THE FOLLOWING ARE LATE ITEMS FOR THE MEETING OF CITY COUNCIL HELD ON JULY 18, 2012:

HEARINGS

3a) Proposed Rosewood Neighbourhood Concept Plan Amendment Multi-Unit (Townhouse) to Multi-Unit (Medium Density) Applicant: Rosewood Land Inc. (File No. CK 4351-012-7)

- Summary Public Information Meeting, July 11, 2012;
- Wally Funk, dated July 12, 2012, submitting comments; and
- Gary Polishak, President, Lakeridge Community Association, dated July 16, 2012, submitting comments.

MATTERS REQUIRING PUBLIC NOTICE

- 4d) Adult Services Land Use Review Proposed Bylaw No. 9023
 (File No. CK 4350-012-2)
 - Shelby Trautman, dated July 11, 2012, submitting comments;
 - Cecilia Forsyth, Saskatoon Chapter Members, REAL Women of Canada, dated July 17, 2012, submitting comments and requesting to speak; and
 - Julie Davidsen, dated July 18, 2012, submitting comments.

REPORT NO. 12-2012 OF THE PLANNING AND OPERATIONS COMMITTEE

- Attached is a copy of Report No. 12-2012 of the Planning and Operations Committee.
- 6. Red Light Camera Enforcement Systems at New and Existing Locations (Files CK. 5300-8 and IS. 5300-8)
 - Todd Trann, dated July 17, 2012, submitting comments.

REPORT NO. 6-2012 OF THE ADMINISTRATION AND FINANCE COMMITTEE

• Attached is a copy of Report No. 6-2012 of the Administration and Finance Committee.

REPORT NO. 3-2012 OF THE AUDIT COMMITTEE

• Attached is a copy of Report No. 3-2012 of the Audit Committee.

REPORT NO. 12-2012 OF THE EXECUTIVE COMMITTEE

• Attached is a copy of Report No. 12-2012 of the Executive Committee.

COMMUNICATIONS TO COUNCIL

B. ITEMS WHICH REQUIRE THE DIRECTION OF CITY COUNCIL

B21) Mark MacLaurin and Bradley Charles, S.L.U.G., dated July 11

Requesting temporary road closure of Saskatchewan Crescent from Broadway Avenue to the Rotary Park parking lot, and Eastlake Avenue from 11th Street to Saskatchewan Crescent on Saturday, August 18, 2012, to host the fourth annual Saskatoon Longboarding Competition, Slugjam. (File No. CK. 205-1)

RECOMMENDATION:

that the request for a temporary road closure of Saskatchewan Crescent from Broadway Avenue to the Rotary Park parking lot, and Eastlake Avenue from 11th Street to Saskatchewan Crescent on Saturday, August 18, 2012, to host the fourth annual Saskatoon Longboarding Competition, Slugjam be approved, subject to administrative conditions.

D. PROCLAMATIONS

1) Anna Pacik, dated June 13

SHOULD READ - Requesting City Council proclaim Tuesday, November **15**, 2012 as National Philanthropy Day®. (File No. CK. 205-5) (Copy of letter in Communications to Council.)

SPEAKERS LIST

(NOT including Presentations, Hearings or Matters Requiring Public Notice (*) represents late letter)

MISCELLANEOUS MATTERS

- 1. Lori Prostebby needle exchange
- **2. Frances M. Fortugno** St. Mary's School



Summary - Public Information Meeting July 11, 2012

Applicant: Rosewood Land Inc. File: PL 4350 – Z4/11

Subject property: Parcel J, Rosewood Blvd and Boychuk Dr

Application: Proposed Concept Plan Amendment – From Multi Unit (Townhouse) to Multi

Unit (Medium Density)

Proposed Rezoning -From R1A District to RM3 By Agreement

An application submitted by Rosewood Land Inc. proposes amendments to accommodate development of the above noted 9.37 acre parcel as a dwelling group of apartment-style condominiums comprised of 6 three storey apartment style condominium buildings, with approximately 270 units. Currently the Concept Plan would accommodate development of townhouse style units at this location.

Consideration of this application was deferred by City Council at its meeting on June 18, 2012 in order to further opportunity for public consultation.

A Public Information Meeting held on July 12, 2012 provided neighbouring residents additional opportunity to comment on the proposal and ask any questions that they may have.

Notification: Notice of the Public Information Meeting was delivered by direct mail, to Rosewood and Lakeridge (east) property owners, located in proximity to the proposed development. A total of 592 flyers were mailed.

The Public Information Meeting was held at the McClure United Church, on Wednesday, July 11th, starting at 7 pm. A total of seven people attended, in addition to city staff, the developers and Councillor Paulsen.

Overview of Comments Received

City staff provided an overview of the concept plan and rezoning process for this application. Glenn Pichler, Rosewood Land Inc. provided an overview of the proposed development, referencing photos, maps, and examples of a similar apartment development already constructed in Stonebridge.

The following provides an overview of the nature of questions and concerns that were noted:

- Concern that there is insufficient provision for parking within the development, creating further demand for on street parking.
- Blind spots created from parked vehicles on streets near intersections
- Increased crime developer noted that closed circuit cameras in the buildings and parking lots will help to alleviate vandalism and damage.
- Concern about density; this proposal is not consistent with one-unit residential developments in area
- Concern about height and visual impact
- Question about the increased number of people/bedrooms as a result of changing from townhouse to apartment style condos the developer noted that townhouse development is typically 3 bedrooms,



while the proposed apartment development will comprise two bedroom units; as a result there should not be a substantial net gain.

- Traffic accessing Highway 16 from Kingsmere and from Boychuk is already a concern. Questioned timing for completion of overpass.
- Drainage; additional multi-unit residential development will create more hard surface parking and increase drainage concerns. It was noted that Infrastructure Services Branch is actively involved in ensuring adequate servicing for this subdivision. The developer noted that an easement is in place on the subject property to accommodate a stormwater main.
- Significant increase in amount of standing water at the corner of Boychuck and Highway #16 in last few years.
- Questions regarding the berm and potential sound attenuation wall. It was noted that the berm being constructed along the easterly edge of Boychuk Dr. will have a final finished height of approximately 2.5 metres, and will be seeded. A sound attenuation wall is not intended to be constructed in addition to this berm. The existing sound attenuation wall, which is approximately 8 feet in height and located along the westerly side of Boychuk Drive, will remain in place.

Prior to adjourning the meeting, those in attendance were reminded of opportunities to provide input. Councillor Paulsen noted that the public are welcome to attend the Public Hearing and comment in person. Details regarding the Public Hearing, which is to be reopened on July 18th, 2012, were provided on the Agenda handout. Meeting adjourned at approximately 8:00 pm. People were invited to review the display panels and ask further questions of the developers, staff and Councillor.

Written Comments Received

In conjunction with this public information meeting, two written comments were received (as of 2:00 pm on Friday July 13, 2012) which are summarized below:

One written comment received noted concerns about increased traffic on Boychuk Dr and Highway 16. Currently traffic turning left onto Boychuk is already backed up on Highway 16 beyond the left turn lane bay. In addition it was suggested that the City consider more use of permeable surfaces on parking lots to facilitate surface water runoff.

A second written comment received reiterated many of the concerns noted verbally at the public information meeting. This included request for clarification of the number of parking stalls required in conjunction with the subject property, concern about present and future traffic flow and congestion on roadways and intersections in the area and options to improve, questioning whether site servicing is adequate for the proposed development, concern about stormwater runoff and lack of suitable drainage at the intersection of Boychuk Drive and Highway #16; and questions about provision for green space or outdoor recreation facilities for proposed development.



From: Sent: CityCouncilWebForm July 12, 2012 7:55 AM

To:

City Council

Subject:

Write a Letter to City Council

TO HIS WORSHIP THE MAYOR AND MEMBERS OF CITY COUNCIL

FROM:

Wally Funk 602 Brightwater Bay Saskatoon Saskatchewan S7J5J4

EMAIL ADDRESS:

wfunk@sasktel.net

COMMENTS:

Parcel J Rosewood Development & Boychuk Dr.

I want to write a few words about the change. It is not the change I am so concerened about by adding 2 meters, other than the site lines, but that can effectively be changed by adding a 8 ft wall on top of the burm to match the west side of Boychuk. My other issues of Rosewood are:

- 1. Traffic coming off HWY 16 north onto Boychuk at key travel times is getting crazy dangerous.
- 2. Commuters are parking on Brightwater for the past 12 years already to car pool to travel to mines and clavet to teach. Come up with a parking lot all can use, with another mine opening, it will only get worse on the Rosewood side as well.

RECEIVED

JUL 1 2 2012

From: Sent: CityCouncilWebForm July 16, 2012 3:49 PM

To:

City Council

Subject:

Write a Letter to City Council

TO HIS WORSHIP THE MAYOR AND MEMBERS OF CITY COUNCIL

FROM:

Gary Polishak 834 Swan Cres Saskatoon Saskatchewan S7J 587

EMAIL ADDRESS:

gspolishak@hotmail.com

COMMENTS:

Your Worship and Members of City Council,

In regards to the proposed changes to the Rosewood subdivision. I attended a meeting on Wednesday, July, 11, 2012. Attendance was very sparce to say the least. I believe there were a total of "6" residents.

I questioned the number of letters that had been sent out and I was informed 400 had been mailed. I had a better response sending out "50" I guess it depends what is said, as I had 14 different people respond to this letter.

Several key issues were raised, poor sight line from the Lakeridge residents, no extra allowance for parking on the street or near the complex, and potential for further crime/vandelism.

I notice the developer had "photo cropped" a picture of the potential new dwelling and what it would look like on the corner of Boychuck Dr. & Kingsmere Blvd. They also had a view from Rosewood showing what elevation would look like at a 10 metre height & a 12 metre height. These pictures would have been better served had they been taken from the backyard of a Lakeridge residence.

When this subdivision was started , it was proposed to be a "green" enviorment friendly, first of its kind for Saskatoon. After the meeting last Wednesday it is quite clear the type of "green" the planner is looking for.

The residents of Lakeridge would strongly oppose any changes at this time and if a vote were taken I know the numbers would support the same. The fact that I received more calls & letters for this meeting only strengthens my letter of June 18th, 2012

Yours truly,
Gary Polishak
President
Lakeridge Community Association

RECEIVED

JUL 1 6 2012



From: Sent:

CityCouncilWebForm July 11, 2012 6:02 PM

To:

City Council

Subject:

Write a Letter to City Council

TO HIS WORSHIP THE MAYOR AND MEMBERS OF CITY COUNCIL

FROM:

Shelby Trautman 153 Rita Crescent Saskatoon Saskatchewan S7N 2L4

EMAIL ADDRESS:

trautman sc@hotmail.com

COMMENTS:

The news surrounding the adult services bylaw is so frustrating to read. It's one disappointing suggestion after another...by moving the adult services to a new area what have has been solved? All it will do is move a problem from one area to another. The general population already knows which area of town to avoid so why mix it all up and move things around? Also, proposing to separate them one block apart? Really? Because spacing that kind of activity out to disrupt more people's businesses and lives makes sense how? If it's a matter of controlling and keeping watch of those areas would it then not make sense to keep it closer together?

I am all in favour of making them licensed so that police officers can crack down on them but to move them and create problems elsewhere seems like an absolute waste of time and money... I am a resident of Sutherland and I am upset that the industrial area of my community will be affected by these unfavourable businesses that are proposed to move here. I will no longer feel comfortable or safe to support businesses in my community such as the A.C.T arena, Just Scrap It, SARCAN, or any other number of businesses in that area and how sad is that? Will there be an adult service business next door to the gym? to SARCAN or perhaps near the outdoor tennis courts? I am sure there are drugs in every neighbourhood but do you think that there won't be an increase in drug activity and violence with the influx of these types of businesses and the types of individuals that frequent them? I believe that there will be an increase. I also find it ironic that the city is spending 1.6 million was it? On a revamp of Central Avenue (which of course I think is wonderful and I can't wait to see how it turns out) to then turn around and move adult services a mere few blocks away from Central Avenue....wow!

Slowly but surely I am losing confidence in those that are given the privilege to make decisions for this city.

Thank you for taking the time to hear my thoughts and opinions. Shelby Trautman

RECEIVED

JUL 1 2 2012

From: Sent: CityCouncilWebForm July 17, 2012 11:12 AM

To:

City Council

Subject:

Write a Letter to City Council

TO HIS WORSHIP THE MAYOR AND MEMBERS OF CITY COUNCIL

RECEIVED

JUL 1 7 2012

CITY CLERK'S OFFICE SASKATOON

FROM:

Cecilia, for Saskatoon Chapter Members, REAL Women of Canada Forsyth PO Box 357 Aberdeen Saskatchewan SOK 0A0

EMAIL ADDRESS:

cif4342001@yahoo.ca

COMMENTS:

I will attend the public hearing on July 18th to present our statement to Council.

The Saskatoon members of the Saskatchewan Chapter of REAL Women of Canada, a pro-family women's advocacy group, can, in principle, support Bylaw No. 9023 to regulate zoning for Adult Service Agencies. As we understand it, this Bylaw will keep adult service providers away from schools, parks, residential or recreational facilities, and we can agree with that purpose.

It should be noted that we, also, in principle, support the Adult Services Licensing Bylaw No. 9011 which requires adult service agencies and every person engaged in an adult service business to obtain an adult service license. This will enable police to remove underage girls from being prostituted.

However, in order for Bylaw No. 9023 to be effective, it is absolutely crucial that the police maintain a constant presence in the areas where the adult adult service providers operate. This is necessary to deter, and hopefully, prevent these locations from becoming a "honey pot" for criminal activity, which will inevitably be drawn to the more secluded areas. Such criminal activities include drug trafficking, pornography, prostitution and all the activities related to prostitution, such as pimping, violence and, the use of underage girls as prostitutes. These illegal actions will flourish in isolated areas unless a strong police presence is maintained there. The police presence should be maintained by way of regular foot patrols, rather than by intermittent or occasional appearances. In short, it must be clearly established that the adult service agency zones are under the strict control of the police, so as to deter any criminal elements from taking over the areas. Such a police presence in those areas will be taxpayers' money well spent.

Finally, our organization wants to be perfectly clear that we do not condone prostitution in any manner. It is sexual abuse and exploitation of women and girls. Prostitution turns women and girls into sex objects, a commodity to be bought and sold. It is dehumanizing, degrading and distorts the value of people in society. We strongly support the availability of services and resources to prostituted women and girls to assist them to find viable long-term career options.

From: Sent:

CityCouncilWebForm July 18, 2012 7:35 AM

To:

City Council

Subject:

Write a Letter to City Council

TO HIS WORSHIP THE MAYOR AND MEMBERS OF CITY COUNCIL

FROM:

Julie Davidsen 700 Gray Ave Saskatoon Saskatchewan S7N 2J3

EMAIL ADDRESS:

brilliantstarmontessori@gmail.com

COMMENTS:

Brilliant Star Montessori School

700 Gray Ave Saskatoon, SK S7J 3C5

July 17, 12

Dear Honorable Don Atchison and City Council Members,

We are writing to express our sincere concern for the approval of a Red Light District in the Sutherland area.

We operate a Government funded Independent Montessori School in this area and the idea of a Red Light District greatly concerns our parents, staff and students.

We feel this is a serious safety concern for our students with the clientele this will attract to the area as well as the potential violence that will increase. Some of our students bike or walk to school from other areas of the city crossing these targeted areas.

This Red Light District will also greatly affect our business attracting new families and maintaining our current families who travel from other parts of the city.

We teach The Virtues Project in our school and teach our students about integrity, morals, and living up to our potential with the virtues within us. We learn about equality of men and women and becoming citizens who care for one another and our environment and how to work towards advancement of mankind. This proposal is against all we are teaching them in this regard.

Our school does not fall under the regular school zoning bylaws, so our concern is that a Red Light District could be very close to our facility.

We ask for your consideration of our request to not allow a Red Light District to be passed for the Sutherland area.

RECEIVED

JUL 1 8 2012

We respectfully thank you in advance for your time and consideration of our request. Sincerely,

Brilliant Star Montessori School

His Worship the Mayor and City Council The City of Saskatoon

REPORT

of the

PLANNING AND OPERATIONS COMMITTEE

Composition of Committee

Councillor C. Clark, Chair Councillor P. Lorje Councillor R. Donauer Councillor B. Dubois Councillor M. Loewen

1. 2012 Cultural Grant Program (Files CK. 1871-2 and LS. 1870-2-1)

RECOMMENDATION:

- 1) that the overall 2012 Cultural Grant Program allocation be received as information:
- 2) that the allocation of the Cultural Grant funds be based on approval of the exceptions to the criteria within the Cultural Grant Program as outlined in the Policy Implications section of the July 3, 2012 report of the General Manager, Community Services Department; and
- 3) that the Administration report back within one year with a framework for a revised Cultural Grant Program and policy.

Attached is a report of the General Manager, Community Services Department dated July 3, 2012, with respect to the above program.

Your Committee has reviewed the report with the Administration and supports the above recommendations.

2. Award of Contract – BrookMcIlroy Neighbourhood-Level Infill Development Guidelines (Files CK. 4110-1, x CK. 4350-62 and PL. 1702-9-14)

RECOMMENDATION:

- 1) that BrookMcIlroy be awarded the contract for the Infill Development Guidelines: Public Engagement Process and Guidelines Preparation for a total of \$110,330, including applicable P.S.T.; 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.

Attached is a report of the General Manager, Community Services Department dated July 3, 2012, with respect to the above matter.

Your Committee has reviewed the matter with the Administration and is supporting the above recommendations.

3. Off-Leash Dog Park Development (Files CK. 4205-1 and L.S. 4205-17)

RECOMMENDATION:

- that the Administration proceed with implementing a transfer of the responsibility for the Animal Services Program, including Off-Leash Recreation Area development, from the Corporate Services Department to the Community Services Department;
- 2) that the Revenue Branch, Corporate Services Department, continue to provide the administrative function of issuing licenses, collecting licensing revenue, and responding to telephone inquiries from citizens;
- 3) that the Administration proceed with the implementation of off-leash recreation area projects in the southwest area of the City and within the Caswell Hill neighbourhood;

- 4) that the Administration provide a progress report on the projects noted in Recommendation No. 3 in due course; and
- 5) that the Administration undertake the necessary steps to designate and develop the location southwest of Montgomery Place as an off-leash recreation area, to include necessary fencing, garbage cans and signage, to ensure that it is in place by this fall.

Attached is a report of the General Manager, Community Services Department dated July 3, 2012, submitted in response to previous City Council referrals on Off-Leash Dog Park development and the Animal Services Program.

Your Committee has reviewed the matter with the Administration. Your Committee has also received presentations from Mr. David Kirton requesting that the location southwest of Montgomery Place be developed immediately, with appropriate fencing, garbage cans and signage, since there has not been an off-leash area on the west side for some time. Ms. Phyllis Cameron also addressed your Committee in support of an off-leash recreation area within the Caswell Hill area.

Following review of this matter, your Committee is supporting the above recommendations of the Community Services Department, including the proposed transfer of the Animal Services Program to the Community Services Department and implementation of further off-leash recreation area projects. Your Committee is recommending further that the Administration proceed with the Montgomery location as quickly as possible to ensure that an off-leash recreation area is in place by this fall.

4. Role of Community Associations (Files CK. 155-1 and LS. 157-1)

RECOMMENDATION:

that City Council endorse the two primary functions/roles for which the City of Saskatoon engages with Community Associations, namely neighbourhood-based program delivery and community consultation for neighbourhood planning and improvement.

Attached are reports of the General Manager, Community Services Department dated July 3, 2012 and July 25, 2011, with respect to the above matter.

Your Committee has reviewed the matter with the Administration and supports the above recommendation endorsing the two primary functions/roles for which the City engages with Community Associations.

5. Railway Crossings Whistle Cessation (Files CK. 6172-1 and IS. 6172-02)

RECOMMENDATION:

- 1) that the Administration proceed with an application for whistle cessation at the rail crossing on Highway 7, north of 11th Street West; and
- 2) that the Administration be requested to follow up with CP Rail with respect to the options proposed by the Briarwood Community Association regarding the rail crossing located approximately 1.35 kilometres southeast of 8th Street East on the old Highway 16.

Attached is a report of the General Manager, Infrastructure Services Department dated June 29, 2012, with respect to the above matter.

Your Committee has reviewed the matter with the Administration. Your Committee has also received a presentation from Mr. Bruce Richet, Briarwood Community Association, outlining concerns with respect to use of the train whistle at the railway crossing on old the Highway 16, approximately 1.35 kilometres southeast of 8th Street (CP Rail, Sutherland Subdivision, Mile 106.42) and providing several options for further consideration. A copy of Mr. Richet's presentation is attached. Mr. Richet provided clarification to your Committee that he does not support an upgrade to an active warning system in light of costs involved.

Following review of this matter, your Committee is supporting recommendation 1) above, as outlined by the Administration, and is requesting further exploration of the options as proposed by Mr. Richet, on behalf of the Briarwood Community Association.

6.	Red Light Camera Enforcement Systems
	at New and Existing Locations
	(Files CK. 5300-8 and IS. 5300-8)

RECOMMENDATION:

- 1) that a Red Light Camera Enforcement system be installed at the intersection of 33rd Street and Idylwyld Drive; and
- 2) that the Administration proceed to a Request for Proposal for the installation of the new system at 33rd Street and Idylwyld Drive, as well as for the replacement of the three existing locations, when their respective contracts expire.

Attached is a report of the General Manager, Infrastructure Services Department dated June 28, 2012, with respect to the above matter.

Your Committee has reviewed the report with the Administration and supports the above recommendations.

Respectfully submitted,	
Councillor P. Lorje, A/Chair	

TO: Secretary, Planning and Operations Committee FROM: General Manager, Community Services Department

DATE: July 3, 2012

SUBJECT: 2012 Cultural Grant Program FILE NO: CK. 1871-2 and LS. 1870-2-1

RECOMMENDATION: that a report be submitted to City Council recommending:

1) that the overall 2012 Cultural Grant Program allocation be received as information:

- 2) that the allocation of the Cultural Grant funds be based on approval of the exceptions to the criteria within the Cultural Grant Program as outlined in the Policy Implications section of this report; and
- 3) that the Administration report back within one year with a framework for a revised Cultural Grant Program and policy.

BACKGROUND

The City of Saskatoon's (City) Cultural Grant Program was created in 1997 and consists of four components: the Major Arts Institutions Grant, the Major Festivals Grant, the Major Heritage Institutions Grant, and the Cultural Participation Grant. The purpose of the program is to provide annual operating or institutional funding in recognition of the contribution that major cultural organizations make to the quality of life in Saskatoon and their role in providing major cultural activities for Saskatoon residents and visitors. Major cultural organizations, as defined by the original 1997 program, must:

- 1) be a registered non-profit arts, heritage, or festival organization;
- 2) have been in operation for a minimum of two years;
- 3) have revenues of \$200,000 or more in its previous fiscal year; and
- 4) have a minimum audience/visitation of 10,000 people per year in Saskatoon.

In addition to supporting major cultural institutions, the program also addresses cultural participation by allocating funding to community organizations that plan, organize, and host smaller arts and culture activities, programs, and events.

Funding is allocated to each of the four components based on the following formula:

- a) 55 percent major arts organizations;
- b) 20 percent major festivals;
- c) 15 percent major heritage institutions; and
- d) 10 percent cultural participation (dollars are managed through the Community Grant).

The total amount of money available for the program was originally set based on a \$1.50 per capita formula. In 2001, City Council passed a motion to increase the funding to a fixed level of \$325,000 by increasing the budget by \$25,000 per year. In 2005, City Council amended the program to add a new level of funding within the Major Arts component – Category A – to provide a fixed cash grant of \$60,000 to any art organizations that reached a minimum annual revenue threshold of \$1.75 million. In 2010, Persephone Theatre became the first institution to qualify under Category A. In accordance with the 2005 program policy amendment, \$11,000 was added to the major arts grant pool to ensure there was \$60,000 in Category A. This brought the total available Cultural Grant Program funds to \$336,000. In 2009, City Council approved annual increments of \$25,000 per year to be used to fund the Saskatoon Culture Plan development over three years, and then to be added to the Cultural Grant funds once the Saskatoon Culture Plan was completed. Finally in 2011, City Council passed a motion to continue the \$25,000 annual increments to the Cultural Grant Program until a \$2 per capita level of funding is achieved. After this, the annual operating increments will be based on actual population growth at a rate of \$2 per capita.

The Cultural Grant Program distributes these funds to eligible organizations in the form of a cash grant using a specified formula that accumulates each organization's revenues, then on a pro-rata basis within each component (arts, heritage, and festivals), calculates a cash value then subtracts the dollar value of any City in-kind and/or received property tax abatement. In other words, the higher the value of in-kind services and any property tax abatement, the lower the cash award (except in Category A where eligible organizations receive the tax abatement and a fixed amount of \$60,000). This approach was meant to ensure an equitable approach to City support for major cultural organizations whether it is in the form of cash, in-kind, or property tax abatement. The end result is that depending on their individual circumstances, a major culture organization can receive support from the Cultural Grant Program in the form of:

- 1) a cash grant;
- 2) a combination of cash and in-kind City services; and
- 3) if they own their building, a cash grant, in-kind City services, and a 100 percent tax abatement.

Over the 15 years of the existence of Cultural Grant Program, a number of policy changes and exceptions have been approved by City Council, most notably:

1997 – The Ukrainian Museum of Canada entered the program in order to be eligible for a cash grant. At that time, the museum was already receiving a100 percent property tax abatement from a different City tax abatement program. The tax abatement was retained by the Ukrainian Museum of Canada when it entered the Cultural Grant Program; thus, this institution has received both its full cash allotment as per the formula and a 100 percent property tax abatement since that time. Later reports to City Council indicated that the rationale for this approach was that neither of the other heritage component institutions, the Western Development Museum or the Diefenbaker Canada Centre against whom the Ukrainian Museum of Canada is assessed, paid property tax.

1998 – The Western Development Museum was declared eligible within the Major Heritage Institutions component. The museum is not a registered non-profit agency, but was created by an act of the Provincial Legislature; therefore, it has been funded as an exception to the criteria.

1999 – The University of Saskatchewan's Diefenbaker Canada Centre was declared eligible for funding for its museum operation only, with the stipulation that any cash award be dedicated for this purpose. The exception to the program's policy was necessary as the Diefenbaker Canada Centre is not a stand-alone not-for-profit organization.

2004 – La Troupe du Jour Theatre Company was exempted from the minimum audience/visitation threshold of 10,000 people per year in Saskatoon on the basis of language.

2005 – A separate category (Category A) within the Major Arts Institutions component for arts organization was created for organizations reaching a threshold of \$1.75 million in annual revenues, with eligible arts organizations being awarded with a fixed cash grant of \$60,000.

REPORT

The Cultural Grant Program has served the City, major cultural organizations, and Saskatoon residents adequately over the past 15 years. The program recognizes the contributions that cultural organizations play to quality of life in our city. The formula offers an equitable allocation of civic funds based on the financial operations, through revenues of each organization, while at the same time removing the City from having to make subjective judgements through an adjudication process. Lastly, the Cultural Grant Program is cost-effective and simple to administer.

Given that the Cultural Grant Program was first approved in 1997 and a number of exceptions to the policy have been approved over the years, your Administration is planning to undertake a full review of the program. The review is necessary as the criterion needs to reflect new demands on the program that either cannot be, or have not been, accommodated under the current program, notably:

- 1) the adoption of the Saskatoon Culture Plan and recommendations within it;
- the need to review the current allocation formula specifically concerning the equation that subtracts the dollar value of any property tax abatement from the cash allocation. By reducing their cash award, it is the opinion of some arts organizations that the program unfairly penalizes them for investing in urban renewal projects. In fact, this situation has arisen for La Troupe du Jour in 2012; see Attachment 1, a letter from La Troupe du Jour requesting reconsideration for how the grant is calculated;
- a strong desire from the major cultural organizations to produce grant awards that are more predictable from year to year;

- 4) the evolution of 25th Street Theatre/Fringe Festival from an arts organization into a festival, suggests this organization be moved from the Arts component to the Festivals component;
- 5) in any given year a long standing major cultural organization might fail to meet the minimum eligibility criteria due to extenuating circumstances; and
- 6) a single minimum audience/visitation of 10,000 people across all three components of the program might not be realistic given the range of different operating models between museums, galleries, theatre companies, and festivals.

Until such time that this comprehensive review can been undertaken and recommendations for an updated program can be brought forward to City Council for approval, your Administration is recommending that for the 2012 Cultural Grant allocation the following interim exceptions to the program's policy be approved:

- 1. Category B of the Major Arts Institutions component of the Cultural Grant Program be capped at a maximum of \$55,000 cash grant. This is to avoid having an organization in Arts Category B surpass the maximum cash award of \$60,000 in Category A without having to meet the minimum requirement of having revenues of \$1.75 million.
- 2. Saskatchewan Native Theatre Company (SNTC) be allowed to remain in the program for 2012 despite not reaching a minimum threshold of 10,000 audience visitations as per the program's policy. After many years of being in the Major Cultural Grant Program, SNTC is currently going through a period of restructuring and renewal. As such, its 2012 application to the program indicates that while it meets the \$200,000 in revenues criteria, it has fallen short of 10,000 visitors. Without this one-time exception to the program's policy, SNTC is disqualified from the program for 2012.

In 2012, the total amount of money available to the program is \$386,000. The dollars were allocated by component as follows:

- a) \$217,250 major arts organizations (\$60,000 Category A and \$157,250 for Category B);
- b) \$75,000 major festivals;
- c) \$56,250 major heritage institutions; and
- d) \$37,500 cultural participation.

The Cultural Grant Program allocation for the 2012 is shown in Attachment 2.

OPTIONS

The only option is to not approve the recommended exceptions to the Cultural Grant Program's policy. This option is not recommended by your Administration, as it would create inequity in the cash grant allocation and disqualify SNTC from the grant program for 2012.

POLICY IMPLICATIONS

The following interim exceptions to the Cultural Grant Program's policy are being recommended, for the 2012 grant allocation:

- 1. that Category B of the Major Arts Institutions component of the Cultural Grant Program be capped at a maximum of \$55,000 cash; and
- 2. that SNTC be allowed to remain in the program for 2012 despite not reaching a minimum threshold of 10,000 audience visitations.

FINANCIAL IMPLICATIONS

There are no financial implications to the recommendations since all Cultural Grant Program funding has been approved within the 2012 operating budget.

STAKEHOLDER INVOLVEMENT

All 16 major cultural organizations have been consulted and expressed their support for the interim exceptions to policy outlined in this report. As your Administration undertakes a comprehensive review of the Cultural Grant Program, the key stakeholder groups on the Cultural Grant Program will be consulted for further input and feedback.

PUBLIC NOTICE

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

ATTACHMENTS

1. La Troupe du Jour Letter Requesting Reconsideration for Grant Calculation for 2012

2. Support to Major Cultural Organizations for 2012

Written by: Kevin Kitchen, Community Initiatives Manager

Reviewed by: "Lynne Lacroix"

Lynne Lacroix, Manager

Community Development Branch

Approved by:	"Randy Grauer"		
	Randy Grauer, General Manager		
	Community Services Department		
	Dated:"July 4, 2012"		
Approved by:	"Jeff Jorgenson" for		
	Murray Totland, City Manager		
	Dated: "July 6, 2012"		

 $S:\label{lem:constraint} S:\label{lem:constraint} S:\label{lem:constraint} P&O\ 2012\ Cultural\ Grant\ Program.doc\jn$

SUPPORT TO MAJOR CULTURAL ORGANIZATIONS FOR 2012

Arts Category A

Organization	Cash Award	City In-Kind	Tax Abatement	Total Support
Persephone Theatre*	\$60,000		\$93,314.51	\$153,314.51

^{*}Persephone Theatre receives a \$50,000 tax abatement from the Cultural Grant Program and in addition, further tax abatements separately approved by City Council valued at \$43,314.51.

Arts Category B

Organization	Cash	City In-Kind	Tax Abatement	Total Support
Saskatoon Symphony	\$55,000			\$55,000.00
La Troupe du Jour	\$7,464		\$20,134.63	\$27,598.63
Paved Arts	\$19,586		\$2,968.66	\$22,554.66
SK Craft Council	\$18,719		\$13,225.57	\$31,944.57
SK Native Theatre Company	\$6,161			\$ 6,161.00
Jazz Bassment Club	\$16,515			\$16,515.00
Shakespeare on the SK	\$21,088	\$1,553.25		\$22,641.25
Broadway Theatre	\$7,615		\$15,643.41	\$23,258.41
25 th Street Theatre/Fringe Festival	\$5,102	\$11,598.65		\$16,700.65

Festivals

Organization	Cash Award	City In-Kind	Total Support
Folkfest	\$25,348	\$1,517.91	\$26,865.91
Children's Festival	\$23,857	\$3,008.41	\$29,603.82
Jazz Festival	\$25,795	\$1,070.47	\$26,865.47

Heritage

Organization	Cash	City In-Kind	Tax Abatement	Total Support
Diefenbaker Canada Centre	\$16,339		Exempt thru U of S	\$16,339.00
Ukrainian Museum	\$16,165		\$36,426.09	\$52,591.09
Western Development Museum	\$23,745		Exempt Provincially	\$23,745.00

TO: Secretary, Planning and Operations Committee FROM: General Manager, Community Services Department

DATE: July 3, 2012

SUBJECT: Award of Contract – BrookMcIlroy

Neighbourhood-Level Infill Development Guidelines

FILE NO.: CK. 4110-1, x 4350-62 and PL. 1702-9-14

RECOMMENDATION:

that a report be submitted to City Council recommending:

- 1) that BrookMcIlroy be awarded the contract for the Infill Development Guidelines: Public Engagement Process and Guidelines Preparation for a total of \$110,330, including applicable P.S.T.; 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.

BACKGROUND

During its March 5, 2012 meeting, the Executive Committee received an information report entitled "Infill Development Strategy and Process" that laid out a comprehensive strategy for infill development within the built up areas of the city. This strategy is a component of Phase II of the Official Community Plan Bylaw No. 8769 and Zoning Bylaw No. 8770 Review (Capital Project No. 2167).

The programs and policies proposed as part of the new Infill Development Strategy (Strategy) will support balanced and sensitive densification. During its March 26, 2012 meeting, City Council approved the recommendation of the Executive Committee that the information be received.

The first component to be undertaken is a targeted public consultation program around infill development. The consultation will lead to the creation of new principles, and the preparation of Neighbourhood Infill Design Guidelines.

REPORT

The Strategy categorizes infill into one of three types:

- a) neighbourhood level (infill of individual residential lots);
- b) intermediate (development or redevelopment opportunities on larger parcels of land); and
- c) strategic level (large, significant parcels in key locations).

This phase of the Strategy is directed to neighbourhood-level infill development, and will address infill development challenges and opportunities for individual residential lots in established neighbourhoods. A public consultation program will be structured to provide targeted input into the regulations and guidelines that will guide infill development at the neighbourhood level.

The study will have two major components:

- 1) a targeted public consultation program to guide the preparation of Infill Development Guidelines; and
- 2) development of infill guidelines and regulations that will identify relevant design qualities for infill development and a design review process.

This work will include reviewing the options and potential suitability for alternative forms of small-scale infill projects not currently permitted in Saskatoon, including garden and garage suites, and secondary suites in two-unit or semi-detached dwellings. A review of the density and gross floor space ratio in the RM3 and RM4 Zoning Districts to facilitate infill residential development on mature properties will also be undertaken.

The Infill Development Guidelines document will articulate values, goals, and objectives for sensitive residential infill development in established neighbourhoods. In the development of the guidelines, consideration will be given to a number of components including:

- a) development standards, including setbacks, height, and site coverage;
- b) parking provisions;
- c) architectural design guidelines;
- d) site grading and drainage requirements;
- e) site servicing requirements;
- f) other regulatory considerations; and
- g) a separate Design Guidelines Manual for Garden and Garage Suites.

Request For Proposals

A Request for Proposals (RFP) to carry out this study was issued on May 7, 2012, and closed on May 31, 2012. A total of ten proposal submissions were received. A Steering Committee, comprised of representatives from your Administration, has been structured to oversee this process.

A qualification-based evaluation, using three categories with assigned points, was used to determine the most suitable consultant, based on the following:

- 1. Work Plan and Methodology (50 points);
- 2. Qualifications of the Team and the Firm(s) (30 points); and
- 3. Quality of the Proposal (20 points).

A four member subcommittee of the Steering Committee has completed an evaluation of the RFPs and selected a team comprised of BrookMcIlroy and Siemens Koopman Architects as the preferred consultants. The decision regarding the preferred consulting team was reached with the consensus of the selection committee. This project will begin immediately upon execution of the contract and is anticipated to be completed in approximately ten months.

OPTIONS

City Council could decline to support this selection of BrookMcIlroy. In this case, your Administration will request further direction regarding the selection of consulting resources for this project.

POLICY IMPLICATIONS

There are no policy implications.

FINANCIAL IMPLICATIONS

This project is being funded from Capital Project No. 2167, with a total of \$150,000 allocated for this initiative. In addition, it should be noted that the City of Saskatoon (City) has received funding assistance from the Saskatchewan Housing Corporation (SHC) through the Encouraging Community Housing Options (ECHO) program to assess the feasibility of permitting garden or garage suites as an alternative and affordable form of housing in Saskatoon. SHC has approved cost-matched funding to a maximum of \$10,000 for this component.

Of the total of \$160,000 available for this project, \$110,000 has been allocated for consulting services (excluding P.S.T.), with the remainder of the funding available to fund the City's obligations for this project, which will include providing logistical staff support, and covering the direct expenses (i.e. venue rental, printing, refreshments) associated with the community engagement component of this initiative.

The fee proposal submitted by the selected consultant (BrookMcIlroy) is \$109,608. Applicable P.S.T. costs will be \$722, for a total of \$110,330. This includes the garden and garage suite component of the study.

The remaining balance will cover the additional costs incurred by the City, as identified above.

ENVIRONMENTAL IMPLICATIONS

There are no environmental and/or greenhouse gas implications.

PUBLIC NOTICE

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

Written by: Jo-Anne Richter, Senior Planner

Reviewed by: "Alan Wallace"

Alan Wallace, Manager

Planning and Development Branch

Approved by: "Randy Grauer"

Randy Grauer, General Manager Community Services Department Dated: "July 5, 2012"

Approved by: "Jeff Jorgenson" for

Murray Totland, City Manager

Dated: "July 6, 2012"

S:\Reports\DS\2012\- P&O Award of Contract - BrookMcIlroy - Neighbourhood Level Infill Development Guidelines.doc\jn

TO: Secretary, Planning and Operations Committee FROM: General Manager, Community Services Department

DATE: July 3, 2012

SUBJECT: Off-Leash Dog Park Development

FILE NO.: CK. 4205-1 and LS. 4205-17

RECOMMENDATION: that a report be forwarded to City Council recommending:

- that the Administration proceed with implementing a transfer of the responsibility for the Animal Services program, including Off-Leash Recreation Area development, from the Corporate Services Department to the Community Services Department;
- 2) that the Revenue Branch, Corporate Services Department, continue to provide the administrative function of issuing licenses, collecting licensing revenue, and responding to telephone inquiries from citizens;
- 3) that the Administration proceed with the implementation of off-leash recreation area projects in the southwest area of the City and within the Caswell Hill neighbourhood; and
- 4) that the Administration provide a progress report on the projects noted in Recommendation No. 3 in due course.

BACKGROUND

During its March 12, 2012 City Council meeting, Councillor Iwanchuk made the following enquiry:

"During the budget process, City Council approved \$100,000 for off-leash parks. An off leash park is desperately needed on the west-side of the city and I would like to know what the plans are to address that need. Would the Administration also report of the status of determining where the off-leash parks will be located."

At its August 18, 2010 meeting, City Council received a report from the General Manager, Corporate Services Department, in response to the growing need for additional space where dogs could be off-leash while they and their owners socialize and enjoy healthy outdoor exercise (see Attachment 1). This report highlighted several initiatives undertaken by your Administration to address the need for more off-leash dog parks in Saskatoon. Since the Animal Services Program began in 2004, several public consultation meetings were held that resulted in the following initiatives:

- a) six off-leash recreation areas were opened;
- b) three new spaces were in the advanced planning stage;

- c) Animal Services began a process to identify additional off-leash recreation areas; and
- d) established the principle of identifying off-leash recreation areas during the early planning phase of new development areas.

The June 2010 report to City Council also identified parameters to guide the Off-Leash Recreation Area (OLRA) development, as follows:

- a) minimize up front capital costs;
- b) minimize on-going operating costs;
- c) avoid disrupting existing uses for a given space;
- d) convert space already used for informal off-leash activities; and
- e) consult residents where choices between program uses are necessary (off-leash dog area versus another activity area).

The development of the OLRA has not advanced as fast as the Administration had hoped in recent years. This report will summarize how your Administration plans to advance the development of off-leash dog areas in 2012 and beyond.

REPORT

At its August 18, 2010 meeting, City Council adopted the recommendation of the Administration and Finance Committee that off-leash dog walking be formally recognized as a recreational activity that contributes to a healthy lifestyle and one that is worthy of support facilities and amenities. There are similarities between developing outdoor sports fields, park space, community gardens, and areas for people to walk their dogs. These program areas provide citizens of Saskatoon safe access to facilities and programs that promote active living, and enjoy the natural beauty and benefits of our parks that brings people together in a safe and friendly environment. These similarities have prompted the Corporate Services and Community Services Departments to enter into discussions to determine if the Leisure Services Branch is better suited to manage the Animal Services Program, including development of off-leash recreational areas, in Saskatoon.

Based on these discussions, your Administration has concluded that the Animal Services Program and the OLRA development should be the responsibility of Community Services Department because of the specific knowledge and experience with community programming, park development, and community engagement processes. Over the summer months, your Administration is planning to implement a transfer of the responsibility for the Animal Services Program, including OLRA development, from the Corporate Services Department to the Community Services Department where the program requirements may be integrated with other community programming and park development activities. The Revenue Branch, Corporate Services Department, will continue to provide the administrative function of issuing licenses, collecting licensing revenues, and responding to telephone inquiries from citizens.

Off-Leash Area Development 2012

Your Administration is aware that neighbourhoods that had been previously served by the temporary off-leash area in the Montgomery neighbourhood are in need of a replacement location that offers opportunity for off-leash recreation. Also the Caswell Hill neighbourhood has expressed the desire for an off-leash area in the neighbourhood. These two areas will be the focus for the Leisure Services Branch to develop off-leash areas in 2012. The development of an OLRA will be based on a program plan that was developed by the Leisure Services Branch. Attachment 2 shows the locations of existing OLRA.

In the fall of 2011, Animal Services requested that the Leisure Services Branch lead a review of OLRA development. The review began with a city-wide survey of dog owners conducted by Insightrix Research Inc. (Insightrix). This survey allowed the Administration to better understand dog owners' awareness, usage and opinions of City-owned off-leash areas. This insight allowed the Leisure Services Branch to develop a program plan for any new off-leash area development. A program plan that clearly defines the objectives for the development of off-leash dog areas and the standard to which these areas are developed will go a long way to ensure off-leash dog areas are successful. The Leisure Services Branch presented the program plan in March 2012 to Animal Services and the next step was for Animal Services to proceed with an implementation plan.

In the analysis of the survey results prepared by Insightrix, the Leisure Services Branch identified some common themes as to how off-leash dog areas should be developed and managed. A summary of these themes are as follows:

- 1. <u>Education and Awareness</u>: knowledge of City of Saskatoon (City) bylaws is high in some areas but notably weak in others. Specific areas to focus on include on-leash requirements in City parks and parking lots of OLRAs, cleaning up after dogs in OLRAs, and greater clarity as to where dogs are allowed and not allowed in Kiwanis Memorial Park and Kinsmen Park. An awareness campaign, combined with the educational messages noted above, may help divert off-leash activities in other areas of the city and increase patronage at off-leash dog areas.
- 2. <u>Base Service Level</u>: A strategy of offering more off-leash dog areas with basic services is supported over the building of fewer OLRAs with more amenities at each. Satisfaction with the current level of service offered at OLRAs is weak for many base-level services. A successful off-leash dog area program depends on initiatives that offer an improved experience by providing an adequate quantity of garbage cans, regular emptying of garbage cans, signage, and cutting of trails periodically. Results indicate that dog owners place minimal importance on the building of paved, woodchip, or crusher dust pathways.
- 3. <u>Off-leash Dog Area Application Process</u>: It was discovered through the best practice review that the City of Calgary has an application process that could be used as a template. The idea behind the application process is that it puts the OLRA into the hands of the users and

the community. The potential users need to gather support from their neighbours and assist with the initial community buy in. Having a process would be particularly useful at the neighbourhood level where residents should know the usage patterns of unused space (e.g. berms) or unused park space. This process would be similar to the process in place to establish Community Gardens in Saskatoon.

4. Off-leash Dog Area Expansion: If funding was unlimited, the number one item would be to increase the number of OLRAs. Current users do not want additional services beyond the base-level service already provided. However, the survey results also strongly indicate the lack of satisfaction of the base services in existence. Therefore, should funding exist, additional OLRAs should come after enhancement, or at least enhancement of existing and the addition of new OLRAs should happen simultaneously.

The overall survey results suggest there needs to be an attitude of mutual respect amongst all users of open spaces. Non-dog owners need to feel comfortable that their park will not be compromised by dog owners who choose not to clean-up after their pet, be challenged by uncontrollable dogs, or generally feel unwelcome in their neighbourhood park. Dog owners need to feel welcomed in their park with their pet. There is no clearly defined best practice when it comes to determining where to place off-leash dog areas. Most municipalities have struggled with the mixing of the multiple user groups within an open space.

The realization that this is a complete philosophical shift in how a park is to be used is paramount to having successful off-leash dog areas throughout the city. Your Administration is recommending a focus on two pilot locations with one located southwest of Montgomery Place and one in the Caswell Hill neighbourhood. Focusing on two projects will allow your Administration to develop and establish off-leash dog areas that incorporate an education and awareness program, basic-service level standards, and an application process.

OPTIONS

The only other option is for the OLRA program to remain the responsibility of the Corporate Services Department. Your Administration is not recommending this option because the Community Services Department has specific knowledge and experience with community programming, park development, and community engagement processes to manage this program.

POLICY IMPLICATIONS

There are no policy implications.

FINANCIAL IMPLICATIONS

There are no financial implications in a transfer of the responsibility for the off-leash dog area program from the Corporate Services Department to the Community Services Department.

STAKEHOLDER INVOLVEMENT

Residents of the Montgomery and Caswell neighbourhoods will be consulted.

SAFETY [Crime Prevention Through Environmental Design (CPTED)]

The development of any off-leash dog area will include a CPTED review.

PUBLIC NOTICE

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

ATTACHMENT

1. Enhanced Off-Leash Recreation Area Development Project Report.

2. Map of Existing Off-Leash Recreation Areas.

Written by: Cary Humphrey, Manager, Leisure Services Branch

Reviewed by: Shelley Sutherland, City Treasurer

Revenue Branch, Corporate Services Department

Approved by: "Marlys Bilanski"

Marlys Bilanski, General Manager Corporate Services Department Dated: "July 6, 2012"

Approved by: "Randy Grauer"

Randy Grauer, General Manager Community Services Department

Dated: "July 5, 2012"

Approved by: "Jeff Jorgenson" for

Murray Totland, City Manager

Dated: "July 6, 2012"

S:/Reports/LS/2012/P&O Off-Leash Dog Park Development/kb

TO:

Administration and Finance Committee

FROM:

General Manager, Corporate Services Department

DATE:

June 15, 2010

SUBJECT:

Enhanced Off-Leash Recreation Area Development Project

FILE NOS:

CS 151-6 and CS 1815-1

RECOMMENDATION:

- that City Council formally recognize off-leash dog walking as a recreational activity that contributes to a healthy lifestyle and one that is worthy of support facilities and amenities;
- 2) that City Council endorse the plan outlined in this report to design and locate those facilities and amenities within the city;
- 3) that Administration include provisions in the 2012 Capital Budget, 2013-2016 Capital Plan to begin to provide for the identified and sanctioned facilities and amenities; and
- 4) that, prior to the development of any additional off-leash recreation area (OLRA) facilities and amenities, the Administration identify a plan to sustain the operations of these facilities and amenities 100% through dog license fees.

BACKGROUND

This report is in response to the growing need conveyed by Saskatoon residents for additional space where dogs could be off-leash while they and their owners socialize and enjoy healthy outdoor exercise. This need was heard and responded to following the launch of the Animal Services Initiative in the fall of 2004. It has continued to grow since as has the need to identify additional funding for the development and maintenance of OLRAs.

In addition, at its meeting held on November 23, 2009, the Administration and Finance Committee considered a report on the funding status of the Animal Services Reserve and resolved, in part, that a report be forwarded to the Budget Committee recommending that the source of funding for all future OLRA development in new neighbourhoods be the subject of a future report. The Committee also resolved that it receive a further report on the question of a levy on dog licences for the future neighbourhood development of OLRAs.

HISTORY

Following the launch of the Animal Services Initiative in fall of 2004, four public input meetings were held across the City to gather the animal-related concerns and needs of the community. By far the most prevalent message heard was that more space for off-leash recreation activity was needed. A number of initiatives were undertaken by your Administration to address the need for more off-leash space in Saskatoon and are outlined in Attachment 1 of this report.

The following have resulted from these initiatives:

- Six OLRAs have been formally opened.
- Three more are well advanced in planning. One, adjacent to Boychuk Drive in Lakewood, has been approved and is scheduled for construction in 2011/12. Another has been approved as part of the Chief Whitecap Park master plan and the third OLRA has been approved through the Riversdale Local Area Plan subject to securing a suitable site.
- A number of additional sites have been identified for potential OLRA development.
- Existing and future development sectors of the City, which are lacking convenient access to OLRA space, have been identified and your Administration is working to identify suitable locations within these sectors for OLRAs.

REPORT

Your Administration has heard from some citizens of Saskatoon who consider off-leash recreation activity with their dogs, as their recreation of choice in the same way other citizens choose activities at Saskatoon's other parks and recreation facilities. While Administration has recognized and attempted to respond to the steady and growing demand for OLRAs, it is believed that the increased awareness stemming from the Chief Whitecap Park master planning process has resulted in a wider public expectation that the need will be addressed. At the same time, Administration has identified that a formal plan for maintaining the increasing number of OLRAs is now required as the demand for maintenance resources now exceeds the existing capacity and the problems associated with this shortfall will be magnified with an increase in OLRA amenities.

Your Administration is proposing the following steps to address the existing shortfall of off-leash parks:

- Review existing municipal reserve land to determine appropriate locations for future offleash parks. The existing attributes, size and configuration previously determined will be used as a basis for development.
- Undertake community engagement. The attributes of the parks may be modified based on this consultation.
- Determine the funding and timeline and obtain Council approval for each development.
- Establish a mechanism to ensure that OLRA development is considered in all future growth area development.

Development Parameters

Determination of sites will employ the following parameters to guide OLRA development:

- a. minimized up front capital cost;
- b. minimized on-going operating costs;
- c. avoid disrupting existing uses for a given space;
- d. convert space already used for informal off-leash recreation activities (given this informal use, such space is likely not formally employed for alternative uses and is already established

- as a preferred location for off-leash recreational activity); and
- e. where choices between programming uses are necessary, consult residents for their priority list of program activities to be made available.

Prioritized Development Options

The project will focus on developing OLRAs using the following progression through options, which is based on the above parameters:

- 1. Outdoor rink facilities for off-season (April through October) OLRA use.
- 2. Buffer strip and unused property OLRA development.
- 3. Multi-district parks and district park OLRA development (within areas designated for informal activities).
 - a. Consideration would be given to developing four destination OLRAs within the City proper to complement those destination OLRAs located outside of the City. The objective would be to have such an amenity available in each quadrant of the City.
- 4. Neighbourhood park OLRA development (within areas designated for informal activities).

With respect to determining the location of new OLRAs, where the pet owners having dogs currently reside will be factored in. Dog licensing information will be plotted on a City map to identify concentration levels of dogs by neighbourhood so that access to OLRAs can be provided where it is most required. (See Attachment 2 for a map plot of existing dog licences in Saskatoon and Attachment 3 for a map of existing buffer strips throughout the City.)

The approach currently used by Animal Services for OLRA development attempts to employ existing barriers such fencing and augment these with low-cost aesthetically pleasing page wire fencing with wooden posts. Other existing barriers such as rink boards and sound attenuation walls may become available with sites that would be considered under this proposal. The page wire fencing is an effective perimeter that can easily be moved if required. Since this page wire fencing, along with signs and garbage cans, can be removed and reinstalled, OLRA infrastructure is quite reusable or portable. Only parking space would be of a permanent, immovable nature. OLRA development can be both relatively inexpensive and flexible.

With respect to establishing OLRAs within City-owned parks, your Administration believes that off-leash recreational activity is one of many recreation activities that can occur in designated City parks. Consequently, when a park program plan is being developed, whether for new or upgraded parks, off-leash recreational activity will be identified as one of the activities that can take place in a park. During the community consultations with residents to help identify the park program plan, it will be determined if off-leash recreation activity is one of the preferred recreation activities to be included within the new park concept plan (e.g. passive recreation area) and whether or not it is compatible with the other preferred activities in order to be accommodated within the overall park design.

Funding Sources

Your Administration has reviewed the concept of introducing a levy for off-leash parks. This

review indicates a shortfall would continue to exist between revenue generated and funds required. To illustrate, based on the approximately 19,000 dog licenses issued in 2009, a \$1 levy amount would generate only \$19,000 which is far short of the anticipated annual funding requirement. Furthermore, with the dog license rate increase approved by City Council on April 20, 2009, dog licenses will increase a total of \$12 in three years while cat licenses increase \$1. Establishing this differential in pricing was done to reflect the differences in services provided for cats versus dogs which are primarily OLRA development and maintenance. Any additional levies on dog licences may be considered by some as yet a further rate increase. It is also relevant to note that the concept of a user fee for OLRAs was recently considered by the City of Calgary and quickly dropped after a backlash from residents.

Expanding the existing Animal Services Reserve was also given consideration as a source of capital funding. This Reserve is used for capital projects delivered by Animal Services including OLRA development. It is funded through a scheduled allocation from the Animal Services budget (\$6,000 for 2009, \$15,000 for 2010, and \$30,000 for 2011 and thereafter) and retaining any positive variance in Animal Services operations over budget. The funding available through this reserve would fall short of capital required to address current shortfall of OLRAs in the short term. Indeed, it would take significant time to overcome Saskatoon's existing shortfall in ORLAs if the Animal Services Reserve was the only capital funding source employed. As part of this proposal, Administration is considering using those funds flowing into the Animal Services Reserve to instead address the incremental operating costs arising from developing OLRAs.

Your Administration is proposing a capital project initially funded from the Reserve for Capital Expenditures. Expenditures would consist of \$100,000 per year from 2012 through 2016. Since future funding could potentially be from the Parks and Recreation Levy, OLRA development would be listed as an option along with ball diamonds, soccer pitches, etc. when residents are asked to prioritize the programmed activities desired for parks to be developed on municipal reserve land (Neighbourhood Local, District and Multi-District Parks). As outlined in the objectives, a mechanism developed through this project will address OLRA development in future growth areas.

Another option for funding will be the pursuit of corporate or private sponsorship. The sale of naming rights or partial sponsorship will be part of the project in the short term and be continued with development in future growth areas.

OPTIONS

- City Council may choose not to formally identify off-leash recreation activity as one of many active and passive recreation activities that can occur in designated City parks. This may limit the ability to meet demand for an OLRA within a given neighbourhood if the only space available is park space.
- 2. City Council may choose to not proceed with the development of additional off-leash parks as identified within this report. This option will result in zero financial impact, but development of OLRAs to meet growing demand will be severely impeded.

POLICY IMPLICATIONS

A change to the bylaw may be required.

FINANCIAL IMPACT

There is a one-time cost of gathering public input estimated at \$15,000. This would be funded from the Animal Services operating budget. As noted within this report, your Administration will prepare a capital project for the development of additional off-leash recreation areas for \$100,000 in each of 2012 through 2016, requesting funding from the Reserve for Capital Expenditures.

STAKEHOLDER INVOLVEMENT

The public consultation process will include all interested members of the public, together with relevant stakeholder groups.

COMMUNICATION PLAN

The Communication Plan would include the following:

- 1. A Public Service Announcement (PSA) to announce the public meetings and input events. News reports are the best method of disseminating such information.
- 2. An announcement on the City's webpage.
- 3. Advertisements in the StarPhoenix and Sunday Sun on two consecutive weekends prior to the public input events.
- 4. Email, mail or telephone contact with relevant stakeholder groups.

PUBLIC NOTICE

Public Notice pursuant to Section 3 of Policy No. C01-21, Public Notice Policy, is not required.

ATTACHMENTS

- 1. OLRA Initiatives by Animal Services.
- 2. Map plot of all licenced dogs in City of Saskatoon.
- 3. City of Saskatoon Parks & Municipal Buffer Strips.

Written by: James Wilke, Animal Services Coordinator

Reviewed by: Shelley Sutherland, City Treasurer

Cary Humphrey, Leisure Services Manager

Paul Gauthier, General Manager, Community Services

Approved by:	ABlance.
~ ~ ~	Marlys Bilanski, General Manager
	Corporate Services Department
Approved by:	Dated: 10.
	All Alter
	Murray Totland, City/Manager
	Dated: July 8/10

copy: His Worship the Mayor enhanced OLRA July 7.doc

ATTACHMENT 1 - OLRA Initiatives by Animal Services

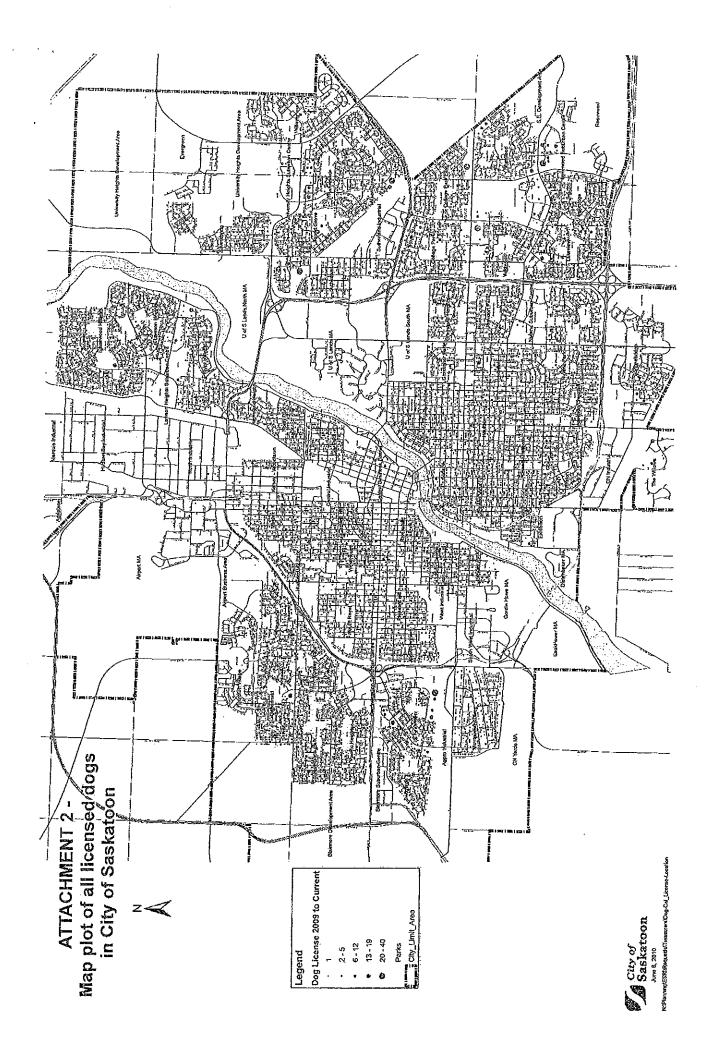
Following the launch of the Animal Services Initiative in fall of 2004, four public input meetings were held across the City to gather the animal related concerns and needs of the community. By far the most prevalent message heard was that more off-leash space was needed. In response to this, Animal Services:

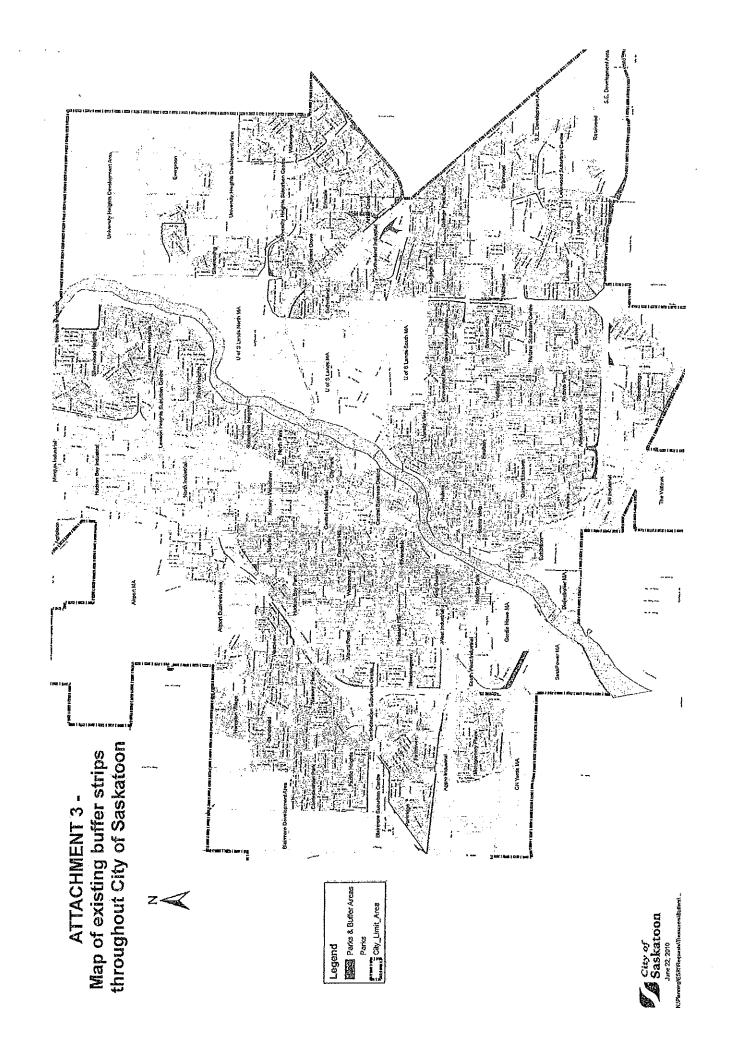
- Coined the term "Off-Leash Recreation Area" to convey that these spaces were not simply "parks for dogs" but amenities where dog owners along with their companion animals could exercise outdoors and develop a social community with other like-minded individuals.
- ♦ Defined and undertook to develop both destination and neighbourhood (or convenience) OLRAs.
 - Destination OLRAs were unique spaces that pet owners were willing to drive a longer distance to enjoy. These spaces were aesthetically appealing, larger in size and, where possible, featured riverbank access.
 - Neighbourhood (or convenience) OLRAs were spaces that were conveniently located within walking or a short driving distance for users. Size and aesthetic appeal are of only a secondary concern.
- Established the policy that, given limited financial resources, development of a greater volume of base level OLRAs would be pursued rather than the development of only few "deluxe" OLRAs.
 - Baseline features of OLRAs were established as signage, sufficient garbage cans with regular emptying, trails cut twice a year and parking development if required. If possible, fencing and doggie bag dispensers would be provided.
- ♦ Established the objective of turning of unused or underutilized pieces of property into assets for Saskatoon residents by pursuing unused or underutilized pieces of property for OLRA development rather than established park space.
 - This recognized that OLRAs did not have to be of any specific size, shape or topographical configuration (i.e. flats, hills, swales etc. are all acceptable).
- Initiated a joint committee with the Meewasin Valley Authority to examine the creation of riverbank OLRAs.
 - * 13 sites examined.
 - 3 sites approved for OLRA development by City Council and MVA Board of Directors:
 - Silverwood (North and east of Silverwood Golf Course); now operational
 - Sutherland Beach (Northeast of Circle Drive Bridge); now operational
 - Chief Whitecap Park (subject to RM of Corman Park approval); Development taken over by Leisure Services when the MVA and Whitecap First Nation requested a joint committee develop a master plan for Chief Whitecap Park.
- Worked with City of Saskatoon Land Branch and Parks Branch to identify underutilized parcels of land that could be developed into OLRA.
 - Led to participation in South East Park Landscape Master Plan development and designation of land for an OLRA to be constructed in 2011-2012.
- Worked with Local Area Planning projects to identify and meet needs for OLRA.
 - OLRA development now approved for Riversdale.
 - Need for OLRA space identified in Westmount.

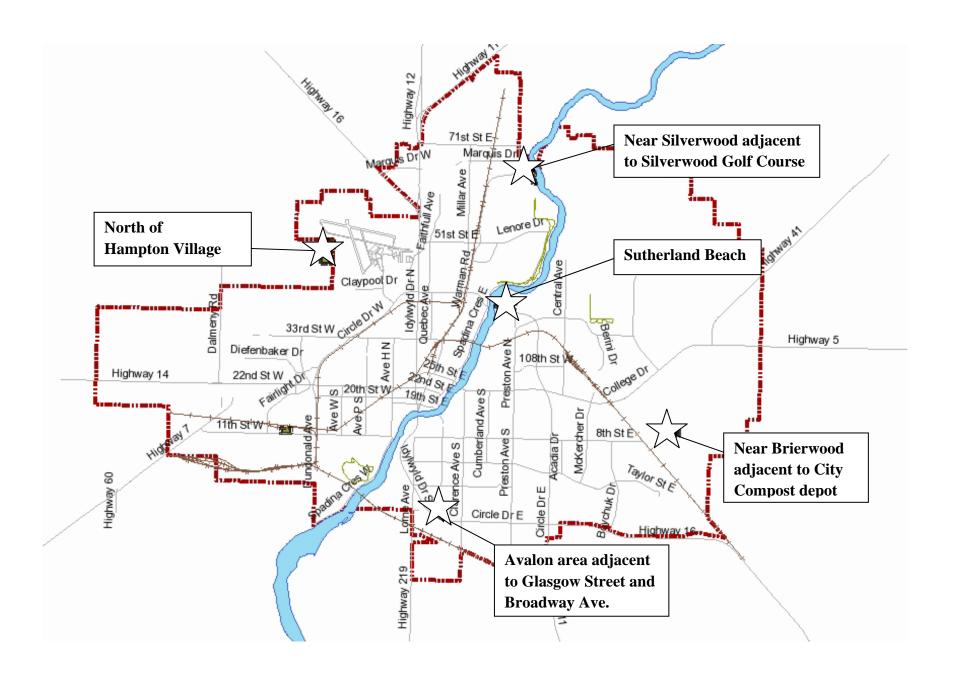
- Worked with City planners to incorporate OLRA development into future growth planning.
- * Established the Animal Services Reserve to fund OLRA development by designating allocation of funds to this Reserve in budget planning and by retaining any positive excess in budgetary result.
 - Council has now approved that the planned allocation increase from \$6,000 per year to \$15,000 in 2010 and \$30,000 thereafter to fund OLRA development.
- Increased pet licence rates for the first time since 1986 to reflect rising costs in delivery of Animal Services along with incremental costs in development and maintenance of OLRAs.
- Established user groups for each OLRA that work jointly with Animal Services in:
 - Establishing the desired conduct in each OLRA.
 - Bringing about further development in each OLRA beyond the City's basic standard.

Currently in Saskatoon:

- Six OLRAs have been formally opened and operational.
 - One of these, however, has been temporarily closed and is being moved to another location with reopening scheduled for September 2010.
- A seventh OLRA has been approved and is scheduled for construction in 2011/12.
- An eighth OLRA is being recommended as part of the conclusion of the Chief Whitecap Park master planning process.
- A ninth OLRA has been approved through the Riversdale Local Area Plan subject to securing a suitable site.
- A number of additional sites have been identified for potential OLRA development.
- Existing and future development sectors of the City lacking convenient access to OLRA space have been identified.







TO:

Secretary, Planning and Operations Committee

FROM:

General Manager, Community Services Department

DATE:

July 3, 2012

SUBJECT:

Role of Community Associations

FILE NO:

LS 157-1

RECOMMENDATION:

that a copy of this report be forwarded to City Council recommending:

 that City Council endorse the two primary functions/roles for which the City of Saskatoon engages with Community Associations, namely neighbourhood-based program delivery and community consultation for neighbourhood planning and improvement.

BACKGROUND

During its September 6, 2011 meeting, the Planning and Operations Committee considered a report of the General Manager, Community Services Department, dated July 25, 2011, regarding the Role of Community Associations (July 2011 Report) (see Attachment 1). In this report your Administration described how the Community Associations play a vital role in enhancing the quality of life for residents in neighbourhoods throughout Saskatoon. Community Associations are inherent in the community development process, which by definition involves partnerships with knowledgeable and committed individuals who believe that citizen involvement is crucial to planning, empowerment, and the building of stronger communities. The community development process attempts to instil a growing sense of community awareness in individuals, which ultimately carries over into the enhancement of community life.

As your Administration continues to work towards the City of Saskatoon's (City) vision and the Corporate Strategic Goal of Quality of Life, it strives to accomplish this goal by working to build capacity within the community to address a broad range of issues. Also your Administration does this by supporting community building through direct investment, community development expertise, and support to the Community Associations.

The July 2011 Report also provided context around why your Administration was recommending that City Council endorse the two primary functions/roles for which the City engages with Community Associations, namely:

- i) as neighbourhood-based program delivery agents; and
- ii) for community consultations related to neighbourhood planning and improvement.

During its September 6, 2011 meeting, the Planning and Operations Committee resolved that the matter be referred back to the Administration to work with Community Associations to clarify roles, more clearly define the intent, and address issues relating to the two primary roles of neighbourhood-based program delivery and community consultation for neighbourhood planning and improvement, for a further report back to the Planning and Operations Committee.

This report provides a summary of the process of working with the Community Associations to clarify roles and more clearly define the intent of the July 2011 Report, as well as provides a summary of the feedback received from the Community Associations.

REPORT

Following the review of the report by the Planning and Operations Committee, in the fall of 2011 the Community Consultants provided a copy of the July 2011 Report to each Community Association. Community Consultants met with each of the Community Associations, had a high-level discussion with information from the report/briefing note for consistency, and asked each Community Association to include the report as an agenda item for review and discussion at an upcoming Community Association meeting. During the period from December 2011 to May 2012, the Community Associations each responded in their own way with their comments and feedback regarding the report.

At the outset there was some confusion as to whether the previous report was aiming to define the entire roles of the Community Associations or to specifically define the relationship between the Community Association and the City. The Community Consultants provided clarification that the July 2011 Report was intended to only clearly define the connection between the City and Community Association. It was also confirmed that the Community Associations will continue to be independent, non-profit associations that operate at an arm's length from the City and that the associations, at their discretion, may also be involved in issues that are outside the identified roles with the City.

Your Administration received a variety of responses from the Community Associations. For the most part, the Community Associations that did provide feedback agreed with the roles as described in the July 2011 Report, in particular as it related to how the City engages with the Community Associations. Some Community Associations chose not to respond, and some responded with expanded ideas of where they feel their Community Association should have more input related to City business and planning and development in their neighbourhood.

Some of the additional comments received were:

- a) "Would like to see a formalized and expanded role regarding input for issues in our neighbourhood and on input on city-wide issues that affect our residents."
- b) "Community based initiatives are arguably the most important third role of the community association."
- c) "We hope to expand the role of community associations to that of an advocate for the community to the appropriate City department or council as a whole. Community associations are the grassroots level and are in a unique position to provide insight into planning disputes and vision at the street level that may otherwise be overlooked by even the best intentions."
- d) "The challenge for the City of Saskatoon and for community associations is how to work together in a more mature relationship that recognizes that the community associations have grown, that the city is no longer small and that there are larger community based matters (both good and bad) that exist."
- e) "Community associations should serve as open partners in the direction of our wards and city, a gathering point of active citizens and occasionally

issues that can be resolved with the support of a Councillor and the Administration – that can bring forth solutions to the unique and diverse challenges faced in each neighbourhood, street and park rather than an inconvenience or threat."

It is important to note that the first recommendation within the July 2011 Report was not intended to change or expand the current roles of the Community Associations; it was intended to provide more distinct clarity about their roles in relationship with the City.

Review of Community Engagement Related to Neighbourhood Planning and Improvement

The July 2011 Report also provided an overview of the role Community Associations play as it relates to where the City engages with the Community Associations for neighbourhood planning and improvements. The second recommendation within this report was:

"that the Administration undertakes a review of all community engagement areas, initiative by the Administration and related to neighbourhood planning and improvement, and report on any proposed changes for consideration by City Council."

Since the establishment of Community Associations, the associations have been considered a point of contact and the one consistent group in the neighbourhood. With regard to development proposals (rezoning and discretionary use applications, new concept plans, and amendments to concept plans), feedback has typically been sought from the Community Associations with respect to the suitability of development proposals and as to whether or not wider public consultation should be undertaken. This approach occasionally placed Community Associations in a difficult position where they were reluctant to speak for the broader community.

Through input from the Community Associations and the Community Consultants, the Planning and Development Branch has made some changes to their processes to help clarify the expectations of Community Associations. At present, when a rezoning or discretionary use application is received, notice of the application is provided to nearby property owners and to the Community Association. The feedback received from both of these sources is used to identify issues and to determine an appropriate public consultation process. This has proven to be a more clear and concise process.

Gaps have also been identified with respect to consultation processes in new neighbourhoods. To address these gaps, steps will be undertaken to ensure that Planning and Development Branch staff meet with new Community Associations shortly after they are established to provide education on planning and development processes, and to consult more closely on rezoning and concept plan applications as the neighbourhood is built. With the already established Community Associations, where there has been substantial turnover in the executive and/or upon request, the Planning and Development Branch staff confirmed they will also be available to provide this same information.

One area your Administration will continue to improve on is to provide more lead time to get the information out to the communities, so that the Community Association has the opportunity for input prior to the decision being made.

In closing, your Administration is recommending that City Council endorse the two primary functions/roles defined as foundational for the City's engagement with Community Associations, namely:

- i) neighbourhood-based program delivery agents; and
- ii) for community consultations related to neighbourhood planning and improvement.

OPTIONS

City Council can consider redefining the functions where the City engages with the Community Associations and their role(s) within those engagements.

POLICY IMPLICATIONS

There are no policy implications.

FINANCIAL IMPLICATIONS

There are no financial implications.

STAKEHOLDER INVOLVEMENT

Following the review of this report and based on City Council's direction, your Administration will undertake to update all Community Associations as required, and will update any applicable correspondence and/or resource materials for the Community Associations.

ENVIRONMENTAL IMPLICATIONS

There are no environmental and/or greenhouse gas implications.

PUBLIC NOTICE

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

ATTACHMENT

1. Role of Community Associations Report, dated July 25, 2011

Written by:

Mike Libke, Neighbourhood Services Manager

Tim Steuart, Development Review Manager

Reviewed by:

Lynne Lacroix, Manager

Community Development Branch

Approved by:

Randy Grauer, General Manager Community Services Department Dated: 34/2 4, 20/2

Approved by:

cc:

His Worship the Mayor

S:\Reports\CD\2012 Committee & Council Reports\- P&O Role of Community Associations.doc\jn BF No.: 65-11

TO:

Secretary, Special Executive Committee

FROM:

General Manager, Community Services Department

DATE:

July 25, 2011

SUBJECT:

Role of Community Associations

FILE NO:

LS 157-1

RECOMMENDATION:

that a copy of this report be forwarded to City Council recommending:

- that the two primary functions/roles of: i) neighbourhood-based program delivery and ii) community consultation for neighbourhood planning and improvement, be defined as the foundations for the City's engagement with Community Associations and that the stated roles of Community Associations within these two functions be endorsed as outlined in this report; and
- 2) that the Administration undertake a review of all community engagement areas, initiated by your Administration and related to neighbourhood planning and improvement, and report on any proposed changes for consideration by City Council.

EXECUTIVE SUMMARY

Volunteers have long been important players in the delivery of recreation and leisure programs in Saskatoon. From the very beginnings of the city, groups of volunteers organized themselves for the good of sport and recreation. By 1980, the City of Saskatoon had established a decentralized neighbourhood parks and recreation delivery system of neighbourhood Community Associations that were led by volunteers and supported by the City's recreation administration. Community Associations are essentially non-profit organizations that recruit and train volunteers, plan and administer seasonal recreation programs at minimal cost to residents, and work to enhance the quality of life for people living in their neighbourhoods through wholesome leisure time pursuits.

Since the establishment of the Community Association back in the 1980's, and with the ongoing guidance and support from the staff of the Community Development Branch, for the most part, the Branch has experienced collaboration of efforts, an enrichment of leisure opportunities, and increased quality of life for all those willing to participate in meeting the challenges of community life. As we have heard on a number of occasions throughout the Saskatoon Speaks community visioning process, Saskatoon is aware of and takes pride in the very strong system of neighbourhoods and neighbourhood-based programming, delivery, and consultation. This is why your Administration still sees that Community Associations play a vital role and why your Administration is recommending that City Council endorse the two primary functions, defined as foundational for the City's engagement with Community Associations, namely; i) as neighbourhood-based program delivery agents and ii) as touch points to the community for community consultations related to neighbourhood planning and improvement.

Over the last couple years, there have been questions about what roles the Community Association really assist in providing at the neighbourhood level. Some Community Associations have also been: questioning the eligibility criteria for receiving annual grants; expressing the lack of clarity as to what role the Community Association plays as it relates to community engagement; debating how representative the Community Associations are or should be; and, wondering how receptive staff and Council are to their input. This report provides context around the two primary functions for the City's engagement with Community Associations and seeks to provide clarity and improvements in the support and implementation of the roles played by Community Associations.

BACKGROUND

Volunteers have long been important players in the delivery of recreation and leisure programs in Saskatoon. From the very beginnings of the city, groups of volunteers organized themselves for the good of sport and recreation. We know that by 1887 there was organized baseball and cricket being played; impressive given that the first settlers had only arrived in the city five years earlier. By 1930, the Saskatoon Playgrounds Association was formed with the belief that "wholesome activities and the right use of spare time made for the building of right character, and useful citizenship". The Association managed recreational facilities and organized recreation programs such as swimming and hockey.

By the 1960's, the City of Saskatoon began to formally develop and support volunteers in newly-built subdivisions to help them deliver recreation programs at the neighbourhood level. By 1980, the City of Saskatoon had established a decentralized neighbourhood parks and recreation delivery system that was led by volunteers and supported by the City's recreation administration. Under this system, the City's role expanded to include developing and maintaining representative, volunteer, and non-profit organizations that would be self-sufficient enough to be the primary leisure-program delivery agents at the neighbourhood level. In 1980, there were 39 neighbourhoods identified within six areas of the city and approximately 14 Community Associations established. The Community Development Branch assisted the Community Associations: to build partnerships, access various forms of information on civic operations and projects, and financially support the delivery of neighbourhood-based recreation programs.

At about this time, Community Association executives and their members wanted to actively express their voice on opportunities, issues and concerns within their neighbourhood or that may have a significant impact on their neighbourhood. Community consultants within the Community Development Branch set their focus on building community capacity at the neighbourhood level to achieve that goal. The primary tools applied were: information sharing, facilitation, consultation, and training.

There was also a move to formalize Community Associations by requesting them to be incorporated under the Non-Profits Act. This brought more structure and documented purpose to their actions and raised the accountability bar to a more public forum.

The strategic intent of assisting in the creation of and supporting Community Associations citywide can be summarized in the following phrase:

"Create a sense of community through people helping themselves".

REPORT

Thirty one years later, in 2011, there are 60 neighbourhoods, 5 suburban centres, and the central business district identified within eight suburban development areas that are represented by 46 Community Associations. Compared to many other Canadian cities, Saskatoon has a very strong system of neighbourhoods and neighbourhood-based programming, delivery, and consultation.

It is also about more than just the numbers of programs offered and the volunteer hours committed, interestingly, Community Associations and their volunteer boards have proven to be an excellent training ground for community leaders. Numerous school board trustees, City Councillors, and even members of the provincial legislative assembly got their start by volunteering on their local community association board organizing neighbourhood sport and recreation programs.

Community Associations today more commonly have a dual purpose; i) that of neighbourhood-based program delivery and ii) a facilitator/participant in the community consultation processes for neighbourhood planning and improvement. As described in our *Community Association Volunteer Handbook*, "Community Associations are non-profit organizations that recruit and train volunteers, plan and administer seasonal recreation programs at minimal cost to residents, and work to enhance the quality of life for people living in their neighbourhoods" (see Attachment 1).

For Saskatoon, a city of some 231,900 people (as of June 30, 2011), the decentralized neighbourhood-based program delivery model has been successful from a number of perspectives; neighbourhood recreation programs across the city, defined contact/process points within each neighbourhood, and an evolving community engagement model that has earned national recognition.

The balance of this report will expand on these two areas of neighbourhood-based programming and community consultation for neighbourhood planning and improvements. The report will also present information related to the current status, improvements being implemented, and discussion about the potential evolution of our relationship with the Community Associations.

1.0 Neighbourhood-Based Programming

In 2011, the Community Associations have leveraged \$229,800 of program and operating grant funds into approximately 75,000 volunteer hours in the provision of more than 1,500 programs over 12,600 hours of programs to over 10,000 participants.

We estimate that just over 2,000 residents (nearly one in one hundred Saskatonians) volunteer for a Community Association.

Your Administration believes there is a level of accountability associated with neighbourhood-based programming that might not otherwise exist in that Community Association programs are designed for residents by residents. The model ensures a high degree of geographical accessibility in that an overwhelming majority of residents are able to walk to these programs. Further, the model provides for affordability as programs are administered by volunteer boards with little overhead and have free after-hours access to their local schools' gym, library, or multi-purpose room, thanks to a joint-use

agreement between the two local school boards and the City.

1.1 Financial Supports to Community Associations for Neighbourhood Programming

The City provides four primary grants as financial assistance to the Community Association in support of their program delivery efforts. Below is a brief overview of each of the four annual grants.

- 1.1.1 <u>Annual Operating Grant</u> Provides financial assistance for annual operating expenses, associated with the program delivery responsibilities such as; communication costs, annual financial review, and liability insurance.
- 1.1.2 <u>Annual Program Grant</u> Provides financial assistance for the delivery of sport, culture and recreation programs. There have been a few challenges around the intent and definition of this grant. In order to enhance clarity and accountability, procedural changes have already been implemented for the 2011 fiscal year and forward. These changes include: a) a joint review to confirm eligibility of programs proposed by Community Association, and b) at the end of each program year, the Community Association must submit all required documentation before the applicable grant payment is processed.
- 1.1.3 <u>Cost-as-Barrier Funding</u> Provides financial assistance to ensure that cost is not a barrier to participation in the neighbourhood sport, culture and recreation programs. The amount of funding available is formula driven and based on the number of LICO (low income cut-off) families in each neighbourhood, as reported in the most recent Canada Census. In 2010 to enhance clarity and accountability for the application of these grant funds, procedural changes and grant information resources were updated.
- 1.1.4 <u>Annual Rink Operating Grant</u> Provides financial assistance for day to day operation of their outdoor rink. Eligible expenses include: labour, supervision, utilities, snow removal, weed removal, hoses, shovels, nets, board repairs, and snow blower purchase and maintenance. Currently, the City provides passive consent for these rink structures to be on City land and there is an implied license in effect. Your Administration is currently working with our Solicitor's Office to formalize this "implied license" with a formal written agreement.

In addition to the rink operating grant noted above, the City also provides a <u>Rink Improvement Grant</u> as financial assistance to refurbish existing outdoor rink facilities. This is a cost-shared program between the City and the Community Association.

In addition to the above program-delivery grants, the City offers a <u>Park Enhancement Grant Program</u>. This grant is intended to encourage residents to add components to existing park amenities that reflect the greatest need within the neighbourhood. This is a cost-shared program between the City and the Community Association.

1.2 Administrative Support to Community Associations for Neighbourhood Programming

To support the operations of the Community Association, the Community Development Branch has eight Community Consultants, each supporting four to six Community Associations.

The Community Consultants within the Community Development Branch assist Community Associations by providing guidance and support through organizational development and capacity building which can help strengthen the Community Association so it can more effectively achieve its goals and take advantage of opportunities for growth and development while maintaining its sustainability and autonomy. The Community Consultants set their focus on building community capacity at the neighbourhood level. The primary tools applied are: information sharing, facilitation, consultation, and training.

Operationally, Community Associations generally meet on a monthly basis and develop their own agenda which covers a wide array of reports from within their organization and may or may not include reports from outside representatives/organizations, such as reports from Civic Administration or City Councillors. If City Councillors and Civic Administration have relevant information to share with the community, they work through the respective President to be placed on the agenda. Community Consultants are also considered by most community association executives as an ex-officio member and your Administration will be formalizing this as a condition of receiving their grants.

2.0 Community Engagement for Neighbourhood Planning and Improvements

As the city has grown, the role of Community Associations has remained vital in maintaining a sense of belonging and identity in our growing city. Community Association leaders and members tend to have local knowledge, information, and community networks that can be mobilized to make civic engagement meaningful, constructive, and effective.

Your Administration has recognized this and has invited Community Associations to undertake new roles related to neighbourhood planning and improvements.

In 2004, City Council adopted our Community Engagement Process to provide a thorough, consistent, and transparent approach to the engagement of the public on civic matters. Within our reference manual, City of Saskatoon Community Engagement Process; a Guide to Public Process, the City articulates the roles for the key stakeholders within the processes of community engagement.

Specific to the role of the Community Association, their roles are described as:

- "Review and comment as requested, on the engagement process used by the City in their respective community.
- Assist in facilitating community engagement at the neighbourhood/ suburban level (e.g. advertise in local newsletters)
- Participate in the community engagement processes
- At the Administration's request, participate as a focus group regarding proposed areas of change such as new policy, policy change or major project initiatives."

See Attachment 4 for an excerpt of the Community Engagement resource manual outlining the key components for community engagement.

Some of the more common community engagement areas where the City engages with the Community Association, for neighbourhood planning and improvements, are noted below.

Review of Development Applications 2.1

The Community Association is a point of contact in the neighbourhood and is the one consistent group in the neighbourhood. In regard to development proposals (rezoning and discretionary use applications, new concept plans and amendments to concept plans) the Community Association may be used as a focus group. For example, when the application is generally viewed as not controversial or less complex, the Community Association is asked whether or not wider public consultation should be undertaken, with the understanding that neighbouring property owners will always be consulted or notified in these situations. In the circumstance where broader public consultation is being undertaken for potentially controversial or complex applications, the proposal is presented to the Community Association and they are informed of the details of the consultation. Attachment 5 includes samples of the letters sent to Community Association related to rezoning and discretionary use applications.

It should be noted that the Neighbourhood Planning Section, within the Planning and Development Branch, offers a "Planning Education Program" to familiarize Community Association members, or any interested citizen, with the community planning process, and how to productively have a voice in that process.

Local Area Planning 2.2

For Local Area Plans, a partnership between the Administration and the Community Association is ideal. During the creation of a Local Area Plan, members of the Community Association are represented on the Local Area Plan Committee along with other members of the community. However, during the implementation phase, the Local Area Plan Committee is no longer a regularimeeting group, and, therefore, the Community Association becomes the primary contact in the neighbourhood for Local Area Plan-related projects. Local Area Plans take many years to fully implement and this requires on-going communication. Many community associations have newsletters and websites, which are a useful resource to distribute information regarding LAP implementation.

Neighbourhood Safety Program 2.3

A relatively new area of research and community-based solutions include Safety Audits which are a tool used extensively in the Neighbourhood Safety Program and are another area where the Community Association is involved. These audits identify perceptions in an area at a particular time. Without the participation of the Community Association, we would have a difficult time organizing These community members have local community members to attend. knowledge of the issues and assets within their area. The crime statistics may say one thing but the community members often have additional information.

Public Notices (lane, street, walkway closures, changes to Municipal Reserve 2.4 Dedicated Lands, etc).

Prior to the Public Notice Policy Audit, January 2007, The Community Services Department (liaison to the Community Association) was not consulted for input into permanent closure or blocking off streets, lanes and walkways, modifying intersections, and closing/creating median openings in residential areas. Audit stated that their input would assist in ensuring appropriate consideration of the social implications and impact on the City's neighbourhood design policy/criteria. Therefore the Audit recommended that Community Associations be included as a one of the stakeholders in the notification regarding the abovementioned initiatives.

Review of Concept Plans 2.5

Your Administration has been proactive in working with the Community Associations and their residents to have more direct input into recreation and developments within their neighbourhood. These include things such as: spray park concept plan development, neighbourhood park concept plan development, and the establishment of neighbourhood-based community gardens. This also occurs with some targeted infill developments, such as was the case in Pleasant Hill where the Community Association was very involved in the Pleasant Hill Redevelopment Plan. In all these situations, in addition to seeking input from the Community Association, there are various other community input meetings hosted by the City.

A Review of the Community Engagement Processes with Community Associations 3.0

Related to Neighbourhood Planning and Improvements 3.1

The practices noted above are commonplace today and are expected by the public and members of City Council. All of these forms of community engagement are often lumped into an overarching question: "Has the Administration consulted with the Community Association?" The answer is generally that some form of communication was sent to the Community Association and that no comments have been received. The inherent problem with this exchange is that the exchange between the Community Association and the Administration is not put into context, either verbally or in the Council/Committee report. Consequently, the real nature of that exchange is left open to interpretation.

For example, using the defined role of a Community Association in our Corporate Community Engagement process, any mention of communication with the Community Association should identify the purpose as being one or more of the following:

1. Information only; no response required;

2. Identification of engagement process being used in this case and comment as to appropriateness of process and scope of residents being notified;

3. Request to assist in facilitating the community engagement

process, response to request and action taken;

4. Request to participate in community engagement process, response received and action taken;

5. Request to participate as a focus group and participation levels experienced;

6. Request to obtain the views of the residents in the neighbourhood and present those views on behalf of the residents.

7. Assisting with Local Area Plan implementation.

Timeframes should be provided in decision-making reports that highlight the key milestone dates between the time when a specific project, bylaw, bylaw change or other civic action is proposed, and a final decision is to be brought forward to City Council. This would allow decision makers to assess the reasonableness of the community engagement process used to allow affected stakeholders an appropriate time to respond to the proposals brought to their attention.

Without this context, assumptions are made, rightly or wrongly, about whether or not volunteer Community Association executive members are truly reflecting the views of the residents in the neighbourhood versus one person's opinion being taken as the consensus of many in the neighbourhood by virtue of that person's position on the Community Association. This is a fundamental question of who is being represented and how that representation was garnered.

Although your Administration believes that it performs well in many of the areas of community engagement, there are areas where lack of clarity is of concern. Your Administration will undertake a review of all of the community engagement areas initiated by the Administration and specifically related to neighbourhood planning and improvement and will report proposed changes for consideration by City Council. One such report soon to be presented to City Council is on the future of the implementation of LAP recommendations and undertakes to more clearly articulate the role Community Associations and the neighbourhood residents can play in the implementation of the LAP recommendations.

3.2 Related To City Wide and/or Broader Focused City Initiatives

There is a growing complexity for municipal governments in city building in that we are now involved in many diverse businesses including new aspects of housing, health, food, economic development, and immigration. These complex issues require complex thinking, strategic solutions, and an engaged citizenry.

For the City and its citizens, Saskatoon Speaks was the beginning of an ongoing process of collaborative planning for growth and change. There were many discussions started during Saskatoon Speaks. The Visioning initiative provided the necessary framework required for more specific conversations such as how we improve and develop our City Centre, how we move around the city and our need to reduce traffic congestion, and infill development. The City will continue to engage the community and encourage public input to build on the conversations and ideas expressed through Saskatoon Speaks.

There is an expressed desire within some Community Associations to play a more proactive role when it comes to community engagement. Association can play a role by bringing residents together and assisting in creating the environment for discussions and input into plans and initiatives as has been done through the Local Area Planning process. Such a role can provide a comfortable environment for motivated people to actively engage in making a difference to the places that they know best. However, fulfilling this role is directly related to the capacity within the community that can be brought to bear on this endeavour. As has been experienced in the past, capacity does vary from neighbourhood to neighbourhood. We know that without strong internal operations, communications and community linkages, it is difficult for Community Associations to effectively deliver programs. The Community Consultants assist Community Associations by providing guidance and support through organizational development and capacity building which can help strengthen the Community Association so it can more effectively achieve its goals, and take advantage of opportunities for growth and development while maintaining its sustainability and autonomy. We clearly wish to have every neighbourhood represented in conversations about how we grow for the benefit of everyone. Your Administration will continue to provide supports to those Community Associations in greatest need of supports.

There has also been mention from time to time of Community Association's expanding their role to bring forward issues and concerns on behalf of the residents in their neighbourhoods directly to City Council.

In the opinion of your Administration, this begins to run against the role of City Councillors. City Councillors are the elected representatives for a ward which includes several Community Associations. City Councillors are elected to bring forward the collective voice about common community issues and values and represent their ward on a broad scope of civic matters. The clear distinction here is that City Councillors are elected to speak on behalf of their constituents on civic matters while Community Association executive members are elected to focus on neighbourhood-based program delivery and to participate in community engagement processes on civic matters within their neighbourhood.

Although your Administration recognizes that people having a voice in matters that affect their lives is very empowering to citizens; your Administration is also of the view that community empowerment must always support the democratic process of elected representation and must never be allowed to usurp the role of our City Councillors. Of course, any citizen is still welcome to address City Council on any matter at any time.

There is currently no formal letter of understanding between the City and the Community Associations outlining the expected roles and responsibilities as a Community Association. This information is currently presented as part of the Community Manual, and within the context of the specific grant criteria, eligibility, Orientation Manual, and within the context of the specific grant criteria, eligibility, and follow-up requirements. If Council wishes us to move forward with a formal letter of understanding with the Community Associations, your Administration could undertake this initiative.

Role of Community Associations - Summary and Recommendations

To this end, your Administration views the Community Associations as playing a vital role in enhancing the quality of life for residents in neighbourhoods throughout Saskatoon. By definition, community development aims to empower both individuals and local communities through community development aims to empower both individuals and local communities through community development, skill development, and proposed changes to existing conditions. It Community development, as we know it, falls in between social planning and social action. It involves partnerships with knowledgeable and committed professionals who believe that citizen involvement is crucial to planning, empowerment, and the building of stronger communities. The involvement process attempts to instil a growing sense of community awareness in community development process attempts to instil a growing sense of community life. Empowerment individuals, which ultimately carries over into the enhancement of community life. Empowerment is an important outcome of community development. Further, the notion of community empowerment, as opposed to individual empowerment, refers to broader benefits to the overall community. The City's goal in working with Community Associations has always focused on community empowerment, which means that input from a Community Association is about many voices speaking as one, versus one voice speaking for many.

In closing, your Administration is recommending that City Council endorse the two primary functions/roles defined as foundational for the City's engagement with Community Associations, namely: i) neighbourhood-based program delivery agents and ii) for community consultations related to neighbourhood planning and improvement. Your Administration is furth recommending that we undertake a review of the community engagement areas, initiated by your Administration and specifically related to neighbourhood planning and improvement, and Administration and specifically related to neighbourhood planning and improvement, and subsequently report on any proposed changes for consideration by City Council.

OPTIONS

City Council can consider redefining the functions where the City engages with the Community Associations and their role(s) within those engagements.

POLICY IMPLICATIONS

There are no policy implications.

FINANCIAL IMPLICATIONS

There is no financial impact.

STAKEHOLDER INVOLVEMENT

Following the review of this report by the Executive Committee and based on City Council's direction, Administration will then undertake to update all Community Associations as required and will update any applicable correspondence and/or resource materials for the Community Associations.

ENVIRONMENTAL IMPLICATIONS

There are no environmental and/or greenhouse gas implications.

PUBLIC NOTICE

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

ATTACHMENTS

- Excerpt from Community Association Volunteer Handbook "The Critical Role of the 1. Community Association"
- Excerpt from City of Saskatoon Community Engagement Process: A Guide to Public 2.
- Sample letters mailed to Community Associations related to rezoning and discretionary use 3. applications.

Written by:

Mike Libke, Neighbourhood Services Manager

Lynne Lacroix, Community Development Manager

Reviewed by:

Lynne Lacroix

Community Development, Manager

Approved by:

Paul Gauthier, General Manager Community, Services Department

Approved by:

Dated:

His Worship Mayor Atchison cc:

Role of Community Associations to Aug 15 Exec.doc/deb

The Critical Role of the Community Association

Community associations enhance quality of life for residents in neighbourhoods throughout Saskatoon.

ommunity associations are non-profit organizations that recruit and train volunteers, plan and administer seasonal recreation programs at minimal cost to residents, and work to enhance the quality of life for people living in their neighbourhoods.

An association may operate an outdoor rink in winter, assist with public meetings on neighbourhood development or organize a community cleanup in spring. Whatever the activity, the goal is to encourage residents to get involved and build a sense of "community."

	Community associations play a vital role in maintaining a
BENEFITS	sense of belonging and identity in our growing city. A
Build Relationships	healthy community association benefits residents in
with Neighbours	many ways.
Speak with a Strong	•

Voice TO ... 21.3 T

Voice Build Relationships
Provide Input on
In some cities, residents ca

Neighbourhood
Improvements

In some cities, residents can go years without getting to know their neighbours. Not so in Saskatoon. Since the founding of the very first home and school associations in the early 1900s, Saskatoon residents have worked

together for the benefit of their neighbourhoods.

Community associations help build relationships among neighbours. When residents join together to plan programs and events, they not only get to know each other, they get to know the needs of their neighbours

ŧ

and the issues facing their community. This builds a spirit of neighbourliness and creates a bond of common interests that leads to more supportive problem solving.

Speak with One Voice

The community association speaks for many people with one representative voice. This gives your community a stronger voice in municipal government decision-making. Your association also provides a central access point through which the City can more efficiently provide services and information to residents.

Have a Say on Neighbourhood Improvements

When it comes to neighbourhood improvements, community associations provide local residents with a chance to voice their opinions and concerns. They are also a resource for City planners on issues such as land use, zoning and neighbourhood/community-based planning.

Allandbook for Community Association Volunteers

The City of Saskatoon Community Development Branch works with community associations to coordinate neighbourhood activities and programs throughout the city.

We have prepared this handbook to give community association volunteers a resource for organizing, operating and participating in their local association. If you have any questions, feel free to contact your Community Consultant at 975-3378.

City Commitment

On July 19, 2004, Saskatoon City Council adopted a community engagement process to provide a consistent approach to engagement of the public in civic matters. The engagement process is applied when the Administration or City Council want to inform the public, gather face-to-face comments or get input on specific initiatives, projects, new bylaws, bylaw amendments or other civic responsibilities prior to final recommendations, approval or endorsement.

Community engagement is about engaging the appropriate people in the appropriate time.

Examples of initiatives in which the community engagement process would apply include:

- Land use issues such as amendments to the Development Plan or Zoning Bylaw, discretionary use proposals or park design
- Social issues such as affordable housing priorities and social policies
- Safety issues such as traffic, crime, pedestrian crosswalks
- Recreation issues such as parks programming
- Creation and implementation of a Local Area Plan (LAP)
- Utility services such as transit service plan, expansion of water treatment plant and garbage pick up.

Components of Community Engagement

Principles

The community engagement process involves several components. The first is that, when engaging the public, the City of Saskatoon be respectful of the following principles:

- Municipal government decisions be made in a context that is sensitive and responsive to public concerns and values
- The community engagement process must demonstrate openness, honesty and transparency of purpose, as well as communication of results
- The process must be respectful of decision-making protocols
- $^{\pi}$ The process must demonstrate a commitment to being time-sensitive and cost-effective.

Engaging the Community in Civic Matters

Section 2 What is Community Engagement?

Overall Objectives

The second component involves meeting the following overall objectives:

- Provide practical and appropriate opportunities for participation by citizens and stakeholders regarding proposed developments, services, programs or other municipal decisions that
- Provide sufficient access to information to allow stakeholders to become well-informed and thus capable of participation in the dialogue
- Demonstrate consistent application of the process to the public and City Council.

The third component is that a defined process be used to ensure a consistent approach to **Defined Process** community engagement.

Role of Key Stakeholders

The community engagement process recognizes four primary stakeholders: City Council, Civic Administration, Community Associations and the public. While individual roles and expectation. may differ, the overall process is consistent.

Role of City Council

The role of City Council is to ensure that:

- A standard community engagement process is used
- Administration proposals, individual concerns and overall public benefit are balanced
- Guidelines and methods for participation, communication and cooperation are clearly established.

City Council also evaluates the validity of groups or individuals speaking on behalf of others, acknowledges the public's involvement and actively engages in public participation events.

Civic Administration is responsible for supporting community engagement principles and Role of City Administration objectives, as well as carrying out steps in the defined process. The Administration also:

Ensures an effective, appropriate and consistent approach to the process, specifically, matching objectives of engagement with the methodology for achieving that engagement



What is Community Engagement?

Definition

Community engagement is an ongoing process involving communication and interaction between the City of Saskatoon and its residents. The extent of public involvement spans a continuum from simply informing to consulting to involving. By communicating directly, all parties become better informed about the range of views on issues and proposals.

Done well, community engagement results in decisions that are more sensitive and responsive to public concerns and values.

Characteristics of Community Engagement

- Involves an ongoing exchange of information, discussion, debate and decision-making
- Is an investment of time, energy and resources with payback of some short-term and many long-term benefits
- Opens doors to innovation, creative problem solving, improved service, greater efficiency and win-win conflict resolution
- Aims to achieve consensus where possible, first through creativity without trade-offs, then through prioritization, negotiation and compromise
- Builds relationships whose nature and strength can significantly influence success
- A Recognizes that all participants have valid and important contributions to make and can bring new information and perspectives to the table.
- Key words often associated with community engagement
 - o Ongoing
 - o Open
 - o Creative
 - o Participatory
 - o Inclusive
 - Co-operative
 - o Responsive
 - o Sharing
 - Objective



- Provides a complete methodology that includes strategy, process and public participation, communication and evaluation tools
- Co-ordinates public participation forums in specific neighbourhood(s) or on specific topic(s)
- Is responsible for governance of the process.

Role of Community Associations

The role of Community Associations is to:

- Review and comment as requested on the engagement process used by the City of Saskatoon in their respective community
- Assist in facilitating community engagement at the neighbourhood/suburban level (e.g. advertise in local newsletters)
- Participate in community engagement processes
- At the Administration's request, participate as a focus group regarding proposed areas of change such as new policy, policy change or major project initiatives.

Role of the Public

Overall, the public's role is to actively participate in the community engagement process, keep the public good in mind and consider current and future needs of the community. When representing others, the public's role (as an individual or group) is to:

- ^Ч Clearly state who they represent
- * Consult with the people they represent
- Present the views of the group
- " Be open minded
- Demonstrate that they have followed the engagement process and are representative of the group.

Section 2 What Can Community Engagement Accomplish?

What Can Community Engagement Accomplish?

Community engagement can help the City of Saskatoon do a better job. It provides a means for the City to identify interested publics, share ideas and values and discover areas of mutual interest. As well, community engagement can identify potential and existing concerns and areas of conflict before they escalate.

Ideally, the process brings together individuals and groups from all levels, building cooperative working relationships and mutual understanding. Consulting with local communities, interest groups, business and other affected parties is both necessary and desirable.

Benefits

Here's what community engagement can accomplish:

- Identify who cares about what
- Build cooperative working relationships
- Clarify points of agreement and disagreement
- Promote positive attitudes toward ongoing programs and policies
- Provide accurate information about activities and plans
- Build support for new policies or programs
- Hear interests and concerns early, before they escalate
- Gather a wide range of options for solving problems, improving service
- Meet challenges
- Reduce the likelihood of delays in implementing new initiatives
- Develop better solutions and products.

It is important to remember that many benefits of community engagement are long-term. The process is not a quick fix but an investment with a wide range of risks, costs and benefits.



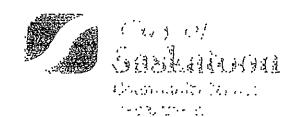
Why Should I Consult?

The communities we serve are becoming more sophisticated, better educated and more aware of their rights as both citizens and consumers. Community engagement promotes the sharing of a difficult responsibility – setting priorities. What's more, community engagement generates the most effective responses to issues and needs.

Effective community engagement enhances decision-making in these ways:

- Establishes forums for the city and the public to exchange ideas and information, clarify positions and expectations and work together to develop constructive solutions and strategies on important issues
- Equips the city with more accurate and timely knowledge and insight on conditions, concerns, values and priorities
- Provides a mechanism to develop policies and programs that are sensitive and responsive to public concerns and priorities; identifies or confirms priorities
- Promotes education and awareness, crucial elements to improving individual responsibility for decisions and choices
- Makes the best use of limited resources and minimizing unnecessary duplication
- Shares responsibility for the trade-offs and compromises needed to balance limited resources with unlimited needs or to be fair in serving conflicting interests
- Brings participants into direct contact with other perspectives and with the practical constraints faced by government and other planners
- Reduces conflict and promotes greater cooperation among traditional adversaries, reaping significant side benefits in ongoing relationships
- If done early, identifies conflict when flexibility is highest and before strong opinions have been entrenched or parties have polarized.

Engaging the Community in Civic Matters



722.3rd Avenue North Saskatoon Spskatchewon 37K 01.5 Photo (306) 575-2643 Fax (306) 575-7712

February 9, 2011

John Dubets
King George Community Association
801 Weldon Avenue
Saskatoon, SK S7M 2V3

Dear Mr. Dubets:

In previous correspondence you were advised of the following Discretionary Use Application:

Discretionary Use Application D4/09
Applicant: Shane Oison on behalf of Solomon Holdings
Civic Address: 401 Avenue L South
Proposal: Dwelling Group (Townhouse Development)
Zoning: MX1 District

Shane Olson, on behalf of Solomon Holdings, is seeking discretionary use approval to use 401 Avenue L South, for the purpose of a townhouse development with approximately 45 dwelling units. The proposed development would provide affordable and entry level housing opportunities.

The property is zoned MX1 District (Mixed Use). In this district, any form of residential development is a discretionary use. The sole reason residential development is a discretionary use is to address any environmental concerns there may be, due to historical industrial land uses in the area.

A Public Information Meeting will be held on March 1st, 2011 at 7:00 p.m. in the King George School Library (721 Avenue K South). The purpose of the meeting is to provide neighbouring residents the opportunity to find out the details of the proposal, and for the applicant to obtain public input on this matter. The City of Saskatoon will also be in attendance to provide details on the discretionary use process.

Please do not hesitate to contact me (975-7889) at the Community Services Department if you would like to comment on the proposal, view the plans of the site, or have any questions regarding the discretionary use approval process.

Yours truly,

Matt Grazier, Planner

Planning and Development Branch (975-7889)

MG: mg

Lynne Lacroix, Manager, Community Development Branch
 Henry Dutka, Area 3 Community Consultant, Community Development Branch
 Councillor Lorje, City Clerk's Office

www.saskatoon.ca

222 3rd Avenue North Saskatoon Saskatchewan S7K 0J5 Fax (306) 975-7712 Phone (306) 975-2645

February 9, 2011

Tina Bertoncini College Park Community Association 33 - 120 Acadia Drive Saskatoon, SK S7H 3V2

Dear Tina Bertoncini:

Re:

Discretionary Use Application PL 4355- D20/10

Applicant:

STC Urban First Nations

Intended Use:

Residential Care Home - Type II (10 residents)

Civic Address:

402/404 Acadia Drive

In previous correspondence, you were advised of the Discretionary Use Application submitted by STC Urban First Nations requesting City Council's approval to operate a Residential Care Home - Type II, with a maximum of 10 residents under care at 402/404 Acadia Drive. The proposed care home would accommodate infants and children up to 12 years of age who are under the care of the Ministry of Social Services. This property is zoned R2 District in the City's Zoning Bylaw. In this district, a Residential Care Home - Type II is a discretionary use.

This matter will be considered by City Council at its meeting on Monday, March 7, 2011 at 6:00 p.m. in the Council Chambers, City Hall.

If you have any written comments with regard to this application you wish City Council to consider, please ensure that they are received in the City Clerk's Office, City Hall, Saskatoon, before 10:00 a.m. on Monday, March 7, 2011. You may also make a verbal presentation to Council at the time of the public hearing on Monday, March 7, 2011.

Please do not hesitate to contact me (975-7889) at the Community Services Department if you would like to comment on the proposal, view the plans of the site, or have any questions regarding the discretionary use approval process

Yours truly,

Matt Grazier, Planner 13

Planning and Development Branch (975-7889)

MG: mg

c:

Lynne Lacroix, Manager, Community Development Branch

Art Lord, Community Consultant

Councillor Penner, City Clerk's Office



222 3rd Avenue North Saskatoon Saskatchewan S7K 0J5 Phone (306) 975-2645 Fax (306) 975-7712

February 16, 2011

Shalene Herron, President
Varsity View Community Association
846 University Drive
Saskatoon, SK S7N OJ7

Dear Ms. Herron:

The City of Saskatoon, Community Services Department held a Public Information Meeting on November 25th, 2010 for the residents of Varsity View regarding the following rezoning application:

Applicant:
Zoning Change:

Blackrock Developments Ltd. R2 District to RM3 District

Civic Address:

1014 Main Street

The applicant has applied to the City to amend the zoning on this property to consolidate this site with the adjacent properties, 1004 and 1010 Main Street, which are already zoned RM3 and construct a three-storey 24 unit residential condominium development.

After hearing concerns from the residents of Varsity View, the applicant has revised its plans. A follow-up Public Information Meeting is scheduled for Thursday, March 3, 2011 from 7:00 pm to 8:30 pm at the Albert Community Centre (please see the enclosed flyer). Residents are once again invited to review the revised rezoning proposal.

The purpose of the meeting is to provide neighbouring residents the opportunity to find out the details of the proposal, and for the applicant to obtain public input on this matter. The City of Saskatoon will also be in attendance to provide details on the rezoning process.

Should you require further information, please do not hesitate to contact me.

Yours truly,

Shall Lam, Planner 16

Planning and Development Branch (975-7723)

SL:sl Enclosure

c: Councillor Clark, City Clerks Office

Lynne Lacroix, Manager, Community Development Branch

Area 6 Community Consultant, Community Development Branch

www.saskatoon.ca

TO: Secretary, Planning and Operations Committee

FROM: General Manager, Infrastructure Services

DATE: June 29, 2012

SUBJECT: Railway Crossings Whistle Cessation

FILE NO: CK. 6172-1 and IS. 6172-02

RECOMMENDATION: that the following report be submitted to City Council

recommending that the Administration proceed with an application for whistle cessation at the rail crossing on Highway 7, north of

11th Street West.

BACKGROUND

The Administration has received complaints regarding train whistling at two railway crossings within the city limits from residents who are concerned about the noise. The following report outlines the procedures that must be followed to apply for train whistle cessation, and discusses the two locations where the complaints are outstanding.

REPORT

Whistle Cessation Application Process

Train whistling requirements are controlled through federal regulations as specified in Canadian Rail Operating Rules, which require the engine whistle to be sounded at all public crossings, except where prescribed in special instructions (such as a Whistle Cessation Order). The railway company can initiate an exception by issuing a special instruction to its locomotive engineers.

Transport Canada sets out the guidelines that must be followed in order for a special instruction to be issued. First, the municipality must contact the applicable railway company to discuss the matter. In a case where the municipality is not the responsible road authority, the responsible road authority must also be contacted. It is also incumbent upon the municipality to notify the general public about the proposed whistling cessation. The railway company, municipality and road authority (if applicable) are then required to conduct a detailed safety assessment of the railway crossing.

The safety assessment is usually conducted by an independent railway safety consultant, who will determine whether the safety measures in place satisfy Transport Canada requirements for whistle cessation. Depending on the type and condition of the railway crossing, Transport Canada may require that the crossing first be upgraded with additional safety measures such as flashing lights, bells or gates. Factors such as train speed limit and the number of tracks dictate the requisite safety measure(s). In addition, the railway safety consultant will look at traffic volumes, sight lines and evidence of trespassing problems when determining whether the railway crossing qualifies for whistle cessation.

Once the safety assessment is concluded, both Canadian National (CN) and Canadian Pacific (CP) Railways usually require that a copy of the assessment be sent to Transport Canada for

review and comments. If Transport Canada does not object, the railway company may agree to have the whistling discontinued at the railway crossing in question, subject to additional safety measures being put in place as required. The railway company may also request that Transport Canada inspect the railway crossing to confirm that it meets the requirements of the guidelines.

It should be noted that train whistling only applies to railway crossings at-grade, and not railway overpasses. Furthermore, the train operator reserves the discretion to use the train whistle in emergency situations, and to warn workers performing track maintenance, even with a Whistle Cessation Order in place.

There are two at-grade railway crossings in the city with outstanding requests to initiate the whistle cessation process. The concerns were brought forward by residents living near these crossings, who are concerned about the noise.

CP Rail, Highway 7, Wilkie Subdivision, Mile 4.44 and 4.47

This at-grade railway crossing is located on Highway 7, just north of 11th Street West. The City is responsible for maintenance and control of this section of Highway 7, but the crossing itself is still the responsibility of Saskatchewan Ministry of Highways and Infrastructure, as per the original crossing agreement with CP.

The crossing has an active warning system in place which consists of flashing lights and bells with a cantilever structure for one set of flashing lights due to the four-lane divided cross-section. In 2008, the City hired a consultant who completed a safety assessment of this grade crossing as part of the City's initiative to determine if train whistle cessation can be facilitated at this location. The consultant's findings determined that, based on the cross-product of traffic and train volumes, the warning system in place is sufficient to meet Transport Canada's requirements. This assessment will need to be updated with current traffic volume information to verify this finding.

In order to proceed further with the whistle cessation application and streamline the process, the City is prepared to enter into an agreement with the Ministry of Highways to assume ownership of this grade crossing. This implies that the City will share the responsibility for all future maintenance of this crossing, including the insurance premium cost increase resulting from whistle cessation, with CP, estimated to be \$500 annually.

CP Rail, Sutherland Subdivision, Mile 106.42

This is a private crossing entrance into the site containing Boychuk Greenhouses, located approximately 1.35 kilometres southeast of 8th Street East on the old Highway 16. The gravel road across the railway line has stop signs mounted on wood posts on each side of the track. There are no other railway warning and protection devices. Train operators are required to sound the engine every time a train goes by, which on average is approximately six times per day. This noise disturbs a number of residents who live in the adjacent Briarwood neighbourhood. The Rosewood neighbourhood, currently under development, is also in close proximity to this crossing.

In 2007, the City retained a consultant to undertake a safety assessment of this at-grade crossing. The consultant's assessment identified that the approach grades on both sides of railway track exceed the maximum allowable slope of two percent. While it is physically feasible to rebuild the north approach by extending the sloped approach, it is not likely that the spacing on the south approach allows a reduction to two percent grade. Furthermore, the report concluded that the crossing does not meet Transport Canada's requirements for whistle cessation, which essentially mandates that any public grade crossing requires flashing lights and bells, at a minimum. Because this private road also serves the greenhouse, this commercial component/activity and the unrestricted general public usage dictates that the same criteria for the required level of protection are applied as for any public crossing. CP has indicated that, for public safety and liability reasons, they would only consider the request for whistle cessation, if the crossing is upgraded to an active warning system (i.e. flashing lights and bells). Their preliminary cost estimate for such an upgrade is approximately \$300,000.

It should be noted that, if the Boychuk Greenhouse ceases to operate as a public business, as it has done temporarily on a couple of occasions, there are options available to enter into negotiations with CP Rail to obtain a standard Private Crossing Agreement and Whistle Cessation Order without having to undertake the crossing upgrades. In addition, as part of the East Sector Plan, the intent is to provide future access to the Boychuk property from the new development to the east and ultimately abandon old Highway 16 as the public road. In either case, the active warning devices would not be needed to eliminate the train whistling at this location.

While the Administration understands that train whistling at this location is disturbing to the adjacent residents, due to the fact that it is considered a private crossing, not under the control of the City of Saskatoon, the Administration does not recommend bringing the crossing up to the standard required for whistle cessation.

POLICY IMPLICATIONS

There are no policy implications.

OPTIONS

No other options were considered.

FINANCIAL IMPACT

All costs associated with a request for train whistle cessation are to be borne by the City. It is anticipated that the cost of pursuing whistle cessation at the Highway 7 crossing will be limited to the notification to required organizations and advertizing in accordance with the Railway Safety Act, as well as insurance premiums estimated to be \$500 annually. In addition, taking over ownership of the rail crossing will result in annual maintenance costs estimated to be \$3,500 a year. If approved, these costs will be included in the 2013 Operating Budget.

ENVIRONMENTAL IMPLICATIONS

There are no environmental implications.

COMMUNICATIONS PLAN

As required by the Railway Safety Act, stakeholders will be notified and an advertisement will be placed in the StarPhoenix.

PUBLIC NOTICE

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

Written by: Goran Lazic, P. Eng

Transportation Branch

Approved by: Angela Gardiner, Manager

Transportation Branch

Approved by: "Ross Johnson"

FOR Mike Gutek, General Manager Infrastructure Services Department

Dated: "July 5, 2012"

Copy to: Murray Totland

City Manager

PO GL Whistle Cessation.doc

Circulated to Pao Cetto by Mr. Richet -July 17, 2012.

TO: Planning and Operations Committee

DATE: July 17, 2012

FROM: Briarwood Community Association

RE: Railway Crossing Whistle Cessation CP Rail Sutherland Subdivision, Mile 106.42

Background:

- Since the early development years of the Briarwood Neighborhood, the conflict between homeowner expectations of a quiet and peaceful lifestyle in an upscale community and the intrusive railroad whistle blowing for a lone crossing to a small acreage on the east city boundary has been escalating.
- The increasing occurrences combined with the unwillingness to tolerate such infringement on one's airspace, has brought forward the request for those in a position of authority and responsible to represent the interests of constituents to actively seek the cessation of this inappropriate whistle.

Comments:

- Many of the 1800 residences in Briarwood have expressed displeasure at the increasing daily whistle occurrences. There are about 50 residences less than 300 meters from the whistle initiation point.
- A number of young families represent that this disrupts children's sleep patterns and others report pets negatively react to such whistle events.
- The safety issues connected with this private and on again off again commercial venture (3 month maximum access for the public per year) has significantly diminished over the years since the crossing's first approval due to the very limited traffic on the old Highway #16.
- The new development of the East Sector Plan would see this parcel assimilated into a residential subdivision where a commercial venture would be in non- conformance. The Plan also indicates a possible CPR increase from 8 to 12 trains per day. At the recent whistle experience of 3 long and 3 short blasts per occurrence, the effect could amount to 72 whistle blows per day with more than 30% after 21:00.
- The Quality of Life expectations of the residents of Briarwood (as well as that
 of Lakewood and emerging Rosewood) needs to be taken seriously and the
 Noise Pollution created by an outdated and inappropriate application of this
 whistle warning requires corrective action.

Action:

That the City of Saskatoon represent the concern of the residents of Briarwood and move to undertake steps in accomplishing a change in the practice of whistle blowing at the CPR crossing at Mile 106.42. This may include:

- · Re-assessment of this crossing to result in:
 - o Identifying the minor number of traffic conflict occurrences
 - o Realizing the safety concern is limited
 - o Classifying the crossing as "private" and have CPR obtain a standard "Private Crossing Agreement"
- Applying to Transport Canada for:
 - o Recognition of the issues
 - o Gain approval to issue a Whistle Cessation Order for this crossing
- Applying to other Governments for:
 - o Possibly revoking the commercial approval of the parcel
 - o Possibly having the old Highway #16 abandoned as a public road

TO: Secretary, Planning and Operations Committee

FROM: General Manager, Infrastructure Services Department

DATE: June 28, 2012

SUBJECT: Red Light Camera Enforcement Systems

at New and Existing Locations

FILE NO: CK. 5300-8 and IS. 5300-8

RECOMMENDATION: that the following report be submitted to City Council recommending:

- 1) that a Red Light Camera Enforcement system be installed at the intersection of 33rd Street and Idylwyld Drive; and
- 2) that the Administration proceed to a Request for Proposal for the installation of the new system at 33rd Street and Idylwyld Drive, as well as for the replacement of the three existing locations, when their respective contracts expire.

BACKGROUND

The Infrastructure Services Department continues to investigate and pursue safety initiatives to reduce the number of collisions throughout Saskatoon. Red light running is the leading cause of urban crashes, particularly right-angle and left-turning collisions, which can result in serious injury or death. One method of reducing these collisions is the installation of Red Light Camera Enforcement systems.

Red Light Camera Enforcement systems capture images or videos of vehicles entering an intersection after a traffic signal turns red. This produces evidence to assist authorities in the enforcement of traffic laws. The presence of cameras, 24 hours a day, 7 days a week, is often sufficient to discourage motorists from running red lights.

The City of Saskatoon currently has Red Light Camera Enforcement systems installed at three intersections. Due to the fact that the City does not own the current systems (i.e. they operate under a third party lease and revenue sharing agreement) and because of the age of the technology, the existing systems will need to be entirely replaced upon expiration of their existing contracts.

The current service agreements for these systems expire as follows:

- Avenue C and Circle Drive expires August 2012;
- 51st Street and Warman Road expires October 2013; and
- 8th Street and Preston Avenue expires October 2013.

A request was received from the Board of Police Commissioners in 2011 to investigate the possibility of installing red light cameras at the intersection of Central Avenue and Attridge Drive. This intersection, in addition to other high collision intersections, as outlined in the

following report, were reviewed to evaluate the potential benefit of installing red light camera systems.

In addition, a review was recently conducted at Avenue C and Circle Drive to compare statistics before and after the installation of the red light cameras. This intersection was chosen for the review as it was the first location in the city to have cameras installed, and, therefore, provided the best analytical range of years of data collection. The review indicated that, although the overall number of collisions remained the same, the number of serious right-angle and opposite left-turn collisions has significantly reduced since the installation of the cameras. The collision history (2005 to 2009) at this intersection shows a 31% reduction in serious collisions.

REPORT

In order to determine if any intersections could be improved by installing Red Light Camera Enforcement systems, a traffic study was conducted in Spring 2012, wherein traffic data was analyzed at the six intersections listed below, which had been identified to have a high collision/injury/fatality rate, with particular emphasis on those intersections experiencing a high collision frequency due to red light violations.

- 22nd Street and Diefenbaker Drive;
- 8th Street and Acadia Drive;
- 22nd Street and Idylwyld Drive;
- College Drive and Preston Avenue;
- Central Avenue and Attridge Drive; and
- 33rd Street and Idylwyld Drive.

Attachment 1 shows the Collision Report at intersections based on the five year collision data (2005 – 2009). Attachment 2 shows the test results for red light violations at the six selected intersections. The red light violation testing was conducted on the two busiest approaches at each of the six intersections over a 36-hour period, with 12 hours of monitoring for each of the three days.

Based on the test results, 33rd Street and Idylwyld Drive had the highest number of red light violations. This intersection is also ranked as one of the top five intersections in the city for collisions recorded in the five year collision data (2005 - 2009).

The intersection of 33rd Street and Idylwyld Drive was reviewed to determine the potential for geometric improvements to address the ongoing safety concerns. Due to the limited amount of right-of-way and adjacent land uses, geometric improvements are not feasible without significant land acquisition. Therefore, to reduce the number of collisions, red light running violations and to improve the overall safety at 33rd Street and Idylwyld Drive, a Red Light Camera Enforcement system is recommended at this intersection.

A review of the intersection of Central Avenue and Attridge Drive was also conducted, due to traffic safety concerns and a formal request from the Board of Police Commissioners to install red light cameras at that location. Based on the results of the collision analysis and testing for

red light violations, it has been determined that, due to the limited number of red light violations, the installation of red light cameras at this location will provide minimal benefit to improve the safety at this intersection. The installation of red light cameras is, therefore, not being recommended at the intersection of Central Avenue and Attridge Drive.

The Administration will explore other potential safety measures at the intersection of Central Avenue and Attridge Drive, as well as other high collision intersections, such as traffic signal timing adjustments, improving visibility and signage.

The Administration is requesting approval to proceed with a Request for Proposals for the installation of a new Red Light Camera Enforcement system for the intersection of 33rd Street and Idylwyld Drive, as well as for the replacement of the three existing systems, when their respective contracts expire.

POLICY IMPLICATIONS

There are no policy implications.

FINANCIAL IMPLICATIONS

All costs associated with the Red Light Camera Enforcement systems are funded from the City's portion of ticket revenues. Therefore, there is no financial implication. Any additional funds are deposited into the Traffic Safety Reserve to fund projects to improve the safety on the City's road network.

COMMUNICATIONS PLAN

Should the recommendations be approved, the Administration will work with the Communications Branch to develop an educational program, prior to the installation of the red light cameras at the intersection of Idylwyld Drive and 33rd Street. In addition, the City's website will be updated and public service announcements will be released.

ENVIRONMENTAL IMPLICATIONS

There are no environmental implications.

PUBLIC NOTICE

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

ATTACHMENTS

- 1. 5 Year Intersection Collision Report (2005 2009); and
- 2. Test Results for Red Light Violations.

Written by: Lanre Akindipe, P.Eng., Traffic Systems Engineer

Transportation Branch

Approved by: Angela Gardiner, Manager

Transportation Branch

Approved by: _"Ross Johnson"

FOR Mike Gutek, General Manager

Infrastructure Services
Dated: "July 9, 2012"

Approved by: _"Jeff Jorgenson"

FOR Murray Totland

City Manager

Dated: "July 9, 2012"

PO LA RLC New Locations

Attachment 1 - Collision Report based on a five year collision data (2005 - 2009)

5 year Intersection Collison Report (2005 - 2009)

Rank	Intersections	2005	2006	2007	2008	2009	5 year collision Average	Total Collisions	Comments
1	51st St and Warman Rd	98	86	87	110	93	95	474	existing RLC system
2	Ave C & Circle Dr	76	86	88	85	85	84	420	existing RLC system
3	22nd St and Idylwyld Dr	62	70	94	89	94	82	409	anticipated traffic pattern modifications due to Circle Drive South
4	College Dr and Preston Ave	68	81	73	80	71	75	373	geometric modifications completed in 2009
5	33rd St and Idywyld Dr	73	63	74	66	86	72	362	
6	51st St and Millar Ave	58	77	79	68	70	70	352	planned geometric modifications, subject to funding
7	8th St and Preston Ave	51	60	68	75	68	64	322	existing RLC system
8	Circle Dr and Millar Ave	61	61	61	60	50	59	293	
9	8th St and McKercher Dr	47	54	55	62	70	58	288	
10	Attridge Dr and Central Ave	66	65	42	48	63	57	284	

Attachment 2 - Test Results for Red Light Violations

		Number of Violations		
Intersection	Testing Date	Total	Average per day	
22nd Street & Diefenbaker Drive (Eastbound)	Day 1	4		
22nd Street & Diefenbaker Drive (Eastbound)	Day 2	6	6	
22nd Street & Diefenbaker Drive (Eastbound)	Day 3	7		
22nd Street & Diefenbaker Drive (Northbound)	Day 1	1		
22nd Street & Diefenbaker Drive (Northbound)	Day 2	2	1	
22nd Street & Diefenbaker Drive (Northbound)	Day 3	1	Language Control of the Control of t	
8th Street & Acadia Drive (Westbound)	Day 1	20	18	
8th Street & Acadia Drive (Westbound)	Day 2	15		
8th Street & Acadia Drive (Westbound)	Day 3	18		
8th Street & Acadia Drive (Northbound)	Day 1	22		
8th Street & Acadia Drive (Northbound)	Day 2	16	15	
8th Street & Acadia Drive (Northbound)	Day 3	7	The second second	
Central Avenue & Attridge Drive (Northbound)	Day 1	4		
Central Avenue & Attridge Drive (Northbound)	Day 2	3	3	
Central Avenue & Attridge Drive (Northbound)	Day 3	2		
Central Avenue & Attridge Drive (Westbound)	Day 1	4	4	
Central Avenue & Attridge Drive (Westbound)	Day 2	2	2	
Central Avenue & Attridge Drive (Westbound)	Day 3	1		
Idylwyld Drive & 33rd Street (Eastbound)	Day 1	27	38	
Idylwyld Drive & 33rd Street (Eastbound)	Day 2	62		
Idylwyld Drive & 33rd Street (Eastbound)	Day 3	26		
Idylwyld Drive & 33rd Street (Southbound)	Day 1	18	27	
Idylwyld Drive & 33rd Street (Southbound)	Day 2	29		
Idylwyld Drive & 33rd Street (Southbound)	Day 3	33		
Preston Avenue & College Drive (Southbound)	Day 1	0		
Preston Avenue & College Drive (Southbound)	Day 2	0	0	
Preston Avenue & College Drive (Southbound)	Day 3	0		
Preston Avenue & College Drive (Westbound)	Day 1	5	2	
Preston Avenue & College Drive (Westbound)	Day 2	2		
Preston Avenue & College Drive (Westbound)	Day 3	0		
Idylwyld Drive & 22nd Street (Eastbound)	Day 1	6		
Idylwyld Drive & 22nd Street (Eastbound)	Day 2	5	4	
Idylwyld Drive & 22nd Street (Eastbound)	Day 3	1		
Idylwyld Drive & 22nd Street (Southbound)	Day 1	3	4	
Idylwyld Drive & 22nd Street (Southbound)	Day 2	7		
Idylwyld Drive & 22nd Street (Southbound)	Day 3	2		

Subject:

FW: Red Light Cameras

----Original Message----

From: Todd Trann [mailto:toddtrann@sasktel.net]

Sent: July 17, 2012 2:55 PM To: Bryant, Shellie (Clerks) Subject: Re: Red Light Cameras RECEIVED

JUL 17 2012

CITY CLERK'S OFFICE SASKATOON

Yes, please do. From my reading of the Star Phoenix I may already be too late, but I hope not.

Thanks, Todd

```
On 12-07-17 2:51 PM, Bryant, Shellie (Clerks) wrote:
> Thanks Todd. And just to confirm, you would like this to be submitted to City Council as well?
> ----Original Message----
> From: Todd Trann [mailto:toddtrann@sasktel.net]
> Sent: July 17, 2012 2:49 PM
> To: Bryant, Shellie (Clerks)
> Subject: Red Light Cameras
> Hi Shellie,
> Here is the email I tried to send to Randy:
> Hello Randy,
```

I heard that there was a proposal for additional red light cameras in Saskatoon. I'm strongly against that. Being that I need to drive through the camera intersection at 51st Street and Warman Road twice every work day, I have noticed that people definitely drive differently (not better) around these cameras. Their focus shifts from "driving to avoid an accident" over to "driving to avoid a red light ticket".

I'm sure one could find studies both for and against these cameras, and data that would back up either position. However, instead of another red light camera installation, would the City Council entertain the idea of installing countdown timers on the walk lights? I've seen them in use quite extensively in Prince Albert, and as a driver I truly appreciate knowing that there are (for example) 3 seconds left on the green light before it changes to yellow. It allows me to gauge if I have enough time to proceed safely through or if I should start slowing down. This is doubly so when I am pulling my travel trailer and I know that I need more space in order to stop. I feel safer and much less anxious around intersections with these timers installed.

If the goal is to increase safety at intersections, I think the countdown timers are a better solution.

Thank you, Todd Trann, Ward 5 Resident 135 Trotchie Crescent Saskatoon

Todd Trann, B.E., B.Sc.
Proprietor
Prairie West Software Consulting
http://www.prairiewest.net

His Worship the Mayor and City Council The City of Saskatoon

REPORT

of the

ADMINISTRATION AND FINANCE COMMITTEE

Composition of Committee

Councillor G. Penner, Chair Councillor D. Hill Councillor M. Heidt Councillor T. Paulsen Councillor A. Iwanchuk

1. Post-Budget Capital Funding Requests
#2184 – Waste Characterization Study and
#2187 – Pilot Compost Depots
(Files CK, 7830-5, x1702-1)

RECOMMENDATION:

- 1) that post-budget funding of \$100,000 be added to Capital Project #2187 Pilot Compost Depots from the Landfill Replacement Reserve;
- 2) that post-budget funding of \$100,000 be added to Capital Project #2184 Waste Characterization Study from the Landfill Replacement Reserve; and
- 3) that the Administration be requested to provide a report to the Administration and Finance Committee in 2013 on the matter of permanent locations for the compost depots.

Attached is a report of the General Manager, Utility Services Department dated July 3, 2012, with respect to the above matter.

Report No. 6-2012 Administration and Finance Committee Wednesday, July 18, 2012 Page 2

Your Committee has reviewed the report with the Administration and supports the proposed post-budget capital funding requests for the above projects. Your Committee is also recommending that the Administration provide a report for consideration in 2013 with respect to the matter of permanent locations for the compost depots.

Respectfully subm	intou,

TO:

Secretary, Administration and Finance Committee

FROM:

General Manager, Utility Services Department

DATE:

July 3, 2012

SUBJECT:

Post-Budget Capital Funding Requests

#2184 - Waste Characterization Study and

#2187 – Pilot Compost Depots

FILE NO: 7831-1

7830-5-X1700-1 PECENVED JUL 09 2012 CITY CLERK'S OFFICE SASKATOON

RECOMMENDATION:

that the Administration and Finance Committee make the following recommendations to City Council:

- 1) that post-budget funding of \$100,000 be added to Capital Project #2187 Pilot Compost Depots from the Landfill Replacement Reserve; and
- 2) that post-budget funding of \$100,000 be added to Capital Project #2184 Waste Characterization Study from the Landfill Replacement Reserve.

BACKGROUND

Since 2006, the City of Saskatoon Environmental Services Branch has been operating two compost depots where residents can drop off yard waste at no charge. The two depots, one on McOrmond Drive and the other on Highway 7, are pilot projects accepting leaves, grass, non-elm tree and shrub branches, as well as garden waste that would otherwise end up in the landfill. In 2011, the compost depots collected an estimated 27,000 tonnes of material; more than 25,000 commercial and residential loads were delivered to the depots.

At its August 14, 2006 meeting, City Council approved funding for a Waste Characterization Study in the amount of \$50,000. This study provided benchmarking information to guide the implementation of strategies and programs under the Saskatoon Waste and Recycling Plan, and in support of the preparation of operating and capital budgets for solid waste management and waste minimization.

REPORT

The compost depots operated by the City of Saskatoon remain as 'pilots' as both locations are in the path of future urban development. As pilots, the depots are funded through Capital Project #2187 — Pilot Compost Depots and rely on the use of contractors for their operations and maintenance.

In the 2012 Capital Budget, Project #2187 – Pilot Compost Depots were allocated \$400,000 to cover the costs to process material outstanding from the 2011 season and depot operations for the 2012 season. This was an increase of \$100,000 over the 2011 Capital Budget.

Large amounts of material and heavy traffic volumes have been experienced at the depots already this season. Additional funding will be required to deal with increasing tender costs, and

will ensure there is no backlog of material at the depots. Material backlogs can adversely impact the seasonal opening for the following year. This additional funding will allow all existing and remaining 2012 expected materials to be processed.

The 2010 Capital Budget included funding of \$50,000 for Project #2184 – Waste Characterization Study to cover the costs to complete a new waste audit in advance of the launch of expanded recycling programs. The waste audit was delayed to allow for the finalization of program design. The original allocation of \$50,000 was sufficient to complete the waste audit in 2006, but will not be sufficient to compile the necessary benchmarking information required to ensure the future success of the Residential Curbside Recycling contract with Loraas Recycle and the Multi-Unit Dwelling Recycling Program expected to be launched through a contract with Cosmopolitan Industries.

The purpose of the Waste Characterization Audit is to conduct sufficient waste sampling, statistical analysis (including demographic cross-tabulations), and reporting in order to provide a statistically valid, comprehensive waste characterization for all waste sectors and/or related programs of the City of Saskatoon including but not limited to:

- Single-family Residential;
- Multi-family Residential;
- Institutional, Commercial, and Industrial;
- Construction, Renovation, Demolition;
- Current recycling activities/programs including but not limited to:
 - o intercept surveys @ recycling depots
 - o characterization of existing subscription-based curbside service
 - o existing compost depots

The analysis will include additional factors such as waste disposal rate per capita and recycling rate per capita for each sector.

The 2012 Waste Characterization Study objectives will particularly focus on establishing baseline data prior to the implementation of a city-wide, municipal curbside recycling program for single-family housing in Saskatoon. Contract performance will be measured based on reported tonnes of material recycled by commodity and quantities of residuals.

OPTIONS

The option to maintain current funding levels for the Pilot Compost Depots will result in a stockpile of unprocessed material left through the winter for handling in the spring prior to the start of depot operations in 2013. This option is not recommended as it significantly impedes the ability to provide timely service to citizens wishing to complete spring yard maintenance without incurring landfill tipping fees.

The option to delay funding for the waste audit will result in greater risks for the new recycling programs as significant pieces of information about the current waste stream will not be available to measure contract performance against.

POLICY IMPLICATIONS

There are no identified policy implications at this time.

ENVIRONMENTAL IMPLICATIONS

Each tonne of organic material diverted from the Landfill and processed into soil amendment substantially reduces greenhouse gas emissions. In 2011, the compost depot program reduced greenhouse gas emissions by approximately 86,724 tonnes C0₂e per year.

Beyond the environmental benefits of removing materials from the stream of waste destined for the Landfill, expanded recycling programs are also expected to result in significant greenhouse gas emissions reductions which will be reported this fall with the launch of the public education campaign.

FINANCIAL IMPLICATIONS

The post-budget funding would be provided from the Landfill Replacement Reserve and fits within the sufficiency analysis prepared earlier this year. The sufficiency plan shows that the Reserve is projected to carry a negative balance in the near term as substantial capital construction requirements to optimize the landfill are self-financed. By 2016, the Reserve will have sufficient balances to fund the remaining phases of Landfill Optimization, including funding necessary waste minimization infrastructure and initiatives such as compost programs and waste characterization studies, without creating a negative balance.

PUBLIC NOTICE

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

Written by: Brenda Wallace, Manager, Environmental Services Branch

Approved by:

Jeff Jorgenson, General Manager

Utility Services Department

Dated:

Approved by:

Murray Totland, City Manager

Dated:

ESB Post-Budget Capital Funding Requests.doc

His Worship the Mayor and City Council The City of Saskatoon

REPORT

of the

AUDIT COMMITTEE

Composition of Committee

Councillor B. Dubois, Chair Councillor R. Donauer Councillor C. Clark Councillor M. Loewen Councillor A. Iwanchuk

1. Appointment – External Auditor Request for Proposal – Five-Year Contract (File No. CK. 1610-1)

1)

RECOMMENDATION:

- that the City engage the services of Deloitte & Touche LLP as external auditor for a service fee of \$144,878.00 (and applicable taxes) plus CPI after the first year of the five-year contract; and
- 2) that the City Solicitor prepare the necessary contract for execution by His Worship the Mayor and the City Clerk.

Your Committee has been advised that the external audit services contract for the City of Saskatoon has expired. This service has been provided by Deloitte & Touche since 2002, after two contracts awarded through a request for proposal (RFP), the last one being in 2007. It is the practice of the City of Saskatoon to issue an RFP for such services every five years. In continuation of that practice, an RFP was issued on May 1, 2012, with a closing date of May 31, 2012. In addition to advertising in *The StarPhoenix*, the RFP was also sent to the major accounting firms in Saskatoon inviting them to respond.

Report No. 3-2012 Audit Committee Wednesday, July 18, 2012 Page 2

The external auditor is required to complete the requirements of Division 10 of *The Cities Act* and to express an opinion as to whether the financial statements present fairly the financial position of the enterprise or fund under review, the results of its operations for the year, and whether the reporting was done in accordance with stated accounting policies on a basis consistent with that of the preceding year. The engagement must be conducted in accordance with generally accepted auditing standards as prescribed by the Canadian Institute of Chartered Accountants (CICA) and the Public Sector Accounting Board (PSAB). As part of the external auditor's service, it will provide to the City comments relating to required improvements in internal accounting controls and systems, where such improvements are important, but not critical, to the expression of an opinion.

The financial statements of the City of Saskatoon are fully consolidated to include all entities directly controlled by City Council. However, the services provided exclude Credit Union Centre and TCU Place for which the auditor appointed by the City must review, and be satisfied with the work of the auditors appointed by those Boards.

The selection criteria in the RFP stated that the evaluation would be based on the following:

- 1. The firm's demonstrated knowledge and experience in the audit of similar size municipalities and other large entities.
- 2. Qualifications and expertise of partners and staff, including consultants, to be assigned to the audit. Education, position in firm, and years and types of experience will be considered. This will be determined from resumes submitted.
- 3. The firm's audit plan and philosophy related to the City of Saskatoon and related entities, particularly the terms of the audit work, use of technology and plans for dealing with start up and familiarization of the entities.
- 4. Total audit fees for the five year term and the number of hours involved in the audit.
- 5. Ability to meet deadlines.

The award is not based solely on total audit fees. All five factors weigh in the determination of the successful candidate.

Report No. 3-2012 Audit Committee Wednesday, July 18, 2012 Page 3

The Administration received four responses to the Proposal Call. A selection committee comprised of the General Manager, Corporate Services, the Finance Manager and the Corporate Accounting Manager from the Finance Branch, reviewed the proposals and forwarded three of the proposals to the Audit Committee for review. While all four were qualified to perform the audit function, based on fees and experience with larger municipalities, the review was narrowed to three of the submissions. Due to the similarity in the proposals, the Selection Committee recommended to the City Manager that these proposals be brought forward to the Audit Committee, along with the request for a presentation to the Committee from each of the auditing firms (PricewaterhouseCoopers, Ernst & Young, and Deloitte & Touche).

Under the terms of reference of the Audit Committee, it is the Committee's responsibility to appoint the external auditor. Each of the three firms recommended by the Selection Committee participated in a meeting with the Audit Committee to provide an overview of their proposal and respond to questions posed by members of your Committee. After careful consideration, your Committee has determined that the proposal submitted by Deloitte & Touche best meets the selection criteria. Your Committee is recommending that the City engage the services of Deloitte & Touche LLP as external auditor for a service fee of \$144,878.00 (and applicable taxes) plus CPI after the first year of the five-year contract.

The previous contract which expired in 2012 was \$135,400.00 for all services (2011 Audit).

Respectfully submitted,
Councillor B. Dubois, Chair

His Worship the Mayor and City Council The City of Saskatoon

REPORT

of the

EXECUTIVE COMMITTEE

Composition of Committee

His Worship Mayor D. Atchison, Chair

Councillor C. Clark

Councillor R. Donauer

Councillor B. Dubois

Councillor M. Heidt

Councillor D. Hill

Councillor A. Iwanchuk

Councillor M. Loewen

Councillor P. Lorje

Councillor T. Paulsen

Councillor G. Penner

1. Purchase of Additional Land for Land Bank Program (File No. CK. 4020-1)

RECOMMENDATION:

- 1) that the Real Estate Manager, Corporate Projects, be authorized to purchase approximately 270.15 acres of vacant, future development land from 101206373 Saskatchewan Ltd. at a purchase price of \$4,187,325;
- that this purchase be financed by withdrawals from the Property Realized Reserve with an initial deposit of \$10,000 upon acceptance of the agreement, payments of approximately \$2,027,325 (less adjustments) on the Closing Date, \$1,075,000 on September 28, 2013, and \$1,075,000 on September 30, 2014. Legal and administration costs, plus disbursements, will also be withdrawn from the Property Realized Reserve; and

3) that the City Solicitor be requested to prepare the necessary purchase agreements and that His Worship the Mayor and the City Clerk be authorized to execute the agreements under the Corporate Seal.

Your Committee has considered and supports the following report of the City Manager dated July 6, 2012:

"REPORT

The subject lands consists of approximately 270.15 acres of agricultural lands situated within the R.M. of Corman Park, in the area north of AgriPlace between Highways 16, 12, and the future Perimeter Road (Attachment 1). Abutting Highway 12, the lands are situated immediately north of the 505 acres of land acquired by the City from the Province in 2011, and extend northward to include lands slightly beyond the proposed Perimeter Highway.

The subject lands are considered to be strategic to the servicing feasibility of this entire area with the future development potential estimated to be within the next 25 years. Development of these lands for urban purposes would not occur until a sector plan has been completed along with annexation of the lands into the city of Saskatoon.

The City's Real Estate Section has negotiated a Purchase Agreement with the property owner to acquire the land, conditional upon approval by City Council. Land descriptions and significant terms and conditions of the Offer to Purchase Agreement are as follows:

Property Description

Civic Address: N/A

Legal Description: Blk/Par W Plan No. 101219611 Extension 0

Surface Parcel No. 131862247 Approximately 68.23 acres

Civic Address: N/A

Legal Description: Blk/Par X Plan No. 101219611 Extension 0

Surface Parcel No. 131862258 Approximately 68.24 acres

Civic Address: N/A

Legal Description: Blk/Par Y Plan No. 101219611 Extension 0

> Surface Parcel No. 131862214 Approximately 66.83 acres

Civic Address: N/A

Legal Description: Blk/Par Z Plan No. 101219611 Extension 0

Surface Parcel No. 131862225 Approximately 66.85 acres

Total of 270.15 acres

Purchase Price

The purchase price of \$4,187,325 is to be paid as follows:

- Initial deposit of \$10,000;
- \$2,027,325 (less adjustments) on the Closing Date of September 28, 2012;
- \$1,075,000 on September 30, 2013; and
- \$1,075,000 on September 30, 2014.

Conditions Precedent

- 1. Approval of City Council by August 17, 2012.
- 2. Satisfactory review of the Environmental, Geotechnical, and Drainage Plan reports as provided by the Vendor by August 17, 2012.
- 3. The City has the opportunity to complete any of the above studies on its own behalf by August 17, 2012, the results of which must be to our sole satisfaction.
- 4. The Vendor is to be granted a one-year Option to re-purchase a portion of Parcel W, that being the approximate 15.4 acres situated north of the proposed Perimeter Highway for the sole purpose of establishing a clean fill/concrete recycle processing facility on the site. Application has made to the relevant approval authorities in that regard. The Vendor has until September 30, 2013, to obtain all necessary approvals required for this use and to provide formal notification to the City to exercise the option. The re-purchase price is to be the same as the price paid by the City to acquire the lands, that being \$15,500 per acre.

Closing Date

September 28, 2012.

Other Terms

- 1. Should the Vendor meet the necessary requirements and subsequently exercise the option and develop the 15.4 acres as a clean fill/concrete recycle processing facility, the Vendor grants the City the First Right of Refusal to purchase the property should it be made available for sale at a later date.
- 2. Each party shall be responsible for its own legal costs in connection with this transaction.
- 3. The Seller shall keep the Lands in the present state of repair or better, up to the date of vacating the property.

POLICY IMPLICATIONS

There are no policy implications.

FINANCIAL IMPLICATIONS

It is recommended that the cost of the acquisition and related expenses be charged to the Property Realized Reserve.

ENVIRONMENTAL IMPLICATIONS

There are no environmental and/or greenhouse gas implications respecting the purchase of this property.

PUBLIC NOTICE

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

ATTACHMENT

1. Diagram Illustrating Proposed Acquisition Site Locations."

2. Appointments to Saskatoon Gallery and Conservatory Board of Trustees and Art Gallery of Saskatchewan Board of Directors (File No. CK. 175-27)

RECOMMENDATION:

that the City's representative be instructed to vote the City's proxy at the next special general meeting for the appointment of Ms. Cheryl Carver to the Saskatoon Gallery and Conservatory Corporation Board of Trustees and Art Gallery of Saskatchewan Board of Directors throughout a term expiring at the conclusion of the 2014 Annual General Meeting, to replace Dr. Art Knight.

3. Terms of Reference
Access Transit Appeals Board
(File No. CK. 225-67)

RECOMMENDATION:

that the Terms of Reference of the Access Transit Appeals Board be amended such that there is no appeal process and all decisions of the Board are final.

City Council, in establishing the Access Transit Appeals Board, implemented an appeal process whereby decisions can be appealed to City Council by either party or any other person.

This is not in keeping with other appeals boards, whereby they have the authority to grant the final decision, and accordingly your Committee puts forward the above recommendation.

4. Saskatoon Council on Aging – Phase 2 Age Friendly Saskatoon Initiative – Status Update and Request for Funding Support (File No. CK. 1870-1)

RECOMMENDATION:

- 1) that the Administration be directed to provide \$10,000 funding assistance to Saskatoon Council on Aging, for Phase 2 work on the Age Friendly Saskatoon initiative, for work to be completed by the end of 2012; and
- 2) that the status update related to the work the City of Saskatoon has already undertaken to support an age friendly city be received as information.

Your Committee has considered and supports the attached report of the General Manager, Community Services Department dated July 3, 2012.

5. North Downtown Master Plan Request for Qualification (File No. CK. 4130-13)

RECOMMENDATION: that City Council approve the procurement of consultant services for

the North Downtown Master Plan, according to the terms set out in

the Request for Qualifications/Request for Proposals.

Your Committee has considered and supports the attached report of the City Manager dated June 29, 2012.

6. Appointment of City Solicitor (File No. CK. 4510-1)

RECOMMENDATION: that Ms. Patricia Warwick be appointed Acting City Solicitor

effective October 29, 2012, and City Solicitor effective

December 1, 2012.

Your Committee is pleased to recommend the appointment of Patricia Warwick as City Solicitor, to replace Theresa Dust upon her retirement. Ms. Warwick received a Bachelor of Arts from the University of Saskatchewan in 1989, and an LL.B. in 1992. She was admitted to the Saskatchewan Bar in 1994, and is a member in good standing of the Law Society of Saskatchewan.

Ms. Warwick started her career with the City of Saskatoon as an articling student to the City Solicitor and was hired as a lawyer on January 1, 1994. Since then she has practiced primarily in the areas of litigation and labour law.

Your Committee looks forward to working with Ms. Warwick in her new role as City Solicitor.

7. Appointment of City Clerk (File No. CK. 4510-1)

RECOMMENDATION: that Ms. Joanne Sproule be appointed City Clerk effective October 29, 2012.

Your Committee is pleased to recommend the appointment of Joanne Sproule as City Clerk, to replace Janice Mann upon her retirement. Ms. Sproule has a Certificate in Local Government Administration from the University of Regina as well as a National Advanced Certificate in Local Authority Administration, Levels I and II from the University of Alberta. She has received the designation of Certified Municipal Clerk from the International Institute of Municipal Clerks, and is the current President of the Saskatchewan Association of City Clerks.

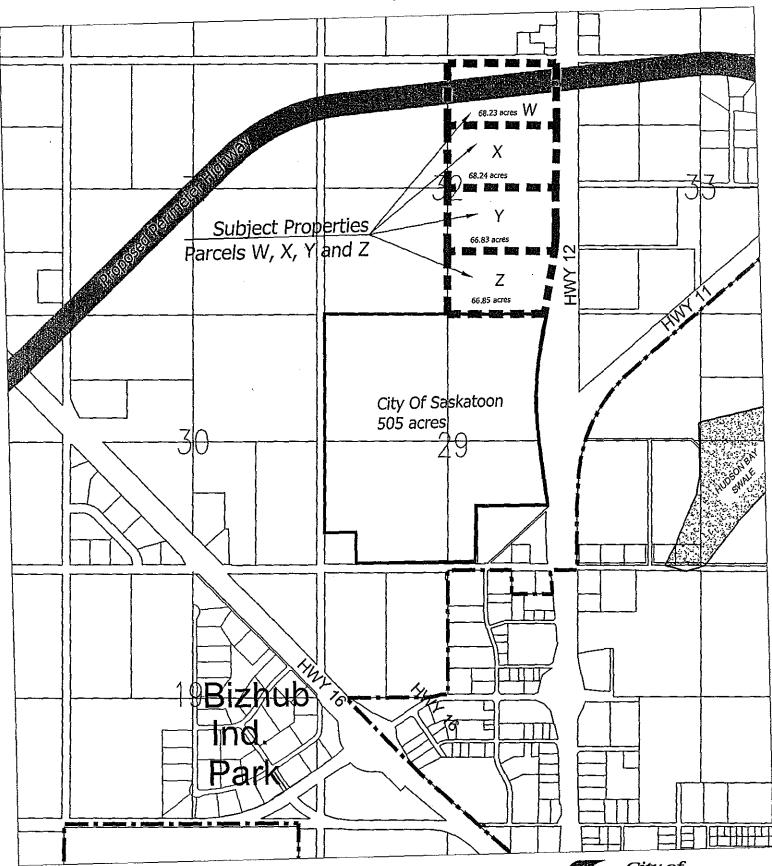
Ms. Sproule started her career with the City in 1980 as the City Council Assistant, and has been with the City Clerk's Office since then, most recently as Administrative Services Manager.

Respectfully submitted

Your Committee looks forward to working with Ms. Sproule in her new role as City Clerk.

1,	despectally submitted,
_	His Worship Mayor D. Atchison, Chair
	The Worship Mayor D. Atemson, Chan

Parcels W, X, Y, Z



City Limits

City of Saskatoon Land

Subject Properties

Proposed Perimeter Highway



Corporate Projects - Real Estate Section - July 2012

NOTE: The Information contained on this map is for reference only and not to be used for legal purposes. This map may not be reproduced without the expressed written consent of Corporate Projects - Real Estate Section, Do not scale.

4.

TO:

Secretary, Executive Committee

FROM:

General Manager, Community Services Department

DATE:

July 3, 2012

SUBJECT:

Saskatoon Council on Aging - Phase 2 Age Friendly Saskatoon Initiative -

Status Update and Request for Funding Support

FILE NO: CK 550-1 and LS 115-15-2

RECOMMENDATION: that a report be submitted to City Council recommending:

1) that the Administration be directed to provide \$10,000 funding assistance to Saskatoon Council on Aging, for Phase 2 work on the Age Friendly Saskatoon initiative, for work to be completed by the end of 2012; and

2) that the status update related to the work the City of Saskatoon has already undertaken to support an age friendly city be received as information.

BACKGROUND

In early 2011, the Saskatoon Council on Aging (SCOA) adopted the World Health Organization's Age Friendly Cities model as a critical way to support seniors to age positively in our city. This adoption arose from the belief that aging positively means leading active, socially engaged, and independent lives. This Age Friendly Saskatoon Initiative is intended to have SCOA and key community stakeholders work together in supporting efforts that advance the dignity, health, and independence of older adults.

The end goal of the Age Friendly Saskatoon Initiative is to develop a policy framework for positive aging that would enable the vision of age friendly communities that value and empower older adults, improve their health and well being, promote workforce participation, independence and mobility, support community participation, and provide information and improved communication with older adults.

SCOA recently completed Phase 1 – the Assessment Phase - of their initiative and presented a report to the Executive Committee of City Council titled "Age Friendly Saskatoon Initiative: Findings Report – Positive Aging for All" (Phase 1 Report). This report was a summary of Phase 1 of the Age Friendly Saskatoon Initiative, as the first step in the proposed implementation of the World Health Organization's Age Friendly Cities model. The Phase 1 of this project was fully funded by the SCOA and a grant from New Horizons for Seniors (New Horizons) through the Federal Government, and supported in kind by many community partners including the City of Saskatoon (City).

Your Administration, through the Community Services Department, has been actively involved with SCOA and very supportive of the Age Friendly Saskatoon Initiative since the beginning of the project. This Age Friendly Saskatoon Initiative is consistent with the City's aspiration for a

desirable quality of life for all residents and will help in promoting an inclusive community and in particular the inclusion of all older adults in community life.

REPORT

This report is to provide the Executive Committee with an update on the status of the Phase 2 work being undertaken on the Age Friendly Saskatoon Initiative, and to recommend that the City provide some financial support to SCOA to assist with the continuation of the project work.

When SCOA presented the Phase 1 Report to the Executive Committee during its April 23, 2012 meeting, SCOA indicated at that time they were waiting to hear back on their latest grant request, from New Horizons, to continue funding Phase 2 of the initiative.

Since the April 23, 2012 Executive Committee meeting, SCOA received notification that their \$25,000 grant application to New Horizons, to fund Phase 2 of the SCOA's Age Friendly Saskatoon Initiative, has not been approved. In follow up SCOA has sent letters to several of their community partners requesting funding assistance for Phase 2 of the Age Friendly Saskatoon Initiative (see Attachment 1). In this letter, SCOA is requesting up to \$10,000 in financial assistance from the City.

Your Administration acknowledges the great work SCOA has been undertaking with the Age Friendly Saskatoon Initiative and sees this as a great example of a non-profit organization contributing to the overall priorities of the City's vision. Your Administration also sees a very strong connection to the mandate of the City and many of the key dimensions of city living noted within the World Health Organization's Age Friendly Cities model; more specifically, in the dimensions of:

- a) outdoor spaces and buildings;
- b) transportation;
- c) housing;
- d) social participation;
- e) respect and social inclusion;
- f) civic engagement and employment; and
- g) communication and access to information.

Within these dimensions, the City has been addressing senior's related issues on an on-going basis, and numerous initiatives have been undertaken involving various civic departments. Attachment 2 provides a summary of some of the work the City has undertaken already to adapt its structures and services to be accessible to and inclusive of older adults with varying needs and capacities. However, to date there is no formal policy framework from which to work from, and your Administration sees the value in having a formalized policy framework from which to systematically address seniors' issues.

To this end, your Administration is recommending to provide some financial assistance to SCOA for the continued work on this great initiative. Within the Community Development Branch's 2012

operating budget, there is an allocation of funds specifically targeted for seniors' programs and initiatives. In 2012 to date, a portion of this funding has already been allocated, but there is still \$3,000 available. Your Administration would like to allocate this \$3,000 to support the Age Friendly Saskatoon Initiative.

Also within the overall Community Services Department's capital reserve, there is an opportunity to provide up to \$7,000. Together from these two sources, your Administration has been able to identify a source of funding for a grant of up to \$10,000 for the Age Friendly Saskatoon Initiative. Your Administration is recommending that the Executive Committee direct the Administration to provide funding assistance of \$10,000 to SCOA for Phase 2 work on the Age Friendly Saskatoon Initiative, for work that will be completed by the end of 2012.

Phase 2 of the Age Friendly Saskatoon Initiative is the "Action Planning and Seniors Strategy Development" phase. This phase will specifically include asset mapping and gap analyses, as well as a review of current policies and principles, addressing seniors' needs at a national, provincial, municipal, and organizational level. This policy review will then help feed into the establishment of a policy framework, strategic plan, and seniors' strategy for Saskatoon. The policy framework and strategic plan development will occur in 2013, and your Administration has submitted a 2013 Capital Project for \$25,000 to cost share this work with SCOA.

OPTIONS

- 1. The option exists to deny any funding to SCOA for the Age Friendly Saskatoon Initiative;
- 2. The option exists to recommend an amount of funding less than the \$10,000 currently being recommended.

POLICY IMPLICATIONS

There are no policy implications.

FINANCIAL IMPLICATIONS

The financial implication of the recommendation as noted above is \$10,000. A current operating allocation, within the Community Development Branch, is specifically designated for targeted senior's initiatives and will provide \$3,000 of the funding. The remaining \$7,000 is to be funded from the Community Services Department's capital reserve.

STAKEHOLDER INVOLVEMENT

Your Administration has been working with SCOA on this project since its inception, and over the past couple months has continued discussions about potential options to fund the shortfall realized when the New Horizons grant was denied. SCOA has been contacting its many community partners and service clubs requesting assistance with funding for this project.

Furthermore throughout Phase 1 of the Age Friendly Saskatoon Initiative, many individual seniors, senior serving organizations, and caregivers have been involved in providing input. As the project is ongoing, there will be continued civic engagement of older adults, their caregivers, public and private support agencies, and the community based organizations.

ENVIRONMENTAL IMPLICATIONS

There are no environmental and/or greenhouse gas implications.

PUBLIC NOTICE

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

ATTACHMENTS

- 1. Letter from Saskatoon Council on Aging Requesting Funding Assistance
- 2. City of Saskatoon Interview by SCOA Related to Age Friendly Saskatoon Initiatives

Written by:

Lynne Lacroix, Manager, Community Development Branch

Approved by:

Randy Grauer, General Manager Community Services Department Dated: July

Approved by:

His Worship the Mayor cc:

S:\Reports\CD\2012 Committee & Council Reports\- EXEC Saskatoon Council on Aging - Phase 2 Age Friendly Saskatoon Initiative - Status Update and Request for Funding Support.doc\jn

BF No.: 30-12



Positive Aging For All

Celebrating 20 Years! 1991-2011

Promoting
Dignity, Health
and Independence
of Older Adults
through services,
programs,
education and
advocacy

SASKATOON COUNCIL ON AGING INC.

#301 - 506 25th St East Saskatoon, Sask. S7K 4A7

Tel. 652-2255 Fax 652-7525 Email: admin@scoa.ca Website: www.scoa.ca Mr. Randy Grauer, General Manager, Community Services Department City of Saskatoon

Ms. Lynne Lacroix, Manager, Community Development Branch City of Saskatoon

Re: Phase 2 Age-Friendly Saskatoon Initiative - Funding

Dear Randy and Lynne,

As you are aware the application to New Horizons for Seniors Program for \$25,000.00 to fund Phase 2 of the Saskatoon Council on Aging's Age-friendly Saskatoon Initiative has not been approved. The rationale provided for not funding the project was because it does not meet NHSP's eligibility criteria in that "subsequent phases of an existing project are not eligible under this program". When SCOA applied to NHSP in September 2011 we were under the impression that applying for Phase 2 funding was an acceptable project under the criteria at that time.

The Age-friendly Saskatoon Initiative is an important project not only for SCOA but for all Saskatoon's older adults. It is therefore imperative that alternate sources of funding be secured so that the work of Phase 2 can be completed. SCOA is requesting assistance from the Kinsmen Club, City of Saskatoon, and the Saskatoon Health Region for the financial and in-kind assistance needed to complete Phase 2 of the initiative by September, 2013.

Project Details.

Objectives. Using the World Health Organization's Age-friendly Cities Guide, the overall objectives of the Age-Friendly Saskatoon Initiative were the following:

- To promote civic engagement and volunteerism among seniors in a community milieu in which older adults are actively engaged in the decision-making processes, and the provision of services.
- 2. To gather baseline information and to define and describe the contexts, issues, needs and factors promoting/hindering positive aging in an age-friendly community of Saskatoon and environs.
- 3. To provide a common foundational planning document for community-based organizations, seniors' groups, public agencies and governments to develop and coordinate their policies, programmes and services.

Phase One. The Assessment Phase of this Initiative was completed during the 2011 calendar year and the results reported in the "Age-Friendly Saskatoon Initiative: Findings Report". This report has been disseminated widely to individuals and to public, private and not for profit organizations. A number of presentations have been made to key stakeholders as a starting point for establishing community goals and an action plan to make Saskatoon truly age-friendly.

Phase Two. In Phase Two, the following two activity streams were to be undertaken: (1) The Action Planning Stream leading to Strategic Plans; and, (2) The Policy and Principles Stream leading to a Seniors Policies and Principles Framework. The results of these two streams were to be brought together to produce the Seniors Strategy. The original design of this phase of the project had the following steps:

- Step One A. Asset Mapping and Gap Analysis
 - o Compilation of current activities and current five-year plans (Asset Map);
 - o Review Assessment reports with partner organizations (Gap Analysis);
 - Review Gap Analyses with participating and partner organizations (Gap Report).
- Step One B. Policy Review and Development of Policy/Principles Framework.
- Step Two. Action Planning
 - o Review actions plans and gap analyses with organizations; and,
 - o Promote development of activity linkages for partnerships and filling gaps.
- Step Three. Seniors Strategy and Strategic Planning
 - o The development, review and adoption of a Seniors Strategy and Strategic Action Plan

The process was to include engagement of seniors and their organizations, to enhance the capacity of community-based organizations, and to promote coordination among the organizations – in short, to demonstrate the processes we wished to foster in our community.

Solutions to Funding and Resource Shortfall

SCOA is committed to completing Phase 2 the Age-friendly Saskatoon Initiative. The question becomes one of at what level of efficacy are we able to undertake the project.

Option 1: On the basis of the data gathered in the Assessment Phase and some subsequent documentary searches, complete the draft asset map and gap report, and a draft senior's strategy and action plan. Volunteers and staff from SCOA would take the responsibility to produce the reports. Verification and supplemental data collection would not be possible. Promoting the further engagement of organizations and older adults - the engagement and coordination objectives - would be minimized. Approximately \$7,500.00 would be required for the communications component of the Initiative.

Option 1 Financial or in-kind request = \$7,500

Option 2: In addition to using the current data and some supplemental documents, efficiencies could be introduced in the Asset Mapping and Gap Analyses step by holding selected focus groups and a public forum for data gathering and results dissemination; and in the Policies and Principles Stream by only conducting preliminary electronic documentary searches. SCOA staff could undertake follow-up activities arising from these activities. This would not include individual organizational meetings and reviews, nor would it include the intra-organizational support for community-based organizations to conduct their own strategic planning and action planning. This option would require staff support for data gathering and compiling the information. The writing would still remain largely with SCOA volunteers with staff support.

Option 2: Financial request for staff support = \$8,000 Communications Financial and In kind = \$7,500 TOTAL = \$15,500 Option 3: Complete the project as initially proposed. This would yield the quality of research and reporting SCOA sought, and would include the short-term and long-term inclusionary engagement processes we saw so critical for the sustainability of the Age-Friendly Initiative in Saskatoon. With the engagement of volunteers in all aspects of the project, SCOA would retain its 60/40 ratio of volunteer to staff effort in our activities.

Option 3: Financial and In-kind support = \$25,000

The Request

Given our desire at this stage to preserve the community-based nature of the project, a preferred wish would be for the Kinsmen Club to provide the full funding. A second option is for a combination of funding from the Kinsmen Club, City of Saskatoon and Saskatoon Health Region. In such a combination, we ask that the City provide up to \$10,000 in financial assistance and the SHR provide up to \$10,000 in financial and in-kind assistance. It should be noted, SCOA has allocated additional monies from its own operating budget to keep this project active, and has confirmation from its board of directors and the Age-Friendly Initiative Steering Committee of a commitment to the project.

We thank you very much for taking this request under advisement. We would be happy to provide any additional information needed and/or to meet with you to discuss further.

Sincerely,

Candace Skrapek President SCOA

Co-chair Age-friendly Saskatoon Initiative

candace.skrapek@shaw.ca

Candan Skrapek

Murray Scharf

Co-chair

Age-friendly Saskatoon Initiative

mps661@mail.usask.ca

Mungy Polnik School

City of Saskatoon - Interview by SCOA related to the Age Friendly Saskatoon Initiative

- 1. -What do you see as the most commonly named seniors' issue, from your perspective?
 - From the City of Saskatoon's perspective the most commonly raised issue at City Council is about affordable housing and those seniors of limited financial means being able to stay in their homes.
 - The second most common issue raised is about accessibility both from a cost as a barrier perspective as well as from a perspective of accessibility for people with disabilities
- 2. -What is your organization already doing for seniors or with seniors? Consider this in reference to the 8 dimensions noted in the attachment.
 - See the responses below under each of the 8 dimensions.
- 3. -What do you think are some of the gaps in current programs, services and/or infrastructure?
 - Knowing that a proportionately higher number of seniors have some form of a
 disability, we can reference the City of Saskatoon's work related to our
 Accessibility Action Plan for persons with a Disability.
 - Within this Action Plan the top areas of concern or gaps include addressing
 accessibility of our infrastructure (through snow removal, curb ramps, accessible
 building designs, communication material for visuals impairments and/or hearing
 disabilities, audible pedestrian signals, sidewalk repairs and maintenance, etc),
 The City is currently addressing many issues related to accessibility for persons
 with a disability and has established an action plan to address these. The limiting
 factor right now to getting it all done is funding. So initiatives are undertaken as
 funding is available.
 - We also know there is need in the city for more senior's care facilities and senior's home.
- 4. What Future direction does your organization have with respect to addressing some of the gaps in programs services and/or infrastructure needs for seniors?
 - The City of Saskatoon is actively engaged in the Age Friendly Saskatoon
 initiative and will continue to work to ensure our programs, services facilities, and
 infrastructure are truly accessible for all residents of Saskatoon. Creating an "Age
 Friendly Saskatoon" truly means having a city that is inclusive and welcoming to
 all.
 - Through the Saskatoon Speaks initiative, the City of Saskatoon has formalized a new vision for Saskatoon as we continue to grow to a population of 500,000. Within our Vision we note that it is projected that by 2026, almost a quarter of Saskatoon's population will be 65 or older, which will put pressures on the City's services, transportation systems and affordable housing stock. Within our Vision we acknowledge that the opportunity is to create an "age-friendly" city.
 - Our vision speaks to having people actively engaged in their communities and the governance of their city. Saskatoon's community spirit is strong and people's

- well-being comes first. By collaborating, we work as one community to address challenges and succeed. Everyone enjoys a sense of belonging and a good quality of life.
- Some of the <u>signs of success</u> noted within the Vision document and relevant to an
 age-friendly Saskatoon include: i) There are growing opportunities for seniors to
 live work and enjoy leisure activities in their communities, and they have easy
 access to services and amenities across the city; and ii) All neighbourhoods have
 places indoors and outdoors for gathering and socializing.
- The following are also included within the Vision document and provide the community perspectives on potential strategies for achieving our vision for an integrated and inclusive city. They include: i) To develop a seniors' strategy that addresses the needs of those over the age of 65 for housing, transit, recreation and services, as well as work and volunteer opportunities; and 2. To ensure everyone has easy access to the information, support and services provided by the City and other organizations to enable them to fully participate in all aspects of civic life.

The 8 Dimensions of city living, identified for an Age Friendly City

(As specified within the World Health Organization's – Global Age Friendly Cities Guide)

Below is a summary of some of the work the City of Saskatoon has already undertaken to adapt its structures and services to be accessible to and inclusive of older adults with varying needs and capacities.

1. Outdoor spaces and buildings

- The City of Saskatoon is committed to ensuring their facilities, programs, services and infrastructure are accessible from a physically accessibility perspective and a cost as a barrier perspective.
- City of Saskatoon in 2010 added \$1,000,000 to the snow and ice program to help improve the snow removal services during and after a snow storm and to facilitate better accessibility around the city in the winter months.
- City of Saskatoon developed a new brochure delivered to every household this winter to remind all residents of Saskatoon about the Snow Removal Bylaw and the importance of keeping your sidewalks clear of snow and ice.
- Snow Angel Program and Awareness Campaign in the new brochure we promote our snow angel program as follows: If your neighbour is elderly or has health or mobility restrictions, be a snow angel and clear their sidewalk after a snowfall. If you receive help from a neighbour, nominate them as a "Snow Angel". Send your story, along with the name and address of your Snow Angel, to snow.angel@saskatoon.ca. We'll send your Snow Angel a thank-you and enter them in a prize draw.
- All pathways in City owned parks are either asphalt or crusher dust to ensure they are accessible for people of all abilities.
- Our Civic Centres are currently undergoing a full Barrier free assessment to ensure our public facilities are full accessible for all.
- 4,000 outstanding curb ramps to be installed throughout the City at an estimated cost of \$10,167,500 or \$2,500 per ramp.

- a process to prioritize the locations for curb ramp installations has been created based on such criteria as: resident requests, proximity to senior housing, schools, commercial development, parks and arterial roads
- The City has developed a 10-Year Plan to address Priority 1 and 2 locations, which includes approximately 1,140 curb ramps & requires an estimated budget of \$2,842,500 over 10 years.
- Since the Accessibility Action plan began in 2009 and including 2012, funding for 245 curb ramps has been approved.
- In all new neighbourhood designs and when sidewalks are replaced, curb ramps are automatically built in.
- Currently, there are 240 signalized intersections in the city. Of these, 67 have been equipped with audible pedestrian signal (APS) devices.
- Since the Accessibility Action plan began in 2009 and including 2012, \$180,000 in funding has been approved for new APS to be installed. And since the APS retrofit program began, the City has had a goal of retrofitting at least five intersections per year with APS devices.
- The City recently undertook an investigation of new APS technology with the intent to select the most suitable product and technologies that would be best suited for use in Saskatoon.
- The new model has been selected in consultation with key stakeholders and the first demonstration APS will be installed this summer.
- At all new intersections with high pedestrian traffic, and at signals where major rehabilitation road projects are taking place, the installation of APS devices, has been made an official City of Saskatoon practice.
- City Council has approved a Facility Accessible Design Standards (FADS) document which provides an enhanced level of accessibility for City facilities.
- FADS (meets or exceeds NBC) is being updated to reflect new National Building Code Standards and will be posted on City webpage.
- The City is conducting barrier free assessments of all Civic Centres including City Hall
- Small maintenance items will be address immediately, other items will be addressed as budget funding is available.
- All new City Building will be designed to meet the new FADS and provide an enhanced level of accessibility.

2. Transportation

<u>PUBLIC TRANSIT</u> (see the City Website <u>www.saskatoon.ca</u> under "T" for Transit)

- The Saskatoon Transit Branch offers low cost public transit as well as Access Transit buses for persons with a disability.
- The City of Saskatoon in partnership with the Provincial Government provides low cost bus passes for people on social assistance, and the City of Saskatoon recently introduced a reduced fair bus pass people who are not on social assistance but are within the low income cutoff levels established by the Provincial Government.
- There are 26 Access Transit buses in the fleet

- To supplement the Access Transit buses, the City also on occasion provides taxi trips, the
 majority of the taxi trips are to assist during winter months when other transportation
 options, like conventional low-floor transit buses, are very difficult or impossible for
 some of our customers to use due to snow and ice covered roads and sidewalks
- 75% of all regular Transit runs have low-floor bus service to improve access for all
 customers, including those with canes, crutches, walkers, young children, or burdensome
 packages. Low floor service allows many more people with reduced mobility the
 freedom and independence of using public transit services.
- Low-Floor buses are able to provide service for up to two passengers at a time who use mobility devices such as a wheelchair or scooter.
- We've dedicated these buses to 60 runs along the routes in the city where potential demand for accessibility features are the greatest.
- A total of 90 buses, in a variety of models, are equipped with low-floor access and as others buses in the fleet are replaced all new buses will be low-floor.
- Transit has also been implementing automated voice announcements for upcoming bus stops on all DART routes and manual voice announcement on some of the other bus routes. This is to ensure people with limited or no vision is able to know when their stop is coming up.

PARKING AND PARKING PERMITS

- For parking, a person can apply for \$20 to receive a disabled parking permit that allows them to park for free at any City of Saskatoon meter for free. They will need to provide the blue placard they obtain from Sask Abilities Council, vehicle registration and driver's license. They applicant must reside within a 40km radius of the city in order to qualify.
- The Veteran Parking Program allows free parking at all City of Saskatoon parking
 meters. It requires completion of an application form, and is eligible only to individuals
 who have served overseas in WWI, WWII, Korea during the Korean War as a member of
 the Canadian Forces; as a member of an allied force; or in the Merchant Navy, Ferry
 Command or United Nations Peacekeepers.
- Designated Accessible parking stalls are available at all Civic Centres, in the downtown business district and at most businesses around the city.

3. Housing

HOUSING BUSINESS PLAN (www.saskatoon.ca under "H" for Housing)

- City of Saskatoon has a Housing Business Plan and The City of Saskatoon plays an important role in encouraging and facilitating the creation of housing in Saskatoon. While the City does not build housing, it administers a number of programs designed to assist housing providers to increase the supply of affordable and entry-level housing.
- The City of Saskatoon will actively and creatively work with housing providers, community organizations, business, and all orders of government and other stakeholders to support the market through incentives, good planning, and collaboration in creative initiatives to increase the supply of affordable housing. The City will focus on creating a permanent supply of affordable housing and related supports for people who are at risk of homelessness, have special needs, are transitioning toward independence, or are simply low to moderate income earners.

• In May 2012, City Council approved the Seniors Property tax deferral program to help support low-income senior homeowners by providing an option to defer payment of future increases in municipal (City and Library) property tax. The program is available to low-income senior citizens who own a single family home, townhouse, or apartment condominium in Saskatoon.

4. Respect and Inclusion

- With the recent Saskatoon Speaks initiative in the theme of Social Well-being, the City of Saskatoon has established a new vision for social well-being and it reads as follows:
- Saskatoon is welcoming, affordable and barrier-free. Doors to education and employment are always open and services are available and accessible. Neighbourhoods are diverse, complete and safe, with a range of housing choices and amenities. Public spaces and events bring people together.
- In a report presented to City Council in the Fall of 2010, we asked that Council adopt the following definition of Quality of Life, to help bring clarity to the importance of social inclusion as it relates to a person's quality of life.
- Quality of Life has been defined as a sense of well-being when people are physically and
 emotionally healthy, are economically secure, have adequate shelter, are safe and secure,
 have a sense of belonging and share cultural and social connections.
- Within our new <u>Strategic Plan 2012 2022</u>, one of the strategic goals is Quality of Life. This goal is about creating a city that is a warm, welcoming people place, where people are actively engaged in the future and governance of their city and where every citizen feels a sense of belonging.

5. Social Participation

- The City of Saskatoon provides a wide variety of programs and services for all residents of Saskatoon.
- Programs are either directly provided at our City owned facilities located in all suburban centers around the City or indirectly provided through support grant funding to neighborhood-based Community Associations or other community based groups.
- Community Associations provide low cost or no cost programs for the residents of the neighborhood and usually hosted in the neighborhood school or park.
- City of Saskatoon provides public libraries in all quadrants of the City. The public libraries offer a wider variety of programs and services for people of all ages.
- The City of Saskatoon has a tax abatement program available to Senior's Centre or Senior's gathering places, where they own their building and provide programs and services to address social isolation of seniors. This tax abatement helps in reducing the overall cost of operating these facilities.

6. Communication and Information

- City of Saskatoon has speech-enabled its website using BrowseAloud, free software for those who have difficulty reading online
- Assisted hearing devices are available during meetings of City Council
- If you wish to address City Council or one of its committees and require the assistance of a sign language interpreter, you can contact the City Clerk's office.

Whose job is it? Information Brochure

- This brochure gives a listing of the various civic services citizens need most, along with a contact phone number
- Brochure has been produced in Braille and translated to 14 different languages.
- Brochure is available on line, at all Civic Centres, City Hall, libraries and through some community based groups
- Brochure also includes phone numbers for addressing accessibility issues for City infrastructure programs, and services.

Contact List For Reporting Matters Regarding Accessibility

- Access Transit 975-3560
- Civic facilities accessibility 975-3300
- Curb Cuts (for Permits 975-2460)
- Curb Cuts -- (for Inspection and Construction 975-2454)
- Parks and pathways in parks 975-3300
- Audible Pedestrian Signals 975-2896
- Sidewalks repairs or replacement needed 975-2476
- Snow removal on sidewalks, or up curb ramps etc. 975-2476
- Disabled Parking 975-2870
- For assisted hearing devices or ASL interpreters for Council or committee meetings 975-3240
- In neighbourhoods recently converted to individual garbage containers for persons with a disability unable to move garbage bins 975-2486

7. Civic Participation and Employment

- The City of Saskatoon in working with the Community Associations encourages the Community Associations to actively recruit seniors to positions on their executive and/or for various other volunteer needs of their association.
- The City of Saskatoon as it relates to employment and based on legislation changes no longer has a mandatory retirement age – which has seen more seniors continuing to work longer.
- Of note our current City Council has a number of our Councillors who are considered "Seniors" – so clearly civic political involvement is well represented by our senior sector in this community

8. Health and Social Services

- This is not within the direct mandate of the City of Saskatoon although we do sit at an
 number of social planning tables such as the Regional Intersectoral Committee, the
 Poverty Reduction Partnership, Saskatoon Housing Initiative Partnership and at those
 planning table many of the initiatives although not solely targeting seniors do have
 initiatives that directly affect Seniors such as the affordable housing programs, and
 poverty reduction.
- We also work in partnership with the Saskatoon Health Region with their in motion and Active Agers programs.

TO:

City Clerk, Executive Committee

FROM: DATE:

City Manager June 29, 2012

SUBJECT:

North Downtown Master Plan Request for Qualifications

FILE NO:

LA 4110-24

RECOMMENDATION:

that a report be submitted to City Council recommending the procurement of consultant services for the North Downtown Master Plan, according to the terms set out in the Request for

Oualifications/Request for Proposals (Attachment 1).

BACKGROUND

The need for a Master Plan for the North Downtown is motivated by numerous projects that have been completed or are underway in this area. The 25th Street Extension, the Police Service Headquarters, the relocation of the City Yards, the re-use of the John Deere Building and the Warehouse District Local Area Plan (2002) are all related to each other, and require a comprehensive vision that addresses these various development issues in a cohesive manner. The work will be informed by the Integrated Growth Strategy, the Strategic Plan 2012 - 2014, the Community Vision (2011), and the Energy and Greenhouse Gas Plan Management Plan (2009). On-going coordination with the North Downtown District Heat Study and the New Plan for City Centre will occur as these studies evolve throughout 2012 and 2013.

On February 8, 2010, City Council directed the Environmental Services Branch to hire Fjärrvärmebyrån ab (FVB) to study the feasibility of district energy systems in Saskatoon. One of the tasks of this study was to identify appropriate locations for the installation of District Energy based on calculations of energy densities for new neighbourhoods, proposed redevelopment areas, and the downtown. Corporate Projects and Environmental Services have collaborated to explore sustainable strategies through the North Downtown Master Plan in alignment with broader civic commitments.

The 2011 Capital Budget deliberations approved \$500,000, funded from the Property Realized Reserve for the preparation of the North Downtown Master Plan.

REPORT

Purpose

It is anticipated that the Master Plan will act as a catalyst for development of the North Downtown. resulting in a positive economic and environmental impact on the area and the city as a whole. Development in this area is inherently sustainable, due to its central location, access to transit, workplaces, post-secondary institutions, and existing service infrastructure. There is potential to create a vibrant, mixed-use neighbourhood within easy walking distance to the Downtown, the University of Saskatchewan, SIAST, and City Hospital.

The project will demonstrate excellence in sustainable design using the principle of the triple bottom

line, in which the success is measured through ecological, economic, and social needs of the community. The North Downtown Master Plan will create a new neighbourhood which is ecologically sustainable as well as a vibrant and liveable place — a demonstration project for a bold new direction in Saskatoon's planning, policy and urban development.

The City of Saskatoon is requesting packages from qualified teams to develop a Master Plan to guide the development of the city's North Downtown through the creation of a framework for civic and private land development and marketing. As with other City of Saskatoon land development projects, the plan will include a land-use and neighbourhood layout, character and identity introduction, architectural controls, market analysis, and a phased implementation strategy with cost estimates.

The City of Saskatoon will use a two-stage process for the selection of qualified consultant teams to prepare the North Downtown Master Plan. Stage One consists of a qualifications package submitted by teams interested in being considered. The City will select up to five short-listed teams based on an evaluation of the written materials submitted. Short-listed teams will be asked to submit full proposals. Stage Two consists of the selection of one finalist team following a review of the full package of proposal materials.

Vision

The vision for the Master Plan creates an overarching development framework and rationale, and yet it is flexible enough to allow innovation. It is founded upon the strategies and reports identified previously in this document. The vision for the North Downtown Master Plan is as follows:

- Create a sustainable community in Saskatoon's centre, to minimize immediate and long-term impact on the environment. This community will have a smaller ecological footprint than Saskatoon's other neighbourhoods through a reduction in the consumption of water, non-renewable energy and potable water. This will be a net contributor, regenerative development project.
- Plan for increased density and a mix of uses allowing the city to grow up rather than out.
 Create an approach for land use that is fully integrated with transportation, servicing, and transit.
- Create an active hub for living and working that contributes toward a thriving City Centre and Downtown. Contribute toward the revitalization of the Warehouse District, 1st Avenue and the Central Industrial area.
- Through attractive and interconnected street networks, create a neighbourhood that encourages walking and cycling and makes it easier for all modes of transportation to move around and through the site area.

- Expand the network of parks, public spaces, squares and gardens, creating and allowing new gathering spaces for diverse communities and new opportunities for urban agriculture and food production.
- Incorporate cultural awareness into the neighbourhood's built environment, ensuring the
 creation of a place which is unique and like no other in the world. Respect the site
 heritage and celebrate built and social history, while promoting new cultural initiatives
 and public art.
- Create an attractive environment for a broad variety of people of all ages. It is an inclusive environment for all abilities and economic groups.
- Create a development which is economically viable, founded upon market research and innovative partnerships. Include an implementation plan to better understand how the project is financed and realized over time.
- Measure achievements. Targets, timescales and milestones help to pace the
 development, while measurement and data contribute towards its analysis. Data
 baselines and monitoring will ensure that we can better understand how we have grown,
 what is working, what we are using and generating, and what we need to pay more
 careful attention to.

This vision is founded upon earlier public input and its tenets will be taken back to stakeholders and the public in a process specific to this project.

OPTIONS

- 1. Approve the Administration to proceed with procurement of consultant services for the North Downtown Master Plan, according to the terms set out in the Request for Qualifications/Request for Proposals (recommended).
- 2. Revise terms set out in Attachment 1.
- 3. Do not proceed with North Downtown Master Plan.

POLICY IMPLICATIONS

There are no policy implications.

FINANCIAL IMPLICATIONS

Funding was approved in the 2011 Capital Budget for \$500,000 from the Property Realized Reserve. This includes \$100,000 to perform a preliminary environmental assessment.

STAKEHOLDER INVOLVEMENT

Stakeholder and public involvement will be included in the project, and development of the approach to community consultation is a consultant requirement. Coordination with public consultation processes for other civic projects and initiatives will be required to ensure that the public fully understands interrelationships between these corporate-led projects.

PUBLIC COMMUNICATION PLAN

A public communications plan will be generated in collaboration with the consultant once they are retained.

ENVIRONMENTAL IMPLICATIONS

Sustainability is a key driver for this project.

The North Downtown Master Plan will create a vision for an integrated community which is compact, diverse, and walkable on an underutilized site in the north end of Saskatoon's downtown. The North Downtown Master Plan will create a new neighbourhood which is ecologically sustainable as well as a vibrant and liveable place — a demonstration project for a bold new direction in Saskatoon's planning, policy and urban development. Innovative approaches to planning and development from this project will direct growth sustainably, illustrating best practice to the public and the private sectors.

There are a number of significant and positive environmental impacts of this project. Some of these include:

- 1) Environmental site analysis and site clean-up of brownfield land.
- 2) A new neighbourhood within the city centre. A medium density development on existing infrastructure is considerably more sustainable than a low-density development on greenfield land.
- 3) The project will utilize sustainable ecological principles to minimize immediate and long-term impact on the environment. This community will have a smaller ecological footprint than Saskatoon's other neighbourhoods through a reduction in the consumption of potable water, materials and non-renewable energy.
- 4) The project will explore options for being a net contributor through opportunities for district heating or combined heat and power, in part. It will be a regenerative development project.
- 5) The re-use of the John Deere Building results in a structure that potentially has a lower embodied energy than a project of similar size in new-build construction. Upgrades to the John Deere Building will include improvements to thermal resistance and total energy-use.

The ability to create a strategy for the sustainable urban design of this site, which would also result in an economically viable development plan, will be a key determinant in the selection of the Master Plan team.

PRIVACY IMPLICATIONS

There are no privacy implications.

SAFETY [Crime Prevention Through Environmental Design (CPTED)]

The CPTED Committee will be involved in the development of the North Downtown Master Plan.

PUBLIC NOTICE

Public Notice, pursuant to Section 3 of the City of Saskatoon Policy C01-021 (Public Notice Policy), is not required.

ATTACHMENT

Written by:

1. Stage One: Request for Qualifications/Stage Two: Request for Proposals Consultant Call Document, Dated June 29, 2012.

Reviewed and approved by:

Rick Howse, Corporate Projects Manager Dated:

Approved by:

Murray Totland, F. Eng., MBA

City Manager

Dated:

City Manager

Dated:

City Manager

Dated:

City Manager

Dated:

Jeanna South, Corporate Projects

PONorthDowntownRFQ-RFP.doc

JUL 1 1 2012

July 11, 2012

CITY CLERKS OFFICE SASKATOON



Honourable Mayor and Members of Council,

I represent Saskatoon Longboarding Underground (S.L.U.G.), a group dedicated to maintaining and promoting the longboarding community in Saskatoon, with a focus and safety and wellness. I request access to Saskatchewan Crescent from Broadway Avenue to Rotary Park parking lot, and Eastlake Avenue from 11th St. to Saskatchewan Crescent, on Saturday August 18th, 2012 to host our fourth annual Saskatoon longboarding competition, Slugjam. Our intended course remains consistent with previous years beginning at the intersection of Eastlake Avenue and 11th St, and follows the riverside hill down Saskatchewan Crescent, and stopping before the parking lot in Rotary Park. We are working in cooperation with the department of infrastructure, who have granted a road closure and adequate signage for the day, and neighbourhood residents who are in favour of our organization. We hope to continue to receive the support of the City of Saskatoon to promote safety, exercise, and community. Thank you for considering our request.

Sincerely,

Mark MacLaurin

S.L.U.G. Communications Director

306-241-4840

Bradley Charles S.L.U.G. Director 306-717-8185