



**PUBLIC AGENDA
STANDING POLICY COMMITTEE
ON ENVIRONMENT, UTILITIES
AND CORPORATE SERVICES**

Tuesday, October 10, 2017, 9:00 a.m.

Council Chamber, City Hall

Committee Members:

Councillor M. Loewen, Chair, Councillor H. Gough, Vice-Chair, Councillor T. Davies, Councillor S. Gersher, Councillor D. Hill, His Worship, Mayor C. Clark (Ex-Officio)

Pages

1. CALL TO ORDER

2. CONFIRMATION OF AGENDA

Recommendation

That the agenda be confirmed as presented.

3. DECLARATION OF CONFLICT OF INTEREST

4. ADOPTION OF MINUTES

Recommendation

That the minutes of meeting held September 11, 2017, be adopted.

5. UNFINISHED BUSINESS

6. COMMUNICATIONS (requiring the direction of the Committee)

6.1 Delegated Authority Matters

[Approval of exemptions under The Noise Bylaw.]

6.2 Matters Requiring Direction

6.2.1 Vehicle Idling Bylaw Implications [CK. 375-4]

5 - 5

The Standing Policy Committee on Environment, Utilities & Corporate Services, at its meeting held on June 12, 2017, considered a report of the A/General Manager, Corporate Performance, dated June 12, 2017, regarding the above matter and resolved, in part, that it be forwarded to the

Saskatoon Environmental Advisory Committee for comment.

A letter submitting the Saskatoon Environmental Advisory Committee's comments, dated October 2, 2017 is provided.

Recommendation

That the information be received.

6.3 Requests to Speak (new matters)

7. REPORTS FROM ADMINISTRATION

7.1 Delegated Authority Matters

- 7.1.1 Asbestos Awareness Initiatives - Saskatoon Regional Waste Management Centre [CK. 7830-4 and PW. 7834-1] 6 - 11**

Recommendation

That the report of the General Manager, Corporate Performance Department dated October 10, 2017, be received as information.

- 7.1.2 Special Needs Garbage Collection Service [CK. 7830-3 and PW. 7830-1] 12 - 20**

Recommendation

That the report of the General Manager, Corporate Performance Department dated October 10, 2017, be received as information.

7.2 Matters Requiring Direction

- 7.2.1 Civic Conservatory Repair Assessment and Renewal Options [CK. 620-4, x 1700-1 and CS. 600-1] 21 - 31**

Recommendation

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

That this report be considered during the 2018 Business Plan and Budget deliberations.

- 7.2.2 Environmental Sustainability - Community Engagement Approach [CK. 7830-5 and CP. 7542-006] 32 - 48**

A PowerPoint will be provided.

Recommendation

That the Standing Policy Committee on Environment, Utilities

and Corporate Services recommend to City Council:

1. That the update on the communications and engagement strategies for Waste Diversion and Climate Change be received;
2. That the City enter into an extension of the current agreement with Ion Design Inc. for an additional sum of \$40,000 in accordance with the terms set out in this report; and
3. That the City Solicitor be requested to prepare the appropriate agreement and that his Worship the Mayor and the City Clerk be authorized to execute the amending Agreement under the Corporate Seal.

7.2.3 Update - North Commuter Parkway Bridge - Bridge Naming Engagement Process [CK.6310-1, x 5615-1 and CP. 0364-185] 49 - 52

Recommendation

That the report of the Acting General Manager, Corporate Performance Department dated October 10, 2017, be forwarded to City Council for information.

7.2.4 Waste Bylaw Amendments [CK. 7830-1 and PW. 7830-1] 53 - 59

Recommendation

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

1. That Bylaw No. 8310, The Waste Bylaw, 2004 be amended as outlined in this report to improve education and enforcement opportunities in the community; and
2. That the City Solicitor be requested to prepare the appropriate amendment to Bylaw No. 8310, The Waste Bylaw, 2004.

7.2.5 Wastewater Treatment Plant - Cogeneration System Project [CK. 7800-1, x 1702-1 and WWT. 7990-86] 60 - 63

Recommendation

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

1. That Capital Project #1247 – WWT – Energy Recovery and Capital Project #2211 – WWT – Electrical Redundancy be

cancelled at this time; and

2. That the remaining previous approvals of \$9.745 million from Capital Project #1247 – WWT – Energy Recovery and Capital Project #2211 – WWT – Electrical Redundancy be transferred to Capital Project #2579 – WWT – Digester Tank 4.

7.2.6 Urban Forestry Cottony Ash Psyllid Response Plan [CK. 4200-4 and PK. 4202-4]

64 - 70

Recommendation

That the report of the General Manager, Community Services Department, be forwarded to City Council recommending:

1. That the Capital Project and corresponding funding plan, as outlined in this report, be forwarded to City Council for consideration during the 2018 Business Plan and Budget Review; and
2. That the Administration report back regarding status of the 2018 program and funding options for 2019.

8. MOTIONS (NOTICE PREVIOUSLY GIVEN)

9. GIVING NOTICE

10. URGENT BUSINESS

11. IN CAMERA SESSION (OPTIONAL)

12. ADJOURNMENT

October 2, 2017

Secretary, SPC on Environment, Utilities
and Corporate Services

Dear Secretary:

**Re: Vehicle Idling Bylaw Implications
[CK. 375-4]**

At the Standing Policy Committee on Environment, Utilities & Corporate Services meeting held on June 12, 2017, it was resolved, in part, that the report of the A/General Manager, Corporate Performance, dated June 12, 2017, be forwarded to the Saskatoon Environmental Advisory Committee for comment.

The Saskatoon Environmental Advisory Committee (SEAC), at its meeting held on September 14, 2017, discussed the above matter and it respectfully submits the following comments to the Standing Policy Committee on Environment, Utilities & Corporate Services:

The Saskatoon Environmental Advisory Committee recommend a vehicle idling bylaw, and education and engagement program, be included in the analysis of mitigation opportunities being undertaken by the Administration.

Yours truly,



Debby Sackmann, Committee Assistant
Saskatoon Environmental Advisory Committee

Attachment

cc: General Manager, Corporate Performance Department
Director, Environmental & Corporate Initiatives Division, Corporate Performance
Department
Ms. K. Aiken, Chair, Saskatoon Environmental Advisory Committee

Asbestos Awareness Initiatives – Saskatoon Regional Waste Management Centre

Recommendation

That the report of the General Manager, Corporate Performance Department dated October 10, 2017, be received as information.

Topic and Purpose

The purpose of this report is to provide information which outlines how asbestos awareness is promoted at the Saskatoon Regional Waste Management Center (Landfill). This report also provides information which highlights how Administration controls health and safety risks associated with asbestos, specifically at the Landfill.

Report Highlights

1. The Landfill is supporting the City of Saskatoon's asbestos awareness initiatives by directing customers to educational information.
2. Asbestos is a prohibited material at the Landfill and controls are in place to mitigate health and safety risks. Additional opportunities for improvement have been identified and are being pursued.

Strategic Goals

This report supports the Strategic Goal of Quality of Life by affirming processes are in place to raise awareness about asbestos and help prevent City employees and Landfill patrons from being exposed to air-borne asbestos fibers.

This report also supports the Strategic Goal of Continuous Improvement by supporting the current asbestos awareness initiative, as reported at the April 3, 2017 meeting of the Standing Policy Committee on Planning, Development and Community Services.

Background

At its meeting held on April 3, 2017, the Standing Policy Committee on Planning, Development and Community Services considered a letter from Jesse Todd, Chair Saskatchewan Disease Awareness Organization, as well as a report from the General Manager, Community Services Department entitled Asbestos Awareness Initiatives – Building Standards Division and resolved, in part:

- “2 That the Administration also report on an awareness campaign and risk assessment on the impact of asbestos at the landfill for the public and city employees”

Report

Administration consulted with industry subject matter experts (both internal and external) and Administration from other municipal landfills during the development of this report.

Awareness Campaign

As of April 4, 2017, Scale Attendants at the Landfill have been asking the operator of every vehicle if the material they are hauling contains asbestos. Prior to that, Scale Attendants were inquiring as to the type of material, and then would ask about asbestos specifically if any potential asbestos-containing materials were identified by the vehicle operator. This process change ensures every vehicle operator is prompted to confirm they do not have asbestos in their load.

Administration contacted the applicable regulatory bodies regarding additional asbestos awareness materials. These organizations have no plans to release any new asbestos awareness materials beyond the information that has already been developed. Therefore, Administration has created the Asbestos Awareness website (saskatoon.ca/asbestos) in order to direct users to information from the appropriate regulatory body. This page includes information on asbestos in both the workplace (including Landfill-specific information) and at home.

In an effort to offer educational material to Landfill customers, Administration will be installing a sign at the Landfill scale house. The proposed sign (Attachment 1) will direct customers to the newly created Asbestos Awareness website. Based on 2016 data, with over 75,000 annual residential and commercial vehicle trips to the Landfill, this is a more environmentally friendly and fiscally responsible alternative to printing material for each vehicle.

Risk Management

Administration has taken a risk management approach to ensuring the health and safety of staff and customers. An internal working group has been established to guide future operating decisions related to the screening, identification, and management of potential asbestos-containing materials at the Landfill. The mandate of the internal working group is to identify and define future initiatives which could further mitigate asbestos health and safety risks of Landfill operations.

A number of substantial controls are already in place to mitigate potential health and safety risks related to asbestos at the Landfill. For reference, friable waste asbestos material can only be disposed at landfills as approved by the Saskatchewan Ministry of Environment. Friable materials are those that when dry, are able to be crumbled, pulverized, or powdered by hand pressure. While not all asbestos is friable, the City Landfill has not accepted asbestos since 2009. Signage posted at the Landfill identifies asbestos as a prohibited material. The City's website also states that asbestos is not accepted at the Landfill.

Customers are asked when they enter through the scale if the material to be disposed of contains asbestos. If this is the case, the customer is reminded that the City Landfill does not accept asbestos, and if requested, they are directed to an approved Landfill. When a customer reaches the roll-off transfer bins, or tipping face in some instances, Landfill Attendants are present to screen loads, direct traffic, and answer questions. Landfill staff do not physically handle any waste material brought to the site by customers. This restricts exposure to potential health and safety hazards.

Landfill staff are trained on asbestos awareness through employee orientation, daily toolbox meetings, and monthly safety meetings. In the event that asbestos-containing material is identified at the Landfill, Administration has entered into contract with an Environmental Disposal Services provider. This contractor has the capability to safely collect and dispose of asbestos containing material at an alternate location. The Administration has developed procedures which detail the steps to be taken should asbestos be identified on-site.

The Landfill's operations are regulated by the Saskatchewan Ministry of Environment. The City possesses a Permit to Operate a Waste Disposal Ground, ensuring compliance with the Municipal Refuse Management Regulations. The Landfill also has access to the Saskatchewan Ministry of Environment's "Waste Disposal Grounds Binder", which contains a "Policy on the Disposal of Friable Waste Asbestos" (Attachment 2). This information is on hand, and can be referenced if required.

Additional steps are being taken by Administration, to ensure that asbestos-containing materials do not enter the waste stream at the curb-side collection points. In the Waste Bylaw Amendments report to City Council in October 2017, Administration is recommending expanding the definition of 'unacceptable waste' in Bylaw No. 8310, The Waste Bylaw, 2004 to include asbestos, specifically pertaining to household waste set-out for collection.

Communication Plan

The Landfill's role in asbestos awareness involves speaking directly with customers about the ban on asbestos. In addition, a new sign will reinforce the ban and direct people to the aforementioned website for more information.

Financial Implications

The Landfill operating budget will cover the expenditures associated with the attached asbestos educational sign. Future funding requirements will be assessed as the internal working group identifies opportunities for improvement.

Other Considerations/Implications

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

Due Date for Follow-up and/or Project Completion

The Landfill Scale Attendants will continue to ask customers about asbestos within the material they are hauling. There is no end-date for this activity. The educational sign will be posted in Q4 2017, and will remain for an indefinite period of time. The aforementioned internal working group will continue to meet periodically for an indefinite period of time.

Public Notice

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

Attachments

1. Landfill Asbestos Awareness Sign.
2. Saskatchewan Ministry of Environment, Policy on the Disposal of Friable Waste Asbestos.

Report Approval

Written by: Mark Shaw, Environmental Operations Manager, Water & Waste Stream

Reviewed by: Erin Brakefield, Customer Service Manager, Building Standards.
Dustin Truscott, Occupational Health & Safety Manager,
Employee Experience & Performance
Troy LaFreniere, Director, Facilities & Fleet Management
Russ Munro, Director, Water & Waste Stream

Approved by: Jeff Jorgenson, Acting General Manager, Corporate Performance Department

EUCS MS – Asbestos Awareness at the Landfill.docx

ATTENTION

**Asbestos is not accepted
at the City Landfill**

**Learn more:
saskatoon.ca/asbestos**



Policy on the Disposal of Friable Waste Asbestos

Identification

Friable waste asbestos is asbestos waste that is easily crumbled or asbestos waste in the form of dust.

Most friable waste asbestos is generated when insulation or fireproofing material containing asbestos is removed from buildings. The asbestos fibres become hazardous if released by product deterioration, cutting, sanding or other disturbances.

Methods of identifying materials containing asbestos include:

1. Obtaining a Material Safety Data Sheet (MSDS) from a supplier of the material.
2. Asking a supplier to state in writing whether or not the material contains asbestos if a MSDS is not available.
3. Submitting a sample to a commercial laboratory for analysis.

Target Groups

This information is provided to advise households, businesses and service companies of the procedures and regulations involved in the handling of waste asbestos to protect the public and the environment through proper disposal.

Environmental Implications

Health hazards from asbestos occur mainly in the workplace through inhalation of air contaminated with asbestos fibres. Exposure to the asbestos fibres increases the risk of a lung disease called "asbestosis." Outside the workplace there is no documentation to support that environmental exposure to asbestos occurs at levels that induce asbestosis.

Policy

Friable waste asbestos materials must be secured in an approved manner that will prevent atmospheric dispersion of the asbestos fibres. This includes double bagging the material. Garbage bags can be used for initial containment and secondary or outer containment should be in a six-mil polyethylene bag that is properly labelled. If the material cannot be bagged without causing further dispersion of the asbestos fibres, the material should be covered while being transported.

Immediate burial of waste asbestos fibres at a landfill approved by Saskatchewan Environment is an acceptable disposal option. Prior arrangements and approval should be completed with the landfill owner prior to disposal. If an asbestos container is ruptured, it should be re-packed prior to burial.

Legislation

- *Saskatchewan's Dangerous Goods Transportation Act and Regulations (DGTA/R)*, pertaining to the handling, offering for transport, transportation and receipt of the friable waste asbestos.
- *Saskatchewan's Environmental Management and Protection Act, 2010 (EMPA, 2010)* with respect to *The Municipal Refuse Management Regulations* pertaining to the receipt and disposal of the waste asbestos.
- *Saskatchewan's Occupational Health and Safety Act and Regulations*, pertaining to the protection of employees at the workplace and employees involved in the removal of asbestos.

Disposal Requirements

Friable waste asbestos material can be disposed only at landfills approved by the Ministry of Environment.

More info?

Contact the Saskatchewan Ministry of Environment Client Service Office at
Tel: 1-800-567-4224
(toll-free in North America)
or 306-787-2584.
Email: centre.inquiry@gov.sk.ca

Special Needs Garbage Collection Service

Recommendation

That the report of the General Manager, Corporate Performance Department dated October 10, 2017, be received as information.

Topic and Purpose

This report provides information and costs for the existing special needs collection program and to identify potential options and considerations for expanding this service.

Report Highlights

1. The Special Needs Garbage Collection Service was implemented in 2007 as part of the garbage container conversion process in core neighbourhoods and was intended to be phased out.
2. The program is comprised of approximately 300 participants who are elderly or mobility challenged and require assistance with their collection carts. The program has not accepted any new applicants since inception; however, the Administration continues to receive requests for new applicants.
3. Since the special needs program was implemented, the number of households utilizing the service has decreased by approximately 100.
4. Costs to provide this service are estimated at \$490 per household. Funding for this service is provided through property taxes.
5. The marketing program approved in the 2016 Operating Budget has not yet been implemented, and will be implemented in late 2017.

Strategic Goals

This report supports the Strategic Goal of Quality of Life by refocusing on services that are of high importance to citizens and by developing age-friendly initiatives to enhance quality of life as people age.

Background

City Council at its 2016 Preliminary Business Plan and Budget meeting held on November 30 and December 1, 2015, considered the report Services and Accommodations for Seniors and Residents with Physical Limitations – Options and Possible Partnerships and resolved, in part:

- “2. That, Option 2, a marketing promotion campaign, like the Snow Angel Program, with a focus on neighbours helping neighbours with moving their garbage/recycle bins, including the establishment of a process for groups to be on a list for providing a low-cost fee for service in assisting with moving bins be approved, with an increase to the budget of \$12,000.”

Special Needs Garbage Collection Service

The Standing Policy Committee on Environment, Utilities and Corporate Services, at its meeting held on September 11, 2017, considered the Waste Handling Levels of Service report and resolved, in part:

- “1. That at the next meeting of the Standing Policy Committee on Environment, Utilities & Corporate Services the Administration bring forward the past report on the special service garbage collection and other accessibility issues as they pertain to waste services, as well as any follow up to that report that may be available.”

City Council, at its meeting held on September 25, 2017, considered the Waste Handling Levels of Service report and resolved, in part:

- “4. That all other service level changes be considered during the development and implementation of waste utility options.”

The Services and Accommodations for Seniors and Residents with Physical Limitations – Options and Possible Partnerships report, dated November 30, 2015 is included as Attachment 1.

Report

Special Needs Garbage Collection Service History

The Special Needs Garbage Collection Service was established in 2007 during the garbage container conversion process, whereby, households were provided with individual rollout carts instead of communal waste bins in the back lanes. The service was established in response to concerns from residents who were unable to manoeuvre the rollout carts but were otherwise able to take out small bags of garbage. City employees were hired to roll out carts from private property, collect them with semi-automated rear-loading garbage trucks and then return the carts after collection.

The special needs service was originally intended only for residents who resided in the neighbourhood at the time of the conversion, and with the intent that these households would be phased out when new residents moved in. To be eligible for the program, the following criteria was established and confirmed through a site visit by the Customer Service Supervisor to ensure the resident:

- lived in a neighbourhood that underwent a conversion from communal waste collection to individual rollout carts;
- lived independently (without the benefit of family members);
- was frail due to age or had a physical disability or severe medical condition; or
- lived at a property with extreme physical barriers (such as an elevated yard).

Current Program

When the curbside residential recycling program was implemented in 2013, the households that were included in the Special Needs Garbage Collection Service were also provided special recycling collection services as established under contract with Loraas Recycle. Special needs services are not currently available for the optional Green Cart food and yard waste program. The number of households receiving special

Special Needs Garbage Collection Service

needs collection service has decreased since implementation and is now approximately 300.

The staff and equipment that provide special needs garbage collection also perform other duties such as clean-ups of illegally dumped materials in back lanes and recycling depots, and garbage collection from special locations that cannot be serviced by automated side loaders due to narrow lane widths or raised lots. There are approximately 500 special collection locations that are serviced by rear-loader trucks, in addition to the 300 households included in the special needs service.

In 2016, the cost to provide special needs garbage collection to 300 households was \$147,000 or the equivalent of \$490 per household. This service costs approximately five times more than automated curbside garbage collection for the following reasons: two staff are required for each truck (one operator and one labourer to retrieve carts), collection locations are more dispersed throughout the city, and each collection takes longer to complete. The costs to operate this program are funded by property taxes.

The \$12,000 allocated to create a marketing or promotion campaign was not used in 2016 on a dedicated program as only preliminary investigations were completed. Administration will develop a community awareness campaign to encourage people to assist neighbours with their collections carts. This program will use the \$12,000 allocation to design a program to fit the allocated funds. The program will be implemented in late fall of 2017.

Decline in Program Use

Since the special needs program was implemented, the number of households utilizing the service has decreased by approximately 100. The Administration receives approximately 10 requests annually from elderly and mobility-challenged residents who wish to be included in the Special Needs Garbage Collection Service. The program history is explained to these residents, and they are offered smaller 65 gallon carts as a possible solution as these carts are easier to manoeuvre and store.

Options to the Recommendation

As an informational report, there were no options considered.

Communication Plan

A community awareness campaign will be directed at neighbourhoods where the special services collections program takes place. The goal of the awareness will be to encourage residents to help their neighbours with their collections carts. This campaign will start in late fall 2017.

Financial Implications

The Special Needs Garbage Collection Service is funded from the Garbage Collection Operating Budget under the Waste Handling Service Line. In 2016, the cost to provide special needs garbage collection to 300 households was \$147,000 or the equivalent of \$490 per household.

Other Considerations/Implications

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

Due Date for Follow-up and/or Project Completion

If approved, the Administration will report back on options for expanding the Special Needs Garbage Collection Service as part of the follow-up report on waste utility design options in 2018.

Public Notice

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

Attachment

1. Report - Services and Accommodations for Seniors and Residents with Physical Limitations – Options and Possible Partnerships – Dated November 30, 2015

Report Approval

Written by: Michelle Jelinski, Senior Project Management Engineer, Water & Waste Stream

Reviewed by: Mark Shaw, Environmental Operations Manager, Water & Waste Stream
Russ Munro, Director of Water & Waste Stream

Approved by: Jeff Jorgenson, Acting General Manager, Corporate Performance Department

EUCS MJ – Special Needs Garbage Collection Service.docx

Services and Accommodations for Seniors and Residents with Physical Limitations – Options and Possible Partnerships

Recommendation

That the options to address requests for assistance with moving recycling/garbage bins and sidewalk clearing, as outlined in this report, be considered during the 2016 Business Plan and Budget Review.

Topic and Purpose

The purpose of this report is to respond to an inquiry requesting options to address requests from seniors and residents with physical limitations for assistance with moving recycling/garbage bins and with sidewalk clearing.

Report Highlights

1. Public Works currently has a limited program for seniors and people with physical limitations, where City of Saskatoon (City) employees move the bins from private property and replace the bin after collection. This service was established, in conjunction with the garbage container conversion project, as a way to address concerns raised by some residents who physically could not manoeuvre roll-out bins.
2. Public Works currently has community-based initiatives encouraging the community and community-based groups to support those with health and mobility restrictions.
3. There are a number of options available for consideration, consisting of continuing with the existing limited level of service, considering grants and/or partnerships with community-based organizations, and enhancing the information available about community-based options.

Strategic Goal

This report supports the City's Strategic Goal of Quality of Life and refocusing on our services that are of high importance to our citizens.

Background

In 2007, Environmental Services introduced a Special Needs Service whereby City employees move garbage bins from private property, collect with a semi-automated rear-loading truck, and replace the bin after collection. This service is provided on a different day from regularly-scheduled collections. The service was established in conjunction with the garbage container conversion project that saw 300-gallon communal waste containers located in back-lanes across the city replaced by individual roll-out black garbage bins. It was never officially created as a program. The Special Needs Service was created as a way to address concerns raised by some residents

ROUTING: Community Services Dept. – City Council (Business Plan and Budget Review)

DELEGATION: Michelle Jelinski/Lynne Lacroix

November 30, 2015 – File No. CK 5610-1 and RS 5610-3
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cc: Jeff Jorgenson

who could physically manage taking small bags of garbage to a large bin but could not easily manoeuvre roll-out bins.

Procedures have been created for the administration of this service. Eligibility criteria were established and implemented through a site visit by the Customer Service Supervisor to confirm:

- the resident lives in a neighbourhood that underwent a conversion from communal waste collection to individual roll-out carts; and
- lives independently (without the benefit of family members); and
- has a physical disability or other limitations; or
- lives at a property with extreme physical barriers (such as an elevated yard).

At its March 4, 2013 City Council meeting, the following inquiry was made by Councillor Loewen:

“Would the administration please explore options and possible partnerships that would allow the City to expand services and accommodations to seniors and to residents with physical limitations? Specifically, please supply information about how the City could address requests for assistance with moving recycling and garbage bins as well as with sidewalk clearing.”

In 2013, with the launch of the new Recycling Program, City Council was informed that the Special Needs Services would also be delivered by Loraas Recycle to the same addresses served by the City.

Report

The City's Current Services and Accommodations – Moving Bins

Through Public Works, the City offers the Special Needs Service for assistance with moving garbage bins. When the program started in 2007, there were 488 participating households. The service was specific to the neighbourhoods affected by the garbage conversion project only. Addresses would be dropped from the service over time and no new addresses would be added. As of 2015, there are approximately 400 households still receiving the service.

The Special Needs Service comprises approximately 60% of the work completed by rear-loading garbage trucks (of which Public Works operates two). The projected cost to provide this service to 400 homes in 2015 is \$195,000 (or \$488 per household). This service costs approximately five times more than automated curbside garbage collection.

The City's Current Programs and Services – Shovelling Snow

Public Works, in relation to snow removal on residential sidewalks, has community-based initiatives already underway. Annually, the Snow Angel Program is promoted with a call to action for neighbours to consider adopting a senior's sidewalk and keep it clear of snow. In the past, Public Works has also put out a request to non-

Services and Accommodations for Seniors and Residents with Physical Limitations – Options and Possible Partnerships

profit and volunteer groups offering sidewalk snow-clearing programs for the elderly or those with mobility restrictions to register on a list that could be published and promoted by the City. This list of organizations offering this service is then promoted on the City's website.

Public Works also annually distributes the "Snow What to Do" flyers to remind all residents of their responsibility under Sidewalk Clearing Bylaw, 2005, No. 8463. Within that brochure, residents who are not physically able to remove the snow are reminded to ask family members, friends, and neighbours to assist with snow removal, or contact a local community group providing the service.

Options and Possible Partnerships

There are a number of options available for consideration, consisting of continuing with the existing limited level of service, considering grants and/or partnerships with community-based organizations, and expanding the program for all residents that would qualify under the program.

To address the requests for assistance with moving garbage and recycling bins and sidewalk clearing, the Administration has identified a number of options for consideration. In brief, the options are:

1. Continue with the existing level of service to the approximate 400 households currently on the program within the neighbourhoods that were part of the garbage bin conversion project.
2. Launch a marketing promotion campaign, like the Snow Angel Program, with a focus on neighbours helping neighbours with moving their garbage/recycle bins. This would include the establishment of a process for groups to be on a list for providing a low-cost fee for service in assisting with moving bins.
3. Explore partnership opportunities that would include providing support funding for neighbourhood-level clubs, teams, or organizations willing to sign up as volunteers to take on the task of moving the bins on regular collection days. Support funds are considered necessary to provide incentive for volunteers to ensure the service is available equally across the city and consistently on each collection day. Such an initiative could provide a fundraising opportunity for non-profit organizations operating in Saskatoon. The amount of funding required to provide an appropriate incentive is not known at this time. A partnership program of this type would require administrative support from the City (at an estimated cost of \$20,000 annually), along with an annual amount of support funding.
4. Issue a Request for Proposals (RFP) for community-based organizations to take on the city-wide service of assisting with the moving of garbage/recycle bins throughout the year for any residents that qualify under the criteria of the program.
5. Explore other options to ensure that all citizens have reasonable choices available for moving recycling/solid waste bins and sidewalk clearing.

The options identified in this report provides a range of potential programs and supports to assist seniors and people with physical limitations. While the list is not exhaustive, it does provide information about potential supports to consider pursuing.

Options to the Recommendation

The Business Plan and Budget Review Committee could direct the Administration to implement one of the options presented within this report.

Public and/or Stakeholder Involvement

In investigating potential options or partnerships, representatives from the Saskatoon Council on Aging were consulted, as were members of the Saskatoon Accessibility Advisory Committee of Council.

Communications Plan

Any new options would be communicated using Public Service Announcements and updating the City's website.

Financial Implications

Option 1: No new budget is required as this program is already supported within the operating budget.

Option 2: The estimated costs to expand the promotion of the neighbour helping neighbour with the moving of bins would be similar to the cost of the Snow Angel Program promotions, which is approximately \$12,000 per year. There needs to be internal resources allocated to develop the communications plan/marketing strategy, graphic design work, and support for developing the online forms to sign up community-based organizations.

Option 3: In addition to the \$20,000 in administrative support to the program, there would also be a need for funding support for the organizations participating in the program. The total impact would need to be further explored should this option be considered.

Option 4: The financial implications of this option would need to be determined through an RFP.

The implications of an expanded Special Needs Service for recycling carts is unknown at this time. While it would be expected that the same level of service be provided for recycling, Loraas Recycle may also request additional contract fees as a result.

Other Considerations/Implications

At this time, there there are no policy, environmental, privacy, or CPTED implications or considerations. Pending the direction of City Council, these implications may also need to be further investigated.

Services and Accommodations for Seniors and Residents with Physical Limitations – Options and Possible Partnerships

Due Date for Follow-up and/or Project Completion

Should City Council approve one of the options within this report and the corresponding resources, the Administration would look to formalize the details of the program in the first half of 2016. The Administration would undertake to further investigate the full scope of that option and the detailed costing with a plan to implement the changes for the 2016 winter season.

Public Notice

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

Report Approval

Written by: Lynne Lacroix, Director of Recreation and Community Development
Reviewed by: Pat Hyde, Director of Public Works
Approved by: Jeff Jorgenson, General Manager, Transportation and Utilities Department
Approved by: Randy Grauer, General Manager, Community Services Department

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BF 104-14

Civic Conservatory Repair Assessment and Renewal Options

Recommendation

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

That this report be considered during the 2018 Business Plan and Budget deliberations.

Topic and Purpose

The purpose of this report is to update City Council on conservatory operations and building condition and seek direction on initial steps for renewal of the facility.

Report Highlights

1. In 2016, the conservatory attracted over 70,000 visits despite the art gallery's closure. This is 17% down from the 2014 peak yet similar to 2012 and 2013 totals. Many are repeat visitors and come from diverse user groups.
2. The City is in discussion with the Children's Discovery Museum (CDM) on future program partnerships. The City's Healthy Yards and Winter City programs also present opportunities for collaboration.
3. An updated building condition assessment shows the need for a new roof and glazing as well as significant accessibility upgrades.
4. A \$2.3M restoration option would result in addressing identified deficiencies, leaving a program area of 1,011 sq. ft. at a cost of \$2,318/sq. ft.
5. A \$3.5M expansion option would address deficiencies and result in a program area of 2,798 sq. ft. at cost of \$1,252/sq. ft. It would also allow for more functionality and revenue generation opportunities.
6. Further program development is needed in order to pursue expansion. Engaging stakeholders in initial design development is a proposed first step.

Strategic Goals

This report supports the Strategic Goals of Asset and Financial Management, Quality of Life, and Sustainable Growth. The proposed project will improve a City-owned asset and increase access and functionality of this cultural facility. It also supports the City Centre as a cultural and entertainment district and preserves the character of the Mendel Building as a heritage structure.

Background

In August 2010, a condition assessment of the conservatory found that the original 1964 fibreglass roof needed replacement and that the single-ply wall glazing should be upgraded for aesthetic, operational and energy usage considerations. An Accessibility Audit was completed for the City by ADA Architecture in 2014. It outlined the need for interior path widening, a power entrance door and a passenger elevator or platform lift to meet the City's 2012 Facilities Accessibility Design Standards (FADS).

In 2016, the City retained Kindrachuk Agrey Architects (KAA) to update the 2010 building condition assessment, propose a technical approach to repairs and estimate costs. Proposed initial designs were to be sympathetic to the Mendel's architectural character. The idea of expanding the conservatory was an outcome of the Kinsmen Park and Area Master Plan approved by Council in 2011.

Report

Current Use

Apart from evening closure, the conservatory has continued normal operations since the Mendel Art Gallery closed. The Civic Conservatory - Current & Future Use document, Attachment 1 shows visitor data. Although estimates for 2016 show a 17% drop in attendance from the peak pre-closure total (2014), they do not differ from 2012 and 2013 totals. Despite evening closure and the lack of gallery spin-off visitors, the conservatory continues to draw over 70,000 visitors per year. Visitor numbers are higher January-June. A 2013 survey (677 visitors) revealed 61% visited four or more times per year, 96% were satisfied with the displays and 90% supported user fees if necessary. In addition to random visitors, the conservatory plays a role in Open Door Society programs and relates to users of City Hospital and a variety of other stakeholder groups. The conservatory will temporarily close in September 2017 to allow for the start of Mendel building asbestos remediation and construction of the CDM.

Future Use

Attachment 1 is an initial list of possible opportunities for future use. In addition to continuing its current function, collaboration is underway with the CDM to partner in programming once the museum opens and in the pre-opening period as part of a City/CDM Programming Services Agreement. In an expanded conservatory, additional functions could be possible, such as supporting Healthy Yards showcasing alternative energy and supporting Winter City Strategy actions.

Building Condition Assessment

The Civic Conservatory - Building Condition Assessment - Summary (Attachment 2) indicates that the 1964 fibreglass skylight roof is well past its 15-year life expectancy and is leaking. It is not up to code regarding snow loads but its support structures are in good condition. Safety rails and tie-offs are not present. It is uncertain whether existing glazing is up to code with respect to wind loads. Roof and glazing replacement is estimated to reduce heat loss by 70%. On accessibility, KAA found that in addition to the 2014 audit findings, upper and lower level washroom upgrades are also needed to be FADS-compliant.

Option 1 - Restoration

Option 1 as outlined in the Civic Conservatory - Option Estimates and Drawings document (Attachment 3) would remedy current structural and accessibility issues and entails no expanded conservatory footprint apart from adding an elevator on the east side. This elevator would provide access from both upper and lower levels of the building. Main and lower level washrooms receive accessibility upgrades. Due to path widening, program area would be reduced by 26%. The new roof would have a similar

appearance to the existing one. The cost of this option is estimated at \$2.3M for 1,011 sq. ft. of program area, or \$2,318/sq. ft. Replanting of the program area would be similar to existing.

Option 2 - Expansion

Option 2 as outlined in Attachment 3 would remedy current structural and accessibility issues and double the conservatory footprint, replacing the existing outdoor garden. Key elements of this garden were re-located to the Forestry Farm Park in 2008. Accessibility would be provided through internal ramps and lowering the conservatory floor to match the lower level of the main Mendel building. No elevator is needed. Main and lower level washrooms receive accessibility upgrades. Space efficiencies in path design mean program area would increase by 105%. Both the new roof and additional pillars would have a similar appearance to existing ones. The cost of this option is estimated at \$3.5M for 2,798 sq. ft. of program area, or \$1,252/sq. ft.

Expansion could both broaden functionality and strengthen the facility's financial sustainability. Revenue could be generated from weddings, corporate meetings and community gatherings. An expanded space would also be more marketable to a corporate sponsor. It would provide value both in capital and operating costs. In program area, per square foot construction costs would be 46% less. Operational costs would be less than double partly due to not requiring elevator maintenance.

Proposed Design Development Consultation

Although expansion provides more compelling value, further development of program ideas is needed to justify the investment. The proposed step of completing initial design development would engage stakeholders and the public in creating an integrated program for the expanded space, with the understanding that construction is contingent on senior government funding. This process would be led internally by existing staff.

Options to the Recommendation

City Council may choose instead to approve design development of Option 1 (restoration), or permanent closure of the Civic Conservatory.

Public and/or Stakeholder Involvement

Consultation will engage current and potential Conservatory users and will employ workshop and digital formats. Designs will also be presented to the Municipal Heritage Advisory Committee for comment.

Communication Plan

A communications plan will be created once the general direction of the Conservatory planning is established. The City's project webpage will be updated accordingly.

Financial Implications

No Civic Buildings Comprehensive Maintenance (CBCM) Reserve funds nor Corporate Accessibility Implementation funds are currently allocated for this project. Accordingly, further work is needed to identify appropriate funding sources. Phase II of the federal

Investing in Canada Plan was announced in July and specifies \$56M in Community, Culture and Recreation Infrastructure funding for Saskatchewan. The proposed step of stakeholder consultation and design development is intended to generate a supportable project for grant funding.

Estimates from Attachment 3 show that design development of Option 2 (expansion) will require \$135,000. The detailed design phase and design costs are included in the construction cost estimates in future years. Funding is recommended via the Asset and Financial Management Departmental Capital Reserve. This work will include initial estimates of projected operating costs based on the higher-efficiency roofing and glazing, larger building volume, and any operating implications.

As a high visibility unique space, the conservatory may also have significant sponsor appeal. It will be referred to the Naming Rights & Sponsorship Capital Project Committee to include in its asset inventory and valuation.

Other Considerations/Implications

The Administration will be recommending to Council later this year that the Mendel building receive municipal heritage designation. Potential expansion of the conservatory will be accounted for in the designation.

Due Date for Follow-up and/or Project Completion

Following stakeholder consultation and design development, the Administration will report to Council in early 2018 with a proposed program for an expanded Conservatory and a strategy for securing capital funding.

Public Notice

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

Attachments

1. Civic Conservatory - Current and Future Use
2. Civic Conservatory - Building Condition Assessment - Summary
3. Civic Conservatory - Option Estimates and Drawings

Report Approval

Written by: Eric Westberg, Project Manager, Corporate Initiatives
Reviewed by: Brenda Wallace, Director of Environmental & Corporate Initiatives
Clae Hack, Director of Finance
Darren Crilly, Director of Parks
Troy LaFreniere, Director of Facilities & Fleet
Approved by: Jeff Jorgenson, A/General Manager, Corporate Performance Department

Civic Conservatory – Current and Future Use

Current: Visitor Statistics

The data below show these findings:

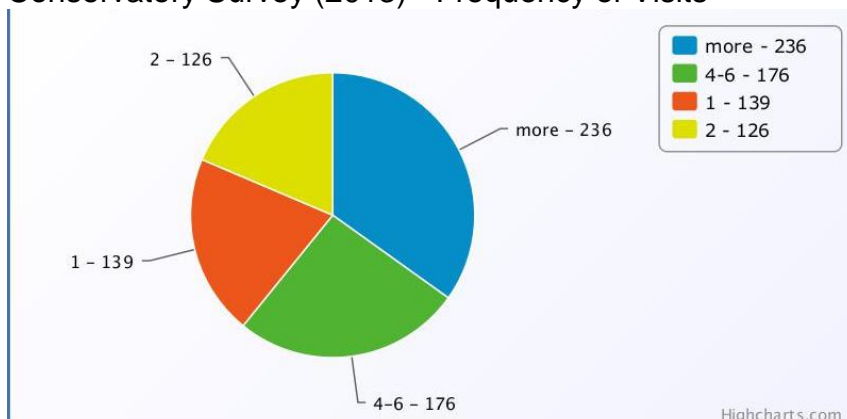
- Since the art gallery closure, conservatory attendance is down only slightly with approximately 60% of visits between January and June.
- Gallery staff estimate 80% of school tours included the conservatory.
- A 2013 survey conducted by the Parks Division identified 61% of visitors visited four or more times per year. Of note, 90% of survey respondents supported the concept of introducing an entrance fee/annual pass.

Total Annual Attendance-- Mendel Building							
	2010	2011	2012	2013	2014	2015	2016
Art Gallery	181,053	162,475	177,527	168,972	163,181	n/a	n/a
Conservatory	82,239	79,855	78,044	76,308	92,732	85,299	76,491*
*est due to July closure for repairs							

Seasonal Variation in Conservatory Attendance			
	Average 2010-2014	2015	2016
Jan to Mar	28%	27%	31%
Apr to Jun	32%	40%	28%
Jul to Sept	21%	16%	16%
Oct to Dec	19%	17%	25%

Annual Number of School Group Tours (Average 2010-2014)			
	K-12 Public, Catholic & Rural	Preschool, Private & Other Regions	Total
Mendel Art Gallery	260	65	325
Mendel Conservatory (est)	208	52	260
per month for Conservatory	17	4	21

Conservatory Survey (2013) - Frequency of Visits



Current: Types of Visitors

In addition to diverse individuals, several distinct user groups are recurring visitors:

- Daycares
- Children with autism and their caregivers
- City Hospital patients and family members
- Camera club and art classes
- Saskatoon School of Horticulture
- Wedding parties

The Open Door Society tours the Conservatory with newcomers and has noted its role in helping them stay connected with their culture from seeing plants and trees from their homelands. This experience adds to their sense of belonging in Saskatoon and provides respite as they adapt to the prairie winter.

Future: Children's Discovery Museum (CDM)

On August 21, 2014, City Council directed staff to prepare a Program Services Agreement, whereby the City will contract the CDM to provide programming oriented to winter, multi-generational families and the animation of Kinsmen Park. Conservatory-related opportunities identified in 2014 included summer day camps, sleepovers, and artists-in-residence. The Agreement is anticipated to take effect in 2018.

Future: Environmental Education & Alternative Energy

An expanded conservatory may create opportunities to advance City environmental education programs.

Healthy Yards

Program components which could relate to the conservatory include:

- Biodiversity / native plants (indoors and adjacent river valley)
- Chemical-free, low-water and small space gardening approaches
- Accessible gardening
- Composting and growing food
- Plants and techniques adaptive to climate change

The current Healthy Yards Demonstration Garden is at the Garden Patch on 2nd Ave near 33rd St, operated in partnership with the Saskatoon Food Bank and Learning Centre. The site is open late May to September. School tours take place at the site, but capacity is limited due to the short overlap with the school year.

Locating a Healthy Yards component in an expanded conservatory could allow for school tours through the full school year, and could maximize learning opportunities for children through co-location with the CDM.

Student Action for a Sustainable Future

This program engages 12 classrooms per year in action projects related to food, water, energy, waste, biodiversity and transportation. The conservatory could demonstrate best practices in food, water and biodiversity for students to apply in their projects.

Elm Wood Biomass Energy

The City is pursuing opportunities to showcase biomass wood waste heating and save \$75,000 in annual landfill fees resulting from tree pruning. Annual pruning generates 700-900 tonnes of wood waste which could generate 3,200 mW of energy. The conservatory would offer a high-visibility location for such a demonstration project.

Future: Winter City Strategy

During public consultations in 2016 and 2017, participants stressed the need to leverage existing City assets. The conservatory was noted multiple times as a facility particularly relevant in winter. Specifically, the facility offers one of only a few public warming facilities along the river. An expanded facility could further maximize Winter City-related benefits. For example, some cities have created compelling event space within their conservatories to enhance winter vibrancy. As the Strategy develops for Saskatoon, it is anticipated some specific recommendations related to conservatory operations may be identified.

Civic Conservatory - Building Condition Assessment - Summary

Introduction:

The facility assessment was conducted by Kindrachuk Agrey Architecture, Robb Kullman Engineering (Structural), and WSP (Mechanical & Electrical). Opened in 1964, and without having any significant physical upgrades since, the Conservatory is expectedly showing significant signs of wear. Sprinklering of the entire building will be done in 2018 as part of the City/CDM joint design & construction project.

Building Envelope:

The existing glazing wall envelope and fibreglass skylights have exceeded their life cycle. It is not clear if the existing single layer glazing system is adequately reinforced to withstand current design wind-loads. Catastrophic failure is a possibility with no way of forecasting the event. A new glazing system envelope would require added column support and cross-member reinforcing.

The building code now requires roof design to account for snow-loads and live-loads cumulatively. The risk associated with the existing roof system is not quantifiable in relation to this new requirement. Catastrophic failure is a possibility with no way of forecasting when it will happen. The skylights show UV damage and are leaking. No documentation exists of gel-coat preventative maintenance, which is recommended every five years. A complete review of the assembly condition has not been undertaken for some time due to concern over the weight-bearing capacity of the system.

Saskatchewan Occupational Health and Safety define the requirements for proper tie-offs and/or guard-rails when accessing high places. The roof does not satisfy these requirements, making servicing hazardous.

The existing concrete column and beam structure has been reviewed and is adequately built to withstand the current minimum load requirements. In this regard, it is feasible to upgrade or expand the building envelope using the existing structure.

Accessibility:

The building does not meet minimum National Building Code or FADS requirements for accessible washrooms nor accessibility of the display area. Current access to the floor level of the Conservatory from the Lobby is only by stair.

Sustainability:

Upgrading the building envelope (glazing walls and roof/skylight system) and mechanical systems to current standards could result in up to a 70% reduction in fuel consumption.

Civic Conservatory – Option Estimates and Drawings

OPTION 1-- RESTORATION		
Architectural		\$ 1,033,000
Skylights & glazing system; elevator; path widening; washroom upgrades		
Structural		\$ 105,000
Elevator and wind bracing of glazing		
Mechanical		\$ 120,000
Heating, fire systems and utilities		
Electrical		\$ 50,000
LED Lighting; signage; elevator connections		
General		\$ 494,424
Overhead, profit, contingency, & PST		
Project Costs		\$ 540,727
Design Development Phase	\$100,000	
Remainder of Project	\$440,727	
TOTAL		\$ 2,343,151
OPTION 2-- EXPANSION		
Architectural		\$ 1,378,000
Skylights & glazing system; ramps & retaining walls; washroom upgrades		
Structural		\$ 385,000
Excavation & foundation; tree columns & roof beams; steel		
Mechanical		\$ 147,500
Heating, fire systems and utilities		
Electrical		\$ 45,000
LED Lighting; signage		
General		\$ 739,179
Overhead, profit, contingency, & PST		
Project Costs		\$ 808,403
Design Development Phase	\$135,000	
Remainder of Project	\$673,403	
TOTAL		\$ 3,503,082

Option 1



River side Aerial View – Option #1 – Restoration



River side path View – Option #1 – Restoration



Option 2



Aerial View – Option #2 – 100% Expansion (underlay Google Earth 2017)



Street View – Option #2 – 100% Expansion



KINDRACHUK AGREY
ARCHITECTURE

Environmental Sustainability – Community Engagement Approach

Recommendation

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

1. That the update on the communications and engagement strategies for Waste Diversion and Climate Change be received;
2. That the City enter into an extension of the current agreement with Ion Design Inc. for an additional sum of \$40,000 in accordance with the terms set out in this report; and
3. That the City Solicitor be requested to prepare the appropriate agreement and that his Worship the Mayor and the City Clerk be authorized to execute the amending Agreement under the Corporate Seal.

Topic and Purpose

The purpose of this report is to provide an update to City Council on the communications strategy and engagement approach for Waste Diversion and Climate Change as well as obtain City Council approval to extend the Consulting Services Agreement with Ion Design Inc. to enable the production of videos.

Report Highlights

1. Communications strategies are being developed for Waste Diversion and Climate Change to provide support and background information to community engagement activities.
2. The engagement approach to each initiative focuses on building understanding within the community, enabling meaningful discussions, and developing community-informed next steps for the City of Saskatoon as changes to waste management are considered and climate change plans are developed.
3. Each phase of the engagement strategy will include a variety of tools and techniques to engage residents, the Industrial, Commercial and Institutional sector, and stakeholders having valuable expertise related to the two environmental sustainability plans being developed.
4. Videos are a useful way to communicate relevant information and stimulate community dialogue. An extension of the existing Consulting Services Agreement with Ion Design Inc. of approximately \$40,000 is required to enable production of a suite of videos to educate and support engagement on Waste Diversion; Council approval is required as per the Corporate Purchasing Procedure Policy.

Strategic Goals

This report supports the Strategic Goal of Environmental Leadership through the four-year priorities of promoting and facilitating city-wide composting and recycling to reduce the rate and volume of waste sent to the landfill and implement energy-efficient

practices in City buildings, transportation, and operations. It also supports the long-term strategy to reduce Greenhouse Gas emissions (GHG) tied to City operations, and to support the Saskatoon community in emissions reduction activities.

Background

City Council, at its meeting held on March 27, 2017 considered the Award of RFP Waste and Recycling Communications report.

City Council, at its meeting held on June 26, 2017, considered the Waste Diversion Communication and Engagement report which outlined the Communications Strategy.

Standing Policy Committee on Environment, Utilities and Corporate Services held on September 11, 2017, considered the Climate Change Mitigation Business Plan – Opportunities report which included results from the 2017 Environmental Awareness Survey.

Report

The Waste Diversion Plan and Climate Change Mitigation Business Plan will be developed on the basis of extensive engagement with the community. These initiatives are at varying stages of public discussion and knowledge; therefore, both plans require separate strategies for communications and engagement. The waste diversion conversation is already on-going in the community, while the climate change conversation has not been an intentional dialogue to date.

Update on the Communications Strategy for Waste Diversion

The communications strategy that City Council received on June 26, 2017, has been updated. Attachment 1, 2017 Waste Diversion Communications provides highlights on the updated strategy.

Communications and education about waste diversion provide the awareness necessary for community engagement on future changes to waste management. In addition to the tools discussed in the June report (including discussion papers, social media content, infographics, email marketing, and a Waste Challenge), Administration proposes developing a suite of videos. Videos are a useful way to communicate relevant information and stimulate community dialogue and can be shared by the community through social media channels. The 30-day Waste Challenge was launched on October 2, 2017.

The Waste Diversion Plan will provide a roadmap for the City of Saskatoon's waste management programs including analysis of financing options, changes to the Waste Bylaw, collection frequency, disposal bans, recycling options, city-wide organics, data management, and community education and awareness. Communications will be developed to explain these potential changes in a manner that supports community dialogue and provides clarity on what is possible.

Communicating Climate Change

Reducing greenhouse gas emissions is a global issue that can be impacted by local initiatives, in particular, activities involving the participation of the entire community. Administration is developing a communications strategy that will focus on building public awareness and participation in climate change mitigation activities. Rather than focusing on opportunities for individual action, communications will encourage Saskatoon residents and businesses to work together to build a plan for mitigating the impact of climate change.

The tone of the campaign will remain upbeat, interesting, and fun, focussing on collective responsibility, successes, benefits, and showcasing collaboration and partnerships.

The core message will demonstrate that it's time for the community of Saskatoon to take action, and encourage stakeholders to get involved in engagement activities. Attachment 2, 2017 Climate Change Communications Highlights, outlines the communication strategy for climate change in more detail.

Engagement Approach

Lura Consulting has been commissioned to help the City develop a community engagement strategy and approach for both waste diversion and climate change. The engagement process uses the principles of Inform, Consult, Involve and Collaborate as part of the IAP2 Spectrum of Involvement to encourage interactions with the community that are meaningful, consistent, relevant, and effective.

The City has proposed a three-phase engagement process for waste diversion and climate change, including phases for building understanding within the community, discussing options for moving forward, and determining community-informed next steps for each strategy. Given that each project is at different phases of conversation within the community, the overall strategy is similar, but the specific activities and outputs are expected to be different. A summary of each approach is outlined in Attachment 3, Engagement Approach for Waste Diversion and Climate Change.

A variety of techniques will be used in order to reach a wide audience of residents and stakeholders on both waste diversion and climate change. Common engagement techniques include open houses, pop-ups, surveys, online activities, social media, stakeholder interviews and working groups, and a resident reference panel. The techniques used at each of the three-phased approach will be selected based on achieving the goal of engagement; more detail is available in Attachment 4, Techniques for Waste Diversion and Climate Change Mitigation Engagement. Videos were not included in the original agreement, but have been identified as a popular and effective method for attracting attention and educating citizens.

Extension for Video Production to Support Waste Diversion

Ion Design Inc. has been hired to design and produce the creative for Waste Diversion communications with an original Consulting Services Agreement of \$80,000 for a one

(1) year term (of which over \$40,000 will be spent specifically on recycling awareness campaigns required by contracts with the City’s residential recycling service providers).

Videos were not included in the original agreement, but have been identified as a popular and effective method for attracting attention and educating citizens, expecting to cost an additional \$40,000. This will require City Council approval as the extension is greater than 25% of the original contract value. An extension to Ion Design Inc. is being recommended in accordance with the Corporate Purchasing Procedure Policy, specifically, the provision for procurement to extend the work on an existing project where it is considered to be more economical, efficient, and expedient than doing an RFP. Video production by Ion Design Inc. will be more efficient as they understand the project scope and goals, have developed the initial creative materials (infographics) and will build on their existing work to produce the videos.

Administration is proposing to add two graphic designers as part of the 2018 Business Plan and Budget under the Corporate Support Service Line. In the interim, the City does not currently have the internal staff resources to achieve this initiative in the required time frame.

Options to the Recommendation

City Council may choose to direct the Administration to explore alternate methods of engagement with the community. Given the experience of Lura Consulting in engagement practices with other municipalities on waste and mitigation programs, the Administration feels the strategy is sound. Further, the newly hired Engagement Specialist can work with Lura Consulting to adjust the rollout of the strategy that meets the needs of the community and the projects as they unfold.

There are two options should City Council choose not to expand the Consulting Services Agreement with Ion Design Inc.:

1. An RFP could be issued for video production. Administration is not recommending this approach as the videos would likely not be ready in time to support community engagement plans.
2. Videos can be dropped from the communications strategy.

Public and/or Stakeholder Involvement

Public and stakeholder involvement is a key component of the success of both the Waste Diversion Plan and Climate Change Mitigation Business Plan; the engagement approaches outlined in this report are intended to provide thorough engagement of these groups. Key stakeholders may include the general public, content experts, businesses, institutions, City staff, and City Council. Where possible throughout the engagement process, the City will look to leverage resources and partner with other ongoing engagement initiatives. This will further the reach of the project and ensure an efficient approach to project delivery.

Communication Plan

In addition to the overview of the communication strategies provided in this report, more detailed communication plans will be developed during the project-planning phase for each initiative under the Waste Diversion Plan and/or Climate Change Mitigation Business Plan.

Policy Implications

According to Policy A02-027, Corporate Purchasing Procedure, City Council approval is required for contract increases above 25% of the original contract value.

Financial Implications

The production of a suite of videos will require an additional investment of approximately \$40,000. Funds are available within the existing budget for Capital Project #2184 (Waste Characterization Study).

Environmental Implications

The Waste Diversion Plan represents an opportunity for the City to reach its goals of diverting 70% of waste from the Landfill by 2023. Greenhouse Gas emissions implications and other environmental protection measures will be estimated and reported on as the Waste Diversion Plan is developed.

The Climate Change Mitigation Business Plan will create options and a roadmap to reach its corporate and community targets of 40% and 15% reduction by 2023, and 80% reduction by 2050, using the 2014 Emissions Inventory as the benchmark.

Other Considerations/Implications

There are no privacy, CPTED implications or considerations.

Due Date for Follow-up and/or Project Completion

Follow-up reports on the results of the engagement strategy will be prepared for the Standing Policy Committee on Environment, Utilities and Corporate Services in the spring, 2018.

Public Notice

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

Attachments

1. 2017 Waste Diversion Communications Highlights
2. 2017 Climate Change Communications Highlights
3. Engagement Approach for Waste Diversion and Climate Change
4. Techniques for Waste Diversion and Climate Change Mitigation Engagement

Report Approval

Written by: Nasha Spence, Environmental Accounting Manager

Environmental Sustainability – Community Engagement Approach

Approved by: Amber Weckworth, Education & Environmental Performance
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Brenda Wallace, Director of Environmental & Corporate Initiatives
Jeff Jorgenson, A/General Manager, Corporate Performance
Department

CP EUCS NS Admin Report - Environmental Sustainability - Community Engagement Approach

2017 Waste Diversion Communications Highlights

BACKGROUND

Current City of Saskatoon waste diversion programs are achieving a waste diversion rate of 21.8%. In order to begin moving toward the diversion target of 70% by 2023 and the long term goal to achieve Zero Waste, a comprehensive plan must be established to identify the programs and policy options that will identify the path to meeting this target.

What is possible?

Based on the Waste Diversion Opportunities Report, work has begun on the development of a Waste Diversion Plan that will provide a potential long-term roadmap for the City's waste management programs and recommended policies and initiatives that City Council could adopt to achieve full implementation. See the Waste Diversion Opportunities Report for more detail; shortlisted items include:

- A Utility Model for Waste – Modifying the approach to financing the solid waste management program to ensure that funds can be allocated to cover the true costs of waste management in Saskatoon and rewarding composting and recycling activities over landfilling.
- Organics – City-wide mandatory organics program for single-family homes
- Collection Frequency – Optimizing collection frequency to maximize waste diversion
- Enforcement – Disposal bans for the ICI sector, with expansion to the residential sector
- Program Improvements – landfill improvements; a recovery park, Household Hazardous Waste and other programs for the Industrial, Institutional, and Commercial Sector
- Modifying how we measure success in terms of waste generation

The City is currently preparing to engage the public in October 2017 to gather input on future changes to waste management as identified in the Waste Diversion Opportunities Report.

COMMUNICATION GOALS:

The goals of this plan are to generate ownership, involve residents and get broad public support for the final decisions reached by Mayor and City Council.

Targets, Issues, Process, Engagement Opportunities

- Educate and build an understanding of key issues within the waste diversion plan - raise awareness of current state (2016 waste characterization).
- Build support for potential Waste Diversion Plan recommendations and get community involved with shaping future programs for waste diversion.
- Develop performance metrics for the community and report on key milestones.

Outcomes, Opportunities, Next Steps

- Engage community to prioritize and refine initiatives.
- Build awareness within the community regarding 'what we heard' during the engagement phase.
- Use feedback from engagement to help build the waste diversion plan.

COMMUNICATIONS STRATEGY:

- **Phase One: Pre-Engagement campaign (1 month –October 2017)**
Activities will focus on launching a 30 day waste challenge campaign. The goal is to prepare the community for a conversation on waste diversion.

- **Phase Two– Engagement (1-2 months – starting January 2018)**
Communications to alert residents to opportunities to engage in a discussion on waste diversion might include radio announcements, billboards and signage.
- **Phase Three – Reporting/Data Analysis (1-2 months –starting March 2018)**
Gather and analyze data needed to inform future planning. Communications will focus on reporting outcomes, ‘what we heard’, and how the City plans to continue engagement in the future.

KEY MESSAGES:

Waste Diversion:

- Each of us can control our waste to create a more sustainable, healthy community. Together we can have a big impact for a cleaner environment.
- Canadians produce more waste per capita than almost any other country.
- Every week the average home in Saskatoon produces 16 kg of waste. Once it goes into the garbage it ends up in the landfill.
- Waste diversion directs garbage away from landfills through reuse, recycling, or composting.
- Our residential recycling programs provided a successful first step toward our waste diversion goal.
- Diverting waste away from landfills prevents pollution that can harm our health and the environment.
- By investing in waste diversion we are investing in a more sustainable tomorrow.

What’s in our garbage?

- Organics - 58% of what’s going in household garbage is food or yard waste.
- Recycling -10% of what’s going in household garbage is recyclable material that could be recycled.
- More than 75% could be diverted from the landfill if new programs for diversion are made available.

Saskatoon’s waste diversion target

- The community has set a target of diverting 70% of our waste from the landfill. This means that 70% of our waste will be reused, recycled or composted.

Why we need to divert more?

- Simple actions can have a really big impact. By making activities such as recycling and composting part of your daily routine we can help the environment while saving our tax dollars.
- Diversion creates jobs: recycling 14,000 tonnes of waste creates nine jobs and composting it creates seven jobs, but landfilling it creates just one job (FCM).
- Recycling uses less energy than disposal in a landfill and manufacturing with recycled materials is more energy-efficient than with virgin materials.
- Our landfill is filling up. Every year we are adding almost 100,000 tonnes of garbage.
- The cost of inaction – both financially and environmentally - is too high for us not to act.
- Changes we make now can extend the life of the landfill and help save us from future costs of siting a new landfill or hauling waste out of the city.
- Waste is expensive to manage and represents a missed opportunity to extract value from materials in the waste stream.
- Cost of decommissioning our existing landfill and building a new one is estimated at over \$125 million! Our legacy of garbage is a burden we can’t expect future generations to pay for.
- Putting organics in the landfill causes them to break down slowly while releasing methane, a potent greenhouse gas (GHG) 21 times stronger than carbon dioxide.

2017 Climate Change Communications Highlights

BACKGROUND

In November 2015, the City of Saskatoon became a signatory of the Compact of Mayors (now known as the Covenant of Mayors for Climate and Energy). As a first step towards compliance, the City completed a Greenhouse Gas Emissions Inventory in 2016 using 2014 data. The inventory showed an increase in emissions since the previous 2003 greenhouse gas inventory.

In June 2017, City Council passed new greenhouse gas reduction targets: reduce corporate emissions by 40% and community emissions by 15% below the 2014 benchmark by 2023, and reduce both corporate and community emissions by 80% below the 2014 benchmark by 2050. To achieve the City's greenhouse gas reduction commitments and meet our obligations to the Covenant of Mayors, Administration is preparing a Climate Change Mitigation Business Plan, which will directly outline how the City of Saskatoon can meet their short- and long-term emissions reductions targets.

Engagement and communication with residents and the Industrial, Commercial, and Institutional (ICI) sector will help the City identify the level of interest, knowledge, opportunities, and concern in our community, the outcomes of which will directly influence the development of the Business Plan.

COMMUNICATION GOALS:

Targets, Inventory, Process, Engagement Opportunities

- Create a sense of urgency about the need to respond to climate change – Focus on opportunities, hope, and a vision for the future.
- Communicate our emissions inventory – Provide an accurate picture of 'where we are today'.
- Communicate our targets – Build our community's understanding of why it's important for the City to set community and corporate greenhouse gas targets.
- Start to build our community's level of awareness and understanding on the topics of climate mitigation, climate adaptation, climate change, and sustainability.
- Explain how (and when) we are going to invite residents and the ICI sector to participate in the climate change conversation, priority setting, and action/implementation.
- Encourage stakeholders to get involved in engagement activities. Use the opportunity to educate and use facts to frame the conversations happening in our community.
- Build excitement and celebrate environmental target achievements and initiatives.

Outcomes, Opportunities, Next Steps

- Engage community to help prioritize and refine initiatives.
- Build awareness within the community regarding 'what we heard' during the engagement phase.
- Explain next steps.

Operations & Initiatives – Corporate and Community

- Communicate what we're doing, why we're doing it, how it will impact the community, who will be involved, etc.

- Communicate what people in the community are doing, why they're doing it, etc.
- Explain how climate change efforts connect to everything else (i.e. co-benefits).

COMMUNICATIONS STRATEGY:

- **Phase One: Pre-Engagement Campaign (1 month – fall 2017)**
Activities will focus on launching communications. The goal is to prepare the community for change and ask businesses, institutions, industry, and residents to get involved.
- **Phase Two– Support Engagement (1-2 months – winter 2017)**
Communications will relate directly to supporting GHG mitigation engagement activities.
- **Phase Three – Reporting/Data Analysis (1-2 months – winter 2017)**
Gather and analyze data needed to inform future planning. Communications will focus on reporting outcomes, 'what we heard', and how the City plans to continue engagement in the future.

KEY MESSAGES:

- We are seeing real change in our Climate. We are at risk of pushing our climate system toward abrupt, unpredictable, and potentially irreversible changes with highly damaging impacts.
 - We are changing the temperature very fast – by as much as 3-4 degrees C by the end of the century.
 - Let's protect the things we love to do that are affected by Climate Change.
- The sooner WE act, the lower the risk and cost. By making informed choices now, we can reduce risks for ourselves and future generations, and help Saskatoon adapt to climate change.
 - We cannot wait any longer. The time for us to act is now.
 - Initiatives that decrease emissions often also decrease costs, due to decreased consumption. For example, decreasing km's traveled on vehicles causes a decrease in emissions and an immediate costs savings from decreased fuel consumption.
 - Future legislation mandating emissions reduction is anticipated. By reducing emissions now, the City will avoid larger costs and higher risks in the future to comply with regulations.
 - Carbon pricing is a federal program that will come into effect in January, 2018. Services provided to residents that may be affected by carbon pricing will include snow clearing, provision of waste services, and administration costs.
- What we do as a community matters. The fact is, cities are responsible for 75% of global greenhouse gas emissions. Saskatchewan is also the highest emitter per capita in the country.
- This is a solvable problem. People have responded successfully to other major environmental challenges (acid rain, ozone hole) with benefits greater than costs.
 - It is technically possible to limit global average temperature rise to below 2 degrees C if we peak emissions soon and steadily reduce them.
 - We need to support each other to make this happen.

- It is not about the environment vs the economy. Scientists working with economists believe there are ways to manage the risks of climate change while balancing current and future economic prosperity.
 - Whether we act or do not act on climate change, we will have to spend money. However, the costs of *reacting to* climate change in the future are predicted to be more expensive than the costs of *acting on* climate change now.
 - Let's be proactive. Let's be strategic. Let's solve this problem once and for all. Let's act now.
- Win-Win-Win - Solutions to reduce greenhouse gas emissions have been shown to produce a number of societal, economic, cultural, and environmental co-benefits, including:
 - Economic development.
 - Increases in innovation.
 - Lower consumer and commercial utility bills.
 - Better water, air, and soil quality.
 - Improved land-use planning, development patterns, and strategic regional planning.
 - Improvements to individual and public health.
 - Enhanced community safety, social capital, and community cohesiveness.
 - Increased equity and quality of life benefits.
 - A more accessible city.
 - Quieter environment.
 - More access to natural, recreational, cultural, and educational spaces.
 - Improved protection and enhancement of natural and naturalized areas.
 - Decreased burden on future generations.
- We have work to do - Saskatoon's 2014 greenhouse gas inventory showed an increase of 12% in community emissions since the 2003 greenhouse gas inventory. It is time to reverse that trend.
- We (the City of Saskatoon) are making progress - With projects like route optimization for garbage service, Recovery Park, and Energy Performance Contracting on City Buildings, we have been working to make improvements...but more needs to be done.
- We (the City of Saskatoon) are committed:
 - We've signed on to the Compact of Mayors which means we must do create an Action Plan (Business Plan) and follow through.
 - In June 2017, City Council passed ambitious new greenhouse gas reduction targets of 80% below 2014 levels by 2050, for both the community and City of Saskatoon operations.
 - We are committed to helping you (residents and ICI). We recognize we have a lead and facilitation role to play.
- The Community of Saskatoon is taking action on climate change. Together, we are creating a resilient, low-carbon community with initiatives such as creating infrastructure for active transportation, providing options for waste diversion, and engaging in solar partnerships with community groups.
- Here is how you can get involved / Here is where you can find out more:
 - Engagement tactics
 - Website / online tools

- Climate change conversations.
- Facilitated group discussions.
- No question is too small when it comes to climate change. Ask an expert your climate questions at saskatoon.ca/climatechange.

Engagement Approach for Waste Diversion and Climate Change

Introduction to IAP2

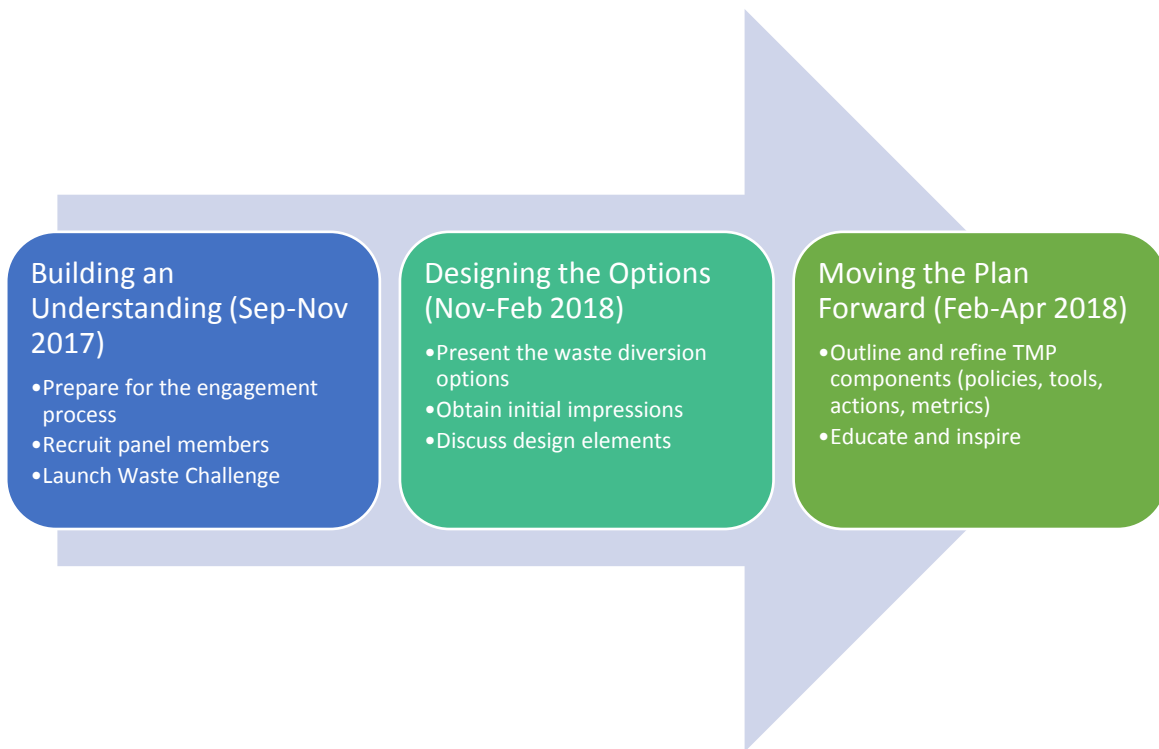
As shown in table below, the International Association of Public Participation (IAP2) has adopted a spectrum of public engagement. As you move through the spectrum there is a corresponding increase in expectation for public participation and impact. The level of engagement and the techniques should match the purpose or goal of engagement for waste diversion and climate change in order to be most effective.

IAP2 Spectrum of Public Engagement				
Inform	Consult	Involve	Collaborate	Empower
Provide the public with balanced and objective information to assist them in understanding the problem, alternatives and/or solutions.	Obtain public feedback on analysis, alternatives and/or decisions.	Work directly with the public throughout the process to ensure that public concerns and aspirations are consistently understood and considered	Partner with the public in each aspect of the decision including the development of alternatives and the identification of the preferred solution	Place the final decision-making in the hands of the public
Example of Communication Tools <ul style="list-style-type: none"> • fact sheets • websites • open houses • videos 	Example of Engagement Techniques <ul style="list-style-type: none"> • public comment focus groups • surveys • public meetings 	Example of Engagement Techniques <ul style="list-style-type: none"> • workshops • deliberate polling 	Example of Engagement Techniques <ul style="list-style-type: none"> • citizen advisory committees • consensus-building • participatory decision-making 	Example of Engagement Techniques <ul style="list-style-type: none"> • citizen juries • ballots • delegated decisions

There is an increasing level of public impact and corresponding skill and depth required as you progress through the spectrum.

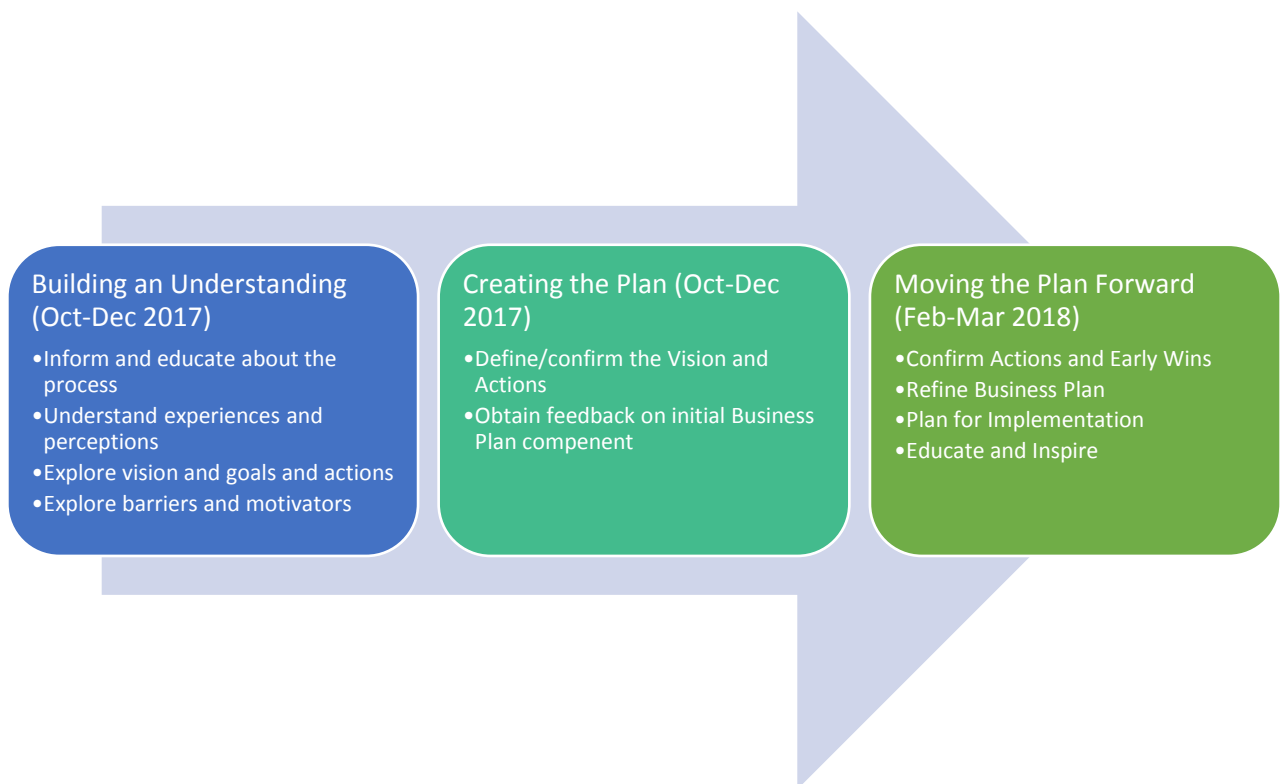
Engagement Strategy – Waste Diversion

Specific to the Waste Diversion Plan, the goal of engagement is to build support and excitement for the proposed waste diversion options and discuss the details of each with the community and stakeholders alike to ensure the eventual design of each program is community-informed. The following is a three-phased approach to engagement. Each phase will be further evaluated to identify the most appropriate level of engagement based on the IAP2 Spectrum of Public Engagement shown above.



Engagement Approach – Climate Change

Specific to the Climate Change Mitigation Business Plan, the goal of engagement is to help residents and businesses understand local climate change challenges and provide opportunities for input into prioritizing potential solutions. The output from climate change engagement will be a comprehensive report which outlines Saskatoon’s climate change mitigation options for City Council’s consideration. Public outreach and education are expected to continue through the design phase of the plan (dependent upon a successful application for grant funding through the Federation of Canadian Municipalities). The following is a three-phased approach to engagement. Each phase will be further evaluated to identify the most appropriate level of engagement based on the IAP2 Spectrum of Public Engagement shown above.



Techniques for Waste Diversion and Climate Change Mitigation Engagement

Each of the three-phases identified in the Waste Diversion and Climate Change Mitigation engagement approaches will be evaluated to identify the most appropriate level of engagement based on the IAP2 Spectrum of Public Engagement. The following are common engagement techniques and approaches used for the consult, involve, and collaborate stages of the spectrum. A variety of these engagement techniques will be used in order to engage the diverse stakeholders and residents in our community in a meaningful way.

Online Engagement

Online engagement gives members of the community a convenient option to provide input on all aspects of the Waste Diversion and Climate Change Mitigation Plans. It will be hosted on Saskatoon.ca/engage and will include information on the project, surveys to collect feedback, a timeline for the projects, and information about other engagement activities. Other interactive scenario planning tools such as MetroQuest will be explored.

Pop-up Engagement

Connecting with the “silent majority” in places where people congregate is an effective means to engage the community. Pop-ups will be set up at the farmers market, transit stops/stations, libraries, recreation/community centres, food banks, classrooms, and others in order to conduct intercept interviews and surveys. They will be interactive (e.g., large map board, voting board), and include a small giveaway to attract visitors. Surveying and questions asked at pop-ups will mirror the online engagement opportunities. Pop-up activities appropriate for business audiences will also be considered.

Public Meetings

Residents and stakeholders alike will be invited to participate in public meetings on Waste Diversion. This traditional engagement technique is appropriate for certain demographics and will not be used to address climate change, in favour of other, more distributed tactics (such as pop-up). At each public meeting participants can view project displays and materials and learn about the waste diversion options, as well as an interactive workshop-style discussion session to allow for feedback from participants.

Social Media

The City’s social media channels (Facebook and Twitter) will be used to both communicate engagement activities as well as provide a forum for online conversation and idea sharing. The added benefit of using these channels is the enhanced ability to connect with audiences that already make extensive use of social media but who may not be users of traditional engagement methods (e.g., print media, public meetings, etc.). A series of videos will be developed to support online conversations.

Community Reference Panel

Another option being considered is a community reference panel that would be comprised of 40-50 Saskatoon residents reflective of the City's diverse demographics. The panel could be engaged through surveys or in-person meetings to provide a deeper exploration of the potential initiatives.

Stakeholder Interviews

A series of informal interviews will be conducted with key external community stakeholders (e.g., business leaders; key community/resident organizations; youth and seniors' groups) to explore key issues. The interviews will allow the project team to get a better sense of issues that may arise during consultation and develop risk mitigation strategies as appropriate.

Stakeholder Working Group

Formation of stakeholder working groups for each of the two projects will provide an ongoing forum for multi-stakeholder dialogue and advice throughout the projects. It is envisioned that the working group will include a diverse mix of expert representatives from various sectors of interest and will provide expert/professional input into the development of the business plan and the climate change mitigation options within.

Saskatoon Environmental Advisory Committee (SEAC)

Opportunities to involve SEAC will be discussed at upcoming Committee meetings. The Committee has played an important role in convening community environmental expertise in target setting.

Update - North Commuter Parkway Bridge – Bridge Naming Engagement Process

Recommendation

That the report of the Acting General Manager, Corporate Performance Department dated October 10, 2017, be forwarded to City Council for information.

Topic and Purpose

The purpose of this report is to provide City Council an update on the Community Engagement Process to name the North Commuter Parkway Bridge.

Report Highlights

1. The process to name the North Commuter Parkway (NCP) Bridge will be facilitated by the City Administration, led by key community members, and will include broad citizen engagement using various methods through different phases.
2. The process will include public education related to the Truth and Reconciliation Commission of Canada's (TRC) Calls to Action, specifically #79, and involve Community Elders and Indian Residential School Survivors.
3. Community response has been mainly positive with over 100 proposals coming forward. Still, the City and its community partners have received correspondence which highlights the need for educational opportunities to correct stereotypes and misinformation and to promote community building.

Strategic Goal

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

Background

On June 22, 2015, City Council directed the Administration to identify responses and financial implications of the TRC Calls to Action. City Council also declared July 1, 2015 to June 30, 2016 the Year of Reconciliation. The Administration was directed to work with the Office of the Treaty Commissioner (OTC), and other community groups, leaders, and institutions in Saskatchewan to promote reconciliation.

On July 21, 2016, City Council unanimously voted in favour of the following motion:

“With respect to the Truth and Reconciliation Commission (TRC) Calls to Action report, would the administration report back on how to engage the community as a whole to name the pending new

North Commuter Parkway in recognition of the TRC. This report will be in response to the TRC calls to action and specifically #79 which is 'Participate in a strategy to commemorate Aboriginal peoples' history and contributions to Canada.' The administration should keep the guidelines and intent of the naming advisory policy in mind while preparing the report.”

At its meeting held on February 27, 2017, City Council considered the North Commuter Parkway Bridge – Bridge Naming Engagement Process report. The process undertaken to propose a name for the NCP Bridge will be community driven, building on the community reconciliation process and Aboriginal Elders will guide the Aboriginal Cultural and Spiritual processes for the naming process.

City Administration has gathered key community members to form the Steering Committee to determine and carry out a community-led process for naming the North Commuter Parkway Bridge (NCP). The Steering Committee includes representatives from City Administration, the Office of the Treaty Commissioner (OTC), Saskatoon Tribal Council (STC), Central Urban Métis Federation Incorporated (CUMFI) and the Federation of Sovereign Indigenous Nations (FSIN).

Report

This report addresses the main components that will contribute to the final recommendation for the name of the NCP Bridge. In preparation, the Steering Committee determined a process that is open and transparent; includes extensive public education and engagement; and uses a combination of digital and paper feedback mechanisms to ensure the process is accessible to everyone in our diverse community.

Nominations should meet one of the below guidelines:

- Acknowledge an Aboriginal historical event or figure.
- Represent the spirit of community, coming together, or connection.

Process for Final Recommendation and Approval

First Nation and Métis Elders will guide the cultural protocol for the entirety of the naming project, including the blessing of the land which took place in May 2017. The process to name the NCP Bridge is outlined as follows:

Phase One:

- Names will be gathered from the community, both Aboriginal and non-Aboriginal residents, through engagement events and an online nomination form between July and October 2017. Nominations will close October 31, 2017.

Phase Two:

- Elders and Survivors will reflect and deliberate on the list of names in order to assist the Steering Committee in determining a shortlist of four names.

- Each of the names in the short list will be vetted through a sub-committee of local historians. This information, along with the information included in the nomination will be used to create a short vignette for each of the four short-listed names.
- The community will be able to watch the four vignettes and provide input online or in-person.

Phase Three:

- Community feedback will be considered before the final recommendation is made to City Council, via the Naming Advisory Committee, by the Steering Committee. All nominations received will be vetted, and qualifying names will be added to the Master Names List for use in naming future civic infrastructure.

Community Feedback to Date

Participation from the community has been mainly positive with over 100 proposals coming forward. However, the City and its community partners have received correspondence – albeit a small amount – which highlights the need for further educational opportunities to correct stereotypes and misinformation and to promote community building.

Public and/or Stakeholder Involvement

Update on the Process for Naming

The online nomination form will be available to the public from July 13, 2017 to October 31, 2017 at Saskatoon.ca/nametheNCP.

Promotional material and hard copies of the nomination forms were available at a number of community events during July to September. Residents are encouraged to send in their nomination for a name online or attend one of a number of community engagement events held in October 2017. A current listing of events is found on Saskatoon.ca/nametheNCP.

The nomination process is not restricted to residents of Saskatoon. Those living across Saskatchewan and Canada that may have a connection to Saskatoon are also invited to submit their nomination. Personal contact information is requested on the nomination form to be able to ensure accountability, but also to be able to follow-up with persons for additional information for Phase Two, if required.

Educational resources and tools are available online for the public to use in facilitating their own sessions, including: project background information, nomination forms, educational information on the TRC's Calls to Action, and a video highlighting Saskatoon's progress with reconciliation in our community.

Financial Implications

The estimated cost for the proposed communications and engagement strategy is up to \$20,000. This includes resources for facilitating and gathering input through community discussions and the communication tools used below. An additional \$10,000 was

identified as a need by the Steering Committee for an educational campaign leading up to the final selection.

The project will be funded through the existing Aboriginal Relations operating budget and the North Commuter Parkway and Traffic Bridge Capital Project No. 2407. The Administration will look for opportunities to collaborate with other potential funding partners.

Communication Plan

A communications and engagement plan will inspire participation and confidence in the naming process and assist in educating the public on the TRC’s Calls to Action. Activities will include: paid and earned media, signage near the bridge site, general public and targeted engagement opportunities, information on City website and at civic facilities, and social media posts. Going forward, Administration will collaborate on communications for the naming process and the project status of the North Commuter Parkway.

Other Considerations/Implications

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

Due Date for Follow-up and/or Project Completion

The Administration will report back through the Naming Advisory Committee in January of 2018.

Public Notice

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

Report Approval

Written by: Maeghan Briggs-Carstairs, Communications & Marketing Manager
Reviewed by: Dazaway Landrie-Parker, Community Engagement Manager
Gilles Dorval, Director of Aboriginal Relations
Approved by: Jeff Jorgenson, A/General Manager, Corporate Performance Department

Waste Bylaw Amendments

Recommendation

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

1. That Bylaw No. 8310, The Waste Bylaw, 2004 be amended as outlined in this report to improve education and enforcement opportunities in the community; and
2. That the City Solicitor be requested to prepare the appropriate amendment to Bylaw No. 8310, The Waste Bylaw, 2004.

Topic and Purpose

The purpose of this report is to amend Bylaw No. 8310, The Waste Bylaw, 2004 (the “Bylaw”) to improve waste-related education and enforcement efforts in the community. Proposed changes include increasing fines and enforcement measures for illegal dumping, expanding the definition of unacceptable waste, and incorporating revisions that will result in efficiencies for Environmental Protection Officers (EPOs) when conducting inspections.

Report Highlights

1. The Bylaw addresses requirements for the collection, handling and disposal of waste and recycling material in Saskatoon. EPOs administer the enforcement of the Bylaw.
2. The waste and recycling cart placement education initiative has provided education for residents with back lane cart collections since 2014.
3. Revisions in the Bylaw will result in efficiencies and other opportunities for education and enforcement.
4. Fines for illegal dumping have not increased since the Bylaw was created in 2004. The Administration recommends increasing fines for illegal dumping to \$500.
5. The Administration will be implementing the option to ticket vehicle owners for vehicles involved in illegal dumping infractions, as permitted under *The Cities Act*.
6. Expanding the definition of “unacceptable waste” will strengthen enforcement options for infractions involving waste and recycling carts.

Strategic Goals

This report supports the Strategic Goal of Continuous Improvement by increasing productivity by being more efficient in the way the City does business. This report also supports the Strategic Goal of Environmental Leadership by promoting city-wide recycling.

Background

On May 3, 2004, City Council approved the creation of Bylaw No. 8310, The Waste Bylaw, 2004.

On December 1, 2016, City Council approved the 'Fees for Waste-Related Services 2017, 2018, 2019' report which included amendments to The Waste Bylaw, 2004. These amendments included updates to the Rate Schedules for Landfill Fees, Commercial Garbage Collection, Residential Recycling Programs and Compost Depot Commercial Haulers. The bylaw fines for illegal dumping have never been increased.

Report

The Waste Bylaw

The purpose of the Bylaw is to protect the health and welfare of people and provide for the abatement of nuisances and protection of the environment by regulating and monitoring the collection, handling, and disposal of waste and recyclable material within the City.

Two EPOs administer the Bylaw. Education and enforcement efforts are largely focussed on illegal dumping, improper use of waste and recycling carts or metal bins, and misuse of the recycling depots.

Waste and Recycling Cart Education Placement Initiative

Waste and recycling carts left out in back lanes contribute to numerous concerns including: illegal dumping, theft, damage, scavenging, misuse, unsightliness, and congestion for residents and collection trucks.

Since 2014, EPOs have been conducting neighbourhood blitzes to educate residents about proper cart placement requirements. This employs an 'education first', three-step approach:

1. If any waste or recycling carts are found to be left out after collection day, the EPOs will deliver education letters to the residents informing them of their responsibility to return their carts to their property;
2. If a subsequent inspection shows that cart placement continues to be a concern, a warning letter is issued; and
3. If a third inspection shows that carts are still out, a Notice of Violation (\$100 ticket) is issued.

Neighbourhood blitzes are resource intensive and the timeframe from the education stage to the ticketing stage is on average 5 to 6 weeks. By 2018, it is anticipated that residents in all neighbourhoods with back lane collection will have had an opportunity to be educated about their cart placement responsibilities under the Bylaw.

Efficiencies Resulting from Waste Bylaw Amendments

Under the Bylaw, EPOs are currently required to conduct two inspections to confirm if a cart has been left in the public right-of-way for more than 24 hours. With the current

three-step approach, this requires six inspections in order to issue a \$100 ticket. The proposed bylaw amendments will include a set time for carts to be removed from the public right-of-way on collection days, similar to the requirements that are identified in the City of Calgary's Waste and Recycling Bylaw. This would then require only one inspection to confirm if a cart has been left out after collection day. Less time spent on inspections can result in other opportunities for the EPOs to educate and enforce the Bylaw across the community.

Increased Fines for Illegal Dumping

All fines under the Bylaw are set at \$100 for the first offense and \$200 for the second offense. These fines were approved in 2004 and have never been increased. In light of increased instances of illegal dumping, in conjunction with the seriousness of the offense, the Administration is proposing that a separate category of fine be created for illegal dumping set at \$500 for a first offense and \$1,000 for a second offense. Increased fine amounts should help increase deterrence and better reflect actual impacts on the community. Cleanup costs associated with illegally dumped materials at City recycling depots, back lanes, parks and road ditches are estimated at over \$300,000 per year.

Ticketing of Vehicle Owners for Illegal Dumping

EPOs have difficulty issuing tickets for illegal dumping as individuals have often left the scene of the offense or the identity of the individual is difficult to obtain. Subsection 335(2) of *The Cities Act* states, in part that, "If a vehicle is used in the commission of an offence against a bylaw involving a vehicle, the owner of the vehicle is liable for the offence, as well as any other person who may have actually committed the offence". The "owner" of a vehicle is defined as "the person to whom a current certificate of registration or registration permit for a vehicle is issued".

Due to the difficulty in tracking down individuals in the act of committing the offense and the inability of EPOs to pull drivers over, the Administration is proposing to utilize Subsection 335(2) of *The Cities Act* and ticket vehicle owners for illegal dumping offences involving a vehicle. Tickets would be sent out by registered mail after issuance in these circumstances.

Expanding the Definition of Unacceptable Waste

The current definition of "unacceptable waste" for waste and recycling carts includes only hazardous waste, liquids and tires. The Administration recommends expanding this list to include other items that pose safety or health concerns, as well as items that do not meet the permit requirements for landfill disposal. These materials include, but are not limited to, asbestos, needles, hot ashes, propane cylinders, and used oil. By including these materials under the definition of unacceptable waste, EPOs will be able to issue tickets for placement of these items into waste or recycling carts.

Options to the Recommendation

City Council may choose to not proceed with amendments to the Bylaw. City Council may also choose to approve alternate fines for illegal dumping or other Bylaw infractions.

Communication Plan

The goal of Waste Bylaw education and enforcement is to help residents and businesses understand their responsibilities under the Bylaw for a broader community benefit. EPOs respond to complaints, conduct investigations and follow-up with residents and businesses in person, by phone or by letter. City Councillors are provided with advance notification when a neighbourhood blitz will be conducted in their ward(s). Loraas Recycle and Cosmopolitan Industries work with City EPOs to enforce the Bylaw for the residential recycling programs.

Requirements of the Bylaw are already communicated in part through signs at the Saskatoon Landfill and the Recycling Depots, with information and graphics on the City website, and through education letters and warning letters issued by EPOs. Any amendments to the Bylaw would be communicated through the same means. Residents can learn more about the Waste Bylaw, illegal dumping, and cart placement requirements on the City website at saskatoon.ca. Residents can also report illegal dumping or other Waste Bylaw infractions by calling the 24-hour Customer Service Centre at 306-975-2486 or by completing the online form located at saskatoon.ca/garbage. Attachment 1 identifies information on cart placement requirements and illegal dumping reporting options on the City website.

Financial Implications

Waste Bylaw education and enforcement initiatives are largely funded under the Waste Reduction and Resource Recovery Service Line. The Residential Recycling Utilities also fund a portion of the work done by EPOs. Increases to fines for illegal dumping may result in increased general revenues, however, based on the low number of tickets that are successfully issued for illegal dumping infractions, this is not anticipated to be a significant amount.

Environmental Implications

Environmental protection measures will continue through the education and enforcement of the Bylaw. Ideally the frequency of illegal dumping and improper placement of waste will be reduced through improved education and enforcement measures.

Other Considerations/Implications

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

Due Date for Follow-up and/or Project Completion

Updates on Bylaw education and enforcement initiatives will be included in the 2017 Integrated Waste Management Annual report.

Public Notice

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

Attachment

1. Cart Placement Requirements and Illegal Dumping Online Reporting

Report Approval

Written by: Michelle Jelinski, Senior Project Management Engineer, Water & Waste Stream

Reviewed by: Russ Munro, Director of Water & Waste Stream
Derek Kowalski, Solicitor, City Solicitors Office

Approved by: Jeff Jorgenson, Acting General Manager, Corporate Performance Department

EUCS MJ – Waste Bylaw Amendments.docx

Cart Placement Requirements and Illegal Dumping Online Reporting Form

- Online Services
- Housing & Property
- Property Tax
- Building, Renovations & Permits
- Power & Water
- Waste & Recycling**
- Collection Calendar
- Cart Placement
- Waste Wizard
- Garbage**
- Black Cart Garbage**
- Multi-Unit Garbage
- Landfill
- Recycling
- Yard & Food Waste
- Household Hazardous Waste
- Fire & Emergency
- Pet Licensing & Animal Services

Black Cart Garbage

The Black Cart Garbage service is available to all single family households.

✔ What you can expect from us

1. The City provides bi-weekly [collections](#) in winter and weekly [collections](#) in summer.

👍 How you can help us

Please remember to check your collection schedule and review the following information to ensure your cart is collected:

1. The cart is placed out for collection prior to 7 a.m. on your scheduled pickup day.
2. There is at least 1.2 meters (4 feet) of clearance around all sides of the cart.
3. The garbage is bagged and inside the cart, and the lid is closed.
4. No prohibited materials, hazardous waste or liquids.
5. Review "What goes in your black cart?"
6. New cart requests can be submitted once residents are living at their new address so the cart can be stored on the property immediately to avoid theft and bylaw infractions.

Customer Service

For questions or concerns about black cart garbage collections, program details, a missed garbage collection or to request a new cart or replace a broken one, contact the Water and Waste Stream Division at [306-975-2486](tel:306-975-2486) or [email](#).

Alternatively, the following hyperlinks can be used to streamline your service request.

[Report a missed garbage collection >](#)

[Request a new cart >](#)

[Report illegally disposed waste >](#)

What goes in your black cart?

Use your black cart for normal household garbage, non-recyclable waste such as Styrofoam, diapers and wipes. Use the Waste Wizard tool to find out what goes in your black cart.

Waste Wizard
Need help?
Share

Search an item for recycling or disposal information.

[Terms of Service](#)

List of Materials Powered by RCollect

Rates and Fees

Black cart waste collection is funded through your property taxes.

<https://www.saskatoon.ca/services-residents/waste-recycling/garbage/black-cart-garbage>

Waste Bylaw Enforcement

Use this service to report an issue with illegally disposed waste or debris. You can call [306-975-2476](tel:306-975-2476) at any time for help if you experience difficulties completing this request online.

Contact Information

* First name (required)

* Last name (required)

* E-mail address (required)

* Phone number (required)

Location of service request

Street number

Unit number

Street name

Street type (e.g. Lane, Ave. or Cres.)

Street direction

* Neighbourhood (required)

Do you know who is responsible for the illegal disposal? Yes No

Where is the debris or waste located?

- Back Lane
- Main Roadway
- On private property

Provide details

Attachment

Please attach any supporting files (image or pdf).

Files must be less than **10 MB**.

Allowed file types: **gif jpg jpeg png pdf**.

No file chosen

<https://www.saskatoon.ca/webform/waste-bylaw-enforcement>

Wastewater Treatment Plant – Cogeneration System Project

Recommendation

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

1. That Capital Project #1247 – WWT – Energy Recovery and Capital Project #2211 – WWT – Electrical Redundancy be cancelled at this time; and
2. That the remaining previous approvals of \$9.745 million from Capital Project #1247 – WWT – Energy Recovery and Capital Project #2211 – WWT – Electrical Redundancy be transferred to Capital Project #2579 – WWT – Digester Tank 4.

Topic and Purpose

The purpose of this report is to receive City Council approval to cancel the proposed design and construction of a full cogeneration system at the Wastewater Treatment Plant (WWTP) and transfer the remaining previous approvals to Capital Project #2579 – WWT – Digester Tank 4.

Report Highlights

1. In 2013, a consultant was engaged to provide engineering design services. Their pre-design work concluded that full cogeneration and electrical redundancy was not feasible at that time.
2. The scope-of-work for the Digester Tank 4 project has been expanded to include partial energy recovery and biogas conditioning, which will be fully utilized when full cogeneration is feasible in the future.

Strategic Goals

This report supports the Strategic Goals of Environmental Leadership, and Asset and Financial Sustainability by including a partial energy recovery heating component and adding the basic building blocks for electrical generation, in combination with the construction of the fourth digester at the WWTP. Currently, all of the biogas production from the digesters is flared. An up-to-date process heating system, complete with biogas conditioning, will supply heating requirements at the WWTP and provide the foundation for electrical generation.

Background

Studies investigating the viability of energy recovery at the WWTP were completed by third party reviewers in 2007, 2008, and 2010. Each report concluded the potential for cogeneration to offset electricity and natural gas demands was attainable with the 2010 Stantec Consulting Ltd. report City of Saskatoon Wastewater Treatment Plant Energy Recovery Study detailing the financial analysis of implementation. Capital funding was commenced to implement cogeneration as part of electrical redundancy and energy recovery at the plant, with the additional environmental benefit of utilizing biogas and reducing electrical demand at the plant.

Based on the Stantec Consulting Ltd. Study, two capital projects were approved at \$10.431 million for cogeneration. Capital Project #1247 – WWT – Energy Recovery was approved for \$4.630 million in the 2012 Capital Budget and Capital Project #2211 – WWT – Electrical Redundancy was approved for \$5.801 million in the 2013 Capital Budget. A total of \$17.180 million was estimated to complete the project, of which, \$10.431 million has been approved to date.

At its meeting held on January 7, 2013, City Council approved a proposal from AECOM Canada Ltd. (AECOM) to design a cogeneration system at the WWTP. The approved proposal was for AECOM's engineering services at a net cost to the City of \$1,317,535.

Report

Work Completed to Date

AECOM completed the preliminary design for the cogeneration project in 17 months and produced 8 technical memorandums, including a financial analysis. The preliminary cost estimate of construction was \$20.6 million, not including incorporating the existing standby generation into the cogeneration building. This estimate significantly exceeded prior approvals for this work.

The detailed analysis, as presented, indicated the investment did not have a payback over the useful life of the asset. Following a review of the preliminary design and financial analysis, the Administration cancelled the contract with AECOM. AECOM was formally notified that the City was cancelling the engineering services contract on June 3, 2015, and was paid \$243,986 for their services.

Expenditures to date on this project total \$912,000 and include the payment of the design work completed by AECOM, in house engineering costs, and costs that were incurred in anticipation of the project proceeding, including the relocation of utilities, the construction of a tunnel under a roadway, and the purchase and installation of generators. The design work by AECOM will provide valuable technical information for future design. The infrastructure upgrades were necessary in conjunction with other capital projects and currently benefit the operations of the utility.

Moving Forward

The Administration continues to implement upgrades according to the WWTP's Long Term Capital Development & Expansion Plan, including the installation of a new digester. Capital Project #2579 – WWT – Digester Tank 4 involves the design and construction of a fourth digester at the WWTP to handle increased solids loading in the sewage stream from an increasing population. Due to the cancellation of the Cogeneration System Project, the scope-of-work of the new digester project has been expanded to include partial cogeneration to increase heat requirement and biogas production. At its meeting held on June 26, 2017, City Council accepted a proposal for consulting engineering services from CH2M HILL Canada Limited (CH2M HILL) for the design and construction of the Digester Tank 4, which is currently in the design stage.

Each digester tank has a volume of approximately 7,500 cubic metres and operate at 35 degrees Celsius. The heating requirements are significant, especially during the winter season. In the past, the WWTP has been forced to direct all heating production to the digesters, resulting in heating deficiency in other building areas.

Currently, the plant uses gas fuelled boilers to provide process and building heating. Previously, biogas was used to partially fuel the boilers; however, the corrosive nature of biogas resulted in constant maintenance of the boilers at a significant cost and increased risk of failure of the treatment process. As a result, a substantial quantity of natural gas is used, while the biogas is wasted by flaring.

As part of the design, CH2M HILL is to include a partial energy recovery and electrical redundancy component in the fourth digester project. Energy recovery will incorporate biogas collection and conditioning with new boilers to provide a reliable and consistent amount of heat for the process and buildings. The electrical redundancy element will enable gas conditioning to reciprocating engine standards and provide the infrastructure for future cogeneration. The value of the biogas that is now flared will be captured and used to fuel boilers.

The fourth digester will be commissioned in 2020 with the intent that the basic infrastructure for biogas recovery and conditioning will be in place and utilized to provide reliable heating for process and building use. This infrastructure and other previously listed upgrades will be fully utilized when full cogeneration is feasible, ensuring there will be no throw-away costs. The introduction of carbon credits may have an impact on the viability of cogeneration. Phasing out coal power production in Saskatchewan might also provide a better rate of return on capital funds used for cogeneration, due to rising electrical rates.

Communication Plan

The City is an environmental leader and continues to look for innovative ways to improve efficiencies and reduce its carbon footprint. This project will be highlighted as an achievement in the annual Services, Savings and Sustainability report and introduced to citizens upon completion with a News Release and through other digital channels, when completed in 2020.

Financial Implications

Capital Project #2579 – WWT – Digester Tank 4 has been approved at \$8.0 million in the 2017 Capital Budget and it has been proposed that a further \$15.0 million be approved in the 2018 Capital Budget. With the components of partial energy recovery and electrical redundancy being included in the project, and the benefit of applying the infrastructure for potential future cogeneration, the Administration proposes utilizing the remaining down payment of \$326,000 and the borrowing provision of \$9.419 million from Capital Projects #1247 – WWT – Energy Recovery and Capital Project #2211 – WWT – Electrical Redundancy for Capital Project #2579 – WWT – Digester Tank 4.

Environmental Implications

Reusing the biogas in the boilers, rather than flaring it, will decrease the amount of natural gas the WWTP uses. The overall impact of greenhouse gas emissions are unknown at this time.

Other Considerations/Implications

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

Due Date for Follow-up and/or Project Completion

Project will be completed in 2020.

Public Notice

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

Report Approval

Written by: Ross Elliott, Senior Project Management Engineer, Saskatoon Water
Reviewed by: Jeff Ruzicka, Acting Engineering Services Manager, Saskatoon Water
Reid Corbett, Director of Saskatoon Water
Approved by: Angela Gardiner, Acting General Manager, Transportation & Utilities Department

EUCS RE – WWTP – Cogeneration System Project.docx

Urban Forestry Cottony Ash Psyllid Response Plan

Recommendation

That the report of the General Manager, Community Services Department, be forwarded to City Council recommending:

1. That the Capital Project and corresponding funding plan, as outlined in this report, be forwarded to City Council for consideration during the 2018 Business Plan and Budget Review; and
2. That the Administration report back regarding status of the 2018 program and funding options for 2019.

Topic and Purpose

The purpose of this report is to provide an update on the progress to date in dealing with the cottony ash psyllid infestation impacting Black and Mancana Ash trees in the city, as well as to request approval for a capital project in 2018 to continue managing the response to this emerging pest issue.

Report Highlights

1. Saskatoon is currently experiencing an infestation of the cottony ash psyllid pest, which is negatively impacting the city's urban forest.
2. A city-wide canopy assessment completed in the summer of 2017 indicates there are approximately 1,000 trees that meet the criteria for removal at this time. It is expected that if there is not a collapse of the psyllid population, there may be loss of additional trees.
3. Insecticide treatments have been trialed in Saskatoon to limited success and have been shown to only delay the need for tree removal.
4. Tree removal and replacement of affected trees in appropriate sites with another tree species is the most viable option to ensure the long-term health of Saskatoon's urban forest.
5. Given the state of the current psyllid susceptible ash trees and the underlying threat to all ash species by emerald ash borer, this is an opportunity to invest in increased diversity and a more resilient urban forest.

Strategic Goals

This report supports the Strategic Goals of Continuous Improvement and Quality of Life through offering citizens a clear plan for managing dead and/or dying trees adjacent to their property that have been impacted by the cottony ash psyllids, as well as addressing trees in Parks and Open Spaces that impact citizens enjoyment and use of these spaces. This report also supports the Strategic Goal of Environmental Leadership

through planning for diversification of our urban forest to protect our resource against impacts of additional invasive pest species.

Background

Psyllids are very small insect pests that are native to central Europe but have made several appearances in North America including recent infestations in North Dakota, Minnesota and Alberta. The first outbreak of psyllid in Saskatoon occurred in 2006. At that time, 227 trees were removed and 127 trees were injected with an insecticide on a trial basis. The psyllid population then crashed in 2009 for unknown reasons and treatment options were no longer pursued.

The current outbreak of psyllid was initially detected in the summer of 2015. In the fall of 2015, egg counts were completed on 76 black ash trees across six neighbourhoods and found that the psyllids were widespread on black ash trees in Nutana, Sutherland, and the Central Business District.

In 2016, the situation continued to be monitored and signs of increasing dieback of susceptible trees was observed in the central Business Improvement Districts (BIDs). Egg counts in the fall of 2016 indicated there was an increase of eggs over the previous year, in the central business district and surrounding neighbourhoods, but egg counts in other neighbourhoods were still low.

In December 2016, the Executive Director of the Riversdale BID submitted correspondence to the Standing Policy Committee on Planning, Development and Community Services requesting an action plan on the rejuvenation of the tree canopy in the Riversdale district. At that time, the Committee was informed that the Parks Division was aware of the deterioration and loss of trees in the central business districts and was planning for the removal and replacement of trees in 2017. This tree loss was assumed to be attributed to a combination of stressors on the trees in conjunction with the recent psyllid outbreak. At that time, the extent of the tree loss was expected to be a total of approximately 100 trees in the BIDs and on the 22nd Street centre median.

Throughout 2017, Parks has worked closely with the BIDs to manage and mitigate the impacts on the urban forest from this insect. The deterioration of impacted trees has been more extensive than originally expected; therefore, this report is being brought forward to provide Committee and City Council with information on the current state of the psyllid outbreak and provide options on how to respond to the impacts of this insect and other emerging threats through 2018.

Report

2017 Psyllid Update

In the spring of 2017, there was a noticeable increase in the number of trees defoliated as a result of the current cycle of native forest tent caterpillars. After most trees impacted by forest tent caterpillar were re-leafing in the early summer, it became clear that psyllid susceptible trees were showing signs of more significant decline city-wide.

Urban Forestry Cottony Ash Psyllid Response Plan

At this time, Urban Forestry initiated a city-wide canopy assessment to collect data and determine the extent of tree decline.

Using data from the canopy assessment and inventory information from tree management software, Urban Forestry calculated the number of impacted trees to date and those with the potential to be impacted. The criteria used for the canopy assessment was the percentage of tree defoliation and dieback. Black ash trees and black ash hybrid trees that were 50% or greater defoliated are considered to have met the criteria for removal.

In 2017, 92 trees have been removed and replaced in the Downtown, Riversdale, and Broadway BID areas and 29 trees have been removed along 22nd Street. Using this canopy assessment criteria, there are an additional 1,000 trees that warrant removal and replacement in 2018. It is expected that there will be additional deterioration of psyllid susceptible trees in 2018 and potentially an even larger number of trees will need to be removed and replaced in future years.

Treatment Plans

The Urban Forestry and Pest Management Sections have worked together to formulate plans that could offer some protection to susceptible trees. As a result of this joint effort, a trial program of insecticide injections before bud break in spring 2017 was planned in the central BIDs to determine whether these insecticide injections might be an effective way to reduce or slow down the expected tree loss. Results of this trial indicate that injecting trees that were already in decline was not effective as many of the injected trees continued to rapidly decline.

In addition to the streetscape trees in the BIDs, relatively healthy trees in residential neighbourhoods surrounding the downtown were injected in a broader trial using two insecticides and a blind solution. Initial data from the trees included in this trial has indicated that one insecticide trialed is associated with decreased numbers of adult psyllids; however, it is the Administration's opinion that the negative impacts to other beneficial insects and the damage caused to the trees by drilling holes for insecticide application outweigh the anticipated long-term benefit of injecting trees. Parks will continue to collect data from this trial and continue canopy assessments and egg counts. Urban Forestry and Pest Management staff work with their counterparts in other Western Canadian cities experiencing psyllid outbreaks to share information and best practices and will continue to research options to consider future treatment trials.

Beyond the injectable insecticides, there are some other treatment options available. Amongst the registered products to treat psyllids, permethrin is reported as an effective treatment for controlling the insect when applied at the right time. The use of insecticidal soap has also had some anecdotal effects. Targeted spray programs would require a capital investment in spraying equipment and labour or the reliance on contractors to provide this service. Psyllids are very mobile (referred to as tree lice) and insect infestations are assumed to impact both public and private trees so it would be very difficult to attain significant control in the long run where the susceptible trees are

Urban Forestry Cottony Ash Psyllid Response Plan

spread out. For these reasons, Administration is not recommending a broader application of these products across the city at this time; individual home owners who wish to treat trees on their private property do have the option to do so and Parks will provide information on these options on the City's website.

Given the combination of environmental factors Saskatoon is facing and the data gathered in the canopy assessment, Urban Forestry is recommending a program of tree removal and replacement to mitigate the tree loss from psyllids. The plan is to remove the tree and stump for the 1,000 trees that have been identified in 2017 as being greater than 50% defoliated. This would be done in 2018 and accomplished through a combination of in-house and contracted work. Doing all the removal work in 2018 will allow an efficient move through the city on a community by community basis. In 2018, 400 of these tree removal sites would then be replanted with stock from the nursery. The remaining removal sites would be replaced in 2019. Spreading the replanting out over two years gives the nursery the time needed to plan and manage their stock and limits the impacts to the other planting programs. While the community tree planting program would not be impacted, the plant by request program would meet its service level in 2018 but would see a reduction in available trees in 2019. The urban reforestation program would have its resources redirected to the psyllid replanting program. The nursery is working through some continuous improvement efforts to increase their production numbers to make more tree stock available for planting programs.

The total estimated cost to remove and replant the trees that were identified during the canopy assessment in 2017 is \$1,180,000. Costs and proposed funding are detailed in Attachment 1.

Experience of Other Cities

The rapid deterioration of psyllid susceptible trees in Saskatoon is not unlike the experience in other prairie cities including Calgary, Edmonton, Red Deer, and Grand Prairie. Although attempts to control psyllids through the use of insecticides was initiated in each of these cities, there continued to be substantial loss. Drought was also associated with the loss of trees, making it difficult to determine the effects of psyllids alone. Forestry and pest management representatives from Edmonton and Calgary have indicated they have lost most of the susceptible trees in their respective cities. Both Calgary and Edmonton no longer plant black ash trees.

Other Emerging Insect Threats

Another devastating insect pest that has been responsible for the loss of millions of ash trees across North America is the emerald ash borer. Saskatoon has not yet observed this insect within the city, but it is approaching both from the east and the south. This insect threatens all Ash (*Fraxinus*) species including those already impacted by psyllids. Ash species presently make up the largest percent of the city tree inventory at approximately 27%. Ash trees were planted in large numbers throughout prairie cities in response to the threat of Dutch elm disease and before the threat of emerald ash borer was known. The large number of ash trees now makes our urban forest

Urban Forestry Cottony Ash Psyllid Response Plan

vulnerable to the introduction of emerald ash borer. The need to plant a wide variety of hardy, drought tolerant trees is very important to building resilience in the urban forest. The opportunity to diversify the urban forest through the removal of ash trees impacted by psyllids and replanting other tree species in their place will help prepare the city for the arrival of the emerald ash borer.

Options to the Recommendation

Committee may direct the Administration to further investigate additional options to the removal program proposed in this report.

Public and/or Stakeholder Involvement

Parks has worked closely with the Executive Directors of the three central BIDs to provide them with information about this emerging threat including hosting them at a joint meeting. Parks and the BIDs worked together to coordinate the removals and replacements that have occurred in 2017.

Parks has received over 150 calls in 2017 inquiring about susceptible trees in decline. Callers are provided information about the canopy assessment program and the emerging pest issue. They are given the same information as is posted on the City's website.

Parks will also work with the Community Associations most affected by the psyllid outbreak to ensure their residents are kept informed on this emerging issue.

Communication Plan

Parks continues to work closely with the Communications Division to provide updated information about this emerging issue on the City website as it becomes available. A PSA was issued in spring 2017 and an information sheet is available on the City website. Targeted household communication will be developed as part of the removal program, should it be approved.

Policy Implications

Use of the Parks Grounds Maintenance Stabilization and Pest Control reserves for this program must be approved by City Council, as an exception to Corporate Policy No. C03-003 Reserve for Future Expenditures (due to the unique nature of this infestation).

Financial Implications

Financial Implications are outlined on Attachment 1.

A \$1,180,000 capital project is proposed, spanning a two-year period with the 2018 portion of \$757,000 funded from the following "one-time" contributions:

- a reallocation of operating program funds from the Urban Forestry program of \$150,000;
- reallocation of \$80,000 from the Conservatory operating budget due to the temporary closing of the facility;

Urban Forestry Cottony Ash Psyllid Response Plan

- the allocation of all available funds from the Deferred Tree Replacement Account of \$200,000;
- the allocation of \$140,000 from the Parks Ground Maintenance Stabilization Reserve;
- \$67,000 from the Pest Control Reserve; and
- \$120,000 from the Community Services Department Capital Reserve.

The funding for the remaining estimated capital project budget in 2019 of \$423,000 will be addressed in a follow up report that will update the status of the project and explore options with the possibility of identifying long-term funding to deal with future infestations.

Currently, the Parks Ground Maintenance Stabilization Reserve has a balance of \$336,400. It is anticipated that \$196,400 will be required in 2017 to offset additional water used during a period of reduced rainfall.

Environmental Implications

There will be a negative environmental and amenity impact in the short term, reflecting the loss of trees. In the long run, increased diversity should provide greater resiliency for the urban forest.

Other Considerations/Implications

There are no privacy or CPTED implications or considerations.

Due Date for Follow-up and/or Project Completion

In accordance with the recommendation, a follow-up information report will be provided to Committee in 2018 on progress of the capital project, should it be approved.

Public Notice

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

Attachment

1. Costs Associated with Psyllid Impacted Tree Removal Program in 2018-2019.

Report Approval

Written by: Michelle Chartier, Superintendent, Urban Forestry Section

Reviewed by: Darren Crilly, Director of Parks

Kerry Tarasoff, CFO/General Manager, Asset and Financial Management Dept.

Approved by: Randy Grauer, General Manager Community Services Department
Murray Totland, City Manager

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Table 1: Capital Project: Psyllid Impacted Tree Removal/Replanting Program

Activity	Number of Trees	Cost per Tree	Total (Rounded)
2018			
Removed & Stumped:			
Regular Planning Sites	750	\$ 300	\$ 225,000
Cut-out site	250	\$ 800	200,000
Replanted Trees*:			
Regular Planning Sites	270	\$ 785	212,000
Cut-out site	115	\$ 550	63,000
Communication Plan & Material			4,000
Staffing:			
Project Management (.5 FTE, Park Tech 13)			42,000
Canopy Assessment (Clerk 9)			11,000
Total Estimated Cost - 2018			\$ 757,000
2019			
Replanted Trees*:			
Regular Planning Sites	405	\$ 785	318,000
Cut-out site	110	\$ 550	61,000
Communication Plan & Material			2,000
Staffing:			
Project Management (.5 FTE, Park Tech 13)			42,000
Total Estimated Cost - 2019			\$ 423,000
Project Total			\$ 1,180,000

*Replanted Trees - estimate is that 10% of sites do not meet current setbacks and will not be replanted.

Proposed Funding (one-time contributions)	Total
2018	
Redirect Urban Forestry Operating Budget	\$ 150,000
Redirect one-time savings from Conservatory Closing	80,000
Deferred Tree Replacement Account	200,000
Parks Ground Maintenance Stabilization Reserve	140,000
Pest Control Reserve	67,000
Community Services Capital Reserve	120,000
Total 2018 Funding	\$ 757,000
2019	
Unfunded	423,000
Total 2019 Funding	\$ 423,000
Project Total	\$ 1,180,000