

G) Funding for Community Engagement Strategy and Process
(File No. CC 100-1)

RECOMMENDATION: that City Council approve that:

- 1) the community engagement plan for the City of Saskatoon's Community Visioning initiative and Phase II of the Official Community Plan and Zoning Bylaw Review be approved as identified in this report; and,
- 2) an exception to Policy CO3-001 be approved to re-allocate \$400,000 from the Transportation Infrastructure Expansion Reserve.

BACKGROUND

The City of Saskatoon is growing and changing, resulting in the need for City Council to undertake a new direction-setting process. As Saskatoon continues to grow and the issues facing us become more complex, there will be a need to engage citizens on a community-wide, and perhaps a region-wide, basis to ensure that our strategies and responses reflect those of the community.

In addition, the Administration is developing a proposed Master Future Growth Plan, which presents an integrated land use and infrastructure plan that aims to support the growth of Saskatoon over the next 50 to 70 years.

The highlighted plans are comprehensive, directional documents that focus on the long-term vision for the City of Saskatoon. As such, they will require the City to adopt an extensive communication and public engagement process to ensure that the citizens of Saskatoon have the opportunity to provide input on what their city may look like over the next 50 to 70 years.

Given this process, Phase II of the Official Community Plan and Zoning Bylaw Review has been reevaluated in light of the public engagement opportunities presented in this report. At its September 21, 2009 meeting, Executive Committee directed Administration to provide a more detailed report regarding the Community Engagement Plan for Phase II of the Official Community Plan and Zoning Bylaw Review.

Thus, the purpose of this report is to present a communications strategy for a Community Visioning initiative, and the revised phasing for the Official Community Plan and Zoning Bylaw Review. It will also discuss the allocation of resources within the Administration to better align all community engagement efforts with our Strategic Plan and our Corporate Business Plan.

REPORT

Coordinated Corporate Approach to Community Engagement

The City of Saskatoon Community Engagement process includes the following principles:

- 1) Municipal government decisions should be made in a context that is sensitive and responsive to public concerns and values.
- 2) The community engagement process must demonstrate openness, honesty and

- transparency of purpose, as well as communication of results.
- 3) The process must be respectful of decision-making protocol.
 - 4) The process must demonstrate a commitment to being time-sensitive and cost-effective.

All current and future community engagement efforts should proceed in alignment with the above principles. To accomplish this, Administration will create a Community Engagement Coordination Team that includes the following:

- 1) Team Leader: Interim Manager of Corporate Strategic Transformation.
- 2) Team Members: General Managers from Community Services, Infrastructure Services, and Utility Services, plus Manager of Community Development (Community Services Department) and Public and Intergovernmental Affairs Manager and/or Communications Manager.
- 3) Reporting Relationship: Coordination Team reports to City Manager.

The purpose of the team would be to:

- a) Review and provide direction on all community engagement projects proposed by members of the Administration.
- b) Coordinate timing and public notification for all community engagement efforts.
- c) Ensure all community engagement terms of reference follow the corporate template.

Administration believes that this proposed governance structure will better align all community engagement efforts with the strategic priorities of our Corporate Business Plan. This, in turn, will help to avoid overlap and duplication of efforts, reduce confusion in the community, strengthen credibility with the overall process, and make the most effective use of both financial and human resources.

Community Visioning

Administration is proposing to launch a project entitled “Community Visioning”. The objective of this project is to proactively seek out, analyze, synthesize, and document a community-wide vision for consideration by City Council. The intent is to adopt a vision of our future that is clear, forward thinking, sustainable, inclusive, and desirable to both existing and future residents.

The engagement process will provide an opportunity for the community to share their values and talk about what really matters to them. This process will be designed to gather feedback and comments in a manner that will provide direction to City Council and the Administration on what is important to our citizens as the city grows. This direction will be incorporated into the strategic planning process for the City, and will assist the Administration in preparing plans for the long-term and future growth of Saskatoon.

The general outline of the community visioning initiative is as follows:

1. Community Visioning Forum – Spring 2010

There will be a kick-off forum where the community will be invited to attend over 1-2 days. There will be speakers similar to the calibre of Jan Ghel or perhaps Justin Trudeau to provide an education component about the kind of community Saskatoon could be, and there will be an opportunity for citizens to share their values and talk about what matters to them in Saskatoon and as the city grows.

2. Themed Workshops – Fall 2010 and much of 2011

There are several topics or themes that are critical to guiding our future growth and community development. Thus, Administration is recommending that the following topics or themes should be given a high priority:

- 1) transportation and connectivity;
- 2) density/diversification/infill development;
- 3) distribution of employment centres;
- 4) regional inter-dependencies; and,
- 5) City Centre Plan.

Note: The City Centre Plan is a three-year capital project to develop a new comprehensive plan for the downtown and adjacent areas. The new Plan will be based on a shared community vision for the area, addressing public spaces, pedestrian environment, all modes of transportation, public transit facilities, future growth and development, infrastructure capacity, the linkage of downtown to adjacent areas, and a specific concept plan for the civic square area, as well as other localized areas.

The key elements in this initiative are as follows:

- 1) The key themes and topics of discussion will be directed by City Council.
- 2) Professional services will be applied to ensure the broadest and most inclusive engagement of citizens possible.
- 3) An education component will be incorporated into the process to allow citizens to provide informed input into each topic or theme of discussion.

Administration is developing the community visioning model based on work done by the cities of Mississauga, Edmonton and Calgary, and will report back to City Council in the new year with a more developed plan.

Phase II of the Official Community Plan and Zoning Bylaw Review

Phase II of the Official Community Plan and Zoning Bylaw Review has been reevaluated in light of the public engagement opportunities presented by the proposed Community Visioning initiative. It is recommended that a number of the issues will be elevated for review within the Community Visioning process, while several would remain as more current priorities for the Administration to address in the immediate future. Attachment 1 contains a detailed breakdown of the issues to be elevated to the Community Visioning process, and those that will be addressed by the Administration as more current priorities.

At its September 21, 2009 meeting, Executive Committee directed Administration to provide a more detailed report about the Community Engagement Plan for Phase II of the Official Community Plan/Zoning Bylaw Review. This report and Attachment 1 are intended to address that request.

OPTIONS

The alternative option is to deny the reallocation of funding from the Transportation Infrastructure Expansion Reserve for the communications and community engagement initiatives as outlined in this report.

FINANCIAL IMPACT

Professional services will be applied to ensure the broadest and most inclusive engagement of citizens possible. Outside services will be utilized to coordinate the Community Visioning initiative that will launch the community engagement around the theme areas identified above.

The budget for this process has not been finalized, and the Administration will report back to City Council once further details have been confirmed. However, it is anticipated that costs will be approximately \$400,000 over a two-year period.

The Administration is recommending that the source of funding be a reallocation of capital funds from the Transportation Infrastructure Expansion Reserve. Capital Project 2011: Transportation Model Implementation was approved in 2006 for \$750,000. Phase I expenses have included software purchases, training and consulting fees, and model development, leaving a balance of \$425,000.

Phase II was the development of a City-Wide Transportation Study. In order to complete this study, a community visioning exercise was planned to determine the demand of the public on the various modes of transportation. It has been determined that this visioning can be completed in conjunction with the proposed Community Visioning initiative and therefore, the Administration is recommending that \$400,000 from Capital Project 2011 be reallocated to the new project. Upon completion of the Community Visioning initiative, further funding will be required for the completion of the City-Wide Transportation Study in 2011/2012.

POLICY IMPLICATIONS

The reallocation of \$400,000 from the Transportation Infrastructure Expansion Reserve (TIER) would require approval from City Council as an exception to policy.

City of Saskatoon Policy C03-001 (Budget Policy) states that under-expenditures of capital funds resulting from projects completed below budget shall be returned to their source in the same ratio as their original contribution.

In addition, Bylaw 6774 Capital Reserve Bylaw 39.1 (3) states for the Transportation Infrastructure Expansion Reserve:

“Funds from this Reserve shall be used only for capital expenditures for the construction of additions to the City’s transportation network”.

The Administration is recommending an exception to the above policy to allow the unexpended funds to be re-allocated to the costs associated with the Community Visioning initiative.

STAKEHOLDER INVOLVEMENT

The stakeholder involvement is described within this report.

PUBLIC COMMUNICATION PLAN

The public communication plan is described within this report.

PUBLIC NOTICE

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

ATTACHMENT

1. Proposed Revised Phasing for the Official Community Plan and Zoning Bylaw Review (dated December 7, 2009).

Written by: _____
Catherine Gryba, Branch Manager
Leisure Services

Approved by: _____
Murray Totland, City Manager
Dated: _____

ATTACHMENT 1

Proposed Revised Phasing for the Official Community Plan and Zoning Bylaw Review

Executive Committee, at its meeting of August 19, 2009, considered a report from the Community Services Department that identified the issues that were to be reviewed in the second phase of the Official Community Plan and Zoning Bylaw Review. A Community Engagement Plan for the Bylaw Review project was subsequently considered by the Executive Committee at its meeting of September 21, 2009. At that time, the Administration was asked to report further in January regarding the Community Engagement Plan. This report is intended to address the Committee's request.

The issues identified for Phase II of the Bylaw Review were re-evaluated to determine which will require extensive public consultation and should be considered in conjunction with the proposed Community Visioning process or the City Centre Plan; and which issues may proceed at this time because they are technical in nature, consultation is in process, or has already been undertaken.

It is proposed that the issues that would proceed at this time would be brought forward to Council as they are completed. The timing of the remaining issues would be linked to the Community Visioning process and the City Centre Plan. It should be noted that certain issues identified in the Bylaw Review phase may be subsequently reviewed following input received through the Community Visioning process or the City Centre Plan.

The tables below identify those projects that will continue with the current bylaw review; and those that will be deferred to the Community Visioning process (shaded areas).

Future Growth Issues	
Phase	Issue
Current Bylaw Review	Wetlands Policy Project: a. Implement a classification system for wetlands. b. Address the conservation and restoration of wetlands and riparian areas, and compensation for the loss of wetlands. c. Address the use of existing wetlands or constructed wetlands to manage storm water.
Current Bylaw Review	Add an updated annexation policy to reflect the City's process for annexing its identified future growth sectors, and to guide the evaluation of 'ad hoc' annexation requests.
Current Bylaw Review	Incorporate reference to the Sustainable Development Guiding Principles Workbook as a required submission to the City from developers that propose new neighbourhood concept plans and significant infill.
Community Visioning	Expand Section 5.1.1 "Neighbourhood Design and Development – Objective" to provide a vision for sustainable neighbourhoods (i.e. further define the elements of Smart Growth).
Community Visioning	Review requirements for neighbourhood size to ensure that new neighbourhoods are large enough to support an elementary school.

Community Visioning	Set distance standards for medium and high density developments in relation to transit routes.
Community Visioning	Increase the minimum neighbourhood density target to seven units per acre (from five currently).

Local Neighbourhood Issues	
Phase	Issue
Current Bylaw Review	Reuse of school sites: <ul style="list-style-type: none"> a. Review of policy for redeveloping former school sites and undeveloped school sites.
Current Bylaw Review	Infill Development: <ul style="list-style-type: none"> a. Review options for secondary suites in two-unit dwellings and semi-detached dwellings.
Current Bylaw Review	Residential care home policy: <ul style="list-style-type: none"> a. Review zoning requirements for residential care homes, including whether a maximum of five residents in a Type I care home remains appropriate and differentiating between seniors' care homes and other types of care homes. b. Maximum number of care home residents that are permitted in a two-unit dwelling and semi-detached dwelling.
Current Bylaw Review	Home based business regulations: further refinements to policy as a follow-up to Phase I.
Current Bylaw Review	Alternative energy development: Review of possible regulatory obstacles to alternative energy options such as wind turbines, solar panels and geothermal heating.
Current Bylaw Review	Review landscaping requirements to allow for xeriscaping and water conservation.
Current Bylaw Review	Review sign regulations in terms of compatibility with residential areas, as well as customer service issues to the sign industry.
Community Visioning	Infill Development: <ul style="list-style-type: none"> a. Review of the density and gross floor space ratio in the RM3 and RM4 medium density Zoning Districts, to facilitate infill residential development projects on mature properties.
Community Visioning	Infill Development: <ul style="list-style-type: none"> a. Review current regulations for infill housing in established neighbourhoods (large one-unit dwellings, two-to-four unit infill projects, and other rezoning applications for infill multiple-unit dwellings).
Community Visioning	Infill Development: <ul style="list-style-type: none"> a. Review options for garden and garage suites in conjunction with one and two-unit dwellings, including possible demonstration projects.

Transportation Issues	
Phase	Issue
Current Bylaw Review	Explore reduced parking requirements for major developments that participate in programs such as the Transit Eco-Pass project.
Current Bylaw Review	Review bike parking requirements in commercial and institutional developments, including public facilities.
Community Visioning	Incorporate strategic transportation planning at the sector plan level, for all modes of transportation (Transportation Demand Management).
Community Visioning	Identify rapid transit corridors at the sector plan level.
Community Visioning	Consider dedicated bike lanes on major roadways.
Community Visioning	Explore policy options and regulations for development near major transit stops and along major transit routes, including the possibility of designating major transit routes as medium to high-density mixed-use activity corridors.

Downtown and Business Improvement District (BID) Related Issues	
Phase	Issue
Current Bylaw Review	Review of recommendations that are put forward from the Broadway 360 study.
Current Bylaw Review	Review of the building envelope/setback requirements for multiple-unit dwellings in the B5 Zoning District.
Current Bylaw Review	Refine regulations to reduce the number of temporary parking lots in key locations.
Current Bylaw Review	Review off-street parking requirements.
City Centre Plan	Review policy that requires retail uses at grade level in key areas.
City Centre Plan	Increase the maximum building height to accommodate higher densities.

December 7, 2009