

Council Chamber  
City Hall, Saskatoon, Sask.  
Monday, January 15, 1996,  
at 7:00 p.m.

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

**PRESENT:** His Worship Mayor Dayday in the Chair;  
Councillors Atchison, Birkmaier, Heidt, Langford, Langlois,  
Postlethwaite, Roe, Steernberg and Waygood;  
City Commissioner Irwin;  
City Solicitor Dust;  
City Clerk Mann;  
City Councillors' Assistant Kanak

*Moved by Councillor Postlethwaite, Seconded by Councillor Atchison,*

*THAT the minutes of the regular meeting of City Council held on January 2, 1996, be approved.*

*CARRIED.*

*Councillor Heidt introduced the Massey Place 54th Scout Group along with their leader, John LeClaire, and welcomed them to the meeting.*

### **HEARINGS**

**2a) Briarwood Replotting Scheme  
Parcel A, EV5793  
Parcel A, 82-S-19256  
Parcel AA, 89-S-02055  
SE, NE and NW ¼ 19-36-4-3  
(File No. 4230-1)**

#### **REPORT OF CITY CLERK:**

"Attached is a copy of Clause B4, Report No. 28-1995 of the City Commissioner which was adopted by City Council at its meeting held on December 18, 1995.

Report of the General Manger, Planning and Building Department, January 3, 1996:

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**RECOMMENDATION:**

- 1) that City Council adopt the replotting scheme in accordance with the attached specifications;
- 2) that City Council instruct the City Clerk to return two certified copies of the plans and specifications to the General Manager, Planning and Building Department for further handling along with two certified copies of the resolution;
- 3) that City Council authorize the General Manager, Planning and Building Department to approve minor changes to the plans and specifications for the purpose of rectifying clerical or other errors which do not affect either the intent or overall design of the replot; and,
- 4) that City Council authorize the Mayor and City Clerk to execute any agreement with respect to easements indicated on the plan showing proposed replotting.

On November 20, 1995, City Council authorized the General Manager of the Planning and Building Department to prepare a replotting scheme and on December 18, 1995, City Council authorized the General Manager of the Planning and Building Department to serve notice on the affected owners within this replotting scheme in accordance with Section 169 of *The Planning and Development Act, 1983*.

Notice has been served and the public hearing is to be held on January 15, 1996 at 7:00 p.m. in the Council Chambers.

The purpose of the replotting scheme is to assemble the unsubdivided portion of land within this neighbourhood and distribute it proportionately amongst the owners for future subdivision and development. The specifications are shown on Attachment No. 1 and indicate the method by which the replotting scheme is to occur. It also indicates the existing lands each owner owns and the proposed allocation in exchange thereof. The existing subdivision is shown on the Briarwood Replotting Scheme Plan No. 1 as Attachment No. 2. The Briarwood Plan, showing proposed replotting, indicates the proposed subdivision and is shown as Attachment No. 3. Municipal reserve dedication is being provided by parcels MR1, MR2, MR3, and MR4. The proposal is in conformance with the Subdivision and Zoning Bylaws and has been approved by the Technical Planning Commission.

In compliance with Section 169 of *The Planning and Development Act, 1983*, notice was served informing the owners of the hearing and consequently consents were received from all the owners. Also, in accordance with Section 168 of *The Planning and Development Act, 1983*, one copy of the replotting scheme was forwarded to the

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Minister of Highways and Transportation, Saskatchewan Telecommunications, Saskatchewan Power Corporation and all other public utilities, as indicated in the specifications, that may be affected by this replotting scheme. Consents from all the agencies and owners are attached to the specifications.

It will be necessary for City Council to approve a subdivision application (Section 172 of *The Planning and Development Act, 1983*) which will be the subject of a future report.

**ATTACHMENTS**

1. Specifications
2. Briarwood Replotting Scheme Plan No. 1
3. Briarwood Plan of Proposed Replotting"

*His Worship Mayor Dayday opened the hearing and ascertained that there was no one present in the gallery who wished to address Council with respect to the matter.*

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

*THAT the hearing be closed.*

*CARRIED.*

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

- 1) *that City Council adopt the replotting scheme in accordance with the attached specifications;*
- 2) *that City Council instruct the City Clerk to return two certified copies of the plans and specifications to the General Manager, Planning and Building Department for further handling along with two certified copies of the resolution;*
- 3) *that City Council authorize the General Manager, Planning and Building Department to approve minor changes to the plans and specifications for the purpose of rectifying clerical or other errors which do not affect either the intent or overall design of the replot; and,*
- 4) *that City Council authorize the Mayor and City Clerk to execute any agreement with respect to easements indicated on the plan showing proposed replotting.*

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*CARRIED.*

- 2b) Hearing**  
**Proposed Heritage Designation**  
**W.P. Bate House - 610 Saskatchewan Crescent East**  
**Lots 36-40, except S.W. 10 feet of Lot 40,**  
**Block 86, Plan QB 1856**  
**Proposed Bylaw No. 7511**  
**(File No. CK. 680-11)**

**REPORT OF CITY CLERK:**

"Attached is an excerpt from the minutes of meeting of City Council held on December 4, 1995, as well as a copy of proposed Bylaw No. 7511. Council will note that the hearing was deferred until this meeting.

Also attached are copies of the following communications:

- Letter dated January 5, 1996 from the Municipal Heritage Advisory Committee, requesting permission for the Chair of the Committee to address Council; and

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Letter dated January 11, 1996 from Derek E. Kindrachuk, Architect, Kindrachuk Agrey Architects Ltd., **requesting a further deferral of the hearing to March 25, 1996.**"

*Moved by Councillor Heidt, Seconded by Councillor Roe,*

*THAT the hearing be deferred until March 25, 1996 at the request of the owner.*

*CARRIED.*

**COMMUNICATIONS TO COUNCIL**

The following communications were submitted and dealt with as stated:

**A. REQUESTS TO SPEAK TO COUNCIL**

**1) Pat Nicholson and Monica Unger  
131 - 112th Street, undated**

Requesting permission to address Council regarding improvements to the existing crosswalk on Central Avenue and 112th Street. (File No. CK. 6150-1)

**RECOMMENDATION:** that Ms. Nicholson and Ms. Unger be heard.

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

*THAT Ms. Nicholson and Ms. Unger be heard.*

*CARRIED.*

*Ms. Pat Nicholson introduced Ms. Monica Unger and addressed Council regarding a proposal to improve the existing crosswalk at Central Avenue and 112th Street. She expressed concern regarding the safety of students crossing Central Avenue. Ms. Nicholson submitted a petition signed by residents in the area requesting an upgraded crosswalk at this intersection, and urged Council to install the necessary equipment to make the crosswalk safer.*

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*Moved by Councillor Waygood, Seconded by Councillor Heidt,*

*THAT the information be received and referred to the Administration for a report.*

*CARRIED.*

**2) Garry Worobec, President  
Hub City Curling Club, dated January 15**

Requesting permission to address Council regarding request for tax abatement. (File No. CK. 1965-1)

**RECOMMENDATION:** that Clause 9, Report No. 1-1996 of the Administration and Finance Committee be brought forward for consideration and that Mr. Worobec be heard.

*Moved by Councillor Roe, Seconded by Councillor Langford,*

*THAT Clause 9, Report No. 1-1996 of the Administration and Finance Committee be brought forward for consideration.*

*CARRIED.*

**REPORT NO. 1-1996 OF ADMINISTRATION AND FINANCE COMMITTEE**

**9. Hub City Curling Club  
Request for Tax Abatement  
(File No. CK. 1965-1)**

**RECOMMENDATION:** that no further action be taken on this matter.

City Council considered Clause 2, Report No. 5-1995 of the Administration and Finance Committee (copy attached) at its meeting held on December 4, 1995 and adopted the following motion:

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

- 1) that the abatement of taxes for 1996 be approved for all former applicants at the 1995 percentage;*

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- 2) *that all new applications be denied for a tax abatement for 1996;*
- 3) *that the Administration and Finance Committee undertake an overall review of tax abatements for 1997, and letters be sent to all 1996 applicants advising that a review is being undertaken with a view to a change in policy which would impact the amount of tax abatement for each applicant; and*
- 4) *that the following resolution be forwarded to SUMA for consideration at the 1996 SUMA Annual Convention:*

*WHEREAS in the City of Saskatoon 28% of the taxable assessment is declared tax exempt by legislation or municipal bylaw; and*

*WHEREAS many of these exempt buildings or organizations require certain basic municipal services;*

*IT IS THEREFORE RECOMMENDED that SUMA request the Provincial Government to review the criteria for the present exemptions being granted, and to recommend potential basic municipal service charges that could be applicable to any of these exempt groups.*

*IN AMENDMENT*

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

- 5) ***AND THAT the matter of the Hub City Curling Club be referred to the Administration for a report.***

*THE AMENDMENT WAS PUT AND CARRIED.*

*THE MOTION AS AMENDED WAS PUT AND CARRIED."*

With respect to Resolution No. 5 above, your Committee has determined that the Hub City Curling Club owes \$189,673.50 in tax arrears. Hub City was given an option to pay its tax arrears over a 5-year period, however, it appears they have not accepted this option to date. The Committee is unable to recommend any forgiveness of tax arrears nor recommend that curling clubs be exempted from the payment of property taxes.

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*Moved by Councillor Postlethwaite, Seconded by Councillor Langford,*

*THAT Mr. Worobec be heard.*

*CARRIED.*

*Mr. Garry Worobec, President, Hub City Curling Club, addressed Council regarding outstanding taxes relating to their property.*

*Moved by Councillor Postlethwaite, Seconded by Councillor Steernberg,*

*THAT no further action be taken on this matter.*

*CARRIED.*

**COMMUNICATIONS - CONTINUED**

**3) Laura Wasacase, Chair  
Children at Risk Committee, dated January 15**

Requesting permission to address Council regarding proposal for funding youth centre programs in Saskatoon's Inner City. (Files CK. 5500-3 and 1871-1)

**RECOMMENDATION:** that Clause 1, Report No. 1-1996 of the Administration and Finance Committee be brought forward for consideration and that a representative of the Children at Risk Committee be heard.

*Moved by Councillor Waygood, Seconded by Councillor Postlethwaite,*

*THAT Clause 1, Report No. 1-1996 of the Administration and Finance Committee be brought forward for consideration.*

*CARRIED.*



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**REPORT NO. 1-1996 OF THE ADMINISTRATION AND FINANCE COMMITTEE**

**1. Communications to Council**

**From: Laura Wasacase, Chair**

**Saskatoon Children at Risk Committee**

**Date: September 20, 1995**

**Subject: Submitting a proposal for funding youth centre programs  
in Saskatoon's Inner City and requesting support from  
the City of Saskatoon**

**(Files CK. 5500-3 & 1871-1)**

- RECOMMENDATION:**
- 1) that City Council approve a grant of up to \$13,609.00 to the Saskatoon Children at Risk Committee to set up one pilot youth centre project as outlined in their attached proposals (A & B) in consultation with the Leisure Services Department;
  - 2) that this matter be referred to the Budget Committee for consideration of a source of funding;
  - 3) that a Subcommittee consisting of representatives of the Leisure Services Department and the Saskatoon Children at Risk Committee be established to monitor the pilot project; and
  - 4) that the report on solvent abuse, as prepared by Alandra Taylor, Saskatoon Children at Risk Committee/Friendship Inn Solvent Abuse Prevention Program, (Attachment "G"), be referred to the Subcommittee for further consideration.

Your Committee has met with representatives of the Saskatoon Children at Risk Committee to review their proposal regarding the establishment of youth centres at specific locations in the inner City. Your Committee has also received comprehensive reports from the General Manager, Leisure Services Department, regarding the long-term strategy for the City's youth centre program. It is recognized that there is, indeed, a correlation between the youths who live in areas of the City that do not have neighbourhood youth programs and youth involvement in undesirable activities. After considerable deliberation, your Committee has concluded that it would support a pilot youth centre project in that it would allow the City to determine whether there should be a future expansion of the Saskatoon Children at Risk Committee's proposal.

Attached, as background information, are copies of the following documents:

- a) Compromise Proposal circulated at the Committee's January 8, 1996 meeting by the Children at Risk Committee (Attachment "A");
- b) Submission received January 8, 1996 from the Saskatoon Children at Risk

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Committee (Attachment "B") and reviewed at a joint meeting between the Administration and Finance Committee and the Saskatoon Children at Risk Committee on January 8, 1996;

- c) Letter dated September 20, 1995 from Laura Wasacase, Saskatoon Children at Risk Committee, initiating their youth centre proposal (Attachment "C");
- d) Report dated September 20, 1995 from the General Manager, Leisure Services Department, regarding the Long-Term Strategy for Youth Centres, (Attachment "D");
- e) Report dated November 29, 1995 from the General Manager, Leisure Services Department, containing a Discussion Paper on the Long-Term Strategy for Youth Centres, (Attachment "E");
- f) Chart entitled *Family Income - 1991 Neighbourhood Profiles*, as submitted by the Leisure Services Department outlining the percentage of low-income houses in each neighbourhood, (Attachment "F"); and
- g) Report prepared by Alandra Taylor, Saskatoon Children at Risk Committee/Friendship Inn Solvent Abuse Prevention Project, (Attachment "G").

*Moved by Councillor Postlethwaite, Seconded by Councillor Waygood,*

*THAT consideration of the matter be deferred to February 5, 1996.*

*CARRIED.*

**COMMUNICATIONS - CONTINUED**

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

- 1) **A.K. Walker**  
**2424 Eastview, dated January 2**

Submitting questions regarding various City bylaws. (File No. CK. 150-1)

**RECOMMENDATION:** that the direction of Council issue.

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

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*THAT the matter be referred to the Administration for a response and a copy of the response be provided to Council.*

*CARRIED.*

**2) Lyle Mallett  
43 Tucker Crescent, dated January 5**

Providing comments regarding power rates. (File No. CK. 1905-3)

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

*Moved by Councillor Heidt, Seconded by Councillor Langlois,*

*THAT the information be received.*

*CARRIED.*

**3) John H. Loewen  
2406 Munroe Avenue, dated January 4**

Submitting comments regarding various civic matters. (File No. CK. 150-1)

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

*Moved by Councillor Heidt, Seconded by Councillor Langlois,*

*THAT the information be received.*

*CARRIED.*

**4) Marlene Hall, Secretary  
Development Appeals Board, dated January 3**

Submitting Notice of Development Appeals Board Hearing regarding property at 207 Albert Avenue. (File No. CK. 4352-1)

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

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**5) Marlene Hall, Secretary  
Development Appeals Board, dated January 3**

Submitting Notice of Development Appeals Board Hearing regarding one-unit dwelling at 2410 - 33rd Street West. (File No. CK. 4352-1)

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

**6) Marlene Hall, Secretary  
Development Appeals Board, dated January 12**

Submitting Notice of Development Appeals Board Hearing regarding existing one-unit dwelling at 139 Taylor Street East. (File No. CK. 4352-1)

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

**7) Marlene Hall, Secretary  
Development Appeals Board, dated January 12**

Submitting Notice of Development Appeals Board Hearing regarding existing one-unit dwelling at 309 Maple Street. (File No. CK. 4352-1)

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

*Moved by Councillor Langford, Seconded by Councillor Postlethwaite,*

*THAT the information be received.*

*CARRIED.*

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

**1) J. Korobejko  
335 Winnipeg Avenue South, undated**

Expressing concerns regarding enforcement of traffic bylaw relating to parking. **Referred to the Chief of Police.** (File No. CK. 5300-1)

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- 2) **A.K. Walker**  
**2424 Eastview, dated January 2**

Submitting concerns regarding security deposit for utilities. **Referred to the Administration for a report.** (File No. CK. 1550-2)

- 3) **Kent Smith-Windsor, Executive Director**  
**The Partnership, dated January 2**

Submitting the Saskatoon Downtown B.I.D.'s 1996 Proposed Budget. **Referred to the Budget Committee.** (File No. CK. 1680-2)

- 4) **Garry Worobec, President**  
**Hub City Curling Club, undated**

Requesting approval to hold a bingo on Sunday, June 2, 1996. (Section 84A of The License Bylaw prohibits the holding of bingos on Sundays.) **Referred to the Administration and Finance Committee.** (File No. CK. 185-11)

- 5) **E. Schilling**  
**2731 Preston Avenue, dated January 11**

Submitting comments regarding proposed amendments to the smoking bylaw. **Referred to the Administration and Finance Committee.** (File No. CK. 185-3)

- 6) **C. Messmer**  
**255 - 423 Pendygrasse Road, dated January 9**

Submitting comments regarding proposed amendments to the smoking bylaw. **Referred to the Administration and Finance Committee.** (File No. CK. 185-3)

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

*Moved by Councillor Langlois, Seconded by Councillor Heidt,*

*THAT with respect to Item B.4 of "Communications" the Hub City Curling Club be advised that Council is not prepared to amend Section 84A of The License Bylaw which prohibits the holding of bingos on Sundays.*

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*CARRIED.*

*Moved by Councillor Roe, Seconded by Councillor Langford,*

*THAT the information be received with respect to Items B.1 to B.3 and B.5 and B.6 of "Communications".*

*CARRIED.*

**C. PROCLAMATIONS**

**1) Monica Kunz  
ParticipACTION, dated December 5**

Requesting Council to proclaim the period of May 3 to July 28, 1996 as SummerActive '96 in Saskatoon. (File No. CK. 205-5)

**2) Carol Froom, 30 Hour Famine National Director  
World Vision Canada, dated January 3**

Requesting Council to proclaim the week of February 18, 1996 as World Vision 30 Hour Famine 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 City Clerk be authorized to sign the proclamations on behalf of City Council.

*Moved by Councillor Roe, Seconded by Councillor Langford,*

*1) that City Council approve all proclamations as set out in Section C; and*

*2) that the City Clerk be authorized to sign the proclamations on behalf of City Council.*

*CARRIED.*

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**REPORTS**

City Commissioner Irwin submitted Report No. 2-1996 of the City Commissioner;

Councillor Roe, Chair, presented Report No. 1-1996 of the Planning and Operations Committee; and

Councillor McCann, Chair, presented Report No. 1-1996 of the Administration and Finance Committee.

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

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

- a) Report No. 2-1996 of the City Commissioner;*
- b) Report No. 1-1996 of the Planning and Operations Committee; and*
- c) Report No. 1-1996 of the Administration and Finance Committee.*

*CARRIED.*

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

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

*Committee arose.*

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

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

**"REPORT NO. 2-1996 OF THE CITY COMMISSIONER**

**Section A - Administration and Finance**

**A1) Routine Reports Submitted to City Council**

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

*ADOPTED.*

<u>SUBJECT</u>	<u>FROM</u>	<u>TO</u>
Schedule of Accounts Paid \$683,291.34	January 2, 1996	January 4, 1996
Schedule of Accounts Paid \$1,842,377.93 (File No. 1530-2)	January 4, 1996	January 8, 1996

**A2) Investments  
(File No. 1790-3)**

**RECOMMENDATION:** that City Council approve the attached purchases and sales.

*ADOPTED.*

Report of the General Manager, Finance Department, December 29, 1995:

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

**ATTACHMENTS**

1. Schedule of Securities Transactions (December 16-31, 1995).

**Section B - Planning and Operations**

**B1) Park Naming  
Holiday Park Neighbourhood  
Proposed Municipal Reserve MR1  
Part of Parcels GG and HH, Plan G1777  
(File No. 4000-1)**

**RECOMMENDATION:** that the proposed Municipal Reserve MR1, being part of Parcels GG and HH, Registered Plan No. G1777, be named Holiday Park.

*ADOPTED.*



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Report of the General Manager, Planning and Building Department, January 4, 1996:

"A request has been received from the Holiday Park Community Association to name a proposed neighbourhood park to 'Holiday Park' as shown on the attached plan. The proposed municipal reserve name is in keeping with the neighbourhood name. The subject land is located south of Schuyler Street and east of Avenue M. The land is presently owned by the Province of Saskatchewan and managed by Saskatchewan Property Management Corporation and forms part of the former Sanitorium Site. The City has purchased 3.19 ha. of this site to alleviate the deficiency of neighbourhood park land in the Holiday Park neighbourhood. A Plan of Proposed Subdivision is being processed and will eventually be registered in the Land Titles Office, at which time all legal transactions will be completed for the City to acquire title to the proposed Municipal Reserve MR1."

**ATTACHMENT**

1. Plan showing Proposed Municipal Reserve MR1.

**B2) School Signing Revisions  
French-Canadian School of Saskatoon  
(File No. 6280-3)**

**RECOMMENDATION:** that the signing changes at the French-Canadian School of Saskatoon, as described below, be approved.

*ADOPTED.*

Report of the General Manager, Transportation Department, January 2, 1996:

"Transportation Services has received a request from the Francophone Board of Education to review the signing at the French-Canadian School of Saskatoon, the former Haultain School. The review has been completed and it is proposed that the signing be revised so that it meets the current needs of the school. The investigation procedure for this school included a site meeting between representatives of the Transportation Department, the Education Detail of the Saskatoon Police Service, the Francophone Board of Education, and the School's Principal. Based on the results of this investigation, a new school signing plan has been prepared using the School Signing Guidelines and considering the needs of this particular school.

The previous school related signing had been removed shortly after the closure of Haultain School. The recommended signing at this new institution is described below:

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- Install a 10 metre 'DISABLED PERSONS LOADING ZONE' (RB-58G) on Albert Avenue at the south walkway to the school.
- Install a 10 metre '5 MINUTE LOADING ZONE' (RB-58C) on Albert Avenue at the main walkway to the school.
- Install a 45 metre 'SCHOOL BUS LOADING ZONE, 0800-1700, MONDAY-FRIDAY' (RB-58L) north of the school along 5th Street.
- Install 'NO PARKING' zones of approximately 10 metres each south and east of the south-east corner of 5th Street and Albert Avenue.

All of the above changes have been reviewed and approved by the Francophone Board of Education and the School's Principal."

**B3) School Signing Revisions  
Victoria School  
(File No. 6280-3)**

**RECOMMENDATION:** that the signing changes at Victoria School, as shown on attached Plan No. H9-25B, be approved.

*ADOPTED.*

Report of the General Manager, Transportation Department, January 3, 1996:

"The Transportation Department has received a request from the Saskatoon Board of Education to review the signing at Victoria School. The review has been completed and it is proposed that the signing be revised so that it meets the current needs of the school. The investigation procedure for this school included a site meeting between representatives of the Transportation Department, the Education Detail of the Saskatoon Police Service, Saskatoon Board of Education, and the School's Principal. Based on the results of this investigation, a new school signing plan has been prepared using the School Signing Guidelines and considering the needs of this particular school.

The recommended signing changes along the north side of 11th Street are indicated on the attached Plan No. H9-25B and are described briefly below:

- Replace the 'NO PARKING' zone (RB-51) from the west entrance of the staff parking lot to the corner of Broadway Avenue with a 'NO STOPPING' zone (RB-55).
- Remove the 'LOADING ZONE' (RB-58H) and the 'NO PARKING, 0800-1700, Monday-Friday' zone (RB-52A) between the two entrances to the staff parking lot and install a 'PARKING, 5 MINUTE, 0800-1700, Monday-Friday' zone (RB-53B).
- Remove the 'NO PARKING, 0800-1700, Monday-Friday' zone (RB-52A) east of the staff

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parking lot to an area of 10 metres from the corner of Dufferin Avenue and leave the area with no posted parking restrictions.

These changes are necessary to replace confusing and weathered signing and will also provide areas of short-term parking on the school side of the streets for parents transporting their children to and from school.

These changes have been reviewed and approved by the Saskatoon Board of Education and the School's Principal."

**ATTACHMENTS**

1. Plan No. H9-25B

**B4) Request for Encroachment Agreement  
139 Taylor Street East  
Lot 24, Block 39, Plan G229  
(File No. 4090-2)**

- RECOMMENDATION:**
- 1) that City Council recognize the encroachment at 139 Taylor Street East (Lot 24, Block 39, Plan G229);
  - 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 the agreement, on behalf of the City of Saskatoon, under the Corporate Seal.

Report of the General Manager, Planning and Building Department, January 5, 1996:

"Mr. Brent D. Barilla of McDougall, Ready, on behalf of the property owners, has requested to enter into an encroachment agreement with the City for the above-noted property. As shown on the attached Real Property Report, part of the east wall and eaves of the house and carport encroach onto the City's property (i.e. a boulevard) along McPherson Avenue. Also, part of the shed eave encroaches onto the City's property (i.e. a lane.) The encroachment of the house and carport has existed since 1970 when the second storey addition and carport were constructed. The encroachment of the shed has existed since 1978 when it was constructed.

The total area of encroachment is approximately 9.98 square metres (107.42 square feet.) The wall and eave of the house and carport encroach a maximum of 0.88 metres (2.9 feet) onto the boulevard. The eave of the shed encroaches a maximum of 0.15 metres (0.49 feet) onto the lane.

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If approved by City Council, an encroachment agreement will be required. The owner of the property will be subject to the minimum annual fee of \$50."

**ATTACHMENTS**

1. Real Property Report for 139 Taylor Street East
2. Letter: McDougall, Ready, Barristers and Solicitors, to the Planning and Building Department

*THIS CITY COMMISSIONER WITHDREW THIS ITEM.*

**B5) 1995 Capital Project 1155 Construction of Circle Drive  
from 8th Street to Highway #16  
Construction of Sound Walls and Retaining Walls  
(File No. 6001-15)**

- RECOMMENDATION:**
- 1) that the tendered prices for construction of sound walls received on October 31st, 1995, be rejected; and,
  - 2) that the Public Works Department review the scope of the work and re-tender this phase of the project for construction in the spring of 1996.

*ADOPTED.*

Report of the General Manager, Public Works, December 28, 1995:

"At the regular meeting on November 13, 1995, Council approved the recommendation to accept the bid submitted by Lux Construction for the construction of bin type retaining walls on Circle Drive Southeast. The recommendation on the second component of work, construction of concrete panel sound attenuating walls, was deferred pending the evaluation of an unsolicited alternate submitted by the low bidder Bomac Construction.

The following bids were received for the construction of sound walls:

- |    |                                |              |
|----|--------------------------------|--------------|
| 1. | Bomac Construction (1978) Ltd. | \$292,505.26 |
| 2. | Lux Construction Ltd.          | \$298,423.00 |
| 3. | SBW Wright Construction Inc.   | \$320,499.70 |
| 4. | Victory Construction Ltd.      | \$321,255.00 |

Bomac Construction also submitted an unsolicited alternate which would reflect a \$50,000. reduction in the bid price. However, the City Solicitor suggested that under the circumstances, certain liabilities might arise against the City if the alternate were accepted. The Public Works Department has decided not to accept the alternate.

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The amount budgeted in the overall project for the construction of sound walls and retaining walls is \$450,000.00. The retaining wall component has already been awarded to Lux Construction at an estimated contract cost of \$255,204.00 and work is scheduled to commence in early January 1996. If the low bid from Bomac Construction is accepted, the budgeted amount will be exceeded by approximately \$100,000.00.

In light of the combined bid prices exceeding the budgeted amount, the Public Works Department proposes to reject the bid prices submitted for the construction of sound walls. The scope of the work will be reviewed and this phase of the project will be re-tendered early in 1996 for construction in the spring."

**B6) Enquiry - Councillor M. Heidt (August 28, 1995)  
Forty-Eight Hour Parking Limit  
Trailers on Streets  
(File No. 6120-3)**

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

*ADOPTED.*

**"I have received complaints from owners who have motor homes regarding the 48-hour parking limit on the street. This causes problems when they leave on weekends. In most cases, these motor-homes or fifth wheels are parked in front of the property for the months of June, July and August. We should try to facilitate these taxpayers.**

- 1) Could we suggest to amend the bylaw under section #14 to 72 hours to address the weekend problem.**
- 2) Is there some suggested amendment we could make to Section #21, Subsection #2 (six meter rule) of parking recreation vehicles for short-term parking adjacent to the property of the owners."**

Report of the General Manager, Transportation Department, December 8, 1995:

"The Transportation Department has reviewed the Traffic Bylaw No. 7200 and the bylaws and practices of other cities in Western Canada with regard to the parking of large recreational vehicles on residential streets.

The Traffic Bylaw, of the City of Saskatoon, restricts the parking of these vehicles on residential streets in two ways: vehicles over 6 meters in length can only park on residential streets for up to 2 hours, and all vehicles can be parked on the street for a maximum duration of 48 hours. Enforcement of this bylaw is undertaken on a complaint basis only. The City Police do not actively

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patrol neighbourhoods seeking out violators.

The other Cities that were contacted have similar bylaws in place with no exemptions for recreational vehicles, and enforcement is undertaken on a complaint basis. Specifically, with regard to recreational vehicles, the other Cities that were contacted consider that the parking of recreational vehicles on the street, for long durations, to be a nuisance in the neighbourhood and that the most appropriate place for these vehicles was on private property. As well, all of the Cities contacted indicated that the parking of large vehicles on the street presented sight restriction concerns, for pedestrians and vehicles, especially near intersections and crosswalks. These sight restrictions are not present when vehicles, which conform to our bylaw, are parked at these locations.

The City of Saskatoon is no different in this respect. The bylaw exists to address occurrences of long-term parking of large vehicles on the street and is enforced as needed to address specific community concerns. The Transportation Department is not prepared to recommend any amendments to the Traffic Bylaw at this time."

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**B7) 1996 Capital Budget  
Project #719 - Electrical Feeders 14.4 kV  
Transformer Purchase Requisition No. A 45092/03  
(File No. 1000-2)**

- RECOMMENDATION:**
- 1) that the tender for Items #1 and #2, which was submitted by Moloney Electric Corp., be accepted in the amount of \$187,951.99 which includes the base bid, a 1.5% discount, and the applicable G.S.T. and P.S.T.;
  - 2) that the tender for Item #3, which was submitted by Chaz Sales Corp., be accepted in the amount of \$4,008.96 which includes the base bid and the applicable G.S.T. and P.S.T.;
  - 3) that the tender for Item #4, which was submitted by Central Moloney Inc., be accepted in the amount of \$5,210.72 which includes the base bid and the applicable G.S.T. and P.S.T.;
  - 4) that the tender for Item #5, #6, and #7, which was submitted by Partner Technologies Inc., be accepted in the amount of \$51,426.28 which includes the base bid and the applicable G.S.T. and P.S.T.; and,
  - 5) that Central Purchasing be authorized to execute, on behalf of the City, the appropriate Purchase Orders.

*ADOPTED.*

Report of the General Manager, Public Works Department, December 27, 1995:

"On December 4, 1995, City Council approved the 1996 Capital Budget. The tendered transformers are required for Capital Project #719 - Electrical Feeders 14.4 kV.

The recommended tenders all meet the requirements of the specifications and are the lowest evaluated bids for each item. (See attachments.)

There are no policy implications as the lowest evaluated tenders are being recommended for each item.

The price of the tendered transformers are within budget estimates and the project is expected to be completed within the approved budget amount."

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**ATTACHMENTS**

1. Tabulation of Price Quotation.
2. Tabulation of Tender Evaluation.
3. Summary of Lowest Evaluated Tenders.

**B8) Easement Requirement  
Saskatoon Underground - Blackshire Crescent, Briarwood  
Walkway W4, Blk. 119  
Municipal Bufferstrips MB10, MB11, and MB12, Plan 95-S-40383  
Project: E53-575-33; Subproject: E533-15-710  
(File No. 4090-3)**

- RECOMMENDATION:**
- 1) that City Council grant an easement to SaskPower, SaskEnergy, and SaskTel as outlined on the attached plan;
  - 2) that His Worship the Mayor and the City Clerk be authorized to execute, under the Corporate Seal and in a form that is satisfactory to the City Solicitor, the formal agreement with respect to this easement.

*ADOPTED.*

Report of the General Manager, Planning and Building Department, December 22, 1995:

"C. A. Moore, on behalf of SaskPower's Land Department, SaskEnergy, and SaskTel, has requested the City's approval for an easement over part of Walkway W4, Blk. 119, Municipal Buffer Strips MB10, MB11, and MB12, Plan 95-S-40383, as shown outlined on the attached plan. The proposed easement is to provide underground servicing to the adjacent residential lots.

Subdivision Application #15/95 was approved by City Council during its July 17, 1995 meeting. As the property included in the subdivision at the time of approval by City Council was privately owned, Council's approval did not include the granting of easements. Since registration of the Plan of Subdivision has occurred, the City now has title to the municipal buffer strips over which SaskPower, SaskEnergy, and SaskTel require an easement.

The Planning and Building Department has no objection to granting the proposed easement to SaskPower, SaskEnergy, and SaskTel."

**ATTACHMENTS**

1. Walkway W4, Blk. 119, Municipal Buffer Strips MB10, MB11, and MB12, Plan 95-S-



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40383.

**REPORT NO. 1-1996 OF THE PLANNING AND OPERATIONS COMMITTEE**

Composition of Committee

Councillor P. Roe, Chair  
Councillor M. Heidt  
Councillor H. Langlois  
Councillor D.L. Birkmaier  
Councillor K. Waygood

**1. Revised Five-Year Land Development Program (1996-2000)  
(File No. CK. 4110-5)**

- RECOMMENDATION:**
- 1) that City Council approve the revised Five-Year Land Development Program (1996-2000); and
  - 2) that the revised Five-Year Land Development Program be referred to the Land Bank Committee for information.

*ADOPTED.*

Your Committee has considered a report of the General Manager, Planning and Building Department, dated December 22, 1995 (quoted below) regarding the Revised Five-Year Land Development Program (1996-2000). While your Committee supports the revised program, it has also requested the Administration to report further on how the City could facilitate greater low density infill housing in the developed parts of the City. Your Committee has also requested a report on a marketing plan that would encourage greater residential development in the central business district, which would include new units, renewed units, and re-use of existing buildings.

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**"BACKGROUND**

At its August 14, 1995 meeting City Council considered the attached copy of Clause 2, Report No. 1-1995 of the Planning and Operations Committee in connection with the Five-Year Land Development Program (1996-2000) and resolved as follows:

- 1) that the Five-Year Land Development Program (1996-2000) be approved;
- 2) that the Five-Year Land Development Program (1996-2000) be referred to the Land Bank Committee for information; and,
- 3) that the question of marketing of land on the west side of the river be referred to the Planning and Operations Committee for more detailed examination.'

With respect to item 3) above, the Planning and Building Department has initiated an examination of this matter in conjunction with the Public Works Department and Transportation Department. This study will examine and identify the global costs, opportunities, and implications of the establishment of new suburban development area (serving a population of 50,000 persons) west of the Confederation Park Suburban Development Area, based on current land use and growth management policies contained in the City's Development Plan. A report on this matter will be submitted early in 1996.

**JUSTIFICATION**

The City's Administration has established a process by which forecasts of serviced-land inventories, land-absorption, and servicing activity are reviewed. The process includes discussions with all of the affected civic departments, utility companies, and school boards (through the Technical Planning Commission), as well as with the local land-developers.

Attached is the proposed revised Five-Year Land Development Program for the 1996 to 2000 period. After reviewing it on December 20, 1995, the Technical Planning Commission is recommending the adoption of the Program. The Developers Liaison Committee's members were invited to attend the Commission's meeting and to provide their comments. No concerns were raised by members of the Developer's Liaison Committee respecting the Program.

The attachment to this report is intended to replace the Five-Year Land Development Program (1996-2000) which was adopted by City Council on August 14, 1995. The attached document will be the basis upon which the Administration will adjust the 1996 Prepaid Land Development component of the Capital Budget.

Revisions to the 1996-2000 Program were necessitated as a result of the following factors:

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- a) While the total lot absorption rate forecasted for 1995 was achieved, there were significant unexpected shifts in lot absorption rates by neighbourhood. This occurred primarily as a result of higher than expected demand for moderately-priced dwellings by first-time home buyers coupled with the availability of lower priced lots in Silverspring, Dundonald and Westview. This trend is expected to continue into 1996, however the existing supply of lower-priced lots will be depleted by the end of 1996.
- b) As the effect of lower-priced lots took hold in the new housing market, the need to service new lots in Briarwood and Arbor Creek was diminished. While 177 new lots were originally intended to be serviced in these areas during 1995, only 87 lots were actually serviced. This has led to a reduction in expected lot carryover into 1996 from 592 to 487.
- c) In anticipation of the continuing demand for moderately-priced residential lots, land developers are now considering proposals to reduce lot frontages from 15-16 metres to 12 to 14 metres. Additionally, it is expected that lot servicing activity in Parkridge and Confederation Park by private land developers will be more vigorously pursued than previously expected.
- d) With continued population growth (a result of natural increase and positive net migration to Saskatoon), increasing empty-nester households, decreasing vacancy rates, decreased supply of resale dwellings, the demand for new condominium units particularly in a townhouse form will continue to grow. Over the past several years, the supply of existing serviced lands for this housing form has declined. As a consequence, Land Developers will now be encouraged to more actively pursue the servicing of land for townhouse development.

In summary, the 1996-2000 Program, as revised, envisages the following for residential land:

- a) The number of permits for new one-unit dwellings has been steadily increasing since 1991 when 177 permits were issued. In 1994, 362 permits were issued, an increase of 19% over the 271 permits issued in 1993. It is estimated that 345 permits will be issued in 1995, an increase of 12% over 1994. This trend of increasing demand is expected to continue through 1996 and 1997 followed by a moderate downturn commencing in 1998.
- b) As a consequence of greater demand for new affordable housing by first-time homebuyers, greater interest has been demonstrated to increase the supply of serviced lots in the Parkridge Neighbourhood. This has led to the identification of the commencement of lot servicing in Parkridge and Confederation Park in 1996. Furthermore, interest has also been expressed by several developers to examine and perhaps propose, in the future, a reduction in lot frontages in the Briarwood, Arbor Creek and Stonebridge neighbourhoods.

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- c) The increased level of city-owned lot sales over the past several years has led to the commencement of city-owned lot servicing in the Silverspring Neighbourhood in 1995 and the Parkridge, Silverspring, Briarwood and Avalon neighbourhoods in 1996. This follows several years of absence from lot-servicing activity by the City of Saskatoon as a consequence of high levels of inventory relative to demand.
- d) It is expected that a total of 349 lots will be serviced in 1996 followed by 398 in 1997. The level of lot servicing expected in 1996 and 1997 will likely surpass the lot absorption rates for 1996 and 1997 leading to an increase in lot inventory levels. Cairns Developers Ltd. have expressed interest in returning to the new housing market by commencing lot servicing in the Stonebridge Neighbourhood in 1997, should total one-unit dwelling starts exceed 400-450 units on an annual basis. As annual housing starts are not expected to reach this level in a sustained manner, it would not be prudent for the City of Saskatoon to commit funds within the 1996 Prepaid Land Development components of the Capital Budget.
- e) As a consequence of heightened demand for ground-oriented townhouse dwelling groups, greater interest in parcel servicing has been expressed by several land developers. This segment of the Land Development Program has identified servicing in the Heritage Crescent area in 1996 and 1997, in the Briarwood Neighbourhood in 1997, in the Arbor Creek Neighbourhood in 1996 and in the Lakewood Suburban Centre in 1997.

Overall, Saskatoon's economic picture has improved and rebounded to stable levels prior to the 1990-1991 recessionary period. With increased employment levels, declining unemployment, moderate population growth, greater housing affordability for first time home buyers, rising retail sales, increased production and sales in the resource sector, increasing net farm receipts and high oil seed prices, and an ever increasing bio-technology sector, rising consumer confidence in the new housing market should prevail through to 1997. Significant factors which may dampen consumer confidence include concerns respecting job security, volatility in mortgage rates, increased construction costs and decreases in housing affordability.

The servicing of commercial and industrial parcels has been non-existent for several years due to high levels of existing serviced inventories throughout the City. The Program does indicate that should such servicing commence, it is most likely to occur in the North Industrial Area and University Heights Suburban Centre.

**OPTIONS**

The Five-Year Land Development Program is used primarily as a method of forecasting the servicing and utilization (i.e. absorption) of residential and non-residential land to assist the City of Saskatoon, utility agencies, and school boards to prepare their respective Capital Budgets and Capital plans over a five-year period. The forecasts are based on existing

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conditions and trends and reflect the need to ensure that urban growth takes place in an orderly and rational manner as outlined in the City's Development Plan.

**POLICY IMPLICATIONS**

There are no policy implications.

**FINANCIAL IMPACT**

Adjustments to the 1996 Prepaid Land Development component of the Capital Budget will be required. The funding for the prepaid reserve accounts is self-supporting.

**ATTACHMENTS**

1. City of Saskatoon - Revised Five-Year Land Development Program (1996-2000).
2. Clause 2, Report No. 1-1995 of the Planning and Operations Committee."

**2. Property Maintenance and Occupancy Bylaw  
(File No. CK. 185-7)**

- RECOMMENDATION:**
- 1) that the information be received;
  - 2) that City Council consider Bylaw No. 7400 at its meeting to be held on February 5, 1996; and
  - 3) that City Council refer the appointment of members for the Property Maintenance and Occupancy Bylaw Appeal Board to the Executive Committee.

*ADOPTED.*

On December 12, 1995, your Committee considered a report of the General Manager, Fire and Protective Services Department, dated December 1, 1995 (quoted below) regarding a proposed Property Maintenance and Occupancy Bylaw. At that time, your Committee also received a written submission (copy attached) from Mr. Earle Mireau, Equal Justice for All, regarding possible amendments to the proposed Bylaw. A report was subsequently requested from the Administration on the feasibility of the proposed amendments. A copy of a response dated January 2, 1996 from the City Solicitor is attached.

A copy of Bylaw No. 7400 is attached for Council's information. It should be noted that the Bylaw has been amended to reflect those changes which the civic administration feels are within the City's jurisdiction. (Note: Revisions to Bylaw No. 7400 are marked with an asterisk in the response from

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the City Solicitor dated January 2, 1996.)

**"EXECUTIVE SUMMARY"**

The Administration is proposing that the attached Property Maintenance and Occupancy Bylaw be enacted by City Council. The recommended bylaw does two things.

1. It establishes minimum interior property standards for all buildings within the City. The current Building Maintenance Bylaw only provides for exterior standards for buildings.
2. It creates new procedures for dealing with the following:
  - fire, health, and safety inspections,
  - building demolitions,
  - junked vehicles,
  - unsightly and untidy properties,
  - taking emergency action in vacant and dangerous buildings.

The new procedures will:

1. standardize administrative procedures, and
2. replace City Council Hearings with Hearings by a Committee appointed by City Council.

**BACKGROUND**

In 1991, the Fire Department and Public Health Services, Saskatoon District Health Board, in partnership with the Riversdale Community and School Association, undertook the development of a program to ensure basic health and safety standards were maintained in dwelling units within the Riversdale community.

The Riversdale experience, coupled with the input from other community associations and groups, demonstrated there was a need to streamline the inspection and enforcement process and develop minimum health and safety standards for buildings and properties within the City.

One of the significant problems encountered by the Administration in changing the current system, was the enforcement provisions of *The Urban Municipality Act, 1984*. The Administration has, however, met with provincial government representatives and achieved the necessary changes to the *Act* to enhance the current processes. These changes came into effect September 1, 1995. The changes allow the City to streamline the inspection and enforcement process, appoint "agents" as inspectors, and delegate the responsibility for appeals to an appeal committee separate and apart from City Council.

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A presentation was made to City Council on September 27, 1993, and public meetings were held on December 7 and 8, 1993, outlining proposed changes to the Building Maintenance Bylaw and receiving feedback from citizens. As a result of the concerns expressed, the experience gained through past practices, and an internal review of current practices, the Administration has developed the Property Maintenance and Occupancy Bylaw (Attachment 1) and a data base to manage the program.

Following the development of the bylaw, the Administration met with the Landlords Association and representatives of the Community Associations and received a positive response from both groups relative to the provisions in the proposed bylaw.

**JUSTIFICATION**

Traditionally fire, building, bylaw, and health inspectors have administered various regulations and undertaken inspections and enforcement relative to their specific regulations. Often this has resulted in insufficient resources for some aspects of the inspection process, duplication of efforts in others, communication gaps, and inadequate enforcement. The existing system has five different agencies and civic departments administering various sections of *The Urban Municipality Act, 1984* and related municipal and provincial health and safety regulations.

Currently, each section of health and safety legislation, both provincial and municipal, has a separate enforcement process, all of which are somewhat different from each other. Some have appeals which go to City Council while others have a separate appeal process to a provincial agency. Some elements of the current legislation allow for corrective orders to be written in the first instance with timelines provided, while other sections are more restrictive and require the giving of notice and formal City Council hearings. The Administration is of the opinion the present system is cumbersome and generally inadequate.

A second concern is that the current Building Maintenance Bylaw was specifically written to deal solely with exterior construction standards and fails to provide a minimum level of health and safety for all residents of Saskatoon. Once a building is built, particularly dwelling units which become rental units, there are no ongoing minimum standards of health and safety that must be maintained within the building. This results in some landlords renting properties which are substandard, unsafe, and unhealthy for human habitation. The lack of legislated minimum standards does not allow Fire and Protective Services and Public Health Services, Environmental Health Department, to deal with these issues in a proactive manner and places them in a position where they can only deal with them when they become an extreme health or safety issue.

**OPTIONS**

There are two distinct areas within which City Council can look at options.

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1. Bylaw Content

City Council can choose to approve the addition of interior health and safety standards, or, they can retain only exterior standards as they are currently stated in the existing maintenance bylaw.

2. Administrative/Enforcement Process

City Council can choose to enact the bylaw as presented by the Administration, or, they can specifically pick any of the following items and retain them within the existing process by dealing with them through City Council:

- Building demolitions
- Junked vehicles
- Unsightly and untidy properties
- Taking emergency action in vacant and dangerous buildings

**POLICY IMPLICATIONS**

This bylaw supports the activity-based management philosophy adopted by City Council as part of the Ernst and Young Report. It will provide for a community based, community focused health and safety inspection/enforcement program, a streamlined and rationalized inspection process, and basic health and safety building standards. It provides for an appeal process apart from City Council which is a change from past practice.



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**FINANCIAL IMPACT**

This program provides for a realignment of inspection and enforcement functions. No additional staff costs are associated with the program. There is, however, an estimated additional cost of \$7,700 per year for the program plus an initial cost of \$5,000 for printing informative material. The yearly costs are as follows:

1.	Health and safety complaint line	-	\$ 700.00 per year
2.	Inspection data base	-	\$ 500.00 per year
3.	Inspection forms	-	\$2000.00 per year
4.	Postage and material costs	-	\$4500.00 per year

**COMMUNICATIONS PLAN**

Administration will communicate the contents of this bylaw to the public through the following means:

1. A series of public information meetings will be undertaken to explain the content and application of the bylaw.
2. Information will be made available to the media.
3. Brochures will be printed and made available to the general public covering specific issues within the bylaw ie. junked vehicles, unsightly and untidy properties, etc.
4. A booklet will be made available, on a cost recovery basis, for the public containing detailed information on the application of the bylaw."

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**3. Snow Removal - Elementary Schools  
(File No. CK. 6290-1)**

- RECOMMENDATION:**
- 1) that a purchase order be issued to Wosniak and Sons Enterprises Ltd. for snow removal from thirty-one schools in Maintenance Sections 1,2,3,4,6,and 10 in the amount of \$43,213.40; and
  - 2) that a purchase order be issued to Maxie's Excavating Ltd. for snow removal from thirty-one schools in Maintenance Sections 7, 8 and 9 in the amount of \$59,384.60.

*ADOPTED.*

Your Committee has reviewed and supports a report of the General Manager, Public Works Department, dated December 5, 1995, (quoted below) regarding the above. Your Committee has also recommended to the Budget Committee that an additional \$58,600.00 be added to the 1996 Operating Budget to provide for snow removal contracts around schools.

**"BACKGROUND"**

During recent years, parents and school officials have become more concerned about snow ridges along the street in the vicinity of elementary schools. The Engineering Department considered snow removal from schools a low priority and carried it out after snow clearing and removal from high priority arterials and collectors was completed. Staff and equipment were not readily available for this item and as a result it took approximately four weeks to complete all the schools. After a substantial snow accumulation, this time frame was not acceptable to parents and school officials.

In the report on "Snow and Ice Management" submitted to the former Works and Utilities Committee on February 8, 1995, this issue was addressed. An increased Level of Service was approved at an estimated annual cost of \$44,000. The estimate was based on area of street currently cleared by City forces which was done over the three- to four-week period. The Works and Utilities Committee approved the contracting out of snow removal from the vicinity of elementary schools.

On February 14, 1995, the Budget Policy and Planning Committee resolved that the additional funds be included in the 1995 Operating Budget to provide for snow removal contracts around schools. City Council subsequently approved the change in policy and additional funds.

**DISCUSSION**

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During this past summer, staff of Public Works Roadways met with representatives of both school boards, inspected every elementary school and determined the limits of snow removal. To meet the expectations of school staff and concerned parents, the amount of work was increased substantially over that currently being done and what had been initially estimated. These proposed limits were outlined in the tender contract. It was assumed that snow removal would be required twice per winter.

**JUSTIFICATION**

Tenders have been received for snow removal from 77 elementary schools in Saskatoon. Low bids from two contractors results in a total cost of \$102,598.00.

Wosniak and Sons	\$ 43,213.40
Maxie's Excavating	<u>59,384.60</u>
TOTAL	\$102,598.00

Engineer's Estimate	<u>44,000.00</u>
DIFFERENCE	\$ 58,598.00

The contract specified that all schools within a maintenance section must be cleaned within two days of notification. The Public Works Department does not have the resources to meet this time frame and carry on with other regular maintenance items at the same time.

**OPTIONS**

Re-tendering the contracts is not a viable alternative at this time of year. With snow removal contractors currently committed to other work throughout the City, it is very doubtful that prices would come in any lower. If we were to reduce the extent of work, the program will not meet the needs of the school board officials and concerned parents. If the snow removal contracts are not fulfilled, the work will be done by City staff as in past years, but the time frame will still be a problem and parents/school officials will not be satisfied and policy not met.

**POLICY IMPLICATIONS**

Current policy is to remove windrowed snow from schools when it reaches a height of 60 cm. The contract specified that snow removal must be completed within two days of notification. If the contracts are not awarded, the snow removal guidelines will not be met within the specified time limits and parents/school officials will continue to express their displeasure.

**FINANCIAL IMPACT**

As stated earlier, the estimate for the snow removal contract was based on the quantity of work previously carried out by city crews. The limits were extended in consultation with

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both school boards. The resulting tenders came in \$58,600 over estimate. If the work is to be carried out as tendered, the Snow and Ice Control operating budget will have to be increased accordingly. Source of funds is the mill rate (general taxation).

**COMMUNICATIONS PLAN**

The decision will be communicated to both school boards."

**4. 1996 Woodlawn Cemetery Revenue Report  
(File No. CK. 1720-1)**

- RECOMMENDATION:**
- 1) that the proposed changes to the fees charged for service provided at the Woodlawn Cemetery as outlined in Attachment 1, be effective January 1, 1996; and,
  - 2) that the application for a Productivity Improvement Loan be approved.

*ADOPTED.*

Your committee has considered and supports the following report of the General Manager, Public Works Department, dated November 30, 1995, regarding the above.

**"BACKGROUND**

The goal of the Woodlawn Cemetery is to remain financed on a fully cost-recovered basis, having no budgetary impact on municipal taxation. All capital and operating expenditures at Woodlawn Cemetery are funded by revenues generated from the sale of its services and from a portion of the investment-earnings of its Perpetual Care Fund. The Woodlawn Cemetery Revenue Report proposes an annual budget plan that describes how this program will remain self-funded. The 1996 Revenue Report will accommodate the full payroll costs of its staff and will address funding of a major site development project at Woodlawn Cemetery within the context of this self-funded business philosophy.

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**DISCUSSION**

As a result of the Ernst and Young Report's focus on Activity Based Costing, the payroll cost of the Woodlawn Cemetery will be included in the Program's 1996 Budget. This will increase the total operating cost by \$53,300. As well, there is a need to undertake the development of land within the Woodlawn Cemetery for future grave site sales. The cost of this development is estimated to be \$180,000.

**JUSTIFICATION**

Although the Woodlawn Cemetery Program has attempted to provide its service to the public on a total cost-recovered basis, the Ernst and Young Report has identified the need for this program to be responsible for payroll costs associated with its staff. Costs such as: Workers' Compensation premiums, Unemployment Insurance premiums, City Pension and Canada Pension contributions, Group Insurance premiums, EFAP contributions, Long-Term Disability contributions and the cost of processing the payroll have all previously been part of the Corporation's operating budget. For the 1996 operating year, these costs will become part of the Woodlawn Cemetery Operating Budget. The net increase in operating budget resulting from this transfer will be \$53,300. The revenue to offset this funding will be generated through an increase of 8.5% in the user fees at the Cemetery.

In the 1995 operating year, staff at the Cemetery carried out a study of the Woodlawn Cemetery site to project the period of time for which the Cemetery can be expected to service the public need for grave sites. This study indicated that at present rates of sale, the total land at the Cemetery contains enough grave sites to service the City of Saskatoon for an additional 35 to 40 years. An inventory of grave sites presently available for sale indicated that although some sections of the Cemetery are developed with site grading, established trees, irrigation and turf, a portion of the Cemetery has not been upgraded and will require major development before grave sites can be made available for sale. The inventory of saleable graves indicated that most religious denominations will be well serviced into the future by the numbers of presently available grave sites dedicated to those denominations. However, the Catholic Section has only enough graves to accommodate sales for an additional one or two years. Therefore, a new area must be developed in 1996 to provide saleable graves in 1997 and subsequent years.

The north portion of Woodlawn Cemetery has not yet been developed for grave sales because of funding restrictions in the past five years. When developed, this area will provide an additional 9000 grave sites. At the present rate of sales, approximately 7900 of these sites will be allocated for the continuation of a Catholic Section. The remaining grave sites will provide additional area for other religious denominations as needed. Before graves can be sold in this area, the site requires levelling to insure proper drainage, the importation of topsoil, installation of an irrigation system, planting of trees to provide a screen from the adjacent railway tracks, and finally the site must be sown to provide an aesthetically pleasing ground cover. This project will complete development of all land at the Woodlawn Cemetery site. The total estimated cost of this site development project is

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\$180,000.

In order to make this area attractive and the graves maintainable, the site development project must begin in 1996. To continue the self-funding approach to the Cemetery operation, this cost should be financed through a Productivity Improvement Loan.

**OPTIONS**

**Payroll Costs**

The alternative to including the entire payroll cost within a single year's operating budget at Woodlawn Cemetery is to introduce the additional payroll costs incremental over several years. This would result in the continued use of taxation funds to support this operation.

**Productivity Improvement Loan**

There may be two alternative options to consider for the full development of Woodlawn Cemetery.

1. The development of the Woodlawn Cemetery could be funded from the Reserve for Capital Expenditures. Funding from this source would be inappropriate since general taxation money would be applied to subsidize a self-funded operation.
2. The development of the Woodlawn Cemetery could be considered unnecessary in which case the project would not proceed. This option would result in a substantial reduction in the number of years the Cemetery could be of service to the community. In the case of the Catholic section, this service would end in approximately two to three years. In view of the vacant City-owned land dedicated to Cemetery use and the need in the community for this service, and in consideration of the self-funding nature of this operation, the option to stop further site development is not advisable.

**POLICY IMPLICATIONS**

There are no policy implications.

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**FINANCIAL IMPACT**

In the fall of 1994, staff at Woodlawn Cemetery conducted a survey of municipal and private cemetery fee structures in Saskatchewan to provide comparative figures for the 1995 review of fees and revenue. The information collected is presented in Attachment #2. It was found that the fees at the Woodlawn Cemetery had fallen behind other municipal cemeteries and the local privately-owned cemetery. Subsequently, the 1995 fees were increased by 4% to offset increased labour costs.

The goal of Woodlawn Cemetery's 1996 budget is to show a balance between revenues and operating costs. To ensure that this program remains self-financed, the net increase in expenditure due to payroll costs will have to be offset by a general increase of approximately 8.5% in all prices and fees for services at the Woodlawn Cemetery and a reduction in operating costs. In view of the spread between current fees at Woodlawn and fees at other municipal and private cemeteries, this 8.5% increase will still keep our service fees competitive with other comparable cemeteries. This will have no impact on the mill rate.

The financing for the Productivity Improvement Loan will be funded by a reduction in the current contribution to the Perpetual Care Fund. The Fund has been established to provide for the ongoing maintenance of the Cemetery after all grave sites are sold. Up to and including 1995 Woodlawn Cemetery has contributed a total of \$2.3 million to this Fund. Since 1986, the Cemetery has been making contributions at the rate of 45% of total grave sales annually to the Perpetual Care Fund. Although the provincial Cemeteries Act does not require a municipality to provide a perpetual care fund, the municipalities are made responsible for the ongoing care of cemeteries after all grave sites are sold. Therefore, the Woodlawn Cemetery has committed to providing for the continued care of grave sites without any future demand on taxation. Based on the current rate of contribution over a further 40 years of operation the Fund balance is estimated at \$5.3 million. At a projected interest rate of 10% this amount will provide annual revenue of \$530,000. The estimated annual maintenance costs after all grave sales are complete are \$390,000. This amount assumes that the cost of maintenance will increase an average of 1% each year for the next 40 years.

If the current rate of contribution is reduced in 1997 by an annual amount of \$44,900, such amount to be applied as repayment of the Loan, the remaining \$31,100 provides for a contribution to the Perpetual Care Fund equivalent to 18% of total grave sales revenues. Over a period of five years, this reduction in contributions amounts to \$224,500. The long-term impact on the Fund balance is a reduction from \$5.3 million to \$5.0 million. This amount is sufficient to fund the projected maintenance costs of the Cemetery.

**COMMUNICATIONS PLAN**

Customers at Woodlawn Cemetery will be notified by a new fee structure brochure which will be made available through the business office at the Cemetery and through Funeral Homes in the City.

**ATTACHMENTS**

1. 1996 Proposed Fee Structure
  2. Comparison of Cemetery Pricing"
5. **Enquiry - Councillor D.L. Birkmaier (January 3, 1995)  
Licensing and Placement of Reflectors on Refuse Receptacles  
Left on Streets  
(File No. CK. 7830-1)** \_\_\_\_\_

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

*ADOPTED.*

The following enquiry was made by Councillor Birkmaier at the meeting of City Council held on January 3, 1995:

"Would the Works and Utilities Committee review the feasibility of licensing and placement of reflectors on refuse receptacles left on streets."

On January 11, 1995, the former Works and Utilities Committee resolved:

"that the Administration report on the implications of licensing, charging for permits, and the placement of reflectors on refuse receptacles, as well as a review of what enforcement would be required for non-compliance."

In this regard, your Committee has considered the following report of the General Manager, Transportation Department, dated December 15, 1995:

**REPORT**

The existing Bylaw No. 2954 dealing with use of the City right-of-way is currently under review by the City Solicitor and is in the process of being re-written.

As part of that process the placement of reflectors on refuse containers located on City streets, along with the necessary permit, will be addressed.



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The new Bylaw will also address penalties for non-compliance, potential rental fees for use of City right-of-way, and various other right-of-way related issues."

**6. Communications to Council**

**From: Roland W. Nordick**

**335 Perreault Crescent**

**Date: June 13, 1995**

**Subject: Expressing concern regarding the safety of motorists and pedestrians on roadways and walkways near the river**

**(File No. CK. 6000-1)**

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

*ADOPTED.*

In response to the above-referenced communication (copy attached) your Committee has considered, and provided Mr. Nordick with, the following report of the General Manager, Transportation Department, dated December 27, 1995:

**"BACKGROUND**

At its June 28, 1995, meeting, the former Works and Utilities Committee, when dealing with the above noted communication, resolved:

- 1) that the matter be referred to the Administration for a report; and,**
- 2) that a copy of Mr. Nordick's letter be forwarded to the Meewasin Valley Authority for its information.'**

**REPORT**

As the Committee is aware, the Administration has begun to address the concern Mr. Nordick raises in his letter. This fall guardrail was installed along Spadina Crescent, beneath the University Bridge, in order to prevent vehicles from entering the river bank area if they leave the travelled roadway surface. It also protects cyclists and pedestrians from straying vehicles. As Mr. Nordick indicates, there are other locations in the City where similar roadway geometrics, near the river, create potentially hazardous situations for vehicles, pedestrians, and cyclists.

As part of the 1996 Capital Budget submission, the Transportation Department proposed Capital Project 1507 - 'Guardrail Installation'. This project was created with the intent to install guardrail along riverbank roadway locations where the proximity of the river or

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pathways was such that the guardrail would protect motorists from entering the river or alternately, protect cyclists and pedestrians from vehicles which strayed from the roadway. In addition, there are other locations in the City, where roadways pass close to water bodies, which may require barrier protection. A two-year project was envisaged with \$50,000 proposed to be allocated in each year. The project was unfunded and was not approved to proceed during City Council's recent Capital Budget review. The project will remain on the Transportation Department's submission list for future years.

It should be noted, that there is another initiative that may address the concerns raised by Mr. Nordick. The Meewasin Valley Authority is reviewing its north Spadina Crescent pathway system which parallels the river between Ravine Drive and Pinehouse Drive. It is their intent to review the need to relocate or alter their pathway such that there is greater separation between it and the roadway. This could mean investigating the need to further infill the river to provide additional ground area on which to locate a path. As part of the review, the Transportation Department has indicated that if pathway relocations and river bank infill options are considered, that the clear zone between the roadway surface and any roadside appurtenances, or hazards, be maintained at a 10:1 slope and a setback distance of 5 to 10 metres. If both criteria are attainable, the need for guardrail would be eliminated as errant vehicles could regain control over these distances and slopes before coming into contact with a roadside feature or hazard. The Transportation Department will continue to work with the Meewasin Valley Authority in this regard.

The Administration will report to the Committee as events require and will continue to attempt to secure funding to proceed with the capital project."

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**7. Shakespeare on the Saskatchewan - Lease Renewal of the Snow Dump site  
Located Between the Mendel and 25th Street  
(File No. CK. 5520-5)**

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- RECOMMENDATION:**
- 1) that the request to extend the current agreement between the City and the Shakespeare on the Saskatchewan Festival Inc. for an additional five years (from 1996 - 2001) for use of the snow dump site located between the Mendel Art Gallery and 25th Street under the same terms and conditions as the current lease be approved;
  - 2) that the annual provision of \$14,000 allocated for site preparation and funded through the Community Initiatives Program be continued for the term of the lease; and,
  - 3) that His Worship the Mayor and the City Clerk be authorized to execute the Agreement.

*ADOPTED.*

Your Committee has reviewed and supports the following report of the General Manager, Leisure Services Department, dated December 22, 1995, regarding the above:

**"BACKGROUND**

In 1991, the Shakespeare on the Saskatchewan Festival Inc. (then Nightcap Productions) signed a five-year Lease Agreement for use of the snow dump site between the Mendel Art Gallery and 25th Street to provide a suitable location for the outdoor staging of Shakespeare theatre. The Festival is conducted beneath two temporarily erected tents; one performance tent, one reception tent. The Agreement allows for the use of the site between May 15 through to August 31st. The current lease expires on December 31, 1995.

**DISCUSSION**

The Shakespeare on the Saskatchewan Festival Inc. would like to remain at the snow dump site and have requested that their current lease (see Attachment B), be extended for an additional five years to utilize this same space. The Public Works Department makes arrangements for providing the grading and site-preparation services, as well as the fencing and lighting requirements for the Festival. These components cost \$14,000, and are funded through the Community Initiatives Program.

The location is utilized in the winter by the Public Works Department as a snow dump site. The Shakespeare on the Saskatchewan Festival does not interfere with the snow dump operation. The Public Works Department cleans the site in the Spring, in readiness for the

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festival. In the Fall, the tents are cleared away and the site restored well before any snow hauling takes place.

**IUSTIFICATION**

Leisure Services Department staff have reviewed the matter of the Festival's location with the Public Works Department, the Mendel Art Gallery, and the Meewasin Valley Authority.

The Meewasin Valley Authority supports the location of the Festival. In April 1995, the Meewasin Valley Authority extended its approval for the Shakespeare on the Saskatchewan Festival to locate on the riverbank for three years to June 5th, 1998. The Mendel Art Gallery considers the Festival to be a "good neighbour" since theatre patrons often include a visit to the Gallery while attending performances. As well, there is no objection from the Public Works Department to renewal of the lease since the two site uses are compatible.

The Festival brings classical theatre to the City in a contemporary fashion in a unique setting. It is a popular event for local residents, as well as tourists, attracting 13,000 patrons in a single season. Its presence positively impacts our economy and cultural life during the summer months.

Based on our review, the Leisure Services Department supports the request to extend the lease agreement for the Shakespeare on the Saskatchewan Festival Inc. for an additional five years.

**OPTIONS**

There are no options.

**POLICY IMPLICATIONS**

There are no policy implications.

**FINANCIAL IMPACT**

N/A

**ATTACHMENTS**

- Attachment A - Correspondence from Dorian Patrick, General Manager, Shakespeare on the Saskatchewan
- Attachment B - Lease Agreement - The City of Saskatoon and Nightcap Productions Inc., June, 1991."

8. **Communications to Council**  
**From: Joyce and Albert Jackson, 401 Spruce Drive**

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**E. Smith, 361 Birch Crescent  
J. and C. A. Bergen, 1618 Forest Drive  
Susan B. Lamb, 418 Spruce Drive**  
**Date: October 3, 1995**  
**Subject: Expressing concern regarding pedestrian access to the Forestry Farm  
Park.**  
**(File No. CK. 4206)**

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

*ADOPTED.*

Quoted below is a report of the General Manager, Leisure Services Department dated December 20, 1995, which your Committee has reviewed and supports. A copy of this report has also been forwarded to the above-referenced writers, indicating that because of safety and operational concerns at the Forestry Farm Park and Zoo, the existing hours of service will continue. A copy of Clause 1, Report No. 9-1995 of the Planning and Operations Committee is attached as background information.

**"BACKGROUND**

During its November 28, 1995, meeting, the Planning and Operations Committee considered a report from the Leisure Services Department dated November 15, 1995, concerning pedestrian access to the Forestry Farm Park, and resolved in part:

- 1) that the Administration be requested to consider, in the long-term plans for the Park, the restructuring of the hours of operation to open later in the morning to allow the gates to remain open later in the evening, and report back on this matter prior to the budget deliberations."**

**JUSTIFICATION**

The Administration has reviewed the practicalities of rescheduling staff, and its plans for the future with regard to extending the hours of access to the Forestry Farm Park, and has concluded that rescheduling staff so that the front gate can remain open until 7:30 p.m. each evening, September through to the end of April, cannot be accommodated with the existing resources that are available to the Forestry Farm Park and Zoo.

There are several categories of staff functions at the Forestry Farm Park and Zoo: administration, zookeeping, custodial and security.

It is necessary to have some staff presence in place while the gates are open, and while all

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staff keep vigilant for obvious acts of vandalism, neither the Administration staff nor the zookeepers have security as part of their function of responsibility. The zookeepers' role is to maintain the health and welfare of the animals, and to maintain the displays; and the Administration's role is to carry out the administrative tasks necessary to maintain the total facility.

Because the seasonal custodial staff are scheduled for longer hours, (eight hours per shift), during the summer months, they are able to perform limited security checks throughout the facility during their shift. During the summer months these seasonal custodial staff are also used to assist with unforeseen projects that require supplemental manpower (i.e. move equipment, set up barricades for special events, open buildings, unload trucks, bottle feed orphan animals and newborns at the zoo). For the most part, security is contracted out to control the front gate during late evening rentals and to make sure the public respects the facility. The cost of the security is passed on to the rental users.

During the fall and winter months, the custodial staff work at a reduced shift because there are very few programs or visitors at the Forestry Farm. The reduced shift, (four hours per shift), provides the minimum time required for the custodial staff to undertake the necessary cleaning of the office, staff lunch rooms, and public washrooms. Any change in the scheduling of the custodians to later in the evening during the fall and winter months, without an increase in the number of hours they work, would hamper their efforts to complete their daily cleaning duties.

### **Long-Term Plans**

The experience at the Forestry Farm Park and Zoo has been that as the weather deteriorates in the fall, the number of people visiting the facility drops off dramatically. After the end of September, darkness also becomes a factor, and very few people have ever indicated that they are interested in visiting the Forestry Farm Park at night because of its unlit pathways.

The tendency has been to schedule staff conservatively for the September to March period, so that as many staff as resources will allow are available during the peak periods of usage.

Based upon the historical use of the Forestry Farm Park and Zoo, and the amount of resources available to the facility, there are no future plans to change the present hours of operation of the facility, unless a special event warrants doing so.

### **OPTIONS**

The Administration continues to believe the real solution to this problem will come when the pathway along the west perimeter of the Forestry Farm Park is completed by Meewasin Valley Authority in the next couple of years; or, if further resources are provided to the facility to cover the additional costs associated with the request for the extra hours to keep the front gate open.

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**POLICY IMPLICATIONS**

There are no policy implications.

**FINANCIAL IMPACT**

For the Forestry Farm Park and Zoo to remain open until 7:30 p.m., September through April, would mean the facility's operating costs would have to increase by \$6,124.44, and a chain link fence would have to be constructed to secure the Commissary and the Health Care Facility, at an estimated cost of approximately \$20,500."

**9. Communications to Council**

**From: H. R. Kloppenburg**

**Kloppenburg & Kloppenburg**

**Date: November 16, 1995**

**Subject: Requesting permission for Bert Gladstone to address  
Council regarding the condition of Second Avenue**

**(File No. CK. 4130-1)**

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

*ADOPTED.*

City Council, at its meeting held on December 4, 1995, heard a presentation from Mr. Bert Gladstone, Burtons For Shoes Ltd., regarding concerns about Second Avenue. At that time, Mr. Gladstone suggested that benches, litter containers and light posts, if absolutely necessary, should be replaced with something more inviting and should be placed on the sidewalk instead of the street. He further expressed the need for more parking facilities downtown and suggested that there should be angle parking from 20th Street to 25th Street. A summary of Mr. Gladstone's presentation is attached.

City Council subsequently passed a motion that the information be received and referred to the Planning and Operations Committee for a report and that Mr. Gladstone and The Partnership be invited to the meeting.

In this regard, your Committee has met with Mr. Gladstone and Mr. Kent Smith-Windsor, Executive Director of The Partnership, to discuss Mr. Gladstone's concerns and the impact, which he feels, it is having on the downtown (i.e. property values, vacancy rates, property taxation). Additionally, the following material was provided by The Partnership (copy attached):

- Summaries of Saskatoon's Second Avenue Pedestrian Intercept Survey from 1994 which shows support for the present designs and Second Avenue Retailers Survey.

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- Articles from the *Downtown Idea Exchange* dated November 15, 1995 -
  - a) *Parking as a Traffic Control Device*; and
  - b) *Traffic Calming Slows Vehicles, Makes Downtown Pedestrian Friendly*.

(This publication has been in existence since 1954 and has a worldwide circulation. These articles point out that many communities are trying to develop design features similar to Second Avenue in order to improve the pedestrian [shopping] environment.)

- Second Avenue Parking Supply - 1988 to 1993.

Your Committee notes that both the pedestrian intercept survey and the retailers survey shows overwhelming support for the Second Avenue streetscape plan. It is the opinion of your Committee that the Second Avenue design features enhance the downtown. It is also the opinion of your Committee that there is a need for "balance" (i.e. some cities have closed downtown streets to vehicular traffic).

The issue of extending angle parking from 23rd Street to 25th Street was also discussed by your Committee. It has been determined that the main reason angle parking has not been installed between 23rd and 24th Street is because of the extensive use by City buses which run along that portion of Second Avenue. The logistics of implementing angle parking along this portion of Second Avenue are too great at this time. Additionally, it has been determined that there is no demand for angle parking between 24th Street and 25th Street. There appears to already be ample parallel parking available along this portion of Second Avenue.

Your Committee appreciates the input Mr. Gladstone has made with respect to Second Avenue and The Partnership has indicated that it will continue to work with Mr. Gladstone to address his concerns. Mr. Gladstone has also been advised that, upon completion of a report currently being prepared by the Planning and Building Department which deals with an inventory of existing vacancies for commercial space, he will be provided with a copy of the report and informed of the date that the matter will be discussed by your Committee.

**REPORT NO. 1-1996 OF THE ADMINISTRATION AND FINANCE COMMITTEE**

Composition of Committee

Councillor P. McCann, Chair  
Councillor D. Atchison  
Councillor A. Langford  
Councillor J. Postlethwaite  
Councillor R. Sternberg



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**1. Communications to Council**

**From: Laura Wasacase, Chair**

**Saskatoon Children at Risk Committee**

**Date: September 20, 1995**

**Subject: Submitting a proposal for funding youth centre programs  
in Saskatoon's Inner City and requesting support from  
the City of Saskatoon**

**(Files CK. 5500-3 & 1871-1)**

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*DEALT WITH EARLIER. SEE PAGE NO. 8.*

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**2. Communications to Council**

**From:** Al Schulzke

**Women's National Stream Cup Organizing Committee**

**Date:** November 1, 1995

**Subject:** Submitting an application for funding for the rental cost of the University of Saskatchewan facilities under the Special Events Policy in connection with the 1996 Canadian Gymnastics Women's Stream Cup being held at the Physical Education Building, University of Saskatchewan  
February 2 to 4, 1996

**(File No. CK. 1870-1)**

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- RECOMMENDATION:**
- 1) that the Women's National Stream Cup Organizing Committee hosting the 1996 Canadian Gymnastics Women's National Stream Cup receive a grant of \$653.25 for facility rental costs from the Unexpended Youth Sports Subsidy Funds under City of Saskatoon Policy C03-007 (Special Events); and
  - 2) that the City of Saskatoon be acknowledged for its support in the program of events for the 1996 Canadian Gymnastics Women's National Stream Cup.

*ADOPTED.*

Report of General Manager, Leisure Services Department, December 21, 1995:

**"BACKGROUND**

During its November 20, 1995, meeting, the Administration and Finance Committee considered the above communication and resolved:

**'that a letter be sent to Al Schulzke, Women's National Stream Cup Organizing Committee, indicating that regrettably there is no funding available in the Special Events Reserve for the 1996 Canadian Gymnastics Women's National Stream Cup being held at the Physical Education Building at the University of Saskatchewan from February 2 to 4, 1996.'**

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**DISCUSSION**

Your staff made an error in advising the Committee that there were no funds available for Special Events. In fact, the following section of City of Saskatoon Policy C03-007 (Special Events) is funded:

Section 3.2 'Eligibility Criteria - Unexpended Youth Sports Subsidy Funds'

**'The following additional criteria shall be used for grants made from the unexpended funds remaining in the Youth Sports Subsidy Program:**

- a) Eligible applicants will be restricted to those organizations receiving funding under the Youth Sports Subsidy Program.**
- b) As indicated in the special events definition, funding must be applied to events that are non-recurring on an annual basis. However, groups applying for seed money to host recurring events for the first time would be eligible to apply on a one-time basis. Events that are now held on an annual basis would not be eligible for this funding.**
- c) Funding must be used for the rental cost of facilities only.'**

**JUSTIFICATION**

The Women's National Stream Cup Organizing Committee has identified a total of \$653.25 in facility rental charges at the University of Saskatchewan. They are expecting approximately 60 athletes, 40 officials, and 200 spectators from across Canada for the event.

The organizing committee consists of representatives from the Marian Gymnastics Club and the Can-Am Gymnastics Club, both of which receive funding from the Youth Sports Subsidy Program, and are, therefore, eligible to apply under this section of the Special Events Policy. The Leisure Services Department is recommending approval for funding in the amount of \$653.25 (i.e. the facility rental costs).

Section 3.11 - Approval of the policy reads as follows:

**'City Council approval is required in all cases. City Council may, as required, attach conditions to the approval of assistance under this policy which will require the recipient to perform certain activities or**

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**provide additional information in connection with the special event receiving civic support.'**

Your staff recommends that a condition of approval of this grant be that the City of Saskatoon is acknowledged for its support in the program of events for the 1996 Canadian Gymnastics Women's National Stream Cup.

For the information of the Committee, in order to simplify application procedures, the Leisure Services Department has advised eligible groups to submit applications for funds from the reserve directly to the Leisure Services Department. Staff will review the applications and make recommendation to the Administration and Finance Committee.

**OPTIONS**

The only option would be to deny the funding to the applicant; however, there is money available to fund the request, and it is in keeping with City of Saskatoon Policy C03-007 (Special Events).

**POLICY IMPLICATIONS**

There are no policy implications.

**FINANCIAL IMPACT**

There is approximately \$49,600 in the reserve to meet this request."

- 3. Request for Amendment - Policy 07-013**  
*Newspaper Vending Machines*  
**Gerald Rekve, Canadian Management Consultants**  
**(File No. CK. 225-2)**

**RECOMMENDATION:** that *Policy 07-013 - Newspaper Vending Machines* be amended to allow the vending (for sale) of weekly newspapers.

The former Legislation and Finance Committee received a letter dated December 20, 1994 from Gerald Rekve, Canadian Management Consultants, requesting an amendment to Policy 07-013 to allow weekly newspapers to use vending machines in the City, and referred the matter to the Administration for a report.

The Committee received the following report of City Engineer dated January 31, 1995 in response to its referral:

"After comparing Saskatoon's Newspaper Vending Policy with other urban municipalities in Western Canada, the Engineering Department would be in agreement to amending the

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existing Policy to allow weekly newspapers to be distributed via vending machines providing that there is a charge for the publication.

The existing Newspaper Vending Policy is under review by the Engineering Department pertaining to:

1. Yearly licence fee/administration cost.
2. Number of vending machines per block.
3. Anchoring of vending machines.
4. Other installation criteria.

The Engineering Department anticipates that an updated policy will be forwarded to the Committee for consideration prior to March 31, 1995."

This matter was considered at a meeting held on February 7, 1995 and the former Legislation and Finance Committee resolved:

- 1) *that the Newspaper Vending Machines Policy Number 07-013, be amended to allow the vending (for sale) of weekly newspapers; and*
- 2) *that a further report be received once a review is completed.*

It is understood that the Committee's initial intention was to formalize all intended amendments to the policy at one time, however, it has been determined that the administrative amendments will take some additional time due to the reorganization. Your Committee believes that, in the meantime, the amendment requested by Mr. Rekve should be processed.

*Moved by Councillor Postlethwaite,*

*THAT Policy 07-013 - Newspaper Vending Machines be amended to allow the vending (for sale) of weekly newspapers.*

*THE MOTION WAS PUT AND LOST.*

**4. Additional Responsibilities -  
Administration and Finance Committee  
(File No. CK. 225-49)**

**RECOMMENDATION:** that the Terms of Reference of the Administration and Finance Committee be amended to require that all departments proposing rate increases, to table the report with Administration and Finance

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prior to the Planning and Operations, so that the Administration and Finance Committee can direct its comments on the financial impact of such an increase to the Planning and Operations Committee.

Report of General Manager, Finance Department, December 11, 1995:

**"BACKGROUND**

In reviewing its mandate and workload, the Administration and Finance Committee requested that the Administration report on whether this Committee should have some responsibility to deal with issues having monetary implications, such as transit fare increases, water rate increases, etc.

**DISCUSSION**

The Administration and Finance Committee has dealt with policy matters relating to the support departments under its jurisdiction. Financial planning, including the annual budgets has been the responsibility of the Budget Committee, while utility revenue projections and corresponding rate adjustments have been the responsibility of the Planning and Operations Committee.

There are some advantages and disadvantages of this review procedure.

Advantages:

- The Committee most familiar with the operation (i.e. Planning and Operations) sets the rates.
- Service levels are reviewed and set by Council through the Planning and Operations Committee.
- The Customer Service Departments' General Managers work more closely with the Planning and Operations Committee and, therefore, reporting responsibilities are clear.

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Disadvantages:

- As rates are set by individual Departments, the overall impact on the taxpayer of all rate increases, can sometimes be lost.
- There is no formal mechanism to ensure that a review of long-term corporate financial planning occurs when setting rate structures.
- Rates can be set without full knowledge of the overall budget picture.

**CONCLUSION**

To minimize the impact of the disadvantages to the present rate setting approval mechanism, it may be appropriate that when a department proposes a rate increase, a copy of that report be tabled with the Administration and Finance Committee for its review and comment."

*IT WAS RESOLVED: that the method of reporting rate increases be referred to the Administration for a report.*

**5. 1996 S.U.M.A. Membership Fees (Saskatchewan Urban Municipalities Association)  
(File No. CK. 155-3)**

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**RECOMMENDATION:** that the 1996 Membership Fees for the Saskatchewan Urban Municipalities Association be paid in the amount of \$70,164.68.

*ADOPTED.*

Attached is a copy of a communication dated December 19, 1995 from Murray Westby, President, Saskatchewan Urban Municipalities Association regarding the 1996 Membership Fees for S.U.M.A.

Your Committee has reviewed the invoice in the amount of \$70,164.68, and notes that there has been no increase in their fee structure this year. The Total Membership Fee for 1995 was \$68,862.16. The increase of approximately \$1,500 is the result of a change in population based on the 1995 Health Insurance Registration.

**6. 1996 FCM Membership Fees (Federation of Canadian Municipalities)  
(File No. CK. 155-2)**

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**RECOMMENDATION:** that the 1996 Membership Fees for the Federation of Canadian Municipalities be paid in the amount of \$17,861.57 for the period April 1, 1996 to March 31, 1997.

*ADOPTED.*

Attached is an invoice regarding the 1996 Membership Fees (April 1, 1996 to March 31, 1997) from the Federation of Canadian Municipalities in the amount of \$17,861.57. Your Committee supports this membership.

**7. Sinking Fund - Investment Policy  
(File No. CK. 1610-1)**

**RECOMMENDATION:** that Section 3.2 of *Policy C12-005 (Sinking Fund)* be amended to require a report to City Council when existing investments in the Sinking Fund exceed the purchase restrictions of the Policy.

*ADOPTED.*

Your Committee has reviewed the following report of the General Manager, Finance Department dated December 13, 1995 with the General Manager, Finance Department, and supports the recommendation:

**"BACKGROUND**

City Council, while dealing with the external audit of the 1994 Financial Statements on November 20, 1995, referred the question of Sinking Fund Investment Policy to the Administration and Finance Committee. At its November 27, 1995 meeting, the Committee resolved:

**'that this matter be referred to the Administration for a report on the appropriate amendment to the Sinking Fund Policy to require that City Council be notified if a particular debenture issue(s) will violate the Sinking Fund Policy which provides that no more than 10% of its assets are to be held by one corporation.'**

The issue raised by the External Auditor was that two municipal holdings marginally exceeded the approval levels at which the Sinking Fund may invest. The existing Sinking Fund Investment Policy restricts investments in municipal holdings to 10% of the book value of the fund.



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The Sinking Fund has experienced a marked reduction in holdings over the last decade, as no new Sinking Fund debentures have been issued. At December 31, 1986, Sinking Fund Assets were approximately \$17.3 million, while at December 31, 1994, the assets were approximately \$6.6 million. As a result, investments which met the 10% criteria of the existing policy when they were acquired, violate the policy as the value of the fund decreases.

**JUSTIFICATION**

As Sinking Fund debentures mature and the Fund continues to decline in asset value, this problem could be a recurring one. While the Investment Coordinator could rebalance the investments annually to comply with the policy (through the full and/or partial sale of investments held), this practice may limit returns accruing to the fund.

The recommended change is to continue the current practice of restricting investments to 10% of the value of the fund at the time of purchase, but add a requirement to advise City Council when existing holdings cross the 10% limit due to decreases in the value of Sinking Fund assets.

**OPTIONS**

Not applicable.

**POLICY IMPLICATIONS**

Section 3.2 of City Council Policy C12-005 (Sinking Fund) should be amended to clarify that the 10% maximum investment restriction is based on the book value at the time of the purchase and that, if such investments subsequently exceed 10% of book value, City Council will be so advised.

**FINANCIAL IMPACT**

Not applicable."

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**8. Civic Buildings Comprehensive Maintenance Reserve  
(File No. CK. 1815-1)**

**RECOMMENDATION:** that the corporate percentage which is used to calculate each facility's annual provision to the Civic Buildings Comprehensive Maintenance Reserve be reduced from 1.3% to 1.2% for 1996.

*ADOPTED.*

Your Committee has reviewed the following report of the General Manager, Asset Management Department, and supports the recommendation:

**"BACKGROUND**

A report establishing the Civic Buildings Comprehensive Maintenance Reserve was considered by Council on January 8, 1993. At that meeting, Council adopted Recommendation 1(c) as follows:

'that the corporate percentage which is to be used to calculate each facility's annual provision to the Reserve shall be determined annually by the Civic Buildings and Grounds Department and in accordance with the methodology which has been outlined in this report.'

The corporate percentage allocation was originally set at 1.3% of the new replacement value of the facilities that were covered by the Reserve (i.e. all facilities under the jurisdiction of the former Planning and Development Division). The provision has remained unchanged for two years.

Although a detailed analysis of the requirements was not conducted in conjunction with the 1996 budget preparation, the general experience to date is that the annual allocation to the reserve of 1.3% (\$1,372,000) that was used in 1995 can be reasonably reduced to 1.2% (\$1,265,000) for 1996 for a savings of \$107,000. The reduction in contribution has been possible, in part, due to reduced capital expenditures required as a result of the implementation of a comprehensive maintenance strategy for these facilities.

The former Civic Buildings and Grounds Department spent a considerable amount of time and effort over the past 5 years in implementing this comprehensive maintenance strategy for the Planning and Development Division facilities. The development and implementation of the Comprehensive Maintenance Reserve addressed the financing necessary to accommodate this strategy as well as consolidating several reserve funds into one.

Inherent in this comprehensive maintenance strategy, was the notion that one of the long-

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term benefits would be a reduction in overall monies required to maintain these assets. Our experience to date has confirmed these expectations. Consequently, it is no longer necessary to continue allocating monies to the Reserve at the 1.3% rate.

**DISCUSSION**

Detailed ten-year capital budget forecasts for these facilities have not been finalized, however, the initial indications are that the 1.3% provision will be surplus to the requirement. Further reductions from the reduced level of 1.2% may be possible in future years and this matter will be reported in time for presentation of the 1997 budget documents. In the meantime, the new Asset Management Department is working with other departments within the City (other than the former Planning and Development Division's departments) to review what options may be possible for their inclusion within this comprehensive maintenance strategy.

**JUSTIFICATION**

The higher allocation level of 1.3% is no longer required. The recommended level of 1.2% will effectively mean a reduction to affected Departments of almost 8% of this particular budget item.

**OPTIONS**

The annual Reserve provision could be left at the 1.3% pending consideration of inclusion of other facilities into the comprehensive maintenance program.

**POLICY IMPLICATIONS**

Bylaw No. 6774 "The Capital Reserve Bylaw" paragraph 18 (2)(b) should be amended to reflect this change.

**FINANCIAL IMPACT**

The annual provision to this Reserve will be reduced from \$1,372,000 to \$1,265,000."

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**9. Hub City Curling Club  
Request for Tax Abatement  
(File No. CK. 1965-1) \_\_\_\_\_**

*DEALT WITH EARLIER. SEE PAGE NO. 6."*

*Moved by Councillor Langford, Seconded by Councillor Waygood,*

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

*CARRIED.*

**ENQUIRIES**

**Councillor Birkmaier  
Destruction of Trees  
Taylor Street between McKercher and Kingsmere  
(File No. CK. 4139-4-2) \_\_\_\_\_**

Would the Administration please report to Council on the trees that were destroyed between McKercher and Kingsmere, on Taylor Street boulevard, over the past weekend during snow removal.

*Moved by Councillor Langford,*

*THAT the meeting stand adjourned.*

*CARRIED.*

The meeting adjourned at 8:55 p.m.

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Mayor

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City Clerk