

Council Chamber  
City Hall, Saskatoon, Sask.  
Monday, January 18, 1999  
at 7:00 p.m.

## **MINUTES OF THE REGULAR MEETING OF CITY COUNCIL**

**PRESENT:** His Worship Mayor Dayday in the Chair;  
Councillors Atchison, Birkmaier, Harding, Heidt, Langford, Maddin,  
McCann, Roe, Steernberg and Waygood;  
City Manager Tomaszewicz;  
General Manager Finance Richards;  
City Solicitor Dust;  
City Clerk Mann;  
City Councillor's Assistant Holmstrom

### **PRESENTATION**

His Worship the Mayor presented plaques to the following Saskatoon Lions Speed Skating Club members:

Chelsey Parker - 1998 Canadian Junior Long Track Speed Skating Champion  
Jaelyn McComas - 1998 Canadian Intermediate Long Track Speed Skating Champion  
Chris Berg (accepted by his mother Diane) - 1998 Canadian Senior Long Track Speed Skating Champion  
Mark Jesney (not in attendance) - 1998 Canadian Intermediate Long Track Speed Skating Champion

*Moved by Councillor Harding, Seconded by Councillor Birkmaier,*

*THAT the minutes of the regular meeting of City Council held on January 4, 1999, be approved.*

*CARRIED.*

**MINUTES OF THE REGULAR MEETING OF CITY COUNCIL  
MONDAY, JANUARY 18, 1999  
PAGE 2**

**COMMUNICATIONS TO COUNCIL**

The following communications were submitted and dealt with as stated:

**A. REQUESTS TO SPEAK TO COUNCIL**

**1) Alice Farness  
502 - 20<sup>th</sup> Street West, dated January 6 and December 19, 1998**

Requesting permission to address Council regarding problems on the West side of Saskatoon. (File No. CK. 280-1)

**RECOMMENDATION:** that Ms. Farness be heard.

*THE CITY CLERK ADVISED THAT MS. FARNESS HAS WITHDRAWN HER REQUEST TO ADDRESS COUNCIL.*

*Moved by Councillor Atchison, Seconded by Councillor Heidt,*

*THAT the information be received.*

*CARRIED.*

**2) Annabeth Delorme  
104 - 730A Heritage Lane, dated January 18**

Requesting permission to address Council regarding the Special Needs Transportation Services. (File No. CK. 7305-1)

**RECOMMENDATION:** that Clause B.7, Report No. 2-1999 of the City Manager and Items AA.5, AA.6 and AA.13 to AA.15 of "Communications" be brought forward for consideration and that Ms. Delorme be heard.

**MINUTES OF THE REGULAR MEETING OF CITY COUNCIL  
MONDAY, JANUARY 18, 1999  
PAGE 3**

*Ms. Annabeth Delorme was not in attendance.*

*Moved by Councillor Atchison, Seconded by Councillor Maddin,*

*THAT the information be received and considered with Clause B.7, Report No. 2-1999 of the City Manager.*

*CARRIED.*

**AA. ITEMS WHICH REQUIRE THE DIRECTION OF CITY COUNCIL**

**1) Don Neufeld, President  
J & H Builder's Warehouse, dated January 4**

Submitting a letter regarding the Smoking Control Bylaw. (File No. CK. 185-3)

**RECOMMENDATION:** that the information be received.

*Moved by Councillor Roe, Seconded by Councillor McCann,*

*THAT the information be received.*

*CARRIED.*

**2) Resident (Signature Illegible)  
7 - 905 - 4<sup>th</sup> Avenue North, undated**

Submitting a letter regarding the Smoking Control Bylaw. (File No. CK. 185-3)

**RECOMMENDATION:** that the information be received.

*Moved by Councillor Atchison, Seconded by Councillor Roe,*

*THAT the information be received.*

*CARRIED.*

**MINUTES OF THE REGULAR MEETING OF CITY COUNCIL  
MONDAY, JANUARY 18, 1999  
PAGE 4**

**3) Ruth Mireau  
46 Spinks Drive, dated January 4**

Submitting comments regarding Zoning Bylaw 7800, the parking of recreational vehicles. (File No. CK. 4350-1)

**RECOMMENDATION:** that the information be received.

*Moved by Councillor Harding, Seconded by Councillor Maddin,*

*THAT the information be received.*

*CARRIED.*

**4) Dave Hunchak  
Pelican Forge Software Corporation, dated January 5**

Submitting comments regarding Zoning Bylaw 7800. Business License. (File No. CK. 4350-1)

**RECOMMENDATION:** that the information be received.

*Moved by Councillor Harding, Seconded by Councillor Langford,*

*THAT the information be received.*

*CARRIED.*

**5) Bea Shortt  
266 Needham Crescent, dated January 5**

Submitting comments regarding the Special Needs Transportation Service. (File No. CK. 7305-1)

**MINUTES OF THE REGULAR MEETING OF CITY COUNCIL  
MONDAY, JANUARY 18, 1999  
PAGE 5**

**RECOMMENDATION:** that the information be received and considered with Clause B.7, Report No. 1-1999 of the City Manager.

*Moved by Councillor Birkmaier, Seconded by Councillor Atchison,*

*THAT the information be received and considered with Clause B.7, Report No. 2-1999 of the City Manager.*

*CARRIED.*

**6) Jamie McKenzie  
106 - 530 - 25<sup>th</sup> Street East, undated**

Submitting comments regarding the Special Needs Transportation Service. (File No. CK. 7305-1)

**RECOMMENDATION:** that the information be received and considered with Clause B.7, Report No. 1-1999 of the City Manager.

*Moved by Councillor Roe, Seconded by Councillor Atchison,*

*THAT the information be received and considered with Clause B.7, Report No. 2-1999 of the City Manager.*

*CARRIED.*

**7) Mrs. D. McLellan  
212 Campion Crescent, undated**

Submitting various concerns regarding City services. (File No. CK. 150-1)

**RECOMMENDATION:** that the information be received.

*Moved by Councillor McCann, Seconded by Councillor Harding,*

*THAT the information be received.*

*CARRIED.*

**MINUTES OF THE REGULAR MEETING OF CITY COUNCIL  
MONDAY, JANUARY 18, 1999  
PAGE 6**

**8) Joanne Sproule, Secretary  
Development Appeals Board, dated January 12**

Submitting Notice of Development Appeals Board Hearing regarding property at 110 Maple Street East. (File No. CK. 4352-1)

**9) Joanne Sproule, Secretary  
Development Appeals Board, dated January 12**

Submitting Notice of Development Appeals Board Hearing regarding property at 129 - 22<sup>nd</sup> Street West. (File No. CK. 4352-1)

**10) Joanne Sproule, Secretary  
Development Appeals Board, dated January 14**

Submitting Notice of Development Appeals Board Hearing regarding property at 122 Sherry Crescent. (File No. CK. 4352-1)

**RECOMMENDATION:** that the information be received.

*Moved by Councillor Langford, Seconded by Councillor Heidt,*

*THAT the information be received.*

*CARRIED.*

**11) R. Kent Dudley, Client Services Manager  
Schlumberger Resource Management Services, dated January 14**

Submitting comments regarding Tender No. 8-1018 for the Supply of Positive Displacement Cold Water Meters. (File No. CK. 1000-3)

**MINUTES OF THE REGULAR MEETING OF CITY COUNCIL  
MONDAY, JANUARY 18, 1999  
PAGE 7**

**RECOMMENDATION:** that the information be received and considered with Clause B5, Report No. 2-1999 of the City Manager.

*Moved by Councillor Harding, Seconded by Councillor Atchison,*

*THAT the information be received and considered with Clause B5, Report No. 2-1999 of the City Manager.*

*CARRIED.*

**12) Joanne Sproule, Secretary  
Development Appeals Board, dated January 15**

Submitting Notice of Development Appeals Board Hearing regarding property at 1202 College Drive. (File No. CK. 4352-1)

**RECOMMENDATION:** that the information be received.

*Moved by Councillor Langford, Seconded by Councillor Heidt,*

*THAT the information be received.*

*CARRIED.*

**13) J. D. McNabb,  
107 - 520 - 3<sup>rd</sup> Avenue North, undated**

Submitting comments regarding the Special Needs Transportation Service. (File No. CK. 7305-1)

**RECOMMENDATION:** that the information be received and considered with Clause B.7, Report No. 1-1999 of the City Manager.

*Moved by Councillor Roe, Seconded by Councillor Birkmaier,*

*THAT the information be received and considered with Clause B.7, Report No. 2-1999 of the City Manager.*

*CARRIED.*

**MINUTES OF THE REGULAR MEETING OF CITY COUNCIL  
MONDAY, JANUARY 18, 1999  
PAGE 8**

**14) Lynnett Machushek  
108 - 530 - 25<sup>th</sup> Street East, dated January 18**

Submitting comments regarding the Special Needs Transportation Service. (File No. CK. 7305-1)

**RECOMMENDATION:** that the information be received and considered with Clause B.7, Report No. 1-1999 of the City Manager.

*Moved by Councillor Roe, Seconded by Councillor Birkmaier,*

*THAT the information be received and considered with Clause B.7, Report No. 2-1999 of the City Manager.*

*CARRIED.*

**15) Cindy Karstens  
200 - 535 - 24<sup>th</sup> Street East, dated January 18**

Submitting comments regarding the Special Needs Transportation Service. (File No. CK. 7305-1)

**RECOMMENDATION:** that the information be received and considered with Clause B.7, Report No. 1-1999 of the City Manager.

*Moved by Councillor Roe, Seconded by Councillor Birkmaier,*

*THAT the information be received and considered with Clause B.7, Report No. 2-1999 of the City Manager.*

*CARRIED.*

**B. ITEMS WHICH HAVE BEEN REFERRED FOR APPROPRIATE ACTION**

**1) Gloria Bertsch  
36 - 115 Avenue V North, undated**

Submitting concerns regarding the school zone speed limits in Saskatoon. **Referred to the Board of Police Commissioners.** (File Nos. CK. 5200-1 & CK 5300-1)



**MINUTES OF THE REGULAR MEETING OF CITY COUNCIL  
MONDAY, JANUARY 18, 1999  
PAGE 9**

- 2) **Jan Paproski, Treasurer**  
**Holy Trinity Anglican Church, dated December 31**

Requesting an exemption from 1999 property taxes for the Holy Trinity Church Hall at 401 Avenue T South. **Referred to the Administration and Finance Committee.** (File No. CK. 1965-1)

- 3) **Bob Kadis, Chairman, Pop with the Pops Committee**  
**Bridge City Cosmopolitan Club, undated**

Requesting permission for the Bridge City Cosmopolitan Club to hold the "Pop with the Pops" on Saturday, September 4, 1999, with fireworks at dusk adjacent to Friendship Park. **Referred to the Administration for a report.** (File No. CK. 205-1)

- 4) **David DeBack**  
**116 - 535 McWillie Avenue, dated January 9**

Requesting reimbursement for the overpayment of taxes in 1998. **Referred to the Administration for a report.** (File No. CK. 1620-1)

- 5) **Darrell Broughton**  
**1309 Osler Street, dated December 1998**

Submitting a letter in support of the request for capital funding from the Friends of the Broadway Theatre, Inc. **Referred to the Budget Committee.** (File No. CK. 710-22)

- 6) **Marguerite Rashley**  
**116 Lindsay Drive, dated December 1998**

Submitting a letter in support of the request for capital funding from the Friends of the Broadway Theatre, Inc. **Referred to the Budget Committee.** (File No. CK. 710-22)

**MINUTES OF THE REGULAR MEETING OF CITY COUNCIL  
MONDAY, JANUARY 18, 1999  
PAGE 10**

**RECOMMENDATION:** that the information be received.

*Moved by Councillor Heidt, Seconded by Councillor Atchison,*

*THAT the information be received.*

*CARRIED.*

**C. PROCLAMATIONS**

**1) Marianne Yurchuk, Promotion Director  
CKOM FM 102, dated December 30**

Requesting Council to proclaim the week of August 15 to 21, 1999 as Cruise Week in Saskatoon and submitting various requests regarding the 17<sup>th</sup> Annual CKOM FM 102 Cruise Nite to be held on Friday, August 20, 1999. (Files CK. 205-1 and 205-5)

**2) Kelvin Billingsley, Chairman, Saskatoon Solvent Abuse Prevention Committee  
Jean Cassidy, Chair, Protective Behaviors Committee, dated December 16**

Requesting Council to proclaim March 14 to 20, 1999 as “Solvent Abuse Awareness Week” in Saskatoon. (File No. CK. 205-5)

**3) Lynne Argent, Executive Director  
Alliance for Life - Saskatoon (Education) Inc., dated January 6**

Requesting Council to proclaim the week of March 22 to 28, 1999 as “Respect for Life Week” in Saskatoon. (File No. CK. 205-5)

**4) Fran Seidler, Public Relations  
Girl Guides of Canada, dated January 12**

Requesting Council to proclaim the week of January 21 to 24, 1999, as “Saskatchewan Girl Guides Catch the Feeling Week” in Saskatoon. (File No. CK. 205-5)

**MINUTES OF THE REGULAR MEETING OF CITY COUNCIL  
MONDAY, JANUARY 18, 1999  
PAGE 11**

**5) Sheri H. Smith, Regional Coordinator  
The Kidney Foundation of Canada, dated January 12**

Requesting Council to proclaim the month of March, 1999 as “Kidney Month” in Saskatoon and to raise the Kidney Foundation's flag over Saskatoon. (File No. CK. 205-5)

**6) Drew Byers, President  
Saskatoon Crime Stoppers, dated January 13**

Requesting Council to proclaim the week of January 18 to 23, 1999 as “Crime Stoppers Week” in Saskatoon. (File No. CK. 205-5)

- RECOMMENDATION:**
- 1) that City Council approve all proclamations as set out in Section C; and
  - 2) that the requests submitted by CKOM FM 102 in connection with the 17<sup>th</sup> Annual Cruise Nite to be held on Friday, August 20 1999 be approved subject to Administrative conditions; and
  - 3) that the City Clerk be authorized to sign the proclamations on behalf of City Council.

*Moved by Councillor McCann, Seconded by Councillor Atchison,*

- 1) that City Council approve all proclamations as set out in Section C;*
- 2) that the requests submitted by CKOM FM 102 in connection with the 17<sup>th</sup> Annual Cruise Nite to be held on Friday, August 20, 1999 be approved subject to Administrative conditions; and*
- 3) that the City Clerk be authorized to sign the proclamations on behalf of City Council.*

*CARRIED.*

**MINUTES OF THE REGULAR MEETING OF CITY COUNCIL  
MONDAY, JANUARY 18, 1999  
PAGE 12**

**REPORTS**

Councillor Waygood, Member, presented Report No. 1-1999 of the Municipal Planning Commission;

General Manager, Finance Department, presented Report No. 2-1999 of the City Manager;

Councillor Waygood, Chair, presented Report No. 1-1999 of the Planning and Operations Committee;

Councillor Heidt, Member, presented Report No. 1-1999 of the Administration and Finance Committee; and

Councillor Birkmaier, Chair, presented Report No. 1-1999 of the Audit Committee.

*Moved by Councillor Steernberg, Seconded by Councillor Heidt,*

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

- a) Report No. 1-1999 of the Municipal Planning Commission;*
- b) Report No. 2-1999 of the City Manager;*
- c) Report No. 1-1999 of the Planning and Operations Committee;*
- d) Report No. 1-1999 of the Administration and Finance Committee; and*
- e) Report No. 1-1999 of the Audit Committee.*

*CARRIED.*

*His Worship Mayor Dayday appointed Councillor Maddin as Chair of the Committee of the Whole.*

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

*Committee arose.*

*Councillor Maddin, Chair of the Committee of the Whole, made the following report:*

**MINUTES OF THE REGULAR MEETING OF CITY COUNCIL  
MONDAY, JANUARY 18, 1999  
PAGE 13**

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

**“REPORT NO. 1-1999 OF THE MUNICIPAL PLANNING COMMISSION”**

Composition of Commission

Mr. Glen Grismer, Chair  
Ms. Ann March, Vice-Chair  
Councillor P. Roe (shared position)  
Councillor K. Waygood (shared position)  
Mr. Ron Mantyka  
Mr. Ken Rauch  
Ms. Leslie Belloc-Pinder  
Mr. Gregory Kitz  
Ms. Georgia Bell Woodard  
Ms. Lina Eidem  
Mr. Paul Kawcuniak  
Ms. Sheila Denysiuk  
Mr. Nelson Wagner  
Mr. Don Lloyd

**1. Zoning Bylaw Text Amendment  
(File No. CK. 4350-1)**

**RECOMMENDATION:**

- 1) that City Council approve the advertising respecting the following amendments to the text of the Zoning Bylaw:
  - a) that shopping centres, veterinary clinics, commercial printers, and public elementary and high schools be included as permitted uses in the B5 district, with development standards as outlined in the report;
  - b) that section 3.6.2 be amended by deleting the reference to “Sections 11.1.5(3) and 11.4.5(3)” and substituting therefore, a reference to “Sections 11.1.5(1) and 11.4.5(1)”;
  - c) that hostels - type I be included as a permitted use in the RM3 district, and that

**MINUTES OF THE REGULAR MEETING OF CITY COUNCIL  
MONDAY, JANUARY 18, 1999  
PAGE 14**

- hostels - type I and II be included as permitted uses in the M4 district, with development standards as outlined in the report;
- d) that boarding houses be included as a discretionary use in the RM1 district, with development standards as outlined in the report;
  - e) that subsections 5.7 (3) (f) and (g) be amended to require that a detached accessory building in an R or M district be situated at least 15m from the fronting street or at least 1.2m behind the rear line of the principal building, but not both;
- 2) that the Acting General Manager, Planning and Building Department be requested to prepare the required notice for advertising the proposed amendments;
  - 3) that the City Solicitor be requested to prepare the required Bylaws; and
  - 4) that at the time of the public hearing City Council consider the Commission's recommendation that the Zoning Bylaw text amendments be approved.

*ADOPTED.*

Your Commission has considered and concurs with the following report of the Planning and Building Department dated December 30, 1998, with respect to proposed amendments to the text of the Zoning Bylaw:

**“B. PROPOSAL**

This report is intended to resolve several oversights in the text of the new Zoning Bylaw.

**C. REASON FOR PROPOSAL**

Since the new Zoning Bylaw was approved for advertising by Council on October 5, 1998, the Planning and Building Department has been reviewing all prospective developments for conformance with the new document. During this period, it has been determined that several sections of the new Zoning Bylaw are in need of amendment. Now that the new Zoning Bylaw has been approved by Council on November 23, 1998, and subsequently approved by the Minister of Municipal Affairs, Culture and Housing on December 16, 1998, the proposed amendments are being brought forward as soon as possible.

**D. PROPOSED AMENDMENTS TO THE ZONING BYLAW NO. 7800**

**1. B5 Zoning District - Additional Permitted Uses**

The purpose of the B5 commercial zoning district is to recognize historic commercial areas which include a wide range of commercial uses in a medium to high density form. In general, the B5 district is located in the historic commercial areas of 20<sup>th</sup> Street, 33<sup>rd</sup> Street and Central Avenue and Broadway Avenue.

During the preparation of the B5 district, a complete land use survey was undertaken for all areas intended for B5 zoning. The objective was to ensure that all compatible uses that currently exist in these areas would be included as permitted uses in the new district. Subsequently it has been discovered that several existing uses were not included in the new district, and therefore it is recommended that the following uses and development standards be included in the B5 district:

Use	Site width	Site Area	Side Yard Setback	Rear Yard Setback	Maximum Building Height
Shopping centres	15m	450m <sup>2</sup>	1.5m*	3m*	76m
Veterinary clinics	7.5m	225m <sup>2</sup>	1.5m*	3m*	76m
Commercial printers	7.5m	225m <sup>2</sup>	1.5m*	3m*	76m
Public elementary and high schools	15m	450m <sup>2</sup>	1.5m*	3m*	76m

(\* only where a B.5 district abuts an R district)

**2. Section 3.6.2 - Former Permitted Uses, Now Discretionary**

Section 3.6.2 of the new Zoning Bylaw addresses the issue of uses which were fully permitted under the former Zoning Bylaw but which are now discretionary uses. This section states:

‘Land uses or developments in existence on a site that were listed as permitted uses under Zoning Bylaw No. 6772, but are now listed as discretionary uses under this Bylaw, shall be considered to be permitted uses, however, except as provided in Sections 11.1.5(3) and 11.4.5(3), no alteration or enlargement of the land use or development shall take place without a discretionary use approval by Council.

This section maintains the legal status of any former permitted use that is now discretionary under the new Bylaw. Therefore, if such a use was damaged by fire or other calamity, it could be rebuilt without a discretionary use approval. The section does require that any enlargement of the use would require a discretionary use

approval, with the exception of large retail developments in the IL1 or IH districts, which may be expanded by up to 10% without a discretionary use approval.

As an oversight, the reference to “sections 11.1.5(3) and 11.4.5(3)” is not correct and should refer to “sections 11.1.5(1) and 11.4.5(1).”

**3. Hostels as a Permitted Use in the RM3 and M4 Districts**

A hostel - type I is a place where up to five persons may be lodged for periods of less than one week. A hostel - type II is place where more than five persons may be lodged for periods of less than one week. Hostels are typically located near hospitals and provide short term lodging for out of town visitors. For example, there are several hostels located on College Drive across from The Royal University Hospital.

The RM3 district is intended to accommodate multiple-unit dwellings, boarding houses, residential care homes and other similar uses. As an oversight, the RM3 district does not include hostels - type I as a permitted use, whereas this use is permitted in both the RM2 and RM4 districts. Therefore, it is recommended that hostels - type I be included as a permitted use in the RM3 district with the following development standards:

- site width 15m
- site depth 30m
- site area 450m<sup>2</sup>
- front yard 6m
- side yard 3m for interior lots and 4.5m for a side yard on a flanking street
- rear yard 7.5m for interior lots and 4.5m for corner lots
- building height 11m or three storeys
- site coverage 40%, which may be increased by 10% for attached covered patios and decks, and attached enclosed swimming pools

The M4 district is also intended to accommodate multiple-unit dwellings, boarding houses, residential care homes and a variety of other institutional uses. As an oversight, the M4 district does not include hostels - type I and II as permitted uses, whereas these uses are permitted in the M3 district and were intended for the M4 as well. Therefore, it is recommended that hostels - type I and II be included as permitted uses in the M4 district with the following development standards:



**MINUTES OF THE REGULAR MEETING OF CITY COUNCIL  
MONDAY, JANUARY 18, 1999  
PAGE 17**

- site width 15m
- site depth 30m
- site area 450m<sup>2</sup>
- front yard 3m, except for properties fronting onto Spadina Crescent between 19<sup>th</sup> Street and 25<sup>th</sup> Street, where the front yard shall be 6.0m
- side yard 1.5m, with an additional 0.3m for each additional storey above three stories, and at least 3.0m along a flanking street or lane
- rear yard a minimum average depth of 3.0m and a minimum depth of 1.5m
- building height no limit

**4. Boarding Houses as a Discretionary Use in the RM1 District**

The RM1 District accommodates one to four unit dwellings as permitted uses and five and six unit dwellings as discretionary uses. Additional discretionary uses include boarding apartments, residential care homes - type II, and hostels type I and II. As an oversight, the RM1 district does not contain boarding houses as a discretionary use, which was the original intent. Therefore it is recommended that boarding houses be included as a discretionary use in the RM1 district with the following development standards:

- site width 7.5m
- site depth 30m
- site area 225m<sup>2</sup>
- front yard 6m
- side yard 3.0m
- rear yard 7.5m for interior sites and 4.5m for corner sites
- building height 8.5m
- site coverage 40%, which may be increased by 10% for attached covered patios and decks, and attached enclosed swimming pools
- amenity space requirement 18m<sup>2</sup> per unit

**5. Location of Detached Accessory Buildings Next to the Principal Building**

Subsections 5.7 (3) (f) and (g) of the Zoning Bylaw address the issue of accessory buildings. These sections, in part, require that detached accessory buildings be situated at least 15m from the fronting street and at least 1.2m behind the rear building line of the principal building. It was intended that either one of these requirements would apply, not both. Therefore, it is recommended that subsections 5.7 (3) (f) and (g) be amended to require that a detached accessory building in an R or M district be situated at least 15m from the fronting street or at least 1.2m behind the rear line of the principal building, but not both.

**E. JUSTIFICATION**

The Zoning Bylaw text amendments noted in this report are necessary to implement the new Zoning Bylaw provisions in a fair and consistent manner.

**F. COMMUNICATION PLAN**

If the proposed amendments to the Zoning Bylaw are approved for advertising by City Council, a notice will be placed in the Star Phoenix once a week for two consecutive weeks.

**G. ATTACHMENTS**

None.”

- 2. Proposed Rezoning - R2 to RM1 District  
700 to 718 - 33<sup>rd</sup> Street West (North Side Only)  
Lots 1 to 10 inclusive, Block 7, Plan FU  
Applicant: Mr. Dwight Nelson  
(File No. CK. 4351-1)**

**RECOMMENDATION:**

- 1) that City Council approve the advertising respecting the proposal to rezone Lots 1 to 10 inclusive, Block 7, Plan FU (700 to 718 - 33<sup>rd</sup> Street West) from an R2 District to an RM1 District;
- 2) that the Acting General Manager, Planning and Building Department be requested to

**MINUTES OF THE REGULAR MEETING OF CITY COUNCIL  
MONDAY, JANUARY 18, 1999  
PAGE 19**

- prepare the required notice for advertising the proposed amendment;
- 3) that the City Solicitor be requested to prepare the required Bylaw; and
  - 4) that at the time of the public hearing City Council consider the Commission's recommendation that the rezoning be approved.

*ADOPTED.*

Your Commission has reviewed and supports the following report of the Planning and Building Department dated December 22, 1998, regarding the proposed rezoning of 700 to 718 - 33<sup>rd</sup> Street West (North Side Only):

**B. PROPOSAL**

Mr. Dwight Nelson has applied to City Council on behalf of the owners of 700 to 718 - 33<sup>rd</sup> Street West to rezone Lots 1 to 10, Block 7, Plan FU (700 to 718 - 33<sup>rd</sup> Street West) from an R2 District to an RM1 District. These lots are located on the north side of 33<sup>rd</sup> Street West in the Mayfair neighbourhood (please refer to the attached Location Plan).

**C. REASON FOR PROPOSAL**

The owner of 700 - 33<sup>rd</sup> Street West wishes to increase the allowable density of development of the north side of the 700 block of 33<sup>rd</sup> Street West. It is the desire of the applicant to convert the existing two-unit dwelling at 700 33<sup>rd</sup> Street West to a four-unit dwelling and rent the units. The current R2 Zoning District permits one, two and semi-detached dwellings on these sites. At the suggestion of the Planning and Building Department, the applicant has gained support from all of the owners along the north side of the 700 block - 33<sup>rd</sup> Street West to rezone the entire block. It is the Planning and Building Department's position that any change to the allowable density on the block should apply to all of the properties.

**D. BACKGROUND INFORMATION**

The site at 700 33<sup>rd</sup> Street West currently contains four separate dwelling units, however only two are currently occupied. The Planning and Building Department's records show that a building permit was issued for a two-unit dwelling at 700 - 33<sup>rd</sup> Street West in 1996 and subsequent basement development in 1997. A building inspection was conducted which showed that the basement had been converted to two dwelling units. An Order was issued to the owner on March 19, 1998 ordering the removal of the two basement dwelling

**MINUTES OF THE REGULAR MEETING OF CITY COUNCIL  
MONDAY, JANUARY 18, 1999  
PAGE 20**

units. On May 11, 1998, the owner launched an appeal to the Development Appeals Board to permit the owner to keep the sinks and cabinets in the basement development. The Appeal was denied by the Board and the owner was given until November 30, 1998 to remove all kitchen cabinets and sinks. On July 29, 1998, the owner applied for a rezoning of the 700 block of 33<sup>rd</sup> Street West. The owner also appealed the decision of the Development Appeals Board to the Saskatchewan Municipal Board which adjourned consideration until 1999 to provide time for the rezoning process to be completed.

**E. JUSTIFICATION**

1. Planning and Building Department Comments

The subject lots are relatively large lots in terms of site area and frontage. Each lot is well above the minimum site area of 550 m<sup>2</sup> (range: 626.2 to 713.7 square metres) required for a four-unit dwelling in the RM1 District. The subject lots also exceed the minimum frontage of 15 metres required for a four-plex in the RM1 District (range 15.24 to 17.37 metres).

It has been noted that each of the subject sites has access from a rear lane which would facilitate off-street parking in the rear yards and provides spatial separation from the low-density housing north of 33<sup>rd</sup> Street.

The 700 Block is adjacent to the 33<sup>rd</sup> Street Commercial Corridor which is zoned as a B5 District. Investment in these properties as residential uses is a positive step which may assist in limiting any proposed expansion of commercial uses west along 33<sup>rd</sup> Street. Digital photographs of the streetscape of the 700 Block proposed for rezoning are attached.

In 1997, the vacancy rate for rental units in Saskatoon was 0.07% which was the third lowest in Canada. It has been projected by CMHC that the vacancy rate in 1998 will be between 1 and 2%. A 3% vacancy rate for rental units is considered to be a balanced market situation. Therefore, there is currently a need for rental units in Saskatoon. The rezoning of this block may lead to the development of more rental units along this block.

2. Development Plan Policy

The current proposal has been evaluated against the City of Saskatoon Development Plan. The relevant Sections of the Plan are listed with a comment to each below:

5.1.2 h) Housing Variety

A variety of housing forms, densities and lot sizes, necessary to meet the needs of a range of household types and household incomes, shall be encouraged within each neighbourhood.

Comment: As of October 31, 1998, the Mayfair neighbourhood contained only 6.0% multiple unit dwellings (a multiple unit dwelling is considered to be 3 dwelling units and up). This is well below the city average of 35.7%. At the present time, the Mayfair neighbourhood contains primarily one and two unit dwellings (837 and 276 respectively). It is the opinion within the Planning and Building Department that Mayfair could accommodate a greater variety of housing types.

5.1.2 m) Location of Multiple Unit Dwellings.

The location of multiple-unit dwellings in new or existing areas of the City shall, wherever possible, adhere to the following principles:

- i) High and medium density multiple-unit dwellings shall generally be located in and near the Downtown and in Suburban Centres. High density multiple-unit dwellings may be located in other areas of the City where proximity to transportation, employment or other unique site attributes may apply;
- ii) Medium and low density multiple-unit dwellings are appropriate in neighbourhood locations, provided they are:
  - located with satisfactory access to neighbourhood entry points and collector or arterial streets;
  - located with satisfactory access to public transit, parks, and other public amenities;
  - situated such that residential zoning districts of varying density provide a compatible gradation within the neighbourhood; and
  - in the case of medium density multiple-unit dwellings, they shall be clustered in a limited number of areas.

Comment: The proposed rezoning is consistent with the above policies in that the sites are located on 33<sup>rd</sup> Street which is classified as a Major Arterial street by the

**MINUTES OF THE REGULAR MEETING OF CITY COUNCIL  
MONDAY, JANUARY 18, 1999  
PAGE 22**

Transportation Department. 33<sup>rd</sup> Street is also the boundary or entry point into the Mayfair neighbourhood and is a major transit route. Public amenities such as A.H. Browne Park and the Mayfair library exist nearby.

3. Compatibility with Adjacent Land Uses

It is the opinion within the Planning and Building Department that the proposal to develop low-density four-plexes at 700 to 718 33<sup>rd</sup> Street West should not have a negative impact on adjacent land uses. Access to off-street parking is gained from the existing lane which also provides separation from the existing one and two unit dwellings to the north. Furthermore, the development standards contained in the RM1 District should ensure that any future development of four-unit dwellings are compatible with the surrounding low density environment.

The RM1 District requires:

- a six (6) metre front and rear yard setback as well as a one (1) metre side yard setback;
- off-street parking for each dwelling unit at a rate of one (1) space per dwelling unit. All required parking must be hard surfaced meaning asphalt, concrete or other durable, dust-free material;
- all required parking spaces must be separated from landscaped areas and streets by continuous raised or pre-cast concrete curbing;
- site coverage is limited to a maximum of 40%;
- height is limited to 8.5 metres;
- a 4.5 metre landscaped strip across the front yard of all sites and the entire side yard setback must be landscaped on any corner site (1 metre).

**MINUTES OF THE REGULAR MEETING OF CITY COUNCIL  
MONDAY, JANUARY 18, 1999  
PAGE 23**

4. Comments by Others  
Kelsey Community Association

The Kelsey Community Association includes the Mayfair neighbourhood in its catchment area. On November 10, 1998 a letter was sent to the president of the Kelsey Community Association, informing them of the rezoning application. As of the date of this report, there has been no response from the Association.

Public Works Department

The above application for rezoning is acceptable to this department. Any new water and sewer connections required will be totally at the owner's expense.

Transportation Department

The Transportation Department has reviewed the application to rezone land described above from an R2 District to an RM1 District. There are no objections to the rezoning in general; however, adequate on-site parking must be provided to avoid increased on-street parking on 33<sup>rd</sup> Street. The integrity of 33<sup>rd</sup> Street as a major arterial must be maintained.

5. Conclusion

It is the opinion within the Planning & Building Department that this proposal is reasonable and desirable from a community planning standpoint. It should lead to the development of more multiple unit dwellings for rental purposes and diversify the housing mix in the Mayfair neighbourhood. The intended location is suitable from a compatibility viewpoint and meets the requirements of the City of Saskatoon Development Plan

On this basis, the Planning & Building Department has no objection to this application advancing to the Public Hearing stage.

**F. COMMUNICATION PLAN**

If this application is approved for advertising by City Council, a notice will be placed in the Star Phoenix once a week for two consecutive weeks providing details of the Public Hearing. Notice boards will also be placed on the site. The Kelsey Community Association has been advised in writing of this application. The property owners affected by this rezoning will also be notified of the Public Hearing in writing by mail.

**MINUTES OF THE REGULAR MEETING OF CITY COUNCIL  
MONDAY, JANUARY 18, 1999  
PAGE 24**

**G. ATTACHMENTS**

Attachment No. 1 - Zoning Provisions of the RM1 District"

**REPORT NO. 2-1999 OF THE CITY MANAGER**

**Section A - Administration and Finance**

**A1) 1999 Property Tax Abatements  
(File No. 1965-1)**

**RECOMMENDATION:** that City Council consider Bylaw No. 7825.

*ADOPTED.*

Report of the City Solicitor, January 6, 1999:

"City Council at its meeting on December 14, 1998, received a report from the Administration and Finance Committee regarding property tax exemptions for 1999. This Office was instructed to prepare the appropriate bylaw to grant the exemptions as set out in the report. Accordingly, we have prepared and enclose Bylaw No. 7825 which reflect these exemptions."

**ATTACHMENT**

1. Bylaw No. 7825.

**Section B - Planning and Operations**

**B1) Appointment of Weed Inspector - 1999  
*The Noxious Weed Act*  
(File No. 4200-2 and 4510-1)**

**RECOMMENDATION:** that Mr. Don Ross, of the Public Works Department, be appointed as the City of Saskatoon's 1999 Weed Inspector in accordance with the provisions of *The Noxious Weed Act*.

*ADOPTED.*



**MINUTES OF THE REGULAR MEETING OF CITY COUNCIL  
MONDAY, JANUARY 18, 1999  
PAGE 25**

Report of the General Manager, Public Works Department, January 7, 1999:

“Section 7, Article 1, of *The Noxious Weed Act* (Saskatchewan), requires that City Council appoint a weed inspector annually. To carry out this year's program, a weed inspector is required for a six-month period from May 1 to October 31, 1999.

Mr. Don Ross, Superintendent, Horticulture Maintenance, Public Works Department, is recommended to fulfil this requirement during 1999.”

**B2) Appointment of Pest Control Officer - 1999  
Dutch Elm Disease Control Regulations, *The Pest Control Act*  
(File 4200-1)**

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- RECOMMENDATION:**
- 1) that Mr. Don Ross and Mr. Jeff Balone, of the Public Works Department, be appointed as the City of Saskatoon's 1999 Pest Control Officers in accordance with the provisions of *The Pest Control Act*; and,
  - 2) that the City Clerk notify the Minister of Agriculture and Food as per Article 14 of *The Pest Control Act*.

*ADOPTED.*

Report of the General Manager, Public Works Department, January 7, 1999:

“Section 13, Article 1, of *The Pest Control Act* (Saskatchewan), requires that City Council appoint one or more Pest Control Officers annually. The function of the Officer is to enforce the Dutch Elm Disease Regulations specified in this Act.

Mr. Don Ross, Superintendent, Horticulture, and Mr. Jeff Balone, Pest Control Technician, both of the Public Works Department, are recommended for appointment to this office for 1999.”

**MINUTES OF THE REGULAR MEETING OF CITY COUNCIL  
MONDAY, JANUARY 18, 1999  
PAGE 26**

**B3) The Renaming of an Existing Neighbourhood  
(File No. PL 4000-2)**

**RECOMMENDATION:** that Neighbourhood No. 105, Kelsey Industrial, be renamed Kelsey-Woodlawn.

*ADOPTED.*

Report of the General Manager, Planning and Building Department, January 11, 1999:

“City Council Policy Number C09-008 - Naming of Civic Property and Development Areas, states, in part:

‘Upon request from the Planning Department, the Mayor will select the appropriate name for each municipally-owned or controlled facility, street, suburban development area, or neighbourhood (excluding parks) and forward the selection to the Planning Department, which will then direct the recommendation to City Council for approval.’

Some residents of the Kelsey Industrial Neighbourhood were concerned with the term ‘Industrial’ in their neighbourhood name. The Planning and Building Department has reviewed this issue and agree that a name change would be in order. His Worship the Mayor, upon recommendation from the Planning and Building Department, has selected the name Kelsey-Woodlawn as the new name for the neighbourhood currently known as Kelsey Industrial.

Our aim in providing neighbourhood names should be to promote our cultural and natural heritage, to provide a strong basis for future neighbourhood identity, and to minimize confusion. The name Kelsey-Woodlawn fits the above criteria in that it recognizes the past name of the small residential enclave, Woodlawn. It also recognizes the area known as Kelsey Industrial, which is now included within the same neighbourhood boundary, as the small residential enclave. In addition, both Kelsey and Woodlawn are historically-significant names.”

**ATTACHMENT**

1. Map of the relevant area.

**MINUTES OF THE REGULAR MEETING OF CITY COUNCIL  
MONDAY, JANUARY 18, 1999  
PAGE 27**

**B4) Landfill Fees and Commercial Garbage Collection Rates  
The Waste Amendment Bylaw, 1999  
Increase in Landfill Tipping Fees  
(File No. CK. 1720-3)**

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**RECOMMENDATION:** that City Council consider proposed Bylaw No. 7826.

*ADOPTED.*

Report of the City Solicitor, January 13, 1999:

“City Council, at its meeting held on April 14, 1997, approved several increases respecting landfill fees and commercial garbage collection rates. The majority of such changes were immediately implemented by City Council in Bylaw No. 7631, however, further increases in landfill tipping fees were scheduled to come into effect on February 1, 1998 and February 1, 1999. In this regard we have prepared and forward herewith for consideration proposed Bylaw No. 7826, being ‘The Waste Amendment Bylaw, 1999’. As instructed, proposed Bylaw No. 7826 increases landfill tipping fees from \$18.00 per tonne to \$20.00 per tonne and comes into effect on February 1, 1999.”

**ATTACHMENT**

1. Proposed Bylaw No. 7826.

**B5) 1999 Capital Budget  
Project 1055: Automatic Meter Reading Conversion  
Positive Displacement Cold Water Meters  
Contract No. 8-1018  
(File No. 7900-2)**

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- RECOMMENDATION:**
- 1) that the tender unit pricing submitted by ABB Water Meters Inc. of Toronto, Ontario, for the five-year supply of water meters, at a total contract cost of \$2,139,971.74, be accepted; and,
  - 2) that His Worship the Mayor and the City Clerk be authorized to execute, on behalf of the City of Saskatoon and under the Corporate Seal, the contract documents as prepared by the City Solicitor.

**MINUTES OF THE REGULAR MEETING OF CITY COUNCIL  
MONDAY, JANUARY 18, 1999  
PAGE 28**

Report of the General Manager, Environmental Services Department, January 6, 1999:

“The Automated Meter Reading (AMR) Conversion Capital Project #1055 was addressed in a report to Council on November 16, 1992, identifying a yearly expenditure of \$350,000 for the next 10 years. In April of 1994, a five-year contract was approved for the supply of  $5/8$ ” to  $3/4$ ” positive displacement cold water meters to replace the obsolete water meters presently in service. The obsolete meters were to be replaced with new encoded meters capable of remote automatic reading in support of the future direction toward automated meter reading.

The present form of automated meter reading is through the use of proximity remote handheld reading equipment. This equipment is used to read the newly installed 14,850 meters and serves as a data storage unit for manual data entry of the remaining 42,480 meters in service.

Over the course of the past few years, the project scope has been expanded to include intermediate ( $1\frac{1}{2}$ ” to 2”) sized meters. An annual expenditure of \$373,000 has been identified in the 1999 Capital Budget with an anticipated project completion date of 2013.

A total of five tenders were received and publicly opened on December 17, 1998. Bids for  $5/8$ ” to 2” meters were based on anticipated annual purchase volumes. The attached table of price quotations summarizes the yearly and total prices submitted by the various bidders. For comparison purposes, it should be noted that: (1) P.S.T. and G.S.T. have been added only into the prices submitted by the two apparently low bidders, being ABB Water Meters Inc. and Schlumberger Canada Limited; and (2) the prices noted for years 3, 4, and 5 of the Schlumberger bid have been calculated assuming a 2% increase in the Saskatchewan Consumer Price Index (CPI). The extended total pricing is based on the anticipated yearly meter purchase volumes necessary to maintain our present change-out rate. All prices are F.O.B. Saskatoon, and except as noted, taxes are extra.

The pricing received from ABB Water Meters Inc. meets all technical specifications and provides the lowest overall fixed contract pricing. Schlumberger Canada Ltd. has proposed firm pricing for the first two years with the following three years pricing to be adjusted based on the previous years’ pricing and Consumer Price Index for Saskatchewan. With the acceptance of a five-year agreement from Schlumberger, a 3% reduction in the overall contract pricing would be offered. Although this could prove to be the least cost alternative for the City, the Solicitor’s Office has advised that the bid cannot be considered on the basis of being ‘uncertain’ (no fixed pricing, CPI for future years unknown). The recommendation is consistent with the City’s Purchasing Policy and the contract has been reviewed with the Asset Management Department’s Purchasing Services Branch Manager.

The summary of the total purchase cost and appropriate taxes is as follows:

Base Price	\$1,877,168.20
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**MINUTES OF THE REGULAR MEETING OF CITY COUNCIL  
MONDAY, JANUARY 18, 1999  
PAGE 29**

P.S.T. (7%)	131,401.77
G.S.T. (7%)	<u>131,401.77</u>
Contract Amount	\$2,139,971.74
G.S.T. Rebate (4%)	<u>(75,086.73)</u>
Contract Net Cost	<u>\$2,064,885.01</u>

The overall contract cost for a five-year agreement with ABB Water Meters Inc. is \$2,139,971.74. A provision for \$373,000 per year in the Water Utilities Capital Budget and \$66,000 in the 1999 Operating Budget will fund the anticipated yearly costs of \$419,705.00 (\$381,550 + 7% G.S.T. [less 4% rebate] + 7% P.S.T.).”

**ATTACHMENT**

1. Summary table of price quotations

*Pursuant to earlier resolution, Item AA.11 of “Communications” was brought forward and considered.*

*IT WAS RESOLVED:*

- 1) that the tender unit pricing submitted by ABB Water Meters Inc. of Toronto, Ontario, for the five-year supply of water meters, at a total contract cost of \$2,139,971.74, be accepted; and,*
- 2) that His Worship the Mayor and the City Clerk be authorized to execute, on behalf of the City of Saskatoon and under the Corporate Seal, the contract documents as prepared by the City Solicitor.*

**B6) Subdivision Application #59/98  
410 Keevil Crescent  
(File No. PL4300 - 59/98)**

**RECOMMENDATION:**

- 1) that City Council resolve, in connection with the approval of Subdivision Application #59/98, that it would be impractical and undesirable to require full compliance with Section 14(10) and Section 15(1) of the Subdivision Bylaw No. 6537;
- 2) that Subdivision Application #59/98 be approved, subject to:

**MINUTES OF THE REGULAR MEETING OF CITY COUNCIL  
MONDAY, JANUARY 18, 1999  
PAGE 30**

- a) the payment of \$2000.00 being the required approval fee;
  - b) a servicing plan for water and sewer being submitted and approved by the General Manager of Public Works;
  - c) the owner agreeing, in writing, to the granting of all required easements;
- 3) that City Council authorize the issuance of the certificate required under Section 10(1) of *The Condominium Property Act, 1993* to Randall Pichler, Jastek Master Builder (Box 40, Site 600, RR #6; Saskatoon, SK, S7K 3J9) for the bareland condominium development on 410 Keevil Crescent; and
- 4) that the City Clerk be authorized to prepare and forward the certificate to the applicant.

*ADOPTED.*

Report of the General Manager, Planning and Building Department, January 11, 1999:

"The following subdivision application, which requires Council approval for the creation of bareland condominium units, has been submitted for approval:

Subdivision Application: #59/98  
Applicant: Jastek Master Builders  
Legal Description: Part Parcel G, Plan 96S55464  
Location: 410 Keevil Crescent."

**ATTACHMENT**

1. November 19, 1998, Subdivision Report

**B7) Special Needs Transportation Update**  
**(File No. 7305-1)**

**RECOMMENDATION:** that the following information be received.

Report of the General Manager, Transportation Department, January 14, 1999:

"On November 30, 1998, City Council adopted the Administration's recommendations to accept the proposals received from Tel-J Communications and Wayne Bus Ltd. to provide the Dispatch/Scheduling, and Operations functions respectively, of the City's special needs

**MINUTES OF THE REGULAR MEETING OF CITY COUNCIL  
MONDAY, JANUARY 18, 1999  
PAGE 31**

transportation service. At its January 4, 1999 meeting, City Council was provided with a brief verbal update regarding the status of the transition of the service from the previous service provider, the Saskatchewan Abilities Council, to the new providers. This report will provide a summary of what has occurred since Council's November 30, 1998 meeting.

On December 1, 1998, staff of the Transportation Department met with representatives of the two companies that would be providing the special needs service as of January 1, 1999. Some initial details were confirmed or determined at that meeting such as the performance guarantees required, number of buses to be supplied, etc. Each company was subsequently provided with a letter formally notifying them that their proposal had been accepted. The letters were prepared by the City Solicitor's Office, and signed by the General Manager, Transportation Department.

Wayne Bus Ltd. began the process of acquiring 11 new lift-equipped buses, a garage facility to maintain and house the vehicles, and staff to operate the vehicles. Tel-J Communications began the process of acquiring additional staff, installing the required telephone and two-way radio equipment, and arranging for new phone numbers.

Several meetings were held throughout December to plan for the service transition. As time progressed, additional details were finalized. The hours that the public could call in to make a booking were established as per the proposal submitted by Tel-J Communications. These hours are 6:30 a.m. to 11:00 p.m. on weekdays, 7:00 a.m. to 11:00 p.m. on weekends, and 8:00 a.m. to 8:00 p.m. on statutory holidays. This provides additional hours per week than that previously provided. The advance booking period was set at a maximum of seven days. The previous booking period was three and one-half days. The decision to move to the seven-day period was based upon comments received from the users of the previous service obtained during the data gathering and public input phases of the City's ongoing Special Needs Transportation Study. The longer booking period is of benefit to the user as it allows a person to make a booking anytime during a week prior to the trip. For example, a person may make a booking anytime on or after Friday, January 15, for a trip to be taken on Friday, January 22. Under the previous booking period, that same trip could only be booked on or after noon on Monday, January 18.

The 'window', that a person using the service would have to be available for pickup, was set at a time from 15 minutes prior to the scheduled pickup time to 15 minutes after the scheduled pickup time. This means that a person who has a scheduled pickup time of 8:15 a.m. would have to be ready for the bus to arrive anytime between 8:00 a.m. and 8:30 a.m. The use of a pickup 'window' is common to most, if not all, special needs transportation systems and was used in the previous system. It is hoped that, in time, the window can be shortened to ten minutes before and after the scheduled pickup time.

The amount of time that a bus operator would wait for a passenger at a pickup location was set at

**MINUTES OF THE REGULAR MEETING OF CITY COUNCIL  
MONDAY, JANUARY 18, 1999  
PAGE 32**

three minutes. This waiting period allows sufficient time for the passenger to let the driver know that they are there and are preparing themselves for their trip. Although the waiting time has been established as three minutes, the bus drivers are instructed to wait five minutes. The bus operators are instructed to wait longer than five minutes if it is obvious that the passenger is in the process of readying themselves for the trip. The waiting time is required to deal with 'no-shows'. On a certain number of trips, the bus operator will find that there is no one at the pickup location. The use of a maximum waiting period is common in most special needs transportation systems and was employed in the previous system.

The maximum number of trips that an individual could book in one day was set at two round trips. This means that a person calling in on a Monday could book two round trips for anytime in the following seven-day period. If the person requires additional trips, they would have to call back on the following day. This restriction was employed to limit the number of trips that any one individual could book thereby allowing other users to have a better chance at accessing the system. This restricts an individual to 14 round trips per week. Persons are allowed to take more than two round trips in one day, but cannot book, or reserve, more than two round trips in one day. For example, a person taking 14 round trips in one week would have to book them two at a time over a seven-day period; however, those trips could be all taken in one day if required. Limiting the number of trips that a person can book in one day is a common practice in special needs transportation.

It was determined that all approved subscription trips that were provided on the previous service would be continued in the new service. A subscription trip may be reserved for persons who have a regular need for transportation for work, school, or medical reasons. At the present time, there are 30 return subscription trips of which 25 are provided in peak periods. At the present time, the system cannot accommodate any additional subscription trips due to the capacity limitations of the service. Persons with subscription trips were contacted in December to obtain the details of their requirements. In some cases, it has been necessary to alter the times that these trips are provided. Subscription trips are not counted as a daily booked trip; therefore, persons with a subscription trip can book two round trips per day in addition to their subscription trip.

The eligibility criteria used to determine who may access the service was retained. The criteria limits the service to persons who must use a wheelchair, power scooter, walker or quad cane.

It was decided that trips would not be 'prioritized' at the present time. This means that, other than for subscription trips, the service is a first-come, first-served service. Preference is not given to work, education or medical trips.

The service area for the new service was defined as any location within the City limits. This means that the new service may transport passengers anywhere within the City. Previously, certain



**MINUTES OF THE REGULAR MEETING OF CITY COUNCIL  
MONDAY, JANUARY 18, 1999  
PAGE 33**

locations at the periphery of the City, such as the Airport, were excluded from the service area.

It was determined that Tel-J Communications would begin taking bookings for the first week of January on December 18, 1998. Reduced hours for making a booking were in place up to Sunday, December 27, 1998, at which time the regularly scheduled hours went into effect. New phone numbers were obtained for making a booking as well as cancelling a booking. Cancellations are taken 24 hours per day, seven days per week.

The number of vehicles to be put into service during the first week of operation, and the hours of service for those vehicles, was determined in mid-December. A decision had to be made at that point so that the Dispatcher knew the capacity that would be available during that time period. Because there was some uncertainty at that point in time as to how many new vehicles would be available on January 1, it was decided to schedule a reduced number of vehicles. The schedule for the first week included two vehicles for 16.5 hours each on Saturday, January 2, four vehicles providing a total of 37 hours on Sunday, January 3, and six vehicles providing a daily total of 91 hours for the period of Monday, January 4 to Friday, January 8. The full regular service would start on Saturday, January 9. Service was provided on New Year's Day. Due to the low volume of trips requested, it was decided to have the trips provided by an alternate provider.

The regular schedule that was to be put into effect on Saturday, January 9, included:

Weekday Service

Bus No. 1, 6:30 a.m. to 11:00 p.m.

Bus No. 2, 7:00 a.m. to 11:00 p.m.

Bus Nos. 3, 4 and 5, 7:00 a.m. to 7:00 p.m.

Bus Nos. 6, 7 and 8, 7:00 a.m. to 11:00 a.m., and 3:00 p.m. to 7:00 p.m.

Saturday Service

Bus No 1, 8:00 a.m. to 11:00 p.m.

Bus No. 2, 9:00 a.m. to 8:00 p.m.

Bus No. 3, 9:00 a.m. to 6:00 a.m.

Bus Nos. 4 and 5, 12:00 p.m. to 4:00 pm

Sunday Service

Bus No. 1, 8:00 a.m. to 11:00 p.m.

Bus No 2, 9:00 a.m. to 7:00 p.m.

Bus No. 3, 9:00 a.m. to 4:00 p.m.

Bus Nos. 4 and 5, 9:00 a.m. to 2:00 p.m.

Two vehicles were assigned to provide trips to and from Saskatoon Blade hockey games at

**MINUTES OF THE REGULAR MEETING OF CITY COUNCIL  
MONDAY, JANUARY 18, 1999  
PAGE 34**

Saskatchewan Place. Previously, only one vehicle was assigned for these trips.

An information letter and fact sheet was distributed to registered users of the system in mid-December. A list of the registered users was obtained from the Saskatchewan Abilities Council. Additional information was supplied to persons with previously-approved subscription trips.

By very late December, 11 vehicles had been delivered to Saskatoon and were at various stages of having auxiliary equipment, such as two-way radios, restraint systems, seats for persons using walkers or quad canes, first aid kits, fire extinguishers, etc., installed in them. Some factory defects were also repaired. All vehicles were inspected by a Provincial vehicle inspector before being placed into service. The new vehicle operators were being trained in defensive driving, sensitivity awareness, first aid, C.P.R., and how to communicate with Dispatch and operate the lift devices and restraint systems.

As mentioned above, the new dispatch and scheduling function went into effect on December 18, 1998. The vehicles operated by the new Operations provider went into operation on Saturday, January 2, 1999. Some operational problems were experienced that first day. Buses were running late because the service had been overbooked and drivers were becoming familiar with their new duties. A review of the service booked for Sunday, January 3, revealed that not all of the scheduled trips could be provided as planned. An additional bus (the fifth) was put into operation, but three trips had to be cancelled as the system did not have the capacity at that time to handle the volume of trips even with the additional bus. Similar problems were identified for the Monday, Tuesday, and Wednesday trips. The number of buses was increased from six to seven, but approximately five trips on Monday and ten trips on Tuesday had to be cancelled. No trips were cancelled on Wednesday.

The Transportation Department as well as members of Council have received many complaints and inquiries regarding the new service. The following will identify the most common complaints received and the action taken to rectify them.

Persons wishing to book a trip are having difficulty getting through to a dispatcher. The phone lines are often jammed resulting in persons having to make numerous attempts to book a trip. The Dispatch provider has responded to this problem by installing two additional phone lines and hiring additional staff to answer calls. It should be noted that this is not a new problem. Users faced similar problems in attempting to book a trip under the former system. It is not practical to provide a system that will have the capacity to answer all calls at all times. A certain level of 'busy' calls can be expected even with the additional phone lines and staff.

There were reports that the new buses were cold. The Operations provider has responded by installing additional heaters in every bus and installing a device that will increase the idling speed

**MINUTES OF THE REGULAR MEETING OF CITY COUNCIL  
MONDAY, JANUARY 18, 1999  
PAGE 35**

of the vehicles thereby allowing the engine to produce more heat. All additional heaters were installed by Wednesday, January 13, 1999.

Concerns were brought to the Transportation Department's attention that the new bus drivers were having difficulty locating certain addresses. The Department recognized that the transition in service would include a 'learning curve' for the new drivers to become familiar with the details of the various pickup and drop-off locations. The Operations provider has made a deliberate decision to rotate the drivers through different routes as opposed to assigning specific drivers to specific routes. This may increase the transition adjustment for this aspect of the service, but will have long-term benefits as drivers will know the entire system. It should be noted that the frequency of this type of complaint has decreased.

Calls have been received regarding missed or late trips. Each such incident was discussed with both service providers. On one occasion, a bus was late because an electrical component had failed. A backup bus was dispatched immediately to handle the passengers from that bus. On another occasion, an address had been recorded improperly or was difficult to read. The address shown on the trip sheet was interpreted as being on Avenue 'P' when in fact it was on Avenue 'T'. There was one occasion when a bus driver could not get into work for a 7:00 a.m. start due to poor winter driving conditions. A backup driver was called in but was late in making their first pickup. Incidents such as the above are regrettable but do occur from time to time. Measures are taken to minimize the occurrences of mechanical breakdowns and human error, but the fact remains that service disruptions caused by such things can never be totally eliminated. When incidents such as those described above do occur, attempts are made to contact the passenger to inform them of the delay. There have also been a minimal number of trip changes that have not been conveyed properly between the two providers. The providers have met to identify any shortfalls in the communication process between the passenger, the dispatcher and the bus driver. Some late trips can also be attributed to the drivers learning their new routes and the winter driving conditions that the City has experienced since the New Year.

The most common complaint received is in regard to the difficulty in obtaining a trip at the time desired. Often persons calling to make a booking are told that the service is completely booked and no trips are available. This type of complaint is not a new complaint as there has been a chronic shortage of trips for many years. This problem is not a reflection of the new service providers, but rather a problem directly associated with the amount of funding allocated to this program. The amount of annual funding in this program is approximately \$1,000,000 which is shared on a 50/50 basis with the Province of Saskatchewan. The level of funding for the operation of this program has not increased over the past five years even though the demand for the service has increased. This program has provided in the order of 54,000 trips annually. It is estimated that this represents only half of the current demand for public service trips. Further, the demand for this type of service is expected to increase substantially in the future.

**MINUTES OF THE REGULAR MEETING OF CITY COUNCIL  
MONDAY, JANUARY 18, 1999  
PAGE 36**

Requests for additional buses are received on a regular basis. Suggestions to use other service providers at certain times are also common. The problem is not with a lack of equipment, but rather with a lack of funding. Simply put, there is no additional funding within the program to hire additional service providers, and no funding to operate additional buses even if they were readily available.

In order to provide a higher level of service, Council would have to decide to increase the budget.

Because of the amount of concern regarding this overall issue, the Transportation Department met with several persons within the special needs transportation user community on Wednesday, January 13, 1999. The purpose of the meeting was to allow for an open exchange of information between users of the system, persons that represented groups of users, the two service providers, and representatives of the Department. A brief overview of the service was provided. Concerns received to date were presented, and the responses implemented by the service providers and Transportation Department were provided and discussed. The users, and those representing users, brought forward their concerns and these were discussed.

The establishment of a Special Needs Transportation Advisory Committee, as proposed at Council's November 30, 1998, meeting by a user of the system, was discussed at length. The meeting concluded with a decision being made to hold another meeting in one week's time to discuss the mandate of such a Committee, representation on the Committee, and Committee structure. At the present time, it is thought that the Committee would deal with policy matters such as the length of the booking period, cancellation policies, the 30-minute pickup window, etc. It would also deal with complaints that could not be handled in a routine manner. It should be noted that the group of people assembled at these meetings is not the Special Needs Transportation Advisory Committee. These individuals are establishing the parameters on which the new Committee can be formed. Once the work of these individuals is complete, a report will be forwarded to Council recommending that such a Committee be formally created.

Overall the meeting provided a positive forum to exchange information and resolve issues.

Lastly, there have been inquiries as to the status of the City's Special Needs Transportation Study. A draft of the final report has been received and reviewed by the Transportation Department. It has been returned to the Consultant to make required editing corrections and clarifications. At the present time, presentation of the draft final report to the project's Steering Committee is planned for late January. If the Committee approves the report, it will be printed and submitted to Council in late February."

**MINUTES OF THE REGULAR MEETING OF CITY COUNCIL  
MONDAY, JANUARY 18, 1999  
PAGE 37**

*Pursuant to earlier resolution, Items A.2, AA.5, AA.6 and AA.13 to AA.15 of "Communications" was brought forward and considered.*

*Ms. Annabeth Delorme, 104 - 730A Heritage Lane, expressed concerns regarding the current Special Needs Transportation Service.*

*IT WAS RESOLVED: that the information be received and referred to the Administration and Finance Committee for a possible emergency resolution to SUMA.*

**Section C - Routine Reports**

**RECOMMENDATION:** that City Council approve the recommendations as outlined below.

*ADOPTED.*

**C1) Schedule of Accounts Paid  
(File No. 1530-2)**

**RECOMMENDATION:** that the following information be received.

<u>Date</u>	<u>Amount</u>
December 10, 1998 to December 21, 1998	\$8,184,016.41
December 21, 1998 to December 29, 1998	\$2,324,963.92
December 23, 1998 to December 31, 1998	\$1,601,576.31
December 31, 1998 to January 6, 1999	\$469,011.98
January 5, 1999 to January 11, 1999	\$912,347.62

**MINUTES OF THE REGULAR MEETING OF CITY COUNCIL  
MONDAY, JANUARY 18, 1999  
PAGE 38**

**C2) Request For Encroachment Agreement  
125-5<sup>th</sup> Avenue North  
Lots 13-20, Part 41, Part 42, Block 159, Plan Q2  
(File No. 4090-2)**

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- RECOMMENDATION:**
- 1) that City Council recognize the encroachments at 125-5<sup>th</sup> Avenue North (Lots 13-20, Part 41, Part 42, Block 159, Plan Q2);
  - 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.

Report of the General Manager, Planning and Building Department, December 31, 1998:

“3170497 Canada Inc., the registered owner of the property located at 125-5<sup>th</sup> Avenue North, has requested to enter into an Encroachment Agreement with the City of Saskatoon. As shown on the attached Real Property Report, the canopy at the south east corner of the building encroaches onto 5<sup>th</sup> Avenue by 6.2 feet, and the landing at the north east corner of the building encroaches onto 5<sup>th</sup> Avenue by 0.5 feet. The total area of encroachments is approximately 5.79 m<sup>2</sup> and will, therefore, be subject to an annual charge of \$50.00.”

**ATTACHMENTS**

1. Real Property Report No. 32579A.
2. Letter from Macleod Dixon dated December 22, 1998.

**C3) Requests for Proposed Signing Revisions, Installations and Removals  
Received by the Transportation Department**

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- RECOMMENDATION:** that the proposed signing revisions, installations and removals, as set out in the following report, be approved.

Report of the General Manager, Transportation Department, January 11, 1999:

**MINUTES OF THE REGULAR MEETING OF CITY COUNCIL  
MONDAY, JANUARY 18, 1999  
PAGE 39**

**“Loading Zones  
File No. 6145-1**

- 120-20<sup>th</sup> Street West

The Transportation Department has received a request from the owner of Morenz Grocers of 120-20<sup>th</sup> Street West to install a General Loading Zone beside their business on the north side of the 100 block of 20<sup>th</sup> Street West.

Customers and suppliers of Morenz Grocers are experiencing difficulty loading and unloading from the street. The owner/operator has indicated that having a dedicated loading zone would better suit his needs as well as those of his customers and suppliers. This block face does not have a designated General Loading Zone at the present time.

The loading zone conforms to City guidelines with respect to General Loading Zones and no fee is assessed for its installation.”

**C4) Land-Use Applications Received by the Planning and Building Department  
For the Period Between December 4, 1998, and January 7, 1999  
(For Information Only)  
(File Nos. PL 4300, 4355)**

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**RECOMMENDATION:** that the following report be received as information.

Report of the General Manager, Planning and Building Department, December 24, 1998:

“The following applications have been received and are being processed:

Condominium

- Application #19/98: 2106 & 2112 St. Cecilia Avenue  
Applicant: Roman Bergerman  
Legal Description: Lots 7 to 11, Block 479, Plan 62S03373  
Current Zoning: RM4  
Neighbourhood: Exhibition  
Date Received: December 23, 1998

**MINUTES OF THE REGULAR MEETING OF CITY COUNCIL  
MONDAY, JANUARY 18, 1999  
PAGE 40**

Discretionary Use

- Application D10/98: 327 LaRonge Road  
Applicant: Don and Joyce Bergman  
Legal Description: Lot 3, Block 622, Plan 77S25116  
Current Zoning: R2  
Proposed Use: Residential Care Home Type II  
Neighbourhood: River Heights  
Date Received: December 14, 1998
- Application D11/98: 3230 Mountbatten Street  
Applicant: A & A Personal Care Home Ltd.  
Legal Description: Lot 11, Block 19, Plan 63S19590  
Current Zoning: R2  
Proposed Use: Residential Care Home Type II  
Neighbourhood: Montgomery Place  
Date Received: December 14, 1998
- Application D12/98: 125B - 108<sup>th</sup> Street  
Applicant: Mikael Drabyk and Laurie Lozinski  
Legal Description: Lot 24, Block 1, Plan G122  
Current Zoning: R2  
Proposed Use: Residence with Secondary Suite  
Neighbourhood: Sutherland  
Date Received: December 17, 1998

Subdivision

- Application #63/98: 3226 Mountbatten Street  
Applicant: Elizabeth Kokotailo  
Legal Description: Lot 12, Block 19, Plan 63S19590  
Current Zoning: R2  
Neighbourhood: Montgomery Place  
Date Received: December 7, 1998



**MINUTES OF THE REGULAR MEETING OF CITY COUNCIL  
MONDAY, JANUARY 18, 1999  
PAGE 41**

- Application #64/98: 8<sup>th</sup> Street and Herman Avenue  
Applicant: Webster Surveys Ltd.  
Legal Description: all that portion of Parcel D lying east of  
Plan 78S42716, Registered Plan No. 70S00223  
Current Zoning: R2  
Neighbourhood: Buena Vista  
Date Received: December 15, 1998
- Application #65/98: 267/269 Wakabayashi Way  
Applicant: Webb Surveys  
Legal Description: Lot 17, Block 168, Plan 81S44733  
Current Zoning: R2  
Neighbourhood: Silverwood Heights  
Date Received: December 14, 1998
- Application #66/98: 234/236 Lochrie Crescent  
Applicant: D. J. Homes Limited  
Legal Description: Lot D, Block 147, Plan 80S18197  
Current Zoning: R2  
Neighbourhood: Fairhaven  
Date Received: December 17, 1998
- Application #67/98: Fairbrother Crescent (No Civic address assigned).  
Applicant: Peters Surveys Ltd.  
Legal Description: Lot CP, Plan 96S22415  
Current Zoning: R1A  
Neighbourhood: Silverspring  
Date Received: December 22, 1998.”

**ATTACHMENTS**

1. Plan of Proposed Severance No. 63/98
2. Plan of Proposed Severance No. 64/98
3. Plan of Proposed Severance No. 65/98
4. Plan of Proposed Severance No. 66/98
5. Plan of Proposed Subdivision No. 67/98

**MINUTES OF THE REGULAR MEETING OF CITY COUNCIL  
MONDAY, JANUARY 18, 1999  
PAGE 42**

**REPORT NO. 1-1999 OF THE PLANNING AND OPERATIONS COMMITTEE**

Composition of Committee

Councillor K. Waygood, Chair  
Councillor D. Atchison  
Councillor D.L. Birkmaier  
Councillor H. Harding  
Councillor A. Langford

**1. Heritage Structure Evaluation Criteria  
(Files No. CK. 710-1 and PL 710-3)**

**RECOMMENDATION:** that the revised heritage structure evaluation criteria be approved.

*ADOPTED.*

Your Committee has reviewed the report of the Chair, Municipal Heritage Advisory Committee dated December 9, 1998, as well as the report of the General Manager, Planning and Building Department dated November 20, 1998, and is recommending approval of the revised heritage structure evaluation criteria.

The following is the report of the Chair, Municipal Heritage Advisory Committee:

“The Municipal Heritage Advisory Committee has considered the report of the General Manager, Planning and Building Department dated November 20, 1998, regarding the above matter. The Committee endorses the recommendation of the Administration outlined in this report.

One of the first actions of the Municipal Heritage Advisory Committee after its creation by City Council in 1981 was to create a heritage evaluation criteria document, a necessary first step before designation. The new criteria are more flexible, comprehensive and sophisticated than the earlier ones.”

The following is the report of the General Manager, Planning and Building Department dated November 20, 1998:

**“BACKGROUND**

The Heritage Property Act enables City Council to:

**MINUTES OF THE REGULAR MEETING OF CITY COUNCIL  
MONDAY, JANUARY 18, 1999  
PAGE 43**

‘make rules with respect to the criteria and procedures for the designation of property that are not otherwise provided for in this Act.’ (28(a))

The Planning and Building Department and the Municipal Heritage Advisory Committee have undertaken an update of the criteria by which structures are evaluated for their potential as heritage property.

**REPORT**

**Need**

The revision of the current heritage structure evaluation criteria is necessary for the following reasons:

- Updated criteria are needed to determine eligibility for the Heritage Conservation Program, which was approved by City Council during its meeting held on November 2, 1998.
- The criteria will be used to evaluate heritage merit for other purposes related to the Civic Heritage Policy and The City of Saskatoon Development Plan (Bylaw No. 7799), e.g. preservation agreements.

**Guidelines**

In undertaking this update of the heritage structure evaluation criteria, civic staff and the Municipal Heritage Advisory Committee used the following guidelines:

- The criteria will apply to structures only. Separate criteria may be developed later for natural areas, archaeological sites, etc.
- The overall approach to evaluation will continue to follow that used by Parks Canada.
- The criteria will be modified to meet the heritage values of this community.
- The evaluation document will be worded in such a way that the general public, especially the owner of potential heritage property, will be able to understand the basis on which decisions are being made.

**Process**

The initial revised version of the evaluation criteria was field-tested by both staff and members of the Municipal Heritage Advisory Committee. Based on feedback from this process, the criteria were amended, reviewed again by staff and Committee members and modifications made to create the current document. (See Attachment 1)

**MINUTES OF THE REGULAR MEETING OF CITY COUNCIL  
MONDAY, JANUARY 18, 1999  
PAGE 44**

**Key features**

- The proposed heritage structure evaluation criteria are more specific and better meet the needs of our local architecture than the more generic criteria currently in use. Implementation of the proposed criteria will eliminate difficulties caused by attempting to apply general criteria to local circumstances and will result in a more accurate evaluation.
- Care has been taken to make the proposed criteria as objective as possible. The weighted numerical system and neutral wording are key components in creating an objective process.
- There are five categories of evaluation criteria; within each of these categories are several subcategories, each of which may be awarded points. A maximum number of points is set for each category to ensure that the category receives its proper weighting relative to the other categories and the subcategories are also weighted for the same reason. These maximum points for the categories are allocated as follows: architecture (50), integrity (10), environment or context (25), historical value (40) and usage (25), for a maximum possible total of 150 points.

This weighting indicates, for example, our emphasis on architecture and history and the relatively low priority given to integrity. The latter reflects the reality that most structures change over time and that the change itself can be valuable for what it tells us about those who used the structure. Change can also be destructive and this possibility is reflected in the option to reject further evaluation of the structure if alterations have caused heavy and likely irreparable damage.

- The wording is now customer-friendly, enabling the applicant to have a clear understanding of how the heritage merit of his or her structure has been evaluated.

**Flexibility**

While the evaluation criteria are essential to ensure objectivity and consistency, they are not sufficiently flexible to take into account all circumstances relating to the consideration of property for its heritage merit. For example, an opportunity for long-term economically-viable usage might encourage formal heritage recognition of a structure which was assessed as being of borderline merit using the evaluation criteria alone, particularly if the structure had the potential to act as a catalyst for further economic and rehabilitation activity in the district.

Heritage evaluation will never be an exact science and some flexibility is essential to its success. Future evaluations and recommendations will reflect this need to maintain a balance between the objective and measurable and other circumstances that must be taken

**MINUTES OF THE REGULAR MEETING OF CITY COUNCIL  
MONDAY, JANUARY 18, 1999  
PAGE 45**

into account if our overall goal of conserving heritage in a planned, selective and cost-feasible manner is to be reached

**POLICY IMPLICATIONS**

The proposed heritage structure evaluation criteria comply with the Civic Heritage Policy and The City of Saskatoon Development Plan, Bylaw No. 7799.

**FINANCIAL IMPACT**

There is no financial impact.

**ATTACHMENTS**

1. Heritage Structure Evaluation Sheet”
  
2. **Rental Agreement for Pressure Monitoring Sites -  
7-Eleven Convenience Store and 10 Minute Oil Change  
(File No. CK. 7920-1)**

**RECOMMENDATION:**

- 1) that the terms of the agreement between the 7-Eleven Convenience Store (3303A-33<sup>rd</sup> Street West) and the 10 Minute Oil Change (#1-3401 8<sup>th</sup> Street East), with respect to the installation of monitoring equipment in their respective facility, be approved as outlined in the report; and,
  
- 2) that His Worship the Mayor and the City Clerk be authorized to execute, on behalf of the City of Saskatoon and under the Corporate Seal, the agreement as prepared by the City Solicitor.

*ADOPTED.*

Your Committee has considered and concurs with the following report of the General Manager, Environmental Services Department dated December 16, 1998:

**“BACKGROUND**

**MINUTES OF THE REGULAR MEETING OF CITY COUNCIL  
MONDAY, JANUARY 18, 1999  
PAGE 46**

Water quality assurance continues to be a major focus for the Water Treatment Branch, Environmental Services Department. Maintaining water quality has been defined as one of the Core Strategies of the Water Treatment Branch's Strategic Plan. In the interests of preventing waterborne disease outbreaks, a "Multiple Barrier Approach" to water quality protection has been used. The three areas of focus include: Source Protection - Water Shed Management, Water Treatment, and Distribution System Management and Protection.

A Water Shed Management Program has been developed over the past year to identify our level of vulnerability and the conditions under which the level of risk increases, and what measure may be implemented to maintain the barrier at a high level of effectiveness.

The water treatment or performance barrier deals with coagulation-flocculation-sedimentation, filtration, and disinfection. Through the increased use of continuous monitoring equipment for turbidity, particle counters, and chlorine residual, water quality improvements continue to lower the risk of waterborne disease.

The distribution system or final barrier deals with the concerns related to cross-connections, construction breaks, line repairs, and system depressurization. Although improvements in procedures for system flushing and sampling have been implemented, to date little work has been done to protect customers from problems that may occur within the distribution system due to de-pressurization. At present, distribution system pressure monitoring is carried out at only three points within the system: the Water Treatment Plant, 42<sup>nd</sup> Street Reservoir, and Acadia Drive Reservoir. Increased pressure monitoring will respond to the potential for water quality degradation within the distribution system.

**DISCUSSION**

Due to the dependency of water quality on maintaining adequate distribution system pressures, proper monitoring of system pressures becomes not only a necessity but also a responsibility of the water purveyor. Strategically located pressure monitoring equipment at sites throughout the City will provide a responsive tool to possible degradation and/or contamination of the water supply. Remote system pressure monitoring, located in areas of generally lower system pressure, will be tied back to the computerized operator interface of the Water Treatment Plant through the use of modem links. This will provide adequate response time to react to possible water quality problems by deploying a sampling team to carry out further in-depth water testing.

The two proposed monitoring sites, identified at this point, are the 7-Eleven Convenience Store located at 3303A 33<sup>rd</sup> Street West and the 10 Minute Oil Change located at #1 - 3401

**MINUTES OF THE REGULAR MEETING OF CITY COUNCIL  
MONDAY, JANUARY 18, 1999  
PAGE 47**

8<sup>th</sup> Street East. Both corporations have been receptive to the preliminary proposals put forth. The following terms have been agreed to by the proposed monitoring-site owners:

1. The term of the Agreement is for 5 years with a renewal option and a 1 year termination provision.
2. The installation costs for the following be the responsibility of the City:
  - a SaskTel modem line,
  - mounting requirements for data logger (approximate wall area - 400mm X 400mm),
  - a water connection for pressure logger.
3. The City receive use of a 110 VAC receptacle.
4. Access to the facility be granted to the City, as required (expected requirements of one visit every 2 months following the initial installation).
5. The City shall pay a \$25 monthly rental fee to each facility for the term of the agreement.

Detailed system monitoring will be carried out at these two locations over the course of the next year to determine if pressure monitoring at a service connection level will provide representative system pressure data. If the trial proves worthwhile, the program will be expanded to as many as 10 additional sites throughout the City.

**JUSTIFICATION**

The agreements required at this time will facilitate the evaluation of this method of system pressure monitoring. This approach is the most cost effective means of acquiring system pressure data and will provide future direction to the City's system pressure monitoring program. Therefore, it is in the City's interest to secure additional pressure monitoring sites at this time.

**OPTIONS**

An alternate option would be to construct pressure monitoring chambers on the main distribution system complete with modem connections and power feed requirements. Although this would provide excellent distribution system pressure data, an extensive initial capital investment would be necessary, resulting in major capital budget/planning impacts. Therefore, this would not a be a preferred option at this time.

**POLICY IMPLICATIONS**

There are no policy implications.

**FINANCIAL IMPACT**

The monthly rental fee for the pressure monitoring station is \$25, payable to the respective corporations, for a term of 5 years at which point the contract may be renegotiated.”

**3. Installation of New Parking Meters -  
7<sup>th</sup> Avenue North  
(File No. CK. 6120-5)**

- RECOMMENDATION:**
- 1) that four new two-hour metered parking stalls be installed along the east side of 7<sup>th</sup> Avenue between Queen Street and the lane to the north; and,
  - 2) that two new two-hour metered parking stalls be installed along the west side of 7<sup>th</sup> Avenue between Queen Street and the lane to the north.

*ADOPTED.*

Your Committee has considered and supports the following report of the General Manager, Transportation Department dated December 10, 1998:

**“BACKGROUND**

The Transportation Department has been monitoring on-street parking restrictions in the area surrounding City Hospital on an ongoing basis since the new Hospital was constructed. Last year, following completion of a parking study which indicated there was a need to increase the vehicle turnover, parking meters were installed along the Hospital’s frontage on the south side of Queen Street between 5<sup>th</sup> and 7<sup>th</sup> Avenues.

Following installation of these parking meters, a second parking study was conducted to evaluate the effect of the new parking meters. The main focus of this follow-up study was the north side of Queen Street between 5<sup>th</sup> and 7<sup>th</sup> Avenues, and 7<sup>th</sup> Avenue between Queen and King Streets.



**MINUTES OF THE REGULAR MEETING OF CITY COUNCIL  
MONDAY, JANUARY 18, 1999  
PAGE 49**

**JUSTIFICATION**

The results of the second parking study showed the need for parking meters on the north side of Queen Street between 5<sup>th</sup> and 7<sup>th</sup> Avenues. Installation of these meters was recently approved by City Council.

The study also illustrated the high utilization and lack of vehicle turnover on 7<sup>th</sup> Avenue between Queen and King Streets. The utilization is 79% on the west side and 80% on the east side of 7<sup>th</sup> Avenue between Queen and King Streets. The vehicle duration is over three hours on the west side and over four hours on the east side. This indicates the need for additional vehicle turnover.

In order to increase turnover in this area, the Transportation Department is proposing that two-hour parking meters be installed along the east and west sides of 7<sup>th</sup> Avenue between Queen Street and the east-west lane north of Queen Street. The installation of the meters will reduce the amount of long-term parking. It will also increase the opportunity to find a short-term parking stall in this area. The metered parking will encourage persons who wish to park for durations longer than two hours to utilize the Hospital's off-street lot. It will also improve the designation of parking stalls along the street which will reduce the amount of parking occurring too close to intersections and driveways.

The property on the west side of 7<sup>th</sup> Avenue where the meters are being proposed is the flankage of a medical office. The property where the parking meters are being proposed on the east side of 7<sup>th</sup> Avenue is the flankage of a house. The location on the east side of 7<sup>th</sup> where the meters are being proposed currently has a bus stop, which will be relocated to Queen Street to provide a shorter walking distance between the bus stop and the Hospital.

The Transportation Department will continue to monitor this area following installation of the meters to determine if the desired increase in turnover was achieved.

The above has been discussed with the Traffic Planning and Operations Branch and the Transit Services Branch. The installations have been endorsed by the Parking Committee.

**OPTIONS**

The only option to the proposed recommendation is the status quo. The status quo is not recommended since it does not address the lack of vehicle turnover or the problem of vehicles parking too close to intersections and driveways.

**MINUTES OF THE REGULAR MEETING OF CITY COUNCIL  
MONDAY, JANUARY 18, 1999  
PAGE 50**

**POLICY IMPLICATION**

There are no policy implications resulting from this proposal.

**FINANCIAL IMPACT**

The approximate revenue generated by the installation of these new meters will be \$12,000 annually.

The increase in parking revenues will be assigned to General Revenues (50%), the Streetscape Reserve (43%), the Parking Capital Reserve (4%), and to the three Business Improvement Districts (1% each)."

**4. Woodlawn Cemetery Business Plan  
(File No. CK. 4080-1)**

- RECOMMENDATION:**
- 1) that the Public Works Department be authorized to proceed on the basis of the attached Business Plan dated December 1, 1998 for the operation of Woodlawn Cemetery; and,
  - 2) that the Administration bring forward a report, as an update on the implementation and status of the Business Plan, in one year's time.

Your Committee has reviewed and supports the following report of the General Manager, Public Works Department dated December 14, 1998:

"The development of a Business Plan for the City of Saskatoon's Cemeteries was initiated by the Parks Branch in February of 1995, and the concept was approved by the City Commissioner in January, 1996. In July, 1996, the Auditor General's Office began a 'value-for-money' audit of the cemetery program and the completion of the Business Plan was delayed.

On May 5, 1997, the Office of the Auditor General tabled a Comprehensive Audit Report on the Woodlawn Cemetery Program in the Public Works Department recommending, in part:

**'That City Council endorse a proactive, progressive, and business-like operating philosophy for the Woodlawn Cemetery;'**

**MINUTES OF THE REGULAR MEETING OF CITY COUNCIL  
MONDAY, JANUARY 18, 1999  
PAGE 51**

This Business Plan, 'Preserving Our Past - Planning Our Future', embraces the philosophy recommended in the Audit Report and represents a new direction in the planning, operational, and financial goals for the Woodlawn Cemetery. This Plan will help guide the future direction and planning for the Woodlawn Cemetery to meet the challenges of budget self-sufficiency. This Plan will ensure the continuing provision of excellent service to the citizens of Saskatoon.

**ATTACHMENT:**

1. Woodlawn Cemetery Business Plan”

*Moved by Councillor Waygood,*

*THAT consideration of the matter be deferred to the February 8, 1999, Council meeting.*

*CARRIED.*

**REPORT NO. 1-1999 OF THE ADMINISTRATION AND FINANCE COMMITTEE**

Composition of Committee

Councillor J. Maddin, Chair  
Councillor M. Heidt  
Councillor P. McCann  
Councillor P. Roe  
Councillor R. Steernberg

1. **Reserve and Rate Sufficiency Review**  
**(File No. CK. 4216-7)**

**RECOMMENDATION:**

- 1) that effective February 1, 1999, the Parks and Recreation Levy component rate for residential lots be increased by 1.4%, and the allocation of funds be as follows:

Neighbourhood	\$96.09
District	35.77
Multi-District	<u>23.03</u>
Total	\$154.89; and

**MINUTES OF THE REGULAR MEETING OF CITY COUNCIL  
MONDAY, JANUARY 18, 1999  
PAGE 52**

- 2) that the Administration coordinate the review by the departments involved, of any rate increases on levies for unsold residential lots in order to ensure the consideration of all components of a levy increase takes place at the same time.

*ADOPTED.*

Your Committee has reviewed the following report of the General Manager, Leisure Services Department, dated January 4, 1999, with a representative of the Leisure Services Department, and supports the rate increase of 1.4%, as well as the redistribution of the funding for parks, in order to ensure that pocket parks are provided with sufficient funding for appropriate development:

**“BACKGROUND**

During its September 9, 1996, meeting, City Council updated the neighbourhood and district levies under the Parks and Recreation Prepaid-Services Levy. City Council also provided direction that in future reports on the sufficiency of the Parks and Recreation Levy and related reserves, the Administration identify, for consideration by the Committee, the rate adjustment (per front metre) required to compensate for inflation and other cost increases.

In a November 27, 1997 report to the Planning and Operations Committee, your Administration outlined the need to increase the fixed cost portion (such as utility connections, drainage, irrigation service, and conceptual design) of parks four acres or less.

**DISCUSSION**

In discussion with the Parks Branch, Public Works Department, their staff continue to find that the amount of funds available through the prepaid levies for parks four acres or less are insufficient to cover all the costs necessary to construct the park and install the amenities requested by the neighborhood. Discussions with private sector landscape architects have confirmed that it is impossible to develop the smaller parks with the amount of funds available and still provide the program.

**JUSTIFICATION**

A. Forecasted Expenditures:

There are two major adjustments that are affecting the prepaid levy rates for 1999:

**MINUTES OF THE REGULAR MEETING OF CITY COUNCIL  
 MONDAY, JANUARY 18, 1999  
 PAGE 53**

1. Experience in constructing Pocket Parks indicates that, to satisfy their purpose and function, a play area for the younger preschool age children will be requested by the community in most cases. Therefore, play equipment should now be included as part of the fixed costs. The economies of scale associated with larger parks allow for fixed costs such as play equipment to be included in the per hectare estimate. However, for smaller parks, staff find that once the fixed costs are taken into account, there are insufficient funds remaining to address the park amenities. To incorporate play equipment requires an additional \$30,000 being added to the fixed portion of 27 future pocket parks (27 x 30,000).
  
2. In 1998, there was a major cost reduction of \$217,000 in the Lakewood Suburban Park costs related to strategic use of irrigation, economies of scale savings on landscaping, savings on earth moving in conjunction with the pond development, and the use of crusher dust on some pathways instead of asphalt.

The following table identifies the changes necessary to bring the cost estimates in line with actual construction costs.

Parks and Recreation Levy  
 Proposed Cost Increases

Variable Costs				Fixed Costs		
Park Category	Approved Cost Est./Acre	% Inflation Increase	Cost/Acre Total	Approved	Proposed Change	Proposed New Total
Pocket Park	\$104,800	--	\$104,800	\$30,000	\$30,000	\$60,000
Neigh. Core Park	\$ 65,200	--	\$65,200	--	--	--
Linear Park	\$ 82,500	--	\$82,500	\$30,000	--	\$30,000
District Park	\$ 54,600	--	\$54,600	--	--	--

The total fixed cost portion of pocket parks four acres or less would be:

**MINUTES OF THE REGULAR MEETING OF CITY COUNCIL  
 MONDAY, JANUARY 18, 1999  
 PAGE 54**

Conceptual Planning	\$ 5,000
Irrigation and Electrical Connections	25,000
Play Area Development	<u>30,000</u>
Total Pocket Park Fixed Costs	\$60,000

The alternative would be not to install play areas in Pocket Parks and to make this a developer or Community Association responsibility. However, as prepaid levies are used to construct parks in new neighborhoods with very young children, the demand for play equipment for toddlers will remain strong. Having a provision to address this demand means the need can be met in a timely manner. The construction of the play areas in the pocket parks also assists developers and the City with the marketing of the new neighborhood.

Applying these changes to our cost estimates requires the following increases to the Parks and Recreation Levy rates:

<b>Park Rec. Levy Component</b>	<b>Current Rate per front metre</b>	<b>Rate Change</b>	<b>Required Rate per front metre</b>
Neighbourhood	\$92.59		\$96.09
District	\$36.40		\$35.77
Multi-District	\$23.75		\$23.03
Total	\$152.74	1.4%	\$154.89

**B. Status of Multi-District Levy Contingency Fund:**

The Administration has set an objective for the contingency fund of at least one percent of forecasted capital expenditures. Your Administration is continuing to propose that a contingency fund should be included within the Parks and Recreation Levy sufficiency estimates.

The balance of the Multi-District Levy Contingency as of December, 1997, was \$464,000. The \$464,000 was slightly in excess of one percent of forecasted capital expenditures at that time.

**MINUTES OF THE REGULAR MEETING OF CITY COUNCIL  
MONDAY, JANUARY 18, 1999  
PAGE 55**

During 1998, funds from the Multi-District Levy Contingency Fund were required to address the following expenditures:

Balance as of December 31, 1997		\$464,000
Capital Expenditures in 1998:		
- Bypass road Forestry Farm Entrance (Council approval, November 30)	\$15,000	
- Shelter belt (screen soccer building) Umea	<u>15,000</u>	
Total Expenditures		<u>30,000</u>
Balance as of December 31, 1998		<u>\$434,000</u>

The forecasted capital cost as of December 31, 1998 is projected to be \$43,416,000. No additional provision for the contingency fund is proposed at this time.

**OPTIONS**

There are no options.

**POLICY IMPLICATIONS**

There are no policy implications.

**COMMUNICATIONS PLAN**

This increase has been presented to the Developer's Liaison Committee for their comments. During its December 23, 1998, meeting, the Developer's Liaison Committee agreed with the necessity of increasing the Parks and Recreation Levy to provide sufficient funding for the construction of park amenities in pocket parks."

**MINUTES OF THE REGULAR MEETING OF CITY COUNCIL  
MONDAY, JANUARY 18, 1999  
PAGE 56**

**REPORT NO. 1-1999 OF THE AUDIT COMMITTEE**

Composition of Committee

Councillor D.L. Birkmaier, Chair  
Councillor D. Atchison  
Councillor J. Maddin  
Councillor P. McCann  
Councillor R. Steernberg

**1. Value-for-Money Audit Report  
Golf Course Program  
(File No. CK. 1600-1)**

- RECOMMENDATION:**
- 1) that City Council endorse the City's continued involvement in the golf course business;
  - 2) that City Council establish a financial performance objective for return on assets (ROA) which will provide a positive cash flow;
  - 3) that the calculation of ROA include provision for industry-standard overhead costs, equivalent property taxes for private golf courses and the adjustment to staff compensation costs to reflect private sector grids; and
  - 4) that City Council determine on an annual basis the disposition of the ROA funds available.

Your Committee has extensively reviewed the Audit Report to evaluate the effectiveness of the services provided to the City by the Golf Course Program and has concluded that the City of Saskatoon should maintain the services and work towards operation on a positive cash flow basis.

Attached is a copy of the report of the Auditor General dated December 9, 1998, forwarding the Value-for-Money Audit Report for the Golf Course Program. This Audit Report has been provided to all members of City Council through the Audit Committee agenda for the December 14, 1998 meeting and has not been recopied at this time.

Please bring your copy of this Audit Report to the meeting. A copy will be available upon request in the City Clerk's Office."



**MINUTES OF THE REGULAR MEETING OF CITY COUNCIL  
MONDAY, JANUARY 18, 1999  
PAGE 57**

- IT WAS RESOLVED:*
- 1) *that City Council endorse the City's continued involvement in the golf course business;*
  - 2) *that City Council establish a financial performance objective for return on assets (ROA) which will provide a positive cash flow;*
  - 3) *that the calculation of ROA include provision for industry-standard overhead costs, equivalent property taxes for private golf courses and the adjustment to staff compensation costs to reflect private sector grids;*
  - 4) *that City Council determine on an annual basis the disposition of the ROA funds available; and*
  - 5) *that the matter of establishing a financial performance objective for ROA be referred to the Administration and Finance Committee for a report.*

*Moved by Councillor Maddin, Seconded by Councillor Waygood,*

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

*CARRIED.*

**ENQUIRIES**

**Councillor Heidt  
Truck Traffic - 33<sup>rd</sup> Street Between  
Idylwyld Drive and Circle Drive West  
(File No. CK. 6000-1)**

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Presently there is a truck route with a weight restriction, however, there are no signs as well as a very busy street.

33<sup>rd</sup> Street has a parking lane and a traffic lane. It runs through a residential area and has many pedestrian crossings used daily by students going to Kelsey and the high schools south of 33<sup>rd</sup> to Bedford and E.D. Feehan.

**MINUTES OF THE REGULAR MEETING OF CITY COUNCIL  
MONDAY, JANUARY 18, 1999  
PAGE 58**

Would the Administration advise restricting trucks over 5000 Kg on this street?

**INTRODUCTION AND CONSIDERATION OF BYLAWS**

**Bylaw No. 7825**

Moved by Councillor Councillor Maddin, Seconded by Councillor Councillor Waygood,

THAT permission be granted to introduce Bylaw No. 7825, being "*The Tax Exemption Bylaw, 1999*" and to give same its first reading.

CARRIED.

The bylaw was then read a first time.

Moved by Councillor Councillor Maddin, Seconded by Councillor Councillor Langford,

THAT Bylaw No. 7825 be now read a second time.

CARRIED.

The bylaw was then read a second time.

Moved by Councillor Councillor Maddin, Seconded by Councillor Heidt,

THAT Council go into Committee of the Whole to consider Bylaw No. 7825.

CARRIED.

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

Committee arose.

**MINUTES OF THE REGULAR MEETING OF CITY COUNCIL  
MONDAY, JANUARY 18, 1999  
PAGE 59**

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

That while in Committee of the Whole, Bylaw No. 7825 was considered clause by clause and approved.

Moved by Councillor Maddin, Seconded by Councillor Steernberg,

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

CARRIED.

Moved by Councillor Maddin, Seconded by Councillor McCann,

THAT permission be granted to have Bylaw No. 7825 read a third time at this meeting.

CARRIED UNANIMOUSLY.

Moved by Councillor Maddin, Seconded by Councillor Birkmaier,

THAT Bylaw No. 7825 be now read a third time, that the bylaw be passed and the Mayor and the City Clerk be authorized to sign same and attach the corporate seal thereto.

CARRIED.

The bylaw was then read a third time and passed.

**Bylaw No. 7826**

Moved by Councillor Councillor Maddin, Seconded by Councillor Councillor Waygood,

THAT permission be granted to introduce Bylaw No. 7826, being "*The Waste Amendment Bylaw, 1999*" and to give same its first reading.

CARRIED.

**MINUTES OF THE REGULAR MEETING OF CITY COUNCIL  
MONDAY, JANUARY 18, 1999  
PAGE 60**

The bylaw was then read a first time.

Moved by Councillor Councillor Maddin, Seconded by Councillor Councillor Langford,

THAT Bylaw No. 7826 be now read a second time.

CARRIED.

The bylaw was then read a second time.

Moved by Councillor Councillor Maddin, Seconded by Councillor Heidt,

THAT Council go into Committee of the Whole to consider Bylaw No. 7826.

CARRIED.

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

Committee arose.

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

That while in Committee of the Whole, Bylaw No. 7826 was considered clause by clause and approved.

Moved by Councillor Maddin, Seconded by Councillor Steernberg,

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

CARRIED.

**MINUTES OF THE REGULAR MEETING OF CITY COUNCIL  
MONDAY, JANUARY 18, 1999  
PAGE 61**

Moved by Councillor Maddin, Seconded by Councillor McCann,

THAT permission be granted to have Bylaw No. 7826 read a third time at this meeting.

CARRIED UNANIMOUSLY.

Moved by Councillor Maddin, Seconded by Councillor Birkmaier,

THAT Bylaw No. 7826 be now read a third time, that the bylaw be passed and the Mayor and the City Clerk be authorized to sign same and attach the corporate seal thereto.

CARRIED.

The bylaw was then read a third time and passed.

*Moved by Councillor Maddin,*

*THAT the meeting stand adjourned.*

*CARRIED.*

*The meeting adjourned at 9:15 p.m.*

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**Mayor**

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**City Clerk**