



PUBLIC AGENDA

EXECUTIVE COMMITTEE

MONDAY, SEPTEMBER 22, 2014 - 1:00 P.M. - COUNCIL CHAMBER

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

- 1. CALL TO ORDER**
- 2. CONFIRMATION OF AGENDA**
- 3. ADOPTION OF MINUTES**
 - 3.1 Minutes of regular meeting of Executive Committee meeting held on August 20, 2014
- 4. UNFINISHED BUSINESS**
- 5. COMMUNICATIONS**
 - 5.1 Delegated Authority Matters**
 - 5.2 Matters Requiring Direction**
 - 5.3 Requests to Speak (*new matters*)**
- 6. REPORTS FROM ADMINISTRATION**
 - 6.1 Delegated Authority Matters**

6.2 Matters Requiring Direction

6.2.1 Boundary Alteration Proposal (File No. CK. 4060-1 x 6320-1)

Delegation: Dana Kripki / Alan Wallace

Recommendation

That the report of the General Manager, Community Services Department dated September 22, 2014, be submitted to City Council recommending:

1. That as part of the boundary alteration proposal approved by City Council at its meeting held on June 23, 2014, the City of Saskatoon confirm that it will take over responsibility for the intersection of Highway 17 and 71st Street, including the municipal responsibility for improvements;
2. That an agreement with the Ministry of Highways and Infrastructure be approved, in principle, to take over operational jurisdiction of Highway 16 from the current City limits up to, and including, the intersection of 71st Street as per the terms in the report of the General Manager, Community Services Department dated September 22, 2014; and
3. That the City Solicitor be requested to prepare the appropriate agreement and that His Worship the Mayor and the City Clerk be authorized to execute the agreement under the Corporate Seal.

7. LEGISLATIVE REPORTS

7.1 Delegated Authority Matters

7.2 Matters Requiring Direction

7.2.1 2015 – City Council and Council Committee Meeting Schedule and Appointments of Deputy Mayor (File No. CK. 255-1 x 255-3)

Recommendation

That the City Clerk submit a report to City Council's Organizational Meeting, as part of the November 2015 Regular Business Meeting, recommending approval of the 2015 City Council and Council Committee meeting schedule and appointments of Deputy Mayor, as described in this report and detailed in Attachments 1 and 2.

7.2.2 Proposed Amendments to Bylaw No. 9170, The Procedures and Committees Bylaw, 2014 (File No. CK. 255-2)

Recommendation

1. That the report of the City Solicitor dated September 22, 2014, be received as information; and
2. That the City Solicitor be instructed to prepare and bring forward to City Council the required bylaw to amend Bylaw No. 9170, The Procedures and Committees Bylaw, 2014.

8. URGENT BUSINESS

9. ADJOURNMENT

Boundary Alteration Proposal – Highway 16 and 71st Street Intersection Improvements

Recommendation

That this report be forwarded to City Council recommending that:

- 1) as part of the boundary alteration proposal approved by City Council at its meeting held on June 23, 2014, the City of Saskatoon confirms that it will take over responsibility for the intersection of Highway 16 and 71st Street, including the municipal responsibility for improvements;
- 2) an agreement with the Ministry of Highways and Infrastructure be approved, in principle, to take over operational jurisdiction of Highway 16 from the current City limits up to, and including, the intersection of 71st Street as per the terms in this report; and
- 3) that the City Solicitor be requested to prepare the appropriate agreement and that His Worship the Mayor and the City Clerk be authorized to execute the agreement under the Corporate Seal.

Topic and Purpose

The purpose of this report is to obtain a specific resolution of City Council confirming that, as part of the boundary alteration proposal approved on June 23, 2014, the City of Saskatoon (City) would assume responsibility for the intersection of Highway 16 and 71st Street, including the municipal responsibility for improvements, as well as take over operational jurisdiction of a portion of Highway 16.

Report Highlights

1. At its June 23, 2014 meeting, City Council approved a boundary alteration proposal to enable short-term growth and future growth.
2. As part of the proposal, the City is proposing to assume responsibility for the intersection of Highway 16 and 71st Street, including the municipal responsibility for improvements. The Rural Municipality of Corman Park (RM) Council has asked that this be confirmed by a resolution of City Council.
3. The City will take over operational jurisdiction of Highway 16 from the current City limits up to, and including, the intersection at 71st Street.
4. At the time of writing this report, one objection has been received to the boundary alteration proposal. As a result, City Council will be holding a public meeting at the public hearing portion of its September 29, 2014 meeting. The objection is not related to the intersection improvements.

Strategic Goal

This report supports the City's Strategic Goal of Sustainable Growth. Saskatoon is known for smart, sustainable growth. The long-term strategy is to plan for development collaboratively with regional partners and stakeholders.

Background

At its June 23, 2014 meeting, City Council approved a boundary alteration proposal. A map of the proposed boundary alterations is attached (see Attachment 1). The proposal included negotiated conditions, one of which is the City assuming the municipal portion of the responsibility for improvements to the intersection of Highway 16 and 71st Street. Some of the negotiated conditions were addressed in the resolution of City Council. The commitment on intersection improvements was not.

Report

The Ministry of Highways and Infrastructure (MHI) was requiring the RM to complete improvements to the intersection of Highway 16 and 71st Street in 2014. Given the boundary alteration proposal, and after discussions with MHI, the City has begun reviewing the previous engineering assessments of the intersection, and is also conducting additional analysis, in order to determine the appropriate improvements required to provide a safe and well-operating intersection. The assessment will recommend improvements that will address both urban and rural growth needs, and improve the safety and operation of the intersection. The assessment will be completed and its recommendations brought forward in 2014. Subject to the boundary alteration proceeding, the recommended improvements will be constructed in 2015.

The City is also proposing to take over operational jurisdiction of the Highway 16 and 71st Street intersection, and the portion of Highway 16 between the intersection and the current City limits (south of 60th Street).

Under the agreement, the City will be responsible for maintenance, direction, management, and control (including legal liability) of the portion of the highway, excluding the bridge overpass, which is planned for rehabilitation in 2015. The agreement is intended as an interim step in advance of formal annexation of the right-of-way, which is planned for 2016. A plan of the area to be included in the agreement is attached (see Attachment 2). As part of the agreement, the Province will pay an annual Operation and Maintenance grant on the portion of Highway 16 under the Urban Highway Connector Program.

The cost of the intersection improvements planned by MHI and the RM was expected to exceed \$4 million. The cost of the improvements recommended by the City's assessment will be determined as part of that review process. The cost will consist of land acquisition, construction, and utility relocations. In addition to City funding, the improvements would also be funded by developer and MHI contributions.

Options to the Recommendation

There are no options to the recommendation. The boundary alteration proposal, of which the proposed intersection improvements are a part, has been approved by City Council.

Public and/or Stakeholder Involvement

Boundary alterations must follow the public and stakeholder notice requirements of *The Cities Act*, which are described below. In addition to this, the civic Administration has also met with stakeholders. The notices and the meetings have not been specific to the Highway 16 and 71st Street intersection improvements.

Communication Plan

In accordance with *The Cities Act*, public notices regarding the boundary alteration have been advertised in local newspapers and mailed to stakeholders. These notices have been about the boundary alteration proposal in general, and not specifically about the Highway 16 and 71st Street intersection improvements.

At the time of writing this report, one objection to the boundary alteration proposal has been received. As a result, City Council is required to hold a public meeting, which has been scheduled for the public hearing portion of the September 29, 2014 City Council meeting. The objection received to date is not related to the intersection improvements.

Before the improvements are constructed, a meeting will be held with managers of businesses located at the intersection of Highway 16 and 71st Street. The intent of this meeting will be to provide a construction schedule, discuss the traffic accommodation plan, and exchange contact details.

Financial Implications

The cost of assuming the RM's financial responsibility for the Highway 16 and 71st Street intersection improvements is being determined. The cost of the improvements will depend on the assessment of the formerly agreed upon design by RM and MHI, which is currently underway by civic staff. The potential funding sources for this are being determined.

After boundary alteration, there will be an immediate operating impact that will include operational jurisdiction of the Highway 16 and 71st Street intersection and roadway maintenance. These costs will be offset by any increases in property taxes generated from the annexed properties through increased assessments and new construction, and by the Urban Highway Connector program, which is a Provincial grant towards the operation and maintenance of Provincial highways in City limits.

Other Considerations/Implications

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

Due Date for Follow-up and/or Project Completion

The assessment of the intersection improvements will be completed, and its recommendations will be brought forward in 2014. Subject to the boundary alteration proceeding, the improvements will be constructed in 2015.

The next steps in the broader boundary alteration process will be based on the outcome of the September 29, 2014 public meeting. When the public meeting concludes, City Council will determine if they wish to proceed with the boundary alteration as proposed, or alter it. If the RM Council provides a complementary resolution in support of the final boundary alteration proposal, the proposal will be forwarded to the Ministry of Government Relations (Ministry) for a decision.

If the boundary alteration proposal is not altered, and the RM Council supports it, the proposal could be submitted to the Ministry before the end of October 2014. The boundary alteration would be requested to take effect on January 1, 2015.

When municipalities cannot agree on a boundary alteration proposal, the matter is determined by the Saskatchewan Municipal Board. The timeline for this process has not been confirmed.

Public Notice

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

Attachment

1. Proposed Boundary Alterations
2. Proposed Operational Agreement – Highway 16

Report Approval

Written by: Laura M. Hartney, Regional Planning Manager
Reviewed by: Alan Wallace, Director of Planning and Development
Approved by: Randy Grauer, General Manager, Community Services Department
Approved by: Murray Totland, City Manager

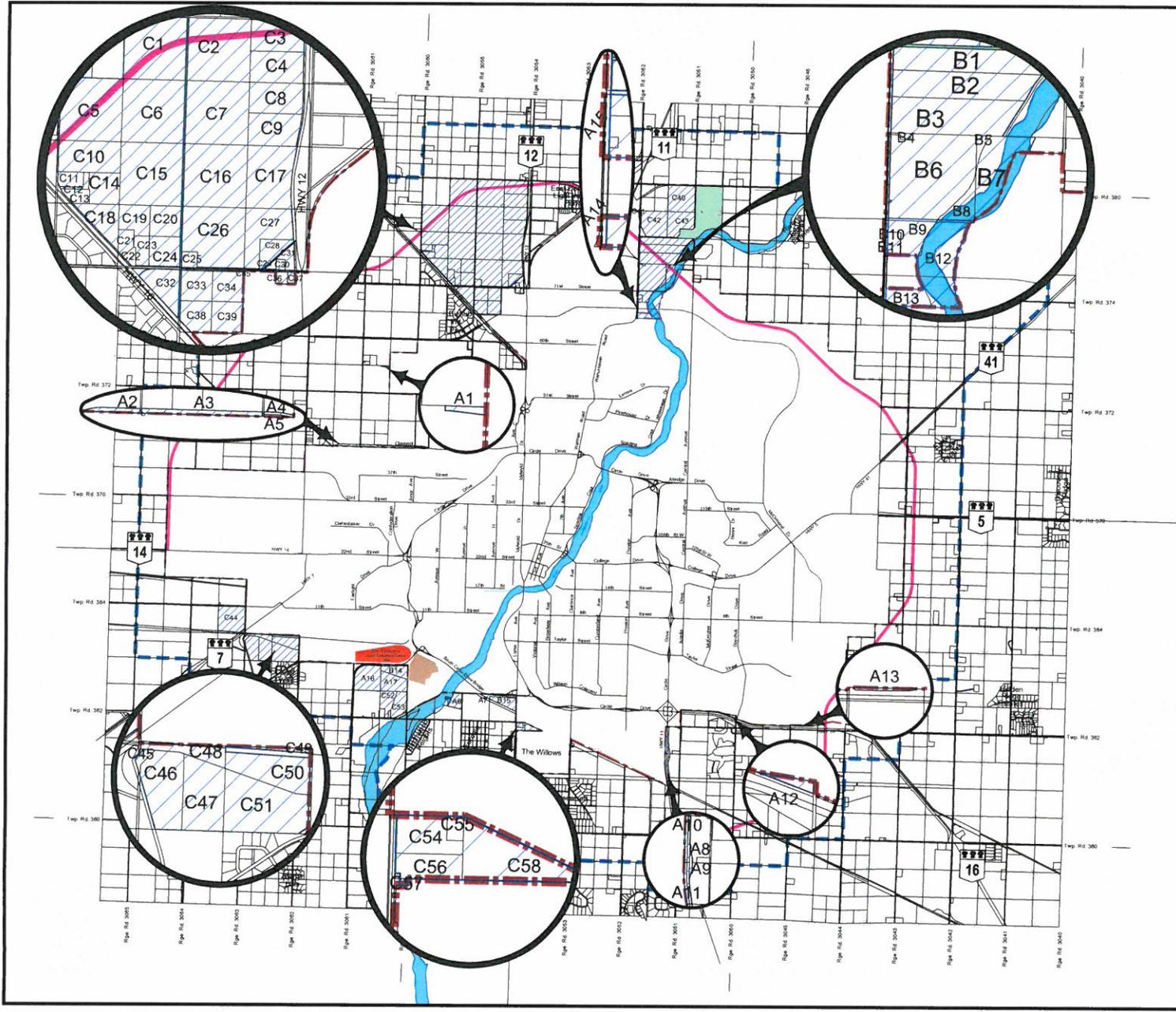
S/Reports/CP/2014/EXEC – Boundary Alteration Proposal – Highway 16 and 71st Street Intersection Improvements/ks

ATTACHMENT 1

Proposed Boundary Alterations

LEGEND

-  CITY BOUNDARY
-  PLANNING DISTRICT
-  PERIMETER HIGHWAY
-  PROPOSED BOUNDARY ALTERATION
-  LANDFILL
-  COS CIVIC OPERATIONS CENTRE SITE
-  WANUSKEWIN HERITAGE PARK



NOTE: The information contained on this map is for reference use and should not be used for legal purposes. All proposed lines such as address re-alignments, etc. are not to be reproduced without the approval of the City of Saskatoon Planning, Mapping & Research Services.

DRAWING NOT TO BE SCALED

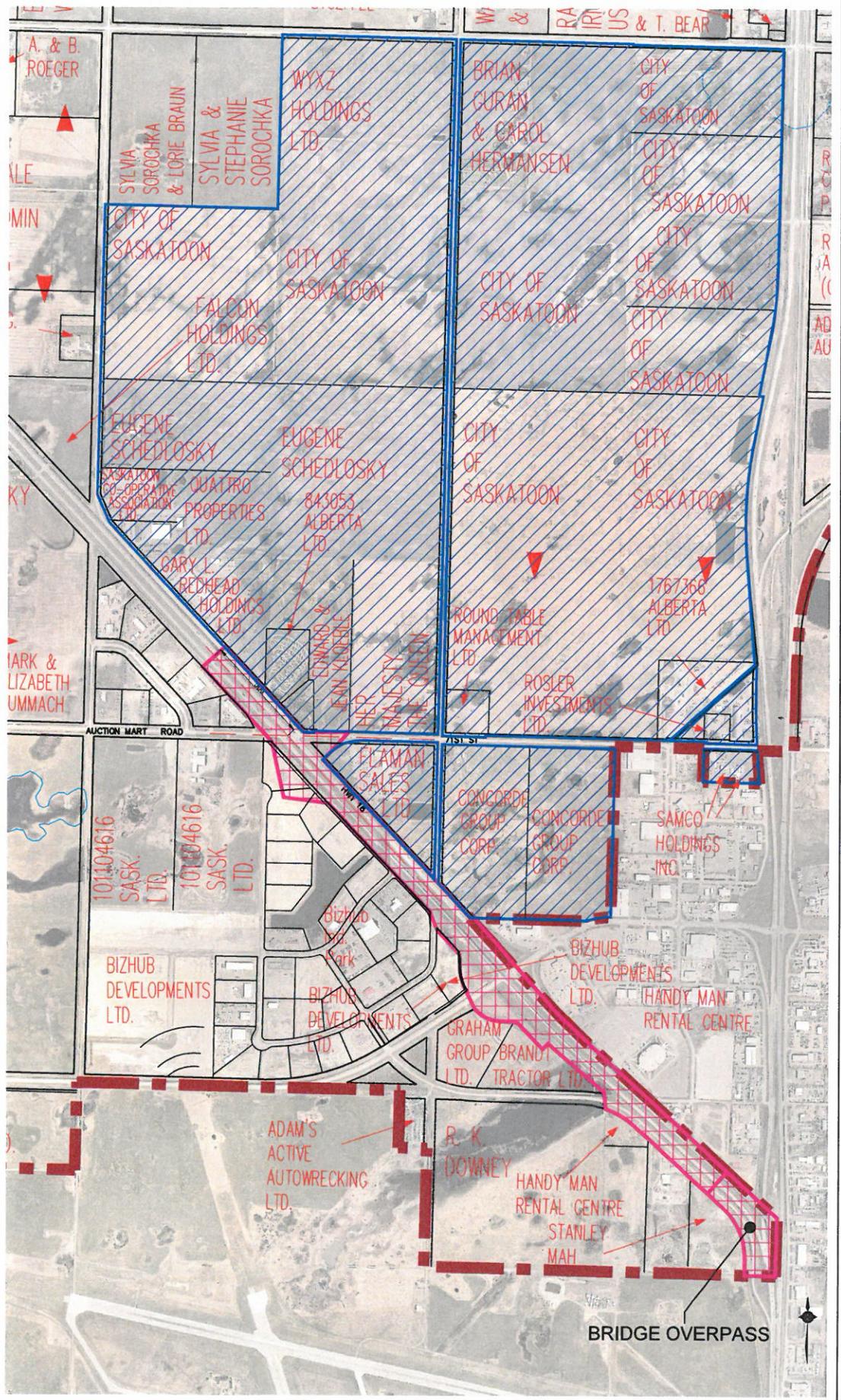
JUNE 12, 2014

City of Saskatoon Planning & Development

Proposed Boundary Alterations

ATTACHMENT 1

Proposed Operational Agreement - Highway 16



NOTES:

BLUE AREA TO BE ANNEXED.

MAGENTA AREA FOR FUTURE ANNEXATION.

PLAN DESCRIPTION/REVISIONS	
4	XXX XXX
3	
2	
1	

DRAWN BY: RBY
 DATE: 2014-JULY-29
 SCALE: HOR. 1:25,000 VERT. _____



City of Saskatoon
 Transportation & Utilities Department

PROPOSED OPERATIONAL AGREEMENT

HWY 16

APPROVED

CHIEF ENGINEER

ENGINEER

PLAN NO. XXX-XXXX-XXX-001

2015 – City Council and Council Committee Meeting Schedule and Appointments of Deputy Mayor

Recommendation

That the City Clerk submit a report to City Council's Organizational Meeting, as part of the November 2015 Regular Business Meeting, recommending approval of the 2015 City Council and Council Committee meeting schedule and appointments of Deputy Mayor, as described in this report and detailed in Attachments 1 and 2.

Topic and Purpose

The purpose of this report is to review the 2015 City Council and Committee meeting schedule and the 2015 appointments of Deputy Mayor.

Report Highlights

1. Attachment 1 (2015 City Council and Committee Meeting Schedule) sets out meeting dates for City Council, Executive Committee, and each of the four Standing Policy Committees, along with dates for Budget consideration, during 2015.
2. Attachment 2 (Appointments of Deputy Mayor) provides a listing of Deputy Mayor appointments for each month during 2015.

Strategic Goal

The information contained in this report and attachments aligns with the long-term strategies related to the Strategic Goal of Continuous Improvement.

Background

Bylaw No. 9170, *The Procedures and Committees Bylaw, 2014* was passed by City Council on June 9, 2014 and came into force on July 1, 2014. Section 7 of the *Bylaw* provides for an organizational meeting to be held each year as part of the Regular Business meeting in November. At the organizational meeting, Council shall establish:

- (a) the term and rotation schedules for the positions of Deputy Mayor and Acting Mayor;
- (b) dates, times and places for regularly scheduled meetings of Council and Council Committees; and
- (c) Standing Policy Committee appointments for the following year.

This report deals with (a) and (b).

Report

2015 City Council and Council Committee Meeting Schedule

There are two types of regularly scheduled Council meetings – a Regular Business meeting and a Regular Public Hearing meeting. Both meetings are held in the Council Chamber, City Hall and commence at 1:00 p.m. and 6:00 p.m., respectively.

Bylaw No. 9170 *The Procedures and Committees Bylaw* also establishes an Executive Committee and four Standing Policy Committees – Environment, Utilities and Corporate Services Committee; Finance Committee; Planning, Development and Community Services; and Transportation. Attachment 1 sets out the meeting dates and times for each of these Committees. Meetings are held in the Council Chamber, City Hall.

Highlights of the City Council and Council Committee meeting schedule for 2015 are:

- No meetings the week of February 2 to accommodate the SUMA Convention
- No meetings the week of February 16 (week of Family Day)
- Easter Break (no meetings the week of April 6)
- No meetings the week of June 8 to accommodate FCM Convention
- Summer Break (no meetings during the month of July)
- Compressed meeting week during the month of August
- City Council Budget Deliberations (November 30 and December 1)
- Winter Break (weeks of December 21 and 28)

2015 Appointments of Deputy Mayor

Pursuant to *The Cities Act*, City Council is required to appoint a Deputy Mayor.

The Deputy Mayor is to act as the Mayor if the Mayor is unable to perform the duties of Mayor, or the office of Mayor is vacant. Council shall appoint an Acting Mayor if both the Mayor and the Deputy Mayor are unable to perform the duties of Mayor, or both the office of the Mayor and the office of Deputy Mayor are vacant. The Acting Mayor shall be the Council member who was last elected as Deputy Mayor.

In the past, City Council has appointed the Deputy Mayor on a reverse alphabetical basis with a monthly rotation. Attachment 2 is a listing of proposed Deputy Mayor appointments for each month during 2015.

Policy Implications

There are no policy implications at this time.

Due Date for Follow-up and/or Project Completion

The 2015 City Council and Council Committee meeting schedule and the 2015 Appointments for Deputy Mayor are to be considered by City Council at its organizational meeting, as part of the Regular Business Meeting in November, 2015.

**2015 – City Council and Committee Meeting Schedule and
Appointments of Deputy Mayor**

Public Notice

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

Attachment(s)

1. Attachment 1 – 2015 Meeting Calendar
2. Attachment 2 – Appointment of Deputy Mayor - 2015

Report Approval

Written and Approved by: Joanne Sproule, City Clerk

2015 Meeting Schedule & DMs.docx



2015 Meeting Calendar

January

S	M	T	W	T	F	S
				①	2	3
4	5	6	7	8	9	10
11	12	13	14	15	16	17
18	19	20	21	22	23	24
25	26	27	28	29	30	31

February

S	M	T	W	T	F	S
1	2	3	4	5	6	7
8	9	10	11	12	13	14
15	①⑥	17	18	19	20	21
22	23	24	25	26	27	28

March

S	M	T	W	T	F	S
1	2	3	4	5	6	7
8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28
29	30	31				

April

S	M	T	W	T	F	S
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12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28	29	30		

May

S	M	T	W	T	F	S
					1	2
3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	①⑧	19	20	21	22	23
24	25	26	27	28	29	30
31						

June

S	M	T	W	T	F	S
	1	2	3	4	5	6
7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28	29	30				

July

S	M	T	W	T	F	S
				①	2	3 4
5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28	29	30	31	

August

S	M	T	W	T	F	S
						1
2	③	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19*	20	21	22
23	24	25	26	27	28	29
30	31					

September

S	M	T	W	T	F	S
						1 2 3 4 5
6	⑦	8	9	10	11	12
13	14	15	16	17	18	19
20	21	22	23	24	25	26
27	28	29	30			

October

S	M	T	W	T	F	S
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4	5	6	7	8	9	10
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18	19	20	21	22	23	24
25	26	27	28	29	30	31

November

S	M	T	W	T	F	S
1	2	3	4	5	6	7
8	9	10	⑪	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28
29	30					

December

S	M	T	W	T	F	S
		1	2	3	4	5
6	7	8	9	10	11	12
13	14	15	16	17	18	19
20	21	22	23	24	⑮	⑯
27	28	29	30	31		

SPC – **PD&CS** 9:00 a.m. / **Finance** 2:00 p.m.
 SPC – **Transportation** 9:00 a.m. / **EU&CS** 2:00 p.m.
Executive Committee – 1:00 p.m. (* 9:00 a.m. August)
City Council – Regular Business 1:00 p.m., Public Hearing 6:00 p.m.
Budget Review – 1:00 p.m.

SUMA Feb. 1-4 (Saskatoon)
 FCM June 5-8 (Edmonton)

○ Stat Holidays

Appointment of Deputy Mayor – 2015

Councillor T. Davies	-	January 2015
Councillor C. Clark	-	February 2015
Councillor T. Paulsen	-	March 2015
Councillor E. Olauson	-	April 2015
Councillor P. Lorje	-	May 2015
Councillor M. Loewen	-	June 2015
Councillor Z. Jeffries	-	July 2015
Councillor A. Iwanchuk	-	August 2015
Councillor D. Hill	-	September 2015
Councillor R. Donauer	-	October 2015
Councillor T. Davies	-	November 2015
Councillor C. Clark	-	December 2015

Proposed Amendments to Bylaw No. 9170, The Procedures and Committees Bylaw, 2014

Recommendation

That Executive Committee:

1. consider the following report as information; and
2. instruct the City Solicitor to prepare and bring forward to City Council the required bylaw to amend Bylaw No. 9170, The Procedures and Committees Bylaw, 2014.

Topic and Purpose

In the first couple of months that the new Bylaw No. 9170, The Procedures and Committees Bylaw, 2014 has been in effect, some necessary amendments have been identified to ensure that the Bylaw is clear, accurate and consistent. This report highlights these amendments.

Report

On June 9, 2014, City Council passed Bylaw No. 9170, The Procedure and Committees Bylaw, 2014 which became effective July 1, 2014. Since this date, necessary amendments to the Bylaw have been identified.

The proposed amendments to the Bylaw would consist of the following:

- Section 115 – amended to establish the appropriate number for quorum as being six Council Committee members for Executive Committee and three Council Committee members for the Standing Policy Committees.
- Section 139 – amended to correct the reference made in Subsection 139(3) from “Environment, Utilities and Corporate Performance Committee” to “Environment, Utilities and Corporate Services Committee.”
- Schedule “B” – amended to add “Urgent Business” to the Public Hearing Meeting Agenda.
- Schedule “C” – amended to add “Unfinished Business”, “Legislative Reports”, “Motions” and “Giving Notice” to the Public Council Committee Meeting Agenda.
- Schedule “D” – amended to add “Legislative Reports” and an “Other” category to “Verbal Updates” to the In Camera Committee Meeting Agenda.

Public Notice

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

Report Approval

Written by: Jodi Manastyrski, Solicitor
Approved by: Patricia Warwick, City Solicitor

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