

Council Chamber
City Hall, Saskatoon, Sask.
Monday, December 16, 1991,
at 7:00 p.m.

MINUTES OF REGULAR MEETING OF CITY COUNCIL

PRESENT: His Worship Mayor Dayday in the Chair;
Aldermen Dyck, Mostoway, Penner, Thompson, Waygood,
McCann, Hawthorne, Cherneskey and Birkmaier;
City Commissioner Irwin;
A/Director of Planning and Development Cope;
Director of Works and Utilities Gustafson;
Director of Finance Richards;
City Solicitor Dust;
City Clerk Mann;
Secretary Sproule

Alderman Mann entered the meeting at 7:03 p.m. during consideration of Item No. A1) of "Communications."

Moved by Alderman Waygood, Seconded by Alderman Mostoway,

THAT the minutes of the regular meeting held on Monday, December 2, 1991, and minutes of Special Meetings Re: 1992 Capital Budget/1993-1996 Capital Plan, held on Monday, December 9, and Tuesday, December 10, 1991, be approved.

CARRIED.

COMMUNICATIONS TO COUNCIL

The following communications were submitted and dealt with as stated:

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A. ITEMS WHICH REQUIRE THE DIRECTION OF CITY COUNCIL

**1) Rick Friesen, General Manager
STV Saskatoon, dated December 11**

Requesting permission to address Council for the purpose of presenting a gift to the City of Saskatoon. (File No. CK. 150-1)

RECOMMENDATION: that Mr. Friesen be heard and make a presentation to Council.

Moved by Alderman Waygood, Seconded by Alderman Thompson,

THAT Mr. Friesen be heard and make a presentation to Council.

CARRIED.

Mr. Rick Friesen, General Manager of STV, presented the City with a video presentation to market the City of Saskatoon.

Council viewed the video and His Worship Mayor Dayday expressed his appreciation on behalf of the City for the gift and the support for the community.

Moved by Alderman Thompson, Seconded by Alderman Waygood,

THAT an official letter of thanks be forwarded to STV for the gift of a video production to the City.

CARRIED.

**2) David Dombowsky, President
Alliance for Life Saskatoon, dated November 25**

Requesting Council to proclaim the week of Sunday, March 1, 1992 to Saturday, March 7, 1992 as Saskatoon "Respect for Life" Week. (File No. CK. 205-5)

RECOMMENDATION: that His Worship the Mayor be authorized to proclaim the week of Sunday, March 1, 1992 to Saturday, March 7, 1992 as Saskatoon "Respect for Life" Week.

Moved by Alderman Penner, Seconded by Alderman Mostoway,

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THAT His Worship the Mayor be authorized to proclaim the week of Sunday, March 1, 1992, to Saturday, March 7, 1992, as Saskatoon "Respect for Life" Week.

CARRIED.

**3) Ré Jean Séguin
5th International Winter Cities Biennial, dated November 19**

Submitting the official program of the 5th International Winter Cities Biennial. (Available in the City Clerk's Office). (File No. CK. 247-1)

RECOMMENDATION: that the information be received.

Moved by Alderman Waygood, Seconded by Alderman McCann,

THAT the information be received.

CARRIED.

**4) Al Romanchuk
St. Albert, Alta. dated November 28**

Requesting support for proposal to have the City of Regina host the 1994 Grey Cup Game. (File No. CK. 205-1)

RECOMMENDATION: that the direction of Council issue.

Moved by Alderman Cherneskey, Seconded by Alderman Mostoway,

THAT the City of Saskatoon endorse the proposal that the City of Regina host the 1994 Grey Cup Game.

CARRIED.

**5) Vaughan Evans
Vancouver, B.C., dated November 28**

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Submitting additional information re type of hide-and-seek game called "Run, Sheep, Run". (File No. CK. 150-1)

RECOMMENDATION: that the information be received.

Moved by Alderman McCann, Seconded by Alderman Cherneskey,

THAT the information be received.

CARRIED.

**6) Victor Dejarne Pabello
#5 Albany Hotel, Saskatoon, dated December 2**

Submitting information re operating a bicycle on a sidewalk in front of Centennial Auditorium. (File No. CK. 280-1)

RECOMMENDATION: that the information be received.

Moved by Alderman McCann, Seconded by Alderman Cherneskey,

THAT the information be received.

CARRIED.

**7) Marlene Hall, Secretary
Development Appeals Board, dated December 5**

Submitting Notice of Development Appeals Board Hearing re existing dwelling and attached garage with southerly side yard encroachment - 639 Redberry Road. (File No. CK. 4352-1)

RECOMMENDATION: that the information be received.

Moved by Alderman Penner, Seconded by Alderman Cherneskey,

THAT the information be received.

CARRIED.

**8) Dale Rochelle, Promotion Coordinator
The Partnership, dated December 3**

Requesting permission to address Council, together with Mr. Bentham, re public sculpture

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exhibition in City Hall Square in the summer months of 1992. (File No. CK. 640-1)

RECOMMENDATION: that Mr. Rochelle and Mr. Bentham be heard.

Moved by Alderman Birkmaier, Seconded by Alderman Mostoway,

THAT Messrs. Rochelle and Bentham be heard.

CARRIED.

Mr. Dale Rochelle, Promotion Coordinator for The Partnership, introduced Mr. Douglas Bentham, and indicated that they were available to answer any questions with respect to the proposal to coordinate a public sculpture exhibit in City Hall square.

Moved by Alderman Penner, Seconded by Alderman Waygood,

THAT the proposal to mount a temporary display of sculptures in the area around City Hall from May 1 to October 1, 1992, be approved, including insurance/liability coverage for the sculptures from May 1 to October 1, 1992, lighting for the sculptures and signage; and that the proposal be referred to the Municipal Arts Placement Jury for information.

CARRIED.

**9) Donald G. Goodwin
Willowdale, Ont., dated December 3**

Commenting re citizens of Saskatoon. (File No. CK. 150-1)

RECOMMENDATION: that the information be received.

Moved by Alderman Cherneskey, Seconded by Alderman Mostoway,

THAT the information be received.

CARRIED.

**10) Eva Kmiecic
Registrar of Canadian Citizenship, undated**

Submitting information re National Citizenship Week (NCW) 1992. (File No. CK. 205-1)

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RECOMMENDATION: that the information be received.

Moved by Alderman Cherneskey, Seconded by Alderman McCann,

THAT the information be received.

CARRIED.

**11) G. A. Dixon
Saskatoon, Sask., dated December 10**

Commenting re snow removal. (Files CK. 1705 & 6290-1)

RECOMMENDATION: that the information be received.

Moved by Alderman Cherneskey, Seconded by Alderman Thompson,

THAT the information be received.

IN AMENDMENT

Moved by Alderman Thompson, Seconded by Alderman Penner,

AND THAT the matter be referred to the Works and Utilities Committee for a report.

THE AMENDMENT WAS PUT AND CARRIED.

THE MOTION AS AMENDED WAS PUT AND CARRIED.

**12) Robert Labossière, Managing Director
Association of National Non-Profit Artists' Centres, dated December 5**

Requesting Council to proclaim January 17, 1992 as "Artists' Day." (File No. CK. 205-5)

RECOMMENDATION: that His Worship the Mayor be authorized to proclaim January 17,

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1992 as "Artists' Day."

Moved by Alderman Birkmaier, Seconded by Alderman Waygood,

THAT His Worship the Mayor be authorized to proclaim January 17, 1992 as "Artists' Day."

CARRIED.

**13) Eric Nelson
B-652 University Drive, dated November 26**

Commenting re City's budget. (File No. CK. 1705)

RECOMMENDATION: that the information be received.

Moved by Alderman Hawthorne, Seconded by Alderman Penner,

THAT the information be received.

CARRIED.

**14) John Hanlin, Executive Director
Boy Scouts of Canada, North Saskatchewan Region, dated December 10**

Expressing appreciation for exemption of property from general taxation for 1992. (File No. CK. 1965-1)

RECOMMENDATION: that the information be received.

Moved by Alderman Mostoway, Seconded by Alderman Hawthorne,

THAT the information be received.

CARRIED.

15) His Worship Mayor Dayday, dated December 11

Recommending that the remaining \$20,000 portion of the City's loan to the Scott Tournament of Hearts be written off against the 1991 budget. (File No. CK. 1985-1)

RECOMMENDATION: that the remaining \$20,000 portion of the City's loan to the Scott Tournament of Hearts be written off against the 1991 budget.

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*Moved by Alderman Thompson, Seconded by Alderman Waygood,
THAT the matter be referred to the Legislation and Finance Committee.*

CARRIED.

16) His Worship Mayor Dayday, dated December 10

Reporting on recent Trade Mission to Toronto. (File No. CK. 3500-1)

RECOMMENDATION: that the information be received.

*Moved by Alderman Penner, Seconded by Alderman Mostoway,
THAT the information be received.*

CARRIED.

**17) D. Denise Olson, Administrator
Queen's House Retreat & Renewal Centre, dated December 10**

Expressing appreciation for exemption from property taxes for 1991. (File No. CK. 1965-1)

RECOMMENDATION: that the information be received.

*Moved by Alderman Mostoway, Seconded by Alderman McCann,
THAT the information be received.*

CARRIED.

**18) Ken Pontikes, Executive Director
Saskatchewan Management Review Commission, dated December 10**

Inviting comments or suggestions re matters under review by the Saskatchewan Management Review Commission. (File No. CK. 277-1)

RECOMMENDATION: that the direction of Council issue.

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Moved by Alderman Penner, Seconded by Alderman Thompson,

THAT the letter be received and referred to the Legislation and Finance Committee with a view to looking at the areas under review and determining whether there is any opinion that the City may wish to express.

CARRIED.

**19) Darlene Bessey, Executive Director
YWCA, dated December 16**

Requesting permission for a delegation from the YWCA to address Council re Innovative Housing Program. (File No. CK. 750-1)

RECOMMENDATION: that the letter be received and considered with Clause 6, Report No. 35-1991 of the Planning and Development Committee.

Moved by Alderman Penner, Seconded by Alderman McCann,

THAT the letter be received and considered with Clause 6, Report No. 35-1991 of the Planning and Development Committee.

CARRIED.

SECTION B - ITEMS WHICH HAVE BEEN REFERRED FOR APPROPRIATE ACTION

**1) Launel Scott, Chairperson
Winterfest '92, dated November 25**

Submitting requests for assistance re Winterfest '92. Referred to the Administration for a report. (File No. CK. 205-4)

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- 2) **Trudi Barlow, Chair**
Broadway Improvement District Board, dated November 28

Submitting Broadway Business Improvement District 1992 Budget Proposal. Referred to the Director of Finance. (File No. CK. 1680-3)

- 3) **L. R. Isaac**
1139 Avenue J South, dated November 29

Requesting Council to consider starting a C.O.P. Program (Citizens on Patrol). Referred to the Board of Police Commissioners. (File No. CK. 5000-1)

- 4) **Rocky Houliston, Chairperson**
Saskatoon Friendship Inn, dated November 28

Requesting financial support for the Friendship Inn. Referred to the Legislation and Finance Committee. (File No. CK. 1871-3)

- 5) **Mike Petryk**
Prairie Water Ltd., dated December 5

Submitting proposal to install de-watering wells around the Field House. Referred to the Administration. (File No. CK. 612-2)

- 6) **The Hon. Darrel Cunningham**
Minister of Parks and Renewable Resources, dated December 5

Commenting re City Resolution on the need for Provincial/Municipal cost-shared Dutch Elm Disease Program. Referred to the Administration. (File No. CK. 4200-4)

- 7) **Leo M. Barrett, Secretary**
Saskatoon Professional Fire Fighters Union, Local 80, dated December 9

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Requesting to have a matter of dispute (wage rate increase) referred to a Board of Arbitration. Referred to the Administration. (File No. CK. 4720-7)

**8) Ken Wilson Architect Ltd.
216 - 3501 - 8th Street East, dated December 5**

Commenting re re-development of the A.L. Cole Building. Referred to the Planning and Development Committee. (File No. CK. 4132-3)

**9) Henk Ruys, Co-Chairman
Saskatoon Soccer Centre, dated December 11**

Submitting 1300 letters in support of the development of an indoor soccer facility in Saskatoon (one copy attached). Referred to the Planning and Development Committee. (Files CK. 1703 and 610-1)

10) ECM, dated December 3

Submitting membership fee for April 1, 1992 to March 31, 1993 in the amount of \$18,829.95. Referred to the Legislation and Finance Committee. (File No. CK. 155-2)

RECOMMENDATION: that the information be received.

Moved by Alderman Cherneskey, Seconded by Alderman Thompson,

THAT the information be received.

CARRIED.

Moved by Alderman Cherneskey, Seconded by Alderman Penner,

THAT the regular Order of Business be suspended and Item No. 4a) of "Unfinished Business" be brought forward and considered.

CARRIED.

UNFINISHED BUSINESS

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**4a) Condition of Unsightly Enclosure
222 - 24th Street West
Lot 20, Block 18, Plan DJ
(File No. CK. 530-1)**

REPORT OF CITY CLERK:

"Attached is an excerpt from the minutes of meeting of City Council held on November 18, 1991, with respect to the above. Also attached is a copy of Clause 2, Report No. 29-1991 of the Planning and Development Committee, considered by Council on September 9, 1991, and a copy of Clause B6, Report No. 31-1991 of the City Commissioner, considered by Council on November 18, 1991, referred to in the excerpt.

City Council, at its meeting held on November 18, 1991, was advised that Mr. Mihalicz was unable to stay for the meeting and had also indicated that the fence was not located on his property. Council therefore adjourned the hearing to this meeting.

The City Solicitor has advised that the revised Notices have been served on the assessed and registered owner, and Council is to consider the matter of an 'Order for Demolition', of the fence on the perimeter of the property.

A copy of the 'Order for Demolition' for the fence on the perimeter of the property located at 222 - 24th Street West is attached. Council should provide for a return date for the Order in the event that Council is disposed to make the Order.

Reports on the matter are also being submitted under Clauses B2 and B3, Report No. 33-1991 of the City Commissioner."

Alderman Cherneskey indicated there is some question with respect to the ownership of the fence on the property and therefore suggested that consideration of the matter be deferred to January 20, 1992.

Moved by Alderman Cherneskey, Seconded by Alderman Penner,

THAT the hearing be adjourned to January 20, 1992.

CARRIED.

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REPORTS

Mr. R. Tennent, Chairman, submitted Report No. 20-1991 of the Municipal Planning Commission;

City Commissioner Irwin submitted Report No. 33-1991 of the City Commissioner;

Alderman Penner, Chairman, presented Report No. 35-1991 of the Planning and Development Committee;

Alderman Cherneskey, Chairman, presented Report No. 41-1991 of the Legislation and Finance Committee (Dealing with Audit Matters);

Alderman Cherneskey, Chairman, presented Report No. 42-1992 of the Legislation and Finance Committee;

Alderman Hawthorne, Chairman, presented Report No. 41-1991 of the Works and Utilities Committee;

Alderman Thompson, Chairman, presented Report No. 10-1991 of the Personnel and Organization Committee;

His Worship Mayor Dayday, Chairman, presented Report No. 12-1991 of the Committee of the Whole Council; and

Alderman Penner, Chairman, presented Report No. 8-1991 of the Land Bank Committee.

Moved by Alderman Penner, Seconded by Alderman Birkmaier,

THAT Council go into Committee of the Whole to consider the following reports:

- a) Report No. 20-1991 of the Municipal Planning Commission;*
- b) Report No. 33-1991 of the City Commissioner;*
- c) Report No. 35-1991 of the Planning and Development Committee;*
- d) Report No. 41-1991 of the Legislation and Finance Committee (Dealing with Audit Matters);*

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- e) *Report No. 42-1991 of the Legislation and Finance Committee;*
- f) *Report No. 41-1991 of the Works and Utilities Committee;*
- g) *Report No. 10-1991 of the Personnel and Organization Committee;*
- h) *Report No. 12-1991 of A Committee of the Whole Council; and*
- i) *Report No. 8-1991 of the Land Bank Committee.*

CARRIED.

His Worship Mayor Dayday appointed Alderman Dyck as Chairman of the Committee of the Whole.

Council went into Committee of the Whole with Alderman Dyck in the Chair.

Committee arose.

Alderman Dyck, Chairman of the Committee of the Whole, made the following report:

THAT while in Committee of the Whole, the following matters were considered and dealt with as stated:

"REPORT NO. 20-1991 OF THE MUNICIPAL PLANNING COMMISSION"

Composition of Committee

Mr. R. Tennent, Chairman
Mr. Jim Kozmyk
Alderman K. Waygood
Mr. J. Wolfe
Mr. Al Selinger
Mr. Fred Sutter
Mr. Bill Delainey
Ms. Fran Alexson
Mr. Victor Pizzey
Dr. H.O. Langlois

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Mr. Brian Noonan

**1. Zoning Map Amendments
Pleasant Hill Neighbourhood
1990 Core Neighbourhood Study
City of Saskatoon
(File No. CK. 4351-1)**

The City Planning Department has initiated this proposal which consists of the Zoning Map amendments resulting from the 1990 Core Neighbourhood Study Review for the Pleasant Hill Neighbourhood. The Pleasant Hill rezoning is the first of a series of neighbourhood rezonings required to bring the Zoning Map into conformance with the City's Development Plan.

The 1990 Core Neighbourhood Study review was initiated to examine the relevance of existing land use policies and land use patterns in the City's core area neighbourhoods, which includes the Pleasant Hill Neighbourhood. This review resulted in proposed amendments to the City's Development Plan which were adopted by City Council on June 17, 1991. These amendments significantly altered the land use policies and allowable development densities for the Pleasant Hill Neighbourhood. As a result, several Zoning Map amendments are required to bring the Pleasant Hill Neighbourhood zoning pattern into conformance with the previously adopted land use policy for the area.

Attached is a copy of the Planning Department's report dated November 15, 1991 (amended December 9, 1991) on this proposal to amend the Zoning Map for the Pleasant Hill Neighbourhood, which contains the following recommendation:

- "1. That City Council be asked to approve the advertising respecting the proposal to undertake zoning amendments for the Pleasant Hill Neighbourhood as outlined on Maps No. 1 to 7 inclusive attached hereto;
2. That the City Planner be requested to prepare the required notice for advertising the proposed amendments;
3. That the City Solicitor be requested to prepare the required Bylaw; and
4. That at the time of the public hearing Council be asked to consider the Commission's recommendation that the zoning amendments be approved."

The Municipal Planning Commission has considered this matter and supports the proposal for the following reason:

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- i) it will make the zoning map consistent with the City's Development Plan.

- RECOMMENDATION:**
- 1) that City Council approve the advertising respecting the proposal to undertake zoning amendments for the Pleasant Hill Neighbourhood, as outlined on Maps No. 1 to 7 inclusive contained in the attached report of the Planning Department dated November 15, 1991;
 - 2) that the City Planner be requested to prepare the required notice for advertising the proposed amendments;
 - 3) that the City Solicitor be requested to prepare the required Bylaw; and
 - 4) that this report be brought forward for consideration at the time of the public hearing and that Council consider the Commission's recommendation that the zoning map amendments for the Pleasant Hill neighbourhood be APPROVED.

ADOPTED.

**2. Proposed Development Plan Amendment
118 Witney Avenue
Lot 9 & 10, Block 40, Plan G99
Applicant: Ms. Barbara Gessner (Barrister & Solicitor)
(File No. CK. 4110-3)**

An application to amend the City of Saskatoon Development Plan was received by the Planning Department. The proposed amendment is for the purpose of redesignating the property at 118 Witney Avenue South from Residential to Arterial Commercial.

The Applicants have stated that they intend to construct a new building to house office and storage uses. They intend to run a variety of family-owned businesses in a part of the building and to rent the surplus space. Uses of this property being contemplated at this time by the applicant include a doctor's office, a cosmetics studio and business offices, with warehouse storage space.

Attached is a copy of the Planning Department's report dated November 28, 1991 on this proposal

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to amend the City of Saskatoon Development Plan, which contains the following recommendation:

"That the proposed amendment to the Development Plan from Residential to Arterial Commercial be denied."

The Municipal Planning Commission has considered this matter and does not support the proposal for the following reasons:

- i) it would contravene the policy of the City's Development Plan whereby arterial usages must be supported by an arterial street;
- ii) it would not be compatible with the adjacent owner-occupied single unit dwellings in terms concerns that might arise from increased traffic, illuminated signage, and parking;
- iii) there are vacant properties nearby on 22nd Street that would support the proposed land use; and
- iv) allowing this proposal would set an undesirable precedent for this street.

RECOMMENDATION: that the proposed amendment to the City of Saskatoon Development Plan to change the use of the property located at 118 Witney Avenue from Residential to Arterial Commercial, be DENIED.

ADOPTED.

**3. Rezoning Application (Subject to Agreement)
R.2 to R.4 District
1202 - 1214 - 10th Street East
Applicant: St. Peter and Paul Ukrainian Catholic Church
(File No. CK. 4351-1)**

An application was received by the Planning Department on behalf of St. Peter and Paul Ukrainian Catholic Church requesting permission to rezone (subject to agreement) Lots 8 to 14 inclusive, Block 7, Plan No. G18, and Lots 13 and 14 except the most easterly nine feet of Lot 14, Block 9, Plan No. G123 (1202 to 1214 - 10th Street East) from an R.2 District to an R.4 District.

It is the intention of St. Peter and Paul Church to construct a cultural centre on this site, which will

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provide a library, as well as recreational, spiritual, and educational areas and some office space for the administration of the building. It is proposed that the development be defined as a private club for which the use will be restricted to members of the parish for various spiritual, social, recreational and educational purposes. It is anticipated that the main membership will consist of various groups from the parish.

Attached is a copy of the Planning Department's report dated November 28, 1991 on this rezoning application, which contains the following recommendation:

- "1. That City Council be asked to approve the advertising respecting the proposal to rezone (subject to an agreement) Lots 8 to 14 inclusive, Block 7, Plan No. G18, and Lots 13 and 14, except the most easterly nine feet of Lot 14, Block 9, Plan No. G123 (1202 to 1214 10th Street East) from an R.2 District to an R.4 District;
2. That the City Planner be requested to prepare the required notice for advertising the proposed amendment;
3. That the City Solicitor be requested to prepare the Draft Rezoning Agreement (in accordance with Section E above) and the required Bylaw; and
4. That at the time of the public hearing City Council be asked to consider the Commission's recommendation that the rezoning be approved."

The Municipal Planning Commission has considered this matter and supports the proposal for the following reasons:

- i) the uses proposed for this facility are now allowed in schools, which are situated in the R.2 Zoning District;
- ii) because a private club is not permitted within the existing R.2 Zoning District, the most appropriate means of facilitating the proposed development is by rezoning to an R.4 District (subject to agreement);
- iii) the proposed development conforms to the requirements of the Zoning Bylaw for a private club in the R.4 District; and
- iv) the services proposed to be offered by this private club are consistent with those services currently permitted in low density residential uses.

RECOMMENDATION: 1) that City Council approve the advertising respecting the

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proposal to rezone (subject to an agreement) Lots 8 to 14 inclusive, Block 7, Plan No. G18, and Lots 13 and 14 except the most easterly nine feet of Lot 14, Block 9, Plan No. G123 (1202 to 1214 - 10th Street East) from an R.2 District to an R.4 District;

- 2) that the City Planner be requested to prepare the required notice for advertising the proposed amendment;
- 3) that the City Solicitor be requested to prepare the Draft Rezoning Agreement (in accordance with Section E in the attached report of the Planning Department dated November 28, 1991); and
- 4) that this report be brought forward for consideration at the time of the public hearing and that Council consider the Commission's recommendation that the rezoning of 1202 - 1214 - 10th Street East from R.2 District to R.4 District (by zoning agreement) be APPROVED.

- IT WAS RESOLVED: 1) that City Council approve the advertising respecting the proposal to rezone (subject to an agreement) Lots 8 to 14 inclusive, Block 7, Plan No. G18, and Lots 13 and 14 except the most easterly nine feet of Lot 14, Block 9, Plan No. G123 (1202 to 1214 - 10th Street East) from an R.2 District to an R.4 District;*
- 2) that the City Planner be requested to prepare the required notice for advertising the proposed amendment;*
 - 3) that the City Solicitor be requested to prepare the Draft Rezoning Agreement (in accordance with Section E in the attached report of the Planning Department dated November 28, 1991);*
 - 4) that this report be brought forward for consideration at the time of the public hearing and that Council consider the Commission's recommendation that the rezoning of 1202 - 1214 - 10th Street East from R.2 District to R.4 District (by zoning agreement) be*

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APPROVED; and

- 5) *that, at the time of the public hearing, Council receive a report on the question of taxation of the property.*

REPORT NO. 33-1991 OF THE CITY COMMISSIONER

Section A - Works and Utilities

- A1) Request for a Disabled Person's Loading Zone
Avalon Alliance Church
413 Cascade Street
(File No. CC 6145-1)** _____

Report of the City Engineer, November 27, 1991:

"The Engineering Department has received a request from Mr. M. Johnson, Associate Pastor at the Avalon Alliance Church, for a 'Disabled Person's Loading Zone' on the north side of Cascade Street in front of the church. The loading zone will be used by members of its congregation who are disabled and are presently experiencing difficulty accessing/egressing the church, as available on-street parking near the church is often unavailable.

The Engineering Department has reviewed the request and proposes that a 'Disabled Person's Loading Zone' be installed on the north side of Cascade Street as shown on attached Plan No. H12-2D. The loading zone conforms to City guidelines with respect to 'Disabled Person's Loading Zones' in which case no fee is assessed for its installation."

RECOMMENDATION: that a "Disabled Person's Loading Zone" be installed on the north side of Cascade Street in front of the Avalon Alliance Church as shown on attached Plan No. H12-2D.

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ADOPTED.

**A2) Proposed Development & Servicing (Extension)
Agreement - Westland Properties Ltd. - Steiger
Crescent Area of the Erindale Neighbourhood
(File No. CC 297-1)**

Report of the City Solicitor, December 11, 1991:

"In accordance with the directions of the City Engineer, and the instruction of the Works and Utilities Committee at its meeting held on November 13, 1991, I have prepared and forward herewith proposed form of Development and Servicing (Extension) Agreement as between The City of Saskatoon and Westland Properties Ltd. The proposed Agreement pertains to the Steiger Crescent area of the Erindale neighbourhood, and has been drawn in the form of an extension to an earlier concluded master Agreement relating to this area. The proposed Agreement sets forth all standard development conditions and requirements."

- RECOMMENDATION:**
- 1) that the proposed Development and Servicing (Extension) Agreement as between The City of Saskatoon and Westland Properties Ltd. be approved; and
 - 2) that His Worship the Mayor and the City Clerk be authorized to execute such Agreement under the corporate seal.

ADOPTED.

**A3) Contract - Proposed Development and
Servicing (Extension) Agreement - Carma
Developers Ltd. - Brabant Crescent area
of the Lakeridge Neighborhood
(File No. CC 297-1)**

Report of the City Solicitor, December 12, 1991:

"In keeping with the direction of the City Engineer, and the instruction of the Works and Utilities Committee at its meeting held on November 13, 1991, I have prepared and forward herewith proposed form of Development and Servicing (Extension) Agreement as between The City of Saskatoon and Carma Developers Ltd. Carma Developers Ltd. is the successor, via amalgamation, to Cairns Homes Limited, and assumes legal responsibility for all of the obligations of Cairns

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Homes Limited.

The proposed Agreement pertains to the Brabant Crescent area of the Lakeridge neighborhood, and has been drawn in the form of an extension to an earlier-concluded master agreement pertaining to this area. The proposed Agreement imposes all standard development conditions and requirements."

RECOMMENDATION:

- 1) that the proposed form of Development and Servicing (Extension) Agreement as between The City of Saskatoon and Carma Developers Ltd. be approved; and
- 2) that His Worship the Mayor and the City Clerk be authorized to execute such Agreement on behalf of the City under the Corporate Seal.

ADOPTED.

Section B - Planning and Development

**B1) Enquiry - Alderman Birkmaier (November 18, 1991)
Grave Opening and Closing Costs
Woodlawn Cemetery
(File No. CC 4080 - 1)**

"Would the Administration please report the costs of opening and closing a grave in Woodlawn Cemetery."

Report of the Acting General Manager, Civic Buildings and Grounds Department, November 27, 1991:

"The Grave Opening and Closing Fees at the Woodlawn Cemetery for the 1991 year were approved by City Council at its meeting held on January 7, 1991, at the following levels:

Adult Standard \$295

The grave site is excavated to a standard depth of six feet, and the coffin is buried without a vault to

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protect it.

Adult Deep \$325

The grave site is excavated to a standard depth of nine feet, and the coffin is buried without a vault. This depth is used if the site is intended for two burials.

Adult Standard - Vault Used \$250

A fiberglass or concrete vault is used to protect the coffin. This practice prevents the grave site from settling in subsequent years and therefore, reduces the cost of site maintenance. The reduced fee is intended to encourage customers to use a vault to protect the coffin.

Adult Deep - Vault Used \$280

Military Personnel

- standard depth without vault \$220
- deep grave without vault \$250
- standard depth with vault \$180
- deep grave with vault \$210

Child Standard \$140

A standard depth grave used when the deceased is 12 years of age and under.

Child Deep \$150

Stillborn \$ 45

A grave site used for a stillborn baby or a baby that has died on or before the seventh day after birth.

Cremated Remains \$ 85"

RECOMMENDATION: that the information be received.

IT WAS RESOLVED: 1) that the information be received; and

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- 2) *that the matter of the fee structure for weekend interments be referred to the Planning and Development Committee.*

**B2) Condition of Unsightly Enclosure
at 222 - 24th Street West
Lot 20, Block 18, Plan DJ
(File No. CC 530-1)**

Report of the City Solicitor, December 2, 1991:

"City Council, at its meeting held on September 9, 1991, when considering this matter, resolved in part:

- 2) **that Council instruct the City Solicitor to take the necessary action under Section 124 of *The Urban Municipality Act.***

We wish to advise that the owner was served with Notice of Council's meeting to be held on November 18, 1991. At City Council's meeting of November 18, 1991, Council adjourned this matter until its December 16, 1991 meeting to enable Andrew Mihalicz a chance to address Council. We further served the owner, Andrew Mihalicz, with a revised Notice reflecting the change of Council's meeting date.

We are enclosing a copy of the Title to the property for Council's information.

A draft Order for Demolition has been prepared and forwarded to the City Clerk.

We trust this will be satisfactory."

- RECOMMENDATION:**
- 1) that the information be received; and
 - 2) that City Council consider, Under Item 4(a) of Unfinished Business, the matter of an Order for Demolition, as prepared by the City Solicitor for the enclosure at 222 - 24th Street West.

IT WAS RESOLVED: that consideration of the matter be deferred to January 20, 1992.

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**B3) Condition of Unsightly Enclosure
at 222 - 24th Street West
Lot 20, Block 18, Plan DJ
(File No. CC 530-1)**

Report of the A/City Planner, December 5, 1991:

"During its November 18, 1991, meeting, City Council resolved that the hearing scheduled for the demolition of the enclosure around the above-noted property be adjourned until December 16, 1991. Alderman Cherneskey indicated to Council that Mr. Mihalicz had advised him prior to the meeting that he was unable to stay for the meeting and also indicated that the fence was not located on his property.

Staff of the Planning Department made an inspection on December 5, 1991, and determined that the enclosure has not been removed. The enclosure totally surrounds the house at 222 - 24th Street West with wood braces anchored to the house along the west side.

It is the opinion held within the Planning Department that this enclosure was constructed to enclose 222 - 24th Street West. While it appears this enclosure is an integral part of the said property, it would be necessary to have a legal survey done to confirm its exact location."

Photographs of this property are available for viewing at the City Clerk's Department."

- RECOMMENDATION:**
- 1) that the information be received; and
 - 2) that City Council consider, under Item 4(a) of Unfinished Business, the matter of an Order for Demolition, as prepared by the City Solicitor, for the enclosure at 222 - 24th Street West.

IT WAS RESOLVED: that consideration of the matter be deferred to January 20, 1992.

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**B4) Order of Demolition
1137 Avenue M South
(File No. CC 530-2)**

Report of the Acting City Planner, November 28, 1991:

"On August 12, 1991, City Council resolved:

'THAT, because of their ruinous and dilapidated state, City Council declare the buildings (dwelling and storage building) located at 1137 Avenue M South, Saskatoon, Saskatchewan and more particularly described as:

Lots Thirty-eight (38) and Thirty-nine (39), in Block C, in the City of Saskatoon, in the Province of Saskatchewan, in the Dominion of Canada, according to a Plan of Record in the Land Titles Office for the Saskatoon Land Registration District as No. (EF)G1776,

a nuisance, because in Council's opinion, the buildings are dangerous to the public safety and health, and substantially depreciate the value of other improvements in the vicinity; and

THAT Lionel Belhumeur, the registered and assessed owner, be ordered:

- 1) to demolish or remove the said buildings and to fill in any open basement or excavation remaining on the site of the said buildings after the demolition or removal thereof; and**
- 2) to complete the work by the 1st day of October, 1991.'**

The City Solicitor has provided an Affidavit of Service confirming service of the Order for Demolition on Mr. Lionel Belhumeur on August 30, 1991.

An inspector from the Building Standards Branch of the Planning Department inspected 1137 Avenue M South on November 27, 1991, and found that the conditions on the site have not changed since a similar inspection was carried out on August 6, 1991."

RECOMMENDATION: 1) that the above report be received;

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- 2) that City Council instruct the Planning Department to prepare tender documents and take whatever steps it considers necessary to carry out the order of City Council; and
- 3) that all costs incurred in the tendering process and demolition work will be added to and thereby form part of the taxes on the land known as 1137 Avenue M South.

ADOPTED.

**B5) Enquiry - Alderman Thompson (October 15, 1991)
Report on Closed Gypsum Manufacturing Plant
820 - 51st Street East
(File No. CC 530-1)**

"Would the Administration please report on the closed gypsum manufacturing plant on 51st Street with respect to the following:

- 1) **Do the owners intend to clean the site?**
- 2) **What is the composition of the large stock pile of apparent waste located on the site?**
- 3) **Do any of the City's bylaws currently require a manufacturer to leave a closed plant in an environmentally safe condition?**
- 4) **What is the estimated cost of clean up?**

and furthermore, would the Administration please bring forward appropriate recommendations."

Report of the A/City Planner, December 3, 1991:

"During the October 15, 1991, meeting of City Council, the above enquiry was made by Alderman Thompson. This matter was referred to the Planning Department for response. Domtar Gypsum, Caledonia, Ontario, have indicated that they are presently working with representatives of the City Administration to put together a plan for the waste gypsum pile. When the details of the plan have been agreed upon, this information will be forwarded to Council.

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The composition of the pile of waste material on the site is estimated to be 99% waste gypsum with minor contamination from steel strapping, pallets, etc.

The Solicitor's Office has advised that:

There are no bylaws requiring a manufacturer to leave a closed plant in an environmentally safe condition. Generally speaking, environmental cleanup is covered by The Environmental Protection Act of the Province of Saskatchewan. This Act is administered exclusively by the Department of the Environment. The Province has not delegated authority to municipalities to legislate in this area.

The City does have authority to deal with dilapidated buildings and with untidy and unsightly lands and buildings under Sections 124 and 130 of The Urban Municipality Act, 1984, respectively. However, these Sections relate to the condition of the buildings and lands rather than to the environment.'

The estimated cost of cleanup and other recommendations will be forwarded once the plan for the waste gypsum pile has been finalized."

- RECOMMENDATION:**
- 1) that the information be received; and
 - 2) that further details of the plan for the waste gypsum be submitted to Council when the matter has been finalized.

- IT WAS RESOLVED:*
- 1) *that the information be received;*
 - 2) *that further details of the plan for the waste gypsum be submitted to Council when the matter has been finalized; and*
 - 3) *that the matter of industrial waste and the appropriate bylaw requirement and discussion with the provincial legislators be referred to the Planning and Development Committee.*

**B6) Easement Requirement
SaskEnergy
Lot 32, Block 2, Plan G76**

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(File No. CC 4090-3)

Report of the A/City Planner, December 6, 1991:

"L. A. White of SaskEnergy has submitted a request for approval from the City of Saskatoon for an easement over the most southerly three (3.0) metres in perpendicular width throughout of Lot 32, Block 2, Plan No. G76. (See attached plan.)

The Civic Buildings and Grounds Department discovered a gas line along the park's south property line during recent construction. The existing easement incorrectly shows this gas line to be on the property south of the park. SaskEnergy was asked to provide a new easement indicating the location of this gas line within the park.

The Civic Buildings and Grounds and Planning Departments have no objection to this request."

- RECOMMENDATION:**
- 1) that an easement to SaskEnergy, as outlined in the attached draft easement agreement, be granted; and
 - 2) that His Worship the Mayor and the City Clerk be authorized to execute an Easement Agreement, in a form which is satisfactory to the City Solicitor, on behalf of the City of Saskatoon through the application of their respective signatures and the Corporate Seal to such an agreement.

ADOPTED.

**B7) Proposed City of Saskatoon Policy
Land Department
Real Estate Commissions -- Sale of City-owned Land
(File Nos. CC 1600-4 and 4214-0)**

Report of the Land Manager, December 3, 1991:

"During its October 15, 1991, meeting, City Council resolved:

- 1) that approval be given to the proposed real-estate commission policy for City-owned land as outlined in this report; and
- 2) that the Administration be authorized, subject to final approval by City

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Council, to prepare and incorporate into the City's Policy Manual the policy statement on this matter.'

With regard to Resolution No. 2, attached is the policy statement to be considered for incorporation into the City's Policy Manual. As a result of the discussion held in City Council on October 15, 1991, during the consideration of this policy, Council will note that specific reference is made to the fact that this policy does not apply to sales over one million dollars. The commissions for sales over one million dollars will be negotiated at a rate less than 5% of the selling price."

RECOMMENDATION: that City Council approve the attached Real Estate Commission -- Sale of City-owned Land Policy for the incorporation into the City's Policy Manual.

ADOPTED.

**B8) Rental of City-Owned Property
375 - 1st Avenue North
Lots 42, 43, 44, Plan Q6
(File No. CC 600-3) _____**

Report of the Acting General Manager, Civic Buildings and Grounds Department, December 10, 1991:

"The above-noted property was purchased in 1966 by the City of Saskatoon to provide land for a future extension of 25th Street to Idylwyld Drive. We have been advised by the Engineering Department that although the project is still a long-term goal, it likely will not occur during the next 10 years.

The present tenant, Homestead Furniture (1983) Ltd., has occupied the site since 1983 and although the current lease agreement expires December 31, 1991, a five-year lease renewal has been requested. In the previous lease agreement, the rental rate was \$12,000 per year during 1987 and 1988; and \$12,700 during 1989, 1990, and 1991. We propose that in a new five-year agreement, rent should be increased at a rate of three percent per year in each of the five years. In addition to the base rent, there are some repairs which must be undertaken to the roof and heating system to ensure the building will remain functional during the lease term. This work will be done by the City. The estimated repair costs of \$20,500 will be amortized over the anticipated 10 year life of the building and recovered through a monthly surcharge of \$248.67.

In summary, the proposed rental rates will be as follows:

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<u>Year</u>	<u>Base Rent</u>	<u>Repairs</u>	<u>Monthly</u>	<u>Annual</u>
1992	\$1,090.08	\$248.67	\$1,338.75	\$16,065.00
1993	\$1,122.78	\$248.67	\$1,371.45	\$16,457.40
1994	\$1,156.46	\$248.67	\$1,405.13	\$16,861.56
1995	\$1,191.15	\$248.67	\$1,439.82	\$17,277.84
1996	\$1,226.88	\$248.67	\$1,475.55	\$17,706.60"

RECOMMENDATION:

- 1) that City Council approve a lease renewal with Homestead Furniture (1983) Ltd;
- 2) that the lease be the five-year term from January 1, 1992, to December 31, 1996;
- 3) that the rental rates be as follows:

1992	\$1,338.75 per month
1993	\$1,371.45 per month
1994	\$1,405.13 per month
1995	\$1,439.82 per month
1996	\$1,475.55 per month
- 4) that the tenant be responsible for all future maintenance and repairs to the building; and
- 5) that His Worship the Mayor and the City Clerk be authorized to execute, under the Corporate Seal, the appropriate documents as prepared by the City Solicitor.

ADOPTED.

**B9) Application for Registration of Condominium Plan
 611 University Drive (B.6 Zoning District)
 Lot Pt. of 1, 2 - 5 incl., Block 86, Plan Q and 61-S-06142
 (File No. CC 4132-1)**

Report of the A/City Planner, December 9, 1991:

"An application for Registration of a Condominium Plan involving development on part of Lot 1, 2

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- 5 inclusive, Block 86, Plan Q and 61-S-06142 (611 University Drive) has been received from Farco Holdings Ltd. Construction of the building on the site has not been completed; however, the building has been completed to the extent that Council can consider approval in principle of the project.

The building is 13 storeys in height and will contain 67 dwelling units plus some office and retail space (the building is located within the B.6 Commercial Zoning District). Eighty-eight off-street parking spaces are to be provided, the majority of which will be accommodated in an underground parkade. Two required loading spaces have been provided for on the adjacent property (this arrangement was approved by the Development Appeals Board).

The proposal has been examined under the provisions of the Zoning Bylaw requirements and the proposed development complies with the Zoning Bylaw requirements with the acknowledgement of the loading spaces being provided on the adjacent property. The Building Standards Branch of the Planning Department has no objection to the proposal being registered as a condominium subject to the building being completed in accordance with the requirements of the Building Permit which was issued.

If City Council grants approval in principle to this request, the owner will subsequently submit survey plans of the building for Council's consideration and final approval. When this additional information is received, a further report will be submitted to Council with a recommendation as required under Section 8(1)(b) of The Condominium Property Act."

- RECOMMENDATION:**
- 1) that from the information submitted about the building at 611 University Drive, City Council is satisfied that the building, and the division of the building into units of separate occupancy, will not interfere with the existing or likely future amenities of the neighbourhood; and
 - 2) that City Council give its approval in principle to the project subject to the building being constructed in accordance with the various municipal regulations.

ADOPTED.

**B10) Subdivision Application #29/91
8th Street
For Information Only
(File No. CC 4300-2)**

Subdivision Application: #29/91
Applicant: Webster Surveys Ltd.
Legal Description: Parcel D and Parcel AA, Plan No. 77-S-34391
Location: 8th Street

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Current Zoning: B.4
Date Received: December 6, 1991

The A/City Planner has received the above-noted application for subdivision which is being processed pursuant to the subdivision regulations and will subsequently be submitted to Council for its consideration.

RECOMMENDATION: that the information be received.

ADOPTED.

**B11) Subdivision Application #28/91
563 Pendency Road
(File No. CC 4300-2-2)**

The following subdivision application has been submitted for approval:

Subdivision Application: #28/91
Applicant: Land Manager for the City of Saskatoon
Legal Description: Part of Lot 40, Block 147, Plan No. 80-S-18197
Location: 563 Pendency Road

The December 6, 1991, report of the A/City Planner concerning this application is attached.

RECOMMENDATION: that Subdivision Application #28/91 be approved, subject to:

- a) the consolidation of the most westerly 5.479 metres in perpendicular width throughout of Lot 40, Block 147, Plan No. 80-S-18197, with Lot 41, Block 147, Plan No. 80-S-18197; and
- b) the consolidation of Lot 40, Block 147, Plan No. 80-S-18197 except the most westerly 5.479 metres in perpendicular width throughout, with Lot 39, Block 147, Plan No. 80-S-18197.

ADOPTED.

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**B12) Discretionary Use Application #D12/91
For Information Only
(File No. CC 4355-1)**

Applicant: Brighton House
Legal Description: Lot 26, Block 2, Plan No. GH
Location: 1308 - 5th Avenue North
Current Zoning: R.2
Proposed Use: Bed and Breakfast
Date Received: December 9, 1991

The A/City Planner has received the above-noted Discretionary Use Application which is being processed and will subsequently be submitted to Council for its consideration.

RECOMMENDATION: that the above information be received.

ADOPTED.

**B13) Request for Encroachment Agreement
407 - 1st Avenue North
Lots 1 - 12, Block A, Plan Q13
(File No. CC 4090-2)**

Report of the A/City Planner, December 12, 1991:

"Mr. Murray T. Trunks, on behalf of the owners, has requested to enter into an Encroachment Agreement with the City of Saskatoon. As shown on the attached Real Property Report, part of the building and canopy encroaches onto City property. The total area of encroachment is approximately 26.7 square metres (287 square feet) and will, therefore, be subject to the minimum annual charge of \$50. The encroachments have likely existed since the building was constructed in 1911 and the canopy, in 1986."

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- RECOMMENDATION:**
- 1) that City Council recognize the encroachment at 407 - 1st Avenue North (Lots 1 - 12, Block A, Plan Q13);
 - 2) that City Council instruct the City Solicitor to prepare the appropriate Encroachment Agreement making provision to collect the applicable fees; and
 - 3) that His Worship the Mayor and the City Clerk be authorized to execute the Agreement under the Corporate Seal.

ADOPTED.

Section C - Finance

- C1) Communications to Council**
From: Anka Gasparovic
2408 McPherson Avenue
Date: November 7, 1991
Subject: Expressing concern re transfer of outstanding utility
charge for 210 Avenue I South to property taxes
(File Nos: CC 1550-2 and 1930-1)

The referenced communication was received by City Council on November 18, 1991, and referred to the Director of Finance for further handling.

Report of the City Treasurer, November 28, 1991:

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"The property, 210 Avenue I South, is rental accommodation owned by Anka Gasparovic.

Our utility records indicate Anka Gasparovic applied for light and water to be supplied to the property December 4, 1990, and requested a utility disconnect April 5, 1991. It is not known if there were occupants living in the property during this period.

A reconciliation of the utility account is as follows:

<u>DATE</u>	<u>DETAILS</u>	<u>DEBIT</u>	<u>CREDIT</u>	<u>BALANCE</u>
	Deposit & connection fees	\$37.00		
11/2/91	Payment		\$37.00	
	122 day utility billing-			
	Electricity	\$63.33		
	Water	\$499.30		
	Sewage	\$100.25		
	Infrastructure	\$16.00		
19/9/91	Payment		\$79.77	
	Deposit Applied		\$25.00	\$574.11

This Department had an actual reading of both light and water meters at the date of application. During the 122 day period in question, we were unable to read the meters as no one was at the house when our regular meter readers called. When the final meter reading took place, it was established that a malfunctioning toilet consumed a large quantity of water resulting in an unusually high water and sewage charge.

When Anka Gasparovic became aware of this billing she contacted her S.G.I. insurance agent and proceeded to enter a claim. We have now been informed that S.G.I. denied her claim.

Anka Gasparovic took the position she was not going to pay the utility bill, therefore it was transferred to the Property Tax account in keeping with Section 195(5) of The Urban Municipality Act which states:

If any rate, charge or rent owed by an owner of land or a building is in arrears after December 31 of the year in which it becomes payable, the amount of the rate, charge or rent may, at the discretion of the council, be added to, and thereby forms part of, the taxes on

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the land or buildings of the owner with respect to which the public utility service was provided.'

It is to be noted that the 1991 Property Tax for the property 210 Avenue I South, in the amount of \$737.23 was paid June 28, 1991, and the outstanding taxes, at this date, reflect the utility charge in the amount of \$574.11.

Mrs. Gasparovic contacted the Department on a number of occasions regarding the billing, and received a full and complete explanation of the billing and resulting transfer to property tax. She also contacted His Worship the Mayor, who again explained the account, and advised her that the billing must be paid."

RECOMMENDATION: that the report be received and the utility billing remain on the Property Tax account.

- IT WAS RESOLVED: 1) that the report be received and the utility billing remain on the Property Tax account; and*
- 2) that the Administration pursue the matter of a repayment plan with the property owner.*

**C2) Investments
(File No. CC 1790-3)**

Report of the Investment Services Manager, December 3, 1991:

"With the approval of the Investment Committee, the attached list indicates purchases and sales for the City's various funds."

RECOMMENDATION: that City Council approve the above purchases and sales.

ADOPTED.

**C3) Tax Write-Offs
List #4
(File No. CC 1985-4)**

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Report of the City Treasurer, December 3, 1991:

"Attached is a list of properties indicating tax adjustments totalling \$2,418.52, for which tax write-off approval is requested by City Council."

RECOMMENDATION: that City Council approve of the write-off for the reasons detailed in the list prepared by the City Treasurer, dated December 3, 1991.

ADOPTED.

**C4) Light and Water Accounts
To Be Written Off For 1990
(File No. CC 1985 -3)**

Report of the City Treasurer December 5, 1991.

"The following is a summary of the 1990 Utility Accounts which are considered due for write-off. The accounts total \$102,383.13, and represent 0.10 percent of 1990 gross revenue which was \$97,841,060.00. A detailed listing of the accounts is available in the City Clerk's Office.

Bankrupt and delinquent accounts have, where possible, been charged back to property taxes. The services of a collection agency have also been utilized in an attempt to realize payment.

An analysis of the accounts recommended for write-off is as follows:

2 Commercial Accounts Over \$900	B & H Developments Ltd. T/A Skyview Restaurant 2002D - 8th Street East	\$ 2,008.98
	Saskatoon Mack Centre 2326 Millar Avenue	1,737.71
20 Commercial Accounts Under \$900	(average \$262.42)	5,248.28
498 Single Family Residences (average \$115.67)		57,603.63

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185 Water Only	(average \$53.04)	9,811.97
287 Suites Under \$25	(average \$12.26)	3,516.97
377 Suites Over \$25	(average \$59.57)	<u>22,455.59</u>
<hr/>		
1,369		<u>\$102,383.13</u>

The following is a summary of write-offs for the last six (6) years:

<u>YEAR</u>	<u>TOTAL AMOUNT OF WRITE-OFF</u>	<u>PERCENT OF GROSS REVENUE</u>
1985	\$155,653.81	0.25
1986	107,792.83	0.16
1987	86,527.36	0.11
1988	82,584.86	0.09
1989	107,756.50	0.11
1990	102,383.13	0.10"

RECOMMENDATION: that City Council approve the write-off of utility accounts for 1990, totalling \$102,383.13.

ADOPTED.

**C5) Withdrawal from Property Realized Reserve
 (File No. CC 1815-3)**

Report of the City Comptroller, December 6, 1991:

"Although the major component of the City's costs pertaining to land development is related directly to servicing, costs are incurred throughout the year which apply directly to the maintenance or improvement of the raw land on which those services are being provided. Such costs are funded directly from the Property Realized Reserve and, on an annual basis, City Council is informed of those costs and requested to approve the necessary withdrawal from the reserve. For the period October 1, 1990, to October 31, 1991, the following expenditures were made for the described purposes:

Surveys, Rezoning, Subdivision of Land	\$ 30,759.14
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Land Titles fees	3,963.55
Fencing	2,096.27
Traffic Islands	16,293.48
Lot levelling, clearing, grading	31,002.47
Appraisals	2,484.81
Silverspring Environmental Assessment Study	34,928.31
Miscellaneous	661.49
Signage	<u>2,774.95</u>
Total	<u>\$124,964.47 "</u>

RECOMMENDATION:

that \$124,964.47, be withdrawn from the Property Realized Reserve to fund expenditures made to maintain and improve property for resale.

ADOPTED.

**C6) Enquiry - Alderman Cherneskey (November 18, 1991)
Administrative Charges - Public Library
(File No. CC 1711-6)**

"Could I be advised how the 1992 City of Saskatoon administrative charges have been arrived at. The Public Library charges have been increased from \$177,400 to \$183,500 for an increase of 3.49%. I would be interested in knowing what factors have been taken into account to warrant this increase and who made that decision. Is this increase applicable to other similar Boards in the City who engage such city services?"

Report of the City Comptroller, December 11, 1991:

Attached is a copy of a response made to a similar question by the Library Board Chairman in 1990. The Administrative Cross-Charge Policy, adopted by City Council in 1987, attempts to recognize and 'smooth out' the effects of large increases in the cross-charge to those who are receiving

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administrative services from mill-rate supported programs.

As a result of two new branches opening in the late 1980's, the five year average of Library expenditures has been increasing at a rate which exceeds the current year-over-year expenditure increase. The calculation for the 1992 Operating Budget is based on a five year average which drops a year of expenditures prior to the new branches and adds a year of expenditures which include the two branches. For purposes of cross-charge calculations, therefore, the increase in expenditures exceeds 9%. The alternative to this phasing-in of large increases is to recognize them all in the year they occur. Had we stopped the phasing-in formula last year, the 1991 cross-charge would have been \$194,100. This indicates that some growth in the cross-charge is still to come (as the 1992 budget figure is only \$183,500) once the full impact of the two new branches have been incorporated into the formula. In the meantime, the Library benefits from the current system as it is deferring the full impact of its expansion over an extended period."

RECOMMENDATION: that the information be received

ADOPTED.

**C7) Business Tax Adjustments
November 1991
(File No. CC 1985-2)_____**

Report of the City Treasurer, December 9, 1991:

"Attached is a listing of 1991 Business Tax Adjustments in the total of \$32,715.57, which require Council's approval for write-off.

The listing represents businesses which have discontinued business at the premises indicated; these accounts are not uncollectible, but require adjustment in keeping with Business Tax Bylaw #6714(12) which states:

'Where a business is commenced after the 31st day of January, or is discontinued before the 1st day of December, the Council shall, upon written request, adjust the amount levied with respect to that business, to correspond with the portion of the year during which the business is, or was, carried on; PROVIDED that such request is made before the expiration of one year following the year in respect of which the amount levied is to be adjusted.'

Business tax adjustments are off-set by supplementary assessments on new businesses or businesses that relocate, renovate, or enlarge premises.

The distribution of this write-off will be as follows:

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City	\$ 14,358.84
School Boards	17,741.56
Business Improvement Districts	<u>615.17</u>
	\$ 32,715.57"

RECOMMENDATION: that Council approve of the 1991 Business Tax write-off in the amount of \$32,715.57, for the reasons detailed on the attached list for the period November 1 to November 30, 1991.

- IT WAS RESOLVED: 1) that Council approve of the 1991 Business Tax write-off in the amount of \$32,715.57, for the reasons detailed on the attached list for the period November 1 to November 30, 1991; and*
- 2) that the matter be referred to the Economic Development Board.*

ADDENDUM TO REPORT NO. 33-1991 OF THE CITY COMMISSIONER

**C8) Canadian Bond Rating Service
Credit Rating - City of Saskatoon
(File No. CC 1500-4)**

An updated credit analysis prepared by the Canadian Bond Rating Service has been prepared for the City of Saskatoon. A copy of this report dated December 1991 is attached.

RECOMMENDATION: that the information be received.

ADOPTED.

Section D - Services

D1) Routine Reports Submitted to City Council

SUBJECT	FROM	TO
Schedule of Accounts Paid \$1,859,733.48	November 26, 1991	November 28, 1991

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(File No. CC 1530-2)

Schedule of Accounts Paid \$5,091,398.47 (File No. CC 1530-2)	November 26, 1991	December 3, 1991
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Schedule of Accounts Paid \$636,868.69 (File No. CC 1530-2)	December 3, 1991	December 5, 1991
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Schedule of Accounts Paid \$2,020,316.58 (File No. CC 1530-2)	December 3, 1991	December 10, 1991
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Statement of Residential & Miscellaneous Lot Sales (copy attached) (File No. CC 435-2)	November 1, 1991	November 30, 1991
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RECOMMENDATION: that the information be received.

ADOPTED.

**D2) Appointment of Acting City Clerk
December 23, 1991 - January 3, 1992
(File No. CC 4510-1)**

It is reported to City Council that the City Clerk will be absent during the period December 23, 1991 - January 3, 1992, inclusive.

RECOMMENDATION: that pursuant to Section 63(3) of The Urban Municipality Act, Mrs. Susan MacKeigan be appointed Acting City Clerk during the above-noted absence of the City Clerk.

ADOPTED.

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**D3) Transfer of Land
Meewasin Valley Authority to
Wanuskewin Heritage Park Corporation
(File Nos. CC 4020-1 and WA4206)**

The Meewasin Valley Authority Act provides that prior to the Meewasin Valley Authority transferring land, it must obtain the consent of the three partners in the Meewasin Valley Authority, being the University of Saskatchewan, the Government of Saskatchewan and the City of Saskatoon. A request has been received from the Meewasin Valley Authority to transfer the following land to the Wanuskewin Heritage Park Corporation:

"Legal Subdivisions Eleven (11) and Fourteen (14) of Section Thirty-six (36), in Township Thirty-seven (37), in Range Five (5), West of the Third Meridian, in the Province of Saskatchewan, in the Dominion of Canada, containing Eighty (80) acres, more or less.

Except: Out of Legal Subdivision Fourteen (14), all that portion taken for Roadway, as shown on a Plan of Record in the Land Titles Office for the Saskatoon Land Registration District as No. 70-S-22250.

MINERALS IN THE CROWN.

Legal Subdivision Twelve (12) and Thirteen (13) of Section Thirty-six (36), in Township Thirty-seven (37), in Range Five (5), West of the Third Meridian, in the Province of Saskatchewan, in the Dominion of Canada, containing Eighty (80) acres, more or less.

Except: Out of Legal Subdivision Thirteen (13) that portion taken for Roadway as shown on a Plan of Record in the Land Titles Office for the Saskatoon Land Registration District as No. 70-S-22250.

MINERALS IN THE CROWN.

All that portion of the South Half of Section Thirty-five (35), in Township Thirty-seven (37), in Range Five (5), West of the Third Meridian, in the Province of Saskatchewan, in the Dominion of Canada, shown as Parcel "A", according to a Plan of Record, in the Land Titles Office for the Saskatoon Land Registration District as No. 83-S-32381.

MINERALS EXCEPTED by the Subdivision Section of the Land Titles Act.

(hereinafter referred to as Parcel 'A', S 1/2 35-37-5 W3rd)

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All that portion of the South West Quarter of Section Thirty-six (36), in Township Thirty-seven (37), in Range Five (5), West of the Third Meridian in the Province of Saskatchewan, in the Dominion of Canada, shown as Parcel 'B' on a Plan of Record in the Land Titles Office for the Saskatoon Land Registration District as No. 83-S-32535.

MINERALS IN THE CROWN.

(hereinafter referred to as Parcel 'B' SW 1/4 36-37-5 W3rd.)

All that portion of the South West Quarter of Section Thirty-six (36), in Township Thirty-seven (37), in Range Five (5), West of the Third Meridian, Saskatchewan, which lies North and West of the South Saskatchewan River 99 acres, Township Survey dated January 17, 1885.

Except: Parcel 'B' on Plan 88-S-32535

MINERALS IN THE CROWN."

The above-described land is the land that was acquired by the Meewasin Valley Authority for establishing Wanuskewin, and its transfer is consistent with the understanding between the Meewasin Valley Authority partners and the Wanuskewin Board.

RECOMMENDATION: that City Council approve the transfer of the above-described land from the Meewasin Valley Authority to the Wanuskewin Heritage Park Corporation.

ADOPTED.

REPORT NO. 35-1991 OF THE PLANNING AND DEVELOPMENT COMMITTEE

Composition of Committee

Alderman G. Penner, Chairman
Alderman K. Waygood
Alderman P. McCann

- 1. Decision - Development Appeals Board Hearing
1014 Colony Street**

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(File No. CK. 4352-1)

Attached is a copy of Record of Decision of the Development Appeals Board dated November 21, 1991, respecting the above appeal.

Council will note that the Board GRANTED the appeal.

Pursuant to Council policy in such matters, the Director of Planning and Development is to report to the Planning and Development Committee with recommendations.

Attached is a copy of a report of the Director of Planning and Development dated December 2, 1991, together with a report of the City Planner dated December 2, 1991.

Your Committee has reviewed this matter and

RECOMMENDS: that the above decision of the Development Appeals Board not be appealed to the Planning Appeals Committee of the Saskatchewan Municipal Board.

ADOPTED.

**2. Decision - Development Appeals Board Hearing
306/314 LaRonge Road
(File No. CK. 4352-1)**

Attached is a copy of Record of Decision of the Development Appeals Board dated November 21, 1991, respecting the above appeal.

Council will note that the Board GRANTED the appeal, provided that the 1.8 metre fence is located 3 metres back from the front property line and provided that the area on the street side of the fence is landscaped, as indicated by the developer at the hearing.

Pursuant to Council policy in such matters, the Director of Planning and Development is to report to the Planning and Development Committee with recommendations.

Attached is a copy of a report of the Director of Planning and Development dated December 2, 1991, together with a report of the City Planner dated December 2, 1991.

Your Committee has reviewed this matter and

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RECOMMENDS: that the above decision of the Development Appeals Board not be appealed to the Planning Appeals Committee of the Saskatchewan Municipal Board.

ADOPTED.

**3. 1992 Revenue Proposal
Woodlawn Cemetery
Civic Buildings and Grounds Department
(File No. CK. 4080-1)**

Report of A/General Manager, Civic Buildings and Grounds Department, December 4, 1991:

"Attached is the 1992 Revenue Proposal for the Woodlawn Cemetery. The Woodlawn Cemetery Program objective has been to attain full cost recovery by 1992. Attaining this objective would eliminate the need for this program to rely on funding from taxation and make the operation self-sufficient.

In reviewing the revenues from the past two years, it is evident that a drop in reserve grave and vault sales has made it difficult to attain the projected revenues. This report avoids overall fee increases which would further decrease sales and result in larger revenue shortfalls. The minimal increase in proposed 1992 fees allows forecasted revenues to more realistically be aligned with actual revenue.

Although proposed 1992 fee schedules are to stay comparable to the 1991 approved fee structure, the Woodlawn Cemetery Program can approach full cost recovery in 1992 by increasing the interment and vault handling fees, and adding fees for the columbarium and ashes scattering garden services. Both interment and vault handling services involve proportionately high amounts of labour, material, and equipment. The fee adjustments reflect anticipated increases in these cost components.

The attached 1992 Revenue Proposal identifies two new services that reflect customer requests and changes within the death care industry.

1. Columbarium

A 96 niche columbarium will be purchased for the cemetery program in 1992, through a Productivity Improvement Loan via the Capital Fund.

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The columbarium offers an alternative to the traditional burial of cremains, by offering the above-ground inurnment of ashes.

2. Ashes Scattering Gardens

The ashes scattering gardens is another alternative for the disposition of cremains. The garden will be funded by the Preservicing Account from the 1992 Operating Budget.

Other cemetery operations do offer, or are strongly considering this alternative, to increase the level of service to the customer.

The attached schedule of increases has been incorporated in the proposed 1992 Operating Budget."

Your Committee has met with representatives of the Civic Buildings and Grounds Department to discuss this matter and

- RECOMMENDS:**
- 1) that the proposed 1992 schedule of fees, as outlined in the attached Woodlawn Cemetery fee proposal documents dated December 4, 1991 be adopted; and
 - 2) that the additional new service fees proposed for 1992, as outlined in the attached Woodlawn Cemetery fee proposal documents dated December 4, 1991, be adopted.

ADOPTED.

4. **Rotary Park - Terms of Reference for the
Development of a Program Plan
(File No. CK. 4206)**

Report of General Manager, Leisure Services Department, December 5, 1991:

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"During its November 1, 1991, meeting, the Meewasin Valley Authority Board of Directors considered a report from its Administration requesting approval for Terms of Reference for the preparation of a site development plan for Rotary Park. The Meewasin Valley Authority's Board of Directors tabled the Terms of Reference for a site development plan pending the development of a program plan for Rotary Park, to be completed by the City of Saskatoon Leisure Services Department. Subsequently, the Leisure Services Department agreed to undertake this project (to be completed in 1992), subject to 100% financing of the project by the Meewasin Valley Authority.

The Terms of Reference for the Development of a Program Plan for Rotary Park (see attachment), outlines a process for the identification of program design guidelines which will form the basis for future site development of the Park. The Program Plan will be based on the Leisure Services Department's public participation process and existing studies and documentation related to the riverbank."

RECOMMENDATION: that the information be received.

ADOPTED.

**5. Parks and Recreation Prepaid Levy - Reserve and Rate Sufficiency
(Files CK. 4216-1 and 1815-8)**

Report of General Manager, Leisure Services Department, November 30, 1991:

"Executive Summary

During the past three years, the Planning and Development Division has undertaken a review and re-assessment of a number of issues which impact upon the financial capability of the existing Parks and Recreation Levy rate and the current cash position of associated reserves to meet the long-term objectives of this levy. The financial forecast includes revenues and costs related to all lot sales anticipated in completing the current Development Plan of the City of Saskatoon. All costs are projected in 1992 dollars. Revenues are projected at the current Parks and Recreation Levy portion (i.e. \$144.03) of the Prepaid Services Rates applicable to Residential, Institutional, Commercial, and School Property.

The financial projections reveal that the current Parks and Recreation Levy rate and associated reserves will provide sufficient funds to meet the expectations, directives, and assumptions discussed in this report plus provide a contingency of \$2,900,000. The latter amount represents approximately 5% of total revenue collections and is considered

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reasonable in light of certain unknowns related to the development of all lands within the City of Saskatoon Development Plan (e.g. separation area between the Forestry Farm Park and Zoo and the future neighbourhoods of Deerwood and Springfield).

In addition to financing neighbourhood-local and neighbourhood-district parks and recreation facilities, the projected revenue from the Parks and Recreation Levy rate will also finance the development of multi-district parks, boulevards, culs-de-sac, and centre medians which enhance the neighbourhood environment. The Parks and Recreation Levy rate will be re-structured to accommodate the recent inclination within the Planning and Development Division to allocate a greater portion of the municipal reserve land dedication for use within the neighbourhood-local and neighbourhood-district geographic boundaries.

The following assumptions for development of recreation facilities at the multi-district level have a significant financial impact on the sufficiency analysis and are worthy of special consideration:

- University Heights Recreation Centre \$7,100,000
- Lawson Civic Centre Expansion \$2,425,000
- 2,168 square metres

With the removal of the ten-year moratorium on the construction of paddling pools in neighbourhood parks at the April 15, 1991, City Council meeting, cost projections were revised to include a water feature (other than storm water ponds) in all neighbourhoods:

- i) where lot purchasers have contributed to the Parks and Recreation Levy reserves;
- ii) which have requested a water feature; and
- iii) which have never had a water feature.

With the proposal to provide for a neighbourhood water feature separate from the Confederation Learner Paddling Pool within the Confederation Park neighbourhood, the Leisure Services Department is recommending that the Confederation Learner Paddling Pool be permanently decommissioned as a water feature and that a further report be provided to City Council on alternative use or ultimate disposition of this facility."

Attached is a copy of the report of the A/Director of Planning and Development dated November 20, 1991 which provides detailed background information on this matter.

Your Committee has reviewed this report with the General Manager of the Leisure Services Department and

RECOMMENDS: 1) that a total, not to exceed \$515,000 be transferred from the Parks and

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Recreation Levy Capital Reserve to fund projected shortfalls in neighbourhood and district accounts attributable to past collections;

- 2) that the neighbourhood and district components of the Parks and Recreation Levy rate be increased from \$25.05 and \$27.48 to \$49.62 and \$31.44 respectively to fund projected shortfalls in neighbourhood and district accounts attributable to future collections;
- 3) that the increases in the neighbourhood and district components of the Parks and Recreation Levy rate be accommodated through a corresponding decrease in the multi-district component of the Parks and Recreation Levy rate;
- 4) that the appropriate sections of Policy C03-011 be amended to reflect the multi-district component of the Parks and Recreation Levy rate to be .777 times the combined neighbourhood and district components of the Parks and Recreation Levy rate;
- 5) that the Parks and Recreation Levy portion of the Prepaid Services Rates, applicable to Residential, Institutional, Commercial and School property, remain at \$144.03 for the 1992 fiscal year;
- 6) that a further report be provided to City Council on the sufficiency of the Parks Levy portion of the Industrial Prepaid Services Rates;
- 7) that, subject to the approval of Items 1 through to 4 above, the City Comptroller be authorized to reallocate funds within the neighbourhood and district parks and recreation levy accounts in accordance with the calculations reflected in Appendix B of this report;
- 8) that Policy C03-011 be amended to change the name of the Parks and Recreation Levy Capital Reserve to the Multi-District Reserve;
- 9) that the Confederation Park Learner Paddling Pool be permanently decommissioned for use as an aquatic facility; and
- 10) that the Administration provide City Council with a further report on an alternative use or demolition costs of the Confederation Park Learner Paddling Pool facility.

IT WAS RESOLVED: that the matter be referred back to the Planning and Development Committee for further review and report.

**6. Innovative Housing Program - 1991
Pleasant Hill Family Housing Project
Y.W.C.A.
(File No. CK. 750-1)**

Report of A/Director of Planning and Development, December 6, 1991:

"By letter dated December 3, 1991, the Executive Director of the Y.W.C.A. provided an update in regard to the project to be sponsored by the Y.W.C.A. in the Pleasant Hill Area. The information supplied by Ms. Bessey has been reviewed under the City's Innovative Housing Incentives Policy as follows:

`3.1 General Eligibility Criteria

- a) The units must be for individuals or families whose household incomes do not exceed the core income thresholds established by the Saskatchewan Housing Corporation.'**

The units are intended for families whose incomes are in line with the above.

- `b) The units must be situated in Core Neighbourhoods or the Downtown Area.'**

The proposed units are to be located in the Core Neighbourhood of Pleasant Hill.

- `d) The units must be for rental purposes only.'**

Only rental units are contemplated in the proposal.

- `f) The units must be in addition to and must not replace, existing subsidized housing stock.'**

The 26 units will be additional to the current housing stock.

`3.4 Level of Assistance

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The level of assistance provided by the City towards innovative housing units shall be:

- b) Non-Profit Housing Units - 5 percent of the per unit capital cost or \$2,750 per unit, whichever is less.'**

Ms. Bessey's letter indicates a maximum capital cost of \$2,017,500.00 and requests a City contribution of up to \$100,875.00. This amounts to 5 percent of the capital cost. Under the City's policy, the amount of contribution is the lesser of 5 percent or \$2,750 per unit. The Y.W.C.A. is proposing to construct 26 units - $26 \times \$2,750 = \$71,500.$ "

Attached is a copy of the letter dated December 3, 1991 from Ms. Darlene Bessey, Executive Director, Y.W.C.A. as referenced above.

Your Committee has met with representatives of the Y.W.C.A. to discuss this matter and has requested the Administration to review the Innovative Housing Policy to determine if the ceiling of \$2,750 per unit is appropriate being that there have been major changes in the economy since this Policy was approved.

- RECOMMENDATION:**
- 1) that the application submitted on behalf of the Y.W.C.A. under the Province's Innovative Housing Program for the provision of 26 family housing units in the Pleasant Hill area be endorsed; and
 - 2) that if the application by the Y.W.C.A. is successful under the Innovative Housing Program, the City contribute 5 percent of the capital cost of the units (to a maximum of \$71,500), with this contribution being financed from the Social Housing Reserve.

Pursuant to earlier resolution, Item A.19) of "Communications" was brought forward and considered.

Moved by Alderman Penner,

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THAT the delegation from the Y.W.C.A. be heard.

CARRIED.

Ms. Sheila Denysluk, current President of the Y.W.C.A., requested the City of Saskatoon to contribute five percent to the development of a social housing project in the Pleasant Hill area.

Ms. Laverne Szejvolt, President of the Pleasant Hill Community Association, expressed support for the project.

Mr. Jim Wasilenko, General Manager of the Saskatoon Housing Authority and Chair of the City's Advisory Committee on Social Housing, expressed support for the project.

- IT WAS RESOLVED: 1) that the application submitted on behalf of the Y.W.C.A. under the Province's Innovative Housing Program for the provision of 26 family housing units in the Pleasant Hill area be endorsed; and*
- 2) that if the application by the Y.W.C.A. is successful under the Innovative Housing Program, the City contribute 5 percent of the capital cost of the units (to a maximum of \$71,500), with this contribution being financed from the Social Housing Reserve.*

**REPORT NO. 41-1991 OF THE LEGISLATION AND FINANCE COMMITTEE
(DEALING WITH AUDIT MATTERS)**

Composition of Committee

Alderman M.T. Cherneskey, Q.C., Chairman
Alderman P. Mostoway
Alderman M. Thompson

**1. Management Representations Approach to Accountability
(File No. CK. 1600-1)**

Report of the Manager, Audit Services Department, November 11, 1991:

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"The Canadian Comprehensive Audit Foundation (C.C.A.F.) was established approximately 10 years ago to enhance public sector accountability by promoting and supporting the development of Comprehensive (i.e. Value-for-Money) Auditing at all three levels of government. In 1987 the Foundation published a book entitled 'Effectiveness Reporting and Auditing in the Public Sector'. The purpose of this publication was to provide local, provincial, and federal governments with a standard set of **accountability reporting guidelines**. The book outlined twelve attributes that, taken together, give a comprehensive view of a program's effectiveness. It proposed that management be responsible for providing information (i.e. management representations) on these attributes and that Internal Auditors lend credibility to these representations by attesting to their fairness. (A copy of the book is available in the Audit Services Department should any member of the Audit Committee wish to borrow it.)

The City of Saskatoon is the first municipality in Canada known to have completed the development of management representations (i.e. Program Overviews) on most of the City's programs.

A copy of the City's Program Planning and Evaluation Manual (containing copies of all Program Overviews approved to date) was recently forwarded to the Canadian Comprehensive Audit Foundation for review and comment. As noted in the attached letter from the C.C.A.F., the Foundation was impressed with the progress this City has made in the development of management representations. In response, they have:

- Undertaken to report Saskatoon's initiative on page 9 of the October issue of the C.C.A.F. Update Bulletin (copy attached).
- Asked permission to showcase the initiative as part of a video/slide presentation during the closing plenary session at this year's C.C.A.F. Conference in Montreal.
- Extended an invitation for me (and a member of the Senior Administration or City Council) to attend, at their expense, the 1992 C.C.A.F. Conference in Toronto for the purpose of presenting a session dealing with the City's Program Overview initiative. The Foundation's initial invitation was for the 1991 Conference in Montreal. However, due to other priorities within the Department, I was unable to commit to this year's Conference. I have since confirmed, with Mr. Boisclair (Executive Director of C.C.A.F.), my commitment to participate in the 1992 Conference.

The City's Program Planning and Evaluation Manual (Program Overviews) was also the subject of discussion at this year's Canadian Municipal Comprehensive Auditors Conference. Numerous requests have since been received, from other cities across Canada, for copies of the Manual which we are providing at cost.

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The City of Saskatoon has clearly taken a leadership role, at the municipal level, in the development of management representations (i.e. Program Overviews). This initiative, of course, would not have been possible without the commitment and support of Program Managers, Department Heads, the Senior Administration and City Council.

The development of Program Overviews (and publication of the Program Planning and Evaluation Manual) has substantially increased accountability to City Council and local taxpayers. The Manual provides a forum for reporting program performance and the basis for challenging (during Budget Review or at any time during the year) program rationale, program effectiveness, program efficiency, and service levels. In time, the Program Overviews should serve to strengthen the City's strategic planning process and provide valuable information to assist City Council to establish the City's short and long-term spending priorities."

RECOMMENDATION: that the information be received.

ADOPTED.

**2. 1991 C.M.C.A. Conference Update
(Files CK. 1600-1 and 1706-1)**

Your Committee has considered the following report of the City Commissioner dated November 15, 1991:

"This past October, the Manager of Audit Services attended the National Conference of the Canadian Municipal Comprehensive Auditors (C.M.C.A.). The attached report provides an update on the Conference and some of the issues discussed. Highlights of the report include:

- The appointment of Saskatoon's Audit Services Department to co-ordinate the development of criteria for conducting peer reviews of municipal comprehensive audit functions across Canada;
- Confirmation that Saskatoon is the first municipality in Canada known to have completed the development of program overviews (referred to by the Canadian Comprehensive Auditing Foundation as 'management representations');

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- The assignment of responsibility to Saskatoon's Audit Services Department to develop audit criteria and program performance indicators for Police services and Economic Development Departments/Authorities;
- The selection of the Manager of Saskatoon's Audit Services Department as one of four municipal Comprehensive Audit Managers/Auditor Generals scheduled to meet with (and at the request of) the Canadian Comprehensive Auditing Foundation to discuss the relationship of the Foundation and the C.M.C.A.

Although the Audit Services Department's new mandate has only been in place for 1.5 years, it has positioned itself as one of the leaders, at the municipal level across Canada, in advancing concepts and practices designed to strengthen accountability over the use of public funds."

RECOMMENDATION: that the information be received.

ADOPTED.

REPORT NO. 42-1991 OF THE LEGISLATION AND FINANCE COMMITTEE

Composition of Committee

Alderman M.T. Cherneskey, Q.C., Chairman
Alderman P. Mostoway
Alderman M. Thompson

**1. Community Initiative Program
Travel Grants
(File No. CK. 1870-1)**

Your Committee has considered the following report dated November 26, 1991, from the Arts/Multicultural Consultant and the Sports Consultant:

"Prior to 1989, the City of Saskatoon administered a Travel Assistance Fund for eligible community groups (e.g. sport and cultural) travelling to events and competitions of national

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and international importance. In 1989, this separate fund was done away with and travel grants were funded out of the Community Initiatives Program (CIP). Organizations were still receiving travel grants throughout the year, on a first-come-first-served basis.

The Assistance to Community Groups Policy C03-018, formerly CIP, has been undergoing review. At present, travel grants are not part of this policy; however, groups continue to apply for and received grants for travel. Funds for travel are being taken out of the general grant funds.

Since travel grants are primarily allocated in the sport and culture categories, the Sport and Art/Multicultural Specialists in the Leisure Services Department discussed the matter. The following concerns were raised:

- travel grants are very small (maximum \$100/person, \$500/organization), and in most cases, the organizations applying for the grant will go to the event whether they receive the travel grant or not;
- application forms for sport and culture are different, as are some of the criteria;
- no guidelines regarding a total amount of money set aside for travel grants exist at present;
- successful applicants are asked to present receipts to the City Treasurer's Department, but this has been the practice rather than included in any written guidelines;
- the first-come-first-served basis of allocating travel funds is unfair to programs that have their national events at the end of the year, since available funds may have already been dispersed earlier in the year; and,
- funds presently used for travel could be allocated more effectively to groups as part of their core funding and operations under the Assistance to Community Groups fund.

After some discussion, it was decided to no longer allocate travel grants and to ask groups to include travel as part of their regular operations and programming budget for the year when they apply for funding under the Assistance to Community Groups Policy."

RECOMMENDATION: that separate travel grants no longer be given out and that groups applying under the Assistance to Community Groups Policy

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C03-018 include travel costs as part of their overall budget.

IT WAS RESOLVED: that the matter be referred back to the Legislation and Finance Committee for a review of the guidelines.

2. Communications to Council

**From: L.M. (Linda) Walker, Director of Administration
Yellowhead Highway Association**

Date: November 12, 1991

**Subject: Submitting 1992 membership invoice in the amount of
\$14,069.84**

(File No. CK. 155-5)

Attached is a copy of the above-noted communication which City Council at its meeting held on December 2, 1991, referred to the Legislation and Finance Committee.

Your Committee has determined that the 1992 membership fee remains the same as the 1991 fee.

RECOMMENDATION: that payment of the Yellowhead Highway Association fee for the year 1992 be approved.

ADOPTED.

3. Amendment to Investment Policy

(File No. CK. 1790-0)

The recent audit of the Investment Services Department recommended changes with respect to the Investment Services Policy. These points were:

- 1) expand the definition of a long-term investment to include Government of Canada, and other such bonds rated 'A' or higher;
- 2) allow long-term investments of up to 10 years instead of 5 years;
- 3) revise the requirement for Municipal Board approval.

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It would be noted that Recommendation 1) above overrides Recommendation 2); that is, the long-term investments must be rated "A" or higher.

Report of the Manager, Investment Services, dated December 2, 1991:

"In their report to the Audit Committee on the operations of the Investment Services Department, James P. Marshall Associates made several recommendations with respect to the term structure of the General Account portfolio. In order to properly implement the recommendations, it will be necessary to amend Policy C12-004.

Policy Recommendation #1:

In the process of considering appropriate amendments to the policy, it became apparent that this policy is less explicit about approved investment instruments than is the policy relating to the Sinking Fund with respect to long term securities. The relevant portion of the current policy reads as follows:

3.2(b) Long Term Securities

Securities of more than 364 days to maturity may be purchased up to a limit authorized from time to time, by the Investment Committee, subject to the following conditions:

- i) Maximum term to maturity to be five years, except for City of Saskatoon issues, where the maximum allowable term to maturity is to be ten years;
- ii) Not more than 30 percent of the authorized limit is to be placed in securities maturing in the same calendar year.'

The proposed policy wording in Recommendation #1, as set out below, will bring the General Account policy into line with the more specific wording of Policy 12-005, which governs investments in the Sinking Fund.

Policy Recommendation #2

Marshall Associates recommended that the maximum term of portfolio holdings should be extended to ten years, but in order to provide for adequate term diversification, the duration of the portfolio should be limited to five years. Our resources do not permit us to make an easy calculation of duration. However, we have determined that it is possible to substitute

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"weighted average term to maturity" for duration with the same approximate measurement results. This is reflected in the proposed policy.

There is also a decrease in the maximum par value of investments permitted to be held in each calendar year from 30% of the portfolio to 20%. This change recognizes the longer span of future time available for investment and provides for a broader diversification by maturity in the portfolio holdings.

Policy Recommendation #3

The present policy includes a paragraph which requires that securities approved for investment be submitted to the Municipal Board for prior approval. The proposed policy revision deletes this paragraph, since all of the securities which will be eligible under the revised policy are already specified in The Urban Municipalities Act as permissible investments.

Recommendations:

1. That paragraph 3.2(b) of Policy 12-004 be deleted and replaced with the following wording:

3.2 b) Bonds

- i) Obligations of the Government of Canada, or of an agency of the Government of Canada which carries the guarantee of the government;
- ii) Obligations of a Province of Canada or of a provincial crown corporation carrying the guarantee of its province, provided that the obligations to be purchased carry a credit rating of "A" or higher issued by a recognized Canadian bond rating service;
- iii) Obligations of a municipal government (excluding the Cities of Regina and Saskatoon), school unit or school district in Saskatchewan, or in debentures issued under The Union Hospital Act, to a maximum of \$500,000 for each such issuing municipality, school unit or school district; provided that the total of such holdings does not exceed 10% of the book value of the General Account long term portfolio;
- iv) Obligations of other Canadian municipalities (including the cities of Regina and Saskatoon) or their associated school boards, provided that the

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obligations to be purchased carry a credit rating of "AA" or higher issued by a recognized Canadian bond rating service; and

- v) Such other investments as may, from time to time, be authorized by the Saskatchewan Municipal Board.'

- 2. That a new paragraph 3.2(c) be inserted as follows:

3.2 c) Term Structure

The term structure of bonds held in the General Account shall be subject to the following criteria:

- i) The term to maturity of each security in the General Account shall not exceed ten years;
- ii) The Weighted Average Term to Maturity of the portfolio shall not exceed six years;
- iii) Not more than 20% of the authorized portfolio limit shall be placed in securities maturing in the same calendar year.'

- 3. That paragraph 3.3 be deleted from the policy."

RECOMMENDATION: that Policy C12-004, "General Funds", be revised in accordance with the above report of the Investment Services Manager dated December 2, 1991.

ADOPTED.

**4. Race Relations Committee
Programming Budget - 1992
(File No. CK. 1711-10)**

Attached is a copy of letter from Dr. A. Hamid Javed, Chairperson, Race Relations Committee, dated December 6, 1991.

Your Committee has authorized the use of \$5,000 from the 1991 approved budget allocation for the Tenant's Handbook project.

The proposed 1992 programming budget of the Race Relations Committee will be considered by City Council in conjunction with all other Committee budgets. Your Committee is recommending, however, that Council approve an advance of \$6,000 from the Race Relations Committee's 1992 budget to allow activities to proceed to mark March 21, "International Day for the Elimination of Racial Discrimination", as this event will be the focus of the Committee's work for 1992.

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RECOMMENDATION: that an advance of \$6,000 from the 1992 programming budget of the Race Relations Committee be approved to allow that Committee to proceed with activities to mark March 21, 1992, "International Day for the Elimination of Racial Discrimination."

ADOPTED.

REPORT NO. 41-1991 OF THE WORKS AND UTILITIES COMMITTEE

Composition of Committee

Alderman M. Hawthorne, Chairman
Alderman O. Mann
Alderman D.L. Birkmaier
Alderman B. Dyck

- 1. Installation of Street Lights in Lanes
Letter dated August 7, 1991, from
D. Junor, Administrator,
Riversdale Business Improvement District
(File No. CK. 6300-1)**

The Works and Utilities Committee, at its meeting held on November 13, 1991, upon consideration of the attached report of the Director of Works and Utilities dated October 21, 1991, resolved that the Administration be requested to discuss the recommendation contained in the report with the Riversdale Business Improvement District and report back.

Report of the Manager, Electrical Distribution, November 27, 1991:

"On October 15, 1991, the Electrical Department contacted Mr. Don Junor, Administrator, Riversdale B.I.D. We advised him that the Riversdale B.I.D.'s request for lane lighting would be forwarded to the Works and Utilities Committee along with our recommendation to install lighting in 1991, in those locations that the City Police have identified as having a

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high priority.

In response to the Works and Utilities Committee resolution of November 13, 1991, a copy of the October 21, 1991, report was forwarded to Mr. Don Junor. The recommendations, contained in that report, were discussed. The Riversdale B.I.D. does wish to have the lane lights installed and would be pleased to see the ten (10) lights installed in 1991, as shown in Map B, Report of the Manager, Electrical Distribution Department dated October 1, 1991 (copy attached).

The Riversdale B.I.D. had also submitted a further request dated September 25, 1991, to have additional lights installed in lanes paralleling 20th Street from Idylwyld Drive west to Avenue Q. The Electrical Department has forwarded a copy of that letter to the City Police and requested information that would permit an assessment as to the priority for such lighting.

Generally, street lights are not installed in lanes except under special circumstances where the Police have identified a need because of the activity that is taking place in the lane. The illumination of private property, parking lots and building rear entrances are the responsibility of a property owner, and street lighting can not be expected to address security concerns relating to private property."

RECOMMENDATION: that the installation of ten (10) street lights at locations indicated on attached Map "B", be approved.

ADOPTED.

**2. Electrical Power Cable Tenders
(File No. CK. 1000-2)**

Report of the Manager, Electrical Distribution Department, November 21, 1991:

"The Central Purchasing and Stores Department called for tenders for the supply of electrical power cable. This cable will be used to replenish inventory and to undertake the supply of power to various industrial/commercial projects including the Market Mall expansion and the Sherbrooke Community Centre expansion. Tenders were received from three manufacturers as shown on the attached tabulation.

The Electrical Distribution Department reviewed the tenders and the lowest tendered bid for Items #1, #2, #3 and #4 were acceptable. With respect to Item #5, the low and second low unit price tenders both have minimum order quantities that are greater than the quantity required. As a result, the tender bid by Alcatel Canada Wire Ltd. for Item #5 is recommended.

All tenders are based on the copper price index as of November 5, 1991. Therefore, the

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final prices will depend on the copper index on the day of cable shipment.

The proposed purchases based on the lowest acceptable bid are as follows:

1. Items 1, 3 and 4 Pirelli Cables Inc.
\$149,153.04 includes PST, & GST, FOB Saskatoon
\$ 9,158.52 G.S.T. Tax Credit
\$139,994.52 Net
2. Item 2 Philips Cable Ltd.
\$ 57,778.51 includes PST, & GST, FOB Saskatoon
\$ 3,547.80 G.S.T. Tax Credit
\$ 54,230.71 Net
3. Item 5 Alcatel Canada Wire Inc.
\$ 3,629.64 includes PST, GST, FOB Saskatoon
\$ 222.87 G.S.T. Tax Credit
\$ 3,406.77 Net"

- RECOMMENDATION:**
- 1) that the tenders submitted by Pirelli Cables Inc. for Items, #1, #3 and #4, for a total estimated cost of \$139,994.52, including GST, PST and GST rebate, be accepted;
 - 2) that the tender submitted by Philips Cable Ltd. for Item #2 for a total estimated cost of \$54,230.71, including GST, PST and GST rebate be accepted; and
 - 3) that the tender submitted by Alcatel Canada Wire Inc. for Item #5 for a total estimated cost of \$3,406.77, including GST, PST and GST rebate, be accepted.

ADOPTED.

3. **Hector Trout Manor Parking Prohibition**
(File No. CK. 6120-3)

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Report of the City Engineer, November 20, 1991:

"A request has been received from the Board of Directors of Hector Trout Manor at 315 Pinehouse Drive to restrict parking along their frontage to permit safe access and exiting from their private driveways. The Engineering Department has investigated this concern and is proposing that a parking restriction along their entire frontage be considered.

This section of Pinehouse Drive is on a hill, sloping downwards to the east. The geometry of the roadway and the driveway entrances makes it difficult for approaching motorists to see vehicles wishing to exit the parking lot if there are parked vehicles close to the driveways. The sight distances are more critical for vehicles approaching from the west rather than the east as this is the first lane of traffic entered by vehicles from the private driveways. These factors considered, it is proposed that a 'No Parking' restriction be installed on Pinehouse Drive for a distance of 15.0 m to the west of the most westerly driveway and 5.0 m to the east of the most easterly driveway of Hector Trout Manor as shown on Plan No. L2-1P. This proposal was discussed and supported by the President of the Board of Directors of this residence."

RECOMMENDATION: that a "No Parking" restriction be installed at 315 Pinehouse Drive as shown on Plan No. L2-1P.

ADOPTED.

**4. Bus Stop Revision - 20th Street at Avenue N
(File No. CK. 7311-1)**

Report of the Transit Manager, November 27, 1991:

"The bus stop located eastbound on 20th Street west of Avenue N is a nearside stop experiencing high usage (approximately 100 passengers per day).

With the Westwood Funeral Home directly across the street, passengers alighting at this bus stop often cross in front of the bus into a traffic lane creating a visibility concern.

A far side stop would increase safety for those crossing the street. The existing stop is on frontage and the proposed stop would be on frontage; however, the length of the bus stop would be shorter by approximately 5 metres."

RECOMMENDATION:

- 1) that a proposed new bus stop located eastbound on 20th Street, east of Avenue N be installed; and
- 2) that the existing bus stop located eastbound on 20th Street,

west of Avenue N be removed.

ADOPTED.

REPORT NO. 10-1991 OF THE PERSONNEL AND ORGANIZATION COMMITTEE

Composition of Committee

Alderman M. Thompson, Chairman
Alderman M. Hawthorne
Alderman O. Mann
Alderman M.T. Cherneskey, Q.C.

**1. Money Purchase Plan for
Seasonal and Part-Time Employees
(File No. CK. 4730-1)**

At its meeting held on December 19, 1988, City Council, when considering the above-noted matter, resolved:

- "a) that a defined contribution plan be implemented for employees who do not qualify for coverage under the General Superannuation Plan;
- b) that The City of Saskatoon adopt the consensus position on pension reform in this regard by using an earnings threshold of eligibility of 35% of the Canada Pension Plan Years Maximum Pensionable Earnings in each of two consecutive years of employment;
- c) that the Administration be directed to revise the proposed defined contribution plan document to reflect this change;
- d) that Recommendation (b) be further reviewed by The City of Saskatoon in three years' time with respect to considering of threshold a eligibility of 25% rather than 35%; and

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- e) that the implementation of this proposal be referred to the Personnel Services Department."

Your Committee has considered the following report of the Employee Benefits Manager:

"The implementation of this new pension plan has been delayed for a variety of budgetary and regulatory reasons. However, discussions have now been held with union representatives of CUPE 59 and CUPE 859, whose members account for the bulk of eligible employees. As a result of these discussions and the recommendations adopted by City Council as outlined in Report No. 8-1988, we are now ready to proceed with implementation.

Although the process of developing a pension plan for this segment of our workforce was initiated through the Pension Administration Board, this body has no jurisdiction or responsibility for implementation or administration. The recommended model for the ongoing supervision and stewardship of the plan was to establish a Board of Trustees consisting of six members with equal representation from employee groups and representatives of the employer.

Based upon a review conducted by the Personnel Department of the seasonal and non-permanent part-time component of the workforce, it was determined that almost all eligible employees were members of CUPE 59 or CUPE 859. It would therefore seem logical that employee representation should come from these unions. The proposed employee trustees are:

Al Froese	- CUPE 59 (Treasurer's Department)
Paul Michie	- CUPE 859 (Engineering Works)
Gerry Caudle	- Union Representative CUPE Saskatchewan

By the same token, the majority of eligible employees work in the Engineering Works Department and Civic Buildings and Groups Department. We would therefore recommend the following management trustees:

Merv Sorenson, Personnel Supervisor, Engineering Works
Conrad Man, General Manager, Civic Buildings and Grounds Department
One representative of City Council"

The proposed effective date of the Plan is January 1, 1992.

Your Committee instructed the City Solicitor to prepare the bylaw for the Defined Contribution Pension Plan for seasonal and non-permanent part-time employees of The City of Saskatoon.

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Proposed Bylaw No. 7262, as prepared by the City Solicitor, is attached.

- RECOMMENDATION:**
- 1) that the Employee Trustees be Allan Froese, Paul Michie and Gerald Caudle;
 - 2) that the Management Trustees be Mervin Sorenson, Conrad Man and one representative of City Council;
 - 3) that Alderman Mark Thompson be named the Trustee to be the representative of Council and that the appointment be understood to be an interim appointment to allow the Plan to be registered before the matter is considered by the Committee on Committees;
 - 4) that the names of the Trustees be inserted by the City Clerk in the Trust Agreement which forms part of proposed Bylaw No. 7262 to enact the Defined Contribution Plan; and
 - 5) that City Council consider proposed Bylaw No. 7262.

ADOPTED.

REPORT NO. 12-1991 OF A COMMITTEE OF THE WHOLE COUNCIL

Composition of Committee

His Worship the Mayor, Chairman
Alderman D. L. Birkmaier
Alderman M. T. Cherneskey, Q.C.
Alderman B. Dyck
Alderman M. Hawthorne
Alderman O. Mann
Alderman P. McCann
Alderman P. Mostoway

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Alderman G. Penner
Alderman M. Thompson
Alderman K. Waygood

**1. South Downtown
Redevelopment Proposal
(File No. CK. 4130-2-8)**

The following is a report of the Planning and Development Committee dated December 2, 1991:

"On November 18, 1991 City Council considered Clause 15, Report No. 33-1991 of the Planning and Development Committee on the above matter which indicated that the Planning and Development Committee has reviewed fifteen of the applications received under the proposal-call to obtain the services of a sales agent to market the City-owned land within the South Downtown area which is bounded by First and Second Avenues and by Nineteenth and Twentieth Streets. The Committee's initial review of these applications resulted in a short list of five companies, and four of the five companies were then interviewed.

Your Committee has now completed its interviews and deliberations with respect to the selection of a sales agent to market this property. The interview sessions attended by Committee members, the A/Director of Planning and Development, the Land Manager and the Economic Development Manager, consisted of three separate meetings at which the principals of the following four companies were interviewed:

Edgecombe Group Inc.
IBI Group
The Partnership/Saskatoon City Centre Marketing Group
KPMG Peat Marwick Stevenson & Kellogg

The interview sessions consisted of a presentation by the company followed by detailed discussion, and averaged about an hour and a half each. This process provided your Committee with additional information in terms of cost, timing, the marketing methods to be employed and a thorough understanding of the proposals submitted.

Your Committee examined the relative merits of the submissions in light of the extent of the national and international experience, the project cost to the City, the extent of local involvement and knowledge of the City and the calibre of the principals directly involved in the project. By this means, your Committee was able to analyze the relative merits of the submissions and as a consequence of its adjudication is in a position to make a final recommendation.

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Your Committee, including members of the Administration noted above, were unanimous in the final choice, KPMG Peat Marwick Stevenson & Kellogg, as marketing agent for the City-owned Block in the Downtown Area. The Committee was impressed with the submission and is satisfied that this firm has the capability required. Peat Marwick Stevenson & Kellogg has an office in Saskatoon, and its principal, Roy Lloyd together with Frank Hart, from its Regina office and Brian Wills from its Vancouver office, will be among those members playing a prominent part in marketing the City's property.

The cost estimates submitted by KPMG for undertaking this work are broken out by phase and the fees structured dependent on circumstances. As a consequence, the range of costs could vary between \$96,500 and \$155,000 as outlined in the attached copy of the submission received from KPMG Peat Marwick Stevenson & Kellogg.

Attached, as background information, is a copy Clause 1, Report No. 8-1991 of A Committee of the Whole Council which contains a copy of the Proposal Call."

Your Committee has reviewed the references of KPMG Peat Marwick Stevenson & Kellogg and supports the choice of the Planning and Development Committee.

- RECOMMENDATION:**
- 1) that the firm of KPMG Peat Marwick Stevenson & Kellogg be hired as the sales agent for the marketing of the City-owned land within the South Downtown Area which is bounded by First and Second Avenues and by Nineteenth and Twentieth Streets for a maximum fee of \$155,000;
 - 2) that all costs in connection with Recommendation No. 1) above be a charge against the South Downtown Development Program;
 - 3) that the City Solicitor be instructed to prepare the necessary agreement; and
 - 4) that His Worship the Mayor and the City Clerk be authorized to execute the agreement under the Corporate Seal.

ADOPTED.

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REPORT NO. 8-1991 OF THE LAND BANK COMMITTEE

Composition of Committee

Alderman G. Penner, Chairman
Alderman B. Dyck
Alderman M.T. Cherneskey, Q.C.
His Worship the Mayor
City Commissioner
Director of Finance
Director of Works and Utilities
Director of Planning and Development

**1. Great Western Brewing Company Limited
Land Acquisition - Repayment of Advance - \$250,000
(Files CK 1860-1 and 3500-1)**

Your Committee has considered the following report of the City Commissioner dated December 11, 1991:

"During its meeting of January 2, 1990, City Council adopted the following recommendation of the Land Bank Committee:

- 1) that the City purchase Lots 28, 29 and 30, Block 186, Plan Q13 from Great Western Brewery Co. Ltd. for a total price not to exceed \$250,000; and
- 2) that the purchase be funded from the Property Realized Reserve.'

At the time of its acquisition by the City, this parcel was surplus to Great Western's immediate needs and the City wished to assist Great Western during the start up period of the Brewery. Now Great Western Brewing Company Limited wishes to re-acquire the property in their name and to repay the \$250,000.

- RECOMMENDATION:**
- 1) that the City transfer Lots 28, 29 and 30, Block 186, Plan Q13 to Great Western Brewing Company Limited for the sum of \$250,000; and
 - 2) that the proceeds be returned to the Property Realized Reserve.

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Alderman McCann excused himself from discussion and voting on the matter and left the Council Chamber.

- IT WAS RESOLVED:* 1) *that the City transfer Lots 28, 29 and 30, Block 186, Plan Q13 to Great Western Brewing Company Limited for the sum of \$250,000; and*
- 2) *that the proceeds be returned to the Property Realized Reserve.*

Alderman McCann re-entered the Council Chamber.

**2. Request to Option City-Owned Property
 Lot L, Registered Plan 88-S-14504
 Pinehouse Drive, Lawson Heights
 Saskatoon Mennonite Care Services Inc.
 (File No. CK. 4215-1)**

Report of the Land Manager, November 20, 1991:

"At its October 29, 1990, meeting, City Council granted to the Saskatoon Mennonite Care Services Inc. a one-year option to purchase the above-noted property. The option expires December 15, 1991.

Saskatoon Mennonite Care Services Inc. has requested to option the property for senior citizens' housing for a further three-year period. The Land Department has no objection to this request as the land in question is adjacent to property, owned by the applicant, which houses Bethany Manor, a housing project for the elderly, and there is no other request for the property at this time. A three-year option is also convenient to both the City and the care home, and we have already approved similar three-year options to other non-profit groups.

The option fee is proposed at 2% of the Council-approved selling price of the property. During the term of the option, the selling price would increase by an amount equal to any increase to the prepaid services and the administration fee in effect at the time the option is exercised.

Using current Council-approved pricing, the following property value exists:

Land	0.77 hectares @ \$110,000/ha.	=	\$84,700.00
Services	(May 8, 1990 rates)	=	148,988.19
Administration	(3%)	=	<u>7,010.65</u>

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Total

\$240,698.84"

- RECOMMENDATION:**
- 1) that City Council grant an option to Saskatoon Mennonite Care Services Inc. to purchase Lot L, Plan 88-S-14504;
 - 2) that the purchase price be \$240,698.84, provided further that upon exercise of the option, the purchase price will be adjusted by an amount equal to the amount by which the prepaid service charge and the administration fee exceeds \$155,998.84 at the time the option is exercised;
 - 3) that the option be for one year with the right to extend the option for a further two one-year options upon payment of an annual option fee;
 - 4) that the annual option fee be \$4,800.00 (2% of the purchase price) and, upon exercise of the option, one-half of the annual option fee will be credited to the purchase price, provided further that should the option not be exercised the annual option fee will be forfeited; and
 - 5) that His Worship the Mayor and the City Clerk be authorized to execute, under the Corporate Seal, the appropriate contract documents as prepared by the City Solicitor.

ADOPTED.

**3. Request to Lease City-Owned Property
Pt. of Parcel C, Block 231, Plan G 826
Abutting Lot F, Block 231, Plan 69-S-20304
Arco Graphics Inc.
(File No. CK. 4225-1)**

Report of the Land Manager, November 13, 1991:

"A request has been received from Arco Graphics Inc. to lease, for extra parking, that part of Parcel C, Block 231, Plan G.826 that abuts Lot F, Block 231, Plan 69-S-20304 (2024 Quebec Avenue). Parcel C is a former spur line right-of-way which is no longer required for that purpose. The current lease expires November 30, 1991, and the lease request is a result of the Land Department's enquiry. The following terms and conditions of the

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proposed lease have been accepted by Arco Graphics Inc:

1. That the annual lease rate be \$450.00 plus all taxes.
2. That no construction is to take place on the site with the exception of fencing.
3. That the term of the lease be four and one-half years.
4. That there be a 90-day termination notice by either party.

The term of this lease was proposed by the Land Department to be a four and one-half year term so that the expiry date of this lease would coincide with the May 31, 1996, expiry date of the lease the City currently has with Westwind Investments Ltd. for another portion of the same parcel."

- RECOMMENDATION:**
- 1) that the part of Parcel C, Block 231, Plan G.826 that abuts Lot F, Block 231, Plan 69-S-20304 be leased to Arco Graphics Inc. for parking purposes under the following terms and conditions:
 - a) that the annual lease rate be \$450.00 plus all taxes;
 - b) that no construction is to take place on the site with the exception of fencing;
 - c) that the term of the lease be four and one-half years ending on May 31, 1996;
 - d) that there be a 90-day termination notice by either party; and
 - 2) that His Worship the Mayor and the City Clerk be authorized to execute, under the Corporate Seal, the appropriate contract documents as prepared by the City Solicitor.

ADOPTED.

4. **Proposed City of Saskatoon Policy
Land Department
Residential Lot Sales -- Pricing Policing
(Files CK. 1600-4 and 4214-0)**

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Report of the A/Director of Planning and Development, December 3, 1991:

"Background

During its December 7, 1987, meeting, City Council considered a report on the role of the Land Department which was prepared by the Internal Audit and Policy Planning Department. The report reviewed the accountability, responsibility, and authority of the Land Department with respect to two programs that it administers -- the Land Bank Program and the Civic Lands Program. It also included recommendations for policy revisions or development in eleven subject areas.

During the time following the completion of the 1987 audit report, the Land Department has been considering the implications of the recommendations and has been evaluating the feasibility of their implementation. Three of the recommendations are relevant to the matters which will be addressed in this report:

Recommendation 1.3: External Threats and Opportunities

'That the Land Department be delegated primary accountability for identifying and taking appropriate action on all outside factors that represent opportunities or threats towards reasonable and relatively stable lot prices. Such action may include alternative programs and policies or modifications to established programs or policies.'

Recommendation 1.7: Opportunity Costs

'Opportunity costs [eg. foregone property taxes] should not be cross-charged to the Land Department but should be accounted for by the Department when comparing the land bank to private development operations and when establishing market prices for City lots.'

Recommendation 2.9: Marketing of City-owned Lots

'That primary accountability and authority for marketing city-developed lots be delegated to the Land Department Manager.'

Within the context of these recommendations, the Land Department has prepared several

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policy proposals and revisions pertaining to the sale of residential lots. Reports have already been brought forward on issues pertaining to the general sales policies for residential lots, the allocation of these lots to contractors, and the use of show homes as a method of marketing the City's lots. The following report addresses the need to formalize, into a policy statement, the City's present lot-pricing practices.

Rationale for the Proposed Policy

The City of Saskatoon develops and sells residential lots as a means of ensuring that the local market has, on an on-going basis, an adequate supply of reasonably and relatively-stable priced lots for sale. A secondary, but nonetheless important, objective is to generate a reasonable profit for the City from the sale of these lots.

The Land Department's practices for pricing City-owned residential lots have been utilized for many years, but have not been documented in a formal policy statement. Within this context, the Land Department has reviewed its current practices and, with some changes, is now bringing forward for consideration the elements which require City Council's endorsement and which required formal documentation as a corporate policy. The proposed changes are intended to expand the Land Manager's flexibility to establish residential-lot prices, allowing the City to be more responsive to changes in market conditions.

Proposed Pricing Policy

a) City Council's Approval Process for the Pricing of Residential Lots

The Land Manager makes recommendations on the selling prices for City-owned residential lots in every neighbourhood. (These recommendations are based on the neighbourhood concept which is described within the City's Development Plan. See Appendix 1 which provides an excerpt of the relevant section of this Plan.) The factors which are considered in determining these selling prices include the cost of developing the lots, the prices of comparable lots in the private sector, and the inclusion of a reasonable profit margin.

Following a review of the Land Manager's recommendations, City Council's approval of the selling prices for these lots can take either of the following forms:

- i) the price of each lot, or the formula for calculating the price of each lot, is approved by City Council before the lots are offered for sale,
- ii) a range of lot prices for a neighbourhood is approved by City Council, the Land Manager assigns a price to each lot within the range approved by City Council, the Land manager submits a report

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for City Council's information showing the prices assigned to each lot.

b) Components of the Selling Price

The total selling price of a City-owned residential lot consists of two components which are defined as being either "fixed" or "variable". The fixed component consists of the prepaid service levies, the service connection fee, and the administration fee. The variable component is determined by subtracting the fixed component from the total selling price (as determined by the previously-mentioned considerations -- development costs, market factors, and profit margin) and represents the price of the land.

The price of the land and the cost of the prepaid services are usually expressed as a rate per equivalent front metre. The following formula illustrates how the fixed and variable components are applied to determine the selling price of a specific lot:

$$\text{Selling Price} = (\text{Price of Land per front metre} + \text{Cost of Prepaid Services per front metre}) \times \text{Equivalent Front Metres}^* + \text{Service Connection Fee} + \text{Administration Fee}$$

* Equivalent frontage is the width of a lot measured at a point approximately equivalent to the minimum setback for positioning a residence on the lot. All equivalent lot frontages are determined by the Land Manager.

The variable component is not deliberately and directly set. It is affected by the changes in the factors which determine the selling price and by adjustments authorized by City Council (upon the recommendations of the Works and Utilities Committee and the Planning and Development Committee) on the fixed component, of which the largest factor is the prepaid services levies.

The fixed components are, to a large degree, established without regard to the factors which affect the selling price. (For the most part, the annual changes are justified on the basis of the associated costs of providing the services.) As a result, the variable component (i.e. the price of the land) becomes the balancing factor between the selling price and the fixed components. Over the years, this approach has resulted, for many neighbourhoods, in the fixed component becoming high relative to the selling price and in the variable component being reduced to a very low (and in some cases, a negligible) proportion of the selling price.

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In this context, however, it should be noted that while City Council is ultimately responsible for setting the variable and fixed components, the annual recommendations on these are not necessarily co-ordinated. (The recommendation on the land rate is prepared by the Land Department; the proposals on the prepaid services levies are developed by the Engineering, Planning, Leisure Services, and Civic Buildings and Grounds Departments. The Engineering Department is responsible for the service connection fee and the administration fee is a fixed percentage of the land component, prepaid services levy, and service connection fee.) Recently, an attempt has been made to rectify this matter by having the Land Bank Committee review the various recommendations before they are submitted to City Council for approval.

c) Criteria for Pricing Individual Lots

Within the range of lot prices approved by City Council, the Land Manager determines the selling price of the land portion of specific lots in a neighbourhood through a two-step process:

1. The unadjusted land portion (variable component) of the lot's selling price is determined. The Land Manager will establish some variation among the lots in a neighbourhood in accordance with the classification of the roadway (i.e. collector, crescent, cul-de-sac) upon which the lot is located.
2. The Land Manager applies adjustment factors to the unadjusted land portion of each lot's selling price. The adjustment factors attempt to reflect specific features and external influences which can affect each lot's overall value in a positive or negative fashion. Some examples of adjustment factors include:
 - lot-specific factors (eg. shape, area, depth, topography, soil conditions, easements), and
 - proximity factors which are external influences (eg. non-residential land-uses, higher density land-uses, traffic, parks, open spaces, lakes, noise).
3. The Land Manager submits the price list to City Council for information.

Audit Opinion

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The Audit Services Department has reviewed the recommendations in the report and has indicated that, in its opinion, the proposed policy is 'consistent with the directions proposed by [the Internal Audit and Policy Planning Department] in the 1987 Audit Report'. In an August 29, 1991, memorandum, the Manager of Audit Services has concluded that the proposed pricing policy 'will provide the Land Manager with the necessary authority and flexibility to effectively respond to changes in the marketplace, thereby ensuring that the City's land bank program is competitive with the private sector'. Furthermore, he has observed that the proposed policy reflects 'the pro-active approach now being taken by the Land Manager in the management and marketing of City-owned lots - an approach that should ultimately generate substantial benefits for the City and local taxpayers'."

- RECOMMENDATION:**
- 1) that approval be given to the proposed pricing policy for residential lots as outlined in this report; and
 - 2) that the Administration be authorized, subject to final approval by the Land Bank Committee, to prepare and incorporate into the City's Policy Manual the policy statement on this matter.

ADOPTED.

**5. Industrial Land Prices
City of Saskatoon Land Bank Property
North Industrial Area
(File No. CK. 3500-1)**

Report of the Land Manager, December 2, 1991:

"The Land Department has investigated the City of Saskatoon's industrial land prices as they relate to those in the City of Regina. In the spring of 1991, during a trip to Regina, site visits were made, and discussions held with the Regina Director of Property Development. The two areas of concern that were investigated were the terms of sale and the selling prices. The following report compares the Ross Industrial Park in Regina to the City-owned North Industrial Area.

The Ross Industrial Park, containing over 1,400 acres of serviced and unserviced land, is located in the northeast sector of Regina adjacent to McDonald Street and the Ring Road. The area is similar to Saskatoon's North Industrial Area both in the level of services and in

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lot sizes.

Terms of Sale

The areas of note where Regina sales terms differ from those in Saskatoon are as follows:

1. Terms of Sale and Pricing - The City Manager in Regina has the discretionary power to extend the length of the one-year option for a further two years, and also to discount sales of large parcels by up to 15%. Saskatoon land prices are fixed by City Council.
2. Anti-Speculation Regulation - A Regina lot cannot be resold (if no building on it) for more than the purchase price plus property taxes. Saskatoon has no anti-speculation rules.
3. Discounts - Regina offers a 3% discount if the lot is paid in full within 60 days of initial deposit and a further 3% rebate if the front landscape strip is landscaped within one year of purchase. Saskatoon offers neither of these discounts.
4. Architectural Guidelines - In Regina, all buildings must conform to set architectural guidelines that are monitored by an independent consultant. There are severe penalties for non-conformance. Saskatoon does not have architectural guidelines.

It is the opinion of the Land Department that the current terms of sale and the lease options offered on Saskatoon's industrial land are sufficient and competitive with those in Regina. The fact that Saskatoon does not have an anti-speculation clause is a sales advantage. Discounts for early payment and for landscaping will be investigated further. Architectural guidelines are a marketing idea; however, they are very difficult to enforce. Guidelines can be considered in a new industrial subdivision but are not practical for the North Industrial infill lots.

Land Prices

As the Ross Industrial Park is similar to our North Industrial Area, Regina's pricing has been applied to four actual parcels in the North Industrial area and compared to the City's current price list. For further comparison, Regina and Saskatoon pricing comparisons have also been done on theoretical parcels of 5 and 10 acres (Theory #1 and Theory #2). The following table demonstrates the price comparisons:

EXISTING PRICING COMPARISON

Front	Depth	Area	Regina	Saskatoon	Difference
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Lot/Block	Metres	Metres	Ha	Acres	Price	\$/Ac	Price	\$/Ac	Price	\$/Ac
D/142	30 36,280	46.844	.1405	.347	39,029	112,475	51,618	148,755	12,589	
27/144	38 27,810	62	.2356	.582	52,074	89,474	68,439	117,593	16,365	
11/142	60 12,928	91.48	.5489	1.356	99,902	73,674	117,137	86,385	17,235	
4/143	57 12,812	117	.6669	1.648	109,409	66,389	130,523	79,201	21,114	
Theory #1	109.72 13,231	184.4	2.0232	5.0	282,919	56,584	349,077	69,815	66,158	
Theory #2	152.39 13,349	265.53	4.0469	10.0	514,978	51,498	648,470	64,847	133,492	

The table shows that, for parcels from 0.347 acres to 1.648 acres, the total price difference ranges from \$12,589 to \$21,114. It is doubtful that this difference would determine the choice of city when setting up a new business; however, it might be one part of that decision. It is in the larger parcels that the difference becomes significant as shown by the \$133,492 difference for a 10-acre parcel.

Our current industrial land prices are composed of a land rate and a servicing rate. If we were to reduce our prices to compare with those in Regina, the reduction should take place in the land portion of the price which is currently \$4.50 per square metre. The suggested reduced land rate would be \$2.00/m² for the front 60 metres of a lot and \$1.00/m² for the balance of the lot. This would result in a loss of approximately \$12,000 per acre to the Property Realized Reserve compared to using our existing rate of \$18,211.50 per acre (\$4.50/m²). The prices would, however, be more competitive with those in Regina as shown in the following table:

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PROPOSED PRICING COMPARISON

Lot/Block	Front Metres	Depth Metres	Area		Regina	Saskatoon		Difference		
			Ha	Acres	Price	/Ac	Price	/Ac	Price	\$/Ac
D/142	30 25,904	46.844	.1405	.347	39,029	112,475	48,018	138,379	8,989	
27/144	38 16,928	62	.2356	.582	52,074	89,474	61,926	106,402	9,852	
11/142	60	91.48	.5489	1.356	99,902	73,674	101,135	74,584	1,233	910
4/143	57	117	.6669	1.648	109,409	66,389	110,103	66,810	694	421
Theory #1	109.72	184.4	2.0232	5.0	282,919	56,584	283,242	56,648	323	64
Theory #2 (233)	152.39	265.53	4.0469	10.0	514,978	51,498	512,654	51,265	(2,324)	

The table shows that we can compete with the price of parcels over one acre in size. To be any more competitive on smaller parcels, the servicing charges will have to be examined."

RECOMMENDATION:

- 1) that the land component of the selling price of City industrial land be reduced from \$4.50/m² to \$2.00/m² for the front 60 metres and \$1.00/m² for the balance of the lot; and
- 2) that the Land Bank Committee review this matter further in one year.

ADOPTED."

Moved by Alderman Dyck, Seconded by Alderman Mostoway,

THAT the report of the Committee of the Whole be adopted, with the exception of Clause 1, Report No. 8-1991 of the Land Bank Committee.

CARRIED.

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Alderman McCann excused himself from discussion and voting on the report of the Committee of the Whole Council dealing with Clause 1, Report No. 8-1991 of the Land Bank Committee.

Moved by Alderman Dyck, Seconded by Alderman Mostoway,

THAT the report of the Committee of the Whole dealing with Clause 1, Report No. 8-1991 of the Land Bank Committee be adopted.

CARRIED.

UNFINISHED BUSINESS

- 4a) Condition of Unsightly Enclosure
222 - 24th Street West
Lot 20, Block 18, Plan DJ
(File No. CK. 530-1) _____**

DEALT WITH EARLIER. SEE PAGE NO. 12.

MOTIONS

REPORT OF CITY CLERK:

"Council is requested to consider the following appointments of Deputy Mayor for the months indicated:

Alderman D. L. Birkmaier	-	For the month of February, 1992;
Alderman K. Waygood	-	For the month of March, 1992; and
Alderman M. Thompson	-	For the month of April, 1992."

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Moved by Alderman Penner, Seconded by Alderman McCann,

THAT Council approve the following appointments of Deputy Mayor for the months indicated:.

*Alderman D. L. Birkmaier - For the month of February, 1992;
Alderman K. Waygood- For the month of March, 1992; and
Alderman M. Thompson - For the month of April, 1992.*

CARRIED.

INTRODUCTION AND CONSIDERATION OF BYLAWS

Bylaw No. 7262

Moved by Alderman Dyck, Seconded by Alderman Mostoway,

THAT permission be granted to introduce Bylaw No. 7262, being "*A bylaw of The City of Saskatoon to establish a Defined Contribution Pension Plan for seasonal and non-permanent part-time employees of The City of Saskatoon,*" and to give same its first reading.

CARRIED.

The bylaw was then read a first time.

Moved by Alderman Dyck, Seconded by Alderman Penner,

THAT Bylaw No. 7262 be now read a second time.

CARRIED.

The bylaw was then read a second time.

Moved by Alderman Dyck, Seconded by Alderman Thompson,

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THAT Council go into Committee of the Whole to consider Bylaw No. 7262.

CARRIED.

Council went into Committee of the Whole with Alderman Dyck in the Chair.

Committee arose.

Alderman Dyck, Chairman of the Committee of the Whole, made the following report:

That while in Committee of the Whole, Bylaw No. 7262 was considered clause by clause and approved.

Moved by Alderman Dyck, Seconded by Alderman Waygood,

THAT the report of the Committee of the Whole be adopted.

CARRIED.

Moved by Alderman Dyck, Seconded by Alderman McCann,

THAT permission be granted to have Bylaw No. 7262 read a third time at this meeting.

CARRIED UNANIMOUSLY.

Moved by Alderman Dyck, Seconded by Alderman Mann,

THAT Bylaw No. 7262 be now read a third time, that the bylaw be passed and the Mayor and the City Clerk be authorized to sign same and attach the corporate seal thereto.

CARRIED.

The bylaw was then read a third time and passed.

Moved by Alderman Dyck, Seconded by Alderman Hawthorne,

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THAT the meeting stand adjourned.

CARRIED.

The meeting adjourned at 10:04 p.m.

Mayor

City Clerk