



Council Chamber
City Hall, Saskatoon, SK
Monday, October 21, 2013
at 6:00 p.m.

MINUTES OF THE REGULAR MEETING OF CITY COUNCIL

PRESENT: His Worship the Mayor, in the Chair;
Councillors Clark, Davies, Donauer, Hill, Iwanchuk, Jeffries,
Loewen, Lorje, Olauson, and Paulsen;
City Manager Totland;
A/City Solicitor Davern;
General Manager, Community Services Grauer;
General Manager, Corporate Services Bilanski;
General Manager, Fire and Protective Services Paulsen;
General Manager, Infrastructure Services Gutek;
A/General Manager, Utility Services Wallace;
City Clerk Sproule; and
Council Assistant Hudson

Moved by Councillor Hill, Seconded by Councillor Paulsen,

THAT the minutes of regular meeting of City Council held on October 7, 2013, be approved.

CARRIED.

MATTERS REQUIRING PUBLIC NOTICE

**4a) Governance Review – Indemnification Policy
(File No. CK. 280-1)**

REPORT OF THE CITY CLERK:

“The following is a report of the Executive Committee, dated September 30, 2013:

RECOMMENDATION: that City Council approve an amended Indemnification Policy for members of City Council, as outlined in the attached policy prepared by the City Solicitor, and identified as ‘Indemnification Policy for Members of Council – Option #1’.

On September 30, 2013, your Committee considered a report dated September 25, 2013, of the City Solicitor outlining two options for reimbursement of legal fees during a civil action or proceeding. The City Solicitor was subsequently instructed to bring forward for City Council’s consideration, an amended Indemnification Policy for members of City Council based on Option #1, as outlined in the referenced report.

Option #1 provides for an Indemnification Policy which is structured similarly to the current Indemnification Policy, but which provides for reimbursement of legal fees as they are incurred during the course of a lawsuit or similar matter. The draft policy is attached for City Council’s approval.

A copy of the Public Notice which appeared in the local press under the dates of October 12 and 13, 2013, is attached.

Also attached, as background information, is the referenced report of the City Solicitor dated September 25, 2013, together with Attachment 1, being a Review of Other Cities’ Indemnification Policies Respecting Civil Matters.”

Councillor Donauer excused himself from discussion and voting on this matter due to a conflict of interest and left the Council Chamber.

A/City Solicitor Davern presented the report.

His Worship the Mayor ascertained that there was no one present in the gallery who wished to address Council on this matter.

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Moved by Councillor Hill, Seconded by Councillor Iwanchuk,

THAT an amended Indemnification Policy for members of City Council, as outlined in the attached policy prepared by the City Solicitor, and identified as 'Indemnification Policy for Members of Council – Option #1, be approved'.

CARRIED.

Councillor Donauer re-entered the Council Chamber.

UNFINISHED BUSINESS

**5a) Municipal Tax Ratio Policy
(File No. CK. 1920-1)**

His Worship the Mayor noted that Unfinished Business would be dealt with after consideration of the reports of the Administration and Committees.

Moved by Councillor Loewen, Seconded by Councillor Paulsen,

THAT Council go into Committee of the Whole to consider the reports of the Administration and Committees.

CARRIED.

His Worship the Mayor appointed Councillor Loewen as Chair of the Committee of the Whole.

Council went into Committee of the Whole with Councillor Loewen in the Chair.

Committee arose.

Councillor Loewen, Chair 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:

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“ADMINISTRATIVE REPORT NO. 17-2013

Section A – COMMUNITY SERVICES

**A1) Land Use Applications Received by the Community Services Department
For the Period Between September 26, 2013 and October 9, 2013
(For Information Only)
(Files CK. 4000-5, PL. 4355-D and PL. 4300)**

RECOMMENDATION: that the information be received.

ADOPTED.

The following applications have been received and are being processed:

Discretionary Use

- Application No. D10/13: 1006 Whitewood Crescent
Applicant: Persephone Care Home Ltd. (Delia Mavragani)
Legal Description: Lot 6, Block 117, Plan No. 83S15063
Current Zoning: R1A
Proposed Use: Type II Care Home
Neighbourhood: Lakeview
Date Received: September 27, 2013

Subdivision

- Application No. 81/13: 212 22nd Street East and
102-112 2nd Avenue North
Applicant: Webb Surveys for Various Owners
Legal Description: Part of Lane 1, Plan No. F2392 Consolidated with
Lot 6, Block 150, Plan No. C195; and
Lots 42 and 43, Block 150, Plan No. 99SA32572
Current Zoning: B6
Neighbourhood: Central Business District
Date Received: October 1, 2013
- Application No. 82/13: 1402 Main Street
Applicant: Webb Surveys for Arlyn Developments Inc.
Legal Description: Lot 8, Block 190, Plan No. G779
Current Zoning: R2
Neighbourhood: Varsity View
Date Received: October 2, 2013

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PUBLIC NOTICE

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

ATTACHMENTS

1. Plan of Proposed Discretionary Use No. D10/13
2. Plan of Proposed Subdivision No. 81/13
3. Plan of Proposed Subdivision No. 82/13

**A2) Request For Encroachment Agreement
416 23rd Street East
(Files CK. 4090-2 and PL. 4090)**

- RECOMMENDATION:**
- 1) that City Council recognize the encroachment at 416 23rd Street East (Lot 25, Block 170, Plan No. 99SA32572);
 - 2) that the City Solicitor be instructed 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, on behalf of the City of Saskatoon under the Corporate Seal and in a form that is satisfactory to the City Solicitor, the Agreement with respect to this encroachment.

ADOPTED.

TOPIC AND PURPOSE

The purpose of this report is to seek City Council's permission for an encroachment for the portions of the building located at 416 23rd Street East.

REPORT HIGHLIGHTS

1. Encroachment area is 43.7 square metres.
2. Portions of the building extend onto 23rd Street East by up to 1.39 metres, and 5th Avenue North by up to .58 metres.

STRATEGIC GOALS

This report supports the City of Saskatoon's (City) Strategic Goals of Sustainable Growth and Quality of Life by ensuring that designs of proposed developments are consistent with planning and development criteria and that these designs do not pose a hazard for public safety.

BACKGROUND

Building Bylaw No. 7306 states, in part, that:

'The General Manager of the Community Services Department shall not issue a permit for the erection or alteration of any building or structure the plans of which show construction of any kind on, under, or over the surface of any public place until permission for such construction has been granted by Council.'

REPORT

The owner of the property located at 416 23rd Street East, has requested permission to allow an encroachment (see Attachment 1). As shown on the Site Plan (see Attachment 2), the existing balconies and roof structure encroach onto portions of 23rd Street East, 5th Avenue North, and the City lane by up to 1.39 metres (see Attachment 2). The total area of encroachment is approximately 43.7 square metres; therefore, will be subjected to an annual charge of \$142.

OPTIONS TO THE RECOMMENDATION

There are no options to the proposed recommendation.

PUBLIC NOTICE

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

ATTACHMENTS

1. Request for Encroachment Agreement dated September 16, 2013
2. Copy of Proposed Site Plan

**A3) Award of Contract – Integrated Growth Plan – Financing Growth Study
(Files CK. 4110-2 and PL. 4110-1)**

RECOMMENDATION: that the City Solicitor be instructed to prepare the necessary agreement documents and that His Worship the Mayor and the City Clerk be authorized to execute the agreement under the Corporate Seal.

ADOPTED.

TOPIC AND PURPOSE

The purpose of this report is to award the contract and prepare the necessary agreement for the consulting work required to undertake the Financing Growth Study as part of the City of Saskatoon's (City) Integrated Growth Plan (IGP).

REPORT HIGHLIGHTS

1. Two proposals were received at the Request For Proposal (RFP) deadline.
2. The Financing Growth Steering Committee (Steering Committee) is recommending the selection of Hemson Consulting Ltd. (Toronto) at a total cost of \$64,971.

STRATEGIC GOAL

The Financing Growth Study supports the City's Strategic Goals of Sustainable Growth and Asset and Financial Sustainability. This study will complete an assessment to determine the costs and revenues related to growth, assess the IGP from a cost and financing point of view, and make recommendations to ensure that Saskatoon's growth is adequately financed, that the system is fair, and communicated to all stakeholders and the general public.

BACKGROUND

On July 17, 2013, City Council received an information report from the Planning and Operations Committee which described the terms of reference for a Financing Growth Study. The Financing Growth Study is one of several subject areas which form the IGP.

On August 27, 2013, an RFP was advertised on the SaskTenders website and mailed directly to 22 qualified consulting firms. The RFP deadline was September 27, 2013.

REPORT

The Financing Growth Study is comprised of three parts:

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1. provide information to help the City understand the current and future costs of infrastructure and civic services required to support future population growth, and the relationship between urban growth strategies (density) and cost of growth;
2. quantify the efficiencies which are assumed to be inherent in the City's new IGP, and new urban growth strategies contained in the IGP; and
3. provide material and information which will form the basis of a communication tool designed to help the general public, businesses, and stakeholders understand the relationship between property taxes and costs of growth.

Two proposals were received by the RFP deadline: Hemson Consulting Ltd. (Toronto), and Applications Management Consulting Ltd. (Edmonton).

Both proposals were from consultants who are experienced in municipal finance and planning. A Steering Committee comprised of the following people has been established to review the proposals and guide the study:

Alan Wallace	Manager, Planning and Development Branch, Community Services Department
Rob Frank	Manager, Strategic Services Branch, Infrastructure Services Department
Chris Hallam	Manager, Construction and Design Branch, Infrastructure Services Department
Daryl Schmidt	Land Development Manager, Construction and Design Branch, Infrastructure Services Department
Linda Andal	Financial Policy and Strategy Analyst, Corporate Services Department
Don Armstrong	Dundee Development Corporation

An evaluation process with seven categories was used to determine the most suitable consultant:

1. Experience and Qualifications of Firm or Consortium;
2. Demonstrated Success in Similar Studies;
3. Understanding of Project;
4. Cost;
5. Schedule;
6. References; and
7. General Quality of Proposal.

Hemson Consulting Ltd. has been selected by the Steering Committee based on the highest aggregate score addressing all seven categories. Hemson Consulting Ltd. has extensive relevant experience in this subject area, and has recent experience working with the City of Regina and other western Canadian municipalities on the topic of financing growth. Hemson Consulting Ltd. has proposed to undertake the necessary study for a total cost of \$64,971 (including GST).

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This project will begin immediately and a consulting services agreement will be drafted and signed. The study is anticipated to be completed in approximately six months with reporting to the Planning and Operations Committee and City Council expected in May 2014.

OPTIONS TO THE RECOMMENDATION

There are no viable options. The City has established a budget and terms of reference for this study. The selection was based on an established list of criteria and the review and selection was based on sound, objective judgement and experience of the Steering Committee members.

POLICY IMPLICATIONS

There are no policy implications.

FINANCIAL IMPLICATIONS

No new funding is required. A total of \$75,000 was approved in the 2013 Capital Budget (Capital Project No. 2522). The project budget is \$65,000 plus a \$10,000 contingency. The contingency will be utilized for unforeseen circumstances which may arise during the study. The financing details are as follows:

1.	Arterial Road Reserve:	\$19,000
2.	Primary Watermain Reserve:	\$28,000
3.	Trunk Sewer Reserve:	<u>\$28,000</u>
	Total	\$75,000

PUBLIC AND/OR STAKEHOLDER INVOLVEMENT

The Developers Liaison Committee received the draft RFP on June 24, 2013, for information.

COMMUNICATION PLAN

The proposal by Hemson will address one of the key requirements of the project, which is the development of information that is suitable for consumption by the general public. The information will be presented in plain English to allow for communication materials to be created and used by many stakeholder groups and general public upon completion.

DUE DATE FOR FOLLOW-UP AND/OR PROJECT COMPLETION

This project will be completed in six months and will be delivered to City Council in May 2014.

ENVIRONMENTAL IMPLICATIONS

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

PRIVACY IMPACT

There are no privacy implications.

PUBLIC NOTICE

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

Section B – CORPORATE SERVICES

**B1) Municipal Tax Ratio Policy
(Files CK. 1920-1, CS. 1625-1 and CS. 1920-1)**

RECOMMENDATION: that the commercial to residential tax ratio be lowered from 1.75 to 1.43, over a period of 11 years (starting in 2014 and completed prior to the 2025 revaluation year), based on the current income tax differential between businesses and individuals.

IT WAS RESOLVED: that the matter be considered with Item 5a) of Unfinished Business and the presentations from the speakers. See Page No. 58.

**B2) Neighbourhood Land Development
Allocation of Dividends
(Files CK. 1815-1, CK. 4110-1, CS.1815-1, CS. 4110-1 and CS. 1702-1)**

RECOMMENDATION:

- 1) that \$1.5 million be transferred to the Reserve for Capital Expenditures (RCE) to be held as a capital contingency;
- 2) that \$2 million be allocated to assist in supporting the proposed 2013 – 2022 Housing Business Plan; and
- 3) that \$7.5 million be invested in road rehabilitation and preservation in 2014.

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IT WAS RESOLVED: that the matter be considered following consideration of Clause 3 of Report No. 20-2013 of the Executive Committee. See Page No. 49.

Section C – FIRE AND PROTECTIVE SERVICES

**C1) Fire Services Agreement
Rural Municipality of Corman Park No. 344
and The City of Saskatoon
(File No. CK. 2500-1)**

- RECOMMENDATION:**
- 1) that The City of Saskatoon enter into a revised Fire Services Agreement with the Rural Municipality of Corman Park No. 344 in the form attached; and
 - 2) that His Worship the Mayor and the City Clerk be authorized to execute the Agreement under the Corporate Seal.

ADOPTED.

TOPIC AND PURPOSE

The purpose of this report is to advise City Council that Saskatoon Fire and Protective Services has successfully negotiated terms for a revised Fire Services Agreement with the Rural Municipality of Corman Park and the City Solicitor has prepared a draft Agreement. The new Agreement will be for a two-year term, expiring on December 31, 2014.

REPORT HIGHLIGHTS

1. The current Fire Services Agreement between The City of Saskatoon and the Rural Municipality of Corman Park expired December 31, 2012. The new agreement will be for a two-year term, expiring December 31, 2014.
2. The new rate of \$839.00/unit/hour (increased from \$450.00/unit/hour) will be effective as of the date the Agreement is signed.
3. The Agreement covers both residential and commercial properties within the boundaries of the R.M of Corman Park.
4. Saskatoon Fire and Protective Services will no longer provide Fire Prevention services to the R.M. of Corman Park.

STRATEGIC GOAL

This report supports the Strategic Goal of Quality of Life and the long-term goal of the Integrated Growth Plan supporting the populace surrounding the City of Saskatoon within identified Corman Park boundaries.

BACKGROUND

Executive Committee considered a report of the General Manager, Fire and Protective Services dated September 4, 2013, regarding the above matter at its In Camera meeting held on September 16, 2013, and resolved:

- '1) that approval be granted for Saskatoon Fire and Protective Services to continue negotiations with the Rural Municipality of Corman Park regarding a revised Fire Services Agreement with The City of Saskatoon in accordance with the terms outlined in this report; and
- 2) that Administration report back to City Council once agreement is reached with the Rural Municipality of Corman Park, requesting the City Solicitor to prepare a new Agreement.'

REPORT

The current Fire Services Agreement with the R.M. of Corman Park expired on December 31, 2012. In that Agreement, an annual retainer fee of \$75,000.00 applies to industrial and commercial properties. That fee will remain the same. The new hourly rate \$839.00/unit/hour (increased from \$450.00/unit/hour) applies to areas which are non-industrial and non-commercial. The new rates will also include a quarterly hour rate after the first hour to reflect the Provincial SGI rate.

Due to the increase in the Fire Prevention caseload within the City of Saskatoon, Saskatoon Fire and Protective Services will be unable to continue to provide this service to the R.M. of Corman Park.

OPTIONS TO THE RECOMMENDATION

Do not renew the Fire Services Agreement based on newly negotiated terms.

POLICY IMPLICATIONS

There are no policy implications.

FINANCIAL IMPLICATIONS

There will be an anticipated annual increase of \$64,000.00 in City revenue.

PUBLIC AND/OR STAKEHOLDER INVOLVEMENT

Successful negotiations with the R.M. of Corman Park have resulted in agreement by both parties to the new terms and rate structure.

DUE DATE FOR FOLLOW UP AND OR PROJECT COMPLETION

Negotiations will be ongoing with the R.M. of Corman Park in order to ensure the continuation of a Fire Services Agreement beyond December 31, 2014.

COMMUNICATION PLAN

The R.M. of Corman Park will develop a communication plan to ensure property owners are aware of the cost increases so necessary adjustments can be made to insurance policies.

ENVIRONMENTAL IMPLICATIONS

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

PRIVACY IMPACT

There are no privacy implications.

SAFETY/CRIME PREVENTION THROUGH ENVIRONMENTAL DESIGN (CPTED)

A CPTED review is not required.

PUBLIC NOTICE

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

ATTACHMENT

1. A copy of the draft Fire Services Agreement between the Rural Municipality of Corman Park No. 344 and The City of Saskatoon.

Section E – INFRASTRUCTURE SERVICES

**E1) Request for Post Budget Approval and Tender Award
Capital Project #1418-2 – Trunk Sewers – Holmwood
Contract No. 13-0100 – Holmwood Trunks and Primary Water Main
(Files CK. 7820-1 and IS. 4111-44)**

- RECOMMENDATION:**
- 1) that a post budget increase to Capital Project #1418-2 - Trunk Sewers - Holmwood, in the amount of \$6,304,000, be approved;
 - 2) that the post budget increase in the amount of \$6,304,000 be funded from the Trunk Sewer Reserve;
 - 3) that the tender submitted by Standard General Inc. for Contract No. 13-0100 - Holmwood Trunks and Primary Water Main, at a total estimated cost of \$19,529,910.33, including G.S.T., be accepted; and
 - 4) that the City Manager and the City Clerk be authorized to execute the contract documents, as prepared by the City Solicitor, under the Corporate Seal.

ADOPTED.

TOPIC AND PURPOSE

This report is to obtain City Council approval for a post budget increase to Capital Project #1418-2 - Trunks Sewers – Holmwood to be funded from the Trunk Sewer Reserve. Since the lowest recommended bid exceeds the approved budget, City Council approval is also required for the tender award.

REPORT HIGHLIGHTS

1. The first neighborhood of the Holmwood Sector is to be developed south of the intersection of Highway #5 and McOrmond Drive. Funding to construct the off-site water and sewer services necessary for the development was approved in the 2013 Capital Budget.
2. Of the four capital projects by which this project is to be funded, Capital Project #1418-2 - Trunk Sewers – Holmwood requires a post-budget increase of \$6,304,000 in order to proceed with the work.

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3. Three tenders were received for the water and sewer work, with Standard General Inc. of Calgary, Alberta, as the low bidder at a total tender price of \$19,529,910.33.

STRATEGIC GOALS

The recommendations in this report support the City of Saskatoon Strategic Goal of Sustainable Growth as the trunk sewers and primary water main are required to accommodate new land development and are necessary to ensure that adequate lots are available to meet housing demands in the City.

BACKGROUND

Holmwood is a proposed subdivision to be developed by Dundee Developments. The development, located south of the intersection of Highway #5 and McOrmond Drive, is slated to house up to 70,000 people. Funding to construct the off-site services necessary for the development of the first phases was approved in the 2013 Capital Budget. Servicing of lots in Holmwood is scheduled to begin in the fall of 2014.

REPORT

Tenders for Contract No. 13-0100 - Holmwood Trunks and Primary Water Main were opened publicly on September 12, 2013. Three tenders were received and the results are listed below:

Bidder	Total Tender Price
Standard General Inc. (Calgary, AB)	\$19,529,910.33
Hamm Construction Ltd. (Saskatoon, SK)	\$21,020,335.98
Michel's Canada Co. (Nisku, AB)	\$35,474,664.75

Standard General Inc. of Calgary, Alberta, the lowest bidder at a total tender price of \$19,529,910.33, was pre-qualified by the City to perform this work on July 13, 2013.

Capital Project #1418-2 - Trunks Sewers – Holmwood, one of four funding sources for the project, does not currently contain adequate funds for the award of the aforementioned tender. The budget shortfall was partly due to the scope changes that occurred during the design phase of the project. These changes made it necessary to increase the size of the storm sewer pipe from the size that was originally anticipated. A \$6,304,000 post budget increase will be required in order to proceed with the award of this tender.

OPTIONS TO THE RECOMMENDATION

An option to the recommendation would be to not approve the post-budget increase. This would cause delays for Dundee Developments on the first phases of Holmwood and would

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prevent them from meeting their servicing plans. This would likely result in a shortfall of lots available in the City for 2014.

POLICY IMPLICATIONS

There are no policy implications.

FINANCIAL IMPLICATIONS

The net cost to the City for the tender submitted by Standard General Inc. is as follows:

Base Cost	\$16,799,914.60
Contingency	1,800,000.00
G.S.T.	<u>929,995.73</u>
Total Cost	\$19,529,910.33
Less G.S.T. Rebate	<u>(929,995.73)</u>
Net Cost to the City	<u>\$18,599,914.60</u>

Three of the four funding sources for this project contain adequate funds to award the tender and proceed with the work.

Capital Project #1418-2 - Trunk Sewers – Holmwood has approved funding in the amount of \$2,552,000 remaining as of September 30, 2013. The storm sewer component of Contract No. 13-0100 - Holmwood Trunks and Primary Water Main requires funding in the amount of \$8,855,701, resulting in a budget shortfall of \$6,303,701.

The Administration is recommending that Capital Project #1418-2 – Trunk Sewers – Holmwood, receive a post-budget increase in the amount of \$6,304,000 to be funded from the Trunk Sewer Reserve. There is sufficient funding within the Trunk Sewer Reserve to fund the increase.

PUBLIC AND/OR STAKEHOLDER INVOLVEMENT

Public and/or stakeholder involvement is not required.

COMMUNICATION PLAN

Communications regarding the planning and design of the Holmwood development have already been implemented in 2012 and 2013. Once construction begins, residents and businesses in the immediate and surrounding area will be continually notified through direct letter, Public Service Announcements, and other communications tools, until the project is complete.

DUE DATE FOR FOLLOW-UP AND/OR PROJECT COMPLETION

It is estimated that project construction will begin in the spring of 2014 with a completion date of October 31, 2014.

ENVIRONMENTAL IMPLICATIONS

This project will have negative land use and greenhouse gas emission implications associated with development of a green-field site. Surface water in the vicinity of the project will be impacted by construction operations and will be managed as per the contractor's surface water control plan. The project is expected to consume upwards of 81,000 litres of diesel fuel throughout the course of construction. In terms of greenhouse gas emissions, this corresponds to 250 tonnes of CO²e.

PRIVACY IMPACT

There are no privacy implications.

SAFETY/CRIME PREVENTION THROUGH ENVIRONMENTAL DESIGN (CPTED)

A CPTED review is not required.

PUBLIC NOTICE

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

- E2) Request for Change Order
Capital Project #1416-11 – Trunk Sewers – Hampton Village Storm Trunk
Contract No. 12-0075 - 37th Street Extension & Richardson Road Storm
Replacement
(Files CK. 7820-4, x CK. 292-012-079 and IS. 7820-79)**
-

RECOMMENDATION: that a Change Order, in the amount of \$596,000 (not including GST) for Contract No. 12-0075 - 37th Street Extension & Richardson Road Storm Replacement, be approved.

ADOPTED.

TOPIC AND PURPOSE

The purpose of this report is to obtain City Council approval for a change order to Contract No. 12-0075 – 37th Street & Richardson Road Storm Replacement. Since the

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change order increases the total contract value to greater than 25% of the original contract, Council approval is required.

REPORT HIGHLIGHTS

1. Unexpected ground conditions were encountered during construction rendering open trench installation of the storm sewer ineffective.
2. In June 2013, Council approved a post-budget increase in order to complete the storm sewer using the alternate method of case boring, a type of trenchless technology.
3. The installation using case boring results in a contract increase greater than 25% of the original contract amount.

STRATEGIC GOAL

The recommendation in this report supports the City of Saskatoon Strategic Goal of Sustainable Growth as the storm sewer is required to accommodate new land development.

BACKGROUND

Replacement of the Richardson Road storm sewer, from 37th Street to Cole Avenue, is required to upgrade its capacity and accommodate future development in the region. The replacement will consist of a new larger and deeper storm line. The line will connect the newly established storm line from Hampton Village to the existing Westview storm trunk sewer.

In September 2012, City Council approved a tender award in the amount of \$1,203,185.00 (not including GST), for Contract No. 12-0075 to Garnett Industries Ltd., for the 37th Street Extension and Richardson Road Storm Sewer Replacement. Council also approved a post budget increase in the amount of \$532,000 due to the total estimated funding required for the project. The increase was funded from the Trunk Sewer Reserve.

During the course of construction, the contractor encountered very loose soil conditions which were threatening to lodge the safety trench box in the trench and undermine the adjacent sanitary sewer line. In June 2013, City Council approved a second budget increase in the amount of \$665,000, funded from the Trunk Sewer Reserve, in order to complete the storm sewer using case boring. Case boring, a type of trenchless technology, was deemed the most expedient, least disruptive, cost effective solution for safely completing construction.

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REPORT

Contract No. 12-0075, 37th Street Extension & Richardson Road Storm Replacement, was awarded to Garnett Industries Ltd. for an original amount of \$1,203,185 (not including GST). This contract covers the construction of a cul-de-sac on the east end of 37th Street West; the development of three new lots to finish off 37th Street; and the replacement of the Richardson Road storm sewer, from 37th Street to Cole Avenue using an open trench installation method.

Unexpected ground conditions were encountered during construction rendering open trench installation of the storm sewer ineffective. In order to have Garnett Industries Ltd. complete the project using case boring technology, it is recommended that a change order be issued for Contract No. 12-0075 – 37th Street Extension & Richardson Road Storm Replacement in the amount of \$596,000 (not including GST).

OPTIONS TO THE RECOMMENDATION

There are no alternatives to the recommendation.

POLICY IMPLICATIONS

The requested approval of the Change Order is in accordance with Policy A02-027 – Corporate Purchasing Policy.

FINANCIAL IMPLICATIONS

Details of the total project costs, including the proposed change order, are as follows:

Original Contract Price	\$1,133,185.00
Contingency	<u>70,000.00</u>
Total Original Contract	<u>\$1,203,185.00</u>
This Change Order	\$ 596,000.00
G.S.T.	<u>29,800.00</u>
Total Cost	\$ 625,800.00
Less G.S.T. Rebate	<u>(29,800.00)</u>
Net Cost to the City for this Change Order	<u>\$ 596,000.00</u>

Since the change order increases the total contract value to greater than 25% of the original contract value, Council approval is required. There is sufficient funding for this additional work within approved Capital Project #1416-11 – Trunk Sewers – Hampton Village Storm Trunk El.

PUBLIC AND/OR STAKEHOLDER INVOLVEMENT

Public Notice pursuant to Section 3 of Policy C01-021, Public Notice Policy, is not required.

COMMUNICATION PLAN

Ongoing communications have occurred with the residents in the affected area since the project was first scheduled. Residents will continue to receive updates via notices, letters and other communication tools as work progresses.

DUE DATE FOR FOLLOW-UP AND/OR PROJECT COMPLETION

The work is expected to be completed by the end of the 2013 construction season.

ENVIRONMENTAL IMPLICATIONS

Case boring will result in estimated greenhouse gas emissions of 2.4 tonnes of carbon dioxide equivalents, which corresponds to the amount of fuel one car burns in two years.

PRIVACY IMPACT

There are no privacy implications.

SAFETY/CRIME PREVENTION THROUGH ENVIRONMENTAL DESIGN (CPTED)

A CPTED Review is not required.

PUBLIC NOTICE

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

E3) Request for Post Budget Approval and Change Order
Capital Project #2000 – 25th Street Extension/Rehabilitation
Contract No. 11-0017 – 25th Street Extension
- Roadway & Streetscape Construction
Contract No. 12-0067 – Multi-Use Pathways
(Files CK. 6000-13, CK. 6000-5 and IS. 6005-38)

- RECOMMENDATION:**
- 1) that a post budget increase to Capital Project #2000 – 25th Street Extension/Rehabilitation, in the amount of \$2,500,000, be approved;
 - 2) that the post budget increase in the amount of \$2,500,000 be funded from the Reserve for Capital Expenditures;
 - 3) that a change order in the amount of \$1,800,000 (not including GST), for Contract No. 11-0017 – 25th Street Extension – Roadway and Streetscape Construction, be approved; and
 - 4) that a change order, in the amount of \$181,000 (not including GST) for Contract No. 12-0067, Multi-Use Pathways, be approved.

IT WAS RESOLVED: that the matter be considered following consideration of Clause 3 of Report No. 20-2013 of the Executive Committee. See Page No. 53.

E4) Request for Post Budget Approval and Tender Award
Capital Project #0625-18 - IS - Trunk Sewers – Northeast Sector
Contract No. 13-0633 - Aspen Ridge Lift Station
(Files CK. 7820-4 and IS. 7990-92)

- RECOMMENDATION:**
- 1) that the tender submitted by VCM Construction Ltd. for the Aspen Ridge Lift Station, Contract No. 13-0633, at a total cost of \$4,819,500 (including GST) be accepted;
 - 2) that a post budget approval of \$1,845,000 be granted for Capital Project #0625-18 - Trunk Sewers – Northeast Sector funded from the Wastewater Lift Station Reserve; and

- 3) that the City Solicitor be instructed to prepare the necessary contract for execution by His Worship the Mayor and the City Clerk under the Corporate Seal.

ADOPTED.

TOPIC AND PURPOSE

That City Council award a tender submitted by VCM Construction Ltd., the lowest qualified bidder, for Contract No. 13-0633, Aspen Ridge Lift Station.

REPORT HIGHLIGHTS

1. A new sanitary sewer lift station is required in the northeast sector.
2. The consultant completed the detailed design and tenders were advertized on August 31, 2013.
3. Tenders closed on September 25, 2013, and the City received five bids with the low bid by VCM Construction Ltd. recommended for acceptance.

STRATEGIC GOAL

The recommendations in this report support the City of Saskatoon Strategic Goals of Asset and Financial Sustainability and Sustainable Growth through construction of significant infrastructure to service neighbourhood development in the northeast sector of the City.

BACKGROUND

Capital Project #0625-18 – Trunk Sewers – Northeast Sector, includes approved funding for sub-project 18, Aspen Ridge Lift Station, in the amount of \$3,130,000 for a new lift station in the northeast sector. At its meeting on January 21, 2013, Council awarded engineering services for the design and construction of a new lift station and force main in the northeast sector to Associated Engineering (Sask.) Ltd. for a total upset fee of \$396,620 not including GST.

REPORT

New Sanitary Sewer Lift Station in the Northeast Sector

Due to continued growth in the northeast sector of the city, a new sanitary sewer lift station and force main is required in the near future to serve approximately 423 hectares of future development located northeast of the Evergreen neighbourhood. The force main will discharge into the Central Avenue sanitary sewer trunk system at the intersection of Central Avenue and Somers Road. The force main was tendered

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separately from the lift station and award of the force main construction contract was the subject of a previous report.

Detailed Design Equipment Selection and Tendering

Prior to the award of consulting engineering services, the City determined it would be advantageous to increase the service area of the lift station to 423 hectares to support the rapid growth in the sector. The consultant increased the design capacity of the lift station from 132 litres per second to 256 litres per second by increasing the wet well area, building space, mechanical process, electrical and control provision such that future installed pumping capacity was possible. Tenders were advertised by Purchasing Services on August 31, 2013.

Tenders Closed and Low Bidder Recommended

Tenders were opened publicly on September 25, 2012. Five tenders were received for Contract No. 13-0633, Aspen Ridge Lift Station, and are listed below:

Bidder	Total Tender Price
VCM Construction Ltd. (Saskatoon, SK)	\$4,819,500.00
Gabriel Construction Ltd. (Regina, SK)	\$4,876,076.00
Graham Construction and Engineering LP (Saskatoon, SK)	\$5,066,903.00
PCL Construction Management Inc. (Saskatoon, SK)	\$5,176,500.00
Allan Construction (Saskatoon, SK)	\$5,722,500.00

All bidders acknowledged the addendums and provided the required Bid Bond and Consent of Surety. Engineering Services reviewed the tenders and recommends acceptance of the low bid from VCM Construction Ltd. VCM Construction Ltd. is an experienced contractor and their work schedule meets the project milestones.

The net cost to the City for the lowest qualified bid, submitted by VCM Construction Ltd., is as follows:

General Requirements	\$ 560,000
Lift Station Work	3,620,000
Cash Allowances (Testing & Programming)	110,000
Contingency	<u>300,000</u>
Subtotal	\$4,590,000
G.S.T. (5%)	<u>229,500</u>
Total Tendered Price	\$4,819,500
G.S.T. Rebate	<u>(229,500)</u>
Net Cost to the City	<u>\$4,590,000</u>

The consultant's pre-tender estimate, including a \$300,000 contingency, was \$5,000,000, exclusive of GST.

OPTIONS TO THE RECOMMENDATION

Council could choose to not award this tender; however, Administration does not support that recommendation.

POLICY IMPLICATIONS

There are no policy implications.

FINANCIAL IMPLICATIONS

Capital Project #0625-18 – Trunk Sewers – Northeast Sector provides funding for trunk sewers to facilitate staged development in the northeast sector with sub-project 18 consisting of the Aspen Ridge Lift Station. The project has \$3,130,000 of approved funding in the 2013 Capital Budget. Subsequent to the budget approval, Administration determined the service area of the lift station be increased to 423 hectares which resulted in a 94% increase in capacity.

Costs to deliver the project include \$4,590,000 for construction, \$360,000 for consulting engineering, and \$25,000 for permits and administrative expenses. The project total of \$4,975,000 is \$1,845,000 above the approved budget. Administration recommends \$1,845,000 of additional funding from the Wastewater Lift Station Reserve.

Budgeted	Unbudgeted	Capital	Operating	Non-Mill Rate	External Funding
\$3,130,000	\$1,845,000	\$4,975,000		\$4,975,000	

PUBLIC AND/OR STAKEHOLDER INVOLVEMENT

There is no public and/or stakeholder involvement planned for this phase of the project.

COMMUNICATION PLAN

Once construction is slated to begin, notices will be sent to any residents in the surrounding area informing them of the construction. Other communications tools, such as Service Alerts and the Saskatoon City Pages ads will be utilized when necessary to help keep the public informed of any potential impact. The lift station itself will be designed to ensure there is no adverse impact on the residential neighbourhood in terms of traffic flow, aesthetics, noise or odour.

DUE DATE FOR FOLLOW-UP AND/OR PROJECT COMPLETION

It is estimated that project construction will begin in the fall of 2013 with a completion date of December 15, 2015.

ENVIRONMENTAL IMPLICATIONS

The lift station pumps were selected for maximum efficiency based on the required system head and flow rates. The estimated annual GHG emissions related to the electrical consumption of the pumps would be 195 tonnes CO₂e.

PRIVACY IMPACT

There are no privacy implications.

SAFETY/CRIME PREVENTION THROUGH ENVIRONMENTAL DESIGN (CPTED)

The exterior elements of the above ground building have been submitted for a CPTED review.

PUBLIC NOTICE

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

**E5) Request for Sole Source
Rental Lease Buyout
US – Transit, and Construction and Design/Surveyors
(Files CK. 1390-1 and IS. 1000-1)**

- RECOMMENDATION:**
- 1) that the sole source purchase agreement submitted by Calmont Group, for the rental buyout of three 2013 Ford Extended Cab ½ ton 4WD trucks, at a total cost of \$88,935.00 (including GST and PST) be approved; and
 - 2) that Purchasing Services issue the appropriate purchase order.

ADOPTED.

TOPIC AND PURPOSE

The purpose of this report is to obtain approval for the sole source purchase of three 2013 Ford Extended Cab ½ ton 4WD trucks.

REPORT HIGHLIGHTS

1. Vehicle and Equipment Services, at the request of Infrastructure Services (IS), Parks Branch, rented three new ½ ton 4WD trucks for four months for their mosquito control programs.
2. Vehicles and Equipment Services, at the request of Utility Services (US), Transit Services Branch and IS-Construction and Design Branch, is seeking to procure these three trucks to replace three units due for replacement and to take advantage of the rental credit
3. Calmont Group has offered to apply 100% of the rental payments made as credit towards purchase of these units.

STRATEGIC GOALS

The purchase of the three trucks supports the City of Saskatoon Strategic Goals of Continuous Improvement and Moving Around as it will provide for a coordinated approach to customer service, and it will help to ensure that Transit and Surveyors operators/staff access various routes and work sites in severe weather and road conditions

BACKGROUND

Vehicle and Equipment Services provides for the replacement of equipment and vehicles for various City departments when their equipment or vehicle has surpassed its useful service life and has reached a pre-determined replacement period. To optimize resources for the replacement of equipment, Vehicle and Equipment Services regularly seeks to synergize their efforts by taking advantage of used, leased, and rental equipment and their associated credits. As well, any equipment that has been previously fit-up with Corporate accessories such as radios and antennas, emergency lighting, tool boxes, headache rack, mud flaps, running boards, hitches, trailer brake controls, badging and the like saves expenditures in excess of \$5,000 per unit.

REPORT

Vehicle and Equipment Services engaged in a four month rental agreement with Calmont Group for three new Ford ½ ton 4WD trucks for IS-Parks Branch, Pest Management Section for their mosquito control programs. The rental agreement terminated at the end of August.

Vehicle and Equipment Services has been requested to retain these gently used vehicles for two units at US-Transit and one unit at IS-Construction and Design that are due for replacement.

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These three trucks have already been fit-up and equipped with Corporate accessories as required. Consequently, they can be put in service in a very short period of time, and \$15,000 in fit-up costs can be avoided.

Calmont Group has offered to apply 100% of the rental fees as credits towards the purchase of these three units. A savings of \$13,140 for 3 units is expected.

Vehicle and Equipment Services deems the purchase price to be fair, and Administration is recommending that these three trucks be sole sourced to Calmont Group.

OPTIONS TO THE RECOMMENDATION

No other options were considered.

POLICY IMPLICATIONS

The requested approval is in accordance with Policy C02-030 - Purchase of Goods, Services and Work; Policy A02-027 - Corporate Purchasing Procedure; and Bylaw 8174, The City Administration Bylaw, 2003.

FINANCIAL IMPLICATIONS

The net cost to the City of Saskatoon for the sole source purchase of these three trucks from Calmont Group is as follows:

Equipment	Price (Qty 3)
2013 Ford F150 s/n 1FTFX1EFXDFC14747	\$31,330.00
2013 Ford F150 s/n 1FTFX1EF6DFC14745	31,330.00
2013 Ford F150 s/n 1FTFX1EF8DFC14746	31,330.00
Rental Credits	<u>(13,140.00)</u>
Subtotal	\$80,850.00
GST	\$4,042.50
PST	<u>4,042.50</u>
Contract Price	\$88,935.00
GST Rebate	<u>(\$4,042.50)</u>
Net Cost to City of Saskatoon	<u>\$84,892.50</u>

There is adequate funding in Capital Project #1357 (2013) for this purchase.

PUBLIC AND/OR STAKEHOLDER INVOLVEMENT

Public and/or stakeholder involvement is not required.

COMMUNICATION PLAN

As these trucks have already been used as part of the City of Saskatoon Parks Branch fleet and the purchase of them does not directly impact the public, a communication plan is not required.

ENVIRONMENTAL IMPLICATIONS

The upgrade to the newer model year, with higher emission standards will offset the slightly higher fuel consumption of the 4WD units. No increase to environmental impact is expected.

PRIVACY IMPACT

There are no privacy implications.

SAFETY/CRIME PREVENTION THROUGH ENVIRONMENTAL DESIGN (CPTED)

A CPTED review is not required.

DUE DATE FOR FOLLOW-UP AND/OR PROJECT COMPLETION

A follow-up report is not required.

PUBLIC NOTICE

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

Section F – UTILITY SERVICES

**F1) Direct Route Service – “University Direct” from Stonebridge
(File No. CK. 7310-1)**

RECOMMENDATION: that the information be received.

ADOPTED.

TOPIC AND PURPOSE

To present City Council with information on the implementation of a “University Direct” service from Stonebridge neighbourhood to the University at no additional cost to service.

REPORT HIGHLIGHTS

1. Route 17 from Stonebridge to the University is experiencing significant capacity issues Monday to Friday during morning peak periods. Transit is currently using “extra” buses to assist with capacity.
2. Transit will implement a “University Direct” Service from Stonebridge to the University with two “Directs”; one at 7:40 a.m. and one at 7:55 a.m. via the fastest route available starting October 27, 2013.
3. This “University Direct” Service will coincide with other University specific routing until the end of April 2014.
4. Transit Administration is also evaluating existing service from the Northwest and Northeast areas.

STRATEGIC GOALS

This report supports the City of Saskatoon Strategic Goal of Asset and Financial Sustainability through continued fiscal responsibility, and a focused effort in meeting our business needs in a cost effective manner. Also supported through this report is the Strategic Goal of Moving Around through the continued improvement of the Transit System.

REPORT

The Route 17 out of Stonebridge has been experiencing capacity issues Monday through Friday during morning peak periods. The 7:48 a.m. bus is filled to capacity (approximately 90 passengers per trip) with University students prior to leaving the Stonebridge neighbourhood with “extra” buses assisting with capacity for the remainder of the route. This is the only scheduled bus from the area which will arrive at the University in time for classes commencing at 8:30 a.m.

Since the origin and destination of these riders is known, Transit will be implementing a “University Direct” Service from Stonebridge to the University. The collection points and times in Stonebridge will be fixed. From the last collection point in Stonebridge, the bus will take the fastest route available to the University making no stops along the way. This new service will begin October 27, 2013.

The intention is to schedule two “University Directs”, one at 7:40 a.m. and one at 7:55 a.m. to capture the passengers requiring arrival at the University prior to 8:30 a.m. These “University Directs” will only travel to the University in the morning since return trips are typically spread out through the afternoon and early evening, and extra buses have not been required. This route will be in effect until the end of April 2014 as it is a University specific service.

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Transit is also evaluating the existing service from the Northwest and Northeast areas of the City to identify the origin and destination of the ridership in an effort to isolate potential opportunities for more “Direct” services.

OPTIONS TO THE RECOMMENDATION

There are no options to the recommendation.

POLICY IMPLICATIONS

There are no policy implications.

FINANCIAL IMPLICATIONS

The new “University Direct” service will replace the existing “extras” currently used to assist the Route 17 and will not result in any additional costs.

COMMUNICATION PLAN

This new “University Direct” service will be communicated by on-bus information and the presence of Service Supervisors and Inspectors providing information at the stops along the route when the service begins. Information will be sent out through the City’s social media and website, the Stonebridge Community Association and provided to the University for their PAWS website.

DUE DATE FOR FOLLOW-UP AND/OR PROJECT COMPLETION

The ‘Direct’ service will be reviewed at the end of May 2014.

ENVIRONMENTAL IMPLICATIONS

There are no environmental and/or greenhouse gas implications.

PRIVACY IMPACT

There are no privacy implications.

PUBLIC NOTICE

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

**F2) Advanced Metering Infrastructure (AMI) Consulting Services
Saskatoon Light & Power Capital Project #1250: AMI Implementation
Water & Wastewater Treatment Branch Capital Project #1055: AMR
Infrastructure
(Files CK. 1550-2, x CK. 1000-1 and US. 2030-4)**

- RECOMMENDATION:**
- 1) that the proposal submitted by Util-Assist Inc. to develop an Advanced Metering Infrastructure functional design for electricity and water metering be accepted, at a total cost of \$399,981.75 including taxes; and
 - 2) that the City Solicitor be instructed to prepare the Engineering Services Agreement for execution by His Worship the Mayor and the City Clerk under the Corporate Seal.

ADOPTED.

TOPIC AND PURPOSE

Your Administration is recommending that City Council approve accepting the proposal of Util-Assist Inc. to provide engineering consulting services to develop an Advanced Metering Infrastructure (AMI) functional design for electricity and water metering for City of Saskatoon Utilities. An AMI system is used to transmit electricity usage data and water consumption data to a central billing system, and provides benefits to customers, City operations, and the environment.

Once Util-Assist Inc. provides its recommendations for the most effective AMI strategy, communication technology options and cost estimates for the system and implementation (approximately February 2014), Administration will make a final recommendation to City Council on whether or not to proceed with the implementation of AMI in Saskatoon.

REPORT HIGHLIGHTS

1. The scope of work for engineering consulting services includes six work packages and engages the consultant through full implementation of the AMI project to mid-2015.
2. Nine proposals were received in response to the Request for Proposal issued on July 30, 2013.
3. The proposal submitted by Util-Assist Inc. ranked first respecting a combination of price and quality parameters and is within budget.

STRATEGIC GOALS

This report supports the long-term strategy to increase productivity by being more efficient in the way we do business under the Strategic Goal of Continuous Improvement. The report also supports the long-term strategy to increase revenue sources and reduce reliance on residential property taxes under the Strategic Goal of Asset and Financial Sustainability. By eliminating the need to read meters manually, this will also reduce greenhouse gas (GHG) emissions tied to City operations, under the Strategic Goal of Environmental Leadership.

BACKGROUND

At its meeting on June 24, 2013 City Council approved issuing a Request for Proposals for engineering consulting services for the Advanced Metering Infrastructure.

REPORT

Scope of Work for Engineering Consulting Services

The RFP for engineering consulting services includes the following scope of work.

- A study recommending the most effective AMI strategy for the City of Saskatoon.
- Recommendation of Wide Area Network communication technology options.
- Design specifications and cost estimates for the AMI system and optional applications.
- Project management and quality assurance (this is an optional component of the scope of work, should the AMI project proceed to implementation).

Nine Proposals Received

On July 30, 2013, Saskatoon Light & Power issued a Request for Proposals for the AMI Consulting Services.

The evaluation criteria shown in the Request for Proposals gave Price and Quality Parameters as follows: Company Related Experience represents 10%; Team Member Experience represents 30%; Methodology and Schedule represents 35%; Past Performance represents 15%; and Total Price represents 10% for a total possible of 100%.

On August 30, 2013, nine proposals were received. An evaluation team made up of representatives from Saskatoon Light & Power, the Water & Wastewater Treatment Branch, the Revenue Branch, and the Environmental Services Branch evaluated all proposals based on the evaluation criteria. The Util-Assist Inc. proposal scored the highest in the evaluation. This company has significant project experience with similar Canadian utilities in Alberta, British Columbia, and Ontario, and has worked extensively with Elster Canada (the meter manufacturer used by City of Saskatoon Utilities).

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As the submission by Util-Assist Inc. is within budget and the evaluation score was the highest, it is recommended that its proposal be accepted, at a total cost of \$399,981.75 including taxes.

OPTIONS TO THE RECOMMENDATION

The recommendation could be rejected, and the City could continue with manual meter reading.

POLICY IMPLICATIONS

There are no known policy implications.

FINANCIAL IMPLICATIONS

Adequate funding is available in SL&P's Capital Project #1250 – AMI Implementation, and WWTP Capital Project #1055 – AMR Infrastructure. The cost of the recommended proposal is \$399,981.75 including taxes, and is therefore within the budgeted allowance of \$400,000.00.

Budgeted	Unbudgeted	Capital	Operating	Non-Mill Rate	External Funding
\$399,981.75	---	\$399,981.75	---	---	---

The overall cost of the AMI project is estimated at \$3 million. The project includes the AMI System and Meter Data Management System, the data collector network infrastructure, integration with the existing billing system, engineering and project management. Any advanced applications or interactive tools for customers are over and above this cost estimate, and final costs will depend on the overall scope for the AMI system.

The AMI Project is expected to pay for itself within seven years.

PUBLIC AND/OR STAKEHOLDER INVOLVEMENT

Meetings were held with C.U.P.E. Local 47 (Water Meter Shop), C.U.P.E. Local 59 (Revenue Branch), and I.B.E.W. Local 319 (Saskatoon Light & Power) to discuss the project and obtain feedback. Meetings were also held with any staff that would be affected in each of the branches.

COMMUNICATION PLAN

A Communication Plan has been developed to inform stakeholders about smart meters, how they work, and the installation process. The plan focuses on providing highlights to all citizens, including that smart meter radio frequency (RF) emissions are well below

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Health Canada and Industry Canada regulations, and are generated at much lower levels than for cell phones, and only for short periods throughout the day. Detailed information will be made available to those who are interested regarding the benefit to customers and the City. Environmental benefits will also be highlighted.

Open houses will be held to provide information and answer questions. Printed tools will include utility bill inserts, and information will be provided to community associations for their newsletters. The Mayor and City Council will receive updates on the project at significant milestones, as will the local news media.

The City is working in partnership with SaskPower and SaskEnergy to ensure continuity in communications with citizens.

Attachment 1 is a list of Frequently Asked Questions (FAQs) which will be available on the City's website. Copies will also be available at the Public Open Houses.

DUE DATE FOR FOLLOW-UP AND/OR PROJECT COMPLETION

Administration will report to City Council following completion of the consultant's recommendations for the AMI strategy and communication options, and completion of cost estimates. A detailed financial analysis will be completed at that time including cost benefits for various optional applications. The next step would be to issue a tender for implementation of the AMI system.

ENVIRONMENTAL IMPLICATIONS

The recommendation will have resource consumption and GHG emissions implications associated with replacing existing meters with smart meters. However, implementation of the 'smart' meter technology – planned to be fully completed by the end of 2024 – will result in significant annual GHG emissions reductions associated with the ability to retrieve and verify meter data remotely, eliminating the requirement to operate fleet vehicles to read meters manually. The overall impact on GHG emissions is unknown at this time and will be included in a future report, where applicable.

The recommendation is expected to have positive implications for water resources resulting from a reduction in losses of pumped water through the distribution system.

The GHG emissions reductions created by the reduced water use are estimated at 3,300 tonnes CO₂e, which is the equivalent of removing over 650 cars from the road each year.

PRIVACY IMPACT

The City of Saskatoon complies with Saskatchewan's privacy legislation, and will apply the same privacy protection standards for the AMI system as are used for the current

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billing system. All data collected is only used to ensure accurate billing. All data and meter identification information is encrypted and transmitted over a secure network, and does not include any personal information.

SAFETY/CRIME PREVENTION THROUGH ENVIRONMENTAL DESIGN (CPTED)

This project will not be subject to a CPTED review.

PUBLIC NOTICE

Public Notice pursuant to Section 3 of Policy No. C01-21, Public Notice Policy, is not required.

ATTACHMENT

1. Frequently Asked Questions

PUBLIC NOTICE

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

REPORT NO. 17-2013 OF THE PLANNING AND OPERATIONS COMMITTEE

Composition of Committee

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

1. **Pleasant Hill – Municipal Reserve Exchange
(Files CK. 4131-31, LS 4000-3 and PL 951-22-5)**

RECOMMENDATION: 1) that the City Solicitor be instructed to prepare the necessary bylaw, in accordance with Section 199 of *The Planning and Development Act 2007*, and with regard to the Proposed Plan of Survey, to exchange the Municipal Reserve Land in Pleasant Hill Village from MR1 to MR2;

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- 2) that the Community Services Department be instructed to undertake the necessary advertising;
- 3) that the Community Services Department, through the Dedicated Lands Account, be responsible for costs associated with this Municipal Reserve Land Exchange and the Plan of Survey; and
- 4) that following approval of the above, the Administration be requested to report further as to the viability of a community garden in the park and any design changes that would have to occur to facilitate this.

ADOPTED.

Attached is a report of the General Manager, Community Services Department dated September 23, 2013, requesting approval for the exchange of Municipal Reserve Land in Pleasant Hill Village.

Your Committee has reviewed the matter with the Administration and is supporting the recommendations outlined in the September 23, 2013 report of the General Manager, Community Services Department. Your Committee has also reviewed the possibility of including a community garden in the park, behind the St. Mary's School. While the Administration is investigating potential locations for community gardens and this location has not been deemed suitable to date, they will undertake further review and process this location through the community garden guidelines. Your Committee is recommending that a further report be provided with respect to the viability of including a community garden in the design of this park.

**2. Public Safety at 2nd Avenue North and 22nd Street
(Files CK. 5000-1 and PL 217-109)**

RECOMMENDATION: that the information be received.

ADOPTED.

Attached is a report of the General Manager, Community Services Department dated September 26, 2013, providing an update on the activities that have occurred at the corner of 2nd Avenue North and 22nd Street.

Your Committee has reviewed the update with the Administration and is forwarding the report to City Council for information.

**3. Enquiry – Councillor Lorje (May 6, 2013)
Installation of a hard-surface pathway/sidewalk along east side of
Avenue H South from Riversdale Pool to Lawn Bowling Club
(Files CK. 4205-13 and IS 4205-1)**

- RECOMMENDATION:**
- 1) that the information be received; and
 - 2) that the Administration report further on the possibility of establishing a special reserve for upgrades to special use, multi-district and district parks.

ADOPTED.

Attached is a report of the General Manager, Infrastructure Services Department dated September 12, 2013, providing options for installing a hard-surface asphalt pathway or a concrete sidewalk in Victoria Park along the east side of Avenue H, north from the Riversdale Pool to the Riversdale Lawn Bowling Club. The report also provides cost estimates and investigates a funding source.

Your Committee has reviewed the report with the Administration, including the possibility of installing an asphalt pathway to improve pedestrian safety, as well as funding issues for these improvements. The Administration has advised that a report will be forwarded to City Council for consideration during budget deliberations with respect to the outstanding sidewalk/pathway locations that have been identified, including this location.

Your Committee has also reviewed with the Administration the current mechanism for funding park upgrades through reserves for capital expenditures as projects are identified, and the number of other priority projects that are funded through this reserve. Following review of this matter, your Committee is recommending that further reporting be provided on the possibility of setting up a special reserve for upgrades to special use, multi-district and district parks, including the viability of such a reserve and proposed funding sources.

**4. Turboexpander-Generator Joint Venture with SaskEnergy Inc.
Saskatoon Light & Power Capital Project #2311: Electrical
Supply Options – Turboexpander
(Files CK. 2000-5 and WT 2000 10 10)**

- RECOMMENDATION:** that the information be received.

ADOPTED.

Attached is a report of the General Manager, Utility Services Department dated September 23, 2013, providing an update on the current status of the Turboexpander-Generator Project.

Your Committee has reviewed the report with the Administration and is forwarding the report to City Council for information.

REPORT NO. 16-2013 OF THE ADMINISTRATION AND FINANCE COMMITTEE

Composition of Committee

Councillor T. Paulsen, Chair
Councillor D. Hill
Councillor A. Iwanchuk
Councillor Z. Jeffries
Councillor E. Olauson

**1. Number of Taxis (Accessible Taxis)
(File No. CK. 307-4)**

- RECOMMENDATION:**
- 1) that with regard to the potential approval of permanent licenses, the following be approved:
 - a) that the City Solicitor send a letter to the Province requesting an amendment to *The Cities Act* that will allow for tendering of taxi licenses at market value;
 - b) that further investigation and analysis of other options be undertaken; and
 - c) that the results of both be reported to the Administration and Finance Committee with recommendations for distribution of new permanent licenses;
 - 2) that the following be approved with regard to temporary accessible licenses:
 - a) that there be an increase to the cap on accessible licenses by five (5) to sixteen (16) on November 1, 2013;
 - b) that the licenses be allocated to the companies based on fleet size, with the 2013 allocation being two (2) to Comfort Cabs, two (2) to United Cabs and one (1) to Radio Cabs;

- c) that the licenses revert back to the City of Saskatoon at the end of five years from the date of approval;
 - d) that, should any of the three companies cease operations, any associated temporary accessible licenses revert back to the City of Saskatoon for reallocation to the other companies based on fleet size;
 - e) that these licenses be non-transferrable;
 - f) that notice be served to the three companies that the current eleven (11) temporary licenses will revert to the City of Saskatoon five years from the approval of this recommendation; and
 - g) that the Administration be instructed to investigate and research converting the existing five (5) permanent accessible licenses already issued to permanent regular licenses and report back to the Administration and Finance Committee;
- 3) that, with regard to temporary accessible taxicab licenses, the City Solicitor be instructed to prepare the appropriate Bylaw amendments;
- 4) that, with regard to seasonal licenses, a total of eighteen (18) licenses be approved for distribution to drivers by a lottery process with the criteria remaining as it was in 2011 and as outlined in Bylaw No. 6066, with the following changes:
- a) a fee of \$50 be charged to each driver entering the lottery to cover costs of the administration of the process;
 - b) eighteen (18) licenses be available to drivers through the 'open' lottery process;
 - c) drivers will be required to notify City Administration of a move from one company to another, and will be charged a transfer fee of \$25.00; and
 - d) the term of the season would be eight (8) months in 2013/14 (November 1, 2013 to June 30, 2014) and ten (10) months in 2014/15 (September 1, 2014 to June 30, 2015);

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- 5) that, with regard to seasonal licenses, City Council consider Bylaw No. 9142, *The License Amendment Bylaw, 2013*, regarding Temporary Seasonal Taxicab Licenses.

IT WAS RESOLVED: that the matter be considered with the presentations from the speakers. See Page No. 65.

**2. Confederation Park Bus Terminal
(File No. CK. 7310-1 x 7311-1)**

RECOMMENDATION: that the information be received.

ADOPTED.

Your Committee has considered the attached report of the General Manager, Utility Services Department dated October 3, 2013 providing an update on the status of the Confederation Park Bus Terminal.

An open house was conducted and the majority of those that attended and provided feedback were opposed to the on-street terminal, with the main concern being the hill to the mall and having to cross the street to make transfer connections, especially for seniors and people with disabilities. Considering the opposition, routes resumed using the terminal on October 7, 2013.

Following review of the matter, your Committee submits the report for Council's information.

**3. Community Power Projects Feasibility
(Files CK. 2000-5 and WT – 7550-29)**

RECOMMENDATION: that the information be received.

Your Committee has considered the attached report of the General Manager, Utility Services Department dated September 26, 2013 providing information on the Administration's approach to Community Power projects inside and outside Saskatoon Light & Power's franchise area. Following review of the matter your Committee submits the report for Council's information.

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

- 2) *that the Administration report further on the issues of transmission and interconnection charges and any ability to establish a fair market price.*

REPORT NO. 20-2013 OF THE EXECUTIVE COMMITTEE

Composition of Committee

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

1. Transportation Infrastructure Priorities
(File No. CK. 6330-1)

RECOMMENDATION: that the information be received.

ADOPTED.

Attached is a report of the General Manager, Infrastructure Services Department dated September 13, 2013, providing information regarding the results of a comprehensive evaluation of major transportation projects and providing information on 10-year transportation priorities.

This report is being submitted to City Council for its information. Your Committee notes that the list of projects identified in the report will be reviewed further for final prioritization.

2. Regional Planning – Planning for Growth Implementation Strategy
(File No. CK. 4250-1)

RECOMMENDATION: 1) that the Saskatoon North Partnership for Growth lead the creation and implementation of the Saskatoon

Region Growth and Development Plan as described in this report; and

- 2) that the Saskatoon North Partnership for Growth provide progress updates and status reports at key milestones during the creation of the Saskatoon Region Growth and Development Plan, to City Council and to the Councils of the regional partners.

IT WAS RESOLVED: that the matter be considered with the presentation from the speaker. See Page No. 73.

3. Neighbourhood Land Development Fund Financial Information
(File No. CK. 1815-1 x 1700-1)

- RECOMMENDATION:**
- 1) that \$39 million in surplus funds be allocated from the Neighbourhood Land Development Fund; and
 - 2) that the Administration report further with recommended allocations.

IT WAS RESOLVED: that the matter be considered in Council, together with Clauses B2) and E3) of Administrative Report No. 17-2013. See Page No. 46.

4. Lease of Unit #7, 820 – 51st Street East
Saskatoon Transit and Public Works
(File No. CK. 520-1)

- RECOMMENDATION:**
- 1) that City Council approve a Lease Agreement between the City of Saskatoon and Northstar Innovative Developments Inc. for Unit #7, 820 – 51st Street East, for a term of three years (November 1, 2013 to October 31, 2016); and
 - 2) that the City Solicitor be requested to prepare the appropriate agreements for execution by His Worship the Mayor and the City Clerk, under the Corporate Seal.

ADOPTED.

Your Committee has considered the following report of the General Manager, Utility Services Department dated October 8, 2013 regarding a three-year lease of property located at 820 – 51st Street East. The lease will result in appropriate equipment storage facilities for Saskatoon Transit and Public Works.

TOPIC AND PURPOSE

To obtain Council approval for a three-year lease of property located at 820 – 51st Street East. The lease will result in appropriate equipment storage facilities for Saskatoon Transit and Public Works.

REPORT HIGHLIGHTS

1. Saskatoon Transit and Public Works wish to jointly lease Unit #7, 820 – 51st Street East, a building owned by Northstar Innovative Development Inc.
2. Leasing of this external property by Saskatoon Transit and Public Works would allow for equipment storage while other long term permanent plans are being developed and implemented.

STRATEGIC GOALS

This report supports the long-term strategy of increasing productivity by being more efficient in the way the City does business, and the long-term priority of identifying targeted opportunities to implement specific continuous improvement tools within departments under the Strategic Goal of Continuous Improvement.

BACKGROUND

Saskatoon Transit and Public Works require indoor storage for vehicles, buses, and other equipment. As storage space within civic properties has been limited, Saskatoon Transit and Public Works had leased external space on a short term basis along Melville Street last year. The Melville Street lease has since expired with no option for renewal, and this site is no longer available.

Real Estate Services has found an alternative space available for lease, which is adequate and suitable for Transit's and Public Work's storage requirements.

REPORT

Transit Services and Public Works wish to lease space at 820 – 51st Street East for the next three years. This building is owned by Northstar Innovative Development Inc. The lease would be for Unit #7, an approximate 23,724 square foot bay within the building.

Leasing this space would ensure that Saskatoon Transit and Public Works have

adequate accommodations and storage in the short-term. This is an important factor, as the City is in the midst of developing new spaces/renovating existing space within its own buildings.

OPTIONS TO THE RECOMMENDATION

An option would be to not approve the lease agreement. In this scenario, alternative premises would need to be secured and leased. This option is not recommended, as it will be difficult to locate another space of this size and availability which meets the storage requirements needed.

Another option would be to not rent any facility. In this scenario, equipment would be stored outside and further congest already congested areas. This would result in more costly repairs and a dramatic increase of complaints by neighbors in the Caswell Hill area. This option is not recommended.

POLICY IMPLICATIONS

There are no policy implications.

FINANCIAL IMPLICATIONS

The total rent and occupancy costs have been estimated at approximately \$310,000 annually. There is sufficient funding within Saskatoon Transit and Public Works Operating Budgets.

PUBLIC AND/OR STAKEHOLDER INVOLVEMENT

Public/stakeholder involvement is not required.

COMMUNICATION PLAN

A communications plan is not required.

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

If approved, the proposed lease will expire on October 31, 2016. If a renewal is required at that time, a report will be submitted.

ENVIRONMENTAL IMPLICATIONS

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

PRIVACY IMPACT

There are no privacy implications.

**SAFETY/CRIME PREVENTION THROUGH ENVIRONMENTAL DESIGN
(CPTED)**

A CPTED review is not required.

PUBLIC NOTICE

Public Notice, pursuant to Section 3 of Policy C01-021, Public Notice Policy, is not required.'

**5. Broadway BID Replacement
on Municipal Heritage Advisory Committee (MHAC)
(File No. CK. 225-18)**

RECOMMENDATION: that the appointment of Darla Wyatt as the Broadway BID representative on the Municipal Heritage Advisory Committee be approved.

ADOPTED.

Your Committee has considered and supports the attached request of the Broadway Business Improvement District to have Darla Wyatt as its representative on the Municipal Heritage Advisory Committee.

The Terms of Reference of the Municipal Heritage Advisory Committee do not provide for alternate members. Your Committee does not support the request to have an alternate member named for voting purposes in the absence of the appointed member."

His Worship the Mayor assumed the Chair.

Moved by Councillor Loewen, Seconded by Councillor Paulsen,

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

CARRIED.

REPORT NO. 20-2013 OF THE EXECUTIVE COMMITTEE - CONTINUED

**3. Neighbourhood Land Development Fund Financial Information
(File No. CK. 1815-1 x 1700-1)**

- RECOMMENDATION:**
- 1) that \$39 million in surplus funds be allocated from the Neighbourhood Land Development Fund; and
 - 2) that the Administration report further with recommended allocations.

Your Committee has considered the following report of the General Manager, Community Services Department dated September 18, 2013, regarding an additional \$39 million allocation from the Neighbourhood Land Development Fund and a projected return on investment (ROI) on the Evergreen and Rosewood developments. The above recommendation is submitted for City Council's approval.

TOPIC AND PURPOSE

The purpose of this report is to declare an additional \$39 million allocation from the Neighbourhood Land Development Fund and identify a projected return on investment (ROI) on the Evergreen and Rosewood developments.

REPORT HIGHLIGHTS

1. The Evergreen and Rosewood neighbourhoods are providing positive contributions to the Neighbourhood Land Development Fund.
2. Sale of all single-family lots in Evergreen could be completed in less than four years.
3. Sales of serviced land in Rosewood are nearing completion.
4. Neighbourhood pro-formas are prepared using current pricing and cost estimates, which can change quickly based on changing market conditions.

STRATEGIC GOAL(S)

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

BACKGROUND

To date \$66.55 million has been allocated from the Neighbourhood Land Development Fund from the Hampton Village and Willowgrove developments. These allocations have funded various capital projects and operating programs.

REPORT

Neighbourhood Land Development Fund

The City continues to see an increase in demand for new single- and multi-family residences. With the City's strong economy and continuing positive net migration, the neighbourhoods of Evergreen and Rosewood have benefited. Evergreen has become a preferred living destination in Saskatoon with all phases of lot draws being virtual sellouts. Sales and development activity in Evergreen and Rosewood have exceeded expectations of the initial vision and helped the Neighbourhood Land Development Fund project higher ROI than originally forecasted.

The ROI from the Neighbourhood Land Development Fund to date is \$66.55 million. This included surplus funds from two neighbourhoods: Hampton Village and Willowgrove. Surplus funds currently available from Evergreen and Rosewood total \$39 million, increasing the total ROI to date to \$105.55 million.

Evergreen

To date, six phases of lots have been released and sold in Evergreen accounting for 65 percent of the single-family lots. The remaining 35 percent of single-family lots will be sold in two phases with one this fall and the last in the spring of 2014. Multi-family sales have also been strong in the neighbourhood with some parcels selling in excess of \$1 million per acre. Sales of multi-family and commercial sites will continue over the next three years as servicing moves over to the district village section of the neighbourhood.

Based on the current build out, the Administration is recommending that \$28 million in funds be allocated from this neighbourhood.

Rosewood

The Land Branch owns a 14.165 percent share of the Rosewood neighbourhood. Sales are nearing completion, with only one multi-family site and one mixed-use site remaining. Single-family sales started in the fall of 2011 and of the 327 single-family lots, 40 remain in inventory and are selling at a steady pace. This development consists of many high-end lots that back onto open space, and also consists of many walkout basement lots.

Based on the current build out, the Administration is recommending that \$11 million be allocated from this neighbourhood.

Pro-formas

Pro-formas are prepared for every neighbourhood. The pro-formas for these developments are prepared using the best known current information, but are based on present day cost estimates and require certain judgments. While most costs are now fixed in completed areas, some enhancement costs will remain beyond the sellout periods until the neighbourhood vision is fulfilled. Experience has shown that quick swings in housing demand can occur thereby increasing carrying, marketing, and administrative costs.

OPTIONS TO THE RECOMMENDATION

There are no other options.

POLICY IMPLICATIONS

There are no policy implications.

FINANCIAL IMPLICATIONS

The financial impact is outlined in the report.

PUBLIC AND/OR STAKEHOLDER INVOLVEMENT

There is no public and/or stakeholder involvement.

COMMUNICATION PLAN

A communication plan is not required.

DUE DATE FOR FOLLOW-UP AND/OR PROJECT COMPLETION

Allocation of the funds will be determined in a future report to City Council.

ENVIRONMENTAL IMPLICATIONS

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

PRIVACY IMPACT

There are no privacy implications.

**SAFETY/CRIME PREVENTION THROUGH ENVIRONMENTAL DESIGN
(CPTED)**

There is no safety/CPTED impact.

PUBLIC NOTICE

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

Moved by Councillor Loewen, Seconded by Councillor Paulsen,

THAT the recommendation of the Executive Committee be adopted.

CARRIED.

ADMINISTRATIVE REPORT NO. 17-2013 – CONTINUED

Section B – CORPORATE SERVICES

**B2) Neighbourhood Land Development
Allocation of Dividends
(Files CK. 1815-1, CK. 4110-1, CS.1815-1, CS. 4110-1 and CS. 1702-1)**

- RECOMMENDATION:**
- 1) that \$1.5 million be transferred to the Reserve for Capital Expenditures (RCE) to be held as a capital contingency;
 - 2) that \$2 million be allocated to assist in supporting the proposed 2013 – 2022 Housing Business Plan; and
 - 3) that \$7.5 million be invested in road rehabilitation and preservation in 2014.

TOPIC AND PURPOSE(S)

The purpose of this report is to bring forward a set of recommended allocations of the recently declared surplus from the Neighbourhood Land Development Fund, specifically the Evergreen and Rosewood neighbourhoods.

REPORT HIGHLIGHTS

1. \$8 million of surplus funds from the Evergreen Neighbourhood will be held by the Land Branch for purposes of purchasing lands for redevelopment. The remaining funds will be held in reserve to manage cash flow needs within the City's prepaid service reserves.
2. \$7.5 million of surplus funds from the Rosewood Neighbourhood will be invested in road rehabilitation. The remaining funds will be allocated towards a capital contingency and housing incentives.

STRATEGIC GOAL(S)

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

REPORT

Evergreen Neighbourhood

City Council has previously approved, in principle, the use of surplus funds resulting from the Evergreen Neighbourhood for the following:

- 10% as a reinvestment into land purchases for future development;
- \$20 million to the Civic Facilities Funding Plan;
- Reserve \$20 million to \$30 million to offset the anticipated deficit within the City's prepaid reserves resulting from major servicing investments required prior to receipt of prepaid levies; and
- The remainder to be allocated towards the North Commuter Parkway Project.

Recommendations for the use of the surplus funds currently available from the Evergreen Neighbourhood, totalling \$28 million, are as follows:

1. \$8 million to be reinvested into land purchases for future development;
2. \$20 million to be reserved to offset the current deficit within the City's prepaid reserves.

Rosewood Neighbourhood

City Council has approved the allocation of surplus funds from new neighbourhood developments as follows:

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- 10% to be reinvested into land purchases for future development;
- 25% to be allocated towards discretionary capital projects; and
- 65% to be allocated towards growth-related capital projects.

Recommendations for the use of the surplus funds currently available from the Rosewood Neighbourhood, totalling \$11 million, are as follows:

1. \$1.5 million to be transferred to the Reserve for Capital Expenditures (RCE) to be held as a capital contingency. \$1 million was previously transferred as part of the 2012 yearend surplus allocation;
2. \$2 million to assist in supporting the proposed 2013 – 2022 Housing Business Plan; and
3. \$7.5 million to be invested in road rehabilitation and preservation in 2014. The Administration will report further on the specific use.

The above recommendations are consistent with the 10%/25%/65% allocations previously adopted by City Council.

OPTIONS TO THE RECOMMENDATION

City Council will have the option to re-allocate surplus funds to other projects recognizing that the funding is only available to fund one-time/short-term projects.

However, alternative funding sources will then be required for the above-noted projects.

POLICY IMPLICATIONS

There are no policy implications.

COMMUNICATION PLAN

Any funds approved for allocation will be communicated through a PSA and included on the City's website.

DUE DATE FOR FOLLOW-UP AND/OR PROJECT COMPLETION

A further report on the allocation to road rehabilitation and preservation will be provided prior to the 2014 construction season.

ENVIRONMENTAL IMPLICATIONS

Any environmental implications related to the actual projects undertaken as a result of the funding will be reported separately.

PUBLIC NOTICE

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

Moved by Councillor Hill, Seconded by Councillor Loewen,

- 1) *that \$1.5 million be transferred to the Reserve for Capital Expenditures (RCE) to be held as a capital contingency;*
- 2) *that \$2 million be allocated to assist in supporting the proposed 2013 – 2022 Housing Business Plan;*
- 3) *that \$7.5 million be invested in road rehabilitation and preservation in 2014;*
- 4) *that \$8 million be reinvested into land purchases for future development; and*
- 5) *that \$20 million be reserved to offset the current deficit within the City's prepaid reserves.*

CARRIED.

Moved by Councillor Lorje, Seconded by Councillor Donauer,

- 6) *that the matter be referred to the Administration to report to the Executive Committee on a policy amendment for the repayment of balances owing to the Neighbourhood Land Development Fund.*

CARRIED.

Section E – INFRASTRUCTURE SERVICES

**E3) Request for Post Budget Approval and Change Order
Capital Project #2000 – 25th Street Extension/Rehabilitation
Contract No. 11-0017 – 25th Street Extension
- Roadway & Streetscape Construction
Contract No. 12-0067 – Multi-Use Pathways
(Files CK. 6000-13, CK. 6000-5 and IS. 6005-38)**

- RECOMMENDATION:**
- 1) that a post budget increase to Capital Project #2000 – 25th Street Extension/Rehabilitation, in the amount of \$2,500,000, be approved;
 - 2) that the post budget increase in the amount of \$2,500,000 be funded from the Reserve for Capital Expenditures;
 - 3) that a change order in the amount of \$1,800,000 (not including GST), for Contract No. 11-0017 – 25th Street Extension – Roadway and Streetscape Construction, be approved; and
 - 4) that a change order, in the amount of \$181,000 (not including GST) for Contract No. 12-0067, Multi-Use Pathways, be approved.

TOPIC AND PURPOSE

The purpose of this report is to obtain City Council approval for a post budget increase to Capital Project #2000 to be funded from the Reserve for Capital Expenditures. The report is also requesting Council approval for change orders to Contract No. 11-0017 and Contract No. 12-0067 since the changes increase the contract values to greater than 25% of the original contract values.

REPORT HIGHLIGHTS

1. \$2,500,000 in additional funding is required to address the budget shortfall required to complete Capital Project #2000. This budget adjustment will pay for the increased railway costs and increase in roadway construction costs.
2. A change order to existing Contract No. 11-0017 with Central Asphalt & Paving in the amount of \$1,800,000 (not including GST) for additional road construction work is required to successfully complete the project in 2013.
3. A change order to existing Contract No. 12-0067 with D. Jorgenson Holdings Ltd. (o/a Northern Blacktop) in the amount of \$181,000 (not including GST) for the

construction of additional fencing required by CPR along the safety pathway is required to successfully complete the project in 2013.

STRATEGIC GOALS

This report supports the goals of Moving Around and Sustainable Growth as the new connection will improve the flow of people and goods in and around the city, as well as provides an opportunity for redevelopment of the North Downtown area.

BACKGROUND

The last phase of Capital Project #2000 – 25th Street Extension/Rehabilitation includes the extension of 25th Street between 1st Avenue and Idylwyld Drive. The construction of this roadway segment has turned into a rather complex undertaking and its progress hindered by an extensive consultation process with stakeholders and stringent approval requirements involving railway companies. The project completion is contingent upon the considerable amount of railway upgrades such as construction of the new Canadian Pacific Railway/Canadian National Railway interchange tracks near 11th Street West.

All the water and sewer work has been completed. The new roadway between 1st Avenue and Idylwyld Drive has been built and the contractor is finishing the work on the amenity strip. The primary focus is now on the remaining work where the new road ties in to Idylwyld Drive. This intricate stage of construction involves coordination with the work being undertaken by CPR because of the proximity to the rail crossing. In addition to the construction of a new at-grade crossing with the warning system, CPR is also undertaking other related upgrades required for the completion of this project.

Barring unforeseen delays, it is anticipated that the majority of work will be completed by the end of this construction season allowing the 25th Street extension to open to traffic in the fall of 2013.

REPORT

Additional Funding Requirements

The funding allocated to date (including the latest 2010 allocation) to Capital Project #2000 – 25th Street Extension/Rehabilitation for the entire project from Spadina Crescent to Idylwyld Drive is \$21,602,000. Additional funding totalling \$2,500,000 is required to fund the following costs in order to complete the project:

- \$1,330,000 increase in roadway construction costs.
These costs include items such as 2012 and 2013 price escalation, handling of contaminated soil, project management increase due to length of project, installation of underground ducts on behalf of CPR, additional fencing requirements along CPR rail tracks, addressing drainage issues, etc.

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- \$1,170,000 increase in the railway construction direct CPR costs.
These costs include the escalation in CPR estimates for material and labour, as well as additional work that doesn't have previously allocated funding such as required modifications to the railway warning system at 33rd Street and 3rd Avenue and at Avenue W grade crossing.

All railway related construction work must be performed by CPR, as per their union agreement. CPR may subcontract some of the work such as geotechnical analysis, survey, etc, as required. Labour costs associated with railway maintenance and construction services are defined as per the Canadian Transportation Agency guidelines.

Change Orders Greater than 25% of the Original Contract Value

Contract No. 11-0017 – 25th Street Extension – Roadway & Streetscape Construction was awarded to Central Asphalt and Paving Ltd. in 2011. During the course of construction, additional work such as the removal of contaminated soil, contract price escalation, underground power distribution to the Police Station, additional CP conduit installation, and addressing drainage issues, etc., was added to the contract. In order for Central Asphalt Ltd. to complete all the extra work, it is recommended that a change order be issued for Contract No. 11-0017 in the amount of \$1,800,000 (not including GST).

Contract No. 12-0067 - Multi-Use Pathways, was awarded to D. Jorgenson Holdings Ltd. (o/a Northern Blacktop) to construct an asphalt pathway along the CPR tracks from Idylwyld Drive to Avenue D. The path will provide a safer environment for pedestrians and address trespassing issues on the CPR right-of-way. In exchange for building the path and other upgrades, CPR has agreed to whistle cessation at the new 25th Street and Idylwyld Drive intersection. However, CPR also requested a tamper-proof fence be installed along the path for greater security and safety. In order for Northern Blacktop to complete the extra work, it is recommended that a change order in the amount of \$180,000 (not including GST) be issued for Contract No. 12-0067.

OPTIONS TO THE RECOMMENDATION

No other options are being presented.

POLICY IMPLICATIONS

There are no policy implications.

FINANCIAL IMPLICATIONS

Funding

There is currently \$10,216,000 of approved funding available within Capital Project #2000 for the construction of roadway from 2nd Avenue to Idylwyld Drive. The Engineer's final estimate of costs required to complete the construction of this segment of roadway is \$11,546,000, resulting in a shortfall of \$1,330,000.

There is currently \$2,650,000 of approved funding available within Capital Project #2000 for the construction of railway upgrades required to safely open the intersection of 25th Street and Idylwyld Drive to traffic. CPR's estimate of costs required to complete the construction of the railway upgrades is \$3,820,000, resulting in a shortfall of \$1,170,000.

To fund the shortfalls mentioned above, the Administration is recommending that Capital Project #2000 receive a post budget increase in the amount \$2,500,000 to be funded from the Reserve for Capital Expenditures. There is sufficient funding within the Reserve for Capital Expenditures to fund the increase.

Contract No. 11-0017 Change Order

Details of Contract No. 11-0017 - 25th Street Extension – Roadway and Streetscape costs, including the proposed change orders is as follows:

Original Contract Price	\$4,483,802.30
Contingency	<u>600,000.00</u>
Total Original Contract	<u>\$5,083,802.30</u>
This Change Order	\$1,800,000.00
G.S.T.	<u>90,000.00</u>
Total Cost	\$1,890,000.00
Less G.S.T. Rebate	<u>(90,000.00)</u>
Net Cost to the City for this Change Order	<u>\$1,800,000.00</u>

Since this change order increases the total contract value to greater than 25% of the original contract value, Council approval is required. There will be sufficient funding for this change order within Capital Project #2000 if the aforementioned post budget increase is approved.

Contract No. 12-0067 Change Order

Details of Contract No. 12-0067 - Multi-Use Pathways costs, including the proposed change order is as follows:

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Original Contract Price	\$534,749.20
Contingency	<u>50,000.00</u>
Total Original Contract	<u>\$584,749.20</u>
This Change Order	\$181,000.00
G.S.T.	<u>9,050.00</u>
Total Cost	\$190,050.00
Less G.S.T. Rebate	<u>(9,050.00)</u>
Net Cost to the City for this Change Order	<u>\$181,000.00</u>

Since this change order increases the total contract value to greater than 25% of the original contract value, Council approval is required. There is sufficient approved funding for this work within Capital Project #2000.

PUBLIC AND/OR STAKEHOLDER INVOLVEMENT

Public Notice, pursuant to Section 3 of Policy C01-021, Public Notice Policy, is not required.

COMMUNICATION PLAN

Communications about the planning and development of the project were conducted over a number of years. The most recent open house with the public was conducted in September 2010.

Ongoing communication regarding road detours is being communicated to the public via Public Service Announcements.

DUE DATE FOR FOLLOW-UP AND/OR PROJECT COMPLETION

The anticipated project completion is Fall 2013.

ENVIRONMENTAL IMPLICATIONS

Road and rail construction activities consume non-renewable resources such as earthen and bituminous materials and will generate greenhouse gas emissions. The overall greenhouse gas emissions have not been quantified at this time.

The excavation of soils on site has been monitored and tested for contamination, as required by the Ministry of Environment. Contaminated soils were either re-used on site when suitable or removed to an approved location. The locations of removed soils are being reported to the Ministry of Environment.

PRIVACY IMPACT

There are no privacy implications.

SAFETY/CRIME PREVENTION THROUGH ENVIRONMENTAL DESIGN (CPTED)

A CPTED review was completed for aspects of the project that were deemed to require one.

PUBLIC NOTICE

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

Moved by Councillor Donauer, Seconded by Councillor Davies,

THAT the recommendation of the Administration be adopted.

CARRIED.

UNFINISHED BUSINESS - CONTINUED

**5a) Municipal Tax Ratio Policy
(File No. CK. 1920-1)**

REPORT OF THE CITY CLERK:

“Attached is a copy of the following material regarding the above:

- An excerpt from the minutes of meeting of City Council held on April 8, 2013. City Council passed a motion that consideration of the matter be deferred to the June 10, 2013, meeting.
- Letters from the following individuals, received in the interim:
 - Bernie Mazurik, dated April 6
 - Rick Brown, dated April 17
- An excerpt from the minutes of meeting of City Council held on June 10, 2013 together with a copy of Clause B2, Administrative Report No. 13-2013 which was brought forward and considered at the same time. City Council passed a motion to defer the deliberation of the Municipal Tax Ratio Policy to the October 21, 2013, meeting.

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City Council is requested to bring forward and consider Clause B1 of Administrative Report No. 17-2013, being a further report from the Administration.

Also attached are letters from the following individuals, requesting to address City Council on the Municipal Tax Ratio Policy at this meeting:

- Keith Moen, dated October 15
- Marilyn Braun-Pollon, Vice President, Prairie and Agri-Business, Canadian Federation of Independent Business (CFIB), dated October 15
- Kent Smith-Windsor, Executive Director, The Chamber, dated October 15”

The City Clerk distributed copies of letters from the following individuals, submitting comments on the Municipal Tax Ratio Policy:

- *Frank Saworski, dated October 17*
- *Mike Luciuk, dated October 18*
- *Jeff Baldwin, dated October 21*

The City Clerk also distributed copies of letters from the following individuals, requesting to address City Council on the Municipal Tax Ratio Policy:

- *Keith Moen, dated October 15*
- *Marilyn Braun-Pollon, Vice President, Prairie and Agri-Business, Canadian Federation of Independent Business (CFIB), dated October 15*
- *Kent Smith-Windsor, Executive Director, The Chamber, dated October 15*
- *Shane Prpich, dated October 17*
- *Robert Clipperton, dated October 18*
- *Frank Regier, dated October 18*

Pursuant to earlier resolution, Clause B1 of Administrative Report No. 17-2013 was considered with this matter:

**“B1) Municipal Tax Ratio Policy
(Files CK. 1920-1, CS. 1625-1 and CS. 1920-1)**

RECOMMENDATION: that the commercial to residential tax ratio be lowered from 1.75 to 1.43, over a period of 11 years (starting in 2014 and completed prior to the 2025 revaluation year), based on the current income tax differential between businesses and individuals.

TOPIC AND PURPOSE

The purpose of this report is to seek approval from City Council on the desired commercial to residential tax ratio.

REPORT HIGHLIGHTS

1. In 1998, City Council approved a reduction to the commercial to residential tax ratio from 2.41 to 1.75 over a ten-year period. Implementation of this shift was completed in 2010.
2. The recommendation to decrease the commercial tax ratio to 1.43 is based on the same principle that City Council endorsed in 1998 when it adopted the 1.75 Tax Ratio Policy.
3. City Council has a number of options to consider:
 - retain the status quo (Effective Tax Ratio of 1.75);
 - adopt a 1.43 Tax Ratio over a different period ; or
 - adopt a Revenue Neutral Tax Policy.

STRATEGIC GOAL(S)

One of the ten-year strategies for the Strategic Goal of Economic Diversity and Prosperity is ensuring Saskatoon has a competitive tax regime with solid, clear and reasonable public policies. The discussion pertaining to the ratio between residential and commercial property taxes relates to competitive rates for both residential and commercial property taxes.

BACKGROUND

At its April 8, 2013, meeting, City Council received a report from Administration recommending that the Municipal Tax Ratio between commercial and residential properties be shifted from the current 1.75 to 1.43 (see Attachment 1).

When the report was tabled in April, City Council deferred any decision on a policy change for the 2013 tax year to allow more time for consultation and communication with citizens. On June 10, 2013, City Council adopted the recommendation from the Administration to defer consideration of the report until October of 2013.

REPORT

Adopt 1.43 as Municipal Tax Ratio

The City's previous 10-year shift to the 1.75 ratio was based on the benefit businesses receive from the deductibility of property taxes in the determination of income for

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income tax purposes. Over time, the income tax differential between individuals and businesses has changed to 1.43 (as reported in the Canada West Foundation Report). The recommendation to decrease the commercial tax ratio to 1.43 is based on the same rationale that City Council endorsed in 1998 when it adopted the current 1.75 Tax Ratio Policy.

The impact of this recommendation on an average residential property would be approximately \$8 per year (+0.51%) for each of 11 years (based on 2013 values). This is a shift of \$6.9M to the residential property classes from the non-residential property classes.

The Administration strongly recommends against ending a tax shift in the same year as a Provincial Reassessment in order to reduce the confusion related to doing so during a revaluation year. The recommendation of 11 years means that the shift will be completed in the year prior to the 2025 reassessment year.

Changes to the Original Recommendation Tabled April 8, 2013

The 2013 reassessment saw commercial values increase at a higher rate than residential values. This meant that the 2013 revenue neutral tax ratio was 1.66. By implementing the current tax ratio policy of 1.75 for the 2013 tax year, there was a shift of \$1.7M to the commercial properties from the residential properties.

In the original report tabled in April, the recommendation was to shift to 1.43 over eight years. This recommendation was based on the assumption that the shift would begin in 2013 and end in 2020 (before the 2021 reassessment year). At that time, the reported impact of the shift was \$4.8M based on shifting taxes from 1.66 to 1.43 (i.e. from revenue neutral at the beginning of 2013). Now that the starting tax ratio is 1.75 and the 2013 mill-rate has been applied, the impact of the shift to residential from commercial is \$6.9M. Administration is, therefore, recommending that the shift to 1.43 be implemented over a longer period (i.e. 11 years).

OPTIONS TO THE RECOMMENDATION

1. Maintain the Current Tax Ratio of 1.75

The current tax ratio policy was adopted in 1998 and was based on the benefit businesses receive from the deductibility of property taxes in the determination of income for income tax purposes. In 1998, the equitable effective tax ratio between non-residential and residential was 1.75 based on the then-current income tax rates. Maintaining this ratio is inconsistent with the underlying principle of the current policy.

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2. Adopt the 1.43 Tax Ratio over Different Time Period

Council has the option of implementing a 1.43 tax ratio over a different time period. The Greater Saskatoon Chamber of Commerce is asking Council to phase in this new policy over a 16-year period. The Administration recommends against having the final year of the shift end in the same year as a Provincial Reassessment. This is to avoid adding any additional complexity to a reassessment year. Assuming a four-year reassessment cycle, the next four reassessment years are 2017, 2021, 2025 and 2029.

The following table illustrates the annual impact on the average residential property over various periods. These time periods are suggestions and Council can chose any time period it prefers.

Moving to 1.43 starting from 1.75 Ratio (over various time periods)

Municipal (year complete)	Shift in 1 year (2014)	Shift in 3 years (2016)	Shift in 7 years (2020)	Shift in 11 years (2024)	Shift in 15 years (2028)
% Change (from 2013)	+5.6%	+1.87%	+0.8%	+0.51%	+0.37%
\$ Change (from 2013)	+\$90	+\$30	+\$13	+\$8	+\$6

3. Revenue Neutral Option

One of the options available is the Revenue Neutral Option. Every year the tax ratio would be adjusted based on the revenue generated by each property class the previous year (i.e. if non-residential properties generated 29% of the revenue in 2013, then the 2014 mill rate factors would be set to keep this same percentage). In non-reassessment years, the ratio may change by a small amount year over year to account for the change to the mix between the commercial and residential property classes. During reassessment years, the ratio could change dramatically depending on the value changes between the different property classes. (e.g. in 2013, the commercial property values increased at a higher rate than residential, which meant that the 'revenue neutral' ratio was 1.66.)

Some jurisdictions adhere to revenue neutral as their tax policy. The challenge for Saskatchewan municipalities is that reassessments occur once every four years and the values are taken at a single point in time. The aggregate taxation shift in 2013 was from residential to commercial. In 2017 this may happen again, or the shift may go the other way (i.e. from commercial to residential). The Administration did not recommend this option as it is not based on the original tax policy set in 1998.

POLICY IMPLICATIONS

The current City Council policy is that commercial properties will have an effective tax rate of 1.75 times that of residential properties.

FINANCIAL IMPLICATIONS

The result of any change to the ratio will be revenue neutral to the City.

PUBLIC AND/OR STAKEHOLDER INVOLVEMENT

In order to gain insight and an understanding of the paper put forward by the Chamber, Administration met with the Executive Director of The Greater Saskatoon Chamber of Commerce. Administration also met with a member of the 1997 Saskatoon Tax Review Committee to discuss the recommendation adopted by Council in 1998 which formed the basis for the current Tax Ratio Policy of 1.75.

COMMUNICATION PLAN

1. The City's webpage has been updated to include:
 - a summarized history of the current tax policy and the reason for the Administration's recommendation (see Attachment 2);
 - the 1997 report of the Tax Review Committee which is the basis for the current tax ratio of 1.75;
 - a link to the Canada West Foundation Report;
 - KPMG's report entitled "Competitive Alternatives Special Report: Focus on Tax";
 - the report from the Greater Saskatoon Chamber of Commerce which was tabled with City Council in December of 2012;
 - Frequently Asked Questions – Understanding the Proposed Tax Ratio Shift (see Attachment 3).

2. Advertisements in The StarPhoenix City Pages on September 28, 2013 and October 5, 2013 regarding the Tax Policy Ratio information, Frequently Asked Questions, and links to related documents and further detailed information found on the City's website, saskatoon.ca.

3. Social Media will post messaging driving residents to **saskatoon.ca** for detailed information.

DUE DATE FOR FOLLOW-UP AND/OR PROJECT COMPLETION

Decisions affecting 2014 tax policy should be finalized by March of 2014.

ENVIRONMENTAL IMPLICATIONS

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

PRIVACY IMPACT

There are no privacy implications.

SAFETY/CRIME PREVENTION THROUGH ENVIRONMENTAL DESIGN (CPTED)

There is no CPTED review required.

PUBLIC NOTICE

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

ATTACHMENTS

1. Report tabled with City Council on April 8, 2013
2. Historical Summary of Current Policy and Proposed Changes (currently on City's website)
3. Frequently Asked Questions (currently on City's website)"

General Manager, Corporate Services Bilanski presented the report.

Moved by Councillor Hill, Seconded by Councillor Jeffries,

THAT Keith Moen, Marilyn Braun-Pollon, Kent Smith-Windsor, Shane Prpich, Robert Clipperton, and Frank Regier be heard.

CARRIED.

Mr. Keith Moen, Executive Director of the North Saskatoon Business Association, spoke in favour of the Administration's recommendation, stressing that education is a key component of the debate, and that there is a misconception that residents will take the brunt of a lowered commercial to residential tax ratio.

Ms. Marilyn Braun-Pollon, Vice President, Prairie and Agri-Business, Canadian Federation of Independent Business (CFIB), spoke in favour of the Administration's recommendation, noting that tax cuts spur revenue and growth. She provided handouts that support her research and cited that Saskatoon is the second best place in Canada to

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run a business. She expressed support for lowering the business tax ratio with the 2017 revaluation cycle.

Mr. Kent Smith-Windsor, Executive Director, The Chamber, spoke in favour of the Administration's recommendation, noting that it is in line with the Canada West Foundation's recommendation. He pointed out that Saskatoon's assessment base is growing, along with the employment and median income. He cited that The Chamber supports an appropriate phase-in of the lowered ratio, with policy shift to commence with the next reassessment.

Mr. Shane Prpich spoke against the Administration's recommendation, noting Saskatoon's 0.284% net municipal business tax rate in comparison to other Canadian Cities. He expressed concern for lowering the business tax ratio due to the potential result of an increased financial burden to the citizens of Saskatoon. He provided a copy of his presentation.

Mr. Robert Clipperton spoke against the Administration's recommendation, noting that there is no benefit to the citizens of Saskatoon. He stated that there is currently no lack of business in the City, and that no one can predict definite results of lowering the commercial to residential tax ratio.

Mr. Frank Regier spoke against the Administration's recommendation, noting the potential adverse affect on smaller, local businesses and low-income families.

Moved by Councillor Hill, Seconded by Councillor Paulsen,

THAT the matter be considered with the next revaluation cycle in 2017.

CARRIED.

**REPORT NO. 16-2013 OF THE ADMINISTRATION AND FINANCE COMMITTEE -
CONTINUED**

**1. Number of Taxis (Accessible Taxis)
(File No. CK. 307-4)**

- RECOMMENDATION:**
- 1) that with regard to the potential approval of permanent licenses, the following be approved:
 - a) that the City Solicitor send a letter to the Province requesting an amendment to *The Cities Act* that will allow for tendering of taxi licenses at market value;

- b) that further investigation and analysis of other options be undertaken; and
 - c) that the results of both be reported to the Administration and Finance Committee with recommendations for distribution of new permanent licenses;
- 2) that the following be approved with regard to temporary accessible licenses:
- a) that there be an increase to the cap on accessible licenses by five (5) to sixteen (16) on November 1, 2013;
 - b) that the licenses be allocated to the companies based on fleet size, with the 2013 allocation being two (2) to Comfort Cabs, two (2) to United Cabs and one (1) to Radio Cabs;
 - c) that the licenses revert back to the City of Saskatoon at the end of five years from the date of approval;
 - d) that, should any of the three companies cease operations, any associated temporary accessible licenses revert back to the City of Saskatoon for reallocation to the other companies based on fleet size;
 - e) that these licenses be non-transferrable;
 - f) that notice be served to the three companies that the current eleven (11) temporary licenses will revert to the City of Saskatoon five years from the approval of this recommendation; and
 - g) that the Administration be instructed to investigate and research converting the existing five (5) permanent accessible licenses already issued to permanent regular licenses and report back to the Administration and Finance Committee;
- 3) that, with regard to temporary accessible taxicab licenses, the City Solicitor be instructed to prepare the appropriate Bylaw amendments;

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- 4) that, with regard to seasonal licenses, a total of eighteen (18) licenses be approved for distribution to drivers by a lottery process with the criteria remaining as it was in 2011 and as outlined in Bylaw No. 6066, with the following changes:
 - a) a fee of \$50 be charged to each driver entering the lottery to cover costs of the administration of the process;
 - b) eighteen (18) licenses be available to drivers through the 'open' lottery process;
 - c) drivers will be required to notify City Administration of a move from one company to another, and will be charged a transfer fee of \$25.00; and
 - d) the term of the season would be eight (8) months in 2013/14 (November 1, 2013 to June 30, 2014) and ten (10) months in 2014/15 (September 1, 2014 to June 30, 2015);
- 5) that City Council consider Bylaw No. 9142, *The License Amendment Bylaw, 2013*, regarding Temporary Seasonal Taxicab Licenses.

Your Committee has considered the attached report of the General Manager, Corporate Services Department dated September 17, 2013 and heard presentations from numerous stakeholders.

Your Committee has discussed the above, including the following matters:

- proper data collection as to number of actual accessible trips;
- five-year term of temporary accessible licenses;
- temporary accessible licenses being divided as per fleet size or equally to the three companies;
- seasonal licenses be divided equally to the three companies until such time that *The Cities Act* is amended to allow for the issuance of permanent plates to the drivers;
- seasonal licenses being available to drivers through the 'open' lottery process and drivers affiliating with the company of his/her choice;
- increasing the term of the season to reflect a school year (September to June); and
- possibility of converting the existing permanent accessible licenses to regular licenses.

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Also attached is a copy of Bylaw No. 9142, *The License Amendment Bylaw, 2013*, regarding the allocation of temporary seasonal taxicab licenses for Council's consideration.

Following review of this matter, your Committee puts forward the above recommendations for Council's consideration.

The City Clerk distributed copies of letters from the following individuals:

- *Imran Aziz, dated October 19*
- *Asif Aziz, dated October 19*
- *Ehsan Gumman, dated October 19*
- *Malik Draz, dated October 19*
- *Mehran Yazdani Bucki, dated October 20*
- *Mahmood Hasson, dated October 20*
- *Dale Gallant, dated October 20*
- *Muhammad Iftikhar Safdar, dated October 20*
- *Amjad Pervaiz Cheema, dated October 20*
- *Nafees Ahmed Mughal, dated October 20*

The City Clerk also distributed copies of letters from the following individuals, requesting to address City Council:

- *Jim Friie and Cliff Kowbel, dated October 18*
- *Troy Larmer, dated October 18*
- *Dale Gallant, dated October 18*
- *Elizabetha Maria Lutes and Ahmad Lakrarsi Yousuf, dated October 18*
- *Mahmood Shafqat, dated October 19*
- *Ronald St. Pierre, dated October 20*
- *Nasir Bhatti, dated October 20*
- *Marwan Bardouh, dated October 21*
- *Mike Pulak, dated October 21*
- *Braheem Awad, dated October 21*
- *Khodr Bardouh, dated October 21*
- *Scott Suppes, dated October 21*

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Moved by Councillor Hill, Seconded by Councillor Jeffries,

THAT Jim Friie, Cliff Kowbel, Troy Larmer, Dale Gallant, Elizabetha Maria Lutes, Ahmad Lakrarsi Yousuf, Mahmood Shafqat, Ronald St. Pierre, Nasir Bhatti, Marwan Bardouh, Mike Pulak, Braheem Awad, Khodr Bardouh, and Scott Suppes be heard.

CARRIED.

Mr. Cliff Kowbel spoke against the proposed term for seasonal plates, as well as having an open draw. He expressed a desire for drivers to have three years of experience vs. two, and noted that he could support a draw of 6/6/6.

Mr. Troy Larmer spoke against a portion of No. 4 of the Committee's recommendation, specifically the 'open lottery' process, noting that franchise owners should be included in the draw.

Mr. Dale Gallant spoke against the 'open lottery' process, noting that franchise owners should be included in the draw. He expressed concern for a changing business model and quality of customer service. He recommended that City Council consider the Administration's original report.

Mr. Ahmad Lakrarsi Yousuf spoke on behalf of himself and his wife, Elizabeth Maria Lutes, agreeing with the points raised by Mr. Larmer.

Mr. Mahmood Shafqat supported giving seasonal plates to drivers only, through the open lottery process. He expressed a desire for only one year driving experience in Saskatoon, as drivers may have gained their previous experience in a city like Toronto.

Mr. Ron St. Pierre spoke in favour of the Committee's recommendation and thanked Council and the Committee for all of their work, noting this amendment to the license bylaw will build a future for many drivers and support growth. He expressed a desire for drivers to have five years of experience vs. two, that the term of season should be longer to help recover costs, and that licenses stay with the family.

Mr. Nasir Bhatti supported 18 new licenses going to the drivers. He suggested additional accessible cabs are not necessary because of the dramatic drop in trips.

Mr. Marwan Bardouh, a shareholder with Comfort Cabs, supported plates being issued by fleet size.

Mr. Braheem Awad supported franchise owners being included in the draw.

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Mr. Khodr Bardouh supported a draw for seasonal plates open to drivers, franchise owners and car owners.

Mr. Jim Friie addressed the benefits of leasing plates.

His Worship the Mayor noted that Mr. Mike Pulak and Mr. Scott Suppes were not present in the gallery to address Council as requested.

Moved by Councillor Paulsen, Seconded by Councillor Donauer,

- 1) *that with regard to the potential approval of permanent licenses, the following be approved:*
 - a) *that the City Solicitor send a letter to the Province requesting an amendment to The Cities Act that will allow for tendering of taxi licenses at market value;*
 - b) *that further investigation and analysis of other options be undertaken; and*
 - c) *that the results of both be reported to the Administration and Finance Committee with recommendations for distribution of new permanent licenses;*

CARRIED.

Moved by Councillor Paulsen, Seconded by Councillor Davies,

- 2) *that the following be approved with regard to temporary accessible licenses:*
 - a) *that there be an increase to the cap on accessible licenses by five (5) to sixteen (16) on November 1, 2013;*
 - b) *that the licenses be allocated to the companies based on fleet size, with the 2013 allocation being two (2) to Comfort Cabs, two (2) to United Cabs and one (1) to Radio Cabs;*
 - c) *that the licenses revert back to the City of Saskatoon at the end of five years from the date of approval;*
 - d) *that, should any of the three companies cease operations, any associated temporary accessible licenses revert back to the City of Saskatoon for reallocation to the other companies based on fleet size;*
 - e) *that these licenses be non-transferrable;*
 - f) *that notice be served to the three companies that the current eleven (11) temporary licenses will revert to the City of Saskatoon five years from the approval of this recommendation; and*

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- g) *that the Administration be instructed to investigate and research converting the existing five (5) permanent accessible licenses already issued to permanent regular licenses and report back to the Administration and Finance Committee;*

CARRIED.

Moved by Councillor Paulsen, Seconded by Councillor Olauson,

- 3) *that, with regard to temporary accessible taxicab licenses, the City Solicitor be instructed to prepare the appropriate Bylaw amendments;*

CARRIED.

Moved by Councillor Paulsen, Seconded by Councillor Hill,

- 4) *that, with regard to seasonal licenses, a total of eighteen (18) licenses be approved for distribution to drivers by a lottery process with the criteria remaining as it was in 2011 and as outlined in Bylaw No. 6066, with the following changes:*
- a) *a fee of \$50 be charged to each driver entering the lottery to cover costs of the administration of the process;*
 - b) *eighteen (18) licenses be available to drivers through the 'open' lottery process;*
 - c) *drivers will be required to notify City Administration of a move from one company to another, and will be charged a transfer fee of \$25.00; and*
 - d) *the term of the season would be eight (8) months in 2013/14 (November 1, 2013 to June 30, 2014) and ten (10) months in 2014/15 (September 1, 2014 to June 30, 2015);*

IN AMENDMENT

Moved by Councillor Jeffries, Seconded by Councillor Davies,

THAT 4b) be amended to read "that (12) licenses be allocated to drivers at each company based on fleet size [two (2) to Radio, five (5) to United and five (5) to Comfort], and that six (6) licenses be available through the 'open' lottery".

**THE AMENDMENT WAS PUT AND LOST.
THE MAIN MOTION WAS PUT AND CARRIED.**

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Moved by Councillor Olauson, Seconded by Councillor Davies,

- 4) *that, with regard to seasonal licenses, a total of eighteen (18) licenses be approved for distribution to drivers by a lottery process with the criteria remaining as it was in 2011 and as outlined in Bylaw No. 6066, with the following changes:*
 - e) *that taxi drivers who may also be plate owners be permitted to enter the lottery.*

DEFEATED.

Moved by Councillor Paulsen, Seconded by Councillor Hill,

- 5) *that City Council consider Bylaw No. 9142, The License Amendment Bylaw, 2013, regarding Temporary Seasonal Taxicab Licenses.*

CARRIED.

Moved by Councillor Clark, Seconded by Councillor Lorje,

- 6) *that the Administration be instructed to report to the Administration and Finance Committee on the feasibility of creation of a Taxi Licensing Division/Commission.*

CARRIED.

Moved by Councillor Loewen, Seconded by Councillor Donauer,

- 7) *that the Administration report annually on accessible taxis, specifically on any changes and compliance issues.*

CARRIED.

REPORT NO. 20-2013 OF THE EXECUTIVE COMMITTEE - CONTINUED

**2. Regional Planning – Planning for Growth Implementation Strategy
(File No. CK. 4250-1)**

- RECOMMENDATION:**
- 1) that the Saskatoon North Partnership for Growth lead the creation and implementation of the Saskatoon Region Growth and Development Plan as described in this report; and
 - 2) that the Saskatoon North Partnership for Growth provide progress updates and status reports at key milestones during the creation of the Saskatoon Region Growth and Development Plan, to City Council and to the Councils of the regional partners.

Your Committee has reviewed the attached report of the General Manager, Community Services Department dated October 2, 2013, providing an update on the work the Saskatoon North Partnership for Growth (P4G) has done since the 2011 Planning for Growth Corridor Study was completed. It is being recommended that P4G take the lead role in creating and implementing the Saskatoon Region Growth and Development Plan (Regional Plan).

Your Committee has requested that copies of the report also be forwarded as information to the District Planning Commission and the RMs of Vanscoy, Aberdeen, and Blucher.

The City Clerk distributed copies of a letter from David Greenwood, dated September 3, 2013, requesting to speak to Council regarding the above.

Moved by Councillor Loewen, Seconded by Councillor Donauer,

THAT David Greenwood be heard.

CARRIED.

Mr. David Greenwood spoke on behalf of landowners in the RM of Corman Park and expressed concern regarding the co-planning relationship between the City of Saskatoon and the RM of Corman Park.

Moved by Councillor Donauer, Seconded by Councillor Olason,

- 1) *that the information provided by Mr. Greenwood be received and forwarded to the Administration; and*

- 2) *that the recommendation of the Executive Committee be adopted.*

CARRIED.

COMMUNICATIONS TO COUNCIL

The following communications were submitted and dealt with as stated:

B. ITEMS WHICH REQUIRE THE DIRECTION OF CITY COUNCIL

1) Jake and Irene Klippenstein, dated October 2

Commenting on hot-air balloon safety. (File No. CK. 150-1)

RECOMMENDATION: that the information be received.

Moved by Councillor Donauer, Seconded by Councillor Olauson,

THAT the information be received.

CARRIED.

2) Katharina Staub and Alicia Wheeler, Canadian Premature Babies Foundation dated October 3

Requesting support for a Light Up City Hall campaign to bring awareness to the World Prematurity Awareness Day, November 17, 2013. (File No. CK. 205-5)

RECOMMENDATION: that the direction of Council issue.

Moved by Councillor Donauer, Seconded by Councillor Olauson,

THAT the information be received.

CARRIED.

3) **Lauren Siermacheski, dated October 9**

Requesting permission to hold a public breakfast fundraiser and for a temporary road closure for Movember event being held on Wednesday, November 13, 2013, on 1st Avenue, adjacent to the Hilton Garden Inn. (File No. CK. 205-1)

RECOMMENDATION: that the request to hold a public breakfast fundraiser and for a temporary road closure for Movember event being held on Wednesday, November 13, 2013, on 1st Avenue, adjacent to the Hilton Garden Inn be approved subject to any administrative conditions.

Moved by Councillor Hill, Seconded by Councillor Paulsen,

THAT the request to hold a public breakfast fundraiser and for a temporary road closure for Movember event being held on Wednesday, November 13, 2013, on 1st Avenue, adjacent to the Hilton Garden Inn be approved subject to any administrative conditions.

CARRIED.

4) **Letters Received Regarding Prayer at Civic Functions**

- Tyler Dahl, dated October 4
- Verna Reed, dated October 7
- Marles Jacobson, dated October 10

RECOMMENDATION: that the information be received.

Moved by Councillor Hill, Seconded by Councillor Paulsen,

THAT the information be received.

CARRIED.

5) **Letters Received Regarding Proposed Strip Club Regulations**

- Jason Stupak, dated October 8
- Tamara Hinz, dated October 10
- Ben Bernard, dated October 10

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RECOMMENDATION: that the information be received and included in the file on the matter.

Moved by Councillor Hill, Seconded by Councillor Paulsen,

THAT the information be received and included in the file on the matter.

CARRIED.

C. ITEMS WHICH HAVE BEEN REFERRED FOR APPROPRIATE ACTION

1) Renita Lefebvre, dated October 2

Commenting on a transit operator. (File No. CK. 7300-1) **(Referred to the Administration for further handling and to respond to the writer.)**

2) Hal Puttick, dated October 3

Commenting on school zone markings. (File No. CK. 5200-5) **(Referred to the Administration for further handling and to respond to the writer.)**

3) Joanne Cliff, dated October 3

Commenting on traffic-calming measures on 22nd Street. (File No. CK. 6320-1) **(Referred to the Administration for further handling and to respond to the writer.)**

4) Curtis Mah, dated October 4

Commenting on cycling in Saskatoon. (File No. CK. 6000-4) **(Referred to the Administration to respond to the writer.)**

5) Brian Bogdan, dated October 4

Commenting on jaywalking in school zones. (File No. CK. 5200-5) **(Referred to the Administration for further handling and to respond to the writer.)**

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6) John Thomson, dated October 6

Commenting on a concrete barrier on 22nd Street. (File No. CK. 6320-1) **(Referred to the Administration for further handling and to respond to the writer.)**

7) Suz Galloway, dated October 6

Commenting on construction behind 610 Stensrud Road. (File No. CK. 4132-1)
(Referred to the Administration for further handling and to respond to the writer.)

8) Sharon Elder, dated October 9

Commenting on removal of vehicles for snow removal. (File No. CK. 6290-1) **(Referred to the Administration for further handling and to respond to the writer.)**

9) Michelle Banman, dated October 10

Commenting on the need for a grocery store downtown. (File No. CK. 150-1) **(Referred to the Administration for further handling and to respond to the writer.)**

10) Marj Walton, dated October 11

Advising of bid for Swimming Canada competition and events. (File No. CK. 205-1)
(Referred to the Administration for further handling.)

RECOMMENDATION: that the information be received.

Moved by Councillor Paulsen, Seconded by Councillor Donauer,

THAT with respect to Items 1) - 7), 9) and 10), the information be received.

CARRIED.

Moved by Councillor Donauer, Seconded by Councillor Loewen,

THAT with respect to Item 8), the information be received.

CARRIED.

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D. PROCLAMATIONS

1) Sheri Benson, CEO, United Way of Saskatoon and Area, dated October 1

Requesting City Council proclaim November 2013 as United Way Month and requesting a flag raising event. (File No. CK. 205-5)

2) Trevor Forrest, Executive Director, Saskatoon Community Foundation dated October 8

Requesting City Council proclaim November 1, 2013 as Random Act of Kindness Day. (File No. CK. 205-5)

3) Barbara Cape, President SEIU-West, dated October 9

Requesting City Council proclaim November 6, 2013 as Community-Based Organization Worker Appreciation Day. (File No. CK. 205-5)

- RECOMMENDATION:**
- 1) that City Council approve the requested flag raising;
 - 2) that City Council approve all proclamations as set out in Section D; and
 - 3) that the City Clerk be authorized to sign the proclamations, in the standard form, on behalf of City Council.

Moved by Councillor Hill, Seconded by Councillor Iwanchuk,

- 1) that City Council approve the requested flag raising;*
- 2) that City Council approve all proclamations as set out in Section D; and*
- 3) that the City Clerk be authorized to sign the proclamations, in the standard form, on behalf of City Council.*

CARRIED.

ENQUIRIES

**Councillor P. Lorje
Implementation of Fine System for Street Clearing Operations
(File No. CK. 6120-6)**

That the Administration report on the implementation of the fine system for street clearing operations such as snow grading and street sweeping.

**Councillor T. Paulsen
Inclusion of Communications Section in Reports to Council and Committees
(File No. CK. 230-1)**

Could the Administration please consider adding a Communications section to each report that comes to Council and Committees, similar to the most recent addition of Environmental Impact.

Proper communication of City issues has reached a critical point in Saskatoon where there needs to be a more conscious and consistent effort to inform the public of City initiatives.

INTRODUCTION AND CONSIDERATION OF BYLAWS

Bylaw 9142

Moved by Councillor Loewen, Seconded by Councillor Paulsen,

THAT permission be granted to introduce Bylaw No. 9142, being "The License Amendment Bylaw, 2013" and to give same its first reading.

CARRIED.

The bylaw was then read a first time.

Moved by Councillor Loewen, Seconded by Councillor Donauer,

THAT Bylaw No. 9142 be now read a second time.

CARRIED.

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The bylaw was then read a second time.

Moved by Councillor Loewen, Seconded by Councillor Hill,

THAT Council go into Committee of the Whole to consider Bylaw No. 9142.

CARRIED.

Council went into Committee of the Whole with Councillor Loewen in the Chair.

Committee arose.

Councillor Loewen, Chair of the Committee of the Whole, made the following report:

That while in Committee of the Whole, Bylaw No. 9142 was considered clause by clause and approved.

Moved by Councillor Loewen, Seconded by Councillor Lorje,

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

CARRIED.

Moved by Councillor Loewen, Seconded by Councillor Iwanchuk,

THAT permission be granted to have Bylaw No. 9142 read a third time at this meeting.

CARRIED UNANIMOUSLY.

Moved by Councillor Loewen, Seconded by Councillor Davies,

THAT Bylaw No. 9142 now be 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.

COMMUNICATIONS TO COUNCIL – CONTINUED

A. REQUESTS TO SPEAK TO COUNCIL

1) David Greenwood, dated September 3

Requesting permission to address City Council with respect to proposed expansion of Saskatoon Planning District. (File No. CK. 4240-1)

RECOMMENDATION: that during consideration of Clause 2, Report No. 20-2013 of the Executive Committee, David Greenwood be heard.

DEALT WITH EARLIER. SEE PAGE NO. 73.

2) Marcel D'Eon, dated October 10

Requesting permission to address City Council with respect to the Traffic Bridge. (File No. CK. 6050-8)

RECOMMENDATION: that Marcel D'Eon be heard.

Moved by Councillor Paulsen, Seconded by Councillor Donauer,

THAT Marcel D'Eon be heard.

CARRIED.

Mr. Marcel D'Eon spoke regarding suggestions for an expanded study and renewed consultation process for the Traffic Bridge.

Moved by Councillor Paulsen, Seconded by Councillor Donauer,

THAT the information be received.

CARRIED.

Due to the hour of the meeting not being extended, it was determined that the following agenda items will be placed on City Council's November 4, 2013, regular agenda under Unfinished Business.

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3) Sarah Moar, dated October 12

Requesting permission to address City Council with respect to the Traffic Bridge.
(File No. CK. 6050-8)

RECOMMENDATION: that Sarah Moar be heard.

4) Sharon Elder, dated October 14

Requesting permission to address City Council with respect to cycling in Saskatoon.
(File No. CK. 6000-5)

RECOMMENDATION: that Sharon Elder be heard.

Moved by Councillor Loewen,

THAT the meeting stand adjourned.

CARRIED.

The meeting adjourned at 11:06 p.m.

Mayor

City Clerk