

ORDER OF BUSINESS

REGULAR MEETING OF CITY COUNCIL

JUNE 24, 2013, AT 6:00 P.M.

1. **Approval of Minutes** of regular meeting held on June 10, 2013.
2. **Public Acknowledgements**
3. **Hearings**
 - a) **Proposed Amendment to the Official Community Plan – Phasing Map Parcel E, 11th Street West of Lancaster Boulevard – Montgomery Place “Phase II” to “Phase I” Development**
Applicant: North Ridge Development Corporation
Proposed Bylaw No. 9104
(File No. CK. 4351-013-009)

The purpose of this hearing is to consider an amendment to the Official Community Plan, Bylaw No. 8769 – Phasing Map.

Attached is a copy of the following material:

- Proposed Bylaw No. 9104;
- Report of the General Manager, Community Services Department dated May 22, 2013, recommending that the proposal to amend Official Community Plan Bylaw No. 8769 phasing designation of Parcel E, Registered Plan No. 102080225, ISC Surface Parcel No. 166206371, from Phase II to Phase I, be approved;

- Letter dated June 14, 2013, from the Deputy City Clerk, Municipal Planning Commission, advising that the Commission supports the above-noted recommendation of the Community Services Department;
- Notice which appeared in the local press on June 8 and 9, 2013; and
- Letter dated June 10, 2013, from John Meredith submitting comments on the above-noted application.

4. Matters Requiring Public Notice

5. Unfinished Business

6. Reports of Administration and Committees:

- a) Report No. 4-2013 of the Municipal Planning Commission;
- b) Administrative Report No. 11-2013;
- c) Legislative Report No. 8-2013;
- d) Report No. 10-2013 of the Planning and Operations Committee;
- e) Report No. 10-2013 of the Administration and Finance Committee;
- f) Report No. 5-2013 of the Land Bank Committee;
- g) Report No. 3-2013 of the Naming Advisory Committee;
- h) Report No. 12-2013 of the Executive Committee; and
- i) Report No. 13-2013 of the Executive Committee.

- 7. Communications to Council – (Requests to speak to Council regarding reports of Administration and Committees)**
- 8. Communications to Council (Sections B, C, and D only)**
- 9. Question and Answer Period**
- 10. Matters of Particular Interest**
- 11. Enquiries**
- 12. Motions**
- 13. Giving Notice**
- 14. Introduction and Consideration of Bylaws**
Bylaw No. 9104 - The Official Community Plan Amendment Bylaw, 2013 (No. 3)
- 15. Communications to Council – (Section A - Requests to Speak to Council on new issues)**

3. a)

BYLAW NO. 9104

The Official Community Plan Amendment Bylaw, 2013 (No. 3)

The Council of The City of Saskatoon enacts:

Short Title

- 1. This Bylaw may be cited as The Official Community Plan Amendment Bylaw, 2013 (No. 3).

Purpose

- 2. The purpose of this Bylaw is to amend the Official Community Plan – Phasing Map to re-designate the land referred to in the Bylaw from Phase II to Phase I.

Official Community Plan Amended

- 3. The Official Community Plan, annexed as Schedule "A" to Bylaw No. 8769 and forming part of the Bylaw, is amended in the manner set forth in this Bylaw.

Phasing Map Amended

- 4. The Phasing Map, which is referred to in Section 3.3.2 of the Official Community Plan and which forms part of the Plan, is amended to change the Phasing Sequence Number applicable to the lands described in this Section and shown as  on Appendix "A" to this Bylaw from Phasing Sequence Number II to Phasing Sequence Number I:

- (a) Surface Parcel No. 166206371
Reference Land Description: Blk/Par E, Plan 102080225 Extension 0.

Coming into Force

- 5. This Bylaw shall come into force upon receiving the approval of the Minister of Government Relations.

Read a first time this _____ day of _____, 2013.

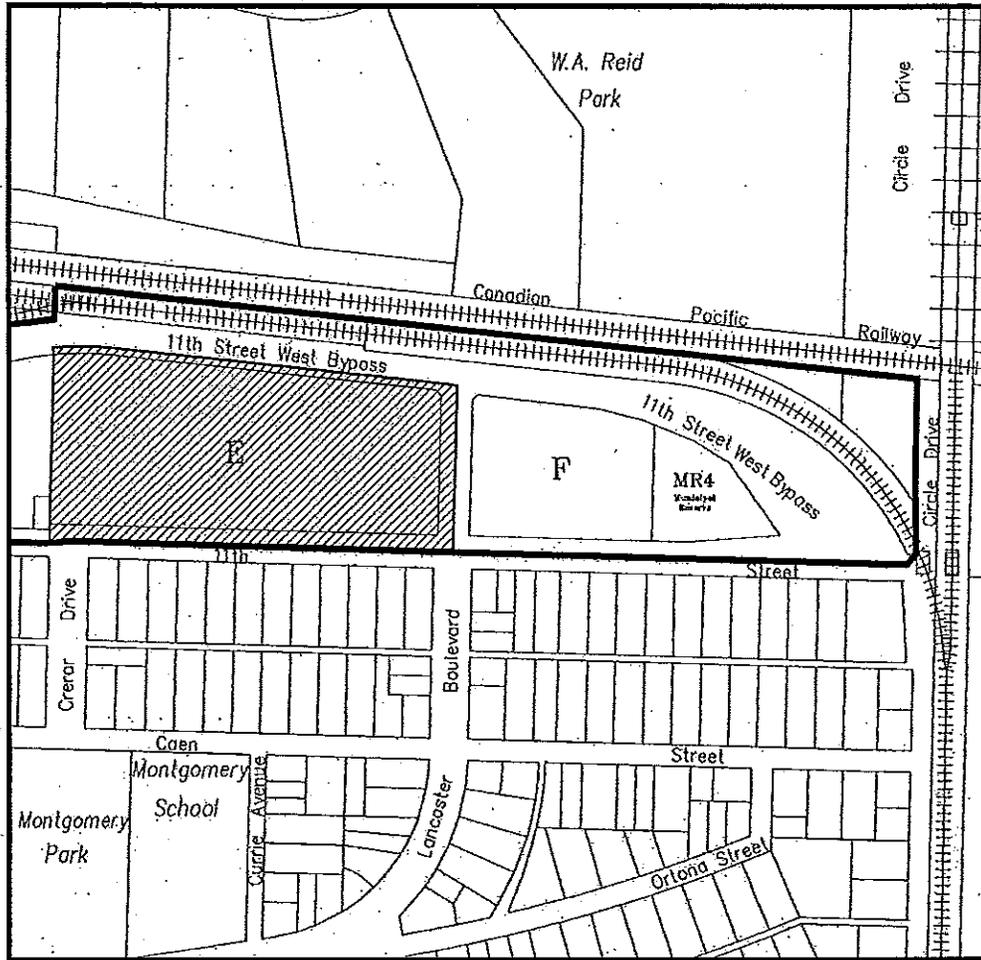
Read a second time this _____ day of _____, 2013.

Read a third time and passed this _____ day of _____, 2013.

Mayor

City Clerk

Appendix "A"



AMENDMENT TO THE OFFICIAL COMMUNITY PLAN PHASING MAP

 From Phase II to Phase I



N:\Planning\MAPPING\Official Comm Plan\2010 OCPs\OCP35-10_PARCEL E.dwg (Amended)

4351-013-009



TO: Secretary, Municipal Planning Commission
FROM: General Manager, Community Services Department
DATE: May 22, 2013
SUBJECT: Official Community Plan Amendment – Phasing Map - “Phase II” to “Phase I” – Parcel E, located on 11th Street West, west of Lancaster Boulevard
FILE NO.: PL 4115

RECOMMENDATION: 1) that a report be forwarded to City Council recommending that at the time of the Public Hearing, City Council consider the Administration’s recommendation that the proposal to amend Official Community Plan Bylaw No. 8769 phasing designation of Parcel E, Registered Plan No. 102080225, ISC Surface Parcel No. 166206371, from Phase II to Phase I be approved.

TOPIC AND PURPOSE

An application has been submitted by North Ridge Development Corporation requesting the Official Community Plan (OCP) Bylaw No. 8769 phasing designation of Parcel E, Plan 102080225, located on 11th Street West (west of Lancaster Boulevard), be amended from Phase II to Phase I (see Attachment 2).

REPORT HIGHLIGHTS

1. Following further consultation with the local community, an amendment to the Phasing Map for Parcel E is being requested.
2. Confirmation has been received that this site is capable of being serviced.

STRATEGIC GOAL

The recommendation in this report supports the Strategic Goal of Sustainable Growth and the long-term strategy to develop an integrated approach to growth related to transportation, servicing, transit, and land use.

BACKGROUND

An application to amend the OCP Phasing Map designation on the lands north of 11th Street West, including the parcels now described as Parcel F, MR4, and Parcel E, was submitted by North Ridge Development Corporation in 2010. Background documentation provided by the applicant, including an infrastructure analysis and Transportation Study, indicated that infrastructure capacity was available to service development at this location.

The lands are zoned to accommodate multi-unit development, but require an amendment to the OCP Phasing Map before development can proceed.

The OCP Phasing Map amendment was approved by City Council for Parcel F in March 2012, and development of multiple-unit housing on this site is nearing completion.

REPORT

Further Consultation Undertaken With Regard to Development of Parcel E

Following the approval of the OCP Phasing Map change for Parcel F, representatives from the Montgomery Place Community Association and North Ridge Development Corporation met to develop a community survey as a means of assessing the community's perspective on preferred forms of residential development on the remaining Parcel E. A high response rate (44 percent) to the survey was received. A summary of the results prepared by the Community Association noted the respondents were overwhelmingly opposed to any further rental apartments. There was support for housing forms such as a combination of senior's complex, townhouses with garages, and three-storey condos.

North Ridge Development Corporation and the Community Association signed a letter of understanding with respect to development of this site, noting the following:

- The community would be supportive of neighbourhood commercial, townhouse, apartment style condominiums, seniors complexes or facilities;
- North Ridge Development Corporation will consult further with the community Association should opportunity arise for development of uses outside of these which have been identified; and
- The community is not in favour of purpose-built rental units.

A public information meeting was held on April 24, 2013. A summary overview of the comments provided in conjunction with that meeting is included in Attachment 3, Community Engagement Summary.

At the public information meeting, concerns were noted by a number of individuals with respect to the need for a site plan showing the overall development of the site. Subsequently, this issue was also raised by the Montgomery Place Community Association. In an attempt to address this specific concern, the Administration requested that North Ridge Development Corporation provide, as information only, their preferred site plan or site plan options for this property. North Ridge Development Corporation has declined to provide this information.

Confirmation Received That This Site is Capable of Being Serviced.

This report provides an update and summary overview of information provided previously to City Council in the OCP 35/10 3130 11th Street West report dated February 2012, in consideration of the proposed phasing map amendment for the easterly Parcel F. A copy of the 2012 report is provided in Attachment 4.

a) Official Community Plan Bylaw No. 8769

Section 3.3.2 of the OCP Bylaw No. 8769 provides policy direction with respect to development phasing. The relevant provisions of this policy are outlined below along with administrative comments:

- I. The phasing, servicing, and development of land shall be in accordance with the OCP Bylaw No. 8769 – Phasing Map.

Phasing Sequence Number I – indicates those areas considered to be suitable for development within the next five years.

Phasing Sequence Number II – indicates areas suitable for development beyond the next five years, but within the scope of this plan.

Comment: In accordance with the servicing comments noted below, this land is suitable for development within a five-year timeframe. Land necessary for the Circle Drive South Project has been identified and acquired.

- II. Detailed phasing of development within both Phase I and Phase II areas shall be determined according to the following considerations:

- 1) the need to promote a compact and orderly pattern of development;
- 2) the availability, capacity, and economics of extending transportation services, utilities, and other services;
- 3) the ability of the City of Saskatoon (City) and relevant Boards of Education to provide required community and educational services;
- 4) the rates of development and land utilization in the City;
- 5) the financial capacity of the City to support development in the general area; and
- 6) the overall Concept Plans and subdivision designs approved for the general area.

Comment: The subject property provides an opportunity for infill development utilizing existing infrastructure. Utility services and transportation issues can be accommodated with minor system upgrades, which will be funded by the developer. The two school divisions have advised that local schools can accommodate the students who may be generated from this development. The housing market in Saskatoon remains strong with significant demand for multiple-unit dwelling parcels.

- III. In accordance with Section 13.2.2(c), development of any particular lands shall be permitted only in areas where roads and utility services exist or have been authorized by City Council and for which community facilities have been programmed.

Comment: The Infrastructure Services Department advises that this property can be serviced using existing roads and utility services.

- IV. In accordance with Section 3.3.2. (d), development shall generally take place in a contiguous manner. Non-contiguous servicing and development that would require the inefficient extension of municipal services and community infrastructure shall only be permitted where it can be demonstrated that there is a clear public interest.

Comment: The subject property is located within the Montgomery Place neighbourhood adjacent to existing residential development.

b) Servicing

The applicant engaged AECOM to conduct a serviceability study of the subject property. The proposed development is serviceable through available infrastructure by providing separate water supply and sanitary sewer lines, as well as storm sewer detention storage within the owned land.

Traffic Impact Study: The applicant engaged Stantec Consulting Ltd. to conduct a traffic impact study for the proposed development. The Stantec report recommends:

- Although a traffic signal warrant analysis indicated that signalization of the new 11th Street West and Lancaster Boulevard intersection is warranted after completion of the development, it is proposed that the intersection remain stop-controlled in the northbound direction. Signalization increased delays and queue lengths for eastbound and southbound traffic while providing only minor improvements for northbound movements during the weekday morning peak hour.
- That consideration be given to an additional (outside) eastbound lane on the new 11th Street West, east of Lancaster Boulevard. This lane would be used as a dedicated lane for free flow northbound to eastbound right-turning traffic at the new 11th Street and Lancaster Boulevard to turn in to.

c) School Impacts

In review of the proposed development of Parcel E, the Saskatoon Public School Division expressed no concern with increased enrolment resulting from the development of this parcel. The Greater Saskatoon Catholic School

Division indicated that it is confident it can accommodate any future increases in students at its existing facilities, by means of renovations, additions, or re-accommodation of functions and programs.

Conclusion

This property is designated Phase II in the OCP Bylaw No. 8769 in order to ensure that servicing issues are adequately addressed prior to the development of the property.

Land requirements for the Circle Drive South Project have been identified and acquired. A satisfactory plan for sanitary sewer, storm sewer, and water distribution has been developed. Intersection improvements have been identified for Lancaster Boulevard and the new 11th Street West to accommodate increased traffic.

For these reasons, the Administration is recommending that the OCP designation of the subject property be amended to Phase I, in order to allow proposed Parcel E to be developed in accordance with the existing zoning.

OPTIONS TO THE RECOMMENDATION

Council could deny this application. This option is not recommended as this property is capable of being serviced.

POLICY IMPLICATIONS

There are no policy implications.

FINANCIAL IMPLICATIONS

There are no financial implications.

PUBLIC AND/OR STAKEHOLDER INVOLVEMENT

Two public meetings have been held with respect to this application; a meeting in December 2011 was held in conjunction with the initial application proposing phasing map amendments for the full area (including both Parcel F and Parcel E). City Council approved amendments to the phasing map for the easterly portion of the site (Parcel F), but requested that further consultation be undertaken with the community association with respect to development on Parcel E. A second public meeting was held on April 24, 2013, to provide further information about potential development options under consideration for the remaining Parcel E.

Notification was sent to all property owners in Montgomery Place, for each of those meetings. In addition, a survey was circulated to all property owners in Montgomery Place, seeking input on desired forms of residential development on Parcel E.

A summary of the April 24, 2013, public meeting is provided in Attachment 3 of this report.

COMMUNICATION PLAN

Should City Council approve this application, appropriate notice will be provided to nearby residents for any servicing work undertaken by the City. In addition, North Ridge Development Corporation will be encouraged to maintain communications with affected residents as this site is developed.

DUE DATE FOR FOLLOW-UP AND/OR PROJECT COMPLETION

No specific follow up actions are required.

ENVIRONMENTAL IMPLICATIONS

No environmental and/or greenhouse gas implications have been identified at this time.

PRIVACY IMPACT

There are no privacy impacts.

SAFETY/CRIME PREVENTION THROUGH ENVIRONMENTAL DESIGN (CPTED)

The application is related to a private development; therefore, a CPTED review is not required.

PUBLIC NOTICE

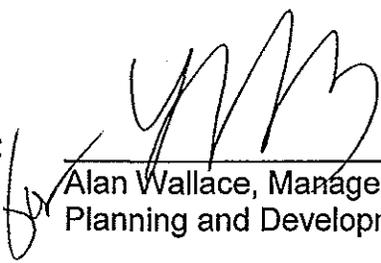
Public Notice is required for consideration of this matter, pursuant to Section 11, Subsection (a) of Public Notice Policy No. C01-021.

A notice will be placed in The StarPhoenix two weeks prior to the hearing, and following review by the Municipal Planning Commission. Notice boards will also be placed on the site. Written notice will be sent to all property owners in Montgomery Place, to people who attended and signed into the April 24, 2013, public meeting, and to the Montgomery Place Community Association.

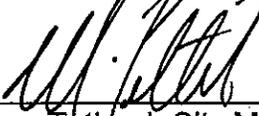
ATTACHMENTS

1. Fact Summary Sheet
2. Location Map
3. Community Engagement Project Summary
4. Report to Council Official Community Plan Amendment; Parcel F and MR4, dated February 13, 2012

Written by: Jo-Anne Richter, Senior Planner

Reviewed by: 
Alan Wallace, Manager
Planning and Development Branch

Approved by: 
Randy Grauer, General Manager
Community Services Department
Dated: May 24, 2013

Approved by: 
Murray Totland, City Manager
Dated: May 24/13

FACT SUMMARY SHEET

A. Location Facts

1. Municipal Address	
2. Legal Description	Block E, Registered Plan 102080225
3. Neighbourhood	Montgomery Place
4. Ward	2

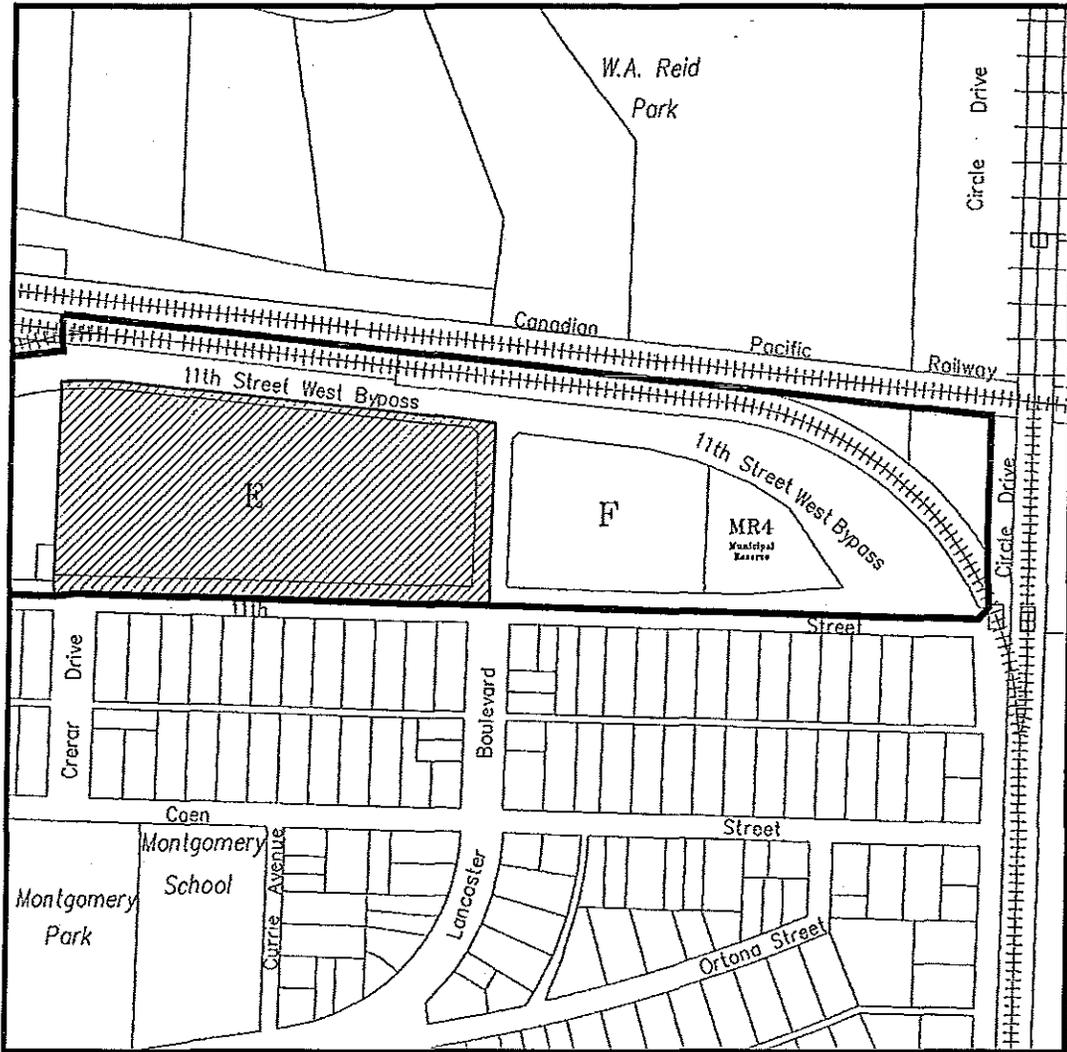
B. Site Characteristics

1. Existing Use of Property	Vacant
2. Proposed Use of Property	Residential
3. Adjacent Land Uses and Zoning	
North	11 th Street Extension, and Rail Right-of-Way
South	Residential
East	Multi- unit Residential
West	Vacant and industrial
4. No. of Existing Off-Street Parking Spaces	N/A
5. No. of Off-Street Parking Spaces Required	N/A
6. No. of Off-Street Parking Spaces Provided	N/A
7. Site Frontage	N/A
8. Site Area	5.369 ha
9. Street Classification	Local

C. Official Community Plan Policy

1. Existing Official Community Plan Designation	Residential – Phase II
2. Proposed Official Community Plan Designation	Residential – Phase I
3. Existing Zoning District	RM4
4. Proposed Zoning District	RM4

LOCATION MAP



AMENDMENT TO THE OFFICIAL COMMUNITY PLAN PHASING MAP



From Phase II to Phase I





Community Engagement Project Summary

Project Name: Proposed Official Community Plan Phasing Map Amendment
Parcel E, 11th Street West – Phase II to Phase I
Public Information Meeting – April 24, 2013

Applicant: North Ridge Development Corporation
File: PL 4115 – OCP 35/10

Community Engagement Project Summary

Project Description

A public information meeting was held regarding a proposed Official Community Plan Phasing Map amendment for a 5.369 ha (13.25 acre) parcel of land located at north of 11th Street West and west of Lancaster Drive.

This meeting was held in follow-up to a public meeting held in December 2011 proposing phasing map amendments for a larger parcel area. Council approved amendments to the phasing map for the easterly 2.092 ha (5.170 acre) portion the site (Parcel F) as well as a 0.825 ha (2.039 acre) municipal reserve parcel, but requested that further consultation be undertaken with the community association.

The meeting was held in the Montgomery School Gymnasium on Wednesday, April 24, 2013, at 7:00 pm.

Community Engagement Strategy

- Purpose: To inform and consult. In May, 2012 a survey jointly prepared by the Montgomery Place Community Association and North Ridge Development Corporation was sent to residents, seeking input on desired land uses and forms of residential development for this parcel. An update on the results of the survey was provided, and North Ridge presented conceptual drawings of residential housing forms, which are responsive to the input provided through the survey, which are being considered for development on this site.
- Residents were provided with the opportunity to ask questions and provide comments.
- Form of community engagement was used: Public information meeting, with an opportunity to listen to a presentation by the applicant and speak directly with the applicant and/or City staff following the presentation. City staff also provided overview of the OCP amendment process, and the next steps following the meeting.
- Level of input or decision making required from the public: Comments and opinions were sought from the public.
- Who was involved:
 - Internal stakeholders: The standard referral process was implemented. The following Departments were contacted for comments when the initial application was

submitted: Building Standards Branch, The Future Growth Section, Transit Services, & Infrastructure Services Department.. The Public and Separate Schools were requested to provide comments on the initial application (Parcel F), as well as on this subsequent application for Parcel E

- o External stakeholders: Montgomery Place Community Association, Councillor Lorje Councillor Iwanchuk and Community Consultants were contacted, in addition to mail-outs to residents (approximately 832 notices were mailed out). 138 people signed in at the meeting.

Summary of Community Engagement Input

- Key milestones, significant events, stakeholder input
This community engagement initiative provided interested & concerned individuals with an opportunity to learn more about the potential forms of development being considered for the site, and to provide perspective and comments. Public comments provided at the meeting, and in writing following the meeting, will be considered by both the proponent and municipal staff in further analysis of this proposal.
- Timing of notification to the public including dates of mail-outs, PSA's, newspaper advertisements, number of flyers delivered, who was targeted/invited

Notification Processes:

Notification Method /Date Issued	Details	Target Audience / Attendance	Attendance / Contact
Public Information Meeting notice issued: April 9 th 2013	832 Public Information Meeting notices outlining the details of the proposal were sent to registered property owners. Letters along with the public meeting notice were also sent to the Community Association, Ward Councillor Lorje and Iwanchuk , and theCommunity Consultant.	Notices were sent to every property owner in the Montgomery Place neighbourhood, which satisfies the public notice policy requiring notice be sent to property owners within a75 meter radius of the property	2 phone calls were received regarding the public meeting 138 people attended the public meeting held on April 24, 2013.

- Analysis of the feedback received, provide a brief summary of the comments to capture the flavour of the feedback received:
 - o Verbal comments received at the public meeting were primarily in opposition for the proposal and to the process.
 - o A total of 13 written comments have been submitted.

- Of the 13 written comments submitted, 10 were in opposition to the proposed development. A range of concerns were identified, including:
 - the developer should be required to provide a site plan with timelines for development;
 - access and traffic;
 - drainage;
 - decreased property values;
 - need to be held to a standards established in bylaws;
 - no development should occur until after an LAP is complete;
 - increased traffic flow a concern when streets are narrow and do not have sidewalks;
 - sound walls on 11th Street has resulted in limited visibility;
 - significant disruptions to the neighbouring property with construction activity
 - concern that public input will not have any influence on the outcome.
 - Three written comments were generally supportive of the proposal including support of the concepts presented, however comments were noted that underground parking or garages should be provided instead of surface parking, lower rise units are desirable (three stories or less) small scale neighbourhood services would be desirable (coffee shop, dentist), traffic impacts on 11th and neighbouring streets are a concern. One comment was submitted requesting that an existing bluff of trees be retained;
- Public Meeting Overview
 - Barb Biddle, President of the Montgomery Place Community Association provided an overview of the survey sent to residents, and a summary of the input received. It was noted that the survey had a response rate of 44 percent. Responses indicated people were not supportive of rental accommodations being developed on this site. Interest was expressed in having condo style units developed, and for a seniors care facility. Off street parking was identified as a critical factor in minimizing impact on the neighbourhood.
 - The applicant discussed possible options for development including, townhouse dwelling groups, and condominium development. A care home may be considered if a suitable owner / developer for that use can be identified. Civic Staff explained the OCP phasing map and the process involved in amending the map. It was noted that the property is currently zoned for multi-unit residential development.

The following provides a summary of the nature of the questions and concerns identified during the question and discussion period:

Clarification was sought on whether any commercial development would be included (developer indicated that a memorandum of understanding has been signed with the Community Association regarding the type of development to take place on the property, and no commercial development is planned at this time. Any changes in this regard would require them to amend the agreement in place.

A number of people expressed concern that a site plan showing the overall development of the site, as well as provide an indication of density of development, was not provided. It was noted that piecemeal development is not desirable (response from developer noted that they have not prepared a site plan because they will be developing units based on market demand, and in a phased manner).

Concerns expressed about the disruption that construction has on the community, noting that Seymour Pacific development currently underway has had many impacts on the community.

Question about the amount of green space that would be provided (response from developer noted the requirement to provide 10 percent municipal reserve with any subdivision proposal)

Questions and concerns expressed about the number of children that would be living in these developments, capacity of local schools, and safety issues related increased number of children walking to school (traffic, city buses, and narrow streets without sidewalks). (City staff noted that developments of these types generally result in an average of one school age and one high school student for every 10 units. The school districts are consulted with regard to capacity of their schools to accommodate increase in enrollment).

Concern expressed that sound wall constructed along the northerly edge of the parcel obstructs the view of drivers attempting to turn onto 11th Street from Lancaster Drive.

It was noted that sight lines at the intersection are a problem due to the location of the sound wall. Suggested another roadway needs to be created to reduce the amount of traffic funnelling through Lancaster.

Question regarding intent of Northridge regarding eventual sale of property to another developer (developer noted that their intent is to retain the development as part of their inventory. However, they would be open to proposals from other developer that would be keeping with the memorandum signed with the Community Association, such as a Senior Care Home).

Question regarding density of development upon full build out (the developer noted that approximately 600 – 800 units could be developed, depending on the forms of housing provided).

Clarification sought on building heights – desirable to transition from lower forms of housing along 11th Street to higher forms at the northerly end of the property (developer noted this was the intent).

Question regarding the traffic study and how the study could be done prior knowing the impact that South Bridge will have on traffic and traffic flow (traffic study is based on modelling based on the proposed 11th Street developments).

Comment indicating that development by Seymour Pacific has impacted on his property, including noise, traffic, having to deal with water shut offs, vehicle damage. Does the city provide compensation for this?

Concerns expressed that the public input will have very little effect on the City in considering the application. Concerns expressed that people have lost trust in the City.

Suggestion made that the City review the comments and establish a 5 and 10 year vision for development at this location.

Question regarding a rumour that North Ridge is selling part of the site (developer clarified that North Ridge is not in discussions regarding sale of the site).

Clarification requested that should the site be sold, the new owner could develop anything they wanted to (developer noted that architectural controls, caveats and the agreement signed with the Community Association would bind any future owner. He also clarified that no more rental units would be developed at this location).

Impact of community engagement on the project/issue:

- The feedback at the meeting will provide MPC and Council with opinions and comments of the surrounding community.
- How will input be used to inform the project/issue:
 - Input received from the community will be used to measure the support of the neighbourhood for this proposal and to highlight any major concerns.
- Any follow up or reporting back to the public/stakeholders
 - Participants at the meeting will receive direct notice of the Public Hearing if they provided their name and mailing address on the sign in sheet, or submitted comments with contact information provided.

Next Steps

Action	Anticipated Timing
Internal technical review to be completed	May 2013
Planning and Development Report prepared and presented to Municipal Planning Commission. MPC reviews proposal and recommends approval or denial to City Council	June 4, 2013
Public Notice - report prepared and Public Hearing date set. Montgomery Community Association, Community Consultant, Ward Councillor as well as all participants at Public Meeting will be provided with direct notice of Public Hearing, as well as all residents who were notified previously. A notification poster sign by applicant will be placed on site.	June 8, 2013

<p>Public Hearing – Public Hearing conducted by City Council, with opportunity provide for interested persons or groups to present. Proposal considered together with the reports of the Planning & Development Branch, Municipal Planning commission, and any written or verbal submissions received by City Council.</p>	<p>June 24, 2013</p>
<p>Council Decision - may approve or deny proposal.</p>	<p>June 24, 2013</p>

Attachments:

Notice of Public Information Meeting

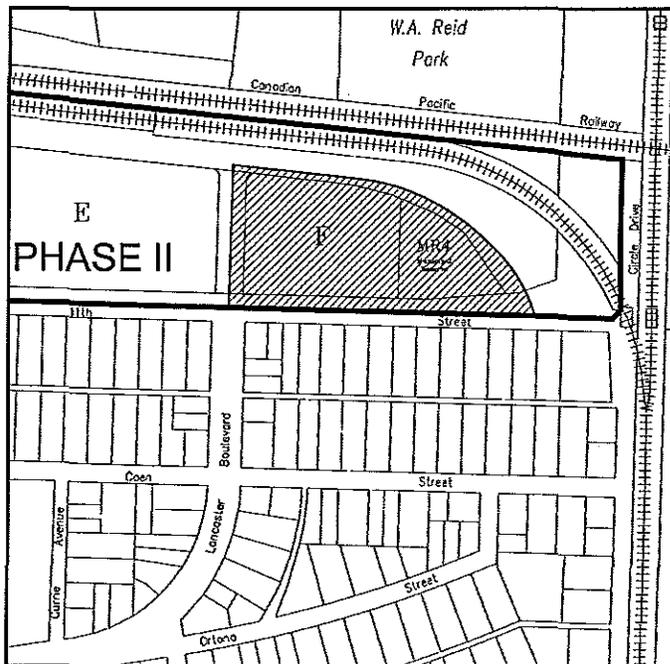
Completed by: Jo-Anne Richter, Senior Planner II, 975-7621

Please return a copy of this summary to
 Lisa Thibodeau, Community Engagement Consultant
 Communications Branch, City Manager's Office
 Phone: 975-3690 Fax: 975-3048 Email: lisa.thibodeau@saskatoon.ca

COMMUNITY SERVICES DEPARTMENT

APPLICATION NO. OCP 35/10	PROPOSAL Official Community Plan Amendment - "Phase II" to "Phase I"	EXISTING ZONING RM4
LEGAL DESCRIPTION Parcel F and MR4, Plan to be Registered (Currently Portion of Parcel C, Registered Plan No. 101428657, ISC Surface Parcel No. 153886225)		CIVIC ADDRESS 3130 11 th Street West
DATE February 13, 2012		NEIGHBOURHOOD Montgomery Place
APPLICANT Northridge Development Corporation 3037 Faithfull Avenue Saskatoon SK S7K 8B3		OWNER Northridge Development Corporation 3037 Faithfull Avenue Saskatoon SK S7K 8B3

LOCATION PLAN



AMENDMENT TO THE OFFICIAL COMMUNITY PLAN - PHASING MAP

From Phase II to Phase I



A. COMMUNITY SERVICES DEPARTMENT RECOMMENDATION:

that a report be forwarded to City Council recommending that at the time of the Public Hearing, City Council consider the Administration's recommendation that the proposal to amend the Official Community Plan Bylaw No. 8769 phasing designation of Parcel F and MR4, plan to be registered (Currently portion of Parcel C, Registered Plan No. 101428657, ISC Surface Parcel No. 153886225) (3130 11th Street West) from Phase II to Phase I be approved.

B. PROPOSAL

An application has been submitted by Northridge Development Corporation requesting that the Official Community Plan (OCP) Bylaw No. 8769 phasing designation of Parcel F and MR4, plan to be registered (Currently portion of Parcel C, Registered Plan No. 101428657, ISC Surface Parcel No. 153886225) (3130 11th Street West) be amended from Phase II to Phase I.

C. REASON FOR PROPOSAL

This phasing redesignation will facilitate the development of the subject property in accordance with the existing RM4 zoning.

D. BACKGROUND INFORMATION

In May 1979, this property was rezoned from R2 District to R4 District. At that time, the applicant, F. Mendel Holdings Ltd., advised that the rezoning "would allow the development of the property for multi-family purposes, such as townhouses and condominiums". It should be noted that in 1979 Zoning Bylaw No. 8770 contained a limited range of multiple-unit residential zoning districts. At that time, the R4 District was used for virtually all multiple-unit residential developments, including a range from two-story townhouses up to three- and four-story apartments and condominiums. Based on the information available, it is reasonable to assume that the City Council of the day contemplated a range of multiple-unit housing types being developed on the land, including townhouses up to four-story, apartment-style buildings. Between 1979 and 1999, a number of development inquiries and preliminary proposals were brought forward for the subject lands, but no development took place.

As part of a comprehensive review of the OCP Bylaw No. 8769 and Zoning Bylaw No. 8770 in the late 1990's, numerous "underdeveloped" properties in Saskatoon were examined for their potential impact on nearby land uses, as if they were to be built out to their potential. As a consequence of this review, several commercial and heavy industrial properties were ultimately rezoned to lessen potential land use impacts.

Several underdeveloped residential properties with significant development potential were also reviewed to ensure that the local infrastructure was reasonably capable of accommodating the development densities permitted by the present zoning. The subject property on 11th Street West was one such example.

While it was likely contemplated in 1979 that a mix of densities would be developed on the land, in 1999, the R4 zoning permitted a potential of approximately 800 dwelling units if a series of four-story buildings were to be constructed. Based on that potential, and the amount of development in the general area over the preceding 20 years, the Administration at the time was unsure if the area infrastructure was capable of accommodating that many dwelling units on the subject site. It was decided to place an OCP Phase II development designation on the property. Essentially, this left the existing zoning in place, but required the developer to demonstrate that any prospective residential development forms and densities could be reasonably serviced.

The former R4 zoning district was also replaced by the RM4 zoning district in 1999, reflecting a new range of residential zoning categories. In the case of the former R4 and the current RM4, the regulations are essentially the same.

The subject property was originally 11.79 hectares (29.13 acres) in area. Road requirements for the Circle Drive South Project and Municipal Reserve dedication have taken 3.92 hectares (9.67 acres). This results in two development parcels: Parcel E, lying west of Lancaster Boulevard, being 5.38 hectares (13.29 acres) and Parcel F, lying east of Lancaster Boulevard, being 2.09 hectares (5.18 acres) (see Attachment 2).

The owner of the subject property, Northridge Development Corporation, has applied to amend the OCP phasing designation of this property from Phase II to Phase I. Northridge Development Corporation has advised the Administration that they have an agreement for sale for proposed Parcel F to accommodate multiple-unit housing in a four-story format, accommodating about 190 units.

During its January 16, 2012 meeting, City Council instructed the Administration to advertise and convene a public hearing for the OCP Phase II to Phase I amendment for proposed Parcels F and MR4 as soon as reasonably possible, leaving the existing RM4 zoning in place.

The Administration was also instructed to work with the owners on a revised subdivision and zoning pattern for proposed Parcel E, and the local community was to be kept up to date as the above noted process unfolds, with at least one further public information meeting prior to any public hearings concerning proposed Parcel E.

E. JUSTIFICATION

1. Community Services Department Comments

a) Official Community Plan Bylaw No. 8769

Section 3.3.2 of the OCP Bylaw No. 8769 provides policy direction with respect to development phasing. The relevant provisions of this policy are outlined below along with administrative comments:

- i. The phasing, servicing, and development of land shall be in accordance with the OCP Bylaw No. 8769 – Phasing Map.

Phasing Sequence Number I – indicates those areas considered to be suitable for development within the next five years.

Phasing Sequence Number II – indicates areas suitable for development beyond the next five years, but within the scope of this plan.

Comment: In accordance with the servicing comments noted below, this land is suitable for development within a five-year timeframe. Land necessary for the Circle Drive South Project has been identified and acquired.

- ii. Detailed phasing of development within both Phase I and Phase II areas shall be determined according to the following considerations:

- 1) the need to promote a compact and orderly pattern of development;
- 2) the availability, capacity, and economics of extending transportation services, utilities, and other services;
- 3) the ability of the City of Saskatoon (City) and relevant Boards of Education to provide required community and educational services;
- 4) the rates of development and land utilization in the City;
- 5) the financial capacity of the City to support development in the general area; and
- 6) the overall Concept Plans and subdivision designs approved for the general area.

Comment: The subject property provides an opportunity for infill development utilizing existing infrastructure. As noted in this report,

utility services and transportation issues can be accommodated with minor system upgrades, which will be funded by the developer. The two school divisions advise that local schools can accommodate the students who may be generated from this development. The housing market in Saskatoon is very strong with significant demand for multiple-unit dwelling parcels.

- iii. In accordance with Section 13.2.2(c), development of any particular lands shall be permitted only in areas where roads and utility services exist or have been authorized by City Council and for which community facilities have been programmed.

Comment: As noted below, the Infrastructure Services Department advises that this property can be serviced using the existing roads and utility services.

- iv. Development shall generally take place in a contiguous manner. Non-contiguous servicing and development that would require the inefficient extension of municipal services and community infrastructure shall only be permitted where it can be demonstrated that there is a clear public interest.

Comment: The subject property is located within the Montgomery Place neighbourhood adjacent to existing residential development.

b) Servicing

The applicant engaged AECOM to conduct a serviceability study of the subject property. This report notes the following:

Storm Sewer – The Montgomery Place area adjacent to the proposed site drains through open ditches toward the east near Circle Drive where the storm water is picked up by the Dundonald storm sewer trunk. The proposed site use is currently agricultural, and has a 0.16 cubic metres per second pre-development flow. In order to accommodate post-development runoff, on-site storage with controlled outflow would be required. The storage required for the proposed development during a 1 in 100 year storm event is approximately 6,500 cubic metres with controlled outflow of 0.16 cubic metres per second.

Sanitary Sewer – A 250 mm sanitary sewer exists on 11th Street that drains into the Dundonald sanitary trunk. A sanitary sewer line from the proposed site can be connected to the existing sanitary infrastructure on 11th Street near Circle Drive.

Assuming 290 litres per capita per day, the average daily dry weather flow for a potential maximum population of 2,863 residents comes to 9.61 litres per second, the peak daily dry weather flow with a peaking factor of 3.46 is 33.24 litres per second, and the peak daily wet weather flow is 35.24 litres per second.

The amount of flow is well below the available capacity of 66 litres per second in the 250 mm sanitary sewer at the proposed connection point.

Water Distribution – There is a 150 mm water main and a 600 mm primary water main on 11th Street. The 150 mm water main is old and does not have sufficient supply; however, the 600 mm primary water main has sufficient capacity to service the proposed development. A separate water line can be installed and connected to the 600 mm primary water main in two locations on both ends of the proposed development on 11th Street.

Conclusion – The proposed development is serviceable through available infrastructure by providing separate water supply and sanitary sewer lines, as well as storm sewer detention storage within the owned land.

The applicant also engaged Stantec Consulting Ltd. to conduct a traffic impact study for the proposed development. This report notes the following:

1. Although a traffic signal warrant analysis indicates that signalization of the new 11th Street/Lancaster Boulevard intersection is warranted after completion of the development, it is proposed that the intersection remain stop-controlled in the northbound direction. Signalization increases delays and queue lengths for eastbound and southbound traffic while providing only minor improvements for northbound movements during the weekday morning peak hour.
2. That consideration be given to an additional (outside) eastbound lane on the new 11th Street east of Lancaster Boulevard. This lane would be used as a dedicated lane for free flow northbound to eastbound right turning traffic at new 11th Street/Lancaster Boulevard to turn into.

3. Existing 11th Street provides pedestrian and cyclist connections between the proposed development and W.A. Reid Park, Kate Waygood Park, and the multi-use pathway system that is being constructed as part of the Circle Drive South Project.
4. The proposed development is within acceptable walking distances of existing transit service.

The Infrastructure Services Department has reviewed these studies and concurs with the conclusions subject to the specific comments noted below. The servicing issues noted herein will be addressed through the servicing agreement and building permit process.

c) School Impacts

Based on city-wide statistics, apartment-style, multiple-unit dwellings generate one elementary school aged child and one high school aged child for every ten dwelling units. Based on the proposed 192 unit development identified for Parcel F by the applicant, approximately 19 elementary school students and 19 high school students should be generated from this development.

As noted below, neither Saskatoon Public Schools nor Greater Saskatoon Catholic Schools have expressed concern with increased enrolment resulting from the development of this property.

d) Proposed Site Plan

Although not directly related to this application, your Administration has been working with representatives of the prospective purchaser to develop a site plan, which will minimize potential impacts on adjacent properties. These measures include providing primary site access from Lancaster Boulevard, enhanced landscaping adjacent to 11th Street, and siting the building so that they are not located directly adjacent to 11th Street.

2. Comments by Others

Please note that the following comments, with the exception of the comments from the two school divisions, are provided in the context of the development of both Parcels E and F.

a) Infrastructure Services Department – Strategic Services Branch

With respect to servicing for the parcel north of 11th Street and west of Circle Drive, engineering staff from the Strategic Services Branch have assessed the parcel serviceability from a network level and have concluded the following:

Storm Sewer - There is effectively no capacity whatsoever for the immediate release of post-development storm water into the existing system during a severe rain event. A storm water runoff rate equal to the amount generated by the parcel in its pre-developed condition would be allowed along the property's current drainage path in the ditch on the west side of Dundonald Avenue. Provisions must be made to store storm water on-site and to provide a controlled release mechanism for the stored storm water. The amount of storage should be equivalent to the total volume of runoff from a 1 in 100 year storm created by the new development. Depending on the storage and release mechanism chosen, this amount may be 125 percent of the 1 in 100 year storm event. An adequate volume of on-site storm water storage is absolutely necessary for the site to be deemed serviceable.

Sanitary Sewer - A service connection must be made directly to the west side of the new siphon installed in 2011 as part of the Circle Drive South project. Provisions must be made on site to ensure that no wet weather flow is generated in the sanitary sewer by the property as significant wet weather flows could potentially create basement flooding problems at the east end of the 11th Street trunk.

Water Distribution - The parcel can be adequately serviced by the 600 mm water line on 11th Street.

These issues will be addressed through the servicing agreement and building permit process.

b) Infrastructure Services Department – Transportation Branch

After review of the recommendations on the proposed intersection of 11th Street West and Lancaster Boulevard, the Traffic Operations staff is accepting the recommendation for a stop-control for the northbound left turn movements and the provision of an additional outside eastbound lane east of Lancaster Boulevard for the northbound right turn movements. Development of this intersection and the proposed eastbound lane will be at the developer's expense, and must meet the City's construction and design standards. Construction drawings should be submitted to this department for approval prior to construction.

c) Fire and Protective Services Department

Fire and Protective Services have no concerns with the proposed amendment.

d) Saskatoon Public Schools

Saskatoon Public Schools have no issues regarding school capacity at Montgomery Elementary School for this first phase of development. We will monitor enrolment projections and trends very closely at this school over the next few years and we can discuss any additional impacts of future development of the 13.26 acre parcel once more details are available.

e) Greater Saskatoon Catholic Schools

We would not view the impact as having a negative effect to Greater Saskatoon Catholic Schools. We would approve the amendment.

3. Conclusion

This property is designated Phase II in the OCP Bylaw No. 8769 in order to ensure that servicing issues are adequately addressed prior to the development of the property.

Land requirements for the Circle Drive South Project have been identified and acquired. A satisfactory plan for sanitary sewer, storm sewer, and water distribution has been developed. Intersection improvements have been identified for Lancaster Boulevard and the new 11th Street to accommodate increased traffic.

For these reasons, your Administration is recommending that the OCP designation of the subject property be amended to Phase I in order to allow proposed Parcel F to be developed in accordance with the existing zoning.

F. COMMUNICATION PLAN

A public information meeting was held on December 1, 2011, with respect to this proposal. Approximately 160 people attended the meeting. Concerns with, and opposition to, the proposed development of the subject property were noted by those in attendance. Issues related to the density of development and land use compatibility, traffic impacts, servicing, as well as concerns regarding other issues which have impacted Montgomery Place (see Attachment 3).

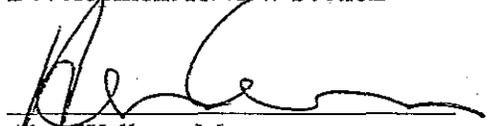
A notice was placed in The StarPhoenix on February 25, 2012. Notice boards will also be placed on the site. All property owners in Montgomery Place, as well as the Montgomery Place Community Association will be advised of the hearing date.

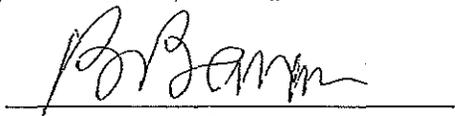
Another public information will be held in due course regarding a revised subdivision and zoning pattern for proposed Parcel E.

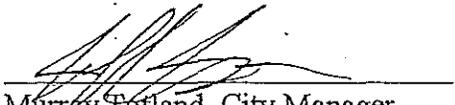
G. ATTACHMENTS

1. Fact Summary Sheet
2. Proposed Subdivision Plan
3. Community Engagement Project Summary

Written by: Tim Steuart, Manager
Development Review Section

Reviewed by: 
Alan Wallace, Manager
Planning and Development Branch

Approved by: 
for Randy Grauer, General Manager
Community Services Department
Dated: February 16, 2012

Approved by: 
for Murray Totland, City Manager
Dated: Feb 17/2012



City of
Saskatoon
Office of the City Clerk

222 - 3rd Avenue North ph 306•975•3240
Saskatoon, SK S7K 0J5 fx 306•975•2784

June 14, 2013

City Clerk

Dear City Clerk:

**Re: Municipal Planning Commission Report for Public Hearing
 Official Community Plan Amendment – Phasing Map
 “Phase II” to “Phase I” – Parcel E, located on 11th Street West
 West of Lancaster Boulevard – Montgomery Place Neighbourhood
 Applicant: North Ridge Development Corporation
 (File No. CK. 4351-013-009)**

The Municipal Planning Commission, at its meeting held on June 4, 2013, considered a report of the General Manager, Community Services Department, dated May 22, 2013, regarding an application submitted by North Ridge Development Corporation requesting the Official Community Plan Bylaw No. 8769 phasing designation of Parcel E, Plan No. 102080225, located on 11th Street West (west of Lancaster Boulevard) be amended from Phase II to Phase I.

The Commission has reviewed the matter with the Administration and has received presentations from representatives of North Ridge and the Montgomery Park Community Association. The following is a summary of further clarification provided by the Administration in response to questions from the Commission:

- Background information regarding previous consideration of Parcel E and F by City Council was reviewed, including the request for further review with the community association with respect to Parcel E. A letter of understanding has been signed regarding development of the site. As outlined in Attachment 3 of the report, concerns identified by area residents included increased traffic, drainage, impact on property values, and increased pedestrian traffic and the absence of sidewalks in the area. In addition, there are concerns that a detailed concept plan for the site has not been provided.
- No concerns were identified by the various branches and departments. The land is suitable for development within a five-year time frame, as specified under Phasing Sequence 1.
- The Community Services Department is recommending approval to amend the phasing designation of Parcel E from Phase II to Phase I, with development to be in accordance with existing RM4 zoning.

Mr. Bob Linner, representing North Ridge Development Corporation, addressed the Commission, as summarized below:

- The application is for a phase change in accordance with Section 3.3.2. of the Official Community Plan. The servicing conditions have been met.
- Further consultation has occurred with the community association and discussions are continuing. A letter of understanding has been signed, providing a set of undertakings regarding development of the land pursuant to the agreement.
- The current zoning is RM4 and the intent is to develop what is compatible with that zoning. The parcel of land is about 13 acres. It is anticipated it will be built in phases, with a mix of townhouse, walk up apartment style condominiums further back, and perhaps a seniors complex, with development closer to 11th Street being on a lower scale to be more compatible with existing development in with that area. It is estimated this would include about 400 units at a maximum.
- The intent is not for purpose built rental.
- No final site plan is available as the final plans will depend on the market. As the development progresses, they will keep the lines of communication open. When the site plan is prepared, they are prepared to share it with the Montgomery Place Community Association.
- The Commission was asked to support the recommendation of the report, referring to the set of principles identified in the Official Community Plan that are required to be met prior to moving from Phase II to Phase I as is the case with this application. When the specific site plan is prepared, they will ensure that it meets the principles outlined in the letter of understanding.

Mr. Jim Earle, representing the Montgomery Place Community Association, provided background information regarding input at the public information meetings and the request to see a site plan versus the renderings provided by North Ridge. He discussed the potential density of the site and concerns regarding impact on traffic in the area, particularly the intersection of 11th Street West and Lancaster Boulevard, further impacted with the opening of the Circle Drive South Bridge. The Montgomery Place Community Association is asking that the application to move from Phase II to Phase I not be approved until a site plan regarding the development is provided by North Ridge. A copy of Mr. Earle's presentation is attached.

The following is further clarification provided by the Administration to address questions from the Commission:

- There were no specifics on the number of units to be developed on this site only a range of developments that might be contemplated under the RM4 zoning.

- The Manager, Transportation Branch, Infrastructure Services, provided information about the independent traffic impact study required as part of the application process. The traffic considerations that were reviewed included traffic volume increases, delays, capacity of roadway, impacts on various intersections, and improvements that may be required. The evaluation of the study was done based on the City's standards for the various levels of service. Currently the intersection of Lancaster Boulevard and 11th Street West is operating at a Service Level A. With this development it would be slightly reduced at a Level B, which is still above standard. Typically on a city-wide basis, there are several areas that operate at Level C or D, which is still acceptable. Standards for delays at signalized and stop controlled intersections were reviewed. The traffic projections took into consideration the projected increases for the opening of Circle Drive South Bridge.
- With respect to further approvals required, if the phasing application is approved by City Council, no rezoning application would be required as long as the site is developed in accordance with the requirements of the current RM4 zoning. Further subdivision of the site may be required depending on how the site is developed. The Administration would review such an application in accordance with existing processes.
- Since servicing is no longer an issue, approval of the change in phasing is the next approval phase. Unless a rezoning is required, all approvals from this point forward will be approved administratively. The servicing issues identified several years ago have been solved. Based on the technical servicing issues, there is nothing to prevent the development from occurring. The phasing has to be dealt with on the basis of servicing issues.
- When the development application is received, the Administration will make sure that all zoning requirements and development standards are met prior to approving the application.
- With respect to the servicing aspects and traffic impacts, the City conducted its engineering reviews based on the maximum build out allowed under RM4. The City sets the parameters of what is required in the engineering reports and the standards that must be met. The submitted reports have been reviewed by the City's engineers to make sure the development can be appropriately serviced, as presented in the report.

The Commission has also been advised by the two school board representatives on the Commission there is capacity or a way to address increased capacity, based on the projections for school age children from the proposed development, and more students would be welcomed to assist in the continued and future viability of schools in the area.

June 14, 2013
Page 4

Following review of this matter, the Commission is supporting the following recommendations of the Community Services Department:

"that the proposal to amend Official Community Plan Bylaw No. 8769 phasing designation of Parcel E, Registered Plan No. 102080225, ISC Surface Parcel No. 166206371, from Phase II to Phase I, be approved."

The Commission respectfully requests that the above report be considered by City Council at the time of the public hearing with respect to the above matter.

Yours truly,



Diane Kanak, Deputy City Clerk
Municipal Planning Commission

DK:sj

Attachment

**THE STARPHOENIX, SATURDAY, JUNE 8, 2013 and
SUNDAY PHOENIX, JUNE 9, 2013**

OFFICIAL COMMUNITY PLAN NOTICE

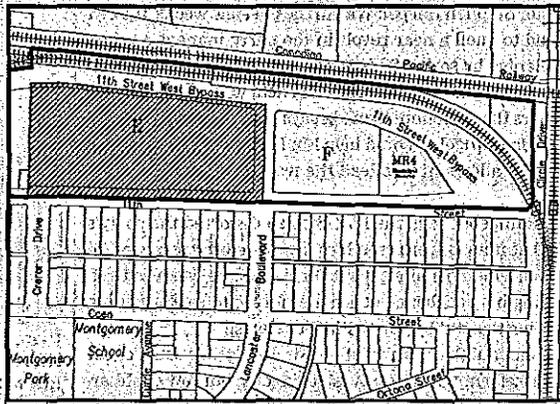
MONTGOMERY PLACE NEIGHBOURHOOD

**PROPOSED AMENDMENT TO THE OFFICIAL COMMUNITY PLAN –
PHASING MAP – BYLAW NO. 9104**

Saskatoon City Council will consider an amendment to the Official Community Plan, Bylaw No. 8769. By way of Bylaw No. 9104, The Official Community Plan Amendment Bylaw, 2013 (No. 3), the property highlighted in the map below will be redesignated from Phase II to Phase I Development within the Official Community Plan - Phasing Map.

LEGAL DESCRIPTION – Parcel E, Registered Plan No. 102080225, ISC Surface Parcel No. 166206371.

CIVIC ADDRESS – Parcel E, on 11th Street West, west of Lancaster Boulevard.



**PROPOSED AMENDMENT TO THE
OFFICIAL COMMUNITY PLAN - PHASING MAP**

 **From Phase II to Phase I**



REASON FOR THE AMENDMENT – The proposed amendment would revise the phased development of the land identified in the map above from Phase II to Phase I, accommodating multiple-unit residential development on these lands.

INFORMATION – Questions regarding the proposed amendment or requests to view the proposed amending Bylaw, the City of Saskatoon Official Community Plan and Official Community Plan Phasing Map may be directed to the following without charge:
Community Services Department, Planning and Development Branch
Phone: (306) 975-7621 (Jo-Anne Richter)

PUBLIC HEARING – City Council will hear all submissions on the proposed amendment, and all persons who are present at the City Council meeting and wish to speak on Monday, June 24, 2013, at 6:00 p.m. in City Council Chamber, City Hall, Saskatoon, Saskatchewan.

All written submissions for City Council's consideration must be forwarded to:
His Worship the Mayor and Members of City Council
c/o City Clerk's Office, City Hall,
222 Third Avenue North, Saskatoon SK S7K 0J5.

All submissions received by the City Clerk by 10:00 a.m. on Monday, June 24, 2013, will be forwarded to City Council.

3337 Dieppe Street
Saskatoon, Saskatchewan
S7M 3S6
Canada
Telephone 306-382-6661
306-241-7628

10 June, 2013

City Councillors,
City of Saskatoon

Re: Proposed OCP Amendment Parcel E –located north of 11th St West

As a resident of Montgomery Place, I look forward to reasonable residential development of the area north of 11th St. Additional infill housing is needed in Saskatoon. However, the impacts of an 'infill' of this size are not readily understood. It much closer to the size and nature of a new development, but it is supposed to be integrated into and consistent with the existing community. Please refer to Saskatoon's Official Community Plan –bylaw 8769. I urge yo to delay the approval of the change from Phase II to Phase I until outstanding concerns have been adequately addressed.

Parcel F, north of 11th St, east of Lancaster.

This development has proceeded as planned, but impact is still unknown. It will be some time before the population demographics will become clear. How many vehicles, what traffic patterns, what impact on schools, parks, etc.?

Circle Drive South, Access to Montgomery Place, to Landfill and to Valley Road

With the delay in this this massive project, there is still no data on traffic patterns, congestion and delays in access for emergency vehicles.

Public Consultation on Parcel E

This process came to a close in April, 2013, with no particular plan being proposed. It remained very much "up in the air", with phrases such as "it could be..". In fact, we do not know what the development may look like, apart from multi-unit dwellings. What about open spaces, recreation, emergency services, load on existing schools, safe pedestrian mobility for all ages?

I urge you: please discuss these concerns and others with fellow members on Council and with the administration. **What are the development plans? Do they exist? Can the existing infrastructure actually support those plans? Please take responsible action and be properly informed before giving approval. Please delay the decision to convert from Phase II to Phase I.** It is critical that a reasonable integration plan with suitable facilities, with proper density, with proper thought to demographics and realistic traffic flows, be developed before any conversion to Phase I (Ready for development).

Thank you,

John Meredith

His Worship the Mayor and City Council
The City of Saskatoon

REPORT

of the

MUNICIPAL PLANNING COMMISSION

Composition of Commission

Ms. Janice Braden, Chair
Mr. Andy Yuen, Vice-Chair
Councillor Charlie Clark
Ms. Colleen Christensen
Mr. Al Douma
Mr. Laurier Langlois
Ms. Leanne DeLong
Mr. Karl Martens
Mr. Stan Laba
Ms. Jodi Manastyrski
Ms. Kathy Weber
Mr. James Yachyshen
Mr. Jeff Jackson

- 1. Proposed City Park Local Area Plan Land Use and Zoning Amendments
North of Queen Street, between 7th Avenue and 4th Avenue
From RM1 to R2, RM1 to RM3, RM1 to RM4 and RM1 to M2
Applicant: City of Saskatoon Neighbourhood Planning Section
(File No. CK. 4351-013-008 x 4000-14)**
-

RECOMMENDATION:

- 1) that City Council approve the advertising respecting the proposed land use and zoning amendments as outlined in the report of the General Manager Community Services Department dated May 21, 2013;
- 2) that the General Manager, Community Services Department, be requested to prepare the required notices for advertising the proposed amendments;

- 3) that the City Solicitor be requested to prepare the required bylaws to amend Official Community Plan Bylaw No. 8769 and Zoning Bylaw No. 8770; and
- 4) that, at the time of the public hearing, City Council consider the Municipal Planning Commission's recommendation to approve the proposed land use and zoning amendments.

Attached is a report of the General Manager, Community Services Department, dated May 21, 2013, with respect to proposed land use and zoning amendments in the City Park neighbourhood.

Your Commission has reviewed the report with the Administration and is supporting the above recommendations.

Respectfully submitted,

Mr. Andy Yuen, A/Chair

TO: Secretary, Municipal Planning Commission
FROM: General Manager, Community Services Department
DATE: May 21, 2013
SUBJECT: Proposed City Park Local Area Plan Land Use and Zoning Amendments – North of Queen Street, between 7th Avenue and 4th Avenue, from RM1 to R2, RM1 to RM3, RM1 to RM4, and RM1 to M2
FILE NO: CK. 4351-013-008, PL. 4350 – Z14/13 and PL. 4115 – OCP13/13

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

- 1) that City Council approve the advertising respecting the proposed land use and zoning amendments outlined in this report;
- 2) that the General Manager, Community Services Department, be requested to prepare the required notices for advertising the proposed amendments;
- 3) that the City Solicitor be requested to prepare the required bylaws to amend Official Community Plan Bylaw No. 8769 and Zoning Bylaw No. 8770; and
- 4) that, at the time of the public hearing, City Council consider the Administration's recommendation to approve the proposed land use and zoning amendments.

TOPIC AND PURPOSE

The purpose of this report is to consider the application from the City of Saskatoon (City), Neighbourhood Planning Section, to amend the Official Community Plan (OCP) Bylaw No. 8769 and Zoning Bylaw No. 8770 for the area of City Park located north of Queen Street, between 7th Avenue and 4th Avenue, as recommended in the City Park Local Area Plan (LAP). A detailed land use policy map and zoning map are included as Attachment 4 and Attachment 7.

REPORT HIGHLIGHTS

1. This proposal is consistent with the land use and zoning amendments recommended in the City Park LAP, adopted by City Council in April 2010.
2. The City Park LAP identified the following residential land use goal: "Preserve the existing residential land use pattern. In particular, the area north of Queen Street, which is predominately one- and two-unit dwellings."
3. The purpose of the proposal is to acknowledge the existing use of properties by assigning appropriate land use policy and zoning designations.

STRATEGIC GOAL

The recommendations in this report support the Strategic Goal of Quality of Life. The City Park LAP involved significant community consultation and local stakeholders stated they place a very high value on protecting the existing character and identity of the neighbourhood. The intent of the proposed amendments is to recognize and protect the existing character of the City Park neighbourhood.

BACKGROUND

The City Park LAP was approved by City Council on April 26, 2010. City Park is one of 15 neighbourhoods that have been approved by City Council to undergo the Local Area Planning process. Typically, LAPs are conducted in neighbourhoods that are expected to undergo significant development in coming years or are experiencing land use changes, traffic pressure, new development, and socio-economic change. City Park, as in many historic, founding neighbourhoods, is characterized by a mix of land uses including industrial, commercial, and residential. For the most part, this mix appears to be compatible, as there are few reported land use conflicts in the area. As part of the LAP process, Local Area Planning Committee (LAPC) members identified goals to guide residential land use in the neighbourhood to ensure that future land use in the area remains compatible within the City Park neighbourhood. Land use policy changes are just one of the many recommendations of the City Park LAP intended to improve and maintain a healthy, viable, and historic mature neighbourhood.

Two of the City Park Residential Land Use Goals state:

- 1) preserve the existing residential land use pattern, in particular, the area north of Queen Street, which is predominately one- and two- unit dwellings; and
- 2) ensure that residential infill development is compatible with the existing neighbourhood form.

To help achieve these goals, the following land use and zoning amendments were recommended in the City Park LAP:

- 1) that the properties with existing one- and two-unit dwellings located north of Queen Street, between 7th Avenue and 4th Avenue be amended from Low/Medium Density Residential Land Use Policy District (RM1 Zoning District) to Low Density Residential – No Conversions Land Use Policy District (R2 Zoning District) (see Attachment 1 for a detailed address list);
- 2) that the existing 20-unit apartment building located at 802 5th Avenue North be amended from Low/Medium Density Residential Land Use Policy District (RM1 Zoning District) to Medium Density Residential Land Use Policy District (RM4 Zoning District);
- 3) that the split-zoning at 820 7th Avenue North of the existing 18-unit apartment building site, which includes both Medium Density Residential

- Land Use Policy District (RM3 Zoning District) and Low/Medium Density Residential Land Use Policy district (RM1 Zoning District) be amended to Medium Density Residential Land Use Policy District (RM3 Zoning District); and
- 4) that the split-zoning at 420 Queen Street of the existing church site, which includes both Office/Institutional Land Use Policy District (M2 Zoning District) and Low/Medium Density Residential Land Use Policy District (RM1 Zoning District) be amended to Office/Institutional Land Use Policy District (M2 Zoning District).

During its October 11, 2011 meeting, City Council approved other land use and zoning amendments recommended in the City Park LAP for properties generally located in the northern and western portions of the neighbourhood. The purpose of these previous amendments was to reflect the existing intensity of land use, as well as to provide opportunities for mixed use development in a light industrial area. It was noted by Administration at the time that this was approximately half of the land use changes recommended in the City Park LAP and that Administration would bring forward the remaining land use changes at the appropriate time.

REPORT

Proposed OCP Land Use Policy Map and Zoning Map Amendments

Every property in the city is assigned a land use policy district designation and zoning district. The land use policy district provides guidance as to the general type of land use which is considered appropriate to occur on that property. The zoning district designation provides a specific outline of the uses permitted at the site, along with development standards to ensure consistency. The relevant land use policy districts and zoning districts are summarized below.

The existing land use policy districts for the neighbourhood are outlined on the City Park Existing Land Use Policy Map (see Attachment 2). Attachment 5 shows the existing zoning district designations for the City Park neighbourhood.

Each of the land use policy district amendments are proposed to be implemented in tandem with an accompanying amendment to assign appropriate zoning designations to the affected properties. Complete descriptions of the land use and zoning categories are included in Section 20.1.1 of the Official Community Plan and the Zoning Bylaw.

Low Density Residential – No Conversions Policy District and R2 Zoning District

The Low Density Residential – No Conversions Policy District is intended to preserve low density residential districts containing primarily one and two-unit dwellings. This policy district is proposed to be applied to 342 identified properties that presently have not more than two existing dwelling units and are located north of Queen Street, between 7th Avenue and 4th Avenue (see Attachment 1 for a complete list of properties and see Attachment 4 for a detailed map showing the proposed land use amendments). These sites are currently designated Low/Medium Density Residential Policy District.

This amendment is recommended because the existing Low/Medium Density Residential Policy District in this area allows for the development of small multiple-unit dwelling developments.

It is also proposed these same properties that are currently zoned RM1 be rezoned to the R2 Zoning District (see Attachment 7 for a detailed map showing the proposed zoning amendments). This area of City Park north of Queen Street is currently zoned R2 east of 7th Avenue North and RM1 to the west. The major distinction between these two districts is that four-unit dwellings are permitted in the RM1 district. This means there is potential for infill development of multiple-unit dwellings in an area that is predominantly one and two-unit dwellings.

The LAPC stated that four-unit infill developments are not appropriate for the residential character of the neighbourhood, either crowding neighbouring homes, exacerbating a shortage of on-street parking, or having a physical appearance that is not consistent with the character of the surrounding buildings. Also there is an issue that the proliferation of this form of dwelling will increase parking pressure in the area. The RM1 Zoning District requires one off-street parking space per dwelling unit; however, in other multiple-unit zoning districts, the figure is 1.75 space per dwelling unit.

The LAPC is generally in favour of density; however, these types of developments, along with larger apartments, are already abundant in this part of City Park, and the appearance, with few exceptions, is viewed by the LAPC as unattractive. The LAPC would like future infill developments west of 7th Avenue North to reflect the single-family dwelling type that characterizes the R2 Zoning District east of 7th Avenue North.

Medium-Density Residential Policy District and RM4 Zoning District

The Medium-Density Residential Policy District allows for the development of single-unit dwellings, multiple-unit dwellings, and street townhouses of six units and more, with a limit of three or four stories. Medium-density multiple-unit dwellings are appropriate in locations that have suitable access to neighbourhood entry points, collector or arterial streets, public transit, parks, and other public amenities.

Proposed changes to this district include the addition of 802 5th Avenue North, which is an existing 20-unit apartment building that is currently designated as Low/Medium Density Residential Policy District. The City Park LAP proposed to rezone this property from RM1 to RM3; however, upon Administrative review, it was determined that RM4 is a more appropriate zoning district. Due the site width of the property, the RM3 Zoning District would have only allowed for a maximum of six dwelling units. The RM4 Zoning District is often utilized in historic neighbourhoods for sites with a width that does not meet the minimum standards of other zoning districts.

The owner of 802 5th Avenue North has had possession of the property since the 1980's and has stated there are no intentions to redevelop the site in the near future, regardless of the zoning classification.

Split-Zoned Properties

There are two instances of properties in the City Park neighbourhood where a single site has two land use policy designations and two zoning districts. The City Park LAP proposed to clean up these issues by assigning a single land use policy designation and zoning district that would acknowledge the existing use of the property.

The First Mennonite Church of Saskatoon is located at 420 Queen Street. The southern portion of the site is designated Office/Institutional Policy District and is zoned M2, while the northern portion is designated Low/Medium Density Residential Policy District and is zoned RM1. The purpose of the Office/Institutional Policy District is to facilitate a range of institutional and community activities that are generally compatible with a neighbourhood setting. It is proposed that this entire property be designated Office/Institutional Policy District and zoned M2.

The Beavis Apartment building is an existing 18-unit structure located at 820 7th Avenue North. The northern portion of the site is designated Medium Density Residential Policy District and is zoned RM3, while the southern portion is designated Low/Medium Density Residential Policy District and is zoned RM1. It is proposed that this entire property be designated Medium Density Residential Policy District and zoned RM3.

In both instances, the portion of the site proposed to change is currently utilized as part of the parking requirement for the use of the property. 820 7th Avenue North also includes an existing single-family home within the parcel of the apartment building.

Administration Comments

1. Community Services Department Comments

a) Development Review Section

The Development Review Section supports the proposed amendments in City Park. These amendments recognize the existing land uses and are supported by recommendations contained in the City Park LAP.

2. Comments from Other Departments

a) Infrastructure Services Department

The Infrastructure Services Department reviewed the application and has no concerns at this time.

b) Utility Services Department – Transit Services Branch

Transit has no questions or issues with this rezoning proposal for City Park.

OPTIONS TO THE RECOMMENDATION

City Council could choose to deny this application, which would result in no land use and zoning changes being made; however, this would be inconsistent with the City Park LAP land use recommendations, which were approved by City Council on April 26, 2010.

POLICY IMPLICATIONS

There are no policy implications related to this application.

FINANCIAL IMPLICATIONS

There are no financial implications related to this application.

PUBLIC AND/OR STAKEHOLDER INVOLVEMENT

The LAP program is a community-based approach to developing comprehensive neighbourhood plans. It enables residents, business owners, property owners, community groups, and other stakeholders direct input into determining the future of their community.

Bringing forward land use and zoning amendment applications from a LAP report involves substantially more community consultation than a typical application. This is due to the thorough community consultation that takes place in the creation of a LAP report.

In addition to the consultation process of the City Park LAP, a public information meeting for local stakeholders was held on May 8, 2013. Invitations were sent to more than 700 property owners and City Park LAP Committee members. Fourteen local stakeholders were in attendance at the meeting and supportive of the proposal, strongly encouraging the Administration to proceed immediately with the proposal. Additional details regarding the meeting and comments received can be found in the Community Engagement Project Summary (see Attachment 9).

COMMUNICATION PLAN

The property owners affected by these land use and zoning amendments and property owners within a 75 metre radius of any affected property will be notified of the Public Hearing date in writing by regular mail. The City Park Community Association and City Park LAP Committee will also be notified of the Public Hearing date.

DUE DATE FOR FOLLOW-UP AND/OR PROJECT COMPLETION:

The Public Hearing will result in a final decision by City Council on this application.

ENVIRONMENTAL IMPLICATIONS

No environmental and/or greenhouse gas implications have been identified at this time.

PRIVACY IMPACT

This application does not have any privacy implications.

SAFETY/CRIME PREVENTION THROUGH ENVIRONMENTAL DESIGN (CPTED)

This application does not have any CPTED implications.

PUBLIC NOTICE

If this application is approved for advertising by City Council, it will be advertised in accordance with Public Notice Policy No. C01-021, and a date for a Public Hearing will be set. The Neighbourhood Planning Section will notify the Ward Councillor and Community Consultant of the Public Hearing date by letter. A notice will be placed in The StarPhoenix two weeks prior to the Public Hearing and posters will be placed throughout the area.

ATTACHMENTS

1. Proposed City Park Land Use and Zoning Amendments
2. City Park Existing Land Use Policy Map
3. City Park Proposed Land Use Policy Map
4. Proposed Amendment to the Official Community Plan – Land Use Map
5. City Park Existing Zoning Map
6. City Park Proposed Zoning Map
7. Proposed City Park Rezoning
8. City Park Split-Zoning Map
9. Community Engagement Project Summary

Written by: Mark Emmons, Senior Planner, Neighbourhood Planning Section

Reviewed by: “Laura Hartney” for
 Alan Wallace, Manager
 Planning and Development Branch

Approved by: “Randy Grauer”
 Randy Grauer, General Manager
 Community Services Department
 Dated: “May 24, 2013”

Approved by: “Murray Totland”
Murray Totland, City Manager
Dated: “May 24, 2013”

S:\Reports\CP\2013\ MPC City Park LAP Land Use and Zoning Amendments North of Queen Street between 7th Ave and 4th Ave.doc

Proposed City Park Land Use Amendments

Low/Medium Density Residential to Low Density Residential – No Conversions		
Street Name	Civic Address	Number of Sites
4 th Avenue North	609, 610, 611, 613, 615, 616, 617, 618, 620, 621, 622, 623, 624, 625, 627, 628, 630, 632, 702, 703, 704, 705, 706, 707, 708, 709, 710, 711, 712, 713, 714, 717, 718, 719, 720, 721, 722, 725, 726, 727, 728, 729, 732, 733, 734, 736, 737, 739, 740 801, 802, 803, 805, 806, 811, 812, 813, 814, 815, 818, 819, 820, 822, 824, 825, 826, 827, 828, 829, 830, 831, 833 902, 904, 906, 908, 909, 910, 911, 913, 917, 921, 923, 924, 925, 926, 927, 928, 929, 930, 931, 932, 933, 934, 935, 936, 939	97
5 th Avenue North	612, 614, 615, 616, 617, 618, 620, 622, 624, 700, 701, 703, 704, 705, 706, 707, 708, 709, 710, 711, 713, 714, 715, 719, 720, 721, 722, 723, 724, 726, 730, 732, 734 801, 803, 804, 805, 808, 809, 810, 811, 812, 815, 818, 819, 821, 824, 825, 826, 828, 829, 830, 831 902, 906, 907, 908, 909, 910, 912, 913, 914, 915, 916, 918, 919, 922, 925, 926, 927, 928, 929, 935, 936, 938, 939	76
6 th Avenue North	608, 609, 610, 611, 612, 613, 615, 617, 619, 621 701, 702, 703, 706, 707, 709, 710, 711, 712, 713, 714, 716, 717, 719, 721, 723, 724, 725, 726, 727, 730, 733, 734, 735, 736, 737, 738, 740, 742 801, 802, 803, 804, 806, 807, 809, 811, 812, 813, 814, 815, 816, 817, 820, 821, 823, 824, 826, 827, 828, 830, 831, 832, 833, 835, 839 901, 903, 905, 906, 907, 908, 910, 912, 913, 914, 915, 916, 917, 919, 921, 923, 924, 926, 927, 928, 930, 933, 937, 939	90
7 th Avenue North	606, 607, 608, 609, 610, 612, 615, 617, 619, 624, 628, 632 701, 703, 705, 707, 709, 711, 712, 713, 714, 715, 716, 717, 722, 724, 726, 730, 734, 735, 736, 742, 744 802, 804, 805, 807, 808, 809, 810, 811, 812, 814, 816, 817, 819, 821, 823, 825, 827, 828,	68

	830, 831, 833, 834, 835, 837, 840 909, 911, 913, 915, 921, 923, 925, 927, 931, 935	
Duke Street	503, 505, 507, 509 709	5
King Street	509, 702, 706, 708, 709, 711	6
Total Number of Sites		342

Low/Medium Density Residential to Medium Density Residential		
Street Name	Civic Address	Number of Sites
5th Avenue North	802	1
Total Number of Sites		1

Split Medium Density and Low/Medium Density Residential to Full Medium Density Residential		
Street Name	Civic Address	Number of Sites
7th Avenue North	820	1
Total Number of Sites		1

Split Office/Institutional and Low/Medium Density Residential to Full Office/Institutional		
Street Name	Civic Address	Number of Sites
Queen Street	420	1
Total Number of Sites		1

Total Number of Sites for Change of Land Use	345
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Proposed City Park Zoning Bylaw Amendments

Low Density Multiple-Unit Dwelling District (RM1) to One and Two-Unit Residential District (R2)		
Street Name	Civic Address	Number of Sites
4 th Avenue North	609, 610, 611, 613, 615, 616, 617, 618, 620, 621, 622, 623, 624, 625, 627, 628, 630, 632, 702, 703, 704, 705, 706, 707, 708, 709, 710, 711, 712, 713, 714, 717, 718, 719, 720, 721, 722, 725, 726, 727, 728, 729, 732, 733, 734, 736, 737, 739, 740 801, 802, 803, 805, 806, 811, 812, 813, 814, 815, 818, 819, 820, 822, 824, 825, 826, 827, 828, 829, 830, 831, 833 902, 904, 906, 908, 909, 910, 911, 913, 917, 921, 923, 924, 925, 926, 927, 928, 929, 930, 931, 932, 933, 934, 935, 936, 939	97
5 th Avenue North	612, 614, 615, 616, 617, 618, 620, 622, 624, 700, 701, 703, 704, 705, 706, 707, 708, 709, 710, 711, 713, 714, 715, 719, 720, 721, 722, 723, 724, 726, 730, 732, 734 801, 803, 804, 805, 808, 809, 810, 811, 812, 815, 818, 819, 821, 824, 825, 826, 828, 829, 830, 831 902, 906, 907, 908, 909, 910, 912, 913, 914, 915, 916, 918, 919, 922, 925, 926, 927, 928, 929, 935, 936, 938, 939	76
6 th Avenue North	608, 609, 610, 611, 612, 613, 615, 617, 619, 621 701, 702, 703, 706, 707, 709, 710, 711, 712, 713, 714, 716, 717, 719, 721, 723, 724, 725, 726, 727, 730, 733, 734, 735, 736, 737, 738, 740, 742 801, 802, 803, 804, 806, 807, 809, 811, 812, 813, 814, 815, 816, 817, 820, 821, 823, 824, 826, 827, 828, 830, 831, 832, 833, 835, 839 901, 903, 905, 906, 907, 908, 910, 912, 913, 914, 915, 916, 917, 919, 921, 923, 924, 926, 927, 928, 930, 933, 937, 939	90
7 th Avenue North	606, 607, 608, 609, 610, 612, 615, 617, 619, 624, 628, 632 701, 703, 705, 707, 709, 711, 712, 713, 714, 715, 716, 717, 722, 724, 726, 730, 734, 735, 736, 742, 744	68

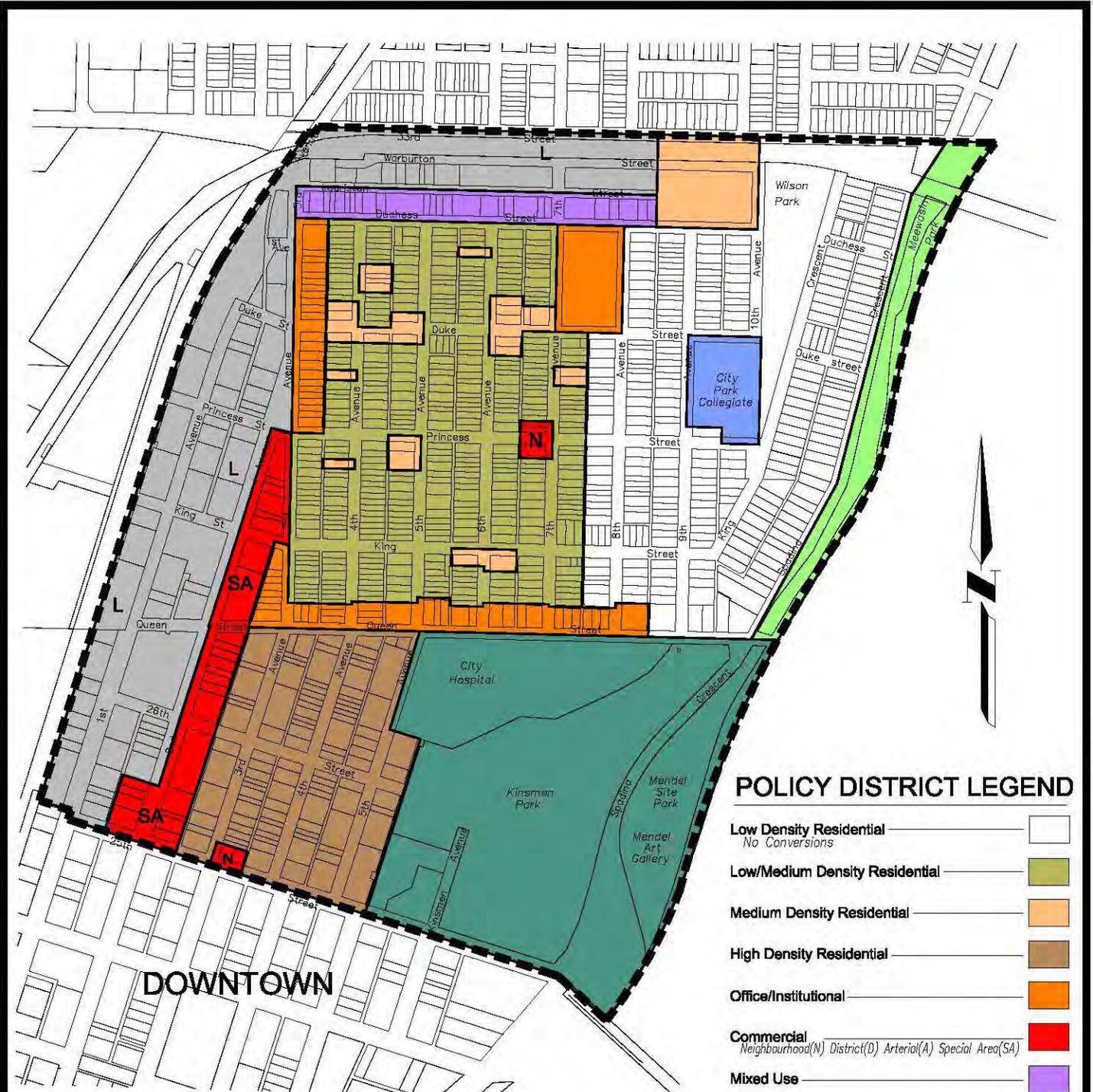
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Duke Street	503, 505, 507, 509 709	5
King Street	509, 702, 706, 708, 709, 711	6
Total Number of Sites		342

Low Density Multiple-Unit Dwelling District (RM1) to Medium/High Density Multiple-Unit Dwelling District (RM4)		
Street Name	Civic Address	Number of Sites
5th Avenue North	802	1
Total Number of Sites		1

Split Medium Density Multiple-Unit Dwelling District (RM3) and Low Density Multiple-Unit Dwelling District (RM1) to full Medium Density Multiple-Unit Dwelling District (RM3)		
Street Name	Civic Address	Number of Sites
7th Avenue North	820	1
Total Number of Sites		1

Split Community Institutional Service District (M2) and Low Density Multiple-Unit Dwelling District (RM1) to Full Community Institutional Service District (M2)		
Street Name	Civic Address	Number of Sites
Queen Street	420	1
Total Number of Sites		1

Total Number of Sites for Change of Zoning	345
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DOWNTOWN

CITY PARK

EXISTING LAND USE POLICY MAP

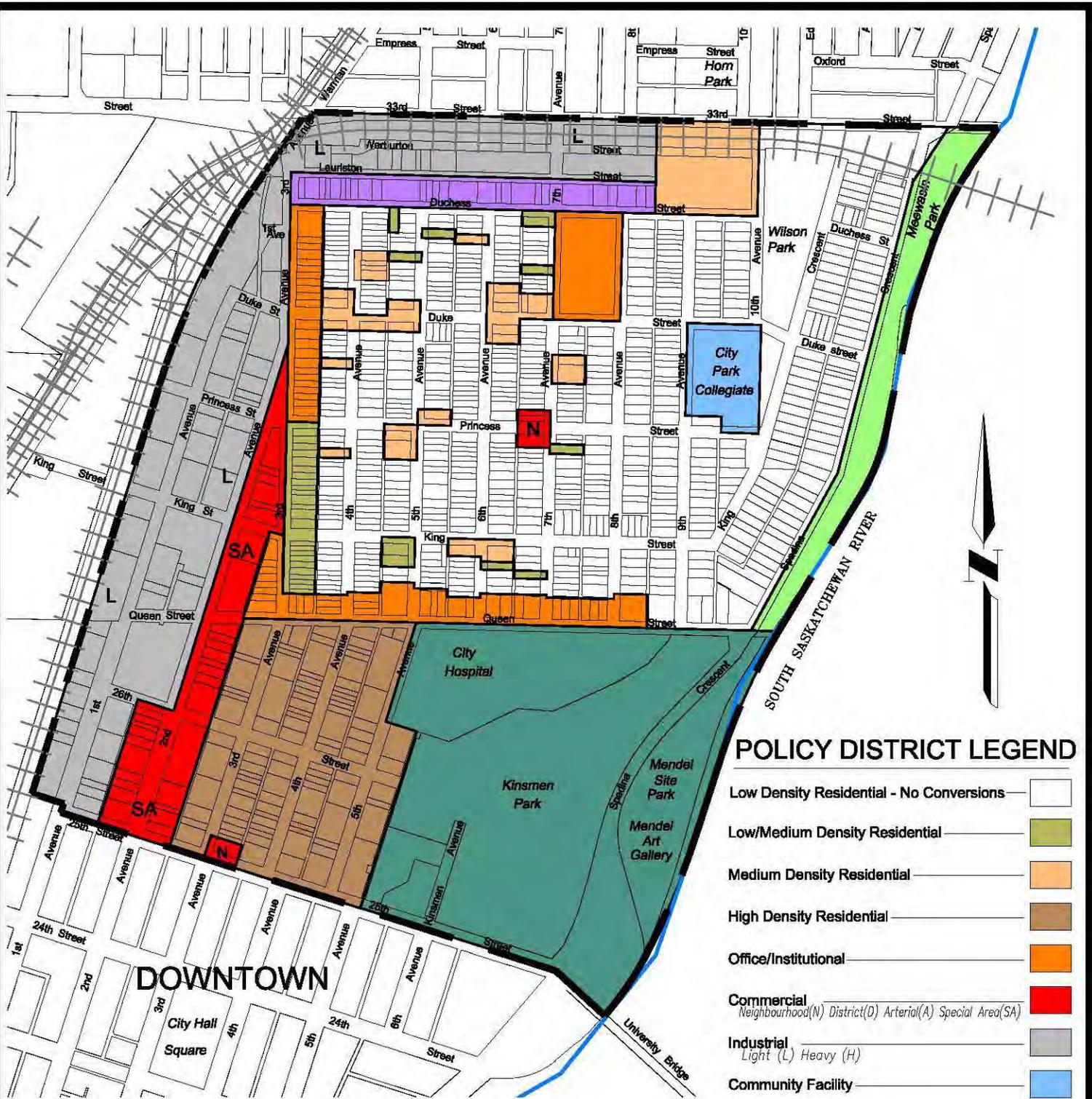
--- NEIGHBOURHOOD BOUNDARY

POLICY DISTRICT LEGEND

- Low Density Residential — No Conversions
- Low/Medium Density Residential
- Medium Density Residential
- High Density Residential
- Office/Institutional
- Commercial — Neighbourhood(N) District(D) Arterial(A) Special Area(SA)
- Mixed Use
- Industrial — Light (L) Heavy (H)
- Special Use
- Riverbank Area
- Community Facility



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DRAWING NOT TO BE SCALED
February 27, 2013



CITY PARK

PROPOSED LAND USE POLICY MAP

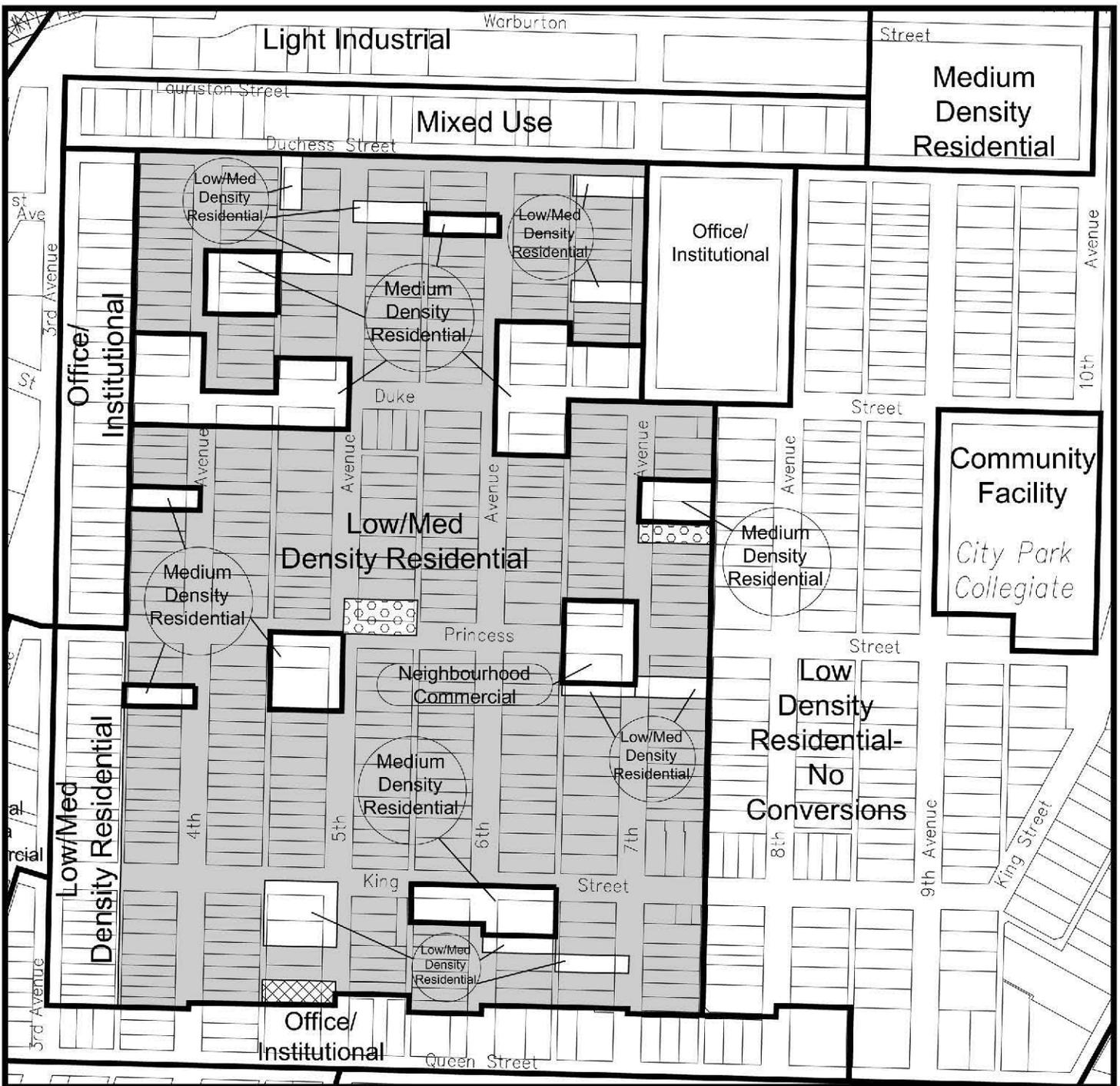
———— NEIGHBOURHOOD BOUNDARY

POLICY DISTRICT LEGEND

- Low Density Residential - No Conversions
- Low/Medium Density Residential
- Medium Density Residential
- High Density Residential
- Office/Institutional
- Commercial
Neighbourhood(N) District(D) Arterial(A) Special Area(SA)
- Industrial
Light (L) Heavy (H)
- Community Facility
- Mixed Use
- Special Use
- Riverbank Area



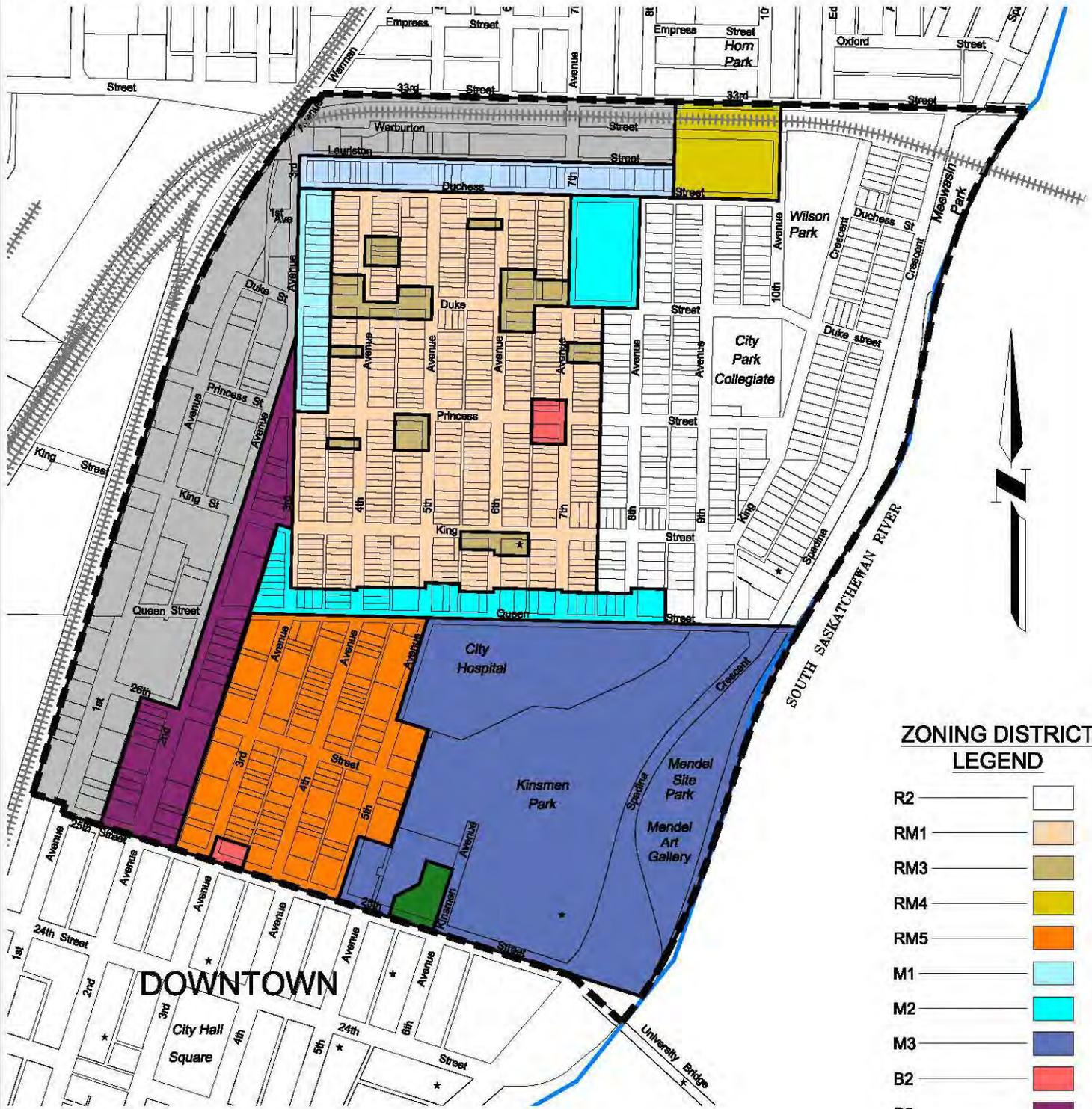
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 DRAWING NOT TO BE SCALED
 May 21, 2013



PROPOSED AMENDMENT TO THE OFFICIAL COMMUNITY PLAN - LAND USE MAP

- From Low/Med Density Residential to Low Density Residential - No Conversions 
- From Low/Med Density Residential to Med Density Residential 
- From Low/Med Density Residential to Office/Institutional 





**ZONING DISTRICT
LEGEND**

- R2
- RM1
- RM3
- RM4
- RM5
- M1
- M2
- M3
- B2
- B5
- MX1
- IL1
- PUD

DOWNTOWN

CITY PARK

EXISTING ZONING MAP

--- NEIGHBOURHOOD BOUNDARY

★ HERITAGE SITE

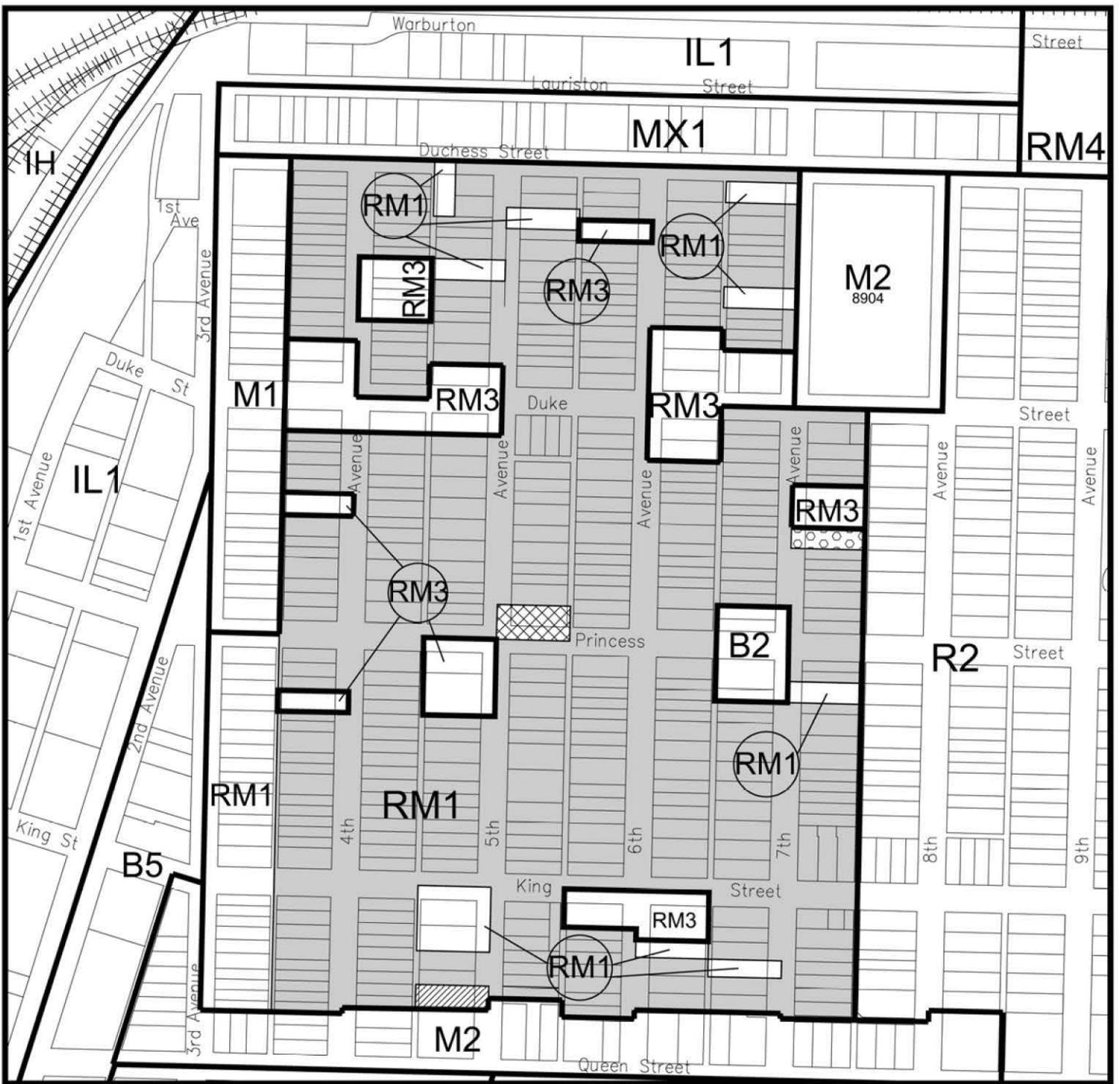


Community Services

Planning & Development Branch

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February 27, 2013



PROPOSED CITY PARK REZONING

- From RM1 to R2
- From RM1 to RM3
- From RM1 to RM4
- From RM1 to M2



CITY PARK SPLIT-ZONING



420 Queen Street



820 7th Avenue North

PROPOSED CITY PARK REZONING

From RM1 to M2

From RM1 to RM3



City of
Saskatoon

Planning & Development Branch



Project Name: City Park Proposed Land Use and Zoning Amendments – North of Queen Street, Between 7th Avenue and 4th Avenue RM1 to R2, RM1 to RM3, RM1 to RM4, RM1 to M2

Applicant: City of Saskatoon Neighbourhood Planning Section
File: PL 4350 – Z14/13 and PL 4115 – OCP13/13

Community Engagement Project Summary

Project Description

A public information meeting was held on May 8, 2013, to provide details of a proposal regarding land use and zoning amendments identified in the City Park Local Area Plan (LAP), which was adopted by City Council in April 2010. Local stakeholders were invited to attend and comment upon the proposed changes, prior to consideration by City Council.

The affected properties are in the City Park neighbourhood, north of Queen Street, between 7th Avenue and 4th Avenue. The proposed changes to the Official Community Plan Bylaw No. 8769 and Zoning Bylaw No. 8770 are intended to reflect the existing use of the properties and include:

- Low/Med Density Residential (RM1) to Low Density Residential - No Conversions (R2) – See map;
- Low/Med Density Residential (RM1) to Med Density Residential (RM4) – 802 5th Avenue N;
- Split-zoning of Med Density Residential (RM3) & Low/Med Density Residential (RM1) to Med Density Residential (RM3) – 820 7th Avenue N; and
- Split-zoning of Office/Institutional (M2) & Low/Med Density Residential (RM1) to Office/Institutional (M2) – 420 Queen Street

Community Engagement Strategy

- Purpose: To inform and consult. Local stakeholders were provided with an overview of the proposal, followed by an opportunity to ask questions and provide comments.
- A Public Information Meeting format was used. This provided those in attendance with an opportunity to listen to a presentation and speak directly with City staff representing Local Area Planning and Zoning. The next steps in the process were explained in detail.
- Level of input or decision making required from the public: Public comment and opinion.
- Who was involved:
 - Internal stakeholders: Transit Services & Infrastructure Services Department were contacted for comments.

- External stakeholders: City Park Community Association, Ward Councillor & Community Consultant contacted in addition to mail-outs to owners of affected properties and owners of property within a 75 metre radius. 14 local stakeholders signed in at the meeting.

Summary of Community Engagement Input

- Key milestones, significant events, stakeholder input
This community engagement initiative provided interested & concerned individuals with an opportunity to learn more about and comment on the proposed land use and zoning amendments. The comments and feedback will be considered by municipal staff in further analysis of this proposal.
- Timing of notification to the public including dates of mail-outs, PSAs, newspaper advertisements, number of flyers delivered, who was targeted/invited

Notification Processes:

Notification Method /Date Issued	Details	Target Audience / Attendance	Attendance / Contact
Public Information Meeting notice sent: April 25, 2013	734 public meeting notices outlining the details of the proposal were sent to registered property owners. The public meeting notice was also sent to the Community Association, Ward Councillor and Community Consultant.	As per public notice policy, notices were sent to property owners within a 75 metre radius of any property involved in the proposal.	14 people were in attendance at the meeting.

- Analysis of the feedback received, provide a brief summary of the comments to capture the flavour of the feedback received:
 - 21 phone calls/e-mails received prior to meeting:
 - Majority were simply seeking additional information about the proposal and amendment process.
 - Several noted their full support for the proposal and believe the changes will protect the City Park neighbourhood.
 - Three property owners stated disapproval with the proposal. Of these, two purchased sites recently for the specific purpose of developing 4-plexes. The expected timeline for approval was explained in detail. Both declared an intention to submit building plans for 4-plexes prior to Public Hearing advertising approval by City Council, which is the point the Building Standards Branch will no longer process building permit applications, until final decision by City Council on the land use and zoning amendment proposal. The other property owner not in support of the application stated he had always believed his son would choose to develop a 4-plex someday (10 years+).

- One property owner, who noted general support for the proposal, stated that he was not comfortable with the 15-metre maximum height within the RM4 district proposed for 802 5th Avenue North. Preferred the property was no taller than the existing structure.
 - Feedback and comments received at the public meeting was supportive of the proposal.
 - Several local stakeholders in attendance specifically noted the proposal would protect the existing character and identity of this portion of the City Park neighbourhood.
 - It was noted by the President of the City Park Community Association (CA) that the CA is in full support of the proposal.
- Impact of community engagement on the project/issue:
 - The Neighbourhood Planning Section is proceeding with the land use and zoning amendments proposal.
- How will input be used to inform the project/issue:
 - The input received at the public information meeting was positive and provides support in favour of the proposed land use and zoning amendments.
- Any follow up or reporting back to the public/stakeholders:
 - Once City Council authorizes the advertising of a Public Hearing to consider the proposal, the Neighbourhood Planning Section will notify affected property owners and the owners of property within 75 metres of the Public Hearing date/time, as well as provide information regarding opportunities to submit additional comments in writing or in person. The Public Notice will be advertised in The StarPhoenix two weeks prior to the Public Hearing and posters will be placed throughout the affected area.

Next Steps

Action	Anticipated Timing
Internal Review to be completed with municipal departments	May 2013
Planning and Development Report prepared and presented to Municipal Planning Commission. MPC reviews proposal and recommends approval or denial to City Council	June 4, 2013
Public Notice - report prepared and Public Hearing date set. Pleasant Hill Community Association, Community Consultant, Ward Councillor as well as all participants at Public Meeting will be provided with direct notice of Public Hearing, as well as all residents who were notified previously. A notification poster sign by applicant will be placed on site.	June 2013
Public Hearing – Public Hearing conducted by City Council, with opportunity provide for interested persons or groups to present. Proposal considered together with the reports of the Planning & Development Branch, Municipal Planning commission, and any written or verbal submissions received by City Council.	July 17, 2013
Council Decision - may approve or deny proposal.	July 17, 2013

Attachment

Notice of Public Information Meeting

Completed by: Mark Emmons, Senior Planner (306-975-3464)

Date: May 21, 2013

Please return a copy of this summary to

Lisa Thibodeau, Community Engagement Consultant

Communications Branch, City Manager's Office

Phone: 975-3690 Fax: 975-3048 Email: lisa.thibodeau@saskatoon.ca

PUBLIC INFORMATION MEETING
Wednesday, May 8, 2013 – 7:00 p.m.
City Park Collegiate (Student Commons Area) – 820 9th Ave N

An upcoming meeting has been scheduled to provide details regarding proposed land use and zoning amendments in the City Park neighbourhood. Local stakeholders are invited to attend and comment upon the proposed changes, prior to consideration by City Council.

Please see the other side of this flyer for a map of the affected properties, which are north of Queen Street, between 7th Avenue and 4th Avenue.

The proposed amendments were recommended in the City Park Local Area Plan (LAP), adopted by City Council in April 2010 and available online at: <http://www.saskatoon.ca/go/lap>.

Local Area Planning is a public participation-based process that evaluates concerns and strengths to develop a long-range plan for neighbourhood improvements.

The City Park LAP identified the following residential land use goal: *“Preserve the existing residential land use pattern. In particular, the area north of Queen Street, which is predominately one and two unit dwellings.”*

The proposed changes to the Official Community Plan Bylaw No. 8769 and Zoning Bylaw No. 8770 are intended to reflect the existing use of the properties and include:

- Low/Med Density Residential (RM1) to Low Density Residential - No Conversions (R2) – See map;
- Low/Med Density Residential (RM1) to Med Density Residential (RM4) – 802 5th Avenue N;
- Split-zoning of Med Density Residential (RM3) & Low/Med Density Residential (RM1) to Med Density Residential (RM3) – 820 7th Avenue N; and
- Split-zoning of Office/Institutional (M2) & Low/Med Density Residential (RM1) to Office/Institutional (M2) – 420 Queen Street

If you are unable to attend, please contact me directly with any questions or comments.

For more information, please contact:

Mark Emmons, Neighbourhood Planning Section
City of Saskatoon, Planning and Development Branch
Phone: (306) 975-3464 or E-mail: mark.emmons@saskatoon.ca

His Worship the Mayor and City Council
The City of Saskatoon

ADMINISTRATIVE REPORTS

Section A – COMMUNITY SERVICES

**A1) Land Use Applications Received by the Community Services Department
For the Period Between May 30, 2013 and June 12, 2013
(For Information Only)
(Files CK. 4000-5, PL. 4355-D, and PL. 4300)**

RECOMMENDATION: that the information be received.

The following applications have been received and are being processed:

Discretionary Use

- Application No. D8/13: 115 105th Street East
Applicant: Fishing Lake First Nation
Legal Description: Lot 1A, Block 270, Plan 74S28996
Current Zoning: IH
Proposed Use: Day Care
Neighbourhood: Sutherland Industrial
Date Received: June 7, 2013

Subdivision

- Application No. 48/13: 1302 Cascade Street
Applicant: Webb Surveys for O Homes Ltd.
Legal Description: Lot 1, Block 312, Plan No. G921
Current Zoning: R2
Neighbourhood: Adelaide/Churchill
Date Received: June 3, 2013
- Application No. 49/13: 815 Avenue J North
Applicant: Larson Surveys for Princess Homes Ltd.
Legal Description: Lot 27, Block 29, Plan No. G173 and
Lots 44 and 45, Block 29, Plan No. 101309486
Current Zoning: R2
Neighbourhood: Westmount
Date Received: June 5, 2013

Subdivision

- Application No. 50/13: Kinloch/Fortosky
Applicant: Compass Geomatics for City of Saskatoon
Legal Description: Part of Parcel B, Plan No. 101879174; Parcel B,
Plan No. 101994868; Parcel G, Plan No.
101908964; Parcel MB2, Plan No. 77S40958;
and Parcel MB2, Plan No. 80S19252
Current Zoning: R1A
Neighbourhood: Parkridge
Date Received: June 10, 2013

PUBLIC NOTICE

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

ATTACHMENTS

1. Plan of Proposed Discretionary Use D8/13
2. Plan of Proposed Subdivision No. 48/13
3. Plan of Proposed Subdivision No. 49/13
4. Plan of Proposed Subdivision No. 50/13

**A2) Self-Propelled 2WD Diesel Greensmowers Tender Award No. 13-0172
(Files CK. 1390-1 and LS. 4135-2)**

- RECOMMENDATION:**
- 1) that the lowest qualified bid meeting all specifications submitted by Oakcreek Golf and Turf (Tender File No. 13-0172) for the purchase of three 2013 Toro Greensmaster 3400 Triflex Mowers, including trade in, at the cost of \$117,200 plus G.S.T. and P.S.T., be accepted; and
 - 2) that the Corporate Services Department, Materials Management Branch, be requested to issue the appropriate purchase orders.

TOPIC AND PURPOSE

The purpose of this report is to seek approval for the purchase of three 2013 Toro Greensmaster 3400 Triflex Mowers from the lowest qualified bidder, Oakcreek Golf and Turf, which met all specifications outlined in the tender.

REPORT HIGHLIGHTS

1. The Administration received four bids from two suppliers to provide three 2WD self-propelled diesel greensmowers for Holiday Park Golf Course. The Administration reviewed the bids and rejected three submissions because of noncompliance with tender specifications and requirements.
2. The Administration determined one supplier met the tender specifications to supply a greensmower at the Holiday Park Golf Course.

STRATEGIC GOAL

The recommendations in this report support the City of Saskatoon's Strategic Goal of a culture of Continuous Improvement, with the purchase of specific golf course equipment for maintenance of the playing surfaces at the Holiday Park Championship Golf Course. The condition of the playing surfaces enhances the customer's experience, improves the quality of the product offered, and the specifications of the equipment provide service durability and maintains the health and safety of the operator.

BACKGROUND

Tender No. 13-0172 was for the acquisition of three self-propelled 2WD diesel greens mowers, and was reviewed by Materials Management Branch, Corporate Services Department on March 11, 2013. Four bids were received from two suppliers. The table below summarizes the bids, less the trade-in values for the four models.

Table 1 Summary of Bids Received

Company and Model	Unit Price	Unit Price x 3	Less Trade-in Value	Final Price
Clark's Supply and Service, Jacobsen Greensking IV	\$32,000	\$96,000	\$16,000	\$80,000
Clark's Supply and Service, Jacobsen GP400	\$34,500	\$103,500	\$16,000	\$87,500
Oakcreek Golf and Turf, Toro Greensmaster 3250D	\$38,300	\$114,900	\$5,800	\$109,100
Oakcreek Golf and Turf, Toro Greensmaster 3400 Triflex	\$41,000	\$123,000	\$5,800	\$117,200

REPORT

Review of Tenders

After reviewing the tender, it was determined that the Jacobsen Greensking IV and the Jacobsen GP400 supplied by Clarks Supply and Service and the Toro Greensmaster 3250D supplied by Oakcreek Golf and Turf did not meet four or more of the following tender specifications and requirements:

1. Horsepower
2. High Temperature Engine Shutdown
3. Joystick Control for Cutting Units
4. Double "A" Suspension on Cutting Units
5. Adjustable Reel Speed
6. Greaseless Sealed Bearings
7. Quick Disconnect Reels

Attachment 1 of this report provides further detail why the Jacobsen Greensking IV, Jacobsen GP400, and Toro 3250D did not meet specifications.

Qualified Tender

The greensmower specifications require a high temperature engine shutdown, joystick control, double "A" suspension on the cutting units, adjustable reel speed, greaseless sealed bearings, and quick disconnect reels. These specifications are important for safe operation of the equipment, ease of training, reduced maintenance time, and improving the quality of cut and playing surfaces at the Holiday Park Golf Course. The Toro Greensmaster 3400 Triflex supplied by Oakcreek Golf and Turf met all the specifications as outlined in Attachment 1.

The Administration is requesting the approval to purchase three 2013 Toro Greensmaster 3400 Triflex mowers from Oakcreek Golf and Turf, which met all

specifications as outlined in the tender, including trade-in, at a cost of \$117,200 plus G.S.T. and P.S.T.

OPTIONS TO THE RECOMMENDATION

No options to the recommendation were considered.

POLICY IMPLICATIONS

There are no policy implications.

FINANCIAL IMPLICATIONS

The purchase of golf course greenmowers, as outlined in this report, will be funded from the 2013 Golf Course Capital Equipment Replacement fund that has a balance of \$163,000. Funds in this account are supplied from the Golf Course Capital Reserve on an annual basis for the replacement of golf course capital equipment.

PUBLIC AND/OR STAKEHOLDER INVOLVEMENT

Public and/or stakeholder involvement is not required.

COMMUNICATION PLAN

A letter will be issued to all firms that submitted proposals in response to the RFP to advise that Oakcreek Golf and Turf was awarded the contract and to offer opportunity to obtain feedback on the evaluation process.

ENVIRONMENTAL IMPLICATIONS

With the replacement of the old mowers with new units, it is estimated that there will be a reduction in greenhouse gas emissions.

PRIVACY IMPACT

There are no privacy implications.

SAFETY/CRIME PREVENTION THROUGH ENVIRONMENTAL DESIGN (CPTED)

A CPTED review is not required.

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PUBLIC NOTICE

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

ATTACHMENT

1. Mower Specifications and Requirements

Section E – INFRASTRUCTURE SERVICES

E1) Capital Project 0679 – Grounds Maintenance Equipment Replacement Reserve Award of Tender for the purchase of a 16' Mower (Files CK. 1390-1 and IS. 1390-1)

- RECOMMENDATION:**
- 1) that the lowest qualified bid meeting all specifications submitted by Oakcreek Golf & Turf for the purchase of a sixteen foot (16') 2013 Toro Groundmaster 5900 Mower, including trade-in, at the cost of \$85,140.00, including G.S.T. and P.S.T., be accepted; and,
 - 2) that the Corporate Services Department, Purchasing Services be requested to issue the appropriate purchase order.

TOPIC AND PURPOSE

The Award of Tender is for the purchase of a 16' foot mower. The purpose of this report is to seek Council's approval for the purchase of a sixteen foot (16') 2013 Toro Groundmaster 5900 Mower from Oakcreek Golf & Turf, which met all specifications as outlined in the tender.

REPORT HIGHLIGHTS

1. Administration reports the Lowest Bidder was non-compliant because the mower submitted did not meet specifications and requirements; specifically, the Spark Arrest Muffler System and the Wet multi-Disc Brake System.
2. Both specifications, the spark arrest muffler and oil bath, wet multi-disc brake systems as requested in the tender, are very important. There are two critical aspects of these features, both for the safe operation, durability and reliability.
3. The need to have the equipment that can operate under these conditions is critical in providing the safety requirements for both our operators and the general public. If the proper equipment is not purchased or consideration is not given to safety, then both the safety of the operators and public is compromised.

STRATEGIC GOALS

The recommendations in this report support the City of Saskatoon Strategic Goal, A Culture of Continuous Improvement, with the purchase of specific grounds maintenance equipment; it enhances customer service, provides service durability and maintains the health and safety of the operator and public.

BACKGROUND

Tender # 13-0336 was for the acquisition of one (1) new 16' self propelled mower and was reviewed by Purchasing Services on April 17, 2013, at which time it was deemed that the Lowest Qualified Bidder was Oakcreek Golf & Turf.

REPORT

Administration reports the Lowest Bidder, was non-compliant because the mower submitted did not meet specifications and requirements; specifically, the Spark Arrest Muffler System and the Wet multi-Disc Brake System.

Both specifications, the spark arrest muffler and oil bath, wet multi-disc brake systems as requested in the tender, are very important. There are two critical aspects of these features, both for the safe operation, durability and reliability. The spark arrest muffler system is to safeguard against fire in the event of a stray spark on dry grass, and the oil bath, multi-disc brake system provides the ability for the operator to stop without concern of brake failure.

Administration reports the Park Grounds Maintenance Equipment is tendered and specified to provide the most effective and efficient machines to carry out the workload; that being a minimum of 8 hours per day, 5 days per week at a 100% capacity. Grounds Maintenance equipment is tendered and purchased needs the capabilities to operate, i.e. safe, reliable braking systems, in various terrains and on public roadways.

The need to have the equipment that can operate under these conditions is critical in providing the safety requirements for both our operators and the general public. If the proper equipment is not purchased or consideration is not given to safety, then both the safety of the operators and public is compromised.

OPTIONS TO THE RECOMMENDATION

No options to the recommendation were considered.

POLICY IMPLICATIONS

There are no policy implications.

FINANCIAL IMPLICATIONS

The Lowest Qualified Bidder, Oakcreek Golf & Turf, bid \$85,140.00 (including GST). The net cost to the City of Saskatoon for the purchase of a sixteen (16') self propelled mower is as follows:

Oakcreek Golf & Turf	
<u>Equipment Type</u>	<u>Price</u>
2013 Toro Groundmaster 5900	\$88,900.00
Trade-in (unit 9696)	(\$11,500.00)
G.S.T.	\$3,870.00
P.S.T.	<u>\$3,870.00</u>
Contract Price	\$85,140.00
G.S.T. Rebate	<u>(\$3,870.00)</u>
Net cost to City of Saskatoon	\$81,270.00

There is sufficient funding for this purchase within the 2013 Capital Budget, Project 0679.

PUBLIC AND/OR STAKEHOLDER INVOLVEMENT

Public and/or stakeholder involvement is not required.

COMMUNICATION PLAN

A communications plan is not required.

DUE DATE FOR FOLLOW-UP AND/OR PROJECT COMPLETION

A follow-up report will not be submitted.

ENVIRONMENTAL IMPLICATIONS

The implications with the 16' mower being a replacement, seasonal unit and based on similar (seasonal) units currently used by the branch, it is estimated that the new unit will not result in additional GHG emissions.

PRIVACY IMPACT

There are no privacy implications.

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SAFETY/CRIME PREVENTION THROUGH ENVIRONMENTAL DESIGN (CPTED)

A CPTED review is not required.

PUBLIC NOTICE

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

Section F – UTILITY SERVICES

F1) Civic Facilities Energy and Water Monitoring Capital Project Contract Award – RFP (Files CK. 600-1, x 1702-1, WT. 759-1 and WT. 1702-1758-1)

- RECOMMENDATION:**
- 1) that the proposal submitted by Check-It Solutions Inc. for the Civic Facilities Energy and Water Monitoring Capital Project be accepted;
 - 2) that the services contracted to Check-It Solutions proceed on an “as-needed” basis and shall not exceed \$133,946.90 unless additional capital funds are allocated to Capital Project #2568; and
 - 3) that the City Manager and the City Clerk be authorized to execute the contract documents, as prepared by the City Solicitor under Corporate Seal.

TOPIC AND PURPOSE

The purpose of this report is to award the Request for Proposal (RFP) for an energy and water monitoring service provider to install metering technology to reduce utility costs, greenhouse gas (GHG) emissions, and better manage Civic facilities.

REPORT HIGHLIGHTS

Administration recommends awarding the energy and water monitoring project to Check-It Solutions Inc. (Check-It) who had the highest scoring and lowest cost proposal.

STRATEGIC GOALS

The recommendations included in this report support a number of four-year priorities and long-term strategies related to the Strategic Goal of Environmental Leadership. Specifically, the implementation of energy-efficient practices in City buildings, transportation, and operations, and the reduction of greenhouse gas (GHG) emissions tied to City operations.

BACKGROUND

City Council provided post-budget approval to create Capital Project #2568 - Civic Facilities Energy and Water Monitoring on February 11, 2013.

REPORT

On April 15, 2013, an RFP was issued to hire a building monitoring and reporting service provider on an “as-needed” basis by the City. The City identified that 10 to 15 buildings owned by the City are believed to have utility bills that are large enough to warrant detailed electricity, natural gas, and water monitoring. The City did not guarantee the number of monitoring systems that would be installed as a result of the RFP.

Proposals were received from the following companies:

- Check-It Solutions Inc.
- Danrich Environmental Controls Systems Ltd. with CopperTree Analytics
- QMC Metering Solutions with Pulse Energy
- SHIFT Energy Inc.
- Johnson Controls
- Energent Inc.

The evaluation criteria awarded 50 points for the cost of service, 25 points for Qualifications and Experience, and 25 points for the Proposed Technology / Service. The proposal with the highest score using these criteria was Check-It Solutions Inc. They were also the proposal with the lowest cost. Check-It has also provided this service to the City on a small scale in the past and Administration has been satisfied with their performance. The RFP states that the contract for the work would initially be on an “as-needed” basis for 24 months with the option, upon mutual agreement, to renew for additional periods.

OPTIONS TO THE RECOMMENDATION

Council could choose to cancel the RFP and re-issue it with alternate terms.

POLICY IMPLICATIONS

There are no policy implications.

FINANCIAL IMPLICATIONS

Capital Project #2568 - Civic Facilities Energy and Water Monitoring provides \$133,946.90 in funds for energy and water monitoring work.

The long term goal of this project is to install water, natural gas, and electricity monitoring in 10 to 15 Civic facilities. Prices for this RFP came in very similar to what was budgeted, and will allow the first 7 to 9 facilities to be equipped with water, natural gas, and electricity consumption monitoring. The strategy is to target those facilities with the highest potential savings. These savings could possibly be used by Council to expand the program to the remaining Civic buildings of interest.

The service provider also requires an annual service fee of \$250 - \$350 per building per year which will need to be included in each facility's operating budget. Several Civic facilities are already carrying this cost in their 2014 Operating Budgets.

PUBLIC AND/OR STAKEHOLDER INVOLVEMENT

TCU Place and Credit Union Centre will be contacted to discuss if they are interested in participating in this effort to monitor and manage energy and water consumption and in utilizing the same service provider.

COMMUNICATION PLAN

Information describing the financial and greenhouse gas emissions benefits associated with this project will be reported in the Energy and Greenhouse Gas Reduction Annual Report. This report will be posted on the City web-site and communicated to the public using social media and a PSA.

DUE DATE FOR FOLLOW-UP AND/OR PROJECT COMPLETION

Preliminary results from this initiative will be included in the Energy and Greenhouse Gas Reduction Annual Report to Council in the first quarter of 2014.

ENVIRONMENTAL IMPLICATIONS

The total annual GHG emissions for the 15 targeted facilities are approximately 33,000 tonnes/year, which is equivalent to the annual emissions of 6,470 passenger vehicles. This capital project provides a critical element in achieving significant emissions reductions in civic buildings. Specific reductions will be reported in the Energy and Greenhouse Gas Reduction Annual Report.

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PRIVACY IMPACT

There are no anticipated privacy implications arising from this initiative.

SAFETY/CRIME PREVENTION THROUGH ENVIRONMENTAL DESIGN (CPTED)

CPTED Review is not required at this time.

PUBLIC NOTICE

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

Section G – CITY MANAGER

G1) City of Saskatoon Website Redesign Project – Phase II (Files CK. 261-20 and CB. 365-4)

RECOMMENDATION: that the information be received.

TOPIC AND PURPOSE(S)

This report provides an update on the Website Redesign Project, as well as the Request for Qualifications (RFQ), including the evaluation criteria, which will be used to short-list up to five consultants. The short-listed consultants will be invited to participate in the Request for Proposal (RFP) for the development of a digital strategy that supports the development of a new website, integrates mobile technology into the City's communication and interactions strategies, and encourages more interaction with the community.

REPORT HIGHLIGHTS

1. The Project Steering Committee has been established and includes eight civic staff and two members of the community.
2. A process to secure a qualified consultant to lead the Website Redesign Project has been established and includes a two-step process: Request for Qualifications and a Request for Proposal.
3. The tentative project timelines are included in this report and will be continuously updated as the project moves forward.
4. The Project Steering Committee has provided a list of 11 key objectives for the Website Redesign Project which are intended to guide interested consultants when submitting a Request for Qualification proposal.

STRATEGIC GOAL

This report supports the City of Saskatoon's Strategic Plan 2012 - 2022 under the Strategic Goal of Continuous Improvement, with a focus on ensuring reliable and responsive information to the citizens of Saskatoon.

The Website Redesign Project is one of the four-year priority items in the Strategic Plan.

The overall goal of the project is the development of a digital strategy that supports the development of a new website, integrates mobile technology into the City's communication and interactions strategies, and encourages more interaction with the community.

BACKGROUND

The City Website Phase I Report was presented to City Council at its meeting on November 26, 2012. The associated capital project was approved during the 2013 Business Plan and Budget deliberations.

Phase II of the project includes the following five major elements:

- visual design;
- technical design;
- construction;
- conversion; and
- public engagement.

REPORT

Project Steering Committee

A Project Steering Committee has been established to provide strategic direction for all matters concerning the development of the City's new website and the associated governance framework.

The Project Steering Committee is comprised of eight civic staff representing various departments, and two members of the community (Attachment 1) to represent broader community interests and encourage community engagement throughout the process.

The Project Steering Committee will be supplemented with a Working Committee, Internal Advisory Committee, and various community groups and interested residents (Attachment 2).

Process Being Used to Secure a Qualified Consultant to Lead the Project

The Project Steering Committee is recommending the use of a two-stage process to select a well-qualified consultant to lead this project.

A Request for Qualifications (RFQ) will be issued, which will enable the City to short-list qualified consultants for further consideration. The RFQ includes a listing of the evaluation criteria to be used by the City to evaluate the submissions (Attachment 3).

Evaluation of the submissions will determine which consultants have the organizational capacity, and the technical and financial capability to provide service and perform the contract to achieve the objectives of the City. Proven experience and expertise in the creation of websites of this scale will also be taken into consideration.

No more than five consultants will be selected, and only those consultants short-listed will be invited to respond to the subsequent Request for Proposals (RFP).

The RFP will seek detailed proposals from the short-listed consultants. The City will complete a review of each consultant's proposal to ensure all submissions meet the requirements of the RFP. Since all consultants will be considered qualified at this point, the selection criteria will now be focused on project requirements, resource allocation, methodology, innovation, and cost.

Project Timelines

The following are the key milestones and tentative project times which are subject to change:

- Consultant Start Date: September 2013
- Visual Design Phase: Mid-November 2013
- Technical Design Phase: Mid-December 2013
- Construction, Testing, and Deployment: August 2014

Website Objectives

The following is a list of the 11 key objectives for the Website Redesign Project included as part of the RFQ:

- The development of a digital strategy that supports the development of a new website, integrates mobile technology into the City's communication and interactions strategies, and encourages more interaction with the community.
- The new website needs to be more customer and citizen-friendly. The design needs to be fluid and must work well on all major devices (mobile, tablets, desktops, and smart TVs).
- The new website also needs to be designed to be future-friendly. It needs to be flexible so that it is able to grow and change to meet the changing information needs of the community.

- Reorganize the Information Architecture making it a more user-centered and information-based structure.
- Develop a strategy to make it easier for users to search for information they are looking for.
- Provide more opportunities for interaction between the community and the City.
- Expand current eService offerings to augment and improve upon the current offerings.
- Implement a Content Management System that is easy-to-use and has the ability to make content changes live on the website without a lengthy approval process.
- Ensure support for improved accessibility for the majority of the community.
- Consider alternative techniques for maintaining subsidiary websites.
- Potentially enhance the Corporate Intranet as an optional aspect of this project.

OPTIONS TO THE RECOMMENDATION

The options are to modify the two-step process being used to secure a qualified consultant and/or modify the proposed 11 website objectives included as part of this report.

POLICY IMPLICATIONS

There are no policy implications related to this report.

FINANCIAL IMPLICATIONS

Final cost estimates will be obtained through the RFP submissions. The recommendation of successful bidder and associated redesign costs will be presented to City Council for approval at a later date. The approved budget for the capital project is \$679,000 in 2013 and tentatively \$471,000 in 2014.

PUBLIC AND/OR STAKEHOLDER INVOLVEMENT

The Project Steering Committee will use input from the local software development community and the Phase I Report, when developing the RFP.

The Project Steering Committee will also ensure that the successful consultant includes significant engagement opportunities with City staff, community interest groups, and the general public throughout the website development and testing process.

COMMUNICATION PLAN

The City of Saskatoon website (look under “W” for Website Project in the alphabetical list) continues to be updated on an ongoing basis. In addition, a letter was sent to the local software development community on April 10, 2013, to provide them with an update on the project. Furthermore, the RFQ will be advertised in *The StarPhoenix*, SaskTenders, and promoted using a variety of social media tools.

As the project progresses, a detailed Communications Strategy will be prepared to ensure timely updates are provided to City Council, civic staff, and the public.

DUE DATE FOR FOLLOW-UP AND/OR PROJECT COMPLETION

Once the successful Consultants have been selected through the RFQ process, the Administration will prepare a report to City Council which will include a final copy of the detailed Request for Proposal.

The successful consultant will be requested to establish key milestones for the project to report progress to the Administration and City Council.

ENVIRONMENTAL IMPLICATIONS

A highly effective website can improve how services are offered at City Hall. Ideally, the redesigned website could improve the City’s service offerings to the public which would reduce the need to travel to City Hall to conduct business. While this may not be desirable for all citizens, a broader series of services which are efficient and easy to use would likely have a positive net impact on the environment.

PRIVACY IMPLICATIONS

Any privacy impacts that may arise in the development of the website will be reviewed with the City Clerk's Office.

SAFETY/CRIME PREVENTION THROUGH ENVIRONMENTAL DESIGN (CPTED)

There are no CPTED implications.

PUBLIC NOTICE

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

ATTACHMENTS

1. Website Redesign Project - Steering Committee Members.
2. City Website Redesign Project – Phase II Structure Chart.
3. Request for Qualifications - Website Redesign Project.

G2) Award of Advisory Services for Civic Operations Centre (Files CK. 600-27, CC. 600-1 and CS. 600-2)

- RECOMMENDATION:**
- 1) that the proposal submitted by Deloitte for Financial and Business Advisory Services for the Civic Operations Centre project, at a total estimated cost of \$703,259.00 (plus GST), be accepted;
 - 2) that the proposal submitted by Blake, Cassels & Graydon LLP for Legal Advisory Services for the Civic Operations Centre project, at a total estimated cost of \$982,000.00 (plus GST), be accepted;
 - 3) that the proposal submitted by P1 Consulting for Fairness Advisory Services for the Civic Operations Centre project, at a total estimated cost of \$68,575.00 (plus GST), be accepted;

- 4) that the proposal submitted by Rebanks Pepper Littlewood Architects/Morrison Hershfield for Owner's Technical Advisory Services for the Civic Operations Centre project, at a total estimated cost of \$2,492,200.00 (plus GST), be accepted;
- 5) that a contingency allowance of \$400,000 be provided; and,
- 6) that His Worship the Mayor and the City Clerk be authorized to execute the above-noted Advisory Services Contracts, as prepared by the City Solicitor, under the Corporate Seal.

TOPIC AND PURPOSES

This report is to obtain City Council's approval to award the agreements for various advisory services required as part of the Public Private Partnership (PPP or P3) procurement for the Civic Operations Centre (COC).

REPORT HIGHLIGHTS

1. The Request for Proposals to retain key advisors (Financial and Business, Legal, Fairness, and Owner's Technical) to support the procurement process and project delivery were issued on May 7, 2013.
2. The Administration is recommending that: the Financial and Business Advisor services agreement be awarded to Deloitte; the Legal Advisor services agreement be awarded to Blake, Cassels & Graydon LLP; the Fairness Advisor services agreement be awarded to P1 Consulting; and the Owner's Technical Advisor services agreement be awarded to Rebanks Pepper Littlewood Architects/Morrison Hershfield.

STRATEGIC GOALS

The COC supports many of the goals from the City's Strategic Plan including:

Quality of Life: Relocating Transit from the Caswell Hill neighbourhood supports the four-year priority of directing expenditures towards amenities in neighbourhoods to enhance and protect property values and encouraging private investment.

Environmental Leadership: The new Transit Facility will be LEED certified and the Snow Storage Facility will meet Environment Canada's "Code of Practice for the Environmental Management of Road Salts".

Asset and Financial Sustainability: This project supports the four-year priority of developing funding strategies for capital expenditures and the 10-year strategy of reducing the gap in the funding required to rehabilitate and maintain our infrastructure.

BACKGROUND

City Council, at its meeting held on May 6, 2013, when dealing with Clause 1, Report No. 9-0213 of the Executive Committee, adopted the following recommendation:

"that the Request for Proposals for the following four advisors be issued:

- 1) Financial and Business Advisor;
- 2) Legal Advisor;
- 3) Fairness Advisor; and
- 4) Owners Technical Advisor."

Each of these advisors play an important role in supporting the development and execution of the PPP procurement process, supporting the Administration in negotiating the final project agreement and providing advice on the performance of the preferred proponent from the post-financial close to the commissioning of Phase One of the COC. It is also a condition of the City's funding from PPP Canada that these advisors be retained.

REPORT

The Request for Proposals to retain key advisors was issued.

The Request for Proposals (RFP) for all of the advisors was issued on May 7, 2013 and closed on May 30, 2013. The RFPs were promoted through the City's website, a listing on the Merx website (online listing of all government public tenders), a listing on the SaskTenders website, an email sent to a list of interested and prospective firms compiled by Administration, and an ad in the Saskatoon *StarPhoenix*.

The interest that these RFPs received was quite astounding. There were a total of 20 submissions received. This included nine submissions for Legal Advisor, five submissions for Financial and Business Advisor, three for Fairness Advisor, and three for Owner's Technical Advisor.

Evaluation and Selection Process

Each RFP contained an Evaluation Criteria (Attachment 1). All proponents were aware of the criteria against which they would be judged, and the process by which the judging would happen.

The COC Steering Committee (Committee) read, scored, and evaluated all proposals on an individual basis using the pre-determined, published Evaluation Criteria. From June 4 to 11, 2013, the Committee conducted interviews with all Financial and Owner's Technical proponents, and select Legal and Fairness proponents. The Committee then convened again to review individual scores and evaluations with each other and determine the successful proponents. The results are as follows:

Financial and Business Advisor (five proposals were received):

- Deloitte
- Ernst & Young
- GrantThornton
- KPMG
- PriceWaterhouseCoopers

The successful Financial proponent was Deloitte based on their direct experience acting for public owners, specifically municipalities, as the PPP Financial Advisor. Deloitte was the only submission received that has a proven ability to make alterations to the Alberta procurement template. These alterations include the introduction of an affordability threshold and a fifty-fifty sharing on any positive re-financing arrangements as the project progresses through the maintenance period. Deloitte also brings the experience of six projects using the Alberta procurement template. The City is proposing to use the Alberta approach on this project and experience with these documents was considered an asset in the RFP. Deloitte has experience with five transit projects, and experience with these types of projects was also considered an asset. They also bring experience with two municipal projects that have received funding approval from PPP Canada. This was also considered an asset in the RFP.

Legal Advisor (nine proposals were received):

- Aird & Berlis/Dentons
- Bennett Jones
- Blake, Cassels & Graydon LLP
- Davis LLP
- Gowlings/McKercher
- Heenan Blaikie/Kanuka Thuringer
- MLT

- Robertson Stromberg/McLennan Ross
- Torys LLP

The successful Legal proponent chosen was Blake, Cassels & Graydon LLP (Blake's) based on their extensive experience acting for public owners on P3 projects. Blake's has represented several municipalities on many different P3 projects and has also acted several times for Infrastructure Ontario on P3 projects undertaken by that agency. Blake's also has extensive experience on transit projects both at the provincial and municipal level. Blake's also has experience with the Alberta approach to P3 projects having done several P3 projects in Alberta. The City is proposing to use the Alberta approach on this project and experience with these documents was considered an asset in the RFP. Blake's also has experience with the documentation required by PPP Canada having acted on other projects that have received funding from PPP Canada.

Fairness Advisor (three proposals were received):

- Kernans ASR Ltd.
- P1 Consulting
- PBreeze Consulting

The successful Fairness proponent chosen was P1 Consulting based on that firm's extensive experience as a Fairness Advisor on P3 projects, as well as on projects similar in scope to the COC. In addition, their work plan captured the requirements and intricacies of a complex project such as the COC.

Owner's Technical Advisor (three proposals were received):

- AECOM
- MHPM
- Rebanks Pepper Littlewood Architects/Morrison Hershfield

The successful Technical proponent chosen was Rebanks Pepper Littlewood Architects/Morrison Hershfield based upon their experience with P3s, their technical expertise in transit and snow storage facilities, and their ability to work in diverse teams and getting the complex work completed to meet the City of Saskatoon and PPP Canada's requirements to have a successful project.

OPTIONS TO THE RECOMMENDATION

There are no options to the recommendation.

POLICY IMPLICATIONS

There are no policy implications.

FINANCIAL IMPLICATIONS

The estimated net cost to the City of Saskatoon for the Advisors is as follows, based on an assumption of hourly rates proposed by the proponents:

Financial and Business Advisor (Deloitte):

Estimated Base Fees	\$650,059.00
Estimated Reimbursable Expenses	\$ 53,200.00
GST	\$ 35,162.95
Sub-Total	\$738,421.95
GST Rebate	\$ -35,162.95
Estimated Net Cost to City	\$703,259.00

Legal Advisor (Blake, Cassels & Graydon LLP):

Estimated Base Fees	\$952,000.00
Estimated Disbursements/Expenses	\$ 30,000.00
GST	\$ 49,100.00
Sub-Total	\$1,031,100.00
GST Rebate	\$ -49,100.00
Estimated Net Cost to City	\$982,000.00

Fairness Advisor (P1 Consulting):

Estimated Base Fees	\$58,575.00
Estimated Expenses	\$10,000.00
GST	\$ 3,428.75
Sub-Total	\$72,003.75
GST Rebate	\$ -3,428.75
Estimated Net Cost to City	\$68,575.00

Owner's Technical Advisor (Rebanks Pepper Littlewood Architects/Morrison Hershfield)

Estimated Base Fees	\$2,239,700.00
Estimated Travel/Expenses	\$252,500.00
GST	\$124,610.00
Sub-Total	\$2,616,810.00
GST Rebate	\$ -124,610.00
Estimated Net Cost to City	\$2,492,200.00

Overall contingency allowance of \$400,000 for all advisors.

These advisors will be providing their services on an hourly basis and the fees as proposed are based on estimated hours for the project. Thus, a contingency would cover changes in the fees based on the actual hours spent on the project.

Based on previous Administrative reports, the estimated total cost for these advisors was \$4.9M. The award of these advisors fits within that budget. There is sufficient funding available within approved Capital Project 1584 – Civic Operations Centre.

This \$130.05M project, consisting of \$2.25M for land and \$127.8M for the facilities, was approved during the 2013 budget process as Capital Project 1584. The new Transit Facility will replace an existing asset, and the Snow Storage Facility is a new asset. The annual payments with this type of procurement (Design, Build, Finance, Maintain) include both capital and lifecycle costs. The funding is from various sources including Gas Tax (\$12.5M), Federal Transit Fund (\$5.0M), PPP Canada (\$31.375M) and External Financing (\$81.175M) from the successful proponent. PPP Canada will reimburse 25 per cent of the cost of the Technical, Fairness, and Financial Advisors and is included in the numbers above.

COMMUNICATION PLAN

Overall communications for the project will be handled by the Owner's Technical Advisor working with the City's communications consultant. This will include public open houses, stakeholder involvement, project updates, advertising, and regular updates to the existing Civic Operations Centre web page.

ENVIRONMENTAL IMPLICATIONS

There are no environmental and/or greenhouse gas implications identified at this time.

PRIVACY IMPACT

There are no privacy implications.

DUE DATE FOR FOLLOW-UP AND/OR PROJECT COMPLETION

Once the Advisor Services contracts are awarded, the COC Steering Committee and the Advisors will start developing the Request for Qualifications (RFQ) to short list P3 proponents. The RFQ will be brought to Executive Committee in September 2013.

SAFETY/CRIME PREVENTION THROUGH ENVIRONMENTAL DESIGN (CPTED)

Once planning of the site gets under way, a Crime Prevention through Environmental Design (CPTED) analysis will be developed.

PUBLIC NOTICE

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

ATTACHMENT

1. Evaluation Criteria for Civic Operations Centre Advisors.

G3) Lease of City-Owned Land – Adjacent to 1210/1212 Central Avenue (Files CK. 4225-1 and LA. 4225-013-003)

- RECOMMENDATION:**
- 1) that a Lease Agreement, with the terms as set out in the following report; between the City of Saskatoon and 101112222 Saskatchewan Ltd. for City-owned vacant land along Central Avenue for a term of five years (July 1, 2013 to June 30, 2018) be approved; and
 - 2) that the City Solicitor be requested to have the appropriate agreements executed by His Worship the Mayor and the City Clerk, under the Corporate Seal.

TOPIC AND PURPOSE

This report is to receive approval for the lease of approximately 6,500 square feet of vacant City-owned land along Central Avenue for the purpose of additional parking for the adjacent property owner for a period of five years.

REPORT HIGHLIGHTS

1. Adjacent owner wishes to lease vacant City-owned land for use as additional parking.

2. Terms of the Lease Agreement include an annual lease payment of \$6,000 plus GST.

STRATEGIC GOAL

This report supports the long-term strategy of increasing revenue sources and reducing reliance on residential property taxes and the four-year priority of exploring alternative sources of revenue to pay for on-going operations under the Strategic Goal of Asset and Financial Sustainability.

BACKGROUND

10112222 Saskatchewan Ltd. is the owner of 1204,1208 and 1210/1212 Central Avenue. City-owned land is adjacent to this property and 10112222 Saskatchewan Ltd. wishes to lease the land for use as additional parking for his businesses on-site. The City land is currently vacant, and is approximately 6,500 square feet and Part of Parcel F, Plan 60S10724 (as shown on Attachment 1).

REPORT

Adjacent Owner Wishes to Lease City-Owned Vacant Land:

10112222 Saskatchewan Ltd. wishes to have additional parking for businesses on-site. Leasing of this vacant City-owned land generates a source of income and ensures the land is properly maintained for the foreseeable future.

If this land is leased to 10112222 Saskatchewan Ltd., there would be parking upgrades entailing pavement of the leased land and the relocation of the existing fence that runs along the north boundary of 1210/1212 Central Avenue or installation of a new fence to accommodate the leased land, as shown in Attachment 1.

Terms of the Lease Agreement:

Noteworthy details of the Lease Agreement with 10112222 Saskatchewan Ltd. are as follows:

- Annual rental rate would be \$6,000 plus GST;
- Five year lease term, July 1, 2013 to June 30, 2018;
- Lessee would be responsible for the proportionate share of property taxes;
- At expiry of the term, the Lessee would have the opportunity to lease the land for an additional five years (terms to be negotiated at that time), if not required;
- Lessee to carry a minimum of \$2M liability insurance with the City of Saskatoon named as an additional insured.

OPTIONS TO THE RECOMMENDATION

An option would be to not approve the execution of this lease agreement.

POLICY IMPLICATIONS

There are no identified policy implications.

FINANCIAL IMPLICATIONS

Leasing the land to 101112222 Saskatchewan Ltd. generates an additional source of income for the City and reduces our land maintenance requirements in the area.

PUBLIC AND/OR STAKEHOLDER INVOLVEMENT

None required.

COMMUNICATION PLAN

A communication plan is not required at this time.

DUE DATE FOR FOLLOW-UP AND/OR PROJECT COMPLETION

If approved, the proposed lease agreement would expire on June 30, 2018. If a further lease of the land is requested at that time, a report would be submitted.

ENVIRONMENTAL IMPLICATIONS

There are no environmental and/or greenhouse gas implications.

PRIVACY IMPACT

There are no privacy implications.

SAFETY/CRIME PREVENTION THROUGH ENVIRONMENTAL DESIGN (CPTED)

A CPTED review is not required.

PUBLIC NOTICE

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

ATTACHMENT

1. Map Indicating Proposed Land under Lease.

**G4) Purchase Agreement and Direct Sale to
Canadian National Railway Company (CN)
South of CN Chappell Yards
(Files CK. 4215-1, LA. 4221-013-003 and CS. 4110-1)**

- RECOMMENDATION:**
- 1) that the direct sale of a 100-foot strip of land south of the Canadian National Railway Company's Chappell Yards to CN to facilitate construction of an additional bypass track be approved; and
 - 2) that the City Solicitor be requested to prepare the Direct Sale Agreement and that His Worship the Mayor and City Clerk be authorized to execute the agreement under the Corporate Seal.

TOPIC AND PURPOSE

This report is to provide information on the direct sale of lands to Canadian National Railway Company (CN) to accommodate construction of an additional bypass track.

REPORT HIGHLIGHTS

1. The City of Saskatoon's Real Estate Services proposes a direct sale to CN to accommodate construction of an additional bypass track.
2. Sale of Serviced City-Owned Lands – Policy Number C09-033 supports the direct sale of land to CN.
3. The terms and conditions are outlined in this report for the land sale to CN.

STRATEGIC GOAL

Sale of this parcel of land supports the City of Saskatoon's Strategic Goal of Asset and Financial Sustainability by increasing revenue sources and reducing reliance on residential property taxes, and by providing revenue to fund new capital expenditures, including core services such as fire halls, roadways, and underground services.

BACKGROUND

CN's Chappell Yards is located in the southwest corner of the City, serving as the main operations centre for the railway. CN has approached Real Estate Services with a request to acquire additional lands immediately south of their existing site to accommodate the construction of an additional bypass that will relieve on-site congestion pressures and significantly improve the functionality of their overall operations.

The sale of the requested 100-foot wide strip of land will result in a reduction of approximately 9.58 acres from the future Civic Operations Centre site, approximately 3.95 acres from the off-leash recreation area, (OLRA), 6.27 acres from the Afforestation area within the City limits, and 4.26 acres from the Afforestation area further to the west situated in the RM of Corman Park.

The 3.95 acres initially lost to the OLRA will be replaced with a similar sized area on the west side of the site. This reconfiguration has been presented to Leisure Services for their review and has been confirmed as being acceptable. A diagram of the new proposed site plan has also been provided to the Meewasin Valley Authority for their review and approval.

REPORT

Direct Sale Proposal

Real Estate Services is requesting the direct sale of approximately 24 acres of unserviced lands to CN be considered to accommodate construction of an additional bypass track that will relieve current on-site congestion and significantly improve their existing operations. The agreed sale price of the land is \$766,450.

Direct Sale Policy

The City of Saskatoon's Sale of Serviced City-Owned Lands policy (Policy Number C09-033) states:

"3.2 Policy

The Administration may pursue or entertain direct sale, or long-term leases under the City's Industrial Land Incentives Program, of civic lands when one or more of the following conditions are present:

- c) A situation which involves extending an option to purchase to adjacent existing owners to directly purchase lots which would facilitate expansion prior to offering for tender."

Terms and Conditions of Sale:

Conditions Precedent:

- Subject to approval by City Council;
- Subject to approval by the Meewasin Valley Authority (MVA) for the intended use of the site;
- Subject to receipt of written confirmation from participating parties of the MVA (i.e. University of Saskatchewan, the Province of Saskatchewan and the MVA) expressing no interest in acquiring the subject lands;
- Subject to subdivision approval being granted pursuant to *The Planning and Development Act, 2007* and the City's Subdivision Bylaw;
- Subject to CN submitting a drainage plan satisfactory to the City.

Condition of Land: Lands are being purchased and sold on an "as is" basis.

Other Terms:

- CN is responsible for payment or construction of a six-foot high chain link fence along the property line throughout the City Limits and move the newly constructed fence in the OLRA to the new property line.
- CN is responsible for payment of all Subdivision and Land Registry fees with respect to this transaction.

Costs: Each to pay their own legal fees.

Possession Date: Upon approval by City Council and all other necessary approvals as indicated above in the Conditions Precedent.

Closing Date: The earliest date acceptable to both parties subsequent to subdivision approval and registration of the subject Lands.

OPTIONS TO THE RECOMMENDATION

The only option would be to not proceed with the direct sale at this time and continue to use the lands in their current use.

POLICY IMPLICATIONS

There are no policy implications.

FINANCIAL IMPLICATIONS

The proceeds from sale of this land will be deposited into the Property Realized Reserve.

PUBLIC AND/OR STAKEHOLDER INVOLVEMENT

Participating parties of the Meewasin Valley Authority will be notified accordingly. CN has already contacted the MVA respecting the proposed project.

COMMUNICATION PLAN

No communication plan is required.

DUE DATE FOR FOLLOW-UP AND/OR PROJECT COMPLETION

No follow-up is required.

ENVIRONMENTAL IMPLICATIONS

No environmental and/or greenhouse gas implications have been identified at this time.

PRIVACY IMPACT

There are no privacy implications.

SAFETY/CRIME PREVENTION THROUGH ENVIRONMENTAL DESIGN (CPTED)

A CPTED review is not required.

PUBLIC NOTICE

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

ATTACHMENT

1. Plan Showing Direct Sale Site.

**G5) 2013 Corporate Business Plan and Budget
“Investing in a 21st Century City”
(Files CK. 430-72, CK. 1700-1 and CC. 100-14)**

RECOMMENDATION: that City Council receive the 2013 Corporate Business Plan and Budget.

TOPIC AND PURPOSE

Your Administration is pleased to present the 2013 Corporate Business Plan and Budget (Attachment 1).

REPORT HIGHLIGHT

1. The final copy of the 2013 Business Plan and Budget, “Investing in a 21st Century City”, outlines the initiatives planned for the 2013 business planning and budget cycle.

STRATEGIC GOAL

The 2013 Corporate Business Plan and Budget supports the Strategic Goal of Asset and Financial Sustainability by providing an open, accountable, and transparent annual business plan and budget which connects the resource allocation to the services that our citizens expect us to deliver.

BACKGROUND

In 2011, the City of Saskatoon implemented major changes to its planning and budgeting process to create a framework which would allow the City to be more adaptive and responsive to the changing dynamics in our city, our province, and our country. The City of Saskatoon’s 2013 Corporate Business Plan and Budget continues to build on that foundation.

REPORT

The business plan and budget form the path that the City of Saskatoon will take over the next year to provide the services and programs that the citizens of Saskatoon have asked for. The business plan outlines the achievements, key challenges, and major initiatives planned for the 2013 business planning and budget cycle. The City’s primary challenge is to strike the appropriate balance in improving its financial, social, and environmental sustainability while integrating municipal leadership, private sector involvement, and citizen engagement in addressing the needs of the community.

The City of Saskatoon’s 2013 budget combines capital and operating investments of approximately \$812.6 million, with \$425.8 million going to capital projects, and \$368.8 million going toward paying for the City of Saskatoon’s operations. The investments, programs, and services approved in the City of Saskatoon’s 2013 Corporate Business Plan and Budget have been developed to support a desirable quality of life in the community, based on citizen expectations, and is balanced with the City’s ability to secure both human and financial resources to deliver the programs and services that the people of Saskatoon rely on each and every day.

COMMUNICATION PLAN

The City of Saskatoon’s 2013 Corporate Business Plan and Budget, “Investing in a 21st Century City”, is available on the City of Saskatoon’s website at www.saskatoon.ca, look under “C” for Corporate Business Plan.

DUE DATE FOR FOLLOW-UP AND/OR PROJECT COMPLETION

Quarterly reports are presented to City Council identifying the status of the initiatives being carried out in 2013, and the year-to-date financial actual and year-end projections. The Second Quarter Report will be tabled with City Council at its August 14, 2013, meeting.

ENVIRONMENTAL IMPLICATIONS

There are no environmental implications.

PUBLIC NOTICE

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

ATTACHMENT

1. 2013 Corporate Business Plan and Budget.

Respectfully submitted,

Randy Grauer, General Manager
Community Services Department

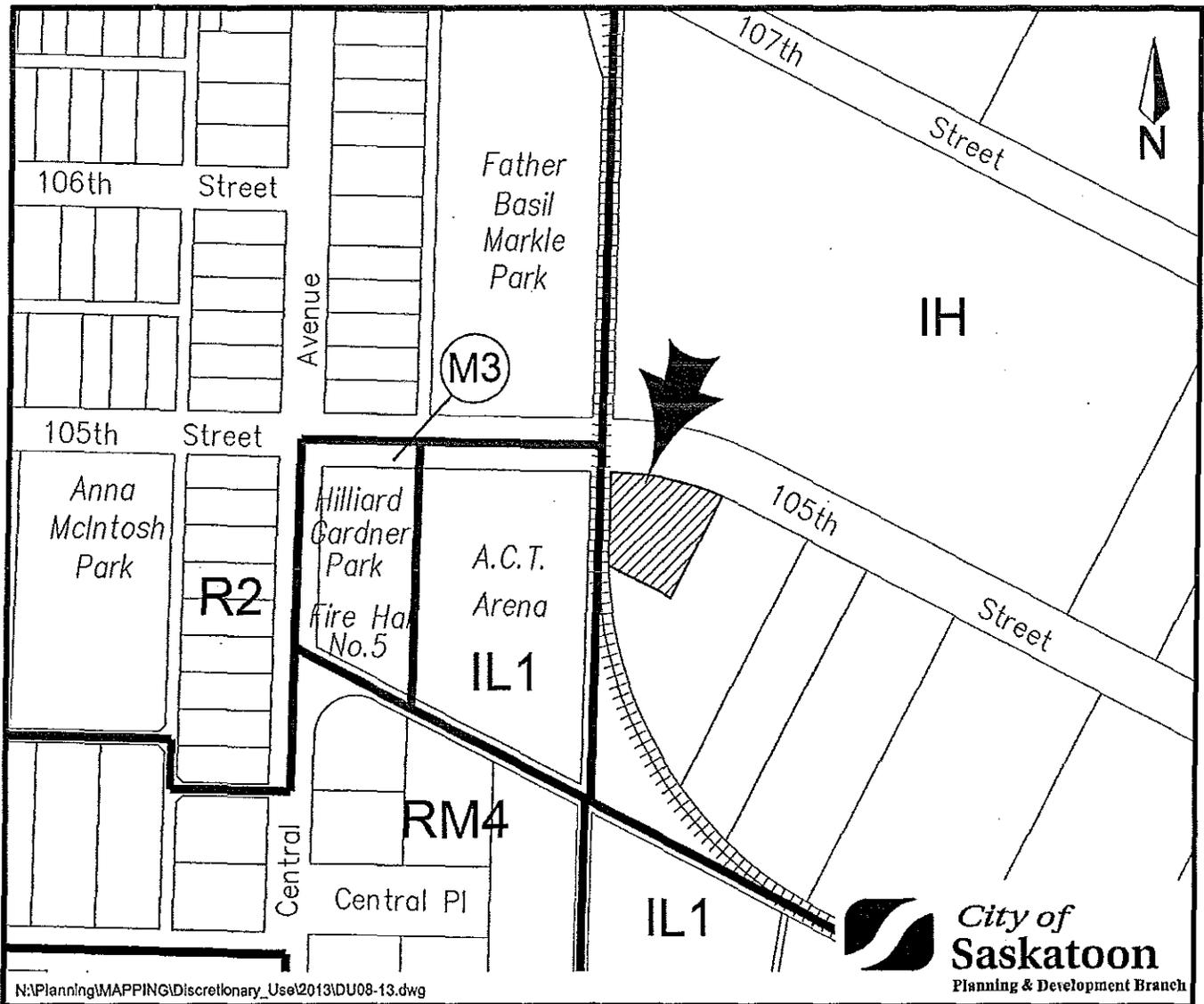
Mike Gutek, General Manager
Infrastructure Services Department

Jeff Jorgenson, General Manager
Utility Services Department

Murray Totland
City Manager

A1)

Proposed Discretionary Use No. D8/13



PLAN OF PROPOSED
 SUBDIVISION OF
 LOT 1, BLOCK 312
 REG'D PLAN NO G921
 NW 1/4 SEC 15-36-5-3
 1302 CASCADE STREET
 SASKATOON, SASK.
 SCALE 1:400

T.R. Webb
 T.R. Webb May 21st, 2013
 Saskatchewan Land Surveyor

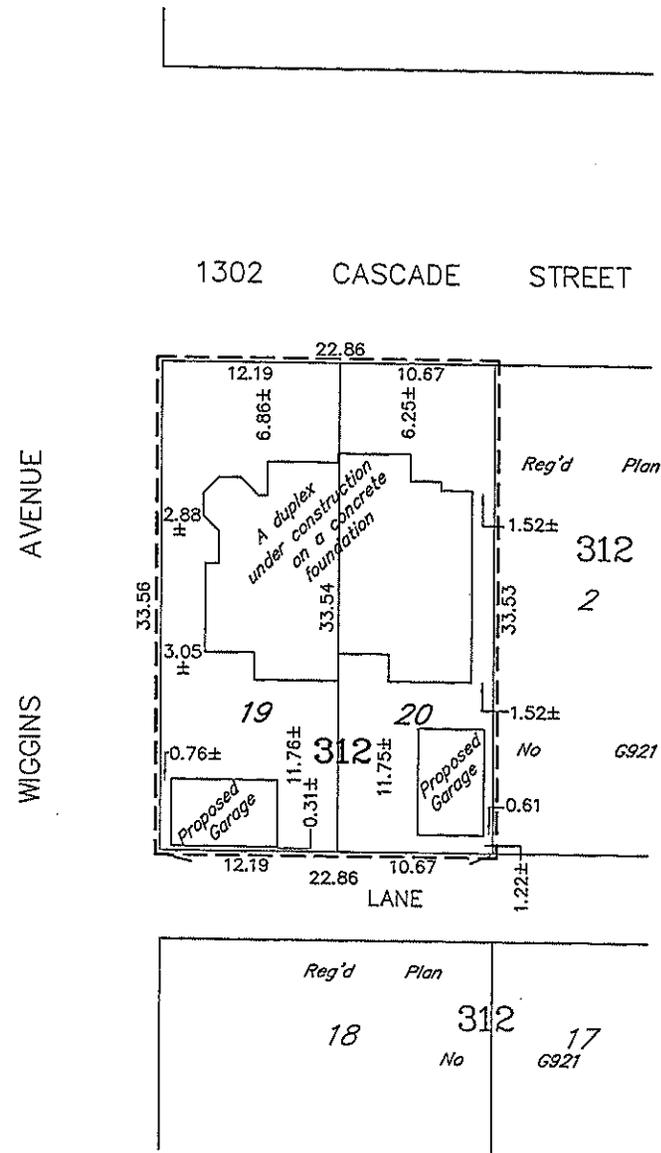
Seal

Dimensions shown are in metres and decimals thereof.
 Portion of this plan to be approved is outlined in red with a bold, dashed line and contains 0.08± ha (0.19± ac.).
 Dimensions shown are approximate and may differ from the final plan of survey by 0.5± metres.

Approved under the provisions of
 Bylaw No. 6537 of the
 City of Saskatoon

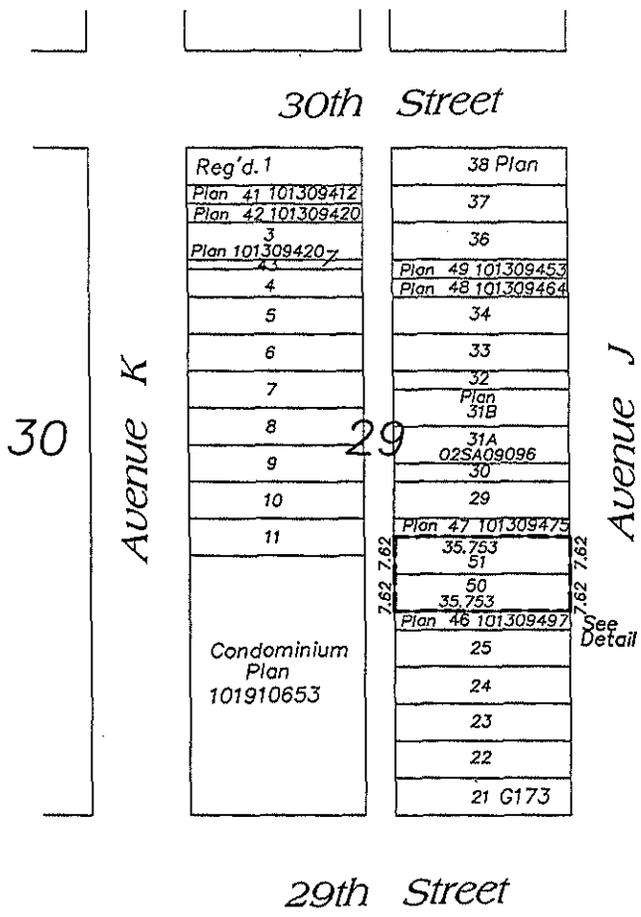
 Date
 Community Services Department

Proposed Subdivision No. 48/13

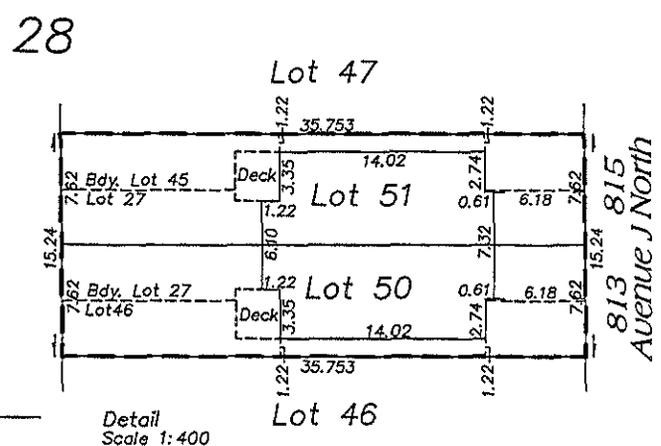


Prepared by

 Webb Surveys
 13-2492so CAS



Reg'd.1	38 Plan
Plan 41 101309412	37
Plan 42 101309420	36
3	Plan 49 101309453
Plan 1013094207	Plan 48 101309464
4	34
5	33
6	32
7	Plan 31B
8	31A
9	02SA09096
10	30
11	29
	Plan 47 101309475
	35.753
	51
	35.753
	Plan 46 101309497
Condominium Plan 101910653	25
	24
	23
	22
	21 G173



Detail
Scale 1:400

Saskatoon
Plan of Proposed Subdivision
of Lot 27, Block 29,
Reg'd. Plan No. G173, and
Lots 44 and 45, Block 29
Plan 101309486
in the N.W. 1/4 Sec. 32,
Twp. 36, Rge. 5, W.3 Mer.
Saskatchewan
by Howard A. Larson, S.L.S.
2013
Scale 1:1200

Measurements are in metres
Area to be subdivided is outlined thus - - - - -

April 30, 2013

Howard A. Larson
Saskatchewan Land Surveyor

Approved under the provisions of Bylaw
number 6537 of the City of Saskatoon.

Community Services Department

Proposed Subdivision No. 49/13

A2)

Mower Specifications and Requirements

Horsepower

The higher horsepower requested in the tender specifications is to ensure adequate power for the hydraulic system that powers the cutting units and traction drive system. The power is needed for the hilly terrain at Holiday Park Golf Course, to supply power for the increase to 14 to 15 blade cutting units from 9 to 11 blade cutting units, to reduce the load on the hydraulic pump and system, and to provide ample power for any future applications.

High Temperature Engine Shutdown

The high temperature engine shutdown feature automatically shuts down the engine if overheating occurs to prevent any engine damage. The system operates autonomously from the operator. Warning light and/or alarm options are unreliable and will allow the machine to continue to operate that could result in extensive and expensive engine damage.

Joystick Control for Cutting Units

Joystick control for the lowering and raising of the cutting units is easier to use and train new operators. The joystick control eliminates a third pedal leaving one pedal for traction drive and one for brake. The two-pedal setup is more comfortable for operators as most people are familiar with driving vehicles with only two pedals.

Double "A" Suspension on Cutting Units

The Holiday Park Championship Golf Course has large greens with substantial undulations and slopes. The double "A" suspension on the cutting units allows each individual cutting unit to achieve a full range of controlled movement to easily traverse undulations and slopes and all three cutting units to remain level during the cleanup ring for a consistent level cut. The double "A" suspension eliminates scalping resulting in a smoother playing surface and no damage to the green.

Adjustable Reel Speed

The ability to adjust the reel speed allows the mower to be customized to turf conditions and ensure the highest quality of cut. Reel speed and height of cut directly affect clip rate and the ability to adjust the reel speed can be used to eliminate wash boarding effects and wave effects on the putting surface.

Greaseless Sealed Bearings

A greaseless machine requires less daily maintenance. The result is a reduction in labour for the mechanic of 15 to 20 minutes a week per machine, or one hour per week for three machines. An additional benefit is the elimination of the possibility of a grease spill on the greens that would result in turf damage.

Quick Disconnect Reels

Quick disconnect reels with no tools required reduce maintenance time of 30 minutes per week per unit or 1.5 hours per week for three machines. Reels are removed from the unit for sharpening and the ability to disconnect quickly with no tools increases productivity, and allows for quick turnaround on daily adjustments of the cutting units.

Website Redesign Project – Steering Committee Members

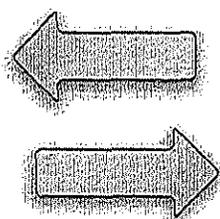
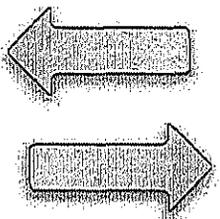
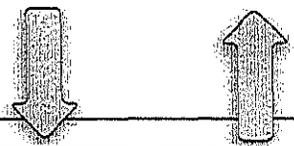
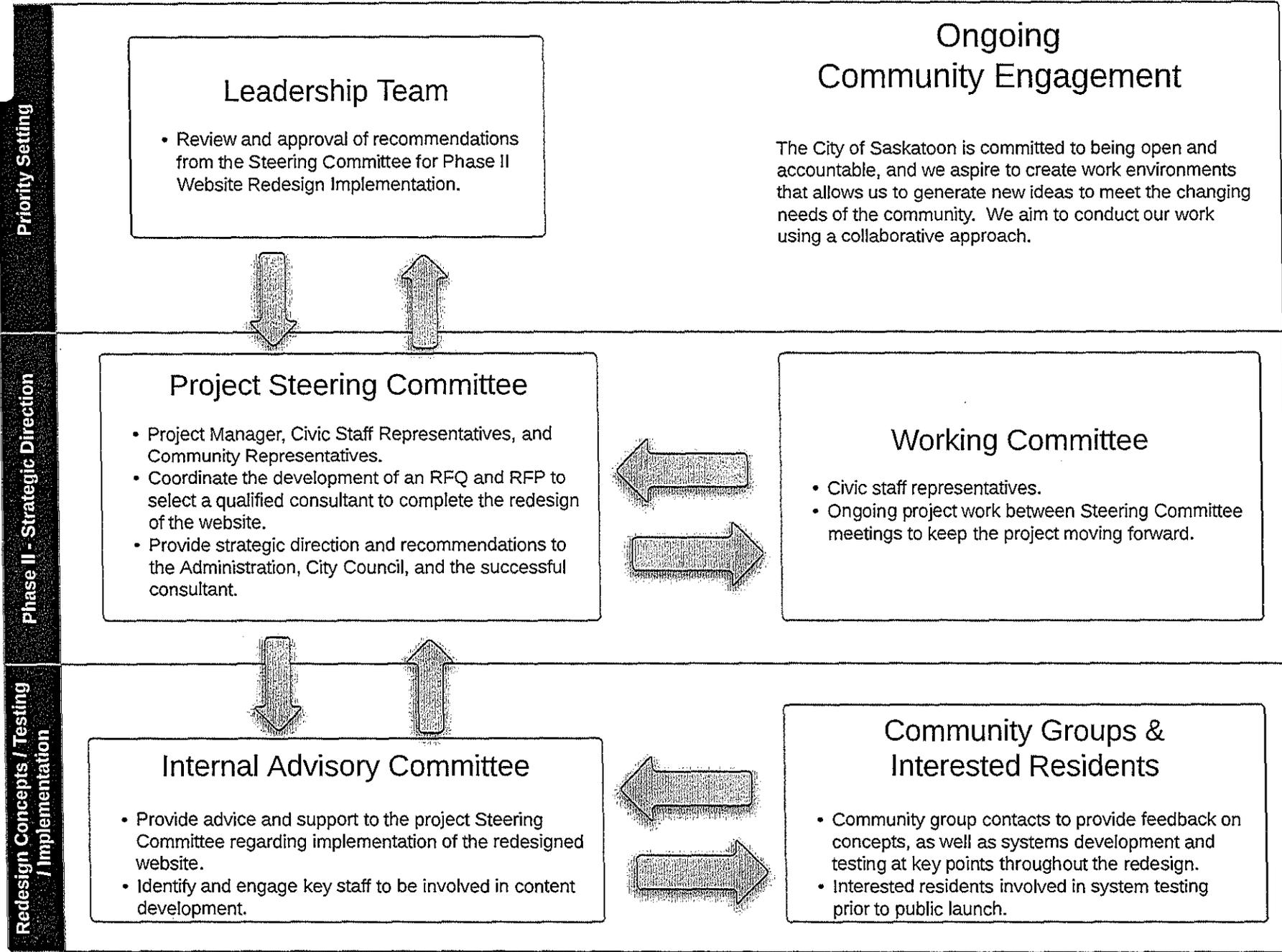
G1)

The Project Steering Committee was established with both civic staff and external representatives. External members were included on the Committee to ensure that broad community engagement continues to occur in the development phase of the website redesign project.

Project Steering Committee Members include:

- Rob Gilhuly, Website Design Project Manager, Communications Branch, City Manager's Office
- Dr. Aaron Genest, Saskatoon Resident
- Dale Neufeld, Saskatoon Resident
- Carla Blumers, Communications Branch Manager, City Manager's Office
- Shellie Bryant, Deputy City Clerk/Administrative Services Manager, City Clerk's Office
- Karen Grant, Communications Consultant, Communications – Infrastructure Services Department
- Alysha Hille, Marketing Manager, Transit Services, Utility Services Department
- Carol Maier, Customer Service Delivery Coordinator, City of Saskatoon
- Arron Miller, Information Technology Consultant, Corporate Information Services Branch, Corporate Services Department
- Jennifer Pesenti, Marketing Manager, Community Services

City Website Redesign Project - Phase II Structure Chart



**REQUEST FOR QUALIFICATIONS
#13-0484
WEBSITE REDESIGN PROJECT**

1.0 General Information

Vision

The Website Redesign Project is one of the four year priority items in the City of Saskatoon's Strategic Plan (<http://www.sp.saskatooncitynews.ca/>).

The overall goal of the Project is the development of a digital strategy that supports the development of a new website, integrates mobile technology into the City's communication and interactions strategies, and encourages more interaction with the community.

The new website needs to be more customer and citizen friendly. The design needs to be fluid and must work well on all major devices (e.g., mobile, tablets, desktops, smart TVs). The website needs to be designed to be future-friendly, and it needs to be flexible so that it can grow and change.

Specifically, the City would like to:

- Ensure that the development of a digital strategy that supports the development of a new website, integrates mobile technology into the City's communication and interactions strategies, and encourages more interaction with the community.
- Ensure that the new website needs to be more customer and citizen friendly. The design needs to be fluid and must work well on all major devices (e.g., mobile, tablets, desktops, smart TVs)
- Ensure that the new website is designed to be future-friendly. It needs to be flexible so that it is able to grow and change to meet the changing information needs of the community.
- Reorganize the Information Architecture making it a more user-centered and information-based structure.
- Develop a strategy to make it easier for users to search for information they are looking for.
- Provide more opportunities for interaction between the community and the City.
- Expand current eService offerings to augment and improve upon the current offerings.
- Implement a Content Management System that is easy to use and has the ability to make content changes live on the website without a lengthy approval process.

**REQUEST FOR QUALIFICATIONS
#13-0484
WEBSITE REDESIGN PROJECT**

- Ensure support for improved accessibility for the majority of the community.
- Consider alternative techniques for maintaining subsidiary websites.
- Potentially enhance the Corporate Intranet as an optional aspect of this project.

Invitation

The City of Saskatoon, herein referred to as the City, is Undertaking a Request for Qualifications (RFQ) from qualified consulting firms to:

- Redesign the current website using:
 - many of the recommendations outlined in the Phase 1 Project report (<http://bit.ly/17WOOdT>); and
 - input provided from the Saskatoon software development community (<http://bit.ly/16GFpa5>).
- Reorganize the Information Architecture making it a more user-centered and information-based structure.
- Advise on a broad digital strategy and how the consultant proposes this integrates into the new website.
- Gather the detailed requirements of users and stakeholders and define implementation priorities for phased delivery.
- Assist with the migration of current website content to a new Content Management System (CMS), and design and implement new features based on the identified requirements.
- Design and implement the business processes required to maintain the website on an ongoing basis.

**REQUEST FOR QUALIFICATIONS
#13-0484
WEBSITE REDESIGN PROJECT**

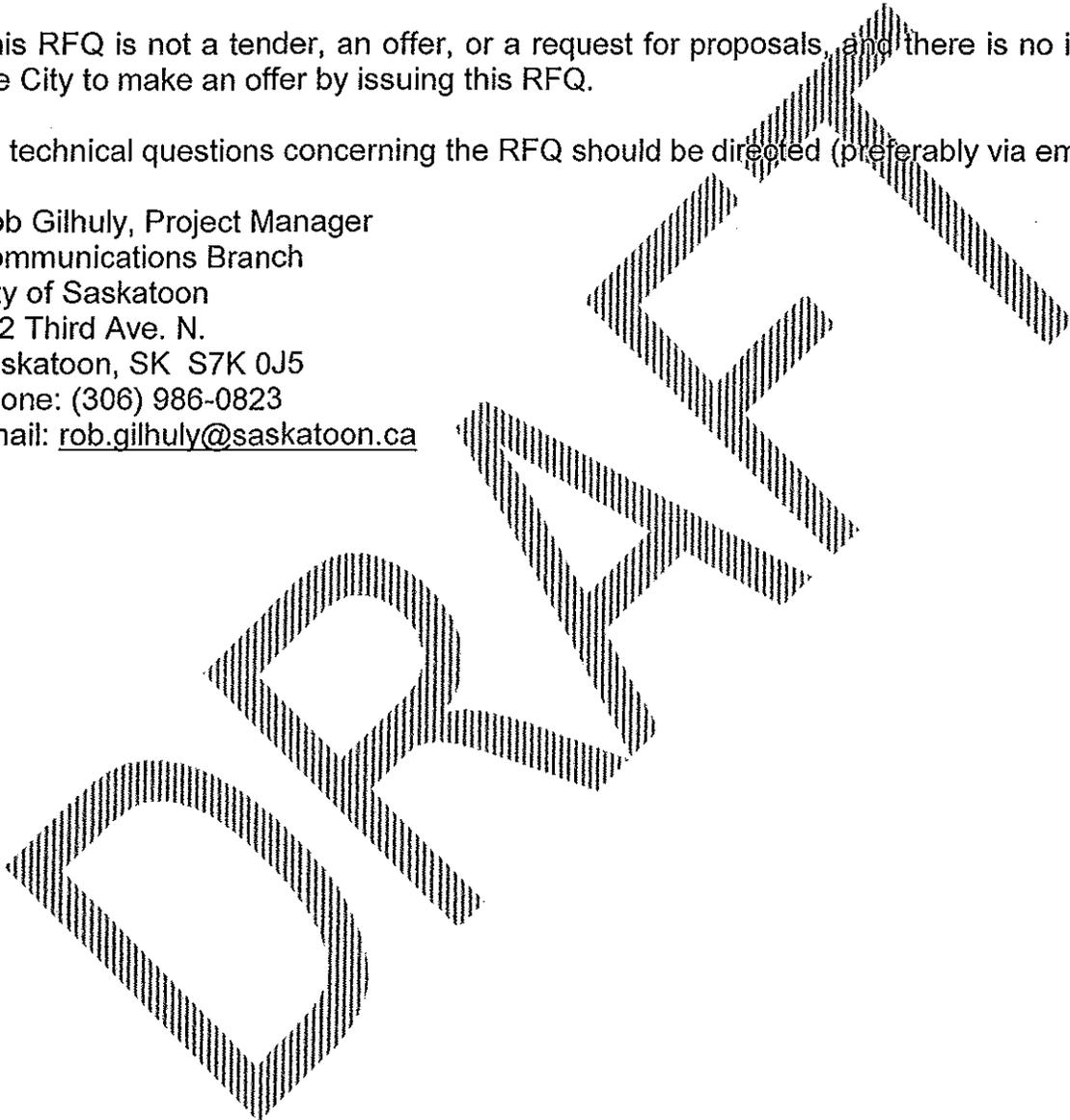
Objective

The objective of this Request for Qualifications (RFQ) is to short-list up to five (5) Consultants to be invited to participate in the Request for Proposal (RFP) for the development of a digital strategy that supports the development of a new website, integrates mobile technology into the City's communication and interactions strategies, and encourages more interaction with the community.

This RFQ is not a tender, an offer, or a request for proposals, and there is no intention by the City to make an offer by issuing this RFQ.

All technical questions concerning the RFQ should be directed (preferably via email) to:

Rob Gilhuly, Project Manager
Communications Branch
City of Saskatoon
222 Third Ave. N.
Saskatoon, SK S7K 0J5
Phone: (306) 986-0823
Email: rob.gilhuly@saskatoon.ca



2.0 Project Information

Background

The City of Saskatoon's website is a key communication and business tool for its citizens, City staff, and elected officials. Saskatoon.ca creates an identity for the municipality and provides information and services to more than 107,000 people annually. It has been some time since the last redesign, and the website is no longer able to meet the needs of its users.

The City currently hosts the website internally on a SharePoint platform. There are over 1,300 pages on the website and over 100 staff involved in creating and maintaining content on the system. The City is interested in exploring all options that can handle traffic spikes, such as a cloud-based service.

In 2012, Phase I of this project gathered information through a website audit and focus testing process, and provided recommendations, rationale and impact, and proposed an initial concept and project plan that will be the foundation for the website redesign.

Some of the issues with Saskatoon.ca identified in the report include:

- Information is not easy to find, due to a poorly organized and overcrowded navigation system that is overwhelming to users.
- eServices, such as the real-time maps and schedules, traffic camera information, and issues reporting tool, are either not available or not functioning as intended.
- Information flow within the website is only from the City to its citizens, but not vice-versa.
- The website does not enable any social interaction between the City's employees and the citizens of Saskatoon and is therefore missing an opportunity for more transparency and dialogue.
- The current Content Management System (CMS) and strategy are insufficient for the needs of the City's employees.
- As a result of its out-of-date design, Saskatoon.ca has limited accessibility for citizens with disabilities.
- It is not optimized for access through new devices, such as mobile Smartphones and tablets.

The City would like to partner with a Consultant to accomplish the following:

- The development of a digital strategy that supports the development of a new website, integrates mobile technology into the City's communication and interactions strategies, and encourages more interaction with the community.

- The new website needs to be more customer and citizen-friendly. The design needs to be fluid and must work well on all major devices (e.g., mobile, tablets, desktops, smart TVs).
- The new website also needs to be designed to be future-friendly. It needs to be flexible so that it is able to grow and change to meet the changing information needs of the community.
- Reorganize the Information Architecture making it a more user-centered and information-based structure.
- Develop a strategy to make it easier for users to search for information they are looking for.
- Provide more opportunities for interaction between the community and the City.
- Expand current eService offerings to augment and improve upon the current offerings.
- Implement a Content Management System that is easy to use and has the ability to make content changes live on the website without a lengthy approval process.
- Ensure support for improved accessibility for the majority of the community.
- Consider alternative techniques for maintaining subsidiary websites.
- Potentially enhance the Corporate Intranet as an optional aspect of this project.

Some Success Criteria

The Phase 1 Report established the following as measures of success for a redesigned Saskatoon.ca:

- Saskatoon.ca is the authoritative source for civic information.
- The majority of information is accessed from anywhere on the website within three (3) clicks.
- Initial information loads within the browser in five (5) seconds or less.
- Information is readable and legible to all audiences on a wide variety of devices.
- Direct interaction with citizens and third parties is increased, resulting in a greater feeling of transparency and responsiveness by the City.
- Citizen web services expand, augmenting traditional customer service representatives and resulting in a measureable perception by citizens of a more responsive government.

Procurement Process

The procurement of services to undertake the Website Redesign Project will proceed in two steps: a Request for Qualifications (RFQ), and a Request for Proposals (RFP).

Request for Qualifications

The Request for Qualifications (RFQ) will seek statements of qualifications from interested firms. Firms submitting an RFQ will henceforth be referred to as "Consultants." The term "Consultant" is intended to include all firms that are part of the submitting team.

The purpose of the RFQ is to enable the City to short-list qualified Consultants for further consideration. The RFQ includes a listing of the evaluation criteria to be used by the City to evaluate the submissions.

Evaluation of the submissions will determine which Consultants have the organizational capacity, technical and financial capability to provide services, and perform the contract to achieve the objectives of the City. Past working experiences and expertise will be taken into consideration.

No more than five Consultants will be selected, and only those Consultants short-listed will be invited to respond to the subsequent RFP.

A copy of the Phase I Report is available on the City of Saskatoon's website to assist the Consultants in assembling a project team for the RFQ submission. Look under "W" in the A to Z listing for Website Project.

Request for Proposals

The Request for Proposals (RFP) will seek detailed proposals from the short-listed Consultants. The City will complete a review of each Consultant's proposal to ensure all submissions meet the requirements of the RFP. Since all Consultants will be considered qualified, the selection criteria will be focused on project requirements, resource allocation, methodology, innovation, and cost.

Target Dates

The following are the key milestones and tentative project times which are subject to change:

- Project Start Date: September 2013
- Visual Design Phase Completion: Mid-November 2013
- Technical Design Phase Completion: Mid-December 2013
- Construction, Testing, and Deployment Completion: August 2014

3.0 Submission Guidelines

The main body of the RFQ submission shall be no longer than three (3) pages, excluding attachments, and shall be separated from any supplemental information.

Résumés of the key project members and their availability are critical along with their project experience (in conjunction with corporate experience).

Submissions will be evaluated and ranked by a committee in order to short-list Consultants. The selected Consultants will then be requested to prepare a detailed proposal.

The objective of this Request for Qualifications (RFQ) is to short-list up to five (5) consultants to be invited to participate in the Request for Proposal (RFP) for the project.

The City is not requesting a detailed work plan until Consultants are pre-qualified and requested to prepare a detailed proposal.

Required Information

Ten (10) copies of the RFQ are to be submitted in a sealed package clearly marked with "Website Redesign Project RFQ", closing date and time, and address to and from.

Submissions received after the closing date and time will not be evaluated and will be returned unopened. Delivery service disruptions will not be acceptable conditions for late submissions. The RFQ document shall include the following information:

1. General

- The name, address, telephone number, and email address of the Lead Consultant.
- Identification of all Sub-Consultant(s).

2. Project Team

- Consultants shall identify and provide availability of management staff and key personnel who will be responsible for design and implementation of the anticipated contract, as well as their roles in the project.
- The successful proponent must have one key member from the project team available to meet with the Steering Committee in Saskatoon on reasonable notice.
- The RFQ must identify which Sub-Consultants or specialist services will be used and what their role will be. Sub-Consultants and their work must be totally integrated into the Project Team.

- Provide educational background, experience, and other relevant information for the Project Manager and the Project Team.
 - Key attributes of the Team should include:
 - Expertise and understanding of service platform.
 - Web services planning, development, and implementation.
 - Proposed design partnerships or the in-house design team that is available to the project. This should be people with digital media experience and not only graphic designers.
 - Website governance.
 - Project management and leadership.
 - Relevant work experience (especially in the area of responsive website design for access by mobile devices).
 - CMS software expertise.
 - Solid communication and facilitation skills.
 - Community and stakeholder engagement experience.

3. Related Project Experience and References

- Consultants shall provide past experience to assignments of similar scope and complexity carried out by the firm, management staff, and key personnel. Key project staff involvement in each of the projects with their role in the project should be highlighted.
- Consultants shall provide references for similar work completed for other communities or large corporations. The City may contact these individuals to discuss their experience with your firm, your Project Team, and any Sub-Consultants.

4. Project Overview

Consultants shall provide a brief overview of:

- a) their understanding of the project requirements; and
- b) anticipated methods and technical approach that they intend to implement if chosen to work on this project.

Evaluation Criteria

The evaluation will be carried out by the Project Steering Committee with assistance from other persons as the City may decide it requires, including technical, financial, legal, and other advisors or employees of the City.

Project Steering Committee Members include:

- Rob Gilhuly, Website Design Project Manager, Communications Branch, City Manager's Office
- Dr. Aaron Genest, Saskatoon Resident
- Dale Neufeld, Saskatoon Resident
- Carla Blumers, Communications Branch Manager, City Manager's Office
- Shellie Bryant, Deputy City Clerk/Administrative Services Manager, City Clerk's Office
- Karen Grant, Communications Consultant, Communications – Infrastructure Services Department
- Alysha Hille, Marketing Manager, Transit Services, Utility Services Department
- Carol Maier, Customer Service Delivery Coordinator, City of Saskatoon
- Arron Miller, Information Technology Consultant, Corporate Information Services Branch, Corporate Services Department
- Jennifer Pesenti, Marketing Manager, Community Services

To assist in the evaluation, the City may, in its discretion, but is not required to:

- (a) conduct reference checks relevant to the Project with any or all references cited to verify any and all information regarding a Consultant, inclusive of its directors/officers and key individuals;
- (b) conduct any other reference checks or conduct any background investigations and/or seek any additional information that it considers necessary;
- (c) request interviews/presentations with any, some, or all Consultants to clarify any questions or considerations based on the information included in the submissions or seek any supplementary information; and
- (d) rely on and consider any information obtained as a result of such reference checks, background investigations, requests for clarification or supplementary information, interviews/presentations, and/or any additional information in the evaluation of submissions.

The City is not obligated to complete a detailed evaluation of all submissions and may, at its discretion, after completing a preliminary review of all the submissions, discontinue detailed investigation of any Consultant who, when compared to the other Consultants, the City deems is not in contention to be short-listed.

The City will notify Consultants informing them of whether they will be invited to participate in the RFP stage or not.

The following criteria and weighting will be used:

Evaluation Criteria	Total Points
Understanding of the project requirements	15
Qualifications of company	20
Qualifications of designated project manager	20
Qualifications of project personnel and relevant experience	20
Project methods and technical approach	15
General quality of proposal, including completeness, readability, grammar and technical merit	10
Total	100

Scoring shall be awarded on a scale of 0 to 10, where the range is defined as follows:

Quality of Response	Multiply the Points Available by This Factor
EXCELLENT - Clearly exceptional and exceeds the requirements	0.9 or 1
GOOD - Fully meets all of the requirements	0.7 or 0.8
SATISFACTORY - (A sound response) meets most of the requirements	0.6
MARGINAL - Acceptable at a minimum level; barely meets the basic requirements	0.4 or 0.5
POOR - Lacking in critical areas; falls short of meeting basic requirements	0.3
VERY POOR - Does not address our needs; only minimally addresses some requirements	0.1 or 0.2
UNACCEPTABLE - Does not satisfy the requirements in any manner, or the information is missing altogether	0

The following criteria and weighting will be used:

Understanding of the Project Requirements (weighting 15%)

- Overall understanding of the project, and vision for how the proposal will meet the information needs of Saskatoon residents and visitors.

Qualifications of Company (weighting 20%)

- Demonstrated capacity, knowledge, and skill of the firm.
- Experience with responsive website design for access by mobile devices is essential. Expertise with functional and technical website design/implementation including requirement-gathering processes, CMS platform, infrastructure design, business process improvement, governance and maintenance processes, engagement, and communications.
- Note: Proposals submitted with no references from projects similar in scope will receive a 5 point deduction from the maximum score of 10 in this category.

Qualifications of designated project manager (weighting 20%)

- Demonstrated experience and skills in managing cost, time, and scope to achieve the project's objectives (see page B7 for Key Attributes).

Qualifications of Project Personnel and Relevant Experience (weighting 20%)

- Appropriate balance of professional, technical, digital media strategy, senior and junior staff, including sub-consultants, should be included in the Project Team. Suitability, commitment, and availability of team members will be critical. Relevant experience on projects of similar size and complexity (see page B7 for Key Attributes).
- Demonstrated experience of proposed team working together on similar projects.
- Please outline the role each person on the project team will play.

Project Methodology and Technical Approach (weighting 15%)

- Provides a demonstrated methodology and innovative technical approach for the project.

General Quality of Proposal, Including Completeness, Readability, Grammar and Technical Merit (weighting 20%)

- Overall presentation of the proposal is clear, easy to understand, and follows the Evaluation Criteria.

Changes to Consultant Teams

The City intends to issue the RFP only to Consultants that have been short-listed under this RFQ as Proponents for the RFP process. The Consultant must submit a written application to the City for approval, if for any reason after the RFQ Submission time a Consultant wishes or requires to:

- a) add, remove or otherwise change a member of its Consultant Team, or there is a material change in ownership or control of a member of the Consultant Team, or
- b) if there is a change to the legal relationship among any or all of the Consultant Team members.

The written application must include supporting information that may assist the City in evaluating the change.

The City, in its discretion, may grant or refuse an application under this Section, and in exercising its discretion, the City will consider the objective of achieving a Competitive Selection Process that is not unfair to the other Consultants. For example:

- a) if the application is made after the Proponents have been determined, the Authority may refuse to permit a change to the membership of a Consultant Team if the change would, in the City's judgment, result in a weaker team than was originally short-listed; or
- b) the City may, in the exercise of its discretion, permit any changes to a Respondent Team, including changes as may be requested arising from changes in ownership or control of a Consultant Team member, or changes to the legal relationship among the Consultant Team members such as the creation of a new joint venture or other legal entity or relationship in place of the Consultant Team.

The City's approval may include such terms and conditions as the City considers appropriate.

This Section shall apply until issuance of the RFP.

If the Consultant is selected as a Proponent, there are restrictions on changing these key individuals without the City's approval.

No Obligation to Proceed

This RFQ does not commit the City in any way to proceed to an RFP stage or award a contract. The City reserves the complete right to, at any time, reject all responses and to terminate the Competitive Selection Process established by this RFQ and proceed with the Project in any other manner as the City may decide in its discretion.

Freedom of Information and Protection of Privacy Act

All documents and other records in the custody of, or under the control of, the Authority are subject to *The Local Authority Freedom of Information and Protection of Privacy Act* ("FOIPPA") and other applicable legislation.

DRAFT

Evaluation Criteria for Civic Operations Centre Advisors

G2)

Owner's Technical Advisor Criteria:

	RATED CRITERIA		AVAILABLE POINTS
	Consultant's Corporate Profile		5
	Consultant's Organization		3
	Consultant's Team		3
	Project Manager		16
	Architectural Team		4
	LEED Consultant		2
	LEED Commissioning Authority		2
	Structural Team		2
	Electrical Systems Team		2
	Mechanical Team		2
	Contract Administration Team		5
	Other Resources	.5 to 1.5 points per category to max 4.0	4
	Team Matrix		5
	Consultant's Understanding of Project		15
	Site Planning		5
	Business and Space Needs Plan update		5
	Work Plan and Schedule		10
	Consultant Fee		10
	Total Points Available		100

Financial Advisor Criteria:

Category	Weight
Experience of Team Members Provide a maximum of 5 reference projects that demonstrate the experience of each Team member. Detailed resumes of each Team member should be included as Appendices. The reference projects should highlight experiences gained while working on projects involving: Canadian Transit facilities, P3's in the municipal sector with a focus on Transit facilities, working with a team comprised of a diverse group of advisors, or projects that involve funding from PPP Canada	50%
Understanding of the Project <ul style="list-style-type: none"> • understanding the proposed scope of work; • understanding the objective of the project; and • general organization and clarity of the proposal. 	20%
Work Plan and Methodology – Provide: <ul style="list-style-type: none"> • a detailed work plan; • an overview of the role of each Team member in relation to the Project and the Services supported by an organizational chart; • a Gantt chart to overlay the Services on a proposed schedule; and • a statement as to the availability and commitment of Team members 	20%
Fees The Proponent, having a minimum score of 70 of available points in each of the above criterion 1, 2 and 3, with the lowest fee will receive 10 points for 'Lowest Fee'. The other Proponents will be scored on the following basis: Score = Lowest Fee/Fee x 10	10%

Legal Advisor Criteria:

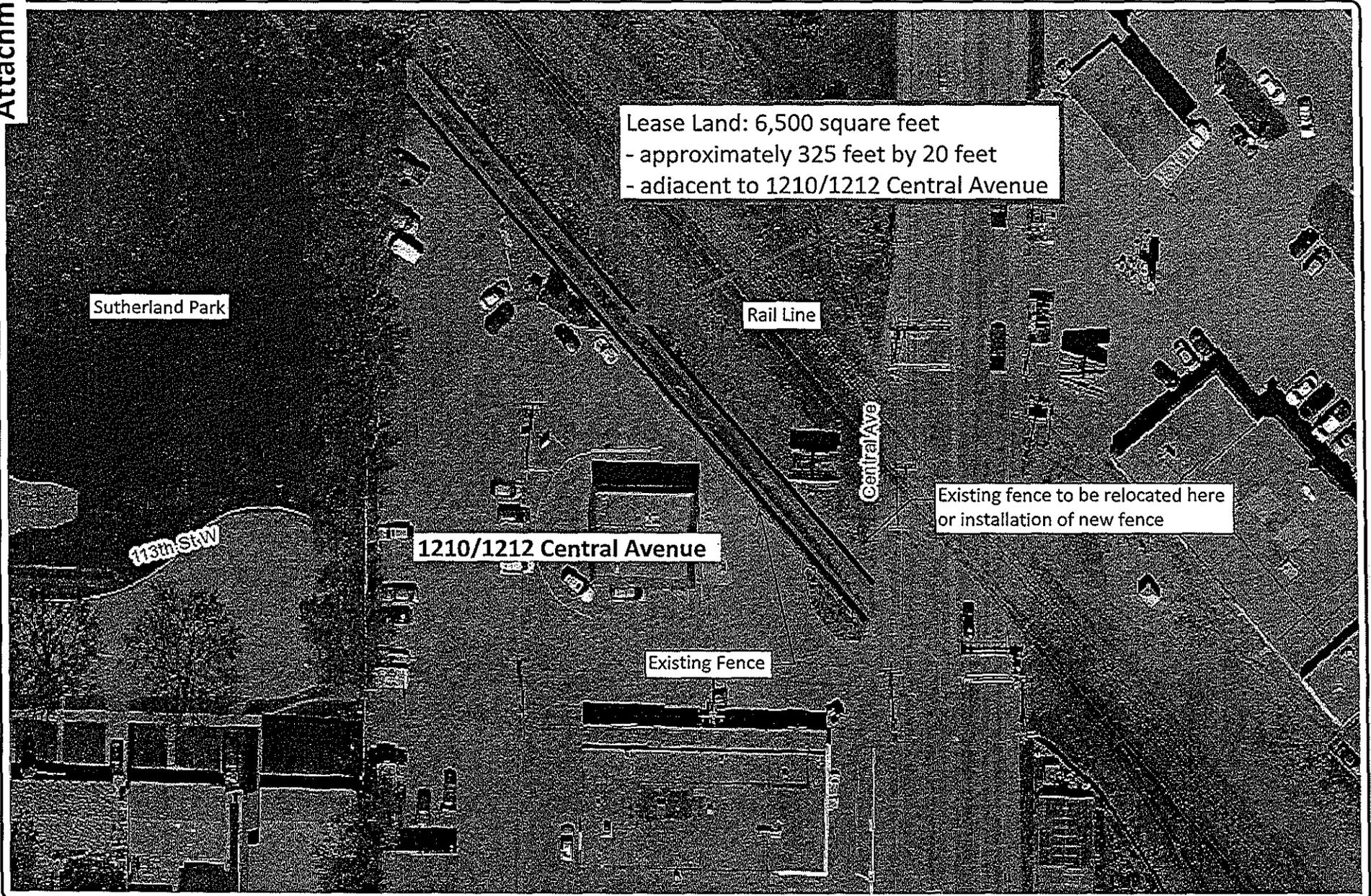
Criteria	Weight
Experience with the procurement of Public Private Partnership projects; procurement of major transit facility/operations centre projects]	50%
Availability of resources to be assigned to the project and commitment to project timelines	15%
Hourly rates and estimated fees and expenses (including disbursements and travel expenses)	25%
Work Plan; understanding of Project scope	10%

Fairness Advisor Criteria:

Category	Weight
Qualifications and Experience <ul style="list-style-type: none"> - Specialized qualifications and related experience, especially with Public Private Partnerships and in providing fairness advisory services - References/samples from other projects similar in nature & scope 	60%
Proposal Content, Team Members <ul style="list-style-type: none"> - Evaluation of the consultant's comprehension of the project scope and its objectives - Methodology, approach, techniques proposed, and general organization/clarity of proposal - Company resources and team member back-ups - Schedule of deliverables (project plan and breakdown of tasks within each phase of procurement) - Capacity and Availability - Value added 	15%
Project fees, disbursements, and allocation of team member's time commitment	25%

G3)

Map Indicating Proposed Land Under Lease



His Worship the Mayor and City Council
The City of Saskatoon

LEGISLATIVE REPORTS

Section B – OFFICE OF THE CITY SOLICITOR

**B1) Enquiry - Councillor P. Lorje (November 13, 2012)
Code of Conduct
(File No. CK. 255-17)**

RECOMMENDATION: that the direction of City Council issue respecting:

- 1) the establishment of an independent commission to review the City Council Code of Conduct; and
- 2) the bringing forward of a draft mandate for such an independent commission.

TOPIC AND PURPOSES

The purposes of this report are to provide an initial opinion to City Council respecting its ability to establish an independent commission to review the City Council Code of Conduct and also to seek further direction from City Council regarding this issue.

REPORT HIGHLIGHTS

1. City Council has the power to establish an independent commission to review the City Council Code of Conduct and to set its mandate.
2. If City Council wishes to proceed in this manner, the City Clerk and the City Solicitor will bring a further report including a draft mandate for consideration by City Council.
3. If City Council wishes to proceed in this manner, an independent commission's mandate could include the mandates to consider campaign disclosure and remuneration for members of City Council as well. In other words, one commission could have the mandate to consider one or more of these subject areas.

STRATEGIC GOAL

This report supports the strategic goal of Continuous Improvement by fostering the concept of “Good Governance” by its elected officials.

BACKGROUND

At the City Council meeting of November 13, 2012, Councillor Lorje made the following enquiry:

“Will the Administration please report on the possibility of setting up an independent commission to review the City Council Code of Conduct for elected municipal representatives, including the possibility of extending it to include declared candidates during a municipal election?”

This report is meant to respond to Councillor Lorje's November 13, 2012 enquiry and to outline the options available to City Council in this regard. A secondary purpose of this report is to seek direction from City Council on preferred next steps.

REPORT

City Council adopted a Code of Conduct at its meeting of March 12, 2012. City Council's power to adopt a Code of Conduct comes from s. 55(b)(ii) of *The Cities Act* which says “A council may establish rules for the conduct of councillors, of members of council committees and members of other bodies established by council”.

Further, under s. 55(a) of *The Cities Act*, City Council has the power to establish City Council committees and other bodies and define their functions. Under this section, City Council could establish an independent commission to review the City Council Code of Conduct and set its mandate. The mandate of an independent commission could include recommendations for changes to the enforcement procedures for breaches of the Code of Conduct.

The independent commission would have to report back to City Council in order for City Council to adopt any amendments to the Code of Conduct suggested by the independent commission.

If City Council is in favour of the setting up of an independent commission to review Council's Code of Conduct, the City Solicitor and the City Clerk would bring a further report

which would include a draft mandate and other items for Council's consideration. This could include suggestions for ways to deal with Councillor Lorje's question about including declared candidates during a municipal election in the review.

FINANCIAL IMPLICATIONS

The establishment of an independent commission to review the City Council Code of Conduct would have a cost. If City Council decides to proceed in this way, costs could be estimated.

PUBLIC AND/OR STAKEHOLDER INVOLVEMENT AND COMMUNICATIONS PLAN

The mandate of an independent commission could include direction respecting public and stakeholder involvement and a communication plan.

PUBLIC NOTICE

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

B2) Enquiry - Councillor P. Lorje (November 13, 2012) City Council Compensation Package (File No. CK. 4670-5)

RECOMMENDATION: that the direction of City Council issue respecting:

- 1) the establishment of an independent commission to review the total compensation packages for elected representatives; and
- 2) the bringing forwarding of a draft mandate for such an independent commission.

TOPIC AND PURPOSES

The purposes of this report are to provide an initial legal opinion to City Council respecting its ability to establish an independent commission to review the total compensation

packages for elected representatives and also to seek further direction from City Council regarding this issue.

REPORT HIGHLIGHTS

1. City Council has the power to establish an independent commission to review remuneration for the members of City Council.
2. If City Council wishes to proceed in this manner, the City Clerk and the City Solicitor will bring a further report including a draft mandate for an independent commission for consideration by City Council.
3. If City Council wishes to proceed in this manner, an independent commission's mandate could include the mandates to consider campaign disclosure and to review the City Council Code of Conduct as well. In other words, one commission could have the mandate to consider one or more of these subject areas.

STRATEGIC GOAL

This report supports the strategic goal of Continuous Improvement by fostering the concept of "Good Governance" by its elected officials.

BACKGROUND

At the City Council meeting of November 13, 2012, Councillor Lorje made the following enquiry:

"Will the Administration please report on the possibility and logistics of establishing an independent commission to review the total compensation packages for elected representatives, including salary, expense allowances, extended health care benefits, travel and administrative support for elected municipal representatives?"

This report is meant to provide an initial response to Councillor Lorje's November 13, 2012 enquiry and to outline what is possible for City Council in this regard. Also, this report is to seek direction from City Council on preferred next steps.

REPORT

History

The remuneration, benefits and reimbursement or allowance for expenses paid to each member of Council is fixed by Council.

In 1975, 1976 and 1980, Council established independent committees to review and make recommendations with respect to the remuneration paid to members of Council. The committees were comprised of a member of the judiciary, a former Councillor, a representative of the Board of Trade and a representative of the Saskatoon and District Labour Council.

The 1980 Report of the Mayor's and Councillors' Salaries Review Committee recommended that the Mayor's salary be set at a percentage of a provincial cabinet minister's annual compensation, and that a Councillor's salary be set at a percentage of that payable to the Mayor. That recommendation was accepted by Council and, since 1980, has formed the basis upon which Council has fixed the remuneration paid to members of Council.

Since 1980, Council has not established an independent committee to review and make recommendations with respect to the remuneration paid to members of Council. However, the establishment of an independent committee has come up periodically since 1980 at various committees of Council.

Also since 1980, any increases, modifications or adjustments to the remuneration, benefits or expenses of the Mayor and Councillors have been fixed by Council on the advice of either the Executive Committee, the Personnel and Operations Committee or the Administration. The current remuneration of members of Council can be found in Policy No. C01-006, entitled "*Remuneration - Members of City Council*".

Council's Power to Establish an Independent Commission

Under s. 56(1) of *The Cities Act*, City Council has the authority to fix "any remuneration and benefits, and any reimbursements or allowances for expenses" for members of City Council. As set out in s. 101(1)(o) of *The Cities Act*, the power to set the remuneration for members of City Council may not be delegated.

Also, s. 55(a) of *The Cities Act* allows City Council to establish committees and other bodies and define their functions. Under s. 101(1)(n) of *The Cities Act*, the power to do this may not be delegated.

Considering all of this information together, City Council could establish an independent commission to review the total compensation packages for members of City Council and set its mandate. However, any review completed and recommendations made by such an independent commission would have to return to City Council for a decision. Therefore, the mandate would include reporting back publicly to City Council with recommendations respecting remuneration, benefits, reimbursements, allowances for expenses, etc.

Any recommendations to change the remuneration for members of City Council would require public notice under Section 3 of The Public Notice Policy.

FINANCIAL IMPLICATIONS

The establishment of an independent commission to review the total compensation packages for elected representatives would have a cost. If City Council decides to proceed in this way, costs could be estimated.

PUBLIC AND/OR STAKEHOLDER INVOLVEMENT AND COMMUNICATIONS PLAN

The mandate of an independent commission to review the total compensation packages for elected representatives could include direction respecting public and stakeholder involvement and a communication plan.

PUBLIC NOTICE

At the time City Council considers any changes to the remuneration of members of City Council, Public Notice pursuant to Section 3 of Policy No. C01-021, Public Notice Policy will be required.

Respectfully submitted,

Patricia Warwick, City Solicitor

His Worship the Mayor and City Council
The City of Saskatoon

REPORT
of the
PLANNING AND OPERATIONS COMMITTEE

Composition of Committee

Councillor R. Donauer, Chair
Councillor C. Clark
Councillor T. Davies
Councillor M. Loewen
Councillor P. Lorje

1. **2012 Annual Report
Cultural Diversity and Race Relations Committee
(File No. CK. 430-29)**

RECOMMENDATION: that the information be received.

Your Committee has reviewed the attached 2012 Annual Report of the Cultural Diversity and Race Relations Committee and is forwarding the report to City Council for information.

2. **Request for Post-Budget Approval – Adding Ontario Avenue
Frontage into Project P1409-01 IS-LD Development North Downtown
(Files CK. 4130-13 x 1702-1 and LA4100-024)**

RECOMMENDATION:

- 1) that a post-budget increase to Capital Project P1409-01 IS-LD Development North Downtown, in the amount of \$1,250,000, be approved; and
- 2) that the post-budget increase in the amount of \$1,250,000 be funded from the Property Realized Reserve.

Attached is a report of the City Manager dated May 28, 2013, requesting budget approval to complete the Ontario Avenue roadway and sidewalk/streetscape construction directly adjacent to the Police Services Headquarters for the late 2013 opening, and for the eventual redevelopment of the North Downtown.

Your Committee has reviewed the report with the Administration and is supporting the above recommendations for the post-budget increase to Capital Project P1409-01 IS-LD Development North Downtown.

3. Amendment to Capital Reserve Bylaw No. 6774 and Capital Projects to be Funded from Dedicated Lands Account (Files CK. 1815-1 x 4205-1 and LS 4000-3)

- RECOMMENDATION:**
- 1) that an amendment, to subsection 21(4) of the Capital Reserve Bylaw No. 6774, as outlined in the June 4, 2013, report of the General Manager, Community Services Department, be approved, to ensure consistency with the language in the three levels of legislation/policy governing dedicated lands and to allow for the dedicated lands reserve to be used for both the purchase of land to dedicate, as well as, for the development and rehabilitation of existing dedicated lands;
 - 2) that the City Solicitor be requested to prepare and submit the required amendments to subsection 21(4) of Capital Reserve Bylaw No. 6774; and
 - 3) that if the amendment as proposed is accepted, the park upgrade, rehabilitation, and development projects identified in Attachment 1 of the June 4, 2013, report of the General Manager, Community Services Department, to be funded from the Dedicated Lands Account, be approved.

Attached is a report of the General Manager, Community Services Department dated June 4, 2013, with respect to a proposed amendment to the Capital Reserve Bylaw regarding the Dedicated Lands Account and proposing projects to be funded from the Dedicated Lands Account.

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

4. Stonebridge Spray Pad and Recreation Unit
(Files CK. 4205-1 and LS 4206-SB)

RECOMMENDATION: that a change to the scope of Capital Project No. 607 – Park Development Stonebridge Neighbourhood, to include the design and construction of a winterized recreation unit, at cost of \$600,000 with funding from the Parks and Recreation Levy and the resulting operating impact, be approved.

Attached is a report of the General Manager, Community Services Department dated June 3, 2013, proposing a change to the scope of Capital Project No. 607 – Park Development Stonebridge Neighbourhood to include the design and construction of a winterized recreation unit.

Your Committee has reviewed the report with the Administration and is supporting the above recommendation regarding the proposed change in scope of the above Capital Project.

5. Ron Atchison Field Lease Agreement
(Files CK. 4225-1 x 4205-1 and LS 290-23)

RECOMMENDATION:

- 1) that City Council approve the Ron Atchison Field Lease Agreement between the City of Saskatoon and Saskatoon Hilltop Football Club Inc.; and
- 2) 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 June 3, 2013, with respect to a proposed Lease Agreement to formalize a long-standing arrangement between the City of Saskatoon and Saskatoon Hilltop Football Club Inc. for the use of Ron Atchison Field.

Your Committee has reviewed the matter with the Administration and Mr. Chris Eckert, representative of the Saskatoon Hilltop Football Club Inc., and is supporting approval of the proposed Lease Agreement.

**6. Status Report on the 2012 Housing Business Plan and
Proposed 2013 – 2022 Housing Business Plan
(Files CK. 750-1 and PL 950-22 and PL 950-26)**

- RECOMMENDATION:**
- 1) that the annual report on the 2012 Housing Business Plan be received as information;
 - 2) that City Council approve the proposed 2013 to 2022 Housing Business Plan as outlined in Attachment 2 of the June 11, 2013, report of the General Manager, Community Services Department;
 - 3) that City Council amend Section 2.2 of Innovative Housing Incentives Policy No. C09-002 to define low income households as households with income at or below the Saskatchewan Household Income Maximums as calculated by the Saskatchewan Housing Corporation and amended from time to time;
 - 4) that City Council amend Section 3.3 a) of Innovative Housing Incentives Policy No. C09-002 to increase the maximum limit for affordable housing capital contributions to \$17,000 for one-bedroom units and to \$10,000 per bedroom for residential care homes, shelters, and related group housing forms;
 - 5) that City Council amend Section 3.3 of Innovative Housing Incentive Policy No. C09-002 to include a point system, as described in the June 11, 2013, report of the General Manager, Community Services Department, for calculating the capital grants for affordable housing projects;

- 6) that City Council amend Section 3.3 of Innovative Housing Incentive Policy No. C09-002 to include provisions for a supplemental capital grant of up to 5 percent to offset the increased cost of land for affordable rental housing projects located in areas with a low concentration of affordable rental housing;
- 7) that City Council amend Innovative Housing Incentives Policy No. C09-002 to include a new section outlining the criteria under which City Council may waive offsite levies for affordable housing projects as described in the June 11, 2013, report of the General Manager, Community Services Department;
- 8) that the City of Saskatoon continue to provide permit rebates for the creation of secondary suites at the 2012 levels of 100 percent of the cost of Building Permits and Plumbing Permits, and 25 percent of the Legalizing an Existing Suite Permit;
- 9) that the housing targets and funding allocations as outlined in the Options section of the June 11, 2013, report of the General Manager, Community Services Department be referred to the 2014 Business Plan and Budget review; and
- 10) that the General Manager, Community Services Department, provide an annual report on the initiatives and incentives contained in the 2013 to 2022 Housing Business Plan and the overall achievement of the housing targets.

Attached is a report of the General Manager, Community Services Department dated June 11, 2013, presenting the 2012 annual report of the City of Saskatoon Housing Business Plan, providing the results of the recent comprehensive review of the Housing Program, and recommending approval of a new ten-year Housing Business Plan.

Your Committee has reviewed the report with the Administration and is supporting the above recommendations, including approval of the 2013 to 2022 Housing Business Plan, proposed amendments to Innovative Housing Incentives Policy No. C09-002, and referral of the housing targets and funding allocations to the 2014 Business Plan and Budget Review.

The Administration will be providing a Power Point presentation with respect to the above.

7. Annual Report – Saskatoon Housing Initiatives Partnership – 2012
(Files CK. 430-41 x 750-4 and PL 950-14)

RECOMMENDATION: that the information be received.

Attached is a report of the General Manager, Community Services Department dated May 10, 2013, providing an update on the activities of the Saskatoon Housing Initiatives Partnership in 2012.

Your Committee has reviewed the report with the Administration and Mr. Shaun Dyck, Executive Director, Saskatoon Housing Initiatives Partnership, and is forwarding it to City Council as information.

Copies of the *Creative Solutions to Affordable Housing and Homelessness for a Growing City – 2012 Annual Report to Stakeholders, Saskatoon Housing Initiatives Partnership*, have already been provided to City Council members. A copy is available on the website www.saskatoon.ca as part of this report.

8. New Rental Construction Land Cost Rebate Program
235 Willis Crescent – Stonebridge/Willis II Limited Partnership and
Stonebridge/Willis III Limited Partnership – New Summit Partners Ltd.
(Files CK. 750-4 and PL 952-6-18)

RECOMMENDATION: 1) that funding of \$1,327,307 for the construction of 338 purpose-built rental units, to be built on 235 Willis Crescent by Stonebridge/Willis II Limited Partnership and Stonebridge/Willis III Limited Partnership, be approved under Innovative Housing Incentives Policy No. C09-002;

- 2) that a five-year tax abatement of the incremental property taxes be applied to the subject properties, commencing the next taxation year following the completion of construction; and
- 3) that the City Solicitor be requested to prepare the necessary documents to execute the incentive and tax abatement agreements, and that His Worship the Mayor and the City Clerk be authorized to execute these Agreements under the Corporate Seal.

Attached is a report of the General Manager, Community Services Department dated June 3, 2013, with respect to a request for approval of funding for 338 rental apartments to be constructed by Stonebridge/Willis II Limited Partnership and Stonebridge/Willis III Limited Partnership on Willis Crescent in the Stonebridge neighbourhood.

Your Committee has reviewed the report with the Administration and is supporting proposed funding of the purpose-built rental units under Innovative Housing Incentives Policy No. C09-002, along with a five-year tax abatement of the incremental property taxes, as set out in the above recommendations.

Respectfully submitted,

Councillor R. Donauer, Chair

ADVISORY COMMITTEE REPORT

TO: Secretary, Planning and Operations Committee
FROM: Chair, Cultural Diversity and Race Relations Committee
DATE: May 13, 2013
SUBJECT: 2012 Annual Report
Cultural Diversity and Race Relations Committee
FILE NO.: CK. 430-29

RECOMMENDATION: that the information be received and forwarded to City Council as information.

Message from the 2012 Chair

On behalf of the Committee, it is an honor to present the 2012 annual report. I would like to express our appreciation to City Council and Administration for their continued support of the Cultural Diversity and Race Relations Committee with fulfilling its mandate. Our mandate is to provide advice to City Council on matters related to our policy. As our city continues to diversify our committee's role is important. Thanks to people who have served before us, our committee and the City of Saskatoon are leaders in the country in the area of Cultural Diversity and Race Relations.

For the first time in our city's history, according to the recently released data from the National Household Survey, Saskatoon has more immigrants living here than Aboriginal people, which shows Saskatoon as an increasing destination for newcomers. The significance of our Committee's work is increasing.

The Cultural Diversity and Race Relations Committee will continue to support zero tolerance for racism and discrimination and will continue to work with community organizations and embrace the ethno-cultural traditions.

REPORT**Mandate**

The mandate of the Cultural Diversity and Race Relations Committee is to monitor and provide advice to City Council on issues relating to the Cultural Diversity and Race Relations Policy. The Committee also has a mandate to provide education and increase awareness of issues in the community relating to the policy, in consultation with the Administration.

Committee Membership

Membership on the Cultural Diversity and Race Relations Committee for the year 2012 included:

Ms. Cornelia Laliberte, Chair (Greater Saskatoon Catholic School Board Representative);
 Ms. April Sora, Vice Chair (General Public Representative);
 Mr. Michael San Miguel (General Public Representative);
 Ms. Tracy Muggli (Saskatchewan Intercultural Association Representative) (January - October 2012);
 Mr. Sam Sambasivam (Saskatchewan Intercultural Association Representative) (October to end of 2012);
 Ms. Karen Schofield (Public – First Nations Community Representative);
 Ms. Caroline Cottrell (General Public Representative);
 Ms. Nayyar Javed (General Public Representative);
 Ms. Jennifer Hingley (Saskatoon Public School Board Representative);
 Mr. Michael Maurice (Public – Métis Community);
 Ms. Trena Raven (Saskatoon Health Region Representative) (January - October 2012);
 Ms. Sharon Clarke (Saskatoon Health Region Representative) (October to end of 2012);
 Mr. Ashu Solo (General Public Representative);
 Mr. David Santosi, (Ministry of Social Services Representative);
 Police Chief Weighill (Saskatoon Police Service Representative) (Alternate Representative – Inspector Shelley Ballard who was replaced by Inspector Mitch Yuzdepski in October 2012); and
 Councillor Ann Iwanchuk (City Council Representative).

2012 ACTIVITIES

Focus for 2012

In 2012, the Committee continued its focus on the educational and awareness aspect of its mandate through the provision of co-sponsorships to groups in the community for initiatives promoting intercultural harmony and addressing cultural diversity and race relations issues. Through these events, the Committee hoped to increase the awareness about the Committee and to highlight the positive initiatives in the community. The Committee participated in the following education and awareness initiatives:

Education and Awareness Initiatives

Cultural Diversity and Race Relations Month

City Council proclaimed March as Cultural Diversity and Race Relations Month in Saskatoon. Opening ceremonies were held in the Council Chambers on March 1, 2012.

The Living in Harmony Awards Ceremony was held on March 21, 2012 at Walter Murray Collegiate. As in the past, awards were presented for the Living in Harmony Art and Literary Contests. Recognition Awards were also presented to individuals and organizations to recognize their efforts in promoting intercultural harmony in the community. The Committee assisted with the adjudication of these awards.

There were a number of other events held in the community during the month of March to increase the awareness of issues relating to cultural diversity and race relations. Information about these events was included on the Cultural Diversity and Race Relations webpage.

Co-Sponsorship Initiatives

As part of its education and awareness mandate, the Committee continued to support community groups in their efforts to provide education and increase awareness of cultural diversity and race relations issues. The Committee's intent is to try to expand its reach through these opportunities and to assist others in hosting cultural diversity and race relations events throughout the year.

In considering co-sponsorship requests, the Committee reviewed the following:

- How the request fits in with the Committee's mandate;
- Whether the event takes place in Saskatoon, which is a requirement;
- Participation levels requested by Committee members on the planning committees for the events (to provide an opportunity for the Committee to provide input wherever possible and to create awareness about the Committee and its role);
- The target audience and event outreach (number of people attending, whether it is anticipated there will be attendance by diverse communities in Saskatoon and what is being done to promote the event beyond the organization hosting the event);
- Themes and focuses; and
- Time of year of the event to help raise awareness throughout the year.

The Committee provided co-sponsorship for the following events:

Spring Feast and Round Dance

The Committee was once again invited to participate in the spring feast and round dance organized through Oskayak High School. The Committee provided co-sponsorship in the amount of \$1000 for the Spring Feast and Round Dance held on March 30, 2012 at Oskayak High School.

National Aboriginal Day

The Committee provided co-sponsorship in the amount of \$1,000 to the Saskatoon Indian and Métis Friendship Centre for National Aboriginal Day held in Friendship Park

on June 21, 2012. The goal of the event was to educate the community about the rich culture of the First Nation and Métis.

Family Service Saskatoon

The Committee provided co-sponsorship in the amount of \$1,000 to Family Service Saskatoon for Prairie Prism held on September 30, 2012. The goal of the event was to increase cross-cultural and inter-cultural understanding and increase comfort with people from varied cultural backgrounds and provide an opportunity to share similarities and celebrate differences.

Pleasant Hill Community Association Powwow

The Committee provided co-sponsorship in the amount of \$1,000 for the tenth annual Powwow held in the Pleasant Hill Community on June 15, 2012. The goal of the event was to bring communities together and provide an opportunity to celebrate and learn about the Aboriginal culture.

University of Saskatchewan Aboriginal Students' Centre Handbook - CD&RR Committee Ad

As an opportunity to increase the awareness of the existence of the Committee and its role, the Committee placed an ad in the University of Saskatchewan Aboriginal Students' Handbook at a cost of \$100.00. The ad included the purpose of the Committee and a link to the City's website regarding additional Cultural Diversity and Race Relations information.

Presentations

In September Dr. Joe Garcea conducted a focus group session with the Committee with respect to the immigration initiative as well as other Cultural Diversity and Race Relations issues. Dr. Garcea provided background information with respect to the establishment of the immigration initiative, including the Committee's initial recommendation to City Council in this respect, as well as the involvement of the City, in partnership with the Federal and Provincial Governments, in the development of an action plan, the establishment of the position of the Immigration Community Resource Coordinator, the work that has been undertaken over the past five years, and the current review and focus group discussions that are underway.

At its November meeting, the Committee received a presentation on the 2011 Employment Equity Report of the City of Saskatoon Employment Equity Program.

Updates from the Cultural Diversity and Race Relations Coordinator

Through regular updates from the Cultural Diversity and Race Relations Coordinator, the Committee was made aware of initiatives happening at the administrative level

regarding the Cultural Diversity and Race Relations Program. This is an important component of Committee meetings to increase awareness of what the administrative priorities are and making the connection with the Committee's focuses.

The Coordinator continues to play a key role in organizing events for Cultural Diversity and Race Relations Month and in engaging youth at the host school in helping to organize the Living in Harmony Ceremony. This was an important element in connecting to the Committee's focus on youth at the elementary and high school levels and creating an awareness of cultural diversity and race relations at an early age. The Cultural Diversity and Race Relations Coordinator also partnered with Youth Launch which is a youth engagement group out of Nutana Collegiate, which allows youth to become connected with other youth organizations in the community.

The Committee received updates from the Coordinator on a number of other initiatives, including adult conversation circles being held in follow up to adult perception surveys and focus groups; work being done with the Aboriginal Research Council at the University of Saskatchewan on the development of an anti-racism toolkit; participation with other organizations and community groups in bringing Tim Weiss, anti-racism educator, to Saskatoon in March to lead workshops and public lectures; and participation in anti-racism training and community dialogue.

The Committee was pleased to receive the 2011 Annual Report of the Cultural Diversity and Race Relations Co-ordinator at its November meeting. The annual report, which was submitted to City Council, addresses priorities and initiatives for the year, along with the progress in terms of the community outcomes of the Cultural Diversity and Race Relations Policy.

Updates from Immigration Community Resource Coordinator

The Committee continued to receive regular updates from the Immigration Community Resource Coordinator on immigration initiatives, including providing bus tours for international students on campus; developing resource materials for use in City programs and for other groups; providing information sessions for various departments regarding immigration issues; presenting information to community associations regarding volunteer recruitment and opportunities to engage immigrants; establishing program templates for multicultural programming for community associations and other community-based organizations; assisting in developing a travelling exhibit of the Cultural Diversity and Race Relations Living in Harmony submissions; continuing to work with Human Resources on including cultural competency and anti-racism training in the corporate training calendar; working with the Saskatoon Public Library in hosting the first Human Library event; reviewing what has happened in the last five years in the immigration project and determining the next steps--to highlight just a few of the many initiatives undertaken by the Immigration and Community Resource Coordinator.

The Committee appreciates and supports the work of the Immigration Community Resource Coordinator in continued efforts to address issues faced by immigrants and

working with other levels of government and community agencies and organizations in addressing barriers and in creating an inclusive and welcoming community.

Focus for 2013

The Committee will continue to focus on youth initiatives and to support learning and awareness opportunities between Aboriginal and immigrant communities. The Committee will also look at ways to involve families and increase awareness and understanding of cultural diversity and race relations issues in our community.

The Cultural Diversity and Race Relations Committee will continue to participate in events during Cultural Diversity and Race Relations Month and to co-sponsor events throughout the year to assist the Committee in achieving its education and awareness mandate.

The Committee, through the organizations represented on the Committee, and through its connections with other groups in the community, hopes to continue to build on the awareness of the four community outcomes.

- The workforce will be representative of the population of Saskatoon;
- There will be zero tolerance for racism and discrimination in Saskatoon;
- Community decision-making bodies will be representative of the whole community of Saskatoon; and
- There will be awareness and understanding in the community regarding the issues, and acceptance of the various cultures that make up Saskatoon.

The Committee will continue to look for more opportunities to share information about the successes of community partners in meeting the above outcomes and in celebrating their efforts in creating an inclusive community, where ethno-cultural diversity is welcomed and valued, and where everyone can live with dignity and to their full potential, without facing racism or discrimination, as set out in the Cultural Diversity and Race Relations Policy. The Committee looks forward to further opportunities to advise City Council on ways to continue to create an inclusive and welcoming community.

Submitted by,

“J. Fast for Cornelia Laliberte”

“Joyce Fast” for

Ms. Cornelia Laliberte, 2012 Chair
Cultural Diversity and Race Relations Committee

TO: Secretary, Planning and Operations Committee
FROM: City Manager
DATE: May 28, 2013
SUBJECT: Request for Post-Budget Approval – Adding Ontario Avenue Frontage into Project P1409-01 IS–LD Development North Downtown
FILE NO: CK. 4130-13, x 1702-1 and LA. 4100-024

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

- 1) that a post-budget increase to Capital Project P1409-01 IS–LD Development North Downtown, in the amount of \$1,250,000, be approved; and
- 2) that the post-budget increase in the amount of \$1,250,000 be funded from the Property Realized Reserve.

TOPIC AND PURPOSE

In late Fall 2013, the Police Services Headquarters will be opening in its new location on the north side of the 25th Street at Ontario Avenue. This budget approval is to complete the Ontario Avenue roadway construction and sidewalk/streetscape construction directly adjacent to the building for the late 2013 opening. It also prepares for the eventual redevelopment of the North Downtown.

REPORT HIGHLIGHTS

1. The contract for the work underway on 25th Street does not include the frontage to the Police Services Headquarters on Ontario Avenue.
2. The Police Services Headquarters has one of their key public entrances off of Ontario Avenue and it also provides access to their parking lot.
3. This portion of Ontario Avenue is part of the broader North Downtown Development project.
4. This report requests a post-budget increase to Capital Project P1409-01 IS–LD Development North Downtown, in the amount of \$1,250,000, to be funded from the Property Realized Reserve.

STRATEGIC GOAL(S)

Completion of Ontario Avenue on the Police Services Headquarters frontage supports the Moving Around Strategic Goal which ensures that roads, streets, and sidewalks are in good working order and in a good state of repair. This work would improve curb, sidewalk and facility accessibility for wheelchair users.

The North Downtown Master Plan supports strategies for Sustainable Growth through an integrated approach to growth related to transportation, servicing, transit and land use. It aims to establish the City Centre as a cultural and entertainment district with

employment, corporate offices and store-front retail and preserve the character for heritage buildings and historical landmarks.

Economic Diversity and Prosperity will be addressed through planning and investment in infrastructure needed to attract and support new businesses and skilled workers to the city in the City Centre.

BACKGROUND

The 2011 Capital Budget deliberations approved \$500,000, funded from the Property Realized Reserve, for the preparation of the North Downtown Master Plan. On July 18, 2012, City Council adopted the report recommending procurement of consultant services for the North Downtown Master Plan. The Terms of Reference outlined in the July 18 report for the project set out the goals of the Master Plan in detail. A summary of the vision for the Master Plan is:

The North Downtown is an environmentally sustainable, complete community. It is a vibrant, people-friendly neighbourhood that it is easy to get around, supports living and working for people of all ages and enhances the city's green space network. The built heritage of the site, dating from Saskatoon's inception, provides the foundation for this new, unique and desirable district within the city.

On November 26, 2012, City Council approved the Award of Contract to Perkins + Will for consultant services for the North Downtown Master Plan.

On January 14, 2013, the Executive Committee received, as information, the Community Engagement Plan for the North Downtown Master Plan.

Extension of Ontario Avenue, as part of the North Downtown Development is expedited in order to accommodate the needs of the Police Services Headquarters, scheduled for opening at the end of this year.

REPORT

Current Construction Work Adjacent to Ontario Avenue

The Ontario Avenue roadway, curb and sidewalk directly flanking the new Police Services Headquarters is a separate project from the construction of the 25th Street roadway from 1st Avenue to Idylwyld Drive. The Police Services Headquarters, with secondary entrances opening onto Ontario Avenue, has been under construction since late 2011, and it is expected to be operational at the end of this year. This report recommends approval of funding to commence work on the Ontario Avenue roadway, curb and sidewalk project within this construction season, as part of the North Downtown Development.

Access Requirements by Saskatoon Police Services Headquarters Off of Ontario Avenue

The Police Headquarters requires pedestrian access on Ontario Avenue for public and staff entrances and exits and emergency exits from the building. Vehicle access from Ontario Avenue for the main staff parking and operational vehicle entrance and exit, visitor parking lot, shipping and receiving, lost and found, fire truck access, and garbage truck access is also required. Completion of this roadway prior to full occupancy of the Police Services building is important and timely.

Integration with 25th Street and North Downtown Design

The roadway design and streetscape have been considered so that they complement the treatment and design of 25th Street, but it also anticipates the future uses on the neighbourhood north of the Police site, leading into the North Downtown development. As Ontario Avenue is part of the larger North Downtown development project, the Property Realized Reserve is identified as the funding source.

OPTIONS TO THE RECOMMENDATION

One option would be to not accept the post-budget approval, and instead submit this project for funding in the 2014 Capital Budget cycle. This option is not recommended as completion of this roadway and sidewalk would then not be ready for use by the public and the staff at the Police Services Headquarters.

Another option would be to not accept the project for funding this year, or recommend submission in 2014, instead waiting on the development of the North Downtown. This is not recommended as the gravel road and absence of a sidewalk would not create adequate access to the new Police Services Headquarters.

POLICY IMPLICATIONS

There are no policy implications

FINANCIAL IMPLICATIONS

This report requests a \$1,250,000 post-budget increase to Capital Project P1409-01 IS–LD Development North Downtown, funded by the Property Realized Reserve. These funds will be returned to the Property Realized Reserve from the profits of the North Downtown development.

The total approved budget of P1409-01 IS–LD Development North Downtown is \$500,000.

PUBLIC AND/OR STAKEHOLDER INVOLVEMENT

The public has been involved in earlier work for the 25th Street design, and treatments to this area are consistent with those previously vetted.

COMMUNICATION PLAN

There are no needs for additional communications beyond those carried out on behalf of the 25th Street project.

DUE DATE FOR FOLLOW-UP AND/OR PROJECT COMPLETION

Following this approval, the design of Ontario Avenue by Construction Services and Urban Design would be completed and Construction Services procured in abeyance with civic policy.

ENVIRONMENTAL IMPLICATIONS

No environmental and/or greenhouse gas implications have been identified at this time.

PRIVACY IMPACT

No privacy implications have been identified.

SAFETY/CRIME PREVENTION THROUGH ENVIRONMENTAL DESIGN (CPTED)

Schematics for the 25th Street extension, which were reviewed and approved by the CPTED Committee, and Ontario Avenue follow the same principles and design treatment. Furthermore, the Police Services Headquarters and its site were also reviewed and approved by CPTED.

PUBLIC NOTICE

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

Written by: Jeanna South, Special Projects Manager

Reviewed by: “Doug Drever”
Doug Drever A/Corporate Projects Manager
Dated: “June 13, 2013”

Approved by: “Mike Gutek”
Mike Gutek, General Manager
Infrastructure Services Department
Dated: “June 13, 2013”

Approved by: “Murray Totland”
Murray Totland, City Manager
Dated: “June 13, 2013”

TO: Secretary, Planning and Operations Committee
FROM: General Manager, Community Services Department
DATE: June 4, 2013
SUBJECT: Amendment to Capital Reserve Bylaw No. 6774 and Capital Projects To Be Funded from Dedicated Lands Account
FILE NO.: CK. 1815-1, x 4205-1 and LS. 4000-3

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

- 1) that an amendment, to subsection 21(4) of the Capital Reserve Bylaw No. 6774, as outlined in this report, be approved, to ensure consistency with the language in the three levels of legislation/policy governing dedicated lands and to allow for the dedicated lands reserve to be used for both the purchase of land to dedicate, as well as, for the development and rehabilitation of existing dedicated lands;
- 2) that the City Solicitor be requested to prepare and submit the required amendments to subsection 21(4) of Capital Reserve Bylaw No. 6774; and
- 3) that if the amendment as proposed is accepted, the park upgrade, rehabilitation, and development projects identified in Attachment 1, to be funded from the Dedicated Lands Account, be approved.

TOPIC AND PURPOSE

The Dedicated Lands Account (DL Account) receives money paid in-lieu of dedication of municipal reserve land, typically required at the time land is subdivided. Funds are also collected through the sale or lease of municipal reserve land. In order to ensure consistency in the language within the three levels of legislation/policy that govern the DL Account, this report recommends an amendment to Capital Reserve Bylaw No. 6774. This amendment would then allow for the DL funds to be used for the purchase of land to dedicate for public use, as well as, for the development and rehabilitation of existing dedicated lands. Further, this amendment will allow for park projects, identified in Attachment 1, to be funded from the DL Account. This report also identifies an assessment tool used to assist in prioritizing the park development and improvement projects which are proposed to be undertaken and funded by the DL Account.

REPORT HIGHLIGHTS

- 1) There is inconsistency in the language included within the three levels of legislation/policy which govern the DL Account; specifically, the Dedicated Lands Regulations, 2009, (DL Regulations), Capital Reserve Bylaw No. 6774, and Dedication of Public and Municipal Reserve Land Policy No. C09-005 (Policy No. C09-005).

- 2) An amendment to subsection 21(4) of the Capital Reserve Bylaw No. 6774 would make it consistent with the DL Regulations and subsequently allow the DL Account to be used for both the purchase of land to dedicate for public use, as well as, for the development and rehabilitation of existing dedicated lands.
- 3) Currently, there is a substantial balance in the DL Account Reserve which has precipitated the Administration's review of potential park-related projects to be undertaken and funded from the DL Account.
- 4) The Administration is requesting City Council's approval of several capital projects for the upgrade, development, and/or rehabilitation of parks, green space, and park recreation amenities to be funded from the DL Account.

STRATEGIC GOAL

This report supports the City's Strategic Goal of Quality of Life as the ready access to parks and recreation amenities throughout the city contribute to Saskatoon being a great place to live and recreate.

BACKGROUND

In 2007, City Council received a report from the General Manager, Community Services Department, recommending a qualitative approach to addressing park space deficiencies in neighbourhoods that do not have land available to purchase and dedicate as municipal reserve. The report recommended undertaking upgrades and modifications to park spaces and amenities to address deficiencies within neighbourhood parks. Such park projects were intended to be funded from the DL Account or another identified source of funding. The DL Account is an account for money paid in lieu of dedication of municipal reserve, and is required by Section 187 of the *Planning and Development Act, 2007*.

Historically, the DL Account has not had a substantial balance at any given time, therefore, the projects funded from this account have been high priority projects from the older neighbourhoods. Examples include:

- a) purchasing the Nutana and Victoria school grounds to upgrade to City of Saskatoon park standards;
- b) developing Achs Park in the Exhibition neighbourhood;
- c) upgrading Idylwyld Park in the Nutana neighbourhood; and
- d) developing the new park space in Pleasant Hill where St. Mary's School was formerly located (soon to be undertaken and partially funded from the Dedicated Lands Account).

There are currently three levels of legislation/policy governing the DL Account, namely the Provincial DL Regulations, Capital Reserve Bylaw No. 6774, and City Council Policy No. C09-005.

Section 9 of the DL Regulations provides that all money received by a municipality for the sale, lease, or sublease of municipal reserve must be placed in the DL Account, and the funds can only be used for the following purposes:

- 1) purchase land to be dedicated for public use;
- 2) develop public parks and public recreation amenities on existing municipal reserves; and
- 3) upgrade or replace existing public parks or public recreation amenities on existing municipal reserves.

City Council Policy No. C09-005 indicates funds credited to the DL Account may only be used for the purchase of land to be dedicated for public use, or used for the development of and maintenance of existing dedicated lands.

Subsection 21(4) of Capital Reserve Bylaw No. 6774 is far more restrictive than either the DL Regulations or Policy No. C09-005. It states that funds in the DL Account may only be used for the purchase of land to be dedicated in neighbourhoods which are determined by City Council as having insufficient park space, or the development of existing dedicated lands as additional parks in such neighbourhoods.

REPORT

In the past few years, substantial contributions, paid in lieu of dedication of municipal reserve land, have been made to the DL Account. This has precipitated a review by the Administration of potential projects to undertake related to the development or upgrade of existing municipal reserve lands. In reviewing potential projects, an Administrative team, comprised of representatives from Parks Branch, Leisure Services Branch, Community Development Branch, and Planning and Development Branch, brought forward a list of outstanding projects emanating from:

- Local Area Plan park-related recommendations;
- outstanding Safety Audit park-related recommendations;
- outstanding parks rehabilitation and deficiency items; and
- community requested park recreation amenities.

The Administrative team created an assessment tool (Park Project Assessment System) to assist in funding decisions related to park projects. This tool considers a variety of criteria the Administration has identified as providing value to any park projects:

- a) Safety;
- b) Community Benefit;
- c) Regional Amenity Deficiency;
- d) Benefit to Multiple Branches;
- e) Partnership and/or Funding Opportunities; and
- f) Other Big Picture Considerations, such as protecting the life expectancy of a Corporate asset.

Each of these criteria were assigned using a weighted rating system that is only intended to group high priority projects together, and is not to be utilized to create a specific chronological order to complete projects. This assessment system allowed the Administration to prioritize projects and ensure the best value for the investment, while recognizing the final decisions related to funding approval continues to be at the discretion of City Council, with input from the Administration.

In preparing to move forward with the prioritized projects to be funded from the DL Account, Administration consulted the City Solicitor's Office to obtain clarity on what appeared to be a difference of allowable uses for the DL Account, as identified in the DL Regulations, Policy No. C09-005, and Capital Reserve Bylaw No. 6774. The City Solicitor's Office confirmed that if the matter were governed by the DL Regulations alone, the expenditures listed in Attachment 1 would fall within the purview of Section 9(c) of the DL Regulations and within the terms of Policy No. C09-005.

However, subsection 21(4) of Capital Reserve Bylaw No. 6774 is more restrictive than the DL Regulations or Policy No. C09-005. Capital Reserve Bylaw No. 6774 stipulates the funds in the DL Account may only be used for the purchases of land to be dedicated in neighbourhoods that are determined by City Council as having insufficient park space, or for the development of existing dedicated lands as additional parks in such neighbourhoods. In the opinion of the City Solicitor's Office, Capital Reserve Bylaw No. 6774 governs; its limitations have provided for a limiting of what the DL Regulations and Policy No. C09-005 may permit, and would not allow for the projects in Attachment 1 to be funded from the DL Account.

In order to facilitate appropriate flexibility for use of the DL Account, an amendment to Subsection 21(4) of Capital Reserve Bylaw No. 6774 would be required. The suggested amendment revises Capital Reserve Bylaw No. 6774 to allow DL Reserve funds be used for the purchase of lands to dedicate, as well as for the development and the rehabilitation of existing dedicated lands. The Administration is recommending City Council approve the proposed amendment to Capital Reserve Bylaw No. 6774; in this way, all three pieces of legislation would match.

Should this recommended amendment to Capital Reserve Bylaw No. 6774 be approved, the Administration would then request City Council's approval to proceed with the capital projects outlined in Attachment 1. This approval is required as these projects were not identified for approval during the 2013 Capital Budget review. All projects can be funded from the DL Account, as there is a current balance of approximately \$1.9 million, which is more than sufficient to fund the prioritized projects. The Administration will also continue to review and prioritize future eligible capital projects to be funded from the DL Account, with any future projects presented through regular Capital Budget submissions.

OPTIONS TO THE RECOMMENDATIONS

City Council could deny the recommendation to amend Capital Reserve Bylaw No. 6774. The projects identified in Attachment 1 would then not be eligible for funding from the DL Account; an alternative source of funding would be needed in order for the projects to proceed.

If the amendment to Capital Reserve Bylaw No. 6774 is approved, City Council could still choose to deny approval for any or all of the park upgrades, rehabilitation, and/or development projects identified in Attachment 1. This option is not supported by the Administration since the projects identified have been prioritized based on the Park Project Assessment System and ensure very good value for the investment.

A third alternative would be for the consideration of the projects, identified in Attachment 1, to be deferred to the 2014 Capital Budget Review, with the direction that up to \$1,000,000 from the DL Account be used as a potential funding source for applicable unfunded (dedicated lands related) capital projects.

POLICY IMPLICATIONS

Should City Council approve the amendment to Capital Reserve Bylaw No. 6774, the requisite amendments would need to be made to the bylaw and the Reserves for Future Expenditures Policy No. C03-003.

FINANCIAL IMPLICATIONS

The current balance of the DL Account is approximately \$1.9 million, which is more than sufficient to cover the proposed \$1,007,000 in capital projects identified in Attachment 1.

PUBLIC AND/OR STAKEHOLDER INVOLVEMENT

During the process of reviewing and identifying potential projects to be undertaken using the DL Account, there were several Administrative staff involved representing the Parks Branch, Leisure Services Branch, Community Development Branch, and Planning and Development Branch.

COMMUNICATION PLAN

The local Community Association will be notified of the upcoming project prior to park upgrades or rehabilitation work being undertaken in any of the identified parks. Also, all park upgrade projects planned for 2013 will be listed on the Parks Branch webpage.

ENVIRONMENTAL IMPLICATIONS

No environmental and/or greenhouse gas implications have been identified at this time.

PRIVACY IMPACT

There are no privacy implications.

SAFETY/CRIME PREVENTION THROUGH ENVIRONMENTAL DESIGN (CPTED)

Each applicable capital project will be reviewed by Neighbourhood Safety, Neighbourhood Planning Section, using CPTED principles.

PUBLIC NOTICE

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

ATTACHMENT

1. Dedicated Lands Priority Projects

Written and Reviewed by: Lynne Lacroix, Manager, Community Development Branch

Approved by: "Randy Grauer"
Randy Grauer, General Manager
Community Services Department
Dated: "June 4, 2013"

Approved by: "Jeff Jorgenson" for
Murray Totland, City Manager
Dated: "June 6, 2013"

Dedicated Lands Priority Projects

Project Description	Project Cost	Big Picture Considerations/ Supporting Documents
Sutherland Park Lighting/Irrigation	\$ 52,000	Recommended in the Sutherland Neighbourhood Safety Final Report. Potential to partner with storm water project in the park.
WW Ashley Accessible Pathway	\$ 25,000	Was recommended by CPTED committee during the review of the project 2012; is consistent with our commitment to provide fully accessible facilities and amenities. CA has committed \$3,000 and potential funding from the Park Enhancement Reserve.
Lakeview Park Irrigation replacement	\$ 250,000	Storm water management work being done in this park; Local Community Association requesting something be done. Irrigation system is unsafe to use and has been decommissioned and needs replacement.
Optimist Park -Tennis Court resurface, remove fencing, establish bike polo court	\$ 50,000	Project was highlighted during the Safety Audit and the Riversdale LAP; Bike Polo group has approached the City with a request to enhance this amenity.
Park Drainage Remediation - Wallace, John Duerkop, James Anderson, Draggins, - Playground Drainage - Budz Green, Les Kerr	\$ 100,000	Leaving standing water in the parks each spring causes damage to the turf, creates a potential safety issue for children and are a haven for mosquitos (includes pathway overlay in Draggins Park).
Forestry Farm Park - site analysis for potential redevelopment of cricket pitch	\$ 30,000	To assist in the future improvements within the Forestry Farm site, preliminary site analysis is required - complete site topographic survey, complete soils analysis, irrigation as-built drawings.
Permanent Washrooms - Kiwanis or Victoria	\$ 465,000	Current washrooms at Kiwanis Memorial Park South are at the end of its current lifecycle, and are not accessible to people with disabilities.
Kiwanis Park - Bandstand site remediation	\$ 35,000	Very high profile event site during the summer season. The area around the Bandstand requires hardscaping to remediate the existing drainage issues and resultant, often muddy conditions. The current site limits the potential for weddings and other events.
	\$ 1,007,000	

TO: Secretary, Planning and Operations Committee
FROM: General Manager, Community Services Department
DATE: June 3, 2013
SUBJECT: Stonebridge Spray Pad and Recreation Unit
FILES: (CK. 4205-1; LS 4206-SB)

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

- 1) that a change to the scope of Capital Project No. 607-Park Development Stonebridge Neighbourhood, to include the design and construction of a winterized recreation unit, at cost of \$600,000 with funding from the Parks and Recreation Levy and the resulting operating impact, be approved.

TOPIC AND PURPOSE

This report is to request approval for a change to the scope of Capital Project No. 607-Park Development Stonebridge Neighbourhood. Currently, Capital Project No. 607 includes the design and construction of the neighbourhood parks and a water play feature. The change of scope is to add the design and construction of a winterized recreation unit building to support the playground program as well as year round programs at this site, and to identify the associated operating impact for this recreation unit.

REPORT HIGHLIGHTS

- 1) Historically, insofar as the Parks and Recreation Levy funds would allow for each new neighbourhood park, the City of Saskatoon (City) has constructed recreation units adjacent to water play features in neighbourhood parks. The recreation units have supported the summer playground programs.
- 2) The Administration has confirmed the Parks and Recreation Levy allocation for the water play feature in the Stonebridge neighbourhood has sufficient funds available to build both a spray pad and an adjacent recreation unit within this neighbourhood.
- 3) Based on the neighbourhood size, increased population density, and the uncertainty of the timelines for the construction of the schools, there is a pressing need for program space within this neighbourhood for both community use and the City's summer playground operations. The residents of Stonebridge also have expressed a strong desire for community program space. Therefore, the Administration is recommending building a winterized recreation unit that could be used year round, similar to the one located in Briarwood Park.
- 4) For the 2015 Operating Budget, there will be an operating impact of \$17,000 as a result of the addition of a recreation unit. This includes \$2,000 for additional

utilities to operate year round, and an increase of 0.39 Full-Time Equivalent (FTE) for summer playground staff. The salary cost for this additional staff is \$15,000.

STRATEGIC GOAL

As part of the Quality of Life strategic goal, this report demonstrates how the Community Development Branch supports community building through direct investment, community development expertise, and support to the Community Associations. It also ensures existing and future leisure centres and other recreational facilities are accessible both physically and financially and meet the community's needs.

BACKGROUND

In 1987, the City implemented The Parks and Recreation Levy Policy No. C03-011 to accelerate the development of parks and recreation facilities without impairing the City's financial position, and to obtain a direct financial contribution from the beneficiaries of the parks and recreation facilities in approximate relation to the benefits received.

The Parks and Recreation Levy is a one-time charge against new land development required to raise funds for the provision of parks and recreation facilities (i.e. play structures, water features, sports fields). The levy represents a prepayment towards a facility to be constructed at a later date, or post payment for facilities previously constructed.

Historically, the water play features in each neighbourhood have been complemented with either a school facility and/or a recreation unit to support neighbourhood programming. The only exceptions have been in recent years as construction prices were soaring, and at a time when the Parks and Recreation Levy had a pre-designated amount of funding for the water feature. Such was the situation in Arbor Creek where there were only sufficient Parks and Recreation Levy funds to build a spray pad with no recreation unit. The only other water features recently tendered for construction without a recreation unit are in Wallace Park in Willowgrove and Al Anderson Park in Hampton Village.

During its December 2012 Capital Budget Review meeting, City Council approved the 2013 Capital Budget, which included the water feature (spray pad) in the Stonebridge neighbourhood to be funded through the Parks and Recreation Levy. The scope of this work originally was estimated to include only a spray pad and the ongoing associated operating expenses.

Through public input meetings for the park program plan of Alexander MacGillivray Young Park on November 12, 2009 and October 27, 2011, and for the spray pad on January 16, 2013, the Stonebridge community requested that if possible, within the current funding available, the City consider building a recreation unit to complement the spray pad.

REPORT

Over the last few years, new neighbourhoods have substantially increased in both size and density, which has meant a shift to larger neighbourhoods with more than 10,000 people. With this increased size and density, and given that Parks and Recreation Levies are calculated based on the collectable frontage within the neighbourhood area, this has afforded additional levies to cover the capital costs for the development of the parks and recreation facilities at the local neighbourhood and district levels.

During the review of the 2012 and 2013 Capital Budgets, City Council approved Capital Project No. 607 – Park Development Stonebridge Neighbourhood, in the amounts of \$1,617,000 and \$790,000 respectively for neighbourhood park design and construction costs in Stonebridge, as well as the associated operating impacts. Included within these approved capital funds is an amount allocated for design and construction of the water play feature (spray pad). Upon review of the spray pad project and estimated costs, it became evident there were sufficient funds in this project to consider the inclusion of the design and construction of a recreation unit.

Given that it has been more than five years since the City last tendered a recreation unit, the Administration contracted KDL Consultants Ltd. to provide a cost estimate for three different sizes of recreation units, including a cost for winterizing the building. The cost for a traditional sized, non-winterized recreation unit (approximately 90 square meters) is approximately \$275,000. To include a building similar to the Briarwood recreation unit (190 square meters; winterized) would cost approximately \$600,000. Using these building cost estimates from KDL Consultants Ltd., combined with the actual 2012 tender price for a spray pad in Hampton Village (with an inflationary factor added in), it became apparent there are sufficient capital dollars within the Parks and Recreation Levy allocation for the Stonebridge neighbourhood to build both a winterized recreation unit and the spray pad.

Recommendation to construct a winterized building is based on the uncertainty of the timelines for the construction of the schools, a large population base in this neighbourhood, and a pressing need for year round program space for both community use and for the City's summer playground operations. Even after the schools open in this neighbourhood, with the large population base, this year round community space would continue to support community programming.

OPTIONS TO THE RECOMMENDATIONS

1. City Council could deny the recommendation to build the up-sized winterized recreation unit. This would leave the community without a facility within the neighbourhood to host programs until the schools are built, and without a facility to support the summer playground program. The \$600,000 in Parks and Recreation Levies would then be used to build other parks and/or recreation amenities based on community input.

2. City Council could approve a traditional-sized recreation unit (non-winterized) at a cost of between \$275,000 and \$350,000, depending on the size. The remaining allocation in the Parks and Recreation Levy would be used to build other parks and/or recreation amenities based on community input.

POLICY IMPLICATIONS

There are no policy implications.

FINANCIAL IMPLICATIONS

If the recommendation is approved, the Facilities Branch, Infrastructure Services Department, and the Community Development Branch, Community Services Department, has estimated the associated change in operating impact with this building, starting in 2015, would include the following:

- program operational impact for the summer program of \$15,000 (0.39 FTE) for summer playground staff; and
- an incremental facility operational impact of \$2,000 that includes utilities (gas and electrical) for year round operation. The other operating impact related to ongoing maintenance, contribution to reserve, and utilities, has previously been included in Capital Project No. 607, based on a percentage of the total capital funding.

PUBLIC AND/OR STAKEHOLDER INVOLVEMENT

Public input meetings were held on November 12, 2009 and October 27, 2011, to collect input on the park program, and on January 16, 2013, to gather specific feedback on the water feature. During these meetings, the residents of Stonebridge, in addition to providing input on the park and spray pad plans, also identified the need for community program space and asked about the possibility of a recreation unit similar to the one located in Briarwood.

COMMUNICATION PLAN

Once the concept plan is developed for the new spray pad and recreation unit, it will be shared with the community through the Stonebridge Community Association.

ENVIRONMENTAL IMPLICATIONS

No environmental and/or greenhouse gas implications have been identified at this time.

PRIVACY IMPACT

There are no privacy implications.

SAFETY/CRIME PREVENTION THROUGH ENVIRONMENTAL DESIGN (CPTED)

The design and location for the proposed recreation unit will be reviewed by Neighbourhood Safety, Neighbourhood Planning Section, using CPTED principles.

PUBLIC NOTICE

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

Written by: Mike Libke, Neighbourhood Services Manager

Reviewed by: “Lynne Lacroix”
Lynne Lacroix, Manager
Community Development Branch

Approved by: “Randy Grauer”
Randy Grauer, General Manager
Community Services Department
Dated: “June 6, 2013”

Approved by: “Jeff Jorgenson” for
Murray Totland, City Manager
Dated: “June 6, 2013”

TO: Secretary, Planning and Operations Committee
FROM: General Manager, Community Services Department
DATE: June 3, 2013
SUBJECT: Ron Atchison Field Lease Agreement
FILE NO.: CK. 4225-1, CK. 4205-1 and LS. 290-23

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

- 1) that City Council approve the Ron Atchison Field Lease Agreement between the City of Saskatoon and Saskatoon Hilltop Football Club Inc.; and
- 2) that His Worship the Mayor and the City Clerk be authorized to execute the Agreement under the Corporate Seal.

TOPIC AND PURPOSE

The City of Saskatoon (City) and the Saskatoon Hilltop Football Club Inc. (Hilltops) recognize the need to formalize a long-standing arrangement between the parties for the use of Ron Atchison Field.

REPORT HIGHLIGHTS

The intent of the Ron Atchison Field Lease Agreement (Agreement) is to recognize the current relationship in writing.

STRATEGIC GOAL

This report supports the City's Strategic Goal of Quality of Life as this lease agreement for Ron Atchison Field ensures that this recreational facility will meet community needs and is accessible to the Hilltops as a practice facility.

BACKGROUND

This Agreement is based on a "gentlemen's agreement" made between the City and the Hilltops on or about May 1950. The gentlemen's agreement allowed the Hilltops to use Ron Atchison Field as a practice facility and to build, maintain, and utilize a clubhouse for the Hilltops.

The understanding between the parties was that the City would grant to the Hilltops the use of the property for \$1 for as long as the Hilltops required the use of the property. This is subject to the condition that if the Hilltops ceased to exist, the assets would be returned to the City.

REPORT

Key Terms of the Agreement

Key terms of the Agreement (see Attachment 1) between the City and Hilltops are as follows:

1. Ron Atchison Field (Premises) shall be used as a site for the Hilltops amateur junior football program (Program).
2. Both the City and Hilltops (Parties) acknowledge and agree that the Hilltops shall continue to operate and maintain a clubhouse on the Premises, which shall be at the sole risk and cost of the Hilltops.
3. The Parties acknowledge and agree that the City has contributed \$100,000 toward the rehabilitation of the lighting system at Ron Atchison Field, and that the work has been performed by the Hilltops to the satisfaction of the City and to a standard such that Ron Atchison Field can be used as a practice facility.
4. The Parties acknowledge and agree that the lighting system is the property of the Hilltops and that the Hilltops shall be responsible to repair, maintain, and replace the lighting system, as required.
5. The term of this Agreement is for five years commencing January 1, 2013, and ending December 31, 2017 (Term). At the expiration of the Term, the Hilltops shall have seven additional options to renew the Agreement for an additional five years subject to the following conditions:
 - (a) the Hilltops must continue to compete in the Canadian Junior Football League, or a similar or successor league, that seeks to promote amateur junior (players aged 17 to 22) football in Canada; and
 - (b) there must not be a need for the City to develop the Premises for any other program or purpose, as determined through the City's public consultation process.
6. The Hilltops shall, in lieu of rent, assume the primary role in the maintenance of the Premises, except the City shall be responsible for maintaining the surrounding grounds, trees, and perimeter fencing at the Premises to a basic parks standard.
7. The Hilltops shall be solely responsible for the repair, maintenance, replacement, insurance, and demolition of the clubhouse, and as security for these obligations, agree to indemnify the City the demolition costs of the clubhouse in the event that the Hilltops cease to operate.

8. The Hilltops shall pay all electrical, gas, and water rates and other utility charges assessed against the clubhouse on the Premises and all electrical rates assessed against the Premises.
9. All improvements and renovations to the Premises initiated by the Hilltops, including the clubhouse, that have a total capital cost in excess of \$25,000 shall be at the expense of the Hilltops and require the prior written consent of the City.
10. The Hilltops may place signage on the Premises or at the lane to advertise the Program, subject to receiving proper approval of any signage from the City.
11. The Hilltops shall not sell the naming rights to the Premises, clubhouse, or any other structure on the Premises without obtaining the prior approval of the City in respect of any such naming rights.
12. The City shall not be liable for any injury or damage to the Hilltops, coaches, players, team officials, directors, officers, its agents, employees, customers, or invitees, as to any of its property while on the Premises, regardless of the cause of such injury or damage, except such injury or damage which may be caused by the negligence of the City, its agents, servants, or employees.
13. The Hilltops shall maintain and keep in force during the Term of this Agreement general liability insurance in an amount not less than \$5,000,000 in a form satisfactory to the City which shall name the City as an additional insured.
14. There are the usual contract provisions requiring each party to indemnify one another for acts or omissions, to address providing notice to each party, and addressing amendments to the Agreement.

OPTIONS TO THE RECOMMENDATION

The only option would be for City Council not to approve the Agreement.

POLICY IMPLICATIONS

There are no policy implications.

FINANCIAL IMPLICATIONS

There is no financial impact.

PUBLIC AND/OR STAKEHOLDER INVOLVEMENT

In the fall of 2011, the Administration began discussing conditions of a tentative lease agreement with the Hilltops for Ron Atchison Field. Both parties agree to the terms and conditions as outlined in the Agreement.

COMMUNICATION PLAN

Subject to City Council approval, the Administration will coordinate a time with the Hilltops to sign and execute the Agreement.

ENVIRONMENTAL IMPLICATIONS

No environmental and/or greenhouse gas implications have been identified at this time.

PRIVACY IMPACT

There are no privacy implications.

PUBLIC NOTICE

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

ATTACHMENT

1. Ron Atchison Field Lease Agreement

Written by: Brad Babyak, Integrated Facility Supervisor

Reviewed by: “Cary Humphrey”
Cary Humphrey, Branch Manager
Leisure Services Branch

Approved by: “Randy Grauer”
Randy Grauer, General Manager
Community Services Department
Dated: “June 5/13”

Approved by: “Jeff Jorgenson” for
Murray Totland, City Manager
Dated: June 7/13”

Lease Agreement

This Agreement made effective this 1st day of January, 2013.

Between:

The City of Saskatoon, a municipal corporation pursuant to the provisions of *The Cities Act*, S.S. 2002, Chapter C-11.1 (the "City")

- and -

Saskatoon Hilltop Football Club Inc., a non-profit charitable Saskatchewan corporation carrying on business in the City of Saskatoon in the Province of Saskatchewan (the "Hilltops")

Introduction

- A. This Agreement is based on a gentlemen's agreement made between the parties on or about May 1950, that provided that the Hilltops can use Ron Atchison Field as a practice facility and to build, maintain and utilize on this site a clubhouse for the Hilltops ("Clubhouse").
- B. The understanding between the parties was that the City would grant to the Hilltops the use of the property for \$1.00 as long as the Hilltops required the use of the property, subject to the condition that if the Hilltops ceased to exist, the assets would be returned to the City.
- C. The City and the Hilltops recognize the need to formalize this long-standing arrangement between the parties for Ron Atchison Field.
- D. The intent of this Agreement is to recognize the gentlemen's agreement and to reduce the matter to writing.

Now therefore the parties agree as follows:

Lease

1. The City hereby leases to the Hilltops on the terms and conditions set out in this Agreement, the parkspace (the "Premises") more particularly outlined in green on the attached Schedule "A" and known as Ron Atchison Field, located at the following address:

Civic: 1510 Kilburn Avenue
Saskatoon, Saskatchewan

Legal: Surface Parcel: 145082572
Block C, Plan G900 Extension 0
As described on Certificate of Title 70S01212
Except portion taken by Plan 69S14B30

Purpose

2. The Premises shall be used as a site for the Hilltops' amateur junior football program (the "Program") and for purposes incidental to the Program and for no other purpose whatsoever.

Hilltop Assets

3. (1) The parties acknowledge and agree that the Hilltops shall continue to operate and maintain a Clubhouse on the Premises, which shall be at the sole risk and cost of the Hilltops. For clarity, the Hilltops shall be solely responsible for all repairs, maintenance, cleaning, security, snow and garbage removal, utilities (including without limitation the following utility charges or costs: electricity, natural gas, water and sewer, telephone and internet, cable or satellite, and all other such charges, rates or taxes), insurance or any other costs, fees or expenses in relation to the Clubhouse, and the City disclaims any interest in the same. Further, at the end of the Term, and any renewals, the Clubhouse shall either be removed, torn down, or surrendered to the City, as the City sees fit, and any costs in respect of the same shall be negotiated between the parties, acting reasonably.
- (2) The parties acknowledge and agree that the City has contributed \$100,000.00 toward the rehabilitation of the lighting system at Ron Atchison Field, and that the work has been performed by the Hilltops to the

satisfaction of the City and to a standard such that Ron Atchison Field can be used as a practice facility. The parties also acknowledge and agree that the lighting system is the property of the Hilltops and that the Hilltops shall be responsible to repair, maintain and replace the lighting system, as required.

Term

4. (1) The term of this Agreement is for five years commencing January 1, 2013, and ending December 31, 2017 (the "Term").
- (2) At the expiration of the Term, the Hilltops shall have an option to renew the Agreement for an additional five years ("Renewal Term") subject to the following conditions:
 - (a) the Hilltops must continue to compete in the Canadian Junior Football League, or a similar or successor league, that seeks to promote amateur junior (players aged 17 to 22) football in Canada; and
 - (b) there must not be a need for the City to develop the Premises for any other program or purpose, as determined through the City's public consultation process.
- (3) Upon the expiration of the Renewal Term, the Hilltops shall have six additional options to renew the Agreement, each for an additional five years, subject to the conditions set forth in Section 4(2).

Financial Terms

5. (1) The Hilltops shall, in lieu of rent, assume the primary role in the maintenance of the Premises, except for those obligations of the City set forth in Section 10(2).
- (2) With respect to the Clubhouse, the Hilltops shall be solely responsible for the repair, maintenance, replacement, insurance and demolition of the Clubhouse, and as security for these obligations, agree to indemnify the City the demolition costs of the Clubhouse in the event that the Hilltops cease to operate.

Taxes

6. The Hilltops shall pay all federal or provincial taxes attributable to the Premises or the Program during the Term.

“As Is” Condition

7. The Hilltops accept the Premises in an “as is” condition and any improvements made to the Premises by the Hilltops at any time during the Term of this Agreement shall be at the risk, cost and expense of the Hilltops, and to the satisfaction of the City.

Utilities

8. Subject to the City’s obligations set forth in Section 10, the Hilltops shall pay all electrical, gas and water rates and other utility charges assessed against the Clubhouse on the Premises and all electrical rates assessed against the Premises, during the Term.

Hilltops’ Covenants

9. The Hilltops covenant with the City as follows:
 - (a) to maintain the City facilities and its Clubhouse on the Premises, including maintenance of Ron Atchison Field above the City’s basic park standard;
 - (b) not to permit disorderly conduct on the Premises;
 - (c) to maintain the Premises in a clean, sanitary and safe condition;
 - (d) to permit the City access to the Premises for the purposes of inspecting the Premises;
 - (e) to comply with all laws which affect the Premises or the use of same;
 - (f) to peaceably yield up the Premises to the City at the expiration of or the termination of the Term;

- (g) not to permit any waste to be committed with respect to the Premises;
- (h) not to permit any mechanics' or liens of work, labour, services or materials to be filed, registered or attached to the Premises; and
- (i) not to block the City's access to the other parks or fields as shown on the attached Schedule "A".

City Covenants

- 10. (1) The Hilltops shall have access to the parking lot near the Premises.
- (2) With respect to the Premises, the City shall maintain the surrounding grounds, trees and perimeter fencing at Ron Atchison Field to a basic parks standard, as determined by the City from time to time.

Improvements and Renovations

- 11. All improvements and renovations to the Premises initiated by the Hilltops, including the Clubhouse, that have a total capital cost in excess of \$25,000.00 shall be at the expense of the Hilltops and require the prior written consent of the City. The Hilltops shall provide prior written notice of their intention to make improvements and/or renovations on the Premises and the approval of same by the City shall not be unreasonably withheld.

Signage and Sponsorship

- 12. (1) The Hilltops may place signage on the Premises or at the lane to advertise the Program, subject to receiving proper approval of any signage from the City, which approval may be withheld.
- (2) The Hilltops shall not sell the naming rights to the Premises, Clubhouse, or any other structure on the Premises without obtaining the prior approval of the City in respect of any such naming rights.

Use of Premises

13. The Hilltops shall not, during the Term of this Agreement, do, suffer nor permit to be done any act or thing which may impair, damage or injure the Premises or any part thereof, beyond the damage occasioned by reasonable use, and shall, at the cost and expense of the Hilltops, repair and renew in good, sufficient and workmanlike manner all portions of the Premises which may at any time by the Hilltops be damaged (ordinary wear and tear only excepted), and in the event of the failure on the part of the Hilltops to so repair and renew, the Hilltops shall indemnify and save harmless the City from all damages, costs and expenses suffered or incurred by the City by reason of such impairment, damage or injury to the extent the Hilltops are liable for the same in law, such payment to be made immediately upon receipt of the accounts therefor.

Removal of Hilltops' Property

14. All articles of personal property and all business and trade fixtures, machinery and equipment owned by the Hilltops and/or installed by the Hilltops on the Premises at the Hilltops' expense shall remain the property of the Hilltops and may be removed by the Hilltops at any time during the Term of this Agreement, provided that the Hilltops, at their own expense, shall repair any damage to the property caused by such removal or by the original installation.

Additional Rights of the City

15. The City reserves the right to grant leases, licenses, rights-of-way, easements or privileges to others on, over, under, through or across the Premises, provided, however, that the rights-of-way or privileges are not detrimental to the proper conduct of the Program or operation of the Premises and will not damage or disrupt permanently the physical facilities of the Hilltops, will not impose cost upon the Hilltops, and will not weaken, diminish or impair the rights and obligations of the parties under this Agreement.

Indemnification

16. The Hilltops shall be solely liable for and indemnify the City against all losses, damages, claims or demands which may be made against the City and which may in any way arise out of, or operation of the Clubhouse be occasioned, either directly or indirectly, by the Hilltops' use of the Premises or its actions.

City Not Liable for Injury

17. The City shall not be liable for any injury or damage to the Hilltops, coaches, players, team officials, directors, officers, its agents, employees, customers or invitees, as to any of its property while on the Premises, regardless of the cause of such injury or damage, except such injury or damage which may be caused by the negligence of the City, its agents, servants or employees.

Insurance

18. The Hilltops shall maintain and keep in force during the Term of this Agreement general liability insurance in an amount not less than \$5,000,000.00 in a form satisfactory to the City which shall name the City as an additional insured. The Hilltops shall provide proof of such insurance to the City.

No Waiver

19. The failure of the City to insist upon strict performance of this Agreement or to exercise any right or option under this Agreement shall not be construed or operate as a waiver or relinquishment for the future of any such right or option and no waiver shall be inferred from or implied by anything done or omitted by the City save only an express waiver in writing. The acceptance of any rent or the performance of any obligation under this Agreement by a person other than the Hilltops shall not be construed as an admission by the City of any right, title or interest of such person as a sub-tenant, assignee, transferee or otherwise in the place of the City.

Environmental Hazards

20. (1) The Hilltops shall not produce on the Premises or allow to be brought on to the Premises any toxic or hazardous substance which if it were to remain on

or escape from the Premises would contaminate the Premises or any other property it came in contact with.

- (2) The Hilltops shall be responsible for any environmental damage to the Premises or any other property as a result of the Hilltops' use of the Premises.

Nuisance

21. The Hilltops shall not permit anything to be done on the Premises which may be or become a nuisance or cause damage to the City, the Premises, or to the owners or occupiers of neighbouring lands and buildings.

No Representation

22. The Hilltops agree that it has leased the Premises after examining the same and that no representations, warranties or conditions have been made other than those expressed in this Agreement, and that no other agreement shall be binding on the City unless it is made in writing and signed on behalf of the City.

Non-Assignment

23. The Hilltops shall not sublet the Premises or any portion thereof, or assign this Agreement, or part with the possession of the Premises, without the prior written consent of the City, which consent shall not be unreasonably withheld.

Default and Re-entry

24. (1) The following are acts of default:
 - (a) if the Hilltops shall be in default of any of its covenants or agreements under this Agreement and such default continues for a period of 30 days (or such longer period as may be reasonably necessary to cure such default considering its nature) after notice by the City to the Hilltops specifying with reasonable particularity the nature of such default and requiring the same to be remedied;

- (b) if the default set out in the notice given to the Hilltops by the City pursuant to paragraph (a) reasonably requires more time to cure than the 30 day period referred to in that paragraph and the Hilltops have not commenced remedying or curing the same within the 30 day period or, in the opinion of the City, fails to diligently complete the same within a reasonable time;
- (c) if the Hilltops make an assignment for the benefit of creditors, or makes an assignment or has a receiving order made against it under *The Bankruptcy Act*, or becoming bankrupt or insolvent makes application for relief under the provisions of any statute now or hereafter in force concerning bankrupt or insolvent debtors, or any action whatsoever, legislative or otherwise is taken with a view to the winding-up, dissolution or liquidation of the Hilltops; or
- (d) if the Hilltops cease to compete in the Canadian Junior Football League, or a similar or successor league, that seeks to promote amateur junior (players aged 17 to 22) football in Canada,

then, at the option of the City, the Term hereby granted shall become forfeited and void, and the City may without notice or any form of legal process whatsoever forthwith re-enter upon the Premises, or any part thereof, in the name of the whole and repossess and enjoy the same as of its former estate, anything contained in any statute or law to the contrary notwithstanding.

- (2) Forfeiture of this Agreement, pursuant to Section 24(1) or otherwise, by the Hilltops shall be wholly without prejudice to the right of the City to recover damages for any antecedent breach of covenant on the part of the Hilltops, and notwithstanding any such forfeiture the City may subsequently recover from the Hilltops damages suffered by reason of the Agreement having been determined prior to the end of the Term of this Agreement as set out herein and this clause and the rights hereunder shall survive the termination of this Agreement whether by act of the parties or by operation of law.

Applicable Law

- 25. The laws of the Province of Saskatchewan shall apply and bind the parties in any and all questions pertaining to this Agreement.

Enurement

26. This Agreement shall enure to the benefit of and be binding upon the parties and their heirs, executors, administrators, successors and permitted assigns.

Overholding

27. If the Hilltops should overhold after the original Term, such overholding shall be deemed to be a tenancy from month-to-month only. Such month-to-month tenancy shall be governed by the terms and conditions hereof as are applicable to a month-to-month tenancy.

Termination

28. The City may terminate this Agreement and re-enter the Premises if any installment of the fees or any part thereof is in arrears, or if the Hilltops should be in default pursuant to Section 24, or in breach of any of the material covenants, further and better described in this Agreement.

Expanded Meanings

29. Wherever the singular or masculine is used, the same shall be construed as meaning the plural or feminine or body corporate or politic as the context may require.

Notices

30. Service of all notices under this Agreement shall be deemed to have been validly effected if sent by registered mail. The address of the City for service by registered mail is as follows:

The City of Saskatoon
c/o City Clerk
222 - 3rd Avenue North
Saskatoon SK S7K 0J5

The address of the Hilltops for service by registered mail is as follows:

Saskatoon Hilltop Football Club Inc.
Box 243
Saskatoon SK S7K 3K4

All notices served by registered mail shall be conclusively deemed to have been served five days following the date of mailing as such date is shown on the Post Office receipt therefore.

The City of Saskatoon

Mayor

c/s

City Clerk

Saskatoon Hilltop Football Club Inc.

c/s

Affidavit Verifying Corporate Signing Authority

Canada)
 Province of Saskatchewan)
 To Wit:)

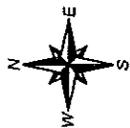
I, _____, of the City of Saskatoon, in the
 (Name)
 Province of Saskatchewan, _____, make oath and say:
 (Position Title)

1. I am an officer or director of the corporation named in the within instrument.
2. I am authorized by the corporation to execute the instrument without affixing a corporate seal.

Sworn before me at the City of)
 Saskatoon, in the Province of)
 Saskatchewan, this _____ day of)
 _____, _____)
 _____)
 A Commissioner for Oaths in and for)
 the Province of Saskatchewan.)
 My Commission expires)
 _____)
 (or) Being a Solicitor.)

 (Signature)

SCHEDULE "A"



KILBURN PARK



Aerial Photo
-town 2008

TO: Secretary, Planning and Operations Committee
FROM: General Manager, Community Services Department
DATE: June 11, 2013
SUBJECT: Status Report on the 2012 Housing Business Plan and Proposed 2013 – 2022 Housing Business Plan
FILE NO: CK. 750-1, PL. 950-22, and PL. 950-26

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

- 1) that the annual report on the 2012 Housing Business Plan be received as information;
- 2) that City Council approve the proposed 2013 to 2022 Housing Business Plan as outlined in Attachment 2;
- 3) that City Council amend Section 2.2 of Innovative Housing Incentives Policy No. C09-002 to define low income households as households with income at or below the Saskatchewan Household Income Maximums as calculated by the Saskatchewan Housing Corporation and amended from time to time;
- 4) that City Council amend Section 3.3 a) of Innovative Housing Incentives Policy No. C09-002 to increase the maximum limit for affordable housing capital contributions to \$17,000 for one-bedroom units and to \$10,000 per bedroom for residential care homes, shelters, and related group housing forms;
- 5) that City Council amend Section 3.3 of Innovative Housing Incentive Policy No. C09-002 to include a point system, as described in this report, for calculating the capital grants for affordable housing projects;
- 6) that City Council amend Section 3.3 of Innovative Housing Incentive Policy No. C09-002 to include provisions for a supplemental capital grant of up to 5 percent to offset the increased cost of land for affordable rental housing projects located in areas with a low concentration of affordable rental housing;
- 7) that City Council amend Innovative Housing Incentives Policy No. C09-002 to include a new section outlining the criteria under which City Council may waive offsite levies for affordable housing projects as described in this report;

- 8) that the City of Saskatoon continue to provide permit rebates for the creation of secondary suites at the 2012 levels of 100 percent of the cost of Building Permits and Plumbing Permits, and 25 percent of the Legalizing an Existing Suite Permit;
- 9) that the housing targets and funding allocations as outlined in the Options section of the report be referred to the 2014 Business Plan and Budget review; and
- 10) that the General Manager, Community Services Department, provide an annual report on the initiatives and incentives contained in the 2013 to 2022 Housing Business Plan and the overall achievement of the housing targets.

TOPIC AND PURPOSE

The purpose of this report is to present City Council with the 2012 annual report on the City of Saskatoon (City) Housing Business Plan, to provide the results of the recent comprehensive review of the Housing Program, and to recommend the approval of a new ten-year Housing Business Plan.

REPORT HIGHLIGHTS

1. The target set by City Council of 500 new housing units per year between 2008 and 2012 has been achieved and exceeded with a total of 2,534 units.
2. The Administration is recommending a new ten-year Housing Business Plan to complement the City's ten-year Strategic Plan.
3. A comprehensive review of the housing program has been undertaken and a number of proposed program and policy updates are being recommended.
4. The Administration is proposing options for City Council regarding targets and funding for the Housing Business Plan beginning in 2014.

STRATEGIC GOAL

This report supports the long-term Strategic Goal of Quality of Life by increasing the supply and range of affordable housing options, and ensuring that civic policies encourage a mix of housing types across the city.

BACKGROUND

During its July 16, 2007 meeting, City Council set the ambitious goal of creating 500 new, affordable housing units per year in response to a growing shortage of affordable housing in the city. Housing is not a traditional role or responsibility of municipalities in Saskatchewan; however, the City understood there was a growing deficit of affordable and attainable housing in Saskatoon. City Council decided to pro-actively address this problem by creating a five-year Housing Business Plan with a 2,500 unit target. Since then, the Housing Business Plan has been evaluated and updated by City Council on an annual basis.

City Council allocated capital funding of \$2.5 million per year from 2008 to 2012 to the Affordable Housing Reserve. Furthermore, City Council approved additional funding from time to time for specific housing initiatives, and approved an annual allocation of \$250,000 from the operating budget to the Affordable Housing Reserve beginning in 2011. The total allocation to the housing program has been over \$15 million from 2008 to 2012.

At its December 20, 2010 meeting, City Council approved a strategy to provide an annual allocation from the mill rate to the Affordable Housing Reserve of \$1.5 million. This amount was to be phased-in with incremental annual provisions of \$250,000 per year beginning in 2011 to reach the \$1.5 million allocation from the operating budget by 2016. This strategy was implemented in 2011.

During its September 26, 2011 meeting, City Council approved cost-sharing agreements with the Provincial government for the City's Mortgage Flexibilities Support Program (MFSP) and New Rental Construction Land Cost Rebate Programs for 2011 to 2015. These agreements allowed City Council to re-allocate funding that was previously committed in order to fund the City housing programs to the end of 2013 with no additional resources. Therefore, City Council suspended its "phase-in" strategy to provide an annual allocation of \$1.5 million to the Affordable Housing Reserve with the understanding that this matter would need to be reconsidered prior to 2014.

REPORT

The City's Housing Business Plan has proven to be a successful program, and was recognized nationally in 2010 and 2011 as a municipal best practice for a municipal housing program.

Achieved Target of 500 Units Per Year

A total of 2,534 new housing units have been created since 2008 as a result of the initiatives contained in the City's Housing Business Plan. An average of 506 new units have been created annually, achieving the target of 500 units per year set by City Council in July 2007.

The funding allocated to the Affordable Housing Reserve, totalling over \$15 million, is fully committed in support of these units and an additional 491 units are to be constructed in 2013. A complete listing of all projects supported and a financial summary is found in Attachment 1.

The Proposed 2013 to 2022 Housing Business Plan

With Saskatoon's economy expected to remain strong in the foreseeable future, the need for affordable, entry-level, and rental housing will continue to grow.

Housing is an important part of the City's Strategic Plan and the Administration is recommending that City Council adopt the proposed 2013 to 2022 Housing Business Plan (see Attachment 2). The proposed Housing Business Plan is designed to support the creation of at least 500 new, attainable housing units per year for the next ten years.

Proposed Updates to Housing Programs and Policy

The Administration has conducted a comprehensive review of the effectiveness of the 2008 to 2012 Housing Business Plan. The review concluded that no significant changes are required. However, some program updates and policy amendments in the proposed 2013 to 2022 Housing Business Plan are required.

Further details on these proposed updates are found in Attachment 3. In summary, the Administration is recommending the following:

1. Revising the definition of low-income households to match the Saskatchewan Household Income Maximums (SHIMs) now used by the Saskatchewan Housing Corporation (SHC);
2. Updating the City's maximum contributions for Innovative Housing Incentives (capital grants for affordable housing) to match increases in the cost of construction;
3. Implementing a new points system to calculate the amount of the Innovative Housing Incentive (capital grant) for affordable housing to encourage housing providers to address priorities of the City's Housing Business Plan within projects;
4. Implementing a supplemental Land Cost Differential Incentive of up to 5 percent for affordable rental housing projects located in areas with a low concentration of affordable rental housing;
5. Incorporating the criteria for waiving offsite levies into Innovative Housing Incentives Policy No. C09-002;
6. Extending the Secondary Suite Permit Rebate Program;

7. Reviewing the MFSP demographics to determine if the right mix of housing is being provided under the program;
8. Supporting the community in the development of a Plan to End Homelessness; and
9. Implementing changes to the administration of the housing program following the recommendation from the Audit Committee.

OPTIONS

1. Set annual target at 500 units across the attainable housing continuum with a budget request of \$2 million annually to be “phased-in” to the operating budget and back filled from the Neighbourhood Land Development Fund as outlined in the Financial Section of this report.
2. Set annual target at 465 units across the attainable housing continuum but with a reduced number of affordable rental and transitional units and no funding for the proposed Land Cost Differential Incentive reducing the budget request to \$1 million annually.
3. Defer making a decision on housing targets and requested budget allocation until after the Neighbourhood Land Development Fund dividend is declared after which time a funding allocation and housing targets will be set.
4. Eliminate the targets and funding for affordable rental housing and transitional housing reducing the budget request to \$355,000 annually.
5. Provide only policy support initiatives, with no financial incentives, reducing the budget request to \$335,000 annually.
6. Eliminate the City’s role in housing by not approving the Housing Business Plan.

The financial and housing target implications are summarized in the table below:

	Annual Budget	Tax Deferral Financing	Annual Target
Option 1 (recommended)	\$2,000,000	\$1,900,000	500 units across the attainable housing continuum
Option 2	\$1,000,000	\$1,700,000	465 units across the attainable housing continuum
Option 3	TBD	TBD	(to be determined after the Neighbourhood Land Development Fund dividend is declared)
Option 4	\$355,000	\$1,500,000	430 units with no affordable rental units or transitional units to be funded
Option 5	\$335,000	\$0	100 entry level ownership units
Option 6	\$0	\$0	None

POLICY IMPLICATIONS

There are a number of recommended changes to Innovative Housing Incentives Policy No. C09-002 contained in this report (see Attachment 3).

FINANCIAL IMPLICATIONS TO OPTION 1

As an illustration, the Administration has outlined how funding of \$2 million per year could be allocated to the Housing Business Plan beginning in 2014, ensuring that an annual housing target of at least 500 new attainable units can be achieved.

In this example, funding from the mill rate would be phased-in over ten years at \$200,000 per year. During the phase-in period, the difference between the target allocation of \$2 million and the current level of support from the mill rate would be back filled from the Neighbourhood Land Development Fund as summarized in the table below (available funding from the NLDF will not be known until Fall 2013).

Proposed Funding and Sources for Affordable Housing Reserve

Year	Amount	Mill Rate Impact	Source
2013	\$250,000		Operating – In Place
2014	\$400,000	+\$150,000	Operating – Mill Rate
	\$1,600,000		Neighbourhood Land Development Fund
2015	\$600,000	+\$200,000	Operating – Mill Rate
	\$1,400,000		Neighbourhood Land Development Fund
2016	\$800,000	+\$200,000	Operating – Mill Rate
	\$1,200,000		Neighbourhood Land Development Fund
2017	\$1,000,000	+\$200,000	Operating – Mill Rate
	\$1,000,000		Neighbourhood Land Development Fund
2018	\$1,200,000	+200,000	Operating – Mill Rate
	\$800,000		Neighbourhood Land Development Fund
2019	\$1,400,000	+\$200,000	Operating – Mill Rate
	\$600,000		Neighbourhood Land Development Fund
2020	\$1,600,000	+200,000	Operating – Mill Rate
	\$400,000		Neighbourhood Land Development Fund
2021	\$1,800,000	+\$200,000	Operating – Mill Rate
	\$200,000		Neighbourhood Land Development Fund
2022 and beyond	\$2,000,000	+\$200,000	Operating – Mill Rate

The \$2 million annual allocation would support housing for the lowest income groups and those at risk of homelessness who require affordable rental housing (transitional or long term). These types of housing units are heavily subsidized (up to 70 percent of total capital cost) by the other levels of government. A municipal contribution to these projects leverages the capacity of the other government programs to create additional units in Saskatoon and allows the City to influence the type and location of units built.

A breakdown of the how the \$2 million would be allocated to the housing targets is shown in the table below:

Proposed Annual Allocation of \$2 million beginning in 2014:

	2008 to 12 Average Annual Results	Proposed Annual Target (minimum)	Proposed City Funding
Administration of Housing Business Plan			\$220,000
Business Planning Services (SHIP Contract)	SHIP supports 100 to 140 of the units counted annually		Up to \$115,000
Affordable Rental and Transitional Housing	106 units	70 units	\$1,345,000
Supplemental Land Cost Differential Incentive of up to 5 percent for affordable rental housing projects in areas where there is a low concentration			\$300,000
Secondary Suites	48 units	30 units	\$20,000
Market Rental	172 units	200 units	Incremental tax abatement and Provincial funding
Affordable Ownership	88 units	100 units	Property tax redirection, builder funding and Provincial funding
Entry-Level Ownership	90 units	100 units	Equity Loan Financing and Provincial financing
Total	506 units	500 units	\$2,000,000

PUBLIC AND STAKEHOLDER INVOLVEMENT

The Administration has regular meetings with a number of stakeholders including affordable housing providers, builders, the SHC, the Homelessness Partnering Strategy Community Advisory Board, the Saskatoon Housing Initiatives Partnership (SHIP), and the task force working to create a Plan to End Homelessness in Saskatoon. These groups have provided informal feedback which has contributed to the content of this report.

The Administration consulted affordable housing providers on the proposed changes to the Innovative Housing Incentives and the proposed Land Cost Differential Incentive. Eight of fourteen housing providers replied and were generally supportive of the proposed changes. One housing provider noted there was insufficient time to respond to the survey and requested that the City undertake further research and consultation before making any changes.

Approved by: “Randy Grauer”
Randy Grauer, General Manager
Community Services Department
Dated: June 11/13

Approved by: “Murray Totland”
Murray Totland, City Manager
Dated: June 12/13

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B.F. File No.: 77-12

Summary of Housing Projects Supported and Financial Statement

The table below lists all units counted in the 2008 to 2012 period, the value of provincial flow through funding under the Rental Construction Incentive, the value of City funding, the estimated value of tax abatements or tax re-directions as well as the partner organizations that have created these housing units:

Table 1: Housing Units Complete by December 31, 2012

Housing Provider	Neighbourhood	Units	Provincial RCI Funding*	City Funding	Tax Abatement or Tax Re-direction**
2008 Completions					
Saskatchewan Housing Corporation	Pleasant Hill	24	0	132,061	0
EGADZ (Saskatoon Downtown Youth Centre Inc.)	Dundonald	10	0	49,200	0
Affinity Credit Union HomeStart Program	Various	17	0	143,384	0
Total 2008 Completions		51	0	\$324,645	0
2009 Completions					
City Centre Community Renewal Initiatives	Pleasant Hill	24	0	152,021	0
Saskatchewan Housing Corporation	Pleasant Hill	55	0	1,199,255	0
EGADZ (Saskatoon Downtown Youth Centre Inc.)	Hampton Village	10	0	83,875	0
Western Region Métis Women Association	Pleasant Hill	5	0	38,516	0
Saskatchewan Housing Corporation	King George	2	0	47,909	10,070
Innovative Residential Inc. (Camponi Pl.)	Confederation SC	29	0	373,333	156,414
JMT Tomas Holdings Ltd.	Mayfair	3	0	15,000	4,008
Affinity Credit Union HomeStart Program	various	13	0	100,090	0
Secondary Suites	Various	59	0	22,136	0
Total 2009 Completions		200	0	\$2,032,135	\$170,492
2010 Completions					
EGADZ (Saskatoon Downtown Youth Centre Inc.)	Silverwood	10	0	73,752	0
Stewart Property Holdings	Riversdale	7	0	71,016	0
Saskatoon Housing Coalition	Pleasant Hill	17	0	159,413	0
Quint Development Corporation (Pleasant Hill Village)	Pleasant Hill	8	0	0	39,580
Cress Housing Corporation (Pleasant Hill Village)	Pleasant Hill	10	0	0	49,475

Innovative Residential Inc. (Camponi Pl.)	Confederation SC	44	0	704,196	230,371
Realistic Homes (50015 Sask. Ltd)	Mount Royal	6	0	125,673	26,550
Innovative Residential Inc. (Hartford Greens)	Blairmore	8	0	178,191	52,635
Pleasant Hill Village	Pleasant Hill	2	0	0	24,090
Buffalo Ridge Developments	Conf. Park	9	0	153,000	44,550
Suncliff Enterprises Ltd.	Mayfair	4	0	20,000	10,064
Affinity Credit Union Home Start Program	Various	1	0	5,275	0
Secondary Suites	Various	46	0	36,521	0
Total 2010 Completions		172	0	\$1,527,037	\$477,315
<u>2011 Completions</u>					
Saskatchewan Housing Corporation	Westmount	8	0	184,517	16,546
CUMFI (Central Urban Métis Federation Inc.)	Pleasant Hill	12	0	122,453	0
Cress Housing Corporation	Mount Royal	10	0	100,916	0
Salvation Army of Saskatoon	Pleasant Hill	13	0	82,209	0
Habitat for Humanity Saskatoon Inc.	various	2	0	18,000	5,104
Elmwood Residences Inc.	Eastview	4	0	25,473	0
EGADZ (Saskatoon Downtown Youth Centre Inc.)	Avalon	10	0	71,643	0
Innovative Residential Inc. (Hartford Greens)	Blairmore	71	0	1,128,809	469,950
Pleasant Hill Village	Pleasant Hill	2	0	0	21,648
Buffalo Ridge Developments	Confederation Park	18	0	306,000	88,550
Boulevard Real Estate	Confederation Park	4	0	20,000	4,365
Broadstreet Properties/Seymour Pacific	Stonebridge	126	576,065	53,935	276,728
Broadstreet Properties/Seymour Pacific	Blairmore	213	995,745	69,255	481,360
Secondary Suites	Various	59	0	44,784	0
Entry Level: Equity Building Program	Various	30	0	0	0
Entry Level: Land Pre-designation Program, NewRock Developments	Hampton Village	60	0	0	0
Total 2011 Completions		642	\$1,571,810	\$2,227,994	\$1,364,251
<u>2012 Completions</u>					
628318 Sask Ltd.	King George	4	0	100,000	8,480
Cumfi (Central Urban Métis Federation Inc.)	Pleasant Hill	11	0	153,915	0
Quint Development Corporation	Riversdale	18	0	142,750	0

KC Charities Inc.	Pleasant Hill	75	0	885,000	75,270
Cress Housing Corporation	Holliston	11	0	127,250	0
Cress Housing Corporation	Pleasant Hill	23	0	191,210	0
Cress Housing Corporation	Riversdale	27	0	306,500	14,466
Stewart Property Holdings	Caswell Hill	8	0	67,968	0
Habitat for Humanity	Various	3	0	46,460	11,442
EGADZ (Saskatoon Downtown Youth Centre Inc.)	Stonebridge	10	0	80,000	0
Lighthouse Supported Living Inc.	Central Business District	78	0	1,085,000	146,086
Innovative Residential Inc. (Bella Vista)	Hampton Village	69	0	575,500	232,650
Jastek Patrick Project Inc.	Willowgrove	29	0	173,000	196,754
Broadstreet Properties/Seymour Pacific	Blairmore	103	482,306	32,694	247,973
University of Saskatchewan Undergrad Residence	University	240	312,500	887,500	0
Avenue Real Estate Equities Ltd.	Grosvenor Park	3	7,820	0	3,858
Secondary Suites	Various	67	0	39,707	0
Entry Level: Equity Building Program	Various	20	0	0	0
Entry Level: Head Start on a Home Program, Blairmore Landing Development Corporation (phase one)	Blairmore	76	0	0	0
Entry Level: Head Start on a Home Program, Vantage Developments	Hampton Village	75	0	0	0
Total 2012 Completions		950	\$802,626	\$4,894,454	\$936,979
Units Under Construction Dec. 2012					
University of Saskatchewan Graduate Residence	University	162	405,000	405,000	0
Habitat for Humanity Saskatoon Inc.	Various	11	0	127,281	22,506
Cress Housing Corporation	Pleasant Hill	17	0	109,000	0
Jastek Patrick Project Inc. (Ginger Lofts)	Willowgrove	71	0	0	463,246
New Rock Developments (Classic Communities)	Stonebridge	12	0	177,600	86,400
Habitat for Humanity Saskatoon Inc.	Lakewood S.C.	12	0	181,500	41,022
101131732 Saskatchewan Ltd.	Pleasant Hill	8	0	23,900	0
Secondary Suite Rebates	Various	20	0	8,733	0
***Entry Level Pleasant Hill Village	Pleasant Hill	14	0	0	0
***Entry Level: Land Pre-designation Program, NewRock Developments	Stonebridge	48	0	0	0

Entry Level: Head Start on a Home Program, Blairmore Landing Development Corp. (phase two)	Blairmore S.C.	78	0	0	0
Entry Level: Head Start on a Home Program, Meridian Development Corp./Evergreen Development Corp.	Evergreen	66	0	0	0
Total Units Under Construction Dec. 31, 2012		519	\$405,000	\$1,033,014	\$613,174
Total Units Counted 2008 – 2012		<u>2,534</u>	<u>\$2,779,436</u>	<u>\$12,039,279</u>	<u>\$3,562,211</u>
Average Number of Units Counted Per Year		<u>506</u>			

* The Province of Saskatchewan provides funding to the City under their RCI (Rental Construction Incentive) program. These funds match the City's contribution which generally comes in the form of a five year incremental property tax abatement. The Provincial RCI funds flow through the City's accounts and the City provides the incentives to the builders of purpose built rental housing.

** Many projects qualify for a five-year incremental property tax abatement. Affordable home ownership projects approved under the Mortgage Flexibilities Support Program (MFSP) receive down payment grants that are financed through the re-direction of property tax to affordable housing reserve to recover the cost of the grant. This right hand column shows the total estimated foregone tax revenue over five years that the City has given up in support of these projects.

*** Units counted under these projects only include those units that were not counted under other City programs.

Table 2: Housing Units by City Program

Rental Land Cost Rebate Program	858 units
Innovative Housing Grants – Affordable Ownership (includes 119 builder sponsored units)	429 units
Innovative Housing Grants – Affordable Rental	529 units
Secondary Suite Permit Rebates	251 units
Entry-Level Programs (no funding provided)	467 units
Total	2,534 units

Table 3: Housing Units by Clients Served

Emergency Shelter	33 units
Transitional Housing	49 units
Youth Housing	50 units
Special Needs	79 units
Affordable Rental for Families	167 units
Affordable Rental for Singles and Couples	296 units
Affordable Seniors Rental	79 units
Affordable Student Rental	27 units
Market Rental	456 units
Student Rental (market priced)	402 units
Affordable Ownership	429 units
Entry-Level Ownership	467 units
Total	2,534 units

Table 4: Housing Units by Location

East side of River	1,006 units
West side of River	1,450 units
Downtown	78 units
Total	2,534 units
Inside Circle Drive	1,170 units
Outside Circle Drive	1,364 units
Total	2,534 units

Table 5: Housing Units Approved and Funded for 2013

Housing Provider	Neighbourhood	Units	Provincial RCI Funding	City Funding	Tax Abatement or Tax Redirection
Innovative Residential Inc. (Hartford Crossing)	Blairmore S.C.	79	0	200,000	220,000
Innovative Residential Inc. (Hartford Heights)	Blairmore S.C.	40	94,062	360,000	92,538
Innovative Residential Inc. (Town Square Villas)	Evergreen	48	0	240,000	83,650
Westgate Attainable Housing Inc.	Pacific Heights	34	0	700,000	463,246
Broadstreet Properties/Seymour Pacific	Montgomery Place	192	756,507	0	400,948
Innovative Residential Inc. (Poplar Grove)	Hampton Village	28	0	40,000	63,700
Innovative Residential Inc. (Cambridge Court)	Stonebridge	24	0	0	56,160
Ehrenburg Homes Ltd.	Evergreen	26	130,000	0	153,028
Saskatoon Housing Coalition	Confederations SC	20		300,000	24,640
Housing Units Approved for 2013		491	\$980,569	\$1,840,000	\$1,557,910

Financial Summary (2008 – 2013):

Balance (January 1, 2008):	\$1,060,187
HomeStart Program (funding allocated prior to 2008):	248,749
Transfers from the Land Development Program (\$2.5 million annually):	12,500,000
Transfers from the land Development Program (one time in 2011):	1,250,000
Transfers from the Building Standards Reserve (one time in 2008):	400,000
Operating Budget Contribution (\$250,000 annually starting 2011):	750,000
Transfers from Land Development Program (one time in 2013):	250,000
Provincial Grant from Rental Construction Incentive Program:	3,760,005
Total Revenue	\$20,218,941
City Contributions to new Housing Units (2008 – 2012):	\$12,039,279
Provincial RCI Contributions (2008 – 2012):	2,779,436
City Contributions committed to new Housing Units (2013):	1,840,000
Provincial RCI Contributions (2013)	980,569
Salaries and Administration:	930,465
Contracts (Business Planning, Research and Demonstration Projects):	872,894
Mortgage Flexibilities Support Program (units sold prior to April 1, 2011 when provincial funding became available for this program):	645,794
Total Expenses:	\$20,088,437
Unallocated: (contingency for projects going over budget)	<u>\$130,504</u>



Housing Business Plan 2013 – 2022



Photo courtesy of Innovative Residential

City of Saskatoon

**Housing Business Plan
2013 to 2022**



City of
Saskatoon

Planning & Development Branch

May 2013

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PART A: The City of Saskatoon's Role in Housing

Background

The City of Saskatoon (City) adopted its first comprehensive Housing Business Plan in 2008 in response to rapidly rising housing costs and supply shortages in both the ownership and rental markets. City Council set the ambitious target of creating 500 new affordable housing units annually or 2,500 units over the five-year period from 2008 to 2012. By the end of 2012 the target was achieved with a total of 2,534 units counted during the five-year period.

The new units are spread across the affordable housing continuum and include shelter spaces, transitional units, affordable rental, affordable ownership, purpose built (market) rental, and entry level ownership units.

The City partnered with all sectors to achieve these results including other levels of government, non-profit housing providers, private builders, land developers, financial institutions, investors, individual homeowners, as well as non-traditional housing providers such as faith groups. In total, the City has worked with 32 partner organizations in achieving its housing targets since 2008.

Housing and The City of Saskatoon's Strategic Plan 2013 to 2022

The City's Strategic Plan provides direction and guides the city's growth over the ten-year period from 2013 to 2022. Housing is an important part of the Strategic Plan which includes goals, priorities and drivers related to the supply of affordable housing.

Strategic Goal – Quality of Life

- **Strategies for the Long Term (2013 to 2022)**
“To increase the supply and range of affordable housing options.”
“Ensure that policies encourage a mix of housing types across the city (i.e. ownership vs. rental).”
- **Priority for Next Four Years**
Implement the City's Housing Business Plan.
- **Success Drivers**
Creating a sufficient supply of Appropriate and Affordable Housing.

The 2013 to 2022 Housing Business Plan is a key part of the City's larger Strategic Plan. The Housing Business Plan will build on the City's successes from 2008 to 2012 and will continue to utilize many of the incentives and programs developed during this five-year period.

This business plan seeks to define where the City can be most effective in serving the community to meet the increasing need for more affordable, purpose-built rental, and entry-level housing. Recent shortages of these types of housing have been perpetuated by rapidly rising housing prices that have more than doubled since 2006. More information on the rising cost of housing in Saskatoon and affordability issues is summarized in Appendix 1.

The City's Role in Housing and the Housing Continuum

Housing can be described on a continuum. At one end are those individuals and families experiencing absolute homelessness. At the other end are those individuals and families who are able to meet their housing needs without assistance. In the middle is a range of low- and moderate-income households, many of which are living paycheque to paycheque and find it difficult to secure adequate housing. See Appendix 2 for a complete description of the housing continuum.

Housing is not a municipal core service or role. However, the City understands that permanent, affordable, appropriate, safe, and secure housing is the necessary foundation for building healthy, well-educated, creative, and economically viable communities.

Municipal Role

The City, working with other levels of government, the private sector, and community organizations has chosen to focus its available resources and efforts to meet needs across the housing continuum – broadly described as “attainable housing” and made up of affordable rental, affordable ownership, purpose-built rental and entry-level housing.

Definitions of attainable, affordable, purpose-built rental and entry-level housing are found in Appendix 3.

The focus of the Housing Business Plan is to encourage and support an environment where the market is more likely to supply housing that is attainable, inclusive, innovative, and integrated into all neighbourhoods. The City will support housing which may be outside the conventional market, as well as working in a collaborative manner to ensure a range of suitable attainable housing is made available across the community in a wide range of locations.

Finally, the City also plays a role in monitoring the condition of existing housing to ensure that homes throughout Saskatoon meet minimum health and safety standards. Further information on the City's monitoring and safety inspection programs is found in Appendix 4.

Part B: Partnerships with Other Levels of Government

The Government of Canada

Homelessness Partnering Strategy (HPS)

Saskatoon partners directly with the Government of Canada on the HPS. The HPS provides funding to prevent and reduce homelessness by helping establish the structures and supports needed to move homeless and at-risk individuals towards self-sufficiency and full participation in Canadian society. A total of 108 shelter and transitional units received federal HPS funding between 2008 and 2012 with further projects expected to be approved early in 2013.



The Government of Canada provided land and funding for these youth transitional homes built by EGADZ in the Avalon neighbourhood

The City has a representative on the Saskatoon HPS Community Advisory Board and contributes funding through the Innovative Housing Incentives Program to any HPS supported initiatives that result in new housing units.

The 2013 federal budget has renewed funding for the HPS to the end of March 2019.

Investment in Affordable Housing (IAH)

The Federal Government also provides affordable housing funding to the Government of Saskatchewan in support of housing programs as described in the next section. This funding was also renewed to the end of March 2019.

Canada Mortgage and Housing Corporation (CMHC)

The CMHC is a federal crown corporation that is an important partner in the City's Housing Business Plan. In addition to providing mortgage loan insurance for the Mortgage Flexibilities Support Program (MFSP) and the Equity Building Program, CMHC provides seed and proposal development funding to affordable housing providers. The City also relies on CMHC for housing market research and training workshops for those working in the housing sector.

The Province of Saskatchewan (Province)

The Province plays the lead role in ensuring that the housing needs of all Saskatchewan residents are met and is the City's key partner in achieving its housing targets.

The Saskatchewan Plan for Growth (Growth Plan) was released by the Premier of Saskatchewan on October 16, 2012, and sets the road map for the Province's population growth to 1.2 million by the year 2020. This growth will include an estimated 60,000 additional individuals in the workforce and a 50 percent increase in the Saskatchewan Immigrant Nominee Program (SINP) from 4,000 to 6,000 individuals annually.

The Growth Plan identifies housing as key infrastructure required for growth and the plan promises an investment of \$344 million to add 12,600 new housing units by 2016. The housing targets in the Growth Plan will be achieved through the continued implementation of A Strong Foundation – The Housing Strategy for Saskatchewan 2011 – 2019 (Provincial Housing Strategy). Key objectives of the Provincial Housing Strategy include the following:

1. Increasing the housing supply;
2. Improving housing affordability;
3. Supporting individuals and families in the greatest housing need;
4. Enhancing strategic planning for housing; and
5. Collaborating with stakeholders and communicating best practices.

The Provincial Housing Strategy includes initiatives aimed at meeting the above objectives and the projected population growth by the year 2020. The City partners with the Province under the following initiatives from the Provincial Housing Strategy:

1. Rental Development Program: a capital funding grant that contributes up to 70 percent of the cost of new affordable rental units;
2. Secondary Suite Program: a grant to homeowners to pay up to 50 percent of the cost of new secondary suites to a maximum of \$30,000;
3. Rental Construction Incentive (RCI): a matching grant to participating municipalities of up to \$5,000 per new purpose-built rental housing unit.
4. Affordable Home Ownership Program (AHOP): a matching grant to participating municipalities of up to \$5,000 per affordable ownership home constructed.

5. **Head Start on a Home (Head Start):** an incentive for developers to construct entry-level house across the Province.



The Province provided funding to KC Charities Inc. to build this 75 unit affordable housing project for seniors in Pleasant Hill Village.

The City has existing agreements under the RCI and AHOP programs to create 1,000 new rental units and at least 400 new affordable ownership units from 2011 to 2015.

The Province partners directly with Saskatoon housing providers, homeowners, and builders under the Rental Development, Secondary Suite and HeadStart programs. The City provides additional incentives to leverage these provincial programs with the result of creating additional units in Saskatoon.

On March 22, 2013, the Government of Canada's budget was tabled. It renewed funding for affordable housing at current levels from 2014 to 2019. This funding is delivered through the provinces, who match it with their own funding, in support of the programs above. With federal support in place, the Province will now be able to determine what levels of funding will be available under its programs in the 2014 to 2019 period.



Sod Turning Ceremony: Don Atchison, Mayor of Saskatoon; Kelly Block, MP – Saskatoon-Rosetown-Biggar; Jennifer Campeau, MLA – Saskatoon Fairview; Ken Bayly, Chair of Westgate Heights Attainable Housing Inc.

Alignment of the City's Housing Programs and Other Government Programs

The City's housing programs work in conjunction with housing programs from the other levels of government. Most projects require support from more than one level of government in order to be successful. The table below shows how the programs align, as well as known funding commitments from the senior levels of government:

Client Group	City Program	Other Government Program	Other Government level of support for Saskatoon
Transitional and Shelter Housing (affordable rental)	Innovative Housing Incentive (capital grant and 5 year. tax abatement)	Homeless Partnering Strategy (Federal)	\$1.1 million annually to 2014
Affordable Rental	Innovative Housing Incentive (capital grant and 5 year. tax abatement)	Rental Development Program (Provincial)	\$2 million for 2013 for hard-to-house individuals
Secondary Suites (affordable rental)	Permit Rebate Program (25 percent rebate for legalizing existing suites)	Secondary Suite Program (Provincial)	up to \$30,000 per unit (no specific allocation for Saskatoon)
Purpose Built Rental	New Rental Construction Land Cost Rebate Program (5 year. Tax abatement)	Rental Construction Incentive (RCI)	\$1 million annually to 2011 to 2015
Affordable Ownership	Mortgage Flexibilities Support Program (5 percent down payment)	Affordable Home Ownership Program (AHOP)	\$400,000 annually to 2011 to 2015
Entry-Level Ownership	Land pre-designation and Equity Building Programs	Head Start on a Home	Low interest construction financing (no specific allocation for Saskatoon)

Part C: Partnerships With Other Sectors

Achieving the City's housing targets requires a commitment from all sectors of the economy to contribute to the growing need for more affordable housing units. Most projects require the participation of two or more sectors to be successful. The City will continue working with the following sectors to find housing solutions and build partnerships to achieve the housing targets.

Non-Profit Housing Providers



Low income singles housing built by Cress Housing Corporation.

Saskatoon is fortunate to have a high number of non-profit housing providers compared to other similar Canadian cities. These groups have been serving the needs of low-income residents over the past several years. These organizations' primary mission is the provision of affordable housing and most build new projects as organizational capacity increases.

Financial Institutions

Banks, credit unions, brokers, and mortgage loan insurance providers make mortgage financing available to low-and- moderate income households who purchase homes under the MFSP and the Equity Building Program. Financial institutions also provide financing to many of the non-profit affordable housing providers and private builders.

Land Developers

The City's Land Branch, as well as private developers create serviced parcels that are suitable for residential construction. These developers have had difficulty keeping up with the demand for build-ready sites in recent years, and could easily sell all lots for higher priced market housing. The success of the City's housing program relies on the willingness of developers to make sites available for low-priced attainable housing.



Affordable Ownership Housing built by Innovative Residential Inc. on land purchased from Dundee Developments in the Hampton Village neighbourhood.

Private Homeowners

Private homeowners who rent out secondary suites fill an important housing need and often target students and other renters with limited income. Secondary suites provide new units in developed areas that are often conveniently located near post secondary institutions and in areas with few apartment buildings.

Private Builders

Every housing project needs a builder, and with those services in high demand, builders are often drawn towards market housing with higher profit margins. Saskatoon is fortunate to have a number of private builders who choose to focus on the lower end of the housing market.



Affordable rental housing by private builder, Stewart Property Holding, Caswell Hill neighbourhood

Non-traditional Providers (Faith-based, Service Clubs, and Community Groups)

Faith-based and community groups that do not have housing as a primary mandate have traditionally provided low-cost housing for seniors. However, some of these groups are now building affordable housing for other segments including families and hard-to-house individuals. These non-traditional housing providers sometimes have surplus land in prime locations that they are willing to make available for housing projects.



Affordable rental housing built by Westgate Alliance Church, Pacific Heights neighbourhood

Part D: Housing Targets 2013 to 2022

On July 16, 2007, City Council established a target of 500 affordable, purpose-built rental, and entry-level dwelling units annually. If no changes are made to this target, the ten years covered by this business plan will result in a minimum of 5,000 new attainable units.

This target can be further broken down into the following annual housing types:

Housing Type	Number of Units
Affordable Rental and Transitional Housing	70 *
Secondary Suites	30
Purpose Built Rental	200
Affordable Ownership	100
Entry-level Ownership	100
Total	500

*Affordable rental and transitional housing is heavily subsidized by other levels of government with some projects requiring grants covering as much as 70 percent of the capital cost. The number of affordable rental and transitional units achieved is highly dependent on the targets set by the other levels of government and the funding available for Saskatoon.

Saskatoon's recent population projection indicates that up to 60,000 dwellings will be needed over the next 20 years. An average of 3,000 units will be completed per year of which 17 percent will be attainable.

The targets for the specific types of attainable housing will be reviewed and revised annually based on the projected need for the various types of housing.



Affordable ownership housing. These completely renovated units were re-located from McNab Park to Camponi Place.

Part E: Core Strategies

In order to achieve the goals and targets outlined in the previous section, the City will carry out the following strategies:

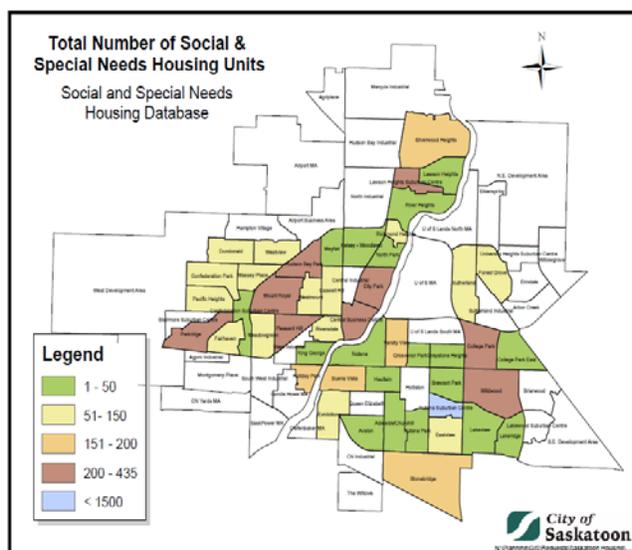
1. Implement policy improvements which will provide as many practical, effective housing solutions as possible, and reduce impediments and approval timeframes to encourage more attainable housing;
2. Offer a wide range of housing incentive plans to reduce financial barriers associated with providing a range of housing choices, in a variety of locations, and to support innovative and downtown housing;
3. Engage all sectors of the economy to provide the widest range of attainable housing possible. This means partnering with various levels of government, community-based organizations, financial institutions, and the private sector to take action to address affordable housing needs;
4. Participate in research and monitoring functions in order to provide current and relevant information on housing conditions and trends; and
5. Support education and awareness programs to inform the public about housing issues, such as renter's rights, and community safety.

Part F: Priorities

In reaching the targets described above, the following priorities have been adopted to guide the City and housing providers in developing the best possible housing projects for Saskatoon:

Priority 1 – Creating Attainable Housing in All Neighbourhoods

The City's Official Community Plan Bylaw No. 8769 states that all residential development should provide a mix of housing types reflective of the city's population profile and that supportive housing forms and tenures will be facilitated in all areas of the city. Neighbourhoods are to be planned to meet a variety of household types and incomes.



The mix of housing choices in some Saskatoon neighbourhoods has become somewhat limited. Certain neighbourhoods have housing stock that is primarily high-end (expensive) while other neighbourhoods have concentrations of lower-priced housing. Additionally, there is not always a balance between housing forms (attached and detached) or housing tenures (rental and ownership) in a number of Saskatoon neighbourhoods. This creates unbalanced neighbourhoods and limits individual housing choices.

A priority of this plan will be to ensure that housing projects supported by the City will be in a variety of neighbourhoods, including both new and existing neighbourhoods. Priority will be given to housing projects that bring the specific types of attainable housing to areas that lack it.

Priority 2 – Accessible (Barrier-free) Housing

Those requiring accessible (barrier-free) housing often have difficulties securing attainable housing that meets their needs, especially when modifications need to be made to meet specific needs. When the economy is strong and skilled workers are in high demand, builders tend to focus efforts on those whose needs can be met with standard features.

Accessible units have been included in most rental projects that the City supports and is a requirement of the National Building Code for most rental projects. A priority of the Housing Business Plan is to ensure that accessible units are available in affordable and

entry level projects as well. The builders of these projects have been willing to construct these units if pre-ordered prior to construction; however, this has resulted in few accessible units. A priority of the Housing Business Plan is to ensure that accessible show homes are included in all affordable and entry-level ownership projects, giving those in the market for a barrier-free unit the same opportunity to view what is available before buying.

Priority 3 – Neighbourhood Revitalization

The Housing Business Plan seeks to work in conjunction with other City initiatives such as Local Area Planning, Neighbourhood Safety, and the Vacant Lot and Adaptive Reuse Strategy to ensure affordable housing projects contribute to the long-term vitality of neighbourhoods.

All proposals for funding received by the City are carefully reviewed to ensure that the housing provided is in an appropriate location and will be a long-term benefit to neighbourhood as well as the city as a whole.

Priority 4 – Safe and Adequate Housing

The City works to ensure that housing meets minimum standard living conditions in accordance with Safe Communities and Neighbourhoods (SCAN), and encourages the improvement of housing stock, particularly in those areas of the city where overcrowding and deteriorating housing stock are an issue. The City's Crime Free Multi-Housing Program works with landlords and residents to prevent crime and foster a safe environment in apartment buildings.

Many of the housing projects supported by the City include additional supports such as: drug and alcohol free buildings, mentoring programs, cultural supports, mental health case workers, and parenting programs.

Priority 5 – Housing That Meets Identified Needs

When the first comprehensive Housing Business Plan was adopted in 2008, the top priority was simply to increase the number of attainable housing units. Housing providers determined the market segments (e.g. seniors, families, New Canadians etc.) and the City provided funding in support of what was proposed. Remarkably, projects were submitted for twelve market segments that spanned the housing continuum from shelters to entry-level ownership housing.

However, research studies and informal feedback indicates that some segments of the market are being underserved by the housing units created. These include: Aboriginal homebuyers, New Canadians (rental and ownership), large families, single individuals, as well as those needing barrier free housing (addressed above). A priority of the Housing Business Plan is ensure that units are being created for all segments of the market.

Priority 6 – Innovative and Energy-efficient Housing

New technological innovations, which contribute to the affordability of housing, continue to become available in the housing market. These include new materials, advances in energy-efficiency, and new construction methods such as modular building. A priority of the Housing Business Plan is to ensure that new technologies are incorporated into attainable housing, so the units created remain affordable and functional over the long term.

Encouraging the development of innovative housing tenures is also a priority of the Housing Business Plan, particularly models that bridge the gap between rental and ownership including cooperative housing, co-housing, rent-to-own, life lease, and land trust models.

Part G: Business Functions

Stemming from the core strategies and housing priorities identified above, a wide range of business functions have been established to achieve the goals of the Housing Business Plan:

Policy Development

This function is intended to reduce impediments and encourage a greater supply and equal distribution of the various types of attainable housing in Saskatoon through changes in policy.

A. Pre-designation of Land (City-developed Neighbourhoods)

The City has land pre-designation programs for entry-level, affordable ownership, and purpose-built rental housing designed to ensure that these types of housing are included within all new neighbourhoods.

Under these programs, the City takes the lead in identifying suitable locations for the needed types of housing within new neighbourhoods and infill locations where the City owns land. These pre-designated sites are then offered to land developers through a Request for Proposal (RFP) process. The land is sold at a fixed price to the developer whose proposal best meets the specified criteria for the site.



Habitat for Humanity is Building Affordable ownership housing on this pre-designated site in Lakewood.

The requirements for a particular site are based on the supply of land, the expected need for the various types of housing, the availability of incentives to support these projects, and what sites the private developers are making available (see below). The initiative of pre-designating sites is particularly useful in times when there is a low inventory of available sites from both the City and privately-owned sources. This program has been very successful in attracting new, entry level, affordable and rental projects.

B. Pre-designation of Land (Privately Developed Neighbourhoods)

Private developers create approximately half of the new residential sites that become available in Saskatoon each year, and play an important role in creating neighbourhoods that include a variety of housing forms and price points. Two of

the major private developers in Saskatoon have agreed to work with the City in providing sites for attainable housing.

The City's Planning and Development Branch, Land Branch, and private developers meet annually to review the upcoming need for attainable housing sites and what sites the different parties can make available. Private developers prefer to sell sites directly to builders that they have established business relationships with rather than using an RFP process.

C. Zoning for Entry-level Housing and Affordable Housing

In 2009, a new zoning district was established for affordable and entry-level housing as a result of the Housing Business Plan. The RMTN1 zoning district permits townhouse construction at densities up to 25 units per acre which significantly reduces the land cost per unit. The higher densities are achieved through higher maximum site coverage (40 percent) and a greater maximum height which allows for three storey construction and the provision of stacked townhouses where one unit is built above another.

The RMTN1 zoning district is now being successfully applied in new neighbourhoods (City-developed and privately-developed) early on in the planning process according to the projected need for entry-level and affordable housing. Zoning Bylaw No. 8770 will be continually reviewed to ensure that an adequate supply of appropriately zoned land is available to support new attainable housing.

D. Bonuses to Encourage Inclusionary Housing Development

The Housing Business Plan calls for the development of bonus provisions in Zoning Bylaw No. 8770 to encourage the inclusion of affordable housing within major residential developments, such as neighbourhoods, large scale redevelopments, and large condo conversions.

Examples of bonuses include the provision for more allowable floor space and a reduction in required parking or amenity space in exchange for the creation of affordable residential units. The City currently offers bonuses for the provision of accessible housing.

Provisions were adopted in 2009 for small car parking spaces, tandem parking spaces, reduced parking requirements for small suites, and reduced visitor parking. These relaxed parking requirements have the potential of saving 5 to 10 percent of land space covered by parking on any given site allowing a small number of extra units to be built. This is reducing the cost of building affordable and entry-level, multi-family housing.

The potential for additional bonuses for affordable housing will be considered in the Integrated Growth Plan implementation expected at the end of 2015. In the interim, the Planning and Development Branch will utilize Rezoning by Agreement provisions to provide flexible development standards for attainable housing.

E. Providing Disposable Land to Affordable Housing Providers

The City's Sale of Serviced City-Owned Lots Policy No. C09-033 provides the direct sale of land to non-profit corporations for the purpose of providing affordable housing. The Land Branch notifies affordable housing providers when disposable lands suitable for affordable housing become available through the Saskatoon Housing Initiatives Partnership (SHIP).

F. Priority Review for Affordable Housing Development

A priority process for reviewing Building and Development Permit Applications for attainable housing is in place. All departments that review permit applications move affordable Housing Permit Applications to the front of the queue saving time for affordable housing providers. The standard review process still applies.

The priority review process has the greatest benefit in times when permit application volumes are high and when there is a backlog of applications awaiting review.

G. Waiver of Off-site Levies on Affordable Housing Projects

The collection of off-site levies has been cited as a deterrent to the redevelopment of older properties in Saskatoon, many of which are suitable sites for affordable housing (rental or ownership). City Council has a set of criteria for waiving off-site levies for specific affordable housing and neighbourhood revitalization projects in Saskatoon.

Financial Incentives to Meet Housing Targets

This function is intended to provide financial incentive programs with the purpose of influencing the marketplace to achieve the goals of the City's Housing Business Plan.

H. Innovative Housing Incentive Program

A new points system has been developed to achieve various targets within the Housing Business Plan. The Innovative Housing Incentive Program is the City's main incentive program for affordable and special needs housing. The program offers a capital grant of up to 10 percent of the total capital cost of affordable housing projects. Housing created under this incentive must be provided to

households within incomes below the Saskatchewan Household Income Maximums (SHIMs) described in Appendix 2.

The program offers a base level of municipal support equal to three percent of the total capital costs. The capital grant can be increased to a maximum of up to 10 percent (15 percent with land differential cost incentive) of the total capital cost of affordable housing projects. Grants are calculated on a points system with extra points assigned for each housing priority addressed within the City's Housing Business Plan as described in the table on the following page:

Housing Business Plan Priority	Criteria	Amount of Grant (percentage of total capital cost)
Base Grant	Projects must serve households below provincial SHIMs	3 percent
Leveraging Funding from Senior Levels of Government	Secured funding from federal or provincial government under an eligible grant program	2 percent
Significant Private Partnership	There is a significant donation (at least 10 percent in-kind or donation) from a private donor, faith group or service club.	1 percent
Accessible Housing	At least 5 percent of units meet barrier free standards	1 percent
Neighbourhood Revitalization	<ul style="list-style-type: none"> a. Project improves neighbourhood by renovating or removing rundown buildings; and/or b. developing a vacant or brownfield site. 	1 percent
Mixed Tenure Development	Project has a mix of affordable/market units or a mix of rental/ownership	1 percent
Safe and Secure Housing	<ul style="list-style-type: none"> a. Landlord is committed to obtaining Crime Free Multi Housing certification for the project, and/or b. incorporates CPTED principles into design 	1 percent
Supportive Housing	The proposal includes ongoing supports for the residents to assist them in staying housed such as drug and alcohol free, cultural supports, elements of Housing First.	1 percent
Meets specific identified Housing Need	Project meets an identified housing need from a recent study such as: <ul style="list-style-type: none"> a. Homelessness, b. Large Family housing (3 bedrooms or more) c. Accommodation for students d. Aboriginal housing 	2 percent
Innovative Housing	Project uses innovative design, construction technique, materials or energy saving features.	1 percent
Innovative Tenure	Innovative Housing tenures such as Rent to Own, Life Lease, Land Trust, Sweat Equity, Co-op Housing or Co-Housing	1 percent

Grants are subject to the following maximums:

	<u>10 percent</u>
1) three or more bedroom unit	\$25,000
2) two bedroom unit	\$20,000
3) one bedroom unit	\$17,000
4) residential care homes and shelters (per bedroom)	\$10,000
5) renovations of market apartments (per unit)	\$12,000

I. Land Differential Cost Incentive

Proposals to build affordable rental housing in areas with a low concentration of this type of affordable housing may qualify for an additional grant of up to five percent of the total capital cost to offset the higher cost of land.

J. Land Cost Reduction Program

During periods of rising land prices, affordable housing providers and builders have found it very difficult to find suitable, affordable sites for housing projects. As a result, many projects do not proceed beyond the idea stage. However, once a site is secured, the project gains momentum and successful completion is likely.

Additionally, non-profit housing providers have difficulty managing cash flow when constructing new units. Projects can take up to two years to complete and grants, including grants from the City, are not received until the project is complete.

The Land Cost Reduction Program pre-designates City-owned sites for affordable housing and sells these sites to affordable housing providers through an RFP process. The City may purchase sites for this program if suitable sites cannot be found in existing inventory. In lieu of providing an innovative housing incentive (capital grant), the City discounts the price of the land by a comparable amount assisting the non-profit provider with cash flow.

K. Five-Year Property Tax Abatement for Affordable Housing

The City provides a five-year incremental tax abatement for the construction of new, affordable rental, purpose built rental, and affordable ownership projects provided by non-profit organizations. The abated portion of the taxes is the increased taxes assessed as a result of the construction.

L. Equity Building Program

The City, in partnership with Affinity Credit Union, created the Equity Building Program to assist moderate income households in making the transition from renting to homeownership. The target group is households earning just above

the Maximum Income Limits (maximum \$80,000) who need minimal assistance to move into the ownership market. The program allows households to borrow a down payment to be used towards the purchase of an entry level home.

M. New Rental Construction Land Cost Rebate Program

During periods of particularly low vacancy in Saskatoon, the City provides a cash rebate of up to \$5,000 per unit for the construction of purpose-built, multiple-unit rental housing, as well as a five year incremental tax abatement.

The Saskatchewan Housing Corporation (SHC) shares the cost of this program through the provincial RCI. Funding for this program has been renewed and assistance is available for the creation of an average of 200 purpose built rental units per year until 2015. Purpose-built rental units must remain on the rental market (at fair market value) for a minimum of fifteen years.



Purpose built rental housing by Broadstreet Properties, Stonebridge neighbourhood

N. Incentives for Secondary Suites

Incentives for the construction and legalization of secondary suites are offered as a part of the Housing Business Plan. Building permit and plumbing permit fees for the construction of new secondary suites are refunded upon completion of the work. A portion (25 percent) of the fee for legalizing an existing suite is also refunded.



A secondary suite is being constructed in this new home in the Stonebridge neighbourhood.

O. Mortgage Flexibilities Support Program (MFSP)

The MFSP operates as partnership between the City, SHC, the CMHC, Genworth Financial Canada, and private home builders. The program assists low-and- moderate income households to purchase a home. Home buyers must have household incomes below the income limits for the program. Current income limits are \$59,000 for households without dependents and \$66,500 for households with dependents.

The homes are built by private builders who must price the homes below what comparable homes would sell for. The City screens the income of potential buyers to ensure that they are below the income limits and provides homeowner training. CMHC and Genworth Financial offer mortgage loan insurance.



Affordable Housing sold under the MFSP in Willowgrove, built by Jastek

The homebuyer receives a down-payment grant equal to five percent of the purchase price. The builder contributes up to three percent with the City and SHC contributing the balance. The City's portion of the down-payment grant is returned to the Affordable Housing Reserve over a few years through the re-direction of property taxes. This program has been very successful.

P. Contribution to the Operating Loss of the Saskatoon Housing Authority (SHA)

The City continues to contribute five percent towards the operating loss of the SHA on a group of affordable housing units built between 1962 and 1983. This commitment was agreed to by the City at the time these units were built. The City's contribution to the loss is approximately \$70,000 annually.

Community Based Support

The affordability and availability of housing is greatly affected by factors outside the jurisdiction of the City. This includes banking practices, provincial housing, community development programs, the actions of the Federal Government through policies, programs, agencies such as the CMHC, and the capacity of the community to take action on housing needs. For this reason, the City has entered into a number of partnerships.

1. Saskatoon Housing Initiatives Partnerships (SHIP)

Often the technical expertise or capacity to develop housing business plans stands in the way of faith-based organizations, community groups, and smaller builders that would like to create affordable housing. City-funded development services offered by SHIP can help these groups move forward with the plans.

SHIP is a non-profit partnership with a mission to enhance the environment for affordable housing and offer support to non-traditional housing providers. The partnership includes individuals from the private, public, and non-profit sectors who participate to facilitate financing,

provide technical assistance to housing projects, and build and support partnerships to make housing happen for low- and moderate-income and special needs households in Saskatoon.

The City is represented on the SHIP board by one City Councillor and one member of the Administration. City Council has allocated funding for SHIP through a contract to provide this service for a period of five years ending in 2016.

2. The Plan to End Homelessness Task Force

The City is part of a community based task force that is working to develop and implement a plan to end homelessness in Saskatoon. The United Way of Saskatoon and Area is providing leadership by providing dedicated staff and funding to this initiative.

The task force is using the model supported by the Canadian Alliance to End Homelessness in developing Saskatoon’s plan. It is anticipated that

Saskatoon’s Plan to End Homelessness will be finalized by June 2013, with implementation to begin shortly afterwards.



The City’s Housing Business Plan, with its emphasis on increasing the supply of attainable housing units, will play a key role in building the infrastructure that will enable people to remain housed over the long term.

3. Builder-Sponsored Incentives

A number of Saskatoon home builders offer down payment assistance programs and monthly assistance programs that make it easier for low and moderate income earners to qualify for a mortgage and purchase a home.

Down Payment Assistance Programs

Builder sponsored down-payment grants are typically three percent of the purchase price and are used in conjunction with the buyer’s own resources or the City’s MFSP to make up



Builder sponsored incentives are available on this affordable and entry level project built by Newrock Developments in the Stonebridge neighbourhood

the minimum five percent down payment required to purchase a home.

Mortgage Assistance Programs

Builder sponsored monthly assistance programs provide homebuyers with a monthly subsidy that is applied directly to the buyer's mortgage. The amount can be as high as \$500 to \$600 per month in the first year, with the amount declining each year over a 5 to 10 year period. These programs are funded by the builder who deposits a lump sum into a trust account from which the monthly mortgage subsidy is drawn each month. These programs can reduce the income needed to qualify for a mortgage by as much as \$15,000.

Tax Sponsorship Program

Innovative Residential Inc. initiated a program in partnership with the City where a portion of the property tax will be prepaid for ten years on a declining basis for families without sufficient income to qualify under the MFSP. This builder-funded program allows buyers to qualify for the MFSP with up to \$7,500 less in household income.

The City welcomes these programs which often complement the programs that the City offers.

4. Community Based Organizations

There are many community-based organizations in Saskatoon that provide affordable housing or are involved in other aspects of affordable housing. The City partnered with 15 of these organizations from 2008 to 2012 and is confident these groups will take on new projects over the next ten-year period.

Research and Monitoring

This function within the plan, is intended to increase knowledge and disseminate data and policy research regarding housing in Saskatoon. Policy makers and program providers use this information to make work more effective. The City has participated in or supported the following reports on housing:

- **The Saskatoon Housing and Homelessness Plan (2011 to 2014)**

The Government of Canada and the Homelessness Partnering Strategy Community Advisory Board released The Saskatoon Housing and Homelessness Plan (2011-2014) in October 2011. This report provides an update to the Saskatoon Community Plan on Homelessness and Housing (2007) and reports on progress made since 2007. The report documents an ongoing need for additional emergency, transitional, and affordable housing in Saskatoon but does not set specific targets for these categories. The report will guide funding decisions for federal funding under the

Homelessness Partnering Strategy until 2014.

- **2012 Homeless Count**

The United Way of Saskatoon and Area conducted a count of homeless people on September 24, 2012. A total of 372 individuals were counted as homeless on that date and included 103 individuals who slept outside and 269 individuals who were in shelters or transitional housing. This study will be used as baseline information for measuring the effectiveness of the Ten Year Plan to End Homelessness. This was an increase of 43 percent over the 2008 count which used comparable counting methods.

Q. Garden and Garage Suite Guidelines

The City, with funding assistance from the SHC, is currently conducting research on the architectural guidelines and development standards for garden and garage suites. This work is part of a larger study on infill development guidelines that will inform future amendments to Zoning Bylaw No. 8770.

While garden and garage suites are not currently permitted in Saskatoon, the City is investigating the feasibility of these suites as an attainable housing option.

Education and Awareness

The City plays a role in helping to increase awareness about housing issues in Saskatoon.

National Housing Day

National Housing Day is an annual event hosted by CMHC in which the City participates and sponsors. The event raises awareness of the need for affordable housing and focuses on current issues and the many support programs and resources that are available in the city.

Housing Handbook

The City of Saskatoon publishes a Housing Handbook that includes information for renters, landlords, and first-time homebuyers. Approximately 10,000 copies are distributed annually by over seventy agencies in the city. The Housing Handbook is updated every second year.

PART H: Financing the Housing Business Plan

Past Funding for the Housing Business Plan (2008 to 2012)

The total amount of funding provided by the City for housing projects between January 1, 2008 and December 31, 2012, was \$14.8 million. The funding provided to implement the Housing Business Plan leveraged approximately \$20 of housing investment for every \$1 of financial assistance provided by the City.

Various funding sources were used in the first five years of the plan. The majority of funding was provided from revenues from the Neighbourhood Land Development Fund, which provided \$14 million. The Building Standards Reserve provided \$400,000, and starting in 2011, \$250,000 per year was provided for core funding from the mill rate (property taxes).

The cost of housing increased between 2008 and 2012 seeing the average cost of a new dwelling unit rising 12 percent during this time. The level of funding approved in 2008 could not have supported the development of over 2,500 attainable dwellings, and the City could not have reached its target without the introduction of new funding programs from the Province.

A wide range of new programs were introduced by the Province in 2011 which aligned well with the City's funding programs. This allowed the City to achieve the 2,500 unit target and extend its available funding to achieve 500 new housing units in 2013 as well.

Funding the Housing Business Plan (2013 to 2022)

The level of funding required to implement this plan is estimated at \$2 million per year presuming that the target remains at 500 units per year across the attainable housing continuum.

Looking ahead to the next 10 years, it is expected that the cost of housing prices will continue to rise. The CMHC is predicting a 1.5 percent increase in the price of a new home in 2013 and a 2.3 percent increase in 2014. The funding required to implement this housing business plan will increase by similar rates as well.

Appendix 1 – The Housing Situation in Saskatoon – Key Issues

1. A Rising Homeless Population

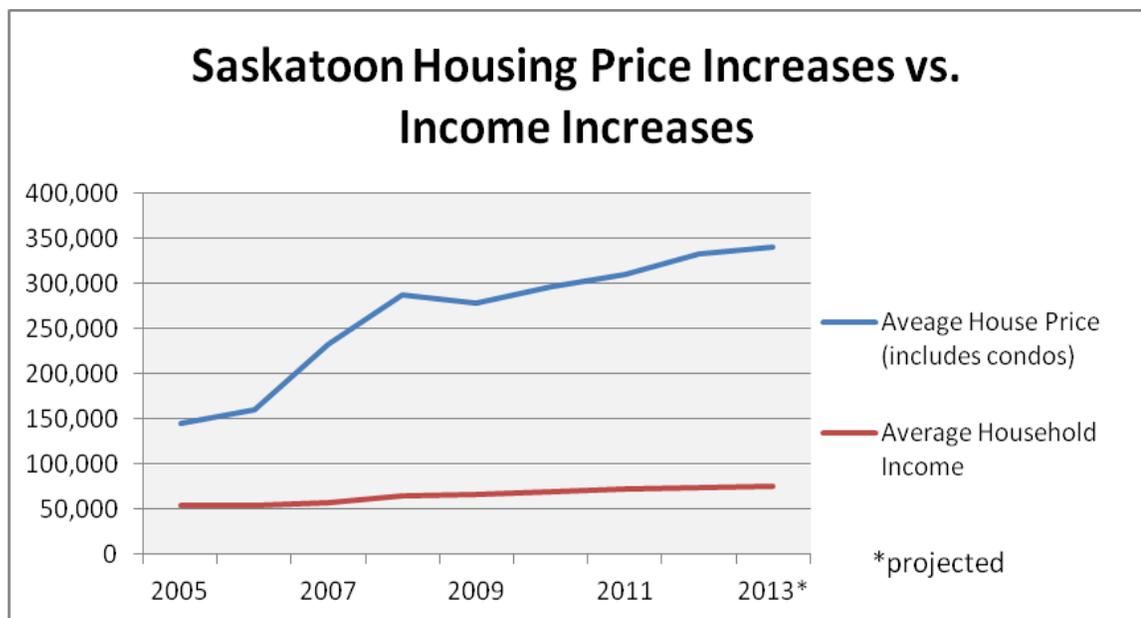
On September 24, 2012, a count of homeless people was conducted in Saskatoon by the United Way of Saskatoon and Area. A total of 372 were counted as homeless on that particular date, of which 103 individuals reported that they were sleeping outdoors. A count using similar methodology was conducted in 2008 and counted 261 homeless individuals, indicating that the homeless population is rising in Saskatoon.

2. Deficit of Transitional and Affordable Housing Units

In Saskatoon, the ability to afford decent and suitable housing continues to be problematic, especially among persons with special needs, mental illness, or addictions. Other groups that have difficulty accessing suitable housing include single-parent families, Aboriginal people, low-income seniors, and recent immigrants.

3. Sudden and Rapid Rise in Prices

Saskatoon has been experiencing greater demands for appropriately priced housing for the City’s lowest income groups and most vulnerable population as a result of the discrepancy between increases in housing costs and increases in income.



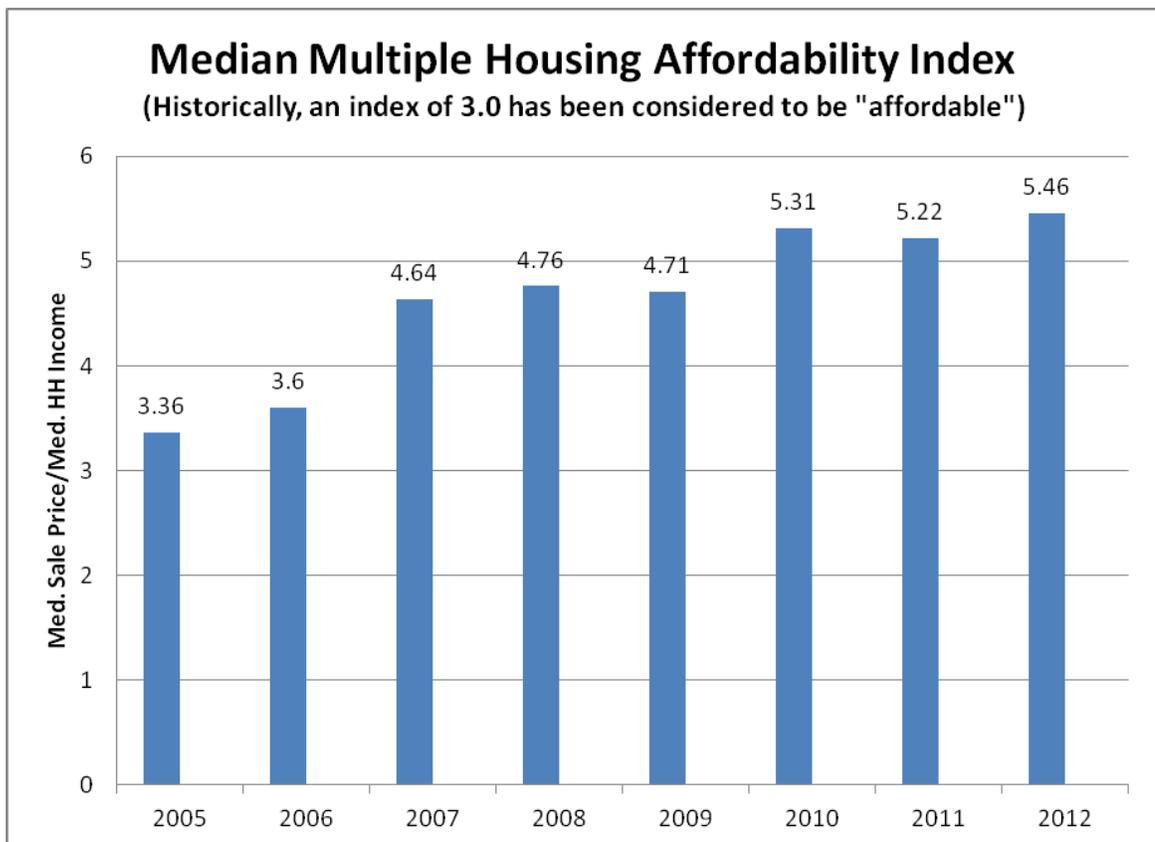
As the chart above illustrates, Saskatoon has been experiencing rapid price increases in the housing market since 2006. In 2012, the average price of a Saskatoon home rose by seven percent to \$331,867 and CMHC is predicting further price increases for 2013. In contrast, household incomes in Saskatoon have seen only modest annual increases in recent years as shown on the bottom line of the chart.

Prior to house prices escalating in August 2006, approximately \$48,000 in household income was required to purchase the average Saskatoon home. This figure has risen nearly \$80,000. With the average Saskatoon household income estimated to be around \$70,000, and the median household income estimated to be around \$59,500, it is evident that many Saskatoon households have been squeezed out of the ownership market.

4. Affordability

The median multiple is the ratio of the median price of a home to the median household income. Using medians instead of averages may provide a more accurate measure of affordability since averages can be skewed by a few very high and very low incomes and house prices. The median price of all MLS sales in Saskatoon in 2012 was approximately \$325,000 and the median household income was approximately \$59,500.

Traditionally, housing has been considered affordable if the median multiple is 3.0 or less. The chart below shows that Saskatoon’s median multiple has been above 5.0 since 2010.



5. The Effect of Interest Rates and Mortgage Lending Rules on Affordability

Historically, low interest rates over the last few years have clearly helped many households purchase their first home. Five year mortgage rates have remained around 4 percent in recent years. Interest rates are unlikely to go any lower and may begin to rise in response to large debt loads and record spending on housing.

An increase of 1 percent on mortgage rates raises the monthly payment on the average Saskatoon home by \$250 per month. An additional \$9,000 in annual household income would be needed to carry this additional cost. Even modest increases in mortgage rates will make Saskatoon homes much less affordable.

6. Condition of Existing Dwellings

Typically, older neighbourhoods are those that contain housing in need of major repairs, and are often located in or near the centre of the city. An examination of changes in housing conditions among Saskatoon neighbourhoods has shown that increases in the number of dwellings needing significant improvement are no longer confined to pre-1970's housing. The Saskatoon Fire and Preventive Services Department has renewed its agreement with Saskatchewan Housing Corporation to continue inspections of existing homes (see Appendix 4).

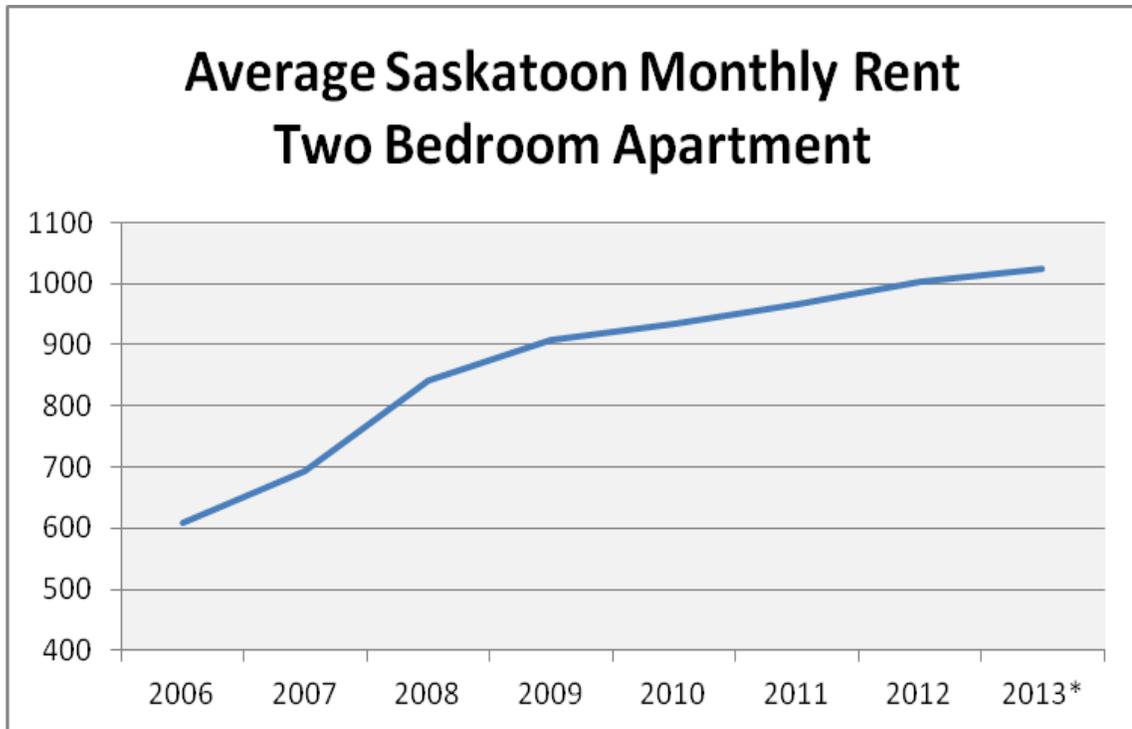
7. Availability of Builders and Contractors

This issue received a lot of attention in 2007 and 2008. Although the shortage has eased somewhat, construction costs have remained very high and construction timelines have lengthened. This situation has prompted some builders to use modular construction which significantly reduces the reliance on traditional local labour for affordable housing.

8. Rising Rental Rates

The chart on the following page shows that the cost of renting an average two-bedroom apartment has increased significantly since 2006, following a trend similar to the rising cost of homeownership. The same apartment that could be rented for \$609 in October 2006 rented for \$1,004 per month in October 2012 increasing 65 percent over six years. CMHC is predicting modest increases for 2013.

Household incomes have not kept pace with rent increases requiring many people to move to smaller units, share suites, or seek subsidized housing because they can no longer afford market rent.



9. Vacancy Rates for Rental Accommodations

The vacancy rate for rental apartments in Saskatoon has remained low over the past few years and was 2.6 percent in October 2012. CMHC is predicting vacancy rates to decline slightly to 2.4 percent in 2013. Vacancies rates below 3.0 percent generally indicate an inadequate supply of rental housing.

Appendix 2 – The Attainable Housing Continuum

The list below describes the Attainable Housing Continuum:

1. Social Housing (at risk of homelessness)
 - a) Shelters and crisis intervention housing;
 - b) Subsidized rent; and
 - c) Supported-living (disabilities and addictions).

2. Affordable Rental Housing (Low Income)
 - a) Capital grants and loans to landlords – public programs;
 - b) Publicly operated rental units;
 - c) Faith-based rental units;
 - d) Government rent supplement applied to market units; and
 - e) Land Trusts and Housing Co-ops (private or public capital support).

3. Market Rental (Low and Moderate Income)
 - a) Secondary suites;
 - b) Purpose-built rental units (protected from condo conversion); and
 - c) Investor owned condos, apartments, and detached homes.

4. Affordable Ownership Housing (Low and Moderate Income)
 - a) Volunteer sector (e.g. Habitat for Humanity) – equity earned through volunteer labour; and
 - b) Municipal down payment grants (MFSP).

5. Entry Level Housing (Moderate Income)
 - a) Land pre-designation program to ensure an adequate supply of entry-level homes in new neighbourhoods;
 - b) Government Construction Financing (Head Start on a Home); and
 - c) Equity Building Program.

6. Market Housing (Medium to High Income)
 - a) Variety of dwelling accommodation choice and price points (no assistance).

Individuals and families requiring emergency shelters, transitional housing, and social housing are served primarily by the Province through the Ministry of Social Services.

In the middle of the continuum are households who do not qualify for government support but who cannot afford what the conventional housing market is able or willing to offer. Municipal governments need to be involved in encouraging and supporting the supply of appropriate housing for this middle group.

Appendix 3 – Definitions

Attainable Housing: Attainable Housing is any housing that adequately meets the needs of a household and costs less than 30 percent of the household's gross monthly income. The initiatives in the City's Housing Business Plan are targeted at those income ranges for whom the open market is not providing sufficient attainable housing options.

Ownership housing can be considered attainable with monthly housing payments of up to 35 percent because ownership housing includes an equity component and part of the payment is building wealth for the household.

The City's Housing Business Plan includes initiatives to support the creation of four distinct types of attainable housing: Affordable Rental Housing, Purpose-Built Rental Housing, Affordable-Ownership Housing and Entry-Level Ownership Housing.

Affordable Rental Housing: Affordable Rental Housing refers to housing that is available at below market rents, usually because of a subsidy from government, a charitable organization, or private homebuilder.

To qualify for affordable rental housing, households must have income below the Saskatchewan Household Income Maximums (SHIMs) as defined by the SHC and the City. The SHIMs are based on the number of bedrooms required by the household. The current SHIMs (May 2013) are:

Saskatchewan Household Income Maximums (SHIMs):

Household Type	One-Bedroom or Bachelor	Two-Bedroom	Three-Bedroom	Four-Bedroom
Non-disabled	\$35,000	\$42,000	\$51,000	\$62,000
Disabled	\$40,250	\$48,300	\$58,600	\$71,300

The SHIMs are adjusted from time to time with changes to the cost of housing.

Affordable Ownership Housing: Affordable Ownership Housing is housing that is priced below similar units in the open market and made available with minimal assistance (usually a down payment grant) from a government, charity, or homebuilder to enable the household to qualify for a mortgage to purchase the home.

To qualify for affordable ownership housing, households must have income below the income limits for affordable ownership housing which currently (May 2013) are \$59,000 for households without dependents and \$66,500 for households with dependents. These limits are adjusted from time to time with changes to the cost of housing.

Purpose-built Rental Housing: Purpose-built rental housing is housing that will be in the rental market over the long term and is protected from becoming ownership housing

(condominiums). There are no limits on the amount of rent charged and no income screening.

Entry-level Ownership Housing: Entry-level homes are modest in size with basic features that are typical of what first time home-buyers would purchase. Entry-level homebuyers can afford to pay market prices; however, the market does not always create an adequate supply of entry-level homes particularly when the housing market is booming.

Direct financial support is not provided for entry-level housing; however, governments will sometimes provide financing (low-interest loans), land pre-designation, and other tools to ensure that adequate supplies of entry-level housing are being constructed.

Appendix 4 – Maintaining the Condition of Existing Housing Stock

The City has initiated a number of programs over the years aimed at ensuring various forms of accommodations meet minimum living conditions.

Saskatoon Fire and Protective Services, under Fire and Protective Services Bylaw No. 7990, performs annual inspections of all buildings, structures, and properties that, according to the National Building Code of Canada, 1995, are categorized as Assembly, Institutional, and Residential (four dwelling units or greater) for fire and life safety.

In addition, City Council passed the Property Maintenance and Nuisance Abatement Bylaw No. 8175 to provide the Fire and Protective Services Department with the mandate to undertake scheduled and complaint-driven inspections of all properties in all areas of the City. These inspections include the conditions of yards, properties, and the exterior of all buildings and structures including single family dwellings.

Saskatoon Fire and Protective Services regularly receive complaints about property and living conditions, fire, and life safety concerns within dwelling units and rental properties including multi-unit or apartment-style complexes. In accordance with the provisions of the Property Maintenance and Nuisance Abatement Bylaw No. 8175, a Fire Inspector will follow-up the complaint within the specified property, identify the deficiencies, and issue an order to remedy, as required.

Saskatoon Fire and Protective Services is beginning the seventh year of our Home First Program, a partnership with the Ministry of Social Services through the Rental Housing Supplement. Social Assistance clients renting a property and seeking an increase in rental income supplement are required to have an inspection by the Fire Department. Remedial action is requested of the landlord, if warranted, under the requirements of the Home First Program and the Property Maintenance and Nuisance Abatement Bylaw No. 8175. If the property meets the basic requirements, the individual or family qualifies for an increase in monthly income.

The agreement calls for up to 1,040 inspections annually with a fee of \$80 paid to the Fire Department. What makes this agreement unique is that these inspections are mostly in single-family rental properties that without this collaborative effort would not otherwise have occurred.

Proposed Updates to Housing Programs and Policy

Proposed Income Limits for Innovative Housing Incentives (capital grants):

The City's Innovative Housing Incentives Policy No. (C02-009) requires that all housing projects receiving Innovative Housing Incentives (capital grants of up to 10 percent) from the City serve only low-income households. Currently, the policy defines low-income households as being below the Saskatchewan Housing Corporation's (SHC) Maximum Income Limits (MILs). Most recently, the MILs have been \$44,500 for households without dependents and \$52,000 for households with dependents. However, the SHC is now using a different set of income limits called the Saskatchewan Household Income Maximums (SHIMs).

The Administration is recommending that section 2.2 of the Innovative Housing Incentives Policy No. (C09-002) be amended to define low income households as having income below the SHIMs. The SHIMs have eight categories and allow higher incomes for larger households and households with a disabled member. The SHIMs more accurately access household need because they are based on the size of home required according to the schedule below:

Saskatchewan Household Income Maximums (SHIMs):

Household Type	One-Bedroom or Bachelor	Two-Bedroom	Three-Bedroom	Four-Bedroom
Non-disabled	\$35,000	\$42,000	\$51,000	\$62,000
Disabled	\$40,250	\$48,300	\$58,600	\$71,300

No changes are being proposed to the MILs for the Mortgage Flexibilities Support Program (MFSP) for down payment grants, which are tied to the income limits for SHC's Affordable Home Ownership Program (AHOP). However, if this recommendation is adopted, future MFSP projects would only be eligible for capital grants on units that were sold to households below the SHIMs. Most MFSP projects no longer need capital grants to be viable and don't apply for a grant. This policy change would act as an incentive for builders to provide a few units in MFSP projects to households with lower incomes and/or households with a disabled member.

Proposed Maximum Contributions for Innovative Housing Incentives (capital grants of up to 10 percent):

The Administration has reviewed maximum contribution limits for capital grants for affordable housing and has concluded that ten percent of the capital cost of recent projects with one bedroom units, and residential care homes and shelters often significantly exceeds the maximum contributions allowed under the Innovative Housing Incentive Policy No. C09-002. Therefore, the Administration is recommending increased maximum contributions for one bedroom units, and residential care homes and shelters. No changes are being recommended for units of other sizes. The proposed maximum contributions are listed below:

Proposed Maximum Contribution Limits per unit:

- Three or more bedrooms: \$25,000

- Two bedrooms: \$20,000
- One bedroom: \$17,000 (currently \$15,000)
- Renovation of market apartments: \$12,000
- Residential Care Homes and Shelters: \$10,000 per bedroom (currently \$8,000)

Proposed Points System for Calculating Innovative Housing Incentives

The Administration is recommending that Section 3.3 of the Innovative Housing Incentives Policy No. C09-002 be amended to include a points system to calculate the amount of capital grants provided for affordable housing projects to encourage housing providers to address priorities of the Housing Business Plan in projects. Proponents will be eligible to earn up to a ten percent capital grant by addressing the Housing Business Plan priorities as indicated in the table below:

Housing Business Plan Priority	Criteria	Amount of Grant (percentage of total capital cost)
Base Grant	Projects must serve households below provincial SHIMs	3 percent
Leveraging Funding provided by Other Levels of Government	Secured funding from federal or provincial government under an eligible grant program	2 percent
Significant Private Partnership	There is a significant donation (at least 10 percent in-kind or donation) from a private donor, faith group or service club.	1 percent
Accessible Housing	At least 5 percent of units meet barrier free standards	1 percent
Neighbourhood Revitalization	a. Project improves neighbourhood by renovating or removing rundown buildings; and/or	1 percent
	b. developing a vacant or brownfield site.	1 percent
Mixed Tenure Development	Project has a mix of affordable/market units or a mix of rental/ownership	1 percent
Safe and Secure Housing	a. Landlord is committed to obtaining Crime Free Multi Housing certification for the project, and/or	1 percent
	b. incorporates Crime Prevention Through Environmental Design (CPTED) principles into design	1 percent
Supportive Housing	The proposal includes ongoing supports for the residents to assist them in staying housed such as drug	1 percent

	and alcohol free, cultural supports, elements of Housing First.	
Meets an Identified Housing Need	Project meets an identified housing need from a recent study such as: <ul style="list-style-type: none"> a. Homelessness, b. Large Family housing (three bedrooms or more) c. Accommodation for students d. Aboriginal Housing 	2 percent
Innovative Housing	Project uses innovative design, construction technique, materials or energy saving features.	1 percent
Innovative Tenure	Innovative Housing tenures such as Rent to Own, Life Lease, Land Trust, Sweat Equity, Co-op Housing or Co-Housing	1 percent

Proposed Supplemental Land Cost Differential Incentive

The Administration is recommending that the Innovative Housing Incentives Policy No. C09-002 be amended to include a supplemental Land Cost Differential Incentive that will provide an additional capital grant of up to 5 percent of the total capital cost for affordable rental housing projects located in areas where there is a low concentration of affordable housing. The purpose of this supplemental grant is to offset the higher cost of land by locating in these areas.

The grant will be equal to the value of the site selected for the project less the value of a comparable site in an area of the city with an existing high concentration of affordable rental housing to a maximum of 5 percent of the total capital cost.

Incorporating the Criteria for Waiving Offsite Levies Into Policy

On May 20, 2008, City Council, through a resolution, approved criteria to identify specific circumstances where the payment of off-site levies may be waived for affordable housing projects. However, the option of waiving offsite levies for affordable housing projects and the criteria for doing so have never been documented in Council policy.

The Administration is recommending that the following section be added to the Innovative Housing Incentive Policy No. C09-002 to document these criteria:

Waiving Offsite Levies for Affordable Housing

1. City Council, at its discretion, may waive the payment of offsite levies payable as the result of the development of affordable housing in very specific circumstances.
2. Eligible housing projects must meet the needs of low-income households as defined in Section 2.2 of this Policy.
3. Eligible housing projects must meet all eligibility criteria for affordable housing projects as listed in section 3.1 of this Policy.
4. The following criteria have been developed to identify specific circumstances where the payment of offsite levies may be waived by resolution of City Council:
 - i. Only registered non-profit organizations will be considered, including faith based groups;
 - ii. Only that portion of off-site levies related to affordable housing will be waived (this will allow collection of levies for market units in mixed projects which contain market and affordable units);
 - iii. Only neighbourhood revitalization and major redevelopment projects as designated by resolution of City Council will be considered;
 - iv. The value of the off-site levies is payable if affordable units become market units within ten years (e.g. through sale);
 - v. The waiver of off-site levies does not include capacity expansion costs. All cost for capacity expansion, as a result of redevelopment, must still be paid by the developer.

Extension of Secondary Suite Permit Rebate Program

The Administration has reviewed the Secondary Suite Rebate Program that provides permit rebates to homeowners for the construction or legalization of secondary suites and has concluded that the program continues to be an effective way of increasing the supply of rental housing. The recommendation is to continue to provide rebates at the 2012 rebate levels which are 25 percent of the cost of a Legalizing an Existing Suite permit and 100 percent of the cost of building permits and plumbing permits for secondary suites. This would result in 30 to 50 new legal suites per year with a total cost of no more than \$20,000.

Mortgage Flexibilities Support Program Demographics

The MFSP has now completed four years of sales and has resulted in 287 sales. In the first three years of the program the majority of the home purchasers were large families of which many were new Canadians. In 2012, most of the purchasers are singles and couples without dependents who are just entering the workforce.

In 2013, the Administration plans to conduct an evaluation of the demographics served by the MFSP and housing types available under the program. If necessary,

recommendations will be made to ensure that the types of housing offered under the MFSP meet the needs of as broad a range of households as possible including: new Canadians, aboriginal people, large and small families, as well those with accessibility needs.

Plan to End Homelessness

The United Way of Saskatoon and Area is leading an initiative to create a plan to end homelessness for the city of Saskatoon. A planning charette is scheduled for May 2013 that should lead to a final document by the end of June 2013. The City has representation on the task force steering this work.

The key role that the City can play in the implementation of a plan to end homelessness will be increasing the supply of rental housing through the initiatives supported by the Housing Business Plan.

Process Audit of City's Housing Program

A process audit was completed in early 2013 on the City's housing program. The overall objective of the audit was to determine whether adequate systems, practices and controls are in place to ensure grants are effectively managed during all stages of the grant life-cycle.

There will be changes to the City's policies and administrative processes related to the management of the housing program recommended by the Audit Committee following their review of the Auditor's report.

TO: Secretary, Planning and Operations Committee
FROM: General Manager, Community Services Department
DATE: May 10, 2013
SUBJECT: Annual Report - Saskatoon Housing Initiatives Partnership – 2012
FILE NO.: CK. 430-41, x 750-4 and PL. 950-14

RECOMMENDATION: that a copy of this report be forwarded to City Council for information.

TOPIC AND PURPOSE

The purpose of this report is to update the Planning and Operations Committee and City Council on the activities of the Saskatoon Housing Initiatives Partnership (SHIP) in 2012.

REPORT HIGHLIGHTS

1. 2012 was a significant year of transition for SHIP and was also the first year of the current service agreement with the City of Saskatoon (City).
2. SHIP's Board of Directors have established a new strategic plan and priorities, which will support their work, as well as the City's Strategic Goal of Quality of Life, through continued support for the provision of new affordable housing.
3. SHIP has a wide range of members and brings together stakeholders working across the housing continuum. This was enhanced in 2012 through SHIP's new role as the Community Entity for the Federal Government's Homelessness Partnering Strategy (HPS) funds in Saskatoon.
4. In 2012, SHIP helped achieve the provision of over 100 units of affordable housing in Saskatoon.

STRATEGIC GOAL

This report addresses the City's Strategic Goal of Quality of Life by supporting the provision of affordable housing throughout Saskatoon. SHIP provides a range of services to assist in the development of affordable housing projects in the community and also serves as an advocate for the importance of affordable housing.

BACKGROUND

SHIP was created in 1999. It strives to bring the necessary expertise, experience, and assistance to housing providers in order to help build the capacity to develop new affordable housing projects in Saskatoon.

When SHIP was established, non-profit housing providers and the City agreed there was a gap in services and capacity that limited the development of affordable housing. SHIP's role was to fill that gap by providing a community-based service to help affordable housing providers to develop business plans for affordable housing projects.

At its March 21, 2011 meeting, City Council approved a service agreement with SHIP for a five-year term. Annual funding of \$100,000 from the Affordable Housing Reserve would be provided to SHIP. In return, SHIP would help support the goal of 100 units of affordable housing every year in Saskatoon. The service agreement also provides for the following scaled performance bonus when SHIP facilitates the creation of more than 100 units in a year:

- 101 to 120 units - \$5,000 bonus
- 121 to 140 units - \$10,000 bonus
- 141 or more units - \$15,000 bonus

In addition, the agreement requires SHIP to provide the City with an annual report and a five-year strategic plan.

REPORT

SHIP is a community-based organization that has a mission to help develop creative solutions to the provision of affordable housing by bringing together expertise and experience in the community. The work of SHIP has been critically important in this period of sustained economic and population growth in Saskatoon, which has been accompanied by a decreasing supply of rental units and an increase in housing prices. The services that SHIP provides are still necessary and continue to serve an important role in achieving success in the City's Housing Business Plan. SHIP's first annual report is attached and includes the new strategic plan developed in 2012 (see Attachment 1).

SHIP's main areas of focus are:

- 1) creative solutions to housing targets;
- 2) housing project development consulting;
- 3) research into housing options;
- 4) creating productive partnerships;
- 5) community engagement on housing issues; and
- 6) fund administration.

In 2012, SHIP underwent a number of significant transitions including a renewal of its strategic plan and priorities, moving offices from the Saskatoon Home Builders Association to a collaborative work space on 20th Street West, and the development of new marketing materials including a new website. Additionally in 2012, SHIP became the HPS Community Entity in Saskatoon, responsible for the administration of the Federal Government's HPS funding streams in Saskatoon.

SHIP's new five-year strategic plan includes the following priorities that will help guide its work:

1. Develop programs, policies, and resources that will assist in the development of sustainable local community-based housing solutions.

2. Increase public understanding of affordable housing as a strategic investment that creates healthy, safe, and economically vibrant communities.
3. Provide project development services to assist affordable housing across the entire housing continuum.
4. Develop tools and resources to assist affordable housing providers with project development and management.
5. Ensure SHIP continues to be financially viable to meet the current and growing needs of the community.

These renewed priorities will not only help SHIP meet its annual targets, but also will ensure the annual targets of the City's Housing Business Plan continue to be achieved. The partnerships and support that are facilitated by SHIP play a very key role in this success, and in the success of individual housing providers to leverage other available funds and resources for their projects.

Summary

In SHIP's 2012 Annual Report, the details of its contributions to achieving over 100 units of affordable housing are outlined. Beyond the simple numbers, the report also makes a strong case for the importance of forging partnerships in the community. As demonstrated by the number of organizations represented, not only on SHIP's Board of Directors but also through the Community Advisory Board and Network Members, SHIP plays a key role in bringing together a range of groups in Saskatoon, all working in the area of affordable housing provision.

In 2012, this function was strengthened with SHIP's new role as the Community Entity for the Federal Government's HPS funding. This has not only expanded SHIP's administrative responsibilities and capacity, but also starts to cast a wider net in the community and across even more of the housing continuum.

SHIP's role in Saskatoon continues to be important to the provision of affordable housing, and continues to contribute to the success of the City's Housing Business Plan.

DUE DATE FOR PROJECT COMPLETION AND/OR FOLLOW-UP

Under the terms of the service agreement between the City and SHIP, an annual report is required each year of the five year agreement. The next annual report will be brought forward in spring of 2014.

PUBLIC NOTICE

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

ATTACHMENT

1. Creative Solutions to Affordable Housing and Homelessness for a Growing City - 2012 Annual Report to Stakeholders, Saskatoon Housing Initiatives Partnership

Written by: Lesley Anderson, Manager, Neighbourhood Planning Section

Reviewed by: “Alan Wallace”
Alan Wallace, Manager
Planning and Development Branch

Approved by: “Randy Grauer”
Randy Grauer, General Manager
Community Services Department
Dated: “May 28, 2013”

cc: Murray Totland, City Manager

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**CREATIVE SOLUTIONS TO
AFFORDABLE HOUSING AND
HOMELESSNESS FOR A
GROWING CITY**

2012 Annual Report to Stakeholders



The image features four hands, two from the top and two from the bottom, positioned to form a circular frame. The hands are light-skinned and have their fingers slightly curled. The background is a vibrant blue sky with scattered white clouds, and a lush green field is visible at the bottom. The text 'TABLE OF CONTENTS' is centered within the circle formed by the hands.

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THE CHALLENGE

Saskatoon has felt the effects of the burgeoning provincial economy. Job growth and greater private investment have attracted young families, new immigrants, and working professionals to the city, contributing to annual population increases. Since 2006, the City of Saskatoon has grown by nearly 20,000 residents – an average of 4,000 persons per year (or 1.9 percent annual population growth). By June of 2011, the date of the last national census, Saskatoon had surpassed the most recent population projections by 3,000 people, recording a population of 222,189 residents.

This increasing population has had a significant effect on the local real estate market. Not unlike other major centers undergoing economic and population growth, Saskatoon’s housing market has not produced a balanced supply of housing stock that meets the various needs within the home ownership and rental housing market. With the supply of rental housing decreasing significantly during the last decade due to condo conversions, there is still limited housing choices for many households in Saskatoon.

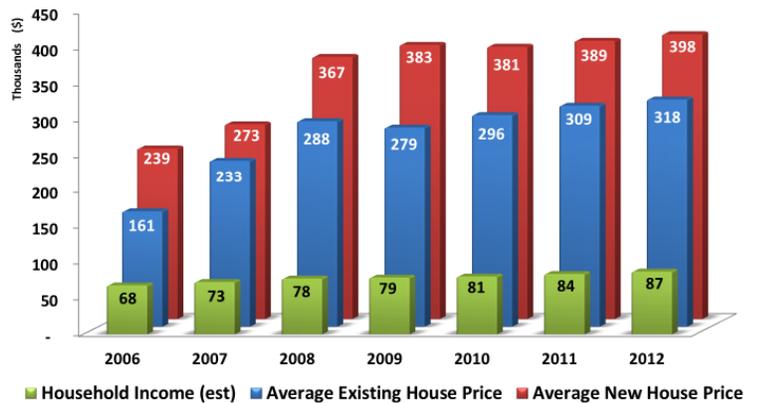
Housing prices in Saskatoon have increased rapidly over the past five years; however, incomes have not increased comparatively. With low rental vacancy rates, many low to moderate income individuals and families have little choice for housing, often living in inappropriate, inadequate or substandard housing that fails to meet their specific needs. As households find it more and more difficult to pay for housing, they sacrifice food, medicine or utilities to keep a roof over their heads. Many households are electing to ‘double up’ with other households rather than be forced to live in unsafe or sub-standard rental accommodation or be homeless.

Those who are making wages thought reasonable a few years ago find it difficult to buy a home in Saskatoon. The housing market is out of balance for renters and many first time home buyers due to a lack of choice. A lack of affordable housing is also a contributing factor to the 30 per cent increase in homelessness in Saskatoon in the past three years.

Without adequate affordable housing in place, Saskatoon also risks losing an advantage when attracting workers. This affects business, productivity and growth in the long run.

Now more than ever, the health of our citizens and economic potential of the entire city depends on an adequate supply of affordable housing.

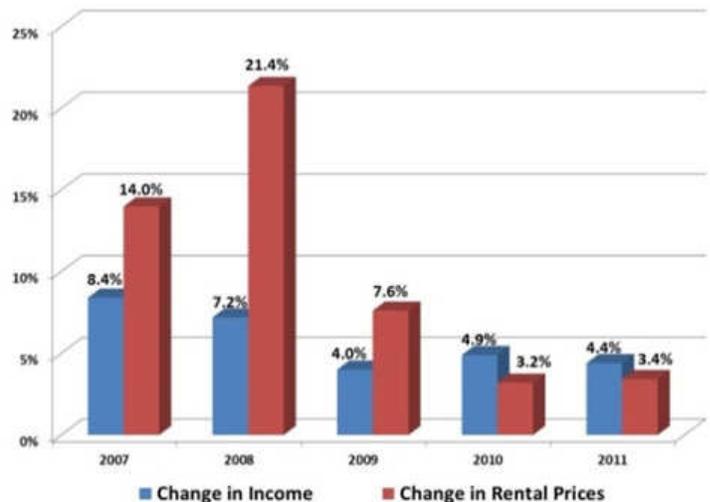
Housing Prices and Income Levels - Saskatoon



Change in Housing Prices & Income - Saskatoon

At the end of 2012	1yr	5yr
New Home Prices	+2.2%	+62%
Existing Home Prices	+1.3%	+92%
Rental Prices	+3.4%	+59%
Pre-Tax Income	+3.8%	+26%
Inflation Rate	+2.4%	+13%

Percentage Change in Income and Rents - Saskatoon



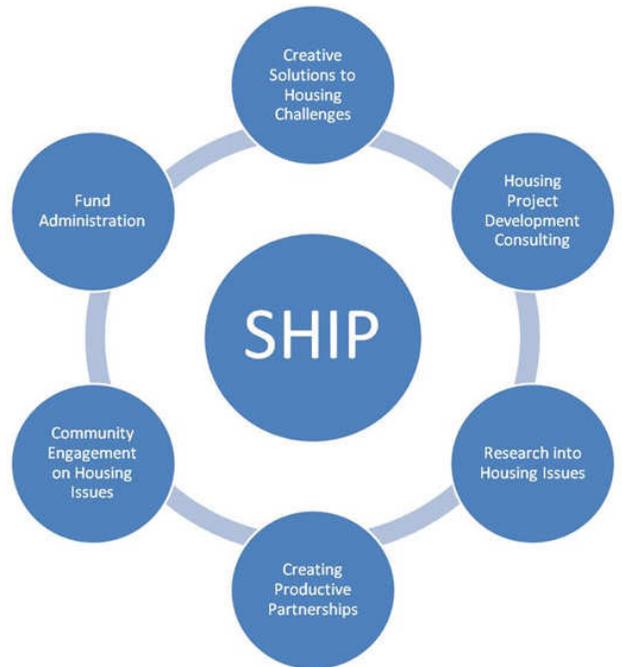
Source: Statistics Canada, CMHC, Government of Saskatchewan

OUR PLAN

SHIP is a unique organization that brings together a wealth of expertise and experience of a diverse group of individuals involved with affordable housing in Saskatoon. By gathering information to understand the needs of the community, SHIP works to develop creative solutions to the housing challenges faced by Saskatoon citizens. This is achieved by reviewing relevant market research and best practices, engaging organizations and individuals through meetings and outreach, and building strategic partnerships with groups that are working toward goals and outcomes common to our organization. SHIP's development team then works with clients to create plans that they can use to achieve their goals.

This past year, the Board of Directors initiated a process to update the strategic plan for the organization with a new vision, mission and strategic priorities for the organization, helping renew our commitment and focus our efforts to create positive change in our community.

SHIP'S AREAS OF FOCUS



SHIP'S VISION

SHIP will help create a safe, healthy and prosperous community by ensuring that there is an ample supply of affordable housing choices that contribute to the economic, social and personal well-being of the residents of Saskatoon.

SHIP'S MISSION

SHIP provides leadership to foster creative housing solutions by engaging developers, builders, lenders and housing providers.

STRATEGIC PRIORITIES

To achieve our shared vision, SHIP has established the following priorities for the organization:

- Develop programs, policies and resources that will assist in the development of sustainable local community-based housing solutions.
- Increase public understanding of affordable housing as a strategic investment that creates healthy, safe and economically vibrant communities.
- Provide project development services to assist with increasing the supply of affordable housing across the entire housing continuum.
- Develop tools and resources to assist affordable housing providers with project development and management.
- Ensure SHIP continues to be financially viable to meet current and growing needs of the community.

OUR STRENGTHS

THE VALUE OF A COMMUNITY BASED ORGANIZATION

Community Based Organizations (CBO) are grassroots community groups that proactively and progressively enhance their communities health, welfare and development using partnerships with others when appropriate. CBOs are usually born out of necessity, and SHIP is no different.

The non-profit housing community and the City of Saskatoon found that many organizations struggled to develop successful affordable housing projects. In 1999, SHIP was developed to bridge the gap for organizations requiring assistance with the development of affordable housing projects. Over the years, SHIP became the go-to housing development organization and a strong advocate for affordable housing in Saskatoon. SHIP would provide professional development services, and strive to increase the available funding that non-profits could access when developing housing projects.

With a local focus, SHIP plays many unique roles that draw upon our strengths and capacities as a community-oriented institution. That is what makes our organization a model that other cities in Canada are beginning to emulate.

A long-standing and well-represented CBO, SHIP acts as the housing developer's consultant, business planner, researcher, financing advisor and community champion. SHIP provides the complex skills, networks and advocacy that many not-for-profit and for-profit organizations lack, building upon their strengths and increasing their capacity to provide affordable housing.

In addition to partnering and playing many different roles, SHIP is beginning to expand the traditional focus beyond affordable homeownership and rental development services to encompass a broader range of activities. By administering the Homelessness Partnering Strategy, an annual investment of \$1.1 Million by the federal government, SHIP is working with the community to prevent and reduce homelessness in Saskatoon.

As a result, SHIP now plays an important role across the housing continuum. By building our organizational capacity to take on new ventures and activities, our partnership is positioned to be a positive guide in the development of housing in Saskatoon.

2012: A TRANSITIONAL YEAR

SHIP's role in the community has been strong and our contribution is notable. Since 1999, numerous affordable housing projects in Saskatoon have involved SHIP in the background helping with many aspects of success. Both the non-profit and the for-profit sectors have used SHIP's proposal writing and business planning services.

From 2008 to 2011, SHIP was managed by and housed at the Saskatoon and Region Home Builders' Association. This time was critical to help establish SHIP's understanding of the realities of the building industry and to streamline and enhance our ability to serve the needs of builders and developers. This experience helped SHIP expand our project consulting work, which is essential to our long-term viability, adding a social enterprise element and providing a needed service to the business community.

In 2012, the SHIP Board of Directors decided that the time was right to take our new knowledge and apply it more broadly to our social mandate of creating truly affordable housing. As a Community Based Organization, proximity to the core neighbourhoods was seen as an important step in building strong relationships with affordable housing providers and the community. Moving to a collaborative office space has also created the added benefit of building ties with other professionals such as developers and architects.



PEOPLE AND PARTNERSHIPS

SUCCESS THROUGH COLLABORATION

Beyond providing housing research and development services, SHIP connects people and organizations with common interests and goals together. This is an important part of how SHIP is helping the housing market operate more efficiently.

Our dedicated staff members and Board of Directors have a wealth of experience in project development; economic, housing and social policy; service delivery; government funding programs; municipal regulations; law; financing; community coordination and advocacy. Their expertise and the network our partnerships have created over the years is an integral part of creating successful projects.

SHIP has also created Project Consultation Teams, which are a group of board members and local experts (i.e. architects, developers) that are available for consultation on projects. These teams are occasionally called upon to provide expert advice and connections to our clients as they move through the project development process.

With the addition of the HPS Community Entity services, SHIP has expanded our network by working with homelessness service providers and various government departments. Regular meetings with the Community Advisory Board has broadened our perspective, and creates an even stronger argument for affordable housing as the key to preventing, reducing and ending homelessness in Saskatoon.

Members of our non-profit organization are also committed to the value SHIP contributes to the health of the community. Membership fees cover cost of SHIP events and seminars, newsletters, networking opportunities and access to an online library of relevant housing research.

SHIP's Board of Directors

- Barb Cox-Lloyd — Habitat for Humanity (**President**)
- Tyler Stewart — Stewart Properties Holdings, Ltd. (**Vice President**)
- Ray Neale — Saskatoon Housing Authority (**Secretary / Treasurer**)
- Tyler Mathies — Innovative Residential (**Past President**)
- Jo-Ann Coleman-Pidskalny — Saskatoon Housing Coalition
- Liane Dagenais — CMHC*
- Shona Den Brok—Saskatoon & Region Homes Builders Assoc.
- Barry Downs — Cress Housing
- Nicholas Fraser—Saskatoon Association for Community Living
- Terry Gibson—Saskatoon Health Region
- David Hnatyshyn — Hnatyshyn Gough Law
- Bob Jeanneau — K.C. Charities
- Doug Schweitzer — Saskatchewan Housing Corporation*
- Greg Jensen — Royal Bank of Canada
- Mairin Loewen — Saskatoon City Councillor*
- Greg Macleod — Saskatchewan Provincial Metis Housing
- Kent Mohn — Affordable New Home Development Foundation
- Leigh Spencer—Affinity Credit Union
- Alan Wallace — City of Saskatoon*

* - *Ex-Officio Member (non-voting)*

Community Advisory Board

- Drew Bilboe—Salvation Army
- Jo-Ann Coleman-Pidskalny — Saskatoon Housing Coalition
- Barry Downs — Cress Housing
- Linda Gaudet—Ministry of Social Services
- Deborah Horseman—Saskatoon Housing Corporation
- Ray Neale — Saskatoon Housing Authority
- Shirley Isbister—CUMFI
- Greg Pauli—Saskatoon Health Region
- Daryl Sexsmith — City of Saskatoon
- Bill Thibodeau—EGADZ
- Peter Wong—Ministry of Child and Family Services

SHIP Network Members

- All organizations from the Board of Directors, and:
- Cooperative D'Habitation Villa Bonheur
- CUMFI
- Fast Consulting
- Genworth Financial
- Meyers Norris Penny
- Saskatoon Real Estate Services Inc.

SOCIAL ENTERPRISE

DIVERSIFYING OUR REVENUE STREAMS

Social enterprises are businesses owned by non-profit organizations for the blended purpose of generating income and achieving social, cultural and/or environmental aims. By providing services for a fee, SHIP has another tool to meet our mission and contribute to a healthy community.

Traditionally the private sector has used a financial return on investment measurement for success: *“How much profit was generated for our shareholders?”*.

The non-profit sector traditionally reports on a social return on investment:

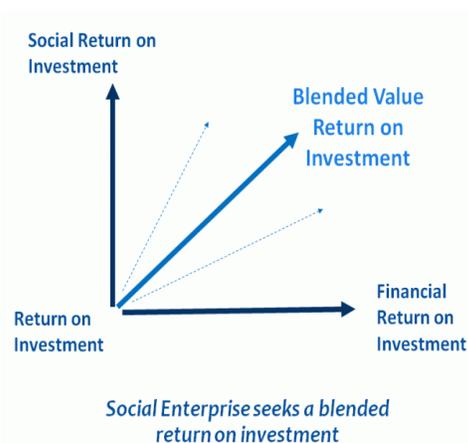
“How many people did we provide services for this year?”. As a Social Enterprise, SHIP looks at a ‘blended value bottom line’.

It is not financial or social, it is financial and social. It is the simultaneous achievement of both economic and social values.

Beginning in 2009, SHIP implemented a fee structure for direct services such as drafting affordable housing proposals, business plans, need and demand studies, etc. Intended to provide additional support for the delivery of business planning services for affordable housing, SHIP generates revenue from these services to support operating costs such as office and event space, accounting, marketing and additional administrative support required for day-to-day operations. However, the demand for these services is not sufficient for SHIP to provide affordable housing development services independently.

While most cities across Canada employ an individual dedicated to affordable housing, the City of Saskatoon has been forward-thinking by providing five years of stable core funding for SHIP with an investment of \$115,000 per year to cover the cost of the Executive Director and the Contractor Services Fund. For the same cost of one employee, an entire organization with a strong network and knowledge base is facilitating the development of affordable housing, and helping reduce and prevent homelessness in Saskatoon.

The support of the City of Saskatoon is integral to SHIP’s organizational success. With the service fees SHIP receives to administer the Homelessness Partnering Strategy funding in Saskatoon, an additional two staff have been hired, allowing us to do more and build creative solutions for the need for affordable housing. The combination of municipal and federal funding with fees for services is an innovative business model that facilitates SHIP’s vision to make a significant impact on the well-being of the residents of our community.



OUR ORGANIZATION

SHIP OFFERS A MUCH NEEDED ONE-STOP-SHOP FOR AFFORDABLE HOUSING DEVELOPERS. OUR EXPERTISE IN PLANNING, RESEARCH AND DEVELOPMENT HELPS MITIGATE COMMON FRUSTRATIONS, REDUCES RISK OF NON-COMPLETION AND MOVES PROJECTS FORWARD.

SHIP is a unique organization that brings together a wealth of expertise and experience of a diverse group of individuals involved with affordable housing in Saskatoon. By gathering information that assists in understanding the needs of the community across the entire housing continuum, SHIP works to develop creative solutions to the housing challenges in Saskatoon. This is achieved by reviewing relevant market research and best practices, engaging individuals through meetings and outreach, and building strategic partnerships with groups that are working toward goals and outcomes common to SHIPs.

GUIDING DEVELOPMENT

PROJECT DEVELOPMENT SERVICES

SHIP has a long history of assisting organizations with the development of affordable housing in Saskatoon. Clearly organized project plans with reliable market research have a higher chance of receiving support, funding and approvals by government, lending institutions and the community. While writing business plans, funding proposals and housing need and demand studies are the end product of our work, we achieve results with our comprehensive project research and development process which encompasses SHIP's knowledge of the full spectrum of housing development.

SHIP devotes a development coordinator to each project, working with clients through every step of the project development process. We examine the client's familiarity with the targeted clientele group, past experience with the provision of housing, resources currently available or being pursued, and other pertinent information to ensure that our client is prepared to deliver a successful and sustainable project. This ensures that all facets of the development are covered in order to eliminate risk and expedite delivery.

Our dedicated staff, Board of Directors, and Project Consultation Teams have a wealth of experience in project development; economic, housing and social policy; financing; community coordination and advocacy. Working together, our network of people and partnerships are the key to SHIP's ability to create successful affordable housing projects.

SHIP provides direct services that include:

- Project consultation
- Housing market research
- Business planning
- Financial planning
- Accessing Grants and Contributions
- Proposal development
- Concept plan advising
- Marketing plans
- Housing management plans
- Drafting and editing
- Advocacy
- Facilitating strategic partnerships

With the knowledge, networks and partnerships, SHIP provides a valuable resource for both new and experienced organizations that provide affordable housing in Saskatoon.



DEVELOPING CAPACITY

CONSULTATION SERVICES • CONTRACTOR SERVICES FUND

It is essential that every developer has a high level of expertise to deliver a housing project. While some groups have access to financial support, land and expertise, others have limited access to some or all of these requirements and are still working to build the organizational capacity needed to move projects forward. Groups with the least amount of experience often do not understand the extent of resources required to move affordable housing ideas towards actionable project concepts.

This is why we always assess our client's capacity to successfully undertake a housing project. Our analysis ensures that their dream of providing affordable housing can become a reality. In the past year, SHIP has advised groups on governance and board structure; helped establish project steering committees; as well as refine project goals, objectives and concepts. We also advise our clients when it is best to seek consultation, partnerships, or project management services.

Organizations such as small non-profits, often require outside consultation to build capacity they cannot afford to retain on a regular basis. SHIP administers the Contractor Services Fund, a \$5,000 grant for development assistance provided by the City of Saskatoon, which assists eligible organizations access professional services such as: site concept planning; architectural services; financial planning and analysis; project costing and estimating; property comparisons; and housing construction management and development. SHIP continues to foster relationships with reputable professional service providers that can offer assistance throughout the various stages of their housing projects.

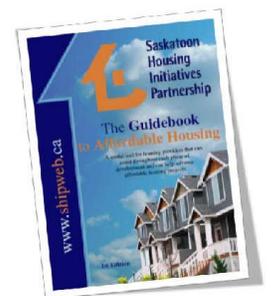
BUILDING KNOWLEDGE

EDUCATION • ADVOCACY

Knowledge is one of the keys to success, and SHIP strives to share information that builds our clients' capacity to deliver affordable housing. This is another way we create a community that is healthy, safe and economically vibrant.

SHIP has developed various tools to assist housing providers throughout the development process. Since publication in 2010, *The Guidebook to Affordable Housing* has become an invaluable tool to many groups, in Saskatoon and even across Canada. Other tools recently developed by SHIP include a new website (shipweb.ca), and a comprehensive newsletter that showcases new ideas, research, best practices and funding opportunities to the community, as well as housing news and upcoming events.

Bringing people together is an important part of housing development. Working with our government partners, SHIP assists with events such as National Housing Day, a recognition of the achievements of affordable housing providers in Saskatoon which also showcases creative affordable housing initiatives. In the upcoming year, SHIP will conduct seminars for new and experienced housing providers to help build their capacity and increase their chances of successful project completion. This will coincide with the release of an updated and enhanced version of the guidebook.



Advocacy also builds knowledge, and as a collective voice for affordable housing in Saskatoon, SHIP advocates for projects where there has historically been less interest. We also actively advocate for policies that promote equitable development across the city and the housing continuum. Our in-depth research, partners, and network members experience create collective value when discussing the impact of affordable housing on individuals and the community. This helps us bring a well-rounded point of view to raise awareness on the critical need for affordable housing, or when helping a client with the challenges such as *nimby-ism* in public, in print or online.

NIMBY (an acronym for the phrase "Not In My Back Yard")

EXPANDING OUR SCOPE

THE HOMELESSNESS PARTNERING STRATEGY: A NEW ROLE FOR SHIP

Since our inception in 1999, SHIP's primary focus has been on the development of affordable home ownership and affordable rental housing in Saskatoon. This changed significantly in 2012 when SHIP was chosen to be the Community Entity responsible for administration of the Homelessness Partnering Strategy (HPS) in Saskatoon. Introduced in Saskatoon this year, a Community Entity takes on the role of government and delivers the federal program in the community. The value of the Community Entity program delivery is that the administering organization has strong ties to the community, and has intimate knowledge of the needs of the population and the organizations involved. This helps develop local solutions to homelessness.

HPS is a federal government program that aims to reduce and prevent homelessness in communities across Canada. SHIP administers two funding streams worth over \$1.1 Million that is invested each year in Saskatoon. The Designated Communities Fund (\$350,000 per year) focuses on meeting the needs of homeless in the community, and projects are required to meet priorities established in the ***Saskatoon Plan on Housing and Homelessness (2011-14)***, a plan created through direct community consultation on how best to address the challenges of homelessness in Saskatoon. The second funding stream is the Aboriginal Homelessness Fund (\$753,000 per year), which targets reducing and preventing homelessness for Aboriginal individuals and families.



Through our networks and advertising, SHIP calls for proposals to address homelessness. These proposals are reviewed, recommended and prioritized by the Saskatoon Homelessness Community Advisory Board (CAB), a twelve person group of representatives of local homeless service providers and government departments such as Social Services, Child and Family Services and the Saskatoon Health Region. SHIP then enters into contracts with proponents, distributes funding, monitors progress, and helps mitigate risk to ensure successful projects. This new role is a natural progression for the organization. Activities of the Community Entity are similar to those SHIP already provides, however, fund administration and project monitoring activities are increasing our capacity. SHIP is investigating various new strategies to expand our services, such as project capital funding through a Social Investment Bond to address the increasing challenges of affordability in our community.

Administrative fees for the Community Entity project covers the cost of the expanded services, which benefits SHIP in that it has created an additional two positions for the organization. More people on the ground has expanded the reach of our organization, allowing us to build more partnerships, connect more people together, broaden our knowledge base and develop creative solutions to affordable housing and homelessness in Saskatoon.

Our findings show that a common thread for an increase in homelessness in any community is a lack of affordable housing. Project development expertise, strong relationships and strategic partnerships are significant community assets SHIP offers as we work together to reduce and prevent homelessness, thereby creating a healthy, safe and economically vibrant community.

PERFORMANCE

2012 was a significant year for SHIP. During our transition back to self-management, SHIP became a million dollar homelessness fund manager. While relocating, we established new accounting and payroll services, implemented information sharing and confidentiality procedures, developed new marketing materials and created many new important relationships and partnerships.

With a new strategic plan developed and a renewed sense of purpose and commitment, SHIP forged ahead, achieving its mandate of assisting in the project development for over 100 affordable housing units in Saskatoon annually.

SHIP's services for housing development assistance were in demand again this year, including:

- Housing Market Research
- Business Planning
- Financial Planning
- Proposal Development
- Project Development Advising
- Governance Advising
- Project Team Development
- Partnership Linkages

Organizations that utilized our services include:

- Abbeyfield House
- Avenue L Developments
- Innovative Residential
- Jubilee Residences
- Saskatoon Housing Coalition
- Stewart Properties Holdings
- The Lighthouse
- Vantage Developments

FINANCIAL SUMMARY

FINANCIAL RESULTS FOR THE YEAR ENDED JULY 31

Summary Statement of Financial Position

	2012	2011
ASSETS		
Current Assets	64,704	112,595
Long Term Investments	107,448	54,712
Tangible Capital Assets	863	240
Total Assets	<u>173,015</u>	<u>219,181</u>
LIABILITIES		
Current Liabilities	7,837	35,476
Deferred Revenue	5,000	26,081
Current Liabilities	12,837	61,557
NET ASSETS		
Total Net Assets	160,178	157,624
Total Net Assets & Liabilities	<u>173,015</u>	<u>219,181</u>

Summary Statement of Receipts and Expenditures

	2012	2011
Receipts	111,225	221,809
Operating Expenditures	108,671	221,855
Net Operating Income	<u>2,554</u>	<u>(46)</u>

SHIP's Executive Director and the Executive Committee, a sub-committee of the Board of Directors, adhere to responsible policies and procedures to ensure fiscal responsibility.

SHIP holds itself fiscally accountable to its core financial contributors and members.

One of SHIP's strategic priorities is to ensure the organization continues to be financially viable to meet current and growing needs of the community. In 2012, SHIP posted a small profit, meeting our budgetary goals.

104 UNITS

Affordable Housing

Development Assistance

\$2.7 MILLION

Homelessness Funding

Secured

2X INCREASE

In operating revenue

secured from 2012 - 14

TO: Secretary, Planning and Operations Committee
FROM: General Manager, Community Services Department
DATE: June 3, 2013
SUBJECT: New Rental Construction Land Cost Rebate Program – 235 Willis Crescent – Stonebridge/Willis II Limited Partnership and Stonebridge/Willis III Limited Partnership - New Summit Partners Ltd.
FILES: CK. 750-4; PL 952-6-18

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

- 1) that funding of \$1,327,307 for the construction of 338 purpose-built rental units, to be built on 235 Willis Crescent by Stonebridge/Willis II Limited Partnership and Stonebridge/Willis III Limited Partnership, be approved under Innovative Housing Incentives Policy No. C09-002;
- 2) that a five-year tax abatement of the incremental property taxes be applied to the subject properties, commencing the next taxation year following the completion of construction; and
- 3) that the City Solicitor be requested to prepare the necessary documents to execute the incentive and tax abatement agreements, and that His Worship the Mayor and the City Clerk be authorized to execute these Agreements under the Corporate Seal.

TOPIC AND PURPOSE

To request City Council to approve funding for 338 rental apartments to be constructed by Stonebridge/Willis II Limited Partnership and Stonebridge/Willis III Limited Partnership (Stonebridge/Willis) on Willis Crescent in the Stonebridge neighbourhood.

REPORT HIGHLIGHTS

1. The Administration is recommending the approval of financial incentives.
2. The capital grant is estimated at \$1,327,307. This is repaid to the City of Saskatoon (City) within three months of payment under the Cost-Sharing Agreement with the Province of Saskatchewan.
3. Forgone revenue from the five-year incremental property tax abatement is estimated at \$743,291.
4. The proposal does not contribute to an over concentration of rental housing.

STRATEGIC GOALS

This report supports the long-term strategic goal of Quality of Life by increasing the supply and range of affordable housing options.

BACKGROUND

In response to historically low vacancy rates for market-priced rental housing, on June 23, 2008, City Council approved an amendment to Innovative Housing Incentives Policy No. C09-002, which created the New Rental Construction Land Cost Rebate Program.

On September 26, 2011, City Council approved a Cost-Sharing Agreement with the Province of Saskatchewan to help fund the New Rental Construction Land Cost Rebate Program. A target was also set for the program of 2,000 units constructed by the end of 2015. To date, City Council has approved funding for 1,096 of these units.

REPORT

The Planning and Development Branch received an application on May 28, 2013, from Stonebridge/Willis for funding assistance under the New Rental Construction Land Cost Rebate Program. Stonebridge/Willis is proposing to construct 338 rental units at 235 Willis Crescent in the Stonebridge neighbourhood.

The 338 units would be built in two phases. The first phase consists of 185 units, with 43 one-bedroom units and 142 two-bedroom units. Construction of this phase would begin in July, 2013 with completion estimated in November, 2014. The second phase would have 153 units total, with 38 one-bedroom units and 115 two-bedroom units. Construction would begin in March, 2014 and is estimated to be completed in June, 2015.

Stonebridge/Willis are subsidiaries of New Summit Partners Ltd., which is a Vancouver-based company that specializes in the construction, renovation, and conversion of multi-family rental properties. A principal partner in the company has 40 years experience in developing similar projects in Canada and the United States. New Summit Partners Ltd. currently owns the site and is in the process of subdividing it into two parcels to facilitate the phasing of the project.

Approval of Financial Incentives

The proposed project includes 4 four-storey buildings (see Attachment 1) containing 257 two-bedroom units and 81 one-bedroom units. All 338 units will qualify for financial assistance under the City's New Rental Land Cost Rebate Program, consisting of a five-year incremental property tax abatement and a matching cash grant of up to \$5,000 per unit. The Assessment Branch, Corporate Services Department, estimates the value of the incremental tax abatement to be approximately \$1,327,307 over five years

(presuming average tax increases of 3 percent annually). The matching cash grant would be \$3,878.79 per unit for the first phase and \$3,985.17 per unit in the second phase, for a total grant of \$1,327,307.

Under the terms of the Cost-Sharing Agreement approved by City Council on September 26, 2011, the funding source for the cash grant is from the Saskatchewan Housing Corporation (SHC). The SHC will reimburse the City for the cash grant of \$1,327,307.

In order to ensure that the units remain as rental stock for 15 years, as per Innovative Housing Incentives Policy No. C09-002, Stonebridge/Willis will be required to enter into an Incentive Agreement. During the term of the agreement, City Council can deny approval of any condominium conversion application for these units.

The City's Housing Business Plan identifies a need for additional market-priced rental units in all price ranges.

Concentration of Affordable Housing

There is a shortage of rental housing in Saskatoon's southeast neighbourhoods. According to Canada Mortgage and Housing Corporation's annual Rental Market Report, the current rental vacancy rate in this area of the city is 1.2 percent. This is significantly below the city-wide average of 2.6 percent and the benchmark vacancy rate of 3 percent that is indicative of a balanced rental market. The report also forecasts that the rental vacancy rate in Saskatoon will decline further in 2013.

The neighbouring site at 125 Willis Crescent is also a purpose-built rental project that has received funding under the New Rental Land Cost Rebate Program. City Council approved financial incentives for this 126 unit rental development on April 12, 2010. Together, the two rental developments would total 464 rental units located on Willis Crescent. These are the only purpose-built rental projects in the area. The other adjacent sites on Willis Crescent include condominium developments comprising of approximately 360 ownership units, as well as approximately 180 seniors housing units consisting of rental, life lease, and assisted living.

OPTIONS

The only option is to deny the request to fund the project. Choosing this option would represent a departure from Innovative Housing Incentives Policy No. C09-002.

POLICY IMPLICATIONS

There are no policy implications.

FINANCIAL IMPACT

This report recommends a total funding commitment of \$1,327,307. The funding source for this project is the Affordable Housing Reserve. Under the Cost-Sharing Agreement approved by City Council on September 26, 2011, the funds will be reimbursed to the City from the SHC within three months. Additionally, the incremental property tax abatement will result in approximately \$743,291 (municipal and library portions) in forgone revenue over a five-year period.

Budgeted	Affordable Housing Reserve	External Funding	Forgone Tax Revenue
\$1,327,307	\$ 0	\$1,327,307	\$743,291

PUBLIC AND/OR STAKEHOLDER INVOLVEMENT

There was no public and/or stakeholder involvement.

COMMUNICATIONS PLAN

A joint news release will be issued by the City and the Province upon project completion.

SAFETY/CRIME PREVENTION THROUGH ENVIRONMENTAL DESIGN (CPTED)

A CPTED review is not required for this project.

ENVIRONMENTAL IMPLICATIONS

Environmental and/or greenhouse gas implications have not been identified at this time.

PUBLIC NOTICE

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

ATTACHMENTS

1. Proposed Site Plan and Sample Elevation Drawings
2. Rendering of Apartment Building Front from the Street
3. Map of the Site Location in Stonebridge

Written by: Mark Wilson, Planner

Reviewed by: “Alan Wallace”
Alan Wallace, Manager
Planning and Development Branch

Approved by: “Randy Grauer”
Randy Grauer, General Manager
Community Services Department
Dated: “June 4, 2013”

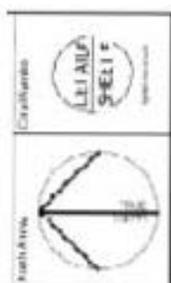
Approved by: “Jeff Jorgenson” for
Murray Totland, City Manager
Dated: “June 6, 2013”

cc: City Solicitor’s Office

Proposed Site Plan and Sample Elevation Drawings



Project Name	Address
Client	City
Drawn	Scale
Checked	Date
Project No.	Draw No.
Wills Crescent Apartment Development Stoneledge Subdivision Scituate, MA	
SITE PLAN WASTE & RECYCLE	
One (1) Set for the Applicant 1 Set	
Project No.	Draw No.
1000-13-002	A11-00-01



Rendering of Apartment Building Front from the Street



New Summit Rental Project in Stonebridge

Printed: January 25, 2013
Scale: 1:5,776



His Worship the Mayor and City Council
The City of Saskatoon

REPORT

of the

ADMINISTRATION AND FINANCE COMMITTEE

Composition of Committee

Councillor T. Paulsen, Chair
Councillor D. Hill
Councillor A. Iwanchuk
Councillor Z. Jeffries
Councillor E. Olauson

1. **Bylaw No. 7200, *The Traffic Bylaw***
(File No. CK. 185-1)

RECOMMENDATION: that the City Solicitor be instructed to prepare the necessary amendment to Section 19 of Bylaw No. 7200, *The Traffic Bylaw* to reflect current vehicle registration procedures in Saskatchewan.

Your Committee has considered and supports the attached report of the City Solicitor dated June 4, 2013 recommending an amendment to *The Traffic Bylaw* to reflect Saskatchewan Government Insurance's vehicle licensing and registration procedures which no longer include the use of dated stickers on individual licence plates.

2. **Urban Forestry/Pest Management Program Annual Report**
(File No. CK. 4200-1)

RECOMMENDATION: that the information be approved.

Your Committee has considered the attached report of the General Manager, Infrastructure Services Department dated May 27, 2013, providing an overview of the operating activities and accomplishments of the Urban Forestry and Pest Management programs for 2012.

Your Committee requested that the Administration provide information on the Sutherland and Fairhaven School's SPLIT Programs when the matter is put forward to City Council. The following information was provided regarding the SPLIT program:

"SPLIT is a tree planting initiative that provides Saskatoon's young people with an opportunity to learn about our urban and community forests within the province of Saskatchewan. Students participate in two education sessions that focus on forestry, pest management, native plants and wildlife. Planting day is the final event that takes place in June. All students, from pre-school to grade 8, participate in the planting of their trees and shrubs.

HOW IS THE SCHOOL CHOSEN?

Each fall, the SPLIT organizers review the applications on file to decide on a school for the upcoming year. Our decision is based partly on a "first come first serve" basis, however, we also review the school's involvement with green initiatives and we visit the school grounds to determine the students' and community's need for trees. In 2012, Fairhaven School was chosen as the 11th school to participate in the 2012/2013 SPLIT program.

FAIRHAVEN SCHOOL (2012/2013)

On June 11, Fairhaven students hand planted 17 container trees, a fruit bed, a dozen perennials and grape vines. Fairhaven School's Leadership Group participated in the design as well as the tree and shrub selections. Each classroom has "adopted" one tree which they are responsible for weeding and watering during the school months. During the months of July and August the trees and fruit bed will be maintained by a hired contractor, until 2015. Sutherland School participated in 2011/2012, Holliston School in 2010/2011."

Following review of this matter, your Committee submits the report for City Council's information.

3. U-Pass Agreement Between the City of Saskatoon and University of Saskatchewan Graduate Students' Association (File No. CK. 7312-1)

RECOMMENDATION: 1) that the Administration be directed to finalize an agreement with the University of Saskatchewan Graduate Students' Association (GSA) for a U-Pass Program based on the terms outlined in this report, and

- 2) that His Worship the Mayor and The City Clerk be authorized to execute the agreement under the Corporate Seal.

Your Committee has considered and supports the attached report from the General Manager, Utility Services Department dated June 3, 2013 to obtain approval for the execution of a U-Pass Program agreement with the University of Saskatchewan Graduate Students' Association (GSA).

**4. Request for Contract Extension
Winter Area 1 and Area 2 Maintenance
(File No. CK. 6920-1)**

- RECOMMENDATION:**
- 1) that an extension to Contract 12-0109 – Area 1 Winter Maintenance, in the amount of \$364,337.70, plus G.S.T., be approved; and
 - 2) that an extension to Contract 12-0110 – Area 2 Winter Maintenance, in the amount of \$181,727.14, plus G.S.T., be approved.

Your Committee has considered and supports the attached report of the General Manager, Infrastructure Services Department dated May 27, 2013 requesting approval to extend the two winter maintenance contracts due to additional resources that were required during the 2012/13 winter season.

**5. Proposed St. Paul's Limited Residential Parking Program
(File No. CK. 6120-4-2)**

- RECOMMENDATION:**
- 1) that a Limited Residential Parking Permit Program be implemented on the 100 block of Avenue Q South as shown on Plan 260-0041-001r001; and
 - 2) that the City Solicitor be requested to prepare the amendments to Bylaw 7862, The Residential Parking Program Bylaw, 1999, for approval by City Council.

Your Committee has considered and supports the attached report of the General Manager, Infrastructure Services Department dated June 3, 2013 in response to a petition submitted by residents of the 100 block of Avenue Q South with a request to be included as a Limited Residential Parking Permit (LRPP) Zone.

- 6. Proposed Expansion of the Caswell Hill Residential Parking Program Boundary
AND
Proposed Expansion of the City Park Residential Parking Program Boundary
AND
Communication to Council
From: Olivia Hilderman
Date: April 18, 2013
Subject: Parking Permit Program – City Park
Files CK. 6120-4-2; IS 6210-6)**
-

- RECOMMENDATION:**
- 1) that the Caswell Hill Residential Parking Program be expanded by adding a “Two-Hour, 08:00 to 17:00, Monday to Friday” parking restriction to the 1000 block of Avenue E North spanning 31st Street to 32nd Street, and to the 400 block of 31st Street West spanning Avenue D North to Avenue E North, as shown on Plan 260-0038-001r008;
 - 2) that the City Park Residential Parking Program be expanded by adding a “Two-Hour, 08:00 to 17:00, Monday to Friday” parking restriction to the 900 blocks of 7th, 8th and 9th Avenues spanning Duke Street to Duchess Street, the 1100 block of King Crescent spanning Princess Street to Duke Street, the 1000 block of Spadina Crescent spanning Queen Street to 1066 Spadina Crescent, the 1100 block of Spadina Crescent spanning Duke Street to 33rd Street and the 1000 block of Duke Street spanning King Crescent to Spadina Crescent as shown on Plan 260-0039-001r011);
 - 3) that the City Solicitor be requested to prepare the amendments to Bylaw 7862, The Residential Parking Program Bylaw, 1999, for approval by City Council; and

- 4) that the Administration report further on the possibility of restricting parking at public parks contained within a Residential Parking Program zone.

Your Committee reviewed the attached report from the General Manager, Infrastructure Services Department dated June 3, 2013 in response to requests from local area residents of the Caswell Hill and City Park neighbourhoods to expand the current boundaries of the respective Residential Parking Permit zones.

The Administration advised your Committee that signage is not posted around residential parks in order to allow general access to those areas. Your Committee expressed concern that this shifts the transient parking to the park areas.

Following review of this matter, your Committee puts forward the above recommendations.

**7. Advanced Metering Infrastructure (AMI) Project
Saskatoon Light & Power Capital Project 1250: AMI Implementation
Water & Wastewater Treatment Branch Capital Project 1055: AMR
Infrastructure
(Files CK. 1550-2 and WT 2030 4)**

RECOMMENDATION: that a Request for Proposals be issued for engineering consulting services to develop an Advanced Metering Infrastructure functional design for electricity and water metering.

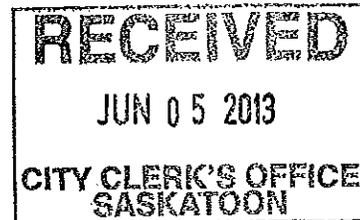
Your Committee has considered the attached report from the General Manager, Infrastructure Services Department dated May 23, 2013 regarding the above. An AMI system is used to transmit electricity usage data and water consumption data to a central billing system, and provides benefits to customers, City operations, and the environment.

Your Committee held discussion regarding standards from Industry Canada and Health Canada on radio frequency exposure and was advised by the Administration the radio frequency emissions from smart metres are at very low levels and are well below Industry Canada and Health Canada regulations. Information in this regard will be made available to the public.

Respectfully submitted,

Councillor D. Hill, A/Chair

TO: Secretary, Administration and Finance Committee
FROM: Patricia Warwick, City Solicitor
DATE: June 4, 2013
SUBJECT: Bylaw No. 7200, *The Traffic Bylaw*
FILE NO:



RECOMMENDATION: that the Administration and Finance Committee submit a report to City Council recommending that Section 19 of Bylaw No. 7200, *The Traffic Bylaw* be amended to reflect current vehicle registration procedures in Saskatchewan.

TOPIC AND PURPOSE

This report recommends that Section 19 of *The Traffic Bylaw* (the "Bylaw") be amended to reflect Saskatchewan Government Insurance's vehicle licensing and registration procedures which no longer include the use of dated stickers on individual licence plates.

REPORT HIGHLIGHTS

1. Saskatchewan Government Insurance ("SGI") has changed its vehicle registration procedures which have made certain provisions of the Bylaw unenforceable and therefore, the Bylaw requires an amendment to reflect these changes.
2. It is recommended that Section 19 of the Bylaw be amended to reflect SGI's current vehicle registration procedures which no longer require dated stickers to be displayed on licence plates.

STRATEGIC GOALS

1. Saskatoon is a city on the move and the proposed amendment will help to optimize the flow of people and goods in and around the City.
2. The proposed amendment will also help to ensure that roads, streets, sidewalks and bridges are in working order and in a good state of repair by ensuring unregistered vehicles are not left on City streets.

BACKGROUND

As of November 1, 2012, SGI amended its registration procedures to no longer require licence plate stickers which indicate the vehicle's registration expiration date. These changes did not occur as a result of changes to Provincial legislation.

As a result of the shift in registration procedures, Section 19 of the Bylaw requires amendment.

REPORT

The Problem

Section 19 of the Bylaw currently provides that a vehicle cannot be parked on a City street unless it displays licence plates for the current year. Previously, this requirement was achieved through the display of a current year sticker on the licence plate. However, SGI no longer requires a year/date to be displayed on a licence plate. Instead, SGI utilizes a continuous or annual registration program under which the previously used date stickers are not necessary.

As a result, commissionaires are unable to enforce Section 19 of the Bylaw and cannot issue a Notice of Violation or tow an unregistered/abandoned vehicle from a City street if the vehicle displays a licence plate. Each year, an average of over 5500 Notice of Violations were issued under Section 19 of the Bylaw.

Past to Current Practices

In the past, commissionaires were able to inspect licence plates visually by observing the dated stickers displayed on all licence plates. After inspecting a licence plate and visually determining it had expired, a commissionaire would "call in" the licence plate number before the vehicle was issued a Notice of Violation and towed to confirm the vehicle was not currently registered.

Since SGI's policy changes were implemented on November 1, 2012, commissionaires have been unable to issue a Notice of Violation under Section 19 of the Bylaw except for vehicles without plates.

The Solution

It is recommended that the wording of Section 19 of the Bylaw be amended to address this issue.

It is recommended that Section 19 of the Bylaw be amended to read as follows:

Unlicensed Vehicle Parked on Street

19. The operator of a motor vehicle or trailer which must be registered under *The Traffic Safety Act* shall not park the vehicle on a street or in any of the parking lots listed in Section 58 unless it is properly registered and displays valid license plates issued to the vehicle pursuant to *The Traffic Safety Act*.

Licence plates will now have to be checked electronically and each "check" will take a commissionaire 5-10 minutes to complete. No longer will it be feasible to check all vehicles which a commissionaire encounters during his or her rounds. As a result, the number of Notice of Violations issued under Section 19 will likely decrease.

The discovery of expired licence plate/registration will be largely complaint-driven. Commissionaires will investigate vehicles which have been complained about or which have the appearance of abandonment, etc.

Moreover, the proposed amendment will provide the City with the power to seize a vehicle for the misuse of licence plates, an ability which did not exist under the current Bylaw. For example, if a vehicle is displaying valid licence plates but these licence plates are for a different vehicle, the vehicle could be towed.

PUBLIC NOTICE

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

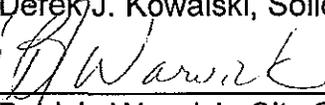
COMMUNICATION PLAN

Once approved, the Section 19 amendment will be made available on the City's website. The amendment would be further communicated through a PSA and the use of social media tools such as Twitter and Facebook. To assist the public, Frequently Asked Questions, included under Attachment 1, would be shared on the City Blog and with internal Customer Service Staff.

ATTACHMENT

1. Frequently Asked Questions as prepared by the Communications Branch of The City of Saskatoon.

Written by: Derek J. Kowalski, Solicitor

Approved by: 
Patricia Warwick, City Solicitor
Dated: June 4, 2013

cc: City Manager
General Manager, Infrastructure Services Department
Manager, Transportation Branch, Infrastructure Services Department

109-3253-djk-1.wpd

The Traffic Bylaw No. 7200

Frequently Asked Questions

Why is section 19 of *The Traffic Bylaw* being amended?

Section 19 of the current Bylaw allows the City to issue a ticket for failure to display license plates for the current year, or failure to display a plate at all. As of November 1, 2012, SGI amended its registration procedures to no longer require plate stickers which indicate a vehicles registration expiration date. Since Saskatchewan no longer requires a year/date to be displayed on a license plate, Section 19 of the Bylaw needs to be modified.

What is new or different about the amended Bylaw?

The purpose of the Bylaw remains the same. There are two amendments' of interest to the public.

- a) The Bylaw no longer requires plate stickers for the current year to be displayed since Saskatchewan no longer issues year and date stickers. Rather, vehicles and trailers must have a valid registration and display plates.
- b) In addition, the amended Bylaw will allow the City to ticket and tow vehicles or trailers for the misuse of plates (i.e. displaying valid plates but these plates are for a different vehicle).

How will the City of Saskatoon Parking Enforcement know if a vehicle has a valid registration?

Parking Enforcement staff are required to confirm with SGI if a vehicle or trailer has a valid registration before the vehicle can be ticketed and towed.

How long do I get to pay a ticket before my vehicle gets towed?

If a vehicle or trailer is found to be in violation of Section 19 of the Bylaw, the City will issue a ticket and immediately make arrangements for the vehicle to be towed.

What can the public do if they have a concern with an unregistered vehicle on their street?

If a citizen has a concern about an unregistered vehicle or trailer parked on their street they can contact Parking Enforcement at 306-975-8344 (24 hour service).

Once a citizen makes a complaint how long will it take for the City to respond?

The City of Saskatoon Parking Enforcement staff make every effort to follow up on all complaints within 24 hours.

How much is the cost of the ticket?

Notice of Violation tickets start at \$50 with an optional \$20 discounted penalty if payment is made within 14 days from the date the ticket was received. This does not include towing and impound fees.

TO: Secretary, Administration & Finance Committee
FROM: General Manager, Infrastructure Services
DATE: May 27, 2013
SUBJECT: Urban Forestry/Pest Management Program Annual Report
FILE NO: IS. 430-1

RECOMMENDATION: that the following report be submitted to City Council for its information.

TOPIC AND PURPOSE

The intent of this report is to provide City Council with an overview of the operating activities and accomplishments of the Urban Forestry and Pest Management programs for 2012.

REPORT HIGHLIGHTS

1. The objective of the Urban Forestry Program is to provide systematic management and cultivation of trees in an urban environment.
2. The objective of the Pest Management Program is to reduce and control the populations of plant pests; limit the loss of City-owned trees, turf and other desirable plant species; and reduce the nuisance and health risks associated with certain pests.

STRATEGIC GOALS

The Urban Forestry and Pest Management programs support the City of Saskatoon Strategic Goal, Quality of Life, as they help to provide citizens with an opportunity to enjoy the natural beauty and benefits of parks, trails and the river valley. They also support the Strategic Goal, Environmental Leadership.

BACKGROUND

The objective of the Urban Forestry Program is to provide systematic management and cultivation of trees in an urban environment. The actual practice of urban forestry in Saskatoon began in the 1970s, primarily in response to the threat of Dutch elm disease (DED). In order to avoid widespread tree removal, systematic maintenance became important. The Urban Forestry program administers, but is not limited to, the following programs:

- Blockside/Park Pruning Program – systematic pruning and removal of trees on boulevards and in parks;
- Community Tree Planting Program (CTPP) – systematic planting of trees in new neighbourhoods; and
- Schools Plant a Legacy in Trees (SPLIT) – an educational tree planting program developed by Urban Forestry in partnership with the Riversdale Kiwanis Club.

The objective of the Pest Management Program is to reduce and control the populations of plant pests; limit the loss of City-owned trees, turf and other desirable plant species; and reduce the nuisance and health risks associated with certain pests. The core activities of the Pest Management program include, but are not limited to:

- Mosquito Control – abatement of nuisance and vector mosquitoes in and surrounding Saskatoon;
- Dutch Elm Disease – monitoring of bark beetle vector populations as well as visual inspection for trees symptomatic of DED, including the enforcement of the 2005 Dutch Elm Disease Regulations;
- Nuisance Wildlife Program – to provide response to nuisance wildlife such as skunks, raccoons, porcupines, badgers and muskrats within city limits.

REPORT

The following is a brief summary of the 2012 Pest Management/Urban Forestry Program Year End Report (Attachment 1).

Urban Forestry

By the end of the 2012 planting season, there were an estimated 102,000 publicly owned trees in the City of Saskatoon. This number does not include trees located in Woodlawn Cemetery; in back lanes; within shelterbelts; in Gordon Howe Campsite; in the golf courses; or on private property. Nor does it include trees being cultivated in the nursery or trees in native tree stands throughout the river valley.

In 2012, the Urban Forestry Program planted 641 trees (not including those planted in conjunction with capital projects); watered 2,032 trees (both in-house and through contract); and maintained 8,910 trees (both in-house and through contract) following the 1:7 year pruning cycle. In addition, 4,849 service requests that required some level of response by urban forestry were received.

The 2012 Urban Forestry Operating Budget totalled \$2,776,410, and provided services to the City at a value of \$12.46 per person. This was an increase from 2011, which was \$11.85 per person.

Pest Management

In 2012, the Pest Management Program continued with mosquito control activities in the Mosquito Control Zone. The Control Zone was established in 2004, and is approximately 945 square kilometres, including the City of Saskatoon and a surrounding buffer. The amount of precipitation over the past few years has resulted in the continuous creation of larval habitat and the amount of area that needs to be treated. In 2012, a total of 11,993 kilograms of Vectobac[®], a biological control utilized for the control of larvae, was applied to 1,203 hectares of larval habitat.

The City also continued to monitor adult mosquito populations for the presence of *Culex tarsalis*, the primary vector of West Nile virus. While a large number of adult mosquitoes were captured through the year, with their peak being in early to mid-July, only a small number (10%) of these were actually of the *Culex tarsalis* species. During the week of August 5 to 11, 2012, there was one pool of *Culex tarsalis* that tested positive for the presence of West Nile virus. This is the first positive pool recorded in Saskatoon since 2007. There were no human cases of West Nile virus reported in Saskatoon.

The City continued to monitor trees showing symptoms of Dutch elm disease and infractions to the Provincial act. It also continued to monitor the population of the native elm bark beetle, *Hylurgopinus rufipes*, the principle vector of DED on the Prairies. In 2012, 30 elms showing symptoms of DED were sampled and sent to the Provincial Crop Protection Lab in Regina for testing. None of the samples submitted tested positive for DED. There were also 49 notifications issued for infractions of the DED regulations, all of which were dealt with by the property owners.

Trapping of adult elm bark beetles consisted of utilizing pheromone baited adhesive cardboard panel boards affixed to telephone poles in 30 locations throughout the city. The City also placed and removed 10 traps for the Saskatchewan Ministry of Environment. One European elm bark beetle was captured in a trap in the Nutana neighbourhood in 2012.

Nuisance wildlife was largely handled through a contractor. In 2012, 475 calls were received regarding wildlife in Saskatoon, compared with 260 in 2011 and 83 in 2008. This represents a 500% increase in calls in the past four years. Of these, the most notable is the significant increase in calls regarding coyotes. In 2012, 131 calls were related to coyotes which represents approximately 28% of our total calls. Based on the number of calls and expected level of response by citizens, Pest Management continues to be under increasing pressure to respond to unprotected wildlife within the city that the Ministry of Environment will not respond to.

The Operating Budget for Pest Management in 2012 was \$731,800, translating to a value of \$3.06 per person. This is a slight increase from 2011, which was \$2.98.

FINANCIAL IMPLICATIONS

There are no financial implications.

PUBLIC AND/OR STAKEHOLDER INVOLVEMENT

There is no public and/or stakeholder involvement.

COMMUNICATION PLAN

A communication plan is not required.

ENVIRONMENTAL IMPLICATIONS

There are no environmental implications.

PRIVACY IMPACT

There are no privacy implications

SAFETY/CRIME PREVENTION THROUGH ENVIRONMENTAL DESIGN (CPTED)

A CPTED review is not required.

DUE DATE FOR FOLLOW-UP AND/OR PROJECT COMPLETION

A follow-up report is not required.

PUBLIC NOTICE

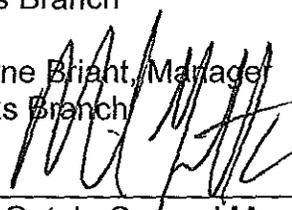
Public Notice, pursuant to Section 3 of Policy C01-021, Public Notice Policy, is not required.

ATTACHMENT

- 1. Urban Forestry & Pest Management 2012 Year End Report.

Written by: Geoff McLeod, Superintendent, Urban Forestry
Parks Branch

Approved by: Wayne Briant, Manager
Parks Branch

Approved by: 
Mike Gutek, General Manager,
Infrastructure Services Department

Dated: May 30, 2012

Copy to: Murray Totland,
City Manager

**CITY OF SASKATOON
INFRASTRUCTURE SERVICES
PARKS BRANCH**

**URBAN FORESTRY &
PEST MANAGEMENT
2012 YEAR END REPORT**

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URBAN FORESTRY

Urban Forestry is the profession of systematic management and cultivation of trees in an urban environment for the present and future benefit of society. The actual practice of urban forestry in Saskatoon began in the 1970's primarily in response to the threat of Dutch elm disease. In order to avoid widespread tree removal, systematic maintenance became important. Currently, the Urban Forestry department administers the following programs for the City of Saskatoon Parks Branch:

- Tree Inquiry program – responding to public concerns regarding trees;
- Blockside/Parkside Pruning Program – systematic pruning and removal of trees on boulevards and in parks;
- Community Tree Planting program (CTPP) – systematic planting of trees in new neighbourhoods
- Plant By Request Program (PBR) – responding to homeowner requests for trees to be planted on boulevards adjacent to their property;
- Urban Reforestation Program (UR) – systematic replacement of boulevard trees and the filling of vacant planting sites along boulevards;
- Park Reforestation Program – replacement of trees in parks and afforesting parks that had very few trees planted in them;
- Tree Nursery – production of a variety of high quality trees for parks and boulevards.
- Schools Plant a Legacy in Trees (SPLIT) – an educational tree-planting program developed by Urban Forestry in partnership with the Riversdale Kiwanis Club. Each year one elementary school is chosen to participate in the SPLIT program.

TREE INQUIRY PROGRAM

The purpose of this program is to provide specialized and personalized tree care service by receiving, systematically prioritizing, and responding to public concerns regarding trees.

The program, utilizes a Senior Arborist to coordinate the day to day activities of the pruning crews and act as an intermediary between the Supervisor and the crew; one Forestry Technician that responds to calls from the public and one Forestry Analyst that receives calls, generates work requests and maintains and updates the urban forestry data base.

Tree crews follow specific criteria for determining the most appropriate response (e.g. tree removal or tree pruning).

- An emergency call is one that poses an immediate danger to public or property (e.g. – severe storm damage). An emergency call is dealt with immediately. In the case of a storm, where the volume of emergency work becomes large, extra resources can be provided as required to deal with storm damage. Street hazards are cleaned up before any park work is completed.

- Priority one calls can pose a threat to life or property, however, the threat is not an immediate one (e.g. confirmed diseased tree). All priority one calls must be responded to before any priority two calls are started.
- Priority two calls include all other tree calls (e.g. aesthetic pruning, or removal of a tree in poor overall condition).

In 2012, we generated 4,849 calls from the public and other departments internally. All were responded to in 2012 and none will be carried into 2013.

IN-HOUSE TREE PLANTING

In-house tree planting programs include the Community Tree Planting Program, spade tree planting and Schools Plant Legacy in Trees (SPLIT). Responsibilities include watering, weeding and mulching tree wells, basic pruning of diseased or dead branches, and removing metal support stakes once trees are established. Each program provides the following services:

COMMUNITY TREE PLANTING PROGRAM (CTPP)

Community Tree Planting Program (CTPP) – 30 mm (1.2”) calliper container trees are hand-planted on boulevards in recently developed neighbourhoods. Trees that are planted on frontages (i.e., a boulevard separated from private property by a sidewalk) are placed on a three year water route for successful establishment.

CTPP was far more successful in 2012 due to the added efforts of promoting the program more aggressively making the information about the program more easily accessible. In 2012, “Saskatoon’s Urban Forest” booklet was redesigned (attachment #1) to reflect and updated list of species available to homeowners. It also included a form in the back of the book that homeowners can readily fill out and submit for a planting request. Added to this, the urban forestry web page was updated to include an online tree planting request form (Attachment #2). Each of these two initiatives provided better information about the programs as well as an easy mechanism by which homeowners could submit their request. As of November 15 2012, there are already 99 tree planting requests slated for 2013. Table 1 outlines the number of trees planted over the past 4 years. Another significant factor is collaboration with IS - Construction Services and their allowing us to plant trees 1 metre from underground water and sewer lines. Historically this would have excluded a number of planting sites. Now we can entertain more requests and retroactively pursue those sites that we could not plant in the past.

Table 1: Number of Trees Planted In the Past Three Years

Year	2009	2010	2011	2012
Number of Trees	123	98	84	135

SPADE TREE PLANTING

Internal tree spading was delayed this season, due in part to training backlog and unexpected weather in June. Due to the wind storm at the end of June equipment training was delayed and operators were utilizing equipment they were already trained on. As a result the tree spade was not active until mid-August. In total, 49 trees were planted throughout the city using the tree spade. We also used the spade to move 14 trees that may have been lost as a result of internal construction projects throughout the city.

SCHOOLS PLANT LEGACY IN TREES (SPLIT)

Sutherland School was the 11th school to participate in the highly successful SPLIT program. 2012 was the first year of initiating our new scaled back version of the program (trees only on public property and no shrubs). The seasonal labourers and the nursery staff all participated with the children, teachers and school staff. 19 trees were planted.

WATERING

In 2012, a thorough review of the watering routes was completed so as to identify efficiencies. From this review, we were able to remove approximately 300 trees from our watering routes. Some routes were also re-organized to provide a more efficient route. As an example, the Arbor Creek route now has all the east-to-west and north-to-south going the same way, and all routes that have centre medians are noted as such and in some instances include house numbers for easier identification.

There was an average of 10 watering cycles per tree for each route. For personal safety reasons, several of the planting crew were reluctant to use the on street fire hydrants to fill water tanks despite the additional training, and were instead going to V&E to fill twice a day. A review of this process will be completed in 2013

BLOCKSIDE/PARKSIDE TREE MAINTENANCE

The purpose of these programs is to systematically maintain and preserve the appearance of the City's street and park tree resource by completing systematic pruning and removals. Tree pruning is essential for the following reasons:

- Pruning helps to prevent municipal liability from damages caused to property and people from falling branches.
- Pruning maintains the health, improves the aesthetics, and increases the value of trees.
- Pruning also helps control pests and diseases which thrive on deadwood.

As part of these internal programs, there are three main activities that are undertaken. These are aerial pruning, ground pruning and parks pruning. The

goal through these three programs, as well as contracted tree maintenance is to achieve our 1:7 pruning cycle.

AERIAL PRUNING

Aerial pruning involves the maintenance of mature boulevard trees using an aerial bucket truck to access the tree canopy. Trees are typically of a size greater than 20 centimetres DBH. Trees smaller in diameter than 20 centimetres are pruned by in-house ground crews. For the purposes of this report scheduled work and service requests will be combined. Internally, crews were actively working through Silverwood Heights (carried forward from 2011), and Wildwood,. A total of 810 trees were pruned by aerial crews in 2012

GROUND PRUNING

Ground pruning is done by crews working from the ground and may use ladders or tree climbing techniques to access the trees. Typically, these crews will work through neighbourhoods that are scheduled to be maintained through contract in a given year. In 2012, ground crews worked through Mount Royal and Holiday Park neighbourhoods. A total of 560 trees were pruned.

PARKS PRUNING

Parks crews will again systematically work through various parks throughout the city to ensure that we are kept on schedule with the 1:7 pruning cycle. The vast majority of this work is done through tree climbing although aerial lift units will be used when trees can be accessed from the street or there will be no damage to the turf in parks. In 2012, Mount Royal, Victoria, Sifton and Holiday Park parks were maintained. This equated to 1,457 trees.

Overall, 2,827 trees were pruned by city arborists either in the form of scheduled maintenance or through a service request.

STUMP REMOVAL

Urban Forestry is currently experiencing a significant backlog in stump removal throughout the city. Two significant factors for the backlog are 1) excessive ground moisture prevented access to many parks and boulevards so as to prevent significant damage and 2) labouring staff being utilised for storm clean-up. It was the intent at the end of 2012 to issue a blanket contract that would clear the most urgent tree stumps (diseased trees and future plant sites). However, irrigation crews were unable to do utility checks and therefore the contract was never awarded. This still may be an option in 2013 with the intent to have everything completed by October 25, 2013.

CONTRACT WORK

TREE MAINTENANCE CONTRACTS:

Seven maintenance contracts were tendered in 2012 (Table 2) at a total cost of \$567,395.93. The operating budget for 2012 was \$574,500.00. A total of 4,427 trees were pruned and 85 trees removed. Road closures costs for tree maintenance in 2012 were \$10,783.92.

Table 2: Contracted Tree Maintenance Costs for 2012

Neighbourhood	# Trees Pruned	# Trees Removed	Cost/Tree	Total with GST
Avalon	551	17	\$130.92	\$74,362.05
Eastview/ Nutana Suburban Centre	809	21	\$114.40	\$94,956.75
King George	461	8	\$146.02	\$68,484.15
Central Business District	1051	21	\$106.76	\$114,448.95
Nutana Park	505	5	\$140.24	\$71,521.75
Greystone Heights/ Grosvenor Park	539	6	\$120.13	\$65,470.65
Riversdale	507	3	\$145.90	\$74,409.30
Add-on costs	4	4		\$3,742.33
Sub Total	4427	85		\$567,395.93

All maintenance contracts were completed on time and with few issues. Maintenance contracts continue to be cost effective and pruning standards and quality of work is high. In coordinating the Central Business District contract, it was anticipated that there would be issues with logistics of road closures, traffic control, and parking enforcement. However, effective coordination with the Transportation Branch resulted in a contract that ran smoothly and was easy to administer. For this contract all trees that needed pruning were placed in the contract including trees with a diameter less than 20cm. These trees are typically handled by in-house maintenance crews.

Scheduling of clearance of high voltage lines by Saskatoon Light & Power continues to be an issue and clearance work is usually left to the end of maintenance contracts. With SL&P workload, scheduling of line clearance for future tree maintenance contracts will be problematic. UF was able to coordinate with SL&P to prune Preston Avenue where a main transmission line needed to be isolated before work could proceed. Once the line was isolated contractors pruned the trees and SL&P crew cleared the lines.

PLANTING CONTRACT:

The total number of wire basket trees planting in 2012 was 506 and 1 container tree. Planting cost for the contract was \$56,341.96. Extra planting charges were incurred for 21 trees; of these 13 trees could not be planted due to roots, 4 trees homeowners refused, and 4 trees due to construction and irrigation issues. There were 616 nursery basket trees for the 2012 season and 110 trees were held over

for planting in 2013. The high number of trees held over for the 2013 season is the result of project cancelations and the contractor not completing planting lists. Planting costs continue to be lower than the five year average. The cost for regular planting sites this year was \$98.00 and for cut-out \$128.50. These lower costs and the number of trees held over for the 2013 season resulted in the planting contract being under budget.

Table 3: Contracted Tree Planting Projects

Program/Project	Number of Trees Planted	Number of Containers	Planting Costs & Tree Costs
3rd Ave replacements	4	1	\$1,678.70
25th St	26		\$10,508.05
Boulevard Planting	116		\$43,011.40
Central Ave	8		\$3,229.40
Cut-outs	7		\$2,954.48
Deferred Account	14		\$6,098.80
James Girgulis Park	6		\$2,347.40
Industrial	22		\$7,853.80
Parks	37		\$14,508.90
River Landing	5		\$2,074.63
Urban Reforestation	116		\$44,061.00
Plant by Request	145		\$55,819.40
Total	506	1	\$194,145.96

There were continuing construction issues with new cut-outs with irrigation lines being installed too far into the tree pit or the wrong soil mix being used. When irrigation lines encroach too far into the tree pit the tree cannot be centred. Three of the five trees in River landing the irrigation needed to be moved prior to planting. The soil for these cut-outs was base sand and the contractor had to replace the soil. Two of five trees in Holiday Inn hotel project had obstacles in the tree pit that resulted in the trees not being able to be planted. A third of the tree pits for the 25th St the irrigation needed to be moved. To prevent these planting problems in future streetscape Construction and Design and the Site Inspector were informed of planting issues. Current cut-out designs allow irrigation lines to be placed 200mm into the tree pit. Urban Design is looking at changing these specs to ensure irrigation lines are on the outside of tree pit.

Industrial planting continues to be a challenge. Five weeks looking for plant sites in industrial areas resulted in only five trees being staked for planting. The Riverbend industrial project for 26 trees scheduled for 2012 was cancelled at the end of the season as a result of construction delays and will be planted in 2013. Trees planted on the centre median on Fletcher Rd were included as industrial planting.

A number of parks in Urban Reforestation areas were planted with boulevard trees including; W.W.W Ashley, Anna McIntosh Park, and Herbert Stewart Park.

Including park planting as a part of Urban Reforestation is an opportunity to increase tree canopy in those parks with few trees. The added benefit is that these park trees can be included in the watering contract for the neighbourhood. UF will continue to increase park tree density as a part of future Urban Forestation projects.

WATERING CONTRACT:

For the 2012 watering contract four and a half watering cycle were completed at a cost of \$42,892.97. A total of 7,963 trees were watered and at 30 gallons per tree 238,890 gallons of water was used. At the end of the year 2,032 trees were being watered per cycle.

The watering contract was awarded to a company that had never had a watering contract with the City of Saskatoon. On an average year, 8 – 10 watering cycles will occur during the contract time frame. The number of watering cycles for the year was significantly lower (4.5) than passed years as the result of a wet spring and the contractor having staffing issues during the summer. With the wet spring watering did not start until June 21. The start date for this contract is typically scheduled for June 1st.

From August on the contractor had staffing issues that resulted in only one eight hour shift occurred per day or no watering at all. In the month of September only one water cycle was completed. For this time period a minimum of two cycles should have occurred. The fall was dry and in September there was little or no precipitation. It was crucial for the health and establishment of the trees that adequate moisture levels are maintained into the fall and prior to freeze-up. The contractor committed to a daily twelve hour shift for the month of October.

Mulching of trees was not completed until the middle of September. The contract states that mulching must be completed at the beginning of the contract prior to the start of watering. As a result of the contractor having difficulties obtaining mulch watering was allowed to proceed before the trees were mulched. Mulching started in the middle of July and proceeded sporadically for the next two months. The contractor stated numerous times that mulching of water routes had been finished when in fact they had not been completed.

There was one significant safety issue that occurred during the contract. A back up water truck was watering on Warman Rd without directional arrows. Watering was discontinued for the day and contractor informed that all trucks watering must have directional arrows that are visible from the front and back of the truck.

SHELTERBELT CONTRACT:

Shelterbelt maintenance contract included 3 shelterbelts. These were the Sutherland shelterbelt on the south side of 102nd St W, and the shelterbelts on the north side of 22nd St W from Whitney Av to the pedestrian overpass, and the south side of 22nd St W from Whitney Av to 20th St. Total cost of the shelterbelt contract was \$28,783.13.

Although this contract was under budget for 2012 tender costs over the last couple of years have been increasing resulting in difficulties in keeping to maintenance schedule.

BACK LANE CONTRACT:

Arbor Crest Tree Service was awarded the back lane tree maintenance contract for 2012. Total cost of contract was \$25,549.13. There was one list and a total of 69 service requests and a number of storm related emergency callouts. 2012 is the last year that Urban Forestry will assist with the administration of this contract. With the appointment of a new Bylaw Inspector there may be operational questions that Urban Forestry will be able to provide our assistance with.

NURSERY OPERATIONS

The civic nursery located at Ave P continues to be highly successful every year. The tree nursery is intended to produce a diverse selection of high quality trees at competitive market prices primarily for maintenance requirements. Occasionally trees will be cross-charged to capital projects. Activities include bare root tree planting, propagation, pruning, watering, staking, mulching, fertilizing, related planning and administration, and inventory management.

In 2012, a total of 716 trees were planted into the nursery. This was a combination of 662 liners, 87 container trees and 67 in-house propagated seedlings giving us a total inventory of 3,100 trees in the nursery.

In 2012, 506 balled and burlaped (B&B) trees were planted out by contractors, 50 were spaded from the nursery. This totals 556 trees planted out from the nursery in 2012. This is a decrease of 161 trees from 2011 and can be directly tied to the number that should have been planted by contractors but did not.

Three major initiatives for 2012 were to complete the construction of a cold house for our bare root trees, complete a nutrient profile of the nursery soils and finally to establish a plan to manage the drainage issues in the nursery. The original cold house was demolished in 2006 and while it should have been replaced in 2007, it never was. The nursery relied on the rental of a cooled trailer for our liner trees at an annual cost of ~\$1,500 per month. The construction of this building was completed in the summer of 2012 and will replace the rental of a refer-cooled trailer saving the nursery ~\$6,000 annually in operating costs. The nutrient profile across all nursery fields showed similar pH levels of 7.8 – 8.1 which is good. Nitrogen levels however were marginal and requires the addition of compost to bring levels to a minimum requirement. The third initiative was the development of a plan for water management in the nursery. Currently, there is no mechanism for proper drainage in the nursery. As a result, any time there is any kind of rain event, water ends up pooling in various locations effecting the health of the trees or provides ideal conditions for mosquito development.

Discussions with Strategic Services will result in a formal plan for storm water management in 2013.

STORM DAMAGE 2012

On June 27th and July 04th, there were two wind storms that caused significant damage to the urban forest. During this one week span, we received 1,200 calls of which 978 required some level of response by our in-house arborists. 71 calls were for private trees of which we do not provide any level of maintenance and 10 calls resulted in the removal of trees. Operationally, challenges occurred mostly within the first 3 days of each storm where we had to identify the extent of the hazard situation and prioritize the level of response required. Once all hazards were mitigated, crews continued clean-up as what would be deemed to be normal work. Overall, the extent of the damage was not nearly what it could have been. Other than losing 10 trees, the extent of the damage was mostly broken branches. The other impact the storm had was diverting our maintenance from our scheduled work, to clean-up work and resulting in us falling behind on our park tree maintenance schedule. Looking ahead, Urban Forestry will formalize a storm response procedure based on our experiences from 2012 as well drawing from what other Canadian municipalities currently have in place. This can then directly tie into the corporate EMO.

ADMINISTRATION

CLAIMS

Urban Forestry will see damaged or lose a number of trees each year due to vandalism, SGI claims and construction projects, be it internal or external. Losses in 2012 were down significantly from 2011 (Table 4). We attribute this decline to the new process that has been instituted with Building Standards Branch and their demolition permits. In September 2012, demolition permit documents were modified to include the requirements of Urban Forestry to sign off that trees have been identified valued and the contractor was made aware of the minimum requirements needed to protect a tree during the demolition process. From September through the end of December, Urban Forestry reviewed 19 demolition permits. In the end, 30 city-owned trees estimated at a value of \$156,405.26 were protected through this process. While the process is new and there are some process related issues that we need to smooth out, this is a positive step forward for protecting the urban forest. Historically these construction projects would have ended up damaging most, if not all of the 30 trees identified. In 2012, only two trees were significantly damaged as a result of construction activities. A total claim of \$2,524.72 was sought for damages. SGI claims were up 50% from 2011. In total, Urban Forestry issued \$25,261.85 in claims for vehicles striking trees.

Table 4: Claims on Trees

Type	2008	2009	2010	2011	2012
Vandalism	8	12	9	14	2
SIGI Claims	5	19	9	12	18

TRAINING

Arboriculture Canada Training and Education (ACTE)

ACTE provided 4 days of intensive training with the focus on two specific areas. The first was a three day intensive tree valuation course created specifically for our Urban Forestry senior leadership team and technicians. The course was the first of its kind and certified everyone as qualified and competent tree appraisers. The second focus was two day competency testing for all active climbing arborists. The six arborists that climb trees as part of their duties working in parks are not only trained climbers but are now certified as competent climbers as well.

HEALTH AND SAFETY

Urban Forestry had a very good year as it relates to health and safety in the work place. Despite the increase volume and nature of the work that resulted from the storms in 2012, Urban Forestry only had nine injuries, of which there were no lost time incidents. This is the first time this has happened since records have been kept on injury reports and lost time. Our goals continue to focus on zero lost time in any calendar year.

EDUCATIONAL PARTNERSHIPS

In 2012, Urban Forestry established what we hope will be long term educational partnerships with SIAST Kelsey Woodlawn campus Natural Resources program as well as the Renewable Resources Management program at the University of Saskatchewan. Both of these programs have been or will be able to collect and analyse relevant information that Urban Forestry needs but is unable to acquire with its current staffing and work load.

SIAST

As part of the requirement to complete their program, students enrolled in the Natural Resources Management program with focus on GIS are required to complete a one month practicum. Through our Forestry Analyst who graduated from this program, we have been able to coordinate a number of students to come in during the month of May and geospatially map our city-owned trees. In 2012, two students were able to map all trees in the 30 parks on the West end of the city. With the success in 2012, we hope to carry this to 2013 and have more students in increase the number of trees mapped in May.

University of Saskatchewan

In the summer of 2012, working with Professor Tom Yates with the University of Saskatchewan, we drafted a proposal for his Renewable Resources 421 students for their final project. In its simplest form, the project was for the students to determine how they could quantify value that the citizens of Saskatoon receive value from the Urban Forest. While the final paper will not be completed until the spring of 2013, their initial proposal is to do an i-Tree analysis of the Urban Forest. This analysis will quantify in many ways, how urban trees contribute as green infrastructure. Once complete, the final report will be summarised and reported to council for their information.

ENVIRONMENT

Urban Forestry continues to utilise the East and West side compost depots in an effort to reduce the amount of green material being deposited at the landfill. In 2012, 130 tonnes of green material was diverted from the landfill, compared with 320.67 tonnes that went to the landfill. This number is actually twice what we saw going to the landfill in 2011 and half of what went to the compost depots. This is due largely to the storm and the sheer volume of elm material that we directed to the landfill as a result of the storm cleanup. Our hope is that in 2013 we can get back to diverting ~1/3 of our green waste to the compost depots.

PEST MANAGEMENT

The Pest Management section of the City of Saskatoon is responsible for controlling urban pest populations including mosquitoes, nuisance wildlife (e.g. ground squirrels), tree insects and diseases (e.g. Dutch elm disease) and inspection services (e.g. nuisance, noxious and prohibited weeds).

MOSQUITO CONTROL

In 2012, the City of Saskatoon continued mosquito control activities in the mosquito control zone. The control zone is a 945 square kilometre buffer area that includes the City of Saskatoon. Most of the control zone is aspen parkland. In years with heavy rain, or years with large volumes of melt water, the rolling landscape causes many small bodies of water to form. These small water bodies are ideal for nuisance mosquito development.

LARVICIDING PROGRAM

Surveillance

The mosquito control program continues to target mosquito larva, the immature aquatic stage of the life cycle. The Pest Management staff are trained in larval identification. To determine if a body of water requires treatment, the staff will sample using a mosquito dipper to determine if larvae are present. When there are at a density of at least two larvae per dip, the area is treated. This can mean the entire water body, or only in locations where the larvae are found.

Treatment

Mosquito larva are killed using the biological larvicide *Bacillus thuringiensis var israelensis* (Vectobac®). This product is a type of bacteria that is applied to the surface of the water using a backpack blower. The species of bacteria only affects filter feeding insects and has the greatest impact on mosquitoes and black flies. After treatment a sign is posted to indicate that a pesticide product was used at that location. The sign includes the product information, pesticide registration number and date of application.

The mosquito control program relies on participation from landowners in the rural municipality of Corman Park. Letters are issued to the property owners to access privately-owned land. In the past, letters were mailed every few years, but currently, one letter is issued that requests continual access until there is a change in ownership. We have found that this letter is well received and that most people prefer this to an annual letter. There are 1,350 landowners within the mosquito control zone in Corman Park. We have received permission from many of these landowners and will be issuing 240 letters in 2013. These are predominantly new landowners in Corman Park.

2012 season

Larviciding activities began April 17th, 2012, when mosquito larvae began hatching and becoming active in the water bodies. In 2012, a total of 11,993 kg of Vectobac was applied to 1,203 hectares of larval habitat (Table 5). As in previous years, the highest priority areas are habitat that is close to the city. Two areas of larval habitat that require coordination with their respective management are the Saskatoon Airport and Forestry Farm and Zoo. The airport was treated three times and the forestry farm was treated on a weekly basis from May to August. Once areas are treated within Saskatoon, pest management staff systematically moves into the buffer area around the city.

Table 5: Amount of product applied and area covered in the mosquito control program in the past four years

Year	2009	2010	2011	2012
Product (Kg)	5,266	23,870	7,130	11,993
Area (Ha)	482	2,150	510	1,203

Adult Mosquito Surveillance

The species of mosquito that is of greatest concern in the City of Saskatoon continues to be *Culex tarsalis*, the principle vector of West Nile virus (WNV) in Saskatchewan. Other species in the province that can vector the virus are *Culex restuans* and *Culex territans*, although they are not as prevalent. *Culex tarsalis* can have two or three generations per year in the Saskatoon area. With each generation, the number mosquitoes increase and this can elevate the WNV risk. Appearance of the first *C. tarsalis* in the spring is one factor that can be useful in forecasting the mosquito population. Other significant factors are temperature and precipitation. In 2012, the first *C. tarsalis* larva was identified within Saskatoon on May 31st. In 2007, a year with high numbers of mosquitoes and high numbers of West Nile cases, the first *C. tarsalis* was observed in early May.

Surveillance of adult mosquitoes began on May 16th, with the placement of six New Jersey Light Traps (NJLTs). Additionally, five Centre for Disease Control light traps (CDCLTs) were set-up on May 31st. The number of traps and locations were similar to 2011, with some minor changes to the placement of the NJLTs to make daily collection more efficient. Traps are collected daily and all species of *Culex* are tested for the presence of WNV.

The first adult *C. tarsalis* was collected in Buena Vista on June 26th in a CDCLT. The first adult female *C. tarsalis* trapped in a NJLT was on July 30th, in the Parkridge neighbourhood. Overall, the number of *C. tarsalis* captured in CDCLTs was low. The highest weekly total of 2012 occurred the week of August 20th- 24th when there were 144 female *C. tarsalis*, representing less than 10% of the total mosquito capture. The numbers of mosquitoes and dates of first *C. tarsalis* were similar to 2011.

West Nile Virus Summary

In Saskatchewan, WNV was present in low levels in 2012. One pool of *Culex tarsalis* tested positive for WNV, the first positive sample since 2007. The numbers of mosquitoes were low, but there was potentially a high proportion that was positive. There were no human cases confirmed in the Saskatoon Health Region.

Communication Strategy

The communication strategy for the mosquito control program involves public service announcements, media interviews and responses to direct inquiries. There are several key messages including the removal of standing water to prevent mosquito development, using personal protection to avoid being bitten by mosquitoes, updates on the number of mosquitoes and information on WNV prevalence.

The City of Saskatoon and Saskatoon Health Region formed a joint committee to establish a communication strategy and emergency response plan for WNV. Several of the pest management staff are involved with the committee. In 2012, there was a planning meeting in May and a summary meeting in the fall. The emergency response plan continues to be improved with small changes.

DUTCH ELM DISEASE

Dutch elm disease (DED) is a serious disease of American elm (*Ulmus americana*) caused by the fungal pathogen *Ophiostoma novo-ulmi*. The disease was introduced into North America in the 1930s, and has killed millions of elms in Canada and the United States. While the disease has been present in Saskatchewan since the 1980's, Saskatoon is currently free of the disease. The City of Saskatoon's DED management program focuses on prevention and monitoring to reduce the possibility of DED establishing in Saskatoon. The closest location to Saskatoon to have DED was Davidson in 1999. The key components are public education, tree maintenance (pruning and removal), monitoring bark beetles, sampling trees that are symptomatic, and enforcement of the provincial DED regulations. Described in detail are the monitoring of bark beetles, enforcement of the regulations and sampling of symptomatic trees.

Monitoring bark beetles

Monitoring of adult elm bark beetles consists of utilizing pheromone baited adhesive cardboard panel boards (45 x 67cm) affixed to telephone poles in 30 locations throughout the city. We also place and remove 10 traps for the Saskatchewan Ministry of Environment. The bark beetles that are monitored are the native elm bark beetle (*Hylurgopinus rufipes*), the smaller European elm bark beetle (*Scolytus multistriatus*), the source of introduction of the disease to North America, and the recently introduced banded elm bark beetle (*Scolytus schevyrewi*). In July 2012, there was one smaller European elm bark beetle

captured on a trap in Nutana. There were no native elm bark beetles captured from 2010-2012.

Enforcement

The Saskatchewan Dutch Elm Disease Regulations (2005) outline what can be done with elm trees and elm wood during different times of the year. As DED inspectors, pest management staff watch for pruning of elm trees (American or Siberian) during the pruning ban (April 01 - August 31), storing of any elm material, and hazard trees (i.e. dead or dying elms). If any of the above conditions are observed, a notice of infraction is issued to the property owner. In 2012, there were 49 notifications of infraction issued, 43 less than 2011. Most infractions were cleared by the property owner. One infraction was handled by the city and the cost was applied to the property tax. Infractions were suspended following several thunderstorms in June because of the large volume of elm material on the ground.

Sampling

Elm trees that show signs or symptoms of DED are sampled. In 2012, 30 elms showing symptoms were sampled, 13 less than 2011. None of the samples submitted were positive for DED, however, seven of the samples tested positive for dothiorella wilt (Doth), a fungal disease with similar symptoms to DED. Elms infected with Doth can die in 3-5 years. The spores of this disease are spread by wind, rain and possibly insects creating wounds as they feed on plant tissue. To prevent spread of the disease and the weakening of elms, trees that are infected with Doth are removed.

Future Direction

The Urban Forestry section continues to develop the tree inventory system which includes the coordinates for tree locations. The ability to create maps of the elm distribution will be critical in responding to DED. The location of the infected tree will dictate the risk to the rest of the urban forest. Maps surrounding the infected tree will direct the surveillance and treatment activities.

TREE INSECTS AND DISEASES

There are many insects and diseases in the urban forest, some of which can become a nuisance but many do not affect tree health. Ash leaf cone roller, ash bark beetle, ash borer, European gypsy moth, emerald ash borer and viburnum borer are insects that are actively monitored and/or controlled by Pest Management.

ASH LEAF CONE ROLLER

Ash leaf cone roller (*Caloptilia fraxinella*) is an introduced insect pest in the Prairie Provinces, but has minimal impact on the health of ash trees. The insect causes conspicuous changes to ash trees by rolling up the leaves into cones. The ash leaf cone roller caterpillar starts as a leaf miner feeding on the tissue

between the dermal layers of the leaf, in its last instar of larval development, the larvae disperses to another leaf and rolls the leaf over itself creating a cone. The larvae then spin a cocoon and develop into an adult moth that will then leave the rolled leaf.

The damage done by these insects has no significant effect on the health of the tree. There are also no control options for this insect; although work is being on pheromones that may disrupt mating and reduce populations. In previous years, parasitoids were identified in the *C. fraxinella* population. Tyler Wist, a PhD candidate with the University of Alberta, has found three parasitoids, *Apanteles polychrosidis* (Braconidae) *Diadegma* spp. (Ichneumonidae), *Sympiesis* sp. (Eulophidae) in Saskatoon. In 2009, the most abundant parasitoid was *A. polychrosidis* and they were responsible for parasitizing 30.0% ± 2.8 of *C. fraxinella* on green ash and 35.0% ± 3.5 on black ash.

ASH BARK BEETLE

Eastern ash bark beetle (*Hylesinus aculeatus*) is the most common ash bark beetle captured. Over the last two years, we have been seeing a steady increase in the number of these bark beetles. Monitoring of ash bark beetle populations is done by counting the number of beetles captured on elm bark beetle traps. In total 332 ash bark beetles were caught on sticky traps in May (80), June (212), July (24) August (8) and Sept (8). The annual ash bark beetles numbers were down from the 2011 totals of 413. The vast majority of these are the eastern ash bark beetle, *Hylesinus aculeatus*, and are known to feed primarily in dead wood

ASH BORER

Ash borer (*Podosesia syringae*) is a wood boring insect of ash and lilac trees that has been monitored since 2007. In 2007, there were 31 pheromone baited wing traps situated throughout the City of Saskatoon to obtain estimates of the population. There are now 60 traps with the trap locations based on neighbourhoods with high numbers of ash trees. The total number of moths captured peaked in 2008 although 2012 also had a high number of moths (Table 6).

Table 6: Number of Ash Borer captured in traps in the past five years

Year	2008	2009	2010	2011	2012
Ash Borer	1243	179	284	152	632

VIBURNUM BORER

Viburnum borers are wood-boring insects that feed on the lower part of viburnum trunks, branches, and roots. The Adults are day-flying moths that emerge in June and July to lay eggs near wound sites. Larvae bore into the wood where they feed and overwinter. Damage includes branch dieback, plant decline, and possibly death.

In May of 2012, a significant number of dead and dying viburnums were reported in Arbour Creek Park and surrounding areas. Larvae from infected shrubs were gathered, reared and identified as the lesser viburnum borer (*Synanthedon fatifera*). Pest Management collaborated with Park Technicians to identify and treat 287 highbush cranberry, nannyberry, and wayfaring shrubs. The shrubs were treated with Nemasys[®] G, a biological control product that attacks insect larvae. We will continue to monitor the vigour of viburnum in the area to assess the efficacy of the treatment.

EMERALD ASH BORER

Emerald ash borer (EAB) is a highly destructive insect that feeds on ash trees often causing tree mortality after several years. Through movement of infested firewood populations of this insect can now be found to 2 provinces and 18 states. Ash is a very common tree in northeastern North America and in most urban municipalities. In Saskatoon there are 26,800 publically owned ash trees. A cost effective method to detect EAB and reduce damage is using specially designed traps. At present the CFIA monitors for the presence of EAB in Saskatoon with two traps. In 2012, we supplemented the trapping, by adding an additional six traps. There were no EAB detected.

EUROPEAN GYPSY MOTH

European gypsy moth is a federally regulated pest in Canada and the United States. The Canadian Food Inspection Agency (CFIA) sets up traps throughout the province to monitor for the presence of gypsy moth. There were male gypsy moths caught in Saskatoon in 2006, 2007 and 2008. Since then there were no moths caught in Saskatoon. Trapping is done primarily by the Canadian Food Inspection Agency, with the results relayed at a generally a collaborative effort between the City of Saskatoon and the CFIA.

GROUND SQUIRREL CONTROL

Treatment consists of baiting ground squirrel holes with wheat mixed with chlorophacinone (Rozol[®]). We also use sulphur bombs in the late summer and early fall when ground squirrels are beginning to hibernate for the winter. The Pest Management section took over the sports fields ground squirrel program in 2009. We have 2 Labourers and one half time Pest Technician monitoring sports fields and dryland habitat during the season. Throughout the season all ground squirrel habitat is checked and treated as required. The ground squirrel program is directed by a surveillance schedule and also by enquiries from the public. In 2012, we used 45 sulphur bombs and 269.6 kg of wheat treated with Rozol[®]. Ground squirrels are native to Saskatoon and it is impossible to eliminate them entirely; however, with a comprehensive program, including surveillance, treatment and follow-up, we reduce their impact.

In addition to calls concerning ground squirrels, we also received several calls about northern pocket gophers, *Thomomys talpoides*. These animals are solitary

and as a result are relatively easy to control. To control pocket gophers we use a specifically designed snap trap. Pocket gophers were removed from the allotment gardens and shrub beds in Donna Birkmaier Park

WILDLIFE MANAGEMENT

The major components of the wildlife program are trapping and relocation, taking injured or diseased animals to the Western Veterinary College, and providing information on how to manage urban wildlife on private property. In 2012, the Pest Management section received 475 calls about wildlife (Table 7).

SKUNKS

Skunks are common in Saskatoon, although are more often found in situations where food or shelter are available. Skunk trapping has been municipal service since 1997. In 2003 this was transferred to Pest Management. In 2012, skunk trapping and relocation was a contracted service, but is administered by the Pest Management section.

There were 86 calls about skunks. Many of these refer to animals moving through an area. Some of these refer to situations where the skunk is denning in the yard. In these situations a trap is setup. There were 26 traps setup and 15 skunks were captured and relocated.

RACOONS

In 2012, we had 21 raccoon calls. Most of these were in City Park, North Park and River Heights. Similar to skunks, raccoons are trapped and relocated as a contracted service. We setup 10 traps and captured and relocated 6 raccoons. Pest Management staff also captured an injured raccoon which was then euthanized by Conservation Officers with the Ministry of Environment. To determine if the animal was diseased, the raccoon was sent to Prairie Diagnostic Services.

PORCUPINE

Porcupine can be very damaging to trees in city parks. As porcupine feed they girdle trees which can cause rapid decline. We had 12 calls regarding porcupine. Several calls were from the Sutherland dog park where porcupines are common and difficult to locate. Three porcupines were successfully relocated.

BEAVERS

Most beaver calls are related to damage on park trees. As with porcupine, beavers are capable of killing park trees in a very short amount of time. Other large prairie municipalities manage beavers through a combination of tree protection and lethal traps. Saskatoon is similar although recently the responsibilities have shifted from the Water Treatment Plant to Pest

Management. In 2012, there were 3 beaver damaged trees. The trees were removed.

MUSKRATS

We received 9 muskrat calls. There were four muskrats relocated by Pest Management staff. Muskrats are captured on-site and relocated to designated sites.

CROWS

Most of the calls occurred when the young birds are fledging (leaving the nest) in June and early July. At this time, the adults and young from previous years aggressively defend the young of the current year. It is the aggressive behaviour combined with the noise that causes complaints from residents. The Pest Management section will remove nests when they are below 20 feet.

BATS

We received 17 bat calls this year. This is an increase over the previous year. In 2011, there were several bats that tested positive for rabies. Only one bat had to be relocated from public property, the remainder of the calls were on private property. On private property we only provide advice on bat management.

BADGERS

Typically there are fewer than 10 calls regarding badgers. Most calls regarding badgers occur in the late summer when young are establishing new territory. Typically badgers do not establish permanent den sites in the city but establish temporary dens before moving on to other areas. There was 1 call about a badger in the city in 2012. The animal could not be located.

COYOTES

We had 131 coyote calls in 2012. There were situations where coyotes were trapped in yards or in buildings and the animals were relocated. In cases where coyotes are injured or diseased, they are taken to the western veterinary hospital. In some cases the animals were euthanized and in other cases the animals are rehabilitated.

FOXES

We had 42 fox calls in 2012. Although common in natural areas in the city, the number of calls might be exaggerated because coyotes are occasionally mistaken for foxes. Typically foxes are seen repeatedly in areas close to their den. In general no response is required unless the animal is trapped or injured.

Table 7: The numbers of wildlife calls received by animal type (398 of 475 calls)

Coyote	Skunk	Fox	Pigeon	Crow	Richardson Ground Squirrels	Raccoon	Bat	Porcupine	Muskrat
131	86	42	31	27	22	21	17	12	9

INSPECTION SERVICES

Inspection Services, represented by the City of Saskatoon weed inspectors, enforces the *Weed Control Act* (2010). The *Weed Control Act* (2010) identifies the weed species and designates these weeds into three (3) categories based on their ecological and economic impact. The nuisance weeds are typically least impactful, followed by noxious weeds and then the prohibited weeds. The enforcement of the *Weed Control Act* (2010) is done by issuing orders which identify the weed and the control measures that are required to eradicate or control the infestation. For publically owned land, the weed inspector works closely with the various agencies and departments to ensure weed problems are being managed.

PROHIBITED WEEDS

Populations of salt cedar and flowering rush, two prohibited weeds, were identified and eradicated in 2011. In 2012 no infestations of prohibited weeds were observed. Greenhouses and nurseries were inspected for the sale of prohibited weeds and none were found. Also the two main plant distributors were sent copies of the *Weed Control Act* (2010) and an updated copy of the designated weeds.

NOXIOUS WEEDS

There are 37 designated noxious weeds identified in the *Weed Control Act* (2010) of which 25 have been found in Saskatoon. The noxious weeds have been prioritized based on the level of establishment and the environmental and economic impact. As a result the City of Saskatoon weed inspectors have identified 5 weeds that will receive a greater effort to eradicate these infestations. These are common tansy, purple loosestrife, leafy spurge, yellow toadflax and common buckthorn.

SPECIFIC CONTROL PROJECTS

Purple Loosestrife

Purple loosestrife was removed from a total of six locations within Saskatoon. The locations were isolated infestations in natural areas, within park ponds and on residential property. All plants that are removed are buried at the City of Saskatoon landfill. The occurrences of purple loosestrife have significantly reduced from 2011. Most locations were not present in the 2012 growing season.

At several sites, the black margined loosestrife beetle was identified. This insect controls purple loosestrife through feeding on the leaves allows for easier eradication of the weakened plants.

Common Tansy

In 2012, all of the locations with common tansy were treated with a herbicide (Tordon®). One of the high priority locations is an area of natural grassland in the northeast part of the city. This area was treated twice with two different herbicides (Milestone® and Tordon®). Common tansy was observed on several residential properties and in each case orders for removal were issued and control was carried out by the property owner.

Leafy Spurge

There are two known locations, near the northeast swale and close to the City of Saskatoon landfill. These were treated with a herbicide (Tordon®). The herbicide treatment was very effective and killed approximately 75-85% of the leafy spurge. A combination of mowing and herbicide application will continue in 2013. Leafy spurge was identified at an area of natural grasslands adjacent to the northeast swale. Of the 12 hectares, approximately 30% of the total area was covered with leafy spurge. The area was treated by the Meewasin Valley Authority (MVA), using a controlled burn, a method which reduces plant vigour and improves the success of other control methods. A release of biological control agent, the leafy spurge beetle, is planned for 2013.

Yellow Toadflax

There are three known sites, all are in the southwest area of Saskatoon which are sprayed annually. One of the locations was destroyed as part of a development project. The two remaining sites are on property owned by the Canadian Pacific Railway. The railway controls the infestation using a combination of mowing and herbicide application.

European Buckthorn

European buckthorn is a large shrub that is common along the riverbank in Saskatoon. To reduce seed production and kill the plant, the bark of the female plants are sprayed with a herbicide (Garlon 4®). The MVA has treated an estimated 625,000 plants from 1997-2012. Control is done primarily by the MVA by the City of Saskatoon, when plants are identified on property that is managed by the City of Saskatoon.

OTHER NOXIOUS WEEDS

The musk thistle head weevil is an effective biological control for nodding thistle. In some areas these weevils are well established and infest the flowers preventing seed production. To spread the weevil, infested flower heads have been collected and distributed to areas where nodding thistle is common and the

weevil is not present. There was a noticeable decrease in the abundance of nodding thistle in 2012.

Similarly, a species gall midge is distributed to control scentless chamomile, another noxious weed. There are several locations where the gall midge is well established and is being collected and used to attack other populations of scentless chamomile.

NUISANCE WEEDS

Some of the nuisance weeds are widespread in Saskatoon. As is common with other weeds, nuisance weeds are typically found in disturbed habitat. The primary control practice is mowing. When these weeds are found in larger numbers on private property, the property owners are required to mow the infested area.

ECOLOGICALLY SENSITIVE AREAS IN SASKATOON

Northeast Swale

The Weed Inspectors work closely with the MVA to combat invasive weeds that could affect the biodiversity of the northeast swale. Two leafy spurge populations were found in the swale this year and were treated with three controlled burns and herbicide applications.

Saskatoon's Riparian Zone

The riparian zone along the South Saskatchewan River in Saskatoon is heavily infested with Canada thistle, perennial sow-thistle, absinthe and nodding thistle. In 2011, many of the infested areas were mapped to highlight the distribution. Canada thistle, sow thistle and absinthe are very established; however, nodding thistle is less common. In 2012, six locations along Saskatoon's river bank were mowed and treated.

Weed Inspection Details

In 2012, 91 weed related complaints were documented most of these are dealt with by the property owner. For properties that are non-compliant, the City of Saskatoon will control the weeds as required by the weed inspector. The cost of the work is then billed to the property owner.

SUMMARY AND FUTURE DIRECTION

With the removal of the salt cedar in 2011, there are no known infestations of prohibited weeds in Saskatoon. There are several noxious weeds which currently are at low levels in Saskatoon (e.g. purple loosestrife, yellow toadflax, common tansy, leafy spurge). With a diverse management strategy, these weeds are continuing to drop in abundance.

As a large urban centre, Saskatoon is a significant hub for agricultural activity; therefore, weed control is of particular importance to avoid spreading weeds to other areas of the province. To control weeds in Saskatoon, the City and its partners are developing a comprehensive weed management plan. In future this should allow for greater continuity in weed management from one year to the next.

ADMINISTRATION

MEMBERSHIPS

The Pest Management department is a member of the Entomological Society of Canada, Northwest Mosquito and Vector Control Association, American Mosquito Control Association, Saskatchewan Invasive Species Council (board member) and the Entomological Society of Saskatchewan (executive member). All of these associations have been a tremendous source of information through networking and various publications made available through their membership.

TRAINING

In 2012, the Pest Management Supervisor attended the annual meeting of the Entomological Society of Canada. The meeting covered many of the new research topics in entomology. The most relevant information related to accessing the entomology community through some of the online resources. Additionally there were many useful tips on managing insects that impact the urban forest, implications of pesticide products, and novel ways of controlling pest insects.

The Entomologist attended the Northwest Mosquito and Vector Control Association Meeting. Some relevant topics included new smart phone technologies for Mosquito programs that store product application information on a virtual database that essentially eliminates the need for paperwork. There were updates on the spread of invasive mosquito species, most notably the Asian tiger mosquito (*Aedes japonicas*). There was detailed information about the aerial and ground based mosquito control, precipitated by the number of human cases of WNV in the southern United States.

Pest Management coordinated the writing of the various pesticide licence designations with SIAST on May 23rd. There was considerable savings to the City by writing the exams on one day, as opposed to having each employee write at an allotted time coordinated through SIAST. This will likely continue next year.

HEALTH AND SAFETY

Pest Management continues to have an excellent record of safety in the work place. In 2012, there were 4 work related injuries and zero lost time incidents. Pest Management continues to be free of lost time incidents since these records have been kept. Our goal continues to be the same going forward.

3.

TO: Secretary, Administration and Finance Committee
FROM: General Manager, Utility Services Department
DATE: June 3, 2013
SUBJECT: U-Pass Agreement between the City of Saskatoon and University of Saskatchewan Graduate Students' Association
FILE NO: WT 7314-1

RECOMMENDATION: that the Administration and Finance Committee recommend to Council:

- 1) that the Administration be directed to finalize an agreement with the University of Saskatchewan Graduate Students' Association (GSA) for a U-Pass Program based on the terms outlined in this report, and
- 2) that His Worship and The City Clerk be authorized to execute the agreement under the Corporate Seal.

TOPIC AND PURPOSE

To obtain City Council approval for the execution of a U-Pass Program agreement with the University of Saskatchewan Graduate Students' Association (GSA).

REPORT HIGHLIGHTS

1. The GSA held a successful referendum in regard to a one-year U-Pass Program.
2. The Administration is recommending that a one-year U-Pass agreement with the GSA (as outlined in this report) be executed.

STRATEGIC GOAL(S)

The Administration believes that this initiative will assist Saskatoon Transit in attracting and retaining new ridership and build on the Strategic Goals of Moving Around and Environmental Leadership.

BACKGROUND

In October 2012, after being approached by the University of Saskatchewan Graduate Students' Association (GSA), Saskatoon Transit and the GSA entered into discussions with the intent of establishing a U-Pass Program for the graduate students attending the University of Saskatchewan and to be designed similar in nature to the U-Pass Program currently in place for undergraduate students attending the University of Saskatchewan. The Administration met with representatives from the GSA to discuss a process for developing a U-Pass Program.

In November of 2012, the Administration conducted a student survey to determine the

current ridership trends of students within the GSA in order to establish pricing for the proposed U-Pass Program. A referendum conducted by the GSA executive was approved by its voting members to implement a U-Pass on a one-year trial basis. The following report outlines the results of the survey and the next steps required to implement a U-Pass Program with the GSA.

REPORT

Saskatoon Transit distributed a survey to the GSA to determine the current ridership trends of students within the GSA in order to establish pricing for the proposed U-Pass Program. The results of this survey have been compiled (Attachment 1).

According to the GSA constitution, a referendum would need to be passed to give its executive council the authority to implement certain new initiatives. On April 30, 2013, the referendum was presented to the members of the GSA, and they voted in favour of the implementation of a one year trial U-Pass program. The results of the survey and the legal implications therein were independently verified at the GSA Annual General Meeting.

When evaluating the potential increase in pass sales, the survey results show that out of the 1127 student respondents, 264 have purchased adult monthly passes, 195 have purchased student semester passes, 638 have purchased either cash or tickets, and 561 use Transit on a weekly basis. If the U-Pass Program is adopted, all GSA students enrolled in on-campus programs would be required to participate, representing approximately 3,000 students (total number of eligible students identified by the GSA).

In meeting with representatives of the association, Saskatoon Transit Administration stated that the GSA would need to become a registered pass vendor in order to administer this program. Pass loading and distribution would be the responsibility of the GSA.

OPTIONS

Piloting a U-Pass Program with the GSA is being proposed in a manner similar to the U-Pass Program offered to the University of Saskatchewan Students Union and is expected to increase ridership for Saskatoon Transit. The pilot would run from September 1, 2013 until August 31, 2014 to give the students, the GSA executive and Saskatoon Transit the opportunity to study the feasibility of implementing the program permanently.

POLICY IMPLICATIONS

There are no policy implications.

FINANCIAL IMPACT

The U-Pass will be revenue neutral for Saskatoon, increase ridership, and provide cost

effective transportation for students. The results outlined below are based on the actual survey data collected from the Saskatoon Transit GSA U-Pass Survey. Revenues are derived by comparing the current number of estimated pass sales and revenue purchased by GSA students.

Based on the survey results, Saskatoon Transit estimates that it currently receives revenue in the amount of \$871,593 each year from graduate students enrolled in classes at the U of S who ride the bus (refer to Table 1 below). Transit has calculated the cost of the U-Pass at \$97.44 per student per semester to remain revenue neutral (shown in Table 2 below) as was the approach with the University of Saskatchewan Students Union (undergraduates)

Table 1: Current GSA Revenue per Year

Students that Ride:	Students x Rides per Month¹	Rides per Year
Daily	819 x 40	x 12 = 393,120
Often	678 x 16	x 12 = 130,176
Occasionally	411 x 4	x 12 = 19,728
Seldom	429 x 1	x 12 = <u>5,148</u>
	# of Rides per Year	548,172
Weighted Average Ride Price	Usage %² x \$ Value / Rides³	
Monthly Pass	19.6 % x 75.00 / 71	\$0.207
Cash	20.5 % x 3.00 / 1	0.615
Tickets	26.9 % x 2.20 / 1	0.592
Day Pass	2.2 % x 7.50 / 4	0.041
Semester Pass	14.5 % x 242.00 / 284	0.124
DCR Pass	1.0 % x 50.00 / 71	0.007
Low Income Pass	0.5 % x 63.75 / 71	<u>0.004</u>
	Weighted Average Ride Price	\$1.59
Total Revenue per Year	Rides per year * Weighted Average Ride Price	\$871,593

1. Rides per Month - the number of rides per month students indicated in the survey based on a return trip.
2. % Usage - fare media split of GSA students based on survey results.
3. Rides - assumed number of rides per fare media.

Table 2: Mill Rate Impact

Current revenue		\$871,593
Cost of administration (stickers and activation)	\$1.80 x 3,000 students	\$5,400
Current Revenue plus Admin Costs	\$871,593 + \$5,400	\$876,993
Annual Revenue from U-Pass	\$97.44 x 3,000 x 3 semesters	\$876,960
Mill Rate Impact		\$33

The proposed U-Pass Program for the GSA has been based on an existing template for groups and institutions pursuing similar agreements. These partnerships have the potential to increase ridership for Saskatoon Transit. The U-Pass Program is financially viable because there will be an increase in the passes purchased by graduate students who attend classes at the University of Saskatchewan

The Administration is confident that, at this time, there will be no incremental cost for bus operations to Transit for implementing a U-Pass Program for the GSA. However, as ridership increases through subsequent U-Pass Programs, additional buses and service hours may be required subject to the number of new riders, the time of day new riders use the bus, and which part of the city new riders are transporting to and from.

COMMUNICATION PLAN

Accessible, clear and concise information on Transit routes and schedules, along with the advantages of travelling on transit will help Grad Students realize the full potential of their U-Pass. This information is available on the City's website (visit Saskatoon.ca and click on "T" for Transit) through Click and Go and Google Transit. Other communications tools used to reach students, including Grad Students, at the U of S will include social media, the PAWS website and a staffed information booth during Welcome Week.

ENVIRONMENTAL IMPACT

The U-Pass Program will provide a positive environmental impact as a result of reducing green house gas emissions.

When looking at the commuting patterns, of the 1127 students surveyed, 371 use a motor vehicle as their primary mode of transportation for their daily commute to classes. The result of having 371 fewer vehicles making the daily commute to class would reduce green house gas emissions by 228.5 tonnes annually. This result was based on Statistics Canada's 2006 Census, which indicates the average daily commute in Saskatoon was 5 km one way, Canadian average motor vehicle fuel economy of 21 mpg /City and 200 days of classes for the school year.

PUBLIC NOTICE

Public Notice pursuant to Section 3 of Policy No. C01-201, Public Notice Policy, is not required.

ATTACHMENTS

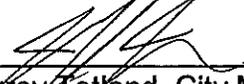
1. Saskatoon Transit – Graduate Students Association U-Pass Survey
2. Graduate Students Association U-Pass Agreement

Written by: Beverly Stanley, Business Administration
Utility Services Department

Reviewed by: Bob Howe, Branch Manager
Saskatoon Transit

Approved by: 

Jeff Jorgenson, General Manager
Utility Services Department
Dated: June 7/2013

Approved by: 

For Murray Tolland, City Manager
Dated: June 7/2013

ATTACHMENT 1

Graduate Students Association U-Pass Survey

Please select your age.

Answer Options	Response Percent	Response Count
Under 20 Years	0.3%	3
20 - 29 Years	67.7%	763
30 - 39 Years	25.3%	285
40 Years and Over	6.7%	76
<i>answered question</i>		1127
<i>skipped question</i>		2

Please select your gender.

Answer Options	Response Percent	Response Count
Male	46.4%	521
Female	53.6%	601
<i>answered question</i>		1122
<i>skipped question</i>		7

What is your enrollment status with your post-secondary institute?

Answer Options	Response Percent	Response Count
Full Time	93.5%	1047
Part Time	6.5%	73
Other (please specify)		9
<i>answered question</i>		1120
<i>skipped question</i>		9

How often have you used Saskatoon Transit in the past 12 months?

Answer Options	Response Percent	Response Count
Occasionally (At least once in the last 12 Months)	14.3%	161
One to Four Times Per Month	13.7%	154
Two to Three Times Per Week	22.6%	254
Daily	27.3%	307
Haven't Used Saskatoon Transit In The Past 12 Months	13.7%	154
Have Never Used Saskatoon Transit	8.5%	96
<i>answered question</i>		1126
<i>skipped question</i>		3

What type of fare do you use when riding Saskatoon Transit? (Please select all that apply)

Answer Options	Response	Response
	Percent	Count
Not Applicable	17.8%	200
Adult Monthly Pass	23.5%	264
Cash	24.6%	278
Tickets	32.3%	362
Day Pass	2.7%	30
Student Semester Pass	17.4%	195
Monthly Discounted Pass through Social Services	1.2%	14
Low Income Bus Pass	0.6%	7
<i>answered question</i>		1122
<i>skipped question</i>		7

If you occasionally or never use Saskatoon Transit, what is preventing you from using the service? (Please select all that apply)

Answer Options	Response	Response
	Percent	Count
Unfamiliarity with the bus routes and schedules	21.8%	152
Need my vehicle for school and I am provided with a car	4.0%	28
The idea of sharing space with strangers	1.9%	13
Cost	72.6%	507
Needing to run errands before or after school	17.6%	123
The time the service begins and ends	21.6%	151
Needing to pick-up and/or drop off children	5.2%	36
Concern for personal safety	2.1%	15
Access/distance to a bus stop	14.0%	98
Other (please specify)		235
<i>answered question</i>		698
<i>skipped question</i>		431

How do you get to school? Using the rating scale please select how often you use each of the following ways to get to school.

Answer Options	Daily	2-4 Times A Week	1-5 Times A Month	6-10 Times A Month	Never	Rating Average	Response Count
Motor vehicle - one person	138	103	129	35	294	3.35	699
Motor vehicle - two or more people (carpool)	58	72	97	26	366	3.92	619
Bicycle	63	99	84	48	333	3.78	627
Walk	309	117	77	25	232	2.68	760
Saskatoon Transit	263	162	109	31	243	2.79	808
<i>answered question</i>							1123
<i>skipped question</i>							6

If you currently drive to school, does your post-secondary institute provide a parking stall for your vehicle?

Answer Options	Response Percent	Response Count
Yes	32.9%	245
No	67.1%	500
<i>answered question</i>		745
<i>skipped question</i>		384

If your post-secondary institute does provide you a parking stall, are you charged a fee?

Answer Options	Response Percent	Response Count
Yes	46.2%	400
No	2.9%	25
Does Not Apply	50.9%	441
<i>answered question</i>		868
<i>skipped question</i>		263

U-Pass Agreement

This Agreement made effective this _____ day of _____, 2013.

The City of Saskatoon, a municipal corporation pursuant to the provisions of *The Cities Act*, S.S. 2002, c. C-11.1 (the "City")

- and -

University of Saskatchewan Graduate Student Association Inc., a non-profit membership corporation with an office in the City of Saskatoon in the Province of Saskatchewan (the "Institution")

Introduction

- A. The parties desire to implement a transit pass program at the Institution (the "U-Pass" or "U-Pass Program") with the primary objectives of providing a lower cost and sustainable transportation service to students, easing traffic congestion and parking requirements of the Institution and in the surrounding areas, and increase Saskatoon Transit ridership.
- B. The U-Pass initiative requires that the Institution pay an assessed amount to fund the U-Pass Program which amount will permit full-time students of the Institution, subject to the terms of this Agreement, unlimited use of Saskatoon Transit services offered by the City of Saskatoon.

Now Therefore the parties agree as follows:

General

- 1. (1) The Institution will ensure that, prior to the effective date of this Agreement, it will obtain all necessary approvals to implement the U-Pass Program for students registered at the Institution.
- (2) The Institution will make every effort to ensure it has the necessary consents and legal authority, prior to the distribution of any U-Pass, to use personal information of students (specifically a photograph and name) for the U-Pass Program.

Commencement Date and Term

2. (1) The U-Pass Program will commence on September 1, 2013 and the parties agree that the term of this Agreement will be from September 1, 2013 to August 31, 2014.
- (2) For the purposes of this Agreement, the parties agree that the term shall encompass three sub-terms (the "Institutional Terms"). The Institutional Terms for the U-Pass shall be:
 - (a) September 1, 2013 to December 31, 2013;
 - (b) January 1, 2014 to April 30, 2014; and
 - (c) May 1, 2014 to August 31, 2014.
- (3) Upon expiration or termination of this Agreement, each party will return to the other any equipment or property belonging to the other that was provided for the purposes of this Agreement.

Design of U-Pass

3. (1) The City will design the U-Pass sticker that will be affixed to the student card of each eligible student of the Institution.
- (2) The parties agree that U-Pass sticker will contain a chip that has a sequenced number, a date and/or term that can be digitally processed.
- (3) The Institution will ensure that each student obtaining a U-Pass sticker will be given a summary of the terms and conditions of use of the U-Pass. The Institution will also post these terms and conditions on their website.
- (4) The parties agree that the terms and conditions governing the use of the U-Pass maybe amended from time to time as agreed by the parties.
- (5) The parties agree that the expiry date for the Institutional Terms of the U-Pass will correspond with December 31, 2013, April 30, 2014 and August 31, 2014.

Printing and Equipment Requirements

4. (1) The City will consult with the Institution and provide it with the technical specifications that may be necessary to implement the U-Pass Program.

- (2) Prior to the commencement of each term, the Institution will provide the City with an estimated number of graduate students, and within fifteen (15) days of the receipt of this information, the City will provide this number of U-Pass stickers to the Institution for distribution.
- (3) If the Institution requires additional U-Pass stickers, the Institution will notify the City and it will deliver such stickers to the Institution as soon as possible, but in no event, later than five (5) business days following the receipt of the request by the City.
- (4) The Institution will be responsible for security and safe-keeping of undistributed U-Pass stickers or returned U-Pass stickers in order to protect the U-Pass Program from fraudulent or improper use. All unused U-Pass stickers will be returned to the City by August 31, 2014.

Lost or Stolen U-Passes

5. The Institution can provide replacement of any lost or stolen U-Pass sticker. The Institution will remit to the City of Saskatoon \$15 per sticker replaced and also submit the sticker number of the lost or stolen U-Pass so that it can be deactivated.

Eligible and Exempt Students

6.
 - (1) The parties acknowledge that the fees to be paid by students in respect of the U-Pass will be mandatory for all full-time students who are assessed student fees at the Institution, even if the student chooses not to obtain a U-Pass sticker or benefit from the U-Pass Program.
 - (2) The parties agree that the following students of the Institution are eligible to be exempt from the U-Pass Program:
 - (a) students living outside the corporate limits for the City of Saskatoon;
 - (b) students enrolled exclusively in distance education courses or extension programs;
 - (c) students holding a disabilities parking pass; and
 - (d) Students who are eligible for discounted passes under Saskatoon Transit's agreements with Social Services.

- (e) students required to be away from Saskatoon working or doing research for more than half of a term
- (3) The Institution will be responsible for establishing an exemption procedure, handling exemption requests and ensuring the criteria set out as above are met before any student will be classified as an EXEMPT. This procedure(s) will be effective only when agreed to by the City.

Services Provided and Use of U-Pass

- 7. (1) The City agrees that the valid U-Pass issued to students registered at the Institution entitles them to unlimited use of the Saskatoon Transit service on regular routes at all times including daytime, afternoon, evenings and weekends.
- (2) To prevent fraudulent use of the U-Pass or the use of an invalid U-Pass and to protect the integrity of the U-Pass Program, the City will have the right to request of any person using the U-Pass to provide additional proof of student status at the Institution. The parties agree that any student who cannot produce additional proof of student status may be refused a ride.
- (3) The City may, at its discretion, impose penalties, cancel or confiscate a U-Pass sticker with no refund of payment if a student enrolled in the U-Pass Program:
 - (a) attempts to use a fraudulent U-Pass;
 - (b) permits the use of a U-Pass by another or transfers a U-Pass to another; or
 - (c) attempts to use an invalid U-Pass.
- (4) The City will advise the Institution of any students that has been disciplined, prosecuted or otherwise dealt with in accordance with subsection (3), above.

Interruption of Service

- 8. No interruption in Saskatoon Transit service will be construed or considered a default by the City, and the City will not be liable to account to the Institution for any Saskatoon Transit service interruptions.

Fees

9. (1) The Institution will pay Saskatoon Transit \$97.44 per U-Pass sticker per Institutional Term. The parties agree that the Institution will collect the requisite fees and forward these to the City without deduction or holdbacks.
- (2) The Institution's administrative host will remit the fees to the City no later than 60 days after the start of each Institutional Term as defined in this agreement.
- (3) With the remittance of any fees, the Institution will provide the City with a report which will include the following:
 - (a) total number of students registered at the Institution;
 - (b) the total number of students at the Institution who withdrew before the tuition fee payment deadline;
 - (c) total number of eligible students;
 - (d) total number of exempt students; and
 - (e) total number of unused U-Pass stickers.
- (4) Except as otherwise provided in this Agreement, the Institution will not be entitled to any refund of fees from the City during a term for any student who ceases to be a student during that term except if the withdrawal has been included in subsection (3) above regardless of whether the Institution has refunded any part of the student fees.

Costs

10. Unless set out in this Agreement or otherwise in writing, no party will be responsible for any costs, charges or expenses incurred by any other party for performing its obligations under this Agreement.

Reporting, Audits and Reviews

11. Either party is entitled from time to time to conduct an audit or review of the U-Pass Program to determine the financial and other impacts of the U-Pass Program on such party and its operations. Each party agrees to co-operate with the other in the conduct of such audits or reviews. The results of any such audit or review,

including the data used to prepare the audit, will be provided to the other party if so requested.

Advisory Committee

12. The parties may establish an advisory committee composed of representatives from each of the parties. This advisory committee will be responsible for providing input on the effectiveness and operation of the U-Pass Program including identifying any service issues, providing suggestions to accommodate increased demand and providing input on infrastructure changes and scheduling to improve the effectiveness and efficiency of the U-Pass Program at the Institution. If composed, this committee will meet as considered necessary by the parties. The parties agree that any decisions of the advisory committee will be non-binding.

Sponsorship and Promotion

13. (1) The parties acknowledge an intention to undertake ongoing U-Pass promotional activities, particularly with the implementation of the U-Pass Program.
- (2) The parties agree that either the Institution or the City may seek grants, donations, subsidies or other contributions from public or private third parties to reduce their respective costs of operating the U-Pass Program or to reduce the cost of the U-Pass Program for eligible students.

However, the parties agree that any third party public or private sponsorship must be approved by both parties, such approval not to be unreasonably withheld. The following will constitute a reasonable basis for withholding approval:

- (a) approval would cause the party to be in breach of other alliances or agreements;
- (b) approval would cause the party to be in breach of other legal or statutory agreements or obligations;
- (c) subject matter for approval is likely to cause offence to any person or group of persons or create controversy; or
- (d) subject matter for approval is that of a competitor or has a competing interest to one of the parties of this Agreement.

- (3) The parties agree that any third party sponsors will not be allowed to advertise their sponsorship or promote products or services in the U-Pass Program on the campus of the Institution unless this advertisement has been pre-approved and follows the conditions and approvals required by the Institution or the City.
- (4) The parties agree that neither the City nor the Institution are under any obligation to distribute any advertising materials provided by third party sponsors when distributing U-Passes.

Conclusion

- 14. (1) The parties agree to work together to maximize the effectiveness of the U-Pass Program for the balance of Term of this Agreement.
- (2) All concepts embodied in this Agreement are unique and may from time to time need changes and both parties agree to negotiate and implement such changes in good faith.

In witness whereof the parties hereto have executed this Agreement as of the day and year first above written.

The City of Saskatoon

Mayor

c/s

City Clerk

University of Saskatchewan Graduate Student Association Inc.

c/s

TO: Secretary, Administration and Finance Committee
FROM: General Manager, Infrastructure Services Department
DATE: May 27, 2013
SUBJECT: Request for Contract Extension
 Winter Area 1 and Area 2 Maintenance
FILES: CK. 6290-1 and IS. 6000-4

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

- 1) that an extension to Contract 12-0109 – Area 1 Winter Maintenance, in the amount of \$364,337.70, plus G.S.T., be approved; and
- 2) that an extension to Contract 12-0110 – Area 2 Winter Maintenance, in the amount of \$181,727.14, plus G.S.T., be approved.

TOPIC AND PURPOSE

This report is to obtain approval to extend the two winter maintenance contracts due to additional resources that were required during the 2012/13 winter season.

REPORT HIGHLIGHTS

1. The City Council approved level-of-service for snow clearing states that Priority 1 streets will be cleared within 12 hours after a snow event (when accumulated snowfall or blowing snow is five centimetres or more) has ceased; and that Priority 2 streets will be cleared within 36 hours; and Priority 3 streets within 72 hours.
2. Private contractors were utilized to provide snow clearing resources on Priority 1, 2 and 3 streets, when required, during and after a snow event.
3. ASL Paving Ltd. was awarded the contract for Area 1 Winter Maintenance, and Central Asphalt & Paving was awarded the contract for Area 2.
4. The prolonged winter season coupled with 7 snow events required the Administration to utilize the private contractors more than originally estimated
5. ASL Paving Ltd. and Central Asphalt & Paving were also utilized to assist the Administration in eliminating deep ruts on residential streets.

STRATEGIC GOALS

The award of winter maintenance contracts supports the following Strategic Goals:

- Continuous Improvement, as it will provide for a coordinated approach to customer service with quick and accurate responses; and

- Moving Around, as it will ensure that the flow of people and goods in and around the city is optimized; and that the service levels for the maintenance of our roads, streets, lanes, sidewalks and bridges are maintained.

BACKGROUND

In 2010, the snow removal Operating Budget received an increase in funding in the amount of \$1 million in order to meet approved levels-of-service for snow clearing. The additional funding has been used to create annual area maintenance contracts to provide additional snow clearing resources on Priority 1, 2 and 3 streets, when required, during and after a snow event. This blend of City and industry resources has improved the snow clearing response time, capacity and performance.

REPORT

At its meeting held on November 13, 2012, City Council approved the award of Area 1 and 2 Maintenance Contracts as follows:

- Area 1 to ASL Paving Ltd., which included
 - A retainer of \$308,380;
 - Charges for equipment in the amount of \$158.80 per hour worked per grader;
 - A contingency fund in the amount of \$30,000 to deal with any urgent and/or unforeseen circumstances; and
 - 12 operators and up to 9 graders from November 18, 2012 through to March 16, 2013. (ASL Paving Ltd. ensured 6 operated graders were available for both the day and night shifts, and, if necessary, adjusted their resources to offer 9 of their machines simultaneously.)
- Area 2 to Central Asphalt and Paving, which included:
 - A retainer of \$215,000;
 - Charges for equipment in the amount of \$125.65 per hour worked per grader;
 - A contingency fund in the amount of \$30,000 to deal with any urgent and/or unforeseen circumstances; and
 - 10 operators and 6 graders from December 1, 2012 through to March 31, 2013. (Central Asphalt & Paving ensured 4 operated graders were available for the day shift and 6 for the night-shift.)

Budgeting for snow and ice is based on four snow events consisting of at least five centimetres of accumulated snow per year. In 2012/13 there were seven snow events. In addition, the Administration expanded considerable additional resources removing deep ice ruts from residential streets. For these reasons, an additional 1,390 hours of

snow clearing was required from ASL Paving Ltd., and an additional 958 hours was required from Central Asphalt & Paving.

OPTIONS TO THE RECOMMENDATION

No other options were considered.

POLICY IMPLICATIONS

There are no policy implications.

FINANCIAL IMPLICATIONS

The net cost to the City for the Area 1 Winter Maintenance Contract with ASL Paving Ltd., with the contract extension, is as follows:

Original Contract Price	\$ 631,647.90
Contract Extension	\$ 364,337.70
G.S.T.	\$ <u>49,799.28</u>
Total Contract Price	\$1,045,784.88

The net cost to the City for the Area 2 Winter Maintenance Contract with Central Asphalt & Paving with the contract extension is as follows:

Original Contract Price	\$ 445,818.52
Contract Extension	\$ 181,727.14
G.S.T.	\$ <u>31,377.28</u>
Total Contract Price	\$ 658,922.94

There is sufficient funding within the Operating Budget; however, depending on November/December 2013 snowfalls, we will most likely be in a deficit position.

Budgeted	Unbudgeted	Capital	Operating	Non-Mill Rate	External Funding
X			\$1,704,707.82		

PUBLIC AND/OR STAKEHOLDER INVOLVEMENT

Public and/or stakeholder involvement is not required.

COMMUNICATION PLAN

A communications plan is not required.

ENVIRONMENTAL IMPLICATIONS

The increase in winter maintenance had negative greenhouse gas emissions implications due to the increased consumption of diesel fuel and the utilization of heavy equipment manufactured using detrimental greenhouse gas producing materials and methods. The additional 2,348 hours of snow clearing increased the CO₂e by an estimated 70.668 tonnes, which is the equivalent of adding 13.856 cars to the road each year.

PRIVACY IMPACT

There are no privacy implications.

SAFETY/CRIME PREVENTION THROUGH ENVIRONMENTAL DESIGN (CPTED)

A CPTED review is not required.

DUE DATER FOR FOLLOW-UP AND PROJECT COMPLETION

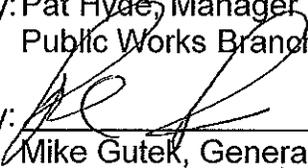
A follow-up report is not required.

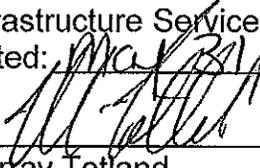
PUBLIC NOTICE

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

Written by: Aaron Brick, Operations Engineer, Roadways Section
Public Works Branch

Approved by: Pat Hyde, Manager
Public Works Branch

Approved by: 
For: Mike Gutek, General Manager,
Infrastructure Services Department
Dated: May 31, 2013

Approved by: 
Murray Totland
City Manager
Dated: May 31 / 13

TO: Secretary, Administration and Finance Committee
FROM: General Manager, Infrastructure Services Department
SUBJECT: Proposed St. Paul's Limited Residential Parking Program
DATE: June 3, 2013
FILE: IS 6120-6

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

- 1) that a Limited Residential Parking Permit Program be implemented on the 100 block of Avenue Q South as shown on attached Plan 260-0041-001r001 (Attachment 1); and
- 2) that the City Solicitor be requested to prepare the amendments to Bylaw 7862, The Residential Parking Program Bylaw, 1999, for approval by City Council.

TOPIC AND PURPOSE

This report is in response to a petition submitted by residents of the 100 block of Avenue Q South with a request to be included as a Limited Residential Parking Permit (LRPP) Zone.

REPORT HIGHLIGHTS

1. 2-hour parking restrictions are currently implemented on the 100 block of Avenue Q South, which restrict parking to 2 hours for all vehicles, including adjacent residents.
2. The Residential Parking Permit Program was created in 1999 to address concerns related to transient parking in residential areas. In order to qualify, the area must meet minimum criteria.
3. Amendments to Bylaw 7862, Residential Parking Permit (RPP) Program were made on November 2010 to provide for the creation of Limited Residential Parking Permit Programs in areas that do not qualify for the traditional RPP.

STRATEGIC GOALS

This report supports the City of Saskatoon Strategic Goal, Quality of Life, as it will improve quality of life for those affected.

BACKGROUND

The 100 block of Avenue Q South is located adjacent to St. Paul's Hospital which is a publicly owned medical institutional property. On June 22, 1992, in response to concerns from residents regarding a lack of available parking, Council approved a two-hour parking restriction, 8:00 a.m. to 4:00 p.m., Monday through Friday, for the 100 block of Avenue Q South.

Several years after the introduction of the parking restrictions in this area, City Council, at its meeting held on July 12, 1999, approved Bylaw 7862, The Residential Parking Program Bylaw, 1999. A Residential Parking Permit Program (RPP) allows certain streets to be designated as residential parking zones and enables eligible residents within the zone to purchase a permit that allows them to park their vehicle longer than the posted time limit. A minimum requirement for a Residential Parking Permit Program is that the area be of at least 10 city block faces. At that time, the 100 block of Avenue Q South, would not qualify for a Residential Parking Permit Program.

Council approved an amendment to Bylaw 7862, The Residential Parking Permit Program Bylaw, 1999, on November 8, 2010, adding the Limited Residential Parking Permit Program, which is a program similar to the traditional Residential Parking Permit Program with exceptions to the existing criteria including that an area could be a minimum of one city block face. At this time, the 100 block of Avenue Q South, would qualify for a Limited Residential Parking Permit Program.

REPORT

The City continues to receive and respond to complaints from residents on the 100 block of Avenue Q South regarding vehicles parking longer than the two-hour posted restriction, as well as, a general lack of available on-street parking for local residents. The majority of these complaints are in regards to vehicles associated with the adjacent hospital. Some residential properties in the area do not have off-street parking, and are therefore, required to park on-street, where the existing 2-hour parking restrictions are in place.

In an effort to permit residents to park longer than the posted sign limit, residents of the 100 block Avenue Q South have submitted a petition to be included in the Limited Residential Parking Permit Program. This program would provide the residents an opportunity to purchase an annual permit for \$15 which would allow them to leave their vehicles parked on the street for a period longer than the two-hour signed time limit.

Table 1 shows the results of the petition:

Resident Addresses	Number of Signatures	Percentage of Responses
18	9	50%

Based on the results of the petition, the Administration is recommending that a Limited Residential Parking Permit Program be implemented on the 100 block of Avenue Q South from 8:00 a.m. to 4:00 p.m., Monday to Friday. Attachment 1 outlines the area to be included in the limited RPP zone.

The following table outlines the differences between a traditional RPP and the Limited RPP:

	Traditional RPP	Limited RPP
Permits	Available to a resident residing within the zone	Limited to vehicles with a registered owner at an address within the RPP zone
Visitor Permit	1 visitor permit per unit	Not available
Temporary Permit	Available for a specified time period	Not available
Level of resident support	70 percent per block	50 percent per area
Size of area	Minimum 10 block faces	1 block face
Enforcement	Regular enforcement provided	Enforcement on complaint basis only
Fees	\$25.00	\$15.00
Permitted Time Frame	Continuous (year round)	Continuous (year round)

POLICY IMPLICATIONS

According to Policy C07-014 – Residential Parking Permits, the following criteria must be met in order for an area to be considered for the Residential Parking Permit Program:

- a) The area to be specified as a Residential Parking Permit zone must be predominantly used as a single or multi housing unit area as determined by Infrastructure Services.
- b) The area to be specified as a Residential Parking Permit zone must have a shortage of on-street parking as determined by Infrastructure Services.
- c) The minimum level of support from residents of single or multi housing units in the Limited Residential Parking Permit zone must be no less than 50 percent on each block. Only one resident per single housing unit and one resident of each unit in a multi housing unit are eligible to sign the petition.
- d) The minimum level of support of residents of single or multi housing units who would purchase Limited Residential Parking Permits in the Limited Residential Parking Permit zone must be no less than 50 percent of the people who support the program. Only one resident per single housing unit or one resident of each unit in a multi housing unit is eligible to sign the petition.”

It is the Administration's opinion that the implementation of a Limited Residential Parking Permit Program for the 100 block of Avenue Q South will address the resident's on-going parking concerns and serve to discourage transient parking on the block.

OPTIONS

One option would be to remove the existing two-hour parking restriction to accommodate residents who wish to park on the street in the area; however, none of the residents interviewed during the review process indicated their preference for this option. Removing the 2-hour parking restriction would resurrect the parking concerns experienced prior to 1992.

FINANCIAL IMPACT

Residential Parking Permit Programs have traditionally been revenue neutral, whereby the annual purchase price of the permit covers the costs to implement, administer and enforce the program. The cost of the parking permit for the limited program in this area will be \$15.

COMMUNICATIONS PLAN

Brochures outlining the details of the program, including information on where to purchase permits and the associated costs, will be provided to all places of residence that qualify for the limited residential parking permits within the zone. The City's website will also be updated to reflect the addition of this area.

ENVIRONMENTAL IMPLICATIONS

There are no environmental implications.

PUBLIC NOTICE

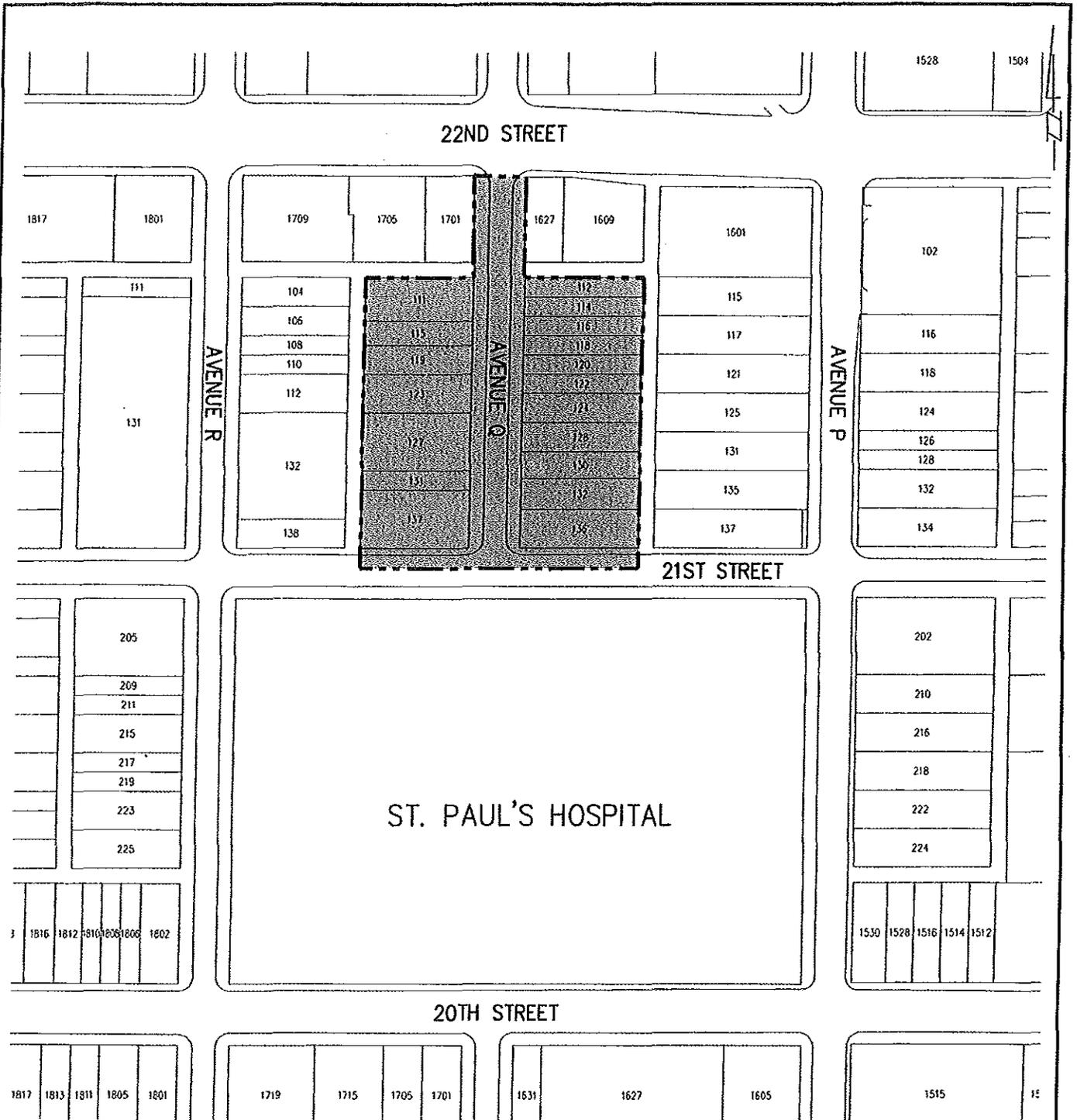
Public Notice pursuant to Section 3 of Policy No. C01-021, Public Notice Policy, is not required.

ATTACHMENT

1. Plan 260-0041-001r001.

Written by: Phil Haughn, Parking Services Manager
Transportation Branch

Approved by: Angela Gardiner, Manager
Transportation Branch



 PROPOSED PERMIT ZONE

<p>PLAN DESCRIPTION/REVISIONS</p> <p>4</p> <p>3</p> <p>2</p> <p>1</p>	 <p>City of Saskatoon Infrastructure Services Department</p> <p>RESIDENTIAL PARKING PERMIT ZONE ST. PAUL'S HOSPITAL</p>	<p>APPROVED</p>
<p>DRAWN BY <u>JMR</u></p> <p>DATE <u>2013-APR-24</u></p> <p>SCALE : HOR. <u>NTS</u> VERT. _____</p>		<p>GENERAL MANAGER <i>Angelabaudin</i></p> <p>ENGINEER _____</p> <p>ENGINEER _____</p> <p>PLAN NO. <u>260-0041-001r001</u></p>

TO: Secretary, Administration and Finance Committee
FROM: General Manager, Infrastructure Services Department
DATE: June 3, 2013
SUBJECT: Proposed Expansion of the Caswell Hill
Residential Parking Program Boundary
AND
Proposed Expansion of the City Park
Residential Parking Program Boundary
AND
Communication to Council
From: Olivia Hilderman
Date: April 18, 2013
Subject: Parking Permit Program – City Park
FILE: CK 6120-6 IS 6210-6

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

- 1) that the Caswell Hill Residential Parking Program be expanded by adding a "Two-Hour, 08:00 to 17:00, Monday to Friday" parking restriction to the 1000 block of Avenue E North spanning 31st Street to 32nd Street, and to the 400 block of 31st Street West spanning Avenue D North to Avenue E North, as shown on Plan 260-0038-001r008 (Attachment 1); and
- 2) that the City Park Residential Parking Program be expanded by adding a "Two-Hour, 08:00 to 17:00, Monday to Friday" parking restriction to the 900 blocks of 7th, 8th and 9th Avenues spanning Duke Street to Duchess Street, the 1100 block of King Crescent spanning Princess Street to Duke Street, the 1000 block of Spadina Crescent spanning Queen Street to 1066 Spadina Crescent, the 1100 block of Spadina Crescent spanning Duke Street to 33rd Street and the 1000 block of Duke Street spanning King Crescent to Spadina Crescent as shown on Plan 260-0039-001r011 (Attachment 2); and
- 3) that the City Solicitor be requested to prepare the amendments to Bylaw 7862, The Residential Parking Program Bylaw, 1999, for approval by City Council.

TOPIC AND PURPOSE

This report is in response to requests from local area residents of the Caswell Hill and City Park neighborhoods to expand the current boundaries of the respective Residential Parking Permit zones.

REPORT HIGHLIGHTS

1. Petitions have been received from adjacent residents to implement Residential Parking Programs as per Council Policy C07-014 – Residential Parking Permits.
2. The Caswell Hill Residential Parking Program will be expanded by two blocks to help address concerns of transient parking in the area.
3. The City Park Residential Parking Program will be expanded by seven blocks to help address concerns of transient parking in the area.

STRATEGIC GOALS

This report supports the City of Saskatoon Strategic Goal, Quality of Life, as it will help to ensure that Saskatoon is a welcoming people place.

BACKGROUND

Residential Parking Programs were introduced to provide an effective and long-term solution to problems associated with transient parking occurring in residential neighbourhoods close to high parking generators and to provide an opportunity for residents to park in front of their homes.

The Programs are resident driven and must meet a minimum criteria as set out in Council Policy C07-014 – Residential Parking Permits. The minimum level of support from residents of single or multi housing units in the Residential Parking Permit zone must be no less than 70 percent on each block and there must be an identified shortage of parking as identified by the Administration.

In addition, at its meeting held on May 6, 2013, City Council considered a letter from Olivia Hilderman regarding the City Park Permit Program. Council passed a motion that the communication be included with the up-coming Residential Parking Permit Program for City Park.

REPORT

Caswell Hill Residential Parking Permit Program

The current Caswell Hill Residential Parking Permit (RPP) zone, as shown on attached Plan 260-0038-001r008, contains a two-hour, 08:00 to 17:00, Monday to Friday parking restriction.

The Administration has received petitions from residents living on the 1000 block of Avenue E North, as well as, from residents living on the 400 block of 31st Street West, requesting to be included in the Caswell Hill Residential Parking Permit Program. These requests are in regards to a lack of available on-street residential parking due to transient parkers attending SIAST Kelsey Campus.

The minimum level of support from residents of single or multi-unit housing in a Residential Parking Permit zone must be no less than 70 percent on each block.

The Administration has evaluated the names and addresses listed on the petition and have no concerns with respect to resident support for the expansion of the Caswell Hill RPP zone.

Residents within the area will be notified of the expansion upon City Council approval.

City Park Residential Parking Permit Program

The current City Park Residential Parking Permit (RPP) zone, as shown on attached Plan 260-0039-001r011, contains a two-hour, 08:00 to 17:00, Monday to Friday parking restriction.

A lack of resident parking continues to be a concern in the City Park neighbourhood due to transient parking associated with the Central Business District and Saskatoon City Hospital. The Administration has received petitions requesting to be included in the City Park Residential Parking Permit Program from area residents on the 900 blocks of 7th, 8th and 9th Avenues, spanning Duke Street to Duchess Street, the 1100 block of King Crescent spanning Princess Street to Duke Street, the 1000 block of Spadina Crescent, spanning Queen Street to 1066 Spadina Crescent, the 1100 block of Spadina Crescent spanning Duke Street to 33rd Street, as well as, the 1000 block of Duke Street, spanning King Crescent to Spadina Crescent.

The minimum level of support from residents of single or multi-unit housing in a Residential Parking Permit zone must be no less than 70 percent on each block.

The Administration has evaluated the names and addresses listed on the petitions and have no concerns with respect to resident support for the expansion of the City Park RPP zone.

Residents within the area will be notified of the expansion upon Council approval.

The request from Ms. Hilderman identified concerns with the long-term transient parking on the opposite side of King Crescent, adjacent to Wilson Park. The demand to find a parking stall generates additional traffic in her neighbourhood. Implementing an RPP zone adjacent to a park does not meet the intent of the RPP, as there are no adjacent homes with a lack of parking. However, other parking restrictions can be investigated to address the concerns, such as restricting parking to 4 hours on the park side of the

roadway. Once the RPP is implemented, the Administration will monitor the changes in parking patterns and determine the length of parking restrictions required to ensure that the park is open to the public, but minimizes the long term transient parking in the neighbourhood.

OPTIONS

No other options were considered.

POLICY IMPLICATIONS

The petition results for both the Caswell Hill and City Park Residential Parking Programs meet the resident support level of 70 percent required to establish a Residential Parking Permit Program, as set out in Policy C07-014 – Residential Parking Permits. In addition, the Administration has confirmed a shortage of parking on the above-noted blocks.

FINANCIAL IMPACT

Residential Parking Permit Programs have traditionally been revenue neutral, whereby the annual purchase price of the permit covers the costs to implement, administer and enforce the program. The annual \$25 permit purchase price covers these costs.

COMMUNICATIONS PLAN

Affected residents and business owners will be notified upon approval of City Council. The City's website will be updated to reflect the changes, once approved by City Council.

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. Plan 260-0038-001r008; and
2. Plan 260-0039-001r011.

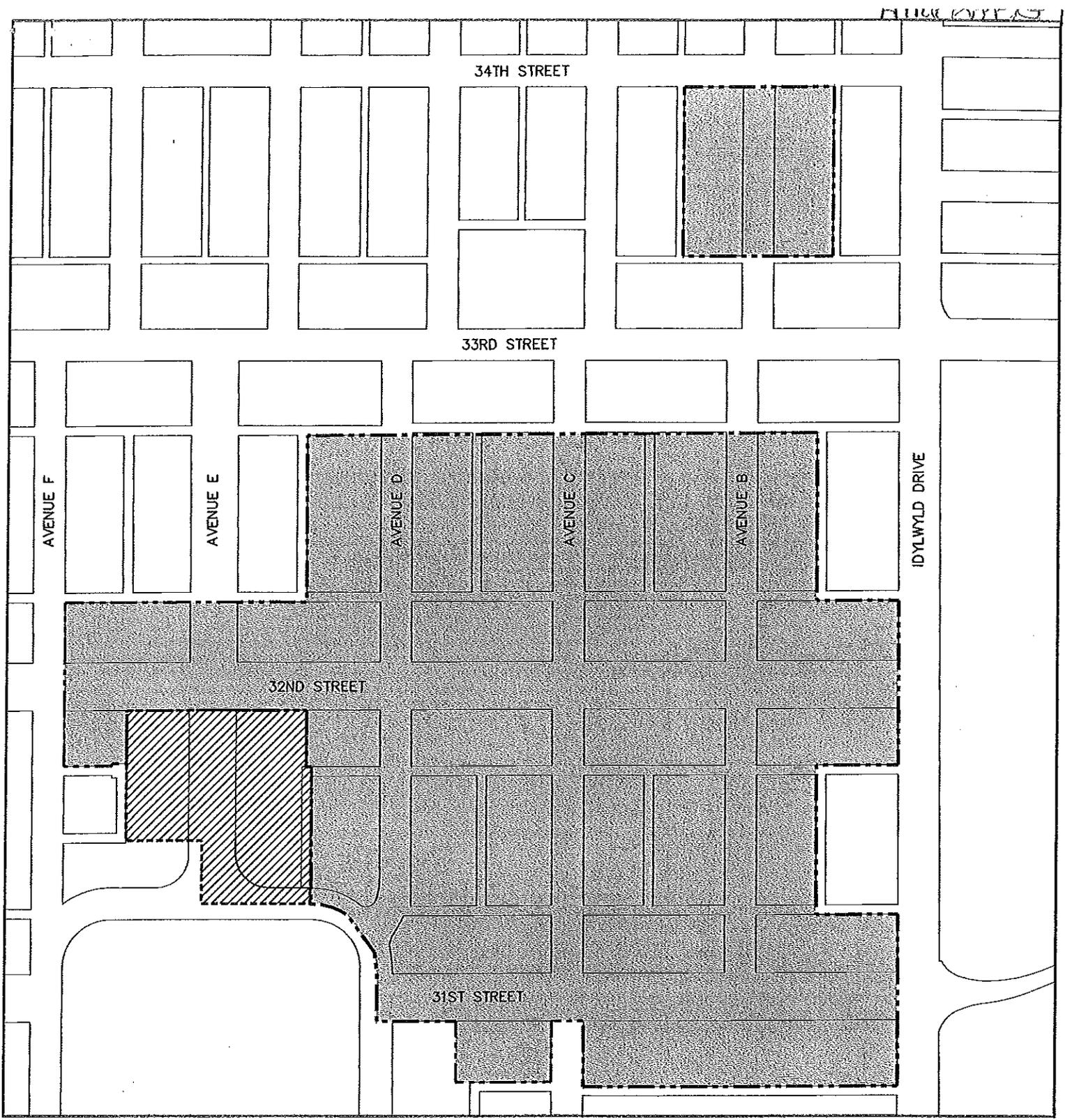
Written by: Phil Haughn, Parking Services Manager
Transportation Branch

Approved by: Angela Gardiner, Manager
Transportation Branch

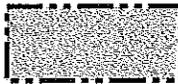
Approved by: 
Mike Gutek, General Manager
Infrastructure Services

Dated: JUN 7, 2013

Copy to: Murray Totland, City Manager



Caswell Hill Residential Parking Permit Zone

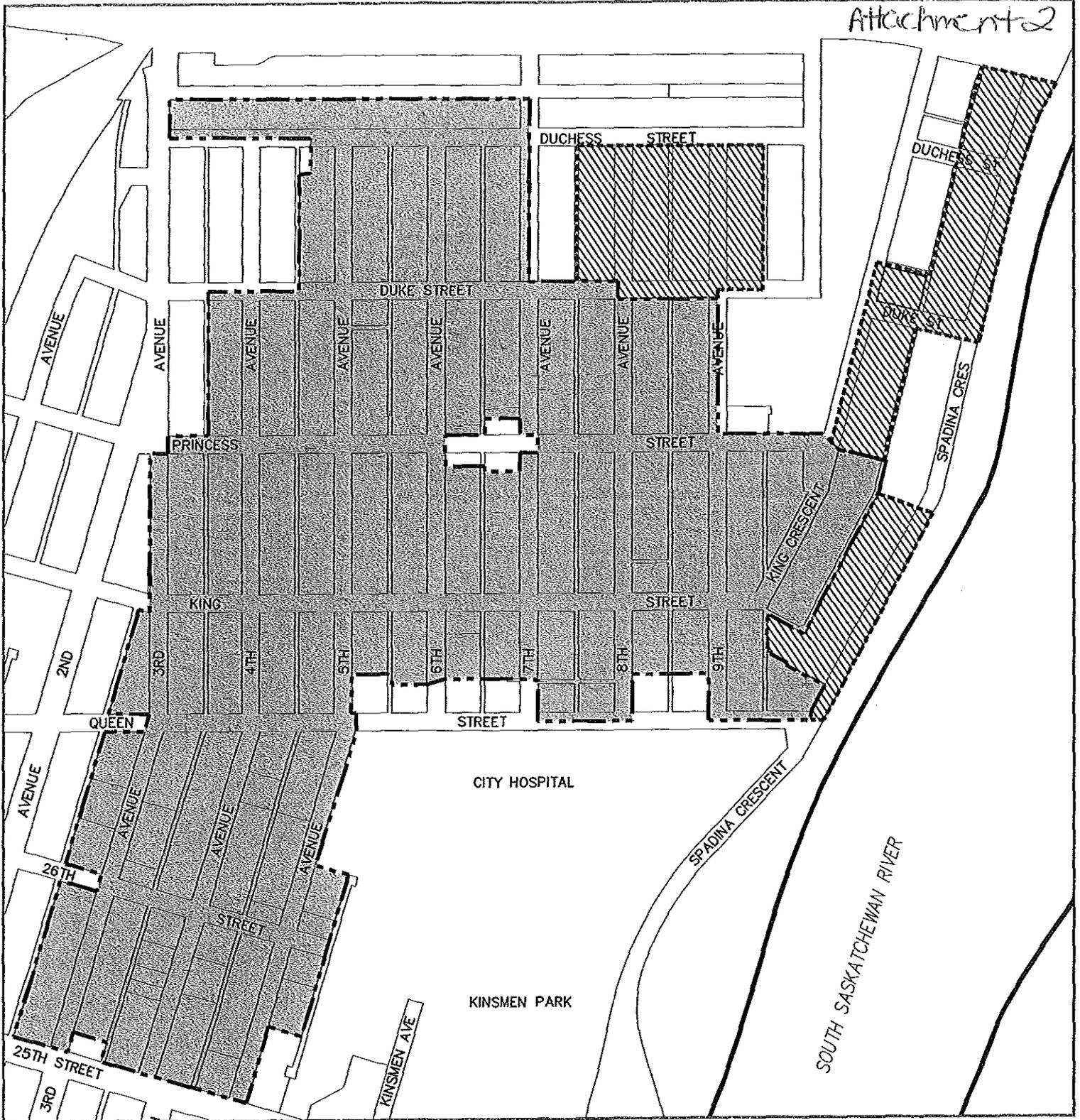


- Two hour time restrictions
- Effective Monday to Friday
- Parking Permits expire May 31 of each year

Streets Designated as the Caswell Hill & Mayfair Residential Parking Zone

- Avenue B: 1000, 1100 (to Lane S. of 33rd Street) & 1200 (from Lane N. of 33rd Street) Blocks
- Avenue C: 1000 & 1100 (to Lane S. of 33rd Street) Blocks
- Avenue D: 1000 & 1100 (to Lane S. of 33rd Street) Block
- Avenue E: 1000 & 1100 (from 32nd Street to Lane N. of 32nd Street) Block
- 31st Street W: 100, 200, 300 & 400 Blocks
- 32nd Street W: 100, 200, 300, 400 & 500 Blocks





City Park Residential Parking Permit Zone

Streets Designated as the City Park Residential Parking Zone

- 3rd Avenue North: 400, 500, 600 & 700 (east side) Blocks
- 4th Avenue North: 400, 500, 600, 700 & 800 Blocks
- 5th Avenue North: 400, 500 (west side), 600, 700, 800 & 900 Blocks
- 6th Avenue North: 600, 700, 800 & 900 Blocks
- 7th Avenue North: 600 (from the lane to King St), 700 & 800 Blocks
- 8th Avenue North: 600, 700, 800 & 900 Blocks
- 9th Avenue North: 600, 700, 800 (west side) & 900 Blocks
- 26th Street East: 300 & 400 Blocks



- One and two hour time restrictions
- Effective Monday to Friday
- Parking Permits expire April 30 of each year



- Duke Street: 500, 600, 700 (south side), 900 (north side west of lane) & 1000 Blocks
- Princess Street: 300, 400, 500, 700, 800 & 900 Blocks
- Queen Street: 300, 400, 700 (north side) & 900 (north side) Blocks
- King Street: 300, 400, 500, 600, 700 & 800 Blocks
- King Crescent: 1000, 1100 (south of Duke Street) Block
- Duchess Street: 300, 400, 500, 600 & 1000 Blocks
- Spadina Crescent: 1000 Block & 1100 Block North of Duke St

260-0039-001r011
Revised: 2019 JUN 05

7.

TO: Secretary, Administration and Finance Committee
FROM: General Manager, Utility Services Department
DATE: May 23, 2013
SUBJECT: Advanced Metering Infrastructure (AMI) Project
Saskatoon Light & Power Capital Project 1250: AMI Implementation
Water & Wastewater Treatment Branch Capital Project 1055: AMR
Infrastructure
FILE NO: WT 2030 4

RECOMMENDATION: that a report be forwarded to City Council recommending that a Request for Proposals be issued for engineering consulting services to develop an Advanced Metering Infrastructure functional design for electricity and water metering.

TOPIC AND PURPOSE

Your Administration is requesting that City Council approve issuing a Request for Proposals (RFP) for engineering consulting services to develop an Advanced Metering Infrastructure (AMI) functional design for electricity and water metering for City of Saskatoon Utilities. An AMI system is used to transmit electricity usage data and water consumption data to a central billing system, and provides benefits to customers, City operations, and the environment.

REPORT HIGHLIGHTS

1. Saskatoon Light & Power has been implementing a meter replacement program since 2008.
2. The Water and Wastewater Treatment Branch has an ongoing program to replace water meters every 20 years.
3. No current employees will lose their jobs as a result of this project.
4. AMI systems offer several benefits to customers and the environment.
5. No implications for public health & safety or privacy are expected.
6. The next step for the AMI project is to issue an RFP for consulting services.

STRATEGIC GOALS

This report supports the long-term strategy to increase productivity by being more efficient in the way we do business under the Strategic Goal of Continuous Improvement. The report also supports the long-term strategy to increase revenue sources and reduce reliance on residential property taxes under the Strategic Goal of Asset and Financial Sustainability. By eliminating the need to read meters manually this will also reduce greenhouse gas (GHG) emissions tied to City operations, under the Strategic Goal of Environmental Leadership.

BACKGROUND

On October 3, 2005, a report was presented to City Council regarding a project to implement an Automated Meter Reading (AMR) system for Saskatoon Light & Power and the City's water utility. The total cost of the project at that time was estimated at \$30 million, with capital payback anticipated over a seven to ten year period. These estimates were based on a feasibility study completed in May 2005.

The Automated Meter Reading (AMR) system was never implemented, and all electricity and water meters continue to be read manually once every three months.

An Advanced Metering Infrastructure (AMI) system can provide additional benefits over an AMR system through advanced data applications and by providing interactive tools for utility customers. As part of the AMI system, electricity and water meters measure and record electricity usage and water consumption by time intervals throughout the day, and transmit the data through a network of collectors to a central system. The combination of electronic meters and the communication system to remotely read the meters is often referred to as a "Smart Meter" system. All data is encrypted and transmitted over a secure network using a combination of wireless and wired technology.

REPORT

Electricity Metering for Saskatoon Light & Power

Saskatoon Light & Power began a program in 2008 to replace all of its existing electro-mechanical electricity meters with electronic meters. These meters are compatible with an AMI system. Electro-mechanical meters slow down over time resulting in lower readings and reduced revenue for the City, and difficulties in meeting Measurement Canada accuracy requirements.

To date, approximately one-third of the nearly 60,000 electricity meters have been replaced, and all remaining meters are planned for replacement by the end of 2017. Saskatoon Light & Power (SL&P) has invested \$3.2 million in its Meter Replacement Program through the end of 2012, and the total cost of the program is estimated at \$12 million. Capital development requirements to complete the program are as follows:

Year	Number of Meters	Total Deployment	Capital Budget (\$ Millions)	Cost per Meter (Installed)
2013	8,000	27,300	\$1.6	\$200
2014	8,500	35,800	\$1.8	\$212
2015	8,200	44,000	\$1.8	\$220
2016	8,000	52,000	\$1.8	\$225
2017	8,000	60,000	\$1.8	\$225

At the completion of the program, it is estimated this conversion to electronic meters will result in additional annual revenues of \$1 million as a result of more accurate metering and the reduction in lost revenue due to meter failure.

With an AMI system, it will also be possible to perform some electrical service connects and disconnects remotely, and it is expected that two Meter Installer positions will be phased out through attrition, redeployment and/or retraining resulting in annual cost savings of approximately \$170,000. Other operational benefits that could result include faster restoration of power following an outage, and more efficient operation of the electric system, leading to additional cost savings of over \$500,000 annually.

Smart meters allow customers access to timely and accurate data, and help customers to manage their energy consumption and save money.

Water Metering for the City of Saskatoon

The Water and Wastewater Treatment Branch (WWTB) has an ongoing program to replace water meters every 20 years to ensure fair and equitable measurement of water consumption for customers and the City. Most existing water meters use a scan-pad device on the meter that allows the meter to be read from outside using a hand-held device. With the implementation of an AMI system, the scan-pads will be replaced with AMI communication modules, or for some customers the entire meter will be replaced with an AMI-compatible meter. The replacement program for the nearly 70,000 water meters is planned for implementation beginning in 2014 and continuing through 2025.

The total cost for the Water Meter Replacement Program is estimated at \$9.2 million. Capital development requirements to complete the program are as follows:

Year	No. Meters	Total Deployment	Capital Budget (\$ Thousands)	Cost per Meter (installed)
2014	2,000	2,000	\$330	\$165
2015	2,500	4,500	\$420	\$168
2016	4,500	9,000	\$774	\$172
2017	4,500	13,500	\$787	\$175
2018	4,500	18,000	\$805	\$179
2019	4,500	22,500	\$819	\$182
2020	4,500	27,000	\$837	\$186
2021	4,500	31,500	\$850	\$189
2022	4,500	36,000	\$868	\$193
2023	4,500	40,500	\$886	\$197
2024	4,500	45,000	\$904	\$201
2025	4,500	49,500	\$922	\$205

In addition to the deployment above, approximately 20,000 water meters will be changed out as part of the ongoing program to replace water meters once every 20 years. These costs have not been included in the above table.

At the completion of the replacement program, it is estimated this will result in additional annual revenues of over \$2.7 million from more accurate metering.

Other operational benefits include improved metering accuracy and more efficient operation of the water distribution system, as an AMI system will assist in identifying water leakage. Future leak detection and water main repair could result in estimated annual savings of over \$150,000 in chemical and energy costs at the Water Treatment Plant.

Smart meters allow customers access to timely and accurate data, and help customers manage their water consumption resulting in cost savings.

Impact on Staff

No current employees will lose their jobs as a result of this project. It is estimated that twelve (12) full-time positions will be phased out over the next ten years. These positions include ten Meter Reader positions in C.U.P.E. Local 59 (leading to annual cost savings of over \$700,000) and two Meter Installer positions in I.B.E.W. Local 319. Other positions may see their job duties change over time as a result of this project. Any impact on jobs will be dealt with through attrition, redeployment, and retraining.

Customer and Environmental Benefits

Customer benefits include the following:

- Monthly billing will be based on actual usage rather than estimates.
- Customers can manage their electricity and water consumption by having access to timely and accurate data, thereby saving money and helping the environment.
- Customers can detect unusual consumption, such as for water leaks or when large electrical appliances are left on.
- Power outages will be automatically reported through the AMI system, and crews will be dispatched to the exact location of the problem, allowing faster restoration of power.

When the AMI System is fully implemented, all meter reading will be done remotely, and some electrical service connects and disconnects will be performed remotely as well. This will save approximately 50,000 kilometers per year of driving presently done by Meter Readers and Meter Installers, resulting in reductions in annual greenhouse gas emissions of 10 tonnes per year related to vehicle operation.

Public Health & Safety and Privacy

AMI systems have been implemented in several jurisdictions across Canada, North America, and worldwide. The public has expressed concerns in some jurisdictions about radio frequency exposure and protection of privacy.

Smart meters are equipped with wireless network capability and therefore their use does result in radio frequency (RF) emissions. RF emissions from smart meters are at

very low levels in comparison to other sources such as cellular phones and common household electronic equipment, and are well below Industry Canada and Health Canada regulations.

The City of Saskatoon complies with Saskatchewan's privacy legislation, and will apply the same privacy protection standards for the AMI system as are used for the current billing system. All data collected is only used to ensure accurate billing. All data and meter identification information is encrypted and transmitted over a secure network, and does not include any personal information.

Request for Proposals for Consulting Services

The RFP for engineering consulting services includes the following scope of work, and is estimated at \$400,000.

- A study recommending the most effective AMI strategy for the City of Saskatoon.
- Recommendation of Wide Area Network communication technology options.
- Cost estimates for the AMI system and optional applications.
- Project management, system design specifications, and quality assurance (this is an optional component of the scope of work, should the AMI project proceed to implementation).

OPTIONS TO THE RECOMMENDATION

The recommendation could not be approved, and the City could continue with manual meter reading.

POLICY IMPLICATIONS

There are no known policy implications.

FINANCIAL IMPLICATIONS

Adequate funding is available in SL&P Capital Project #1250 – AMI Implementation, and WWTP Capital Project #1055 – AMR Infrastructure.

Budgeted	Unbudgeted	Capital	Operating	Non-Mill Rate	External Funding
\$400,000		\$400,000			

The overall cost of the AMI project is estimated at \$3 million, and includes the AMI system and Meter Data Management System, the data collector network infrastructure, integration with the existing billing system, engineering and project management. Any advanced applications or interactive tools for customers are over and above this cost estimate, and final costs will depend on the overall scope for the AMI system.

The AMI Project is expected to pay for itself within seven years.

PUBLIC AND/OR STAKEHOLDER INVOLVEMENT

Meetings have been held with C.U.P.E. Local 47 (Water Meter Shop), C.U.P.E. Local 59 (Revenue Branch), and I.B.E.W. Local 319 (Saskatoon Light & Power) to discuss the project and obtain feedback. Meetings were also held with any staff that would be affected in each of the branches.

Saskatoon Light & Power has had further correspondence with I.B.E.W. Local 319 to address some questions regarding project implementation, and there are no outstanding issues. The positive attributes of the AMI system were well received by C.U.P.E. Local 47 and there has not been any feedback since the initial presentation. Discussion with C.U.P.E. Local 59 centred on the plan for phasing out of Meter Reader positions. It was agreed that communication between Revenue Branch and C.U.P.E. 59 would be ongoing throughout the project as Meter Reader positions were affected.

COMMUNICATION PLAN

A Communication Plan has been developed to inform stakeholders about smart meters, how they work, and the installation process. The plan will focus on providing highlights to all citizens, and making available detailed information to those who are interested regarding the benefit to customers and the City. Environment benefits will also be highlighted.

Open houses will be held to provide information and answer questions. Printed tools will include utility bill inserts, and information will be provided to community associations for their newsletters. The Mayor and City Council will receive updates on the project at significant milestones, as will the local news media. Attachment 1 is a list of Frequently Asked Questions and Responses.

DUE DATE FOR FOLLOW-UP AND/OR PROJECT COMPLETION

Award of the RFP is expected to occur by November of 2013, and at that time Administration will bring the award to Council seeking approval. Administration will report back to City Council following completion of the consultant's recommendations for the AMI strategy and communication options, and completion of cost estimates. A detailed financial analysis will be completed at that time including cost benefits for various optional applications. The next step would be to issue a tender for implementation of the AMI system.

ENVIRONMENTAL IMPLICATIONS

The recommendation will have resource consumption and GHG emissions implications associated with replacing existing meters with smart meters. However, implementation of the 'smart' meter technology – planned by end of 2024 – will result in significant annual GHG emissions reductions associated with the ability to retrieve and verify meter data remotely, eliminating the requirement to operate fleet vehicles to read meters

manually. The overall impact on GHG emissions is unknown at this time and will be included in a future report, where applicable.

The recommendation is expected to have positive implications for water resources resulting from a reduction in losses of pumped water through the distribution system. The GHG emissions reductions created by the reduced water use are estimated at 3,300 tonnes CO₂e, which is the equivalent of removing over 650 cars from the road each year.

PRIVACY IMPACT

The City of Saskatoon complies with Saskatchewan's privacy legislation, and will apply the same privacy protection standards for the AMI system as are used for the current billing system. All data collected is only used to ensure accurate billing. All data and meter identification information is encrypted and transmitted over a secure network, and does not include any personal information.

SAFETY/CRIME PREVENTION THROUGH ENVIRONMENTAL DESIGN (CPTED)

A CPTED review will not be required.

PUBLIC NOTICE

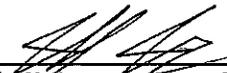
Public Notice pursuant to Section 3 of Policy No. C01-021, Public Notice Policy, is not required.

ATTACHMENT

1. Smart Meters Frequently Asked Questions

Written by: Kevin Hudson, Metering & Sustainable Electricity Manager
Saskatoon Light & Power

Reviewed by: Trevor Bell, Manager
Saskatoon Light & Power

Approved by: 
Jeff Jorgenson, General Manager
Utility Services Department
Dated: June 10/2013

Approved by: 
for Marlys Bilanski, General Manager
Corporate Services Department
Dated: June 11/2013

Approved by:  JUN 12, 13

Murray Totland, City Manager
Dated: JUN 12, 13

AMI Report

Frequently Asked Questions and Responses:

What is a smart meter?

A smart meter is an electronic meter that has the ability to measure and record power usage and water consumption by time intervals throughout the day. When a city-wide communication system is implemented, the smart meters transmit data wirelessly over a secure network through a system of collectors to a central Meter Data Management System. Smart meters are being used more and more around the world. With a smart meter, meter reading can be done remotely.

How are smart meters different than what's being used now?

The existing meters are not electronic – they are mechanical which means they use mechanical parts that spin as electricity is used and they portray readout on small dials that meter readers record while at a home or business. This reading is then used to calculate bills. Smart meters track consumption electronically and then use a secure network to communicate directly with the City.

What if I don't want a smart meter?

There may be an option to provide you with a meter that does not have a communication function embedded in it; however, you would be required to pay an additional monthly fee for performing manual meter reading.

When will the project start?

In 2008, SL&P began replacing old meters in their franchise area (1958 City boundary) with new electronic meters. To date, about 1/3 of the new electronic meters have been installed. Installation should be complete by the end of 2017.

So the project has been approved then? Why didn't I know about this?

The project has not yet received final approval to proceed. The replacing of meters happens on an on-going basis due to aging. In summer 2013, a report to City Council will request approval to proceed with a Request for Proposal for Consulting Services to develop the Advanced Meter Infrastructure (AMI) communication system.

Are smart meters safe?

While some concerns have been raised over the safety of smart meters with respect to health, radio frequency emissions generated by the smart meters is no different than for cellular telephones and other common household appliances, except it is generated at much lower levels and only for short periods throughout the day.

Smart meters are equipped with wireless network capability, therefore their use results in radio frequency (RF) emissions. These however, are well below Industry Canada and Health Canada regulations. The RF exposure from the meter is very small in comparison to other RF sources.

Will my billing data be safe if it's being transmitted wirelessly?

The City will apply the same privacy protection standards as the current system has in place. All data collected, including the usage information obtained by smart meters, will be used only to ensure accurate billing. Only encrypted meter readings and meter identification are transmitted through smart meters, not your personal information. SL&P and the City of Saskatoon comply with Saskatchewan's privacy legislation.

Will any jobs will be lost as result of the use of smart meters?

No, however, meter reader positions will be phased out over the next 10 years through attrition, retraining and redeployment. Two meter installation positions will also be phased out through attrition.

His Worship the Mayor and City Council
The City of Saskatoon

REPORT
of the
LAND BANK COMMITTEE

Composition of Committee

Councillor P. Lorje, Chair
Councillor D. Hill
Councillor R. Donauer
Councillor T. Davies
Councillor Z. Jeffries

**1. Request to Sell City-Owned Property – Re-pricing on Four Multi-family
Parcels in the Evergreen Neighbourhood
(File No. CK. 4215-1 x 4110-41)**

- RECOMMENDATION:**
- 1) that the Land Bank Manager be authorized to sell Parcel P, Plan 102088953 on Salloum Crescent, Parcel EE, Plan 102107562, Parcels FF, Plan 102107562 on Kloppenburg Link and Parcel GG, Plan 102107562 on Kloppenburg Crescent (addresses to be assigned) to the highest bidder through a public tender process with re-priced reserve bids as outlined in the June 7, 2013 report of the General Manager, Community Services Department;
 - 2) that any of the parcels which are not sold through the lot draw process be placed for sale over-the-counter on a first-come, first-served basis; and
 - 3) that the City Solicitor be requested to prepare the sale agreements and that His Worship the Mayor and the City Clerk be authorized to execute the agreements under the Corporate Seal.

Report No. 5-2013
Land Bank Committee
Monday, June 24, 2013
Page 2

Attached is a report of the General Manager, Community Services Department dated June 7, 2013, regarding the proposed re-pricing and sale of four multi-family parcels in the Evergreen Neighbourhood by public tender. Pricing and development controls for these lots were previously adopted by City Council on September 4, 2012. Due to servicing constraints the parcels were not ready for tender in 2012. The proposed re-pricing of these lots is to accommodate estimated increases in the 2013 prepaid servicing rates.

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

Respectfully submitted,

Councillor P. Lorje, Chair

TO: Secretary, Land Bank Committee
FROM: General Manager, Community Services Department
DATE: June 7, 2013
SUBJECT: Request to Sell City-Owned Property – Re-pricing on Four Multi-family
Parcels in the Evergreen Neighbourhood
FILE NO: CK. 4215-1 and LA. 4217-013-004

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

- 1) that the Land Bank Manager be authorized to sell Parcel P, Plan 102088953 on Salloum Crescent, Parcel EE, Plan 102107562, Parcels FF, Plan 102107562 on Kloppenburg Link and Parcel GG, Plan 102107562 on Kloppenburg Crescent (addresses to be assigned) to the highest bidder through a public tender process with re-priced reserve bids as outlined in this report;
- 2) that any of the parcels which are not sold through the lot draw process be placed for sale over-the-counter on a first-come, first-served basis; and
- 3) that the City Solicitor be requested to prepare the sale agreements and that his Worship the Mayor and the City Clerk be authorized to execute the agreements under the Corporate Seal.

TOPIC AND PURPOSE

The purpose of this report is to obtain approval to re-price and sell four multi-family parcels by public tender.

REPORT HIGHLIGHTS

1. Pricing and development controls for these lots were previously adopted by City Council on September 4, 2012, but due to servicing constraints the parcels were not ready for tender in 2012.
2. Re-pricing of these parcels is recommended to account for estimated increases in 2013 prepaid servicing rates.

STRATEGIC GOAL(S)

The sale of these parcels supports the City of Saskatoon's Strategic Goal of Asset and Financial Sustainability by increasing revenue sources and reducing reliance on

residential property taxes, and by providing revenue to fund new capital expenditures, including core services such as fire halls, roadways, and underground services.

BACKGROUND

The Land Branch is requesting approval to re-price and sell four multi-family parcels. Pricing and development controls for these lots were previously adopted by City Council on September 4, 2012. Due to servicing constraints, these parcels were held back from public tender. The Land Branch is requesting to re-price these RMTN zoned parcels to accommodate for estimated increases in 2013 prepaid servicing rates.

Attachment 2 indicates location of the four parcels in the northeast corner of the Evergreen neighbourhood (Attachment 1).

Completion of servicing for the parcels indicated in Attachment 2 is expected at the end of June 2013.

REPORT

Group Townhouse Parcels P, EE, FF, and GG

Parcel Pricing

Reserve bid prices for these sites had been determined using a comparable analysis of pricing for similar group townhouse parcels in the Saskatoon market, and the unique site and situational characteristics of each parcel. The recommended new pricing for these sites is as follows:

Parcel P	(1.288 acres)	\$814,080/acre	Reserve Bid: \$1,048,500
Parcel EE	(1.450 acres)	\$832,100/acre	Reserve Bid: \$1,206,500
Parcel FF	(2.109 acres)	\$832,100/acre	Reserve Bid: \$1,754,900
Parcel GG	(1.705 acres)	\$814,080/acre	Reserve Bid: \$1,388,000

Multi-family Architectural Controls

As with all multi-unit dwelling sites within the Evergreen neighbourhood, these sites will be subject to an architectural review process based on the document, Architectural Controls for Multi-family Dwelling Districts.

Multi-family Development Controls

A number of development controls are proposed for the four group townhouse residential parcels considered in this report:

- 1) The development shall consist of ground-oriented housing units only. No dwelling units shall be located above or below another;
- 2) All buildings shall have a maximum of two storeys in elevation;
- 3) No dwelling units shall be constructed with an above-grade floor area (excluding attached decks, patios and garages) less than 1,000 square feet;
- 4) The rear yard setback shall be a minimum of 7.5 metres where the site is directly adjacent to single-family development without a lane in-between; and
- 5) All dwelling units must be constructed with a minimum single-wide garage. The garage must be constructed at the same time the dwelling is built.

OPTIONS TO THE RECOMMENDATION

The only option would be to not proceed with the sale of the land at this time.

POLICY IMPLICATIONS

There are no policy implications.

FINANCIAL IMPLICATIONS

The proceeds from the sale of this land will be deposited into the Evergreen Neighbourhood Land Development Fund.

PUBLIC AND/OR STAKEHOLDER INVOLVEMENT

These sites are consistent with the approved neighbourhood concept plan. No public and or/stakeholder involvement is required.

COMMUNICATIONS PLAN

Notice of the lot draw and public tender will be advertised in The StarPhoenix a minimum of two Saturdays prior to the draw and tender, pursuant to City Council Policy C09-006 Residential Lot Sales – General Policy, and will be posted on the City of Saskatoon Land Branch website.

DUE DATE FOR FOLLOW-UP AND/OR PROJECT COMPLETION

No additional follow-up is required.

ENVIRONMENTAL IMPLICATION

The Evergreen environmental initiatives, approved by City Council on September 27, 2010, will apply to all multi-family townhouse parcels in this phase.

SAFETY/CRIME PREVENTION THROUGH ENVIRONMENTAL DESIGN (CPTED)

The subdivision and sale of these parcels is in conformance with the approved Evergreen Neighbourhood Concept Plan. A CPTED review is not required.

PUBLIC NOTICE

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

ATTACHMENTS

1. Plan of Evergreen.
2. Evergreen Multi-family Site Sales Map.

Written by: Derek Thompson, Land Development Project Manager,

Reviewed by "Frank Long"
Frank Long, Land Bank Manager
Dated: "June 7, 2013"

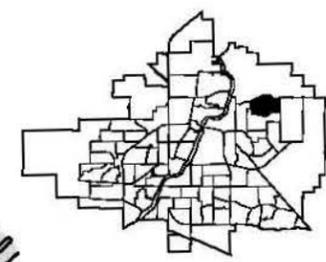
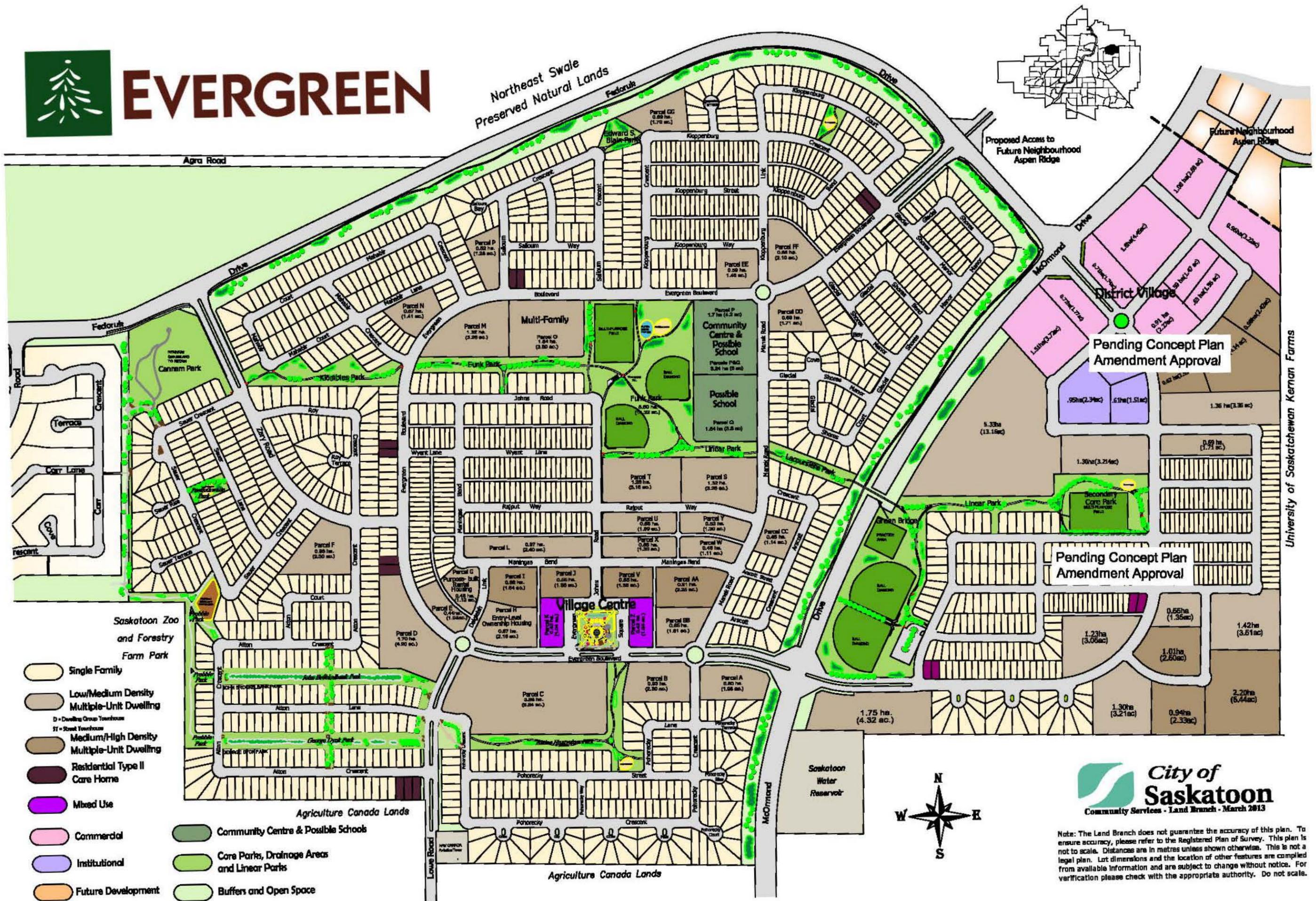
Approved by: "Randy Grauer"
Randy Grauer, General Manager
Community Services Department
Dated: "June 7, 2013"

Approved by: "Murray Totland"
Murray Totland, City Manager
Community Services Department
Dated: "June 11, 2013"

Evergreen Multi-family Request to Sell Re Pricing June 7 2013.docx



EVERGREEN



Proposed Access to Future Neighbourhood Aspen Ridge

District Village
Pending Concept Plan Amendment Approval

Pending Concept Plan Amendment Approval

University of Saskatchewan Kernan Farms

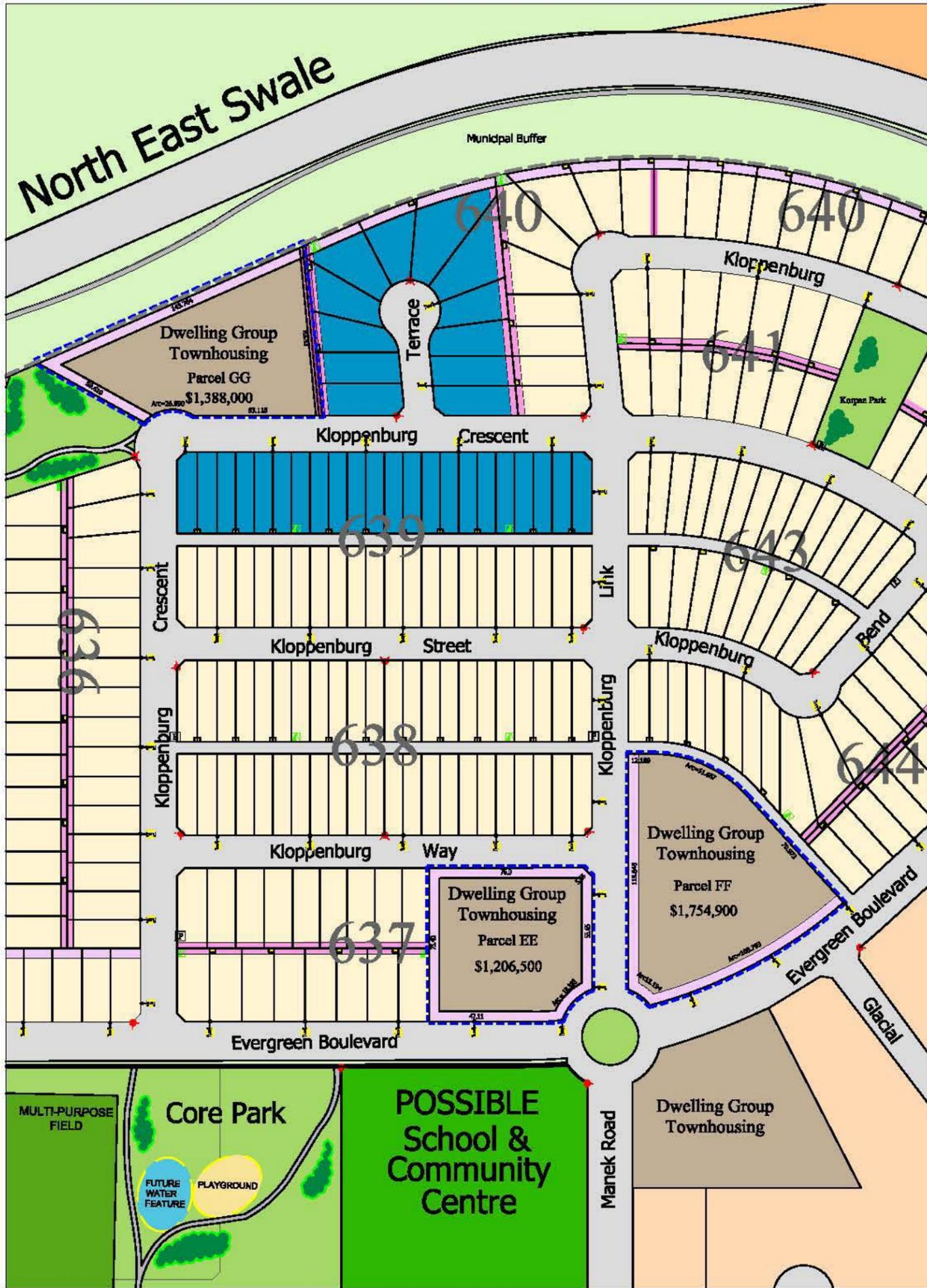
Saskatoon Zoo and Forestry Farm Park

- Single Family
- Low/Medium Density Multiple-Unit Dwelling
 - D = Dwelling Group Townhouse
 - DT = Street Townhouse
- Medium/High Density Multiple-Unit Dwelling
- Residential Type II Care Home
- Mixed Use
- Commercial
- Institutional
- Future Development
- Community Centres & Possible Schools
- Core Parks, Drainage Areas and Linear Parks
- Buffers and Open Space



City of Saskatoon
Community Services - Land Branch - March 2013

Note: The Land Branch does not guarantee the accuracy of this plan. To ensure accuracy, please refer to the Registered Plan of Survey. This plan is not to scale. Distances are in metres unless shown otherwise. This is not a legal plan. Lot dimensions and the location of other features are compiled from available information and are subject to change without notice. For verification please check with the appropriate authority. Do not scale.

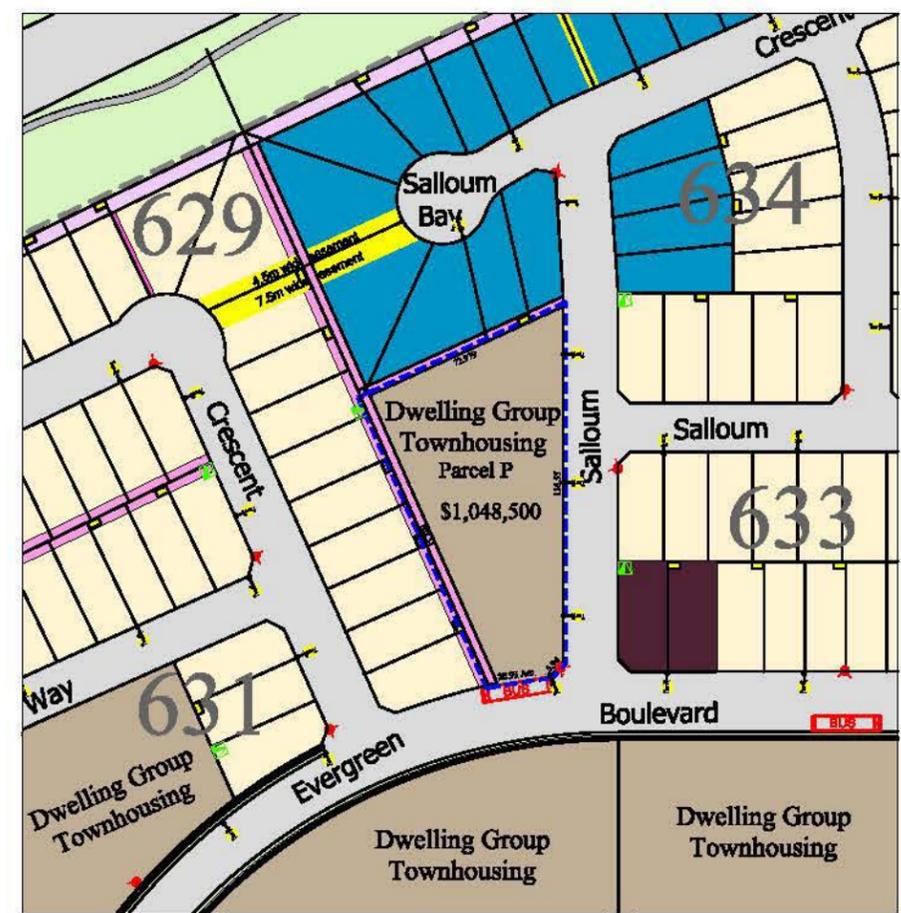


EVERGREEN

Multi-Family Site Sales Map Parcels P, GG, EE, FF

Legend:

Civic Adresses	1234	Lots with no Roof Pitch Requirement	
Easement 1.5m		Chain Link Fence	
Easement 3m		Mail Boxes	
Easement 5m		Transformer(2.0m x 2.0m)	
Previous Lot Draw		Utility Pedestal(2.8x2.0)	
Multi-Family <small>Low/Medium Density</small>		Proposed Bus stops	
Future Lot Draw		Fire Hydrant	
Pre-designated Lots <small>(Residential Care Home - Type II; Daycare Centre; Preschool)</small>		LED Light Standard	



Subject Sites



Community Services - Land Branch - June 2013

The Land Branch does not guarantee the accuracy of this plan. To ensure accuracy, please refer to the Registered Plan of Survey. This plan is not to scale. Distances are in metres unless shown otherwise. This is not a legal plan. Lot dimensions and the location of other features are compiled from available information and are subject to change without notice. For verification please check with the appropriate authority. Park design and municipal buffer landscaping is not finalized and subject to change.

His Worship the Mayor and City Council
The City of Saskatoon

REPORT

of the

NAMING ADVISORY COMMITTEE

Composition of Committee

His Worship Mayor D. Atchison, Chair
Councillor T. Davies
Councillor A. Iwanchuk
Ms. E. Ballantyne
Ms. L. Hartney
Ms. P. Kotasek-Toth

**1. Addition of Name to the Names Master List
and Application of Names to Specific Neighbourhoods
(File No. CK 6310-1)**

RECOMMENDATION:

- 1) that the name "Tamke" be added to the Names Master List;
- 2) that the name "Elk Point" be applied to the second neighbourhood in the Blairmore sector; and
- 3) that the name "Hamm" be applied in the Rosewood Neighbourhood as outlined in the report of the General Manager, Community Services Department, dated May 28, 2013.

Your Committee has considered the following report of the General Manager, Community Services Department, dated May 28, 2013, and puts forward the above-noted recommendations.

“TOPIC AND PURPOSE

The Naming Advisory Committee (NAC) screens all requests and suggestions for naming or renaming municipally owned or controlled facilities, streets, suburban development areas, neighbourhoods, and parks to ensure that each suggestion or request meets the City Council guidelines for naming as set out in the Naming of Civic Property and Development Areas Policy No. C09-008 (Naming Policy).

REPORT HIGHLIGHTS

1. A total of 11 names have been applied since the last meeting.
2. The following naming submissions require screening: Tamke, Elk Point, and Hamm.
3. A request has been received for the renaming of Optimist Park in the Riversdale neighbourhood.

STRATEGIC GOAL

Under the Strategic Goal of Moving Around, this report supports the statement that Saskatoon is a city on the move and growth has brought new roads and bridges that improve connectivity for all travels modes.

BACKGROUND

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

REPORT

Names Assigned from the Names Master List

The following names have been assigned since the previous meeting:

- 1) Kensington Boulevard, Gate West, Lane North, Lane South, Link, and Union – Kensington neighbourhood;
- 2) Fortosky Crescent, Manor, and Terrace – Parkridge neighbourhood;
- 3) Kinloch Bay, Crescent, and Court – Parkridge neighbourhood;

- 4) LaBine Bend, Court, Crescent, Terrace, and View – Kensington neighbourhood;
- 5) Palliser Court, Link, and Way – Kensington neighbourhood;
- 6) Hassard Close, Link, and Way – Kensington neighbourhood;
- 7) Childers Bend, Court, Cove, Crescent, Rise, and Way – Kensington neighbourhood;
- 8) McArthur Crescent and Lane – Kensington neighbourhood;
- 9) Nightingale Bay, Bend, Close, Cove, and Road – Kensington neighbourhood;
- 10) Ells Crescent, Lane, Link, and Way – Kensington neighbourhood;
and
- 11) Antonini Court – Kensington neighbourhood.

General Naming Requests

The following name submissions have been received and require screening:

1. “Tamke” – Reinhold Tamke – Mr. Tamke was a farmer in the RM of Corman Park, RM of Dundurn, and a businessman in Saskatoon. He operated a number of businesses including the Little Chief Service Station from 1942 to 1947 and was an early member of the Saskatoon Community Clinic. He was a member at Holy Cross Lutheran Church where he volunteered many hours towards church maintenance, donated the organ that is still used today, and grew vegetables and donated them to Luther Special Care Home. More information about this submission is in Attachment 1.

The name Tamke is not on the Names Master List, but there is a “Tamke Road” within the RM of Corman Park.

2. “Elk Point” – The City of Saskatoon (City) Land Branch and its development partner Dundee Realty Corporation, are proposing the neighbourhood name “Elk Point” for the second neighbourhood within the Blairmore Sector.

Elk Point has its origin in geology and refers to the Elk Point Basin which once was connected to open ocean in the northwest part of the continent. The evolution of this basin into sub-basins and the eventual disconnection from the open ocean allowed for evaporation of ocean water. This resulted in the disposition of potash deposits within a geologic formation

now known as the Elk Point Group. More information about this submission is in Attachment 2.

Specific Naming Request

“Hamm” – Henry Hamm – Boychuk Investments Limited has requested the name “Hamm” be added to the Names Master List and applied to roadways in the Rosewood neighbourhood.

Mr. Hamm is the president and founder of Hamm Construction Limited which was founded in 1971. Hamm Construction Limited continues to operate in Saskatoon and, over the years, has completed a number of projects for the City and provided services in numerous subdivisions including: Evergreen, Rosewood, Stonebridge, Marquis Industrial, Lakeridge, Fairhaven, among others. More information about this submission is in Attachment 3.

Renaming Request – Optimist Park

An application has been received for the renaming of “Optimist Park” in the Riversdale neighbourhood to “Westfield Optimist Park.”

Ms. Joyce Westfield was a foster mother for many years in Edmonton and Saskatoon. She sat on numerous boards including Foster Parents Association, Kinsmen Children’s Centre, and FASD Support Network of Saskatchewan Inc. More information about this submission is in Attachment 4.

Optimist Park was originally named “Westside Park” when it was first established in 1909, but after 1924 was referred to as “Westfield Park”. According to records, in 1953 the park was renamed to “Optimist Park” at the request of the Playgrounds Association.

It is unknown where the name “Westfield” originated. The City Archivist researched the previous use of the name “Westfield” for what is now Optimist Park and confirmed it was not in reference to or named after any person. It is possible that the name was descriptive and fell into popular usage until formally changed to “Optimist Park.”

This is a preliminary report seeking the direction of the NAC. If the NAC wishes to proceed with further consideration of this application, the Administration is seeking permission to consult with potentially affected stakeholders, the Optimist

Club, nearby Community Associations, and residents to obtain input on this proposal.

OPTIONS TO THE RECOMMENDATION

There are no options to the recommendation.

POLICY IMPLICATIONS

The screening of requests and suggestions for naming or renaming of municipally owned or controlled facilities, streets, suburban development areas, neighbourhoods, and parks must be in compliance with the Naming Policy.

FINANCIAL IMPLICATIONS

There are no financial implications.

ENVIRONMENTAL IMPLICATIONS

No environmental and/or greenhouse gas implications have been identified at this time.

PUBLIC NOTICE

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

ATTACHMENTS

1. Tamke Submission
2. Elk Point Submission
3. Hamm Submission
4. Westfield Submission”

Upon consideration of the renaming request for Optimist Park, your Committee noted that the contributions of Ms. Westfield are commendable; however, upon review of the policy, agreed that the submission does not meet the criteria for addition to the Names Master List at this time.

Naming Advisory Committee Report No. 3-2013
Monday, June 24, 2013
Page 6

The Names Master List is kept in the City of Saskatoon Mayor's Office and contains all screened and approved name suggestions for naming municipally owned or controlled facilities, streets, suburban development areas, neighbourhoods, and parks. There are currently approximately 150 entries on the Names Master List.

Respectfully submitted,

His Worship Mayor D. Atchison, Chair

Lisa Sands
318 Nokomis Place
Saskatoon, SK S7K 5E2

February 25, 2013

City of Saskatoon Naming Advisory Committee
Community Services Department, Planning & Development Branch
222-3rd Avenue North
Saskatoon, SK S7K 0J5

Re: Naming Request for Reinhold Tamke (Deceased)

Dear Committee Members:

Please find enclosed an application to consider a naming request in recognition of Reinhold Tamke, my deceased grandfather.

Reinhold Tamke was a life-long farmer and a Saskatoon resident for nearly four decades. As well, he was a Saskatoon entrepreneur and contributor to the community.

Reinhold Tamke emigrated from his North Dakota USA birthplace in 1909 to take up a homestead in the Haultain district just south of Saskatoon – the same year the Saskatoon City Hospital opened on 6th Avenue North and the city was chosen as the site to build the University of Saskatchewan.

In 1915, Reinhold married Ella Poier with whom he raised five children on the farm he later owned in the R.M. of Dundurn. Their descendants have continued to live and farm on this land since the early 1940's when Reinhold moved to the City. Today, third, fourth and fifth generation descendants of Reinhold and Ella Tamke reside on the property.

The farming communities surrounding Saskatoon were often the economic lifeline for many city businesses, particularly so during tough economic times. The Reinhold Tamke family's weekly shopping trips contributed to several Broadway Avenue merchants' income, regularly patronizing such historic family businesses as Stewart's Drug Store, Malouf's general store and Assaly's variety store.

In 1941 Reinhold Tamke moved his wife and their two youngest children to Saskatoon city. Initially they resided in Nutana on 6th Street East. In 1945, the family moved to Riversdale at 322 Avenue D South, where Reinhold Tamke continued to live until his death in December 1978.

The properties Reinhold Tamke continued to farm while living in the city are now well-known areas of Saskatoon, including what is currently the Meadowgreen subdivision and The Willows Golf and Country Club. The *hip-roof* red barn – as symbolic of the prairie countryside as the grain elevator – that sat in the farm yard of Reinhold Tamke's Corman Park property was restored and relocated near the club house to serve as The Willows' *Red Barn* facility.

Reinhold Tamke grew a huge vegetable garden on his Corman Park property and shared its harvest, frequently bringing fresh vegetables to our local Luther Special Care Home. He carried on farming the Corman Park land until his admission to hospital shortly before his 1978 death.

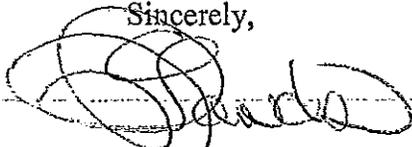
Reinhold Tamke's business ventures in the Riversdale neighbourhood included a rental home on the corner of Avenue D and 20th Street (now the site of an apartment block) and, for a short period, a service station at the corner of Avenue C and 19th Street. More notably, Reinhold Tamke and his son operated the now historic Little Chief service station on the corner of Avenue D and 20th Street from 1942 to 1947.

As community person, Reinhold Tamke was a devoted and generous church member. He donated the organ still being played at Holy Cross Lutheran Church (which will celebrate its 50th anniversary this year) and contributed many hours towards the maintenance of the church parsonage. Reinhold Tamke was also one of the early members of the Saskatoon Community Clinic which celebrated its 50th anniversary in 2012.

While living in Riversdale, Reinhold Tamke was frequent patron of the *Roxy Theatre* and member of the Saskatoon Old Boys' Club where he enjoyed many hours of his retirement playing bridge and other card games. He took up woodworking in his later years, crafting Red River carts and farm wagons reminiscent of his early farming days. Reinhold's children, grandchildren and many of his friends across the country are recipients of the hobby he started late in life and continued until his 1978 death. His last and unfinished farm wagon was completed by a son-in-law.

Thank you for your considering this application to recognize Reinhold Tamke. I would appreciate an opportunity to speak to the committee in this regard. Please feel free to contact me at my office number [REDACTED] to arrange a suitable time.

Sincerely,



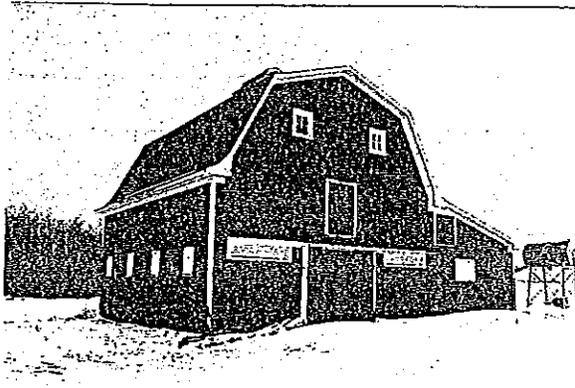
Lisa Sands
Enclosure



Reinhold Tamke and family members in front of Little Chief service station, c. 1942



Reinhold Tamke with his Red River carts and farm wagons, c. 1977



Barn on Reinhold Tamke farm, February 1982



Restored Red Barn at The Willows, July 2011.

Blairmore Neighbourhood II – Neighbourhood Name Proposal

The City of Saskatoon Land Branch and its development partner Dundee Realty Corp. Would like to propose the name "Elk Point" as the name for the second neighbourhood to be developed in the Blairmore Sector.

The name "Elk Point" has its origins in geology and refers to Elk Point Basin which once connected to open ocean in the northwest part of the continent. The evolution of this basin into sub-basins and the eventual disconnection from open ocean allowed for evaporation of ocean water and resulted in the disposition of potash deposits within geologic formations now known as the Elk Point Group. The Elk Point Group is where all potash mining in Saskatchewan takes place, and is therefore of great significance to the economy of Saskatoon and the province of Saskatchewan. An email from Jodi Olchowy of PotashCorp outlining the background of the name and its relationship to Saskatchewan geology and potash industry development is attached to this document.

As noted above, the name "Elk Point" was arrived at in consultation with PotashCorp, and gives the developers and the City of Saskatoon an opportunity to recognize the contribution of potash and those who mine it to world-wide agricultural production, and to the local, provincial, and Canadian economy.

The location of the proposed neighbourhood in proximity to potash mines west of Saskatoon increases the likelihood that those employed in the mining industry may live in the neighbourhood, strengthening the connection between the neighbourhood, its name, and the potash industry. Furthermore, the name is consistent with the naming of the Blairmore Sector, which is also named after a geological formation.

Initial feedback on the name "Elk Point" has been positive, and there is extensive marketing potential connected to the name. As an example, "Elk Point" evokes images of nature and wildlife, and these images are well-suited to the proposed design of neighbourhood, which includes significant natural elements including naturalized wetlands and extensive linear and pocket parks. Work on visual identity including a logo will begin should the name be finalized.

It is the developer's opinion, that with its legitimate background in the geology of the area, its connection to the local economy, and the location and design of the neighbourhood, the Elk Point name will lend authenticity to the marketing of the neighbourhood and the long-term success and popularity of the neighbourhood itself.

Murray, Brad (CY - Land)

From: Jodi.Olchowy@potashcorp.com
Sent: February 05, 2013 2:48 PM
To: Murray, Brad (CY - Land)
Cc: Terry.Danyluk@potashcorp.com; Arnfinn.Prugger@potashcorp.com
Subject: New Neighborhood Name Idea

Hi Brad,

On behalf of PotashCorp, I would like to thank you for the opportunity to weigh-in on potential names for a new neighborhood development in Saskatoon.

After discussion amongst our department, we agreed that 'Elk Point' would be an appropriate name to put forward because of its significance to potash mining in Saskatchewan. I wrote a short paragraph to give some insight into the meaning of the name:

The Elk Point Basin is Devonian in age and extends laterally from the Northwest Territories to North Dakota; it is bound to the west by western Alberta and to the east by southern Manitoba. During the period this basin was active, it was connected to the open ocean in the northwest. Over time, the basin evolved and parts of it became sub-divided structurally. At the distal end of the Elk Point Basin, the Saskatchewan Sub-Basin had formed. In later stages of development, the Saskatchewan Sub-Basin had limited connectivity to the ocean; this allowed for evaporation of oceanic water, and subsequently the deposition of halite and the only significant deposits of potash in the Elk Point Basin. Today, much of southern Saskatchewan's Devonian stratigraphy is comprised of the Ashern, Winnipegosis, and Prairie Evaporite Formations which are collectively known as the Elk Point Group. The Prairie Evaporite Formation of the Elk Point Group is where all potash mining in Saskatchewan takes place. The fact that the potash exists where it does, is because of the specific and unique conditions that existed in the Elk Point Basin over 380 million years ago.

Please do not hesitate to contact me should you have questions or require more information.

Regards,

Jodi Olchoway, B.Sc., P. Geo
Geologist, PotashCorp - Technical Services
500 - 122 1st Avenue South Saskatoon, SK S7J 7G3
jodi.olchoway@potashcorp.com (306) 933-8534

Boychuk Investments Ltd.
P.O. Box 22039, RPO Wildwood
Saskatoon, Sask.
S7H 5P1

April 25, 2013

City of Saskatoon Naming Advisory Committee
Community Services Dept.
Planning & Development Branch
222 - 3rd Avenue North
Saskatoon, Sask.
S7K 0J5

Attention: Clayton Waldbauer

Dear Mr. Waldbauer

Members of the Committee

Re: Street Naming Request
Rosewood Neighbourhood

Boychuk Investments Ltd. thanks the Committee for the opportunity to request a street name for the Rosewood Neighbourhood. This request is in keeping with earlier proposals from Boychuk that street naming include key individuals and corporations that have been or are, involved in the development of lands within the City of Saskatoon.

This request would add an individual and corporation that has been a major contributor to the land development and growth of many neighbourhoods in Saskatoon.

We respectfully urge the Committee to add Henry Hamm of Hamm Construction Ltd. to the naming list; a plan for the location of the streets in Rosewood is attached. Also included is a profile of Hamm Construction Ltd.

Thank you.

Yours truly,



Ron R. Olson
B.A., B.Ed., Sc. Ad., CSC
General Manager

RRO\lct
encl.



BOYCHUK INVESTMENTS LTD.
1003 MCORMAND RD.
SASKATOON, SASK.
S7H 5P1

HAMM CONSTRUCTION LTD
126 ENGLISH CRESCENT, SASKATOON, SASK.
PH:931-6626

PROFILE
(HENRY HAMM - PRESIDENT)

Hamm Construction Ltd. started as a business in 1971. During it's many years operating in the servicing of land development in Saskatoon, Hamm Construction Ltd. worked for many companies; Boychuk Investments Ltd., Dundee Developments; North Ridge Development Corporation, Jastek Master Builders, ASL Paving Ltd., Central Asphalt Ltd., Aecom, Catterall & Wright, Associated Engineering, Stantec, Wright Construction Western Inc., and PCL Industrial Management as well as the City of Saskatoon.

Some of the sub-divisions that Hamm Construction Ltd. has provided development services in Saskatoon are:

University Heights	Evergreen
Willowgrove	Silverspring
Silverwood	Erindale
Marquis Industrial	Arbor Creek
Briarwood	Rosewood
Stonebridge	Lakeview
Lakeridge	Fairhaven
Confederation Park	Parkridge
Lakewood	

as well as many other locations throughout Saskatoon.

Hamm has also completed some significant projects for the City of Saskatoon such as the following:

Marquis Industrial Trunk 2006 - 2007
Water Treatment Plant Raw Water Supply System River
Crossing Pipeline 2010
Blairmore Sanitary Sewer Force Main 2011-2012

Henry Hamm is President and Founder of Hamm Construction Ltd.; Henry' son, Bob Hamm, is in position to ensure Hamn Construction Ltd. remains as a force in Saskatoon's land development sector for years to come.



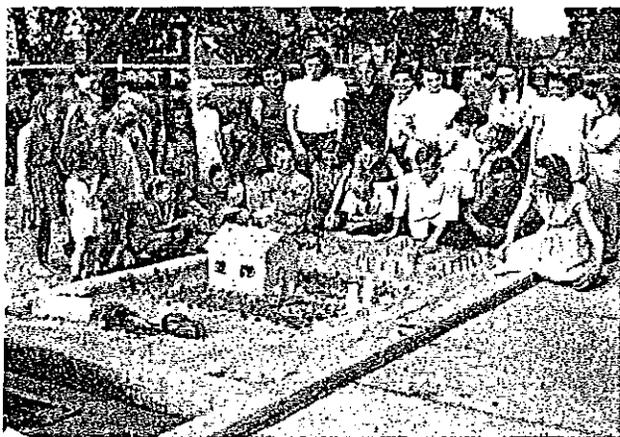
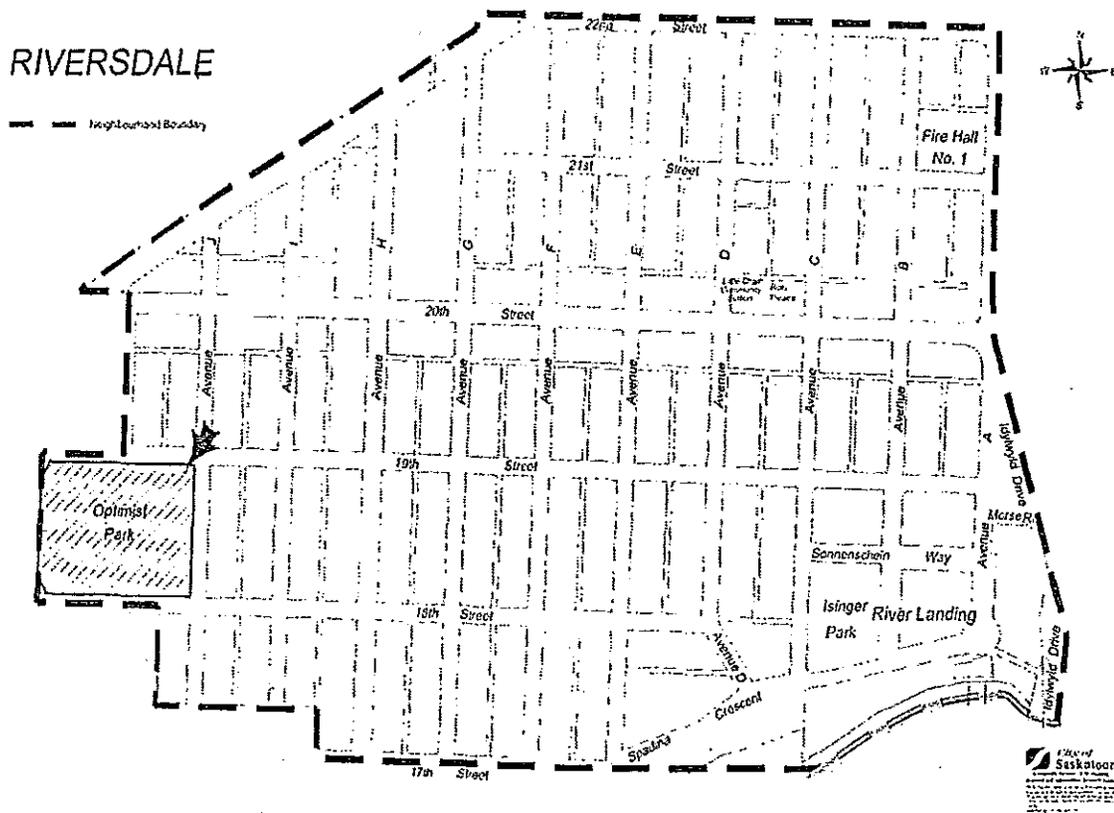
Optimist Park



History

The original land use plan for Riversdale was proposed in August, 1904 by Dr. Willoughby, a graduate in medicine from the University of Toronto. Originally the land use plan had no land set aside for parks with many lots shallower than others of their time. This design was created to increase land development profits, not to attend to the amenities desired by many of the citizens. As a result, citizens were quick to demand a park and, in 1910, development began on what was to become Optimist Park (originally known as Westside Park), one of Saskatoon's oldest green spaces.²

Located in the southeast of the Riversdale neighbourhood, Optimist Park intersects Avenue K South, between 18th and 19th Streets, and has grown and changed over the years. Between 1924 and 1931, it was expanded and landscaped as part of an unemployment relief project. Later, a skating rink and rink house were added, and a speed skating oval built, establishing Optimist Park as Saskatoon's home of speed skating until the 1971 Canada Winter Games, when the Clarence Downey Speed Skating Oval was built.³ The park has since been developed to include winding tree-lined paths, tennis courts, a ball diamond, paddling pool; play structures and a toboggan hill.



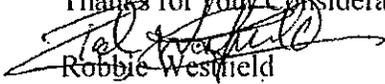
1947 Westfield Park (renamed Optimist Park in 1953) Sandbox Competition

Joyce Marie Annie Westfield

Born July 17, 1942 in Hawick, Scotland and passed away suddenly February 1, 2013 in Saskatoon. Joyce and her family moved to Saskatoon early in her childhood. Her father, an injured war veteran was working as a handyman in the Air Force section at the city airport until it was moved down to Moose Jaw. Joyce married young and moved away, but after a couple of marriages and some hardships she returned to Saskatoon in 1978 with her young family, a single

mother of four. While she was away Joyce had been a foster mother in Edmonton where she adopted one of the children she was looking after. The Family Services of Alberta did not look kindly upon foster parents adopting children in care and it resulted in them no longer placing children in her home. This was one of the reasons that she returned to Saskatoon. Almost immediately after coming home, Joyce returned to caring for children, the greatest joy in her life. She had an ability to care for and love children with special needs and high needs medical care. She continued this, helping to raise countless children in the city, until her death. In the course of her life she has sat on numerous boards for the Foster Parents Association, Kinsmen Children's Center, FASD and too many more to mention all with the main focus of children. Joyce was never a person who wanted recognition for the work that she did, however having a place where children play is definitely an honour that would suite her just fine.

Thanks for your Consideration.\


Robbie Westfield

1706 Ave F North Saskatoon Saskatchewan

S7L 1Y3 (306) 

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 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. **The Campaign Disclosure and Spending Limits Bylaw, 2006
AND
Enquiry – Councillor P. Lorje (November 13, 2012)
Campaign Election Expenses – Review and Reporting Requirements
(File No.'s CK. 225-5-1 & 255-5-1)**
-

- RECOMMENDATION:** that the direction of City Council issue regarding:
- 1) the establishment of an independent election rules commission; and
 - 2) the bringing forward of a mandate for an independent election rules commission.

Your Committee has considered the attached report of the City Solicitor and the City Clerk dated March 20, 2013, in response to the above-referenced enquiry of Councillor Lorje and to a referral of Executive Committee from July 16, 2012.

As noted in the report, City Council can establish an independent election rules commission to deal with matters of candidate election spending contributions and expenses; however, any recommendations made by an independent commission require a decision by City Council and adoption of a bylaw.

While reviewing this matter, your Committee discussed the potential expansion of the mandate of an independent election rules commission to go beyond matters dealing with election contributions and expenses. These include, but are not limited to, matters such as the individual communications allowance for Councillors in an election year, fundraising requirements, surplus reporting, independently-run elections and costs, options for transparency, audited statements for all candidates, voters' lists, methods of reporting, tax receipts, penalties and violations, and recommendations for amendments to *The Local Government Election Act*.

City Council's direction is being requested with respect to the establishment of an independent election rules commission together with the development of a mandate for an independent election rules commission.

**2. Parking Infrastructure Upgrade and
City Card Replacement
AND
Parking Policy
(File No. CK. 6120-3)**

- RECOMMENDATION:**
- 1) that the following recommendations indicating minimum requirements for the parking infrastructure upgrade be approved:
 - a) that cash, credit card, log card and cell phone payments be required;
 - b) that an optional hybrid single space/multi space solution be acceptable, provided that the entire system is compatible for all users;
 - c) that unused time be hidden so it's not to be used by another party;
 - d) that there be a provision of a minimum of two stand-alone parking stations, which allow, at a minimum, the ability to pay for parking tickets and to purchase log card time;

- e) that solar powered meter technologies be required;
 - f) that real-time communication/utilization be provided for handheld ticketing enforcement, ticket payments at pay stations, cell phone parking, audit reporting, way finding, parking guidance, smart phone and internet applications;
 - g) that a minimum of three City of Saskatoon supplied vehicles be equipped with license plate recognition technology for time restriction enforcement;
 - h) that future enhancements to meter hardware/software, such as rate changes and key pad upgrades be included during the length of the repayment term;
 - i) that retention of the Corps of Commissionaires for the supply of parking enforcement services be for the remainder of their five-year contract (end of 2015) with additional points awarded for continued use of the Corps of Commissionaires once the contract ends;
 - j) that pricing be lump sum, with a payment schedule over a maximum of 10 years, based on an initial cash payment of \$950,000 in 2014;
 - k) that if additional payment is required, that the repayment occur on an annual basis based on incremental revenues;
 - l) that the vendor assume the risk of annual operating costs related to communication and paper required for receipts, if applicable, so as to not impact existing programs; and
- 2) that the Administration report back with the Request for Proposals for approval.

Your Committee has considered the attached report of the General Manager, Infrastructure Services Department dated May 27, 2013, providing information on the parking infrastructure upgrade.

Report No. 12-2013
Executive Committee
Monday, June 24, 2013
Page 4

As part of the next steps for development of the Parking Infrastructure Upgrade Request for Proposals, your Committee held a special meeting on June 10, 2013, to hear from vendors. Presentations were heard from 11 vendors as well as from the City's Parking Committee.

Your Committee has taken into consideration the information received during the presentations as well as the information provided in the attached referenced report and submits the above-noted minimum requirements for the Parking Infrastructure Upgrade for approval. It is also being recommended that the Administration report back with the Request for Proposals for approval. The vendors were advised that they would be notified when a further report comes forward from Administration.

Respectfully submitted,

His Worship Mayor D. Atchison, Chair

RECEIVED

MAR 20 2013

CITY CLERK'S OFFICE
SASKATOON

255-5-1

1.

TO: City Clerk, Executive Committee
FROM: Patricia Warwick, City Solicitor and Joanne Sproule, City Clerk
DATE: March 20, 2013
SUBJECT: The Campaign Disclosure and Spending Limits Bylaw, 2006
AND
Enquiry - Councillor P. Lorje (November 13, 2012)
Campaign Election Expense - Review and Reporting Requirements
FILE NO.: CK. 225-5-1 & 255-5-1

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

- 1) that the direction of City Council issue respecting:
 - a) the establishment of an independent election rules commission; and
 - b) the bringing forward of a draft mandate for an independent election rules commission.

TOPIC AND PURPOSE

The purpose of this report is to respond to Executive Committee's July 16, 2012 resolution, to provide an initial opinion to City Council respecting its ability to establish an independent commission for candidates for municipal elections and to seek further direction from City Council regarding this issue.

BACKGROUND

At its meeting of July 16, 2012, Executive Committee considered a report of the City Solicitor which dealt with the interpretation of "election expenses period" as stated in *The Campaign Disclosure and Spending Limits Bylaw, 2006* and resolved in part:

"that the City Solicitor and City Clerk submit a report on options for an independent process for establishing election rules."

At the City Council meeting of November 13, 2012, Councillor Lorje made the following enquiry:

"Will the Administration please report on the possibility of establishing an independent commission and reporting requirements for candidates for elected municipal office?"

This report is meant to respond to Executive Committee's July 16, 2012 resolution and Councillor Lorje's November 13, 2012 enquiry and to outline what is possible for City Council in this regard. Also, this report is to seek direction from City Council on preferred next steps.

REPORT

Under s. 145.1 of *The Local Government Election Act*, City Council has the authority to pass a bylaw which establishes disclosure requirements respecting campaign contributions and expenses and which establishes election campaign spending limits. Section 101(1)(a) of *The Cities Act* says City Council may not delegate its power to pass such a bylaw.

City Council has adopted *The Campaign Disclosure and Spending Limits Bylaw, 2006*. The Bylaw is divided into five parts. Part I contains the Bylaw's definitions. Part II contains the rules around election expenses and contributions for candidates in municipal elections. Part III includes the designation of the Election Disclosure Complaints Officer and outlines the rules around the processing of a complaint made to the Election Disclosure Complaints Officer under the Bylaw. Part IV sets out the penalties associated with a breach of the Bylaw. Part V contains the Miscellaneous sections of the Bylaw.

Our understanding of Executive Committee's resolution and Councillor Lorje's enquiry is that City Council is wondering whether it can go one step further and establish an "independent commission" similar to the Municipal Wards Commission which can act independently and without any further action by City Council.

City Council could establish an independent election rules commission to deal with matters of candidate election spending contributions and expenses. However, any review completed and recommendations made by an independent election rules commission would have to return to City Council for a decision and adoption of a bylaw.

Under s. 55 of *The Cities Act*, City Council has the power to establish Council committees and other bodies and define their functions. Under this section, City Council could establish an "independent election rules commission" and set its mandate. The mandate would include reporting back publicly to City Council with recommendations respecting campaign disclosure requirements, campaign expense limits, campaign contributions, etc.

Council would then have to make a decision respecting the recommendations and enactment of any required bylaw amendment.

Comparison to Other Cities

The City Clerk has polled the cities of Regina, Calgary, Edmonton, Winnipeg, London, St. John, Halifax and Kamloops, and can provide the following information respecting this issue:

Regina

The City of Regina has adopted *The Regina Municipal Election Expenses Bylaw 2007-34* under the authority of section 145.1 of *The Local Government Election Act* and clause 8(1)(a) and section 120 of *The Cities Act*. The bylaw establishes disclosure requirements respecting campaign contributions and expenses, and establishes election campaign spending limits. The City of Regina has not considered the use of an independent rules commission.

Calgary

The City of Calgary general election is governed by the *Local Authorities Election Act*. The Act covers campaign contributions and directs all matters with respect to candidate campaign requirements. The legislation specifically speaks to a candidate self-funded election campaign, limitations on contributions, registration of candidates, duties of candidate, campaign disclosure statements, campaign surplus, late filing period/penalties, and non-compliance in relation to disclosure statements.

Edmonton

The City of Edmonton did not respond to the enquiry; however, its website reflects the comments from the City of Calgary, indicating that on April 22, 2010, the Province passed amendments to the *Local Authorities Election Act* affecting municipal campaign financing and disclosure. The referenced legislation is reflected in their *Disclosure Bylaw*.

Winnipeg

The City of Winnipeg has a Campaign Expenses and Contributions Bylaw, as provided by its *Charter*. City Council has established its rules, and no consideration has been given to establishing an independent rules commission.

London

In Ontario, campaign expenses are governed by the *Municipal Elections Act*. This includes spending limits, disclosure requirements for both the candidate and the municipality, as well as reporting and posting candidates' financial reports.

St. John

The City of St. John advised that in New Brunswick, the election process is completely administered and regulated through the provincial government. Clarification regarding election expenses and contributions was not provided.

Halifax

Elections in the Halifax Regional Municipality are governed by the *Provincial Municipal Elections Act* and disclosure requirements are set by Service Nova Scotia. No independent body has been established.

Kamloops

The City of Kamloops advised that only election procedures set by the City are contained in their Election Bylaw. All other requirements, including disclosure, campaign contributions, expenses and spending limits, are set by Provincial legislation (*Local Government Act*)

FINANCIAL IMPLICATIONS

The establishment of an independent election rules commission would have a cost. If City Council decides to proceed in this way, costs could be estimated.

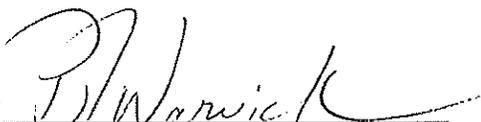
PUBLIC AND/OR STAKEHOLDER INVOLVEMENT AND COMMUNICATIONS PLAN

The mandate of an independent election rules commission could include direction respecting public and stakeholder involvement and a communication plan.

PUBLIC NOTICE

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

Written and
approved by:



Patricia Warwick, City Solicitor

Dated: March 20, 2013

Written and
approved by:

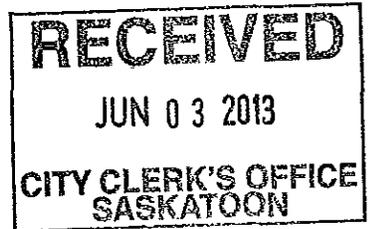


Joanne Sproule, City Clerk

Dated: March 20, 2013

cc: His Worship the Mayor
City Manager

TO: Secretary, Executive Committee
FROM: General Manager, Infrastructure Service Department
DATE: May 27, 2013
SUBJECT: Parking Policy - Parking Infrastructure Upgrade and City Card Replacement
FILE NO: IS 6120-1



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

- 1) that the following recommendations of the Parking Committee indicating minimum requirements for the parking Infrastructure upgrade be adopted:
 - a) that cash, credit card, log card and cell phone payments be required;
 - b) that an optional hybrid single space/multi space solution be acceptable, provided that the entire system is compatible for all users;
 - c) that unused time be hidden so it's not to be used by another party;
 - d) that there be a provision of a minimum of two stand-alone parking stations, which allow, at a minimum, the ability to pay for parking tickets and to purchase smart card time;
 - e) that solar powered meter technologies be required;
 - f) that real-time communication/utilization be provided for handheld ticketing enforcement, ticket payments at pay stations, cell phone parking, audit reporting, way finding, parking guidance, smart phone and internet applications;
 - g) that a minimum of three City of Saskatoon supplied vehicles be equipped with license plate recognition technology for time restriction enforcement;
 - h) that future enhancements to meter hardware/software, such as rate changes and key pad upgrades be included during the length of the repayment term;
 - i) that retention of the Corps of Commissionaires for the supply of parking enforcement services be for the remainder of their five-year contract (end of 2015);

- j) that pricing be lump sum, with a payment schedule over a maximum of 10 years, based on an initial cash payment of \$950,000 in 2014;
 - k) that if additional payment is required, that the repayment occur on an annual basis based on incremental revenues;
 - l) that the vendor assume the risk of annual operating costs related to communication and paper required for receipts, if applicable, so as to not impact existing programs; and
- 2) that the Administration report back with the Request for Proposals for approval.

TOPIC AND PURPOSE

This report is to provide City Council with information regarding the parking infrastructure upgrade, which may be used as a resource to provide direction in the development of a Request for Proposals.

REPORT HIGHLIGHTS

1. The Parking Committee recommends minimum requirements to be included in the Parking Infrastructure Upgrade Request for Proposals.
2. User convenience from a customer's standpoint is the most important consideration when reviewing solutions.
3. The Administration will report back with the Parking Infrastructure Upgrade Request for Proposals.

STRATEGIC GOALS

This report supports the City of Saskatoon Strategic Goals Asset and Financial Sustainability and Economic Diversity and Prosperity. The upgrade to parking infrastructure may increase revenue and reduce reliance on residential property taxes. The Administration is working collaboratively with economic development authorities and local businesses on parking infrastructure requirements which will help to promote Saskatoon as a great place to live, work and raise a family.

BACKGROUND

The Executive Committee, at its meeting held on April 29, 2013, considered a report of the General Manager Infrastructure Services Department regarding a summary of the Results for Expression of Interest (REOI) for the parking infrastructure upgrade and information on the process to develop the Request for Proposals.

Discussion followed on the next steps, including a special meeting of the Executive Committee to hear further from the proponents and the Parking Committee.

REPORT

The Parking Committee has reviewed the Request for Expression of Interest submissions and is not recommending a specific technology (i.e. pay station or single space meter). Rather, the Committee believes that the ultimate solution must meet the minimum requirements as outlined in this report, in order to provide the best customer experience.

Attachment 1 provides detail into the recommendations of the Parking Committee, by indicating briefly both the pros and cons of each recommendation. The following provides additional information to supplement the recommendations and Attachment 1:

- Log card – Retaining this smart card functionality allows smart card users to recover unused time which will offset concerns of not showing unused time.
- Cell phone convenience fee – The intent is to pass along cell phone user fees to the customer. Annual operating costs for a cell phone system, including phone line and credit card processing fees, are estimated to be less than \$5,000.
- Hybrid system – Involves the joint use of pay stations in high demand metered areas where there is angle/nose in parking, as well as single space meters in parallel parking stalls or in locations where only a few parking stalls occupy a block. A hybrid system would require the same payment options to be able to be used between each meter technology, including the supply of a meter management software system compatible with both meter technologies.
- Solar power – Annually, extreme winter weather typically causes approximately five days of meter down time in a Canadian prairie environment. This down time is estimated to be approximately \$80,000/year. Upfront installation costs for a hard wired system are estimated to be a minimum of \$1,000,000 or \$100,000/year over 10 years. With no electricity costs and with an annual down time of \$80,000, a solar installation would be a more cost effective installation.
- Future enhancements – It is a requirement that existing hardware be of new enough technology to be able to accept both software and hardware changes with no significant or costly upgrades.
- Real-time communication/utilization – Real-time communication involves the networking of all meters/handheld devices with meter management and enforcement software through the use of a modem. Real-time utilization is the reporting of stall occupancy at any given moment. Receiving or sending of information is conducted real time, and may be at anytime of the day.

- Receipts – The only time where a receipt is not provided for parking is when cash is paid at a single space meter. Cash, credit card and log card payments at pay stations will result in a receipt being produced. Additionally, log card reloading receipts are provided at the reloading point. Cell phone parking receipts are provided by the vendor.
- Online request to review – Can be achieved using in-house resources.

For further clarification, Attachment 2 provides a comparison of the various technologies with the recommendations.

As part of the Request for Proposals, the Administration will develop an evaluation matrix with user convenience being one of the major focal points. The cost of the solution will be considered, but will be of less importance in the overall evaluation.

OPTIONS

During the Parking Committee's review of minimum requirements for inclusion in the request for proposals it was determined that the following requirements would not be recommended:

- That paid time be portable between zones. This allows the customer to move locations without having to purchase additional time. The concern is that this is more difficult to enforce and track usage.
- That additional time beyond maximum time be made available at a premium price. This contradicts the Committee's desire to increase turnover in metered areas.
- That license plate technology be used to facilitate the mailing out of parking tickets. This delays the issuance of parking tickets and subsequently the receipt of payment.
- That a demand based pricing strategy be adopted to maximize meter rates. This feature would create an escalating rate which would be unknown to the customer prior to arrival.
- That sidewalk and street clutter be reduced by doing away with meter posts. This would eliminate options for single space and pay by space solutions, while not providing a significant benefit. There is a desire to use the abandoned meter posts for bicycle parking.
- That online merchant validation of parking time be made available. At this time, the Committee did not see the value in including this feature as a minimum requirement. Once a solution is chosen, it could be considered as a future enhancement, if compatible.

FINANCIAL IMPACT

The following Capital projects have been allocated funding, for a total amount of \$979,000, for the upgrade of parking meter equipment:

- Capital Project 1518 - Parking Meter Purchases in the amount of \$648,000;
- Capital Project 2148 - Upgrade City Card in the amount of \$211,000; and
- Capital Project 1787 - River Landing Phase 2 in the amount of \$120,000.

Based on the submissions from the Request for Expression of Interest, the cost of all solutions exceeds the available funds. As a result, financing of the solution will be required. The operating costs of the various potential solutions may vary, as will the magnitude of the increased revenues. In order to minimize the City's risk of impacting existing programs, the Administration is recommending that the vendor assume the risk of annual operating costs relating to communication and paper required for receipts, if applicable.

The Administration is recommending that the proposals include a total cost of the solution to be repaid over a term of up to 10 years. The cost of the solution will be repaid with an upfront payment of \$950,000, plus an annual payment up to a maximum payment equal to the incremental revenue over the term. If the incremental revenue is significant, the repayment would be completed sooner. There will be no impact to existing programs. The City will own the equipment at the end of the term.

STAKEHOLDER CONSULTATION

Numerous discussions have been held with the Parking Committee, whose primary concerns relate to the lack of turnover in metered areas, as well as the lack of options available for payment at parking meters.

It is the Parking Committee's position that the convenience of the system to the users is paramount.

ENVIRONMENTAL IMPLICATIONS

There are no environmental implications.

COMMUNICATIONS PLAN

Parking meters and parking availability, in general, are important issues for residents of Saskatoon. Updates on the process of awarding the parking meter supplier will be provided to City Council at key milestones, such as the proposed Request for Proposals and recommendation for awarding the contract to the successful proponent. A comprehensive communication strategy will be developed and implemented as the details of the technology and timeline are determined in order to inform the public of the changes to the parking system prior to implementation and education on any new features.

PUBLIC NOTICE

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

DUE DATE FOR FOLLOW-UP AND/OR PROJECT COMPLETION

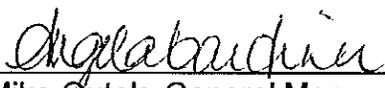
A report for approval of the Request for Proposals will be submitted in August or September, 2013.

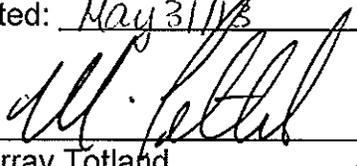
ATTACHMENTS

1. Recommendations of the Parking Committee; and
2. Comparison of Parking Meter Technologies.

Written by: Phil Haughn, Parking Services Manager
Transportation Branch

Approved by: Angela Gardiner, Manager
Transportation Branch

Approved by: 
per Mike Gutek, General Manager
Infrastructure Services
Dated: May 31/13

Approved by: 
Murray Totland
City Manager
Dated: May 31/13

Recommendations of the Parking Committee

	Pro	Con
a) that cash, credit card, log card, and cell phone payment options be required	provides the best customer service potential revenue increase through credit card use	requires real time communication added communication costs
b) that an optional hybrid single space/multi space solution be acceptable, provided that the entire system is compatible for all users	allows for placement of less expensive single space meters in conjunction with multi-space meters	vendors that supply only single space equipment need to collaborate with multi-space vendors
c) that unused time be hidden so it's not to be used by another party	increases revenue by collecting unused time	customers are familiar with being able to use this time
d) that there be a provision of a minimum of 2 standalone parking stations, which allow, at a minimum, the ability to pay for parking tickets and to purchase smart card time	encourages prompt parking ticket payments can pay parking tickets at numerous locations no need to attend to city hall to exchange empty smart cards provides better customer service customer may retain same smart card	requires real time communication added communication costs
e) that solar powered meter technologies be required	reduced installation costs an environmentally green initiative through a reduction in the use of electricity	winter operation free parking days
f) that real time communication/utilization be provided for handheld ticketing enforcement, ticket payments at pay stations, cell phone parking, audit reporting, way finding, parking guidance, smart phone and internet applications.	allows enforcement officers to quickly identify unpaid parking facilitates ticket payments at the meter improved reporting allows for quick rate changes customer knows ahead of time where to go to park	requires real time communication added communication costs requires vehicle detection or stall occupancy
g) that a minimum of three City of Saskatoon supplied vehicles be equipped with license plate recognition technology for time restriction enforcement	video allows for a larger area to be covered by one mobile unit fewer tickets contested	requires real time communication added communication costs operating impact for additional vehicles
h) that future enhancements to meter hardware/software such as rate changes and key pad upgrades be included during the length of the repayment term	allows quick modification of multiple pay stations	vendor supplied equipment must allow for quick and inexpensive modifications
i) that retention of the Corps of Commissionaires for the supply of parking enforcement services be for the remainder of their five-year contract (end of 2015)	the Corps of Commissionaires already has a working knowledge of how to enforce Traffic Bylaw 7200	vendor may wish to assume the contract
j) that pricing be lump sum, with a payment schedule over a maximum of 10 years based on a cash payment of \$950,000 in 2014	lump sum cost comparison allows for fair evaluation of all costs uses available capital funds to minimize financing costs	upfront cash payment funds could be returned to Parking Reserve for other expenditures
k) that if additional payment is required, that the repayment occur on an annual basis based on incremental revenues	options allow for earlier retirement of debt based on increased revenues utilize increased revenues to pay financing costs	annual cost will likely include a financing fee, adding to overall cost
l) that the vendor assume the risk of annual operating costs related to communication and paper required for receipts, if applicable, so as to not impact existing programs	minimize risk of increased operating costs for some solutions	limited control of costs to the vendor with some solutions

Comparison of Parking Meter Technologies

Type of Technology	Payment Options					User Convenience									Enforcement/Management				Potential for Increased Revenues			Streetscape Clutter	Mobile Applications			Flexibility
	Cash	Credit Card	Smart Card	Smart Card (log card)	Cell phone	Interaction time	Remaining Time Shown	Receipt	Pay parking ticket in field	Reloading smart cards	Return to vehicle	Online citation dispute	Relocate within zone	Additional time beyond max	Real time handheld information	Real time monitoring /auditing	Mail out parking tickets	Maximizing Turnover	Credit Card Pmts	Demand based pricing	Maximizing space	Posts	Online merchant validation	Wayfinding (stall locator)	Space detection	Future Enhancements
Single Space Meter	yes	no	yes	yes	yes	min	yes ³	no ⁴	no	no	no	yes	no	yes	no	no	no	yes	no	no	no	yes	no	no	no	no
Single Space Meter w/ Credit Card	yes	yes	yes	yes	yes	min	yes ³	no ⁴	no	no	no	yes	no	yes	yes	yes	no	yes	yes	no	no	yes	yes	yes	yes	no
Pay by Space	yes	yes	yes	yes	yes	med	no	yes	yes	yes	no	yes	no	yes	yes	yes	no	yes	yes	no	no	yes	yes	yes	yes	yes
Pay and Display ²	yes	yes	yes	no ¹	yes	max	no	yes	yes ⁵	yes	yes	yes	yes	yes	yes	yes	no	yes	yes	yes	yes	no	yes	no	no	yes
Pay by License Plate	yes	yes	yes	yes	yes	med	no	yes	yes	yes	no	yes	yes	yes	yes	yes	yes	yes	yes	yes	yes ⁶	no	yes	no	yes ⁷	yes

*Notes:

- 1 - not compatible with current log card (i.e. reimbursement for unused time upon return to vehicle)
- 2 - no opportunity for increased revenues in areas where nose-in or angle parking exists (based on maximizing stalls by removing painted lines)
- 3 - single space meters typically do not hide time however software may be used to force the hiding of time
- 4 - receipt with purchase of smart card not when parking time is purchased
- 5 - requires a numeric keypad or barcode reader
- 6 - only when used in conjunction with undefined stalls
- 7 - requires two inputs, license plate and stall number

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 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. Boundary Alteration Committee
(File No. CK. 4060-1)

- RECOMMEDATION:**
- 1) that a Boundary Alteration Committee (Committee) comprising of representatives from City Council and the Rural Municipality of Corman Park Council, with support from the respective Administrations, be created;
 - 2) that the City of Saskatoon appoint Councillors Donauer, Loewen, Lorje and Olauson, as well as the City Manager, and the Planning and Development Branch Manager to the Committee;
 - 3) that the Committee review the City of Saskatoon's current boundary alteration needs and propose

mutually-acceptable terms and conditions of a boundary alteration proposal;

- 4) that the respective Administrations be instructed to jointly draft a Terms of Reference for the Committee; and
- 5) that the Committee report, by November 15, 2013, for consideration by the Executive Committees of the respective Councils.

Your Committee has considered the attached report of the General Manager, Community Services Department dated June 4, 2013, outlining a process for the City of Saskatoon and the Rural Municipality of Corman Park to reach consensus on a proposed boundary alteration.

**2. Appointment – Development Appeals Board
(File No. CK.175-21)**

RECOMMENDATION: that Mr. Asit Sarkar be appointed to the Development Appeals Board to the end of 2013 to replace Mr. Jason Hobbis.

The above recommendation is put forward to fill the vacancy on the Development Appeals Board created with the resignation of Mr. Jason Hobbis.

**3. Meewasin Valley Authority Fundraising Campaign
and Donor Recognition Program
(File No. CK. 4205-5)**

RECOMMENDATION: that the requirement for a report to City Council for approval of each donation in excess of \$100,000 in accordance with Sponsorship Policy C09-028 be waived for the W2W Trail Campaign on the condition that civic administrative staff are involved in the campaign.

Your Committee has considered the following report of the General Manager, Community Services Department dated June 4, 2013:

“TOPIC AND PURPOSE

This report is to bring forward the request from Meewasin Valley Authority (MVA) for approval and/or direction on the MVA’s planned approach for the donor recognition program for an upcoming fundraising campaign, the Wanuskewin to Whitecap (W2W) Trail Campaign. The goal of this fundraising campaign is provide continuous trail linkages through the South Saskatchewan River valley from Wanuskewin Heritage Park through Saskatoon to Chief Whitecap Park in the south. The MVA is also asking for the Executive Committee’s direction if approval is needed, either individually or collectively, for sponsorships or donations in excess of \$100,000.

REPORT HIGHLIGHTS

1. The MVA is planning to launch a fundraising campaign later this year, with the goal of providing continuous trail linkages from Wanuskewin Heritage Park to Chief Whitecap Park.
2. The MVA has developed a Donor Recognition Policy for this campaign that outlines a number of donor contribution tiers, with varying levels of recognition based on the contribution amount. The approach to onsite donor recognition is similar to methods used by MVA in the past, specifically for the River Landing Phase 1 Riverfront.
3. The MVA is proposing a Trail Plaza donor recognition approach where the plaza would function as a rest stop, donor recognition, an interpretive node, and a way-finding station. The proposed locations for the three planned trail plazas would be: Whiteswan Trail Junction, Diefenbaker Park, and potentially Chief Whitecap Park.
4. The MVA’s intent with onsite recognition is to work within the current City Sponsorship Policy No. C09-028 where recognition will, as a general principle, support the goals and objectives of the City of Saskatoon (City) and be compatible with, complimentary to, and reflect the City’s values.

STRATEGIC GOALS

This report supports the long-term strategy to ensure existing and future recreation facilities are accessible to meet the community needs under the Strategic Goal of Quality of Life. The report also supports the long-term strategy of continuing with

the development of an integrated transportation network that supports bikes and pedestrians under the Strategic Goal of Moving Around.

BACKGROUND

In March 2010, the Administration drafted an Amendment Agreement between the City and the MVA with respect to the construction and maintenance of facilities in the Meewasin Valley. The intent of that Amendment Agreement was to make clear that the MVA will be bound by the City's Sponsorship Policy No. C09-028 and the Gift and Memorials Policy No. C09-027. The intent was that the MVA would be able to continue with its trees/shrub, bench, and brick programs. However, before embarking on a sponsorship campaign of facilities in the Meewasin Valley, the City would like the MVA to report to City Council with a sponsorship plan.

On April 19, 2013, the Administration received a letter from Mr. Lloyd Isaak, Chief Executive Officer of the MVA, indicating the MVA's plan to launch a fundraising campaign later this year (see Attachment 1). In this letter Mr. Isaak confirms that the MVA is aware of Sponsorship Policy No. C09-028 and has the intent to ensure any onsite recognition complies with the policy, and the letter shares an overview of the proposed donor recognition program.

REPORT

MVA Fundraising Campaign

Over the next two years, the MVA has an ambitious goal to add an additional 27 kilometres of trail to the existing trail system connecting Wanuskewin Heritage Park to Chief Whitecap Park and potentially beyond to Whitecap Dakota First Nation. This fundraising campaign has been dubbed the "W2W Trail Campaign" and is scheduled to launch later in 2013. This project includes new trails and associate amenities at both ends of the existing MVA trail network. The goal of this fundraising campaign is to raise \$8 million by actively soliciting donors so the project can be completed in a timely manner.

Donor Recognition Program

In preparation to launch the fundraising campaign, MVA has developed a "Donor Recognition Program" (see Attachment 2). This Donor Recognition Program outlines a number of donor contribution tiers, with varying levels of recognition based on the contribution amount. This program also outlines the recognition details for each tier, which may include a donor recognition plaque, recognition on signage, naming of an amenity, and further recognition at events, in publications,

and with media. In consultation with the City Solicitor's Office, they confirmed that this appears to fall within the City's definition of sponsorship and noted that if any assets are considered for naming, the naming rights must comply with the Naming of Civic Property and Development Areas Policy No. C09-008. The MVA has confirmed they do not have plans for any naming rights; however, should a request come forward from a potential donor, the MVA would report to City Council to seek direction on the request for naming rights and to ensure compliance with the Naming of Civic Property and Development Areas Policy No. C09-008.

Trail Plaza Donor Recognition

The MVA is proposing a Trail Plaza donor recognition approach where the plaza would function as a rest stop, donor recognition, interpretive node, and a way-finding station. The proposed locations for the three planned trail plazas would be: Whiteswan Trail Junction, Diefenbaker Park, and Chief Whitecap Park.

The MVA has identified the following main criteria for the fundraising campaign:

- Solicit donors that have a solid reputation within the community, and have a history of strong community support;
- Provide onsite recognition that will be in good taste, durable, easy to maintain, and be consistent with previous donor recognition methods and materials; and
- Integrate donor recognition effectively into site amenities and nodes while maintaining functionality, views, and aesthetics.

The MVA has also confirmed that during the design and construction phase of the trail extensions they will consult with, and seek approval from, the applicable City departments impacted by this project, as well as the RM on the physical aspects of the trail development.

Sponsorship/Donation Arrangements

With the W2W Trail Campaign, the MVA anticipates several donations exceeding \$100,000, and is looking to streamline the processes for all donations exceeding \$100,000. As noted earlier, the MVA is bound by the City Policies governing sponsorship and donations and, for the purpose of these policies, functions as a Civic Partner. The MVA is asking for direction on whether additional approval is needed, either individually or en masse, for donations in excess of \$100,000.

In summary, the MVA is requesting approval:

- 1) On the basic approach for the donor recognition program so MVA can properly advise contributors what type of recognition they will be receiving with their donation; and
- 2) To streamline the process, if possible, in order to not require a report back to City Council for approval of each donation in excess of \$100,000.

OPTIONS TO THE RECOMMENDATION

The preferred option is that the Executive Committee recommend to City Council approval of the general approach to the donor recognition program and approve, in principle, the sponsorship/donation agreements in excess of \$100,000 provided the MVA adheres to the criteria for the campaign as outlined earlier in this report.

A second option is that the Executive Committee recommends to City Council approval of the general approach to the donor recognition program and still require the MVA to report to City Council on all sponsorship/donation agreements in excess of \$100,000.

POLICY IMPLICATIONS

Sponsorship Policy No. C09-028 and Gifts and Memorial Program Policy No. C09-027 both require approval by City Council for all sponsorship arrangements that are of a sensitive nature or with a total value in excess of \$100,000. The MVA is anticipating several donations in excess of \$100,000 and would like to streamline the process for this campaign so they would not be required to report to City Council for approval of each donation in excess of \$100,000. This would require City Council's approval for an exception to policy.

FINANCIAL IMPLICATIONS

There are no financial implications of the report.

COMMUNICATION PLAN

The MVA will be publicly launching the W2W Trail Campaign later this year and will be overseeing all public communications related to this campaign.

ENVIRONMENTAL IMPLICATIONS

No environmental and/or greenhouse gas implications have been identified at this time.

PRIVACY IMPACT

Once the W2W Trail Campaign has been launched publicly, there will be no privacy implications of this fundraising campaign.

SAFETY/CRIME PREVENTION THROUGH ENVIRONMENTAL DESIGN (CPTED)

The design and development of the trail, as well as the concept design for a trail plaza has previously been reviewed by CPTED. Any changes to the design of the trail or the trail plazas would be reviewed by the CPTED Review Committee prior to construction.

PUBLIC NOTICE

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

ATTACHMENTS

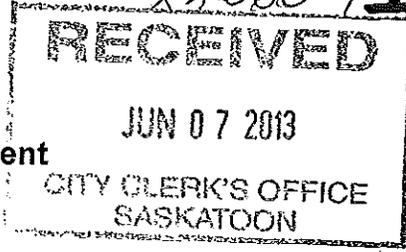
1. Letter from Mr. Lloyd Isaak, dated April 19, 2013
2. Donor Recognition Program – Wanuskewin to Whitecap”

Your Committee supports the general approach to the Donor Recognition Program, as outlined in the report and is recommending that the requirement for a report to City Council for approval of each donation in excess of \$100,000, as required under Sponsorship Policy C09-028, be waived for the W2W Trail Campaign on the condition that civic administrative staff are involved in the campaign.

Respectfully submitted,

Councillor C. Clark, A/Chair

225-75
24060-1 **1**



TO: Secretary, Executive Committee
FROM: General Manager, Community Services Department
DATE: June 4, 2013
SUBJECT: Boundary Alteration Committee
OUR FILE NO.: PL 4060-14

- RECOMMENDATIONS:**
- 1) that a Boundary Alteration Committee (Committee) comprising representatives from City Council and the Rural Municipality of Corman Park Council, with support from the respective Administrations, be created;
 - 2) that the City of Saskatoon appoint four members of City Council, as well as the City Manager, and the Planning and Development Branch Manager, to the Committee;
 - 3) that the Committee review the City of Saskatoon's current boundary alteration needs and propose mutually-acceptable terms and conditions of a boundary alteration proposal;
 - 4) that the respective Administrations be instructed to jointly draft a Terms of Reference for the Committee; and
 - 5) that the Committee report, by November 15, 2013, for consideration by the Executive Committees of the respective Councils.

TOPIC AND PURPOSE

To propose a process for the City of Saskatoon (City) and the Rural Municipality of Corman Park (RM) to reach consensus on a proposed boundary alteration.

REPORT HIGHLIGHTS

1. Boundary alterations are required periodically to accommodate urban growth and municipal infrastructure projects.
2. Boundary alterations are proposed to achieve three objectives:
 - a) Boundary Corrections – correct anomalies and bring urban infrastructure into the City;
 - b) Short-Term Growth – expand existing areas to accommodate short-term growth pressures and align the City's boundary with major rights-of-way; and

- c) Future Growth – accommodate comprehensive future growth objectives, typically identified in a Sector Plan, Concept Plan, or other future growth plans.
3. To negotiate the terms and conditions of these boundary alterations, a Committee consisting of City and RM elected officials and senior administrators is being proposed. This approach has been used successfully before.

STRATEGIC GOALS

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

The City and the RM have always strived to reach agreement on alterations to the City's boundaries, also referred to as annexation. Where municipalities cannot agree, boundary alterations are decided by the Saskatchewan Municipal Board (SMB).

The City's most recent boundary alteration was completed in 2010. When that boundary alteration was first proposed, the municipalities did not have consensus on either the area to be included, or the financial compensation to be provided by the City to the RM.

The municipalities established a Committee on New Development Concerns and Opportunities in the Saskatoon Planning District comprised of:

- four members of each of the municipal Councils;
- the City Manager and the RM Administrator; and
- the City's Planning and Development Branch Manager and the RM's Director of Planning.

The former Committee was asked to review the issues, identify options, and report back to the two Councils. The result was a boundary alteration proposal on which the municipalities could agree. The final proposal was phased, and it provided compensation of 15 times the previous year's taxes to the RM.

REPORT

Saskatoon is experiencing rapid growth; it is growing more than twice as fast as its long term average. To respond to these growth pressures, alterations to the City boundaries are required. The City has indicated to the RM that it wishes to initiate boundary alterations for the following purposes:

- boundary corrections – correct anomalies and bring urban infrastructure into City limits (for example, the Claypool Drive extension, the South River Crossing, and the raw water intake); and

- short-term growth – expand existing areas to accommodate short-term growth pressures, and line up the City's boundary with major rights-of-way.

The City has also indicated that in 2014-2015, it would like to proceed with another phase of boundary alterations to accommodate longer-term growth, after the relevant Concept Plans and other long-range growth plans have been completed.

Initial discussions have taken place between City and RM representatives. The municipalities have always strived to reach consensus and have a positive working relationship that dates back to 1956, when the Planning District was established. This relationship has contributed to the success of the Saskatoon region, and is used as an example for other regions throughout Saskatchewan.

As noted, in the past, the City and the RM successfully used a boundary alteration process where issues were referred to a committee of the two Councils, with the assistance of the respective Administrations.

OPTIONS TO THE RECOMMENDATION

The proposed boundary alteration could be submitted to the SMB for a decision (after submitting the required formal notice to affected parties, and advertising it publicly). This option is not recommended, as it eliminates the opportunity for the City and the RM to negotiate a mutually-acceptable proposal.

POLICY IMPLICATIONS

The proposed Boundary Alteration Committee does not have policy implications. The Committee will be reporting to the Executive Committees of the respective Councils. If the Committee is making a recommendation that would have policy implications, it will be addressed in a report at that time.

FINANCIAL IMPLICATIONS

The proposed Committee does not have financial implications. The Committee will be reporting to the Executive Committees of the respective Councils. If the Committee is making a recommendation that would have financial implications, it will be addressed in a report at that time.

PUBLIC AND/OR STAKEHOLDER INVOLVEMENT

No public or stakeholder involvement has occurred to date.

COMMUNICATION PLAN

Under *The Cities Act*, boundary alterations require stakeholder and public notification. These requirements will be addressed when the terms and conditions of the proposed boundary alterations have been negotiated.

DUE DATE FOR FOLLOW-UP AND/OR PROJECT COMPLETION

The proposed Committee is intended to report to the Executive Committees of the respective Councils by November 15, 2013.

ENVIRONMENTAL IMPLICATIONS

The proposed Committee does not have environmental implications.

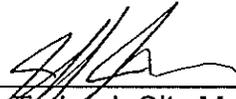
PRIVACY IMPACT

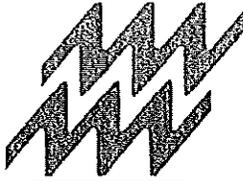
There are no privacy implications.

PUBLIC NOTICE

Written by: Laura M. Hartney, Future Growth Manager

Approved by: 
Randy Grauer, General Manager
Community Services Department
Dated: June 4, 2013

Approved by: 
Murray Potland, City Manager
Dated: June 6/2013



Meewasin Valley Authority
402 - Third Avenue South
Saskatoon, Saskatchewan
S7K3G5
Phone (306)665-6887
Fax (306)665-6117

Meewasin

April 19, 2013

Randy Grauer
General Manager
Community Services
City of Saskatoon
222 – 3rd Avenue North
Saskatoon, SK S7K 0J5

Dear Mr. Grauer;

Meewasin Valley Authority is planning to launch a fundraising campaign later this year. The W2W Trail Campaign is an ambitious undertaking with the goal of providing continuous trail linkages through the South Saskatchewan River valley, from Wanuskewin Heritage Park north of the city, through the City of Saskatoon, to Chief Whitecap Park in the south. This project includes new trails and associated amenities at both ends of the existing MVA trail network. Given the capital costs of this initiative, Meewasin is actively soliciting donors so that the project may be completed in a timely manner.

Meewasin has developed a Donor Recognition Policy for the campaign that outlines a number of tiers of donor contributions, with varying levels of recognition based on the contribution level. This policy also outlines the recognition details for each tier, which may include an 'on site' presence, donor recognition plaque, recognition on signage, or naming of amenity, and further recognition at events, in publications, with the media, and in other ways. The approach to on site donor recognition is similar to methods used by Meewasin in the past, specifically for the Weir Project and River Landing Phase 1 Riverfront.

The intent with any on site recognition is to work within the current City of Saskatoon Policy, notably Council Policy C09-028, 'Sponsorship'. For the purposes of this policy, Meewasin is functioning as a Civic Partner, providing services in conjunction with, or on behalf of the City of Saskatoon. To meet the requirements of the Policy, recognition will, as a general principle, support the goals, objectives, policies, and bylaws of the City of Saskatoon and be compatible with, complementary to, and reflect the City's values and mandate.

In support of these general principals the campaign will:

- Solicit donors that have a solid reputation within the community, and have a history of strong community support;
- Provide on site recognition that will be in good taste, durable, easy to maintain and be consistent with previous donor recognition methods and materials; and

- Integrate donor recognition effectively into site amenities and nodes while maintaining functionality, views and aesthetics.

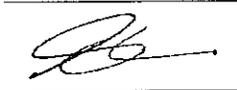
As part of the process, Meewasin will consult with and seek approval from City departments that are impacted by the project, as well as consult with and seek approval from senior administration and City Council, since we anticipate several donations exceeding \$100,000. Meewasin will attend to the construction of the trails, plazas and the installation and maintenance of the plaques and trail head signs.

Donor recognition will be focused on the following locations and as illustrated in the attached:

- Donor Plazas: Plaques (wall and in-ground) at Whiteswan Trail Junction, Diefenbaker Park and Chief Whitecap Park (south); and
- On Meewasin Trail Head Signs at various locations along the trail.

I would be happy to provide any additional information or answer any further questions.

Sincerely,

A rectangular box containing a handwritten signature in black ink. The signature is stylized and appears to read 'Lloyd Isaak'.

Lloyd Isaak
Chief Executive Officer



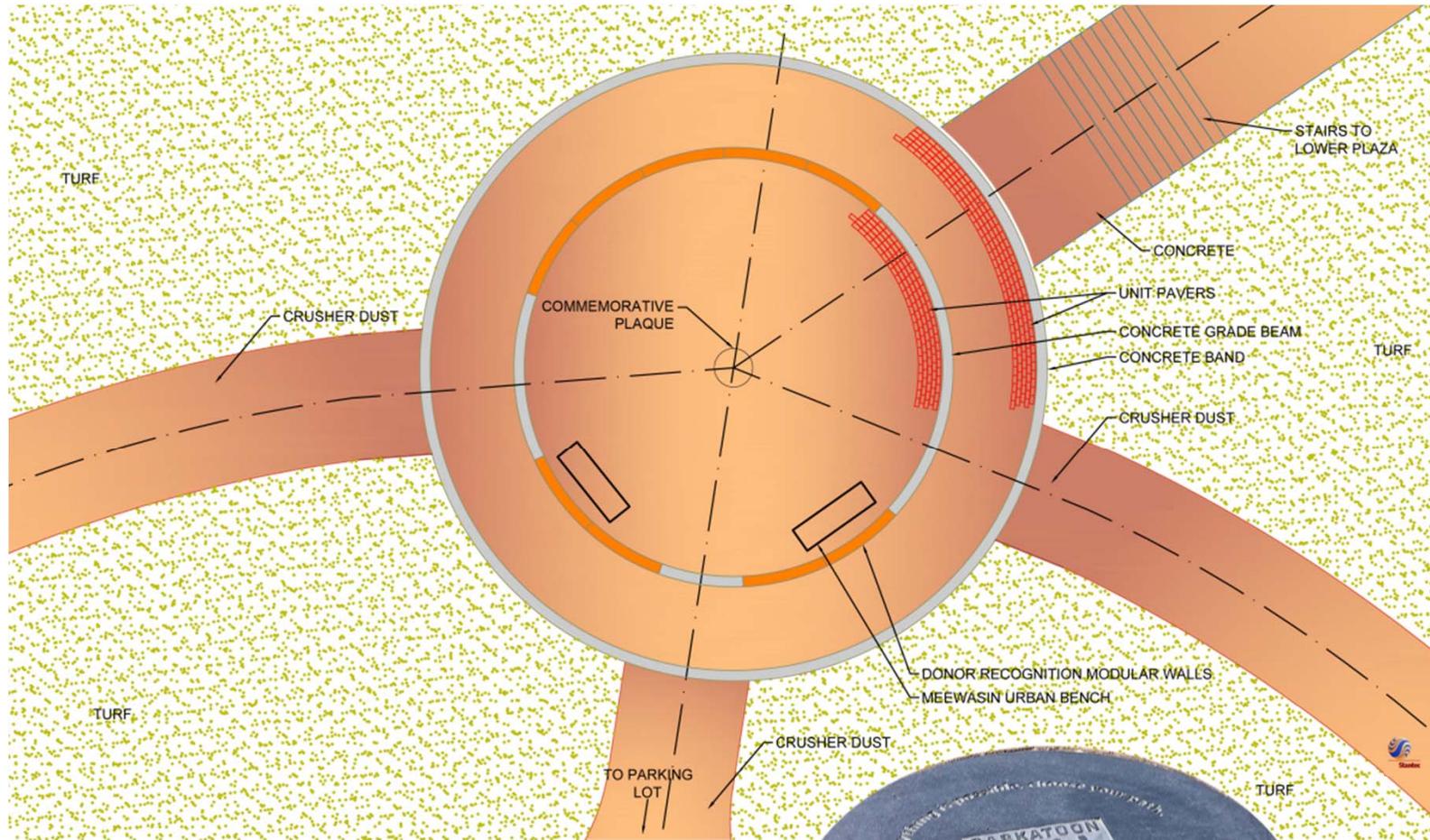
DONOR RECOGNITION PROGRAM

Wanuskewin to Whitecap Trail

With more than 60 kms of existing trail, the Meewasin Trail counts 900,000 visitors per year. Over the next couple of years Meewasin's goal is to add another 16 kms of trail, connecting Wanuskewin Heritage Park to Chief Whitecap Park. In addition, there are future plans to develop trail to Beaver Creek Conservation Area and beyond to Whitecap Dakota First Nation. This 'Destination Trail' will form part of the Trans Canada Trail System. The realization of this trail can only occur with funds raised through our W2W Campaign. The goal is to raise \$8MM with \$4MM already confirmed.

This campaign is in the planning stage and will be launched in the fall.

SAMPLE SITE

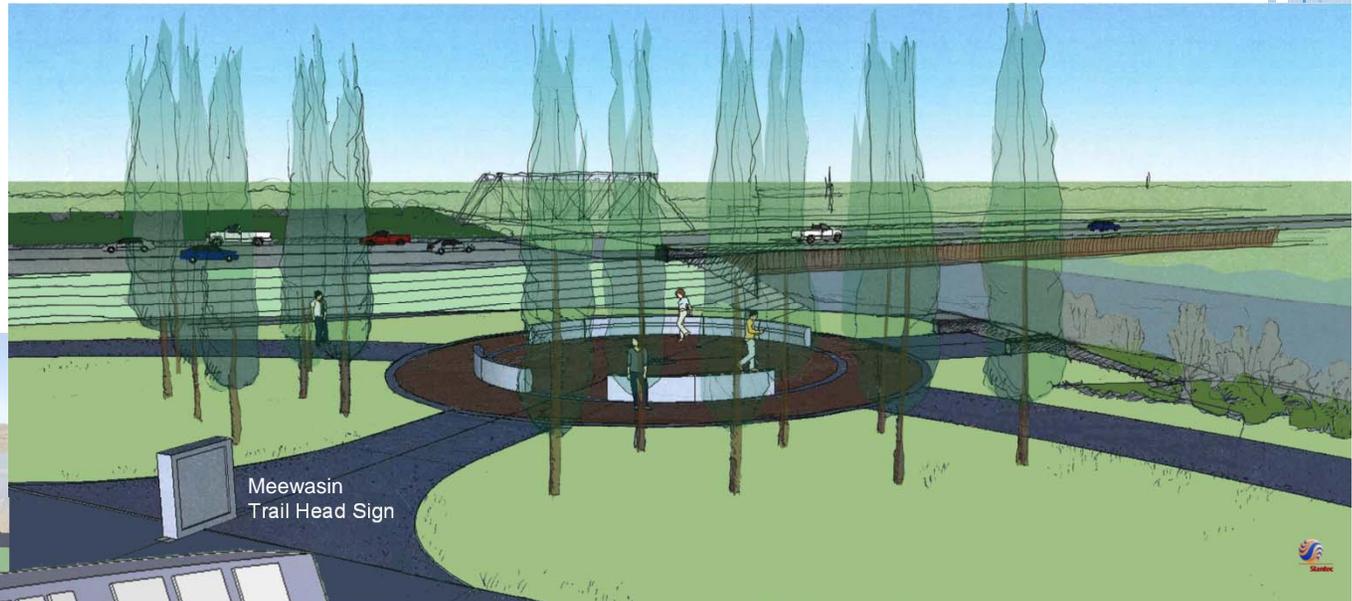


Modular Trail Plaza - Donor Recognition Site

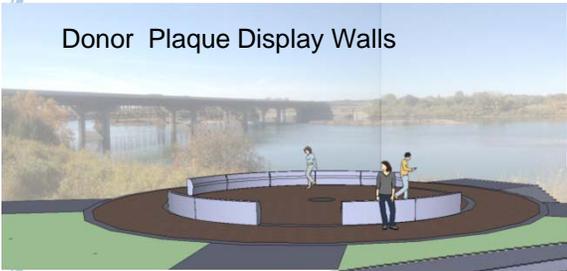


Commemorative Plaque
Centre of Trail Plaza (Sample)

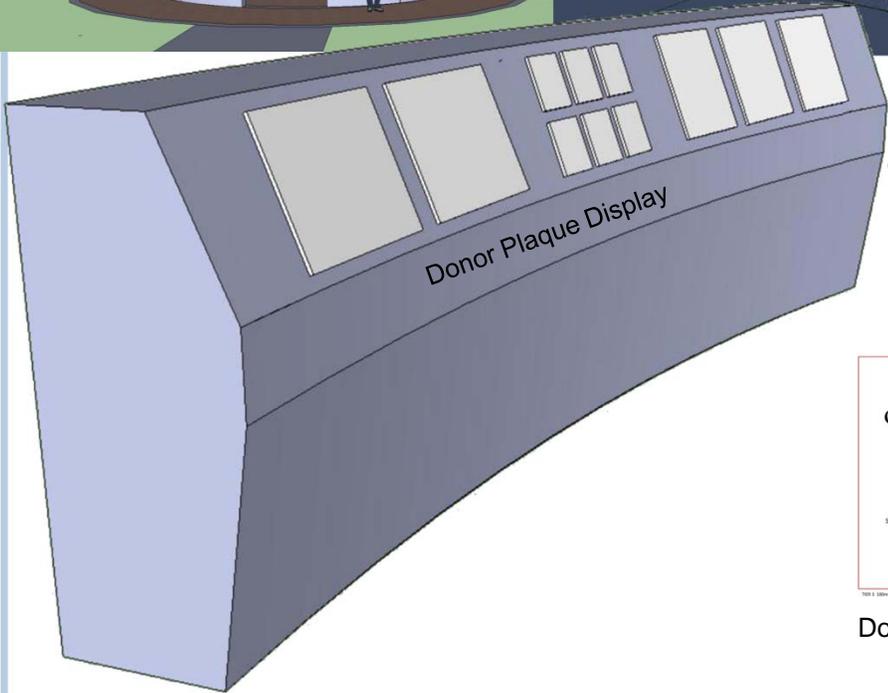
TRAIL PLAZA - DONOR RECOGNITION APPROACH



Meewasin Trail Head Sign



Donor Plaque Display Walls



Donor Plaque Display



Donor Plaques

APPROACH TO DONOR PLAQUE RECOGNITION

NOPUUAHF CORPORATION

n

Partners with Meewasin since 2018

Not necessarily larger text but more of it. Easy to Read Commemorative Text
 Sit Amet Consectetur Adipisci Velit Lorem Ipsum Aenean Eget
 Mauris Lorem Phasellus Sollicitudin Euismod Tellus. There is enough room here actually to tell a story.
 And people love stories, especially in Saskatoon.
 Or poetry + art




Meewasin 

★ TITLE / PRESENTING / TIER 1 - 180 X 300mm

NOPUUAHF CORPORATION

n

Partners with Meewasin since 2018

Easy to Read Commemorative Text
 Sit Amet Consectetur Adipisci Velit Lorem Ipsum Aenean Eget
 Mauris Lorem Phasellus Sollicitudin Euismod Tellus

Meewasin 

★ TIER 2 - 180 X 240mm

NOPUUAHF CORPORATION

n

Partners with Meewasin since 2018

Easy to Read Commemorative Text
 Sit Amet Consectetur Adipisci Velit Lorem Ipsum Aenean Eget
 Mauris Lorem Phasellus Sollicitudin Euismod Tellus

Meewasin 

TIER 3 - 180 X 180mm

n

NOPUUAHF CORPORATION

Partners with Meewasin since 2018

Easy to Read Commemorative Text
 Sit Amet Consectetur Adipisci Velit Lorem Ipsum Aenean Eget
 Mauris Lorem Phasellus Sollicitudin Euismod Tellus

Meewasin 

TIER 4 - 80 X 180mm

Gkoiuwerre and Dmnsdf Toiuefmm

February 21, 2024

Meewasin 

Friends of Meewasin 2018

Qui Dolorem Ipsum Quia Dolor Sit Amet Consectetur Adipisci Velit	Lorem Ipsum Aenean Eget Mauris Lorem Phasellus Sollicitudin Euismod Tellus
--	--

Meewasin 

TIER 7 - 80 X 180mm

NOPUUAHF CORPORATION

n

Meewasin 

TIER 5 - 80 X 80mm

Friends of Meewasin 2018

Gkoiuwerre and Dmnsdf Toiuefmm
 Isdjfh and Gvllhj Toiuefmm
 Ogijh, Sjreng, and family
 Recreational Snowshoers of Saskatoon
 Boidfh and Company, Inc.
 Yu Htopihi
 Aqrkjr Nmooh Ltd.
 Hiouu and Ikj7 Youk and family
 Javelin Associates
 Fete fransaskoise de Lawson Heights

Meewasin 

TIER 6 - 180 X 180mm

★ Title, Presenting, Tier 1 and 2 will be for gifts of more than \$100,000

OTHER ON-SITE DONOR RECOGNITION



Trail Sign - Front Face
Meewasin's existing
Trail Maps and Trail Head Signs



Trail Sign - Reverse Face
Meewasin Trail Head Signs with proposed
recognition along the Wanuskewin to Whitecap Trail



Meewasin Trail

www.meewasin.com

Wanuskewin to Whitecap

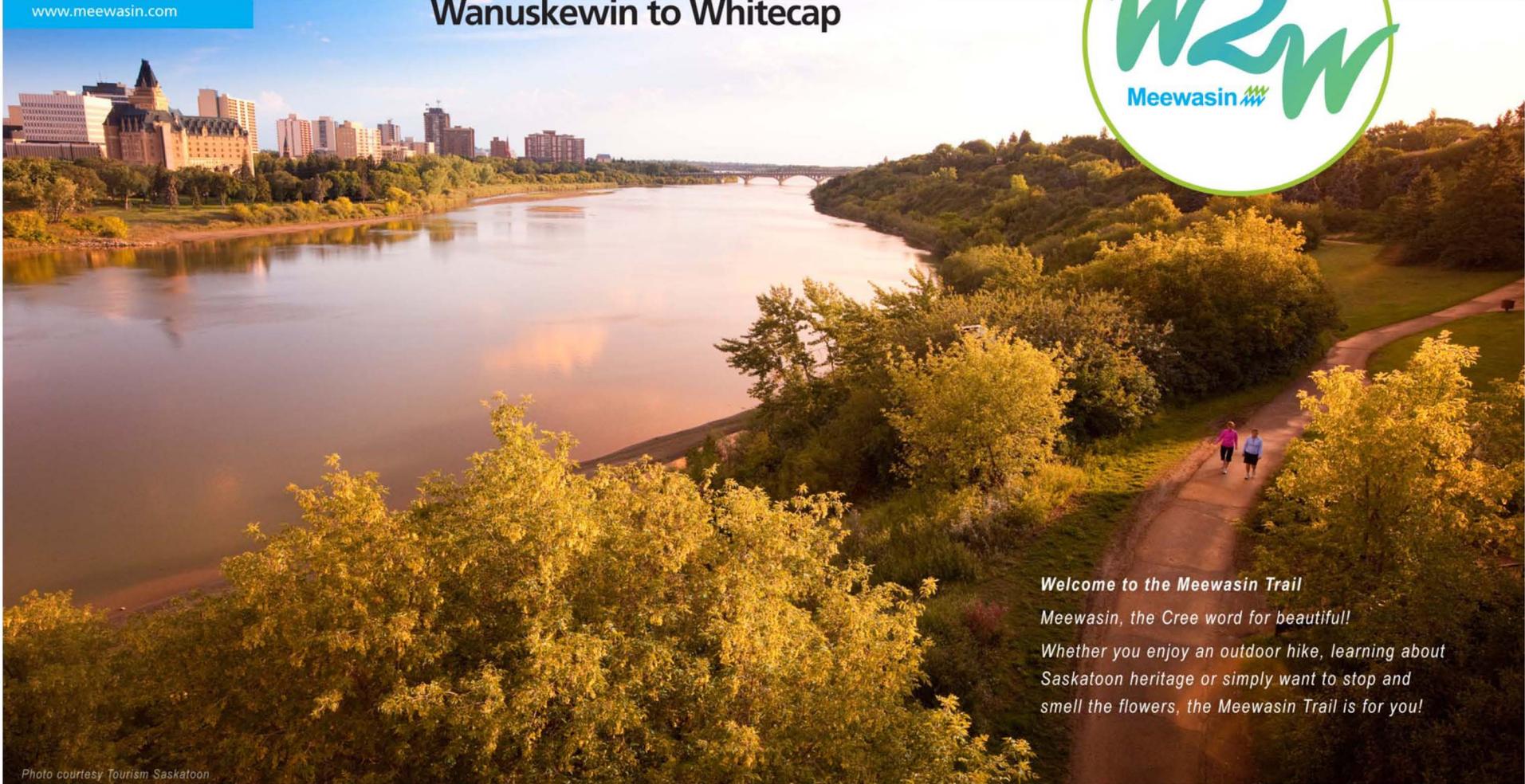


Photo courtesy Tourism Saskatoon

Welcome to the Meewasin Trail

Meewasin, the Cree word for beautiful!

Whether you enjoy an outdoor hike, learning about Saskatoon heritage or simply want to stop and smell the flowers, the Meewasin Trail is for you!

The Meewasin Trail counts **900,000 visitors** per year – 88% of Saskatoon think Meewasin contributes to the **quality of life**
– 84% of Saskatoon think Meewasin is a **good investment**



COMMUNICATIONS TO COUNCIL

MEETING OF CITY COUNCIL – MONDAY, JUNE 24, 2013

A. REQUESTS TO SPEAK TO COUNCIL

1) Keaton Schmidt, dated May 26

Requesting permission to address City Council with respect to shark fins.
(File No. CK. 151-)

RECOMMENDATION: that Keaton Schmidt, or designate, be heard.

2) Dennis Page, dated June 5

Requesting permission for Brian Hnatiw to address City Council with respect to combative sports. (File No. CK. 175-24)

RECOMMENDATION: that Brian Hnatiw be heard.

3) D. Ian Hardie, dated June 15

Requesting permission to address City Council with respect to audio and visual at City Council meetings. (File No. CK. 255-1)

RECOMMENDATION: that D. Ian Hardie be heard.

B. ITEMS WHICH REQUIRE THE DIRECTION OF CITY COUNCIL

1) Lorne Mysko, Past President – TCU Place, dated May 31

Submitting Annual Disclosure Report for TCU Place for 2012. (File No. CK. 175-28)

RECOMMENDATION: that the information be received.

**2) Kathy Rintoul, Executive Director, Ministry of Government Relations
Two letters, dated June 3**

Providing information on grant payments to municipalities. (File No. CK. 1860-1)

RECOMMENDATION: that the letters be referred to the administration for further handling.

3) Dawn Rain, dated June 6

Requesting permission for an extension of the time amplified sound can be heard, under the Noise Bylaw, from 8:00 a.m. to 1:00 p.m. on August 25, 2013, for 2nd Annual Fun Run/Walk beginning at Diefenbaker Park. (File No. CK. 185-9)

RECOMMENDATION: that the request for an extension of the time amplified sound can be heard, under the Noise Bylaw, from 8:00 a.m. to 1:00 p.m. on August 25, 2013, for 2nd Annual Fun Run/Walk beginning at Diefenbaker Park be approved subject to any administrative conditions.

**4) Janet Bennett, Canadian Association of Veterans in United Nations
Peacekeeping dated June 7**

Requesting permission for use of Civic Square and to hold a flag raising on August 9, 2013, to commemorate Peacekeepers who have given their lives for our country in the name of peace. (File No. CK. 205-1)

RECOMMENDATION: that the request for use of Civic Square and to hold a flag raising on August 9, 2013, to commemorate Peacekeepers who have given their lives for our country in the name of peace be granted subject to any administrative conditions.

Items Which Require the Direction of City Council
Monday, June 24, 2013
Page 2

5) H. John Wojcicki, Trans Canada Yellowhead Highway Association
dated June 10

Commenting on Councillor Jeffries' participation in the 67th Annual Conference. (File No. CK. 155-5)

RECOMMENDATION: that the information be received.

6) Sandra Finley, dated June 11

Commenting on fluoride. (File No. CK. 7920-1)

RECOMMENDATION: that the information be received.

7) Carmen Bell, Race Director, Subaru Saskatoon Triathlon, dated June 11

Requesting an extension to the time where amplified sound can be heard, under the Noise Bylaw, from 9:00 a.m. to 2:00 p.m. on June 29, 2013, at River Landing, for the Subaru Saskatoon Triathlon. (File No. CK. 185-9)

RECOMMENDATION: that the request for an extension to the time where amplified sound can be heard, under the Noise Bylaw, from 9:00 a.m. to 2:00 p.m. on June 29, 2013, at River Landing, for the Subaru Saskatoon Triathlon be granted subject to any administrative conditions.

8) Joan Hugg, Ministry Coordinator, Rock of Ages Church, dated June 13

Requesting an extension to the time where amplified sound can be heard, under the Noise Bylaw, from 9:30 a.m. to 12 Noon at Lakeview Park, on July 14 and August 18, 2013, for Church in the Park event. (File No. CK. 185-9)

RECOMMENDATION: that the request for an extension to the time where amplified sound can be heard, under the Noise Bylaw, from 9:30 a.m. to 12 Noon at Lakeview Park, on July 14 and August 18, 2013, for Church in the Park event be granted subject to any administrative conditions.

Items Which Require the Direction of City Council
Monday, June 24, 2013
Page 3

9) Lynn Filgate, dated June 18, 2013

Commenting on a parking ticket received. (File No. CK. 6120-3)

RECOMMENDATION: that the information be received.

10) Robert MacGillivray, dated June 19, 2013

Requesting an extension to the time where amplified sound can be heard, under the Noise Bylaw, on Sunday, August 4, 2013, from 6 p.m. to 10 p.m. for Rib Fest event. (File No. CK. 185-9)

RECOMMENDATION: that the request for an extension to the time where amplified sound can be heard, under the Noise Bylaw, on Sunday, August 4, 2013, from 6 p.m. to 10 p.m. for Rib Fest event be granted subject to any administrative conditions.

11) Shellie Bryant, Secretary, Development Appeals Board, dated June 10

Advising of Hearing of the Development Appeals Board, regarding the property located at 1918 20th Street West. (File No. CK. 4352-1)

RECOMMENDATION: that the information be received.

C. ITEMS WHICH HAVE BEEN REFERRED FOR APPROPRIATE ACTION

1) David Kirton, dated June 5

Commenting on southwest off-leash dog park. (File No. CK. 4205-1) (Referred to administration for further handling and to respond to the writer.)

2) Doreen Wilson, dated June 6

Commenting on dandelions. (File No. CK. 4200-2) (Referred to administration for any appropriate action and to respond to the writer.)

3) Jamie Kucheran, dated June 6

Commenting on recycling. (File No. CK. 7830-5) (Referred to administration for any appropriate action and to respond to the writer.)

4) Mark Fachada, SIAST Kelsey Campus, dated June 10

Providing Letter of Reference for Precise ParkLink (West) Ltd. (File No. CK. 6120-3) (Referred to administration for information and inclusion in the file.)

5) Shelley Pillipow, dated June 11

Commenting on outdoor fire pits. (File No. CK. 2500-6) (Referred to administration for any appropriate action and to respond to the writer.)

6) Margi Corbett, dated June 11

Commenting on proposed shifting of tax ratio. (File No. CK. 1920-1) (Referred to administration for consideration and inclusion in the file to be brought forward October 21, 2013.)

7) Ed Koberinski, dated June 11

Commenting on street sweeping. (File No. CK. 6315-3) (Referred to administration for any appropriate action and to respond to the writer.)

Items Which Have Been Referred for Appropriate Action
Monday, June 24, 2013
Page 2

8) Donna Jamieson, dated June 12

Commenting on street sweeping. (File No. CK. 6315-3) (Referred to administration for any appropriate action and to respond to the writer.)

9) Eleny Lazarowich, dated June 12

Commenting on potholes. (File No. CK. 6315-1) (Referred to administration for any appropriate action and to respond to the writer.)

10) Michael Layton, dated June 13

Commenting on the intersection of Marquis Road/Highway 16/Beam Road.
(File No. CK. 6000-1) (Referred to administration to respond to the writer.)

11) Chalee Newman, dated June 17

Commenting on potholes causing damage to vehicle. (File No. CK. 6315-1) (Referred to administration for further handling and to respond to the writer.)

12) Clayton Symynuk, dated June 17

Commenting on potholes on Cascade Street. (File No. CK. 6315-1) (Referred to administration for further handling and to respond to the writer.)

13) Deb Cheesbrough, dated June 14

Commenting on transit route changes. (File No. CK. 7310-1) (Referred to administration to respond to the writer.)

14) Roman Todos, dated June 15

Commenting on transit route changes. (File No. CK. 7310-1) (Referred to administration to respond to the writer.)

Items Which Have Been Referred for Appropriate Action
Monday, June 24, 2013
Page 3

15) Carol Gronsdal, dated June 18

Commenting on bus service downtown. (File Nos. CK. 6120-5 and 7310-1) **(Referred to administration for any appropriate action and to respond to the writer.)**

16) Darryl Heskin, dated June 18

Commenting on potholes. (File No. CK. 6315-1) **(Referred to administration for any appropriate action and to respond to the writer.)**

RECOMMENDATION: that the information be received.

D. PROCLAMATIONS

- 1) **Denise Amyot and Sandra Corbell, Canada Science and Technology Museums Corporation, dated May 17**

Requesting City Council proclaim October 18 to 27, 2013 as National Science and Technology Week. (File No. CK. 205-5)

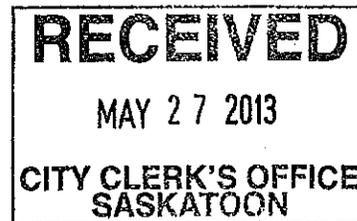
- 2) **Amy Lackie, Shinerama Coordinator, dated June 13**

Requesting City Council proclaim September 12, 2013 as Shinerama Day.
(File No. CK. 205-5)

- RECOMMENDATION:**
- 1) that City Council approve the proclamations as set out in Section D; and
 - 2) that the City Clerk be authorized to sign the proclamations, in the standard form, on behalf of City Council.

1513
AI

From: CityCouncilWebForm
Sent: Sunday, May 26, 2013 3:34 PM
To: City Council
Subject: Write a Letter to City Council



TO HIS WORSHIP THE MAYOR AND MEMBERS OF CITY COUNCIL

FROM:

Keaton Schmidt
2813 Louise Street
Saskatoon , Saskatchewan
S7J 3L2

EMAIL ADDRESS:

keaton.schmidt@gmail.com

COMMENTS:

I am part of a group who would like to encourage Saskatoon City Council to consider implementing a ban on the sale, consumption, and possession of shark fins within Saskatoon.

18 municipalities in Canada have banned shark fins. Like Saskatoon, many had very small markets for shark fins before instituting bans (some with no known shark fin market). A shark fin ban in Saskatoon would be a hugely symbolic gesture in support of shark conservation, as Saskatoon would be one of the largest Canadian municipalities to ban shark fins and among the first from the Prairies.

Shark populations worldwide are declining at unsustainable rates, largely due to the shark fin industry. As apex predators, sharks are vital to the ocean ecosystem, which is vital to all life on Earth. The shark fin industry is also notoriously inhumane, as animals routinely have their fins removed while conscious and aware and are unceremoniously tossed back into the ocean to drown or be eaten alive.

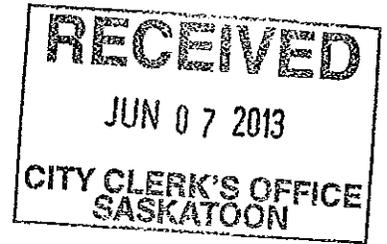
Were Saskatoon to ban shark fins, it would become a nation-wide leader in animal welfare and wildlife conservation and would keep pressure on the federal government to take action on this important issue.

I have approximately 485 signatures collected from concerned citizens calling on Saskatoon City Council to ban shark fins which I would be happy to present to the council. I also have a small group of students willing to present to council on the importance of a shark fin ban.

Thank you for your consideration. For any questions or more information, I can be contacted at keaton.schmidt@gmail.com.

175-24
A2

June 5th, 2013



His Worship the Mayor and Members of City Council
c/o City Clerk's Office, City Hall
Saskatoon, SK S7K 0J5

To Whom It May Concern,

We are requesting to speak to City Council on the topic of bringing in a travelling combat sports' commission to be able to put on a series of 8 boxing and mma events. We would like to start with the first date in September of 2013. We will be having Bryan Hnatiw present this request.

Thank You,

A handwritten signature in cursive script that reads "Dennis Page".

Dennis Page

Choose the contract option of hiring an experienced combative sports commission to regulate the hand full of events and potential new events that wish to promote within the municipality.

Benefits to the municipality for having this option to undertake this responsibility for the municipality:

In the case of the Central Combative Sports Commission, the collective years of experience each member brings to this team is unmatched anywhere in the Province and the Country. It is resourced with members whose knowledge base is extensive in administering and regulating combative sports. They have run hundreds of successful events, without incident, and have a proven track record as individuals and collectively in the industry.

There is no down time for training and no concern the members will become rusty as they work with other commissions and regulatory bodies when not working in this municipality which keeps their knowledge base current and relevant to the industry.

The commission is well-organized, self-sufficient regulatory body that does not need support from others for training, guidance, administrative support, etc.

Some members have been actively involved in drafting much of the legislation used within the Unified Rules for Mixed Martial Arts, training and other various administrative capacities and currently sit on one or more committees of the Association of Boxing Commissions – the US government recognized regulatory association for all Commission in the US and which several Canadian commissions hold associate membership.

The commission has an established professional working relationship with local promoters and those from across both the Province and the Country that has created a level of confidence from the promoters that their events will be well managed from a regulatory component. There is a developed trust level in the expertise of the Commission members.

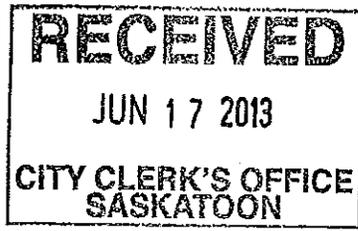
In this model, it would be up to the municipality as to whether they wished to cover this group in a mill rate supported contract or whether it would be the responsibility of the contracted Commission to cost in their travel expenses.

I see this option as a win-win for a municipality hosting **limited** events, the promoter and the fighter as risk liability is highly supported in this model.

As a final note, I have worked as a consultant in the past for the Central Combative Sports Commission and the Medicine Hat Commission and just recently have accepted an appointment to also sit on the Central Combative Sports Commission. I am contacted on a regular basis by individuals from within the Province and across the country wanting information or insight into commission operations. I recently provided extensive training to the BC government officials tasked with establishing a provincial commission as they shadowed the Commission while overseeing the recent UFC event in Calgary.

I have known the members of the Central Combative Sports Commission for many years. In fact, the Calgary Combative Sports Commission regularly contracts with one of the members to work at our events as a Ring General, including the recent UFC event held in Calgary this past July.

255-1
A3



SAT.15TH.2013

CITY CLERK
CITY CLERKS OFFICE
SASKATOON SK S7K 015

RE- REQUEST TO ADDRESS COUNCIL

DEAR MADAM *Mayor and Members of City Council*

I REQUEST PERMISSION TO SPEAK TO COUNCIL AT THE NEXT MEETING, AFTER
JUNE ^{24th} 18TH 2013, THE TOPICS ARE AS FOLLOWS.

- LIGHTING IN THE COUNCIL CHAMBERS
- POWER POINT PROJECTOR
- SOUND SYSTEM
- IDENTIFING WHO IS SPEAKING

LIGHTING IN THE CHAMBER IS GOOD, HOWEVER WHEN THE POWER POINT PROJECTOR IS BEING USED AND IS NOT FOCUSED, IT IS DIFFICULT TO FOLLOW THE PRESENTATIONS. IS IT POSSIBLE TO DIM THE LIGHTS, OR AT LEAST HAVE SOME OF THEM SHUT OFF PLEASE?

THE SOUND SYSTEM IS A HIGH QUALITY SUROUND SOUND SYSTEM. HOWEVER IT IS DIFFICULT TO DETERMINE WHO IS TALKING AS THE SOUND IS NON DIRECTIONAL. AND DOES NOT INDICATE WHO IS SPEAKING. IT IS EASY TO HEAR THE SPEAKER FROM THE PUBLIC PODIUM. HOWEVER THE MEMBERS OF COUNCIL AND ADMINISTRATION IN THE CENTER PORTION OF THE COUNCIL CHAMBERS HAVE THEIR BACKS TO THE PUBLIC, MAKING IT HARD TO DETERMINE WHICH SPOKESMAN IS TALKING.

IS IT POSSIBLE TO HAVE SOME INDICATOR TO LET THE PEOPLE IN THE GALLERY KNOW WHO IS SPEAKING? A POLE WITH A LIGHT AND NUMBER, OR SOME SIMPLE BOX WITH A LIGHT AND NUMBERS THAT THE SPEAKER ACTIVATES, TO INDICATE THE WARD THEY REPRESENT

YOURS TRULY

D. Ian Hardie
D.IAN HARDIE

123 BROWN CRESENT
SASKATOON. SK.S7J 2R9

DIH.

175-28 (B1)

TCU
PLACE
.....
SASKATOON'S
ARTS & CONVENTION
CENTRE

RECEIVED
JUN 06 2013
CITY CLERK'S OFFICE
SASKATOON

Ms. Joanne Sproule
City Clerk's Office
City of Saskatoon
222 – 3rd Avenue North
Saskatoon, SK
S7K 0J5

May 31st 2013

Dear Joanne,

In accordance with Article 2.6 of the Board Governance Manual and the City Council Disclosure requirements, please find attached the Annual Disclosure Report for TCU Place for the year ending December 31st 2012. The intent of this report is to provide the City of Saskatoon a synopsis of the salient information on the operation of TCU Place during 2012.

I trust the enclosed meets your administrative need. Should you require further information or clarification, please do not hesitate to contact me directly.

Regards



Lorne Mysko
Past President – TCU Place

BK/PK
Attachment

**Annual Disclosure Report
From
Saskatoon Centennial Auditorium and Convention Center
Year Ending December 31st 2012**

1. Introduction

This report is being prepared in accordance with Article 5.6 of The Board Governance Manual; City Council Disclosure Requirements, and is intended to provide the City of Saskatoon with salient information regarding the operation of TCU Place during 2012.

2. Board of Directors

a. Membership As at December 31st 2012

Lorne Mysko – President*
Peggie Koenig – Vice President*
Paul Jaspar – Treasurer*
Kirk Cherry – Secretary*
Don Ravis – Past President*
Jill Reid – Director
Don Atchison – Mayor
Murray Totland – City Manager
Tiffany Paulsen – Councillor
Jo Custead - Director
Deborah Fortosky - Director

* Member, Executive Committee

b. Mandate

The Board is accountable to City Council and its mandate is to:

- provide stewardship of TCU Place on behalf of the City of Saskatoon
- to supervise and evaluate the management of the Auditorium's business and affairs
- to maintain the corporation's financial strength
- to oversee the Auditorium's strategic direction
- to oversee its organizational structure and the succession planning of senior management

The Board's key responsibilities are:

- Strategic Planning
- Risk Assessment/Management
- Internal Controls
- Management & Evaluation
- Stakeholder Strategies/Communications

The Board carries out its mandate through the Chief Executive Officer (CEO) using the following directives:

- Approving Board Policies
- Conducting an annual review of the Corporation's strategic plan
- Conducting an annual performance review of the CEO
- Approving the annual budget
- Monitoring the Organization's financial performance

c. Governance Structure, Policies and Practices

During the 2012 fiscal year, the Board used five Board Committees and four Working Groups to assist in fulfilling its mandate. The Paul Peters Memorial Bursary Committee was terminated in 2012 with all funds (circa \$9K) handed back to the Peters Family for future administration.

○ **Board Committees**

○ **Executive Committee**

This is an advisory committee appointed by and accountable to the Board. It acts on important issues, if and when required between regular meetings.

○ **Audit & Finance Committee**

The committee is appointed by the Board and is responsible for the policies and practices relating to internal controls and financial reporting. During the year, the Audit Committee reviewed both the monthly and audited financial statements with management and the external auditors. Based on these discussions, the Audit Committee agreed that the company's financial statements were fairly presented and conformed to Generally Accepted Accounting Principles. TCU Place also used Garman and Associates to review the payroll system.

○ **Nomination Committee**

The Nominating Committee, chaired by the Past President, presented a slate of officers to the Board at the Annual General Meeting.

○ **Chief Executive Officer Performance Evaluation Committee**

The committee consisting of four members was appointed by the Board to complete the annual performance review of the Chief Executive Officer. A 360 degree evaluation tool was used.

○ **Governance Committee**

This committee consisted of four Board members and considered updates to the Governance Manual with respect to reporting procedures for the City of Saskatoon. A strong emphasis was placed

on the governance of the Corporation to the point of moving this mandate from a Working Group to a Committee in 2012.

- **Board Working Groups**

- **TCU Place Futures Working Group - Co Chairs – Don Ravis and Bob Korol**

The Committee met with Mr.(s) Randy Grauer and Rick Howse from the Planning Department to guide discussions relating to the many potential changes that will be occurring around the TCU Place property. Changes in transportation corridors, potential new private development in our neighbourhood and the new hotel across the street will all impact on our future planning and operation.

The enhancement of the TCU experience remains high on the Futures Committee agenda with such initiatives as opening the existing link to Midtown Plaza and establishing a specialty coffee shop.

Upgrades to both the Theatre and Centennial Hall began in 2012 with work on the lower level continuing into 2013. Funding has been allocated by Infrastructure Services.

- **Board Self Evaluation Working Group - Chair – Kirk Cherry**

The working group administered a survey that was completed by all Board members. The comments from this process were positive.

- **Strategic Planning - Chair - Lorne Mysko**

The Board participated in a one day strategic planning event with Lisa Thibodeau acting as facilitator. Our discussions focused on TCU's strategic direction in the context of City of Saskatoon's new Cultural Plan and the City's wider Strategic Plan. It resulted in new core values and revisions to our strategic plan.

3. Senior Management

a. Management Team

Bob Korol – Chief Executive Officer

Pam Kilgour - Director of Finance

Rhonda Chelack – Director of Events

Donna Melnychuk - Director of Sales

Tammy Watt – Director of Operations

b. Departments (See Organization Chart – Appendix A)

○ **SALES**

The department consists of CEO, Director of Sales, Sales Manager, three Sales Coordinators, Communications Clerk and a Sales Clerk. This department is responsible for booking Theatre Events – Ballet/Dance, Concerts, Family Shows, Live Theatre, Movies/Film, and the Symphony, and Non Theatre Events – Banquets, Cabarets, Conventions, Graduations, Meetings, Trade Shows, Weddings, Self-Created Events, and Outside Events.

○ **EVENTS**

The events department consists of Director of Events and three Events Coordinators. The Events Department is responsible coordinating the details of booked events from start to finish including catering, AV, room setup and any other services required to stage the event.

○ **THEATRE**

The Theatre department consists of Stage Carpenter, Audio Technician, Lighting Technician and IATSE crews. This department is responsible for setting up and restoring the Stage for theatre events, and lighting and sound production.

○ **BOX OFFICE**

This department consists of a Box Office Supervisor, Client Services Sales Coordinator, Client Services Technician and Client Services attendants. This department is responsible for providing customer service and ticket sales utilizing TCU's new Audience View system.

○ **GUEST SERVICES/INVENTORY**

Guest Services: This department consists of Theatre Sales Manager, Event Captains, Head Hostess and Guest Services Attendants. This department is responsible for providing Bartender, Greeter, Coat Check and Ticket Taker services to guests.

Inventory: This department consists of Inventory Control Clerk and Inventory Control Clerk Assistant. This department is responsible for the inventory of liquor and bar services.

○ **TECHNICAL SERVICES**

This department consists of Technical Services Manager and Facility Technicians. Responsibility includes Audio Visual, lighting and technical requirements for events.

- **SECURITY SERVICES**
This department consists of the Security Services Supervisor and Stage Door Attendants. This service is responsible for security at events and stage door, shipping and receiving.
- **EVENT SERVICES**
This department consists of an Event Services Supervisor, Lead Event Attendants, and Event Attendants. Responsibility includes building cleaning and the setup of rooms for events.
- **BUILDING OPERATIONS**
This department consists of a Resident Building Operator and Building Operators. This department is responsible for building operations 24 hours per day 7 days per week - maintenance of building and equipment and building temperature control.
- **ADMINISTRATION**
This department consists of CEO, Director of Finance, Director of Operations, Accounting Clerks and a Receptionist. Responsibilities include the management, financial management and all office and computer systems maintained and operating for TCU Place. This area also produces financial and operational reports for/to staff and stakeholders, identify strengths and weaknesses in the operations, and maintain its assets and operations. It also implements the strategic plan and represents TCU Place as a key venue to the community and its members. This department ensures that TCU Place grows to its full potential in the direction identified by the Board.

4. Key Performance Indicators

Management has developed key indicators to measure the performance of the Corporation. Examples include the number of, attendance and the contribution from each type of event. The Audit and Finance Committee receives and reviews monthly financial statements that show the Corporation's budgeted and actual contribution for the current month, Balance Sheet as well as year to date and presents them to the Board. Also received is a monthly aged trial balance of all accounts receivable together with a report on collection initiatives.

5. Risk Management

The Audit & Finance Committee completed an annual review of our risk management matrix with numerous revisions approved by the Board. This process will continue to be reviewed on an annual basis.

6. Financial Performance and Market Conditions

- The nature of TCU's business goes in cycles and this past twelve months has been a banner year (Annual Surplus - \$1.7M) in our overall performance and financial picture. Credit goes to our Board, our CEO Mr. Bob Korol and his leadership team for increasing revenues and controlling overhead costs.
- TCU Place continues to see increased competition from facilities such as Prairieland Park, the Dakota Dunes Casino and Credit Union Center. TCU Place has benefited from other changes including an increased demand for more choice in entertainment, a growing population and the request for fine dining options in an upscale environment.

7. Piano

- 2012 saw the purchase of a new Steinway Grand Piano, two new upright pianos and the refurbishment of the 1967 Steinway Grand Piano. All this due to the philanthropy of Mr. & Mrs. Jim Yuel, who kindly donated \$250K to our cause. In honor of this contribution, TCU Place has erected a Bronze Plaque of the Yuel's and renamed the Green Room to the Jim & Lisa Yuel Green Room.

8. Infrastructure

- Fire suppression work has begun in the building with the first phase of the project complete at the time of writing. Subsequent phases have been tendered and a successful bidder is now in place. Total cost of the first phase was \$1.8M with TCU Place contributing \$400K to the funding of the project.

9. Naming Rights

- Negotiation for the continued naming rights of the Centennial Auditorium began in 2012 with an anticipated new ten year contract to be completed in 2013. The new agreement would see the existing partnership between the Centennial Auditorium and TCU Financial Group extend to 2026 with revenues of \$2.1M.

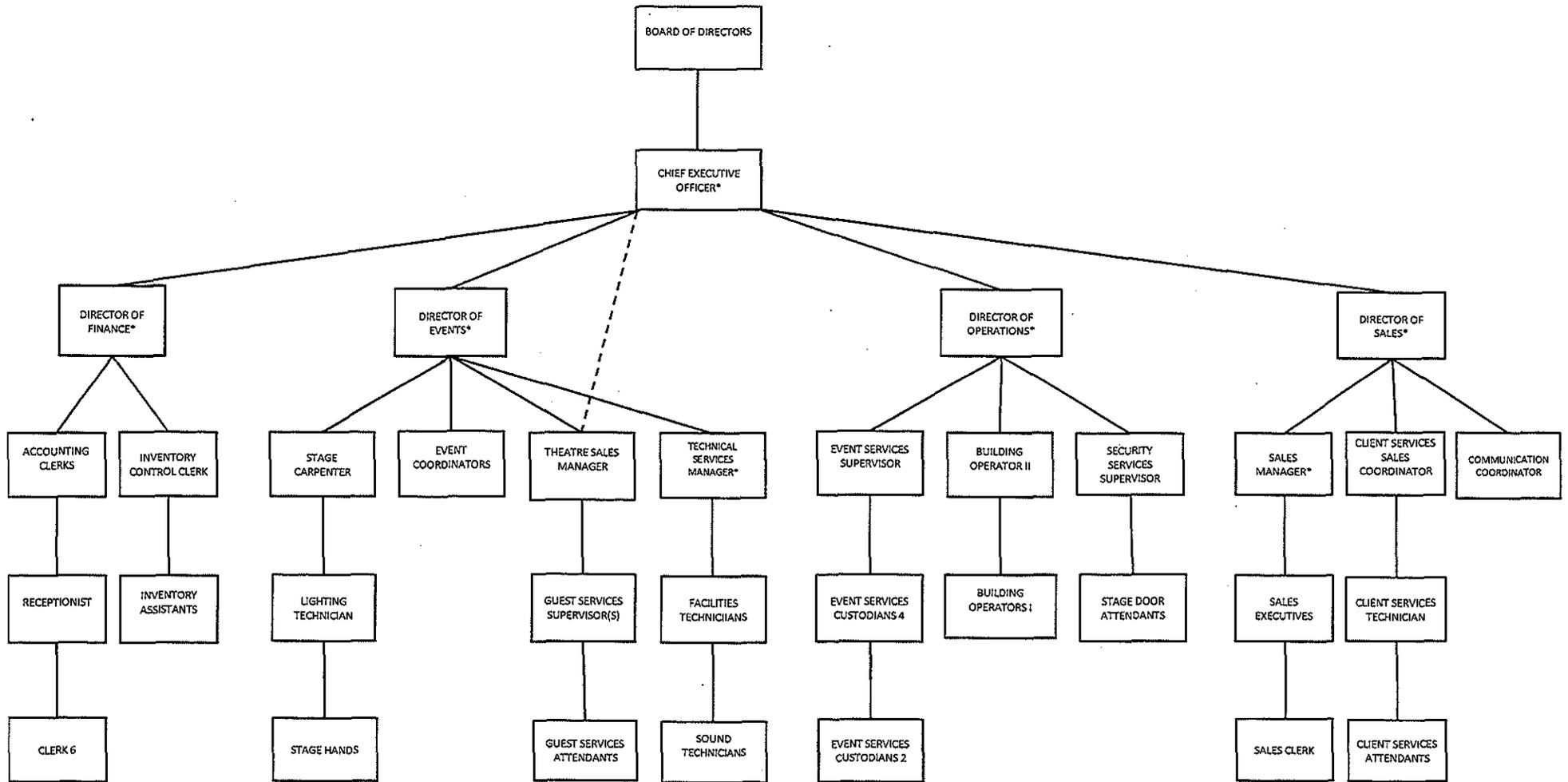
10. Tim Horton's Coffee Shop

- 2012 also saw the extension of the existing catering contract with Eurest Dining to include the operation of a Tim Horton's franchise just off of our lobby area. The anticipated opening date of the coffee shop is scheduled for October of 2013.

11. Jersey Boys

- The Sid Buckwold Theatre hosted a wide variety of entertainment in 2012 with the highlight being Jersey Boys, a DanCap Production. The musical, based out of New York, saw the citizens of Saskatoon treated to three weeks of one of the finest Broadway Musicals. Net revenues to TCU Place for this event were \$250K.

TCU Place Organizational Chart



* DENOTES OUT OF SCOPE

JANUARY 2013



Ministry of
Government
Relations

Municipal Infrastructure
and Finance

1860-1
Saskatchewan

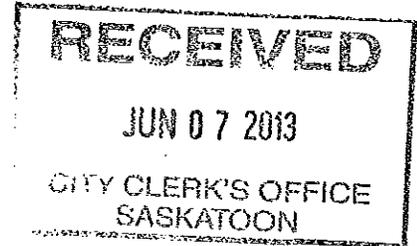
410 - 1855 Victoria Avenue
REGINA SK S4P 3T2

Phone: (306) 787-8887
Fax: (306) 787-3641

Ba)

June 3, 2013

Janice Mann, Clerk
City of Saskatoon
222 - 3rd Ave. N.
SASKATOON SK S7K 0J5



Dear Janice Mann:

In 2013-14, the provincial government has committed to provide \$170.0 million in unconditional revenue sharing to urban municipalities. Of the \$170.0 million, \$126.8 million will be allocated to the cities.

The 2013-14 revenue sharing grant for your municipality is **\$47,254,161**. The distribution formula will provide \$212.68 per capita to each city based on 2011 census populations.

Grant payments to the cities will be made in eight equal installments. Payments will be made on the 15th day of the month, with the eighth and final payment made on December 31, 2013.

Should you have any questions regarding your revenue sharing grant, please contact Sheri Gabel, Program and Policy Advisor, at (306) 787-3619 or e-mail at sheri.gabel@gov.sk.ca.

Sincerely,

Kathy Rintoul, CMA
Executive Director

cc: Laurent Mougeot, Chief Executive Officer, SUMA

1860-1

Saskatchewan



Ministry of
Government Relations

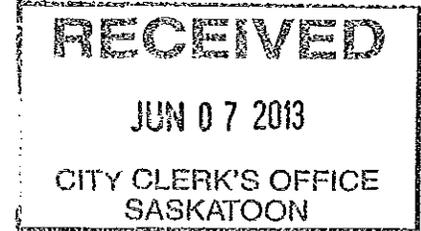
Municipal Infrastructure
and Finance

410 - 1855 Victoria Avenue
REGINA SK S4P 3T2

Phone: (306) 787-8887
Fax: (306) 787-3641

June 3, 2013

Janice Mann, Clerk
City of Saskatoon
222 - 3rd Ave. N.
SASKATOON SK S7K 0J5



Dear Janice Mann:

As part of its 1998-99 Budget, the Provincial Government announced that it would begin payment of Grants-in-Lieu (GIL) for properties owned or managed by the Ministry of Central Services.

The total 2013-14 GIL of Taxes for the City of Saskatoon is **\$1,230,804**. Please be advised that a payment is made for each eligible property; municipalities do not receive one lump sum payment.

Payments are based on actual tax notices provided to Central Services for the previous calendar year (i.e. 2013-14 GIL payments are for 2012 tax notices). GIL is a grant based on tax notices, not an actual payment of taxes. Since the payments are grants, the government is not in arrears on taxes at any time.

Payments for each property are rounded to the nearest dollar to accommodate our database system and are expected to be made by the end of June 2013, subject to Cabinet approval.

Should you have any questions regarding your 2013-14 GIL grant, please contact Sheri Gabel, Program and Policy Advisor, at (306) 787-3619 or e-mail at sheri.gabel@gov.sk.ca.

Sincerely,

Kathy Rintoul, CMA
Executive Director

B3)
185-9

From: CityCouncilWebForm
Sent: June 06, 2013 11:26 AM
To: City Council
Subject: Write a Letter to City Council



TO HIS WORSHIP THE MAYOR AND MEMBERS OF CITY COUNCIL

FROM:

Dawn Rain
4th Floor, 715 Queen Street
Saskatoon, Saskatchewan
S7K 4X4

EMAIL ADDRESS:

dawn.rain@saskatoonhealthregion.ca

COMMENTS:

My name is Dawn Rain and I am an addiction counselor within the Saskatoon Health Region. The area I work in specifically is Mental Health and Addiction Services. We have established a committee to raise the idea of health and wellness for staff and consumers of mental health and addictions. We have come up with the idea of a Mental Health and Addiction Fun Run and this will be our second year running this health promotion event. The event is for staff of mental health and addiction services, as well as, consumers. We spend a great deal of time developing a training program, providing information on nutrition and educating people regarding the benefits of healthy living on mental health and addictions.

Our 2nd Annual Fun Run/Walk will be held this year on August 25, 2013 at 8:30am for the half marathon and 9 am for the 2km, 5km and the 10km. Our route begins and ends at Deifenbaker Park, which is where we are planning to have some form of entertainment. We have not presently secured entertainment, but we are continuing to explore our options. We may end up with a DJ, or small band or just a microphone at this event. We are therefore we are requesting an extension to the noise bylaw. We do not anticipate much noise or noise for very long, but we are wanting to ensure we abide by the bylaw.

Thank you in advance for your attention to this matter.

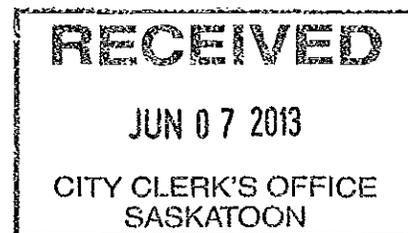
Sincerely,

8 am to 1pm

Dawn Rain

205-1
34)

From: CityCouncilWebForm
Sent: Friday, June 07, 2013 9:05 AM
To: City Council
Subject: Write a Letter to City Council



TO HIS WORSHIP THE MAYOR AND MEMBERS OF CITY COUNCIL

FROM:

Janet Bennett
114 Bowman Cres
Saskatoon, Saskatchewan
S7L6T6

EMAIL ADDRESS:

jmbenn@shaw.ca

COMMENTS:

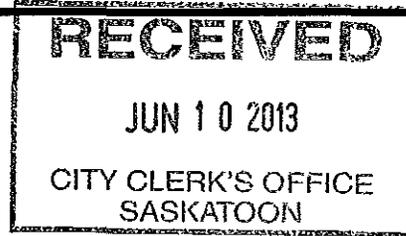
The Canadian Association of Veterans in United Nations Peacekeeping would like to request the use of the Cenotaph area at City Hall on Friday August 9th, 2013 from 1800 hours (6:00 PM) to 2000hours (8:00PM). The CAVUNP would like to host a Memorial Service in Remembrance of those Peacekeepers who have given their lives for our country in the name of peace.

The CAVUNP would also like to request to Council to have the UN Peace Flag be flown at City Hall for the Day of 9th Aug, 2013 in memory of those who have gave their lives so willingly.

The CAVUNP would like to express our gratitude for past approvals which has enabled our organization to continue to remember those that have fallen.

1-335

From: admin@yellowheadit.com
Sent: June 10, 2013 3:52 PM
To: Web E-mail - City Clerks
Subject: Attention of City Clerks Office



Copy of email form sent to Mayor Donald Atchison:

Your Worship, the TCYHA would like to acknowledge and thank your community for the participation of Councillor Zach Jeffries in our 67th Annual Conference hosted by Russell MB.

Involvement from communities across all four western provinces, which the TC Yellowhead transverses, is paramount in defining common goals and working collaboratively for the benefit of all communities along the 3,057 kms of TC Yellowhead#16 plus 542 kms of Yellowhead #5.

We look forward to continued support and engagement from your community. We hope your community will participate in our 68th Annual Conference and Annual General Meeting to be held in Valemount BC in May of 2014.

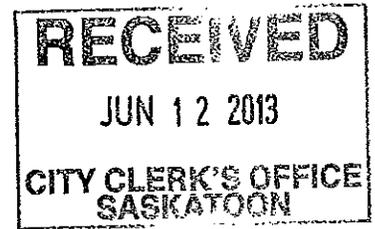
On behalf of the Board of Directors of the TCYHA,

John

H. John Wojcicki
C.A.O.
Trans Canada Yellowhead Highway Association
77 Airport Road
Edmonton AB T5G 0W6
780.761.3800
admin@yellowheadit.com
www.yellowheadit.com
www.transcanadayellowhead.com

7920-1
B6

From: CityCouncilWebForm
Sent: Tuesday, June 11, 2013 10:33 PM
To: City Council
Subject: Write a Letter to City Council



TO HIS WORSHIP THE MAYOR AND MEMBERS OF CITY COUNCIL

FROM:

Sandra Finley
656 Saskatchewan Cres East
Saskatoon, Saskatchewan
S7N 0L1

EMAIL ADDRESS:

sabest1@sasktel.net

COMMENTS:

Dear Mayor and City Councillors,

Citizens have petitioned you to stop putting Hydrofluosilicic Acid ("fluoride") into the water.

The people who sell fluoride to the City and the dentists do not want to see it stopped.

I just think you are going to go down in history rather poorly on this issue.

Generally, solid information does not affect decisions. "The march of events" seems to.

Most recently this would include Hamilton, NZ (no more fluoride in water supply), Utah (a law requiring that ALL the chemicals going into the water supply be disclosed), Portland Oregon (you probably know - overwhelmingly refused to allow fluoridation).

The details are at <http://sandrafinley.ca/?p=9816> should you be so disposed.

Why would anyone fluoridate their lawn? If I want fluoride, all I have to do is to buy a tube of fluoridated toothpaste.

Could you please stop putting fluoride into the water? Save the money.

There is SO much solid information on the poisons, as I say, I think history will judge you poorly on this one.

Best wishes,



185-9
B7)

FACSIMILE COVER SHEET

Send to: City of Saskatoon

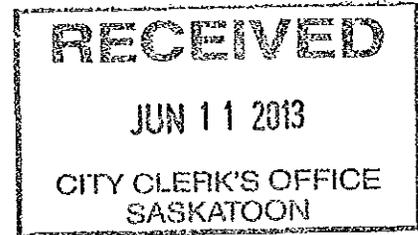
Attention: His Worship the Mayor and Members of City Council

RE: REQUEST FOR NOISE BYLAW EXTENSION

Fax: 1(306) 975-2784

Total Pages (including cover sheet): 2

Date: June 11, 2013



Dear His Worship the Mayor and Members of City Council:

The Subaru Saskatoon Triathlon will be taking place in Saskatoon at the end of the month with most events held at River Landing. The weekend involves Registration, Expo and Kids' Run on Saturday June 29th, and the race takes place Sunday June 30th. Our events on Saturday will be held from 12:00 pm to 5:30 pm, within the noise bylaw hours. However, the event on Sunday will take place at River Landing from approximately 9:00 am to 2:00 pm. These are not within the noise bylaw hours of 1:00pm - 6:00pm so I am requesting an extension of the Sunday hours for our event. We will have an announcer during these hours and possibly some music. The intent will be for spectators and participants of the event to be able to hear the announcements/music from within the River Landing area; the purpose will not be to blast as loudly as possible.

I have unsuccessfully attempted to find a contact through whom I can deliver notifications to the residents of Clinkskill Manor. These should be the only residents affected by the noise. I have included the notice I will be distributing to Clinkskill Manor residents once I am able to gain contact.

Thank you for your consideration.

Sincerely,

Carmen Bell

Carmen Bell
Race Director
Subaru Saskatoon Triathlon
404 Gray Avenue
Saskatoon
306-321-7077

EVENT ACTIVITY AT RIVER LANDING, ROAD CLOSURES AND POSSIBLE DELAYS

Friday, June 28; Saturday, June 29; and Sunday, June 30, 2013

Friday from 8:00 am to 5:00 pm (Set up only).

Saturday 8:00 am to 5:30 pm. Set up (starting at 8:00 am; Expo, Kids' Run (starting at 12:00pm)

Sunday 5:00 am to 2:00 pm Set up, (starting at 5:00 am), Race (~9:00 am)

The Subaru Saskatoon Triathlon will be staged on Sunday, June 30th and will include participants from the community in addition to athletes from around the country as they participate in this inaugural race. The event will consist of a swim at Pike Lake Provincial Park followed by a 35k cycling segment that will bring them via Valley Road and Spadina Crescent W to River Landing where they will embark on a run on the Meewasin Trail.

As a Clinkskill Manor resident, this may affect you in the following ways:

- There will be increased activity in the area on Friday and Saturday, though no road closures.
- On Sunday June 30, the **southbound lane of 2nd Avenue between 19th Street and Spadina Crescent W will be closed. Please note: you will be able to leave and enter your parking lot as local traffic only will be allowed in this area.** There will be delays, however, as we will be managing traffic in and out of the parking lot (via Saunder's Place). In addition, entering/exiting Saunder's Place requires crossing the cycling route so motorists will be asked to wait until it is safe to cross the path.
- We will have some announcements and some music on Saturday.
- Sunday we will be announcing participants as they cross the finish line as well as announcements of sponsors, and other related information.

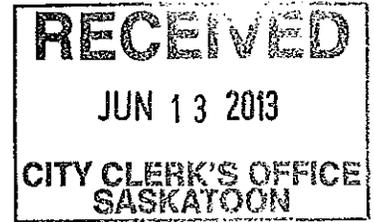
For any of you interested in sports, this will be a great opportunity to watch some spectacular athletes in your own backyard! We certainly encourage you to come to watch and cheer on the participants. I hope our event has minimal impact on you. If you do have any concerns, please don't hesitate to call me, Carmen Bell, at 306-249-1534 or email at c.bell@triserries.ca.

Sincerely,

Carmen Bell
Race Director
Subaru Saskatoon Triathlon
Subaru Western Triathlon Series
www.triserries.ca/Saskatoon

185-9
38)

From: CityCouncilWebForm
Sent: Thursday, June 13, 2013 11:56 AM
To: City Council
Subject: Write a Letter to City Council



TO HIS WORSHIP THE MAYOR AND MEMBERS OF CITY COUNCIL

FROM:

Joan Hugg
130 Kingsmere Place
Saskatoon, Saskatchewan
S7J 3V7

EMAIL ADDRESS:

ministriesc.therock@sasktel.net

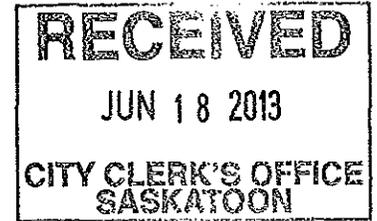
COMMENTS:

Rock of Ages Church is applying by fax to the Allocations Office to hold a special event, Church in the Park, on July 14 and August 18, 2013 in Lakeview Park at 10:00 a.m. We require special permission from City Council for adjustments to the Noise Level bylaw. We have an amplified microphone system, vocals, a keyboard and guitars with worship music and would like the extension between the hours of 9:30 a.m. and 12:00 noon, to allow for set up and testing. Please consider our application at the next City Council Meeting on June 24, 2013.

Sincerely,
Joan Hugg
Ministry Coordinator
Rock of Ages Church

6120³
B9)

From: CityCouncilWebForm
Sent: Tuesday, June 18, 2013 9:52 AM
To: City Council
Subject: Write a Letter to City Council



TO HIS WORSHIP THE MAYOR AND MEMBERS OF CITY COUNCIL

FROM:

Lynn Filgate
5903 52 Ave
Vermilion, Alberta
T9X 1M1

EMAIL ADDRESS:

jfilgate@telus.net

COMMENTS:

I was visiting your city on June 14, 2013 to June 16, 2013 and was surprised to receive a parking ticket #60342254, which I have reluctantly paid.

As a tourist to your community I am going to reconsider any future visits to your city if I have to be concerned about paying a parking meter when I would like to spend time seeing your attractions. We were visitors to the city of Prince Albert at which we were impressed to see that out of province visitors do not receive violations in order to encourage travelers to stop and see their community. This could be something you can take up with your Chamber of Commerce to work together on better promoting your city to visitors.

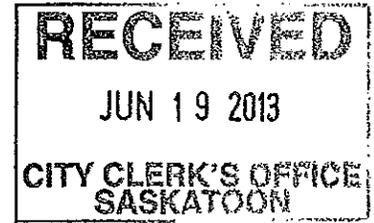
Regards,
Lynn Filgate

185-9

B(10)

O'Brien, Kathy (Clerks)

From: CityCouncilWebForm
Sent: June 19, 2013 8:54 AM
To: City Council
Subject: Write a Letter to City Council



TO HIS WORSHIP THE MAYOR AND MEMBERS OF CITY COUNCIL

FROM:

Robert MacGillivray
912 Queen St
Saskatoon, Saskatchewan
S7K 0N2

EMAIL ADDRESS:

Rmacgill@shaw.ca

COMMENTS:

The Rotary Club of Saskatoon Nutana will be holding a Rib Fest on the long weekend in August of 2013, August 2 to 5.

We will have entertainment, a beer garden, children's activities as well as professional Ribbers from across Canada.

While it is our intension to operate within the noise bylaws for the Friday, Saturday and Monday evenings we are asking for an extension on the Sunday evening from 6pm to 10pm.

We have corresponded with the Advisory council in this area.

Thank you for your consideration of this request.



City of
Saskatoon

Saskatoon Development
Appeals Board

B11)

c/o City Clerk's Office ph 306•975•3240
222 - 3rd Avenue North fx 306•975•2784
Saskatoon, SK S7K 0J5

June 10, 2013

His Worship the Mayor
and Members of City Council

Ladies and Gentlemen:

**Re: Development Appeals Board Hearing
 Order to Remedy Contravention
 Two-Unit Dwelling
 Alteration to a Multiple-Unit Dwelling – (Four Dwelling Units)
 1918 20th Street West – R2A Zoning District
 Musa Sayed
 (Appeal No. 13-2013)**

In accordance with Section 222(3)(c) of *The Planning and Development Act, 2007*, attached is a copy of a Notice of Hearing of the Development Appeals Board regarding the above-noted property.

Yours truly,

A handwritten signature in cursive script that reads "SBryant".

Shellie Bryant
Secretary, Development Appeals Board

SB:aam

Attachment

Templates\DABs\Mayor.dot



City of
Saskatoon

Saskatoon Development
Appeals Board

c/o City Clerk's Office ph 306•975•3240
222 - 3rd Avenue North fx 306•975•2784
Saskatoon, SK S7K 0J5

NOTICE OF HEARING – DEVELOPMENT APPEALS BOARD

DATE:	Tuesday, June 25, 2013	TIME:	4:00 p.m.
PLACE:	Committee Room "E", Ground Floor, South Wing, City Hall		
RE:	Order to Remedy Contravention Two-Unit Dwelling Alteration to a Multiple-Unit Dwelling – (Four Dwelling Units) 1918 20th Street West – R2A Zoning District Musa Sayed (Appeal No. 13-2013)		

TAKE NOTICE that Musa Sayed has filed an appeal under Section 219(1)(c) of *The Planning and Development Act, 2007*, in connection with an Order to Remedy Contravention dated May 12, 2013, for the property located at 1918 20th Street West.

The Order to Remedy Contravention was issued for this property on May 12, 2013, pursuant to Section 242(4) of *The Planning and Development Act, 2007*, and the Order states as follows:

"Contravention:

Building Permit No. 1/1953 was issued for a basement suite making this property a legal two-family dwelling. The form of development of this property has been altered into a multiple-unit dwelling containing 4 dwelling units. Such a development is illegal. The legal dwelling units are located in the basement (one unit) and the main and top floor (are the second unit).

You are hereby ordered to:

On or before July 15, 2013, alter the form of development so as to remove the contravention by removing the illegal dwelling units located in the north side of the basement and the top floor of the building. This will require removing the kitchen cabinets (upper and lower), kitchen sink (plumbing capped off behind wall and covered), and refrigerators, stoves (stove electrical outlet removed and covered behind wall and the wire removed from the electrical panel) or any other cooking appliances (microwaves, toaster ovens & coffee pots) and kitchen tables and chairs and provide unrestricted interior access within the two dwelling units by removing any locking door sets that separate living spaces.

Section:

4.2(1); 4.3.1(1); 8.5 and 2.0 "dwelling unit" of the Zoning Bylaw No. 8770."

The Appellant is seeking more time for compliance.

Anyone wishing to provide comments either for or against this appeal can do so by writing to the Secretary, Development Appeals Board, City Clerk's Office, City Hall, Saskatoon, Saskatchewan, S7K 0J5 or email development.appeals.board@saskatoon.ca. Anyone wishing to obtain further information can contact the Secretary at (306) 975-2880.

Dated at SASKATOON, SASKATCHEWAN, this 10th day of June.

Shellie Bryant, Secretary
Development Appeals Board

From: CityCouncilWebForm
Sent: Wednesday, June 05, 2013 12:18 PM
To: City Council
Subject: Write a Letter to City Council



TO HIS WORSHIP THE MAYOR AND MEMBERS OF CITY COUNCIL

FROM:

David Kirton
102 Whitecap Crescent
Saskatoon, Saskatchewan
S7M 5C5

EMAIL ADDRESS:

dkirton@rawlco.com

COMMENTS:

Well here we are in the Southwest of Saskatoon, still waiting for the City to replace an off-leash dog park that was taken from us close to four years ago now. On behalf of dog owners, and our canine friends, I am writing this letter to tell you that we are still waiting - but now IMPATIENTLY waiting.

Last summer City Council agreed that a new Southwest Off Leash Park would open in the fall. Even though this was decided in the summer, construction of the fences etc. did not start until late fall and for some reason the priority was fencing the parking lot - not the park itself. And then time ran out - winter came - and construction ground to a halt.

While I question the priority of fencing the parking lot first, (which left dog owners without a complete park for yet ANOTHER WINTER) my biggest complaint now is this: As of last week, the beginning of June, construction had not resumed!

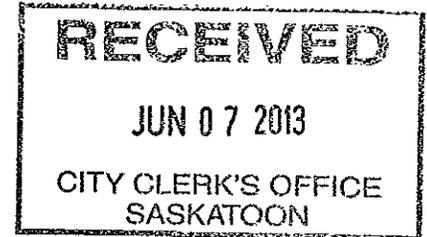
I and other dog owners have been campaigning for an Off Leash Dog Park in the Southwest ever since we lost the Park on 11th street; in other words, for years. It is a sad statement on the priority this city gives to dog owners that we are still waiting for results.

I am also not hearing of any movement forward on other Dog Park initiatives. Caswell Hill residents have also been trying for years to get a small community dog park opened. And still - nothing. And what about all of our new neighbourhoods? When I look at the plans for them, I do not see any new dog parks. It would benefit the City to include new dog parks in these new neighbourhoods to avoid the NIMBY attitude that dog owners inevitably face when attempting to open a park in an existing area.

We were told years ago we would be paying extra for our dog licenses to help pay for these parks. I so far, see nothing to show for that investment.

4200-2
Ca

From: CityCouncilWebForm
Sent: Thursday, June 06, 2013 11:03 PM
To: City Council
Subject: Write a Letter to City Council



TO HIS WORSHIP THE MAYOR AND MEMBERS OF CITY COUNCIL

FROM:

Doreen Wilson
44 Hoeschen Cres.
Saskatoon, Saskatchewan
S7J 2T1

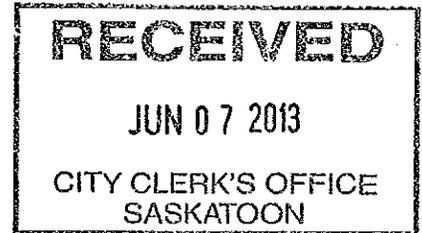
EMAIL ADDRESS:

doreen.wilson@shaw.ca

COMMENTS:

I know you have had numerous complaints about the DANDELIONS! I walk daily through North and South Tatler Park. This would be a beautiful park if it wasn't for the SEA OF DANDELIONS! I know there are numerous other places in the City just the same way. Most residents work very hard to keep their properties free of Weeds and Dandelions. It doesn't help those that work tirelessly to keep their yards nice. Seeing that the Mayor and Councillors are against using Pesticides, it is about time that you thought of another solution for getting rid of them. In the park along the riverbank by the Bessborough, you don't see them there. How are they controlled there? Perhaps, you should start reseeded these parks filled with Dandelions, and fertilize to get these hideous things choked out. Take some money out of the Art Galleries expenditures. The taxpayers sure didn't have a say about our money going into that White Horse!

From: CityCouncilWebForm
Sent: Thursday, June 06, 2013 9:52 PM
To: City Council
Subject: Write a Letter to City Council



TO HIS WORSHIP THE MAYOR AND MEMBERS OF CITY COUNCIL

FROM:

Jamie Kucheran
61-110 Keevil cr.
Saskatoon, Saskatchewan
S7N 4N8

EMAIL ADDRESS:

jamiekucheran@hotmail.com

COMMENTS:

I am wondering how I can start and finish a valid petition to mandate businesses/industries in Saskatoon & area to recycle.

My household has recycled for 4 years and every day at work me and my couple of coworkers throw away more plastic than I have ever recycled in my life. There is alot of recyclable materials that never reaches the household for household recycling, loads of plastic parts bags & plastic wrap from unpacking we throw away everyday at my work for consumer goods.

I know my employer could opt for paying for recycling but I don't think there should even be an option, it should be mandatory, with guidelines (less than 2 ounces of good quality recyclables in any standard dumpster..or something?) and penalties for exceeding. Who has the power to change things for what needs to happen here? Can I have the contact info?

Can you please help me, One guy in one city in a nation full of consumers we need to be responsible for the recyclable materials that the retailer/throw away as well.

I talked today to A fellow that is Saskatoon's recycling engineer???? He said that you had a study done and 50% of recyclable material in the garbage dump is from household and the other 50% is from businesses and industries. He also said that other places are already ding this so... with all the building boom and everything going for this great city no better time than now. Well maybe a while ago would have been better.

I hope to hear from you soon.

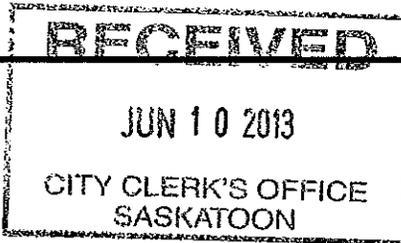
Thank you, Jamie Kucheran

You may contact me during the day at my work at 242-9060



SIAS

SASKATCHEWAN INSTITUTE OF
APPLIED SCIENCE AND TECHNOLOGY



6150-3 (C4)

SIAS Kelsey Campus
Idylwyld Drive North and
33rd Street
PO Box 1520
Saskatoon SK S7K 3R5
www.goSIAS.com

June 3rd 2013

His Worship The Mayor and Members of City Council
City Hall
222 Third Avenue North
Saskatoon, Saskatchewan S7K 0J5

Your Worship and Council Members:

RE: Letter of Reference; Precise ParkLink (West) Ltd.

I am pleased to provide this letter of reference in support of Precise ParkLink (West) Ltd. (Precise). Precise has been our parking equipment and related services provider for the past two years.

SIAS is new in the parking business. In 2009, we decided to move to a pay for parking program, and conducted a national search for a company that could provide us with the necessary parking format (we chose Pay and Display) as well as equipment suited to our climate. Based to the newness of us to the parking business, we also required technical support suited to our site locations and physical arrangements.

We considered a number of solutions, but selected Precise as the best all-round provider. Precise has given us robust, reliable and effective equipment technology, has assisted us with management and enforcement tasks, and has taught us about parking management techniques and services so we can provide the highest level of services to our faculty, staff and students. We have experienced outstanding service from their local offices at all of our sites (Regina, Moose Jaw, Saskatoon and Prince Albert) and have achieved 99.8% uptime on all of our equipment, even during our past challenging winter.

If you would like to tour our installation at Kelsey Campus, please let me know and I will make the arrangements.

SIAS is pleased with the partnership we have developed with Precise. We are certainly happy with our decision to go with them, and I can recommend them to you as a strong and skilled local company that offers a quality solar powered product with superior service. I am also happy that we are able to successfully deal with a local Saskatchewan organization. With so much growth over the last few years, and our increasing reliance on outside resources, it's good to see a local company provide such excellent service.

Please call if I can assist further. I wish the City all the best in its deliberations.

Sincerely,

Mark Fachada, MPM, BSME, PE
Executive Director, Facility Projects and Planning

From: CityCouncilWebForm
Sent: Tuesday, June 11, 2013 6:27 AM
To: City Council
Subject: Write a Letter to City Council



TO HIS WORSHIP THE MAYOR AND MEMBERS OF CITY COUNCIL

FROM:

Shelley Pillipow
1706 Park avenue
Saskatoon, Saskatchewan
S7H 2P5

EMAIL ADDRESS:

sjpsmp@shaw.ca

COMMENTS:

Hello,

I am requesting an amendment to the Fire and Protective Services Bylaw 8175. Section 18(6) of that bylaw states that (6) If smoke from an open-air fire causes an unreasonable interference with the use and enjoyment of another person's property, the fire shall be extinguished immediately.

I find that any amount of smoke in my back yard interferes with my use and enjoyment of it. Some people like backyard fire pits and some do not. I personally think if you want to have a fire you should go camping particularly because you cannot control where the smoke from your fire goes and it may interfere with your neighbours.

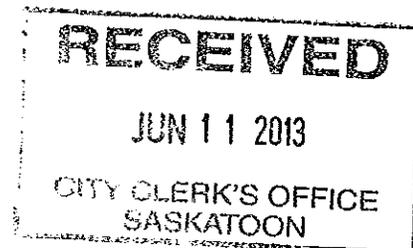
I do not understand the necessity of burning a backyard fire pit during the day. I have neighbours who regularly have their pit burning at noon, or at 3 p.m. on a sunny weekend afternoon. This does interfere with the use of my yard if the wind is blowing our way.

Most people enjoy their fire pits after dark. So a compromise would be to add an amendment to the bylaw stating that the backyard fire pits can only be used from dusk until dawn, or set a time such as 8 p.m. to 8 a.m. This should satisfy the majority of people - those who like the fire pits and those who do not.

Thank you for your consideration in this matter.

192013 (6)

From: CityCouncilWebForm
Sent: June 11, 2013 1:58 PM
To: City Council
Subject: Write a Letter to City Council



TO HIS WORSHIP THE MAYOR AND MEMBERS OF CITY COUNCIL

FROM:

Margi Corbett
420 10th St East
Saskatoon, Saskatchewan
S7N 0C9

EMAIL ADDRESS:

mejcorbett@shaw.ca

COMMENTS:

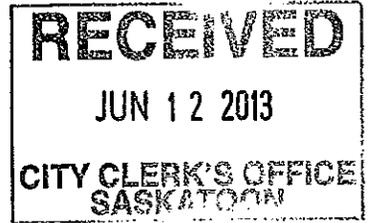
I am strongly opposed to shifting the municipal tax ratio between commercial and residential properties from the current 1.75 to 1.43 over an eight-year period. I understand that this proposal has been tabled so that councillors can communicate with citizens about the idea. I have read through all the supporting documentation on the city website and concluded that, in my opinion, the proposed shift is not a good idea.

First of all, it is absolutely unnecessary and probably unwise for Saskatoon to become the most business-friendly city in Canada. Unchecked development can result in serious growing pains for all of us who call this place home. Secondly, property taxes are increasing beyond what many of us can afford already. Finally, the city appears to have difficulty keeping up with existing infrastructure as it is. Bigger is not better.

For all of these reasons, I oppose the proposed shifting of the municipal tax ratio between commercial and residential properties from the current 1.75 to 1.43 over an eight-year period. Thank you.

6315-3
C7

From: CityCouncilWebForm
Sent: Tuesday, June 11, 2013 6:55 PM
To: City Council
Subject: Write a Letter to City Council



TO HIS WORSHIP THE MAYOR AND MEMBERS OF CITY COUNCIL

FROM:

Ed Koberinski
207-314 Nelson Road
Saskatoon, Saskatchewan
S7S 1N3

EMAIL ADDRESS:

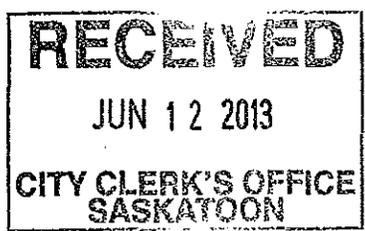
Ettak@hotmail.ca

COMMENTS:

We were wondering when we are getting our street swept ,not bad enough that our condos is surrounded by business operators and thousand of cars trucks ,dust is the worse in our places,we do pay our taxes on time,we just want these streets cleaned.If this is progress them take it away ok.Ed Koberinski

6315-3
C8)

From: CityCouncilWebForm
Sent: Wednesday, June 12, 2013 10:02 AM
To: City Council
Subject: Write a Letter to City Council



TO HIS WORSHIP THE MAYOR AND MEMBERS OF CITY COUNCIL

FROM:

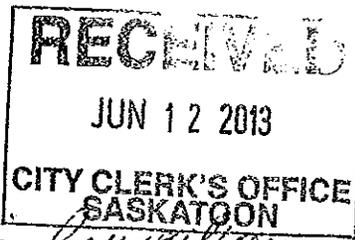
Donna Jamieson
210 Thode Ave.
Saskatoon, Saskatchewan
S7W 1A1

EMAIL ADDRESS:

dcjamieson@shaw.ca

COMMENTS:

Did someone forget to street clean Willowgrove Blvd. when Willowgrove was cleaned June 7 or is it not part of Willowgrove



6315-1 June 12-2013.
#33-2589 Louise St.
51000 SK
575 327 (9)

Dear Mayor, Councillors,

Eight of them had been done to some degree -
re-pat Holes. But getting to the business -
Rue De. off 8th st - The boulevards up to
the side walks - and part - are getting to be
impossible - slowing down to go into these
potholes - (which are very deep -) is an
accident waiting to happen. Traffic does
not slow down for you -.

8th turning to Sobey's main - area - College Park
Mall - Grounds - turning west of Shoppers -
London Drugs - Bedford Sq area - etc etc -
These areas are hit on a regular 2x day basis - Our cars
are getting hammered.

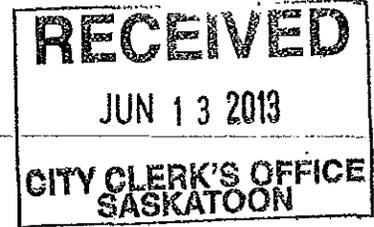
Louise St - front on corner - So. / north
2 Bks East 2 Bks West 2 Bks North - full of potholes.
It's so bad - people visiting our
city don't want to come back - and we
are a laughing stock city now for all the
potholes - Bay is our province and
city something to brag about - Fix the
potholes and potholes please first - H.S.A.P.
Thank you

306 477-8249 - Elroy Lazardovich.

6000-1
C10

O'Brien, Kathy (Clerks)

From: City Council
Subject: Dangerous Intersection - Marquis Road/Highway16/Beam Road File No. CK. 6000-1



From: Layton, Michael [mailto:m Layton@boartlongyear.com]
Sent: June 13, 2013 10:30 AM
To: City Council
Subject: Dangerous Intersection - Marquis Road/Highway16/Beam Road File No. CK. 6000-1

To Whom It May Concern,

I travel to work on the north end of Saskatoon in the new Corman Park Biz Hub. To get there I head out Highway 16 West of Saskatoon and need to turn left off of the divided highway onto Beam Road. Most mornings and afternoons the intersection of Highway 16 and Marquis Road is backed up with Semi Trucks and small vehicles all trying to turn in different directions. This is currently an uncontrolled intersection and almost every day I witness someone almost get hit at highway speeds as it is still highway with limited visibility.

This intersection has been getting exponentially more dangerous as the development in the area has ramped up and the density of traffic has picked up. I have been working in the area for a number of years now and I cannot recall how many accidents or near misses I have seen as the number of incidents has grown beyond my recollection.

I was just wondering if there have been any discussions or any plans to with the Department of Highways and the RM of Corman Park to install a set of lights or some form of control measure there to help direct the traffic?
I do not want to or mean to come off as brash or abrupt but are we just going to wait until someone gets severely hurt or killed at this intersection before something is done?

I understand that this is likely a multi-jurisdictional intersection but someone needs to get the ball rolling before the worst happens. There is a similar intersection at the intersection of Highway 16 and Boychuck Road however this intersection does not have a truck stop 500ft in from the corner which adds a huge number of large vehicles attempting to turn off of or on to Marquis Road.

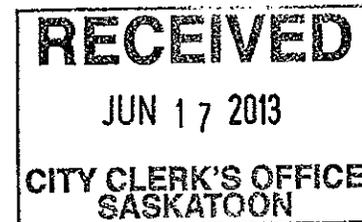
Thank you for taking the time to listen to my concerns,

Sincerely,
A Concerned Driver - Michael Layton

Michael Layton
436 Witney Avenue South
Saskatoon, SK S7M 3K7

Jenkins, Sandy (Clerks)

From: CityCouncilWebForm
Sent: Monday, June 17, 2013 12:15 PM
To: City Council
Subject: Write a Letter to City Council



TO HIS WORSHIP THE MAYOR AND MEMBERS OF CITY COUNCIL

FROM:

Chalee Newman
409 Hilliard St W
Saskatoon, Saskatchewan
S7M 0E9

EMAIL ADDRESS:

chaleenewman@hotmail.com

COMMENTS:

To Whom it may Concern,

I was recently driving through the four way stop that intersects Lorne Ave and Ruth Street. As I was coming down Lorne Ave I had hit a set of pot holes in one area that has now wrecked the sidewall on my tires, front lower control arm, and possibly my rim. It makes me absolutely outraged to have to deal with this as I cannot afford to have these damages fixed. Also, there were no markings or signage in that area of the pot holes. They are large enough to have done damage on a truck. As my car is main source of transportation, I am now unable to safely drive due to the amount of damage done to it. I will have this incident also reported to SGI as this will not be something that I am paying to get fixed.

I have pictures of the damage done to my car, along with pictures of the potholes that caused the damage.

I would like to speak to someone as soon as possible to get the damages fixed on my car.

Regards,

Chalee Newman

6315-1
CIA)

Jenkins, Sandy (Clerks)

From: CityCouncilWebForm
Sent: Monday, June 17, 2013 12:20 PM
To: City Council
Subject: Write a Letter to City Council



TO HIS WORSHIP THE MAYOR AND MEMBERS OF CITY COUNCIL

FROM:

Clayton Symynuk
44 mills cres
Saskatoon, Saskatchewan
s7j2p9

EMAIL ADDRESS:

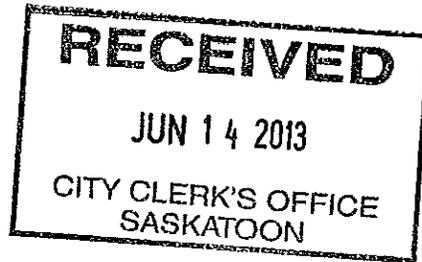
sym@sasktel ,net

COMMENTS:

Cascade st going east from Broadway to clarence has many potholes. Some from last yr yet. It is time it was repaired. Long overdue.

7310-C13)

From: CityCouncilWebForm
Sent: June 14, 2013 9:11 AM
To: City Council
Subject: Write a Letter to City Council



TO HIS WORSHIP THE MAYOR AND MEMBERS OF CITY COUNCIL

FROM:

Deb Cheesbrough
702 31st Street West
Saskatoon, Saskatchewan
S7L 0R7

EMAIL ADDRESS:

deb.cheesbrough@gmail.com

COMMENTS:

I have been examining the changes that Transit will be making to current bus routes, which are being advertised as giving the customer better service. Since I do not live on the east side of the city, I have no opinion regarding the new routes.

However, the changes being made to route 11 concern me very much. I have been living in Caswell since 1991, and using transit regularly in those years. I rely on transit to get to work and everywhere else, since I do not own a car. I buy bus passes regularly. At the present, it takes me about half an hour to get to where I work (Royal University Hospital). The changes being made to route 11 look like it will make getting to work more time consuming and more annoying. Transferring on 22nd Street instead of the downtown terminal will be less convenient, as none of the stops on 22nd Street have shelters and the sidewalk does not get regularly cleaned in the winter, making it very cold for passengers in winter, and more likely to get soaked in wet weather.

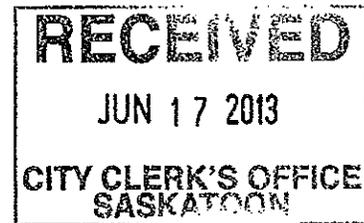
I do not see how this change in any way makes service better or more convenient for regular long standing customers. Nor do I see why it is necessary. The number 11 route has a small but regular number of customers who rely on the bus to get them to where they need to go. Chopping it up into two smaller routes will not save Transit money, it will just make it more frustrating for people who use that bus and also for the drivers, who have to deal with frustrated customers, heavy traffic and intransigent and unhelpful management.

Sincerely,

Deb Cheesbrough

7310-1
C14

From: CityCouncilWebForm
Sent: Saturday, June 15, 2013 8:40 PM
To: City Council
Subject: Write a Letter to City Council



TO HIS WORSHIP THE MAYOR AND MEMBERS OF CITY COUNCIL

FROM:

Roman Todos
702 31street West
saskatoon, Saskatchewan
S7L 0R6

EMAIL ADDRESS:

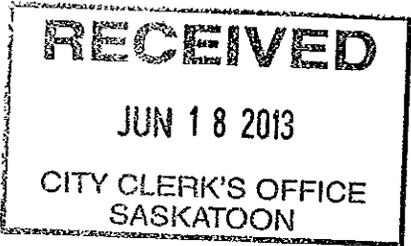
romannumber203@gmail.com

COMMENTS:

After looking at the changes to route 11, I am amazed at the lack of information that has been given out about these changes. These changes will affect people in Caswell, Mayfair, and Mount Royal. This New route 11 is going nowhere. It is going in a loop that gets you nowhere . Presently the Route 11 goes down Ave H then to 22nd then to the busmall where the rider can make connections to buses going to all otherparts of the city, including the other end of the present route 11which goes to the Exhibition area. I understand that not all buses need to go to the downtown. However this new route 11 is lackinginformation regarding where it is going and why. Most important is thetimes to catch it and the times it will connect with other routes. For example I stopped at the transit office June 14th 2013 but they didnot have any info about running times and how these routes will connect. The only information was that these changes are coming andhow exciting they are, but no info on where and how they will connect.In my opinion the lack of information is very poor customer service.Also I was told by someone who attended the community meeting aboutthese changes that the planner who attended for transit was less thanhelpful and also lacking information. I am very much surprised thatthe planners are not getting times out to people. I would think thisis a major benefit to transit in selling this service to the public.It seems that this change lacks any forethought or organized thought.There is nowhere say how these buses hooks up with a 5 or 4 or anyDart service that go downtown. I and many other people need to planour routes to work.For a city that wants to push green way of life these changes to route11 is a waste of money and waste of gas. The service may as well be discontinued then and make everyone walk to 33rd street. If you areasking more people to ride the bus, you need to given them reasons toride the buses. Also show them how it works in my opinion. More information is a good thing.So can you or get someone in transit explain the logic behind thechanges to me? Also explain to me the transfer points and time forthese routes.

6120-5 (15)
7310-1

From: CityCouncilWebForm
Sent: June 18, 2013 3:06 PM
To: City Council
Subject: Write a Letter to City Council



TO HIS WORSHIP THE MAYOR AND MEMBERS OF CITY COUNCIL

FROM:

Carol Gronsdal
205 Anderson Crescent
Saskatoon, Saskatchewan
S7H 4A1

EMAIL ADDRESS:

mail@c-and-emusic.com

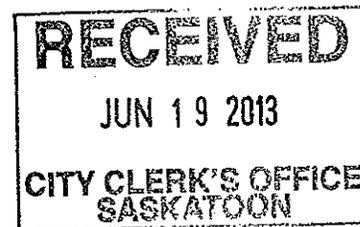
COMMENTS:

My husband I attended the Saskatoon Opera Performance on Sat. evening, June 15th. at the Persephone Theatre. We decided to leave home early as we know that parking downtown is difficult at the best of times, but especially weekend evenings. It was a rainy, miserable night and my husband dropped me and our guests off while he went to look for a parking spot. NOTHING anywhere near the Persephone Theatre was available. He ended up parking in front of the Star Phoenix Building and walking to the theatre!!!! Friends of ours had the same problem and ended up parking blocks away also. The parking lots and street parking were all full. It was a "zoo" getting by the Galaxy Theatre to the Persephone also, because of traffic jams!

I said that in hind-site, we should have taken a bus, but then thought, "Yes, and go stand at the 23rd.St. Bus Mall at 11:30p.m. at night to catch a bus home? I think not!!!!" If buses were more convenient to entertainment venues (Symphony concerts, Persephone Theatre, Midtown Mall, etc.) more people might take a bus to avoid the awful situation that we had on Sat..My husband barely made the performance and many people arrived late!!!! I know some parking will be included in the new Art Gallery but if it is an exorbitant fee to park there, it will turn people off and they will still be looking for other parking. Why not make the buses more convenient???? I know we'd take the bus if we didn't have to wait a long time for one, and if we didn't have to walk a long distance to catch one, AND IF IT WASN'T IN A ROUGH AREA LIKE THE 23rd.St. BUS MALL AT NIGHT!!!! Thank you.

6315-1
C16

From: CityCouncilWebForm
Sent: Tuesday, June 18, 2013 5:13 PM
To: City Council
Subject: Write a Letter to City Council



TO HIS WORSHIP THE MAYOR AND MEMBERS OF CITY COUNCIL

FROM:

Darryl Heskin
59 Spinks Drive
Saskatoon, Saskatchewan
S7H 3X1

EMAIL ADDRESS:

heskind@shaw.ca

COMMENTS:

Your Worship the Mayor and Members of City Council,
I am writing to you to ask that the existing potholes and tears in our throughfares be fixed immediately. Waiting any longer will make our city an eye-sore and more expensive to maintain or just to get it to the point where you can begin maintenance.

Venture Crescent is a total mess. There is very little left of the road where one can navigate without hitting some hole. I have never seen a road that neglected ever in my 40 years in this city!

Circle Drive North is potted throughout, from the bridge heading west, all the way to 22nd Street. There are a couple large ones forming near Airport Road.

Filling out the request form online doesn't allow the user to state specific roads and sections of road that are affected. Especially if you don't know the exact boundaries of each community! I know my communities, but where the north industrial ends heading west on Circle is beyond me. I am not even sure if Circle Drive North Westbound after Avenue C is Caswell Hill or Henry Kelsey or neither.

I request that your crews just drive around the city, slowly and when they see a hole or a huge tears like the one on the 22nd street off-ramp near Confederation and Circle Drive, to stop the vehicle, get out and plug it up! In a perfect world, having a fresh new surface would be awesome, but as a taxpayer, I will settle for plugging these road concerns up, for now.

If you want specific locations, you are not going to get it. The people taking calls have been impatient with concerned residents and are obviously tired of taking calls for this on-going problem that doesn't seem to go away or at least not be the number one issue on motorist's minds.

I also request that the city begin fining owners whose parking lots are left in shambles and just plugging it up with gravel will not cut it! The College Park Mall is a perfect example of chaos!! The

amount of potholes there makes any driver and pedestrian wonder if they will be able navigate the lot safely!

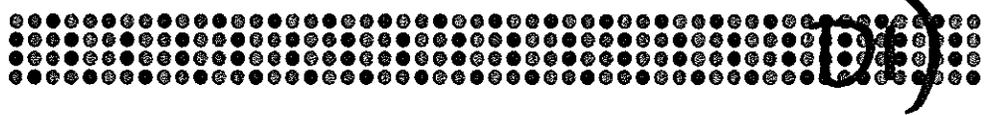
I don't want this letter to be passed on to some committee for further discussion or to be pushed aside for future consideration. Our roads have been neglected for too many years, going on decades. If the Mayor wants to have a population of 500,000 some day, it begins with the roads and infrastructure. The longer it takes for the city to get our roads in shape, the more expensive it will become.

THank you.

Darryl Heskin



CANADA SCIENCE AND TECHNOLOGY
MUSEUMS CORPORATION
SOCIÉTÉ DES MUSÉES DE SCIENCES
ET TECHNOLOGIES DU CANADA
A FASCINATING WORLD
UN MONDE FASCINANT



RECEIVED
JUN 07 2013
CITY CLERK'S OFFICE
SASKATOON

May 17, 2013

His Worship Donald J. Atchison
Mayor of Saskatoon
222 Third Avenue North
Saskatoon SK S7K 0J5

Dear Mr Mayor:

We would like to invite the City of Saskatoon to take part in National Science and Technology Week (NSTW), taking place October 18 to 27, 2013. NSTW celebrates the significance of our country's science and technology history, the importance of science and technology in today's world, and Canada's ongoing role as a world leader in innovation.

NSTW is made up of activities organized at the local level by groups across Canada—from community-based organizations, to national institutions, private industry, schools and libraries. Our core objectives in this collaboration are to:

- Raise awareness about Canadian achievements, successes and efforts in the fields of science and technology;
- Build excitement among Canadians, particularly children and youth, about science and technology; and,
- Encourage young Canadians to consider pursuing careers in science and technology.

Sharing and partnerships are hallmarks of NSTW. As NSTW's National Coordinator, the Canada Science and Technology Museums Corporation is seeking to connect with communities across Canada—encouraging all Canadians to find creative ways to share in our culture of science and technology. Last year was a great success, with more than 80,000 Canadians and 253 organizations taking part in nearly 250 separate NSTW events across the country.

.../2

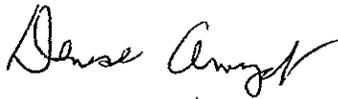
We would like to ask for your support in helping to build on this growth in 2013. There are several ways that municipal councils can support NSTW by:

- Formally proclaiming National Science and Technology Week in your community;
- Making councillors aware of NSTW, and encouraging them to take part in events and activities in their communities; and,
- Sharing information and encouraging local institutions and organizations to take part.

Last year, we were very pleased to see the City of Saint John, New Brunswick help to spread the message about NSTW. I have attached a copy of Mayor Mel Norton's proclamation, announcing the celebration of NSTW in his city.

Thank you in advance for your support in fostering this worthwhile initiative. Working together, we can support diverse opportunities for Canadians to learn about the science in the world around them, and inspire youth to consider careers in science and technology.

Yours sincerely,



Denise Amyot
President and CEO
Canada Science and Technology
Museums Corporation



Sandra Corbeil
Director, Education
Chair of NSTW National Steering
Committee
Canada Science and Technology
Museums Corporation

Attachment



The City of Saint John

Mayor Mel Norton
Mayor's Office
Bureau du maire

PROCLAMATION

- WHEREAS:** Canada has been a world leader in innovation. From the invention of the telephone to the Canadarm, Canadians have helped change the way that the world works; and
- WHEREAS:** Science and technology play a key role in our everyday lives. Nearly every aspect of what we do requires a basic knowledge of science and technology—a fact that we can easily take for granted; and
- WHEREAS:** It is important to encourage youth to explore science and technology. Scientific and technological literacy are vital in shaping how we see our world—making us informed citizens. As well, with Canada's economy becoming increasingly knowledge-based, we must foster the next generation of skilled knowledge workers and innovators; and
- WHEREAS:** National Science and Technology Week celebrates the significance of our country's scientific and technological history, the importance of science and technology in today's world, and Canada's ongoing role as a world leader in innovation.

NOW THEREFORE: I, Mayor Mel Norton, 
of *Saint John* do hereby proclaim **October 12-21, 2012** as **National Science and Technology Week** in the City of Saint John and we invite you to join activities taking place in your community, and take a few moments to recognize the significance of science and technology in your life.

In witness whereof I have set my hand and affixed the official seal of the Mayor of the City of Saint John.



SAINT JOHN

P.O. Box 1971 Saint John, NB Canada E2L 4L1 | www.saintjohn.ca | C.P. 1971 Saint John, N.-B. Canada E2L 4L1

D2)
205-5

From: CityCouncilWebForm
Sent: June 13, 2013 7:19 PM
To: City Council
Subject: Write a Letter to City Council



TO HIS WORSHIP THE MAYOR AND MEMBERS OF CITY COUNCIL

FROM:

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COMMENTS:

Subject: Shinerama Proclamation

The University of Saskatchewan School of Physical Therapy is requesting that September 12th, 2013 be proclaimed Shinerama Day. A 2013 Tag Day Permit has been issued (File No. 300-11). On Shine Day, 80 students from our college will be across Saskatoon shining shoes and raising money for cystic fibrosis research and treatment.

Shinerama is the largest post-secondary fundraiser that raises money and awareness to help those with cystic fibrosis. When Shinerama began the life expectancy for people with cystic fibrosis was 4 years, today it has increased to 48 years. That means that each year that Shinerama has been around, it has added 10 months to an individual with cystic fibrosis' life!

Last year, students from School of Physical Therapy, with the support from the City of Saskatoon and the University of Saskatchewan, raised over \$21,000. With the cities continued support, our goal for the 2013 campaign is to raise \$25,000.

Thank you for your time and consideration.

Amy Lackie
U of S School of Physical Therapy
Shinerama Coordinator
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