrative referral process that precludes this application from proceeding to a public hearing (see Attachment 3).

Options to the Recommendation

City Council could choose to deny the proposed amendments. This decision would prevent proposed development plans for the site to proceed in full.

Public and/or Stakeholder Involvement

A public information meeting related to these amendments was held on October 29, 2014, at Caswell School with notice provided to property owners within 75 metres of the site, as well as the Caswell Hill Community Association. Councillors from Ward 1 and Ward 2 were in attendance, although no members of the general public attended. No comments or concerns have been received by our office to date.

Other Considerations/Implications

There are no policy, financial, environmental, privacy, or CPTED implications. A communication plan is not required at this time.

Due Date for Follow-up and/or Project Completion

No follow-up is required.

Public Notice

Public Notice is required for consideration of this matter, pursuant to Section 11 (a) of Public Notice Policy No. C01-021.

Once this application has been considered by the Municipal Planning Commission, it will be advertised in accordance with Public Notice Policy No. C01-021, and a date for a public hearing will be set. The Planning and Development Division will notify all property owners within a 75 metre (246 feet) buffer of the proposed site of the public hearing date by letter. A notice will be placed in The StarPhoenix two weeks prior to the public hearing. Notice boards will be placed on the site. The property owners affected by this rezoning will also be notified in writing.

Attachments

1. Conceptual Site Plan
2. Location Maps
3. Comments from Other Divisions

Report Approval

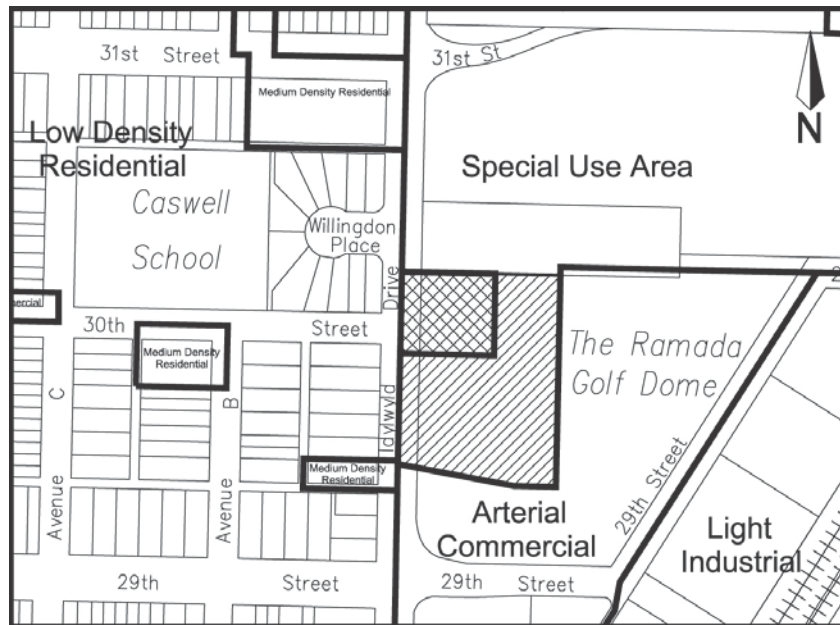
Written by: Brent McAdam, Planner, Planning and Development Division
Reviewed by: Alan Wallace, Director of Planning and Development
Approved by: Randy Grauer, General Manager, Community Services Department

S:\Reports\DS\2015\MPC – Proposed Official Community Plan Amendment and Proposed Rezoning from B1 to M3 – 840 Idylwyld Drive North\kt

Conceptual Site Plan
(subject to change)



Location Maps

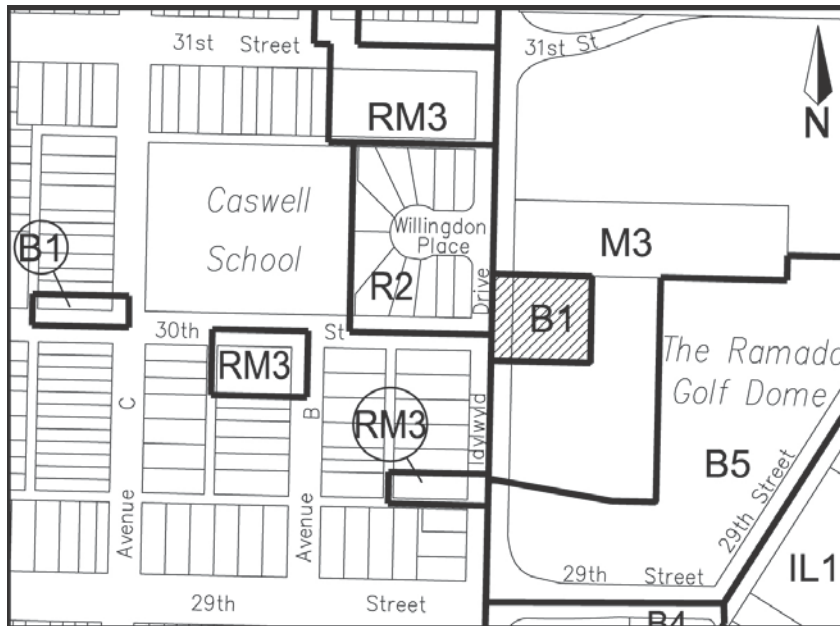


**PROPOSED OFFICIAL COMMUNITY PLAN AMENDMENT
LAND USE MAP**

 From Special Area Commercial to Residential
 From Special Use Area to Residential




File No. OCP28-2014



PROPOSED ZONING AMENDMENT

 From B1 to M3



File No. RZ29-2014

Comments From Other Divisions

Transportation and Utilities Department

The proposed Zoning Bylaw No. 8770 amendment, as noted in the report, is acceptable to the Transportation and Utilities Department, with the following comments:

1. The existing driveway to Idylwyld Drive must be corrected to 6.0 metres as per the site plan. A driveway crossing application and permit will be required for this change.

Planning and Development Comment: The applicant has acknowledged this requirement and confirmed that it will be complied with at the development stage.

2. The hydrants adjacent to this parcel should be able to provide the required 220 L/s fire flow according to our model. The developer must perform a fire flow test to confirm the model results.

Planning and Development Comment: A fire flow test has been completed by the applicant and confirmed that any requirements with respect to this will be complied with at the detailed design and development stage.

3. The sanitary sewer system appears to have capacity in dry conditions for this development.
4. The storm sewer system does not have any additional capacity; therefore, on-site storage is recommended.

Planning and Development Comment: The applicant has acknowledge this requirement and confirmed that it will be complied with at the detailed design and development stage.

5. If a subdivision or condominium is contemplated for this site in the future, offsite levies will apply.

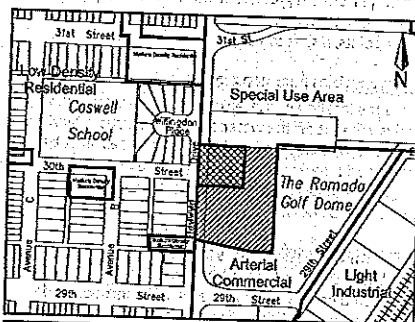
**OFFICIAL COMMUNITY PLAN
NOTICE**

CENTRAL INDUSTRIAL



**PROPOSED AMENDMENT TO THE OFFICIAL
COMMUNITY PLAN – LAND USE MAP – BYLAW
NO. 9254**

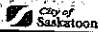
Saskatoon City Council will consider an amendment to the Official Community Plan, Bylaw No. 8769. By way of Bylaw No. 9254, The Official Community Plan Amendment Bylaw, 2015 (No. 2), 840 Idylwyld Drive North will be reclassified from Special Area Commercial and Special Use Area to Residential within the Official Community Plan – Land Use Map.

LEGAL DESCRIPTION – Part of Parcel B, Plan No. 67S15816.



**PROPOSED OFFICIAL COMMUNITY PLAN AMENDMENT
LAND USE MAP**

-  From Special Area Commercial to Residential
-  From Special Use Area to Residential

File No. OCP28-2014 

REASON FOR THE AMENDMENT – The amendment will reflect the current use of the property and will, in part, facilitate a comprehensive redevelopment of the site involving the refurbishment of existing multiple-unit dwellings on the property, and the construction of additional units in two new buildings.

INFORMATION – Questions regarding the proposed amendment or requests to view the proposed amending Bylaw, the City of Saskatoon Zoning Bylaw and Zoning Map may be directed to the following without charge:
Community Services Department,
Planning and Development Division
Phone: 306-986-0902 (Brent McAdam)

PUBLIC HEARING – City Council will hear all submissions on the proposed amendment, and all persons who are present at the City Council meeting and wish to speak on Monday, January 26, 2015 at 6:00 p.m. in City Council Chamber, City Hall, Saskatoon, Saskatchewan.

All written submissions for City Council's consideration must be forwarded to:

His Worship the Mayor and Members of City Council
c/o City Clerk's Office, City Hall
222 Third Avenue North, Saskatoon SK S7K 0J5.

All submissions received by the City Clerk by 10:00 a.m. on Monday, January 26, 2015 will be forwarded to City Council. City Council will also hear all persons who are present and wish to speak to the proposed Bylaw.

BYLAW NO. 9254

The Official Community Plan Amendment Bylaw, 2015 (No. 2)

The Council of The City of Saskatoon enacts:

Short Title

1. This Bylaw may be cited as *The Official Community Plan Amendment Bylaw, 2015 (No. 2)*.


Purpose

2. The purpose of this Bylaw is to amend the Official Community Plan to change the land use designation of the land described in the Bylaw from Special Area Commercial and Special Use Area to Residential.

Official Community Plan Amended


3. The Official Community Plan, annexed as Schedule "A" to Bylaw No. 8769 and forming part of the Bylaw, is amended in the manner set forth in this Bylaw.

Land Use Map Amended

4. The Land Use Map, which forms part of the Official Community Plan, is amended to change the land use designation of the land described in this Section and shown as  on Appendix "A" this Bylaw from Special Area Commercial to Residential:

- (a) Civic Address: 840 Idylwyld Drive North
Portion of Parcel Number: 131931581
Legal Land Description: Blk/Par B, Plan 67S15816 Ext 3
As described on Certificate of Title
99SA28233C, description 3.

Land Use Map Amended

5. The Land Use Map, which forms part of the Official Community Plan, is amended to change the land use designation of the land described in this Section and shown as  on Appendix "A" to this Bylaw from Special Use Area to Residential:

- (a) Civic Address: 840 Idylwyld Drive North
- Portion of Parcel Number: 131931581
- Legal Land Description: Blk/Par B, Plan 67S15816 Ext 3
As described on Certificate of Title 99SA28233C, description 3.

Coming into Force

5. This Bylaw shall come into force upon receiving the approval of the Minister of Government Relations.

Read a first time this _____ day of _____, 2015.

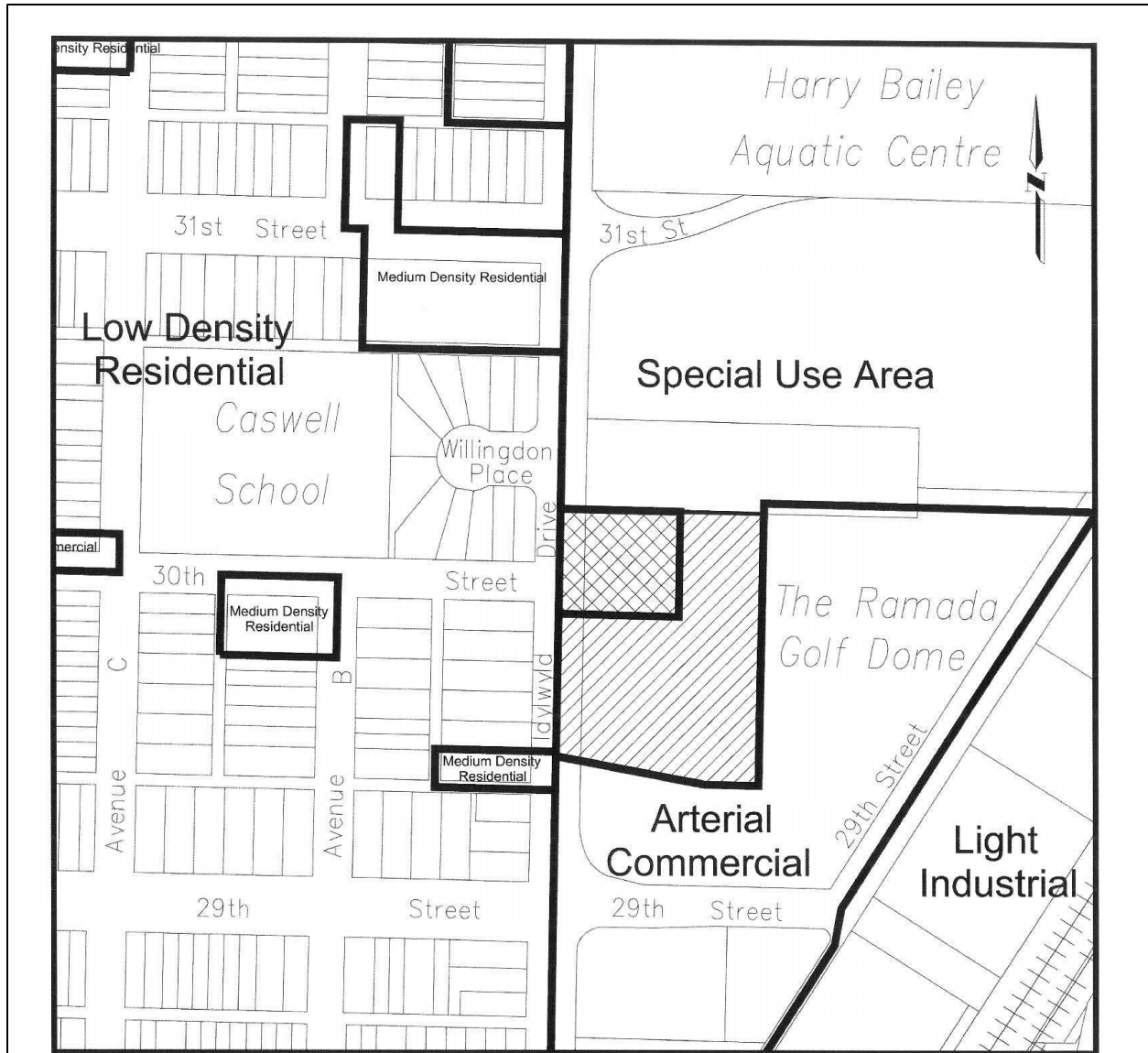
Read a second time this _____ day of _____, 2015.

Read a third time and passed this _____ day of _____, 2015.

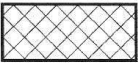

Mayor

City Clerk

Appendix "A"



OFFICIAL COMMUNITY PLAN AMENDMENT LAND USE MAP

-  From From Special Area Commercial to Residential
-  From From Special Use Area to Residential

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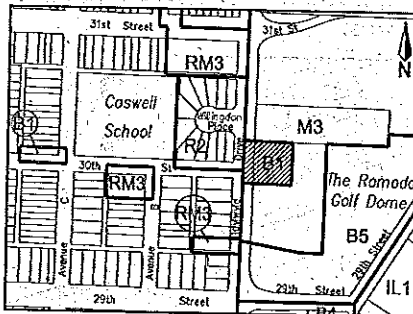


**ZONING NOTICE
CENTRAL INDUSTRIAL**

**PROPOSED ZONING BYLAW AMENDMENT –
BYLAW NO. 9255**

Saskatoon City Council will consider an amendment to the City's Zoning Bylaw (No. 8770). By way of Bylaw No. 9255, The Zoning Amendment Bylaw, 2015 (No. 5), a portion of 840 Idylwyld Drive North in Central Industrial will be rezoned from B1 – Neighbourhood Commercial District to M3 – General Institutional Service District as shown in the map below.

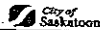
LEGAL DESCRIPTION – Part of Parcel B, Plan No. 67S15816.



PROPOSED ZONING AMENDMENT

From B1 to M3

File No. R229-2014



REASON FOR THE AMENDMENT – The proposed rezoning will provide for the entire site to be zoned M3 District. This will facilitate, in part, a comprehensive redevelopment of the site involving the refurbishment of existing multiple-unit dwellings on the property, and the construction of additional units in two new buildings.

INFORMATION – Questions regarding the proposed amendment or requests to view the proposed amending Bylaw, the City of Saskatoon Zoning Bylaw and Zoning Map may be directed to the following without charge:
Community Services Department,
Planning and Development Division
Phone: 306-986-0902 (Brent McAdam)

PUBLIC HEARING – City Council will hear all submissions on the proposed amendment, and all persons who are present at the City Council meeting and wish to speak on **Monday, January 26, 2015 at 6:00 p.m.** in City Council Chamber, City Hall, Saskatoon, Saskatchewan.

All written submissions for City Council's consideration must be forwarded to:

His Worship the Mayor and Members of City Council
c/o City Clerk's Office, City Hall
222 Third Avenue North, Saskatoon SK S7K 0J5

All submissions received by the City Clerk by **10:00 a.m.** on **Monday, January 26, 2015** will be forwarded to City Council. City Council will also hear all persons who are present and wish to speak to the proposed Bylaw.

BYLAW NO. 9255

The Zoning Amendment Bylaw, 2015 (No. 5)

The Council of The City of Saskatoon enacts:

Short Title

1. This Bylaw may be cited as *The Zoning Amendment Bylaw, 2015 (No. 5)*.


Purpose

2. The purpose of this Bylaw is to amend the Zoning Bylaw to rezone the lands described in the Bylaw from a B1 District to an M3 District.

Zoning Bylaw Amended

3. Zoning Bylaw No. 8770 is amended in the manner set forth in this Bylaw.

B1 District to M3 District

4. The Zoning Map, which forms part of Bylaw No. 8770, is amended by rezoning the lands described in this Section and shown as  on Appendix "A" to this Bylaw from a B1 District to an M3 District:

- (a) Civic Address: 840 Idylwyld Drive North
Portion of Parcel Number: 131931581
Legal Land Description: Blk/Par B, Plan 67S15816 Ext 3
As described on Certificate of Title 99SA28233C, description 3.

Coming into Force

5. This Bylaw shall come into force upon the approval of Bylaw No. 9254, *The Official Community Plan Amendment Bylaw, 2015 (No. 2)* by the Minister of Government Relations.

Read a first time this _____ day of _____, 2015.

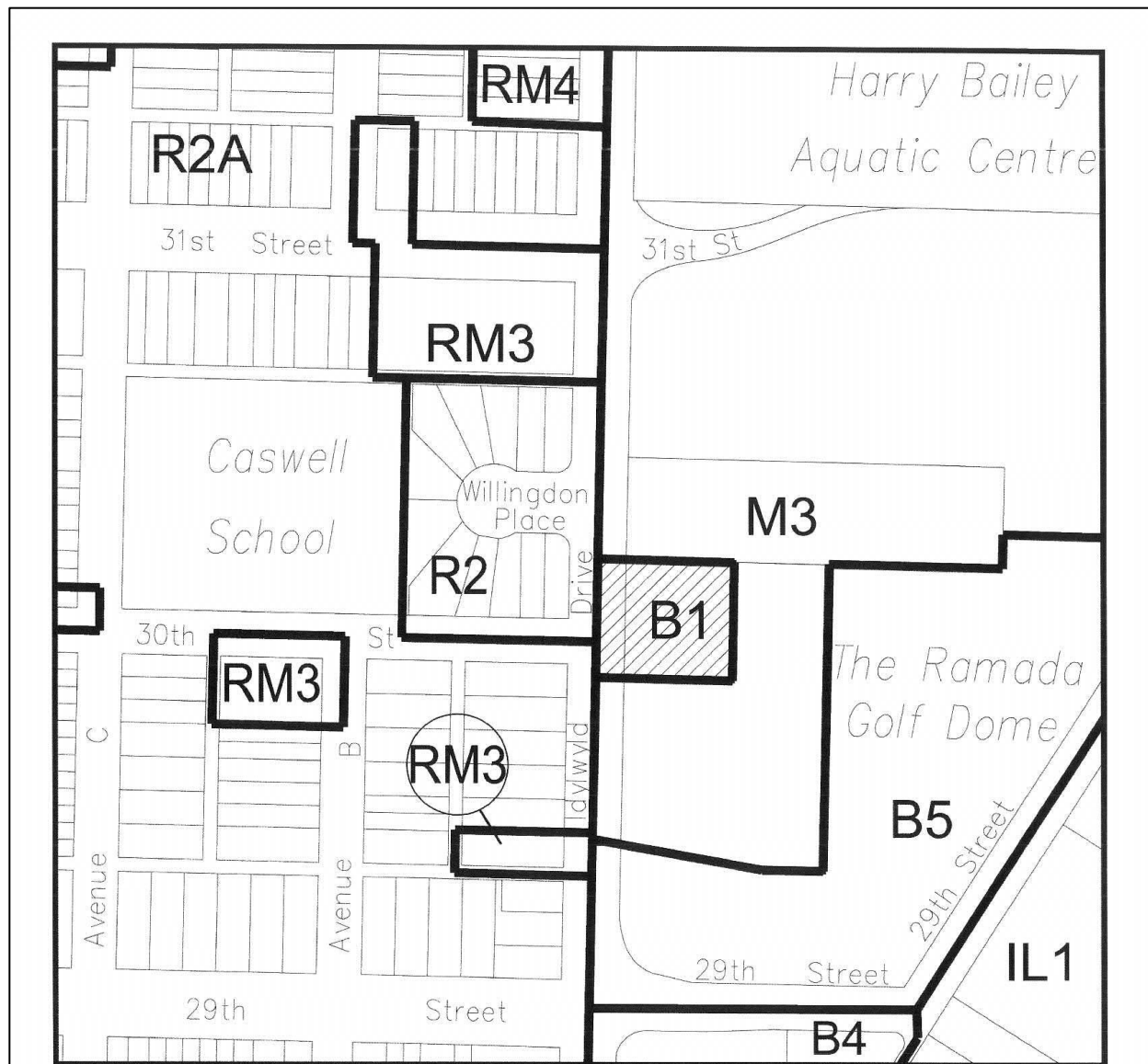
Read a second time this _____ day of _____, 2015.

Read a third time and passed this _____ day of _____, 2015.

Mayor

City Clerk

Appendix "A"



ZONING AMENDMENT

 From B1 to M3



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January 9, 2015

City Clerk

Dear City Clerk:

**Re: Municipal Planning Commission Report for Public Hearing
Proposed Rezoning by Agreement – RM3 – Medium Density
Multiple-Unit Dwelling District – 530 to 538 Avenue F South
Applicant: Shift Development Inc.
(File No. CK. 4351-014-022)**

The Municipal Planning Commission, at its meeting held on January 6, 2015, considered a report of the Community Services Department dated January 6, 2015, with respect to the above item.

During consideration of this matter, the Commission discussed on-street parking availability in the Riversdale Neighbourhood. It was determined that a review of on-street parking in the area is needed.

The Municipal Planning Commission also received a presentation from Mr. Curtis Olson, Shift Development Inc. regarding the rezoning proposal and the on-street parking availability in the Riversdale neighbourhood. He informed the Commission of an on-street parking design that he has developed for the Riverside Neighbourhood on Avenue F South.

Following consideration of this matter, the Commission supports the approval of the rezoning but is recommending Administration be requested to review on-street parking in the Riversdale Neighbourhood. Therefore, the Commission is recommending:

1. That the proposed amendment to Zoning Bylaw No. 8770 to rezone 530, 532, 534, and 538 Avenue F South from RM3 by Agreement to RM3 by Agreement, be approved; and
2. That the Administration be requested to review on-street parking in the Riversdale Neighbourhood area including a proposal from Shift Developments to increase on-street parking on Avenue F South.

The Commission respectfully requests that the above report be considered by City Council at the time of the public hearing with respect to the above rezoning application.

Yours truly,



Penny Walter, Committee Assistant
Municipal Planning Commission

PW:sj

Proposed Rezoning by Agreement – RM3 - Medium-Density Multiple-Unit Dwelling District – 530 to 538 Avenue F South

Recommendation

That a copy of this report be submitted to City Council recommending that at the time of the public hearing, City Council consider the Administration's recommendation that the proposed amendment to Zoning Bylaw No. 8770 to rezone 530, 532, 534, and 538 Avenue F South from RM3 by Agreement to RM3 by Agreement, be approved.

Topic and Purpose

An application has been submitted by Shift Development Inc. requesting that the existing Zoning Agreement for 530 to 538 Avenue F South be repealed and that a new Zoning Agreement be approved (see Attachment 1). The proposed new agreement will permit the construction of a 21-unit residential development under the RM3 – Medium-Density Multiple-Unit Dwelling District.

Report Highlights

1. In 2009, City Council approved a rezoning of these properties, subject to a Zoning Agreement, to permit construction of a 23-unit multiple-unit dwelling.
2. Shift Development Inc. has submitted a revised development proposal for a dwelling group consisting of 21 units.
3. The revised proposal is considered to be more compatible with the established character of the Riversdale neighbourhood.
4. The existing Zoning Agreement is required to be repealed, and a new agreement put in place in order to facilitate construction of the revised proposal.

Strategic Goal

This application supports the Strategic Goal of Sustainable Growth by encouraging infill development in an appropriate location and scale within an established neighbourhood.

Background

City Council approved a rezoning of 530 to 538 Avenue F South from R2 – One- and Two-Unit Residential District to RM3 – Medium-Density Multiple-Unit Dwelling District, subject to a Zoning Agreement, on January 12, 2009.

The Zoning Agreement restricts use of the land to that of a multiple-unit dwelling consisting of a maximum of 23 dwelling units. All development standards of the RM3 District apply, save for the following:

- a. On-Site Parking: 38 spaces minimum, 27 of which shall be enclosed; and
- b. Landscaping:

Proposed Rezoning by Agreement – RM3 - Medium-Density Multiple-Unit Dwelling District – 530 to 538 Avenue F South

- (i) Patios and garbage storage may be located in the 1.5 metre landscape strip along the north property line;
- (ii) The required 4.5 metre landscape strip adjacent to the south property line may be reduced to 4.1 metres adjacent to the parking area.

The proposal approved in 2009 has not been constructed, and the properties remain developed as one-unit dwellings. Shift Development Inc. has acquired the properties and is requesting that the current Zoning Agreement be repealed and that a new agreement be put in place in order to facilitate a new development proposal.

Report

New Development Proposal

Shift Development Inc. is proposing a development for 530 to 538 Avenue F South that is different from the proposal approved under the existing Zoning Agreement from 2009. They are proposing construction of a 21-unit dwelling group, with 6 townhouse units fronting 17th Street West in Phase One, and an additional 15 units to the north in Phase Two. Shift Development Inc. plans to offer a portion of the units for sale as owner-occupied housing, and retain the rest as rental units. See Attachment 2 for the proposed site plan of the project, and Attachment 3 for building elevations. A site plan and elevations of the approved proposal from 2009 are included as Attachment 4.

Parking

The regular parking standard for dwelling groups in the RM3 District is 1.5 spaces per unit. The proposed Zoning Agreement applies a rate of 1.425 spaces per unit, which produces a total parking requirement that is one or two spaces less (depending on the final size of units) than the standard of 1.5 spaces per unit would require. The slightly reduced parking requirement is considered appropriate for this proposal given the site's proximity to the City Centre and the Meewasin Trail, which aids in the viability of alternate modes of transportation. The Zoning Agreement will require visitor parking spaces equivalent to the RM3 District's regular requirements.

Thirty-three parking spaces are proposed, with all but three located in garages attached to units fronting 17th Street West, or within an enclosed parkade with rear lane access. Three surface parking stalls are located off the lane and will be for visitors.

Compatibility with Neighbourhood

The subject site is primarily surrounded by one-unit dwellings, with the Royal Canadian Legion Branch No. 63 immediately to the south. The Administration is of the opinion that this proposal is more compatible with the established neighbourhood character than the multiple-unit dwelling approved in 2009 for the following reasons:

- a. The development is proposed as three smaller buildings rather than one larger building, reducing its impact on the surrounding low-density land use;

Proposed Rezoning by Agreement – RM3 - Medium-Density Multiple-Unit Dwelling District – 530 to 538 Avenue F South

- b. Building massing and peaked roofs employed as a design feature are reminiscent of the tall, narrow, wood-framed houses that characterize much of the Riversdale housing stock;
- c. Individual street-facing entrances to units are provided, where possible, consistent with that of detached one-unit dwellings; and
- d. Building height is proposed to be 9.6 metres, less than the 12 metre maximum permitted in the RM3 District, which is more consistent with the building height maximum of 8.5 metres for one-unit dwellings in the surrounding R2 District.

Proposed Zoning Agreement

In order to accommodate this development proposal, it is recommended that the Zoning Agreement include the following provisions:

- a. Use of Land: Dwelling group with a maximum of 21 dwelling units;
- b. Setbacks: 1.2 metre front yard (west); 2.4 metre side yard (north); 1.8 metre side yard (south); and 1.2 metre rear yard (east);
- c. Site Coverage: 70% maximum;
- d. Building Height: not to exceed 10 metres to the highest point of the roof surface;
- e. Parking: A minimum of 1.425 spaces per unit, plus a minimum of three spaces for visitor parking, one of which shall be a barrier-free stall. A maximum of five small car spaces may be provided, and a maximum of 25% of spaces may be tandem;
- f. Parkade Ramp: Not to exceed a 10% slope within 5.0 metres of the property line next to the rear lane and over a grade change of not more than 0.6 metres; and
- g. Landscaping: Within the required front and side yards to the satisfaction of the Development Officer. Hard landscaping on the south side yard may not exceed 40%.

All other requirements of the RM3 District shall apply.

Comments from Other Divisions

No concerns were identified through the administrative referral process that precludes this application from proceeding to the public hearing. Please refer to Attachment 5 for complete comments.

Options to the Recommendation

City Council could choose to deny this application. This decision would not allow the revised development proposal to proceed.

Public and/or Stakeholder Involvement

A public information meeting was held on December 1, 2014, at King George School, with notice provided to property owners within 75 metres of the site, as well as the

Proposed Rezoning by Agreement – RM3 - Medium-Density Multiple-Unit Dwelling District – 530 to 538 Avenue F South

Riversdale and King George Community Associations. Eleven members of the general public attended, as well as the Ward 2 Councillor.

Discussion centered on specific design details of the project, concerns over rental housing versus owner-occupied housing, and parking and traffic issues in the area. See Attachment 6 for more details.

Other Considerations/Implications

There are no policy, financial, environmental, CPTED, or privacy implications or considerations. A communication plan is not required at this time.

Due Date for Follow-up and/or Project Completion

No follow-up is required.

Public Notice

Public notice is required for consideration of this matter, pursuant to Section 11(a) of Public Notice Policy No. C01-021. Once this application has been considered by the Municipal Planning Commission, it will be advertised in accordance with Public Notice Policy No. C01-021, and a date for a public hearing will be set. The Planning and Development Division will notify all property owners within 75 metres of the subject site of the public hearing date by letter. A notice will be placed in The StarPhoenix two weeks prior. Notice boards will be placed on the site.

Attachments

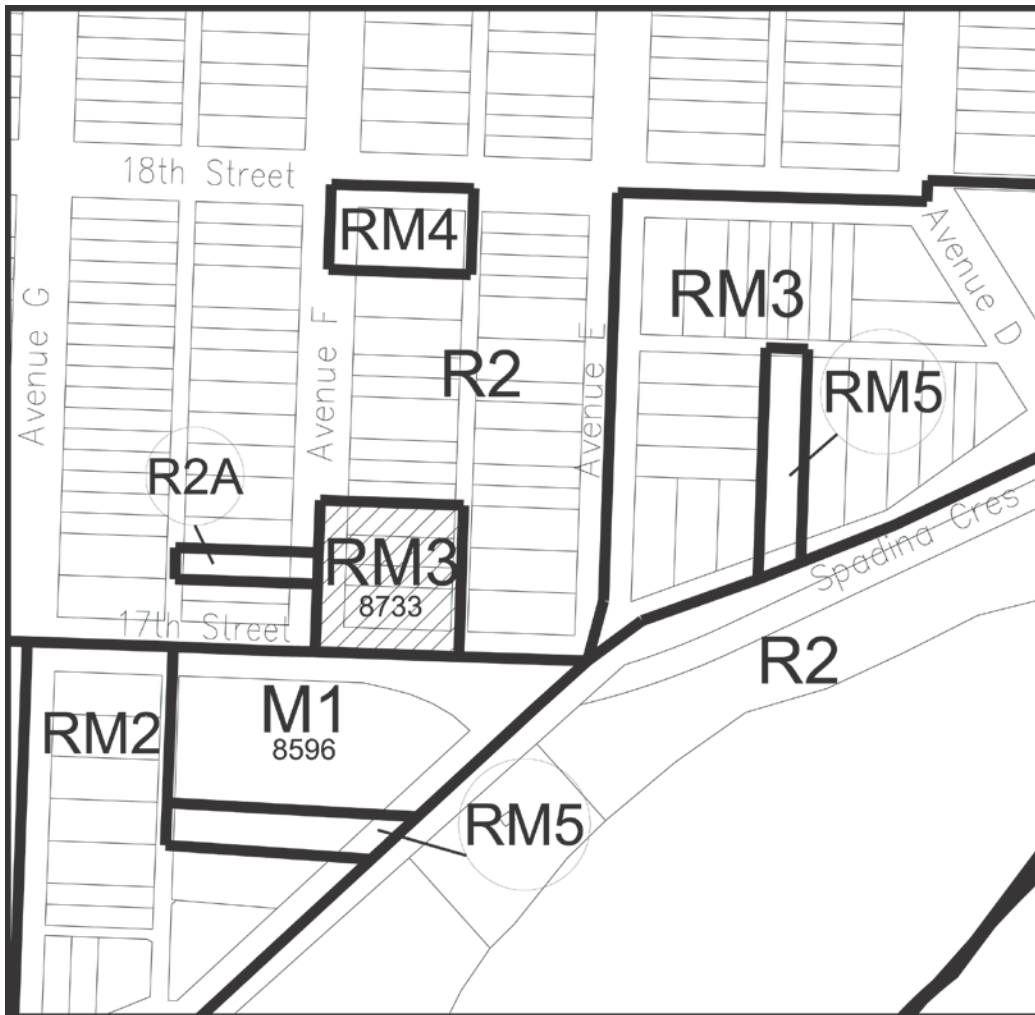
1. Location Map
2. Proposed Site Plan
3. Proposed Building Elevations
4. Approved Proposal from 2009
5. Comments from Other Divisions
6. Community Engagement Summary

Report Approval

Written by: Brent McAdam, Planner, Planning and Development
Reviewed by: Alan Wallace, Director of Planning and Development
Approved by: Randy Grauer, General Manager, Community Services Department

S/Reports/DS/2015/MPC – Proposed Rezoning by Agreement – RM3 – Medium-Density Multiple-Unit Dwelling District – 530 to 538 Avenue F South/ks

Location Map



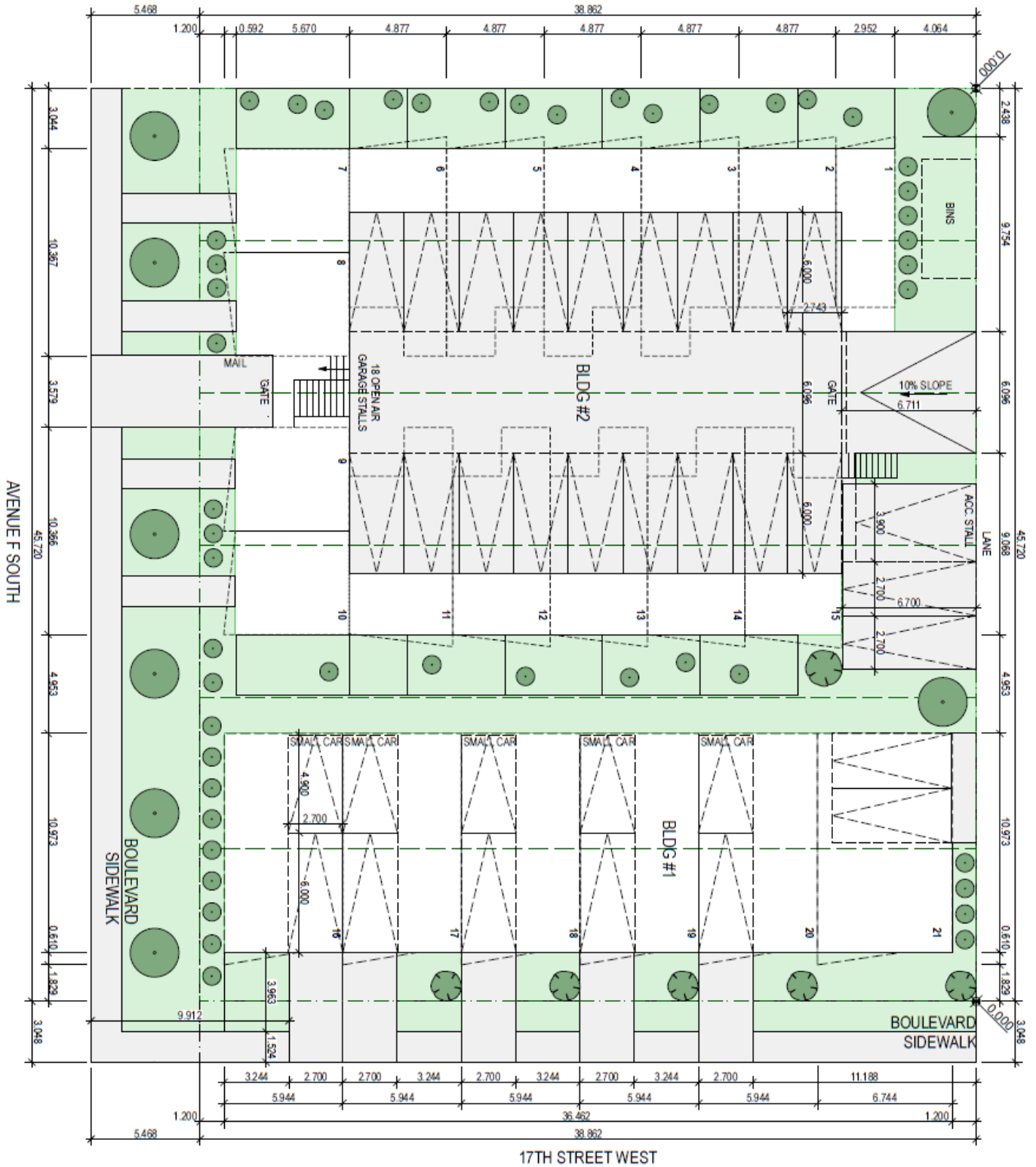
ZONING AMENDMENT

 From RM3 by Agreement to RM3 by Agreement (NEW)

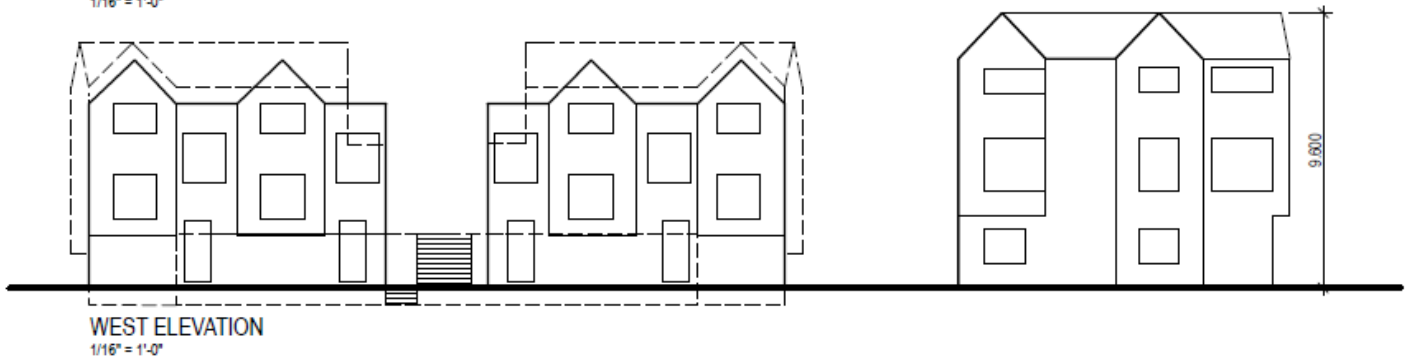
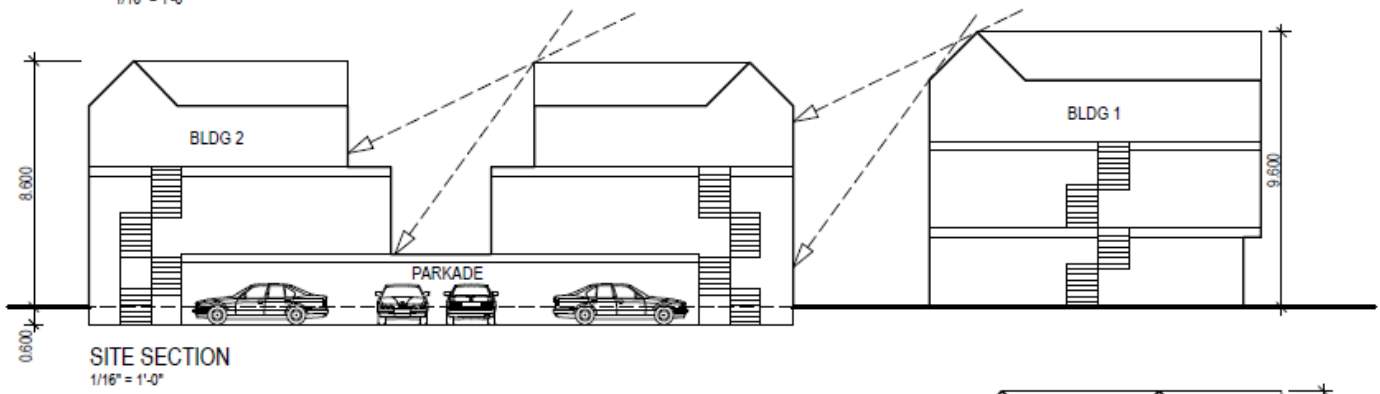
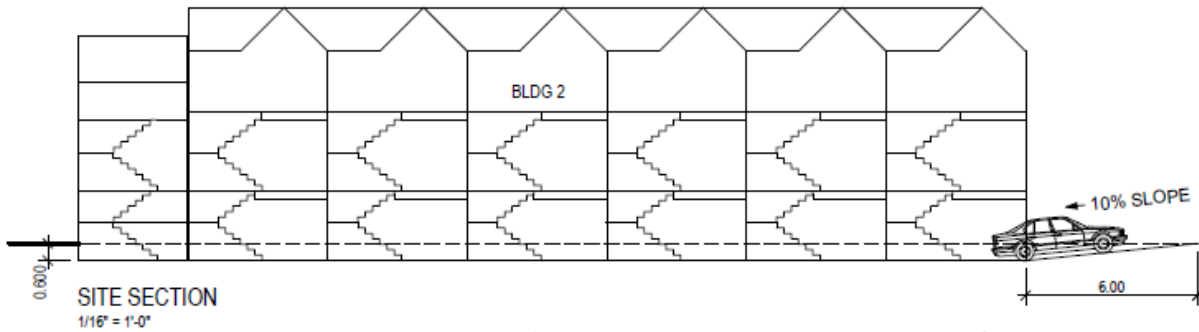


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Proposed Site Plan

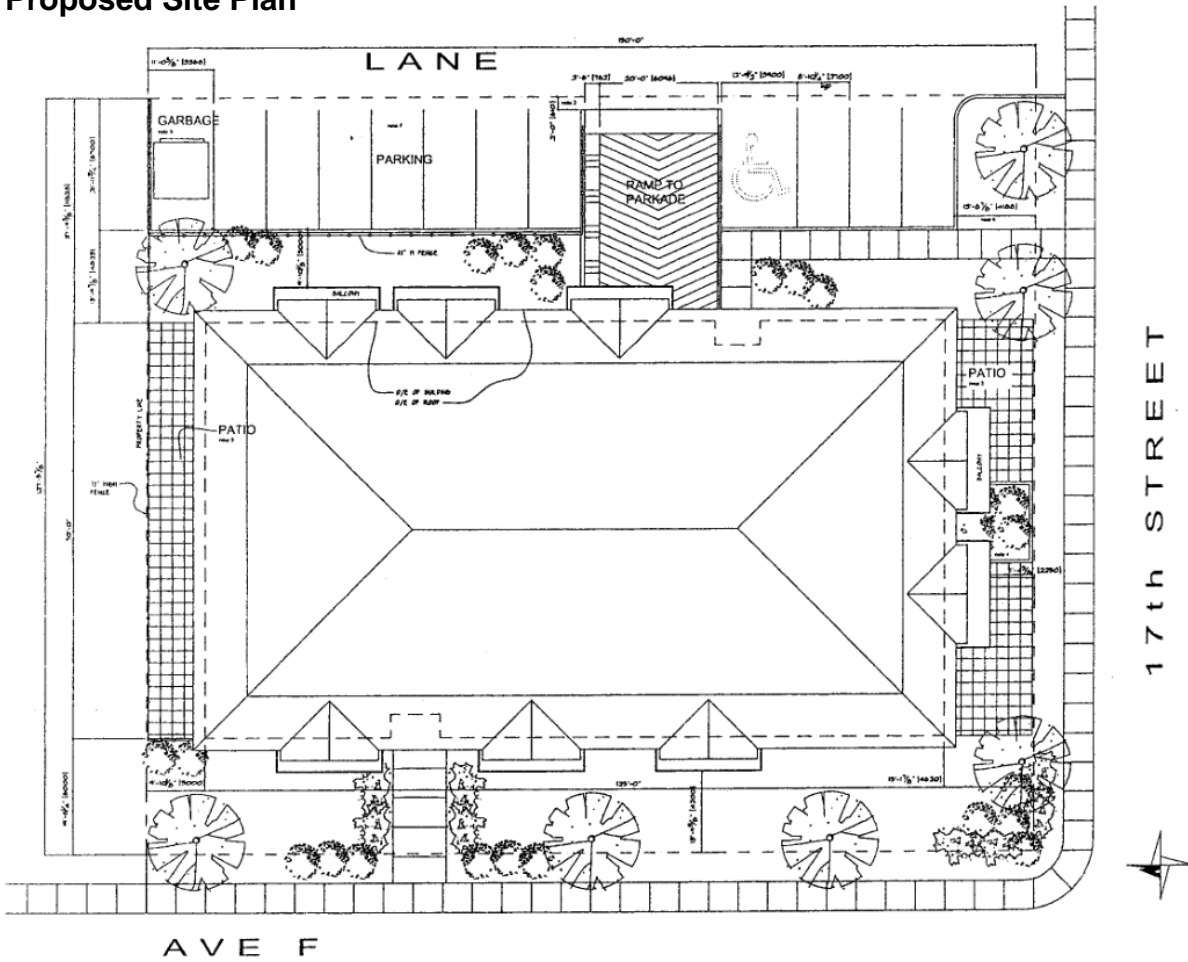


Proposed Building Elevations



Approved Proposal from 2009

Proposed Site Plan



Proposed Building Elevations



Comments From Other Divisions

Transportation and Utilities Department

The proposed Zoning Bylaw No. 8770 amendment, as noted in the report, is acceptable to the Transportation and Utilities Department, with the following comments:

1. The required fire flow for RM3 would be 150 litres per second (L/s) that cannot be provided from the adjacent hydrants according to the city-wide water distribution model. It is recommended that the developer measure the fire flow in adjacent hydrants and calculate the required fire flow for the development through a professional engineer. The required fire flow must be equal or lower than the available fire flow by the adjacent hydrants. The hydrant spacing must be such that all principal entrances must be within 90 metres of a hydrant, and Fire Department sprinkler connections must be within 45 metres of a hydrant. Additional hydrants may need to be installed to meet the minimum distance requirements.

Planning and Development Comment: The Applicant acknowledges and accepts this requirement and will address it in the detailed design stage prior to the issuance of a Building Permit.

2. There is insufficient capacity in the storm sewer system adjacent to the proposed development. Onsite storm water storage is required for a two-year storm event.

Planning and Development Comment: The Applicant acknowledges and accepts this requirement and will address it in the detailed design stage prior to the issuance of a Building Permit.

3. The adjacent sanitary sewer capacity appears to be sufficient for this development.

4. Upon future subdivision or registration of condominiums, offsite levies will be payable on this site, based on City Council approved rates at that time. By way of illustration only, the cost based on the 2013 rates plus approximate inflation for 2014 amount to \$71,558.27.

Planning and Development Comment: The Applicant acknowledges and accepts this requirement.

5. The lane adjacent to this development shall be paved by the Developer.

Planning and Development Comment: The Applicant acknowledges and accepts this requirement.

COMMUNITY ENGAGEMENT SUMMARY

PUBLIC INFORMATION MEETING FOR PROPOSED REZONING BY AGREEMENT 530 to 538 AVENUE F SOUTH

Applicant: Shift Development Inc.
File: PL 4350 – Z36/14

Project Description

A public information meeting was held regarding a proposed rezoning by agreement of 530 to 538 Avenue F South (Riversdale).

The meeting was held at King George School on December 1, 2014, at 7:00 p.m.

Community Engagement Strategy

Purpose:

To inform and consult. Residents were provided with an overview of the applicant's proposal and provided the opportunity to ask questions and provide comments. Written comments (email/comment sheets) were accepted following the meeting.

Form of community engagement used:

Public Information Meeting – Residents are provided an opportunity to listen to a presentation by the applicant, participate in a question and answer session, and speak directly with the applicant and/or City staff following the formal portion of the meeting. City staff were in attendance to provide an overview of the rezoning process and the next steps following the meeting.

Level of input or decision making required from the public:

Comments, concerns, and opinions were sought from the public.

Who was involved:

- Internal stakeholders: The standard referral process was followed, and relevant internal divisions of the City were contacted for comments. Councillor Lorje was also contacted.
- External stakeholders: A flyer with details of the meeting was sent to property owners within a 75 metre radius of the subject site in advance of the meeting (a total of 68 notices). The Riversdale and King George Community Associations were also provided notice. Twelve members of the general public attended the meeting, in addition to Councillor Lorje.

Summary of Community Engagement Feedback

Following introductory remarks of the rezoning process by City staff and an overview of the proposed rezoning by the applicant, a question and answer period and general discussion followed. Concerns raised, questions, and general points of discussion related to:

- Owner-occupied versus rental housing units (the proponent intends to retain a portion of the units for rental):
 - Some expressed a preference that all units be sold as condominium units and none be retained as rental;
 - The area has past experience with problem renters; and

- There are many young, creative people in the neighbourhood that prefer to rent and would be attracted to a development like this.
- The area has changed over the years (mostly for the better).
- Parking can be a challenge in the area when major events or festivals are going on in Victoria Park or at the Legion Hall.
- Will driveways on 17th Street West take away from street parking there?
- Where will the garbage bins and pick-up occur?
- Will the lane be paved?
- Will the developer employ a “good neighbour policy” during construction to ensure that disruption to the area is minimized?
- Questions on sizes of units and number of bedrooms.
- What is the timing for construction and how will it be phased?

Two comment sheets were received following the meeting regarding the following comments:

- Concern over units being retained for rental, given past negative experiences with renters in the area. Support for “high end/high quality” condos.
- Preference for a 50/50 split between owner-occupied and rental units.

A letter of support from an area property owner was received directly by our office. No other comments or concerns have been received to date.

Next Steps

ACTION	ANTICIPATED TIMING
Planning and Development prepares and presents to Municipal Planning Commission (MPC). MPC reviews proposal and recommends approval or denial to City Council.	January 6, 2015
Public Notice - Community Consultant, Ward Councillor, as well as all participants that attended the public information meeting will be provided with direct notice of the Public Hearing, as well as all residents who were notified previously. A notification poster sign will be placed on site. Advertisements prepared and placed in <u>The StarPhoenix</u> , City Page (as per the City’s Public Notice Policy).	January 10 to 16, 2015
Public Hearing – Public Hearing conducted by City Council, with opportunity provided to interested persons or groups to present. Proposal considered together with the reports of the Planning and Development Division, Municipal Planning Commission, and any written or verbal submissions received by City Council.	January 26, 2015
Council Decision - may approve or deny proposal.	January 26, 2015

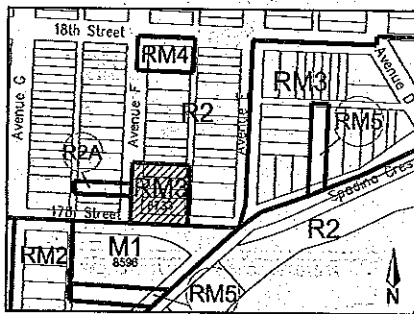
Prepared by: Brent McAdam, Planner, Planning & Development
December 10, 2014

ZONING NOTICE
RIVERSDALE


**PROPOSED ZONING BYLAW AMENDMENT –
BYLAW NO. 9256**

Saskatoon City Council will consider an amendment to the City's Zoning Bylaw (No. 8770). By way of Bylaw No. 9256, The Zoning Amendment Bylaw, 2015 (No. 6), the existing Zoning Agreement for 530 to 538 Avenue F South in Riversdale will be repealed and replaced with a new Zoning Agreement under the RM3 – Medium Density Multiple-Unit Dwelling District.

LEGAL DESCRIPTION – Lots 35 and 37-40, Block 34, Plan No. G1684; Lot 36, Block 34, Plan No. 101467986; and Lot 42, Block 34, Plan No. 101467975.



PROPOSED ZONING AMENDMENT

 From RM3 by Agreement to RM3 by Agreement (NEW)

File No. R235-2014

REASON FOR THE AMENDMENT – The proposed new Zoning Agreement will facilitate the development of a 21 unit townhouse-style residential development, replacing a proposal for a three storey apartment-style development approved through a Zoning Agreement in 2009.

INFORMATION – Questions regarding the proposed amendment or requests to view the proposed amending Bylaw, the City of Saskatoon Zoning Bylaw and Zoning Map may be directed to the following without charge:
Community Services Department,
Planning and Development Division
Phone: 306-986-0902 (Brent McAdam)

PUBLIC HEARING – City Council will hear all submissions on the proposed amendment, and all persons who are present at the City Council meeting and wish to speak on Monday, January 26, 2015 at 6:00 p.m. in City Council Chamber, City Hall, Saskatoon, Saskatchewan.

All written submissions for City Council's consideration must be forwarded to:

His Worship the Mayor and Members of City Council
c/o City Clerk's Office, City Hall
222 Third Avenue North, Saskatoon SK S7K 0J5

All submissions received by the City Clerk by 10:00 a.m. on Monday, January 26, 2015 will be forwarded to City Council. City Council will also hear all persons who are present and wish to speak to the proposed Bylaw.

BYLAW NO. 9256

The Zoning Amendment Bylaw, 2015 (No. 6)

The Council of The City of Saskatoon enacts:

Short Title

1. This Bylaw may be cited as *The Zoning Amendment Bylaw, 2015 (No. 6)*.


Purpose

2. The purpose of this Bylaw is to authorize a rezoning agreement which is annexed hereto as Appendix "B".

Zoning Bylaw Amended

3. Zoning Bylaw No. 8770 is amended in the manner set forth in this Bylaw.

Zoning Map Amended

4. The Zoning Map, which forms part of Bylaw No. 8770, is amended by rezoning the lands described in this Section and shown on  as Appendix "A" to this Bylaw from an RM3 District subject to an Agreement authorized by Bylaw No. 8733 to an RM3 District subject to this Agreement annexed as Appendix "B" to this Bylaw:

(a) Civic Address: 530 Avenue F South
Surface Parcel Number: 119896767
Legal Land Description: Lot 35, Block 34, Plan G1684 Ext 0
As described on Certificate of Title
01SA27047; and

Surface Parcel Number: 144863938
Legal Land Description: Lot 42, Block 34, Plan 101467975 Ext 43
As described on Certificate of Title
01SA27047, description 43;

(b) Civic Address: 532 Avenue F South
Surface Parcel Number: 144863949
Legal Land Description: Lot 36, Block 34, Plan 101467986 Ext 44
As described on Certificate of Title
98SA30035, description 44; and

Surface Parcel Number: 119896745
Legal Land Description: Lot 37, Block 34, Plan G1684 Ext 0
As described on Certificate of Title
98SA30035;

(c) Civic Address: 534 Avenue F South
Surface Parcel Number: 119896734
Legal Land Description: Lot 38, Block 34, Plan G1684 Ext 0
As described on Certificate of Title
98SA24715;

and,

(d) Civic Address: 538 Avenue F South
Surface Parcel Number: 119896723
Legal Land Description: Lot 39, Block 34, Plan G1684 Ext 0
As described on Certificate of Title 91S37015;
and

Surface Parcel Number: 120306428
Legal Land Description: Lot 40, Block 34, Plan G1684 Ext 0
As described on Certificate of Title 91S37015;

Execution of Agreement Authorized

5. The Mayor and Clerk are authorized to execute the Agreement annexed as Appendix "B" to this Bylaw.

Coming into Force

6. This Bylaw shall come into force on the day of its final passing.

Read a first time this _____ day of _____, 2015.

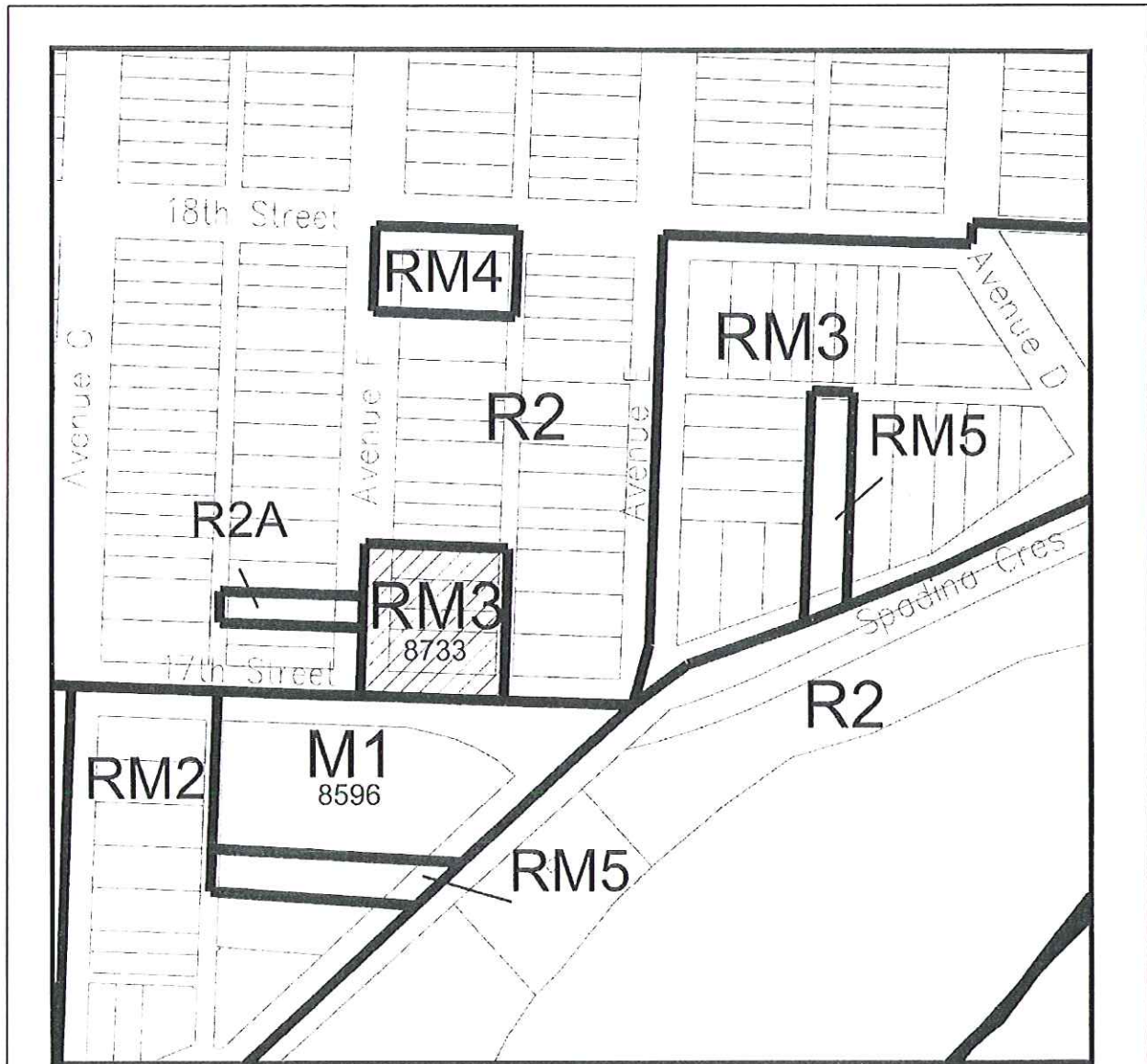
Read a second time this _____ day of _____, 2015.

Read a third time and passed this _____ day of _____, 2015.

Mayor

City Clerk

Appendix "A"



ZONING AMENDMENT



From RM3 by Agreement to RM3 by Agreement (NEW)

Rezoning Agreement

This Agreement made effective this 26th day of January, 2015.

Between:

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

- and -

Shift Development Inc., a body corporate incorporated under the laws of the Province of Saskatchewan, with offices in the City of Saskatoon, in the Province of Saskatchewan (hereinafter referred to as "the Owner")

Whereas:

1. The Owner is the registered owner of the land described as follows:
 - (a) Civic Address: 530 Avenue F South
Surface Parcel No. 119896767
Reference Land Description: Lot 35, Block 34, Plan G1684 Ext 0
As described on Certificate of Title 01SA27047; and

Surface Parcel No. 144863938
Reference Land Description: Lot 42, Block 34, Plan 101467975 Ext 43
As described on Certificate of Title 01SA27047, description 43;
 - (b) Civic Address: 532 Avenue F South
Surface Parcel No. 144863949
Reference Land Description: Lot 36, Block 34, Plan 101467986 Ext 44
As described on Certificate of Title 98SA30035, description 44; and

Surface Parcel No. 119896745
Reference Land Description: Lot 37, Block 34, Plan G1684 Ext 0
As described on Certificate of Title 98SA30035;

- (c) Civic Address: 534 Avenue F South
Surface Parcel No. 119896734
Reference Land Description: Lot 38, Block 34, Plan G1684 Ext 0
As described on Certificate of Title
98SA24715;

and,

- (d) Civic Address: 538 Avenue F South
Surface Parcel No. 119896723
Reference Land Description: Lot 39, Block 34, Plan G1684 Ext 0
As described on Certificate of Title 91S37015;
and

Surface Parcel No. 120306428
Reference Land Description: Lot 40, Block 34, Plan G1684 Ext 0
As described on Certificate of Title 91S37015;

(hereinafter referred to as “the Land”).

2. The Owner has applied to the City for approval to rezone the Land from an RM3 District subject to an Agreement authorized by Bylaw No. 8733 to an RM3 District to allow the development of the proposal specified in this Agreement.
3. The City has an approved Development Plan which, pursuant to Section 69 of *The Planning and Development Act, 2007*, contains guidelines respecting the entering into of agreements for the purpose of accommodating requests for the rezoning of land.
4. The City has agreed, pursuant to the provisions of Section 69 of *The Planning and Development Act, 2007*, to rezone the Land from an RM3 District subject to an Agreement authorized by Bylaw No. 8733 to an RM3 District, subject to this Agreement.

Now therefore this Agreement witnesseth that the Parties hereto covenant and agree as follows:

Land to be Used in Accordance with Agreement

1. The Owner agrees that, upon the Land being rezoned from an RM3 District subject to an Agreement authorized by Bylaw No. 8733 to an RM3 District subject to this Agreement, none of the Land shall be developed or used except in accordance with the terms and conditions set out in this Agreement.

Use of Land

2. The Owner agrees that the use of the Land will be restricted to that of a dwelling group consisting of a maximum of 21 dwelling units. The site must be developed substantially in accordance with the Site Plan and Building Elevations attached as Schedule "A" to this Agreement.

Development Standards

3. The development standards applicable to the Land shall be those applicable to an RM3 District except as follows:

(a)	Front Yard Setback (west):	1.2m minimum;
(b)	Side Yard Setback (north):	2.4m minimum;
(c)	Side Yard Setback (south):	1.8m minimum;
(d)	Rear Yard Setback (east):	1.2m minimum;
(e)	Site Coverage:	70% maximum;
(f)	Building Height	10.0m maximum to highest point of roof surface;

- (g) Parking: minimum of 1.425 spaces per unit, plus a minimum of 3 spaces for visitors, one of which shall be a barrier-free stall. Maximum of 5 spaces may be small car spaces and a maximum of 25% of spaces may be tandem.

Parkade Ramp

4. The parkade ramp is not to exceed a 10% slope within 5.0 metres of the property line next to the rear lane and must not have a grade change of more than 1.0 metres.

Landscaping

5. The required front and side yards must be landscaped to the satisfaction of the Development Officer. Hard landscaping on the south side yard may not exceed 40%.

Application of Zoning Bylaw

6. The Owner covenants and agrees that, except to the extent otherwise specified in this Agreement, the provisions of The City of Saskatoon Zoning Bylaw No. 8700 as amended from time to time shall apply.

Compliance with Agreement

7. The Owner covenants and agrees not to develop or use the Land unless such development, use and construction complies with the provisions of this Agreement.

Dispositions Subject to Agreement

8. The Owner covenants and agrees that any sale, lease or other disposition or encumbrance of the Land or part thereof shall be made subject to the provisions of this Agreement.

Definitions

9. Any word or phrase used in this Agreement which is defined in Zoning Bylaw No. 8700 shall have the meaning ascribed to it in that Bylaw.

Departures and Waivers

10. No departure or waiver of the terms of this Agreement shall be deemed to authorize any prior or subsequent departure or waiver, and the City shall not be obliged to continue any departure or waiver or permit subsequent departure or waiver.

Severability

11. If any covenant or provision of this Agreement is deemed to be void or unenforceable in whole or in part, it shall not be deemed to affect or impair the validity of any other covenant or provision of this Agreement.

Governing Law

12. This Agreement shall be governed and interpreted in accordance with the laws of the Province of Saskatchewan.

Effective Date of Rezoning

13. It is understood by the Owner that the Land shall not be effectively rezoned from an RM3 District subject to an Agreement authorized by Bylaw No. 8733 to an RM3 District subject to this Agreement until:
 - (a) the Council of The City of Saskatoon has passed a Bylaw to that effect; and

- (b) this Agreement has been registered by the City, by way of Interest Registration, against the Title to the Land.

Use Contrary to Agreement

- 14. (1) The Council of The City of Saskatoon may declare this Agreement void where any of the Land or buildings thereon is developed or used in a manner which is contrary to the provisions of this Agreement, and upon the Agreement being declared void, the Land shall revert to the district to which it was subject to before rezoning.
- (2) If this Agreement is declared void by the Council of The City of Saskatoon, the City shall not, by reason thereof, be liable to the Owner or to any other person for any compensation, reimbursement or damages on account of loss or profit, or on account of expenditures, or on any other account whatsoever in connection with the Land.

Registration of Interest

- 15. (1) The Parties hereto acknowledge that this Agreement is made pursuant to Section 69 of *The Planning and Development Act, 2007* and the Owner agrees that this Agreement shall be registered by way of an Interest Registration against the Title to the Land. As provided in Section 236 of *The Planning and Development Act, 2007*, Section 63 of *The Land Titles Act, 2000* does not apply to the Interest registered in respect of this Agreement.
- (2) This Agreement shall run with the Land pursuant to Section 69 of *The Planning and Development Act, 2007*, and shall bind the Owner, its successors and assigns.

Enurement

16. This Agreement shall enure to the benefit of and be binding upon the Parties hereto and their respective heirs, executors, administrators, successors and assigns.

The City of Saskatoon

Mayor

c/s

City Clerk

Shift Development Inc.

c/s

Affidavit Verifying Corporate Signing Authority

Canada)
Province of Saskatchewan)
To Wit:)

I, _____, of the City of Saskatoon, in the
(Name)
Province of Saskatchewan, _____, make oath and say:
(Position Title)

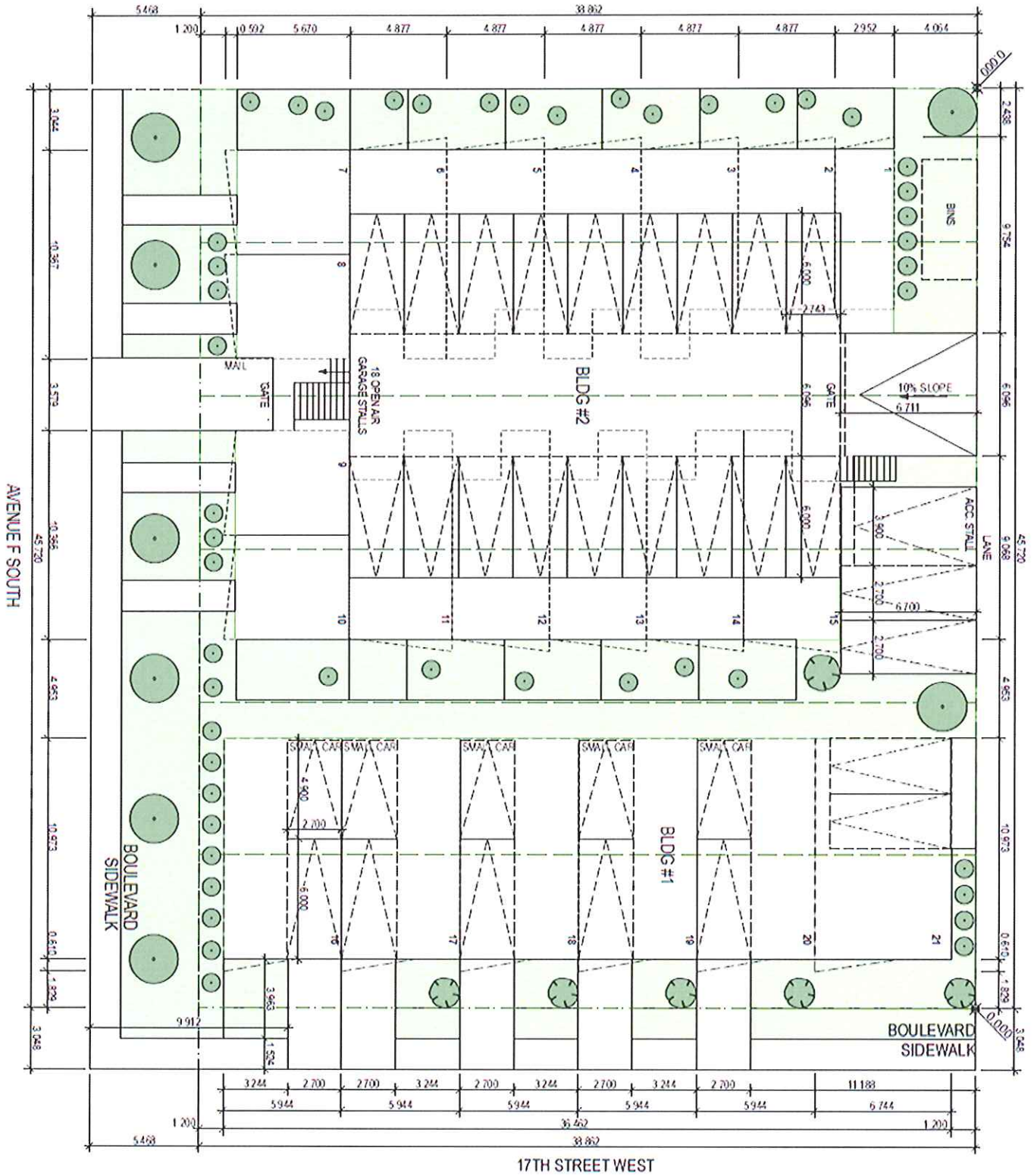
1. I am an officer or director of the corporation named in the within instrument.
2. I am authorized by the corporation to execute the instrument without affixing a corporate seal.

Sworn before me at the City of Saskatoon,)
in the Province of Saskatchewan, this _____)
day of _____, _____)
_____)
A Commissioner for Oaths for Saskatchewan.)
My commission expires _____)
(or) Being a solicitor.)

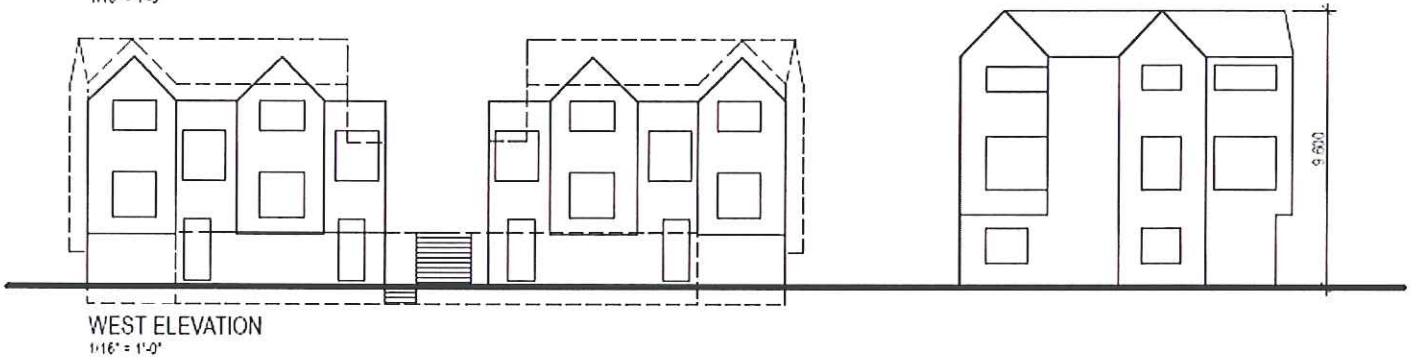
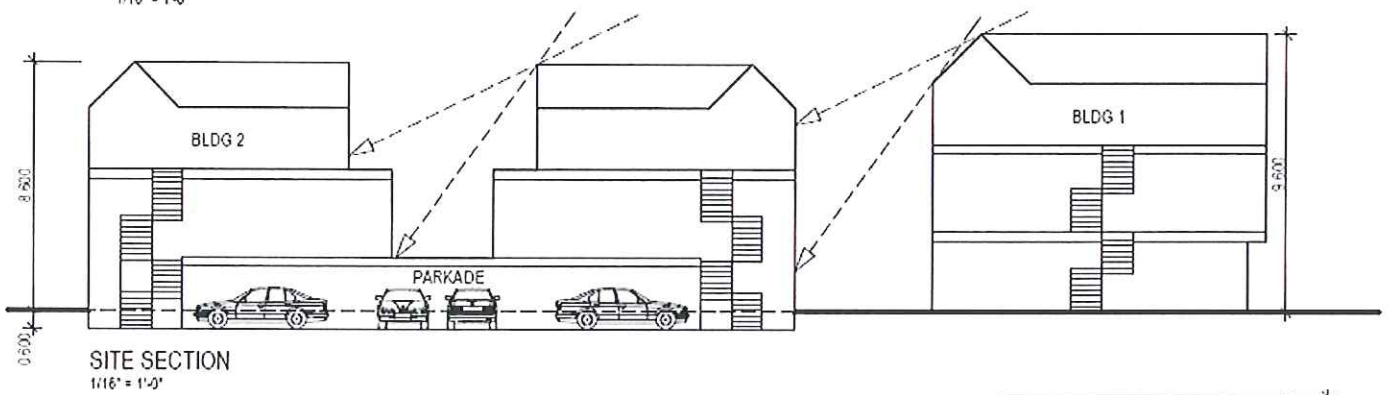
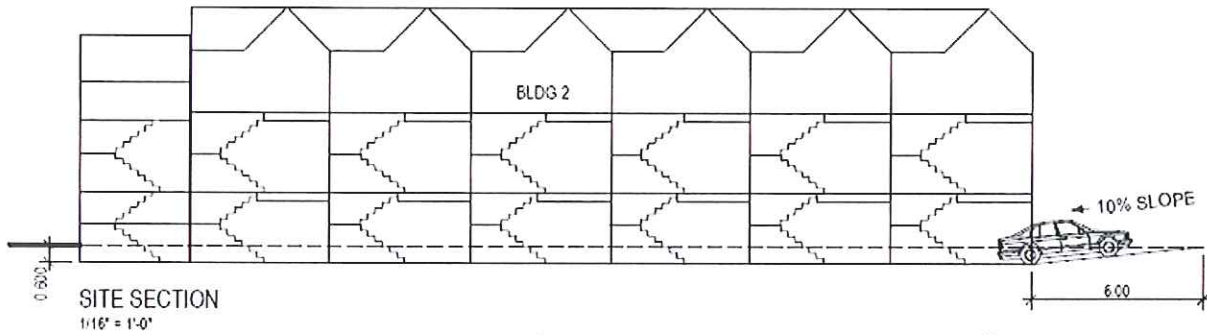
(Signature)

SCHEDULE "A"

Site Plan



Building Elevations



January 13, 2015

City Clerk

Dear City Clerk:

**Re: Municipal Planning Commission Report for Public Hearing
Proposed Zoning Bylaw No. 8770 Amendment
Joint-Use Elementary School Site Regulations
(File No. CK. 4350-64)**

The Municipal Planning Commission considered a report of the General Manager, Community Services Department, dated January 6, 2015, on the above application and supports the following recommendations of the Community Services Department:

That the proposed amendment to Zoning Bylaw No. 8770 to provide flexibility in the regulations for joint-use elementary schools, as outlined in the report of the General Manager, Community Services, be approved.

The Commission respectfully requests that the above report be considered by City Council at the time of the public hearing with respect to the above proposed amendment to the Zoning Bylaw.

Yours truly,



Penny Walter, Committee Assistant
Municipal Planning Commission

PW:sj

Attachment

Proposed Zoning Bylaw No. 8770 Amendment – Joint-Use Elementary School Site Regulations

Recommendation

That a copy of this report be forwarded to City Council recommending:

That at the time of the public hearing, City Council consider the Administration's recommendation that the proposed amendment to Zoning Bylaw No. 8770 to provide flexibility in the regulations for joint-use elementary schools, as outlined in this report, be approved.

Topic and Purpose

The purpose of this report is to consider an amendment to Zoning Bylaw No. 8770 (Zoning Bylaw) to provide flexibility in the regulations for joint-use elementary schools to deal with unique building design and site constraints.

Report Highlights

1. The proposed Zoning Bylaw amendment will provide the Development Officer the option to alter development standards for joint-use elementary schools.

Strategic Goal

Under the Strategic Goal of Sustainable Growth, this report supports the creation of complete communities in new neighbourhoods.

Background

In October 2013, the Province of Saskatchewan announced that four new joint-use elementary schools will be built in Saskatoon in the Stonebridge, Hampton Village, Rosewood, and Evergreen neighbourhoods. At maximum capacity, each joint-use school is anticipated to hold 1,400 students.

For the four joint-use schools proposed, the design of the schools and site configuration pose challenges to meet current regulations, such as landscaping, parking, and loading.

Report

Proposed Zoning Bylaw Amendment

To ensure that there is flexibility in site design that best utilizes the community-owned school sites to accommodate the construction of the new joint-use elementary school model, the Administration is recommending that Section 4.2 of the Zoning Bylaw be amended to provide the Development Officer the option to alter development standards for joint-use elementary schools.

It is recommended that the Development Officer be allowed to alter the normal development standards related to parking, side yard setbacks, rear yard setbacks, landscaping, building and fence height, signage, or the number of principle buildings on a site provided the development remains generally compatible with nearby uses.

Proposed Zoning Bylaw No. 8770 Amendment – Joint-Use Elementary School Site Regulations

Options to the Recommendation

City Council could deny the proposed amendment. The new joint-use school sites would be required to fully comply with the current regulations for elementary schools as contained in the Zoning Bylaw.

Public and/or Stakeholder Involvement

The school boards will be advised of the proposed amendment.

Communication Plan

Public hearing notices will be advertised two weeks prior to City Council's meeting.

Other Considerations/Implications

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

Due Date for Follow-up and/or Project Completion

No additional follow up is required or anticipated.

Public Notice

Public Notice is required for consideration of this matter, pursuant to Section 3 of Public Notice Policy No. C01-021. A notice will be placed in The StarPhoenix two weeks prior to the public hearing.

Report Approval

Written by: Kylie McLean, Planner, Planning and Development Division
Reviewed by: Alan Wallace, Director of Planning and Development
Approved by: Randy Grauer, General Manager, Community Services Department

S:\Reports\DS\2014\MPC – Proposed Zoning Bylaw No. 8770 Amendment – Joint –Use Elementary School Site Regulation\kt

ZONING NOTICE
PROPOSED ZONING BYLAW TEXT
AMENDMENT – BYLAW NO. 9257

JOINT-USE ELEMENTARY SCHOOL SITE
REGULATIONS

Saskatoon City Council will consider an amendment to the City's Zoning Bylaw (No. 8770). By way of Bylaw No. 9257, The Zoning Amendment Bylaw, 2015 (No.7) the Development Officer will be provided the ability to alter development standards for joint-use elementary schools provided the development remains generally compatible with nearby use.

REASON FOR THE AMENDMENT – The proposed amendment will ensure that there is flexibility in site design that best utilizes the community-owned school sites to accommodate the construction of the new joint-use elementary school model.

INFORMATION – Questions regarding the proposed amendment or requests to view the proposed amending Bylaw, the City of Saskatoon Zoning Bylaw and Zoning Map may be directed to the following without charge:

Community Services Department,
Planning and Development Division
Phone: 306-975-2645 (Dwayne Whiteside)

PUBLIC HEARING – City Council will hear all submissions on the proposed amendment and all persons who are present at the Council meeting and wish to speak on **Monday, January 26, 2015 at 6:00 p.m. in Council Chamber, City Hall, Saskatoon, Saskatchewan.**

All written submissions for City Council's consideration must be forwarded to:

His Worship the Mayor and Members of City Council
c/o City Clerk's Office, City Hall
222 Third Avenue North, Saskatoon, SK S7K 0J5.

All submissions received by the City Clerk by **10:00 a.m. on Monday, January 26, 2015**, will be forwarded to City Council. City Council will also hear all persons who are present and wish to speak to the proposed Bylaw.

BYLAW NO. 9257

The Zoning Amendment Bylaw, 2015 (No. 7)

The Council of The City of Saskatoon enacts:

Short Title

1. This Bylaw may be cited as *The Zoning Amendment Bylaw, 2015 (No. 7)*.

Purpose

2. The purpose of this Bylaw is to amend the Zoning Bylaw to provide the Development Officer with the option to alter development standards for joint-use elementary schools.

Zoning Bylaw Amended

3. Zoning Bylaw No. 8770 is amended in the manner set forth in this Bylaw.

Section 4.2 Amended

4. Section 4.2 is amended by adding the following after subsection (3):

“(4) The Development Officer may alter the development standards for joint-use elementary schools relating to parking, side yard setbacks, rear yard setbacks, landscaping, building and fence height, signage or the number of principal buildings on a site, provided that the development remains generally compatible with nearby uses.”

Coming into Force

5. This Bylaw shall come into force on the day of its final passing.

Read a first time this _____ day of _____, 2015.

Read a second time this _____ day of _____, 2015.

Read a third time and passed this _____ day of _____, 2015.

Mayor

City Clerk

Proposed Closure of Right-of-Ways – Portion of Preston Avenue – Stonebridge Green and Road Allowance – Stonebridge Neighbourhood

Recommendation

1. That portions of Preston Avenue, Stonebridge Green and road allowance, lying between Gordon Road and Hartley Road are closed;
2. That after closure this land be transferred to Dream Asset Management in exchange for dedication of other land required for future roads in the area;
3. That all costs associated with the closure be paid for by the applicants, including Solicitor's fees and disbursements; and
4. That City Council consider Bylaw No. 9243, The Street Closing Bylaw 2015.

Topic and Purpose

This report requests approval to close portions of Preston Avenue, Stonebridge Green and road allowance, lying between Gordon Road and Hartley Road in the Stonebridge Neighbourhood, in exchange for the dedication of land required for future roads in the area. This closure is required to allow progress of development in the Stonebridge Neighbourhood.

Report Highlights

Dream Asset Management requests to close a portion of road allowance as part of a subdivision application. This road closure will facilitate orderly development in the Stonebridge Neighbourhood. If approved, the closed road allowance will be transferred to Dream Asset Management in exchange for dedication of lands required for future roads in the area.

Strategic Goal

This report supports the Strategic Goal of Sustainable Growth as the closure will allow for future commercial development in the Stonebridge Neighbourhood.

Background

The Stonebridge Neighbourhood Concept Plan, approved by City Council in 2005, illustrates that a portion of Preston Avenue, Stonebridge Green and road allowance, needs to be closed in order to accommodate the continued development of the Stonebridge Neighbourhood.

Report

Meridian Surveys Ltd. has submitted a Plan of Proposed Road Closure dated July 11, 2014 (Attachment 1) which illustrates the proposed road closure. The total area to be closed, and then transferred to Dream Asset Management, is 1.113 hectares.

Proposed Closure of Right-of-Ways – Portion of Preston Avenue – Stonebridge Green and Road Allowance–Stonebridge Neighbourhood

To complete this transaction, the Administration requires City Council to approve Bylaw No. 9243, The Street Closing Bylaw, 2015 (Attachment 2). No entrapment areas will be generated as a result of this proposed closure of right-of-ways.

Public and/or Stakeholder Involvement

Utility agencies have been contacted with respect to the closure and have no objections to the closure subject to the following conditions: that Sasktel, SaskEnergy, SaskPower, and Shaw Cablesystems require easements.

The Ministry of Highways and Infrastructure has confirmed that no compensation is required to the Crown.

Communication Plan

Communication activities are included with the requirement for Public Notice. No other communication activities are required.

Other Considerations/Implications

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

Due Date for Follow-up and/or Project Completion

There will be no follow up report.

Public Notice

Public Notice is required for consideration of this matter, pursuant to Section 3 of Policy No. C01-021, The Public Notice Policy. The following notice was given:

- Advertised in The StarPhoenix on the weekend of January 10, 2015 (Attachment 3);
- Posted on the City Hall Notice Board on Thursday, January 8, 2015;
- Posted on the City of Saskatoon website on Thursday, January 8, 2015

Attachments

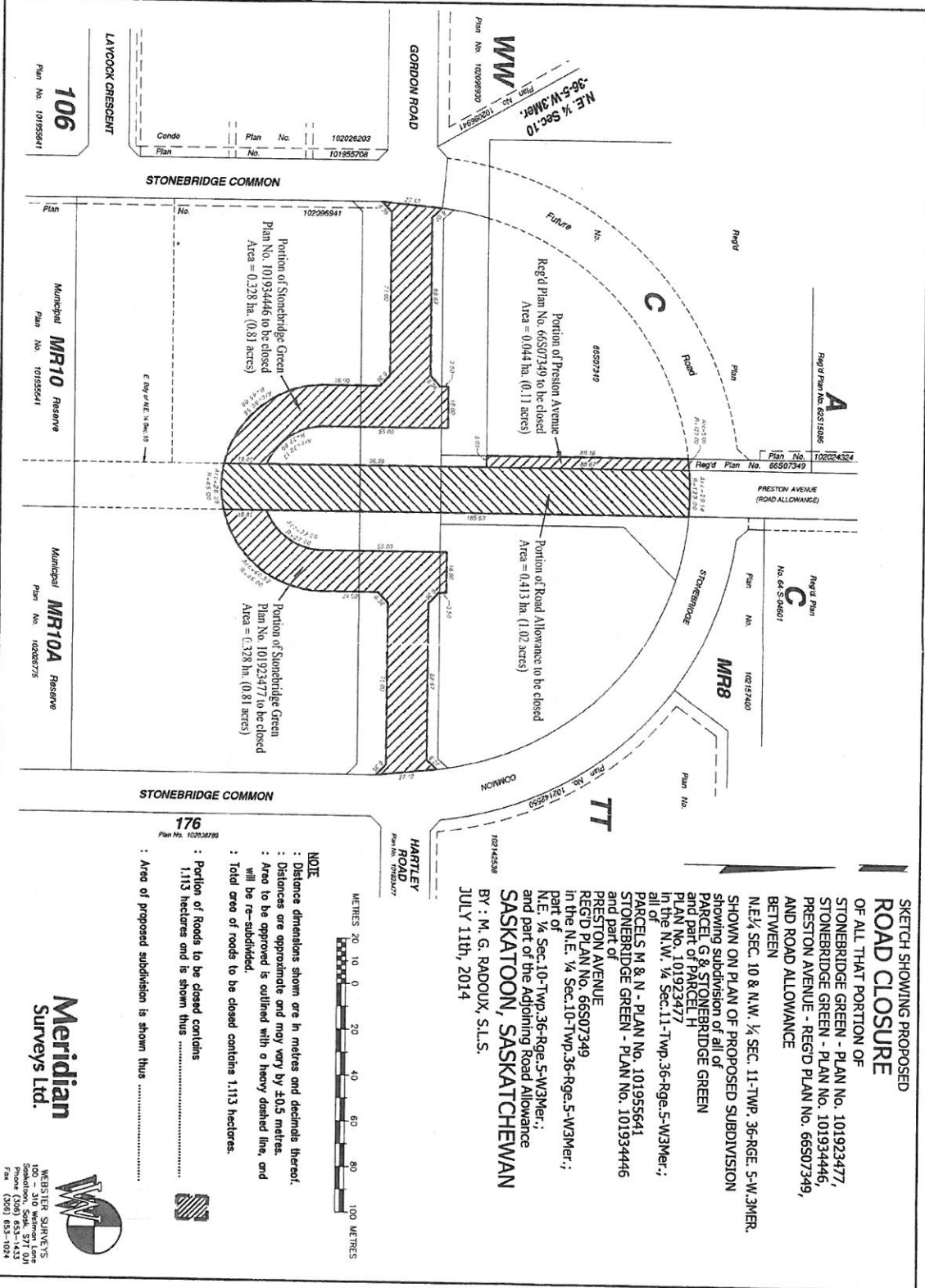
1. Plan of Proposed Road Closure from Meridian Surveys Ltd. dated July 11, 2014
2. Draft of Bylaw No. 9243, The Street Closing Bylaw, 2015
3. Copy of Public Notice

Report Approval

Written by: Shirley Matt, Traffic Management Engineer, Transportation
Reviewed by: Jay Magus, Engineering Section Manager, Transportation
Reviewed by: Angela Gardiner, Director of Transportation
Approved by: Jeff Jorgenson, General Manager, Transportation & Utilities Department

Council - SM – Proposed Closure of ROW – Stonebridge Green and Road Allowance

FILE: SW14136--RoadClosure.R1



BYLAW NO. 9243**The Street Closing Bylaw, 2015**

The Council of The City of Saskatoon enacts:

Short Title

1. This Bylaw may be cited as *The Street Closing Bylaw, 2015*.

Purpose

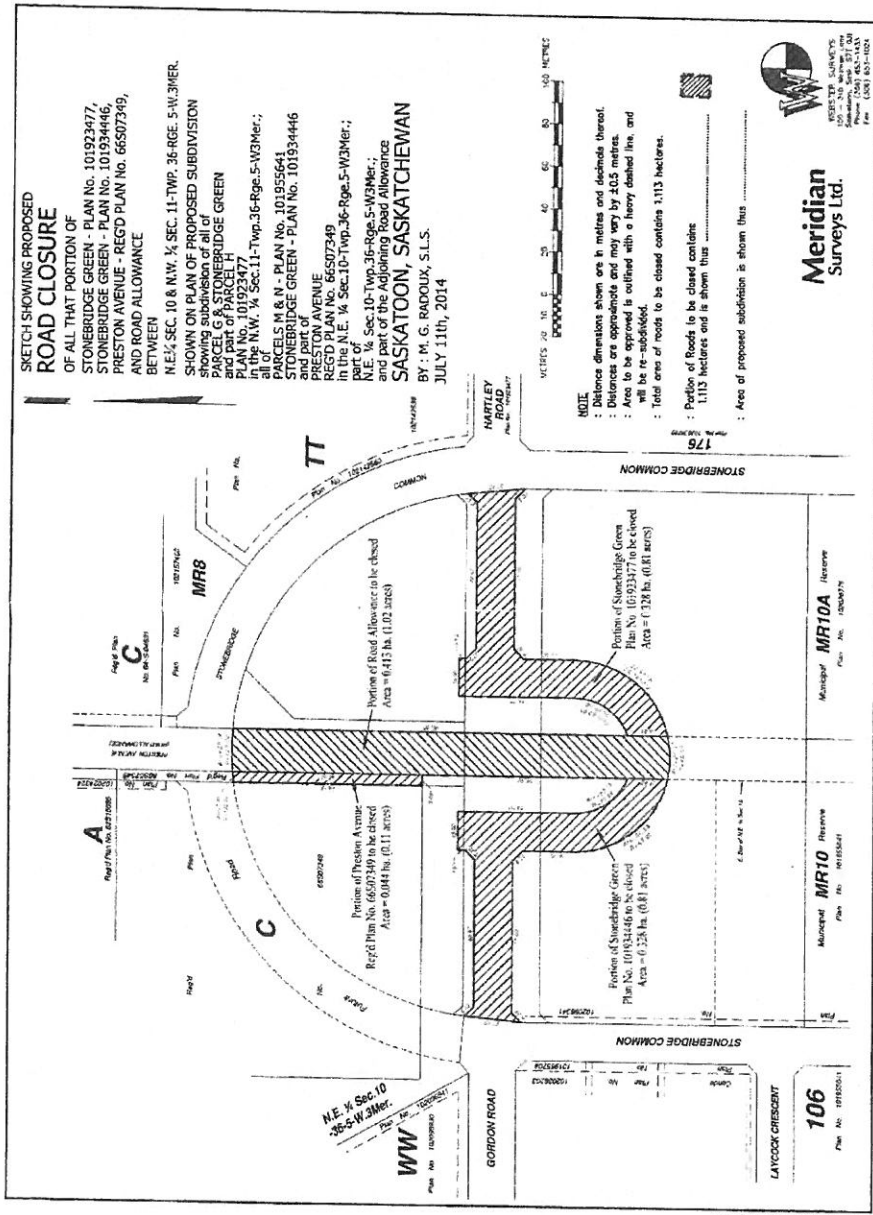
2. The purpose of this Bylaw is to close portions of Preston Avenue, Stonebridge Green and Road Allowance lying between Gordon Road and Hartley Road, Saskatoon, Saskatchewan.

Closure of Portion of Right-of-Way

3. All those portions of Preston Avenue, Stonebridge Green and Road Allowance lying between Gordon Avenue and Hartley Road, Saskatoon, Saskatchewan more particularly described as:

“All that portion of Stonebridge Green – Plan No. 101923477, Stonebridge Green – Plan No. 101934446, Preston Avenue – Reg'd Plan No. 66S07349, and road allowance between N.E. ¼ Section 10 & N.W. ¼ Section 11-36-5-3, shown on plan of proposed subdivision showing subdivision of all of Parcel G and Stonebridge Green and part of Parcel H, Plan No. 101923477 in the N.W. ¼ Section 11-36-5-W3M, and all of Parcels M & N, Plan No. 101955641 Stonebridge Green, Plan No. 101934446 and part of Preston Avenue, Reg'd Plan No. 66S07349 in the N.E. ¼ Section 10-36-5-3 and Part of N.E. ¼ Section 10-36-5-W3M and part of the adjoining road allowance, in the City of Saskatoon, in the Province of Saskatchewan, as shown on the attached sketch plan of proposed road closure and prepared by Murray G. Radoux, SLS, dated July 11th, 2014”,

Schedule "A"



SKETCH SHOWING PROPOSED ROAD CLOSURE OF ALL THAT PORTION OF STONEBRIDGE GREEN - PLAN No. 10193446, STONEBRIDGE GREEN - PLAN No. 10193446, PRESTON AVENUE - REGD PLAN No. 66507349, AND ROAD ALLOWANCE BETWEEN N.E. 1/4 SEC. 10 & N.W. 1/4 SEC. 11-TWP. 36-RGE. 5-W. 3MER.

SHOWN ON PLAN OF PROPOSED SUBDIVISION and being subdivision of all of PARCELS M & N - PLAN No. 101955641 and part of PARCELS M & N - PLAN No. 10193446 in the N.W. 1/4 Sec. 11-Twp. 36-Rge. 5-W3Mer.; PARCELS M & N - PLAN No. 101955641 STONEBRIDGE GREEN - PLAN No. 10193446 and part of PRESTON AVENUE REGD PLAN No. 66507349 in the N.E. 1/4 Sec. 10-Twp. 36-Rge. 5-W3Mer.; and part of the Adjoining Road Allowance

SASKATOON, SASKATCHEWAN
 BY: M. G. RADOLUX, S.L.S.
 JULY 11th, 2014

NOTE

- : Distances shown are in metres and decimals thereof.
- : Distances are approximate and may vary by ±0.5 metres.
- : Area to be approved is outlined with a heavy dashed line, and will be re-subdivided.
- : Total area of roads to be closed contains 1.113 hectares.
- : Portion of Roads to be closed contains 1.113 hectares and is shown thus
- : Area of proposed subdivision is shown thus



Meridian Surveys Ltd.

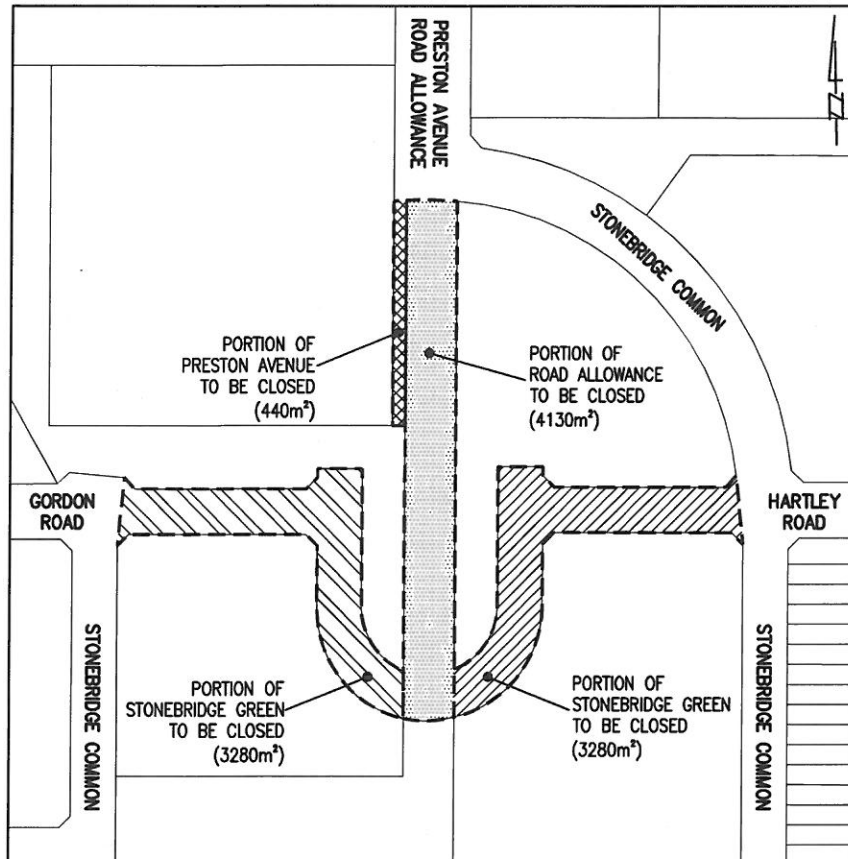
FILE: SM 4136-RoadClosure.R1

PUBLIC NOTICE

PROPOSED CLOSURE OF ROAD ALLOWANCE

The City of Saskatoon is proposing the following closure of a road allowance in the Stonebridge Neighbourhood.

Location: Portion of Preston Avenue, Stonebridge Green and the Preston Avenue Road Allowance



PUBLIC MEETING – City Council will consider the above matter and hear all persons who wish to speak to it at their City Council meeting on Monday, January 26, 2015, at 6:00 p.m. in Council Chambers at Saskatoon City Hall.

WRITTEN SUBMISSIONS – If you wish to submit a letter on this matter for City Council’s consideration, it must be received by **Monday January 26, 2015 at 10:00 a.m.** Mail to:

His Worship the Mayor and Members of City Council
c/o City Clerk’s Office, City Hall
222 Third Avenue North, Saskatoon, SK S7K 0J5

INFORMATION – Questions regarding this proposal may be directed to:

Shirley Matt, Transportation Division
Phone: 306-975-3145

Proposed Closure of Right-of-Ways – Road Allowance Between Rosewood Boulevard and North of Highway 16

Recommendation

1. That a portion of road allowance between Rosewood Boulevard and north of Highway 16 be closed;
2. That after closure this land be transferred to Boychuk Investments Ltd. in exchange for dedication of other land required for future roads in the area;
3. That all costs associated with the closure be paid for by the applicants, including Solicitor's fees and disbursements; and
4. That City Council consider Bylaw No. 9244, The Street Closing Bylaw 2015 (No. 2).

Topic and Purpose

This report requests approval to close a portion of road allowance in the Rosewood Neighbourhood, located between Rosewood Boulevard and north of Highway 16, in exchange for the dedication of land required for future roads in the area. This closure is required to allow progress of development in the Rosewood Neighbourhood.

Report Highlights

Boychuk Investments Ltd. requests to close a portion of road allowance as part of a subdivision application. This road closure will facilitate orderly development in the Rosewood Neighbourhood. If approved, the closed road allowance will be transferred to Boychuk Investments Ltd. in exchange for dedication of lands required for future roads in the area.

Strategic Goal

This report supports the Strategic Goal of Sustainable Growth, as the closure will allow for future commercial development in the Rosewood Neighbourhood.

Background

The Rosewood Neighbourhood Concept Plan, approved by City Council in 2008, illustrates that a portion of road allowance needs to be closed in order to accommodate the continued development of the Rosewood Neighbourhood.

Report

Meridian Surveys Ltd. has submitted a Plan of Proposed Road Closure dated July 21, 2014 (Attachment 1) which illustrates the proposed road closure.

The total area to be closed, and then transferred to Boychuk Investments Ltd. is 1.602 hectares.

Proposed Closure of Right-of-Way – Road Allowance between Rosewood Boulevard and north of Highway 16– Rosewood Neighbourhood

To complete this transaction, the Administration requires City Council to approve Bylaw No. 9244, The Street Closing Bylaw, 2015 (No. 2) (Attachment 2).

No dead end situations will be created as a result of this proposed right-of-way closure.

Public and/or Stakeholder Involvement

Utility agencies have been contacted with respect to the closure and have no objections to the closure subject to the following conditions: that Sasktel, SaskEnergy, SaskPower, and Shaw Cablesystems require easements.

The Ministry of Highways and Infrastructure has confirmed that no compensation is required to the Crown.

Communication Plan

Communication activities are included with the requirement for Public Notice. No other communication activities are required.

Other Considerations/Implications

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

Due Date for Follow-up and/or Project Completion

There will be no follow up report.

Public Notice

Public Notice is required for consideration of this matter, pursuant to Section 3 of Policy No. C01-021, The Public Notice Policy. The following notice was given:

- Advertised in The StarPhoenix on the weekend of January 10, 2015 (Attachment 3);
- Posted on the City Hall Notice Board on Thursday, January 8, 2015;
- Posted on the City of Saskatoon website on Thursday, January 8, 2015

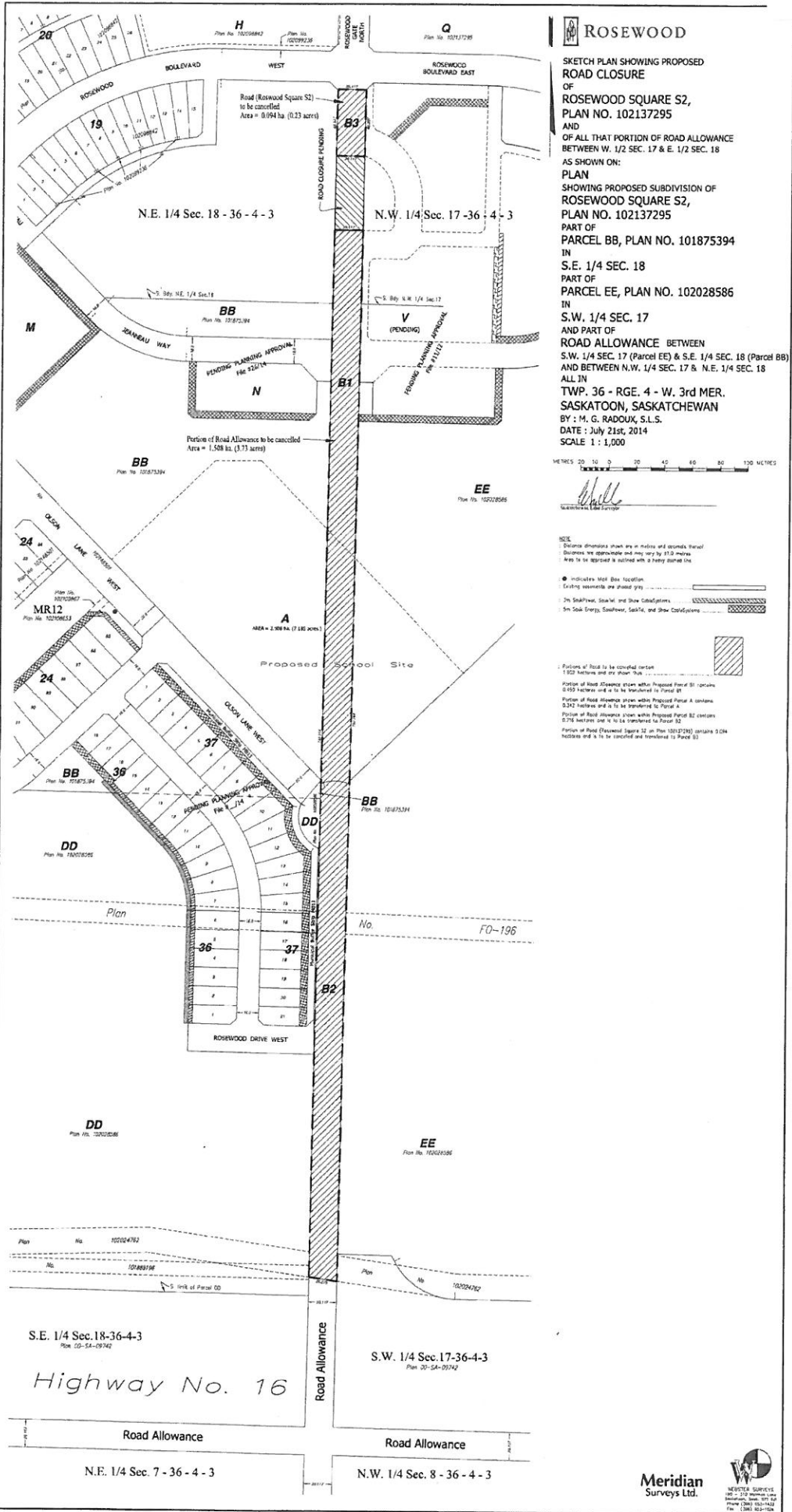
Attachments

1. Plan of Proposed Road Closure from Meridian Survey Ltd. dated July 21, 2014
2. Proposed Bylaw No. 9244, The Street Closing Bylaw, 2015 (No. 2)
3. Copy of Public Notice

Report Approval

Written by: Shirley Matt, Traffic Management Engineer, Transportation
Reviewed by: Jay Magus, Engineering Section Manager, Transportation
Reviewed by: Angela Gardiner, Director of Transportation
Approved by: Jeff Jorgenson, General Manager, Transportation & Utilities Department

Council SM - Proposed Closure ROW - Rosewood Blvd and North of HWY 16



ROSEWOOD

SKETCH PLAN SHOWING PROPOSED ROAD CLOSURE OF ROSEWOOD SQUARE S2, PLAN NO. 102137295 AND OF ALL THAT PORTION OF ROAD ALLOWANCE BETWEEN W. 1/2 SEC. 17 & E. 1/2 SEC. 18 AS SHOWN ON: PLAN SHOWING PROPOSED SUBDIVISION OF ROSEWOOD SQUARE S2, PLAN NO. 102137295 PART OF PARCEL BB, PLAN NO. 101875394 IN S.E. 1/4 SEC. 18 PART OF PARCEL EE, PLAN NO. 102028586 IN S.W. 1/4 SEC. 17 AND PART OF ROAD ALLOWANCE BETWEEN S.W. 1/4 SEC. 17 (Parcel EE) & S.E. 1/4 SEC. 18 (Parcel BB) AND BETWEEN N.W. 1/4 SEC. 17 & N.E. 1/4 SEC. 18 ALL IN TWP. 36 - RGE. 4 - W. 3rd MER. SASKATOON, SASKATCHEWAN BY : M. G. RADOUX, S.L.S. DATE : July 21st, 2014 SCALE 1 : 1,000

METRES 0 10 20 30 40 50 60 70 80 90 100

Will
Saskatchewan Surveyors

- NOTE:
- 1. Distances dimensions shown are in metres and rounded thereof. Distances are approximate and may vary by 0.15 metres. Area to be approved is indicated with a hatched pattern line.
 - 2. Indicates that Block location. Existing easements are shaded grey.
 - 3. In: Soil/Fraser, Shovel and Stone Cuts/paths.
 - 4. In: Soil Energy, Sandstone, Sandstone, and Stone Cuts/paths.
 - 5. Portion of Road to be covered certain: 1.522 hectares and are shown "Red".
 - 6. Portion of Road Allowance shown within Proposed Parcel B1 contains 0.193 hectares and is to be transferred to Parcel B1.
 - 7. Portion of Road Allowance shown within Proposed Parcel A contains 0.242 hectares and is to be transferred to Parcel A.
 - 8. Portion of Road Allowance shown within Proposed Parcel B2 contains 0.276 hectares and is to be transferred to Parcel B2.
 - 9. Portion of Road Allowance shown within Proposed Parcel B3 contains 0.094 hectares and is to be cancelled and transferred to Parcel B3.

S.E. 1/4 Sec. 18-36-4-3
Plan 02-54-09742
Highway No. 16

S.W. 1/4 Sec. 17-36-4-3
Plan 00-54-09742

N.E. 1/4 Sec. 7 - 36 - 4 - 3

N.W. 1/4 Sec. 8 - 36 - 4 - 3



BYLAW NO. 9244**The Street Closing Bylaw, 2015 (No. 2)**

The Council of The City of Saskatoon enacts:

Short Title

1. This Bylaw may be cited as *The Street Closing Bylaw, 2015 (No. 2)*.

Purpose

2. The purpose of this Bylaw is to close a portion of road allowance located between Rosewood Boulevard and north of Highway 16, Saskatoon, Saskatchewan.

Closure of Portion of Right-of-Way

3. All that portion of road allowance located between Rosewood Boulevard and north of Highway 16, Saskatoon, Saskatchewan more particularly described as:

“All that portion of Rosewood Square S2, Plan No. 102137295 and all that portion of road allowance between West ½ Section 17 and East ½ Section 18 as shown on Plan showing proposed subdivision of Rosewood Square S2, Plan No. 102137295, part of Parcel BB, Plan No. 101875394 in South East ¼ Section 18, part of Parcel EE, Plan No. 102028586 in South West ¼ Section 17 and part of road allowance between South West ¼ Section 17 (Parcel EE) and South East ¼ Section 18 (Parcel BB) and between North West ¼ Section 17 and N.E. ¼ Section 18 all in Township 36 – Range 4, W3M, as shown on the attached sketch plan of proposed road closure, prepared by M.G. Radoux, SLS, dated July 21, 2014”,

and attached as Schedule “A” to this Bylaw, is closed.

Coming into Force

4. This Bylaw comes into force on the day of its final passing.

Read a first time this _____ day of _____, 2015.

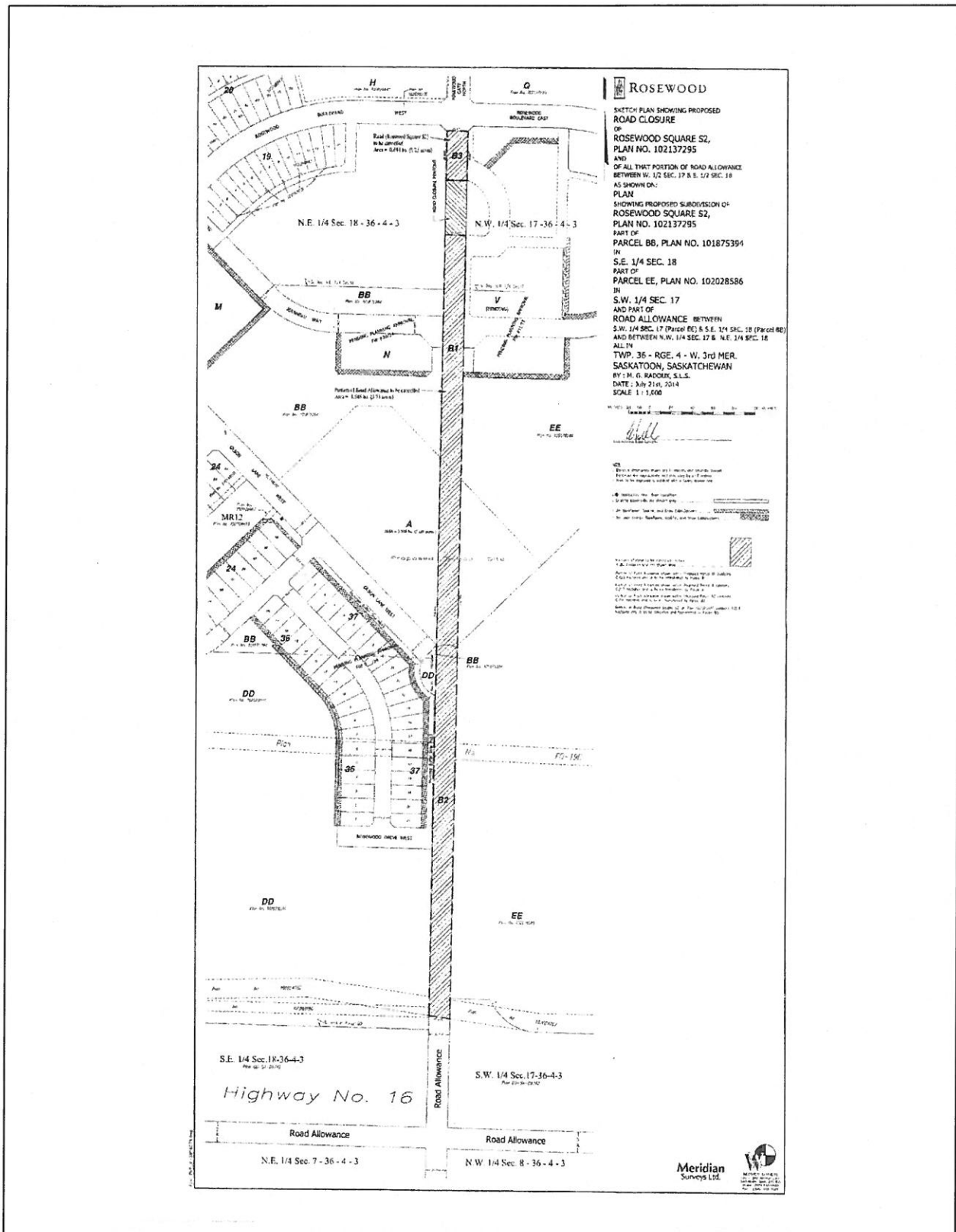
Read a second time this _____ day of _____, 2015.

Read a third time and passed this _____ day of _____, 2015.

Mayor

City Clerk

Schedule "A"

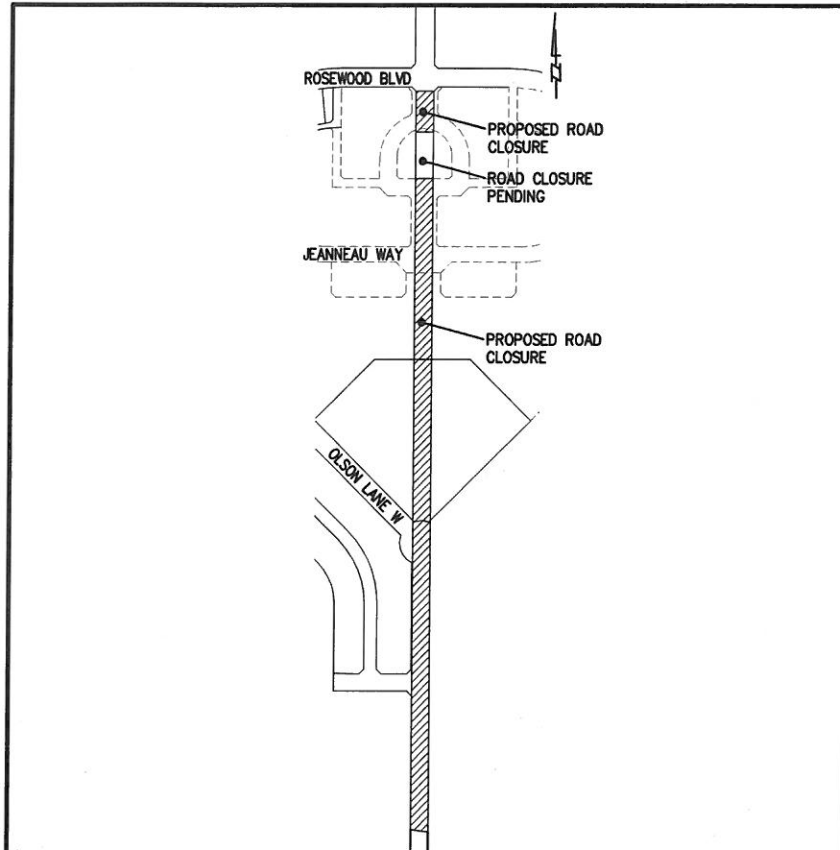


PUBLIC NOTICE

PROPOSED CLOSURE OF ROAD ALLOWANCE

The City of Saskatoon is proposing the following closure of a road allowance in the Rosewood Neighbourhood.

Location: Between Rosewood Boulevard and north of Highway #16



PUBLIC MEETING – City Council will consider the above matter and hear all persons who wish to speak to it at their City Council meeting on Monday, January 26, 2015, at 6:00 p.m. in Council Chambers at Saskatoon City Hall.

WRITTEN SUBMISSIONS – If you wish to submit a letter on this matter for City Council's consideration, it must be received by **Monday January 26, 2015 at 10:00 a.m.** Mail to:

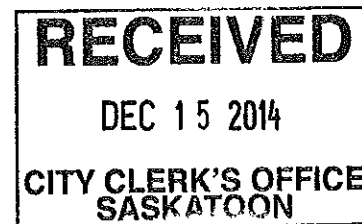
His Worship the Mayor and Members of City Council
c/o City Clerk's Office, City Hall
222 Third Avenue North, Saskatoon, SK S7K 0J5

INFORMATION – Questions regarding this proposal may be directed to:

Shirley Matt, Transportation Division

Phone: 306-975-3145

From: CityCouncilWebForm
Sent: Sunday, December 14, 2014 10:28 PM
To: City Council
Subject: Write a Letter to City Council



TO HIS WORSHIP THE MAYOR AND MEMBERS OF CITY COUNCIL

FROM:

Kim Ali
131 Wall Street
Saskatoon, Saskatchewan
S7K 6C2

EMAIL ADDRESS:

kimali@onpurpose.ca

COMMENTS:

On behalf of the PotashCorp Wintershines Festival and the Canada Games Council, we request that the City of Saskatoon raise the Canada Games Flag at Civic Square on the morning of Wednesday, January 28, 2015 (exact time to be confirmed).

The Canada Games Council (CGC) is engaging all past Canada Games Host Societies to celebrate the upcoming 2015 Canada Winter Games being held in Prince George, B.C. from February 13 - March 1, 2015. CGC launched a Canada Games Flag Relay where the Canada Games Flag will travel across Canada until it makes its way to the Opening Ceremonies at the 2015 Canada Winter Games in Prince George.

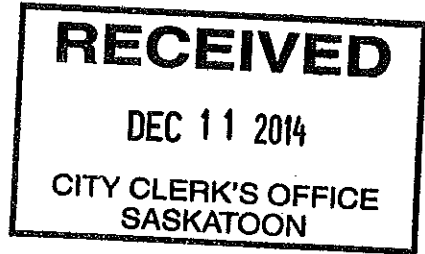
With the support of the 1989 Canada Games Foundation Inc, PotashCorp Winters has accepted responsibility to showcase Saskatoon's community spirit by celebrating with the Canada Games flag, recalling the important impacts that the 1971 and 1989 Canada Games had on Saskatoon. In addition to the flag raising at City Hall, the Festival is planning:

1. Friday, January 23 - Pancake Breakfast from 7 - 9 AM at the Saskatoon Farmers' Market where former games athletes will be the first to sign a Saskatchewan flag with good wishes to the 2015 Canada Games Team for Saskatchewan. The flag will be posted at the Farmers' Market all week to allow members of the public to sign.
2. Saturday, January 31 - a Pep Rally from 5:30 - 6:30PM at the Saskatoon Farmers' Market where members of the 2015 Canada Games team will accept the signed flag from representatives of the '71 and '89 Games team. There will be special games and activities organized all day encouraging the public to celebrate the Canada Games spirit and pride in our community's ability and success in hosting past games.

Thank you.

205-1 +
205-5

From: CityCouncilWebForm
Sent: December 11, 2014 1:13 PM
To: City Council
Subject: Write a Letter to City Council



TO HIS WORSHIP THE MAYOR AND MEMBERS OF CITY COUNCIL

FROM:

Amanda Titman
279 3rd Ave North
Saskatoon, Saskatchewan
S7K 0H8

EMAIL ADDRESS:

titmana@hsf.sk.ca

COMMENTS:

Every February the Heart and Stroke Foundation celebrates Heart Month by holding its Person-to-Person Campaign. During this month, we rely on more than 100,000 passionate Canadians to selflessly brave the cold and give their time by canvassing local neighbourhoods to collect donations to help us further our mission - prevent disease, save lives and promote recovery.

Since our founding in 1952, Heart and Stroke Foundation funded research has been the engine driving relentless progress in heart disease and stroke prevention and care across Canada. Over the past six decades, the generosity of our donors has enabled us to invest almost \$1.4 billion into life-saving research - research that has revolutionized the prevention and treatment of heart disease and stroke. The impact of these advances has been extraordinary: a 75 per cent reduction in the rate of death from heart disease and stroke. Despite that remarkable progress, the Foundation's work is more urgent than ever, because heart disease and stroke still takes one life every seven minutes in Canada.

As a volunteer-based health charity, we strive to tangibly improve the health of every Canadian family, every day. In 2013, the Foundation supported nearly 1,500 hospital and university-based researchers across Canada including approximately 600 (provincial stat) researchers in Ontario (province).

February is recognized as Heart Month in Canada and the Heart and Stroke Foundation Saskatchewan office respectfully requests your proclamation of February 2015 as Heart Month in the city of Saskatoon. I would be grateful to receive notification of approval of this proclamation. We do have a flag that we would like flown for the month of February at civic square.

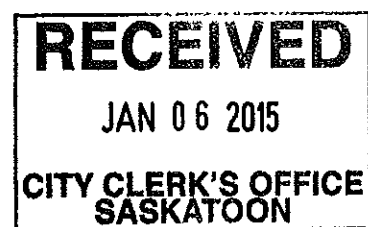
If I may provide any additional information, please contact me at your convenience. I can be reached at 306-361-3253 or by email at titmana@hsf.sk.ca.

Sincerely,

Amanda Titman
Program Coordinator
Person-to-Person Campaign

205-1 +
205-5

From: CityCouncilWebForm
Sent: Monday, January 05, 2015 6:53 PM
To: City Council
Subject: Write a Letter to City Council



TO HIS WORSHIP THE MAYOR AND MEMBERS OF CITY COUNCIL

FROM:

Miki Bantjes-Mappin
331 1st Avenue North
Saskatoon, Saskatchewan
S7K 1X5

EMAIL ADDRESS:

miki@bantjes.com

COMMENTS:

His Worship the Mayor and Members of City Council

In cooperation with TransSask Support Services Inc. and on behalf of all sex and gender diverse peoples living in our community, I am writing you to respectfully request that the week of March 29th to April 4th, 2015, be proclaimed "Transgender Awareness Week" in the City of Saskatoon. I would also like to request that the transgender flag be flown at Saskatoon City Hall during that week from March 30 to April 3, 2015, with the flag raising to take place at 12 noon on Monday, March 30.

Transgender, transsexual, genderqueer, and intersex individuals experience multiple forms of exclusion in our society based on aspects of their identities and personal realities of sex, gender, and gender expression that challenge social and cultural norms. One of the most damaging of these forms of exclusion is often a complete lack of recognition that these individuals exist in our communities. As awareness of the Sex and Gender Diverse Community continues to grow in Saskatchewan, it becomes apparent that those who do not conform to our society's ideals of gender are in need of recognition and support.

In 2014 Transgender Awareness Week was proclaimed in the City of Saskatoon, and the transgender flag was raised on March 31, 2014, for the first time in any city in Saskatchewan. (<http://metronews.ca/news/saskatoon/989055/photos-transgender-flag-hoisted-for-first-time-in-saskatchewan/>) Several events were held in Saskatoon, along with many others around the province, and the resulting public recognition did much to educate the public and give the gender diverse community of Saskatchewan a greater sense of acceptance. The Trans* Human Rights Panel, hosted by the Saskatoon Avenue Community Centre on Friday March 28, 2014, was instrumental in the dialogue which led to the inclusion of gender identity in the Saskatchewan Code of Human Rights on December 8, 2014. (<http://globalnews.ca/news/1715473/saskatchewan-amends-human-rights-code/>)

Since the first Transgender Awareness Week in 2012, dozens of communities and hundreds of people have celebrated gender diversity at events all across Saskatchewan. Along with bringing awareness to transgender people, Transgender Awareness Week also brings awareness of the support available for the many gender diverse individuals in our community. Because of this, TransSask Support Services and our community partners, The Avenue Community Centre and the USSU Pride Centre have come into contact with hundreds of people from around Saskatchewan, including the City of Saskatoon, requesting information and seeking support as they grow as individuals and realize their

own gender identity. In 2014, we look forward to the City of Saskatoon once again showing leadership by participating in this growing tradition of celebrating diversity in support of all transgender people in our community and across Saskatchewan.

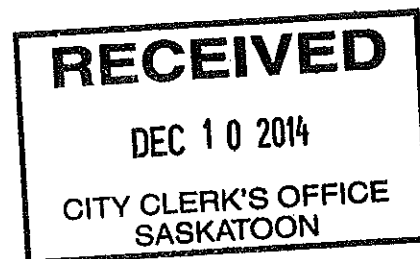
Should you require more information on the sex and gender diverse community in Saskatchewan, please contact TransSask through their email address at info@TransSask.org.

I thank you for your consideration in this matter.

Miki Bantjes-Mappin
Co-chair of the Board of Directors of TransSask Support Services Inc.

331 1st Avenue North
Saskatoon, SK, S7K 1X5
306 281-4967

From: CityCouncilWebForm
Sent: December 10, 2014 4:26 PM
To: City Council
Subject: Write a Letter to City Council



TO HIS WORSHIP THE MAYOR AND MEMBERS OF CITY COUNCIL

FROM:

Randy Pshebylo
344 20TH STREET WEST
Saskatoon, Saskatchewan
S7M 0X2

EMAIL ADDRESS:

RANDY@RIVERSDALE.CA

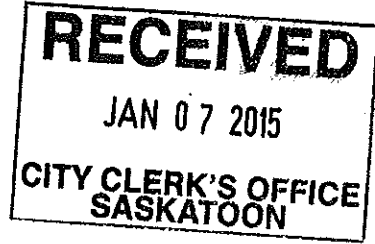
COMMENTS:

Our historic neighbourhood of Riversdale was founded January 15, 1905.

We would request that Saskatoon City Council recognize the 110th Anniversary of this founding neighbourhood by proclaiming January 15, 2015 as Riversdale Day.

Randy Pshebylo BDM
Executive Director
Riversdale Business Improvement District

From: Theoret, Heather <Heather.Theoret@ottawa.ca>
Sent: January 06, 2015 8:15 PM
To: Web E-mail - City Clerks
Subject: Proclamation request - Sir John A. Macdonald Day



Hello,

The City of Ottawa will be issuing a Sir John A. Macdonald Day proclamation for January 31st, 2015 to commemorate the bicentennial birthday of Canada's first Prime Minister, taking place this month. A number of community organizations from across Canada, including those in Montreal, Ottawa, Winnipeg, Calgary and Saskatoon, lead by The Scottish Society of Ottawa, and financially supported by the Department of Canadian Heritage and the Scottish Government, are coordinating a national Sir John A Macdonald Great Canadian Kilt Skate event to commemorate this significant date in Canadian history. In Saskatoon, this event is coordinated by Jeff Cuthbert with Power Corp Winter Shines event. Issuance of the proclamation by the City of Saskatoon would serve to support public awareness for this commemoration and encourage public engagement.

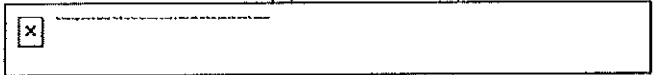
While I manage the proclamations portfolio at the City of Ottawa, I am also a Board member of The Scottish Society of Ottawa, and am therefore assisting the various community organizations to request proclamations in their respective cities.

It would be greatly appreciated if you could advise who the appropriate contact is at the City of Saskatoon, and provide their contact information for follow up.

I look forward to hearing from you.

Kind regards,
Heather

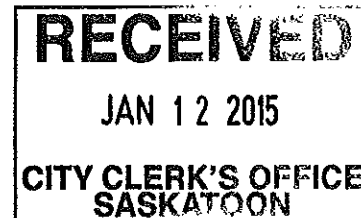
Heather Theoret
Protocol Advisor / Conseillère en matière de protocole
Office of Protocol / Bureau du protocole
City of Ottawa / Ville d'Ottawa
110 Laurier Avenue West | 110, avenue Laurier Ouest | Ottawa, ON K1P 1J1
☎ 613.580.2424 ext. | poste 17819 | 📠 613.580.2438 | ✉ heather.theoret@ottawa.ca



Sent from my BlackBerry 10 smartphone on the TELUS network.

This e-mail originates from the City of Ottawa e-mail system. Any distribution, use or copying of this e-mail or the information it contains by other than the intended recipient(s) is unauthorized. Thank you.

Le présent courriel a été expédié par le système de courriels de la Ville d'Ottawa. Toute distribution, utilisation ou reproduction du courriel ou des renseignements qui s'y trouvent par une personne autre que son destinataire prévu est interdite. Je vous remercie de votre collaboration.



SIR JOHN A. MACDONALD DAY

January 31st, 2015

WHEREAS, Canada's first Prime Minister, Sir John A. Macdonald, was born in Glasgow, Scotland, 200 years ago this month; and

WHEREAS, to honour his memory, the Scottish Society of Ottawa, in partnership with Winterlude and with support from the Department of Canadian Heritage and the Scottish Government, has organized "Sir John A's Great Canadian Kilt Skate" for January 31st; and

WHEREAS, skaters on the Rideau Canal Skateway are invited to wear kilts and tartans on this day, and to gather at Confederation Park for Winterlude festivities, including Scottish music; and

WHEREAS, similar bicentennial kilt skates will be held on this day in Montreal, Winnipeg, Saskatoon and Calgary;

THEREFORE, I, Jim Watson, Mayor of the City of Ottawa, do hereby proclaim January 31st, 2015 Sir John A. Macdonald Day in Ottawa.

JOURNÉE SIR-JOHN-A.-MACDONALD

Le 31 janvier 2015

ATTENDU QU'il y a 200 ans ce mois-ci, le tout premier premier ministre du Canada, Sir John A. Macdonald, est né à Glasgow, en Écosse; et

ATTENDU QUE pour lui rendre hommage, la Société écossaise d'Ottawa, en partenariat avec le Bal de neige et avec le soutien du ministère du Patrimoine canadien et du gouvernement écossais, organise une « Grande séance canadienne de patinage en kilt pour Sir John A. » le 31 janvier prochain; et

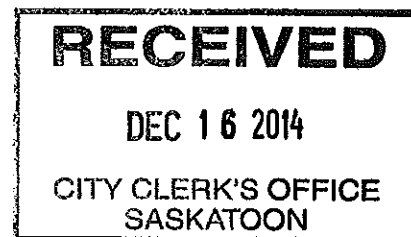
ATTENDU QUE les patineurs du canal Rideau sont invités à porter le kilt et le tartan cette journée-là et à se rendre au parc de la Confédération pour participer aux festivités du Bal de neige, où il y aura notamment de la musique écossaise; et

ATTENDU QUE d'autres activités semblables de patinage en kilt dans le cadre de ce bicentenaire auront lieu la même journée à Montréal, à Winnipeg, à Saskatoon et à Calgary;

PAR CONSÉQUENT, je, Jim Watson, maire de la Ville d'Ottawa, proclame par la présente le 31 janvier 2015 Journée Sir-John-A.-Macdonald à Ottawa.

Jim Watson
Mayor / Maire

From: CityCouncilWebForm
Sent: December 16, 2014 3:09 PM
To: City Council
Subject: Write a Letter to City Council



TO HIS WORSHIP THE MAYOR AND MEMBERS OF CITY COUNCIL

FROM:

Jeahlisa Bridgeman
200 Elizabeth Street 7ES-421
Toronto, Ontario
M5G 2C4

EMAIL ADDRESS:

nedic1@uhn.ca

COMMENTS:

I am writing to request a proclamation from the City of Saskatoon of the week of February 1st to February 7th 2015 as Eating Disorder Awareness Week (EDAW). EDAW has been commemorated across Canada since 1988 by established eating disorder organizations, education and public health institutions, and concerned members of the public. It draws attention to the causes, prevalence and impact of eating disorders.

Eating disorders are the number one cause of death among all psychiatric illnesses and are the third most common cause of death in teenage girls. In fact, 5-8% of Canadian girls will experience an eating disorder in their lifetime. However, eating disorders can develop in anyone, regardless of age, ethno-racial background, socioeconomic status, gender or ability. Unfortunately, stigma and secrecy still surround eating disorders, causing many people who are suffering to refrain from seeking help, and to struggle in silence.

We know that through open, supportive dialogue, we can help break the shame and silence that affect nearly 1 million Canadians that are living with a diagnosed eating disorder and the millions of others who are struggling with unhealthy food and weight preoccupation. EDAW is a time to increase awareness about eating disorders, their impact and to shed light on the dangerous and pervasive myths that surround them. It is a time of year when Canadians can learn more about eating disorders and about the resources that are available for individuals and family members who are impacted by them.

The National Eating Disorder Information Centre (NEDIC) was a founding member of the international drive to institute EDAW. Founded in 1985, NEDIC is Canada's oldest national organization dedicated to helping those with eating disorders. We provide education and information as well as support and referral for those with eating disorders, their families, friends and health care professionals. Since our toll-free helpline became available to Canadians from coast to coast in 2013, we have spoken with thousands of individuals, parents, friends, and teachers who are seeking help and information. It is through our outreach and education efforts, that we are able to support these individuals in their struggle to find hope and healing.

Municipal recognition of EDAW would help to affirm the experiences of those with a friend, family member, or important person in their life who is dealing with this life-threatening mental illness, and draw attention to the need for eating disorder prevention, research, treatment, and resources. Below, please find the goals of Eating Disorder Awareness Week 2015.

Please proclaim EDAW in Saskatoon and help raise awareness and hope among the many who are impacted by this illness.

For more information about Eating Disorder Awareness Week and this request, please contact me.

Thank You.

Kind Regards,

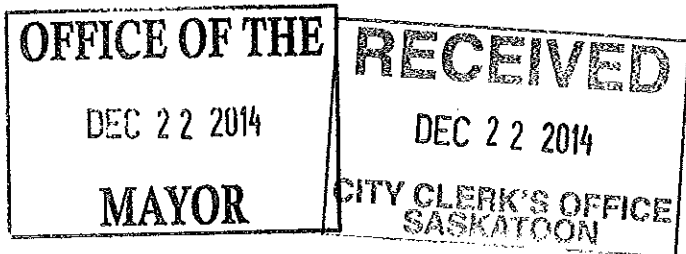
- Canada World Youth
- Canadian Catholic Organization Development and Peace
- Canadian Baptists of Western Canada
- Canadian Co-operative Association / Co-operative Development Foundation of Canada
- Canadian Hunger Foundation
- Canadian Lutheran World Relief
- Change for Children Association
- CODE
- Crossroads International
- Cuso International
- HOPE International Development Agency
- Islamic Association of Saskatchewan (Saskatoon)
- Mennonite Central Committee
- Plan International Canada
- Presbyterian World Service & Development
- Primate's World Relief and Development Fund
- Save the Children Canada
- SIM Canada
- The Leprosy Mission Canada
- The Salvation Army
- UNICEF
- United Church of Canada
- USC Canada
- World Relief Canada
- World Renew
- WUSC
- Wycliffe Bible Translators of Canada



2138 McIntyre Street
 Regina, SK, S4P 2R7 Canada
 P: 306.757.4669 F: 306.757.3226
 E: scic@earthbeat.sk.ca
 www.earthbeat.sk.ca

December 10, 2014

Mayor Atchison
 Office of the Mayor
 222 Third Street
 Saskatoon Sk. S7K 0J5

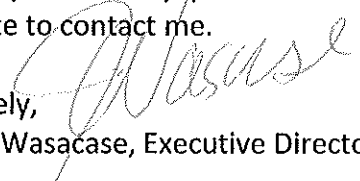


Greetings Mayor Atchison,

We are pleased to invite you to take part in the annual celebration of **International Development Week** this coming February, 2015. Saskatchewan residents have long supported positive change by committing their time, energy, and money to make a difference all around the world. This year, the Saskatchewan Council for International Cooperation (SCIC), in partnership with the Department of Foreign Affairs, Trade and Development (DFATD) are encouraging the Province of Saskatchewan to join us in recognizing the contributions of Saskatchewan residents working towards eradicating global poverty. To join our efforts, we are asking that you **formally proclaim February 1st- 7th, 2015 as International Development Week**. For your convenience, we have included a proclamation template that can be used.

While it may seem like a small gesture in the global context, proclaiming International Development Week is a meaningful way that you, on behalf of the Province of Saskatchewan can make a difference. By encouraging Saskatchewan citizens to learn about the many ways that we can affect change as global citizens here at home, and to reflect on and celebrate the ways people are already making a difference, you will be raising awareness about the critical importance of global poverty alleviation and inspiring the people of Saskatchewan to take action.

Our world is more connected than ever before; distance no longer separates our lives as it used to, and global poverty affects us all. I sincerely hope that you will join us in recognizing the efforts of Saskatchewan people in tackling these issues during International Development Week 2014. Should you have any questions or require further information, please don't hesitate to contact me.

Sincerely,

 Jacqui Wasacase, Executive Director

**International Development Week
February 1st to 7th, 2015**

WHEREAS Canadians significantly help to improve the quality of life in various communities around the world, by their involvement as international development stakeholders, volunteers, and supporters;

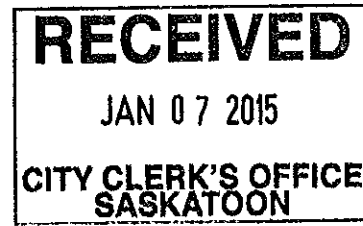
WHEREAS, during the first full week of February each year, the Government of Canada celebrates Canada's contribution to international development and its commitment to poverty reduction, and the Saskatchewan Council for International Cooperation (SCIC) connects Saskatchewan residents and municipalities to these celebrations;

WHEREAS, the Department of Foreign Affairs, Trade and Development (DFATD, formerly CIDA) has mobilized the expertise of Canadian municipalities since 1987 to support local governance, democratic practices, and the provision of essential services in more than 20 developing countries;

THEREFORE, as mayor of the City of Regina, I hereby proclaim that the week of February 2 to 8, 2014, shall be "International Development Week". I invite all citizens to become informed about international development, to participate in and organize local events, and to demonstrate their solidarity with developing countries by learning how they can make a difference as global citizens.

Mayor

Date



January 6, 2014

222 3rd Avenue North
Saskatoon, SK S7K 0J5

His Worship the Mayor and Members of Saskatoon City Council

The Riversdale Business Improvement District (RBID) was formally approved by Saskatoon City Council under Bylaw #7092 on February 12, 1990.

Undertaking the revitalization of Riversdale and the 20th Street Commercial and Retail Corridor has been challenging, gratifying, and at times, even amazing when one considers what is just beginning to unfold.

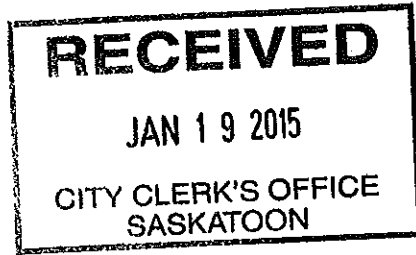
Riversdale, and 20th Street in particular, was an extremely busy corridor for business for many years. I have been told by many seniors that: "If we are really honest about it, Riversdale was the busiest part of Saskatoon."

With numerous awards and accolades putting Riversdale on the International Stage in a positive way, we would ask to celebrate the 25th Anniversary of the RBID by proclaiming February 12, 2015 as "Riversdale Business Improvement District Day".

This has been made possible with the vision and investment by many in the business community, current and previous City Councils, and dozens of administrative positions who have contributed to our success over the past 25 years.

Thank you,

Randy Pshebylo, BDM
Executive Director
Riversdale Business Improvement District



in motion
#101-310 Idylwyld Dr N
Saskatoon, SK S7L 0Z2

January 19, 2015

City Council, c/o City Clerk
City of Saskatoon
City Hall
222-3rd Avenue North
Saskatoon, SK S7K 0J5

Dear City Council:

Re: Request for February 16th, 2015 (Family Day) to be declared as "Family *in motion* Day"

Please accept this letter as a formal request to Saskatoon City Council to once again declare Family Day on February 16th 2015 as "Family *in motion* Day". This request is being made on behalf of the *in motion* partnership between Saskatoon Health Region, City of Saskatoon and University of Saskatchewan.

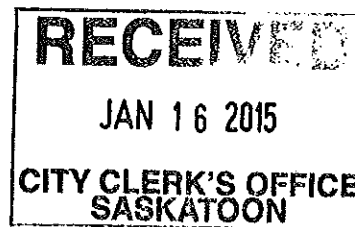
In motion is a population health promotion strategy led by the Saskatoon Health Region, Health Promotion Department. *In motion* works in partnerships to build community capacity and create supportive environments which help citizens make physical activity a part of their daily lives where they live, work, learn and play.

For the ninth year, *in motion* and our community partners will be encouraging everyone in Saskatoon and Region to build the tradition of being physically active and make lasting memories with family and friends on the Family Day statutory holiday. Various physical activity events (e.g., skating, outdoor play, cross-country skiing, fencing, badminton) will be held throughout the City and be hosted by various organizations. Event details will be listed on our website www.in-motion.ca. We are pleased that our partner, the City of Saskatoon, will be providing free skating events on that day.

Thank you for taking the time to review our request and for supporting *in motion* in our communities.

Sincerely,

Tanya Dunn-Pierce
Manager, Health Promotion Department
Population and Public Health
Saskatoon Health Region



Jan. 13, 2015

To: Saskatoon City Council

Re: Request for a Proclamation regarding the YMCA Strong Kids Campaign
Feb. 15-21 YMCA Strong Kids Week

Description:

The Strong Kids Campaign is an annual fundraiser undertaken in February and March to support the efforts of the YMCA of Saskatoon to provide subsidized childcare, fitness and personal development programs and summer camp experiences to Saskatoon children and families in need of assistance.

Community Impact:

The YMCA Strong Kids Campaign directly helps children, teens, young adults and families in Saskatoon by giving young people the opportunities they need to reach their full potential: to live healthier, happier lives today, and grow into productive adults in the future. The YMCA strives to ensure that everyone has the opportunity to be healthier and more productive regardless of their background or financial situation.

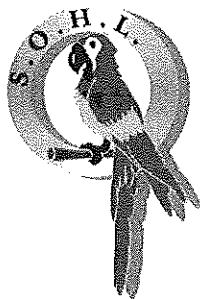
Contact:

Jim Halmarson and Lindsay Hanson
Strong Kids Campaign Co-Chairs
Lindsay: wardhan@sasktel.net
Jim: jhalmarson@shaw.ca

Or

Paul Sinkewicz
Director of Marketing & Communications
YMCA of Saskatoon
25-22nd Street East
Saskatoon, Sask S7K 0C7
T: 306-652-7515 ext. 229
C: 306-222-0197
F: 306-652-2828

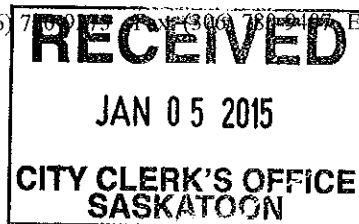
Building healthy communities



Saskatchewan Organization for Heritage Languages

2144 Cornwall Street, Regina, Saskatchewan S4P 2K7

Tel: (306) 780-9275 Fax: (306) 780-9175 Email: sohl@sasktel.net www.heritagelanguages.sk.ca



December 29, 2014

His Worship Donald J. Atchison
Office of the Mayor
222 - 3rd Avenue North
Saskatoon, SK S7K 0J5

Dear Mayor Atchison:

On behalf of the Saskatchewan Organization for Heritage Languages Inc. (SOHL), please accept this request to proclaim the week of February 16th to 22nd, 2015 as 'International Heritage Language Week' in Saskatoon, Saskatchewan. February 21st was proclaimed 'International Mother Language Day' by the General Conference of the United Nations Educational, Scientific, and Cultural Organization (UNESCO) in November 1999. Since then, this significant day has been celebrated all over the world to promote linguistic and cultural diversity. SOHL, in conjunction with the Saskatchewan Intercultural Association (SIA), will be sponsoring a multicultural Choral Concert in Saskatoon to mark this special occasion.

Languages are the most powerful instruments of preserving and developing our tangible and intangible heritage. Irina Bokova, UNESCO Director General, eloquently stated: "Multilingualism is a source of strength and opportunity for humanity. It embodies our cultural diversity and encourages the exchange of views, the renewal of ideas and the broadening of our capacity to imagine".

The Saskatchewan Organization for Heritage Languages Inc. is a provincial cultural organization dedicated to preserving and promoting the languages in our province. SOHL supports over 80 community-based heritage language schools in Saskatchewan by funding their language programs, providing training for language teachers, and promoting the benefits of language education.

On behalf of SOHL, we thank you for your consideration, and hope that you will recognize February 16th to 22nd, 2015 as International Heritage Language Week. Please do not hesitate to contact the SOHL office at (306) 780-9275 if you require any further information.

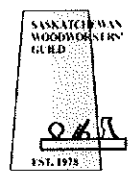
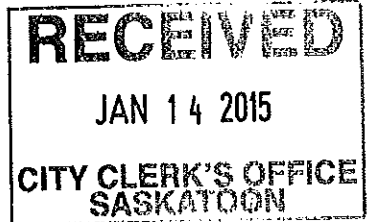
Sincerely,

Tamara Ruzic
SOHL Executive Director

Supported By



205-5



Saskatchewan Woodworkers' Guild, P.O. Box 7196, Saskatoon, Sask., S7K 4J2

January 12, 2015

His Worship the Mayor and Members of City Council
222 - 3rd Avenue North,
Saskatoon, Saskatchewan
S7K 0J5

Re: Request for Proclamation of "Wood Workers' Week"

Dear Mayor Atchison and Members of Council:

The Saskatchewan Woodworkers' Guild will be holding its 37th Annual Wood show, **Wood '15** from Saturday May 23, 2015 through to Sunday May 31, 2015. It will be held in the Galleria, 15 Innovation Boulevard, Saskatoon, Sask.

This event showcases works and skills of the members of our guild, as well as works by local area high school students. It is not a trade nor commercial show, but a non- juried exhibition of works.

Last year's event attracted nearly 2000 visitors, many coming to Saskatoon specifically to visit the show. This indicates a vast and diverse interest in the Saskatoon and area community with regard to activities related to **"Wood"**. There are many hobbyists besides our approximately 150 members who are doing amazing things with wood.

Saskatchewan Woodworkers' Guild respectfully requests that Council proclaim the week of May 24 to May 30, 2015 as **"Wood Workers' Week"**.

Thank you for your kind attention to this request.

Sincerely,

Lynn Freistadt
WOOD '15 Publicity/Sponsorship Coordinator
Saskatchewan Woodworkers' Guild www.saskwoodguild.ca
lynn.freistadt@usask.ca
(306) 373 8607

