



ORDER OF BUSINESS

REGULAR MEETING OF CITY COUNCIL

MARCH 31, 2014, AT 6:00 P.M.

1. **Approval of Minutes** of regular meeting held on March 17, 2014.
2. **Public Acknowledgements**
3. **Hearings**
4. **Matters Requiring Public Notice**
5. **Unfinished Business**
6. **Reports of Administration and Committees:**
 - a) Administrative Report No. 6-2014;
 - b) Report No. 5-2014 of the Planning and Operations Committee;
 - c) Report No. 5-2014 of the Administration and Finance Committee; and
 - d) Report No. 5-2014 of the Executive Committee.

- 7. Communications to Council – (Requests to speak to Council regarding reports of Administration and Committees)**
- 8. Communications to Council (Sections B, C, and D only)**
- 9. Question and Answer Period**
- 10. Matters of Particular Interest**
- 11. Enquiries**
- 12. Motions**
- 13. Giving Notice**
- 14. Introduction and Consideration of Bylaws**
- 15. Communications to Council – (Section A - Requests to Speak to Council on new issues)**

His Worship the Mayor and City Council
The City of Saskatoon

ADMINISTRATIVE REPORTS

Section A – COMMUNITY SERVICES

**A1) Request For Encroachment Agreement
355 2nd Avenue South
(File No. CK. 4090-2 and PL. 4090)**

- RECOMMENDATION:**
- 1) that the encroachment at 355 2nd Avenue South (Lot 1 to 2, Block 146, Plan No. 101902137) be recognized;
 - 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.

TOPIC AND PURPOSE

The purpose of this report is to seek permission for an encroachment for the portions of the exterior building facade located at 355 2nd Avenue South.

REPORT HIGHLIGHTS

1. The encroachment area is 0.88 square meters.
2. Portions of the exterior building facade extend onto 2nd Avenue South by up to 0.216 meters.

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 355 2nd Avenue South has requested permission to allow an Encroachment (see Attachment 1), As shown on the Site Plan (see Attachment 2), the proposed exterior building facade will encroach onto 2nd Avenue South by up to 0.216 meters. The total area of encroachment is approximately 0.88 square meters; therefore, will be subject to an annual charge of \$50.

OPTIONS TO THE RECOMMENDATION

There are no options to the proposed recommendation.

PUBLIC NOTICE

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

ATTACHMENTS

1. Request for Encroachment Agreement
2. Copy of Proposed Site Plan and Drawings (2 Pages)

Section D – TRANSPORTATION & UTILITIES

D1) 2014 Overpass Testing and Inspection Program Award of Engineering Services (File IS. 6050-1)

- RECOMMENDATION:**
- 1) that the proposal submitted by ISL Engineering and Land Services for engineering services for the completion of the 2014 Overpass Testing and Inspection Program, at a total estimated cost, on a lump sum basis, to an upset limit of \$95,025 (including P.S.T. and G.S.T.), be accepted; and
 - 2) that the City Solicitor be instructed to prepare the necessary Engineering Services Agreement for execution by His Worship the Mayor and the City Clerk under the Corporate Seal.

TOPIC AND PURPOSE

This report is to obtain City Council's approval to award an engineering services agreement for necessary testing and inspection activities on the overpass structures located throughout the City of Saskatoon, to ISL Engineering and Land Services.

REPORT HIGHLIGHTS

1. Testing and structural inspection of the City's bridge and overpass inventory is conducted on a regular cycle.
2. This information is used to determine the economically optimum timing of major and minor rehabilitation work.
3. The Administration is recommending that the engineering services agreement for the 2014 testing and inspection program be awarded to ISL Engineering and Land Services.

STRATEGIC GOALS

The recommendations in this report support the City of Saskatoon Strategic Goal of Asset and Financial Sustainability as the project is a key component in the Administration's efforts to develop and optimize short and long-term preservation programs.

BACKGROUND

Major Projects, Asset Management Section conducts testing on each of the City's concrete bridge and overpass structures on a six-year cycle. This information is used to predict the future trend of condition versus time. In addition to annual safety and maintenance inspections by City personnel, each of the City's bridge and overpass structures are subject to a thorough structural inspection by a structural engineer on a three-year cycle. This information is used to determine the economically optimum timing of major and minor rehabilitation work.

In 2014, 3 structures are to be tested and 19 structures are to be inspected.

REPORT

A Request for Proposal for engineering services for the 2014 Overpass Testing and Inspection Program closed on February 11, 2014. Six proposals were received.

After a comprehensive review, the proposal from ISL Engineering and Land Services was determined to be the highest scoring proposal, at a total estimated cost, on a lump sum basis, to an upset limit of \$95,025 (including G.S.T. and P.S.T.).

OPTIONS TO THE RECOMMENDATION

No other options were considered.

POLICY IMPLICATIONS

There are no policy implications.

FINANCIAL IMPLICATIONS

The estimated net cost to the City for the engineering services as submitted by ISL Engineering and Land Services is as follows:

Base Fees	\$90,500
G.S.T.	<u>4,525</u>
Sub-Total	\$95,025
G.S.T. Rebate	<u>(4,525)</u>
Net Cost to the City	<u>\$90,500</u>

There is sufficient funding available within the 2014 Bridges Operating Budget to complete this work.

Budgeted	Unbudgeted	Capital	Operating	Non-Mill Rate	External Funding
X			\$90,500		

PUBLIC AND/OR STAKEHOLDER INVOLVEMENT

Public and/or stakeholder involvement is not required.

COMMUNICATION PLAN

Project information and traffic restrictions will be communicated to residents through multiple channels including the news media, social media and the City's website (Saskatoon.ca). If necessary, advertising in the City Pages may be used.

ENVIRONMENTAL IMPLICATIONS

The activities relating to the overpass testing and inspection program are associated with consumption of resources (fuel use) and greenhouse gas emissions. The overall impact on greenhouse gas emissions has not been quantified at this time.

PRIVACY IMPACT

There are no privacy implications.

SAFETY/CRIME PREVENTION THROUGH ENVIRONMENTAL DESIGN (CPTED)

A CPTED review is not required.

DUE DATE FOR FOLLOW-UP AND/OR PROJECT COMPLETION

A follow-up report is not required.

PUBLIC NOTICE

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

D2) Capital Project #0687-90 – WWT – Asset Replacement - Electrical Equipment Sedimentation - Wastewater Treatment Plant Primary Sedimentation Basins - Electrical Equipment Replacement Award of Engineering Services
(File No: CK. 7780-1, x CK. 1702-1 and WWTP. 7990-96)

- RECOMMENDATION:**
- 1) that the proposal submitted by Associated Engineering (Sask) Ltd. for engineering services for the design and construction of the Wastewater Treatment Plant primary sedimentation basins electrical equipment replacement, at a total upset fee of \$205,085.25, including taxes, be accepted; and
 - 2) that the City Solicitor be instructed to prepare the necessary Engineering Services Agreement for execution by His Worship the Mayor and the City Clerk under the Corporate Seal.

TOPIC AND PURPOSE

The services of an engineering consulting firm are required to provide a conceptual design, detailed design, tendering, and the construction engineering services to replace the electrical equipment at the Wastewater Treatment Plant (WWTP) primary sedimentation basins. The current equipment is in poor condition and in a harsh environment. Approval is required to commission a consultant to proceed with the deliverables of the project.

REPORT HIGHLIGHTS

1. The electrical equipment at the WWTP primary sedimentation basins is in poor condition and needs to be replaced.
2. A Request for Proposal (RFP) was advertised on January 13, 2014. Eight proposals were received, and the Administration rated the proposal from Associated Engineering (Sask) Ltd. as superior.

STRATEGIC GOAL

This project supports the City of Saskatoon's Strategic Goal of Continuous Improvement through providing new and reliable electrical equipment at the WWTP.

BACKGROUND

The electrical equipment at the primary sedimentation basins was installed in two stages; during the initial plant construction in the early 1970s, and then with an expansion in the early 1990s. The equipment is now becoming hazardous with the deterioration. Capital Project #0687 – WWT – Asset Replacement was instituted to replace these types of assets.

REPORT

Electrical Equipment Needs to be Replaced

The primary sedimentation basins at the WWTP were installed in two stages about forty and twenty years ago. The electrical equipment is in poor condition due to the harsh environment. The consultant will need to assess the situation and recommend the best alternative for the electrical equipment, which will lead to a design and construction phase.

RFP was Advertised

An RFP was advertised on January 13, 2014, and eight proposals were received on February 7, 2014

After a systematic evaluation of all proposals, the Administration rated the proposal from Associated Engineering (Sask) Ltd. as superior and confirmed it met the scope of work defined in the Terms of Reference.

OPTIONS TO THE RECOMMENDATION

Associated Engineering (Sask) Ltd. was the most qualified consultant for the work described in the RFP.

POLICY IMPLICATIONS

There are no policy implications.

FINANCIAL IMPLICATIONS

The net cost to the City for the engineering services, as submitted by Associated Engineering (Sask) Ltd. would be as follows:

Preliminary Design	\$ 48,052.00
Final Design and Tendering	79,730.00
Construction and Commissioning	<u>46,424.00</u>
Total Base Fee	\$174,206.00
Contingency	<u>20,000.00</u>
Sub-Total Upset Fee	\$194,206.00
GST (5%)	9,710.30
PST (5% of 30% of \$77,930-Detailed Design)	<u>1,168.95</u>
Total Upset Fee	\$205,085.25
GST Rebate	<u>(9,710.30)</u>
Net Cost to the City	<u>\$195,374.95</u>

The project is funded by Capital Project #0687-90 – WWT – Asset Replacement - Electrical Equipment Sedimentation which has \$2,000,000 of approved funding from the 2013 Capital Budget.

Budgeted	Unbudgeted	Capital	Operating	Non-Mill Rate	External Funding
X		\$196,000			

PUBLIC AND/OR STAKEHOLDER INVOLVEMENT

There is no public and/or stakeholder involvement.

COMMUNICATION PLAN

The proposed work will not produce odour or noise from the WWTP.

DUE DATE FOR FOLLOW-UP AND/OR PROJECT COMPLETION

This project has a planned construction phase finishing in June of 2015.

ENVIRONMENTAL IMPLICATIONS

This project will not result in environmental implications outside of those associated with standard WWTP operations.

PRIVACY IMPACT

There are no privacy implications.

SAFETY/CRIME PREVENTION THROUGH ENVIRONMENTAL DESIGN (CPTED)

This project involves work in two underground electrical rooms at the WWTP site, and at this time, has no aspects that need to be considered by CPTED.

PUBLIC NOTICE

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

**D3) Capital Project #2558 – WTP – Clarifier Tube Settlers
Post Budget Funding Reallocation
(File No: WT-7960-118)**

- RECOMMENDATION:**
- 1) that \$550,000 of funding in Capital Project #2556 – WTP – QE Decommissioning, originally sourced from the Water Capital Project Reserve, be returned to the Water Capital Project Reserve;
 - 2) that \$109,000 of funding in Capital Project #2556 – WTP – QE Decommissioning, originally sourced from operating contribution, be transferred to Capital Project #0713 – WTP – Reservoir Pumping Capacity;
 - 3) that a post budget allocation of \$550,000 from the Water Capital Project Reserve be transferred to Capital Project #2558 – WTP – Clarifier Tube Settlers; and
 - 4) that a post budget allocation of \$1,267,400 from the Wastewater Capital Project Reserve be transferred to Capital Project #2558 – WTP – Clarifier Tube Settlers.

TOPIC AND PURPOSE

Saskatoon Water Administration sees value in the installation of tube settlers in Clarifiers #2 and #4 through a single 2014 construction contract. The project is currently funded for Clarifier #2 in the winter of 2014/2015 and Clarifier #4 in the winter of 2015/2016. The report requests a post budget allocation of \$1,817,400 to the project

to enable installation of tube settlers in both clarifiers during the winter of 2014/2015 and identifies the source of the funding.

REPORT HIGHLIGHTS

1. Clarifier tube settlers increase capacity and improve treatment quality.
2. The City's consultant proposed a single 2014 construction contract that would have the work completed by May 15, 2015. This is expected to reduce construction costs as well as enable the City to advance construction.
3. Administration proposes to reallocate funding from existing projects and the Water Capital Project Reserve (WCPR) and Wastewater Capital Project Reserve (WWCPR).

STRATEGIC GOAL

This report supports the City of Saskatoon's Strategic Goal of Continuous Improvement through increasing the capacity of existing infrastructure through cost effective means.

BACKGROUND

The December 2009 Water Treatment Plant (WTP) Long-Term Capital Development and Expansion Plan identified that an increase in clarifier capacity was required to meet the firm capacity requirements of the plant. Capital Project #1054-03 – WTP – Asset Replacement – Clarifiers (#1 & #2) Mechanical Replacement, was approved in 2012. Through this project, Clarifier #1 was completely rebuilt and tube settlers were installed which enhanced water quality and capacity. Capital Project #2558 – WTP – Clarifier Tube Settlers was developed with \$1,623,000 of approved funding in the 2013/2014 Capital Budgets, and \$1,749,000 of proposed funding in the 2015 Capital Plan.

REPORT

Tube Settlers Increase Clarifier Capacity and Water Quality

The 2012 upgrade to Clarifier #1 at the WTP included new mechanical components and the installation of tube settlers. Tube settlers are a system of angled tubes that aid in the clarification process. Following the installation, WTP staff closely monitored the operation of Clarifier #1 and found a capacity increase of 30% and a reduction of turbidity of 66%. Additional significant advantages include reduced chemical use and sludge production.

Project Consultant Cost Estimate and Proposed Schedule

At its meeting held on August 14, 2013, City Council accepted the proposal from Catterall and Wright Consulting Engineers for engineering design and construction services for the installation of tube settlers in Clarifiers #2 and #4, for a total upset fee of \$235,400, plus GST. Within Capital Project #2558 – WTP – Clarifier Tube Settlers, the Administration initially envisioned installation of tube settlers in Clarifier #2 in the winter of 2014/2015 and Clarifier #4 in the winter of 2015/2016. During design, the consultant proposed a single 2014 construction contract that would see installation of tube settlers sequentially in Clarifiers #2 and #4 and refurbishment of the mechanical components. The single contract would have the work completed May 15, 2015, one year earlier than the two contract option, and would result in lower contract mobilization and supervision costs. An important result of a single contract is the improved capacity and water quality of Clarifier #4 delivered one year earlier than originally planned.

The consultant estimates the construction cost for installation of tube settlers in Clarifiers #2 and #4 to be \$3,600,000, plus GST. Capital Project #1054-03 – WTP – Asset Replacement – Clarifiers (#1 & #2) Mechanical Replacement has \$395,000 of remaining funding that will be used for refurbishing the mechanical components. The construction and consultant cost results in a shortfall of \$1,817,400 in the 2014 funding.

Reallocate Funding and Additional Funding

Capital Project #2556 – WTP – QE Decommissioning provided funding for returning the leased space at the QE intake to SaskPower by removing pumps and related equipment. The funding included \$500,000 in the 2013 Capital Budget and \$500,000 in the 2014 Capital Budget. The work was completed in 2013 using WTP staff and contract forces. The \$659,000 of remaining funding includes \$550,000 of funding from the WCPR and \$109,000 of operating contribution. Administration recommends returning \$550,000 to the WCPR and reallocating to Capital Project #2558 – WTP – Clarifier Tube Settlers and reallocating the \$109,000 of operating contribution to Capital Project #0713 – WTP – Reservoir Pumping Capacity.

The Water and Wastewater Utilities together posted a 2013 year-end surplus of \$6,340,800. A total of \$1,845,900 was transferred to the Water & Wastewater Revenue Stabilization Reserve and the remaining \$4,494,900 allocated in total to the WWCP. Administration recommends funding the remaining \$1,267,400 shortfall from the WWCP.

OPTIONS TO THE RECOMMENDATION

One option would be for Council to not approve the additional funding. In that case, Engineering Services would tender Clarifier #2 tube settlers in 2014 and tender the Clarifier #4 tube settlers in 2015. This would delay the second installation by one year. Administration does not recommend this option.

POLICY IMPLICATIONS

There are no policy implications.

FINANCIAL IMPLICATIONS

A summary of the recommendations is as follows:

P#2558 - 2013/2014 Approved Funding	\$1,623,000
P#1054-03 - Remaining Funding	<u>395,000</u>
Subtotal - Existing Funding	<u>\$2,018,000</u>
Engineering Consultant Cost	235,400
Estimated Construction Cost	<u>3,600,000</u>
Total Project Cost	<u>\$3,835,400</u>
 Additional Funding Required	 1,817,400
 P#2256 Return to WCPR and Reallocate	 550,000
Post Budget Allocation WWCP	<u>1,267,400</u>
Total Additional Funding	<u>\$1,817,400</u>

Capital Project #1054-03 – WTP – Asset Replacement – Clarifiers (#1 & #2) Mechanical Replacement has \$395,000 of remaining funding and Capital Project #2558 – WTP – Clarifier Tube Settlers, has \$1,623,000 of approved funding in the 2013/2014 Capital Budgets.

Budgeted	Unbudgeted	Capital	Operating	Non-Mill Rate	External Funding
\$2,018,000	\$1,817,400	\$3,835,400		\$3,835,400	

PUBLIC AND/OR STAKEHOLDER INVOLVEMENT

There is no public and/or stakeholder involvement.

COMMUNICATION PLAN

WTP operations will closely monitor clarifier capacity and water quality following the installation of tube settlers. A report on the operational efficiencies, resulting from the upgrade to the clarifiers, will be considered for a future Service, Savings and Sustainability Report.

DUE DATE FOR FOLLOW-UP AND/OR PROJECT COMPLETION

Pending funding approval, tendering will occur in April 2014 with project completion scheduled for May 15, 2015.

ENVIRONMENTAL IMPLICATIONS

Increased plant efficiency from the tube settler installation cannot be quantified until a minimum of one year post construction monitoring. The impact on energy and greenhouse gas emissions will be quantified at that time.

PRIVACY IMPACT

There are no privacy implications.

SAFETY/CRIME PREVENTION THROUGH ENVIRONMENTAL DESIGN (CPTED)

This study has no aspects that need to be considered by CPTED.

PUBLIC NOTICE

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

D4) Communications to Council

**From: Brad Sylvester, Chair, Official Ceremonies
Optimist Canada Day 2014**
Date: January 2, 2014
**Subject: Optimist Day 2014 - Closure of Circle Drive South Bridge
(File No. CK. 205-1, x CK. 6050-9)**

- RECOMMENDATION:**
- 1) that the request for closure of the Circle Drive South Bridge for the Canada Day celebration fireworks event not be approved; and
 - 2) that further safety measures be taken to slow traffic and provide advance warning to motorists.

TOPIC AND PURPOSE

The purpose of this report is to provide recommendations from the Administration regarding the request from the Optimist Club of Saskatoon Inc. (Optimist Club) for the closure of the Circle Drive South Bridge during the fireworks event.

REPORT HIGHLIGHTS

1. Closure of the Circle Drive South Bridge during the fireworks event at the Canada Day celebration held July 1, 2014, is not supported by the Administration.
2. Speeds will be reduced and warning signage used to ensure the safety of motorists during the fireworks display.

STRATEGIC GOALS

This report supports the City of Saskatoon's Strategic Goals of Moving Around and Quality of Life. The event is to promote a sense of community, and the proposed temporary traffic controls are to provide safety for motorists while travelling through the city.

BACKGROUND

City Council, at its meeting on January 20, 2014, considered a request for closure of the Circle Drive South Bridge to address traffic safety concerns during the fireworks event

at the Canada Day celebrations held on July 1, 2014. Council recommended the following, in part:

- “5) that the request for closure of Circle Drive South Bridge be referred to the Administration for review and report.”

REPORT

Traffic Flow and Safety Implications

The request for closure of the Circle Drive South Bridge will have a significant impact on traffic in the area and throughout the city. Circle Drive is a major freeway providing circulation throughout the city. The freeway system also plays an integral role in the movement of goods through the city and is a designated primary haul and dangerous goods route.

The estimated projected traffic volume for the Circle Drive South Bridge between 10:00 p.m. and 11:00 p.m. on July 1, 2014 is 700 vehicles, based on data collected from the traffic counting station on the Circle Drive South Bridge, and projections for the holiday weekend.

In addition, although the closure of the Circle Drive South Bridge is only requested for a short time period, a significant amount of advance signage would be required throughout the city to ensure that motorists are aware of the closure and can plan an alternative route. Placing advance signage at all entrances to the city is unreasonable for a short closure of this nature.

As a result of the impact to traffic, the Administration does not support the request for closure of the Circle Drive South Bridge during the Optimist Club's Canada Day fireworks.

Traffic Safety on the Circle Drive South Bridge

The Administration reviewed the traffic safety concerns presented by the Optimist Club related to the distraction of motorists during the show.

The Administration is recommending that the Circle Drive South Bridge traffic be slowed to 60km/h, and that warning signage be used to advise motorists of the event in accordance with the City of Saskatoon Work Zone Traffic Control Manual. Saskatoon Police Service have confirmed that Patrol will be able to provide additional traffic control

services if needed, and that officers will be present at the Canada Day event site, in and around, Diefenbaker Park.

FINANCIAL IMPLICATIONS

The estimated cost to the City for planning and installation of the traffic controls for the temporary reduced speed on the Circle Drive South Bridge is \$3,000.

The event meets the criteria of the Provision of Civic Services, which will fund the costs associated with this request.

Budgeted	Unbudgeted	Capital	Operating	Non-Mill Rate	External Funding
X			\$3,000		

PUBLIC AND/OR STAKEHOLDER INVOLVEMENT

The Optimist Club will be notified of the safety measures planned for the Circle Drive South Bridge.

COMMUNICATION PLAN

In advance of this event, the public will be notified of the road restrictions on the City's website with a Service Alert and through our social media channels. Traffic signage will be in place to notify drivers of the fireworks and the speed decrease on the bridge during the event. Internal and emergency services are notified of special events that require traffic accommodation, with our internal calendar of events, which is managed by the Transportation Division.

DUE DATE FOR FOLLOW UP AND/OR PROJECT COMPLETION

Transportation will begin planning for the Canada Day traffic accommodation by June 1, 2014. There will be no further report.

ENVIRONMENTAL IMPLICATIONS

There are no environmental implications.

PRIVACY IMPLICATIONS

There are no privacy implications.

SAFETY/CRIME PREVENTION THROUGH ENVIRONMENTAL DESIGN (CPTED)

There are no CPTED implications.

PUBLIC NOTICE

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

Respectfully submitted,

Randy Grauer, General Manager
Community Services Department

Jeff Jorgenson, General Manager
Transportation & Utilities Department



COMMUNITY SERVICES DEPARTMENT - BUILDING STANDARDS BRANCH
ENCROACHMENT AGREEMENT APPLICATION
February 14, 2012

Page 1 of 1

A1)

REQUEST FOR ENCROACHMENT AGREEMENT

Name of Applicant Prime Restaurants.Inc.

Applicant Mailing Address 10 Kingsbridge Garden Circle, Ste.600, Mississauga, On L5R 3K6

Applicant Telephone 905-568-0000

Name of Owner(s) First Line Properties Ltd.
(Official Name That Will Be On Encroachment Agreement)

Owner's Mailing Address 550 Brand Road, Saskatoon, SK S7J 5J3

Owner's Telephone 306-374-6330

Site Address 355 - 2nd Avenue South, Saskatoon, SK S7K 1L2

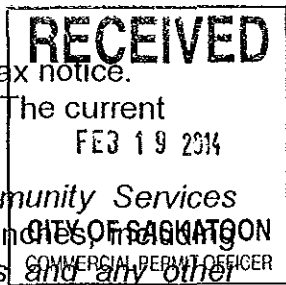
Legal Description of Site Lot 39 &40 Block 11 Plan 2448 0

Application must include the following documents:

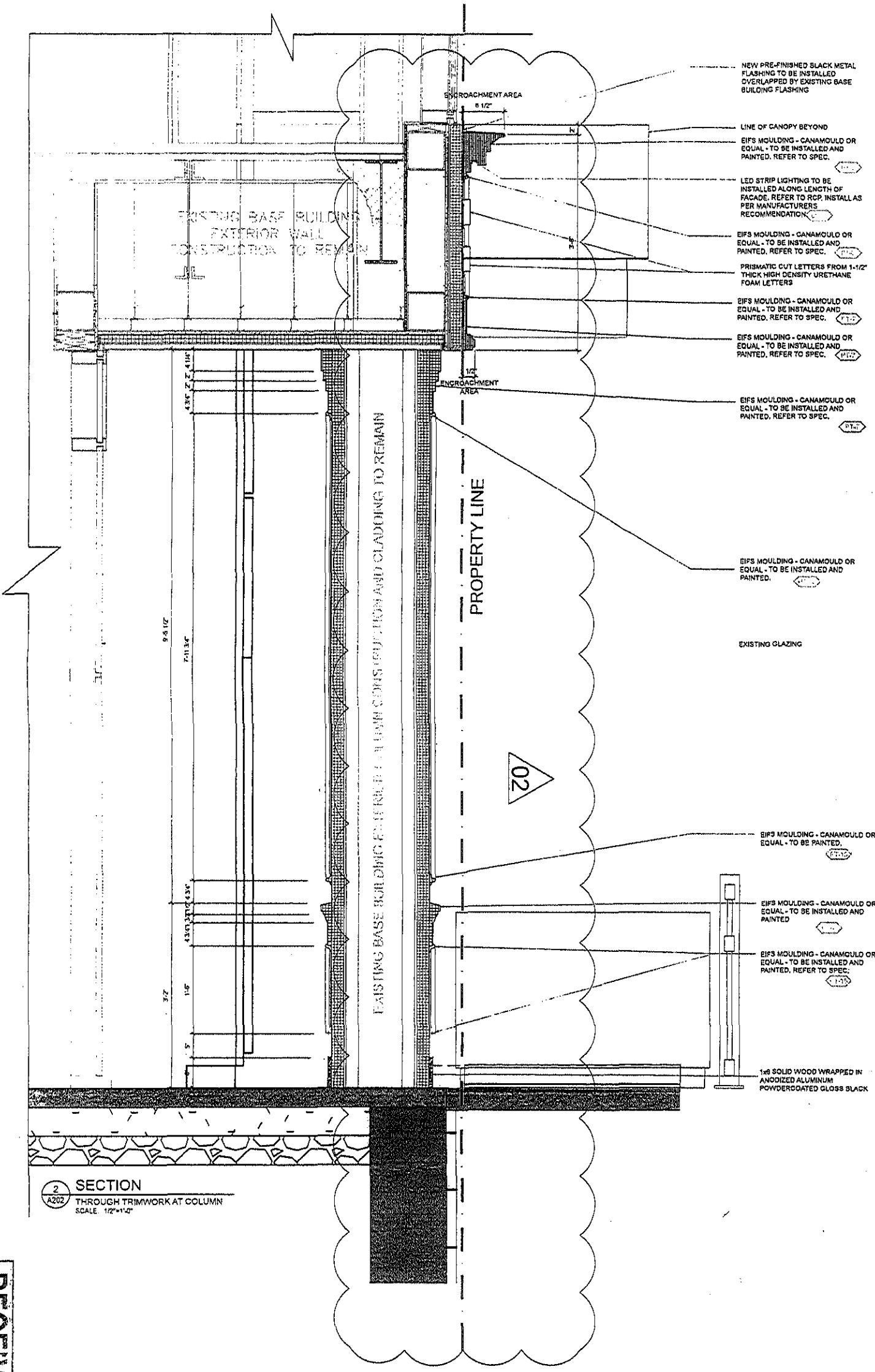
- Existing Encroachments: Current Real Property Report/Surveyor's Certificate that clearly outlines the encroaching areas including detailed dimensions of all areas that encroach onto City of Saskatoon Property.
- Proposed Future Encroachments: Detailed drawings of the proposed encroaching areas including detailed dimensions of all areas that will encroach onto City of Saskatoon Property. (Once construction is complete, an updated Real Property Report/Surveyor's Certificate will be required to confirm the areas of encroachment).
- A cheque for the \$100.00 Application Fee, made payable to the City of Saskatoon (Fee is to prepare Encroachment Agreement).

Assuming the encroachment is approved, an annual fee will be applied to the tax notice. This fee is based on the area of encroachment, and is calculated at \$3.25 m². The current minimum fee is \$50.00.

Upon receipt of the request, the *Building Standards Branch* of the *Community Services Department* will request approvals from the necessary Departments and Branches of the *Development Services Branch*, the *Infrastructure Services Departments* and any other Department or Branch as deemed necessary, depending on the type of encroachment. Upon receipt of the various approvals and that there are no objections to the request the application will be forwarded to next available meeting of City Council for their approval. Once City Council has approved, the City Clerks office will advise the applicant of Council's decision, and will prepare the agreement. Please note that requests encroachment agreements may take 6 to 8 weeks to process.



Applicant Signature  Application Date February 12/14



SECTION
 THROUGH TRIMWORK AT COLUMN
 SCALE 1/2"=1'-0"

RECEIVED
 FEB 19 2014
 CITY OF SASKATOON
 COMMERCIAL PERMIT OFFICER

<p>WALL SECTION ENCROACHMENT AREA</p>		<p>366 SECOND AVE SOUTH SASKATOON, SK UNIT 102, S7K 1L2</p>		<p>FRANK ROLANDO ARCHITECT</p>		<p>BARRETT ARCHITECT INC.</p>	
DATE	DATE	DATE	DATE	DATE	DATE	DATE	DATE
12/02/14	12/02/14	12/02/14	12/02/14	12/02/14	12/02/14	12/02/14	12/02/14

A202

His Worship the Mayor and City Council
The City of Saskatoon

REPORT

of the

PLANNING AND OPERATIONS COMMITTEE

Composition of Committee

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

1. MVA Trail Funding
(Files CK. 4205-5 X 1815-1 and RS. 181-11)

RECOMMENDATION: that funding in the amount of \$50,000 from the Dedicated Lands Account for a portion of the trail connection in Diefenbaker Park between the existing Meewasin Trail and the new Circle Drive South Bridge be approved.

Attached is a report of the General Manager, Community Services Department dated March 5, 2014, regarding a request from the Meewasin Valley Authority for a capital contribution of \$50,000 to complete the trail connection between the existing Meewasin Trail and the new Circle Drive South Bridge.

Your Committee has reviewed the report with the Administration and supports the above recommendation.

2. Morris T. Cherneskey Park – Budget Adjustment – Capital Project No. 2160
(Files CK. 4205-1 X 4110-32 X 1702-1 and PK. 4209-2160-1 X 4209-2160-2)

RECOMMENDATION:

- 1) that an increase of \$531,000 in funding for Capital Project No. 2160 – Morris T. Cherneskey Park be approved; and
- 2) that the increase be funded from the Parks and Recreation Levy Reserve.

Attached is a report of the General Manager, Community Services Department dated March 5, 2014, requesting approval for an increase in funding in the amount of \$531,000 for Morris T. Cherneskey Park.

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

3. Heritage Policy and Program Review – Implementation
(Files CK. 710-1 and PL. 710-8)

- RECOMMENDATION:**
- 1) that the revised Civic Heritage Policy No. C10-020, as outlined in the February 11, 2014 report of the General Manager, Community Services Department and as set out in Attachment 2, including the Heritage Conservation Program Incentives, be approved; and
 - 2) that the Saskatoon Register of Historic Places be created and made publicly available.

Attached is a memo dated March 13, 2014, from the A/Secretary, Municipal Heritage Advisory Committee, regarding the implementation of the Heritage Policy and Program Review and implementation of priority items which include proposed amendments to Civic Heritage Policy No. C10-020, changes to Heritage Conservation Program Incentives, and the creation of a Saskatoon Register of Historic Places.

Your Committee has reviewed the report with the Administration and the Chair of the Municipal Heritage Advisory Committee and supports the above recommendations.

4. Communications to Council
From: Robert Letts
Optimist Club of Saskatoon
Date: October 25, 2013
Subject: Diefenbaker Park Project Proposal
(Files CK. 4205-1 and RS. 4205-1)

- RECOMMENDATION:** that Diefenbaker Park be approved, in principle, as the proposed location for the Optimist Club of Saskatoon's Winter Recreation Park.

Attached is a report of the General Manager, Community Services Department dated March 11, 2014, requesting approval, in principle, of the Optimist Club of Saskatoon's proposal for a Winter Recreation Park and Lifestyle Activity Centre within Diefenbaker Park.

Your Committee has reviewed the report with the Administration and representatives of the Optimist Club of Saskatoon and supports the above recommendation.

5. Proposed Rates – 2014 Water and Sewer Service Inspection and Boulevard Deposit Rates
(Files CK. 7780-1 and IS. 7780-1)

- RECOMMENDATION:**
- 1) that the proposed 2014 Water and Sewer Inspection Rates, as described in the March 3, 2014 report of the General Manager, Transportation and Utilities Department be approved;
 - 2) that Bylaw No. 8880, *Private Sewer and Water Service Connection Bylaw, 2010*, be amended to include the proposed 2014 Water and Sewer Inspection Rates;
 - 3) that the City Solicitor be requested to prepare the necessary amendments to Bylaw No. 8880 for approval by City Council; and
 - 4) that the Administration report back regarding a deposit or other options to minimize damage to back lanes by property owners and or developers during development.

Attached is a report of the General Manager, Transportation and Utilities Department dated March 3, 2014, requesting approval for an increase in rates for the City of Saskatoon's private water and sewer inspections, and other associated services for short connections.

Your Committee has reviewed the report with the Administration which included discussion regarding addressing damage done to back lanes by property owners and developers during infill and other construction projects, and supports the above recommendations.

6. Public Art Policy
(Files CK. 4040-1 X 1815-1 and RS. 215-13-0)

- RECOMMENDATION:**
- 1) that Visual Arts Placement Policy No. C10-007 be rescinded as of December 31, 2014, and replaced with the proposed Public Art Policy effective January 1, 2015;
 - 2) that the Visual Arts Placement Jury be disbanded effective December 31, 2014, and replaced with the proposed Public Art Advisory Committee effective January 1, 2015; and
 - 3) that the establishment of a Public Art Reserve, in accordance with the terms outlined in this report, be referred to 2015 Business Plan and Budget Review.

Attached is a report of the General Manager, Community Services Department dated March 12, 2014, requesting approval to rescind Visual Arts Placement Policy No. C10-007 and replace it with a proposed Public Art Policy; to disband the Visual Arts Placement Jury and replace it with a proposed Public Art Advisory Committee; and to establish a Public Art Reserve.

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

7. 2013 Year-End Report – Building Standards and Request for Additional Building Inspector Position
(Files CK. 430-32 X 530-1 and PL. 4240-9)

- RECOMMENDATION:**
- 1) that the Building Standards 2013 Year-End Report be received as information; and
 - 2) that a staffing increase be approved for an additional full-time permanent Building Inspector, to be funded from the Building Standards Operating Budget.

Attached is a report of the General Manager, Community Services Department dated March 4, 2014, providing 2013 year-end statistics for the Building Standards Division, Community Services Department, including an update on the status of the Plan Review and Inspection Service Stabilization Reserve, and requesting approval for an additional full-time permanent Building Inspector position.

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

8. Neighbourhood Level Infill Development Strategy – Implementation Plan
(Files CK. 4350-63 X 4110-1 and PL. 1702-9-14)

- RECOMMENDATION:**
- 1) that the implementation plan for the Neighbourhood Level Infill Development Strategy be endorsed;
 - 2) that the Administration be authorized to proceed with the necessary steps to amend Official Community Plan Bylaw No. 8769 and Zoning Bylaw No. 8770 in regard to garden and garage suites;
 - 3) that the General Manager, Community Services Department, be requested to prepare the required notices for advertising the proposed amendments;
 - 4) that the City Solicitor be requested to prepare the required bylaw amendments to Official Community Plan Bylaw No. 8769 and Zoning Bylaw No. 8770;
 - 5) that at the time of the public hearing, City Council consider the Administration's recommendation of the proposed amendments to Official Community Plan Bylaw No. 8769 and Zoning Bylaw No. 8770; and
 - 6) that at the time of the public hearing, City Council consider the Municipal Planning Commission's recommendations related to the proposed amendments.

Attached is a report of the General Manager, Community Services Department dated March 17, 2014, presenting the implementation plan for the Neighbourhood Level Infill Development Strategy and outlining amendments required to provide for the implementation of the garden and garage suites within the City of Saskatoon.

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

**9. 2013 Year-End Report – Youth Program, Aboriginal Youth Program, and Summer Playground and Paddling Pool Program
(Files CK. 430-34 and RS. 430-8)**

RECOMMENDATION: that the information be received.

Attached is a report of the General Manager, Community Services Department dated March 12, 2014, providing a summary of work undertaken in 2013 by the Community Development Division in youth and aboriginal youth programming and the Summer Playground and Paddling Pool program.

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

**10. Enquiry – Councillor T. Davies (December 16, 2013)
Condition of Vincent Massey School Playground
(Files CK. 4205-1 and RS. 4205-1)**

RECOMMENDATION: that the information be received.

Attached is a report of the General Manager, Community Services Department dated March 4, 2014, providing information regarding the current condition of the play structure near Vincent Massey School and an update on the Wooden Playground Replacement Program.

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

**11. Pleasant Hill – Municipal Reserve Exchange – Community Garden
(Files CK. 4131-31 X 4205-1 and RS. 4000-9 X 4206-PL)**

RECOMMENDATION: that the information be received.

Attached is a report of the General Manager, Community Services Department dated March 3, 2014, providing information on the viability of including a community garden in the design of Grace Adam Metawewinihk Park, located behind St. Mary's School.

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

**12. Recreation Master Plan – Terms of Reference Overview and Timelines
(Files CK. 5500-1 X 610-1 and RS. 5500-1)**

RECOMMENDATION: that the information be received.

Attached is a report of the General Manager, Community Services Department, dated March 10, 2014, providing an overview of the terms of reference for the request for proposal being issued for the Recreation and Parks Master Plan project.

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

Respectfully submitted,

Councillor M. Loewen, Chair

TO: Secretary, Planning and Operations Committee
FROM: General Manager, Community Services Department
DATE: March 5, 2014
SUBJECT: MVA Trail Funding
FILE NO.: CK. 4205-5, x CK. 1815-1 and RS. 181-11

RECOMMENDATION: that a report be submitted to City Council recommending that City Council approve \$50,000 from the Dedicated Lands Account to be used to fund a portion of the trail connection in Diefenbaker Park between the existing Meewasin Trail and the new Circle Drive South Bridge.

TOPIC AND PURPOSE

This report is to recommend support for the Meewasin Valley Authority's (MVA) request for a capital contribution of \$50,000 to the Meewasin trail development and to seek approval for this to be funded from the Dedicated Lands Account. The funding would be used to complete the trail connection between the existing Meewasin Trail and the new Circle Drive South Bridge.

REPORT HIGHLIGHTS

1. The City of Saskatoon (City) and MVA have an ongoing working relationship for collaborating on work carried out on the MVA trail system. This trail system provides quality of life benefits for all residents of Saskatoon. By receiving funding from partners such as the City, MVA is able to leverage additional provincial government matching funds through the Saskatchewan Building Communities funding agreement. This funding supports extension of the trail system along the river valley.
2. This trail extension project is consistent with the criteria for projects considered for funding from the Dedicated Lands Account Reserve, and there is sufficient balance in the Dedicated Lands Account Reserve. If this funding is approved, the trail connection work will take place in 2014.

STRATEGIC GOALS

This report supports the City's Strategic Goal of Quality of Life in that providing access to parks and recreation amenities throughout the city help contribute to Saskatoon being a great place to live and recreate. This also supports the Strategic Goal of Asset and Financial Sustainability, through the City's contribution, allowing partners to leverage funding from other levels of government.

BACKGROUND

The Dedicated Lands Account (DLA) receives money paid in lieu of dedication of Municipal Reserve land, typically required at the time land is subdivided. Funds are also collected through the sale or lease of Municipal Reserve land. The DLA is to be used for the purchase of land to dedicate for public use, as well as for the development and rehabilitation of existing dedicated lands.

Over the years, the DLA has been used to fund such projects as:

- a) purchasing the Nutana and Victoria school grounds to upgrade to City park standards;
- b) the development of Achs Park;
- c) upgrades to Idylwyld Park; and
- d) pending development of new park space in Pleasant Hill where St. Mary's School was formerly located.

Recently, a number of contributions, paid in lieu of dedication of Municipal Reserve, have been made to the DLA which allowed the Administration to consider new projects for funding from the DLA. In June 2013, the Administration received City Council approval for funding from the DLA for eight of the top priority projects listed, for a total value of \$1.015 million dollars. These projects are currently underway, and the Administration continues to look for opportunities for projects that are of top priority and where there is an opportunity to ensure the best value for our investment, knowing the final decision related to funding approval from DLA continues to be at the discretion of City Council.

REPORT

MVA Trail Extension Project

On January 24, 2014, the Administration received a letter (see Attachment 1) from the MVA outlining their request for the City to contribute \$50,000 to help them leverage money through the Saskatchewan Building Communities Funding agreement. The MVA entered into a funding agreement with the Government of Saskatchewan to construct a multi-use trail in Saskatoon and surrounding area as part of the Trans Canada Trail. A portion of the agreement requires that the provincial funds must be matched 1 to 3.

Through the City's contribution of \$50,000, the MVA would be able to leverage the outstanding amount to complete the trail connection in Diefenbaker Park between the existing Meewasin Valley Trail and the new Circle Drive South Bridge.

Funding Support

This project was unsuccessful in receiving Reserve for Capital Expenditures (RCE) funding during the Capital Budget deliberations, and currently there is no identified source of funding for this request of a \$50,000 capital contribution. In considering possible funding sources to support this project, the Administration undertook to review this request using the Park Project Assessment System for prioritizing projects to be funded from the DLA. The review confirmed that this project meets the criteria to receive funding from the DLA and supports the concept of partnership and leveraging precious public resources.

By receiving funding from partners such as the City, Meewasin is able to leverage additional provincial government matching funds through the Saskatchewan Building Communities funding agreement. If the funding is approved, the trail connection work will take place in 2014.

OPTIONS TO THE RECOMMENDATIONS

The only other option is to deny the \$50,000 contribution to the trail extension capital project. This option is not supported by the Administration since this project has been prioritized based on the Park Project Assessment System and does provide good value for our investment.

POLICY IMPLICATIONS

There are no policy implications.

FINANCIAL IMPLICATIONS

There is currently a balance of approximately \$1.24 million in the DLA, which is more than sufficient to cover this project.

PUBLIC AND/OR STAKEHOLDER INVOLVEMENT

In the process of reviewing and identifying potential projects to be undertaken using the DLA, there were several Administrative staff involved representing Recreation and Sport, Parks, Community Development, and Planning and Development Divisions.

COMMUNICATION PLAN

The work on the trail connection project will be shared through a Public Service Announcement once complete.

ENVIRONMENTAL IMPLICATIONS

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

PRIVACY IMPACT

There are no privacy implications.

SAFETY/CRIME PREVENTION THROUGH ENVIRONMENTAL DESIGN (CPTED)

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

PUBLIC NOTICE

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

ATTACHMENT

1. Meewasin Valley Trail/Trans Canada Trail Letter

Written by: Mike Libke, Manager, Neighbourhood Services Section

Approved by: “Lynne Lacroix”
 Lynne Lacroix
 Director of Community Development
 Dated: “March 12, 2014”

Approved by: “Randy Grauer”
 Randy Grauer, General Manager
 Community Services Department
 Dated: “March 13, 2014”

cc: Murray Totland, City Manager

**Meewasin Valley Trail/
Trans Canada Trail Letter**

ATTACHMENT 1



Meewasin Valley Authority
402 - 3rd Avenue South
Saskatoon, Saskatchewan
S7K 3G5
Phone (306) 665-6887
Fax (306) 665-6117

Meewasin

January 24, 2014

Randy Grauer
General Manager of the Community Services
222 Third Avenue North
Saskatoon, SK
S7K 0J5

Dear Mr. Grauer:

Re: Meewasin Valley Trail / Trans Canada Trail

Issue

By working together, Meewasin and the City of Saskatoon can maximize the use of available trail funds from the Government of Saskatchewan and the Trans Canada Trails Foundation.

Saskatchewan Building Communities funding agreement (SBC)

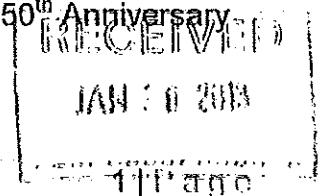
Meewasin entered into a funding agreement with the Government of Saskatchewan, to provide \$1.7 million for multi-use trail construction in Saskatoon and the R. M. of Corman Park. All of the proposed trails will be well used by the people of Saskatoon.

As of January 1, 2014 Meewasin has \$798,575 available to claim under the agreement. The provincial funds must be matched 1:3 (25% of eligible costs may be funded). Therefore Meewasin must raise or contribute an additional \$2.4 million if we are to utilize all of the available provincial money.

The agreement could end at the discretion of the Government as the original time frames have been exceeded, so we are anxious to use the funding before it may disappear.

Trans Canada Trail Foundation (TCT)

TCT has pledged to contribute 20% of future trail development costs, to a maximum of \$2.2 million. The Provincial matching will run out before we take full advantage of this pledge. The TCT deadline is 2016, based on their objectives for the 150th Anniversary of Canadian confederation.



City of Saskatoon funding to Meewasin Valley Trail / TCT

We would like to thank the City of Saskatoon to their support of the Meewasin Trail development over many years. Your contribution in 2014 would generate additional new money on the basis of 1:145 or \$50,000 = \$72,500.

2014 Capital Works

Meewasin proposes that a 2014 City of Saskatoon contribution of \$50,000 would be used to complete the connection in Diefenbaker Park between the existing Meewasin Valley Trail and the new Circle Drive South Bridge. Wilco has been engaged through a tender process to build this connection and started the work in 2013. The balance of the work will take place in 2014, including final restoration of the park landscape.

Request

The City of Saskatoon is asked to consider an additional capital contribution of \$50,000 to Meewasin trail development before December 31, 2014.

Thank you for your consideration. We would be pleased to discuss this opportunity further.

Sincerely,



Lloyd Isaak
CEO

TO: Secretary, Planning and Operations Committee
FROM: General Manager, Community Services Department
DATE: March 5, 2014
SUBJECT: Morris T. Cherneskey Park – Budget Adjustment – Capital Project
No. 2160
FILE NO.: CK. 4205-1, x CK. 4110-32, PK. 4209-2160-1 and PK. 4209-2160-2

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

- 1) that an increase of \$531,000 in funding for Capital Project No 2160 – Morris T. Cherneskey Park be approved; and
- 2) that the increase be funded from the Parks and Recreation Levy Reserve.

TOPIC AND PURPOSE

The purpose of this report is to seek approval to increase project funding of \$531,000 (18 percent) for the Morris T. Cherneskey (MTC) Park from the Parks and Recreation Levy Reserve (Reserve). There are sufficient allocations in the Reserve to fund the additional costs without increasing the levy rate.

REPORT HIGHLIGHTS

1. Delays in construction, additional sub-grade requirements, and additional drainage installations added \$531,000 of additional costs to the MTC Park project.
2. The increased costs were anticipated and are accounted for as a commitment to be funded by the Reserve.

STRATEGIC GOALS

The recommendations in this report support the long-term strategy of Quality of Life by ensuring that outdoor recreational facilities are accessible and provide citizens with open-area green space that support many forms of both passive and athletic recreation opportunities. The report also supports the long-term strategy of Environmental Leadership by providing additional green space that benefits the urban environment.

BACKGROUND

MTC Park is a 14.04 hectare (34.69 acre) multi-district park located in the Blairmore neighbourhood of Saskatoon. The park is home to the Shaw Centre, Tommy Douglas Collegiate, Bethlehem High School, four athletic fields, three ball diamonds, and many hectares of open green space.

The MTC Park project was approved as a capital project to be constructed over three years, beginning in 2007, with a total design and construction budget of \$2,986,000. The Reserve was the approved funding source for this project. Construction was completed in 2010.

REPORT

MTC Park Development

The original MTC Park development budget was based on a construction schedule that called for a total of 34.69 acres of park to be developed in three phases, with 17 acres developed in 2007, 7.95 acres developed in 2008, and the remaining 9.74 acres in 2009. Table 1 shows the approved budgeted costs associated with development.

Table 1

Year	Acres	Design	Construction	Estimated Cost
2007	17.00	\$97,000	\$1,142,000	\$1,239,000
2008	7.95	\$98,000	\$ 646,000	\$ 744,000
2009	9.74		\$1,003,000	\$1,003,000
Total	34.69			\$2,986,000

MTC Park Development Cost Increases

MTC park development was to be completed over 3 years from 2007 to 2009 with 17 acres of park development scheduled to occur in 2007. Year one (2007) of the project was delayed as school and road construction was not at a point where park construction could commence. The project proceeded in the spring of 2008 however increased construction costs for the installation of the required irrigation, site furniture, asphalt, and plant material added an additional inflationary cost of \$359,000 to the project.

As the landscape construction process proceeded in 2008, it was found that Hart Road was built 750 mm higher than the park design anticipated. As a result, additional sub-grade material was required to support overall park functions. This resulted in an additional cost of \$141,000.

An excessive amount of runoff was infiltrating and damaging the north end of the park landscape. The runoff was from a heavily-used service road that bordered the north edge of the park. A lack of drainage associated with the roadway was identified as the problem. Additional drainage and grade work was required to intercept the runoff from the road to improve park conditions. This work was considered an "extra" to the project

and resulted in \$31,000 of additional costs. This project was completed in 2010. The total costs are summarized as follows:

\$2,986,000	Original approved capital budget
359,000	Inflationary factor as a result of delays
141,000	Additional sub-grade material
<u>31,000</u>	Roadway improvements
<u>\$3,517,000</u>	Total

The additional costs were identified as a commitment of the Reserve at the time of construction, and consequently, the \$531,000 cost overrun will be funded by the Reserve without impacting future Parks and Recreation Levy rates.

OPTIONS TO THE RECOMMENDATION

There are no options.

POLICY IMPLICATIONS

There are no policy implications.

FINANCIAL IMPLICATIONS

The \$531,000 cost overrun has been identified as a commitment of the Reserve and will be funded with no impact on the Parks and Recreation Levy rate.

PUBLIC AND/OR STAKEHOLDER INVOLVEMENT

Public consultation is not required.

COMMUNICATION PLAN

A communication plan is not required.

DUE DATE FOR FOLLOW-UP AND/OR PROJECT COMPLETION

A follow-up report is not required.

ENVIRONMENTAL IMPLICATIONS

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

PRIVACY IMPACT

There are no privacy implications.

SAFETY/CRIME PREVENTION THROUGH ENVIRONMENTAL DESIGN (CPTED)

A CPTED review was conducted as part of the design process.

PUBLIC NOTICE

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

Written by: Darren Crilly, Director of Parks

Approved by: “Randy Grauer”
Randy Grauer, General Manager
Community Services Department
Dated: “March 10, 2014”

Approved by: “Murray Totland”
Murray Totland, City Manager
Dated: “March 13, 2014”

CITY OF SASKATOON

Office of the City Clerk

To: Secretary,
Planning & Operations Committee

Date: March 13, 2014

Phone: 3240

Our File: CK. 710-1

From: Janice Hudson, A/Secretary
Municipal Heritage Advisory Committee

Your File:

Re: Heritage Policy and Program Review – Implementation

At its meeting held on March 5, 2014, the Municipal Heritage Advisory Committee reviewed a report of the General Manager, Community Services Department dated February 11, 2014, regarding the above matter, including proposed amendments to the Civic Heritage Policy.

The Committee put forward suggested changes to provide further clarity in a number of areas. The Administration supported the proposed changes and has since submitted revised Attachments 2 and 3 as a result.

The Committee subsequently resolved that the attached report be forwarded to the Planning and Operations Committee for consideration and report to City Council recommending:

- a) that the revised Civic Heritage Policy No. C10-020, as outlined in the report of the General Manager, Community Services Department dated February 11, 2014, and as set out in Attachment 2, including the Heritage Conservation Program Incentives, be approved; and
- b) that the Saskatoon Register of Historic Places be created and made publicly available.

Would you please place this report before the Planning and Operations Committee at its meeting to be held on March 25, 2014.

By copy of this memo, I have advised Ms. Carla Duval-Tyler, Chair, of this meeting date and provided her with a request form should she wish to speak at the meeting.

JH
JH

Attachment

Memorandum

cc: General Manager, Community Services Department
A. Wallace, Director of Planning and Development
C. Gutmann, Heritage and Design Coordinator
C. Duval-Tyler, Chair, MHAC - The meeting commences at 11:30 a.m.
Committee Room 'A', 2nd Floor, City Hall.

TO: Secretary, Municipal Heritage Advisory Committee
FROM: General Manager, Community Services Department
DATE: February 11, 2014
SUBJECT: Heritage Policy and Program Review – Implementation
FILE NO.: CK. 710-1 and PL. 710-8

RECOMMENDATION: that the following report be forwarded to the Planning and Operations Committee recommending that a report be submitted to City Council recommending:

- 1) that the revised Civic Heritage Policy No. C10-020, as outlined in this report and as set out in Attachment 2, including the Heritage Conservation Program Incentives, be approved; and
- 2) that the Saskatoon Register of Historic Places be created and made publicly available.

TOPIC AND PURPOSE

The intent of this report is to update City Council on the implementation of the Heritage Policy and Program Review (Heritage Review), as well as implement priority items, including proposed amendments to Civic Heritage Policy No. C10-020 (Civic Heritage Policy), changes to Heritage Conservation Program Incentives, and the creation of the Saskatoon Register of Historic Places (Register).

REPORT HIGHLIGHTS

1. Proposed amendments to the Civic Heritage Policy will expand the definition of heritage and provide strategic direction on the conservation of tangible and intangible heritage resources in the City of Saskatoon (City).
2. The Register will identify key heritage resources and properties in our community. The Register will be available to the public and will be posted on the City's website upon launching of the new website.
3. Changes to the Heritage Conservation Program Incentives are proposed to remove current disincentives to heritage conservation, develop enhanced incentive funding options for properties that do not pay taxes, and enhance the range of conservation incentives for heritage homeowners.

STRATEGIC GOALS

This report supports the City's Strategic Goal of Quality of Life which states:

“Culture thrives in Saskatoon where diverse traditions, religions and languages are respected and celebrated. As a community, we find new and creative ways to showcase our city's built, natural and cultural heritage. Every citizen feels a sense of belonging.”

The report also supports the City's Strategic Goal of Sustainable Growth by supporting the long-term strategy of preserving the character of heritage buildings and historic landmarks.

BACKGROUND

During its March 26, 2013 meeting, the Planning and Operations Committee considered a report of the General Manager, Community Services Department, and resolved:

- “1) that the implementation plan for the Heritage Policy and Program Review be referred to the Municipal Heritage Advisory Committee for review and report back to the Planning and Operations Committee; and
- 2) that the Planning and Development Branch, following this review by the Municipal Heritage Advisory Committee, prepare reports to implement recommendations in the Heritage Policy and Program Review including identifying sources of funding where appropriate.”

The report included an Implementation Plan for the Heritage Review. Attachment 1 provides an update to the priority implementation items identified in the March 26, 2013 report.

REPORT

As part of the Implementation Plan for the Heritage Review, several priority items were identified. This report addresses the following priority items:

- 1) proposed amendments to the Civic Heritage Policy;
- 2) the creation of the Register; and
- 3) changes to the Heritage Conservation Program Incentives.

Revised Civic Heritage Policy

The Civic Heritage Policy was created in 1996. The Administration is proposing amendments to the Civic Heritage Policy to expand the definition of heritage and provide strategic direction on the conservation of tangible and intangible heritage resources (see Attachment 2).

A companion document to the Civic Heritage Policy will be developed which will link the policy with implementation actions identified in the Heritage Review. The Administration will be submitting an information report with this companion document when it is completed.

Saskatoon Register of Historic Places (Register)

The Heritage Review recommended the creation of a heritage register that identifies key heritage resources and properties in our community. The Register will include:

- 1) properties that are designated as heritage properties;
- 2) properties listed under the Demolition Permit Bylaw No. 6770;
- 3) properties which have been evaluated and have achieved the criteria to be eligible for municipal designation; and,
- 4) properties listed on the Community Heritage Register. The Community Heritage Register lists properties that have heritage merit but are not Designated Municipal Heritage properties. Due to poor uptake, the Community Heritage Register will be dissolved.

Development activity on properties listed on the Register will be monitored by the Administration.

The Register would be publicly available online once the City's new website has been launched (anticipated November 2014). Attachment 3 outlines the process for creating the Register and for listing properties on the Register.

Heritage Conservation Program Incentives

The City's Heritage Conservation Program provides financial assistance in the form of tax abatements and grants for heritage conservation projects. Details on the incentives offered are outlined in Section 5.0 of the revised Civic Heritage Policy (refer to Attachment 2). Incentives are proposed for:

- 1) fixed elements;
- 2) non-governmental and other tax exempt properties;
- 3) heritage homes;
- 4) flexible elements; and,
- 5) maintenance grants.

Incentives are being amended to remove current disincentives to heritage conservation (e.g. access to tax incentives once every 25 years has been changed to once every 10 years), develop enhanced incentive funding options for properties that do not pay taxes, and enhance the range of conservation incentives and options for heritage home owners.

Incentives are available only for those properties that are designated a Municipal Heritage Property.

OPTIONS TO THE RECOMMENDATION

City Council has the option to not support the proposed amendments to the Civic Heritage Policy or to direct the Administration to not create the Register. In this case, further direction would be required.

POLICY IMPLICATIONS

The proposed amendments to the Civic Heritage Policy (see Attachment 2) will provide strategic direction for heritage conservation and reflect current best practices for heritage conservation in the city.

FINANCIAL IMPLICATIONS

The Heritage Conservation Program is funded by the Operating Budget. The 2014 budgeted contribution was \$181,200, which includes a \$57,600 allocation to the Heritage Reserve Fund. The Heritage Reserve Fund provides funding for tax abatements and grants for heritage properties, research, and programming (e.g. Doors Open Saskatoon), and funding for other projects. The current balance of the Heritage Reserve Fund, as of December 31, 2013, is \$226,857.

The Administration does not anticipate that the changes to the Heritage Conservation Program will require an increased contribution to the Heritage Reserve Fund at this time. Should an implementation item require additional funding, the item will be brought forward in a separate report prior to implementation identifying the funding source.

PUBLIC AND/OR STAKEHOLDER INVOLVEMENT

The Heritage Review involved extensive stakeholder involvement including workshops and individual interviews. On March 8, 2012, a public open house was held to present the draft Heritage Review.

COMMUNICATION PLAN

Marketing and promotion of the program changes have begun, including the preparation of a marketing plan, updated branding for the program, and preparation of print- and web-based materials. Marketing and promotion of the program will include an updated website, brochures, and the companion document detailed in this report.

DUE DATE FOR FOLLOW-UP AND/OR PROJECT COMPLETION

Implementation of the priority aspects of the Heritage Review will be completed by the end of 2014.

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 are no CPTED implications.

PUBLIC NOTICE

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

ATTACHMENTS

1. City of Saskatoon Heritage Policy and Program Review
2. Draft Amendments to Civic Heritage Policy No. C10-020 – January 2014
3. Saskatoon Register of Historic Places

Written by: Christine Gutmann, Heritage and Design Coordinator

Reviewed by: “Laura Hartney” for
 Alan Wallace
 Director of Planning and Development

Approved by: “Bob Baran” for
 Randy Grauer, General Manager
 Community Services Department
 Dated: “February 21, 2014”

Approved by: “Jeff Jorgenson” for
 Murray Totland, City Manager
 Dated: “February 26, 2014”

CITY OF SASKATOON HERITAGE POLICY AND PROGRAM REVIEW
Priority Implementation Items – January 2014

During its March 26, 2013 meeting, the Planning and Operations Committee considered a report of the General Manager, Community Services Department, which identified items from the Heritage Policy and Program Review (Heritage Review) which were considered to be a priority for implementation. This chart provides an update to these priority items. Items 1, 2, and 3 are being implemented through the January 21, 2014 report. Implementation of the priority aspects of the Heritage Review will be completed by the end of 2014.

ITEM NO.	ITEM	EXPLANATION	STATUS
1	Civic Heritage Policy	A new Civic Heritage Policy will expand the definition of heritage and provide direction for the conservation of tangible and intangible heritage resources.	Completed through the adoption of the new Civic Heritage Policy.
2	Saskatoon Register of Historic Places (Register)	The Heritage Review recommended the creation of a heritage register that identifies key resources and properties in our community. Development activity on the properties will be monitored by the Administration.	Completed through the creation of the Register.
3	Heritage Conservation Program Incentives	The Heritage Conservation Program Incentives are being amended to provide property owners with new incentives and to streamline the process in some cases.	Completed through the adoption of the new Civic Heritage Policy.
4	Evaluation of Heritage Significance	The Heritage Review recommended that a thematic method and the development of Statements of Significance (SOS) for evaluating heritage significance be used. These methods are consistent with the Standards and Guidelines for the Conservation of Historic Places in Canada.	Following review by the Municipal Heritage Advisory Committee (MHAC) and stakeholders, the Administration will implement this method to evaluate heritage significance.
5	Official Community Plan (OCP) and Zoning Bylaw Amendments	The OCP and Zoning Bylaw will be amended to allow for greater flexibility in the redevelopment of heritage properties.	Administration will be submitting a report to the Municipal Planning Commission outlining changes to the OCP and Zoning Bylaw.
6	Changes to the Heritage Property (Approval of Alterations) Bylaw No. 8356	The Heritage Property (Approval of Alterations) Bylaw No. 8356 will be revised to delegate approval to the Administration of minor alterations and repairs.	Administration will be submitting a report to MHAC outlining changes be made to the Heritage Property (Approval of Alterations) Bylaw No. 8356.

CITY OF SASKATOON HERITAGE POLICY AND PROGRAM REVIEW
Priority Implementation Items – January 2014

ITEM NO.	ITEM	EXPLANATION	STATUS
7	MHAC Mandate	The Heritage Review recommended the MHAC be enabled to bring issues to City Council that are of heritage importance. Currently the MHAC mandate states that it can advise City Council on heritage issues; however, the mandate does not specifically state that issues can be brought forward to City Council.	Administration will be submitting a report on this.
8	Marketing, Promotion, and Rebranding	Marketing and promotion of the program changes will be undertaken.	Administration will prepare marketing materials and promote the changes to the heritage program.
9	Research – Municipal Best Practices	Further research will be undertaken to identify and assess municipal best practices and economic case studies for heritage integration.	Administration will conduct research of other jurisdictions.
10	Research – Economic Case Studies	Economic case study of existing heritage conservation projects will be undertaken.	Administration will conduct research to measure the economic impact of heritage conservation in Saskatoon.
11	City-Owned Heritage Property	Identify city-owned assets and prepare conservation and maintenance agreements for these properties.	This is a large project and may require additional financial resources. (Due to resources, this project may not be commenced until 2015).

Draft Amendments to Civic Heritage Policy No. C10-020 – January 2014

1.0 Purpose

To support and facilitate the conservation, management, and interpretation of both tangible and intangible heritage resources, including documentary heritage, in a planned, selective, and cost-feasible manner for the benefit of current and future generations of Saskatoon citizens and visitors.

2.0 Definitions

In its broadest sense, heritage is any resource or group of resources, natural or cultural, tangible or intangible, that a community recognizes for its value as a witness to history or memory. The preservation of our heritage resources is essential to the character of our city. Protection and conservation can coexist with growth and redevelopment.

- a) Built Heritage/Tangible Heritage – Physical objects and sites including buildings, landscapes, streetscapes, structures, monuments, installations, or physical remains.
- b) Built Heritage Database – An inventory of properties that have been identified, based on specific criteria, to have heritage value.
- c) Cultural Landscape – A landscape designed and created intentionally by man; an organically evolved landscape which may be a relict (or fossil) landscape or a continuing landscape; or an associative cultural landscape which may be valued because of the religious, artistic, or cultural associates of the natural element.
- d) Documentary Heritage - A document that records something with a deliberate intellectual purpose. Elements considered as part of this includes: mobile; consists of signs/codes, sounds and/or images; can be conserved (the supports are inert elements); can be reproduced and transported; is the result of a deliberate documentation process. These characteristics exclude elements that are part of a fixed structure.
- e) Fixed Elements - Architectural elements of a building that are considered heritage elements.
- f) Flexible Elements - Flexible support services which can enhance a heritage structure. This may include, but is not limited to, working to developing building code equivalencies, providing streetscaping elements which enhance the heritage structure, or rezoning by agreement for adaptive reuse of the property.
- g) Heritage Home – A municipally designated heritage building that is a residential dwelling for up to four units.
- h) Heritage Impact Statement – A study to evaluate the impact a development may have on the heritage resource and recommend options for conservation of the resource.
- i) Heritage Value – The aesthetic, historic, scientific, cultural, social, or spiritual importance or significance for past, present, or future generations. The heritage value of a historic place is embodied in its character-defining materials, forms, location, spatial configurations, uses, and cultural associates or meanings.
- j) Intangible Cultural Heritage – The practices, representations, expressions, knowledge, skills, as well as the instruments, objects, artifacts, and cultural spaces associated therewith, that communities, groups, and, in some cases, individuals recognize as part of their cultural heritage; constantly recreated by communities and groups in response to their environment, their interaction with nature, and their history which provides them with a sense of identity and continuity, thus promoting respect for cultural diversity and human activity.

- k) Municipally Designated Properties – Municipally Designated Properties are recognized as being of major significance to the history of our community. The owner of a Municipally Designated Property is required to maintain the property and must have civic approval to alter the heritage elements of the property. This protection is in the form of a bylaw, which is registered against the title of the property, and continues to apply when ownership changes.
- l) Natural Heritage – A resource which has biological, ecological, geological, or similar environmental or scientific significance, and/or an area where there is detectable archeological and paleontological evidence.
- m) Saskatoon Register of Historic Places (Register) – A list of sites with qualities or characteristics that are recognized as having significant heritage value. Sites listed on the Register are federally, provincially, municipally designated or achieve the criterion to be eligible for Municipal Heritage Designation under the Heritage Conservation Program.

3.0 Objectives

- a) To identify and conserve Saskatoon’s tangible and intangible heritage resources and recognize their importance in telling the story of Saskatoon;
- b) To provide property owners of heritage buildings with incentives for successful conservation projects; and,
- c) To create the Register to establish the list of sites which are deemed to be significant.

4.0 Policy

The City has a key role to play in supporting and facilitating the conservation of Saskatoon’s Heritage resources.

4.1 Heritage Inventory and Evaluation

The City will identify and maintain an inventory of Heritage Resources through the Built Heritage Database and Register. The City will:

- a) Identify and document the City’s Heritage Resources through the development and maintenance of the Built Heritage Database.
- b) Create and maintain the Register, which is an official listing of sites considered to have heritage value. Sites listed on the Register are federally, provincially, municipally designated or achieve the criterion to be eligible for Municipal Heritage Designation under the Heritage Conservation Program. The Register will be updated regularly and will be accessible to the public. Monitoring of the sites listed on the Register will provide the opportunity for intervention to achieve better outcomes for protection of heritage.
- c) Evaluate heritage resources considered for municipal designation using a consistent evaluation methodology to determine heritage significance, heritage value, and character defining features.
- d) Determine situations where immediate consideration should be given to the designation of any heritage resource if that resource is threatened with demolition or adverse impacts which may affect its heritage value as outlined in *The Heritage Property Act*.

4.2 Conservation of Heritage Resources

The conservation of heritage resources helps to achieve sustainability objectives including conservation of sites, neighbourhoods and infrastructure. The City will:

- a) Support the conservation of heritage properties through incentives provided to encourage property owners in the conservation of heritage properties.
- b) Offer both monetary and non-monetary incentives to Designated Municipal Heritage Properties for the preservation, rehabilitation, and restoration of character defining elements as outlined in Section 5.0 of this policy.

4.3 Education and Awareness

The City will:

- a) Support heightened awareness of the value and issues regarding preservation of Saskatoon's historic resources.
- b) Provide information on the City's policies, processes, and actions for the preservation of historic resources.
- c) Promote and publicize the heritage of Saskatoon and provide support to partners who tell the Saskatoon story through both paper and digital formats and other related means.
- d) Incorporate local history interpretive elements through plaques, public art, and other opportunities as they present themselves in the public realm.

4.4 Neighbourhood Heritage Resource and Heritage Conservation Districts

- a) Existing housing stock provides a pool of affordable housing in established neighbourhoods. Planning for the sustainable development of established neighbourhoods will be based on their historic identity to ensure that development in residential areas is compatible with existing form and character.
- b) The City may establish Heritage Conservation Districts or areas of heritage interest to recognize, protect, and enhance the character of distinct heritage areas in the City.

4.5 Conservation of Natural Areas and Archaeological Sites

- a) The City will identify and protect important ecosystems and other natural areas and archaeological sites as part of the land development process.
- b) The conservation of natural areas and archaeological sites will be implemented through Section 9.2 of Official Community Plan Bylaw No. 8769.
- c) The City will work with Provincial authorities to ensure the protection of archaeological resources.

4.6 Cultural Landscapes

The City will recognize the valuable role cultural landscapes play in preserving the cultural identity of Saskatoon and will work to conserve them.

- a) The City will advance understanding and knowledge of cultural landscapes.
- b) Where pressures exist for change, the City will work to achieve a balance between competing needs. The identification of character-defining elements will play an important role in this. The City will involve other interested parties in the process as appropriate.

4.7 Artifacts

- a) The City will identify, conserve, and interpret artifacts that relate to its own history as a municipal government and to the history of the development of Saskatoon.
- b) The City will explore opportunities for permanent display of artifacts.

4.8 City Archives

- a) Matters related to City Archives are dealt with through the records management component of the City Clerk's Office. The relevant policies will be cross-referenced to ensure an integrative approach.

4.9 The City as a Property Owner

- a) As a property owner, the City will develop a pro-active heritage review and evaluation process which will identify city-owned heritage property at a time when the structure is still in use.
- b) Management plans for city-owned heritage properties will be based on the following principles: protect, manage, program, and interpret.

4.10 The Municipal Heritage Advisory Committee

The Municipal Heritage Advisory Committee has been established to advise City Council on any matters arising from *The Heritage Property Act* or its regulations and on the Civic Heritage Policy. The Committee's mandate is outlined in the Municipal Heritage Advisory Committee Terms of Reference.

4.11 Standards and Guidelines for the Conservation of Historic Places in Canada

Standards and Guidelines for the Conservation of Historic Places (Standards and Guidelines) in Canada provides advice to achieve good heritage conservation practice. The City will use the Standards and Guidelines as a bench mark to assess the conservation interventions proposed for designated municipal heritage buildings.

4.12 Heritage Impact Statements

The City may require developers of large scale projects that include or are adjacent to heritage resources to prepare a heritage impact statement pertaining to designation and a conservation plan.

4.13 City History

The City will interpret its own history as a municipal government, the history of city-owned heritage properties and the history of the development of Saskatoon.

5.0 Heritage Conservation Program Incentives

The City may offer financial or tax-based support to projects that meet the following:

5.1 General Eligibility Criteria

The City may offer financial or tax-based support to projects involving Municipally Designated Properties. The property owner must maintain the property and must have civic approval to alter the character defining elements of the property. The municipal designation is in the form of a bylaw, which is registered against the title of the property and continues to apply when ownership changes. Other conditions might include specific requirements on how the property

is to be conserved, restored, or adapted to a new use. Examples may include an approved preventative maintenance plan or public access to a commercial property.

5.2 Incentives for Fixed Elements

Incentives are available to property owners of municipally designated properties for fixed elements. Fixed elements provide property owners with a degree of certainty necessary for successful planning and assure the City of a long-term future for the structure.

- a) The incentive shall be in the form of a tax abatement of 50 percent of the costs related to restoration of architectural elements and renovations to meet building code requirements where it affects heritage elements of the building to a maximum of \$150,000 over a ten-year period. Additional funding may be approved by City Council in exceptional circumstances.
- b) The tax abatement may be suspended or revoked if the property owner does not comply with the conditions of the bylaw.
- c) Incentives in the form of tax abatements cannot exceed the amount of taxes in any current year. There will be no abatement of outstanding or current taxes.
- d) The maximum amortization period is ten years. Within a ten-year period, an owner may make more than one application provided the total amount does not exceed \$150,000.
- e) Where the maximum of \$150,000 has been reached, applicants cannot apply for funding under this program for ten years after the initial approval date.
- f) The property owner is eligible for a refund of 50 percent of any building permit and development permit fees.
- g) In return for the assistance provided, the owner will agree to certain conditions designed to protect and conserve the structure in an appropriate way.

5.3 Incentives for Non-Governmental and Non-Profit Tax Exempt Properties

This incentive applies to non-governmental and non-profit tax-exempt properties. The following applies to this incentive:

- a) The incentive shall be in the form of a grant to a maximum of \$75,000. Additional funding may be approved by City Council in exceptional circumstances.
- b) Grants in excess of \$10,000 will be amortized over a period of up to ten years.
- c) Tax exempt properties can apply for funding once every ten years.
- d) In return for the assistance provided, the owner will agree to certain conditions designed to protect and conserve the structure in an appropriate way.
- e) Property owners can only apply for funding once every ten years.

5.4 Heritage Home Incentives

Heritage Home owners are eligible for the fixed element incentive described in this policy. In addition, Heritage Home owners are eligible for the following:

- a) Heritage Home designations will be applied to one- and two-unit dwellings and residential conversions of up to four units.
- b) The applicant may choose to have funds paid out as a grant for funding under \$10,000 (based on 50 percent of total project costs). The grant will be issued to the property owner once the project has been completed.

- c) In the circumstances where the approved tax abatement is greater than the property taxes, a grant will be provided to the property owner for the difference over the amortization period.
- d) In return for the assistance provided, the owner will agree to certain conditions designed to protect and conserve the structure in an appropriate way.

5.5 Incentives for Flexible Elements

Incentives are available to property owners for flexible elements. Flexible elements enable the property owner and the City to work together to ensure the unique needs and characteristics of the heritage property itself are addressed. The City will negotiate an appropriate “bundle” of flexible support services for each individual property. This may include working to develop building code equivalencies, providing streetscaping elements which enhance the heritage structure, or rezoning by agreement for adaptive reuse of the property.

5.6 Maintenance Grants

Incentives are available to designated property owners for maintenance, as follows:

- a) Maintenance grants are available only for designated properties not currently receiving tax abatement.
- b) Eligible properties are eligible for a grant once every ten years.
- c) The incentive shall be in the form of a grant of 50 percent of the costs of the project to a maximum \$ 5,000.

6.0 Responsibilities

6.1 General Manager, Community Services Department, shall be responsible for:

- a) Administering this policy and recommending updates to this policy;
- b) Incorporating this policy in the Official Community Plan, relevant City Plans, and other statutory documents;
- c) Applying other policies and plans administered by the department consistently with this policy; and
- d) Recommending annual budget requirements to implement the procedures relative to this Policy.

6.2 Municipal Heritage Advisory Committee shall be responsible for:

- a) Assisting in the development and implementation of this policy and providing recommendations relating to the policy to the Planning and Operations Committee for consideration as outlined in Section 4.10 of the policy.

6.3 Planning and Operations Committee shall be responsible for:

- a) Reviewing proposed policies and policy revisions and referring such policies to City Council for approval.

6.4 City Council shall be responsible for:

- a) Reviewing and approving any proposed policies and policy revisions as recommended by the Municipal Heritage Advisory Committee and the Planning and Operations Committee.

Saskatoon Register of Historic Places

The **Saskatoon Register of Historic Places** (Register) is an official list of sites considered to have heritage value. The Register will be managed under the Heritage Conservation Program. The sites listed are Designated Municipal Heritage Properties, properties identified under Demolition Permit Bylaw No. 6770, and those properties which have achieved the criterion to be eligible for municipal heritage designation. The Register will be publically available online when the City's new website is launched (anticipated November 2014).

Process to Create the Register:

Step 1: Request City Council to adopt a recommendation to create the Register as part of the updated Civic Heritage Conservation Program.

Step 2: Create and populate the Register list with:

- All Designated Heritage Properties (Federal, Provincial, Municipal);
- Properties listed within Demolition Permit Bylaw No. 6770; and
- Properties listed on the Community Heritage Register (contact with property owners will be made prior to placing these properties on the Register).

Step 3: Evaluate properties on the Built Heritage Database (BHD)

- Contact property owners; and
- Recommend properties to Municipal Heritage Advisory Committee (MHAC) to be included as they are evaluated.

Process for Listing Properties on the Register:

- 1) Planning and Development Division performs research and evaluation on properties;
- 2) Planning and Development Division contacts the property owner and advises them that their property is recommended to be added to the registry;
- 3) Planning and Development Division makes a recommendation to the Planning and Operations Committee;
- 4) Planning and Operations Committee refers the recommendation to MHAC for comment;
- 5) recommendation is sent back through Planning and Operations Committee and then to City Council for approval;
- 6) properties are listed on City of Saskatoon website; and
- 7) properties can be removed from the Register at the request of MHAC. For example: demolition, unsympathetic renovation to property, request of property owner. (Note: removal of properties follows the same procedure as addition to.)

TO: Secretary, Planning and Operations Committee
FROM: General Manager, Community Services Department
DATE: March 11, 2014
SUBJECT: Communications to Council
From: Robert Letts
Optimist Club of Saskatoon
Date: October 25, 2013
Subject: Diefenbaker Park Project Proposal
FILE NO.: CK 4205-1, RS 4205-1

RECOMMENDATION: that a report be submitted to City Council recommending that Diefenbaker Park be approved, in principle, as the proposed location for the Optimist Club of Saskatoon's Winter Recreation Park.

TOPIC AND PURPOSE

The purpose of this report is to seek City Council's approval, in principle, for the Optimist Club of Saskatoon's Diefenbaker Park Project Proposal.

REPORT HIGHLIGHTS

1. Saskatoon residents are interested in a Winter Recreation Park and are willing to support the various offerings with their patronage.
2. Diefenbaker Park is the ideal location for a Winter Recreation Park. The Lifestyle Activity Centre can increase year-round use of the park.

STRATEGIC GOAL

This report supports the Strategic Goal related to Quality of Life. This project will provide citizens more access to facilities and programs that promote active living, and allow for the enjoyment of the natural beauty and benefits of the park and riverbank throughout the year. It also supports a four-year priority to provide opportunities for activities in a winter city.

BACKGROUND

At the November 18, 2013 City Council meeting, representatives of the Optimist Club of Saskatoon (OCS) requested City Council to consider a legacy project for the City of Saskatoon (City). This legacy project proposes a Winter Recreation Park (Park) and Lifestyle Activity Centre (Activity Centre) within Diefenbaker Park. Diefenbaker Park was chosen as the ideal location for this project due to its natural suitability for tubing and snowboarding and the space requirements for a building and parking lot to support the amenity. City Council requested the Administration to review the proposal and provide a report.

REPORT

Resident Interest in a Winter Recreation Park

The City has seen extensive population growth, and residents are eager for activities to engage in, especially in winter months. This finding led the OCS to submit a proposal for a Park, Activity Centre, storage shed, and parking lot with a turn-around point for buses. More specifically, the Park and Activity Centre will include the following amenities:

The Park:

- 1) groomed lanes for snow tubing and a conveyor belt lift system;
- 2) terrain park for snowboarders and skiers; and
- 3) rentals of tubes, snowshoes, and cross-country skis.

The Activity Centre:

- 1) boardroom/classroom area;
- 2) large gathering place for sizable events; and
- 3) concession and catering services for customers.

The Edwards School of Business prepared a Target Market Survey and Feasibility Study for the OCS in June 2013. The study involved 159 people and included secondary research, surveys, and interviews to collect data on interest, price willingness, and frequency from schools, families, and individuals in Saskatoon. The results of their research indicated that residents were interested in the park concept and associated amenities.

Diefenbaker Park – The Ideal Location

In addition to creating more winter opportunities, the study indicated a potential for increased use of Diefenbaker Park year-round with the creation of the Activity Centre. The main function of this building will be to support the Park; however, it can also act as an event centre and social gathering place for a number of different programming opportunities on a year-round basis.

Before a final report can be submitted recommending approval of Diefenbaker Park for the permanent location of the Park and Activity Centre, the following must be completed:

1. The OCS must submit:
 - a) a vision for the Park;
 - b) a detailed business plan outlining the purpose and goals of the club as it relates to the Park (see Attachment 1);
 - c) proposed amenities;
 - d) potential users of the facility; and
 - e) a capital funding plan.

The business plan must address all of the above and show how the Park will be self-sustaining;

2. The OCS must receive approval of the proposed use and detailed design of the Park from the Meewasin Valley Authority; and
3. Completion of an enhanced market feasibility study.

Once these steps have been completed, the Administration will submit a final report to City Council for approval of the site plan and/or proposed capital project, to be considered as part of the 2015 Business Plan and Budget.

OPTIONS TO THE RECOMMENDATION

City Council could choose to not approve, in principle, the use of Diefenbaker Park as a location for the proposed Winter Recreation Park, and direct the Administration to work with the OCS to identify other potential sites for the proposed program.

POLICY IMPLICATIONS

There are no policy implications.

FINANCIAL IMPLICATIONS

There is no financial impact at this time, although there will likely be some expectations for City improvements to area infrastructure. These would be clearly identified in any future reports.

PUBLIC AND/OR STAKEHOLDER INVOLVEMENT

Subject to City Council approving Diefenbaker Park, in principle, as the proposed location, the Administration will assist the OCS to inform internal and external user groups of their development plans for a Winter Recreation Park.

COMMUNICATION PLAN

The Administration will work with the OCS to develop a communication plan to be included in the follow-up report.

DUE DATE FOR FOLLOW-UP AND/OR COMPLETION

Subject to timely submission and review of the business plan from OCS, the Administration will submit a final report to City Council, later in 2014, for approval of the site plan and capital project.

ENVIRONMENTAL IMPLICATIONS

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

PRIVACY IMPACT

There are no privacy implications at this time.

SAFETY/CRIME PREVENTION THROUGH ENVIRONMENTAL DESIGN (CPTED)

There is no CPTED review at this time.

PUBLIC NOTICE

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

ATTACHMENT

1. Business Plan Outline

Written by: Heather Newell, Special Projects Consultant

Reviewed by: “Brad Babyak” for
Cary Humphrey
Director of Recreation and Sport

Approved by: “Randy Grauer”
Randy Grauer, General Manager
Community Services Department
Dated: “March 14, 2014”

cc: Murray Totland, City Manager

BUSINESS PLAN OUTLINE

A Organization Summary

1. Organization History – An overview of the organization including its legal establishment, history, and general start-up plans.
2. Vision Statement – Outlines what the organization wants to be and the desired future for the facility.
3. Mission Statement – Defines the fundamental purpose of the organization, succinctly describing why it exists and its purpose.
4. Strategic Goals (Outcomes) – Describe what you are trying to achieve and how this will impact Saskatoon and community. Indicate reasons why you are uniquely qualified to operate the facility and be successful.
5. Strategic Partners – Identify the partnership arrangements that have been made and how these partnerships will achieve the strategic goals through the sharing of resources. The name of partner organizations and financial commitment toward the operation of the facility must be provided.

B Facility Management

1. Management Structure – Outline the organization governance structure and describe role and responsibility of each key position, and identify key individuals, which should include organizational experience and leadership.
2. Facility Program Schedule – Provide projected facility rental usage compared to total facility rental capacity.
3. Facility Operations – Outline in detail the general operations such as weeks of operation, hours of operation, on-going facility staffing, facility custodial, grounds and maintenance routines.

C Financials

1. Operating Expenditures – Provide an operating budget that details facility operating expenditures. Expenses should include costs such as administration, staffing & benefits, facility and equipment maintenance, utilities, insurance, building and program equipment reserves etc.
2. Operating Revenues – Revenues should include all sources such as admission, rental, lease, advertising, and special event revenues. A proposed rates and fees schedule must be included.

D Implementation

1. Implementation Plan – An action plan describing how the business plan will be implemented, key milestones, challenges and mitigation of any risk.
2. Requested City Services – Detail any other City services are being requested to support the ongoing operations of the facility.

TO: Secretary, Planning and Operations Committee
FROM: General Manager, Transportation & Utilities Department
DATE: March 3, 2014
SUBJECT: Proposed Rates - 2014 Water and Sewer Service Inspection and Boulevard Deposit Rates
FILES: CK. 7780-1 and IS. 7780-1

RECOMMENDATION: that the following report be submitted to City Council recommending:

- 1) that the proposed 2014 Water and Sewer Inspection Rates, as described in this report be approved;
- 2) that Bylaw No. 8880, Private Sewer and Water Service Connection Bylaw, 2010, be amended to include the proposed 2014 Water and Sewer Inspection Rates; and
- 3) that the City Solicitor be requested to prepare the necessary amendments to Bylaw No. 8880 for approval by City Council.

TOPIC AND PURPOSE

This report is to receive approval for an increase in the rates for the City of Saskatoon's private water and sewer inspections and other associated services for short connections.

REPORT HIGHLIGHTS

1. Rates for inspection services within the water and sewer connection inspection program are set with a goal of 100% cost recovery.
2. Rates for 2014 are calculated on the basis of hourly service per connection, contrary to 2013 rates of fixed cost per connection, to achieve the goal of 100% cost recovery.
3. It is estimated that 1,600 connections will require inspections in 2014.

STRATEGIC GOALS

This report supports the Strategic Goal of Asset and Financial Sustainability by adjusting the water & sewer service connection inspection rates to achieve 100% cost recovery and eliminate the need for the water & sewer utility to subsidize the difference. Proper inspections will also ensure that the water & sewer short connections are constructed to the City of Saskatoon's standards.

BACKGROUND

Construction and Design coordinates and inspects all water and sewer short connection services for compliance with construction standards, ensuring that the integrity and safety of the public utility remains intact. The City provides and charges for these connection inspections and other relevant services, based on predetermined rates.

The rates for this service have seen increases on a yearly basis since 2008. Prior to 2008, rates had not been increased since 1985. Therefore, Council approved a recommendation that the Administration be authorized to phase in a full cost recovery of inspection services within the water and sewer connection inspection program by 2010.

REPORT

Cost Recovery in Previous Years

In 2012, approximately \$441,364 was spent inspecting and managing 1,634 connections in the connection system. Approximately \$362,963 was recovered using the 2012 rates, representing an 82.2% recovery rate. The remaining \$78,400 was subsidized by the water and sewer utility.

In 2013, approximately \$442,109 was spent inspecting and managing 1,505 connections in the connection system. Approximately \$388,251 was recovered using the combination of 2012 and 2013 rates, representing 87.8% recovery rate. The remaining \$53,860 was subsidized by the water and sewer utility.

Rate Adjustments for 2014

The reason for the reduced recovery rate in previous years can be attributed to a higher number of inspections required per service connection than anticipated. To address this issue, commencing in 2014, the contractors will be charged on an hourly basis of inspection, contrary to the past practice of charges per connection. The new rates system will cater to the requirements of extra inspections, if required, to satisfy the City of Saskatoon construction standards.

In the new hourly based rates, certain items were modified or eliminated to enable the City of Saskatoon to efficiently deliver these services. These changes are:

- Consistent inspection rate for residential and commercial services.
- Consistent tapping rate for residential and commercial services.
- Records (technical drafting) service has been eliminated as a stand-alone item; instead the cost has been added to hourly inspections as part of the overall inspection service.
- Mueller tapping has been added as a stand-alone item due to the variant scope of work for each location and involvement of much heavier equipment than normal tapping. The costs associated with Mueller tapping will be recovered from the client through the City of Saskatoon work order system.

It is estimated that 1,600 connections will require inspections in 2014. Rates for inspection services within the water and sewer connection inspection program are set with a goal of 100% cost recovery.

The deposit rates for boulevard maintenance, as part of demolition permits, are included with the water and sewer inspection rates. These are required for sewer and water cut off and boulevard condition maintenance, and are returned when either the connections are properly removed or the boulevards, including the grassed area, sidewalk and curb have been repaired. These deposits are calculated to ultimately fix the section of boulevard affected by the water and sewer demolition. It has been determined that no increase in these deposit rates is required for 2014.

The Administration is recommending that the Water and Sewer Inspection Rates for 2014 be as outlined below:

Description	2013 Rates	Proposed 2014 Rates
Residential Inspection of Connections Including Records (New, Disconnects, Repairs or Similar)	\$210/connection	\$165.00/hour regular hours (Minimum call out will be two hours/connection) \$330.00/hour overtime
Residential Tapping (maximum 50mm) (Connection to water main by City Forces)	\$260/tapping	\$275/tapping
Commercial Inspection of Connections Including Records (New, Disconnects, Repairs or Similar)	\$110/hour regular hours \$220/hour overtime	\$165.00/hour regular hours (Minimum call out will be two hours/connection) \$330.00/hour overtime
Records (Technical drafting services)	\$150/connection	-Nil- (cost added to inspection)
Commercial Tapping (maximum 50mm)	\$260/tapping	\$275/tapping except Muller Tapping
Mueller Tapping (minimum 51mm)	-Nil-	All cost associated with tapping will be recovered through work order
Water Testing as Required TC & HPC bacteria	\$50/set plus inspection time	\$55/set plus inspection time
Refundable Deposit for Water & Sewer Service Cut Off as part of Demolition Permit	\$3,000 Residential \$7,500 Commercial	\$3,000 Residential \$7,500 Commercial
Refundable deposit for Boulevard Condition Maintenance as a part of Demolition permit	\$150 per meter frontage Residential	\$150 per meter frontage Residential
	\$200 per meter frontage Commercial	\$200 per meter frontage Commercial

OPTIONS TO THE RECOMMENDATION

An option would be to not increase the rates. In this scenario, the recovery rate from 2013 will remain the same. This option is not recommended, as the portion of inspection time not recovered is subsidized by the water and sewer utility.

POLICY IMPLICATIONS

If approved, Bylaw No. 8880, Private Sewer and Water Service Connection Bylaw 2010, will need to be amended.

FINANCIAL IMPLICATIONS

The proposed rates are intended to cover increased labour costs in order to recover 100% of the cost of inspection and management of water and sewer connections. Therefore, there are no financial implications.

PUBLIC AND/OR STAKEHOLDER INVOLVEMENT

Public and/or stakeholder involvement is not required.

COMMUNICATIONS PLAN

Upon approval, a letter with the 2014 rates will be mailed to all licensed water and sewer contractors in Saskatoon and the rates will be added to the City's website.

DUE DATE FOR FOLLOW-UP AND/OR PROJECT COMPLETION

The proposed increase to the rates will come into effect immediately following approval of the bylaw by City Council. It is anticipated that a report will be submitted by the City Solicitor, forwarding the amendments to Bylaw 8880 for approval.

ENVIRONMENTAL IMPLICATIONS

There are no environmental and/or greenhouse gas implications associated with the recommendations of this report.

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.

Written by: Sohrab Khan, Senior Project Management Engineer
Construction and Design

Reviewed by: Chris Hallam, Director of Construction and Design

Approved by: “Reid Corbett” Acting for
Jeff Jorgenson, General Manager
Transportation & Utilities Department
Date: “March 14, 2014”

Approved by: “Murray Totland”
Murray Totland, City Manager
Dated: “March 17, 2014”

TO: Secretary, Planning and Operations Committee
FROM: General Manager, Community Services Department
DATE: March 12, 2014
SUBJECT: Public Art Policy
FILE NO.: CK. 4040-1, x CK. 1815-1 and RS. 215-13-0

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

- 1) that Visual Arts Placement Policy No. C10-007 be rescinded as of December 31, 2014 and replaced with the proposed Public Art Policy effective January 1, 2015;
- 2) that the Visual Arts Placement Jury be disbanded effective December 31, 2014 and replaced with the proposed Public Art Advisory Committee effective January 1, 2015; and
- 3) that the establishment of a Public Art Reserve, in accordance with the terms outlined in this report, be referred to 2015 Business Plan and Budget Review.

TOPIC AND PURPOSE

The City of Saskatoon's (City) Visual Arts Placement Policy No. C10-007 (VAPP No. C10-007) has been in effect since November 5, 1990, and has been updated to December 17, 2007. The policy facilitates the selection and placement of public art on public property in Saskatoon.

This report tables a new Public Art Policy intended to replace the current VAAP No. C10-007 and the Visual Arts Placement Jury.

REPORT HIGHLIGHTS

1. VAPP No. C10-007 has been in effect since November 5, 1990. As a policy document, it is dated in that it assumes: that public art is predominately outdoor sculpture, that the primary means of acquiring public art is through donation, and that public art be should placed around the city according to theme.
2. The Saskatoon Municipal Culture Plan (Culture Plan) recommended that the City develop a Public Art Program that includes new policies and procedures for acquiring and managing public art. After extensive research and consultation, the Administration has prepared a draft Public Art Policy to replace the current VAPP No. C10-007.
3. The proposed new Public Art Policy is based on municipal best practice and provides direction for the planning, funding, selection, and administration of public art. Further, the policy helps encourage submissions from artists who traditionally have not participated in the City's public art program.

4. The Public Art Policy includes a menu of mechanisms for funding public art, most notably Civic Capital Project Public Art and a Public Art Reserve.
5. If approved, the Public Art Policy would replace the Visual Arts Placement Jury with a new Public Art Advisory Committee that would adjudicate and approve works of art for the City's Public Art Program.

STRATEGIC GOALS

This report supports the long-term strategy of the implementation of the Culture Plan under the Strategic Goal of Quality of Life. This report also supports the long-term strategies of establishing the City Centre as a cultural and entertainment district, as well as the preservation of the character of heritage buildings and historic landmarks, both under the Strategic Goal of Sustainable Growth.

BACKGROUND

The City has been engaged in creative placemaking for many years. The practice was formalized in 1990, when City Council adopted VAPP No. C10-007 (see Attachment 1). The policy's purpose was to enhance City-owned public spaces, provide focal points and gathering places for citizens, encourage and showcase the work of a broad range of artists, and build public awareness, involvement, and appreciation of the arts. Simultaneously, City Council established an advisory committee to City Council, the Visual Arts Placement Jury, with defined terms of service, to adjudicate the appropriateness and quality of art for placement on public property.

Since the adoption of the policy in 1990, the City has developed two public art programs: the Placemaker Program and the Permanent Outdoor Sculpture Program. The Planning and Development Division, in partnership with Business Improvement Districts, administers the Placemaker Program. This program places leased sculptures on City property, for renewable periods of up to three years. The artist/sculpture selection process is adjudicated by the Visual Arts Placement Jury.

The Community Development Division manages the City's permanent art collection. The permanent outdoor sculpture collection is comprised of 35 artworks that have an assessed value of more than \$2 million. While most of these were acquired by donation, several major pieces were commissioned by the City with funding from the Federal Government's Cultural Capitals of Canada Program.

VAPP No. C10-007

While the 1990 VAPP No. C10-007 was foundational in establishing the practice of public art in Saskatoon, extensive stakeholder feedback has confirmed that this policy no longer reflects municipal best practice. As a policy document, VAPP No. C10-007, is dated in that it assumes that:

- 1) public art is predominately outdoor sculpture;
- 2) that the primary means of acquiring public art is through donation (apart from the Placemaker Program); and
- 3) that public art be placed around the city according to theme.

The Culture Plan, adopted by City Council in September 2011, brought the need for assessment to the forefront. The Culture Plan states that public art is the “physical manifestation of culture,” and in the Culture Plan’s year-one strategy, two of the six signature initiatives are public art-related, including the recommendation that the City develop a comprehensive Public Art Program.

REPORT

Public Art Program and Policy

Aligned to the City’s Strategic Plan and Culture Plan, the proposed Public Art Policy (see Attachment 2) provides a framework for developing art in public places to:

- 1) build a visually rich environment;
- 2) play a role in attracting creative businesses and workers, including artists;
- 3) reflect our diverse cultural character and heritage;
- 4) provide art opportunities that are freely accessible to all;
- 5) encourage the placement of public art throughout the city, including residential neighbourhoods; and
- 6) encourage public involvement in and appreciation of the arts.

The proposed new Public Art Policy is based on municipal best practice and provides direction for the planning, funding, selection, and administration of public art, and is meant to replace the current VAPP No. C10-007. The most fundamental changes or additions to the new policy are as follows:

Expanding Opportunities for Public Art and Artists

Following municipal best practice, the new Public Art Policy broadens the definition of public art beyond outdoor sculpture to include works of art being sited on or staged in municipally owned public space, indoors and outdoors. The works of art may be:

- 1) permanent acquisitions;
- 2) temporary installations;
- 3) functional, such as street furniture and utility covers as designed by an artist; and/or
- 4) created using any material or any combination of media, including but not limited to sculptures, murals, paintings, drawings, textiles, sound and light installations, new media, and performance.

By working to ensure a diversity of art, the Public Art Policy can encourage submissions from artists who traditionally have not participated in the City’s Public Art Program, such as First Nations, Métis, and newcomer artists.

In addition, the Public Art Policy recognizes the role that public art can play in transforming neighbourhood spaces, including parks, into focal points for community gatherings or into spaces for quiet contemplation.

Funding Public Art

The Public Art Policy includes a menu of mechanisms for funding public art, most notably Civic Capital Project Public Art – and a Public Art Reserve.

Civic Capital Project Public Art is the commissioning of site-specific works of art that are integrated into designated civic capital projects. Administration will designate specific civic capital projects that are deemed to have a high level of public visibility, where the City's contribution is \$5 million or more, and ensuring that public art is considered where it can have the greatest public benefit. Designated civic capital projects are defined as:

- 1) new civic public buildings, such as libraries, community centres, and recreation and sport facilities;
- 2) neighbourhood parks including village squares;
- 3) new bridges and bridge replacements; or
- 4) major street rehabilitation/streetscapes.

The Administration is recommending that Civic Capital Project Public Art allocation be calculated at 1 percent of the City's capital dollar contribution to each designated civic capital project with a maximum contribution of \$500,000 per capital project.

The Public Art Reserve is a dedicated reserve that funds public art interventions that are not tied to particular capital projects or for capital projects where the City's contribution is less than \$5 million, that may not have an already identified budget for public art. The Administration is recommending a five-year phase-in of \$20,000 per year, incrementally, to achieve an annual contribution of \$100,000 to the Public Art Reserve.

Adjudicating and Selecting Public Art

If approved, the new Public Art Policy would replace the current Visual Arts Placement Jury with the Public Art Advisory Committee (PAAC). The PAAC would:

- 1) adjudicate and approve works of art for which the funding has already been approved, according to the criteria outlined in the policy;
- 2) provide advice to City Council on the purchase of works of art;
- 3) assess and recommend the acceptance of donations of works of art;
- 4) provide advice to the Administration concerning the de-accessioning of artworks; and
- 5) assist in promoting public awareness of the City's Public Art Program, its goals and objectives, and assist in educating artists and community groups about the program.

The PAAC would not provide advice to City Council on the preferred location for works of art, but rather provide advice to the Administration as part of the overall adjudication process.

City Council would appoint a committee each year. Each member of the committee would serve for a two-year term with the possibility of being reappointed for further one-year terms.

The PAAC would be composed of seven members. Committee members would be required to be residents of Saskatoon with at least four being able to demonstrate a level of competency in one of the following areas: visual arts, new media, performing arts, arts administration, Aboriginal art and culture, architecture, landscape architecture, design, or arts education.

OPTIONS TO THE RECOMMENDATION

An option is to not approve this policy as drafted, and either continue to take direction from VAPP No. C10-007, or direct the Administration to bring back a different version of a draft policy.

POLICY IMPLICATIONS

A draft Public Art Policy is attached for approval. This policy is meant to replace Visual Arts Placement Policy No. C10-007, and to complement Commemorations and Monuments Policy No. C09-038 and the Gifts and Memorial Program Policy No. C09-027.

In addition, if approved, the criteria for the Public Art Reserve would need to be established within the Reserves for Future Expenditures Policy No. C03-003

FINANCIAL IMPLICATIONS

The Public Art Policy includes a menu of mechanisms for funding public art. With Civic Capital Project Public Art, projects identified by the Administration would be funded by building a public art contribution into the capital project budget at the outset. The contribution would be calculated at 1 percent of the City's capital dollar contribution to the identified civic capital project, with a maximum contribution of \$500,000.

Through this policy, the Administration is also recommending a five-year phase-in, at \$20,000 per year, incrementally, to achieve an annual operating contribution of \$100,000 for the Public Art Reserve.

The City approves the yearly budget for maintenance and conservation of any public art acquired by the City. The financial implications of acquiring new public art relate to annual maintenance costs. Maintenance costs depend on the type and size of a commemoration; however, based on recent acquisitions of public art, any operating maintenance impact would likely be in the range of \$1,000. Specific operating impacts are reported to City Council by the Administration before seeking final approval for the acquisition and/or installation of a public art piece.

PUBLIC AND/OR STAKEHOLDER INVOLVEMENT

Numerous individuals and stakeholders have reviewed and provided input into this draft policy. External stakeholders included the Visual Arts Placement Jury, local artists, designers, University of Saskatchewan faculty, and staff from the Mendel Art Gallery. Internal reviewers included staff from the Community Development, Planning and Development, and Parks Divisions of Community Services; Corporate Performance; Asset and Financial Management; Transportation and Utilities; Solicitor's Office and the City Clerk's Office.

COMMUNICATION PLAN

The Public Art Policy will be made available on the City's website.

ENVIRONMENTAL IMPLICATIONS

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

PRIVACY IMPACT

There are no privacy implications at this time.

SAFETY/CRIME PREVENTION THROUGH ENVIRONMENTAL DESIGN (CPTED)

The CPTED Review Committee will be engaged to review the proposed locations of all new public art installations.

DUE DATE FOR FOLLOW-UP AND/OR PROJECT COMPLETION

If the Public Art Policy is approved, the replacement of the Visual Arts Placement Jury with the new Public Art Advisory Committee would take effect with the appointment of new Advisory Committees for 2015. The Civic Capital Project Public Art allocations would be applicable for Capital Projects for 2016 and beyond.

PUBLIC NOTICE

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

ATTACHMENTS

1. Visual Arts Placement Policy No. C10-007
2. Proposed Public Art Policy

Written by: Kevin Kitchen, Community Initiatives Manager

Reviewed by: “Lynne Lacroix”
Lynne Lacroix,
Director of Community Development

Approved by: “Randy Grauer”
Randy Grauer, General Manager
Community Services Department
Dated: “March 13, 2014”

Approved by: “Murray Totland”
Murray Totland, City Manager
Dated: “March 17, 2014”

CITY OF SASKATOON COUNCIL POLICY

NUMBER

C10-007

POLICY TITLE <i>Visual Arts Placement Policy</i>	ADOPTED BY: <i>City Council</i>	EFFECTIVE DATE <i>November 5, 1990</i> UPDATED TO <i>December 17, 2007</i>
ORIGIN/AUTHORITY <i>Planning and Development Committee Report No. 43-1990; Municipal Arts Placement Jury Reports No. 1-1993 and 2-1994; Committees on Committees Report No. 2-1995; Executive Committee Report No. 7-1997; Planning and Operations Reports No. 7-1999, 17-2002 and 18-2005; Bylaw No. 8198; and Executive Committee Report No. 21-2007</i>	CITY FILE NO. <i>CK. 100-11, 100-0-2, 175-44, 1290-1 and 4040-1</i>	PAGE NUMBER <i>1 of 7</i>

1. PURPOSE

The objectives of the Policy are:

- a) To enhance the natural beauty of open spaces and to increase the attractiveness of civic facilities and other City-owned property;
- b) To provide visual focal points and gathering places in facilities, open spaces, and other City-owned property;
- c) To encourage and showcase a broad range of artists with priority consideration given to Saskatoon, Saskatchewan, and Canadian artists in that order; and,
- d) To build public awareness for opportunities in the arts and to encourage public involvement in and appreciation of the arts.

This Policy does not apply to the Mendel Art Gallery.

2. DEFINITIONS

- 2.1 Donation - refers to a request by a person or company to give a piece of art to the City.
- 2.2 Exhibition Rights - under the new Federal Copyright Legislation, artists are entitled to payment for the public exhibition of their work created after June 18, 1988 (including permanent exhibitions). An artist may make a contract with a purchaser, waiving payment or arranging for a one-time lump sum payment.

CITY OF SASKATOON COUNCIL POLICY

NUMBER

C10-007

POLICY TITLE	EFFECTIVE DATE	UPDATED TO	PAGE NUMBER
<i>Visual Arts Placement Policy</i>	<i>November 5, 1990</i>	<i>December 17, 2007</i>	<i>2 of 7</i>

- 2.3 Contract - for purposes of the Policy, contract refers to any written agreement with the artist regarding exhibition rights.
- 2.4 Copyright Legislation - refers to the Federal Legislation regarding a creator's rights over his or her own work.
- 2.5 Jury Name - the name of the Jury shall be the Visual Arts Placement Jury.

3. POLICY

A jury appointed by City Council will adjudicate on the appropriateness and quality of art for placement in open space, civic facilities and other City-owned property.

3.1 Jury Selection

City Council will appoint a jury each year. Each member of the jury may serve for a two-year term and may be reappointed for further one-year terms. The maximum total numbers of years any one person may serve shall be six years. After a three-year break, a jury member may be reappointed.

3.2 Jury Composition

The jury will be composed of seven members with three members from the professional arts community and one representative of the Meewasin Valley Authority Design Advisory Committee and three members from the general public.

4. RESPONSIBILITY

4.1 City Council

- a) Appoints a jury each year;
- b) Approves the location for works of art;
- c) Approves any purchase of works of art;

CITY OF SASKATOON COUNCIL POLICY

NUMBER

C10-007

POLICY TITLE	EFFECTIVE DATE	UPDATED TO	PAGE NUMBER
<i>Visual Arts Placement Policy</i>	<i>November 5, 1990</i>	<i>December 17, 2007</i>	<i>3 of 7</i>

- d) Approves the yearly budget for maintenance, storage, and conservation of art owned by the City; and,
- e) Approves amendments to this Policy.

4.2 The Jury

- a) Reviews proposed works of art, communicating with the artist and/or donor, where applicable and as necessary;
- b) Adjudicates proposed works of art according to specific criteria developed through consultation with experts in the field and tables its selection criteria with City Council for information;
- c) Makes the final decision on accepting donations of art;
- d) Considers recommendations from the Administration on three suitable locations for each work of art and provides advice to City Council on the preferred location for the work of art;
- e) Provides advice to City Council on the purchase of works of art;
- f) Works with the Urban Design Committee in selecting sites for the Placemaker Public Art Program and adjudicates submissions received, makes selections based on criteria specified on the submission call document, and assists in matching the selections with the appropriate sites; and
- g) Submits its advice to City Council through the Planning and Operations Committee.

CITY OF SASKATOON COUNCIL POLICY

NUMBER

C10-007

POLICY TITLE	EFFECTIVE DATE	UPDATED TO	PAGE NUMBER
<i>Visual Arts Placement Policy</i>	<i>November 5, 1990</i>	<i>December 17, 2007</i>	<i>4 of 7</i>

- 4.3 The Executive Committee - recommends appointments to the jury.
- 4.4 The Community Services Department
- a) Ensures an appropriate provision is included with the City's operating budget estimate each year, for maintenance, conservation, and storage of works of art accepted or purchased by the City under this Policy;
 - b) Proposes amendments to this policy; and,
 - b) Provides staff support to the jury.
- 4.5 The Urban Design Committee
- a) Reviews proposed locations of works of art; and,
 - b) Provides comments on locations to the jury for inclusion in its report to City Council.
- 4.6 The Solicitor's Office - provides any legal advice regarding contracts, public exhibition rights and copyright legislation.

CITY OF SASKATOON COUNCIL POLICY

NUMBER

C10-007

POLICY TITLE	EFFECTIVE DATE	UPDATED TO	PAGE NUMBER
<i>Visual Arts Placement Policy</i>	<i>November 5, 1990</i>	<i>December 17, 2007</i>	<i>5 of 7</i>

APPENDIX A

CITY OF SASKATOON PROCEDURE FOR DONATIONS OF ART

(Please note that this does not apply to donations of art of the Mendel Art Gallery or to the Public Library. Individuals or groups wishing to make donations to the above should contact the staff there.)

An individual or group that wishes to donate art to the City of Saskatoon should first approach the Community Services Department (Arts and Grants Consultant at 975-3391). An application form must be filled out.

The application is reviewed by Civic Administration for technical and program input. It is reviewed by the Visual Arts Placement Jury according to set criteria, including artistic merit, suitability of proposed locations, compatibility of theme, and safety. The Jury may wish to meet in person with the donor(s).

Once all the relevant information has been obtained from the donor(s), the Visual Arts Placement Jury and Civic Administration will each write reports to the Planning and Operations Committee.

The donor(s) will be informed of the date of the Planning and Operations Committee meeting and can make a presentation at that meeting. The City Clerk's Office must be informed of this in writing by Tuesday of the week preceding the meeting.

From the Planning and Operations Committee, the reports are sent to City Council, which makes the final approval on the location.

If the art work is to be located in Meewasin Valley Authority's control zone (e.g. riverbank parks), the donor must take the request forward for approval to the MVA.

Once all approvals have been received the donor must ensure that:

- The exhibition rights for the work are to be provided to the City of Saskatoon by the artist (e.g. either gratis or for a negotiated fee that the donor will pay).
- Release of copyright must be granted to the City for purposes of promotion and tourism where no direct financial benefit issues to the City of Saskatoon.

The donor will work with Civic Administration to place the art work in its approved location. Cost of installation (e.g. base preparation, plaque) is borne by the donor.

CITY OF SASKATOON COUNCIL POLICY

NUMBER

C10-007

POLICY TITLE	EFFECTIVE DATE	UPDATED TO	PAGE NUMBER
<i>Visual Arts Placement Policy</i>	<i>November 5, 1990</i>	<i>December 17, 2007</i>	<i>6 of 7</i>

APPENDIX B

SITES NOT DEEMED APPROPRIATE FOR PUBLIC ART

- a) Areas currently overused or have a single purpose
 - Meewasin Park Pavilion area
 - The weir area
 - Kiwanis Memorial Park
 - Ski jump ravine

- b) Areas where nature is the focus
 - Meewasin Park to the weir
 - Saskatoon Natural Grasslands
 - Between Circle Drive Bridge, Peturrson's Ravine, and Saskatoon Natural Grasslands
 - Cosmopolitan Park natural area
 - Gabriel Dumont Park naturalization area
 - Diefenbaker Park natural area

- c) Areas where concentration is required for safe passage
 - The weir to the Mendel Art Gallery
 - Victoria Park to the Sanatorium site
 - Sanatorium site to the Queen Elizabeth Power Station
 - Forest Drive to Central Avenue
 - CNR to ski jump ravine

Other areas may be considered for public art in regard to appropriate context.

CITY OF SASKATOON COUNCIL POLICY

NUMBER

C10-007

POLICY TITLE	EFFECTIVE DATE	UPDATED TO	PAGE NUMBER
<i>Visual Arts Placement Policy</i>	<i>November 5, 1990</i>	<i>December 17, 2007</i>	<i>7 of 7</i>

APPENDIX C

SUGGESTED THEME AREAS FOR PUBLIC ART

Themes are encouraged for placing art in public places, in certain areas to fit with the usage, location or history of the area, as follows:

Industrial art or landforms

- Meewasin Park North
- Power plant and landfill
- Diefenbaker Park

Heritage themes

- Sanatorium area
- Western Development Museum area

Animal themes

- Forestry Farm linkage and entry

Large-scale works

- Commuter link to Central Avenue to Sutherland Beach

Sculpture garden

- Mendel Art Gallery area

CITY OF SASKATOON COUNCIL POLICY

NUMBER

C0

POLICY TITLE <i>Public Art Policy</i>	ADOPTED BY: <i>City Council</i>	EFFECTIVE DATE
ORIGIN/AUTHORITY	CITY FILE NO. <i>CK.</i>	PAGE NUMBER <i>1 of 10</i>

1. PURPOSE

The objectives of the Policy are:

- a) To support the City's Strategic Plan and Culture Plan by providing quality of life opportunities through art and culture;
- b) To increase awareness, understanding and enjoyment of art as part of everyday life in Saskatoon;
- c) To encourage and showcase a broad range of artists including Saskatoon, Saskatchewan, Canadian and international artists;
- d) To provide for a diversity of art and artists by encouraging submissions from First Nations, Métis, and new Canadian artists;
- e) To create safe public places that encourage authentic intercultural dialogue and interaction;
- f) To include public art in designated civic capital projects where it has the greatest benefit;
- g) To outline the processes for the acquisition, selection, maintenance, de-accession, monitoring and evaluation of purchased, donated and leased works of art for display in public spaces; and
- h) To provide a sustainable funding model for the development, acquisition, maintenance and management of public art for the City of Saskatoon.

2. DEFINITIONS

- 2.1 Artist – an individual recognized by his/her peers, critics and other art professionals as committed to creating works of art.
- 2.2 Civic Art - a component of the Public Art Collection, Civic Art refers to paintings, drawings and small sculptures that are held in trust by the City.

CITY OF SASKATOON COUNCIL POLICY

NUMBER

C0

POLICY TITLE	EFFECTIVE DATE:	PAGE NUMBER
<i>Public Art Policy</i>		2 of 9

- 2.3 Community Art - Public art that is created as a result of a collaborative creative process between a professional practicing artist(s) and a community. It is a collective method of art-making, engaging artists and self-defined communities through collaborative, artistic expression.
- 2.4 Copyright - In accordance with the Copyright Act, the City acknowledges the artist as full owner of copyright including moral rights and will negotiate the transfer of certain rights through individual artist contracts.
- 2.5 De-accession - the formal process to permanently remove an object from the Public Art Collection.
- 2.6 Placemaker Program - provides temporary or leased public art in Business Improvement Districts and key commercial areas in the city. The goal of the Placemaker Program is to enrich public places through public art.
- 2.7 Public Art – for the purpose of this Policy public art is defined as an artwork created by an artist and acquired by the City with the specific intention of being sited on or staged in municipally owned public space, indoors and outdoors. Works of public art may be:
- permanent acquisitions
 - temporary installations
 - functional such as street furniture and utility covers as designed by an artist
 - created using any material or any combination of media, including but not limited to sculptures, murals, paintings, drawings, textiles, sound and light installations, new media and performance.
- 2.8 Public Art Advisory Committee - a City Council appointed body that adjudicates and advises on aspects of public art on behalf of Administration and City Council.

3. POLICY

Aligned to the City's Strategic Plan and Culture Plan, the Public Art Policy provides a framework for developing art in public places that:

- builds a visually rich environment;

CITY OF SASKATOON COUNCIL POLICY

NUMBER
C0

POLICY TITLE	EFFECTIVE DATE:	PAGE NUMBER
<i>Public Art Policy</i>		3 of 9

- plays a role in attracting creative businesses and workers, including artists;
- reflects our diverse cultural character and heritage;
- provides art opportunities that are freely accessible to all;
- encourages the placement of public art throughout the city including residential neighbourhoods; and
- encourages public involvement and appreciation of the arts.

3.1 Policy Scope

For the purpose of this policy, public art is defined as artworks that are created by artists and acquired by the City with the specific intention of being sited on or staged in municipally owned public space.

Works of public art may be permanent acquisitions, temporary installations or ephemeral works, and be characterized as aesthetic, functional, interactive, or any combination thereof, and created using any material or any combination of media, including, but not limited to, sculptures, paintings, drawings, textiles, sound and light installations, and performance.

Graffiti vandalism management and community art projects are not included in the scope of this policy.

This Policy does not apply to the Remai Art Gallery of Saskatchewan.

The Policy is designed to complement the City of Saskatoon's Commemorations and Monuments Policy C09-038.

3.2 Administering Public Art

While public art affects several civic departments, it is the Community Services Department that takes the lead role in administering the Public Art Program, liaising with civic departments, the Public Art Committee, artists, and community stakeholders to ensure that this Policy is followed. In addition, public art program staff are responsible for the project management of individual art commissions and installations including public art associated with designated civic capital projects.

CITY OF SASKATOON COUNCIL POLICY

NUMBER

C0

POLICY TITLE	EFFECTIVE DATE:	PAGE NUMBER
<i>Public Art Policy</i>		4 of 9

3.3 Funding Public Art

Funding for the acquisition for public art commissions is secured through the following means:

- a) Civic Capital Project Public Art - The commissioning of site-specific works of art are integrated into designated civic capital projects. Designated civic capital projects are those identified by Administration that are deemed to have a high level of public visibility and where the City's capital contribution is \$5 million or more. Public art is considered where it can have the greatest public benefit. Designated civic capital projects include:
- New civic public buildings such as libraries, community centres, and recreation and sport facilities;
 - New neighbourhood parks including village squares;
 - Major street rehabilitation/streetscapes; and
 - New bridges and bridge replacements.

Capital project public art is calculated at a 1 percent of the City's capital dollar contribution to the specific civic capital project with a maximum contribution of \$500,000.

- b) Public Art Operating Reserve - A dedicated public art operating reserve, managed by the Community Services Department, to fund public art interventions that are not tied to particular capital projects or for capital projects where the City's contribution is less than \$5.million.
- c) Streetscape Reserves – Public art projects, such as those commissioned through the Placemaker Program, are eligible for funding as streetscaping capital and operating expenditures under Urban Design.
- d) Private Developer Art in the Public Realm - Developers are encouraged to donate funds to the municipality for public art on public lands in the vicinity of the development.
- e) One-time capital budget submissions - In response to a significant community event or anniversary, City Council may consider a

CITY OF SASKATOON COUNCIL POLICY

NUMBER

C0

POLICY TITLE	EFFECTIVE DATE:	PAGE NUMBER
<i>Public Art Policy</i>		5 of 9

capital budget request for a major public art commission or to purchase an existing artwork.

- f) Donations - Donations to the City of Saskatoon are accepted subject to adjudication by the Public Art Advisory Committee. Donors are recognized appropriately and are eligible to receive a charitable tax receipt for the fair market value of the artwork, as determined by a qualified independent appraiser.

3.4 Planning for Public Art

- a) To include public art where it has the greatest benefit and where it can be funded requires planning. Designated civic capital projects are required to consider the potential for public art as either physically embedded into the building, structure or space or included as a standalone artwork that complements the project.
- b) Capital project managers are required to consult public art program staff in the initial planning stages to assess the potential for public art in the following types of capital projects:
- New civic public buildings such as libraries, community centres, and recreation and sport facilities;
 - New neighbourhood parks including village square);
 - Major street reconstruction/streetscapes; and
 - New bridges and bridge replacements.
- c) Funding for capital project public art may be used as follows:
- Hiring of an artist(s) to participate on the project design team;
 - Commissioning, project management and installation of a new artwork specific to the project; and
 - Purchase and installation of an existing artwork that is complementary to a capital project, including installation cost.

3.5 Identifying and Selecting Locations for Outdoor Public Art

In instances where an artwork is not integrated into the construction of a civic capital project, the selection and approval of a site for public art will follow the process outlined below:

CITY OF SASKATOON COUNCIL POLICY

NUMBER
C0

POLICY TITLE	EFFECTIVE DATE:	PAGE NUMBER
<i>Public Art Policy</i>		6 of 9

- a) The City will evaluate and identify site options based on physical needs and thematic opportunities, with emphasis placed on the fit, finish, scale and context for a public art installation.
- b) Consultation will take place with staff from civic departments (and the Meewasin Valley Authority where applicable) to address compatibility with the plans and policies, and consideration of easements, rights of way, line of sight, etc.
- c) Where public art is to be located within the Meewasin Valley Authority's conservation zone (e.g. riverbank parks), a development application will be submitted to the MVA for approval.

3.6 Identifying and Selecting Locations for Indoor Public Art

Where public art is to be placed inside a civic facility, Public Art Program staff will work with the artists and the civic department that operates or programs the facility to determine the most appropriate public location for installation.

3.7 The Public Art Advisory Committee

- a) The City's Public Art Advisory Committee adjudicates public art on behalf of the Administration and City Council. The Committee provides an open, fair, objective and credible process when acquiring art, whether it is through donation, commission or purchase.
- b) City Council will appoint a committee each year. Each member of the committee may serve for a two-year term and may be reappointed for further one-year terms. The maximum total numbers of years any one person may serve shall be six years. After a three-year break, a committee member may be reappointed.
- c) The Public Art Advisory Committee is composed of 7 members. Committee members are residents of Saskatoon with at least four being able to demonstrate a level of competency in one of the following areas: visual arts, new media, performing arts, arts

CITY OF SASKATOON COUNCIL POLICY

NUMBER
C0

POLICY TITLE	EFFECTIVE DATE:	PAGE NUMBER
<i>Public Art Policy</i>		7 of 9

administration, Aboriginal art and culture, architecture, landscape architecture, design, and arts education.

- d) Depending on the submission being adjudicated, the Committee may request a non-voting submission-specific outside expert to join the Committee to provide advice.
- e) Public Art Committee members are not eligible for art commissions or involvement in others' commissions during their tenure.

3.8. Adjudicating Public Art

- a) The Public Art Advisory Committee reviews and approves public art submissions with decisions being made on a consensus or majority vote, if necessary, on the basis of:
 - artistic excellence;
 - response to project terms of reference;
 - artist's capacity to advance Public Art Program goals;
 - responsiveness to the site and community; and
 - technical feasibility and probability of success.
- b) The Committee, with input from Administration, will consider the proposal's materials, construction, durability, maintenance, public access, and safety.
- c) The Committee may opt to not accept any of the submissions, in which case the selection process may be re-opened.

3.9 Lifecycle Management of Public Art

- a) Public art will be maintained as an asset of the City of Saskatoon. The City will be responsible for insuring and monitoring and providing for annual maintenance to professional conservation and life cycle management standards in keeping with the integrity of the art.
- b) Regular annual maintenance entails cleaning, preventative maintenance (waxing), graffiti removal and vandalism repair. Life

CITY OF SASKATOON COUNCIL POLICY

NUMBER

C0

POLICY TITLE	EFFECTIVE DATE:	PAGE NUMBER
<i>Public Art Policy</i>		<i>8 of 9</i>

cycle repair interventions could include minor repairs, component replacement and minor restoration of materials that have deteriorated.

- c) The maintenance and life cycle costs will be identified at the time of acquisition and will be funded from the City's public art maintenance and conservation fund, except as otherwise specified for a particular artwork, such as art leased through the Placemaker Program.

3.10 Relocation of Public Art

Because of the changing nature of urban and built environments, the location of a public art may, in time, no longer be appropriate, and the City may determine that the artwork should be relocated.

3.11 De-accessioning or Removal of Public Art

The City reserves the right to remove the public art for whatever reason deemed necessary. The City will seek the advice of the Public Art Advisory Committee before de-accessioning an artwork whenever possible.

4. RESPONSIBILITIES

4.1 City Council

- a) Approve the yearly budgets for the acquisition of public art;
- b) Approve the yearly budget for the maintenance and conservation of public art work owned by the City;
- c) Approve donations of public art to the City;
- d) Approve amendments to this Policy based on a review and recommendations from the Planning, Development and Community Services Committee.

CITY OF SASKATOON COUNCIL POLICY

NUMBER

C0

POLICY TITLE	EFFECTIVE DATE:	PAGE NUMBER
<i>Public Art Policy</i>		9 of 9

4.2 Planning, Development and Community Services Committee

- a) Consider recommendations of the Public Art Advisory Committee regarding donations of public art to the City; and
- b) Review and provide recommendations regarding proposed amendments to this Policy.

4.3 Community Services Department

- a) Facilitate all aspects of the Public Art Program;
- b) Work with the Asset and Financial Management Department to include an appropriate provision in the City's operating budget each year, for maintenance and conservation of public art by the City under this Policy; and
- c) Review and when necessary propose amendments to this Policy.

4.4 Public Art Advisory Committee

- a) Adjudicate and approve works of art, for which the funding has already been approved, according to the criteria outlined in this policy;
- b) Provide advice to City Council on the purchase of works of art;
- d) Provide advice to City Council on donations of works of art;
- d) Provide advice to Administration concerning the de-accessioning of artworks; and
- e) Assist in promoting public awareness of the City's Public Art Program, its goals and objectives, and assist in educating artists and community groups about the program.

4.5 City Solicitor's Office

Provide legal advice regarding contracts, public exhibition rights, copyright legislation and intellectual property rights.

TO: Secretary, Planning and Operations Committee
FROM: General Manager, Community Services Department
DATE: March 4, 2014
SUBJECT: 2013 Year-End Report – Building Standards and
Request for Additional Building Inspector Position
FILE NO.: CK. 430-32, x CK. 530-1 and PL. 4240-9

- RECOMMENDATION:**
- 1) that the Planning and Operations Committee recommend to City Council that the information be received; and
 - 2) that a staffing increase be approved for an additional full-time permanent Building Inspector, funded by the Building Standards Operating Budget, which is 100 percent funded by program revenues (no Operating Budget impact).

TOPIC AND PURPOSE

The purpose of this report is to provide an update on the status of the Plan Review and Inspection Service Stabilization Reserve, and to report the 2013 year-end statistics for the Building Standards Division, Community Services Department. The report also is requesting the approval of one full-time Building Inspector position that is required to achieve the performance expectations set by the Building Standards Division.

REPORT HIGHLIGHTS

1. The number of building permits issued in 2013 was 5,020, which is slightly less than the all-time high of 5,196 issued in 2012. The value of construction associated with the number of building permits issued in 2013 reached an all-time high of \$1,088,531,000.
2. The year-end balance for the Plan Review and Inspection Service Stabilization Reserve increased by \$1,619,467 from the 2012 reserve balance. As a result, the balance in the Plan Review and Inspection Service Stabilization Reserve was \$5,600,544 as of December 31, 2013.
3. Due to the higher than expected transfer to the Plan Review and Inspection Service Stabilization Reserve, building or plumbing permit fee increases are not planned for the foreseeable future.
4. There were 35,711 building and plumbing inspections performed in 2013.
5. Building Standards is requesting approval for an additional Building Inspector position to reduce the reliance on students and to improve program delivery.

STRATEGIC GOAL

This report supports the City of Saskatoon's (City) Strategic Goal of Quality of Life by providing timely reviews of building permit and development applications, and performing building and plumbing inspections to ensure the health and safety of owners and occupants.

BACKGROUND

During its December 15, 1997 meeting, City Council approved Reserves for Future Expenditures Policy No. C03-003 (Section 12 Community Services Department Plan Review and Inspection Service Stabilization Reserve). The purpose of the Plan Review and Inspection Stabilization Reserve is:

- a) To accumulate funds for the purpose of offsetting any deficits in the Department's Plan Review and Inspection Program due to revenue shortfalls from a decline in the number, and/or type of Building and Plumbing Permits issued or unexpected expenditures; and
- b) To stabilize the effect annual fluctuations in construction activity have on the mill rate."

During its March 16, 2004 meeting, the Planning and Operations Committee instructed the Administration to provide an annual update on the status of the Plan Review and Inspection Service Stabilization Reserve as information only.

REPORT

Number of Building Permits Issued with Resulting Construction Costs

Construction activity in Saskatoon during 2013, once again, exceeded expectations. The number of building permits issued, and the value of construction associated with those permits, were very close to the records set in 2012. The value of construction associated with the building permits issued in 2013, once again, broke the one billion dollar mark, with the final number totalling \$1,088,531,000 (see Attachments 1 and 2).

Plan Review and Inspection Service Stabilization Reserve Increase

Program revenues for 2013 were forecasted to be \$5,655,000, which would have resulted in a surplus of \$234,800. The full amount of the surplus was to be transferred to the Plan Review and Inspection Service Stabilization Reserve. As a result, at the end of 2013, the reserve balance was projected to be \$4,215,877.

Permit Fee Increase Not Planned

Final operating revenues and expenditures for the building and plumbing programs in 2013 are outlined in Attachment 3. Program revenues for 2013 were higher than forecasted, and operating expenditures were slightly less than the budgeted amount. Instead of the \$234,800 surplus that was forecast for 2013, there was a surplus of \$1,619,450. As a result, as of December 31, 2013, the balance in the Plan Review and Inspection Service Stabilization Reserve was \$5,600,544. Due to the higher than expected transfer to the Plan Review and Inspection Service Stabilization Reserve, building or plumbing permit fee increases are not planned for the foreseeable future.

2013 Building and Plumbing Inspection Activity

Building and plumbing permit activity in 2013 also had an impact on the Building Standards Division's inspection programs. There were 28,705 building inspections and 7,006 plumbing inspections performed, for a total of 35,711 inspections.

The Building Standards Division has set a target of five business days for the issuance of a building permit for one-unit dwellings. When considering the entire year of 2013, the average time to issue a building permit for a one-unit dwelling was 5.5 business days. However, during the period between April 1 and June 30, the average turnaround time recorded was 8.6 business days, with the longest turnaround time occurring in May, where the average was 12.5 business days (see Attachment 4). Several factors contributed to the May and June turnaround times:

- a. A new (non-returning) student started in May, and as a result, training and familiarization was required before this person could make a positive impact on our turnaround times. It is becoming apparent that relying on students to be a part of the base staff requirement is not in the best interest of reliable program delivery.
- b. Some builders submitted between 10 and 20 building permit applications at the same time, many of which did not see a construction start for at least 30 days after the permit was issued. In the spring of 2013, one builder submitted applications for 34 one-unit dwellings all on the same day. This consumed one week of plan review capacity while others waited.
- c. It is common for builders to knowingly submit building permit applications for one-unit dwellings without certain information that is needed to complete the review and approval. Not only does this affect the turnaround time for the incomplete application, it slows down the review and approval of other projects that have all the required information. This situation occurred approximately 35 percent of the time in April, May, and June.

- d. Many of the permits issued in May and June did not have a construction start until late July or August. If these applications were submitted in July, then turnaround times would have been more acceptable for those projects, and they would not have created a gridlock of permit applications experienced in the spring.

To address these issues, Building Standards is:

- a) meeting with the Saskatoon and Region Homebuilders' Association (SRHBA) on a regular basis to communicate the need for builders to prioritize their building permit applications. This would help distribute the workload over several months instead of a few critical months.
- b) including a new input field to the application process in POSSE where a builder now has the opportunity of indicating when the permit will be needed. If an application is submitted in May but the "permit required by" date is not until July, this application can wait while more critical applications can be processed in May.
- c) together with the SRHBA, exploring methods of reducing the number of incomplete permit applications. This will help minimize the number of incomplete applications submitted, which will reduce the time lost by plan review staff due to the extra handling of permit applications.
- d) streamlining the building permit approval process by introducing plan approval letters and phasing out stickers that are time consuming to print out and attach to the drawings. Upon request, these letters can be e-mailed to the applicants/builders so that they are informed, in advance, of possible items to be verified during construction.
- e) exploring methods of identifying plans with similar designs at the application stage so that the same plan reviewer can review similar plans, thereby saving review time.
- f) investigating an express line system to help with processing smaller jobs through the system quicker, thus leaving more time to deal with larger jobs, such as one-unit dwellings. This initiative will have staffing implications.
- g) requesting approval for an additional building inspector position to reduce the reliance on students and to improve program delivery.

Request for an Additional Building Inspector Position

The 2014 budget was set in July of 2013, and at that time, the only Full-Time Employee (FTE) that was requested for approval was that of a Plumbing Inspector. Since that time, it has become increasingly apparent that Building Standards requires an additional

Building Inspector position in the near future. Awaiting approval of the 2015 budget may not be in the Division's best interest in addressing its immediate needs. Please refer to Attachment 5 for information to support this request.

OPTIONS TO THE RECOMMENDATIONS

There are no options to the recommendations.

POLICY IMPLICATIONS

There are no policy implications.

FINANCIAL IMPLICATIONS

The FTE will be funded by the Building Standards Operating Budget. The Building Standards building and plumbing permit program is 100 percent cost recovery, and the Plan Review and Inspection Stabilization Reserve is sufficiently funded. Therefore, there is no immediate or future impact on the mill rate.

PUBLIC AND/OR STAKEHOLDER INVOLVEMENT

The Building Standards Division continues to collaborate with the SRHBA on a regular basis to work toward a team approach in ensuring that an acceptable level of service in both the plan review and inspection areas is provided where practical.

COMMUNICATION PLAN

Any changes to the review process for one-unit dwellings will be communicated through regular meetings with the SRHBA.

DUE DATE FOR FOLLOW-UP AND/OR PROJECT COMPLETION

An update will be provided on performance levels in the 2014 Building Standards Year-End Report, which will be submitted in early 2015.

ENVIRONMENTAL IMPLICATIONS

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

PRIVACY IMPACT

There are no privacy implications.

SAFETY/CRIME PREVENTION THROUGH ENVIRONMENTAL DESIGN (CPTED)

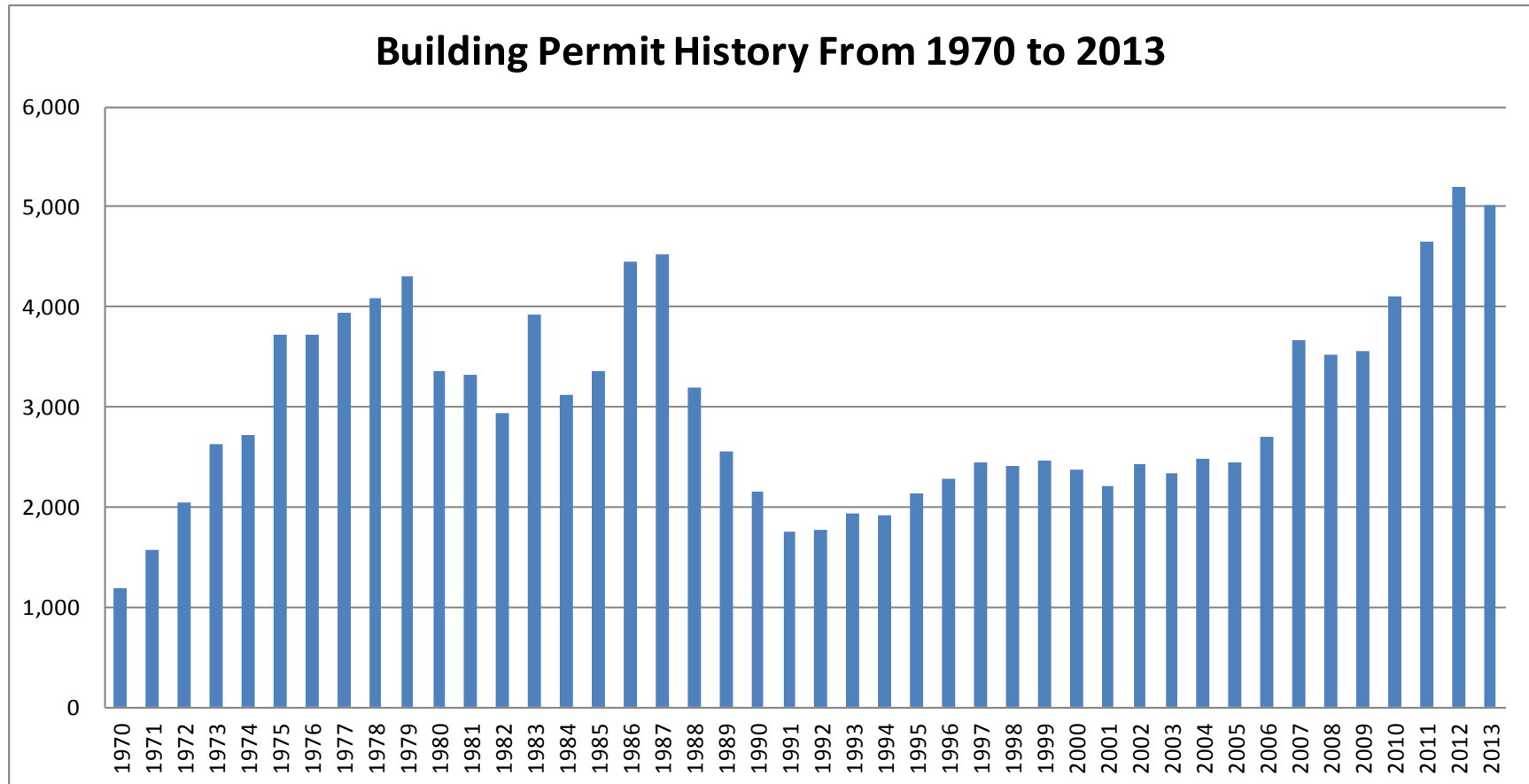
A CPTED review is not required.

Building Permit Statistics for 2013 vs. 2012

Category	Number of Permits			Construction Value (\$million)		
	Dec 31/13	Dec 31/12	Change %	Dec 31/13	Dec 31/12	Change %
Residential	3,787	3916	-3.3%	\$441.8	\$493.4	-10.5%
Apartments & Housing Projects	305	343	-11.1%	\$177.7	\$160.9	10.4%
Commercial	328	397	-17.4%	\$165.3	\$230.3	-28.2%
Industrial	217	203	6.9%	\$111.1	\$104.9	5.9%
Institutional & Assembly	88	98	-10.2%	\$177.3	\$74.2	138.9%
Other (includes demolition permits)	295	239	23.4%	\$15.3	\$18.4	-16.8%
TOTAL	5,020	5,196	-3.4%	\$1,088.5	\$1,082.1	0.6%

Summary of permits over \$10M approved to December 31, 2013

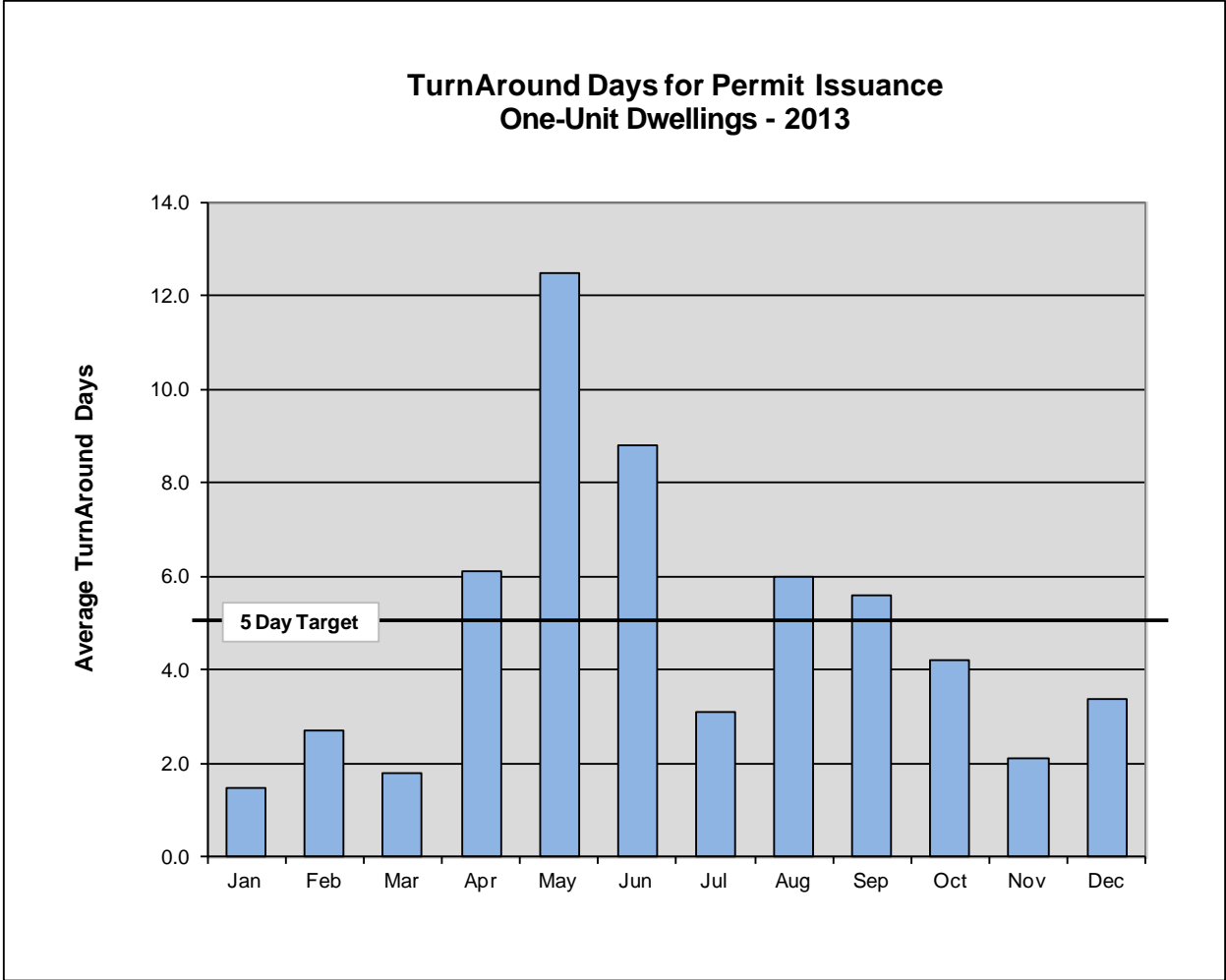
Addition to Office Building - 516 2nd Ave N	\$19.5M	(Included in "Commercial" above)
New Office Building, Shell and Final - 616 Main St.	\$10.8M	(Included in "Commercial" above)
New Art Gallery, Foundation - 102 Spadina Cres.	\$17.0M	(Included in "Institutional and Assembly" above)
Addition to High School - 2115 McEowen Ave.	\$14.5M	(Included in "Institutional and Assembly" above)
Addition to Elementary School - 1508 Arlington Ave.	\$11.3M	(Included in "Institutional and Assembly" above)
Red Bear Student Centre - U of S	\$10.9M	(Included in "Institutional and Assembly" above)
New Hotel, Shell and Final - 317 Aerogreen Cres.	\$10.6M	(Included in "Commercial" above)
New Apartment, Shell and Final - 235 Willis Cres.	\$17.3M	(Included in "Apartments & Housing Projects" above)
New Apartment Condominium - 1025 Moss Ave.	\$12.0M	(Included in "Apartments & Housing Projects" above)
New Hotel - 3331 8th St. East	\$11.8M	(Included in "Commercial" above)
Apartment Condominium, Stage 2 - 1010 Ruth St.	\$10.8M	(Included in "Apartments & Housing Projects" above)
New Art Gallery, Shell and Final - 102 Spadina Cres.	\$59.8M	(Included in "Institutional and Assembly" above)



The Community Services Department Plan Review and Inspection Service Stabilization Reserve Sufficiency Report

	2013 Budget	2013 Actual	2014 Budget	2015 Projections	2016 Projections	2017 Projections
EXPENSES						
Plumbing Permit Program	\$614,100	\$643,323	\$726,000	\$747,780	\$770,213	\$793,320
Building Permit Program	\$4,806,100	\$4,481,528	\$5,003,900	\$5,154,017	\$5,308,638	\$5,467,897
Total Program Expenses	\$5,420,200	\$5,124,851	\$5,729,900	\$5,901,797	\$6,078,851	\$6,261,216
REVENUES						
Plumbing Permit Program	\$550,000	\$727,848	\$640,000	\$640,000	\$640,000	\$640,000
Residential Bldg. Permit Program	\$1,500,000	\$1,713,549	\$1,800,000	\$1,800,000	\$1,800,000	\$1,800,000
Commercial Bldg. Permit Program	\$3,500,000	\$4,195,243	\$4,000,000	\$4,000,000	\$4,000,000	\$4,000,000
Other Revenue	\$105,000	\$107,661	\$105,400	\$105,000	\$105,000	\$105,000
Total Revenue	\$5,655,000	\$6,744,301	\$6,545,400	\$6,545,000	\$6,545,000	\$6,545,000
Balance to transfer to Reserve Account	\$234,800	\$1,619,450	\$815,500	\$643,203	\$466,149	\$283,784
Capital Projects Expenditure			-\$165,000			
Estimated Return to Source from Capital Projects		\$17	\$100,000			
Net Change	\$234,800	\$1,619,467	\$750,500	\$643,203	\$466,149	\$283,784
Previous Year's Balance	\$3,981,077	\$3,981,077	\$5,600,544	\$6,351,044	\$6,994,247	\$7,460,396
Year-end Reserve Balance	\$4,215,877	\$5,600,544	\$6,351,044	\$6,994,247	\$7,460,396	\$7,744,180
Year-end Reserve Cap	\$8,230,300	\$8,230,300	\$8,694,850	\$8,852,696	\$9,118,276	\$9,391,825
Fee Increases - Plumbing Permits	20%	20%	17%	0%	0%	0%
Building Permit Fee increases - Residential Permits	9%	9%	16%	0%	0%	0%
Building Permit Fee increases - Commercial Permits	18%	18%	15%	0%	0%	0%

One-Unit Dwelling Building Permit Turnaround Time Monthly Averages



Background to the Request for an Additional Building Inspector Position

Information to support the request for an additional Building Inspector position is as follows:

- a. The Building Standards fee study completed in 2011 by an independent consultant included an analysis of the Division's staffing needs. This analysis did not predict the volumes and value of construction of 2012 or 2013 to be as high as they have been and continue to be. The program was staffed accordingly but now it is clear that more staff are needed to meet the demands of the continuing high volume of permit activity that is being experienced.
- b. Turnaround time targets were not achieved at critical times in 2013 and an additional staff person will be instrumental in avoiding a repeat of this situation.
- c. Permit activity continues to be strong in the first two months of 2014.
- d. The Division was unable to secure a student for the work term of January 1 to April 30, and as such, there is currently an office staff shortage for customer service and plan reviews of smaller projects. The Division has just recently been informed by the Saskatchewan Institute of Applied Science and Technology (SIAST) that a student will not be available for the May 1 to August 31 work term. This will further impact the ability to provide service that is expected during the busiest vacation season.
- e. The current practise is to rely on students to be part of the base compliment for the plan review and customer service function. When the student position remains unfilled, this affects the Division's ability to perform at the level expected. Students should be relied upon when additional help is needed, not as part of the base staff requirement.
- f. There will, in all likelihood, be at least one retirement in the Building Inspector positions within the next 12 to 18 months, which will create a difficult situation until new staff are hired and trained. Waiting for retirements to happen before reacting may not be the best course of action when considering the performance expectations that have been set by the Building Standards Division. Thus, with the continued permit volume activity expected over this period, there is little risk of creating a staff oversupply if this position is added now. Each time a Building Inspector retires, staffing requirements will be reviewed to determine if a reduction is necessary due to reduced construction activity.
- g. It is anticipated an additional work load will be placed on staff to deal with the introduction of garden and garage suite opportunities.
- h. Building Standards is also looking at the introduction of same-day service for smaller projects such as garages, basement developments, and decks, which may also impact staffing needs in 2015.
- i. The position will be funded by the Building Standards Operating Budget which is 100 percent funded by program revenues.

TO: Secretary, Planning and Operations Committee
FROM: General Manager, Community Services Department
DATE: March 17, 2014
SUBJECT: Neighbourhood Level Infill Development Strategy – Implementation Plan
FILE NO.: CK. 4350-63, x 4110-1 and PL. 1702-9-14

- RECOMMENDATION:** that a report be forwarded to City Council recommending:
- 1) that the implementation plan for the Neighbourhood Level Infill Development Strategy be endorsed;
 - 2) that the Administration be authorized to proceed with the necessary steps to amend Official Community Plan Bylaw No. 8769 and Zoning Bylaw No. 8770 in regard to garden and garage suites;
 - 3) that the General Manager, Community Services Department, be requested to prepare the required notices for advertising the proposed amendments;
 - 4) that the City Solicitor be requested to prepare the required bylaw amendments to Official Community Plan Bylaw No. 8769 and Zoning Bylaw No. 8770;
 - 5) that at the time of the public hearing, City Council consider the Administration's recommendation of the proposed amendments to Official Community Plan Bylaw No. 8769 and Zoning Bylaw No. 8770; and
 - 6) that at the time of the public hearing, City Council consider the Municipal Planning Commission's recommendations related to the proposed amendments.

TOPIC AND PURPOSE

The purpose of this report is to present the implementation plan for the Neighbourhood Level Infill Development Strategy (Strategy). The report also outlines amendments required to provide for the implementation of garden and garage suites within the City of Saskatoon (City).

REPORT HIGHLIGHTS

1. The Administration is recommending a plan for implementation of infill guidelines based on the Strategy, which was endorsed by City Council on December 16, 2013.
2. The Strategy recommended that a garden or garage suite be permitted in conjunction with a one-unit dwelling.

STRATEGIC GOAL

This Strategy supports the City's long-term Strategic Goal of Sustainable Growth by establishing design guidelines to promote infill development in existing neighbourhoods. Increasing infill development is specifically identified as a ten-year strategy for achieving the Strategic Goal of Sustainable Growth.

BACKGROUND

The Strategy outlines best practices, design guidelines, and regulations that, upon implementation, will provide flexibility and increased opportunity for small scale residential infill development. The vision of the Strategy states:

"The City of Saskatoon's established neighbourhoods will be protected and enhanced through reinvestment, and improved housing choice. Infill development will be low rise, high quality, and context sensitive; reinforcing the attributes of Saskatoon's beautiful residential districts."

Building from this vision, key strategies are recommended to address development standards, parking requirements, site servicing, and infill lot grading to accommodate infill development and minimize impact on neighbouring property owners. New forms of infill development are also identified in the Strategy, including garden and garage suites and four-unit dwellings on corner lots.

At its December 16, 2013 meeting, City Council adopted the following recommendations:

- “1) that the key strategies outlined in the Neighbourhood Level Infill Development Strategy be endorsed;
- 2) that the Administration report back with an Implementation Plan for the Infill Development Strategy;
- 3) that the Administration be requested to provide a report with respect to the experience this summer dealing with water main breaks; and
- 4) that the Administration report on the matter of all neighbourhoods being treated equally in terms of participating, once the policies and guidelines have been established for garden and garage suites.”

REPORT

Implementation Plan

The key strategies outlined in the Neighbourhood Level Infill Development Strategy can be placed into four main categories for review and implementation. These categories are: garden and garage suites, development standards and design guidelines for primary dwellings, corner lot infill development, and drainage and lot grading requirements.

Administration has identified the following order and timeframe for review and implementation of these categories:

- A. **Garden and Garage Suites**
Review will include regulations and design guidelines for the development of garden and garage suites. Details are included in this report. The proposed amendments to Official Community Plan Bylaw No. 8769 and Zoning Bylaw No. 8770 are scheduled for a public hearing in May 2014.
- B. **Development Standards and Design Guidelines for Primary Dwellings**
Review will include regulations and design guidelines for primary dwellings in established neighbourhoods. A public information meeting will be held in April 2014, and a further report will be submitted to the Municipal Planning Commission (MPC) regarding the appropriate bylaw amendments and proposed design guidelines. A public hearing to consider the proposed amendments is anticipated in June 2014.
- C. **Corner Lot Infill Development**
Review will include regulations and design guidelines for corner lot infill development. A public information meeting will be held in April 2014, and a further report will be submitted to the MPC regarding the appropriate bylaw amendments and proposed design guidelines. A public hearing to consider the proposed amendments is anticipated in June 2014.
- D. **Drainage and Lot Grading for Infill Sites in Established Neighbourhoods**
The Community Services and Transportation and Utilities Departments are currently reviewing the regulations regarding drainage and lot grading outlined in the Strategy. Process for implementation and required amendments to Drainage Bylaw No. 8379 will be presented to Committee and City Council meetings in November 2014.

Garden and Garage Suites

The Strategy recommended that a garden or garage suite be permitted in conjunction with a one-unit dwelling. The definitions of garden and garage suites are:

- a) **Garden Suite** – small, ground-oriented dwelling unit located in the rear yard of a single-detached dwelling that has cooking facilities, food preparation, sleeping, and sanitary facilities, which are separate from those of the one-unit dwelling located on the site.
- b) **Garage Suite** - a dwelling unit which is attached to a detached accessory building located in the rear yard of a one-unit detached dwelling. The dwelling unit has cooking facilities, food preparation, sleeping, and sanitary facilities, which are separate from those of the one-unit dwelling located on the site.

Implementation of Regulations

An amendment to the Official Community Plan Bylaw No. 8769 is required to implement this new form of development (see Attachment 1).

The Administration is proposing that the following general regulations be applied to implement the development of garden and garage suites. A complete list of regulations is included in Attachment 2.

- a) Garden and garage suites, accessory to a one-unit dwelling, will be a discretionary use in all neighbourhoods. The Administration is recommending that discretionary use approval be delegated to the Administration as per Section 4.7.2 (3) of Zoning Bylaw No. 8770.
- b) Only one accessory suite may be developed in conjunction with a one-unit dwelling.
- c) Garden and garage suites will not be permitted accessory to a two-unit dwelling or a semi-detached dwelling.
- d) Garden and garage suites may be developed in areas where there is no lane, provided that the development complies with the development standards.
- e) It is preferred that separate water and sewer connections are made to the garden and garage suites. If the applicant wishes to connect these utilities from the existing one-unit dwelling, an engineering study must be submitted with the discretionary use application indicating how the connection will be designed.

Attachment 3 outlines design guidelines for garden and garage suites. This information is intended to provide applicants with guidance in designing the development to ensure that the suites are aesthetically pleasing and privacy concerns are mitigated.

The Administration recommends that the implementation of regulations that allow for garden and garage suites be implemented city-wide. However, implementation could be deferred in areas of the city with unique circumstances or character. Montgomery Place is an example due to its unique history as a Veteran's Land Act (VLA) Neighbourhood with large lots and low-density character, and because a Local Area Plan will begin in 2015.

A report regarding the proposed amendments to Official Community Plan Bylaw No. 8769 and Zoning Bylaw No. 8770 will be sent to MPC for their consideration. Their recommendation will be considered by City Council at the public hearing.

OPTIONS TO THE RECOMMENDATION

1. The option exists for City Council to not endorse the implementation plan items for the Strategy as presented. Should City Council not endorse the plan, the Administration would request further direction.
2. An option exists for City Council to exclude or defer the development of garden and garage suites in certain neighbourhoods or areas. Reasons for this may include an in-progress or upcoming Local Area Plan (LAP) or unique development characteristics of an area.

POLICY IMPLICATIONS

The implementation of the projects identified in this report will require amendments to Official Community Plan Bylaw No. 8769 and Zoning Bylaw No. 8770.

FINANCIAL IMPLICATIONS

There are no financial implications at this time.

PUBLIC AND/OR STAKEHOLDER INVOLVEMENT

A Community Advisory Committee (Committee) comprised of civic staff, land developers, and interested members of the public, was assembled to provide direction and to oversee the Strategy. The Committee will continue to meet throughout the implementation of the Strategy.

A public workshop was held in December 2012 to obtain input on infill priorities to be addressed, as well as desirable forms of infill. A second public meeting was held in February 2013 to receive feedback on preliminary recommendations. A project website was established where background information, as well as presentation materials from the public meetings were made available, and an online survey also allowed for comments by the public.

A public information meeting was held on March 4, 2014, at the Frances Morrison Library from 4 p.m. to 8 p.m. to present proposed regulations for garden and garage suites. Approximately 150 people attended this event. Those in attendance generally were looking for clarification on development standards for garden and garage suites.

COMMUNICATION PLAN

The Administration will undertake a communication strategy that will include updates to stakeholders, including community associations, developers, and the general public with an interest in the topic. Updated information will be provided on the City's website.

DUE DATE FOR FOLLOW-UP AND/OR PROJECT COMPLETION

The Administration will provide City Council with a report after the regulations have been in effect for approximately two years.

ENVIRONMENTAL IMPLICATIONS

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

PRIVACY IMPACT

There are no privacy implications.

Proposed Amendments to Official Community Plan Bylaw No. 8769

Official Community Plan Amendment - Section 5.2.2:

That a section be added on Garden and Garage Suites incorporating the following principles:

- a garden or garage suite shall be a permitted accessory use to a one-unit dwelling in low-density residential zoning districts.
- appropriate development standards intended to minimize land-use conflicts shall be applied through the Zoning Bylaw, including massing and off-street parking requirements.
- garden and garage suites must be aesthetically pleasing and mitigate privacy concerns.
- appropriate building and plumbing codes, and fire safety standards shall also be applied to the approval and construction of garden or garage suite.

Draft Zoning Bylaw Provisions for Garden and Garage Suites

2.0 Definitions

Garden Suite – small, ground oriented dwelling unit located in the rear yard of a single-detached dwelling that has cooking, food preparation, sleeping, and sanitary facilities, which are separate from those of the one-unit dwelling located on the site.

Garage Suite – a dwelling unit which is attached to a detached accessory building located in the rear yard of a one unit-detached dwelling. The dwelling unit has cooking, food preparation, sleeping, and sanitary facilities which are separate from those of the one-unit dwelling located on the site.

Category 1 Neighbourhoods – those neighbourhoods indicated on the map in Appendix B of the Zoning Bylaw as “Category 1” and include City Park, Caswell Hill, Westmount, Riversdale, Pleasant Hill, King George, Nutana, Varsity View, and Buena Vista neighbourhoods. These neighbourhoods are generally characterized by a grid design with narrow residential lots and large mature trees and vegetation. Much of the original development in this area occurred prior to 1945.

Category 2 Neighbourhoods - – all neighbourhoods within the City of Saskatoon, except for identified as Category 1 Neighbourhoods, as shown on the map in Appendix B of the Zoning Bylaw.

4.0 General Administration

4.7.3 Discretionary Use Evaluation Criteria

The evaluation of discretionary use applications for garden and garage suites should have due consideration for the following:

- (a) Location of openings (windows and doors) must be located in areas that will not result in a loss of privacy for adjacent neighbours;
- (b) A site plan including details regarding utility service connections must be submitted and approved by the City of Saskatoon and other utility agencies;
- (c) Location and configuration of vehicular and pedestrian access;
- (d) A lot grading plan that provides adequate site drainage must be submitted for review; and
- (e) Consideration shall be given to the proximity of the proposed garden or garage suite to other garden and garage suites in the area, the location of the suite on the block and in the neighbourhood, and the street classification to ensure that the cumulative land use impacts of the garden or garage suite will not be inconsistent with the neighbourhood in which the proposed suite is to be located.

5.0 General Provisions

In addition to submitting the appropriate plans and design details identified in the Discretionary Use Evaluation Criteria section, the following provisions will apply to garden and garage suite applications:

1. Only one garden, garage, or secondary suite accessory to a one- unit dwelling per site;
2. Only one accessory building per site containing a garden or garage suite;
3. The area of the garden and garage suite cannot exceed the area of the one-unit dwelling;
4. Only non-habitable areas below grade (basements) are permitted in a building containing a garden suite;
5. The City will not approve any condominium plan to provide separate title for a garden or garage suite;
6. The site plan must indicate the location of all City-owned trees on the site, on the adjacent boulevard, and on sites on either side of the subject property;
7. Must meet all relevant building, plumbing, and development codes and will be regulated by the City's building permit and inspection process.;
8. One parking space per dwelling unit must be provided on-site and be hard surfaced. Parking spaces for the garden or garage suite must be located in the rear yard and should be accessed via the lane, where lanes exist;
9. May have a maximum of two bedrooms and shall include a minimum of a full bathroom and shall contain a kitchen;
10. Must be connected to the front yard of the site with an internal path and the width of the path should accommodate barrier free access. Where lanes exist; the path shall also connect to the rear yard;
11. The preferred location of the main entrance is to be directly accessible and visible from rear lanes; however, location of main entrances will be evaluated as part of the discretionary use application process;
12. Amount glazing of walls facing rear yards and rear lanes is dependent on provisions in the National Building Code. Exceptions may be considered for corner lots;
13. Balconies may be provided on the second story facing the rear lane, or in the case of corner lots, to the side street and should be screened appropriately to avoid overlooking into side properties;
14. Rear yard decks and porches attached to a garden or garage suite are permitted provided they conform to all applicable zoning bylaw and building standards requirements; and
15. The location of mechanical units such as air conditioners and venting should be located in order to not create nuisance to adjacent properties.

Category 1 Sites Only

1. Garage suites may be located on the second story of an accessory building when the level at-grade is used as a garage;
2. Rooftop decks are only permitted in Category 1 Areas and are only permitted on the second story facing the lane, or in the case of corner lots, to the side street and require a 4 metre setback from the adjacent property line;
3. In Category 1 Areas, glazing of side wall may be provided; however, the maximum area that can be glazed is 20 percent of the wall area or the amount permitted by the National Building Code, whichever is more restrictive. Exceptions may be considered for corner lots;
4. Dormers are permitted on the second story and dormer wall length at side property to be maximum 50 percent of the length of the dwelling unit wall.

Specific Development Standards for Garage Suites

Development Standard	Category 1	Category 2
minimum side yard setback #1	1.2	1.2
minimum side yard setback #2	0.75	3
minimum distance from principle dwelling	4	4
minimum rear yard setback - with a lane	1.2	2
minimum rear yard setback - no lane	<i>All these areas have lanes</i>	2
maximum rear yard coverage	50% when the site contains a one unit dwelling and a garden or garage suite.	
on-site parking (total, including primary dwelling)	2	2
maximum building height – flat roof	5.8	5
maximum building height – peaked roof	6	5
maximum side wall height	3.2	4
maximum building length	9	9
maximum floor area of dwelling unit	77 m2	77m2
minimum stepback of second story	0.6 m	n/a
maximum stories	2	1

Specific Development Standards for Garden Suites

Development Standard	Category 1	Category 2
minimum side yard setback #1	1.2	3
minimum side yard setback #2	0.75	3
minimum distance from principle dwelling	4	4
minimum rear yard setback - with a lane	1.2	2
minimum rear yard setback - no lane		2
maximum rear yard coverage	50% when the site contains a one unit dwelling and a garden or garage suite.	
on-site parking (total, including primary dwelling)	2	2
maximum building height – flat roof	5.8	3.2
maximum building height – peaked roof	6	3.5
maximum side wall height	3.2	3.2
maximum building length	9	9
maximum floor area of dwelling unit	77 m2	77 m2
maximum building footprint	77 m2	77 m2
minimum stepback of second stoe y	0.6 m	n/a
maximum stories	2	1

DESIGN GUIDELINES FOR GARDEN AND GARAGE SUITES

1. Rear Yards

- a. Rear yard decks and porches, attached to a garden or garage suite, should be permitted provided minimum rear yard setbacks, separation distances, and necessary site access and parking areas are provided.

2. Internal Pathways

- a. All publicly accessible areas, including sidewalks and internal pathways, should be barrier-free and constructed of materials chosen for their functionality as well as their maintenance efficiency.
- b. The preferred surface treatment is brushed concrete.
- c. Internal pathways should have a minimum width of 1.2 metres to facilitate barrier-free access and should integrate seamlessly with the adjacent sidewalk, on-site surface parking areas, main and secondary dwelling entrances, garage entrances, porches, decks, and other access points between primary and accessory dwellings.
- d. Garden or garage suites should be connected to adjacent streets and laneways, through the site, via an internal pathway.
- e. Access structures such as ramps should be designed as integrated components of infill development.
- f. Trees, landscaping and site furnishings should not obstruct the path of travel.

3. Lighting

- a. Internal pathways should incorporate pedestrian-scaled lighting at key locations including main and secondary dwelling entrances.
- b. Pedestrian-scaled lighting may be free-standing or wall-mounted depending on the desired application.
- c. Pedestrian-scaled lighting should be down lit to avoid unnecessary light pollution.
- d. Pedestrian-scaled lighting should be provided adjacent to rear lanes to enhance the perception of safety.

4. Landscaping

- a. Existing significant trees, tree stands, and vegetation should be protected and incorporated into infill development to the extent possible.
- b. New trees should be planted to contribute to the existing tree canopy of the neighbourhood.
- c. Where appropriate, retaining walls should be incorporated into the overall landscaping plan for the site. They should be low in profile and should be designed in a manner which is compatible with the streetscape.

- d. The design of private outdoor amenity spaces and site landscaping features should incorporate sustainable site design principles.

5. Orientation, Layout, and Privacy

- a. Garden or garage suites should be positioned and oriented to maximize overview of adjacent rear lanes or rear yards, and minimize overview of adjacent properties.
- b. Garden and garage suites should be directly accessible from the sidewalk or roadway located at the front of the property and also from the rear lane, where rear lanes exist

6. Entrances

- a. Main entrances should be directly accessible and visible from rear lanes however other locations are acceptable given site layout.
- b. Main entrances should generally be one storey in height, with sufficient cover and integration into the overall building design.
- c. Main entrances should be designed to provide weather protection, and can include features such as recessed entries, front porches and verandas.
- d. All entrances should be located at-grade or close to grade, so as to protect the privacy of neighbouring properties and to avoid site overlook.
- e. Secondary entrances should not be dominant, but should be easily accessible and convenient to access via adjacent parking areas.
- f. The design and location of building entrances should adhere to the principles of Crime Prevention Through Environmental Design.

7. Facades

- a. Buildings should use a variety of materials and architectural details, both vertical and horizontal, to break up the facade. Such articulation should include three- dimensional depth and composition, which can be achieved by varying the massing of the facade through the use of bays, recesses, reveals, substantial trim and secondary building elements including porches, verandahs, balconies and bay windows.
- b. Buildings should not have blank facades. Flanking facades should have a design and material standard equal to the primary facade.
- c. The design of garden or garage suites should be complementary in character and quality of detail to the principal dwelling.
- d. Up to 60% of walls facing rear yards and rear lanes may be glazed.
- e. Additions or renovations to heritage properties should reintegrate key aspects of heritage design that have been lost through degradation or previous renovation.

8. Doors and Windows

- a. Restrictions on the placement of windows are recommended for Category 1 garden or garage suites as a means of maintaining the privacy of adjacent properties on either side of the suite.

- b. Since Category 2 suites are restricted to a single storey and require 3 metre side yard setbacks, the extent of glazing should not be regulated provided that sufficient screening (fencing or landscaping) is present on side property lines to screen the suite from neighbouring rear yards.
- c. While overlook is an issue for properties on either side of a 2 storey garden or garage suite the rear lane should be considered a public frontage and the garden or garage suite should be permitted to have a high degree of glazing facing the laneway and shared yard between the primary dwelling and the garden or garage suite.
- d. The following recommendations should be used as a general guide recognizing that the specific conditions of a given property may call for an alternative solution. The requirements for passive solar gain may also dictate solutions which call for greater amounts of glazing and should be permitted while maintaining the privacy of flanking lots.
- e. In Category 1 Areas, the percentage of glazing on side walls should be limited to 20% of the total side wall surface areas. Generally, the majority of this 20% glazing allocation should be provided on the lower level provided sufficient screening with a fence or landscaping is present on the side property lines. Any side wall glazing on the second storey should be limited and carefully positioned so as not to overlook neighbouring properties.
- f. In Category 1 Areas, front and rear walls should generally provide a proportion of glazing that is no more than 60% of the total surface area of those walls.
- g. The location of doors and windows within the side yard should not conflict with that of existing adjacent dwellings.
- h. Garden or garages suites facing a flanking street or lane should provide a generous amount of window openings to encourage strong visual connections between the suite and the public lane or side street.
- i. Windows should be arranged to enhance views, and provide natural ventilation and light, without sacrificing privacy to adjacent dwellings.

9. Roofs

- a. Roof materials and colours should complement the building materials and the overall building design.
- b. In Category 1 areas only, decks should only be permitted on the second storey finished floor level facing a laneway and limited to a zone defined by a 4 metre setback from the rear property line. Any portion of the sides of a terrace overlooking a neighbouring yard shall be visually screened.

10. Dormers

- a. Dormers and secondary roof components should be positioned and proportioned to remain secondary to the primary roof form.
- b. Dormers on upper storeys should remain relatively small in order to maintain appropriate building and roof proportions.

11. Balconies

- a. In Category 1 Areas, balconies and terraces may be provided on the second floor of a garden or garage suite facing the rear lane and should be screened to avoid overlook onto side properties.

12. Materials

- a. Finish materials should extend to all sides of the building, including building projections.
- b. Building materials should be chosen for their functionality and aesthetic quality as well as their energy and maintenance efficiency

13. Utilities and Waste Storage

- a. Water meters and gas meters should be placed in discrete locations and/or screened from public view.
- b. The location of mechanical units such as air conditioners and venting should be located in order to not create nuisance to adjacent
- c. All garbage and recycling bins should be stored on-site in designated locations, screened from public view.
- d. Garbage and recycling storage areas should be integrated into the design of garden or garage suites where feasible.

14. Sustainable Building Design

a. Waste Water

- i. Waste management, water use reduction and wastewater technologies should be explored where possible.
- ii. Rain barrels or cisterns can be designed into new garden or garage suites to accommodate grey water irrigation.

b. Passive Solar Design

- i. Factors including temperature, precipitation, wind conditions, cloud cover, air quality and solar loss and gain should be considered when designing suites and private outdoor amenity spaces.
- ii. Trees and vegetation, operable windows, treated glass, roof coverings and other building elements should be selected to take advantage of natural means of regulating interior temperature, lighting and other environmental variables.
- iii. Indirect natural light should be maximized.

c. Energy Efficiency

- i. Life cycle cost analysis should be used to evaluate mechanical, electrical and plumbing systems as well as to evaluate design options for occupiable spaces.
- ii. Buildings and windows should be oriented and designed such that natural means of heating, cooling, ventilating and lighting interior spaces are maximized.

- iii. Outdoor lighting systems should incorporate LED technology to reduce energy and maintenance demand.
- iv. Garden and garage suite developments are encouraged to explore the potential use of geothermal technology to reduce grid energy dependency.
- v. Inventories of all plumbing fixtures and equipment, as well as all heating, ventilation and air conditioning systems, should be summarized in building packages as well as a strategy for minimizing water demand.
- vi. Adaptive re-use is encouraged to reduce dependence on new materials. The energy efficiency of existing buildings should be carefully considered when assessing their potential for re-use.

15. Material Efficiency

- i. Although locally sourced materials are preferred, foreign products made with quickly replenishing raw materials, such as bamboo, are also desired and encouraged.

16. Roof Tops

- i. Unplanted rooftop areas should be finished with cool or light coloured materials that remain cool by reflecting the sun's rays or have a high insulation value.

TO: Secretary, Planning and Operations Committee
FROM: General Manager, Community Services Department
DATE: March 12, 2014
SUBJECT: 2013 Year End Report - Youth Program, Aboriginal Youth Program,
and Summer Playground and Paddling Pool Program
FILE NO.: CK. 430-34 and RS. 430-8

RECOMMENDATION: that a copy of this report be forwarded to City Council for information.

TOPIC AND PURPOSE

This report provides a summary of the work undertaken in 2013 by the Community Development Division in youth and Aboriginal youth programming, as well as the Summer Playground and Paddling Pool Program.

REPORT HIGHLIGHTS

1. The City of Saskatoon's (City) youth, Aboriginal, and summer programs provide a safe environment for children and youth to engage in a healthy lifestyle through free indoor and outdoor recreation activities.
2. In 2013, there were approximately 123,000 visits made to the Summer Playground and Paddling Pool Program and the Youth Centre Program, making it the busiest summer on record.
3. The City's Summer Playground and Paddling Pool Program provided employment and leadership development opportunities for youth in the community. In 2013, 150 young residents between the ages of 16 and 30 were hired for the summer program.

STRATEGIC GOAL

This report supports the City's Strategic Goal of Quality of Life; specifically, the short-term strategy of developing partnerships and programs with Aboriginal organizations, and the long-term strategy of ensuring our recreational facilities are accessible, both physically and financially, to meet the needs of the community.

BACKGROUND

The mandate of the Community Development Division is:

“to serve as a catalyst to bring the community together to provide neighbourhood-based recreation programs, to support volunteers in the delivery of those programs, and to create a network of volunteers capable of addressing other issues that affect the quality of life in their community.”

The Community Initiatives Section, Community Development Division, is tasked with ensuring the provision of accessible neighbourhood programs for youth and children. This is accomplished through low-cost and no-cost youth programs and a free Summer Playground and Paddling Pool Program. The Administration uses both a direct delivery model and a third-party partnership model to facilitate program offerings.

REPORT

The following is a summary of the 2013 Youth Program and Initiatives, Aboriginal Programs and Partnerships, and the Summer Playground and Paddling Pool Program.

Youth Programs and Initiatives

Summer Youth and MeTaWeTan Youth Drop-In Centres

The Community Initiatives Section directly operated ten, no-charge, youth drop-in centres, which attracted 8,000 visits from July 5 to August 21, 2013. Three drop-in centres were geared specifically for older youth, with sports-themed youth centres at Lakewood, Cosmo, and Shaw Civic Centres. Three drop-in centres were designed for 11 to 14 year olds and featured a mixture of sports, arts and crafts programs offered at Confederation Park School, St. Peter School, and Father Robinson School. An arts-only youth centre also operated at the Albert Community Centre.

Three MeTaWeTan centres, which incorporate Aboriginal culture into youth programming, were offered at St. Mary's School, Westmount School, and St. John in Holiday Park.

Spring/Fall and Winter MeTaWeTan Programs

These weekly, no charge, drop-in centres provide a gathering place for youth to learn healthy lifestyles through sports, recreation, and cultural activities. In 2013, MeTaWeTan centres operated in the King George, St. Mary's, and White Buffalo Youth Lodge attracting 1,200 visits.

Skateboarding

Skateboarding continues to be an important component of the City's Youth Centre Program. The skateboard program includes five satellite sites and the Lions Skate Park located in Victoria Park.

In 2013, highlights from the skateboard program include two skateboard animators who visited our skateboarding sites throughout the summer. There were approximately 1,000 participants who joined the animators in physical activities and skill development.

Girls in Motion

The popular “Girls in Motion” event was offered at Prairieland Park. The November 8, 2013 event attracted 189 girls. This event offered an opportunity for girls to become inspired to live a healthy, happy, and active lifestyle. Under the direction of qualified instructors, participants tried hip hop, ultimate frisbee, karate, yoga, and salsa dancing.

Family in Motion Day

Family in Motion Day, February 18, 2013, took place at the Clarence Downey Speed Skating Oval and Cosmo Civic Centre arena and gym. There were approximately 743 people in attendance participating in skating and activities between the two sites.

February and April School Break Camps for Youth

Free sports camps for youth featuring basketball, football, soccer, and wheelchair basketball took place during the February and April school breaks. The camps were hosted at Cosmo Civic Centre and Sasktel Sports Centre. There were 270 participants in the programs who were coached by Huskie and elite athletes.

Run, Jump, Throw...Like a Girl

On September 8, 2013, Community Development hosted elite track athletes for an afternoon “learn to track” program. Coaches included Olympian and World Champion Perdita Felicien, local Olympian Kelsie Hendry, National Team Coach Carla Nicholls, and Provincial Team Coach Sarah Junkin. The event was hosted, in partnership with SaskSport, Athletics Saskatchewan, and the Dreambrokers. There were 145 girls registered for the event.

Aboriginal Programs and Partnerships

In addition to the MeTaWeTan youth centres, the Administration also organized the Swim-to-Survive program for community schools grade three classes, which was attended by 50 children; and the Little Sisters in Action, May 3, 2013, at White Buffalo Youth Lodge, which had 30 girls register.

Summer Playground and Paddling Pool Program

Weekdays

In 2013, a supervised, no-charge playground program operated at 43 neighbourhood locations for eight weeks, or 38 full days, for children ages 2 to 12, Mondays through Fridays. Program leaders designed and delivered a variety of activities, in accordance with the leisure needs identified for this target group, including sports, games, crafts, story-telling, music, creative drama, and special events. The program featured staggered opening and closing dates at various sites around the city, allowing the City to provide programs from July 2 to August 28, 2013.

Travelling Playground Program

Based on demand, neighbourhoods without a paddling pool or spray pad, and that are not within a short walking distance of one in an adjoining neighbourhood, are served by a weekday travelling program van. This van carries a wide variety of sports, culture, arts, and craft supplies. In 2013, this program served Willowgrove, Arbor Creek, and the Kelsey-Woodlawn neighbourhoods.

Travelling Culture Van

The summer culture van travels to all playgrounds, youth centres, and Aboriginal facilities showcasing Aboriginal games and hoop dancing, demonstrating bead and leather work, and providing participants with the experience of tipi raising. The culture van made 90 site visits in 2013, covering all areas of Saskatoon.

Weekends

In addition to the regular weekday playground program, the Community Development Division provided a weekend playground program at 16 paddling pools across the city, from 12 to 5 p.m., July 6 to August 18, 2013.

Spray Pads

In addition to the playground program, 17 spray pads located in Arbor Creek, Briarwood, Exhibition, Holliston, Lakeridge, River Heights, Mayfair, Pleasant Hill, Dundonald, Parkridge, Silverwood Heights, Forest Grove, Erindale, Silverspring, Willowgrove, Hampton Village, and River Landing provided an opportunity for non-supervised water play. The spray pads were operated daily from 10 a.m. to 8 p.m., June 1 to September 3, 2013.

Visitation

In 2013, there were approximately 123,000 visits made to the Summer Playground and Paddling Pool Program and Youth Centre Program, making it the busiest summer on record. After a decade of an average visitation of approximately 85,000, the program is now regularly seeing numbers of over 100,000 during an eight-week period. The City's growing population is reflected in the program's popularity and usage. For a detailed summary of visits by location, see Attachment 1.

Employment and Leadership Development

The City's Summer Playground and Paddling Pool Program provides employment and leadership development opportunities for youth in the community. In 2013, 150 young residents between the ages of 16 and 30 were hired for the summer program in positions ranging from weekend paddling pool attendants, paddling pool and playground leaders, and summer program coordinators. Summer program staff also worked closely with the Atoske Program to provide a shadowing and mentoring opportunity for the participants to demonstrate the skills they have gained through the program.

**Total Attendance for 2013
Summer Youth Centres, Weekday Playground Program, and Weekend Paddling
Pools**

Summer Youth Centres - 33 Days	2013
Confederation Park School	878
Cosmo/Shaw Centre Sports	364
Dundonald - St.Peter School	679
Nutana - Albert Community Centre Arts	672
College Park - Lakewood Sports	1,338
Silverwood - Brownell School	706
Holiday Park - St. John School	332
Pleasant Hill - St.Mary Wellness and Education Centre	1,029
Westmount School	1,022
Skateboard Program	1,037
Youth Centre Total	8,057
Weekday Playground Program – 38 Days	
Confederation Park - Bishop Roborecki School	1,501
Dundonald Park	1,357
Fairhaven - Fairhaven School	1,332
King George	1,575
Massey Place - Archibald McDonald Park	2,187
Mayfair - A.H. Browne Park	8,968
Montgomery Place	1,434
North Park	2,508
Pacific Heights - Lester B. Pearson School	1,976
Parkridge St. Marguerite School	1,978
Westview Heights - Dr. Seeger Wheeler Park	4,715
Travelling Cultural Van	1,622
Adelaide Park	1,927
Avalon - John Lake Park	1,852
Brevoort - Brevoort Park	1,536
Buena Vista - Buena Vista Park	2,672
Eastview - James Anderson Park	1,322
Exhibition - Thorton Park	4,685
Greystone Heights - Greystone Park	1,346
Holliston - Holliston Park	3,777
Nutana - Albert Park	2,082
Queen Elizabeth - W.W. Ashely Park	3,438
South Nutana - Harold Tatler Park	1,333
Briarwood - Briarwood Park	6,574
College Park - Dr. Herzberg Park	1,181
East College Park - Roland Michner School	2,992
Erindale - Father Robinson School	3,566

Weekday Playground Program – 38 Days	
Forest Grove - Forest Grove School	1,136
Kelsey/Travelling Van	1,493
Lakeridge - Lakeridge School	2,586
Lakeview - St. Bernard School	2,184
Lawson Heights	2,448
River Heights	2,133
Silverspring - Mother Teresa School	3,070
Silverwood Heights	2,092
Sutherland - Sutherland Park	1,851
Wildwood - Wildwood School	929
Caswell Hill - Ashworth Holmes Park	2,336
Holiday Park - Boughton - St. John Park	1,854
Meadowgreen	2,101
Mount Royal	1,770
Pleasant Hill - Pleasant Hill Park	3,914
Riversdale - Optimist Park	1,855
Westmount - Westmount Park	2,819
Weekday Playground Total	108,007
Weekend Paddling Pool Programs – 15 Days	
Confederation Park - Bishop Roborecki School	479
Montgomery Place - Montgomery Park	326
North Park - North Park	581
Westview Heights - Dr. Seeger Wheeler Park	833
Adelaide - Adelaide Park	265
Avalon - John Lake Park	351
Buena Vista - Buena Vista Park	632
Greystone Heights - Greystone Park	372
South Nutana - Harold Tatler Park	425
College Park - Dr. Herzberg Park	412
Silverwood Heights	326
Sutherland - Sutherland Park	455
Caswell Hill - Ashworth Holmes Park	336
Meadow Green - Meadow Green Park	823
Riversdale - Optimist Park	384
Westmount - Westmount Park	673
Weekend Paddling Pool Total	7,673
Total Summer Attendance	123,737

TO: Secretary, Planning and Operations Committee
FROM: General Manager, Community Services Department
DATE: March 4, 2014
SUBJECT: Enquiry – Councillor T. Davies (December 16, 2013)
Condition of Vincent Massey School Playground
FILE NO.: CK. 4205-1, RS. 4205-1

RECOMMENDATION: that a copy of this report be forwarded to City Council for information.

TOPIC AND PURPOSE

The purpose of this report is to provide City Council with information on the current condition of the play structure near Vincent Massey School and an update on the Wooden Playground Replacement Program.

REPORT HIGHLIGHTS

1. The play structure near Vincent Massey School was built in the 1990's and undergoes a regular inspection by the Facilities Division. This play structure was last inspected in January 2014, and other than cosmetic deficiencies and the need to replace one of the slides, it was reported to be in "overall good condition" from a safety, maintenance, and life expectancy perspective.
2. The Capital Project No. 1938 - Play Structure Upgrade and Replacement Program (Capital Project No. 1938) has been in place since 2002, and each year is submitted as a Capital Project with a request for funding to replace several play structures. For the past three years, Capital Project No. 1938 has not received any funding from the Reserve for Capital Expenditure (RCE).
3. There are 21 wooden play structures remaining on the list to be replaced, and it does not include the play structure near Vincent Massey School. Once these 21 play structures have been replaced, then other play structures can be added to the list and prioritized for replacement.

STRATEGIC GOAL

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

BACKGROUND

The following enquiry was made by Councillor T. Davies at the meeting of City Council held December 16, 2013:

"Will City Administration please review the current condition of the Vincent Massey School playground. I would like to know when the school will be eligible for a playground resurrection.

In the words of Faith (a Grade 2 student at Vincent Massey School), the swing set is rusty, the slides are dangerous, the concrete platform is crumbling apart, and they need more monkey bars.”

Related to the topic of replacing play structures in City-owned parks, in the year 2000, the City contracted Marsh Canada to conduct a risk assessment audit of the 104 City-owned play structures. The result of this audit included recommendations for some immediate maintenance and repairs to a number of play structures. It also recommended that the City replace all wooden play structures due to potential safety and maintenance concerns.

Following the Marsh Report, the Administration established Capital Project No. 1938 with a plan for the systematic replacement of 58 wooden play structures, to be funded through RCE over the course of approximately ten years. Since the inception of Capital Project No. 1938, 37 play structures have been replaced and 21 wooden play structures have yet to be replaced. Typically, Capital Project No. 1938 has received some funding each year; however, this project has not received any funding for the past three years (2012 to 2014). Total funding to date for Capital Project No. 1938 is \$3.11 million. The cost to replace the remaining 21 wooden play structures is approximately \$2.35 million (based on 2014 rates).

REPORT

The play structure near Vincent Massey School was built in the 1990's and undergoes a regular monthly inspection by the Facilities Division. This playground was last inspected in January 2014, and was reported to be in “overall good condition” from a safety, maintenance, and life expectancy perspective. The inspection report noted there are a few cosmetic deficiencies (as there are on a majority of the City-owned play structures), but nothing significant or dangerous was reported.

This play structure was repainted in 2011 and a damaged slide was replaced in 2013. There is still one small slide to be replaced that was taken out due to vandalism; however, parts for this unit are difficult to find as this unit was manufactured by Romperland, who has since gone out of business.

The Administration prioritized the replacement of play structures following the Marsh Report in 2000, and the top priority is to replace the remaining 21 wooden play structures. The play structure near Vincent Massey School is not a wooden play structure, therefore is not on the list of the top 21 to be replaced. Each year Capital Project No. 1938 is submitted with a request for funding and has historically received \$300,000 to \$730,000 from the RCE, with the exception of the past three years where the project has received no funding. Once the 21 wooden play structures remaining on this list are replaced, then other play structures, like the one near Vincent Massey School could be added to the list and prioritized for replacement.

TO: Secretary, Planning and Operations Committee
FROM: General Manager, Community Services Department
DATE: March 3, 2014
SUBJECT: Pleasant Hill – Municipal Reserve Exchange – Community Garden
FILE NO.: CK. 4131-31, RS. 4000-9, and RS. 4206-PL

RECOMMENDATION: that a copy of this report be forwarded to City Council for information.

TOPIC AND PURPOSE

The purpose of this report is to provide City Council with information on the viability of including a community garden in the design of Grace Adam Metawewinihk Park, which is located behind St. Mary's School.

REPORT HIGHLIGHTS

1. The original application for a community garden in this park was received on December 1, 2012, and approved by the Community Garden Review Committee in early 2013, pending the final review of park elevations by Parks Division.
2. Early indications by Parks Division suggested that the elevations in the park would not allow for a community garden. With completion of the final elevations and park designs, it has been confirmed that there is sufficient space available to host a small community garden.
3. Since confirmation of the garden space, the Community Consultant for Pleasant Hill neighbourhood hosted a successful public meeting for the community garden, and plans are now proceeding for the establishment of this garden in spring 2014.

STRATEGIC GOAL

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

BACKGROUND

This report is in response to the following recommendation adopted by City Council at its meeting held October 21, 2013:

"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."

cc: Murray Totland, City Manager

S/Reports/2014/CD/P&O – Pleasant Hill – Municipal Reserve Exchange – Community Garden/ks
BF09-14

TO: Secretary, Planning and Operations Committee
FROM: General Manager, Community Services Department
DATE: March 10, 2014
SUBJECT: Recreation Master Plan - Terms of Reference Overview and Timelines
FILE NO.: CK 5500-1, x CK 610-1 and RS 5500-1

RECOMMENDATION: that a copy of this report be forwarded to City Council for information.

TOPIC AND PURPOSE

This report provides City Council with an overview of the terms of reference for the request for proposal (RFP) being issued for the Recreation and Parks Master Plan (Master Plan), including the intended scope, key deliverables, and timelines for the project. (Note: Originally named Recreation Master Plan. In keeping with the Corporate Alignment and industry standards, it will now be referred to as the Recreation and Parks Master Plan). The term "Recreation" used throughout this report is understood to include sport, fitness, arts, culture, recreation, and leisure activities.

REPORT HIGHLIGHTS

1. The last Public Recreation Policy Plan was completed in 1996, and since then Saskatoon has experienced substantial growth, social, economic, and demographic trends have shifted, recreation infrastructure is aging and leisure participation patterns and expectations have changed dramatically. These and other factors have led to the need to develop a comprehensive Master Plan for the City.
2. The City will be engaging a qualified consultant to develop a Master Plan in collaboration with the community and key stakeholders. The Master Plan will provide an overall framework to guide the development, delivery, and continuous improvement of recreation and parks programs, services, and facilities.
3. The main objectives of the Master Plan will be to engage multiple stakeholders, confirm the City's role in recreation and parks, review the long-range planning, identify creative financing strategies, and outline the magnitude of capital and operating implications of the Master Plan.
4. The key deliverable will be a comprehensive Master Plan that includes: a description of the current status of recreation services; issues and challenges ahead; a framework to guide the future planning for recreation and parks; and a long-term capital plan and implementation strategy. The Master Plan will be completed by the spring of 2015.

STRATEGIC GOALS

The provision of recreation, sport, culture, parks, facilities, and programs is a core service for the residents of Saskatoon and is strongly connected to the outcomes of a number of the City's Strategic Goals; the strongest connection is to the Strategic Goal of Quality of Life.

BACKGROUND

The last Public Recreation Policy Plan was completed in 1996, and much has changed since that time. The community has experienced substantial growth, social, economic, and demographic trends have shifted, recreation infrastructure is aging and leisure participation patterns and expectations have changed significantly. These and other factors have led to the need to develop a comprehensive recreation and parks master plan for the City.

During its December 3, 2013 meeting, City Council resolved:

“that the Administration proceed with the development of a Recreation Master Plan for the City of Saskatoon, as outlined in the November 19, 2013 report of the General Manager, Community Services Department.”

This report provides Council with an overview of the terms of reference for the Master Plan, including the intended scope, key deliverables, and timelines for the project.

REPORT

Developing the Master Plan

The City will be seeking the services of a qualified consulting firm to prepare a comprehensive Master Plan. The development of the Master Plan will be a collaboration between the consultant, the community, and the municipal Departments and Divisions responsible for delivering recreation and parks services.

The focus of the Master Plan is to provide an overall framework to guide the development, delivery, and continuous improvement of recreation and parks programs, services, and facilities. The Master Plan development will include a review of public recreation and parks programs, facilities and services, and examine them within the context of other public and private service providers within the City and region. The Master Plan also will recommend service standards, confirm policies, identify and prioritize capital investment, and set out a strategy for implementation of recommendations.

Objectives and Use of the Master Plan.

A brief overview of the objectives of the Master Plan are noted below (see Attachment 1 for further details on the Master Plan Objectives):

- 1) engage the public, partners, and key stakeholders;
- 2) confirm the City's mandate and role in the provision of recreation and parks;
- 3) determine how the inventory of programs and facilities meet current needs and identify changes required to meet new and emerging needs;
- 4) review current service standards, guidelines, and policies;
- 5) review the City's Asset Management Plan and ensure it addresses the long-term sustainability of current recreation assets and inventory;

- 6) consider the policy and economic considerations for recreation and parks facilities and services within an expanding regional market;
- 7) identify creative financing strategies, potential funding sources, and strategic partnerships; and
- 8) outline the magnitude of capital and operating implications related to recommendations in the Master Plan.

Project Components and Deliverables

In brief, the Master Plan will include, but not be limited to, the components noted below (see Attachment 1 for further details):

- 1) a comprehensive needs assessment based on stakeholder engagement;
- 2) a community profile and the impact on the provision of recreation services;
- 3) an analysis of trends in recreation participation and facility use;
- 4) an inventory and analysis of City-owned recreation facilities to determine unmet needs and service gaps. Will also consider the supply of facilities operated in the private and non-profit sector;
- 5) a framework, principles, and model for prioritization of future program and facility development;
- 6) a comparative analysis of best practices and industry standards; and
- 7) a Master Plan Report that includes: a description of the current status of recreation services; issues and challenges ahead; a framework to guide the development, delivery, and continuous improvement of recreation and parks programs, services and facilities; and a long-term capital plan and implementation strategy.

Evaluation of Proposals

All proposals submitted to the RFP will be evaluated based on the following criteria:

- 1) qualifications and expertise;
- 2) past experience and performance;
- 3) project understanding and quality of proposal (quality/creativity/insight);
- 4) time required/availability and ability to meet the established deadline;
- 5) knowledge of the community; and
- 6) cost of the study/services provided.

Timelines for Completion

The Administration has the following stages and timelines for development of the Master Plan.

- 1) RFP issued - early April 2014;
- 2) RFP closing - late April 2014;
- 3) award of contract - early May 2014;
- 4) start-up meetings - May 2014;
- 5) plan development - June to December 2014;
- 6) draft master plan - February 2015; and
- 7) presentation of plan to City Council - May 2015.

The Administration will report back to City Council at regular intervals throughout the development of the Master Plan.

POLICY IMPLICATIONS

There are no policy implications of this report. As the Master Plan is developed, any policy implications arising will be brought forward in another report to City Council at the appropriate time.

FINANCIAL IMPLICATIONS

There are no financial implications with this report; the budget for this project is \$200,000 and was previously approved by City Council. The project will be led by Administration and supported by the consultant (awarded through a formal RFP).

PUBLIC AND/OR STAKEHOLDER INVOLVEMENT

The Master Plan will be a collaborative undertaking by the various Divisions within the City that will need to be involved and/or consulted during the development of the plan, including: Community Development, Recreation and Sport, Parks, Facilities, Planning and Development, and Transportation.

In developing the Master Plan, the work will reflect on and incorporate information and input already gathered from citizens, such as Community Vision, Corporate Strategic Plan, Municipal Culture Plan, Leisure Needs Assessment studies, Civic Satisfaction surveys, and the Future Sport and Recreation Facility Development Model.

There will also be formal community engagement with community-based organizations and the general public in the development of the Master Plan.

DUE DATE FOR FOLLOW-UP AND/OR PROJECT COMPLETION

The Administration anticipates the development of the Master Plan taking approximately 12 to 15 months to complete with a final report being presented to City Council in the second quarter of 2015.

PUBLIC NOTICE

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

ATTACHMENT

1. Recreation and Parks Master Plan Objectives and Project Components.

Written by: Lynne Lacroix, Director of Community Development

Approved by: “Randy Grauer”
 Randy Grauer, General Manager
 Community Services Department
 Dated: “March 14, 2014”

cc: Murray Totland, City Manager

Recreation and Parks Master Plan Objectives and Project Components

Objectives and Use of the Master Plan

Of note, the City has a number of planning tools that it currently uses to guide service delivery, including a comprehensive facility inventory, service standards, policies and guidelines, an asset management program, and the “Future Sport and Recreation Facility Development Model.” To avoid duplication of effort, these tools will be used, where appropriate, in the development of the Master Plan.

The objectives of the Master Plan are to:

- 1) engage the public, partners, and stakeholders in a creative consultation process as a means to assess needs, identify service gaps, and minimize overlap and duplication amongst service providers;
- 2) confirm the City’s mandate for recreation and the role the City should play in the provision of recreation and parks facilities, programs and services, and better define its relationship with other private and non-profit recreation service providers;
- 3) confirm the City’s definition of core recreation and parks services and interpret how the value and benefits associated with public recreation and parks services contribute to “public good”;
- 4) determine how the inventory of programs and facilities meet current needs and identify changes in supply required to meet new and emerging needs in the short and long-term future;
- 5) review current qualitative and quantitative service standards, guidelines, and policies to ensure they are suitable to guide future investment of public resources in the development of new and/or improved recreation programs, facilities, and services;
- 6) review and refine the City’s long-range recreation infrastructure planning and priority model - Future Sport and Recreation Facility Development Model, to ensure that the proposed development of new facilities represents the highest priority and best use of public resources;
- 7) review the City’s Recreation and Parks Asset Management Plan and ensure that it addresses the long-term sustainability of current assets and inventory;
- 8) consider the policy and economic considerations for the provision of local recreation and parks facilities and services within an expanding regional market;
- 9) identify creative financing strategies, potential funding sources, and strategic partnerships necessary to sustain existing infrastructure and economically meet emerging program and facility needs over the long-term; and
- 10) outline the magnitude of capital and the operating cost implications related to recommendations in the Master Plan, consider this in the preparation of the long-term capital plan and assess the City’s financial capacity to achieve the facility development projections outlined in the plan.

Project Components and Deliverables

It is expected that the Master Plan will include, but not be limited to, the following components:

- 1) a comprehensive needs assessment based on stakeholder engagement that clearly identifies long-term needs, current service gaps, and recommended strategies, to meet growing facility and program needs and expectations within the resources of the City;
- 2) development of a community profile with respect to social, economic, and demographic trends and characteristics and the impact these factors have on the provision of recreation services now and over the long-term future;
- 3) an analysis of trends in recreation participation and facility use likely to have an impact on future recreation demand and development in Saskatoon;
- 4) an inventory and analysis of City-owned recreation facilities in terms of their current condition, capacity, geographic distribution, and utilization to determine unmet needs and service gaps. The facility demand analysis should also consider the planning implications of the supply facilities operated in the private and non-profit sector;
- 5) the development of a framework, principles, and model for prioritization of future program and facility development;
- 6) a comparative analysis of best practices and industry standards related to recreation and parks services, public investment strategies, and suitable outcome assessment models in City-owned recreation assets; and
- 7) a comprehensive Master Plan report that includes: a description of the current status of recreation services; issues and challenges ahead; a framework to guide the development, delivery, and continuous improvement of recreation and parks programs, services and facilities; and a long-term capital plan and implementation strategy.

His Worship the Mayor and City Council
The City of Saskatoon

REPORT
of the
ADMINISTRATION AND FINANCE COMMITTEE

Composition of Committee

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

1. Saskatoon Airport Authority
(File No. CK. 1965-1)

- RECOMMENDATION:**
- 1) that the Saskatoon Airport Authority be granted partial property tax abatement, based on the terms outlined in this report, for 5 years (2014 to 2018 inclusive); and
 - 2) that the City Solicitor be instructed to prepare the necessary agreement and that His Worship the Mayor and the City Clerk be authorized to execute the agreement on behalf of the City of Saskatoon.

Your Committee has reviewed and supports the attached report of the A/General Manager/CFO, Asset & Financial Management Department dated March 12, 2014, requesting City Council to approve the continuation of a partial taxation abatement for the Saskatoon Airport Authority (SAA) for five years (2014 to 2018 inclusive) based on an updated formula that reflects current conditions.

**2. 2014 Assistance to Community Groups – Cash Grants
Environmental Component
(File No. CK. 1871-10)**

- RECOMMENDATION:**
- 1) that the 2014 Assistance to Community Groups – Cash Grants – Environmental Component be approved as follows:
 - Living Sky Wildlife Rehabilitation – \$1,000
 - SOS Elm Coalition – \$1,250
 - Safe Drinking Water Foundation – \$1,400
 - Saskatchewan Environmental Society – \$1,425
 - Partners for the Saskatchewan River Basin – \$1,425;
 - Core Neighbourhood Youth Co-operative – \$1,750
 - Food for the Hungry Canada – \$1,750; and
 - 2) that the request for \$1,500 by the Saskatchewan Eco-Network annual Environmental Film Festival, recipient of Cash Grants in 2013, 2012, 2009, and 2007, be considered as an ongoing partnership.

Your Committee has reviewed and supports the attached report of the General Manager, Corporate Performance Department dated March 19, 2014, reporting on the results achieved through the 2013 Assistance to Community Groups – Cash Grants Program (Cash Grants Program) and to recommend funding for the 2014 allocation.

**3. Accessibility Ramps 2013 Annual Report
(File No. CK. 6220-1)**

- RECOMMENDATION:**
- 1) that the information be received; and
 - 2) that a copy of the report of the General Manager, Transportation and Utilities Department dated March 6, 2014 be forwarded to the Saskatoon Accessibility Advisory Committee for information.

Attached is a report of the General Manager, Transportation and Utilities Department dated March 6, 2014, providing City Council with information regarding the status of the Priority 1 and Priority 2 list of required accessibility ramps in the City.

Your Committee reviewed the report with the Administration and is forwarding it to Council for information. A copy of the report will also be forwarded to the Saskatoon Accessibility Advisory Committee for its information.

4. 2013 Traffic Control, Parking Restrictions and Parking Prohibitions Signage
(File No. CK. 6250-1)

- RECOMMENDATION:**
- 1) that the information be received; and
 - 2) that a copy of the report of the General Manager, Transportation and Utilities Department dated March 6, 2014 be forwarded to the Saskatoon Accessibility Advisory Committee for information.

Attached is a report of the General Manager, Transportation and Utilities Department dated March 6, 2014, providing City Council with information regarding installation of signage in 2013.

Your Committee reviewed the report with the Administration and is forwarding it to Council for information. A copy of the report will also be forwarded to the Saskatoon Accessibility Advisory Committee for information.

Respectfully submitted,

Councillor T. Paulsen, Chair

TO: Secretary, Administration and Finance Committee
FROM: Acting General Manager/CFO,
Asset & Financial Management Department
DATE: March 12, 2014
SUBJECT: Saskatoon Airport Authority
FILE NO: CK 1965-1

- RECOMMENDATION:**
- 1) that the Saskatoon Airport Authority be granted partial property tax abatement, based on the terms outlined in this report, for 5 years (2014 to 2018 inclusive); and
 - 2) that the City Solicitor be instructed to prepare the necessary agreement and that His Worship the Mayor and the City Clerk be authorized to execute the agreement on behalf of the City of Saskatoon.

TOPIC AND PURPOSE

City Council is requested to approve the continuation of a partial taxation abatement for the Saskatoon Airport Authority (SAA) for five years (2014 to 2018 inclusive) based on an updated formula that reflects current conditions.

REPORT HIGHLIGHTS

1. The Administration recommends the partial taxation abatement be continued for the Saskatoon Airport Authority for five years (2014 to 2018 inclusive).
2. A partial abatement has been in place since 2002.
3. The current partial abatement formula that has been in place since 2004 has resulted in predictable taxation levels for all parties affected.
4. Sought after legislative changes to replace continuous abatements have not materialized and current legislation is likely to remain in place.

STRATEGIC GOAL

The proposed recommendation directly supports the strategic goals of Asset and Financial Sustainability by creating a predictable property taxation scheme for all parties impacted by the recommendation. The indirect benefits of a predictable taxation environment allows the SAA to operate in a manner that fits its needs of supplying both increasing levels of services and expanded services to the population of the city thereby supporting the Strategic Goals of Continuous Improvement, Quality of Life, Sustainable Growth and Economic Diversity and Prosperity.

BACKGROUND

Partial property tax abatements have been in place for the property under the control of the Saskatoon Airport Authority since 2002. Throughout this time period, provincial legislative change has been sought to allow for a means of property taxation other than ad valorem (taxes based on value) for the two major airports in the province.

City Council, on December 16, 2002, first approved a property tax abatement to address the expansion of the Airport Terminal for the years of 2002-2004 and remain in place until a legislative alternative method of taxation for the two major airports in the province would be considered in 2005. However, that alternative method never materialized.

At its meeting on June 21, 2004, after consideration of a report from the Executive Committee on issues related to taxation of the Saskatoon International Airport, City Council resolved:

- "1) that the province be requested to exempt the Saskatoon Airport Authority from ad valorem property taxation and to establish a formula for payment of a grant-in-lieu; and
- 2) that the Administration work with the Saskatoon Airport Authority regarding the establishment of a formula for a grant-in-lieu, including a mechanism for the commercial business at the Airport to pay full and equal taxes, and report back to Council at the appropriate time."

Administration met with the SAA and established a jointly proposed formula for property taxation to replace the ad valorem system that had been in place. The province was to be requested to make the appropriate legislative amendments to allow a taxation formula other than ad valorem. At the same time, the formula was implemented as an abatement process. This was intended to be temporary until such time as the province had made appropriate legislative amendments. The 2004 abatement formula was used for the years of 2005-2007.

Two other three-year extensions were agreed to and approved by City Council since the legislative changes for airport assessments were still not in place. These were for the years 2008-2010 and 2010-2013.

The last abatement agreement (see Attachment 1) addressed up to the 2013 taxation year, leaving any future years (including 2014) without any formula other than ad valorem taxation. Both the Saskatoon and Regina airport authorities and civic administrations have agreed that is not the desired alternative. The necessary legislative amendments are unlikely to materialize in the near future leaving both of the major airports to seek solutions in their respective jurisdictions.

REPORT

The two authorities have now concluded that legislative change will not likely materialize and as a result, the Saskatoon Airport Authority is requesting an extension of the present agreement for a further five years.

Airports are unique amongst property types in the services they supply to the market that they serve. Increasing passenger volume requires increased capacity at the property. While passenger volumes may increase incrementally, airport capacity can only adapt to the increased volumes with periodic substantive changes in size and design. When airport changes are first implemented, the result is a sizeable overcapacity and underutilization for the property until such time as passenger volumes increase to match the design capacity when substantive changes are again required. A single property in each of the centers must address the demands for the entire market in that area. This is unlike virtually any other property type where there are typically many properties meeting the demands of the marketplace and property inventory can increase incrementally to meet market demands.

The per passenger taxation scheme that has been in place was designed to remove the fluctuations in the property tax inherent in an ad valorem system giving consideration to the patterns of property improvement and passenger volumes. The past agreement has effectively addressed these concerns and allowed for predictable property taxation levels for all affected parties.

The local airport has recently undertaken a major change as the annual passenger volume was approaching the 1.4 million annual passenger design capacity of the terminal. The recent expansion incorporates a design capacity of 2.2 million, allowing for substantial future growth in passenger volume.

The past formula used to calculate the amount paid by the SAA was the greater of the:

- a) previous year passenger count X \$0.73 (capped at a maximum change of 5% per year); or
- b) 1999 taxes incremented annually by the percentage change in the uniform mill rate (and automatically adjusted to recognize the restatement of the mill rate as the result of periodic reassessments); or
- c) \$693,755 (actual taxes levied in 2004).

Since 2004, with the formula in place, the actual amount paid by the SAA has been based on:

- 2004 to 2007 c) actual taxes levied in 2004
- 2008 to 2013 a) previous year passenger count X \$0.73 (the 5% maximum change was applied)

The amount paid in 2013 was \$929,698 which was 34% greater than the 2004 to 2007 amounts.

The property tax abatement is the difference between ad valorem taxation and the amount determined in the agreed-to formula. This difference reached a maximum of \$428,519 in 2009 but has been diminishing in each subsequent year. As the most recent development changes to the terminal will be integrated into the future assessment values, the abatement will again increase. If no further significant changes

take place at the airport in the near future, and passenger volumes continue to follow the most recent increasing trend, the abatement amount should once again start to diminish. With the current formula, the abatement is variable; the amount paid is predictable and cannot be less than the actual taxes paid in 2004.

Administration, with agreement from the SAA, is recommending that the formula be amended and implemented for five years. Provisions a) and b) would remain the same, but it is recommended that c) be updated with actual taxes from the prior year (2013) replacing 2004 which is now a decade past.

It is recommended that options a) and b) remain the same and that the third option be amended to:

c) \$929,698 (actual taxes paid in 2013).

OPTIONS TO THE RECOMMENDATION

- 1) to re-initiate ad valorem property taxation (property taxes dependant on assessment values);
- 2) to determine a different 'per passenger' amount in agreement with the SAA;
- 3) to determine a different non ad valorem method in agreement with the SAA; or
- 4) to determine a different length of term.

POLICY IMPLICATIONS

The recommendation is a continuation of the existing abatement agreement with minor changes. This agreement is unique in the city and does not apply to any other property. This agreement is not policy based so should have no implications beyond the targeted property. The ongoing abatements over the past decade have not been applied beyond the subject property.

FINANCIAL IMPLICATIONS

The recommendation is a continuation with one change of the current abatement and taxation scheme as has been in place since 2004. Continuation of same will not create new financial implications.

PUBLIC AND/OR STAKEHOLDER INVOLVEMENT

Public involvement is not required. Stakeholder involvement is limited to the SAA who are in agreement with the recommendation (see Attachment 2).

COMMUNICATION PLAN

Upon City Council's decision on the new or ongoing status of the current abatement and taxation scheme, the Saskatoon Airport Authority will receive an Agreement In Principle letter from the City of Saskatoon.

DUE DATE FOR FOLLOW-UP AND/OR PROJECT COMPLETION

If the recommendation is accepted and implemented for a five year period, follow-up will be required at the end of the abatement period. At that time, all taxation options can again be considered and/or revisions and updates to the abatement formula.

ENVIRONMENTAL IMPLICATIONS

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

PRIVACY IMPACT

There are no privacy implications.

SAFETY/CRIME PREVENTION THROUGH ENVIRONMENTAL DESIGN (CPTED)

A CEPTED review is not required.


PUBLIC NOTICE

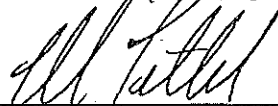
Public Notice pursuant to Section 3 of Policy No. C01-021, Public Notice Policy, is not required.

ATTACHMENT(S)

- 1. November 13, 2013 - initial letter from SAA
- 2. SAA Support of revised abatement formulas
- 3. Frequently Asked Questions – FAQ's
- 4. March 5, 2014 Letter from City to SAA

Written by: Les Smith
City Assessor

Approved by: 
 Kerry Tarasoff, A/CFO and General Manager
 Asset & Financial Management
 Dated: March 13/2014

Approved by: 
 Murray Totland, City Manager
 Dated: March 18/14



November 13, 2013

Our File: 5168-4

Ms. Joanne Stevens, CMA
Manager Assessment & Tax Administration
Assessment & Tax Branch, City of Saskatoon
325 – 3rd Avenue North
Saskatoon, SK.
S7K 0J5

Dear Ms. Stevens:

Re: Saskatoon Airport Authority – Property Taxation

Thank you for your recent correspondence regarding the expiring property tax agreement. As you are aware, the City of Saskatoon and the Saskatoon Airport Authority (SAA) have developed and agreed to a property taxation methodology that is stable, non-controversial and reflective of the economic realities of both entities. In 2004, based upon the agreed methodology, the City of Saskatoon and the Saskatoon Airport Authority (SAA) established a formula for the payment of a grant-in-lieu that addressed a number of issues related to the taxation of the Saskatoon airport.

While the cities of both Saskatoon and Regina and the Airport Authorities located in the respective Cities requested that the Province incorporate this grant in lieu of tax formula into the relevant section of the Cities Act, the Province was reluctant to do so. After considerable time and effort, both airports have come to the conclusion that the Province prefers to leave this matter in the hands of the respective airports and their municipality.

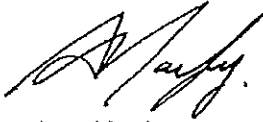
In Saskatoon the current abatement is due to expire after the 2013 tax year. The Saskatoon Airport Authority asks that the City of Saskatoon consider extending the partial property tax abatement agreement for a further 5 years. We would propose that the extension be based upon the same concepts and provisions as previously agreed to. As you are aware, the agreed upon formula for the determination of the payment in lieu of taxes is based upon passenger volumes. Using that formula the SAA payments have averaged a 5% increase for each of the past 6 years. While this exceeds the annual property tax mill rate increases, the SAA is pleased to make that payment as it reflects the strong passenger volumes at our Community airport.

It is noteworthy that the concepts, provisions and grant-in-lieu formula agreed to continues to achieve all of the desired results that had been sought by City Administration and the SAA when the agreement was originally developed. It has resulted in a fair and non controversial payment in lieu that has guaranteed the City a minimum payment that has grown with the volume of air traffic at the airport while adding the stability necessary for the SAA to continue to make significant investment in the airport infrastructure essential for continued economic growth in our community.

November 13, 2013

We appreciate the City's recognition that an efficient, expanded, more modern airport will assist both our community airport and the City achieve our economic goals. We ask for your consideration in extending the property tax abatement which is about to expire. Your continued support has been instrumental in the success of our community's airport and we look forward to working with the City on this matter and a variety of joint initiatives.

Sincerely,

A handwritten signature in black ink, appearing to read "S. Maybury". The signature is stylized and cursive.

Stephen Maybury,
President and CEO
Saskatoon Airport Authority

cc: Drew Britz, Saskatoon Airport Authority



March 12, 2014

Our File: 5168-4

Les Smith
Director, Property Assessment & Tax Administration
Assessment & Tax Branch, City of Saskatoon
325 - 3rd Avenue North
Saskatoon, SK.
S7K 0J5

Dear Mr. Smith:

Re: Request for Continuation of Agreement/Abatement - Property Taxation

Thank you for your letter of March 5th, 2014 responding to our request for an extension of the agreement. I wish to advise you that both our Management and our Board of Directors continue to support this agreement with the City. The approval includes the proposed revision which would increase the amount in item c) of the formula to the actual 2013 taxes paid (\$929,698) which therein establishes the minimum annual taxes payable during the extension period.

We appreciate the City's recognition that an efficient, expanded, more modern airport will assist both our community airport and the City achieve our economic goals. We appreciate the City considering this extension of the property tax agreement which is about to expire. Your continued support has been instrumental in the success of our community's airport and we look forward to working with the City on this matter and a variety of joint initiatives.

Sincerely,

A handwritten signature in black ink, appearing to read 'S. Maybury', is written over a faint, larger version of the same signature.

Stephen Maybury,
President and CEO
Saskatoon Airport Authority

cc: Drew Britz, Saskatoon Airport Authority



2014 - Airport Abatement Recommendation to Council FREQUENTLY ASKED QUESTIONS

- **What is the recommendation for the Airport?**

The recommendation is to continue with the abatement process that has been in use since 2004 with some updates to reflect more current property taxes.

- **What is the basis of the recommendation?**

The abatement process results in the taxes paid by the airport having a relationship to the number of passengers that use the airport in a year.

- **Is this unique to the John G Diefenbaker International airport?**

While the exact formula used in Saskatoon may be unique, several other airports have either their taxes or abatement processes in place so that the taxes they pay have a relationship to the number of travelers that use those airports each year. Many airports in Ontario and Regina have passenger based calculations, while other airports are in discussions with their municipalities for something similar.

- **Why don't they pay taxes like other properties do?**

Airports don't typically sell so there is little to no local market evidence of value, they are usually large and have design features that limit their use to that as an airport. They are designed to meet a certain yearly passenger capacity. As passenger volumes increase and approach design capacity the airport must undertake extensive alterations to meet the needs of increasing passenger volume. The changes must address current and future passenger use. Using yearly passenger counts in determining the taxes to be paid, creates predictable property taxes for both the airport and the taxing authorities.

- **What has been the result of having the abatement process in place?**

As the city grows, so does customer traffic at the airport. Recent and ongoing renovations at the John G. Diefenbaker Airport allow for enhanced and expanded services for the passengers as they connect to the world. As the formula is passenger based, the Airport increases are related to the local economy inasmuch as passenger volumes reflect the size and strength of the local economy.

For the first four years of the past abatement process (2004 to 2007) the taxes remained the same as the 2004 taxes. Since 2008 the taxes have increased each year so that now they are 34% higher than in the years of 2004 to 2007. In comparison, the total property taxes billed to commercial properties in 2013 was 35% higher than what was billed in 2004. The abatement process has resulted in predictable tax levels for the Airport and taxing authorities.



City of
Saskatoon

Corporate Services
Department

PROPERTY ASSESSMENT AND TAXATION

March 5, 2014

Stephen Maybury
President and CEO
Saskatoon Airport Authority
Suite #1, 2625 Airport Drive
Saskatoon, SK Canada
S7L 7L1

Dear Sir:

Re: Request for Continuation of Agreement/Abatement - Property Taxation

Thank you for your letter of November 13, 2013 and the meeting that was held subsequent to the letter with yourself with Drew Britz from the Saskatoon Airport Authority (SAA) and Joanne Stevens and I.

The Property Assessment & Taxation division has reviewed and given consideration to the request. The division is in continued agreement that an alternative method of property taxation best meets the needs and requirements of the City and the SAA.

To this end we are preparing a report for council that will recommend an abatement process. However, we feel that the past formula(s) does need one revision as the formula(s) used up to the 2013 year, was initially created nearly a decade ago. The division is recommending that item c) be amended changing from the taxes paid in 2004 to the taxes paid in 2013. The recommendation to Council will be that the abatement agreement be in place for 5 years and that item c) to be updated as noted.

Any abatement agreement will be subject to approval by Council.

What we require is your agreement or any concerns with the proposed revised formula. If you are in agreement with the formula, inform me of your agreement by way of letter that can be included with the report to Council. If you feel that further discussion or input is required, contact me to arrange for a meeting that can take place at a mutually convenient time.

The proposed formula would be as follows.

March 7, 2014

Page 2

The formula to determine taxes to be paid will be based on the greater of:

- a) Previous year passenger count x \$0.73 (capped at a maximum change of 5% per year)*
- b) 1999 taxes incremented annually by the percentage change in the uniform mill rate (and automatically adjusted to recognize the restatement of the mill rate as the result of periodic reassessments)*
- c) \$929,698 (actual taxes paid in 2013)*

The abatement will address the difference between the ad valorem taxation amount and the above formula.

We appreciate the continued amicable working relationship between the Saskatoon Airport Authority and the division and look forward to your response.

Regards



Les Smith
Director, Property Assessment & Taxation
City of Saskatoon

Cc: Drew Britz, Saskatoon Airport Authority
Joanne Stevens, Property Assessment & Taxation Division
Kerry Tarasoff, General Manager (A) – Asset & Financial Management

TO: Secretary, Administration and Finance Committee
FROM: General Manager, Corporate Performance Department
DATE: March 19, 2014
SUBJECT: 2014 Assistance to Community Groups – Cash Grants
 Environmental Component
FILE NOS: CP.1870-2 and CK.1871-10

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

- 1) that the 2014 Assistance to Community Groups – Cash Grants – Environmental Component be approved as follows:
 - Living Sky Wildlife Rehabilitation – \$1,000
 - SOS Elm Coalition – \$1,250
 - Safe Drinking Water Foundation – \$1,400
 - Saskatchewan Environmental Society – \$1,425
 - Partners for the Saskatchewan River Basin – \$1,425;
 - Core Neighbourhood Youth Co-operative – \$1,750
 - Food for the Hungry Canada – \$1,750; and

- 2) that the request for \$1,500 by the Saskatchewan Eco-Network annual Environmental Film Festival, recipient of Cash Grants in 2013, 2012, 2009, and 2007, be considered as an ongoing partnership.

TOPIC AND PURPOSE

The purpose of this report is to report on the results achieved through the 2013 Assistance to Community Groups – Cash Grants Program (Cash Grants Program) and to recommend funding for the 2014 allocation.

REPORT HIGHLIGHTS

1. Three projects were awarded cash grants in 2013.
2. Eight applications were received in 2014 with a combined request for funding in the amount of \$29,575.

STRATEGIC GOAL

The recommendations in this report support strategies and priorities identified under the strategic goal of Environmental Leadership including:

- eliminating waste and/or diverting waste for re-use;
- continuing to implement the Energy and Greenhouse Gas Reduction Plan;
- improving access to ecological systems and spaces; and
- improving the quality and reducing the quantity of storm water run-off that is going into the river.

BACKGROUND

The Cash Grants Program has an annual budget for environmental initiatives that support the City of Saskatoon's (City) strategic goal of Environmental Leadership. A competition for these funds is conducted each year, with recommendations of award made to the Administration and Finance Committee for referral to City Council for approval.

The Environmental Component of the Cash Grants Program has a history of leveraging significant environmental initiatives in the community. Applications are reviewed by an evaluation committee comprised of two representatives from Environmental & Corporate Initiatives and one representative appointed by the Saskatoon Environmental Advisory Committee. Submissions are evaluated using the established criteria as outlined in the grant application package and contained in Policy No. C03-018, Assistance to Community Groups, which states that:

Priority will be given to:

- a) Projects rather than operational funding;*
- b) Partnership projects that involve more than one group;*
- c) Projects that have a broad (e.g. city-wide) impact rather than a limited (e.g. neighbourhood) impact; and*
- d) Projects that are completed in the year the funding is awarded.*

The objective of the grant is to support activities that enhance the quality of life in Saskatoon by allocating cash grants to community groups for protection of the environment, conservation of natural resources, environmental communications and education, and environmental research.

In 2014, the amount available was increased from \$5,000 to \$10,000.

REPORT

Summary of 2013 Funded Projects

Recipients of the 2013 Cash Grants Program were the Saskatchewan Eco Network, Saskatoon Cycles Inc., and the Saskatchewan Environmental Society. For project details, please refer to Attachment 1.

Recommendations for the 2014 Cash Grants

Eight applications were received for the 2014 cash grant, with a combined request of \$29,575.

Attachment 2 is a summary of received grant applications, requested funding, and the recommended allocation of funding. The evaluation committee considered the relative merit of each submission against the evaluation criteria and the available funds (\$10,000).

Ongoing Funding for Saskatchewan Eco-Network Environmental Film Festival

The Saskatchewan Eco-Network has made four cash grant applications for its annual Environmental Film Festival in 2007, 2009, 2012, and 2013 and was successfully awarded \$1,400, \$1,300, \$2,500, and \$2,500 respectively. The evaluation committee recommended that the City consider becoming an ongoing partner with Saskatchewan Eco-Network to ensure the ongoing success of the Environmental Film Festival.

The Administration has reviewed its current operating budget for environmental education and agrees that this partnership is an opportunity for the City to leverage a well-established community event to increase environmental awareness and to promote environmental programs. Funding of \$1,500 will be available each year in support of the Film Festival.

OPTIONS TO THE RECOMMENDATION

City Council may allocate the \$10,000 in an alternative manner among the applicants.

POLICY IMPLICATIONS

The evaluation of applications to the Cash Grants Program has been conducted in accordance with Policy No. C03-018, Assistance to Community Groups, and Policy No. C02-036, Environmental Policy. There are no other policy implications.

FINANCIAL IMPLICATIONS

The proposed allocation will utilize the funds budgeted under the 2014 Cash Grants Program – Environmental Component. Funding provided to the Saskatchewan Eco-Network Environmental Film Festival will be provided from the existing 2014 operating budget for environmental programs.

PUBLIC AND/OR STAKEHOLDER INVOLVEMENT

The application process and deadline for the 2014 Cash Grants Program was advertised through the City's website, social media, and blog post; an advertisement on the City Page in the Saturday, January 18, 2014 edition of the *StarPhoenix* and the Sunday, January 19, 2014 edition of the *Sunday Phoenix*; and direct e-mails to past applicants.

COMMUNICATION PLAN

All applicants will be informed of the results of the grant award by letter. Successful applicants will be contacted by phone to confirm acceptance of the award.

Recognition of successful applicants, including details and results of their respective projects, will be communicated through a Public Service Announcement, the City's website, and the City's social media tools.

DUE DATE FOR FOLLOW-UP AND/OR PROJECT COMPLETION

The results achieved through the allocation of 2014 Cash Grants will be reported with the recommendations for awarding the 2015 Cash Grants in the first quarter of 2015.

ENVIRONMENTAL IMPLICATIONS

The projects recommended for allocation of the cash grant collectively meet the objectives of the program: protection of the environment; conservation of natural resources; and environmental communications, research, and education. These projects address aspects of energy use, land and watershed stewardship, waste diversion, and greenhouse gas emissions. The overall impact on greenhouse gas emissions resulting from these projects is unknown at this time.

PRIVACY IMPLICATIONS

There are no anticipated privacy implications arising from this initiative.

SAFETY/CRIME PREVENTION THROUGH ENVIRONMENTAL DESIGN (CPTED)

A CPTED review is not required at this time.

PUBLIC NOTICE

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

ATTACHMENTS

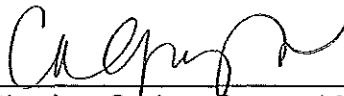
1. Summary of 2013 Funded Programs.
2. Summary of 2014 Grant Applications.

Written by: Katie Burns, Environmental Coordinator, Environmental & Corporate Initiatives

Reviewed by: Amber Jones, Education & Environmental Performance Manager,
Environmental & Corporate Initiatives

Brenda Wallace, Director of Environmental & Corporate Initiatives

Approved by:


 Catherine Gryba, General Manager
 Corporate Performance Department
 Dated: March 19/14

cc: City Manager

SUMMARY OF 2013 FUNDED PROGRAMS

Grant Recipient	Project	Allocated Funding
Saskatchewan Eco Network	<p>2013 Environmental Film Festival (April 18 - 21, 2013).</p> <p>The festival took place at the Roxy Theatre in Riversdale with a water-focused theme "Sea the Change, Be the Change."</p> <p>Key achievements included adding an extra day to the festival, increasing attendance from 400 in 2012 to over 700 with a wider range of demographic representation.</p>	\$2,500
Saskatoon Cycles Inc.	<p>Provided bicycle valet services for local not-for-profit events.</p> <p>In 2013, Saskatoon Cycles parked 6,737 non-motorized items at 24 events, an increase from 5,315 items at 18 events in 2012.</p> <p>An informal survey conducted through the summer established that close to half of the valet users were first-timers.</p>	\$1,250
Saskatchewan Environmental Society	<p>Pilot project funding for the implementation of a vehicle idling reduction program at Saskatoon elementary schools.</p> <p>The program was piloted with a Grade 6/7 class at St. Anne School and EcoQuest, an outdoor education program delivered out of Buena Vista Elementary School.</p> <p>The program was implemented at five elementary schools across the city (Buena Vista, Queen Elizabeth, John Lake, Brunskill, and Victoria).</p> <p>A reduction of idling and a commitment to reduce idling was observed at all schools.</p>	\$1,250
TOTAL		\$5,000

SUMMARY OF 2014 GRANT APPLICATIONS

Grant Applicant	Reason For Request	Requested Funding	Recommended Allocation
Living Sky Wildlife Rehabilitation	To increase public awareness of wildlife and appropriate responses to injured/orphaned wildlife in the community	\$1,000	\$1,000
SOS Elm Coalition	To revise, update and reprint the booklet <i>Saskatoon Tree Tour – A Guide to the Unique and Unusual Trees of Saskatoon</i>	\$1,250	\$1,250
Safe Drinking Water Foundation	Funding for the Safe Drinking Water Foundation Kits for Schools	\$1,400	\$1,400
Saskatchewan Environmental Society	Earth Day Celebrations on April 22, 2014	\$1,425	\$1,425
Partners for the Saskatchewan River Basin	Pilot project funding for Stan the Sturgeon Fish Habitat Program	\$3,000	\$1,425
Core Neighbourhood Youth Co-operative	Pilot Project funding for Community Seed Harvest Initiative	\$10,000	\$1,750
Food for the Hungry Canada	Funding to extend the International Medical Equipment Distribution Program	\$10,000	\$1,750
Saskatchewan Eco-Network	Project funding for 2014 Environmental Film Festival	\$1,500	\$0
TOTAL		\$ 29,575	\$10,000

TO: Secretary, Administration and Finance Committee
FROM: General Manager, Transportation & Utilities Department
DATED: March 6, 2014
SUBJECT: Accessibility Ramps 2013 Annual Report
FILE NO: IS 6150-1

RECOMMENDATION: that the following report be submitted to City Council for its information.

TOPIC AND PURPOSE

This report is to provide City Council with information regarding the status of the Priority 1 and Priority 2 list of required accessibility ramps in the City.

REPORT HIGHLIGHTS

1. The total number of accessibility ramps installed in 2013 was 96 at a cost of \$340,000 to address outstanding Priority 1 ramp locations, and a portion of Priority 2 locations.
2. The estimated cost to install the outstanding ramps throughout the City is \$2,600,000.
3. The proposed Ramp Program for 2014 includes 46 ramps at an estimated cost of \$150,000.

STRATEGIC GOAL

This report supports the Strategic Goal of Moving Around to move people and goods effortlessly in and around the city; contribute to the development and integration of a transportation network; and improve curbs and sidewalks to provide an accessible facility for citizens using wheelchairs or have limited physical mobility.

BACKGROUND

In 2007, City Council approved the Terms of Reference and established the Saskatoon Accessibility Advisory Committee involving Inshgtrix Research Inc. to research and review accessibility issues and to develop a framework within the city to focus on all pedestrian needs evolving into the Accessibility Action Plan, a tool used in the prioritization of the accessibility ramps throughout the city.

A 10-Year Budget Plan for accessibility ramps was developed in 2010, which requested \$500,000 annually until 2015 then \$125,000 until 2020, to address Priority 1 locations being resident requests, and Priority 2 locations being those identified by criteria taken from the Implementation of the Accessibility Action Plan. The Accessibility Action Plan included approximately 1,144 ramps at an estimated cost of \$2,860,000 (2010 dollars).

The Priority 3 locations (all remaining locations) will be reviewed after the 10-Year Plan has been completed.

In 2013, 96 ramps were installed at a total cost of \$340,000, as shown in Attachment 1.

REPORT

There were 10 resident requests from 2012, totaling 21 ramps, reclassified as a Priority 1; all of these requests were addressed, along with additional Priority 2 locations during the 2013 construction season.

With the completion of the 2013 program, there are now approximately 826 Priority 2 locations throughout the city to be completed at an estimated cost of \$2,600,000 (2013 dollars).

For the 2014 Ramp Program, 46 ramps (Attachment 2) will be installed at an estimated cost of \$150,000.

FINANCIAL IMPLICATIONS

Funding for the installation of accessibility ramps in 2014 has been approved in Capital Project #1963 - Corporate Accessibility Implementation. For 2014, \$220,000 has been allocated to this project, with \$150,000 intended for the construction of accessibility ramps.

PUBLIC AND/OR STAKEHOLDER INVOLVEMENT

The City of Saskatoon has been addressing issues for people in need of accessibility services on an on-going basis. Numerous initiatives have been undertaken to improve access throughout the city, which have included input from people with disabilities and community advocate groups.

COMMUNICATION PLAN

To address a request by the Accessibility Advisory Committee and residents, the Administration has developed a process to keep residents who have requested ramps in their area up-to-date. When funding has been approved, and the priority list has been confirmed for the construction year, the Administration will communicate with the residents to advise them of the status of their request.

DUE DATE FOR FOLLOW-UP AND/OR PROJECT COMPLETION

The Administration will provide an annual update on the status of curb cut requests.

ENVIRONMENTAL IMPLICATIONS

The recommendations have the potential to alter localized transportation choices resulting from the building of new sidewalk ramps. However, the overall impact is expected to be minimal and no environmental and/or greenhouse gas emissions implications have been identified at this time.

PUBLIC NOTICE


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

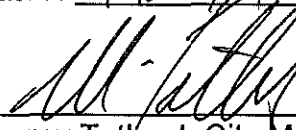
ATTACHMENTS

1. 2013 Construction List
2. 2014 Construction List

Written by: Lana Dodds, Traffic Program Coordinator, Transportation

Reviewed by: Angela Gardiner, Director of Transportation

Approved by: 
 Jeff Jorgenson, General Manager
 Transportation & Utilities Department
 Dated: Mar 11/14

Approved by: 
 Murray Totland, City Manager
 Dated: Mar 13/14

2013 Construction List

ATTACHMENT 1

Neighbourhood	Location	No.	DWG No.	Priority
Adelaide/Churchill				
	Hillard St & Clarence Ave	1	2300057001	Priority 2
	Isabelle Ave & Clarence Ave	3	2300057002	Priority 2
Avalon				
	Cascade Street & Clarence Ave	2	2300057003	Priority 2
Brevoort Park				
	8th Street & Cambell	1	2300021002	Priority 1
Caswell Hill				
	22nd & Ave I N	3	2300013015	Priority 2
College Park				
	Acadia Dr & Acadia Court E	2		Priority 2
	Acadia Dr & Acadia Court W	2		Priority 2
	Acadia Dr & Carlton Drive	1		Priority 2
	Acadia Dr & Dalhouse Cres E	1		Priority 2
	Acadia Dr & McGill St	1		Priority 2
Greystone Heights				
	8th Street - 2303 & 2221 driveway	3	2300050007	Priority 1
Grosvenor Park				
	Main Street & Latham Pl W	2	2300049008	Priority 1
Haultain				
	1st St & Clarence Ave	2	2300053004	Priority 2
	5th St & Clarence Ave	2	2300053005	Priority 2
Holliston				
	8th Street & McCool Ave	1		Priority 2
Kelsey-Woodlawn				
	Quebec Ave & 38th St	2	2300034001	Priority 1

Neighbourhood	Location	No.	DWG No	Priority
King George				
	16th Street & Ave H S	2	2300043008	Priority 1
	16th Street & Ave I S	5	2300047007	Priority 1
	16th Street & Ave J S	4	2300043006	Priority 1
Lawson Heights				
	Lenore Dr & Nokomis Cres	1	2300002001	Priority 1
Massey Place				
	33rd Street & Matheson Dr	2	2300018004	Priority 2
Mount Royal				
	23rd Street W & Whitney Ave	3	2300036003	Priority 2
	Bedford Rd & Montreal Ave	4	2300036002	Priority 2
North Park				
	33rd & Edward Ave	1	2300035007	Priority 1
	33th Street & 10th Ave	1	2300035003	Priority 2
Nutana				
	12th Street & Clarence Ave	3	2300047007	Priority 2
	15th Street & Clarence Ave	3	2300047008	Priority 2
	Temperance St & Clarence Dr	3	2300048009	Priority 2
Nutana S.C.				
	Argyle & Taylor St	3	2300023004	Priority 2
Queen Elizabeth				
	Adelaide St & Clarence Ave	3	2300057005	Priority 2
Riversdale				
	18th Street & Ave J S	1	2300042019	Priority 2
	19th Street & Ave D S	2	2300042017	Priority 2
	19th Street & Ave E S	1	2300042018	Priority 2
	19th Street & Ave J S	2	2300042016	Priority 2

Neighbourhood	Location	No.	DWG No	Priority
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Silverwood Heights

	Lenore Dr & Roborecki Cres	2	2300001017	Priority 2
	Lenore Dr & Silverwood Rd	2	2300001019	Priority 2

Varsity View

	11th St & Cumberland Ave	1	2300049009	Priority 1
	Main St & Cumberland Ave	2	2300049007	Priority 1
	University St & Clarence Ave	2	2300047008	Priority 2

Westmount

	Bedford Rd & McMillan Ave	3	23000013016	Priority 1
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Wildwood

	Acadia Dr & Avondale Rd	2		Priority 2
	Acadia Dr & Highlands Cres S	1	2300025006	Priority 2
	Acadia Dr. & Highbury Court	2		Priority 2
	Acadia Dr. & Highbury Place	2		Priority 2
	Acadia Dr. & Highbury Terrace	2		Priority 2
	Avondale Rd & McKercher Dr	2	2300025002	Priority 2

2014 Construction List

ATTACHMENT 2

Neighbourhood	Location	#Ramps	Priority ID
Brevoort Park			
	5th Street & Preston Ave	2	Priority 1
Caswell Hill			
	25th St & Ave B N	1	Priority 1
	26th St & Ave B N	1	Priority 1
	27th St & Ave B N	2	Priority 1
	28th St & Ave B N	1	Priority 1
	28th St & Ave C N	1	Priority 1
	28th St & Ave D N	2	Priority 1
	28th St & Ave E N	1	Priority 1
	28th St & Ave F N	4	Priority 1
	28th St & Ave G N	3	Priority 2
	28th St & Ave H N	2	Priority 2
College Park East			
	Degeer & Trent Crescent West	2	Priority 1
	Degeer Steet & Degeer Crescent West	1	Priority 2
	Degeer Street & Champlin Crescent East	1	Priority 2
	Degeer Street & Champlin Crescent West	1	Priority 2
	Degeer Street & Trent Crescent East	2	Priority 1
Pleasant Hill			
	21st St & Ave O	2	Priority 1
Queen Elizabeth			
	Maple St & Eastlake Ave	3	Priority 1
	Taylor St & Broadway Ave	1	Priority 2
	Taylor St & Dufferin Ave	2	Priority 2

Neighbourhood	Location	#Ramps	Priority ID
	Taylor St & Eastlake Ave	3	Priority 1
	Taylor St & Hanover Ave	2	Priority 2
	Taylor St & Lansdowne Ave	1	Priority 2
	Taylor Stt & York Ave	1	Priority 2

Riversdale

	19th St & Ave F S	2	Priority 2
	19th St & Ave G S	2	Priority 2

46

A.

TO: Secretary, Administration and Finance Committee
FROM: General Manager, Transportation & Utilities Department
DATE: February 5, 2014
SUBJECT: 2013 Traffic Control, Parking Restrictions and
Parking Prohibitions Signage
FILE: CK. 6120-3

RECOMMENDATION: that the following report be submitted to City Council for its information.

TOPIC AND PURPOSE

This report is to provide information regarding installation of signage in 2013.

REPORT HIGHLIGHTS

1. The Administration is required to provide City Council with a report annually, outlining signage completed throughout the year.
2. In 2013, there were 224 signs installed which include parking restrictions (loading zones), parking prohibitions (no parking, no stopping), traffic control (stop and yield signs) and school zones (new and moved zones).

STRATEGIC GOAL

This report supports the City of Saskatoon Strategic Goal of Moving Around.

BACKGROUND

At its meeting held on January 26, 2009, City Council delegated authority to the General Manager, Infrastructure Services Department, to proceed with the placement of traffic controls (stop and yield signs); the installation of all parking restrictions which include general, church, hotel and school loading zones; the installation of disabled parking zones, and the installation of parking prohibitions, without City Council approval. Prior to that, City Council approval was required for all requests for new or modified signage.

The Administration is required to provide City Council with a report annually, outlining the installations that were completed throughout the year.

REPORT

All signage requests received from the public, Councillors, property owners, schools and other civic departments, require a thorough review to ensure it meets policies approved by City Council or guidelines to control the placement of signage.

The Traffic Control Retrofit Program was also initiated in 2013; therefore, the first four neighbourhoods on the priority list were retrofitted with stop or yield signs at all

uncontrolled intersections. The neighbourhoods included Varsity View, Adelaide/Churchill, Caswell Hill, and Haultain.

The table below summarizes the 224 signs installed in 2013. The remaining requests were denied as they did not meet policy guidelines.

TYPE	NUMBER OF LOCATIONS
Parking Restrictions	
General Loading Zone	10
Disabled Person Loading Zone	24
Two-Hour Parking	1
School Bus Loading Zone	17
Student Drop-off Zone	1
Parking Prohibitions	
No Parking	28
No Stopping	2
Traffic Control	
Four-Way Stop	2
Two-Way Stop	1
Single Stop	1
Two-Way Yield	93
Single Yield	38
Roundabout Yields	1
School Zones	
New School Zone	2
Moved School Zone	3
Total Number of Requests Resulting in Signage	224

The detailed list (Attachment 1) gives the ward, location and type of traffic sign installations completed in 2013.

POLICY IMPLICATIONS

There are no policy implications.

PRIVACY IMPLICATIONS

There are no privacy implications.

COMMUNICATION PLAN

A communication plan is not required.

FINANCIAL IMPLICATIONS

There are no financial implications.

ENVIRONMENTAL IMPLICATIONS

There are no new environmental implications.

DUE DATE FOR FOLLOW-UP AND/OR PROJECT COMPLETION

Information regarding the installation of traffic signage is reported annually. The next report will be submitted early in 2015.

PUBLIC NOTICE



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

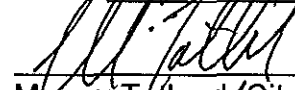
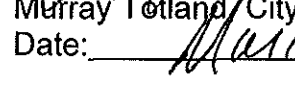
ATTACHMENT

- 1. 2013 Detailed List of All 2013 Sign Installations

Written by: Justine Nyen, Traffic Safety Engineer, Transportation

Reviewed by: Angela Gardiner, Director of Transportation

Approved by: 
 for Jeff Jorgenson, General Manager
 Transportation & Utilities Department
 Dated: 

Approved by: 
 Murray Totland, City Manager
 Date: 

Ward	Councillor	Location	Type of Sign Installation	Date of Review
1	Hill	Spark Ave & Fitzgerald St	2-way yield	13-Feb
1	Hill	37th St - 1600 block	No Parking	20-Aug
1	Hill	Sutherland School	No Parking	01-Sep
1	Hill	103rd St - 210	No Parking	24-Jul
1	Hill	Laureston St	No Parking	21-Feb
1	Hill	Duke St & 10th Ave	No Parking	12-Nov
1	Hill	734 - 1st Ave N	General Loading Zone	09-Sep
1	Hill	519 - 2nd Ave N	General Loading Zone	02-Jul
1	Hill	1002 Central Ave	General Loading Zone	25-Mar
1	Hill	128A - 108th St West	Disabled Person Loading Zone	18-Jan
1	Hill	Henry Kelsey School	Changed School Zone	09-Aug
1	Hill	St. Michael School	Changed School Zone	09-Aug
2	Lorje	19th St & Ave Y	2-way yield	31-Oct
2	Lorje	19th St & Ave X	2-way yield	31-Oct
2	Lorje	Ave B & 24th St	No Parking	16-Oct
2	Lorje	Malouf Rd	No Parking	20-Jun
2	Lorje	Ave C & 25th St	No Parking	11-Jun
2	Lorje	18th St	No Parking	04-Sep
2	Lorje	202 Ave P South	No Parking	19-Nov
2	Lorje	20th St	No Parking	05-Dec
2	Lorje	318 Ave S South	Disabled Person Loading Zone	12-Nov
2	Lorje	327 Ave I South	Disabled Person Loading Zone	19-Nov
2	Lorje	530 Ave J South	General Loading Zone	11-Oct
2	Lorje	712 - 31st Street W	Disabled Person Loading Zone	10-Sep
2	Lorje	518 Ave W South	Disabled Person Loading Zone	28-Jun
2	Lorje	Princess Alexandra School	Disabled Person Loading Zone	18-Jun
2	Lorje	808 - 20th St W	Disabled Person Loading Zone	03-Apr
2	Lorje	St. John School	School Bus Loading Zone	25-Mar
2	Lorje	736 Ave N South	Disabled Person Loading Zone	11-Mar
2	Lorje	316 - 27th St West	Disabled Person Loading Zone	11-Mar
2	Lorje	Montgomery School	General Loading Zone	04-Feb
2	Lorje	32 nd St & Avenue B	2-way yield (Retrofit Program)	05-Sep
2	Lorje	32 nd St & Avenue E	2-way yield (Retrofit Program)	05-Sep
2	Lorje	32 nd St & Avenue G	2-way yield (Retrofit Program)	05-Sep
2	Lorje	31 st St & Avenue B	yield (Retrofit Program)	05-Sep
2	Lorje	31 st St & Avenue G	2-way yield (Retrofit Program)	05-Sep
2	Lorje	30 th St & Avenue B	yield (Retrofit Program)	05-Sep
2	Lorje	30 th St & Avenue F	yield (Retrofit Program)	05-Sep
2	Lorje	31 st St & Avenue G	2-way yield (Retrofit Program)	05-Sep
2	Lorje	28 th St & Avenue B	2-way yield (Retrofit Program)	05-Sep
2	Lorje	28 th St & Avenue D	2-way yield (Retrofit Program)	05-Sep
2	Lorje	28 th St & Avenue F	2-way yield (Retrofit Program)	05-Sep
2	Lorje	28 th St & Avenue G	2-way yield (Retrofit Program)	05-Sep
2	Lorje	27 th St & Avenue B	yield (Retrofit Program)	05-Sep
2	Lorje	27 th St & Avenue D	2-way yield (Retrofit Program)	05-Sep
2	Lorje	Rusholme Rd & Avenue F	2-way yield (Retrofit Program)	05-Sep
2	Lorje	Rusholme Rd & Avenue G	yield (Retrofit Program)	05-Sep
2	Lorje	24 th St & Avenue F	yield (Retrofit Program)	05-Sep
3	Iwanchuk	Gropper Cres	No Parking	25-Apr
3	Iwanchuk	Confederation Park School	School Bus Loading Zone	19-Sep
3	Iwanchuk	Bishop Roborecki School	School Bus Loading Zone	07-Oct
3	Iwanchuk	St. Marguerite School	School Bus Loading Zone	01-Oct
3	Iwanchuk	Lester B Pearson School	School Bus Loading Zone	28-Jun
4	Davies	McClocklin Rd & West Hampton Blvd	2-way stop	20-Aug
4	Davies	Mount Royal Collegiate	No Parking	12-Sep
4	Davies	St. Goretti School	No Parking	16-May
4	Davies	West Hampton Blvd & Hampton Circle	No Parking	05-Dec

Ward	Councillor	Location	Type of Sign Installation	Date of Review
4	Davies	3001A - 33rd St	Disabled Person Loading Zone	04-Sep
4	Davies	Westmount School	School Bus Loading Zone	07-Oct
4	Davies	St. Peter School	Disabled Person Loading Zone	08-May
4	Davies	St. Peter School	School Bus Loading Zone	08-May
4	Davies	Mount Royal Collegiate	Changed School Zone	09-Aug
5	Donauer	Churchill Dr & Churchill Crt	yield	19-Mar
5	Donauer	48th St	No Parking	05-Apr
5	Donauer	45th St	No Parking	22-Feb
5	Donauer	St. Angela School	School Bus Loading Zone	05-Sep
5	Donauer	611 - 50th St E	General Loading Zone	18-Jul
5	Donauer	826 - 56th St E	General Loading Zone	07-Jun
5	Donauer	2206 Speers Ave	General Loading Zone	11-Feb
6	Clark	14th St & Wiggins Ave	4-way stop	13-Aug
6	Clark	2nd Ave North	No Parking	22-May
6	Clark	University Dr & 13th St	No Parking	31-Jan
6	Clark	14th St between Ewart Ave & Bottomley Ave	No Parking	14-Jan
6	Clark	Dufferin lane	No Parking	05-Dec
6	Clark	Louise Ave (8th St to Main St)	2 hour parking limit	12-Dec
6	Clark	25th St & Ontario Ave	General Loading Zone	05-Jun
6	Clark	Brunskill School	Disabled Person Loading Zone	10-Oct
6	Clark	324 - 8th St E	Disabled Person Loading Zone	01-May
6	Clark	720 Temperance St	Disabled Person Loading Zone	02-Jan
6	Clark	1019 - 3rd St E	Disabled Person Loading Zone	02-Jan
6	Clark	Dufferin Ave & 1 st St	2-way yield (Retrofit Program)	05-Sep
6	Clark	Dufferin Ave & 2 nd St	2-way yield (Retrofit Program)	05-Sep
6	Clark	Dufferin Ave & 3 rd St	2-way yield (Retrofit Program)	05-Sep
6	Clark	Dufferin Ave & 4 th St	2-way yield (Retrofit Program)	05-Sep
6	Clark	Dufferin Ave & 5 th St	2-way yield (Retrofit Program)	05-Sep
6	Clark	Dufferin Ave & 6 th St	2-way yield (Retrofit Program)	05-Sep
6	Clark	Dufferin Ave & 7 th St	2-way yield (Retrofit Program)	05-Sep
6	Clark	Lansdowne Ave & 1 st St	yield (Retrofit Program)	05-Sep
6	Clark	Lansdowne Ave & 2 nd St	2-way yield (Retrofit Program)	05-Sep
6	Clark	Lansdowne Ave & 4 th St	2-way yield (Retrofit Program)	05-Sep
6	Clark	Lansdowne Ave & 6 th St	2-way yield (Retrofit Program)	05-Sep
6	Clark	Albert Ave & 1 st St	yield (Retrofit Program)	05-Sep
6	Clark	Albert Ave & 2 nd St	2-way yield (Retrofit Program)	05-Sep
6	Clark	Albert Ave & 3 rd St	2-way yield (Retrofit Program)	05-Sep
6	Clark	Albert Ave & 4 th St	yield	05-Sep
6	Clark	Albert Ave & 5 th St	2-way yield (Retrofit Program)	05-Sep
6	Clark	Albert Ave & 6 th St	2-way yield (Retrofit Program)	05-Sep
6	Clark	Albert Ave & 7 th St	2-way yield (Retrofit Program)	05-Sep
6	Clark	McKinnon Ave & 1 st St	2-way yield (Retrofit Program)	05-Sep
6	Clark	McKinnon Ave & 2 nd St	2-way yield (Retrofit Program)	05-Sep
6	Clark	McKinnon Ave & 4 th St	2-way yield (Retrofit Program)	05-Sep
6	Clark	McKinnon Ave & 5 th St	2-way yield (Retrofit Program)	05-Sep
6	Clark	McKinnon Ave & 6 th St	2-way yield (Retrofit Program)	05-Sep
6	Clark	McKinnon Ave & 7 th St	2-way yield (Retrofit Program)	05-Sep
6	Clark	Munroe Ave & 1 st St	yield (Retrofit Program)	05-Sep
6	Clark	Munroe Ave & 2 nd St (south leg)	yield (Retrofit Program)	05-Sep
6	Clark	Munroe Ave & 2 nd St (north leg)	yield (Retrofit Program)	05-Sep
6	Clark	Munroe Ave & 4 th St	yield (Retrofit Program)	05-Sep
6	Clark	Munroe Ave & 5 th St (south leg)	yield (Retrofit Program)	05-Sep
6	Clark	Munroe Ave & 5 th St (north leg)	yield (Retrofit Program)	05-Sep
6	Clark	Munroe Ave & 6 th St (south leg)	yield (Retrofit Program)	05-Sep
6	Clark	Munroe Ave & 6 th St (north leg)	yield (Retrofit Program)	05-Sep
6	Clark	Munroe Ave & 7 th St	yield (Retrofit Program)	05-Sep
6	Clark	Cairns Ave & 1 st St	2-way yield (Retrofit Program)	05-Sep

Ward	Councillor	Location	Type of Sign Installation	Date of Review
6	Clark	Cairns Ave & 3 rd St	2-way yield (Retrofit Program)	05-Sep
6	Clark	Cairns Ave & 5 th St	2-way yield (Retrofit Program)	05-Sep
6	Clark	Cairns Ave & 7 th St	2-way yield (Retrofit Program)	05-Sep
6	Clark	Wiggins Ave & 1 st St	2-way yield (Retrofit Program)	05-Sep
6	Clark	Wiggins Ave & 3 rd St	2-way yield (Retrofit Program)	05-Sep
6	Clark	Wiggins Ave & 5 th St	2-way yield (Retrofit Program)	05-Sep
6	Clark	Wiggins Ave & 7 th St	2-way yield (Retrofit Program)	05-Sep
6	Clark	Ewart Ave & 1 st St	2-way yield (Retrofit Program)	05-Sep
6	Clark	Ewart Ave & 5 th St	2-way yield (Retrofit Program)	05-Sep
6	Clark	Ewart Ave & 7 th St	2-way yield (Retrofit Program)	05-Sep
6	Clark	McKinnon Ave & 9 th St	2-way yield (Retrofit Program)	05-Sep
6	Clark	McKinnon Ave & 10 th St	yield (Retrofit Program)	05-Sep
6	Clark	McKinnon Ave & 11 th St	2-way yield (Retrofit Program)	05-Sep
6	Clark	McKinnon Ave & 13 th St	2-way yield (Retrofit Program)	05-Sep
6	Clark	McKinnon Ave & 15 th St	2-way yield (Retrofit Program)	05-Sep
6	Clark	McKinnon Ave & Colony St	2-way yield (Retrofit Program)	05-Sep
6	Clark	McKinnon Ave & Aird St	2-way yield (Retrofit Program)	05-Sep
6	Clark	McKinnon Ave & Temperance St	2-way yield (Retrofit Program)	05-Sep
6	Clark	McKinnon Ave & Osler St	2-way yield (Retrofit Program)	05-Sep
6	Clark	Arthur Ave & 14 th St	yield (Retrofit Program)	05-Sep
6	Clark	Arthur Ave & 15 th St	yield (Retrofit Program)	05-Sep
6	Clark	Munroe Ave & 9 th St	2-way yield (Retrofit Program)	05-Sep
6	Clark	Munroe Ave & 10 th St	yield (Retrofit Program)	05-Sep
6	Clark	Munroe Ave & 11 th St	2-way yield (Retrofit Program)	05-Sep
6	Clark	Munroe Ave & 13 th St	2-way yield (Retrofit Program)	05-Sep
6	Clark	Munroe Ave & 15 th St	2-way yield (Retrofit Program)	05-Sep
6	Clark	Munroe Ave & Colony St	yield (Retrofit Program)	05-Sep
6	Clark	Munroe Ave & Aird St	yield (Retrofit Program)	05-Sep
6	Clark	Munroe Ave & Temperance St	2-way yield (Retrofit Program)	05-Sep
6	Clark	Munroe Ave & Osler St	2-way yield (Retrofit Program)	05-Sep
6	Clark	Munroe Ave & Elliott St	2-way yield (Retrofit Program)	05-Sep
6	Clark	Hugo Ave & 14 th St	yield (Retrofit Program)	05-Sep
6	Clark	Hugo Ave & 15 th St	yield (Retrofit Program)	05-Sep
6	Clark	Ewart Ave & 9 th St	yield (Retrofit Program)	05-Sep
6	Clark	Ewart Ave & 10 th St	2-way yield (Retrofit Program)	05-Sep
6	Clark	Ewart Ave & 11 th St	2-way yield (Retrofit Program)	05-Sep
6	Clark	Ewart Ave & 13 th St	2-way yield (Retrofit Program)	05-Sep
6	Clark	Bottomley Ave & 15 th St	2-way yield (Retrofit Program)	05-Sep
6	Clark	Bottomley Ave & Colony St	2-way yield (Retrofit Program)	05-Sep
6	Clark	Bottomley Ave & Aird St	yield (Retrofit Program)	05-Sep
6	Clark	Bottomley Ave & Temperance St	2-way yield (Retrofit Program)	05-Sep
6	Clark	Bottomley Ave & Osler St	2-way yield (Retrofit Program)	05-Sep
6	Clark	Bottomley Ave & Elliott St	2-way yield (Retrofit Program)	05-Sep
7	Loewen	Dufferin Ave & 6 th St	4-way stop	23-Jul
7	Loewen	Dufferin Ave & 7 th St	No Parking	23-Sep
7	Loewen	Jasper Ave	No Parking	14-May
7	Loewen	419 Gordon Rd	Disabled Person Loading Zone	28-Nov
7	Loewen	2224 Lorne Ave	Disabled Person Loading Zone	02-Oct
7	Loewen	2116 Clarence Ave S	Disabled Person Loading Zone	31-Oct
7	Loewen	1915 Dufferin Ave	Disabled Person Loading Zone	05-Sep
7	Loewen	Holy Cross High School	School Bus Loading Zone	26-Sep
7	Loewen	St. Frances School	School Bus Loading Zone	26-Sep
7	Loewen	Pope John Paul II School	School Bus Loading Zone	12-Sep
7	Loewen	Pope John Paul II School	Disabled Person Loading Zone	12-Sep
7	Loewen	George Vanier School	School Bus Loading Zone	11-Apr
7	Loewen	2013 Arlington Ave	General Loading Zone	14-Jan
7	Loewen	Hugh Cairns School	Disabled Person Loading Zone	08-Jan

Ward	Councillor	Location	Type of Sign Installation	Date of Review
7	Loewen	Hugh Cairns School	School Bus Loading Zone	08-Jan
7	Loewen	210 Slimmon Rd	No Stopping	09-Apr
7	Loewen	McKinnon Ave & Adelaide St	2-way yield (Retrofit Program)	05-Sep
7	Loewen	McKinnon Ave & Hilliard St	2-way yield (Retrofit Program)	05-Sep
7	Loewen	McKinnon Ave & Isabella St	2-way yield (Retrofit Program)	05-Sep
7	Loewen	Haultain Ave & Adelaide St	2-way yield (Retrofit Program)	05-Sep
7	Loewen	Haultain Ave & Hilliard St	2-way yield (Retrofit Program)	05-Sep
7	Loewen	Haultain Ave & Isabella St	2-way yield (Retrofit Program)	05-Sep
7	Loewen	Munroe Ave & Adelaide St	2-way yield (Retrofit Program)	05-Sep
7	Loewen	Munroe Ave & Hilliard St	2-way yield (Retrofit Program)	05-Sep
7	Loewen	Munroe Ave & Isabella St	2-way yield (Retrofit Program)	05-Sep
7	Loewen	Cairns Ave & Adelaide St	2-way yield (Retrofit Program)	05-Sep
7	Loewen	Cairns Ave & Hilliard St	2-way yield (Retrofit Program)	05-Sep
7	Loewen	Cairns Ave & Isabella St	2-way yield (Retrofit Program)	05-Sep
7	Loewen	Wiggins Ave & Adelaide St	2-way yield (Retrofit Program)	05-Sep
7	Loewen	Wiggins Ave & Hilliard St	2-way yield (Retrofit Program)	05-Sep
7	Loewen	Wiggins Ave & Isabella St	2-way yield (Retrofit Program)	05-Sep
7	Loewen	Ewart Ave & Isabella St	2-way yield (Retrofit Program)	05-Sep
7	Loewen	Ewart Ave & Hilliard St	2-way yield (Retrofit Program)	05-Sep
7	Loewen	Calder Pl & Calder Cres	2-way yield (Retrofit Program)	05-Sep
7	Loewen	Munroe Ave & Cascade St	2-way yield (Retrofit Program)	05-Sep
7	Loewen	Wiggins Ave & Cascade St	2-way yield (Retrofit Program)	05-Sep
7	Loewen	Munroe Ave & Bute St	2-way yield (Retrofit Program)	05-Sep
7	Loewen	Wiggins Ave & Bute St	2-way yield (Retrofit Program)	05-Sep
7	Loewen	Ewart Ave & Bute St	2-way yield (Retrofit Program)	05-Sep
7	Loewen	Ferguson Ave & Glasgow St	yield (Retrofit Program)	05-Sep
7	Loewen	Ferguson Ave & Calder Cres	yield (Retrofit Program)	05-Sep
7	Loewen	Calder Ave & Calder Cr	yield (Retrofit Program)	05-Sep
7	Loewen	Haultain Ave & Cascade St	yield (Retrofit Program)	05-Sep
7	Loewen	Haultain Ave & Bute St	yield (Retrofit Program)	05-Sep
7	Loewen	Wiggins Ave & MacKenzie Cres	yield (Retrofit Program)	05-Sep
7	Loewen	Wiggins Ave & McLorg St	yield (Retrofit Program)	05-Sep
7	Loewen	Ewart Ave & Cascade St	yield (Retrofit Program)	05-Sep
8	Olauson	2916 - 7th St	Disabled Person Loading Zone	05-Dec
8	Olauson	Greystone Heights School	Disabled Person Loading Zone	23-Oct
8	Olauson	Greystone Heights School	School Bus Loading Zone	23-Oct
8	Olauson	2806 - 7th St E	Disabled Person Loading Zone	09-Jul
9	Paulsen	Kingsmere Blvd	No Parking	10-Jan
9	Paulsen	Emmeline Rd & Swan Cres	No Parking	30-Oct
9	Paulsen	Emmeline Rd & Lavalee Rd	No Parking	30-Oct
9	Paulsen	Lakeridge School	School Bus Loading Zone	12-Sep
10	Jeffries	Willowgrove Ave & Willowgrove Lane	2-way yield	29-Aug
10	Jeffries	Evergreen Blvd & Kloppenburg Cres	yield	17-Sep
10	Jeffries	Evergreen Blvd & Manek Rd	yields - roundabout	17-Sep
10	Jeffries	Evergreen Blvd & Glacial Shores Manor	stop	17-Sep
10	Jeffries	Heath Ave	No Parking	08-May
10	Jeffries	Shepherd Cres	No Parking	10-Apr
10	Jeffries	Silverspring Elementary School	Student drop-off Zone	21-Oct
10	Jeffries	Dr. John G. Egnatoff School	School Bus Loading Zone	20-Aug
10	Jeffries	Silverspring Elementary School	School Bus Loading Zone	27-Aug
10	Jeffries	Dr. John G. Egnatoff School	No Stopping	18-Dec
10	Jeffries	Holy Family School	New School Zone	16-Sep
10	Jeffries	Centennial Collegiate	New School Zone	10-Sep

His Worship the Mayor and City Council
The City of Saskatoon

REPORT
of the
EXECUTIVE COMMITTEE

Composition of Committee

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

**1. North Commuter Parkway and Traffic Bridge Replacement Projects –
P3 Business Case and Procurement Approval
(File No. CK. 6050-10)**

RECOMMENDATION:

- 1) that Public Private Partnership (P3) be approved as the delivery model for the North Commuter Parkway and Traffic Bridge Replacement project, subject to the City's approval of a funding application to PPP Canada; and
- 2) that upon receiving funding approval from PPP Canada, and before the procurement process commences, the Administration report further on the final funding plan.

Attached is a report of the General Manager, Asset and Financial Management Department dated March 12, 2014, regarding the North Commuter Parkway and Traffic

Bridge Replacement project using the alternative financing and procurement model Public Private Partnership (P3).

Your Committee has discussed this matter with KPMG LLP, and supports the above recommendations.

**2. Land Acquisition – Land Bank and North Commuter Parkway
N & S Consulting Inc. and 101100639 Saskatchewan Ltd.
(File No. CK. 4020-1)**

- RECOMMENDATION:**
- 1) that the Real Estate Manager be authorized to purchase the SE ¼ section of 19-37-04 W3 comprising of approximately 160 acres from N & S Consulting Inc. and 101100639 Saskatchewan Ltd. at a purchase price of \$2,750,000;
 - 2) that the City Solicitor's Office administer the required documentation to complete this transaction; and
 - 3) that the Property Realized Reserve be used as the funding source for the purchase price applicable to the future development lands, including legal and administration costs and disbursements, and as an interim source of funding for the purchase price applicable to the lands required for the North Commuter Parkway.

Your Committee has considered a report of the A/CFO & General Manager, Asset & Financial Management dated March 5, 2014, and is reporting the following, in support of the above recommendations:

“TOPIC AND PURPOSE

To receive approval for the purchase of the SE ¼ section of 19-37-04 W3 comprising of 160 acres of vacant land for the North Commuter Parkway and Land Bank Program.

REPORT HIGHLIGHTS

1. Final piece of land on the east side of the river for the North Commuter Parkway, and a strategic purchase for the Land Bank Program.
2. Significant terms of the Agreement include purchase price of \$2,750,000.

STRATEGIC GOALS

The Land Bank Program supports the City's Strategic Goal of Asset and Financial Sustainability by using profits from land development to support alternative ways of financing community projects and services. It also helps to maintain the City's AAA credit rating.

The North Commuter Parkway supports the City's Strategic Goal of Moving Around by linking the two sides of the river in a location that will provide enhanced traffic flows in the City's Northeast and Northwest.

BACKGROUND

The City is in the process of building a roadway network for the future North Commuter Parkway. As shown on Attachment 1, the proposed location of the roadway includes a road through the SE ¼ section of 19-37-04 W3.

A portion of this parcel is required for the North Commuter Parkway, a portion is made up of the Northeast Swale and the balance will be utilized for future residential neighbourhood development.

REPORT

The SE ¼ section of 19-37-04 W3 is the final piece of land on the east side of the river required for the North Commuter Parkway alignment, as shown on Attachment 1. This parcel is considered a strategic purchase for the Land Bank Program as it contains lands shown in the recently approved University Heights Sector Plan for future neighbourhood development.

A portion of the parcel is also required to accommodate the current alignment of the proposed future Perimeter Highway.

The City's Real Estate Services Manager has negotiated a purchase agreement with the lawyer representing the two corporations that own the property. Noteworthy details of the Agreement are as follows:

Purchase Price

- \$2,750,000

Conditions Precedent

- City Council approval by April 16, 2014; and
- Satisfactory review by the City of any environmental, geotechnical, and drainage study reports on or before April 4, 2014.

Other Terms and Conditions of the Agreement

- Closing date of the transactions would be April 28, 2014;

OPTIONS TO THE RECOMMENDATION

The only other option would be to not approve the purchase of this parcel of land.

POLICY IMPLICATIONS

There are no identified policy implications.

FINANCIAL IMPLICATIONS

Sufficient funds for this purchase exist in the Property Realized Reserve. The funds in the Property Realize Reserve originated from land development profits.

PUBLIC AND/OR STAKEHOLDER INVOLVEMENT

Real Estate Services has discussed this purchase with Saskatoon Transit, Saskatoon Land, and the City Solicitor's Office.

COMMUNICATION PLAN

A communication plan for this aspect of the North Commuter Parkway is not required at this time.

DUE DATE FOR FOLLOW-UP AND/OR PROJECT COMPLETION

At this time, no date has been identified for follow-up or project completion.

ENVIRONMENTAL IMPLICATIONS

Construction of the North Commuter Parkway will reduce travel time between the City's Northeast and Northwest. This should reduce greenhouse gas emissions from vehicles as travel distance will be shorter.

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 Public Notice Policy No. C01-021, is not required.

ATTACHMENT

1. Drawing Indicating Land for Acquisition"

 3. **Acquisition of 114 Brookmore Crescent from Orest Bobyn
(File No. CK. 4020-1)**
-

- RECOMMENDATION:**
- 1) that the Real Estate Manager be authorized to purchase 114 Brookmore Crescent (Lot 4, Block 112, Plan 97S00506 Ext 5 – refer to Attachment 1) comprising of approximately 5,651 square feet from Orest Bobyn at a purchase price of \$168,000;
 - 2) that the City Solicitor's Office administer the required documentation to complete this transaction; and

- 3) that the Property Realized Reserve be used as the funding source for the purchase price, including legal, administrative costs, and disbursements.

Your Committee has considered a report of the A/CFO & General Manager, Asset and Financial Management Department dated March 3, 2014, and is reporting the following, in support of the above recommendations:

“TOPIC AND PURPOSE

To receive approval for the purchase of a vacant residential lot located at 114 Brookmore Crescent in the Briarwood neighbourhood comprising of approximately 5,651 square foot for future resale.

REPORT HIGHLIGHTS

1. Purchasing this vacant lot for resale helps to ensure that residential lots in the City's mature neighbourhoods are developed in a timely manner.
2. Terms of the Agreement include a possession date of April 30, 2014.

STRATEGIC GOAL

Purchasing and reselling land through the Land Bank Program supports the City's Strategic Goals of Asset and Financial Sustainability and Economic, Diversity and Prosperity. These Goals are achieved by using profits from land development to support alternative ways of financing community projects and services, while also helping to maintain the City's AAA credit rating. This land purchase aligns with the Strategic Goal of Quality of Life, which includes a four-year priority to coordinate a corporate approach for the maintenance of properties.

BACKGROUND

On June 28, 2000, Orest Bobyn purchased 114 Brookmore Crescent from the City of Saskatoon for the purpose of constructing a new residence. Since the land parcel transferred to Mr. Bobyn in July of 2001, construction of a dwelling has not been initiated on the site. During this time period, residential lots sold by the City in the Briarwood neighbourhood were not subject to a build time requirement as is now in place for all single family lot sale transactions.

Over the past few years, several complaints from neighbouring property owners have been received by the Administration regarding the condition of this lot. Most complaints relate to the fact that this lot has remained vacant for several years, while all of the surrounding homes are now complete.

REPORT

Administration's goal is to acquire this lot from the current owner and then offer it for sale by public tender to facilitate construction of a new home on the site.

A price of \$160,000 was initially offered based on a similar price per front meter of new lots in Evergreen. However after additional sales research was completed by Real Estate Services, it was determined that a price of \$168,000 was a better reflection of a Briarwood lot of this size and location. An offer was made on this basis and the Bobyn's accepted it.

Terms of the Agreement

Noteworthy details of the Agreement are as follows:

Purchase Price

- \$168,000

Conditions Precedent

- City Council approval by April 30, 2014.

Other Terms and Conditions of the Agreement

- Closing date and Possession date of the transaction being April 30, 2014.

OPTIONS TO THE RECOMMENDATION

The only other option would be to not approve the purchase of this land.

POLICY IMPLICATIONS

There are no identified policy implications.

FINANCIAL IMPLICATIONS

Sufficient funds to purchase the land exist in the Property Realized Reserve. Reselling the site through a public tender process allows for the City to potentially realize a higher value on the resale.

PUBLIC AND/OR STAKEHOLDER INVOLVEMENT

Public and/or stakeholder involvement is not required.

COMMUNICATION PLAN

None required at this time.

DUE DATE FOR FOLLOW-UP AND/OR PROJECT COMPLETION

If the purchase is approved by City Council, a further report will be prepared outlining the terms for reselling the land, which will include a two year build time requirement.

ENVIRONMENTAL IMPLICATIONS

There are no environmental and/or greenhouse gas implications.

PRIVACY IMPACT

There are no privacy implications.

SAFETY/CRIME PREVENTION THROUGH ENVIRONMENTAL DESIGN (CPTED)

A CPTED review is not required.

PUBLIC NOTICE

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

Report No. 5-2014
Executive Committee
Monday, March 31, 2014
Page 9

ATTACHMENT

1. Drawing Indicating Proposed Land Acquisition.”

Respectfully submitted,

His Worship Mayor D. Atchison, Chair

RECEIVED
MAR 18 2014
CITY CLERK'S OFFICE
SASKATOON
6050-10
x6050-8

TO: City Clerk, Executive Committee
FROM: General Manager, Asset and Financial Management
DATE: March 12, 2014
SUBJECT: North Commuter Parkway and Traffic Bridge Replacement Projects – P3 Business Case and Procurement Approval
FILE NO: CS. 6050-10 and IS. 6050-104-044

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

- 1) that Public Private Partnership (P3) be approved as the delivery model for the North Commuter Parkway and Traffic Bridge Replacement project, subject to the City's approval of a funding application to PPP Canada; and
- 2) that upon receiving funding approval from PPP Canada, and before the procurement process commences, the Administration report further on the final funding plan.

TOPIC AND PURPOSE

The purpose of this report is to seek approval to deliver the North Commuter Parkway and Traffic Bridge Replacement project using the alternative financing and procurement model Public Private Partnership (P3). This approval is required to move the funding application forward in the PPP Canada process.

Another purpose of this report is to inform City Council that if funding is approved by PPP Canada, a final funding plan will be developed and presented to City Council for its approval prior to commencing the procurement process.

REPORT HIGHLIGHTS

1. The pursuit of funding from the federal government for this project is well underway. An application and a business case have been sent to PPP Canada and it is expected that this project will be adjudicated by the PPP Canada Board at the end of March 2014.
2. P3's are an alternative financing and procurement method.
3. A summary of the P3 Business Case is included in this report.
4. That upon receiving funding approval from PPP Canada, but before the procurement process commences, a final funding plan will be developed and presented to City Council for approval.

STRATEGIC GOALS

The application to PPP Canada supports the long-term strategy of increasing revenue sources and reducing reliance on property taxes under the Strategic Goal of Asset and Financial Sustainability.

The construction of the North Commuter Parkway and the Traffic Bridge replacement supports the Strategic Goal of Moving Around as it will optimize the flow of people and goods in and around the city.

BACKGROUND

City Council, at its meeting held on May 21, 2013, during consideration of Clause 2, Report No. 10-2013 of the Executive Committee, regarding the North Commuter Parkway project, adopted the following recommendations:

- "1) that the Administration proceed with the North Commuter Parkway project based on the bridge and arterial roadway configuration recommendations of the Functional Planning Study;
- 2) that the Traffic Bridge Replacement project be combined with the North Commuter Parkway project; and
- 3) that the Administration continue to pursue available funding for this project from the Federal and Provincial Governments."

At its meeting on June 17, 2013, the Executive Committee received an informational report from the General Manager, Corporate Services Department, advising that a screening application had been submitted to PPP Canada for funding of 25 per cent of the direct construction cost of this project.

At its meeting on September 23, 2013, City Council approved the award for the North Commuter Parkway Project P3 Business Case to KPMG LLP for a total estimated cost of \$69,500 (plus G.S.T.).

REPORT

Application and Business Case has Been Submitted to PPP Canada

On December 13, 2013, the Administration submitted the draft business case to PPP Canada (P3C). Since then the Administration has maintained on-going dialogue with P3C and is working diligently to keep this application on track. It is anticipated that this project will be presented to P3C's Board at their March 2014 meeting for a funding decision.

P3s are an Alternative Financing and Procurement Method

P3s are an alternate procurement method for governments to meet public infrastructure needs. Through long-term contracts that encompass design, construction, financing, maintenance, and operation components, governments can access private sector expertise, technology, and capital. P3s provide a way to finance needed infrastructure that may not be affordable for the government to deliver on its own. It means that state-of-the-art infrastructure can come on stream faster, address resident needs sooner, and minimize the impact on property taxes.

P3s are only a tool in the toolkit and may not be the right tool for all projects. P3's are more suitable for projects that are larger, more complex, involve greater risk and are non-routine, like this project. There needs to be a clear understanding of when P3's are the right procurement method.

When determining if a project should be delivered using an alternative procurement method, a business case must be prepared. A P3 business case is part of the due diligence process and is an essential tool in determining how best to procure major infrastructure projects. The intent of the business case is to identify, assess, and make a recommendation on the procurement option that best achieves the project objectives and produces value for money (VfM). The business case analysis will develop a detailed cost breakdown of the implementation and operation of a project over its expected duration under a traditional project model known as a Public Sector Comparator (PSC). The PSC is then compared against the P3 project cost to determine whether a positive VfM is realized. A positive VfM indicates that P3 is a viable procurement method.

Results of the P3 Business Case

The Business Case for this project shows a potential VfM of 7.5%, or \$26.6 million. It also has determined that the Design-Build-Finance-Operate-Maintain (DBFOM) delivery model should be further pursued. Attachment 1 contains a summary of the Business Case.

Final Funding Plan

This project requires a significant funding partnership with the federal government. If this project is successful in receiving funding support from P3C, a final funding plan will be developed and presented to City Council for its approval before the procurement process commences. The Administration also continues to pursue a funding partnership with the provincial government on this project.

OPTIONS TO THE RECOMMENDATION

The Administration has been advised by the Federal Government that funding applications for any project over \$100 million must be vetted through PPP Canada. If PPP Canada deems the project as one that is a candidate for P3 procurement, then funding must come from the P3 Canada Fund.

If P3 delivery for this project is not approved and PPP Canada has deemed it to be an appropriate project for P3 procurement, it is highly likely that all opportunities for federal funding for this project will be forfeited.

POLICY IMPLICATIONS

There are no policy implications.

FINANCIAL IMPLICATIONS

Based on the latest cost estimates developed by CIMA+, Stantec and BTY Group, as well as other assumptions made in the Business Case, the contribution sought from PPP Canada would be in the order of \$60.8 million.

If this project is delivered under a DBFOM procurement method, annual payments will be made to the successful proponent over a 30-year period. Payments will cover construction, maintenance, lifecycle repair and renewal, and project financing. Under the current budgeting process, the capital cost of the project would be budgeted for in the Capital Budget and the lifecycle costs would be funded through the Operating Budget but under DBFOM procurement, these two costs are now combined as one – if the capital cost is accepted, so is the lifecycle cost. The annual payments are similar to a fixed-rate mortgage with maintenance and repair expenses included.

In 2014, a \$750,000 increase was approved to begin building the base for the expected lifecycle costs required for this project. Additional amounts will be included in the 2015, 2016, and 2017 budgets. Until such time as this funding is needed by the project for this purpose (in order to build an operating base to support the annual payment), this funding has been allocated to the Bridge Major Repair Reserve.

PUBLIC AND/OR STAKEHOLDER INVOLVEMENT

There is no public and/or stakeholder involvement required.

COMMUNICATION PLAN

The P3 Business Case has been posted on the City's website. For more information on this project or to view the business case, please visit www.saskatoon.ca under N for North Commuter Parkway Project.

If this project receives funding approval from PPP Canada, a public announcement will be held in conjunction with the Federal Government.

ENVIRONMENTAL IMPLICATIONS

There are no environmental implications.

SAFETY/CRIME PREVENTION THROUGH ENVIRONMENTAL DESIGN (CPTED)

A CPTED review is not required.

PUBLIC NOTICE

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

ATTACHMENT

1. P3 Business Case Summary

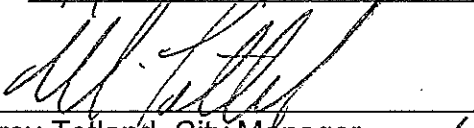
Written by: Linda Andal, Director of Financial Planning

Approved by:


Kerry Tarasoff, A/CFO & General Manager
Asset and Financial Management

Dated: March 13/2014

Approved by:


Murray Totland, City Manager

Dated: March 18/14

copy: His Worship the Mayor

P3 Business Case Summary

This project is needed to help alleviate major traffic congestion, improve travel times and reduce fuel consumption for commuters and public transit, thereby reducing greenhouse gas emissions, improving business productivity and enhancing the quality of life for the City's citizens.

The business case for the proposed procurement process includes the results from numerous analytical reviews, from the qualitative market sounding, jurisdictional scan, procurement objective and constraints analysis, to the quantitative VfM assessment and affordability analysis.

A number of delivery models were considered that involve various degrees of private sector responsibility and transfer of risk, including the traditional Design-Bid-Build (DBB) delivery model. The suitability of a P3 delivery model was initially assessed by Brookfield Financial who concluded that a P3 model delivers the highest tangible value to the City. This conclusion was validated by KPMG through a high-level P3 screening assessment that determined that the project satisfies a number of criteria that supports a P3 delivery and market sounding consultations that indicated significant private sector interest towards the size and scope of the project.

Based on the project's objectives and constraints, as well as precedent P3 transportation projects and market sounding results, it was determined that the Design-Build-Finance-Operate-Maintain (DBFOM) delivery model should be further assessed and other alternative delivery models should not be further considered as they do not adequately meet the requirements of the project. A detailed qualitative assessment framework was developed to assess the DBFOM and traditional DBB delivery models based on a weighted scoring methodology. The assessment results demonstrate that the project is well-suited for P3 delivery using a DBFOM model and is more advantageous than the traditional DBB model.

To quantitatively assess the DBFOM delivery model, KPMG conducted a project risk assessment and developed a comprehensive financial model to assess Value for Money and affordability. The results indicated that a DBFOM delivery model is estimated to generate Value for Money of approximately \$26.6 million (net present value). The business case confirms that a DBFOM delivery model is the optimal approach for the project.

Based on the latest cost estimates developed by CIMA+, Stantec and BTY Group, as well as other assumptions made in the business case, the contribution sought by the City from PPP Canada would be in the order of \$60.8 million.

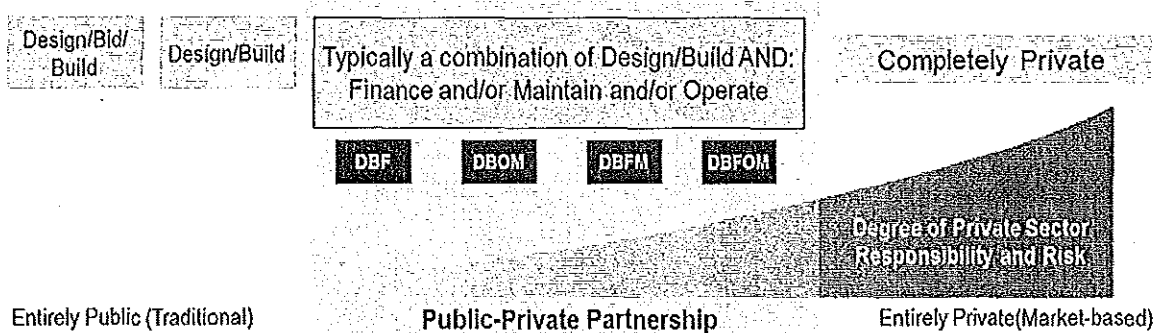
KPMG believes that there is significant interest in this project due to a limited PPP project pipeline in the Canadian marketplace and an attractive project size and scope to the private sector. To maximize competitive pricing tension and to minimize construction inflation uncertainty, it is important to bring the project to market as soon as possible.

Potential Delivery Models

A number of delivery models were considered for the Project from the City's traditional Design-Bid-Build model to alternative delivery models that involve various degrees of private sector responsibility and transfer of risk. The alternative delivery models considered range from single-firm responsibility for both design and construction (Design-Build), to P3s with a mix of design, build, financing, and operating responsibilities. The DBOM delivery model is not considered since a main priority for the Project is to include private sector financing.

The role of the design and construction firms changes with each delivery model, as do the role and expectations of the public-sector. As the roles of the public and private sector change, so does the overall distribution of the risks associated with the Project. As illustrated in Exhibit 1, the degree of risk transfer increases as the involvement of the private sector increases.

Exhibit 1: Range of Delivery Models



Below is a comparison of the delivery models pictured above.

Public Sector Comparator

The City traditionally delivers its transportation projects using a Design-Bid-Build (DBB) model. As this model would likely be used if the Project is not delivered as a P3, the DBB delivery model is identified as the Public Sector Comparator (PSC).

Under this option, the design and construction services for the Project are procured in a sequential manner. The City will first procure the design of the asset from a private sector design firm. Following the completion of the design documents, the City will then procure the construction works based on the completed design, on a low-bid basis. The City would do so by hiring a general contractor to complete the project in accordance with the design firm's plans and specifications. The City would warrant to the contractor the sufficiency of the design firm's plans and would assume all risks associated with the design. The contractor would look to the City to remedy any inadequacies in the plans, the result of which is usually increased costs. In addition, this procurement arrangement can create design coordination issues that increase construction costs since the

construction firm did not have input in the design. Such increase in construction costs will be borne by the City under this delivery option.

During construction, the City would manage and oversee the general contractor. The City would pay for the construction project through monthly progress payments to construction contractors during the construction period, based on work completed. With this method of payment, construction contractors do not have to obtain significant amounts of private financing to carry out construction. Performance is secured through performance bonding and limited construction warranties. At completion, the City would lead the testing and commissioning process.

Following completion, the assets are turned over to the City, which then assumes full responsibility for operations and maintenance (O&M). The method of budgeting and payment for O&M is carried out according to the City's established practices. Under this delivery model, the City maintains ownership of the assets at all times.

Alternative Delivery Models

In the sections below, a range of viable and marketable P3 delivery models for the Project are described. Both the advantages and disadvantages of the models are identified to qualitatively assess the optimal alternative delivery model based on the Project requirements.

Design-Build (DB)

Under the DB model, the City would hire a single private sector partner (the "Design-Builder") for the design and construction of the Project. This model integrates the final design and construction roles with one private entity, transferring design and coordination risks to the private sector partner as well as compressing the schedule to the extent that design and construction can proceed concurrently.

The advantage of this model over the traditional model is that there is a single entity responsible for meeting the performance specifications of the Project. The designer and the constructor work together to develop a design that meets the required performance parameters and the construction firm is confident that the design can be implemented efficiently to result in cost savings. In addition, this model facilitates input from all disciplines without the loss of cost control.

Similar to the DBB model, the City pays for the asset through progress or milestone payments to the Design-Builder contractor during the construction period based on the value of work completed. With this method of payment, the design-builder does not have to source significant amounts of private financing. Performance security is also limited to less liquid methods including performance bonding and construction warranties.

Also similar to the DBB model, following completion, the asset is turned over to the City, which then assumes full responsibility for O&M work. Under this model, the City maintains ownership of the assets at all times.

Design-Build-Finance (DBF)

Under this model, the private partner is responsible for designing, building and financing the project. This model integrates the final design and construction roles with one private entity, transferring design and coordination risks to the private sector partner as well as compressing the schedule to the extent that design and construction can proceed simultaneously.

The City is required to make a lump-sum payment to the private partner upon substantial completion; the private sector partner must obtain construction financing from third-party lenders or its own equity resources (which would not be expected for a project as large as this Project). The lump-sum payment is designed to pay off design and construction costs, and construction financing obtained by the private partner. This payment mechanism provides a more liquid form of security for the City, since payment for construction is performance based and, therefore, the contractor is not paid until it demonstrates compliance with the City's technical specifications. A regimen is also included to ensure that final completion is achieved as well. Once the project is operational and accepted, the City assumes full responsibility for O&M work. Ownership of the asset generally rests with the private partner until substantial completion, when it is transferred to the City.

Design-Build-Finance-Operate-Maintain (DBFOM)

Under the DBFOM model, the private sector P3 consortium would be responsible for the design, construction, financing, operations and maintenance of the bridge and road infrastructure. This structure enables significant integration among all components of the Project.

The financing component of this option includes both short-term and long-term financing. The long-term financing is needed since the private sector partner would not be fully paid for construction of the asset following completion of construction, but would be paid in installments over the length of the maintenance term. The installments over the length of the maintenance term include:

- A fixed capital repayment component to repay the private sector partner's long-term debt and equity investors for its financing of the construction; and
- A performance-based payment to compensate the private sector partner for its ongoing maintenance work, subject to deductions for failing to meet contractual performance obligations.

The City is considering a model in which it would pay a substantial completion payment. The City will repay the residual capital cost in a blended fashion with the ongoing maintenance and lifecycle payments over the agreed upon maintenance term of 30 years, and the private sector partner would have to meet pre-defined performance standards during this period. Payment for regular and rehabilitative maintenance would occur throughout the maintenance term and would include a performance-based penalty formula.

While the newly constructed assets would be owned by the City, the private sector partner would assume responsibility for the regular maintenance and rehabilitation of the assets over the contract term in accordance with the City's performance specifications. At the end of the operations and maintenance term, the consortium

would transfer control of the assets to the City under agreed-upon terms and conditions, known as hand-back conditions. The hand-back conditions would explicitly outline the expected condition in which the assets must be returned to the City and a stipulated life-expectancy beyond the concession period.

A DBFOM approach allows the City to allocate significant risks related to the capital cost, regular operating and maintenance costs, lifecycle (rehabilitation) costs and performance standards to the private sector. VfM is achieved through a competitive procurement process, private sector efficiencies and a lifecycle approach to ensure an appropriate trade-off between upfront capital expenditures and long term rehabilitation costs. This model can be advantageous compared to the traditional DBB approach as it results in cost and budget certainty, transfers significant risk, and encourages private sector efficiencies.

There are two major drawbacks to this model. The financing costs or the cost of capital under this model typically exceeds that of the City, since private financing includes both equity and private debt, both of which have higher expected rates of return than public debt due to risk premiums and the absence of a City covenant to pay. The complexity of this model is also likely to require increased due diligence, overhead and consultation costs.

Project Objectives and Considerations

Timely and Efficient Project Delivery

Timely and efficient delivery is an important procurement objective for this Project for which maintaining adherence to the Project timeline is of particular importance. The advantages of a P3 delivery model are that there would be payment and/or other penalties imposed on the private sector if substantial completion is delayed. The private sector recognizes the time value of money and that a small delay in receiving a substantial completion payment can have a major negative financial impact.

Timely delivery of the Project is required to provide additional transportation routes to alleviate major traffic congestion, enable the efficient and timely development of new areas in the northwest part of the City, improve business productivity and enhance the quality of life for the City's citizens. Evaluation of the Project shows significant system-wide benefits through reduced intersection delays, improved travel times, and fuel savings for commuters and public transit and substantially reduced congestion on other corridors.

Remain on Budget

One of the City's requirements for the Project is cost certainty during construction and throughout the 30 year maintenance term. Shifting the risk of increasing construction costs and other financial risks to the P3 Contractor can ensure cost certainty for the construction, and maintenance of the Project.

Meet High Maintenance and Operations Standards

The City needs to ensure that its transportation infrastructure is effectively maintained throughout the entire life span of each asset. A DBFOM delivery model avoids the problems associated with deferred maintenance and rehabilitation as the City would stipulate strict performance requirements during the term of the Agreement.

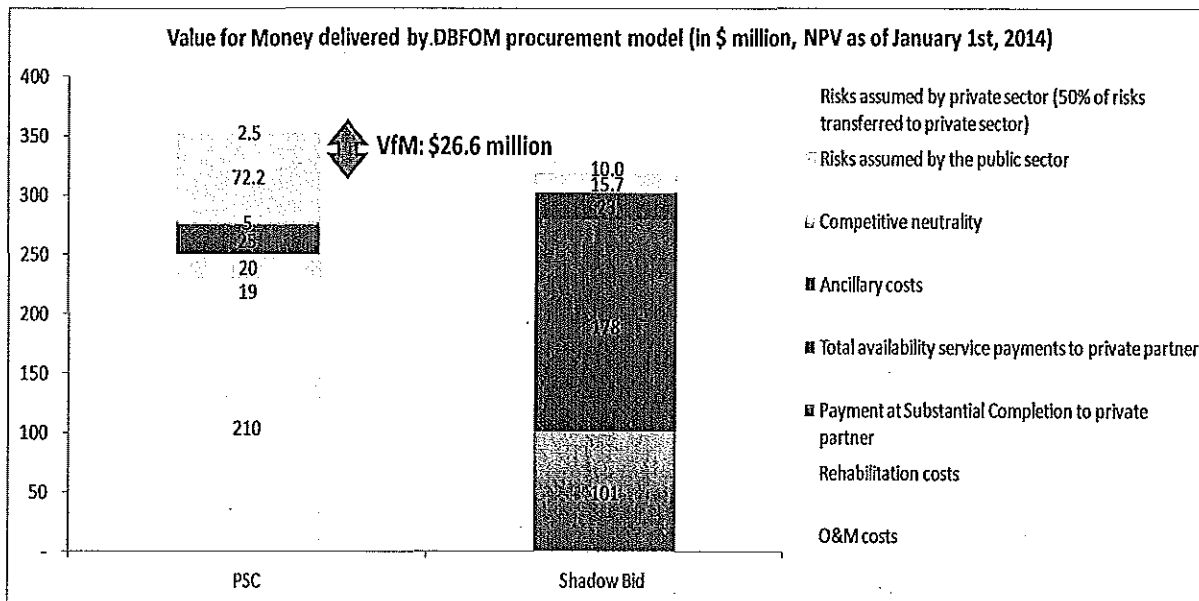
Achieve Value for Money

The City wants to see robust competition among private sector contractors, financiers and maintenance providers to ensure the Project is delivered and maintained at a competitive price and generates VfM. Additionally, competition can facilitate innovation among the private sector bidders, potentially revealing improved designs or processes not already specified in the Project requirements to create further efficiencies and long-term cost savings.

Preliminary Value for Money Assessment

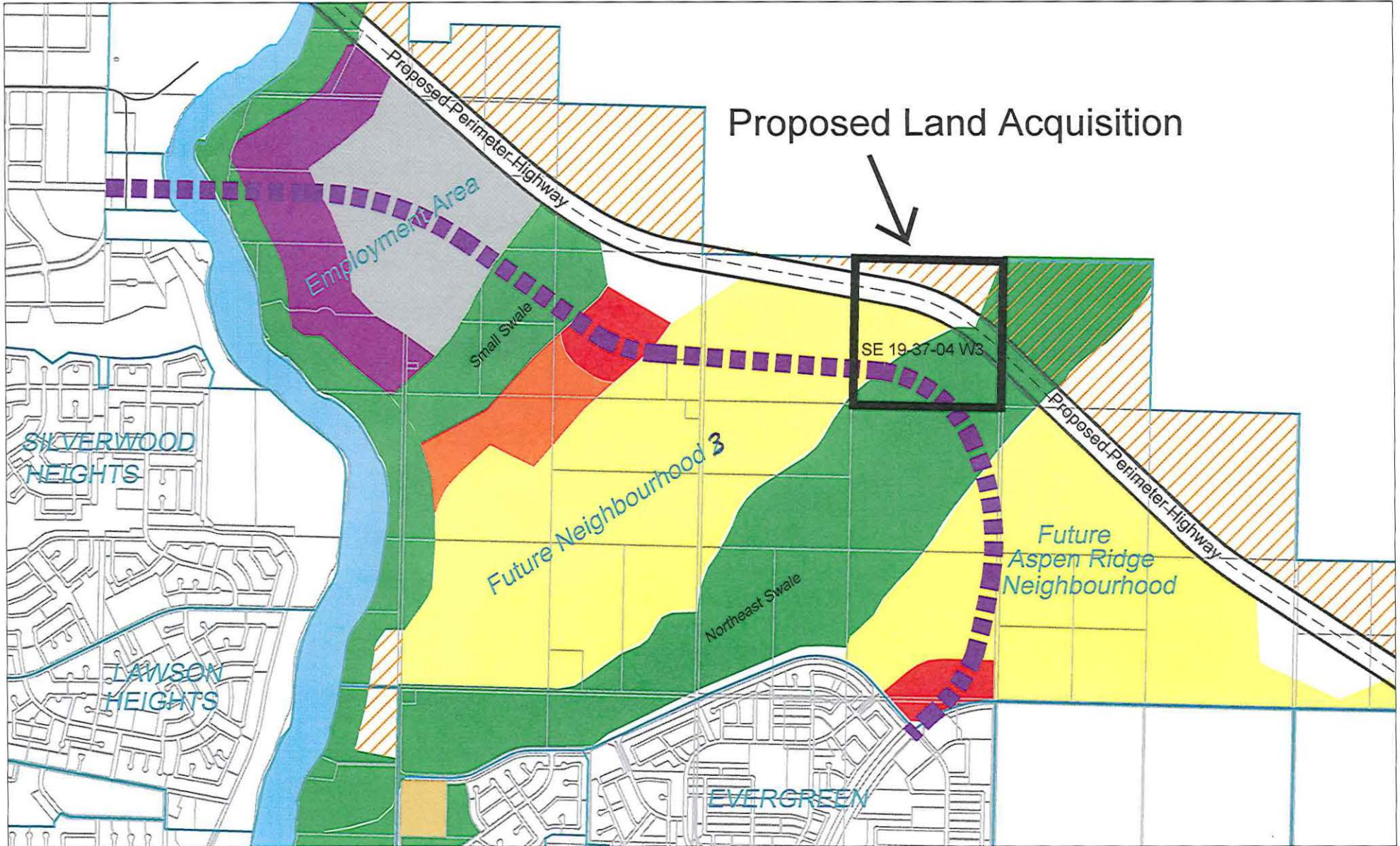
The following exhibit provides a visual overview of the VfM results and the cost components of each procurement model. The estimated amount of VfM delivered by the DBFOM procurement model is \$26.6 million or 7.5% of the PSC costs.

Exhibit 2: Visual overview of the VfM results



Based on the results of this quantitative assessment and the overall qualitative evaluation presented in the previous sections of this business case, the DBFOM procurement model can be confirmed as the preferred delivery model for the North Commuter Parkway and Traffic Bridge Replacement Project.

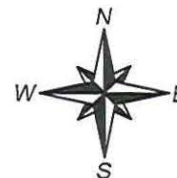
Attachment 1, Drawing Indicating Land for Acquisition



North Commuter Parkway Route



Proposed Provincial Perimeter Highway



City of Saskatoon

Real Estate Services - January 2014

NOTE: The information contained on this map is for reference only and not to be used for legal purposes. This map may not be reproduced without the expressed written consent of Corporate Projects Team - Real Estate Services. Do not Scale.

COMMUNICATIONS TO COUNCIL

MEETING OF CITY COUNCIL – MONDAY, MARCH 31, 2014

A. REQUESTS TO SPEAK TO COUNCIL

1) Cynthia Starchuk, dated March 25, 2014

Requesting permission to address City Council with respect to Noise Bylaw 8244.
(File No. CK. 375-2)

RECOMMENDATION: that Cynthia Starchuk be heard.

**2) Jesse Todd, Saskatchewan Asbestos Disease Awareness Organization
dated March 25**

Requesting permission to address City Council with respect to a bylaw that would require contractors to provide notification of buildings where workers may be exposed to asbestos. (File Nos. 530-1 & 1850-1)

RECOMMENDATION: that Jesse Todd be heard.

B. ITEMS WHICH REQUIRE THE DIRECTION OF CITY COUNCIL

1) K.L. Wallace, Lieutenant-Commander, HMCS Unicorn, dated March 5

Requesting the Canadian Naval Jack be raised and flown at City Hall from April 28 to May 5, 2014. (File No. CK. 205-1)

RECOMMENDATION: that the request to fly the Canadian Naval Jack at City Hall from April 28 to May 5, 2014 be approved subject to any administrative conditions.

2) Jennifer McDougall, River Heights Community Association, dated March 15

Requesting a temporary street closure on Ravine Drive on Saturday, June 14, 2014 for a Family Fun Day. (File No. CK. 205-1)

RECOMMENDATION: that the request for a temporary street closure on Ravine Drive on Saturday, June 14, 2014 for a Family Fun Day be approved subject to any administrative conditions.

3) Harvey Peever, dated March 17

Commenting on the future of the Traffic Bridge. (File No. CK. 6050-8)

RECOMMENDATION: that the information be received.

4) Tammy Forrester, Executive Director, Ronald McDonald House Saskatchewan, dated March 17

Requesting a temporary closure of University Drive, from Clarence to McKinnon Avenues, on Saturday, September 13, 2014, for grand re-opening of Ronald McDonald House. (File No. CK. 205-1)

RECOMMENDATION: that the request for a temporary closure of University Drive, from Clarence to McKinnon Avenues, on Saturday, September 13, 2014, for grand re-opening of Ronald McDonald House be approved subject to any administrative conditions.

Items Which Require the Direction of City Council
Monday, March 31, 2014
Page 2

5) Michael LeClaire, Chair, Restorative Action Program, dated March 17

Providing information on Restorative Action Program (RAP) and requesting funding. (File Nos. CK. 5700-1 & 1871-1)

RECOMMENDATION: that the direction of Council issue.

6) Chad Kereluk, Bikers Against Child Abuse, dated March 18

Requesting a temporary closure of 1st Avenue North, from 23rd to 24th Streets East from 6:00 a.m. to 6:00 p.m. on May 17 and August 16, 2014, for two child abuse awareness events; and requesting that August 2014 be proclaimed Child Abuse Awareness Month. (File No. CK. 205-1)

RECOMMENDATION:

- 1) that the request for a temporary closure of 1st Avenue North, from 23rd to 24th Streets East from 6:00 a.m. to 6:00 p.m. on May 17 and August 16, 2014, for two child abuse awareness events be approved subject to any administration conditions; and
- 2) that City Council approve the proclamation as set out above; and that the City Clerk be authorized to sign the proclamation, in the standard form, on behalf of City Council.

7) Nolan Fox, Moso Conference 2014, dated March 19

Requesting a temporary closure of 11th Street between Broadway and Dufferin Avenues from June 11 to 14, 2014, for food trucks, concession and seating for event. (File No. CK. 205-1)

RECOMMENDATION: that the request for a a temporary closure of 11th Street between Broadway and Dufferin Avenues from June 11 to June 14, 2014, for food trucks, concession and seating for event be granted subject to any administration conditions.

8) Brent Penner, Executive Director, The Partnership, dated March 17

Requesting sole concessionaire rights for the 38th Annual Experience Downtown Sidewalk Sale, being held July 10 to 12, 2014. (File No. CK. 205-1)

RECOMMENDATION: that the request for sole concessionaire rights for the 38th Annual Experience Downtown Sidewalk Sale, being held July 10 to 12, 2014, be granted.

9) Neil MacKay, dated March 20

Requesting an extension to the time where amplified sound can be heard, under the Noise Bylaw, on Sunday, July 13, 2014, from 6:00 a.m. to 12 Noon at River Landing for River Run Classic event. (File No. CK. 185-9)

RECOMMENDATION: that the request for an extension to the time where amplified sound can be heard, under the Noise Bylaw, on Sunday, July 13, 2014, from 6:00 a.m. to 12 Noon at River Landing for River Run Classic event be granted.

10) Mona Loshack, Community Relations & Events Planner, Saskatchewan Abilities Council/Easter Seals Saskatchewan, dated March 20

Requesting an extension to the time where amplified sound can be heard, under the Noise Bylaw from 7:30 a.m. to 5:30 p.m. on August 25, 2014, at Carlton Tower for Easter Seals Drop Zone, and requesting a temporary street closure and other related requests for the same event. (File No. CK. 185-9)

RECOMMENDATION:

- 1) that the request for an extension to the time where amplified sound can be heard, under the Noise Bylaw, from 7:30 a.m. to 5:30 p.m. on August 25, 2014, at Carlton Tower for Easter Seals Drop Zone be granted; and
- 2) that the request for the a temporary street closure and other related requests for the same event be referred to the administration for further handling.

**11) Jaimie Zimmerman, Lawson Heights Community Association
dated March 21**

Requesting an extension to the time where amplified sound can be heard, under the Noise Bylaw, to 11:00 p.m. on Saturday, June 14, 2014 in Rochdale Park, for annual Family Fun Day in the Park. (File No. CK. 185-9)

RECOMMENDATION: that the request for an extension to the time where amplified sound can be heard, under the Noise Bylaw, to 11:00 p.m. on Saturday, June 14, 2014 in Rochdale Park, for annual Family Fun Day in the Park be granted.

**12) Joanne Sproule, Secretary to the Board of Police Commissioners
dated March 24**

Submitting 2013 Annual Report of the Crime Free Multi-Housing Advisory Committee. (File No. CK. 430-13)

RECOMMENDATION: that the information be received.

13) Brent Penner, Executive Director, The Partnership, dated March 20

Requesting permission to be the sole agent for the allocation of vending and concession stations for Rock 102 Show & Shine Weekend, being held downtown on Sunday, August 24, 2014. (File No. CK. 205-1)

RECOMMENDATION: that the request to be the sole agent for the allocation of vending and concession stations for Rock 102 Show & Shine Weekend, being held downtown on Sunday, August 24, 2014 be granted.

**14) Lorri Dobni, Saskatoon Road Runners Association and
Kim Ali, Race Director, 2014 Saskatchewan Marathon, dated March 24**

Requesting an extension to the time where amplified sound can be heard, under the Noise Bylaw, on May 25, 2014, starting at 7:00 a.m., for the 35th Annual Saskatchewan Marathon, starting and finishing at Diefenbaker Park. (File No. CK. 185-9)

Items Which Require the Direction of City Council
Monday, March 31, 2014
Page 5

RECOMMENDATION: that the request for an extension to the time where amplified sound can be heard, under the Noise Bylaw, on May 25, 2014, starting at 7:00 a.m., for the 35th Annual Saskatchewan Marathon, starting and finishing at Diefenbaker Park be approved.

15) Walter Zirk, dated March 24

Commenting on the future of the Traffic Bridge. (File No. CK. 6050-8)

RECOMMENDATION: that the information be received.

**16) Malcolm Brodie, Chair, National Zero Waste Council
Mayor, City of Richmond, dated March 17**

Providing information regarding National Zero Waste Council and inviting the City of Saskatoon to become a member. (File No. CK. 7830-1)

RECOMMENDATION: that the direction of Council issue.

17) Elaine Long, Secretary, Development Appeals Board, dated March 18

Submitting Notice of Hearing of the Development Appeals Board regarding the property located at 135 Wheeler Street. (File No. CK. 4352-1)

RECOMMENDATION: that the information be received.

C. ITEMS WHICH HAVE BEEN REFERRED FOR APPROPRIATE ACTION

1) Cecile Smith, Secretary, Pleasant Hill Community Association, dated March 5

Commenting on a future recreation centre. (File No. CK. 610-1) (Referred to the Administration for further handling and to respond to the writer.)

2) Laura Carlson, dated March 13

Commenting on the condition of Preston Avenue South. (File No. CK. 6315-1) (Referred to the Administration for further handling and to respond to the writer.)

3) Cynthia Block, dated March 12

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

4) Alan Manson, March 13

Commenting on winter roads in Saskatoon. (File No. CK. 6290-1) (Referred to the Administration for further handling and to respond to the writer.)

5) Matthew Peters, dated March 13

Commenting on snow removal. (File No. CK. 6290-1) (Referred to the Administration for information.)

6) Minh Huynh, dated March 15

Commenting on water service and a loading zone. (File Nos. CK. 7780-1 & 6145-1) (Referred to the Administration for further handling and to respond to the writer.)

7) Roman Todos, dated March 17

Commenting on changes in bus route. (File No. CK. 7310-1) (Referred to the Administration for further handling and to respond to the writer.)

Items Which Have Been Referred for Appropriate Action
Monday, March 31, 2014
Page 2

8) Natalie Arntsen, dated March 19

Commenting on the condition of 11th Street West. (File No. CK. 6315-1) (Referred to the Administration for further handling and to respond to the writer.)

9) Letters Received Regarding Amendment to Bylaw 8244 – Motorcycle Noise

Letters were received from the following:

Russ Deptuch, dated March 17
Dave Cousins, dated March 18
Dan Deslauriers, dated March 19
Keith Larat, dated March 20

Wayne Elliott, dated March 18
Stephen Urquhart, dated March 18
Gordon Hallock, dated March 19
John Aubichon, dated March 26

(File No. CK. 375-2) (Referred to the Administration for further handling and to respond to the writer where appropriate.)

10) Erin Bentley, Executive Director, Autism Services, dated March 20

Requesting that the Prairie Wind sculpture adjacent to Persephone Theatre be lit blue on April 2, 2014 to bring awareness to Autism Awareness Day. (CK. 205-1) (Referred to the Administration for further handling and to respond to the writer.)

11) Raj Kavia, dated March 25

Commenting on the condition of Quebec Avenue. (File No. CK. 6315-1)) (Referred to the Administration for further handling and to respond to the writer.)

12) Jordan Derpak, dated March 25

Commenting on the police plane. (File No. CK. 5000-1) (Referred to the Board of Police Commissioners for further handling.)

RECOMMENDATION: that the information be received.

D. PROCLAMATIONS

1) Hartley Kayumba, IIA Saskatchewan Chapter, dated March 10

Requesting City Council proclaim May 2014 as Internal Auditor Awareness Month. (File No. CK. 205-5)

2) Gerlinde Sarkar, Canadian Federation of University Women Saskatoon Inc. dated March 11

Requesting City Council proclaim September 14, 2014 as CFUW Day. (File No. CK. 205-5)

3) George Jakeman, CPWA Saskatchewan Chapter, undated

Requesting City Council proclaim May 18 to 24, 2014 as National Public Works Week. (File No. CK. 205-5)

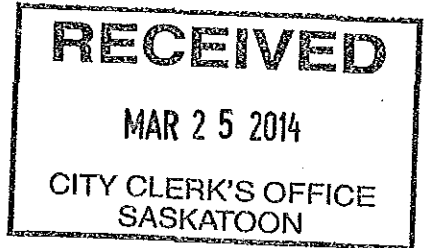
4) Virginia Harper, MS Society of Canada – SK Division, dated March 21

Requesting City Council proclaim May 2014 as MS Awareness Month. (File No. CK. 205-5)

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

375-2) AI)

From: CityCouncilWebForm
Sent: March 25, 2014 1:01 PM
To: City Council
Subject: Write a Letter to City Council



TO HIS WORSHIP THE MAYOR AND MEMBERS OF CITY COUNCIL

FROM:

Cynthia Starchuk
2204 Albert Avenue
Saskatoon, Saskatchewan
S7J 1K2

EMAIL ADDRESS:

cynthia.starchuk@gmail.com

COMMENTS:

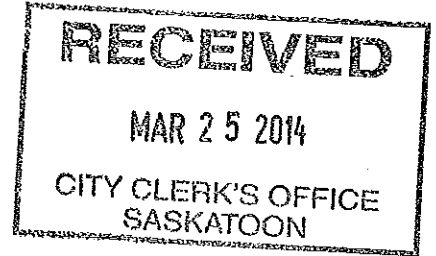
I would like the opportunity to address Council at the upcoming Council meeting scheduled for 21 March 2014 regarding Council's position on City of Saskatoon Noise Bylaw No. 8244.

Please confirm. Thank you.

Cynthia Starchuk

530-1
x185-1 Aa)

Jesse Todd
Saskatchewan Asbestos Disease Awareness Organization
R.R. 2, Stn Main
Saskatoon, SK
S7K 3J5



March 25, 2014

Office of the City Clerk
City of Saskatoon

To whom it may concern,

I would like to speak to Saskatoon City Council at the March 31 meeting on the matter of introducing a new bylaw that would require contractors to notify building inspectors of beginning work on buildings constructed prior to 1983 in order to prevent worker exposure to asbestos containing material.

Saskatoon City Council may be aware that the first week of April has been proclaimed by the Saskatchewan Government as "Asbestos Awareness Week." The Saskatchewan Asbestos Disease Awareness Organization is dedicated to raising awareness with the end goal of preventing exposure to asbestos on the job, at home, at school or in any public building. As a way to move toward our goal and in the spirit of Asbestos Awareness Week, we would like to bring forward a proposal for city council.

The councillors of Saskatoon may be aware of a bylaw that has been passed in Calgary recently. This bylaw addresses the demolition, renovation or construction that may affect any building that was built prior to 1983. It has been determined that many building constructed prior to this date have the potential to contain asbestos. The intent of this bylaw is to trigger a notification process when a contractor intends to work on a building that was constructed prior to 1983. This will require contractors to notify the city building inspectors office prior to beginning work on the intended building. A contractor would be required to demonstrate to the inspectors office that they have taken the appropriate samples and have demonstrated due diligence prior to beginning work. If asbestos is identified in the samples, the contractor is required to take the appropriate precautions for the abatement process. This notification process will allow inspectors to become aware of asbestos processes that are going on within the city in order to monitor the progress. If inspectors are aware of the presence of asbestos in buildings where work is happening, it will also give them the opportunity to take the appropriate precautions to protect themselves from exposure to asbestos containing material.

We are asking that Saskatoon City council consider adopting a bylaw of a similar nature in order to ensure the protection of construction workers, city employees and the general public.

I have enclosed a copy of the City of Calgary Notice of Motion as a reference.

Sincerely,

Jesse Todd

Chairman, Saskatchewan Asbestos Disease Awareness Organization



RECEIVED

NOTICE OF MOTION 2014 JAN -2 A 7:15
CC 661 (R2009-05)

NM2014-January 2

THE CITY OF CALGARY
CITY CLERK'S

RE: ASBESTOS AND DEMOLITION

COUNCILLOR CARRA

WHEREAS construction and demolition activities are considered fundamental to the creation, maintenance and revitalization of new and established communities in Calgary;

AND WHEREAS buildings existing or constructed before 1983 have the potential to contain harmful asbestos fibres in the building materials;

AND WHEREAS in buildings to be renovated or demolished, materials having the potential for releasing asbestos fibres must be removed prior to renovation or demolition;

AND WHEREAS specific procedures are outlined by Occupational Health and Safety (OHS) for workers to ensure that any airborne contaminants are contained and anyone exposed is protected;

AND WHEREAS if particulates get released into the air during demolition and the public could be affected it becomes a matter under the jurisdiction of Alberta Health Services (AHS);

AND WHEREAS The City has no direct jurisdiction pertaining to asbestos abatement, the Alberta Building Code has indirect authority by requiring that the safety of the public is maintained;

NOW THEREFORE BE IT RESOLVED that Administration provide notice to contractors and/or owners that, as part of the building permit process and in accordance with the Alberta Building Code, contractors or owners shall provide notification to Building Regulations prior to the commencement of demolition activity, thereby enabling City building inspectors to monitor whether the abatement procedures are occurring in the interest of public safety.

Signature of Member(s) of Council

205-1
BI)



National Défense
Defence nationale

HMCS UNICORN
405 24th Street East
Saskatoon SK S7K 0K7

1110-1 (Coxn)

5 March 2014

RECEIVED
MAR 19 2014
CITY CLERK'S OFFICE
SASKATOON

Office of the Mayor
City Hall
222 3rd Avenue North
Saskatoon SK S7K 0J5

Your Worship,

BATTLE OF THE ATLANTIC SUNDAY, 4 MAY 2014


Each year on the first Sunday in May, Canada's maritime community pays tribute to the courageous Canadians who joined with Allies during the Second World War to fight and win the Battle of the Atlantic. Our heroes did so against tremendous odds in the face of harsh elements, and above all, a determined foe, the German *U-Boats*.

On Sunday, May 4th, 2014 we will observe the 71st Anniversary of the Battle of the Atlantic. To mark the occasion, thousands of naval veterans from the Royal Canadian Navy, merchant navy and maritime air forces will join present members of the Royal Canadian Navy to salute those who paid the ultimate price for freedom on or over the seas between 1939 and 1945. Ceremonies will take place all over Canada, but particularly in cities like Saskatoon, which maintain a special relationship with our Navy. Saskatoon stands out from other Canadian cities, not only because of the presence of HMCS UNICORN but also because we share the name of our city with one of the Canadian Navy's Maritime Coastal Defense Vessels.

Battle of the Atlantic Sunday holds a special meaning for those of us with ties to the Navy. Canada is a maritime nation with a history and an economy tied very much to the sea. The Royal Canadian Navy contributes to the safeguard of our citizens and resources in roles that have diversified greatly in recent years and continue to do so. Canadians are well served by the dedicated men and women of Canada's Navy.

In order to highlight this important past, present and future contribution, and in recognition of the sacrifice made by our veterans, let me invite you to fly the Canadian Naval Jack at City Hall from Monday April 28th to Monday May 5th. This initiative will certainly contribute to strengthen the ties that we share, and will improve our community's awareness about their Navy. I know this sign of support will have a special meaning for the veterans in the community.

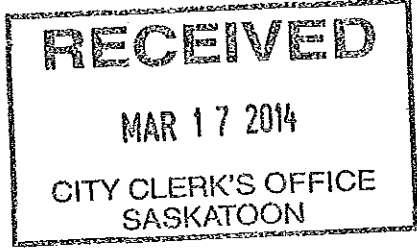
Please accept my thanks in advance, Your Worship, and be assured the Canadian Navy will always be proud of its motto "Ready, Aye, Ready!".

Sincerely,

K.L. Wallace
Lieutenant-Commander
Commanding Officer



205-1 Ba)

From: CityCouncilWebForm
Sent: March 15, 2014 10:48 AM
To: City Council
Subject: Write a Letter to City Council



TO HIS WORSHIP THE MAYOR AND MEMBERS OF CITY COUNCIL

FROM:
River Hts Community Assoc.
Jennifer McDougall
PO Box 25023
Saskatoon, Saskatchewan
S7K8B7

4th:

EMAIL ADDRESS:

jimmcdougall@ymail.com

COMMENTS:

Hello,

I am the Social Coordinator for the River Heights Community Association, and am currently planning a Family Fun Day for 2014. It's been a couple years since the community has had a big event, and we are very excited to be planning it. We will be having bouncy houses, face painting, BBQ, trade show, beer garden, fundraising tables, and more.

I have put in my Special Event Application Form, as well as a street closure request. I was advised that in order to have the street closure processed, I needed to write in for approval to City Council.

We will be utilizing the River Heights School grounds, as well as Robert E Hunter Park East & West (if approved), and were hoping to close part of Ravine Drive, just in front of Robert E Hunter Park West (not in front of the homes on Ravine Drive) to assist with foot traffic and safety of participants crossing the street back and forth. The majority of attendees will be children. We are also requesting No Parking signs on Ravine Drive from Robert E Hunter Park West down to Assiniboine so that we can have the Fire Truck and Ambulance able to park there for their demonstrations for the children, and be able to leave quickly should they receive a call.

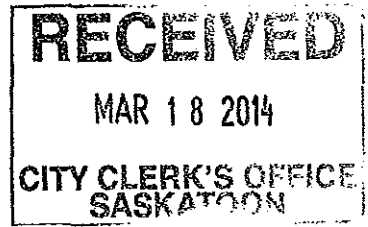
Thank you so much in advance for your consideration. Please don't hesitate to contact me if you need further information on the event.

Jennifer *Event - June 14, 2014 (Saturday)*

B3)

6050-8

From: CityCouncilWebForm
Sent: Monday, March 17, 2014 6:44 PM
To: City Council
Subject: Write a Letter to City Council



TO HIS WORSHIP THE MAYOR AND MEMBERS OF CITY COUNCIL

FROM:

harvey peever
apt 102 2905 7th street east
saskatoon, Saskatchewan
s7h1b1

EMAIL ADDRESS:

jnycnuk1@mail.com

COMMENTS:

a new traffic bridge would be more useful to those on bicycles - and those in cars and trucks - if there were a completely separate lane for cyclists. this would allow for more safety for cyclists and less frustration for motorists. also, it would eliminate the need for cyclists to use the sidewalk on the roadway bridge.



Ronald McDonald House® Saskatchewan
 1011 University Drive, Saskatoon, SK S7N 0K4
 306.244.5802 Office 306.244.3099 Fax

March 17, 2014

205 (B4)
 www.rmh.sk.ca

RECEIVED
 MAR 17 2014
 CITY CLERK'S OFFICE
 SASKATOON

OFFICE OF THE
 MAR 14 2014
MAYOR

His Worship the Mayor and Members of City Council
 City of Saskatoon
 222 Third Avenue North
 Saskatoon, SK S7K 0J5

To His Worship the Mayor and Members of City Council:

On behalf of Ronald McDonald House Saskatchewan, I am pleased to share with you our official grand re-opening will be held Saturday, September 13th 4:30p.m. – 8:30 p.m. In traditional block party style, our staff, volunteers, corporate donors, neighbours and most importantly, our families will celebrate this significant milestone.

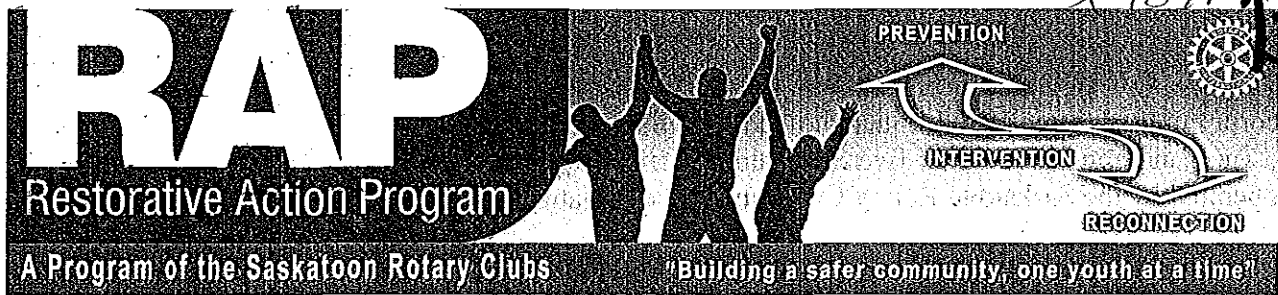
Expanding from 13 guestrooms to 34, the staff and volunteers are excited and ready to care for more Saskatchewan families in need. The population of our province is growing and so are the numbers of sick children and families coming to Saskatoon for medical care. Ronald McDonald House Saskatchewan is proud to be their "home away from home".

A block party application has been submitted to The City of Saskatoon Transportation and Utilities Department to request road closure on University Drive from Clarence to McKinnon Avenue; approximately 200 - 300 guests will be in attendance.

This letter serves as notice of our intent to celebrate this important event in our city and to appeal your approval of our street closure request. Should you have any questions or concerns, please contact 306-244-5802.

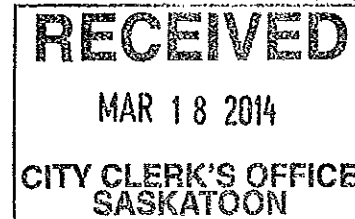
Sincerely,

Tammy Forrester
 Executive Director
 Ronald McDonald House Saskatchewan



March 17, 2014

His Worship the Mayor and Members of City Council
C/o Office of the City Clerk
2nd Floor, City Hall
222 - 3rd Avenue North
Saskatoon, SK, S7K 0J5



Your Worship and Councillors

History

At its November 2013 Annual General Meeting, Saskatoon Restorative Action Program Inc. celebrated 10 years of providing the Restorative Action Program (RAP) in Saskatoon.

The Restorative Action Program (RAP) is a community driven initiative providing conflict resolution training and services, leadership development, and life skills to over 5,000 youth in Saskatoon. The current RAP High Schools or Collegiates in Saskatoon are listed below, with the year the program was implemented noted:

Mount Royal Collegiate - 2003
Bedford Road Collegiate - 2006
E. D. Feehan Catholic High School - 2007*
Bethlehem Catholic High School - 2008
Walter Murray Collegiate - 2009
Bishop James Mahoney Catholic High School - 2010*
Tommy Douglas Collegiate - 2011

* These high schools share a RAP worker and operate half time.

RAP directly deals with bullying, relationship breakdown, violence, and crime that stand in the way of academic success and personal growth. RAP helps to transform the cycle of conflict affecting youth into opportunities for learning, change, and growth. RAP supports and responds to the needs of all youth so they can live in safer and more productive communities; and provides them with a skill set that make the youth more employable and self-reliant.

The City of Saskatoon started to fund this program as a separate line item in the operating budget in 2008 and increased funding by \$15,000 per school per annum in each of the following three budget years for a current annual contribution of \$75,000.

In September 2011, the operation of RAP was transferred from being a project within the Rotary Club of Saskatoon to an autonomous non-profit corporation registered as a charity. The new

corporation was registered under the name of Saskatoon Restorative Action Program Inc. and is owned and controlled by all five Saskatoon Rotary Clubs. This is the first and only project jointly operated by the Saskatoon Rotary Clubs and is the signature project of Rotary in Saskatoon.

In addition to developing a new governance structure for the new corporation, the Board of Directors set out to solidify its long term financial plans such that the RAP program could be made available in all high schools/Collegiates in Saskatoon. A business plan was prepared in October 2013 for the five fiscal years ending August 31, 2018. During this transition, requests to the City for expanded funding were suspended.

Results

In September 2013, RAP received a report from the University of Saskatchewan - Centre for Forensic Behaviour Science and Justice Studies. The report was in response to a request from RAP to prepare a formal study on the *Development of a Program Monitoring System for the Restorative Action Program*. The Board of Directors reviewed this study at its regular meeting on September 18, 2013. Below are extracts from the Board of Director's response to this study:

"The report was a systematic collection of detailed, accurate, and useful data about day-to-day program activities that will allow us in the future to build the foundation for evaluating program outcomes and support for funding applications.

This report reinforces our vision that RAP is meeting the holistic needs of all youth. The non-academic issues that impede school performance such as bullying (cyber bullying and relational bullying) discrimination, substance abuse, physical violence, crime, and emotional needs are effectively resolved through the interventions used by RAP.

We firmly believe that Asset development is a critical component of RAP's program logic. The report has identified and defined 5 key skill areas and 10 key leadership traits that target these outcomes.

The report identified that most referrals were self-referrals and we deduce that students feel comfortable approaching their school RAP Worker and the students understand how RAP can help them manage the issues that challenge them in school and in the community. This monitoring system clearly identified that most conflict was between peers and was resolved to the satisfaction of the participants.

We recognize that RAP's strength is in our partnerships with both school divisions, municipal and provincial government, Rotary, and community partners highlighted in this report. Partnerships and active collaboration within the school and the broader community is an essential component of RAP. It is through our partnerships that we are making a difference for youth in the city of Saskatoon."

Researchers at Search Institute, a nonprofit organization in Minneapolis, Minnesota, have named the valuable resources that young people need as "Developmental Assets". Attachment A is a listing of those assets. Studies have shown that when young people have more of those 40 assets, they are

more likely to be leaders, to be careful of their health, and to do well in school. And when young people have more of those 40 assets, they are less likely to use drugs, become involved in violence, or participate in underage drinking. In short, the more of the assets a young person has, the more likely he or she is to succeed in many aspects of life.

The following tables are extracts from an unpublished report from the Search Institute: *Developmental Assets: A Profile of Your Youth*. The report contains results of a survey of almost 150,000 6th to 12th grade youth in 202 communities across the United States in calendar year 2003.

Table 1
Impact of Developmental Assets on Negative Behaviour

Negative Behaviour	0-10 Assets	11-20 Assets	21-30 Assets	31-40 Assets
Problem Alcohol Use	45%	26%	11%	3%
Violence (bullying & other)	62%	38%	18%	6%
Illicit Drug Use	38%	18%	6%	1%
Sexual Activity	34%	23%	11%	3%

Table 2
Impact of Developmental Assets on Positive Behaviour

Positive Behaviour	0-10 Assets	11-20 Assets	21-30 Assets	31-40 Assets
Exhibits Leadership	48%	66%	78%	87%
Maintain Good Health	27%	48%	69%	88%
Values Diversity	39%	60%	76%	89%
Succeeds in School	9%	19%	34%	54%

As is noted above, the RAP program targets 15 of these developmental assets on the preventative aspects of the program services offered.

Between the conflict resolution supports, and the leadership asset building opportunities, provided to students, our Board of Directors strongly believes that the RAP program is making a difference in our community by: creating a safer and more respectful environment; giving a hand up to youth in developing the critical developmental skills they require to succeed; and, reducing the demand on a broad scope of social services (police, primary health, social services, mental health and justice).

It also aligns well with the Saskatoon Police Service strategies dealing with Community Partnerships and crime reduction. The program links the police when required, but primarily assists the school body with non-criminal justice interventions concerning issues such as bullying and student disagreements through structured interventions. The RAP workers provide skills to students so they can find solutions to resolve disagreements rather than resorting to verbal or physical altercations. The work done by the RAP workers assists with conflict resolution and a safer school environment.

A principal at a RAP school remarked that since the program has been implemented in the school, they have been able to redirect their time "from dealing with student issues to being an instructional leader".

The following is an example provided by one of the RAP Workers related to the impact RAP has had on the life of a student:

"A young lady moved to Saskatoon and came to a RAP school with a file filled with previous personal difficulties, and academic and behavioral issues. Within the first few weeks of school this young lady was having difficulties with some of her peers. One of the student counselors advised her to meet with the RAP worker and resolve the conflict through mediation. Using a few expletives she clearly voiced her views on mediation and expressed how mediation failed her in the past. With reluctance she eventually agreed to use RAP to help her with her conflict. The process was successful and she was able to mend her strained relationships.

This student needed RAP support numerous times throughout the year. She became a very willing participant. The last time she was in the RAP Worker's office, she sat down at the table with a few girls who had never experienced the mediation process. Before the RAP worker could say a word, the young lady started describing the process and coaching the other girls on what needed to be done. She knew the process and she developed the language to help her resolve conflict and guide others to do the same."

Request

The Board of Directors is requesting continued ongoing funding from the City of Saskatoon; however, rather than a fixed amount per year, the Board of Directors is requesting funding to reflect a formula of \$15,000 per operating school unit per year.

There are currently six school units in operation, with one school unit being shared by E. D. Feehan Catholic High School and Bishop James Mahoney Catholic High School. Application of the proposed funding formula would increase the annual funding to Saskatoon Restorative Action Program Inc. to \$90,000 immediately. The current level of funding is \$75,000.

It is the intent of the Board of Directors to expand the program into all High Schools/Collegiates in the city of Saskatoon with the proviso that funding is sustainable and that our Board of Directors is invited by the respective School Division Board of Trustees to provide the Restorative Action Program at their respective facilities. The most current Business Plan and Program Evaluation Reports can be found on our website.

Sincerely,


Michael LeClaire, Chair
Board of Directors

Attachment: Search Institute -- 40 Developmental Assets for Adolescents

40 Developmental Assets for Adolescents

Search Institute has identified the following building blocks of healthy development—known as Developmental Assets—that help young children grow up healthy, caring, and responsible.

This particular list is intended for adolescents (age 12-18).

EXTERNAL ASSETS



SUPPORT

1. **Family Support** | Family life provides high levels of love and support.
2. **Positive Family Communication** | Young person and her or his parent(s) communicate positively, and young person is willing to seek advice and counsel from parents.
3. **Other Adult Relationships** | Young person receives support from three or more nonparent adults.
4. **Caring Neighborhood** | Young person experiences caring neighbors.
5. **Caring School Climate** | School provides a caring, encouraging environment.
6. **Parent Involvement in Schooling** | Parent(s) are actively involved in helping the child succeed in school.



EMPOWERMENT

7. **Community Values Youth** | Young person perceives that adults in the community value youth.
8. **Youth as Resources** | Young people are given useful roles in the community.
9. **Service to Others** | Young person serves in the community one hour or more per week.
10. **Safety** | Young person feels safe at home, school, and in the neighborhood.



BOUNDARIES AND EXPECTATIONS

11. **Family Boundaries** | Family has clear rules and consequences and monitors the young person's whereabouts.
12. **School Boundaries** | School provides clear rules and consequences.
13. **Neighborhood Boundaries** | Neighbors take responsibility for monitoring young people's behavior.
14. **Adult Role Models** | Parent(s) and other adults model positive, responsible behavior.
15. **Positive Peer Influence** | Young person's best friends model responsible behavior.
16. **High Expectations** | Both parent(s) and teachers encourage the young person to do well.



CONSTRUCTIVE USE OF TIME

17. **Creative Activities** | Young person spends three or more hours per week in lessons or practice in music, theater, or other arts.
18. **Youth Programs** | Young person spends three or more hours per week in sports, clubs, or organizations at school and/or in community organizations.
19. **Religious Community** | Young person spends one hour or more per week in activities in a religious institution.
20. **Time at Home** | Young person is out with friends "with nothing special to do" two or fewer nights per week.

INTERNAL ASSETS



COMMITMENT TO LEARNING

21. **Achievement Motivation** | Young person is motivated to do well in school.
22. **School Engagement** | Young person is actively engaged in learning.
23. **Homework** | Young person reports doing at least one hour of homework every school day.
24. **Bonding to School** | Young person cares about her or his school.
25. **Reading for Pleasure** | Young person reads for pleasure three or more hours per week.



POSITIVE VALUES

26. **Caring** | Young Person places high value on helping other people.
27. **Equality and Social Justice** | Young person places high value on promoting equality and reducing hunger and poverty.
28. **Integrity** | Young person acts on convictions and stands up for her or his beliefs.
29. **Honesty** | Young person "tells the truth even when it is not easy."
30. **Responsibility** | Young person accepts and takes personal responsibility.
31. **Restraint** | Young person believes it is important not to be sexually active or to use alcohol or other drugs.



SOCIAL COMPETENCIES

32. **Planning and Decision Making** | Young person knows how to plan ahead and make choices.
33. **Interpersonal Competence** | Young person has empathy, sensitivity, and friendship skills.
34. **Cultural Competence** | Young person has knowledge of and comfort with people of different cultural/racial/ethnic backgrounds.
35. **Resistance Skills** | Young person can resist negative peer pressure and dangerous situations.
36. **Peaceful Conflict Resolution** | Young person seeks to resolve conflict non-violently.



POSITIVE IDENTITY

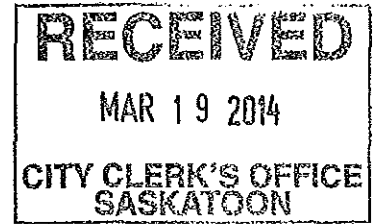
37. **Personal Power** | Young person feels he or she has control over "things that happen to me."
38. **Self-Esteem** | Young person reports having a high self-esteem.
39. **Sense of Purpose** | Young person reports that "my life has a purpose."
40. **Positive View of Personal Future** | Young person is optimistic about her or his personal future.

This list is an educational tool. It is not intended to be nor is it appropriate as a scientific measure of the developmental assets of individuals.

Copyright © 1997, 2007 by Search Institute. All rights reserved. This chart may be reproduced for educational, non-commercial use only (with this copyright line). No other use is permitted without prior permission from Search Institute, 615 First Avenue N.E., Suite 125, Minneapolis, MN 55413; 800-888-7828. See Search Institute's Permissions Guidelines and Request Form. The following are registered trademarks of Search Institute: Search Institute®, Developmental Assets® and Healthy Communities • Healthy Youth®.

B6)
205-1

From: CityCouncilWebForm
Sent: Tuesday, March 18, 2014 4:53 PM
To: City Council
Subject: Write a Letter to City Council



TO HIS WORSHIP THE MAYOR AND MEMBERS OF CITY COUNCIL

FROM:

Chad Kereluk
409 ave c. south
saskatoon, Saskatchewan
S7M 1N6

EMAIL ADDRESS:

tap2131@hotmail.com

COMMENTS:

Hello my name is Chad Kereluk and I am a Founding member of BIKERS AGAINST CHILD ABUSE here in our great city Saskatoon.

We at B.A.C.A. are dedicated men and woman.

Our objective is to help remove the fear that lives within a child due to sexual, physical, or emotional abuse, we do this by making them an honorary member of B.A.C.A. and being available to them 24hrs a day 7 days a week 365 days of the year providing the children with aid, and comfort, even taking the children to and from school if they are scared, we also escort the children to court so they don't feel scared so they may tell there story. Whatever they need, we are there for the abused child.

On May 17th 2014 we will be hosting our 100 mile child abuse awareness ride and on August 16th 2014 we will be holding our Blue Ribbon Run child abuse awareness run. Both rides will start at Redline Harley Davidson who have also being with us from day one in our quest to stomp out child abuse.

What we would like to ask is that on May 17th and August 16th of this year 2014 that the city would help by closing 1st ave north from 23st east to 24st east from 6am to 6pm on both days.

We are expecting people from different parts of Canada and the United States to take part in our runs and of course the great people from here in Saskatoon. Due to the high volume of bikes, pedestrians, and children we believe this would be for the best because this is a family event, as we will be providing kids with free face painting and of course hotdogs. Prior to the run on May 17th we will be giving away about 15 kids bicycles that are all being donated by the volenteers of B.A.C.A..

Last year the city had proclaimed the month of August as Child abuse awareness month and it was hit, We are also requesting that this year the month of August may be proclaimed as child abuse awareness month again, we are asking early so that we may help other child advacate groups raise the awareness during the month in our community, and again we will be handing out blue ribbons for people to display, last year I believe we gave out about ten thousand and we plan on getting more out this year.

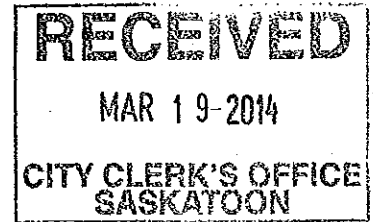
Your Worship and all the council members on behalf of all of B.A.C.A. and the Children we help and the new children that will seek our help.

Thank You

Chad (Tap) Kereluk

B7)
205-1

From: CityCouncilWebForm
Sent: Wednesday, March 19, 2014 12:02 PM
To: City Council
Subject: Write a Letter to City Council



TO HIS WORSHIP THE MAYOR AND MEMBERS OF CITY COUNCIL

FROM:

Nolan Fox
#303-522 Avenue X South
Saskatoon, Saskatchewan
S7M 4X9

EMAIL ADDRESS:

nolan@foxcreativeco.ca

COMMENTS:

Moso Conference 2014 is seeking a closure of 11st street between Broadway Ave. and Dufferin Ave. for June 11th-14th. The conference is venue based in the Broadway District. We are seeking the street closure for use of food trucks, concessions, seating. We would like the street to be closed from 9am-2am if possible. If these needs cannot be met we would look at a possible compromise of partial street, street change, or time change. Thank you very much.

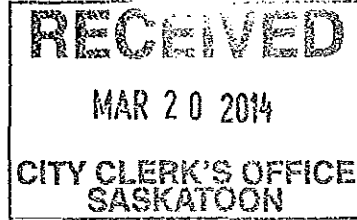
Nolan Fox, Logistics Coordinator

205-1
B8)



THE PARTNERSHIP

Saskatoon Downtown Business Improvement District



March 17, 2014

His Worship the Mayor and Members of City Council
Office of the City Clerk
City of Saskatoon
2nd Floor, City Hall
222 3rd Ave. North
Saskatoon, SK S7K 0J5

His Worship the Mayor and Members of Council,

Re: Request for Sole Concessionaire Rights – 38th Annual "Experience Downtown" Sidewalk Sale

The 38th annual Downtown Sidewalk Sale will be held on from July 10-12, 2014. As the organizer of this event, we respectfully request permission to be the sole agent for the allocation of vending and concession locations. This will ensure our downtown businesses and licensed vendors are not compromised.

If you have any questions regarding this request, please contact our office at 306-665-2001.

Sincerely,

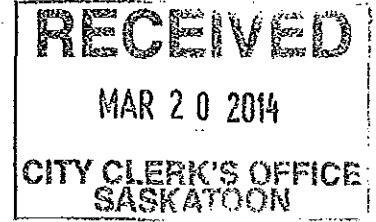
A handwritten signature in black ink, appearing to read "Brent Penner".

Brent Penner
Executive Director

cc: Catherine Kambeitz, City of Saskatoon

B9)
185-9

From: CityCouncilWebForm
Sent: Thursday, March 20, 2014 11:33 AM
To: City Council
Subject: Write a Letter to City Council



TO HIS WORSHIP THE MAYOR AND MEMBERS OF CITY COUNCIL

FROM:

Neil MacKay
1500-410 22nd Street E.
Saskatoon, Saskatchewan
S7M 0A2

EMAIL ADDRESS:

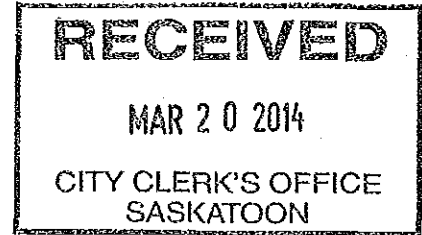
nmackay@mlt.com

COMMENTS:

Saskatoon Road Runners Association is holding its annual EY River Run Classic on Sunday, July 13, 2014. This event will start and finish at River Landing. We are asking for an extension to the noise bylaw for the race set-up and a minimal amount of amplified sound from 6:00 a.m.-noon. Thank you for your consideration. I look forward to hearing from you.
Neil MacKay, Race Director

185 B10)

From: CityCouncilWebForm
Sent: March 20, 2014 12:12 PM
To: City Council
Subject: Write a Letter to City Council



TO HIS WORSHIP THE MAYOR AND MEMBERS OF CITY COUNCIL

FROM:

Mona Loshack
2310 Louise Avenue
Saskatoon, Saskatchewan
S7J 2C7

EMAIL ADDRESS:

mloshack@abilitiescouncil.sk.ca

COMMENTS:

March 20, 2014

Re: Request for extension of Noise Bylaw hours
Easter Seals Drop Zone Event - August 25, 2014, Carlton Tower 325 5th Avenue North, Saskatoon
(rain date: August 26th)

Dear Mayor Atchison & Members of City Council:

The 9th annual Easter Seals Drop Zone event will be held at Carlton Tower on August 25, 2014 (rain date August 26). We anticipate approximately 70 participating Superheroes to assist us in reaching our fundraising goal of more than \$100,000 for Easter SealsT programs operated by the Saskatchewan Abilities Council, by rappelling down the side of the building. As in past years, insurance is purchased for this event.

The Saskatchewan Abilities Council respectfully requests an extension of the Noise Bylaw between the hours of 7:30 am to 5:30 pm on Monday, August 25, 2014, for amplified music with DJ services for the Easter Seals 2014 Drop Zone (rain date Tuesday August 26th).

The Easter Seals Drop Zone will begin at 7:30 am Monday, August 25th and continue until approximately 5:30 pm that same day (rain date Tuesday August 26th). Participants will rappel down the side of the Carlton Tower located at 5th Ave and 25th Street. The day will be an outdoor event with music and commentary provided by a DJ from Night Owl Audio as each Superhero performs their rappel down the 22-storey Carlton Tower located at the corner of 5th Avenue and 25th Street. The DJ sets up on the corner of 5th and 25th.

A request for a road closure has been sent to Infrastructure Services Department attention Anjali Singh to close off 5th Avenue North (between 24th and 25th Street East) for the Easter Seals Drop

Zone at Carlton Tower, 325 - 5th Avenue North, on Monday, August 25, 2014 (rain date August 26th). We would need the area closed off to the public from 5:00 a.m. until 7:00 p.m.

Could the street be closed off Sunday so we do not have to worry about any cars parked in the area Monday morning?

A food truck and practice rappelling structure park in the parking spaces in front of the building. This MAY be a distraction to the 2-way traffic on the street.

One last note: is it o.k. to place signage and chairs on the grass in front of the building? Spectators gather on the grass to watch the participants - we are careful to keep the sidewalk clear.

As in past years, safety of the event is overseen by trained professionals (Remote Access Technology). This event is completely safe and is run in 16 cities across Canada.

Thank you for your consideration.

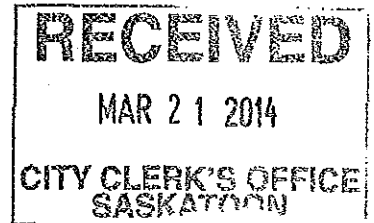
Sincerely,

Mona Loshack
Community Relations & Events Planner
Saskatchewan Abilities Council/Easter Seals Saskatchewan
2310 Louise Ave.
Saskatoon, SK S7J 2C7
Tel: 306-374-4448
Email: mloshack@abilitiescouncil.sk.ca

B11)

185-9

From: CityCouncilWebForm
Sent: Friday, March 21, 2014 10:22 AM
To: City Council
Subject: Write a Letter to City Council



TO HIS WORSHIP THE MAYOR AND MEMBERS OF CITY COUNCIL

FROM:

Jaimie Zimmerman
539 Tobin Crescent
Saskatoon, Saskatchewan
S7K-4N7

EMAIL ADDRESS:

jaimiez@me.com

COMMENTS:

We the Lawson Heights community association are requesting a noise bylaw extension for the evening of Saturday, June 14, 2014.

We are hosting our annual Family Fun Day in the Park in Rochdale park, near St George school, pending approval of the special event application.

The event traditionally has face painters, bouncy houses, games, BBQ, live or DJ'd entertainment, beer gardens, and fireworks.

We request the extension until 11:00 pm.

Thank you!

Jaimie Zimmerman

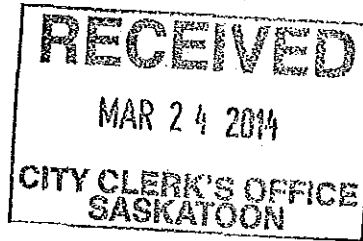
Social Coordinator for the Lawson Heights Community Association

(306)652-1618

THE BOARD OF POLICE COMMISSIONERS

SASKATOON, SASKATCHEWAN

7-30-13
B12)



March 24, 2014

His Worship the Mayor
and Members of City Council

Your Worship and Members of City Council:

Re: 2013 Annual Report of the Crime Free Multi-Housing Advisory Committee

The Board of Police Commissioners recently reviewed the attached 2013 Saskatoon Crime Free Multi-Housing (CFMH) Annual Report prepared by the CFMH Advisory Committee and is pleased to forward this report to City Council for its information.

Yours truly,

A handwritten signature in cursive script, appearing to read "Joanne Sproule".

Joanne Sproule
Secretary to the Board

JS:

Attachment

cc: Chief of Police

430-13

"PUBLIC AGENDA

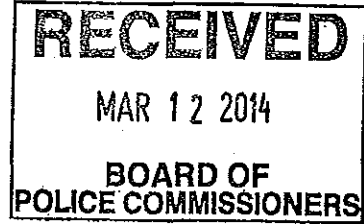
TO: His Worship, Mayor Don Atchison, Chairperson
Board of Police Commissioners

FROM: Clive Weighill
Office of the Chief

DATE: 2014 March 10

SUBJECT: 2013 Annual Report of the Crime Free Multi-Housing Advisory
Committee

FILE #: 2,016



ISSUE:

The Advisory Committee of the Crime Free Multi-Housing Program must submit its annual report for 2013.

RECOMMENDATION:

That the attached report be received as information and forwarded to City Council for information.

Written by: Donna Thiessen,
Crime Free Multi-Housing Coordinator

Approved by: Inspector Larry Vols
Headquarters Division

Submitted by: 
Clive Weighill
Chief of Police

Dated:

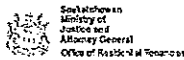
March 11/14

Saskatoon Crime Free Multi-Housing (CFMH)



Annual Report for 2013

Prepared by CFMH Advisory Committee



Saskatchewan
Housing
Corporation
An Agency of
Social Services



Table of Contents

1. Executive Summary	2
2. Background	3
2.1 History	3
2.2 CFMH program phases	3
3. Highlights of the Past Year	4
3.1 Program summary	4
3.2 Crime and Nuisance Behavior Reduction	4
3.3 CFMH certified buildings are sought after rental properties	6
3.4 Partnership Development and Program Promotion	7
3.5 Neighborhood focus	8
3.6 Property management Practices	9
4. Summary	10
Appendix A – Analysis of Saskatoon Rental Market	11
Appendix B – Comparison of Mischief Occurrences	11

1. Executive Summary

Consistently each year since 2010 the Crime Free Multi-Housing (CFMH) program has been able to recruit 2/3 of the rental properties with the highest occurrences. While working with the majority of the most troubled properties, we are able to achieve greater positive change overall when compared with the non-CFMH rental properties.

In Pleasant Hill, the neighborhood that was initially identified in 2010 as the neighborhood with the highest number of rental properties and with the majority of properties with the highest level of occurrences, we have seen remarkable changes. With 75% participation in CFMH, there has been an increase of 15% in the number of properties with low occurrences. The number of properties with moderate occurrences has decreased by 12%. CFMH is currently addressing a short term trend (last 6 months) in which 10% of the properties have seen the crimes increase.

- When comparing CFMH properties to non-CFMH properties and trends in “nuisance” calls for service, we estimate that at least 750 calls and 250 reports were NOT made in 2013 as a result of the CFMH program.
- Phase 1 – intake of 24 rental properties in East division, 5 properties in Northwest and 19 in Central (48 properties in total or 6% of Saskatoon market). Properties come into the program by having someone attend a Phase 1, by hiring someone with the Phase 1 certification or by participating landlords acquiring properties. All three occurred in 2013.
- Phase 2 – 25 properties inspected in Central, 6 in East Division and 5 in Northwest for total of 36 new assessments completed in 2013.
- Phase 3 – 8 new properties added – 4 in Central and 4 in Northwest.
- Approaching Maturity – Since 2010, more than 300 people have taken the Phase 1 training seminar and 175 rental properties have had a security assessment completed. Currently there are 25 properties that are fully certified. In 2013 we began several measures to update the phases of the program. Four “renewal” seminars were held for landlords to update the Phase 1 focused on fraud, illegal drugs, mental health and personal safety. We also began re-assessing properties that had an audit done in 2010. As a result, the number of new Phase 2 assessments is lower than in previous years.
- Addition of the Community Liaison position. The addition of this temporary 2 year term position has created several key growth areas for the program including conducting over 80 visits to community agencies to promote the safe housing list provided by CFMH, the addition of a newsletter focused on current and seasonal crime trends at rental properties, coordinating a community barbecue for Pleasant Hill rental properties in the fall of 2013 and a daily update regarding the previous day’s calls to landlords in the program. We look forward to the position review in 2014 and anticipate the position being made permanent. The next big project is a landlord’s conference in 2015.

2. Background

2.1. Crime Free Multi-Housing Program Development

Development of the Crime Free Multi-Housing (CFMH) program has continued since January 2010 when the first Phase 1 training seminar was held. Over 300 people have attended the 13 training seminars held since that time. In April, 2012 a 2- year term Community Liaison position was hired to support the work of the program; a decision about whether to continue this position will be made in 2014.

The phase 1 seminars have reached maturity with the majority of the participants now representing new employees of existing clients. The Phase 1 certification must be renewed every 3 years; this maintenance stage of renewal started in 2013.

Phase 2 will not reach maturity until the majority of the assessments have been completed, probably sometime in 2014. The Phase 2 inspection must be renewed every 3 years; the renewals started in 2013.

Phase 3 is clearly in a developmental stage with only 25 properties represented at this level in the program. The Phase 3 social must be held annually to maintain certification.

3. Highlights of the 2013 Year

3.1. Program Summary

- **Phase 1** – By the end of 2013, landlords managing 409 rental properties (+11832 suites or 52% of the Saskatoon market) had attended the Phase 1 training seminar.

In 2013, three Phase 1 training seminars were held with 55 people attending; 13 of these people represented properties new to the CFMH program (26 sites with 828 rental units). Several of the landlords in the program have purchased additional properties and have identified the CFMH program as a key support for their business expansion.

2013 Program

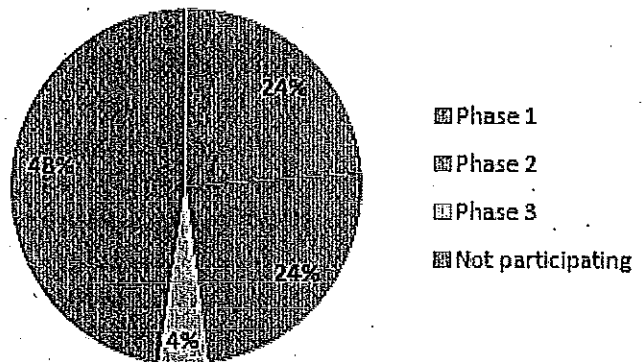


Figure 1

- **Phase 2** – One hundred and seventy-five (175) properties have participated in the Phase 2 building inspections. An additional temporary position, hired in April, 2012 to assist with the building inspections will be concluded in 2014. Currently we have found that numerous properties that joined the program in 2010 and 2011 have stalled, due to numerous reasons including sale of property, change in personnel or a decision to not proceed with the Phase 2 assessments. One focus of 2014 will be to re-activate these landlords.

Year of program	# of properties joining CFMH	# in Phase 2 in 2013	% in Phase 2 in 2013	# of properties stalled at Phase 1	# of properties waiting for Phase 2
2010	271	126	47%	125	14
2011	26	14	54%	6	1
2012	64	26	40%	35	2
2013	48	9	139%	1	38
TOTAL	409	175	43%	167	55

Figure 2.

Phase 3 – Twenty-five (25) properties have completed the program requirements and are currently fully certified by the program. One property that had been certified continues on probation to rectify issues at the property.

3.2. Crime and Nuisance Behavior Reduction

We have improved our service to properties participating in the CFMH program. A new Stats report generated by Technology Services allowed us to correlate occurrences with the addresses of participating properties. We were able to provide updates to landlords on occurrences at their properties within 1 business day. We have also implemented a monthly review for each of the landlords that outlines the total number and types of calls for service to each of the properties in the program. Each month we identify the “hot spot” apartments based on the total calls, the types and number of occurrences at the rental properties and create a plan which outlines remedial actions we will take for each of the identified addresses.

Every six (6) months, we identify the properties that have the highest level of occurrences.¹ These properties are targeted to receive invitations to participate in the program or to move to the next phase in the program. Once they are in the program, they continue to receive additional focus and resources. If these properties are tracked over time, the properties that choose to participate in CFMH show a remarkable difference when compared to the properties that choose not to participate

In 2009, we identified 71 properties that had a high level of occurrences. Fifty of these chose to participate in CFMH. Tracking these properties to the end of 2013, 42% of the properties (21) that were participating in CFMH were once again in the high occurrence category. 26% had moved to the moderate category and 32% of the properties had moved to the low occurrence category.

Comparison of High occurrence properties from year to 2013 for CFMH and non-CFMH participation				
Year	# of properties	# in CFMH in 2013	CFMH participation Change in Occurrences	Non-CFMH Change in Occurrences

¹ Some examples of when an occurrence report is generated include when there has been: someone injured at the property, a theft of property, damage done to property, an incident involving illegal drugs, a founded firearm complaint or a death at the property. Occurrences are a better indication of criminal activity than calls for service which are not necessarily an indication of illegal activity.

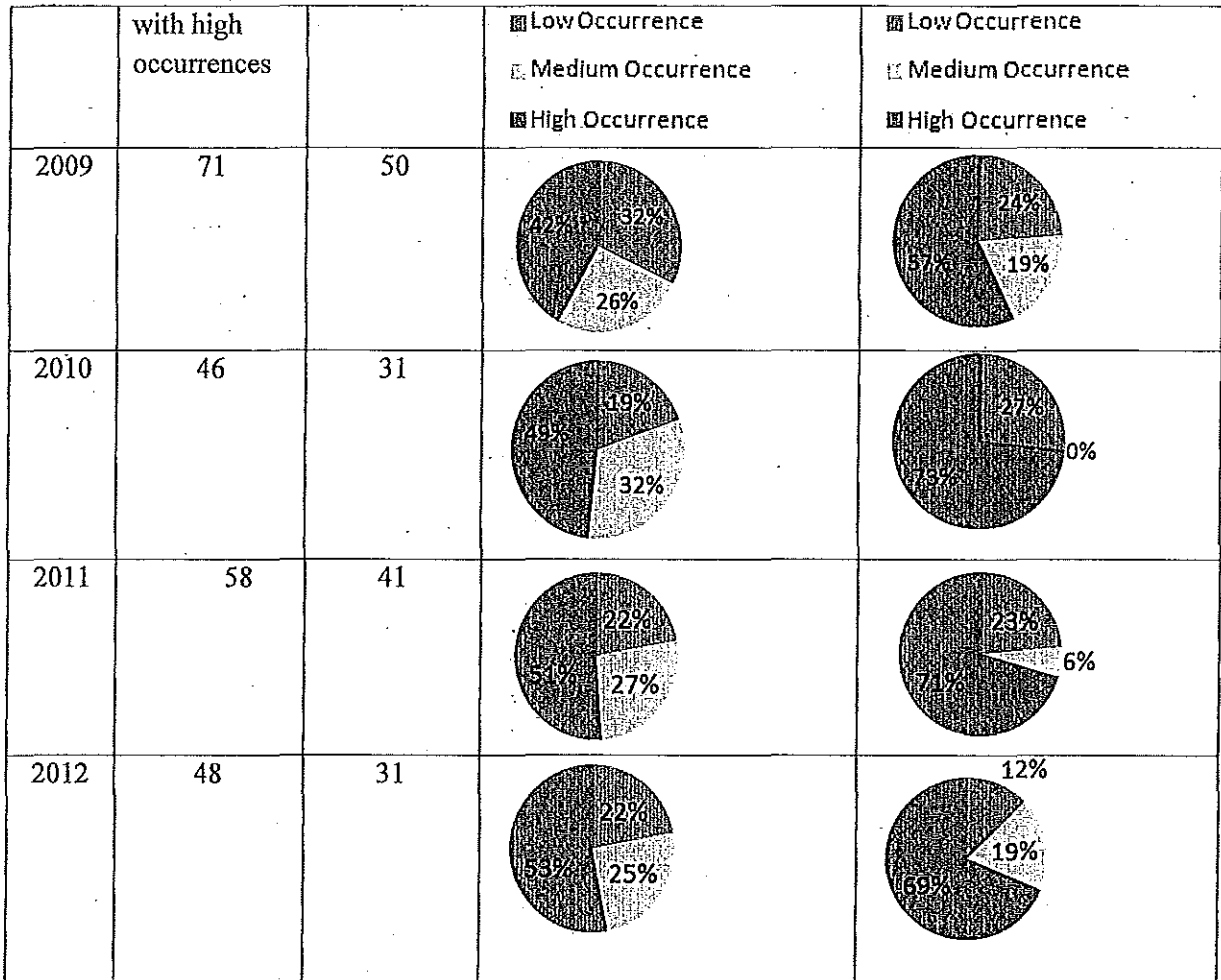


Figure 3

It is interesting to note that the CFMH program consistently is able to recruit about 2/3 of the properties with the highest level of occurrences.

Reduction in Property Damage – One program objective is to reduce property damage at rental housing. The Mischief category of occurrences includes both damage to the building and to vehicles. While there has been a 10% reduction in the numbers of property damage occurrences reported to Saskatoon Police at all rental properties, CFMH properties continues to make up 2/3 of the reports.² This is an area we will continue to focus on in 2014.

Addendum Requests - With twenty-five (25) certified properties, one of the benefits is the ability to fully implement the CFMH lease addendum document. CFMH properties are encouraged to get each new resident to sign a document in which they make a commitment to not engage in any criminal activity. Once the property is certified, this addendum can be used to obtain information from the Police files about criminal activity involving the resident at the property for the sole purpose of seeking an eviction. In 2013, there were 5 addendum requests.

² See Appendix B for comparison.

Reduction in Nuisance Behavior – Typically, nuisance behavior is measured using the calls for service, not occurrence information. The Saskatoon Police Service focuses on certain types of calls including domestics, disturbances, drunkenness, noise complaints, suspicious persons and vehicles as indicators of nuisance behavior. While these types of calls have been increasing, there is a marked difference between CFMH and non-CFMH properties. Comparing 2010 to 2013, (Figure 5A) the CFMH buildings have performed better (had fewer calls) in every

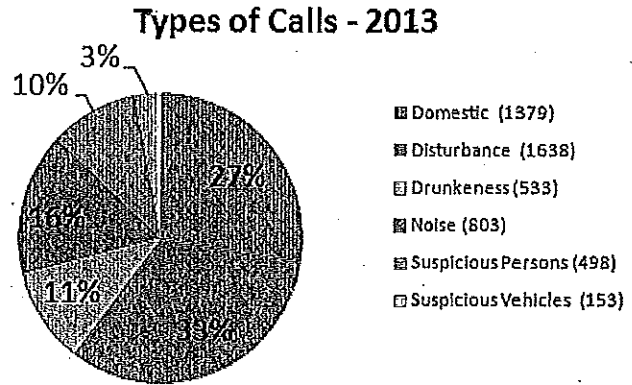


FIGURE 4

category except noise and suspicious person calls, where the performance is the same as the non-CFMH properties. Comparing 2012 to 2013, (Figure 5B) the CFMH buildings have performed considerably better for Domestic and Disturbance calls, which make up about 60% of the nuisance calls as well as for Noise calls. CFMH buildings were slightly higher for drunkenness calls and suspicious person calls and the same for suspicious vehicles calls.

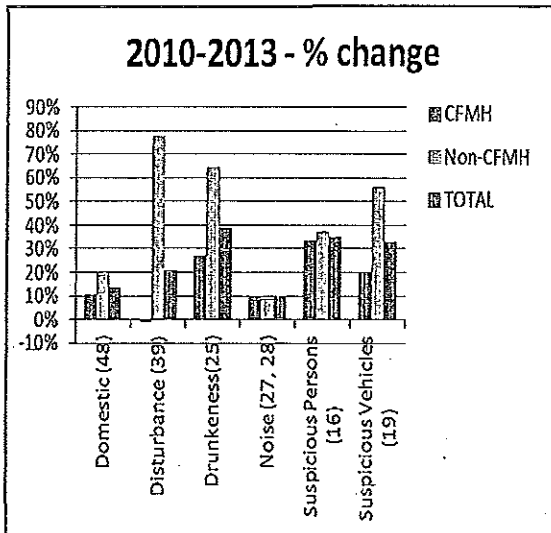


Figure 5A

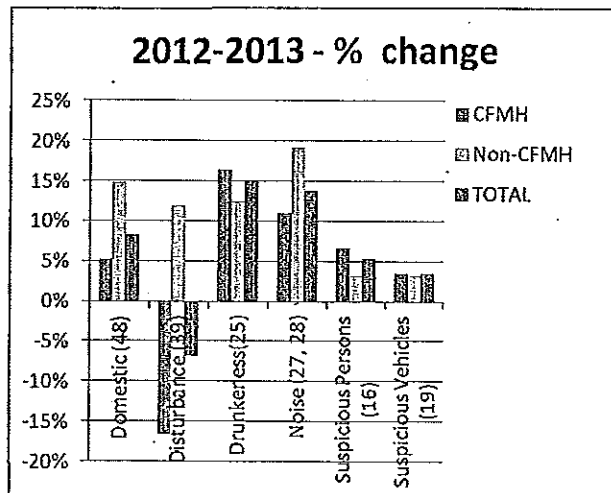


FIGURE 5B

Targeted Marketing of Crime Free Multi-Housing. Through 2013 we conducted several mass mailings based on neighborhoods to Nutana and City Park rental properties; none of these properties had been contacted previously. We received 5 registrations for the Phase 1 from these mailings (about 5% return) and raised awareness of the program. By the end of 2013, the owners or managers of 404 properties had been contacted regarding the CFMH program, but had not yet chosen to participate. The following pie charts show the response from our marketing of the program through 2013. In the majority of our invitations, we continue to focus on the priority properties with the highest level of crime.

2013 High Crime (75 prop.)

2013 Lower Crime (716 prop.)

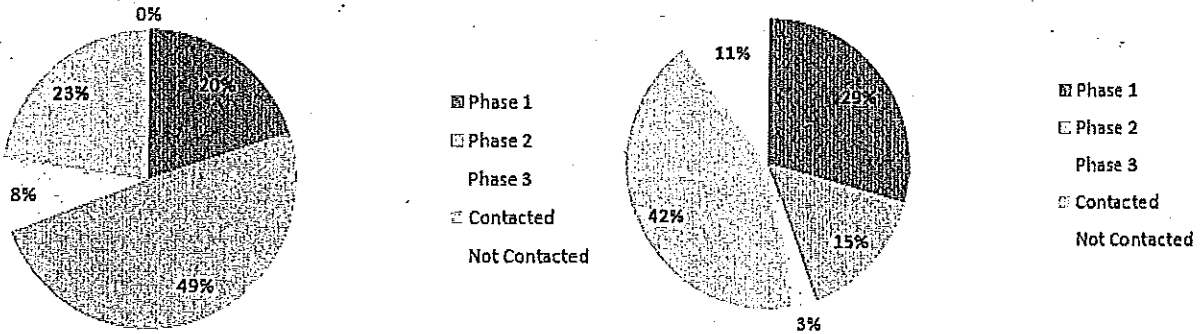


Figure 6

3.3. CFMH certified buildings are sought after rental properties

Through 2013, we promoted the CFMH program through on-site visits to community agencies. A primary focus of these meetings is to promote the listings of CFMH certified properties as a source for “safe housing”. Our web statistics indicate that the traffic to the listings has increased through most of 2013, but began to fall flat towards the end of the year. We are planning on adding more dynamic content to the page to increase the traffic to the web pages.

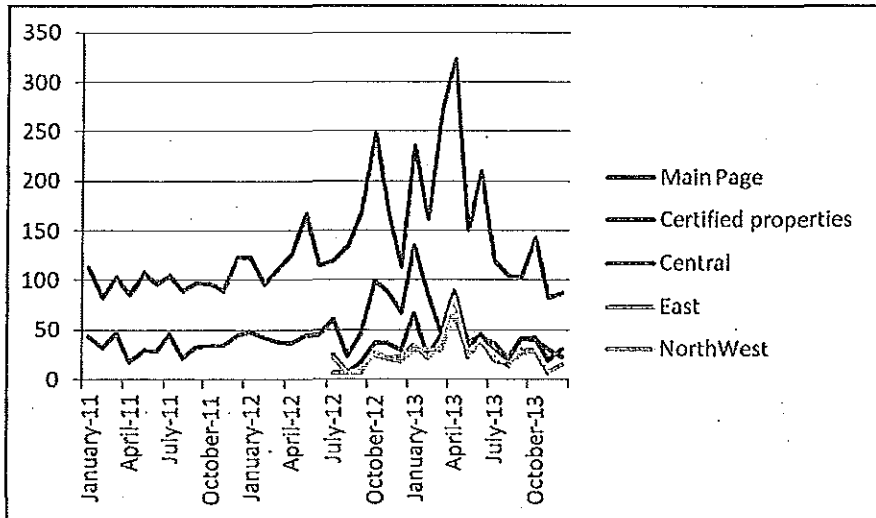


Figure 7

3.4. Partnership Development and Program Promotion

We have received very positive feedback regarding the support we are providing to link people into community agencies and services.

Recognizing that there are many community agencies whose clients deal with housing issues, meetings were arranged over 80 community agencies including Friendship Inn, Saskatoon Open Door, Saskatoon Council on Aging and numerous departments within Public Health. The purpose of the meetings was to provide information about safe housing in Saskatoon and direct them to the SPS website listing of certified properties. These short 15 – 45 minute meetings have provided an excellent partnership building forum. We have invited people attending to send us concerns about safety at specific addresses and offered our information as a resource to their clients.

A section of the CFMH newsletter (which is now published four times a year) called Community Connections” has been added. This section will profile the services of a community agency that provides particular support to rental housing and issues at rental housing in Saskatoon.

We have continued to provide addresses of concern to the Safer Neighborhoods committee for particular focus by our partners in this initiative.

The CFMH Advisory Committee met three (3) times in the past year. Membership consists of:

- Ministry of Social Services - Saskatchewan Housing Corporation
- Community Services / Community Development branch
- Community Services / Neighborhood Safety
- Office of Residential Tenancies
- Saskatoon Police Services
- Saskatchewan Rental Housing Industry Association
- Saskatoon Fire and Protective Services
- A resident of social housing.
- A manager of senior housing.

Wayne Rodger, from Fire and Protective Services continues to serve as the chair of the committee. The main work of the committee has been to advise the coordinator on the development and evaluation of the program. The committee will continue for one more year until the program has reached maturity.

3.5. Neighborhood Focus

The primary neighborhood focus has continued to be the Pleasant Hill neighborhood, with 106 rental properties identified in the neighborhood. Our focus has resulted in 73 % of the properties in Pleasant Hill participating in the program. Elsewhere throughout Saskatoon, invitations to participate in the program are not directed by neighborhood, but rather are triggered by a Police report regarding the specific address.

Pleasant Hill (106 prop.)

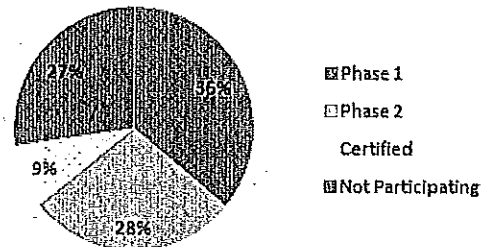


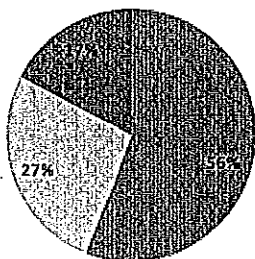
Figure 8

2013 was a challenging year for this neighborhood. In 2013, we provided 2246 email notifications to landlords in the CFMH program regarding calls for service from the previous day. Of these notifications, almost 30% were sent regarding calls for service to properties in this neighborhood. In the past 6 months, there have been 6 CFMH properties that have moved into the high occurrence category. We are actively working with these landlords to address the emerging issues and the graphs will be quite different in 6 months.

In the fall of 2013, CFMH hosted a neighborhood barbecue at the intersection of Avenue P and 21st Street. Specific invitations including a barbecue lunch ticket were provided to over 300 residents of apartments within a 2 block radius of the intersection. Residents were invited to consider what could be done to make them feel safer in their neighborhood and to write their response on the pavement at the intersection. There was strong support for this SPS event and a willingness to participate in further activities to support safe housing and a safer neighborhood.

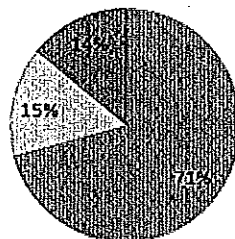
In Pleasant Hill, a baseline was established before the CFMH program was introduced in 2010. In 2009 17% of rental properties experience a high rate of occurrences, which has been reduced to 14%. The number of properties experiencing a medium rate of occurrences has dropped by 12% (about 12 properties). There has been an additional 15 properties that have moved to a low rate of occurrences in the 4 years since the program was introduced.

2009 Occurrences (104 prop.)



■ Low Occurrence
 ■ Medium Occurrence
 ■ High Occurrence

2013 Occurrences (106 Prop.)



■ Low Occurrence
 ■ Medium Occurrence
 ■ High Occurrence

Figure 9

3.6. Property Management Practices

A newsletter was implemented late in 2011 with 3 editions published through 2012. Articles in the newsletters focused on solutions to current issues in the rental communities.

Four 2-3 hour seminars were organized through 2014 with expert facilitators. These seminars provided an opportunity for landlords to renew their Phase 1 certification and to receive more in-depth information about illegal drugs, residential fraud, community supports for mental health and addictions in rental housing and ensuring personal safety on the job. There were between 15 – 40 people that attended each seminar. More of these popular renewal seminars are planned for 2014 as well as a conference for landlords in 2015.

4. Summary

The CFMH program is moving out of the development stage and into maturity. Currently the program is achieving results in the community beyond its direct influence. Our communication strategies involve ongoing communication with all 800 rental apartments in Saskatoon. In the coming year, we plan to focus on our current client base and continue to enhance our service to them including offering “members only” opportunities to improve management practices and knowledge of the factors affecting rental properties in Saskatoon. We will complete the remaining Phase 2 assessments, continue with the renewal assessments and encourage properties to move to certification. We anticipate doubling the number of certified properties by the end of 2014. CFMH staff will be focused on maintaining partnerships in the community, moving properties through the program and supporting them with information about trends in Saskatoon and best practices.

Appendix A Analysis of Saskatoon Rental Market

In 2013, the sale of one property bumped one of the owners from the top category (+ 400 units) to the second category (200 – 399 units). Several of the eight (8) owners with the most units (400 – 2300 units) continued to increase their holdings with an additional 286 rental units at 15 sites added to their holdings. The second category (200 – 399 units) saw a decrease of 703 rental units at 6 sites. The third category (100 -199 units) had an increase of 423 units at 9 sites. There is little change in the bottom 3 categories of rental housing ownership. The following table provides a break-down of the ownership of rental units in the city and the participation of owners in each category.

Saskatoon Rental Market Ownership Analysis For 2012						Participation in CFMH		
# of units owned	Total # of rental units	Total # of Sites	% of Saskatoon rental housing market	2012 %	# of owners	# of owners	% of group	2012 % of group
400 - 2300	8638	151	40%	39%	8	7	88%	88%
200 - 399	2061	26	9%	9%	9	2	22%	12%
100 - 199	4059	92	18%	18%	30	15	50%	47%
50 - 99	2333	74	11%	11%	34	16	47%	38%
20 - 49	2567	121	12%	11%	85	29	34%	30%
10 - 19	1503	125	7%	7%	101	36	35%	23%
4-9	688	138	3%	3%	126	22	18%	12%
TOTALS	21849	727	100%	100%	393	127	32%	25%

FIGURE 10

There are only 3 of 47 owners in the top 3 categories that have not been contacted about the CFMH program.

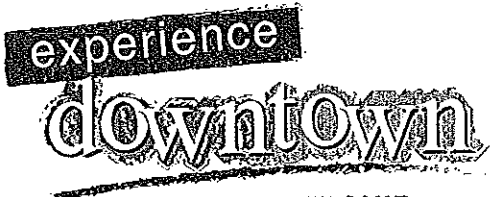
Currently, half of Saskatoon’s rental apartments are owned by 17 entities; this increasing concentration of ownership has continued since the CFMH program began monitoring the rental apartment market. This has resulted in increased professional management at many of the properties; many of the properties that were initially identified by CFMH as “hot spots” in 2010 have now changed ownership.

APPENDIX B – Comparison of Mischief Occurrences.

Comparison of Mischief Occurrences at CFMH and non-CFMH rental properties by year			
Year	Occurrences at CFMH # (%)	Occurrences at non-CFMH # (%)	Total Occurrences at rental properties
2010	260 (66%)	131 (34%)	391
2011	284 (67%)	137 (33%)	421
2012	205 (59%)	142 (41%)	347
2013	232 (66%)	121 (34%)	353

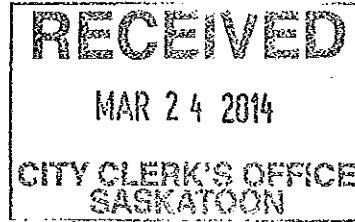
FIGURE 11

205- (B13)



THE PARTNERSHIP

Saskatoon Downtown Business Improvement District



March 20, 2014

His Worship the Mayor and Members of City Council
Office of the City Clerk
City of Saskatoon
2nd Floor, City Hall
222 3rd Ave. North
Saskatoon, SK S7K 0J5

His Worship the Mayor and Members of Council,

Re: Request for Sole Concessionaire Rights – Rock 102 Show & Shine Weekend

The Partnership, in conjunction with Rawlco Radio, will be hosting the Rock 102 Show & Shine in downtown Saskatoon on Sunday, August 24, 2014. We would request permission to once again be the sole agent for the allocation of vending and concession locations. This will ensure our downtown businesses and licenses vendors are not compromised.

Please ensure a copy of this communication is forwarded to Business Licensing. If you have any questions, please contact our office.

Sincerely,

Brent Penner
Executive Director

cc: Nicole Kelly, Rawlco Radio


185-9
(B14)



SASKATCHEWAN

SASKATOON ROAD RUNNERS ASSOCIATION

MARATHON

PRESENTED BY  PotashCorp

Dear Members of City Council:

March 24th, 2014

Re: Saskatchewan Marathon
Request for Extension of Time under the Noise Bylaw
Sunday, May 25th 2014
Extension from 6:00 AM – 2:00 p.m.

The Saskatchewan Marathon annually brings together more than 4000 participants of different fitness levels as well as hundreds of volunteers and suppliers for an exciting weekend of competition and fun. This year's event is the 35th annual and will begin at 7:00 AM on Sunday May 25th -- starting and finishing in Diefenbaker Park. The 2014 Saskatchewan Marathon will also feature a half-marathon, 5KM and 10KM event and will be accessible for runners, wheelchair athletes and half-marathon walkers, and a Marafun for kids up to age 12.

We respectfully request an extension of time under the Noise Bylaw for the times noted above. We intend to address the direction of the speakers and the sound volume to ensure the least possible disruption for residents in the area. We are working with our audio visual technicians to determine the best way to measure sound multiple times throughout the duration of the event to ensure compliance with the bylaw and attempt to mitigate any issues within the community.

Thank you for your consideration of this request.

Sincerely,

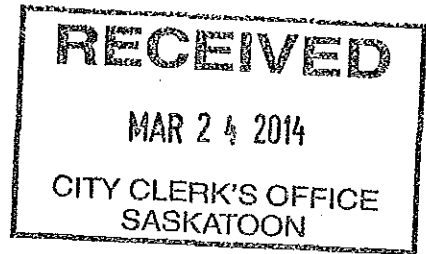
Lorrie Dobni
President
Saskatoon Road Runners Association

Kim Ali
Race Director
2014 Saskatchewan Marathon

The Saskatchewan Marathon is the oldest marathon in Saskatchewan. Organized and produced by the Saskatoon Road Runners Association (SRRA), the Saskatchewan Marathon is a spring tradition for participants in Western Canada, and is a qualifier for the Boston Marathon. The 2014 Saskatchewan Marathon proudly supports the Meewasin Valley Authority.

BIS)
6050-8

From: CityCouncilWebForm
Sent: March 24, 2014 1:44 PM
To: City Council
Subject: Write a Letter to City Council



TO HIS WORSHIP THE MAYOR AND MEMBERS OF CITY COUNCIL

FROM:

walter zirk
928 heritage view 307
saskatoon, Saskatchewan
s7h 5t7

EMAIL ADDRESS:

w.g.kri@shaw.ca

COMMENTS:

A suggestion for the traffic bridge turn it into a pedestrian and bike only. Of course you will have to do some fencing on the sides for Safety. The bridge would be like a park. A people place. Tables chairs food vendors, concerts, fireworks. Street dancing. All with good colored lighting A new life for our famous traffic bridge . Probably the first of its kind in the World. Adding new life to our downtown. Setting an example for old unused briges around the world. Thanks for your time.

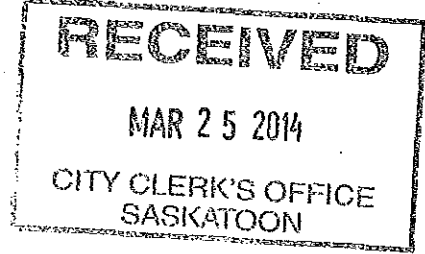
7830-1
B16



Canada united in the achievement of zero waste, now and for future generations

March 17, 2014

Mayor Don Atchison
City of Saskatoon
222 Third Avenue North
Saskatoon SK S7K 0J5



Dear Mayor Atchison,

On behalf of the National Zero Waste Council (NZWC), I invite the City of Saskatoon to become a member of the NZWC and support a national waste prevention agenda in Canada.

Co-founded by Metro Vancouver and the Federation of Canadian Municipalities, and launched October 16, 2013 at Metro Vancouver's Zero Waste Conference, the NZWC is a cross-sector leadership initiative bringing together governments, businesses, and non-government organizations. With a focus on influencing behaviour and improving product design and packaging, the National Zero Waste Council aims to unite efforts in waste prevention and drive a fundamental shift in our relationship with waste.

The Council recognizes that while we have made great strides forward in waste diversion, the amount of waste we produce continues to climb, with the current linear system of take-make-dispose costing local governments approximately \$2.6 billion a year in waste management. A move towards a more resource efficient, circular economy – one that offers scope for innovation, financial savings, and reduced environmental impacts - is needed. Within that framework, the Council aims to act as an advocate, a convener, facilitator, and leader uniting business, government and industry efforts in the development of new solutions, and providing a unified voice calling for change in policy and practice that will address waste generation.

The Council has determined that it will advance design change, and behavior change amongst all stakeholders and sectors of society, through both advocacy and social marketing programs. Part of this work involves building the Council's constituency.

By joining the Council, you will be uniting with a core group of government, industry and community sector leaders that range from Canadian cities to the Province of BC, from the Conference Board of Canada to Canadian Manufactures and Exporters, and from Walmart to the Retail Council of Canada. A full list of members can be found at www.nzwc.ca

Council membership offers a number of benefits. These include:

- Staying at the leading edge of change.
- Learning and information sharing.
- Network development.

Additional information can be found in the Council information brochure. There is currently no fee attached to membership, and applications can be submitted online with the following supporting documentation:

1. Statement of Intent – that briefly describes in 150-250 words how your organization demonstrates a commitment to waste prevention and reduction.
2. Letter or Resolution – that demonstrates organizational support for the Council – e.g., a letter from Mayor and Council, or a copy of an endorsing Council resolution.

If you have any questions regarding the Council and membership, I am happy to speak with you regarding this invitation and can be reached at admin@nzwc.ca.

Addressing waste generation requires new solutions and new partnerships across sectors. Please join us in advancing a waste prevention agenda in Canada by becoming a member of the Council.

Sincerely,



Malcolm Brodie
Chair, National Zero Waste Council
Mayor, City of Richmond



City of
Saskatoon

Saskatoon Development
Appeals Board

B17

c/o City Clerk's Office ph 306•975•3240
222 - 3rd Avenue North fx 306•975•2784
Saskatoon, SK S7K 0J5

March 18, 2014

His Worship the Mayor
and Members of City Council

Ladies and Gentlemen:

**Re: Development Appeals Board Hearing
 Refusal to Issue Development Permit
 Proposed Tenant Fit-Up – Trinity Safety and Training Inc.
 (Prohibited Use of Property as Private School and Place of Assembly)
 135 Wheeler Street, Unit 1 – IL3 Zoning District
 Robertson Stromberg on behalf of RediVideos
 (Appeal No. 4-2014)**

In accordance with Section 222(3)(c) of *The Planning and Development Act, 2007*, attached is a copy of a Notice of Hearing of the Development Appeals Board regarding the above-noted property.

Yours truly,

Elaine Long, Secretary
Development Appeals Board

EL:ks

Attachment



City of
Saskatoon

Saskatoon Development
Appeals Board

c/o City Clerk's Office ph 306•975•3240
222 - 3rd Avenue North fx 306•975•2784
Saskatoon, SK S7K 0J5

NOTICE OF HEARING - DEVELOPMENT APPEALS BOARD

DATE:	Monday, March 31, 2014	TIME:	4:00 p.m.
PLACE:	Committee Room "E", Ground Floor, South Wing, City Hall		
RE:	Refusal to Issue Development Permit Proposed Tenant Fit-Up – Trinity Safety and Training Inc. (Prohibited Use of Property as Private School and Place of Assembly) Unit 1, 135 Wheeler Street – IL3 Zoning District Robertson Stromberg on behalf of RediVideos Ltd. (Appeal No. 4-2014)		

TAKE NOTICE that that RediVideos Ltd., has filed an appeal under Section 219(1)(b) of *The Planning and Development Act, 2007*, in connection with the City's refusal to issue a development permit for a proposed tenant fit-up for the property located at 135 Wheeler Street, Unit 1.

The property is zoned IL3 under Zoning Bylaw 8770.

Section 11.3 of Bylaw 8770 states the purpose of the IL3 zoning district is to facilitate economic development through limited light industrial activities and related businesses that do not create land use conflicts or nuisance conditions, as well as to limit the activities oriented to public assembly.

Based on the information provided, the site is being used for the purpose of a private school and place of public assembly, which is expressly prohibited.

The proposed development permit for the proposed tenant fit-up, therefore, is not permitted.

The Appellant is seeking the Board's approval for the proposed development permit as submitted.

Anyone wishing to provide comments either for or against this appeal can do so by writing to the Secretary, Development Appeals Board, City Clerk's Office, City Hall, Saskatoon, Saskatchewan, S7K 0J5 or email development.appeals.board@saskatoon.ca. Anyone wishing to obtain further information or view the file in this matter can contact the Secretary at (306) 975-2780.

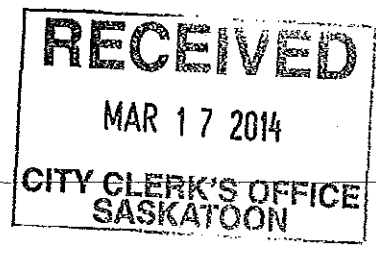
Dated at SASKATOON, SASKATCHEWAN, this 18th day of March, 2014.

Elaine Long, Secretary
Development Appeals Board

610-1
C1)



PLEASANT HILL COMMUNITY ASSOCIATION
P.O. Box 28015 Saskatoon, SKS7M 5V8



March 5th, 2014

His Worship the Mayor and Members of City Council
City of Saskatoon
222 - 3rd Avenue North
Saskatoon SK S7K 0J5

Dear Mayor and Members of Council

It has come to our attention that the City of Saskatoon is looking for a place to build a Recreational Center in one of the City's Heritage communities. The Pleasant Hill Community Association would like to suggest our neighbourhood as a location for the new Recreational Centre. Unfortunately we have not received any information on this matter but the Pleasant Hill Community Association is extremely interested in looking into this great endeavour for our community.

At our last community association meeting we had representatives from the both school councils; St Mary's Wellness and Education Centre and Pleasant Hill Community School. At the meeting the discussion was around building a Rec Center in our community and suggestions were:

• **Location:**

One location that was discussed was DL Hamilton Park --Ave U South and 18th Street West
Other locations will be forwarded.

• **Accessible for other communities;**

The location would be easily accessible for nearby communities such as Meadow Green, King George, Holiday Park, Riversdale and Westmount.

• **Other Communities have Recreational facilities Pleasant Hill is lacking:**

Riversdale has Riversdale Pool, Badminton and Tennis Club and a Skate Park. Holiday Park has Gordie Howe Park, Kinsmen Arena and the Clarence Downy Speed Skating Oval. Meadow Green has a community Rink on 18th St and Ave X South and it is across the Street from Pleasant Hill Community and they would have easy access to the Rec Center. King George has Victoria Park and easy access to the Pool and skate park. Westmount Community is across the street from Harry Bailey Pool.

The Pleasant Hill Community Association has a great working relationship with the City of Saskatoon Planning Department and we feel we can continue with this through the planning of a Recreational Facility in our Community.

Thank you in advance for taking time to take our proposed letter into consideration.

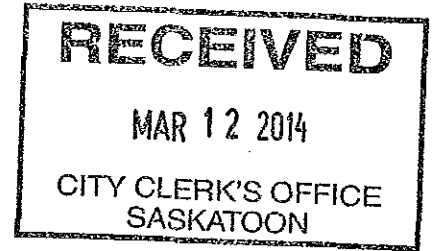
Yours in Community

The Pleasant Hill Community Association

Leanne Smith PHCA Secretary

6315 (2)

From: CityCouncilWebForm
Sent: March 12, 2014 4:11 PM
To: City Council
Subject: Write a Letter to City Council



TO HIS WORSHIP THE MAYOR AND MEMBERS OF CITY COUNCIL

FROM:

Laura Carlson
A203-415 Hunter Rd
Saskatoon, Saskatchewan
S7T0J7

EMAIL ADDRESS:

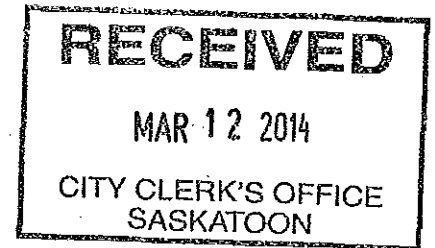
lauracarlson23@hotmail.com

COMMENTS:

Preston Ave S leading into Stonebridge is a gongshow. So embarrassing. It's literally a dirt road filled with pot holes in the middle of a city. Fix it. There are thousands of people who use this road every day. And our taxes are bonkers. Lets see those tax dollars in use.

C3)
5200-5

From: CityCouncilWebForm
Sent: March 12, 2014 3:17 PM
To: City Council
Subject: Write a Letter to City Council



TO HIS WORSHIP THE MAYOR AND MEMBERS OF CITY COUNCIL

FROM:

Cynthia Block
909 University Drive
Saskatoon, Saskatchewan
S7N 0J9

EMAIL ADDRESS:

cynthia@blockcommunications.ca

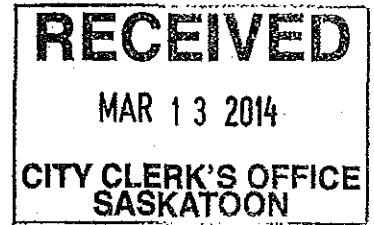
COMMENTS:

Your Worship & City Councillors - Many of you have heard from me directly about the school zones on Clarence Avenue. For those who haven't, this high traffic thoroughfare with narrow streets and street parking that prevents drivers from turning left on Taylor Street, needs fewer obstacles for drivers, not more. In particular, I find it unreasonable that the Saskatoon French School gets two sides of its property designated. Second, the one by St. Martin's Church has become completely unmanageable with the new lights that have been put up at Wilson & Clarence. Today, there was literally a lineup of tickets being issued, some to motorists just trying to do the right thing when you can't stop in time for an amber light. (Yes, this included me) The problem is considerably less difficult at Taylor & Clarence because Aden Bowman has bright yellow school zone signs in the middle of the street, warning motorists well in advance of the EXACT place the zone begins and ends. Watching the tickets being issued today and many, many other times, I can only assume this is a massive cash cow for the city. However, doing so at the expense of motorists who are mostly taxpayers and mostly conscientious drivers, seems like bad public policy. In my view, the whole school zone plan is woefully flawed, and at a minimum, the yellow signs should be mandatory. But regardless of my opinion, the mayor and council may at least wish to consider the optics of the cash grab.

C4)

6290-1

From: CityCouncilWebForm
Sent: Thursday, March 13, 2014 12:22 PM
To: City Council
Subject: Write a Letter to City Council



TO HIS WORSHIP THE MAYOR AND MEMBERS OF CITY COUNCIL

FROM:

Alan Manson
453 Witney Avenue
Saskatoon, Saskatchewan
S7M 3K6

EMAIL ADDRESS:

alan.manson@usask.ca

COMMENTS:

Hello 'Mr Mayor' and Councillors,

March 11, 2014

The Topic of this letter is 'Saskatoon-City Winter Roads and Snow-Ice Problems'

Background:

I have lived in Saskatoon since Jan 1968, working as a Prof in USask: teaching Physics and Meteorology-Atmospheric Science, research in ISAS [Institute of Space and Atmospheric Science]. Our focus since ~2000 is upon "Detection of Climate Change" www.CANDAC.ca with our Lab [PEARL] on Ellesmere Island 80N, and now with "Probing the Atmosphere of the High Arctic" PAHA [2013-2017; Federal NSERC Program, \$5M]. I lead the 'Polar Vortex' project. Our collaborations with EC-Meteorological Service Canada [MSC] will lead to improved weather/climate understanding and knowledge/forecasting.

The weather/climate for Saskatoon is already changing significantly, with winters of 2012/13 and now 2013/14 providing much colder early months Oct-Dec, so that the really wintery months are six rather than just three! With more snow, or days with cloud and light snow, the driving conditions for the citizens of this increasingly busy and high-paced city are badly affected. Outbreaks of frigid air from the Arctic Ocean and Canadian Arctic Islands are the cause: the winds and cold air within this Polar Vortex have lost their "anchor" and are adrift in the rapidly melting ice fields of the Arctic Ocean.

City Road Conditions:

There has to be concern that the City is not adjusting its methods of keeping the roads safe, 'free from snow and ice', as much as possible. The dogma of 'Salt and Sand' from the massive City fleet of extremely expensive and seemingly gigantic trucks, with removal of snow-ice-sand-dirt ['dirt' is defined below] as the last process or resort, is now forcing the citizens to live in an increasingly filthy city...muddy-sandy-salty roads are seldom anything but wet-slushy-slippery for 7-12 days after a single snow event as they do not dry out. Roads that are not so treated do become dry more often.

We have never seen such a dirty mud-snow-laden fleet of citizen's cars and trucks, as many of us cannot afford to wash our cars weekly. My costs have been ~\$120 mth for our two busy [newer than average] cars. Filthy vehicles and pavements also means dirty cloths and shoes/boots, with many of us dressed as though we were part of the road maintenance crews. In a way we are, since our vehicles carry away tonnes of snow-ice-sand, dirt and gravel. Rust/dirt damage to vehicles leads to lower value at trading time. Car-truck maintenance is now classified as "Extreme Driving Conditions": more expensive, with more frequent changes of air-filters [annually rather than 2-3 years], along with suspension [made worse by potholes] and shock absorber damage /wear. Used cars from Ontario we once avoided as 'pre-owned'. Now we own cars that are worse!

Inspection of other city/municipality 'snow-ice-treatments' in Northern Winter-Snow US Cities, also Canada, show that 'snow removal' is generally at higher priority elsewhere.

There is excellent evidence that the 'sand' used in the 'sand and salt-mixtures' used in Saskatoon leads to a totally misleading and inadequate descriptor. My letter to you last year near this time, complained at some length that there was too much 'silt and clay' mixed in with this 'sand'. The reply from a City Engineer was courteous and informative [the sand used is properly specified], but made no comment on the other 'dirt' [a much more common word, but very apt as descriptor] mixed in with it. It is this latter whose purpose is unknown other than to make our clothes, vehicles, floors of shops and businesses, as well as our houses so incredibly dirty, dusty and generally filthy [for the latter, all year]. The Engineer did note that 'sand', once identified upon arrival from the 'sand-provider' company, was not re-filtered upon reuse in subsequent years, and that it could/would degrade into smaller sizes with friction and wear. Yes, but so much of it is bound up in snow and ice that it does not get much repetitive use each winter.

It may be of interest that on the UofS roads there is much less dirt and dust mixed in with the 'sand'. They use a 'sand' from the 'Sand Company' provider that is derived from crushed stones; this has proven highly desirable as the particles are sharp-edged, are pushed into the ice and packed snow of the road [rather than just blown off by the passing cars as in the City]. The road surface can be likened to giant 'sand-paper' sheets [material for carpentry]. Tire adhesion is very good on our Campus roads, and coloured less like rich brown-chocolate tones of the city's. Indeed, the latter are like the Australian Outback's sand-clay-gravel roads.

Inspection of the cities 'Salt and Sand' material:

Prior to thinking of this letter I swept [tried to sweep] the 8 piles of road debris falling from the tires-wheels-undersides of our 2 cars inside the garage. Tried, because sweeping led to clouds of dust. More gently, with soft brushes, I corralled a bucket of 'it'. Inspection allowed separation of gritty sand and 30-50% of fine particles: this is clay and broken down silt [sizes less than 100 microns; a micron is one-millionth of a metre]. This 'dust' [when wet it is 'dirt', hence my name] is familiar to us all: the clouds that surround and obscure the city's 'street brusher-cleaners'; that is caught in the air-filters of house and car; and due to the microscopic size of much of it, taken into our lungs in the spring. Much the content of these wind-borne freely floating particles is 'clay' [0.1-50 microns] or broken down silt; their sources are river-materials, and the near-surface diggings for 'sand' in the prairies. Such particles less than 10 microns are named PM10 [USA-Ca] and are a breathing hazard [thoracic particles] for many Saskatoon citizens; below 5 microns the clay particles are involved in 'respiratory processes', and so hazardous to all of us, but especially children and seniors. They are also the aerosols that lead to cloud formation. Clean cars are muddied by the dirty spring raindrops that fall out of them; the City 'shines red' near sunset due to the dust-load of our city's atmosphere. This is the Council's air also, as you approved the lavish use of 'dirt' and sand.

Winter Driving Safety

Safety! Consider 8th Street before the 'thaw' at the end of January: three lanes of vehicles [one triple set heading east, the other west], six strip-lanes for the wheels and ridges under the vehicles, with wider and deeper ridges of increasingly thick and heavy snow-ice-sand-dirt between the lanes. Changing lanes becoming difficult with some loss of control; intersections with no lanes, just a sea of that 'stuff' that allows slipping and sliding just where steering and braking are essential for safety of lives and expensive vehicles. Even buses can slide easily at these cross-roads, as their tires are not winter-rubber [from experienced driver].

Removal?

Ideally, ploughing by the monster-trucks, leaving a thinish layer of 'sand' for grip and drying and the absence of ridges. Instead each morning more 'sand and dirt' is laid onto clean lanes and ridges alike, which quickly joins the ever deepening and widening ridges. At night, the snow/ice carried on tires as our cars slip and slide while changing lanes, or as they join 8th St with dirty tires, become black-ice in the driving lanes, so collisions at corners, T and full intersections are frequent. Bad, bad conditions! Often we drive west from Cumberland after ~5pm, to the end of 8th [Lorne or access to Circle], and that whole stretch has had black ice in the driving lanes, for much of the winter. treacherous!

The Fate of secondary roads. smaller avenues, streets feeding our homes:

Here we are at the mercy of drivers of monster trucks loaded with 'salt and sand' plus the obligatory dirt [river-silt, clay, 'Potash-drilling debris'] and the 'Ploughs with Drivers'.

On this latter: since winter 2012/13 [2 winters now] their driving ability and level of care/performance has slipped mightily. Why! My Bus-driver friend informs me that a number of experienced drivers retired before 2012. but the training and ability of the remainder are very inferior.

Results?

The area near Witney Avenue, 22 -18th St. including W Ave, near the western edge of the city is typical, if new to me as a long-term Arlington Ave N-Greystone person. Generally speaking, the above criticisms/faults are occurring on roads that connect to the main arteries, bus routes and near schools.

** Too much 'salt and sand plus dirt' {SSD}, which within a few hours is added to the ridges between wheel-tracks/lanes. truck-ploughing of existing SSD into 'across-road-coverage' would be much better at intersections. Many intersections have too much SSD and are 'seas of soft stuff'. where sliding, loss of control and skidding is too common.

** There is one outstanding correlation between large use of SSD on city infrastructure roads and its effects: the roads deteriorate badly, with increasingly large / frequent potholes, broken edges of the asphalt and short lived repairs [another issue---your repair quality and techniques are 'stone age'] from the previous season. The longer the snow remains on the roads, and is repeatedly mixed with SSD, the worse the damage [to roads and of course to our vehicles]. now in March some of the stuff melts each day, freezes at night, and so tears at the road surfaces. News flash: outside the city, even Circle drive, the roads have been clear for most of the winter! Portions of the city roads, like 14th St north lane [boundary to the University Farm or Forest], or Preston 14 St to College is dry often as it is seldom covered with SSD.

** Large disparity between spreading SSD by truck drivers: too often the lanes leaving 'cross-roads with Traffic Lights' have MORE SSD than lanes approaching, for which good braking lanes are highly desirable. Acceleration AWAY from the lights is not as important. Some plough- or truck-drivers seem not to realize which lanes of intersections are much more important!

E.g. The road from 22-20th St, Witney Avenue S, has had little SSD driving south to 20th St, while the other side of the road from 20-22nd, Witney AV S is heavily covered end to end with thick chocolaty SSD. Why?!

** Why does the City [maybe Province] not require cars-SUVs to have winter rated tires? All season tires are generally inadequate even on 4WD AWD vehicles. The latter are frequently driven too fast, by persons who seem to think their vehicles [with AST] will stop well on black ice. not.

** The roads by schools are plastered with SSD e.g. Witney Av T junction with 18th St. It is absolutely filthy, and needs much more redistribution of the SSD already there and less addition of more of it. One's shoes, boot, trousers become covered with dirt, all the time, every day. from snow that just fell or fell [plus SSD] weeks ago. I have begun to wear 'ski-over-trousers' to protect my 'normal office clothes' from SSD.

** While on this topic: the Saskatoon downtown is filthy most of the winter: the malls have to be cleared and usable, by the Council's edicts, but downtown is filthy. More and more of us are now wearing outdoor recreational heavy boots or 'hiking' boots on regular working time dress, due to the excessive SSD on the roads, parking areas and side-walks..it was not like that 30 years ago.

** The ploughing skills are inadequate / careless in too many places: last 'clearing' at the above T-junction left a pile of 'SSD plus ice' at the side-end [near the road] of our driveway that was 3m along the drive, 2 m across the drive. It is not easy to manoeuvre 2 cars up that drive to the garage. we could not move it with shovels as the snow had frozen over night. I guess about 150 kg of 'SSD plus ice'. Not bothered to complain as experience is that you [City] argue no responsibility. the good drivers did not make mistakes like that! Seniors simply cannot deal with this type of 'treatment'. and we young 'seniors' [60-75] do not all have younger family members, offspring with 'free time'; 'neighbours' are no longer 'neighbourly'; and the Mayor's 'angels' are in very short supply in this City. Ageism is rampant in this city. Oh, and every ploughing time, a ridge of SSD [20-30cm high, 30-50cm high, of heavy 'snow-ice-sand-dirt'] is left right across the end of our driveway, that takes 2 of us, with 'bad backs', ~ 15 minutes to push away. Good Plough drivers do not do that. they have skill with the fly-out secondary blade!

** Too much Police-control over SSD distribution: I have talked with many City-Guys about excessive SSD on some roads near UofS e.g. the 'cornered road' [108th St] from Circle Drive East to the East entrance to Campus [off Preston]. The answer is less aggressive and fast driving by trucks: sport variety with large wheels, towering height over regular vehicles, >V-8 engines who tail-gate and terrorize the rest of us; and large SUVs which do the same, often with impatient/aggressive women at the wheel [their husbands are left driving the discarded mini-vans]. Calgary drivers, on a recent trip or two, are less aggressive! Suggestion: the police leave a few vehicles off the road in ditches on corners like the above, as 'display items' for the wilder drivers amongst us [this has been done in other places]/cities], and the City workers disregard the police demand for more 'sand'.

Conclusions:

The case is made that there is excessive use of 'sand and salt', which locally is actually 'salt, sand and dirt [clay, silt and dust]'. This is making the city incredibly dirty, October to March, with dust storms for 2 more months as the city attempts to pick up the SSD. Much of the small particles [dirt] is simply projected into the air and deposited in the filters of cars and houses, and the lungs of the citizens [hazardous for all, especially those with asthma and age-related lung disease].

Beyond this, the excessive use of SSD that is freshly deposited every night, rather than snow removal and redistribution of the SSD already on the roads, is leading to city roads that are wet/dirty and certainly not clear [like Circle usually is] for 7-12 days after relatively minor snow events. This leads to roads [8th St, 22nd St] that are still slippery, leading to sliding vehicles, when even bus-drivers are vulnerable; higher maintenance costs for vehicles, rapid deterioration of the roads, growth of potholes for the late winter and spring. and a very filthy city, where we have to dress like road maintenance workers with heavy boots [that are difficult to drive cars with]. This winter I have seldom been able to wear my very suitable fur coats, due to the generally filthy state of roads, foot-paths and the exterior of my car [lower surfaces below the door, which clothes can easily rub against] .which I cannot afford to keep even reasonably clean.

There is clear evidence that the city employees [drivers of trucks and ploughs] are not well trained or supervised..and do not appear to care very much about their performance. The combination of questionable/poor strategies regarding the quality of the winter-roads in the city [the professionals hired by the city] and the effectiveness of workers on the roads, leads to the very bad situation the citizens have to tolerate. Canadians of the Prairies [I have only been one since 1968, when I was hired by the UofS] tend to 'put up with' a lot of issues or problems in their lives/environment, the word stoic comes to mind, but there is enormous dissatisfaction under the surface.as discussions with fellow citizens easily reveals. 'Nothing we can do about it' is a frequent phrase we hear.

Also, Climate Change is upon us, and your City Policy regarding winter [now 6 months October-March] road safety and associated clearance of snow is becoming even less satisfactory than when it was just 3 months long. It is costing us, the citizens, too much cost in terms of maintenance of our vehicles; cleanliness of our clothes and foot wear, as well as our homes [trodden-in dirt/sand, dust over everything [floors, furniture, windows and dirty furnace filters], and health hazards regarding inhalation of too much PM10 and PM5 particles.the latter affecting respiratory processes. Oh! And our roads are falling apart, largely due to the unnecessarily long time [7-12 days after minor snow events] that our roads are covered with 'salt, sand and dirt' SSD, which with the cycling of freezing and thawing is tearing our roads apart.

Sincerely,

Alan Manson

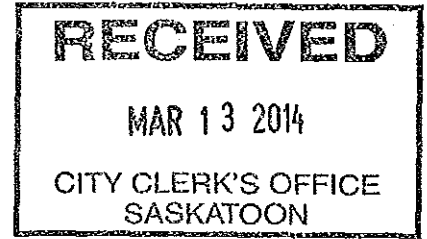
Professor Alan Manson, Ph.D., Emeritus
Distinguished Research Professor,
"Institute of Space and Atmospheric Studies"
Executive Secretary, (ISAS)
Department of Physics & Engineering Physics
116 Science Place, University of Saskatchewan
Saskatoon, Saskatchewan, S7N 5E2

Phone: (306) 966-6449 Fax 966-6428
alan.manson@usask.ca
Websites: www.usask.ca/physics/isas
www.candac.ca

Couture, Suzanne (Clerks)

CS)
6290-1

From: CityCouncilWebForm
Sent: March 13, 2014 2:59 PM
To: City Council
Subject: Write a Letter to City Council



TO HIS WORSHIP THE MAYOR AND MEMBERS OF CITY COUNCIL

FROM:

Matthew Peters
741 Confederation Drive
Saskatoon, Saskatchewan
S7L 4W2

EMAIL ADDRESS:

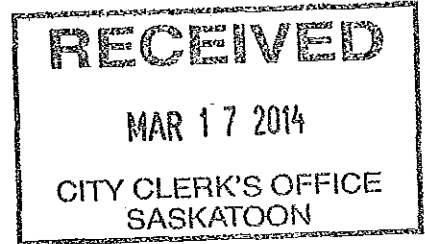
COMMENTS:

I just wanted to send a thank you out to the snow removal crew that cleaned our area today. We have a stretch of sidewalk that doesn't get much sun so the ice is always a fight to get rid of it. This is a much needed help. Thanks again!

Matt Peters

7780-1
x 6145- (6)

From: CityCouncilWebForm
Sent: March 15, 2014 2:56 PM
To: City Council
Subject: Write a Letter to City Council



TO HIS WORSHIP THE MAYOR AND MEMBERS OF CITY COUNCIL

FROM:

Minh Huynh
3621 Diefenbaker Drive
Saskatoon, Saskatchewan
s7l4w1

EMAIL ADDRESS:

chrishuynh111@hotmail.com

COMMENTS:

Dear Your Honorable Mr. Atchison

How are you ?

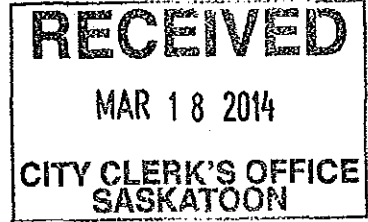
My name is Minh Huynh, my wife has a business at 819 29th street west. there has been no water there, for the past 3 weeks. We are put on a list. I was just wondering when is the city coming to fix it. Another thing is that, my wife paid \$315.00 dollars to have the city put a 15 minute loading zone in front the building. That has not been done Yet. Now Mr.Atchison, how would you feel, if you paid, for something and have not received it for more than two weeks. we are loosing business, because people parking in front of our convenience store. They park there for hours and our customers can not stop to come in our store.

I have called city hall regarding this manner and the answer I got was " they received their order and when get to it when they get to it " . Please tell me . Do you think that answer is acceptable . Please help me solve this prolem as soon as you can.

Sincerely Minh Huynh

C1
7310-1

From: CityCouncilWebForm
Sent: Monday, March 17, 2014 5:33 PM
To: City Council
Subject: Write a Letter to City Council



TO HIS WORSHIP THE MAYOR AND MEMBERS OF CITY COUNCIL

FROM:

Roman Todos
702 31st West
Saskatoon , Saskatchewan
S7L 0R6

EMAIL ADDRESS:

romdos@sasktel.net

COMMENTS:

His Worship the Mayor Members of City Council
Saskatoon

I would like to express to you my disappointment in the proposed changes to bus route for the neighbourhood of Caswell. Removal of the present number 11 route completely lacks logic and is very unnecessary and strange. The removal of a route from one of the oldest neighbourhood in the city is very odd.

I understand that Saskatoon transit is middle of some large changes presently such as moving the bus barns from Avenue C, upgrading its ageing fleet and dealing with a growing city. I would like to thank transit for coming out and hearing the some of their riders on the changes to take place to Saskatoon routes. However I feel two meetings were not enough. More meetings should have been held.

However attacking present customers to get new customers is a strange marketing strategy.

In my case these new changes will make my overall journey to work and to go places more like a major military troop movement. Under these transit changes there will be only two buses that come by the neighbourhood. These buses will be one on 33rd Street and one route on Rusholme Road near Bedford Road High School. Each route has problems. For example for the route travelling Rusholme Road the nearest stop to my house is 750 meters, which is approximately a 9 minute walk. In winter this will be major pain in - 30 to 40 below conditions also with icy and poorly kept sidewalks. There are no sidewalks at all on the west of Ave H near the high school.

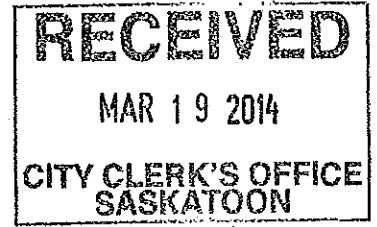
As for the 33rd Street route, the stop on the 600 block of 33rd is 500 meters away and 7.5 minute walk also thru a neighbourhood that has poorly cleared sidewalks. The buses on these routes will be

coming out of neighbourhoods of Hudson Bay Park, Dundonald, and Confederation which have a high number of users so seating will be hard to get.

I am a loss why City transit would upset their present customer base with these changes in the name of getting more ridership on their transit . Can some one explain this to me?

C8)
6315-1

From: CityCouncilWebForm
Sent: Wednesday, March 19, 2014 12:04 PM
To: City Council
Subject: Write a Letter to City Council



TO HIS WORSHIP THE MAYOR AND MEMBERS OF CITY COUNCIL

FROM:

Natalie Arntsen
349 Guelph Crescent
Saskatoon, Saskatchewan
S7H 4R1

EMAIL ADDRESS:

n.arntsen@shaw.ca

COMMENTS:

I would just like to bring to your attention 11th Street to Highway #7.

I use that road along with many other people to commute from the South Bridge to Highway #7.

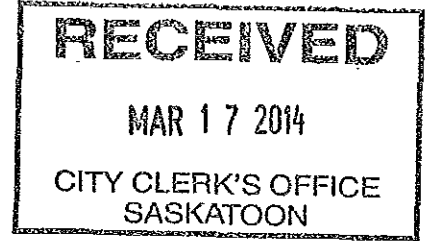
I am sure you know the state of the road between Fairlight Drive/ Elevator Road intersection and Highway #7. It is HORRIBLE. The patch job done last year is deteriorating and the road does alot of damage on your vehicle needless to say as sometimes you are unable to avoid them due to oncoming traffic (along with wild life).

I am HOPING that you are going to upgrade that road this year as many people from out of town use that road along with potash mine workers going to and from work every day and night. It is really getting hazardous. Please consider fixing the road before anyone's vehicle is seriously damaged from all the potholes and poorly repaired road from last year.

Thank you.

375-0) (C9)

From: CityCouncilWebForm
Sent: March 17, 2014 2:08 PM
To: City Council
Subject: Write a Letter to City Council



TO HIS WORSHIP THE MAYOR AND MEMBERS OF CITY COUNCIL

FROM:

Russ Deptuch
Comp 17 Site 305 RR 3
Saskatoon, Saskatchewan
S7k 3J6

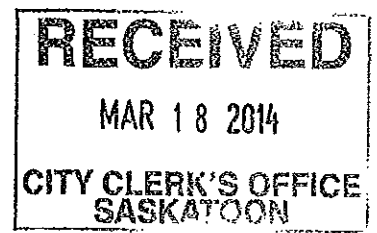
EMAIL ADDRESS:

rdeptuch@hotmail.com

COMMENTS:

I would like to say that I think the suggestion of changing existing bylaws to single out motorcycles is discriminatory and unjustified at best. When arguing about noise and noise pollution lawn mowers, boom boxes, cars, trucks, busses etc all make or can make a substantial amount of noise. Current laws are in place to deal with stunter's and show off's. Common courtesy and a lack of respect on our roads is a much greater issue that need be addressed. The odd inconsiderate driver or motorcyclist is hardly cause for new legislation and roadside spot checks. Are you aware that not all motorcycles are equipped with tachometers...? I am opposed to any legislation that singles out 1 specific vehicle. I can accept blanket legislation that covers "all" vehicles however this current proposal is flawed.

From: CityCouncilWebForm
Sent: Tuesday, March 18, 2014 8:01 AM
To: City Council
Subject: Write a Letter to City Council



TO HIS WORSHIP THE MAYOR AND MEMBERS OF CITY COUNCIL

FROM:

Wayne Elliott
2003 Broadway Ave.
Saskatoon, Saskatchewan
S7J0X9

EMAIL ADDRESS:

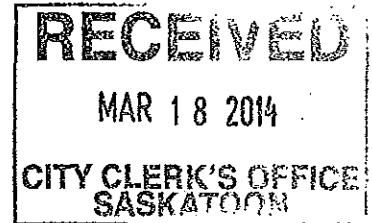
welliott614@shaw.ca

COMMENTS:

I just read the news about the motorcycle noise bylaw changes being looked at and question why you are targeting just the one group. What about all of the noise that comes from the ridiculously loud stereos in cars? I live on Broadway south of Taylor, my house is setback over 60 feet from the street and the noise from these cars far surpasses the noise produce by motorcycle on a daily basis. Maybe you should broaden the thoughts of a more general noise bylaw that would include all of these problems rather than dealing with then one at a time.

By the way I do NOT ride a motorcycle

From: CityCouncilWebForm
Sent: Tuesday, March 18, 2014 6:31 AM
To: City Council
Subject: Write a Letter to City Council



TO HIS WORSHIP THE MAYOR AND MEMBERS OF CITY COUNCIL

FROM:

DAVE COUSINS
317 WINNIPEG AVE N
SASKATOON, Saskatchewan
S7L3P3

EMAIL ADDRESS:

DCOUSINS@SASKTEL.NET

COMMENTS:

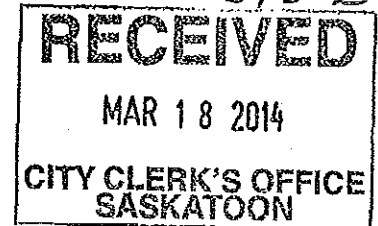
I MUST SAY I AM DISGUSTED TO BE A SASKATOON TAX PAYER! I CAN NOT BELIEVE THAT SASKATOONS ELECTED CITY COUNCEL WOULD TARGET A GROUP (MOTORCYCLE RIDERS)AND WASTE MY TAX DOLLARS WHEN THE CITY BELIEVES THAT NOISE IS MORE OF A PROBLEM THAN THE RISING CRIME RATE IN SASKATOON! WITH THE RISE IN GANG ACTIVITY AND CRIME IN GENERAL IT IS GOOD TO KNOW THAT CITY COUNCEL FEELS THAT THE POLICE HAVE THE TIME TO GIVE TICKETS TO TAX PAYERS INSTEAD OF FOCUSING ON THEIR JOB TO PROTECT THE CITY AND ITS TAX PAYERS. BACK IN 2010 WHEN THIS BYLAW AMENDMENT WAS PUT FORWARD IT WAS NOT PUT IN PLACE BECAUSE IT TARGETED MOTORCYCLES. NOTHING HAS CHANGED IT STILL TARGETS MOTORCYCLES! I FEEL CITY ELECTED MEMBERS NEED TO FOCUS ON TOPICS THAT MAKE THE CITY A BETTER PLACE NOT PUT FORWARD BYLAWS THAT TARGET A MINORITY GROUP! REMEMBER WE PAY TAXES TOO! BELIEVE IT OR NOT WE ALSO VOTE! THIS DECISION WILL ALSO AFFECT LOCAL CHAIRITY GROUPS BECAUSE WHO WANTS TO RIDE TO A CITY WHEN YOU KNOW THAT POLICE WILL BE WAITING TO GIVE OUT NOISE TICKETS. GOOD JOB!

From: Stephen Urquhart <urquhart.stephen@gmail.com>
Sent: Tuesday, March 18, 2014 8:48 AM
To: City Council
Cc: Stephen Urquhart
Subject: letter to City Council re: proposed changes to noise bylaw to target one class of vehicles.
Attachments: 140318-URQUHART-City-Council-noise-bylaw.pdf

Dear City Clerk,

Please find attached my letter to City Council. I understand that this will be included in full in the meeting package for the next City Council meeting.

Regards,
Stephen Urquhart



TO HIS WORSHIP THE MAYOR AND MEMBERS OF CITY COUNCIL

FROM:
 Stephen Urquhart
 810 11th St E
 Saskatoon, SK

March 18, 2014

Our City needs to regulate excessive noise. Loud and disruptive noise affects the quality of life for all Saskatoon residents. The methods used to measure and prosecute noise problems need to be fair, evidence-based, and effective. This letter outlines my concerns with the proposed changes to Saskatoon's noise bylaw, and poses some questions to City Council.

My concerns stem from the direction given to the City's solicitor to draft a change to the noise bylaw, as approved by City Council on March 17, 2014:

"that the City Solicitor prepare an amendment to Bylaw No. 8244, The Noise Bylaw, 2003, which would create the offence of operating any vehicle in such a manner as to disturb the public, and which would include, a specific provision setting decibel level limits for motorcycle noise"

From the discussion at the Council meeting, the proposed bylaw intends to use the SAE J2825 standard for measuring motorcycle noise. A common argument used for adopting the SAE J2825 standard is its representation as a "consistent" roadside sound test, thus more likely to withstand judicial review. This description of the SAE J2825 standard deserves further scrutiny, but that is beyond the scope of this letter.

Some Council members indicated that they have no desire to target motorcycles; that this bylaw was intended to target noise from all vehicles. This claim is not supported by the facts. City Council intends to couple the use of the SAE J2825 standard for motorcycles with a subjective, non-measurement based ordinance for all other vehicles. Noise ordinances based on subjective opinion have a mixed legal record, and do not withstand legal scrutiny in the same manner as objective measurement based methods. (Bennett, 2013) **The selection of a subjective, non-measurement ordinance for vehicle noise, and a measurement-based noise ordinance for motorcycles creates a different legal standard for different types of vehicles.**

Council's approach to noise problems reflects the "streetlight effect," where one only looks where it is easy to look, not where the problem is. An illustrating fable:

"Late at night, a police officer finds a drunk man crawling around on his hands and knees under a streetlight. The drunk man tells the officer he's looking for his wallet. When the officer asks if he's sure this is where he dropped the wallet, the man replies that he thinks he more likely dropped it across the street. Then why are you looking over here? The befuddled officer asks. Because the light's better here, explains the drunk man." (Freedman 2010)

The SAE J2528 standard makes it easy to look at motorcycle noise. Motorcycles are not the whole problem, but it's where the light is better. Council can do better, and should.

In his paper, *Proposed standard - Guidance for developing state noise regulations and local noise ordinances*, Bennett strongly argues for the use of **objective measurements** as the preferred approach for developing noise ordinances. I quote his extensive list of reasons here:

- 1. Objective testing provides the community with a transparent and fair representation and assessment of the existing and desired environmental sound climates.*
- 2. Objective testing allows the community to determine through collective due process the environmental sound climate that it deems to be reasonable.*
- 3. Objective testing provides the community with an enforceable Standard for environmental noise, or unwanted sound.*
- 4. Objective testing removes the subjective feature present in some existing ordinances, which bases a noise violation upon an individual's opinion of "nuisance" or "annoyance".*
- 5. Objective testing affords equal protection under the law to all citizens.*
- 6. Objective testing affords protection of a citizen's property rights, such as the "quiet enjoyment of one's home".*
- 7. Objectivity is required to pass the strictest judicial review." (Bennett, 2013)*

As indicated above, the proposed bylaw will mean that Saskatoon residents will not receive equal protection under the law, depending on the nature of the vehicle they drive. In its haste, Council is missing out on other important factors, such as a proper assessment of our existing urban soundscape. There are other sources of disruptive noise, and it seems clear we do not have a clear and objective picture of our urban environment.

I pose the following questions to City Council:

- 1.) Does the City have an estimate of cost required to properly train and equip officers with sound testing equipment, to a level where officers will be able to make reliable measurements, both in line with the J2528 standard and within professional acoustical measurement standards? Accurate noise measurements are not trivial to perform, and there are many factors that are not obvious unless one is a trained professional acoustician. Proper training will be essential. This will cost the City of Saskatoon dearly, both in financial cost, and the loss of on-duty time as police officers are retooled to become professional acousticians. How much will it cost? How much time will be diverted from other law-enforcement duties for training and performing these tests?
- 2.) Has the City performed an independent, objective set of measurements of its urban soundscape? Does the City know, for example, the actual sources and frequency of occurrence of loud and disruptive noises within Saskatoon? Knowledge of all other sources of noise (trucks, barking dogs, leaf-blowers, etc.) will help put specific noise complaints into context, and allow the City to build a strategy to build a comfortable, livable environment. This bylaw has jumped past this important reflection and evaluation stage.
- 3.) Does the City have statistics from the Saskatoon Police Service on the nature and frequency of noise complaints? In developing a strategy to deal with noise problems, accurate metrics are absolutely required to inform decisions. If statistics have not been kept, then it is essential to record this information in the future.

These questions should be addressed before City Council votes on the modified bylaw.

As a clarification, I note that I am not advocating for a lawless, noisy environment for Saskatoon. Drivers with non-stock, open-pipe vehicles do not belong on Saskatoon's roads. Furthermore, the argument that "loud pipes save lives" is objectively false. The Hurt report (Hurt, 1981) was a major study of causal factors for over 900 motorcycle accidents, and is considered to this day to be an authoritative source of information on motorcycle safety. The Hurt report addresses the accident frequency for motorcycles with modified exhausts:

"The modified exhaust system was typical of many accident-involved motorcycles, and also typical of many motorcycles observed during exposure data collection. The modified exhaust is overrepresented in these data, but not with high significance."(Hurt, 1981)

If "loud pipes saved lives", then modified exhausts would be underrepresented in the accident data.

Proper enforcement of environmental noise (including noise from illegal exhaust modifications on motorcycles) is essential for the quality of life. However, this enforcement must be done in a fair manner, where all individuals enjoy equal protection under the law. Other options exist. The Executive Committee had been given the option of allocating additional resources to enforce existing laws. This approach could have been pursued in a fair and equitable manner for all drivers. I am saddened that City Council has chosen to pursue its current route. It is not too late to consider other options, which would include proper enforcement of existing laws.

In closing, I wish to thank His Worship, members of City Council, City of Saskatoon management and the Saskatoon Police for their dedication and service to the city. I profoundly disagree with some of your positions and representations, but I have no reservations in acknowledging your commitment and service. Thank you.

Sincerely,



Stephen Urquhart, B.Sc., Ph.D.
Rider of a Kawasaki 650 KLR (stock muffler)

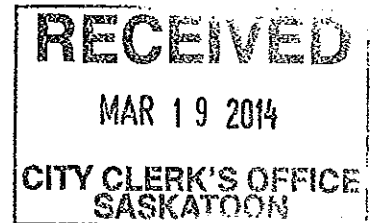
Bibliography:

Bennett, 2013: B. Brooks, *Proposed standard - Guidance for developing state noise regulations and local noise ordinances*, Proceedings of Meetings on Acoustics, Vol. 19, 040021 (2013), DOI: 10.1121/1.4799759

Freedman, 2010: D.H. Freedman, *The Streetlight Effect*, Discover Magazine, August 1, 2010.

Hurt, 1981: H. H. Hurt Jr., J.V. Ouellet, D.R. Thom, *Motorcycle Accident Cause Factors and Identification of Countermeasures*, US DOT HS-5-01160 (1981)

From: CityCouncilWebForm
Sent: Wednesday, March 19, 2014 12:04 PM
To: City Council
Subject: Write a Letter to City Council



TO HIS WORSHIP THE MAYOR AND MEMBERS OF CITY COUNCIL

FROM:

Dan Deslauriers
2718 Eastview
Saskatoon, Saskatchewan
S7J3G9

EMAIL ADDRESS:

d.deslauriers@shaw.ca

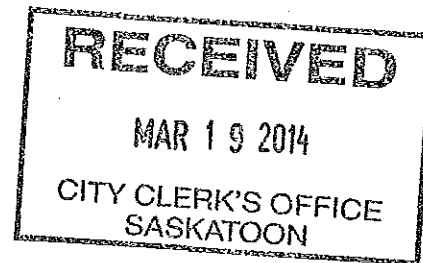
COMMENTS:

I would like to address the new Noise Bylaw. I am an avid bike rider of 30+ years. The money the City is proposing to spend on this bylaw to target motorcycles is ridiculous or for that fact any motor vehicle. You say that The City needs more legislation to empower the peace officers to be able to ticket those people who make too much noise and disrupt the "quality of life" of people that live in the city. The Traffic Safety Act and The Vehicle Equipment Regulations, 1987 cover this and people have been ticketed under it. Council knows this, the City Solicitor told you in a report that was presented to you on March 10, 2014. This is a waste of tax payers money and could be better spent in a growing City like Saskatoon. I would like to know the exact number of noise complaints Council has received related to noisy motorcycles. I believe we have a City Council that is very anti motorcycle. As a taxpayer I would like a reply to this message.

Respectfully
Dan Deslauriers

375-2

From: CityCouncilWebForm
Sent: March 19, 2014 4:23 PM
To: City Council
Subject: Write a Letter to City Council



TO HIS WORSHIP THE MAYOR AND MEMBERS OF CITY COUNCIL

FROM:

Gordon Hallock
203-438 Russell Road
Saskatoon, Saskatchewan
S7K 6K9

EMAIL ADDRESS:

fthunderbird1@hotmail.com

COMMENTS:

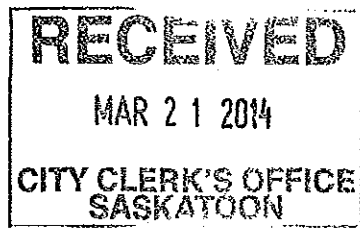
I've been riding for the last 3 years which I dearly enjoy. It brings a whole new definition of freedom and relaxation after a day of work, days off and the weekend. which if it wasn't for having aftermarket exhaust so that I could somewhat be heard I probably wouldn't be typing this email today...

Each season so far I have been cut off or almost ran off the road due to negligent drivers who are either in a rush to beat a read light or who are too lazy to shoulder check when changing lanes. I know its my responsibility as a rider to always be aware of my surroundings and the vehicles around me but I cant predict what everyone is going to do when they're driving.. yes I know I have a horn and it works but also my horn can only do so much if other drivers are actually paying attention to they're driving and not being distracted by the use of cell phones or whatever that may be a distraction to them.. Therefore with my aftermarket exhaust I feel more safer as a rider that I can continue to enjoy this freedom...

As a part time 1a driver which I'am.. I have had vehicles cut 3 feet in front of me... How am I supposed to stop thousands of pounds that fast if they decide to slam on they're brakes... Again being in a rush and poor driving skills on they're part are either gonna cause a serious accident or even turn out to be life threatening.

no matter what your always going to have everyday noise! a neighbourhood dog repeatedly barking, diesel trucks accelerating fast from a stop sign or green light, road construction, trains whaling they're horns during the day and at night.. the list is continuous..

From: CityCouncilWebForm
Sent: Thursday, March 20, 2014 8:47 PM
To: City Council
Subject: Write a Letter to City Council



TO HIS WORSHIP THE MAYOR AND MEMBERS OF CITY COUNCIL

FROM:

Keith Lerat
357 Meighen Cr
saskatoon, Saskatchewan
s7l 4w6

EMAIL ADDRESS:

skguy31@yahoo.com

COMMENTS:

Re: loud noise bylaw for motorcycles

I have a bike that I enjoy to ride in the summer. I have louder exhaust on it. I do believe that they have saved my life a few times due to motorists being able to hear me when I am in their blindspot.

I pay attention and drive defensively but that alone will not be enough to keep me safe...loud pipes give me an extra measure of safety that I should be able to enjoy as a citizen of the city.

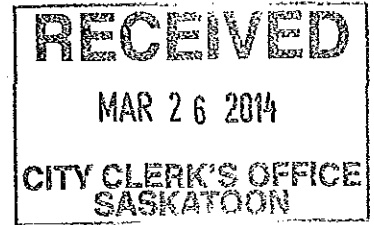
I am always respectful of my neighbours and DO NOT ride with the intent to rev my engine so as to be a nuisance.

Like MADD in a sense....if loud pipes save even one life...then they have done there job.

I hope the life my pipes save are myself so I can come home safe to my family after every ride.

Stay safe and ride hard!!!

From: CityCouncilWebForm
Sent: Wednesday, March 26, 2014 8:06 AM
To: City Council
Subject: Write a Letter to City Council



TO HIS WORSHIP THE MAYOR AND MEMBERS OF CITY COUNCIL

FROM:

john aubichon
835-river street west
prince albert, Saskatchewan
s6v2z7

EMAIL ADDRESS:

COMMENTS:

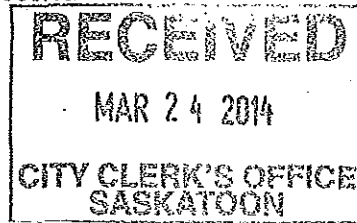
I want to object to your upcoming noise bylaw targeting motorcycles. .I am moving to saskatoon this summer and I am very concerned with the direction your council is going with this proposed bylaw. I just wanted to add my voice to the people opposing this bylaw.



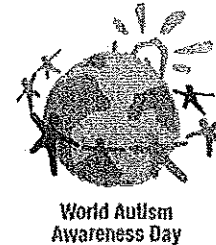
609 25th Street East
 Saskatoon, SK S7K 0L7
 (306) 665-7013 fax (306) 665-7011
 autismservices.ca

205-1
 C10

March 20th, 2014

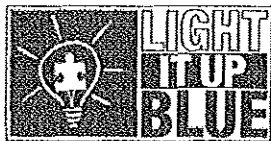


City Clerk's Office
 City Hall
 2nd Floor, 222 - 3rd Ave N
 Saskatoon SK S7J 0J5



To Whom It May Concern:

The 7th Annual World Autism Awareness Day is Wednesday, April 2nd, 2014, and we would love to see the Persephone Theatre "Light it Up Blue" to show the city's support for those who live with Autism Spectrum Disorder (ASD) every day.



In 2007, the United Nation General Assembly declared April 2nd as World Autism Awareness Day with the goal of bringing the world's attention to ASD, a pervasive disorder that affects tens of millions globally. "Light It Up Blue" (LIUB) was launched by Autism Speaks in 2010 in support of World Autism

Awareness Day. It is a unique global initiative to help raise awareness about the growing health concern that is ASD. Since 2010, iconic landmarks around the world have participated on April 2nd of each year to show support and raise awareness. In 2013, nearly 3000 structures in over 600 cities, 45 countries and on 6 continents were illuminated in blue to shine a bright light on Autism.

Autism awareness events typically continue throughout the month of April in the United States and other countries, where April of each year is also Autism Awareness Month. In Canada, on October 23, 2012, a World Autism Awareness Day bill was passed by a member of the House of Commons in Canada. Thereafter, Bill S-206 officially recognizes April 2nd as World Autism Awareness Day in Canada.



St. Paul's United Church, Saskatoon

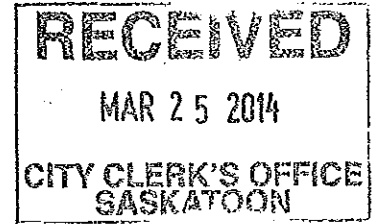
Autism organizations around the world are giving a voice to millions of individuals worldwide who live with ASD. Please, would you help us to raise awareness and arrange to have the Persephone Theatre "Light It Up Blue?" It would be a much appreciated gesture and a show of support to the many individuals and families in Saskatoon that are affected by Autism Spectrum Disorder.

Thank you for your time and consideration, and we very much hope to see the Persephone Theatre Building shining a brilliant blue on April 2, 2014!

Sincerely,

Erin Bentley
 Executive Director

From: CityCouncilWebForm
Sent: Tuesday, March 25, 2014 10:33 AM
To: City Council
Subject: Write a Letter to City Council



TO HIS WORSHIP THE MAYOR AND MEMBERS OF CITY COUNCIL

FROM:

Raj Kavia
440 1st Avenue North
Saskatoon, Saskatchewan
S7K1X6

EMAIL ADDRESS:

raj@kavia.ca

COMMENTS:

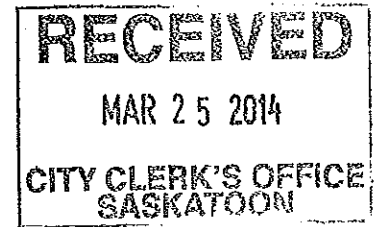
Thank you for taking the time to read this email. Recently I was away on business. When I returned I took a cab from the airport to my business downtown. The cab drove down Quebec avenue. This street is possibly the worst street in the city and it is the route that taxi drivers us to transport out of town visitors to our downtown core.

Please consider doing a major repair on this road.

Keep up the good work.

C12)
5000-1

From: CityCouncilWebForm
Sent: Tuesday, March 25, 2014 12:03 PM
To: City Council
Subject: Write a Letter to City Council



TO HIS WORSHIP THE MAYOR AND MEMBERS OF CITY COUNCIL

FROM:

Jordan Derpak
117 8th Street East
Saskatoon, Saskatchewan
S7H0P1

EMAIL ADDRESS:

jderpak@gmail.com

COMMENTS:

Letter to City about Planes

Good day,

I would like to bring the issue of the City of Saskatoon Police plane to the Council's attention.

When airplanes pass overhead, at altitude, on their way to some destination, the noise is mildly annoying. That annoyance, however, is tempered by the knowledge that the noise will quickly pass. Further, that noise is an unalterable fact of modern living, and thus, not worth discussing. However, with aircraft like the Saskatoon Police plane, the noise never passes. It continues, endlessly. Worse, planes like the City of Saskatoon Police plane fly much lower than other planes such that they can see the ground clearly, adding to the noise.

Just by way of recent example, on Saturday, March 22, 2014, the City of Saskatoon Police plane was circling over my house in Nutana between the hours of 8 AM and 2 PM. It was loud enough to be heard in every room in my house. When it would change direction almost directly over my house, the sound of the plane's motor working harder would shake pictures on my wall. It can be heard in my basement, and it can be heard over music played at a comfortable volume.

The next time the City of Saskatoon Police plane announced its presence in Nutana was on Sunday, March 23, at about 9 PM. From this hour, until 4 AM on Monday morning, the plane was over Nutana and regularly over my house. I know this because I was awake the entire time. The plane was so loud that evening that it was audible in my basement (on my guest bed, that I moved to in order to escape the noise), through earplugs (that I donned so as to dull the noise), and kept me awake the entire night.

This is not an unusual occurrence. In the summer, when I sit in my yard with friends and family, the Saskatoon Police plane will show up and fly around so loudly that regular conversations cannot be

held and we must retreat indoors. It regularly flies over Nutana, a residential area, all night long. This is even more severe an annoyance in the summer, when windows are left open at night to keep the house cool. The noise blasts in through these open windows as though my neighbour were mowing his lawn at 2 AM.

I have phoned the Saskatoon Police to see if they would be amenable to changing their flight plan such that the plane only flies over industrial areas at night. They were not receptive, and insisted that the plane "keeps me safe," and so I should tolerate the noise. I was told that the plane responded to an erratic driver, several domestic violence calls, a traffic stop, and was searching for a body in the river between 9 PM and 4 AM on Sunday night of March 23. When asked how the plane could stop an erratic driver, assist in a domestic violence call, issue a traffic ticket, or search for a body in the frozen river at night, none of the officers I spoke with could provide an answer.

More generally, when asked how the plane is more effective than the several police officers and cars that the money spent on the plane could pay for instead, the answers I received ranged from "I don't know" to "You (i.e., me) don't know anything about policing," (an answer that is unhelpful in that it does not offer to help me learn anything about policing) to abject silence, which was later explained as a refusal to respond to "irrational" questions (though, just why this question was considered "irrational" was not explained).

If I am being asked to tolerate a noise that is loud enough to shake pictures on my wall and drag me from my sleep, in my basement, in the dead of the night, on the basis that the source of the noise "keeps me safe," I do not think it is irrational to ask HOW the noise "keeps me safe." If an answer is not forthcoming, it is unreasonable to ask me to put up with this noise.

Further, if there is another, equally effective way to "keep me safe" that does not generate this intolerable noise, such as grounding the plane at night when people are sleeping and spending the no doubt considerable amounts of money that would have been spent on fuel for the plane on extra (and blessedly quieter) patrol units on the ground, then it is unreasonable to ask me to put up with this noise.

I know I am not alone in my complete and utter outrage at being subjected to this noise, night after night, weekend after weekend. I would be more than happy to collect signatures for a petition on this matter to demonstrate popular support for changing the Saskatoon Police's approach to this issue. I am able to provide evidence that this plane is intolerably loud, in the form of videos I have taken of the plane as it flies by my house and decibel meter readings of the plane from the ground and from indoors. I would also be happy to appear before the City Council to further plead my position on this issue, or to hold a discussion with a representative of the Saskatoon Police to establish just how the plane is the only way I can be "kept safe" (albeit, wide awake) at night.

Ultimately, I hope the Council will agree that needless noise pollution in the dead of the night is not helpful. Hopefully, we can come up with a solution that will keep our residential neighbourhoods quiet while still allowing the police to do their job.

Thank you for taking the time to read this letter.

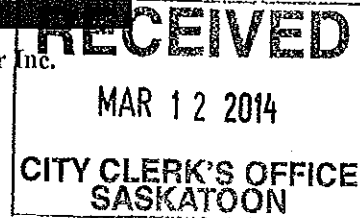
Sincerely,

Jordan K. Derpak

DI)



The Institute of Internal Auditors Saskatchewan Chapter Inc.
P.O. Box 991, Regina, Saskatchewan, S4P 3B8



March 10, 2014

Council Assistant
City Clerk's Office
City of Saskatoon
2nd Floor, City Hall
222 3rd Avenue, North
Saskatoon, Saskatchewan
S7K 0J5

Via Fax: (306) 975-2784

Re: Institute of Internal Auditors – Saskatchewan Chapter

In celebration of International Internal Audit Awareness Month in May of this year, please consider the issuance of a special proclamation from the City of Saskatoon. This proposed proclamation would recognize the contribution of Internal Auditors to the affairs of the City of Saskatoon; both within the business of government as well as in existing economic enterprises to be more effective in meeting their goals and objectives. A sample Proclamation is offered for consideration:

WHEREAS, internal auditors help their organizations meet their objectives by monitoring risks and ensuring controls in place are adequate to mitigate those risks; and

WHEREAS, internal auditors — along with the board, executive management, and the external auditors — are a corporate governance cornerstone and help their organizations comply with new legislation and regulations for enhanced corporate governance; and

WHEREAS, The Institute of Internal Auditors (IIA), an international professional association with an active membership of professional members throughout the province of Saskatchewan who engage in the provision of internal auditing, governance, internal control, IT audit, education, and security. The Institute is the acknowledged leader in certification, education, research, and technological guidance for the profession worldwide; and

WHEREAS, The Institute of Internal Auditors established the Certified Internal Auditor® Program in August 1974 to enhance the recognition of internal auditing and provide proper direction to internal auditors seeking to further their professional development and advancement; and

WHEREAS, Certified Internal Auditors (CIAs) are members of a recognized professional group who have earned the only professional designation for internal auditors that is recognized worldwide, and

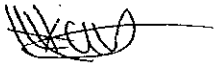
WHEREAS, The Institute is celebrating International Internal Audit Awareness Month in May in the year 2014,

THEREFORE, the City of Saskatoon does hereby proclaim the Month of May 2014 as **Internal Auditor Awareness Month**. The city invites the citizens of Saskatoon to join in recognizing professional internal auditors for their contribution.

Thank you for your consideration of this request by our organization. If you have any enquiries I can be reached at 306-566-2614.

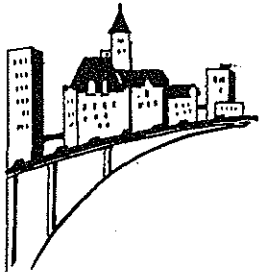
Respectfully Submitted,

THE INSTITUTE OF INTERNAL AUDITORS –
SASKATCHEWAN CHAPTER



Per:
Hartley Kayumba, CA-CIA
Member, Board of Governors,
IIA Saskatchewan Chapter

205-DA)



- The Canadian Federation of University Women - Saskatoon -



RECEIVED
MAR 13 2014
CITY CLERK'S OFFICE
SASKATOON

March 11, 2014

City Clerk's Office
City of Saskatoon
222-23rd Street East
Saskatoon
S7K 0J5

To: Mayor and City Councillors:

The Canadian Federation of University Women Saskatoon Inc. is a non-profit group advocating for all aspects of education. In particular we work to ensure that women have access to furthering their aspirations in all fields. To support this end we have provided financial assistance to women since the 1930s to help them pursue higher education. In the last year we provided \$29,500 in scholarships to students at the University of Saskatchewan and to one student graduating from Royal West Campus. We also support the music festival and the science fair in Saskatoon and donate a painting by a local artist to a Saskatoon elementary school each year.

This is financed by donations and bequests from our past and current members and by the profits from our mammoth book sale held each October. Our members and supporters contribute many hours of labour to bring this about.

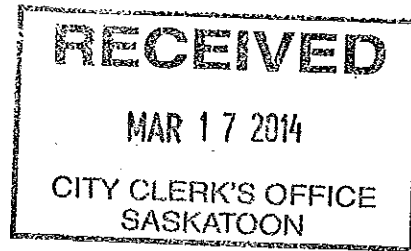
In 2014 the provincial government will again declare **September 14** as CFUW Day in Saskatchewan. CFUW-Saskatoon would like to celebrate the occasion by asking you to declare once again September 14, 2014 as CFUW Day in Saskatoon. We would appreciate this recognition of our contribution to the community. We look forward to continuing with our work.

I would be happy to speak to council on this matter and provide further information if you feel this is necessary. Thank you for your consideration.

Sincerely,

Gerlinde Sarkar, PhD
President
Canadian Federation of University Women Saskatoon Inc.
Phone 306-374-3006
Email gerlinde.sarkar@gmail.com
website: <https://sites.google.com/site/cfuwsaskatoon/>

205-5
D3)



Mayor Donald J. Atchison
City of Saskatoon
222 Third Avenue North
Saskatoon, Saskatchewan
S7K 0J5

Re: 2014 National Public Works Week: May 18-24, 2014
"Building for Today, Planning for Tomorrow"

Dear Ms. Mayor:

For over 50 years, public works officials in Canada and the United States have celebrated National Public Works Week. This annual observance, which takes place during the third full week in May, is designed to educate the public regarding the importance of our nation's public infrastructure and services. It serves, moreover, as a time to recognize the contributions of public works professionals who, working in the public interest, build, manage and operate these essentials of our communities. The week is organized by the Canadian Public Works Association (CPWA) and the American Public Works Association (APWA) and is being celebrated for its 54th year in 2014.

The theme for the 2014 National Public Works Week is ***"Building for Today, Planning for Tomorrow."*** The message is the classic theme of stewardship embodied by the profession of public works and the professionals that practice it. Focusing on the communities; "building" points out the day to day aspect of public works that is quality of life, while "planning" references the sustainable practices that ensure that quality of life for future generations. These are cornerstones of the practice of the public works profession.

As a steward of your city's public interest, we appeal to you to lend your support to our efforts by issuing a proclamation officially recognizing the 2014 National Public Works Week observance, which will occur May 18-24, 2014. Enclosed for your consideration is a draft proclamation. We hope to have all proclamations in our possession by April 15, 2014.

The more than 28,500 members of CPWA and APWA in North America design, build, operate, and maintain the transportation, water supply, sewage and refuse disposal systems, public buildings, and other structures and facilities essential to our economy and way of life. Their dedication and expertise at all levels of government are a capital investment in the growth, development, economic health—and ultimate stability—of the nation. Therefore, we believe it is in the national interest to honor those who devote their lives to its service.

An effective public works program requires the confidence and informed support of all our citizens. To help public works professionals win that confidence and support, it is the

mission of CPWA and APWA to promote professional excellence and public awareness through education, advocacy and the exchange of knowledge.

Through a variety of public education activities conducted by CPWA, its chapters and individual public works agencies—particularly during National Public Works Week—tens of thousands of adults and children have been shown the importance of the role of public works in society. The program also seeks to enhance the prestige of the professionals, operators and administrators serving in public works positions and to arouse the interest of young people to pursue careers in the field.

We respectfully request that you proclaim the importance of public works to the quality of life in our nation and affirm the contributions of public works professionals.

Should you require assistance in issuing and presenting a proclamation, or have any questions, please contact the Chapter Administrator at (306) 232-9300, email spwa@sasktel.net, or myself at (306) 522-0511, email georgej@guardiantrafficservices.com.

Sincerely,



Mr. George Jakeman
President, CPWA Saskatchewan Chapter
General Manager
Guardian Traffic Services, Ltd
410A Henderson Dr.
Regina, SK
S4N 5W9
E-Mail: georgej@guardiantrafficservices.com
Phone: (306) 522-0511

National Public Works Week
May 18-24, 2014
Building for Today, Planning for Tomorrow

City of Saskatoon Proclamation

WHEREAS public works infrastructure, facilities and services are of vital importance to the health, safety and well-being of the people of this Nation; and

WHEREAS such facilities and services could not be provided without the dedicated efforts of public works professionals, employees, and administrators, representing Federal, provincial, territory, and local units of Government, who are responsible for and must design, build, operate, and maintain the transportation, water supply, wastewater systems, public buildings, and other structures and facilities essential to serve our citizens; and

WHEREAS it is in the public interest for the citizens and civic leaders of this country to gain knowledge of and to maintain a progressive interest in the public works needs and programs of their respective communities;

NOW, THEREFORE, I, Mayor Donald J. Atchison, do hereby designate the week, May 18-24, 2014, as National Public Works Week; and I urge all our people to join with representatives of governmental agencies in activities and ceremonies designed to pay tribute to our public works engineers and administrators and to recognize the substantial contributions they have made to our national health and welfare,

IN WITNESS WHEREOF, I have hereunto set my hand and caused the Seal of City to be affixed,

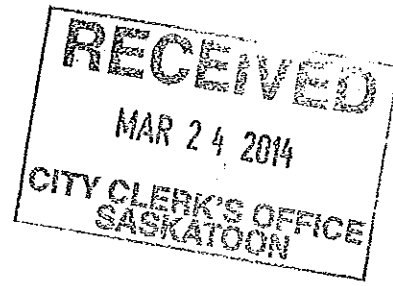
[SEAL]

By the Mayor



205-5

Saskatchewan Division
150 Albert Street
Regina, Saskatchewan S4R 2N2
Telephone: (306)-522-5600
Toll Free: 1-800-268-7582
Fax: (306)-565-0477
www.mssociety.ca



D4

March 21st, 2014

Office of the City Clerk
City of Saskatoon
City Hall
Saskatoon, SK S7K 0J5

Dear Office of the City Clerk,

Please consider this a request from the 2,000 members of the Multiple Sclerosis Society of Canada – Saskatchewan Division, and the over 3,500 people living with MS in Saskatchewan, to recognize the month of May as MS Awareness Month.

We hope you will proclaim May as MS Awareness Month, and have enclosed a sample proclamation for your consideration.

To help people with MS today, the Saskatchewan Division of the Multiple Sclerosis Society of Canada provides a wealth of crucial services for people living with MS and their families in Saskatchewan. The Saskatchewan Division is proud to offer up-to-date, accurate information about MS, support and consultation, self-help groups, educational workshops and social and recreational activities. The MS Society also helps provide hope by supporting critical MS research.

The MS Society designates May as MS Awareness Month throughout Canada to honour the 100,000 Canadians currently living with multiple sclerosis. The Society focuses on educational events during the month of May to raise public awareness about the effects of MS on the individual, the family and the community. An official proclamation helps us spread the word.

Thank you for considering this request. We look forward to hearing from you.

Sincerely,

A handwritten signature in black ink, appearing to read 'Virginia Harper'.

Virginia Harper
Communications Manager
MS Society of Canada- SK Division
(306) 522-5600 ext. 5005
virginia.harper@mssociety.ca

Proclamation

- WHEREAS** Multiple sclerosis is a chronic, often disabling neurological disease affecting an estimated 100,000 Canadians;
- WHEREAS** Multiple sclerosis symptoms vary widely and may lead to problems with numbness, coordination, vision and speech, as well as extreme fatigue and even paralysis;
- WHEREAS** There is no known cause of or cure for multiple sclerosis;
- WHEREAS** The Multiple Sclerosis Society of Canada, founded in 1948, is the only national voluntary organization in Canada that supports both MS research and services for people with MS and their families;
- WHEREAS** The Multiple Sclerosis Society of Canada has provided more than \$117 million for MS research during the past 60 years, as well as a wide range of programs and services, and social action for people with MS;
- WHEREAS** The dedication and commitment of the supporters and volunteers here today could only make this possible;
- THEREFORE** I, the Town Crier of the City of Saskatoon, Saskatchewan, Canada, do hereby claim the month of May to be MS Awareness Month for the Multiple Sclerosis Society of Canada.

This Date: _____ Signature: _____