



ORDER OF BUSINESS

REGULAR MEETING OF CITY COUNCIL

MAY 5, 2014, AT 6:00 P.M.

1. **Approval of Minutes** of regular meeting held on April 14, 2014.

2. **Public Acknowledgements**

3. **Hearings**
 - a) **Official Community Plan - Proposed Text Amendment
Neighbourhood Level Infill Development
Garden and Garage Suites – Accessory to a One-Unit Dwelling
Proposed Bylaw No. 9180
(File No. CK. 4350-63 x4110-1)**

RECOMMENDATION: that City Council consider Bylaw No. 9180.

The purpose of this hearing is to consider proposed Bylaw No. 9180.

Attached is a copy of the following material:

- Proposed Bylaw No. 9180;

- Clause 8, Report No. 5-2014 of the Planning and Operations Committee, which was adopted by City Council at its meeting held on March 31, 2014;

- Report of the General Manager, Community Services Department dated March 26, 2014 recommending that the proposed amendments to Official Community Plan Bylaw No. 8769 and Zoning Bylaw No. 8770, to allow for garden and garage suites, as outlined in the report, be approved;
- Letter dated April 22, 2014 from the Secretary of the Municipal Planning Commission advising that the Commission supports the above-noted recommendation of the Administration; and
- Notice that appeared in the local press on April 19 and 20, 2014.

**b) Proposed Zoning Bylaw Text Amendment
Neighbourhood Level Infill Development
Garden and Garage Suites – Accessory to a One-Unit Dwelling
Proposed Bylaw No. 9181
(File No. CK. 4350-63 x4110-1)**

RECOMMENDATION: that City Council consider Bylaw No. 9181.

The purpose of this hearing is to consider proposed Bylaw No. 9181.

Attached is a copy of the following material:

- Proposed Bylaw No. 9181;
- Clause 8, Report No. 5-2014 of the Planning and Operations Committee, which was adopted by City Council at its meeting held on March 31, 2014 (**See Attachment 3a**);
- Report of the General Manager, Community Services Department dated March 26, 2014 recommending that the proposed amendments to Official Community Plan Bylaw No. 8769 and Zoning Bylaw No. 8770, to allow for garden and garage suites, as outlined in the report, be approved (**See Attachment 3a**);
- Letter dated April 22, 2014 from the Secretary of the Municipal Planning Commission advising that the Commission supports the above-noted recommendation of the Administration (**See Attachment 3a**); and
- Notice that appeared in the local press on April 19 and 20, 2014.

- c) **Proposed Rezoning from R1A to RMTN, RMTN1 and RM3
Kensington Phase 4
Applicant: City of Saskatoon
Proposed Bylaw No. 9182
(File No. CK. 4351-014-001 and PL 4350-Z24/13)**
-

RECOMMENDATION: that City Council consider Bylaw No. 9182.

The purpose of this hearing is to consider proposed Bylaw No. 9182.

Attached is a copy of the following material:

- Proposed Bylaw No. 9182;
- Clause 2, Report No. 1-2014 of the Municipal Planning Commission which was adopted by City Council at its meeting held on March 3, 2014;
- Notice that appeared in the local press on April 19 and 20, 2014.

- d) **Proposed Rezoning from IL1(H) to IL1
Melville Street
Applicant: Canadian National Railway Company
Proposed Bylaw No. 9183
(File No. CK. 4351-014-004)**
-

RECOMMENDATION: that City Council consider Bylaw No. 9183.

The purpose of this hearing is to consider proposed Bylaw No. 9183.

Attached is a copy of the following material:

- Proposed Bylaw No. 9183;
- Report of the General Manager, Community Services Department dated March 27, 2014 recommending that the proposed amendment to Zoning Bylaw No. 8770 to rezone a portion of Lot 16, Block 536, Plan No. 66S18566 and a portion of Plan No. 102018529 from an IL1(H) – Light Industrial District, to an IL1 – Light Industrial District – removal of the Holding Symbol (H), be approved;

- Letter dated April 22, 2014, from the Secretary of the Municipal Planning Commission advising the Commission supports the above-noted recommendation of the General Manager, Community Services Department; and
- Notice that appeared in the local press on April 19 and 20, 2014.

4. Matters Requiring Public Notice

a) Gordon Howe Bowl Amended Site Plan and Saskatoon Football Inc. Storage Facility (File No. CK. 4205-7-2 x4225-1)

The following is a report of the General Manager, Community Services Department dated April 22, 2014:

- “RECOMMENDATION:**
- 1) that the amended site plan and the lease of park land to Saskatoon Football Inc. for the storage facility, to be built at Gordon Howe Bowl, be approved; and
 - 2) that the City Solicitor be requested to prepare the appropriate lease agreement and that His Worship the Mayor and the City Clerk be authorized to execute the Agreement under the Corporate Seal.

TOPIC AND PURPOSE

This report outlines a request from Saskatoon Football Inc. (SFI) to construct a storage facility at Gordon Howe Park for minor and adult football leagues that will utilize the facility.

REPORT HIGHLIGHTS

1. SFI has requested approval to construct a storage facility to meet their programming needs on park land at the Gordon Howe Bowl. The inclusion of the storage facility requires an amendment to the site plan and a lease agreement with the City of Saskatoon (City). Location of the storage facility will not impact the current or future programming at the site.

STRATEGIC GOAL

This report supports the Strategic Goal of Quality of Life; specifically the long-term strategy to ensure existing and future leisure centres and other recreational facilities are accessible physically and financially and meet the community needs.

BACKGROUND

SFI is a not-for-profit organization, which represents Kinsmen Football League, Saskatoon Minor Football, and Saskatoon Valkyries Women's Football Club in Saskatoon. SFI has requested approval for a storage facility that will be constructed, owned, and operated by SFI. The proposed storage facility will be used by SFI to store and clean sport equipment.

REPORT

SFI Equipment Storage Facility

The proposed storage facility will be constructed by SFI with the understanding that the City will approve a lease for park land for \$1.00 per year, through a series of five-year terms and dependent on SFI requiring the use of the property. This is subject to the condition that if SFI no longer requires the property, the City will have first right of refusal of the asset. If the City does not require the building, the property will be returned to its original state, at the expense of SFI. The key terms of the proposed lease agreement between the City and SFI are outlined in Attachment 1. These terms have been reviewed and agreed to by SFI.

The proposed location of the storage facility will not impact current or future programming at Gordon Howe Park. Attachment 2 is an amended site plan for upgrades to Gordon Howe Bowl depicting the new football field, club house, and storage facility.

OPTIONS TO THE RECOMMENDATION

The only other option is to not support the lease agreement with SFI for the storage facility at Gordon Howe Bowl. The Administration does not support this option as youth and adult football will become a predominant user of the Gordon Howe Bowl, and there is a need for an equipment storage facility at this location.

POLICY IMPLICATIONS

There are no policy implications.

FINANCIAL IMPLICATIONS

There are no financial implications.

PUBLIC AND/OR STAKEHOLDER INVOLVEMENT

The Administration discussed the conditions of a tentative lease agreement with SFI for the storage facility at Gordon Howe Bowl. Both parties agree to the key terms outlined in this report.

COMMUNICATION PLAN

The Administration will advise SFI of the decision regarding the lease of park land for the storage facility, which will be built at Gordon Howe Bowl.

ENVIRONMENTAL IMPLICATIONS

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

PRIVACY IMPACT

There are no privacy implications.

SAFETY/CRIME PREVENTION THROUGH ENVIRONMENTAL DESIGN (CPTED)

A CPTED review was completed in April 2014. Any recommendations submitted by the CPTED Review Committee will be reviewed by the appropriate authority.

PUBLIC NOTICE

Public Notice is required for consideration of this matter as the proposed lease agreement is on park land, pursuant to Section 3 of Public Notice Policy No. C01-021. The following notice was given:

- 1) advertised in The StarPhoenix on the weekend of April 26, 2014;
- 2) posted on the City Hall Notice Board on April 23, 2014;
- 3) posted on the City of Saskatoon website on April 23, 2014; and
- 4) posted a notice on the land to be leased on April 23, 2014.

ATTACHMENTS

1. Key Terms of the Lease Agreement Between the City and Saskatoon Football Inc.
2. Site Plan for Upgrades to Gordon Howe Bowl
3. Notice that appeared in the local press on April 26 and 27, 2014.”

5. Unfinished Business

6. Reports of Administration and Committees:

- a) Administrative Report No. 8-2014;
- b) Report No. 7-2014 of the Planning and Operations Committee;
- c) Report No. 7-2014 of the Administration and Finance Committee;
- d) Report No. 3-2014 of the Land Bank Committee; and
- e) Report No. 7-2014 of the Executive Committee.

7. Communications to Council – (Requests to speak to Council regarding reports of Administration and Committees)

8. Communications to Council (Sections B, C, and D only)

9. Question and Answer Period

10. Matters of Particular Interest

11. Enquiries

12. Motions

13. Giving Notice

14. Introduction and Consideration of Bylaws

Bylaw No. 9180 - The Official Community Plan Amendment Bylaw, 2014 (No. 2)

Bylaw No. 9181 - The Zoning Amendment Bylaw, 2014 (No. 5)

Bylaw No. 9182 - The Zoning Amendment Bylaw, 2014 (No. 6)

Bylaw No. 9183 - The Zoning Amendment Bylaw, 2014 (No. 7)

15. Communications to Council – (Section A - Requests to Speak to Council on new issues)

3a)

BYLAW NO. 9180

The Official Community Plan Amendment Bylaw, 2014 (No. 2)

The Council of The City of Saskatoon enacts:

Short Title

1. This Bylaw may be cited as *The Official Community Plan Amendment Bylaw, 2014 (No. 2)*.

Purpose

2. The purpose of this Bylaw is to amend the Official Community Plan to add policies regarding garden and garage suites.

Official Community Plan Amended

3. The Official Community Plan, which is annexed as Schedule "A" to Bylaw No. 8769 and forms part of the Bylaw, is amended in the manner set forth in this Bylaw.

Subsection 5.2.2 Amended

4. Subsection 5.2.2 is amended by adding the following:

*"Garden and
Garage Suites*

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

The following is a copy of **Clause 8, Report No. 5-2014** of the **Planning and Operations Committee**, which was **ADOPTED** by City Council at its meeting held on **March 31, 2014**:

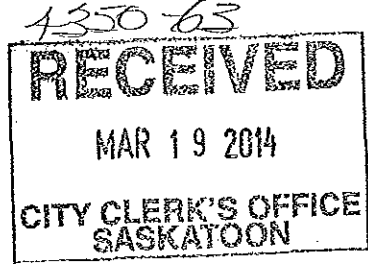
8. Neighbourhood Level Infill Development Strategy – Implementation Plan
(Files CK. 4350-63 X 4110-1 and PL. 1702-9-14)

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

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

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

x 4110-1



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

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

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

TOPIC AND PURPOSE

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

REPORT HIGHLIGHTS

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

STRATEGIC GOAL

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

BACKGROUND

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

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

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

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

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

REPORT

Implementation Plan

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

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

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

Garden and Garage Suites

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

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

Implementation of Regulations

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

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

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

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

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

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

OPTIONS TO THE RECOMMENDATION

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

POLICY IMPLICATIONS

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

FINANCIAL IMPLICATIONS

There are no financial implications at this time.

PUBLIC AND/OR STAKEHOLDER INVOLVEMENT

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

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

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

COMMUNICATION PLAN

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

DUE DATE FOR FOLLOW-UP AND/OR PROJECT COMPLETION

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

ENVIRONMENTAL IMPLICATIONS

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

PRIVACY IMPACT

There are no privacy implications.

SAFETY/CRIME PREVENTION THROUGH ENVIRONMENTAL DESIGN (CPTED)

A CPTED review will be done for the proposed development standards for garden and garage suites. Relevant recommendations will be incorporated into the design guidelines for garden and garage suites.

PUBLIC NOTICE

Amendments to Official Community Plan Bylaw No. 8769 and Zoning Bylaw No. 8770 will be advertised in accordance with Public Notice Policy No. C01-021, and a date for the public hearings will be set.


ATTACHMENTS

1. Proposed Amendments to Official Community Plan Bylaw No. 8769
2. Draft Zoning Bylaw Provisions for Garden and Garage Suites
3. Design Guidelines for Garden and Garage Suites

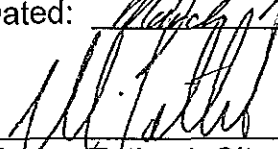
Written by: Paula Kotasek-Toth, Senior Planner II

Reviewed by: Alan Wallace, Director of Planning and Development

Approved by:


 Randy Grauer, General Manager
 Community Services Department
 Dated: March 18, 2014

Approved by:


 Murray Totland, City Manager
 Dated: Mar 18/14

Proposed Amendments to Official Community Plan Bylaw No. 8769

Official Community Plan Amendment - Section 5.2.2:

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

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

Draft Zoning Bylaw Provisions for Garden and Garage Suites

2.0 Definitions

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

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

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

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

4.0 General Administration

4.7.3 Discretionary Use Evaluation Criteria

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

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

5.0 General Provisions

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

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

Category 1 Sites Only

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

Specific Development Standards for Garage Suites

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

Specific Development Standards for Garden Suites

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

DESIGN GUIDELINES FOR GARDEN AND GARAGE SUITES

1. Rear Yards

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

2. Internal Pathways

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

3. Lighting

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

4. Landscaping

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

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

5. Orientation, Layout, and Privacy

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

6. Entrances

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

7. Facades

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

8. Doors and Windows

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

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

9. Roofs

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

10. Dormers

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

11. Balconies

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

12. Materials

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

13. Utilities and Waste Storage

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

14. Sustainable Building Design

a. Waste Water

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

b. Passive Solar Design

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

c. Energy Efficiency

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

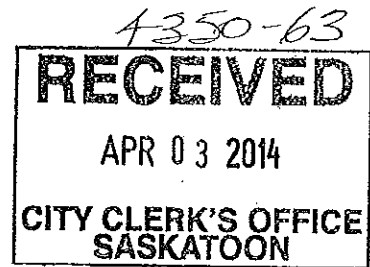
- iii. Outdoor lighting systems should incorporate LED technology to reduce energy and maintenance demand.
- iv. Garden and garage suite developments are encouraged to explore the potential use of geothermal technology to reduce grid energy dependency.
- v. Inventories of all plumbing fixtures and equipment,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

15. Material Efficiency

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

16. Roof Tops

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



TO: Secretary, Municipal Planning Commission
FROM: General Manager, Community Services Department
DATE: March 26, 2014
SUBJECT: Neighbourhood Infill Development Strategy – Proposed Garden and Garage Suite Regulations
FILE NO.: PL 4115 OCP 11/14 and PL 4350 Z12/14

RECOMMENDATION: that at the time of the public hearing, City Council consider the Administration's recommendation that the proposed amendments to Official Community Plan Bylaw No. 8769 and Zoning Bylaw No. 8770, to allow for garden and garage suites, as outlined in this report, be approved.

TOPIC AND PURPOSE

The purpose of this report is to consider amendments required to provide for the implementation of garden and garage suites within the City of Saskatoon (City).

REPORT HIGHLIGHTS

The Administration is recommending amendments to Official Community Plan Bylaw No. 8769 to allow for garden and garage suites as an additional form of infill development and amendments to Zoning Bylaw No. 8770 to implement development standards for the development of garden and garage suites.

STRATEGIC GOAL

This report supports the City of Saskatoon's (City) long-term Strategic Goal of Sustainable Growth by allowing for an additional form of infill development. Increasing infill development is specifically identified as a ten-year strategy for achieving the Strategic Goal of Sustainable Growth.

BACKGROUND

The Neighbourhood Level Infill Development Strategy (Strategy) was endorsed by City Council on December 16, 2013. The Strategy outlined best practices, design guidelines, and regulations that, upon implementation, will provide flexibility and increased opportunity for small scale residential infill development. The Strategy addresses development standards, parking requirements, site servicing, and infill lot grading to accommodate infill development and minimize impact on neighbouring property owners. New forms of development were identified in the Strategy, including garden and garage suites and four-unit dwellings on corner sites.

A report was considered by the Planning and Operation Committee on March 25, 2014, which included an overall implementation plan for the Strategy and approval to advertise the Bylaw amendments required to implement regulations for garden and garage suites. City Council approved advertising for garden and garage suites on March 31, 2014.

REPORT

Garden and Garage Suites

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

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

Official Community Plan Bylaw No. 8769 Amendment

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

Zoning Bylaw Amendment

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

- A. Garden and garage suites, accessory to a one-unit dwelling, will be a discretionary use in all neighbourhoods. The Administration is recommending that discretionary use approval be delegated to the Administration as per Section 4.7.2 (3) of Zoning Bylaw No. 8770.
- B. Only one accessory suite may be developed, in conjunction with a one-unit dwelling.
- C. Garden and garage suites will not be a permitted accessory to a two-unit dwelling or a semi-detached dwelling.

OPTIONS TO THE RECOMMENDATION

The Commission has the option of not supporting the proposed bylaws.

POLICY IMPLICATIONS

Amendments to Official Community Plan Bylaw No. 8769 and Zoning Bylaw No. 8700 are outlined in this report.

FINANCIAL IMPLICATIONS

There are no financial implications at this time.

PUBLIC AND/OR STAKEHOLDER INVOLVEMENT

A Community Advisory Committee (Committee) comprised of civic staff, land developers, and interested members of the public, was assembled to provide direction and to oversee the Strategy. The Committee provided input into the development standards for garden and garage suites and will continue to convene through implementation of the Strategy.

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

COMMUNICATION PLAN

Regulations and guidelines for garden and garage suites will be made available on the City's website.

DUE DATE FOR FOLLOW-UP AND/OR PROJECT COMPLETION

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

ENVIRONMENTAL IMPLICATIONS

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

PRIVACY IMPACT

There are no privacy implications.

SAFETY/CRIME PREVENTION THROUGH ENVIRONMENTAL DESIGN (CPTED)

A CPTED review was done for proposed development standards for garden and garage suites. Relevant recommendations will be incorporated into the design guidelines for garden and garage suites.

PUBLIC NOTICE

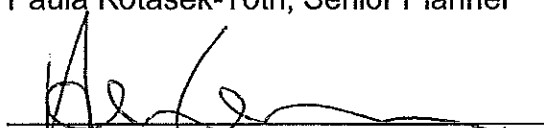
Amendments to Official Community Plan Bylaw No. 8769 and Zoning Bylaw No. 8770 will be advertised in accordance with Public Notice Policy No. C01-021, and a date for the public hearings will be set.

ATTACHMENTS

1. Proposed Amendments to Official Community Plan Bylaw No. 8769
2. Draft Zoning Bylaw Provisions for Garden and Garage Suites
3. Design Guidelines for Garden and Garage Suites
4. Summary of Comments from Public Information Meeting

Written by: Paula Kotasek-Toth, Senior Planner

Reviewed by:

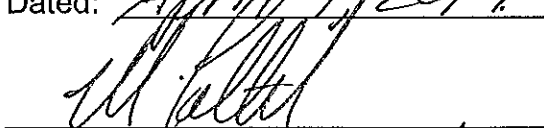

Alan Wallace
Director of Planning and Development

Approved by:


Randy Grauer, General Manager
Community Services Department

Dated: April 1, 2014

Approved by:


Murray Totland, City Manager

Dated: April 3/14

Proposed Amendments to Official Community Plan Bylaw No. 8769

Official Community Plan Amendment - Section 5.2.2:

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

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

Draft Zoning Bylaw Provisions for Garden and Garage Suites

2.0 Definitions

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

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

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

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

4.0 General Administration

4.7.3 Discretionary Use Evaluation Criteria

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

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

5.0 General Provisions

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

1. Only one garden, garage, or secondary suite accessory to a one- unit dwelling per site;
2. Only one accessory building per site containing a garden or garage suite;
3. The area of the garden and garage suite cannot exceed the area of the one-unit dwelling;
4. Only non-habitable areas below grade (basements) are permitted in a building containing a garden suite;
5. The City will not approve any condominium plan to provide separate title for a garden or garage suite;
6. The site plan must indicate the location of all City-owned trees on the site, on the adjacent boulevard, and on sites on either side of the subject property;
7. Must meet all relevant building, plumbing, and development codes and will be regulated by the City's building permit and inspection process.;
8. One parking space per dwelling unit must be provided on-site and be hard surfaced. Parking spaces for the garden or garage suite must be located in the rear yard and should be accessed via the lane, where lanes exist;
9. May have a maximum of two bedrooms and shall include a minimum of a full bathroom and shall contain a kitchen;
10. Must be connected to the front yard of the site with an internal path and the width of the path should accommodate barrier free access. Where lanes exist; the path shall also connect to the rear yard;
11. The preferred location of the main entrance is to be directly accessible and visible from rear lanes; however, location of main entrances will be evaluated as part of the discretionary use application process;
12. Amount glazing of walls facing rear yards and rear lanes is dependent on provisions in the National Building Code. Exceptions may be considered for corner lots;
13. Balconies may be provided on the second story facing the rear lane, or in the case of corner lots, to the side street and should be screened appropriately to avoid overlooking into side properties;
14. Rear yard decks and porches attached to a garden or garage suite are permitted provided they conform to all applicable zoning bylaw and building standards requirements; and
15. The location of mechanical units such as air conditioners and venting should be located in order to not create nuisance to adjacent properties.
16. On corner sites Garage Suites in Category 2 areas, a two storey structure may be permitted provided that they do not exceed the maximum height of 5.0 metres

Category 1 Sites Only

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

Specific Development Standards for Garage Suites

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

- Structures with 2 stories may be permitted on corner lots

Specific Development Standards for Garden Suites

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

DESIGN GUIDELINES FOR GARDEN AND GARAGE SUITES

1. Rear Yards

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

2. Internal Pathways

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

3. Lighting

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

4. Landscaping

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

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

5. Orientation, Layout, and Privacy

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

6. Entrances

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

7. Facades

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

8. Doors and Windows

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

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

9. Roofs

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

10. Dormers

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

11. Balconies

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

12. Materials

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

13. Utilities and Waste Storage

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

14. Sustainable Building Design

a. Waste Water

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

b. Passive Solar Design

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

c. Energy Efficiency

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

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

15. Material Efficiency

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

16. Roof Tops

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



Shaping Saskatoon

Bridging to Tomorrow... for a 21st Century City



Neighbourhood Level Infill Development Strategy Garden and Garage Suites Community Engagement Summary

Project Description

Garage and garden suites are small standalone dwelling units constructed in conjunction with a detached garage, or as an accessory structure. The suites are part of the Neighbourhood Level Infill Development Strategy which recommended the development of garden and garage suites. The following information will be provided: development standards, design guidelines, building code requirements and the approval process

The Community Engagement was conducted to provide the public the opportunity to review the proposed regulations for garden and garage suites.

Community Engagement Strategy

The purpose of the engagement was to inform and to gather information.

The information was used to gauge acceptance of the new form of development and to make the information available to proponents.

The information was gathered through comment forms. There were also staff members at the event who gathered verbal feedback.

A notice was placed in the StarPhoenix on the City Page on February 22 and March 1, 2014. An email contact list was used to notify those interested in the project. Also, a City of Saskatoon PSA was sent out the week prior to the meeting.

Summary of Community Engagement Feedback

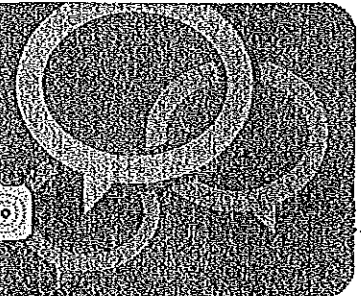
Approximately 150 people attended the open house.

29 written comments were received and additional comments and questions were received after the event via emails.

Few comments were received in opposition. In general most comments specifically referred to the regulations.

Comments on the following themes were received.

- Differences in regulations between category 1 and category 2 neighbourhoods
- Condition of back lanes
- Implementation of regulations of Montgomery Place
- Implementation of the regulations to semi-detached and two-unit dwellings
- Location of balconies and impact on privacy of adjacent property owners



Next Steps

The amendments to allow for garden and garage suites will be forwarded to City Council for approval. The results will be presented back in a report to Municipal Planning Commission recommending amendments to the Official Community Plan and Zoning Bylaw.

Prepared by:
Paula Kotasek-Toth
Senior Planner
March 26, 2014



City of
Saskatoon
Office of the City Clerk

222 - 3rd Avenue North ph 306•975•3240
Saskatoon, SK S7K 0J5 fx 306•975•2784

April 22, 2014

City Clerk

Dear City Clerk:

**Re: Municipal Planning Commission Report for Public Hearing
Neighbourhood Infill Development Strategy
Proposed Garden and Garage Suite Regulations
(File No. CK. 4350-63)**

The Municipal Planning Commission has considered a report of the General Manager, Community Services Department, dated March 26, 2014, with respect to the above proposed amendments to the Official Community Plan Bylaw and Zoning Bylaw and supports the following recommendation:

“that the proposed amendments to Official Community Plan Bylaw 8769 and Zoning Bylaw 8770, to allow for garden and garage suites, as outlined in the report of the General Manager, Community Services Department, dated March 26, 2014, be approved.”

Yours truly,

A handwritten signature in cursive script that reads "Elaine Long".

Elaine Long, Secretary
Municipal Planning Commission

EL:sj

THE STARPHOENIX, SATURDAY, APRIL 19, 2014 and
SUNDAY PHOENIX, APRIL 20, 2014

OFFICIAL COMMUNITY PLAN NOTICE
PROPOSED TEXT AMENDMENT TO THE
OFFICIAL COMMUNITY PLAN - BYLAW NO. 9180

Saskatoon City Council will consider an amendment to the City's Official Community Plan (No. 8769). By way of Bylaw No. 9180, The Official Community Plan Amendment Bylaw, 2014 (No. 2), policies for the development of garden and garage suites will be incorporated into Section 5.2 Infill Housing Development, of the Official Community Plan.

The proposed amendments to the Official Community Plan are as follows:

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

REASON FOR THE AMENDMENT – The reason for the amendment is to allow for the development of garden and garage suites, accessory to a one-unit dwelling in residential areas city wide.

INFORMATION - Questions regarding the proposed amendment or requests to view the proposed amending Bylaw, the City of Saskatoon Official Community Plan may be directed to the following without charge:
Community Services Department, Planning and Development
Phone: 306-975-7621 (Paula Kotasek-Toth)

PUBLIC HEARING - City Council will hear all submissions on the proposed amendment and all persons who are present at the Council meeting and wish to speak on **Monday, May 5, 2014 at 6:00 p.m. in Council Chamber, City Hall, Saskatoon, Saskatchewan.**

All written submissions for City Council's consideration must be forwarded to:
His Worship the Mayor and Members of City Council
c/o City Clerk's Office, City Hall
222 Third Avenue North, Saskatoon, SK S7K 0J5

All submissions received by the City Clerk by **10:00 a.m. on Monday, May 5, 2014** will be forwarded to City Council. City Council will also hear all persons who are present and wish to speak to the proposed Bylaw.

3b)

BYLAW NO. 9181

The Zoning Amendment Bylaw, 2014 (No. 5)

The Council of The City of Saskatoon enacts:

Short Title

1. This Bylaw may be cited as *The Zoning Amendment Bylaw, 2014 (No. 5)*.

Purpose

2. The purpose of this Bylaw is to amend the Zoning Bylaw to provide for regulations governing garden and garage suites.

Zoning Bylaw Amended

3. Zoning Bylaw No. 8770 is amended in the manner set forth in this Bylaw.

Section 2.0 Amended

4. Section 2.0 is amended:

- (a) by adding the following after "car wash":

"**category 1 neighbourhood**" means the following neighbourhoods: City Park, Caswell Hill, Westmount, Riversdale, Pleasant Hill, King George, Nutana, Varsity View, Buena Vista, North Park and Haultain neighbourhoods. These neighbourhoods are generally characterized by a grid design with narrow residential lots and large mature trees and vegetation. Much of the original development in these neighbourhoods occurred prior to 1945.

"**category 2 neighbourhood**" means a neighbourhood other than a category 1 neighbourhood."; and

- (b) by adding the following after the definition of "garage, storage":

"**garage suite**' means a dwelling unit which is attached to or made part of a detached accessory building located in the rear yard of a one-unit dwelling that has cooking, food preparation, sleeping and sanitary facilities which are separate from those of the one-unit dwelling.

'**garden suite**' means a small ground oriented dwelling unit located in the rear yard of a one-unit dwelling and contained within a detached accessory building that has cooking, food preparation, sleeping and sanitary facilities which are separate from those of the one-unit dwelling."

New Section 5.43

5. The following section is added after section 5.42:

"5.43 Garden and Garage Suites

- (1) No more than one garden, garage or secondary suite accessory to a one-unit dwelling shall be allowed per site.
- (2) No more than one accessory building per site shall contain a garden or garage suite.
- (3) The area of a garden or garage suite shall not exceed the area of the principal building.
- (4) All habitable areas of garden suites and garage suites shall be above grade.
- (5) Condominium plans to provide a separate title for a garden or garage suite shall not be approved.
- (6) A site plan for a garden or garage suite shall be submitted which must indicate:
 - (a) the location of all City-owned trees on the site, the adjacent boulevard and on sites on either side of the subject site; and
 - (b) details regarding utility service connections.

The site plan must be approved by the City and by all utility agencies which provide service to the site.

- (7) Sites containing garden or garage suites must be adequately drained. A site drainage plan shall be submitted.
- (8) A building permit is required for garden and garage suites which must meet all relevant building, plumbing and development codes.
- (9) One hard-surfaced parking space shall be provided for each dwelling-unit on the site. Parking spaces for the garage or garden suite shall be located in the rear yard and shall be accessed via the lane where lanes exist.
- (10) Garden and garage suites shall be connected to the front yard of the site by means of an internal path, the width of which should accommodate barrier free access. Where lanes exist, garden and garage suites shall also be connected to the rear yard by means of a path.
- (11) The preferred location of the main entrance of a garden or garage suite is to be directly accessible and visible from the lane where lanes exist.
- (12) Windows and doors in garden and garage suites shall be of a size and in locations which will not result in the loss of privacy for residents of adjacent sites.
- (13) Garden and garage suites shall have a full bathroom, a kitchen and a maximum of two bedrooms.
- (14) The maximum size of a garden or garage suite shall be 77 m².
- (15) Except as provided in subsection (19), the amount of glazing on walls of garden suites and garage suites shall comply with the National Building Code. Exceptions will be considered on corner sites.
- (16) Balconies may be provided on the second storey of garden suites and garage suites facing a lane, or on corner sites, facing a side street. Balconies shall be screened appropriately so as to inhibit the view into adjacent sites.
- (17) Garden and garage suites may have rear yard decks and porches provided that they conform to all applicable provisions of this Bylaw and the National Building Code.

- (18) Mechanical units such as air conditioners and vents shall be located so as not to constitute a nuisance to adjacent properties.
- (19) In category 1 neighbourhoods, that maximum area of a side wall which may be glazed is 20% of the wall area or the amount permitted by the National Building Code. Exceptions will be considered on corner sites.
- (20) In category 2 neighbourhoods, garage suites shall not exceed one storey, except on corner sites where two-storeys shall be permitted provided that the garage suite shall not exceed a maximum height of 5.0 metres.
- (21) The minimum development standards for garden suites are set out in the following chart:

Garden Suites									
Development Standard	Side Yard (min)	Rear Yard (min)	Rear Yard Coverage (max)	Building Height (max)	Distance from Principle Dwelling (min)	Side Wall Height (max)	Building Length (max)	Stepback of 2 nd Storey (min)	Number of Stories (max)
Category 1	0.75 ¹	2 ²	50%	5.8 ³	4.0	3.2	9.0	0.6	2
Category 2	3	2	50%	3.5	4.0	3.2	9.0	n/a	1 ⁴

Notes to Development Standards for Garden Suites

- 1 A minimum side yard setback of 1.2 metres shall be provided on one side of the site.
- 2 The minimum rear yard setback may be reduced to 1.2 metres on sites with a rear lane in category 1 neighbourhoods.
- 3 The maximum building height can be increased to 6.0 metres on buildings which have a peaked roof and area located in category 1 neighbourhoods.
- 4 On corner sites, the building may have 2 stories provided the maximum height is not exceeded.

- (22) The minimum development standards for garage suites are set out in the following chart:

Garage Suites									
Development Standard	Side Yard (min)	Rear Yard (min)	Rear Yard Coverage (max)	Building Height (max)	Distance from Principle Dwelling (min)	Side Wall Height (max)	Building Length (max)	Stepback of 2 nd Storey (min)	Number of Stories (max)
Category 1	0.75 ¹	2 ²	50%	5.8 ³	4.0	3.2	9.0	0.6	2
Category 2	0.75 ¹	2	50%	5.0	4.0	4.0	9.0	n/a	1 ⁴

Notes to Development Standards for Garage Suites

- 1 A minimum side yard setback of 1.2 metres shall be provided on one side of the site.
- 2 The minimum rear yard setback may be reduced to 1.2 metres on sites with a rear lane.
- 3 The maximum building height can be increased to 6.0 metres on buildings which have a peaked roof and are located in category 1 neighbourhoods.
- 4 On corner sites, the building may have 2 stories provided the maximum height is not exceeded."

Subsection 8.1.3 Amended

6. The chart contained in Subsection 8.1.3 is amended by adding the following:

"

(10) Garden and garage suites	Refer to General Provisions Section 5.43
-------------------------------	--

"

Subsection 8.2.3 Amended

7. The chart contained in Subsection 8.2.3 is amended by adding the following:

"

(12) Garden and garage suites	Refer to General Provisions Section 5.43
-------------------------------	--

"

ZONING NOTICE

PROPOSED ZONING BYLAW TEXT AMENDMENT – BYLAW NO. 9181

Garden and Garage Suites Accessory to a One-Unit Dwelling

Saskatoon City Council will consider an amendment to the City's Zoning Bylaw (No. 8770). By way of Bylaw No. 9181, The Zoning Amendment Bylaw, 2014 (No. 5) definitions for "garden suite" and "garage suite" will be added to the Zoning Bylaw, the use will be assigned to appropriate zoning districts as discretionary use, and development standards established.

The proposed amendments to the Zoning Bylaw are as follows:

Section 2.0, as amended, would add definitions of:

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

"garage suite" means a dwelling unit which is attached to or made part of a detached accessory building located in the rear yard of a one-unit detached dwelling. The dwelling unit has cooking, food preparation, sleeping, and sanitary facilities which are separate from those of the one-unit dwelling located on the site.

"Category 1 Neighbourhoods" include City Park, Caswell Hill, Westmount, Riversdale, Pleasant Hill, King George, Nutana, Varsity View, Buena Vista, North Park, and Haultain. These neighbourhoods are generally characterized by a grid design with narrow residential lots and large mature trees and vegetation. Much of the original development in this area occurred prior to 1945.

"Category 2 Neighbourhoods" include all other neighbourhoods not listed in Category 1 Neighbourhoods, within the City of Saskatoon.

Section 5.0, as amended, would add criteria for evaluating discretionary use applications for garden and garage suites, and add general provisions for when garden and garage suites are developed in Category 1 and Category 2 Neighbourhoods.

Subsection 8.1.3 of the R1 Zoning District, as amended, would add "garden suite" and "garage suite" to the list of discretionary uses.

Subsection 8.2.3 of the R1A Zoning District, as amended, would add "garden suite" and "garage suite" to the list of discretionary uses.

Subsection 8.3.3 of the R1B Zoning District, as amended, would add "garden suite" and "garage suite" to the list of discretionary uses.

Subsection 8.4.3 of the R2 Zoning District, as amended, would add "garden suite" and "garage suite" to the list of discretionary uses.

Subsection 8.5.3 of the R2A Zoning District, as amended would add "garden suite" and "garage suite" to the list of discretionary uses.

Development standards for garden and garage suites in Category 1 and Category 2 Neighbourhoods will be established within the R1 - Large Lot One-Unit Residential District, R1A - One-Unit Residential District, R1B - Small Lot One-Unit Residential District, R2 - One and Two-Unit Residential District, and R2A - Low Density Residential Infill District.

REASON FOR THE AMENDMENT – The reason for the amendment is to allow for the development of garden and garage suites, accessory to a one-unit dwelling in residential areas city wide. This use would be discretionary with approval delegated to the Administration.

INFORMATION - Questions regarding the proposed amendment or requests to view the proposed amending Bylaw, the City of Saskatoon Zoning Bylaw and Zoning Map may be directed to the following without charge:
Community Services Department, Planning and Development
Phone: 306-975-7621 (Paula Kotasek-Toth)

PUBLIC HEARING - City Council will hear all submissions on the proposed amendment and all persons who are present at the Council meeting and wish to speak on Monday, May 5, 2014 at 6:00 p.m. in Council Chamber, City Hall, Saskatoon, Saskatchewan.

All written submissions for City Council's consideration must be forwarded to:
His Worship the Mayor and Members of City Council
c/o City Clerk's Office, City Hall
222 Third Avenue North, Saskatoon, SK S7K 0J5

All submissions received by the City Clerk by 10:00 a.m. on Monday, May 5, 2014, will be forwarded to City Council. City Council will also hear all persons who are present and wish to speak to the proposed Bylaw.

30)

BYLAW NO. 9182

The Zoning Amendment Bylaw, 2014 (No. 6)

The Council of The City of Saskatoon enacts:

Short Title

1. This Bylaw may be cited as *The Zoning Amendment Bylaw, 2014 (No. 6)*.


Purpose

2. The purpose of this Bylaw is to amend the Zoning Bylaw to rezone the lands described in the Bylaw from an R1A District to an RMTN District, an RMTN1 District and an RM3 District respectively.

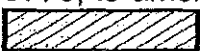
Zoning Bylaw Amended

3. Zoning Bylaw No. 8770 is amended in the manner set forth in this Bylaw.

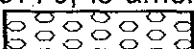
R1A District to RMTN District

4. The Zoning Map, which forms part of Bylaw No. 8770, is amended by rezoning the lands described in this Section and shown as  on Appendix "A" to this Bylaw from an R1A District to an RMTN District:
 - (a) Parcel M, as shown on a Plan of Proposed Subdivision of part of the N.W. ¼ Sec. 35, Twp. 36, Rge. 6, W.3 Mer. and Part of Plan No. 101836076 in the S.E. ¼ Sec. 2 and part of LSD 3 in the S.W. ¼ Sec. 2 all in Twp. 37, Rge. 6, W.3 Mer., Saskatoon, Saskatchewan by Blake Wahl, S.L.S. dated September, 2013.

R1A District to RMTN1 District

- 5. The Zoning Map, which forms part of Bylaw No. 8770, is amended by rezoning the lands described in this Section and shown as  on Appendix "A" to this Bylaw from an R1A District to an RMTN1 District:
 - (a) Parcels L, N, Q, and R, as shown on a Plan of Proposed Subdivision of part of the N.W. ¼ Sec. 35, Twp. 36, Rge. 6, W.3 Mer. and Part of Plan No. 101836076 in the S.E. ¼ Sec. 2 and part of LSD 3 in the S.W. ¼ Sec. 2 all in Twp. 37, Rge. 6, W.3 Mer., Saskatoon, Saskatchewan by Blake Wahl, S.L.S. dated September, 2013.

R1A District to RM3 District

- 6. The Zoning Map, which forms part of Bylaw No. 8770, is amended by rezoning the lands described in this Section and shown as  on Appendix "A" to this Bylaw from an R1A District to an RM3 District:
 - (a) Parcels O and P, as shown on a Plan of Proposed Subdivision of part of the N.W. ¼ Sec. 35, Twp. 36, Rge. 6, W.3 Mer. and Part of Plan No. 101836076 in the S.E. ¼ Sec. 2 and part of LSD 3 in the S.W. ¼ Sec. 2 all in Twp. 37, Rge. 6, W.3 Mer., Saskatoon, Saskatchewan by Blake Wahl, S.L.S. dated September, 2013.

Coming into Force

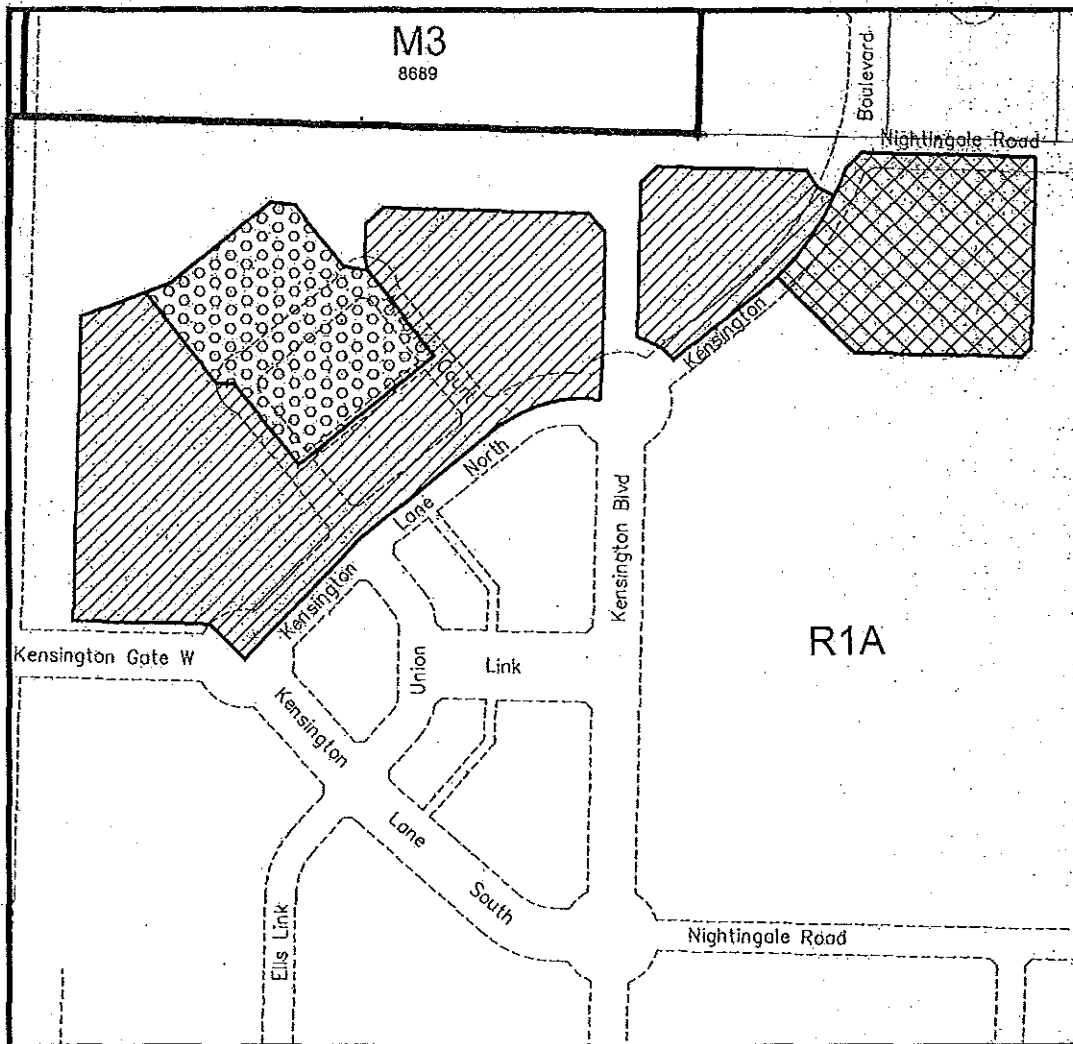
7. This Bylaw shall come into force on the day of its final passing.

Read a first time this	day of	, 2014.
Read a second time this	day of	, 2014.
Read a third time and passed this	day of	, 2014.

Mayor

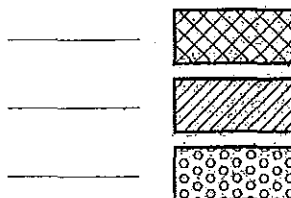
City Clerk

Appendix "A" to Bylaw No. 9182



REZONING

- From R1A to RMTN
- From R1A to RMTN1
- From R1A to RM3



The following is a copy of **Clause 2, Report No. 1-2014** of the **Municipal Planning Commission** which was **ADOPTED** by City Council at its meeting held on **March 3, 2014**:

**2. Proposed Rezoning from R1A to RMTN, RMTN1 and RM3
Kensington Phase 4
(Files CK. 4351-014-001 and PL 4350-Z24/13)**

- RECOMMENDATIONS:**
- 1) that City Council approve the advertising respecting the proposal to rezone the properties as outlined in the report of the General Manager, Community Services Department, dated January 21, 2014;
 - 2) that the General Manager, Community Services Department, be requested to prepare the required notice for advertising the proposed amendments;
 - 3) that the City Solicitor be requested to prepare the required bylaw to amend Zoning Bylaw 8770; and
 - 4) that at the time of the Public Hearing, City Council consider the Municipal Planning Commission's recommendation that the proposed amendment to Zoning Bylaw 8770 to rezone the properties identified in the attached Proposed Amendment Map from R1A – One-Unit Residential District to RMTN – Townhouse Residential District; and RM3 – Medium-Density Multiple-Unit Dwelling District, be approved.

Attached is a report of the General Manager, Community Services Department, dated January 21, 2014, with respect to an application from Saskatoon Land to rezone a number of properties in Phase 4 of the Kensington neighbourhood to accommodate a variety of housing forms, including a mixture of low and medium density townhouse style developments, and medium density, multiple-unit dwellings.

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

4351-014-001
RECEIVED
FEB 03 2014
CITY CLERK'S OFFICE
SASKATOON

TO: Secretary, Municipal Planning Commission
FROM: General Manager, Community Services Department
DATE: January 21, 2014
SUBJECT: Proposed Rezoning from R1A to RMTN, RMTN1, and RM3 – Kensington Phase 4
FILE NO.: PL 4350 – Z24/13

RECOMMENDATION:

- that a report be submitted to City Council recommending:
- 1) that City Council approve the advertising respecting the proposal to rezone the properties outlined in this report;
 - 2) that the General Manager, Community Services Department, be requested to prepare the required notices for advertising the proposed amendments;
 - 3) that the City Solicitor be requested to prepare the required bylaw to amend Zoning Bylaw No. 8770; and
 - 4) that at the time of the public hearing, City Council consider the Administration's recommendation that the proposed amendment to Zoning Bylaw No. 8770 to rezone the properties identified in the attached Proposed Amendment Map (see Attachment 1) from R1A – One-Unit Residential District to RMTN – Townhouse Residential District; RMTN1 – Medium-Density Townhouse Residential District; and RM3 – Medium-Density Multiple-Unit Dwelling District, be approved.

TOPIC AND PURPOSE

The purpose of this report is to consider the application from Saskatoon Land to rezone a number of properties in Phase 4 of the Kensington neighbourhood. This would accommodate a variety of housing forms in the Kensington neighbourhood, including a mixture of low- and medium-density townhouse style development, and medium-density, multiple-unit dwellings (see Attachment 1).

REPORT HIGHLIGHT

1. This application is consistent with the approved Kensington Neighbourhood Concept Plan (Concept Plan) (see Attachment 2).

STRATEGIC GOAL

Under the Strategic Goal of Quality of Life, this report supports the long-term strategy to encourage a mix of housing types across the city.

BACKGROUND

During its April 16, 2012 meeting, City Council approved the Concept Plan, which identified a neighbourhood that promotes a wide range of housing options along with neighbourhood level commercial opportunities.

REPORT

Kensington Neighbourhood Concept Plan

This proposed amendment will accommodate a variety of residential housing options in the Kensington neighbourhood in a manner that is consistent with the approved Concept Plan.

Official Community Plan Bylaw No. 8769

City Council approved an Official Community Plan (OCP) Bylaw No. 8769 amendment in 2012, which identified the subject area as "Residential" on the OCP – Land Use Map. This application is consistent with that designation.

Comments from Other Divisions

No concerns in relation to this proposal were raised. Please refer to Attachment 3 to review comments received from other divisions.

OPTIONS TO THE RECOMMENDATION

City Council could deny this rezoning application. This option would preclude the implementation of the Concept Plan.

POLICY IMPLICATIONS

There are no policy implications.

FINANCIAL IMPLICATIONS

There are no financial implications.

PUBLIC AND/OR STAKEHOLDER INVOLVEMENT

Three separate public information meetings were held between 2010 and 2012 in relation to the development of the Concept Plan. At that time, concerns related to land use, traffic movement, and congestion were raised and addressed. As a result of the extensive consultation that occurred in preparation of the approved Concept Plan, further consultation with the adjacent land owners is required. Public notice for the hearing will be undertaken.

COMMUNICATION PLAN

No further communications are required.

ENVIRONMENTAL IMPLICATIONS

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

PRIVACY IMPACT

There are no privacy implications.

SAFETY/CRIME PREVENTION THROUGH ENVIRONMENTAL DESIGN (CPTED)

A CPTED review was conducted as a part of the Concept Plan administrative review process. Comments and concerns identified in that review were addressed and mitigated before moving the Concept Plan forward for City Council's approval.

PUBLIC NOTICE

If this application is approved for advertising by City Council, it will be advertised in accordance with Public Notice Policy No. C01-021, and a date for a public hearing will be set. The Planning and Development Division will notify the Community Consultant and the Ward Councillor of the public hearing date by letter. A notice will be placed in The StarPhoenix two weeks prior to the public hearing.

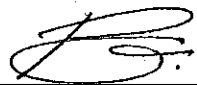
ATTACHMENTS

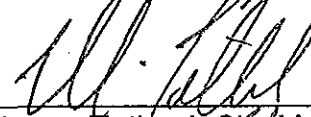
1. Location Map
2. Kensington Neighbourhood Concept Plan
3. Comments from Other Divisions

Written by: Melissa Austin, Planner

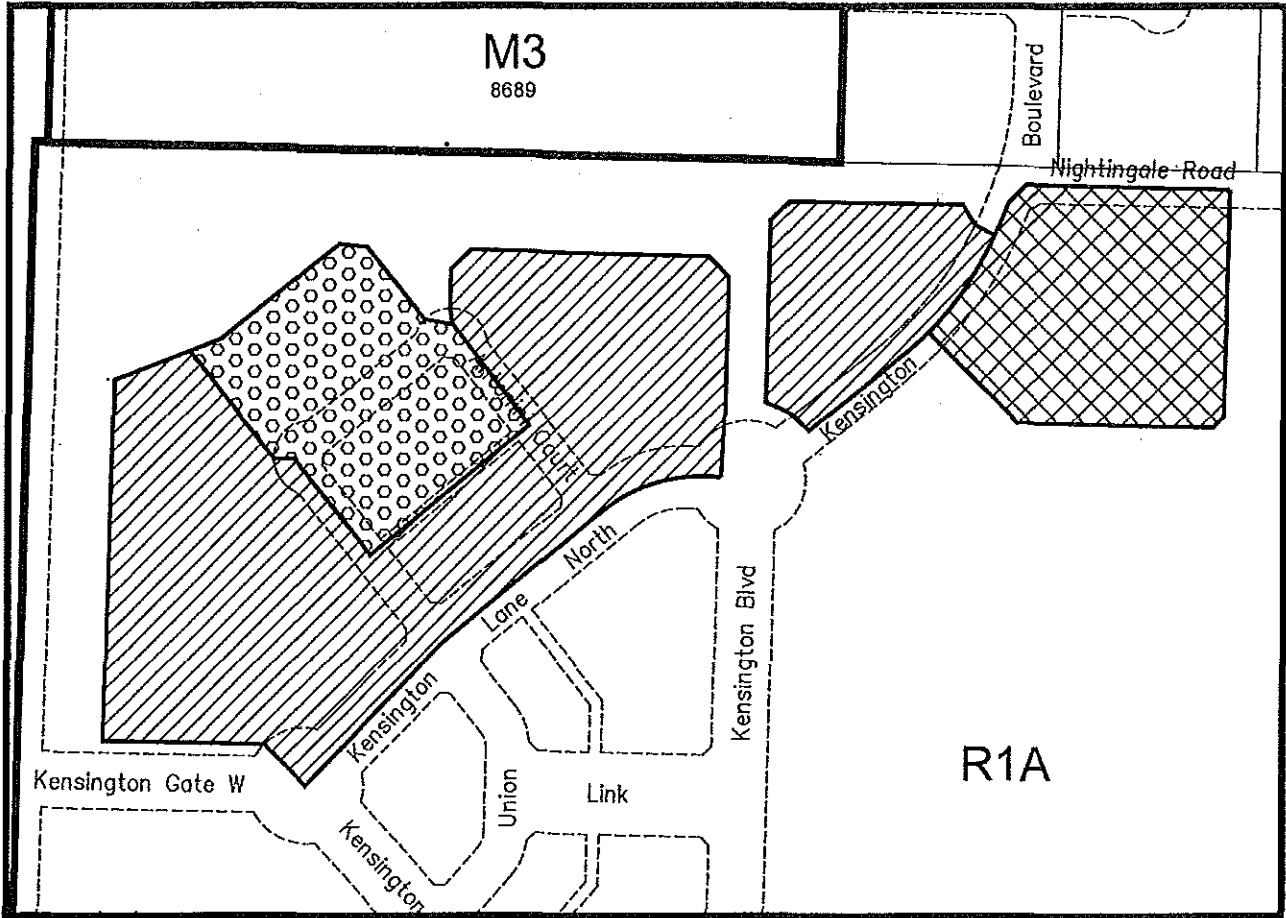
Reviewed by:


Alan Wallace
Director of Planning and Development




Approved by: 
Randy Grauer, General Manager
Community Services Department
Dated: January 26, 2014

Approved by: 
Murray Totland, City Manager
Dated: Feb 3/14

Location Map



PROPOSED REZONING

- From R1A to RMTN 
- From R1A to RMTN1 
- From R1A to RM3 

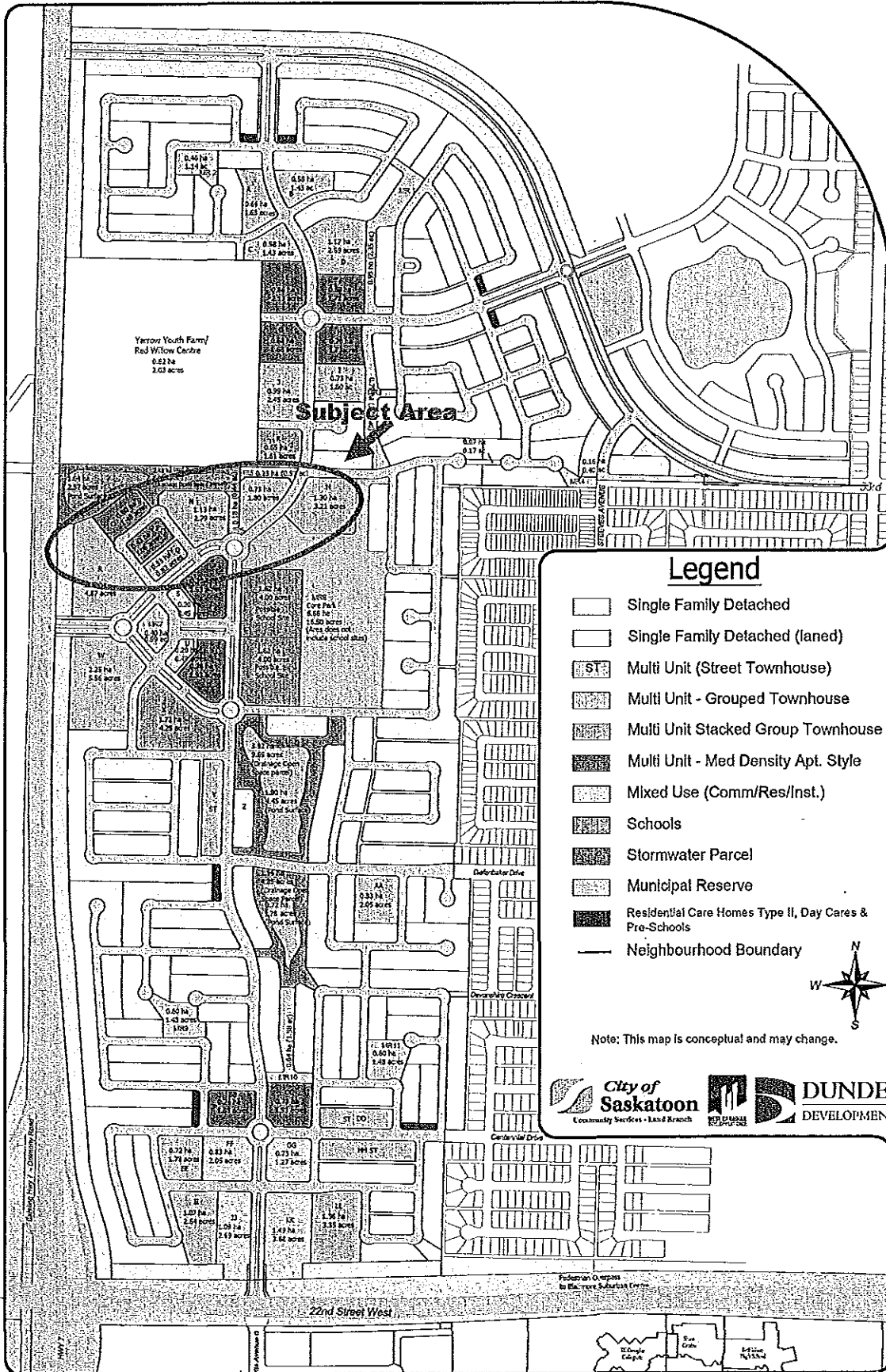
File No. RZ24-2013



Kensington Neighbourhood Concept Plan



Land Use Concept Plan
Figure - 3



Comments from Other Divisions

1) **Transportation and Utilities Department**

The proposed Zoning Bylaw No. 8770 amendment is acceptable to the Transportation and Utilities Department.

2) **Saskatoon Transit Division**

Saskatoon Transit has no easement requirements regarding the above referenced properties.

3d)

BYLAW NO. 9183

The Zoning Amendment Bylaw, 2014 (No. 7)

The Council of The City of Saskatoon enacts:

Short Title

- 1. This Bylaw may be cited as *The Zoning Amendment Bylaw, 2014 (No. 7)*.


Purpose

- 2. The purpose of this Bylaw is to amend the Zoning Map, which forms part of the Zoning Bylaw, to remove the Holding Symbol "H" from the lands described in the Bylaw.

Zoning Bylaw Amended

- 3. Zoning Bylaw No. 8770 is amended in the manner set forth in this Bylaw.

Zoning Map Amended

- 4. The Zoning Map, which forms part of Bylaw No. 8770, is amended by removing the Holding Symbol "H" from the lands described in this Bylaw and shown as  on Appendix "A":

- (a) Portion of Surface Parcel Number: 161781644
 Legal Description: Lot 16, Block 536, Plan No. 66S18566 Ext 13
 As shown on Plan No. 101899907; and,

- (b) Portion of Surface Parcel Number: 164772030
 Legal Description: NE 09-36-05-3 Plan No. 102018529 Ext 0.

Coming into Force

- 5. This Bylaw shall come into force on the day of its final passing.

Read a first time this _____ day of _____, 2014.

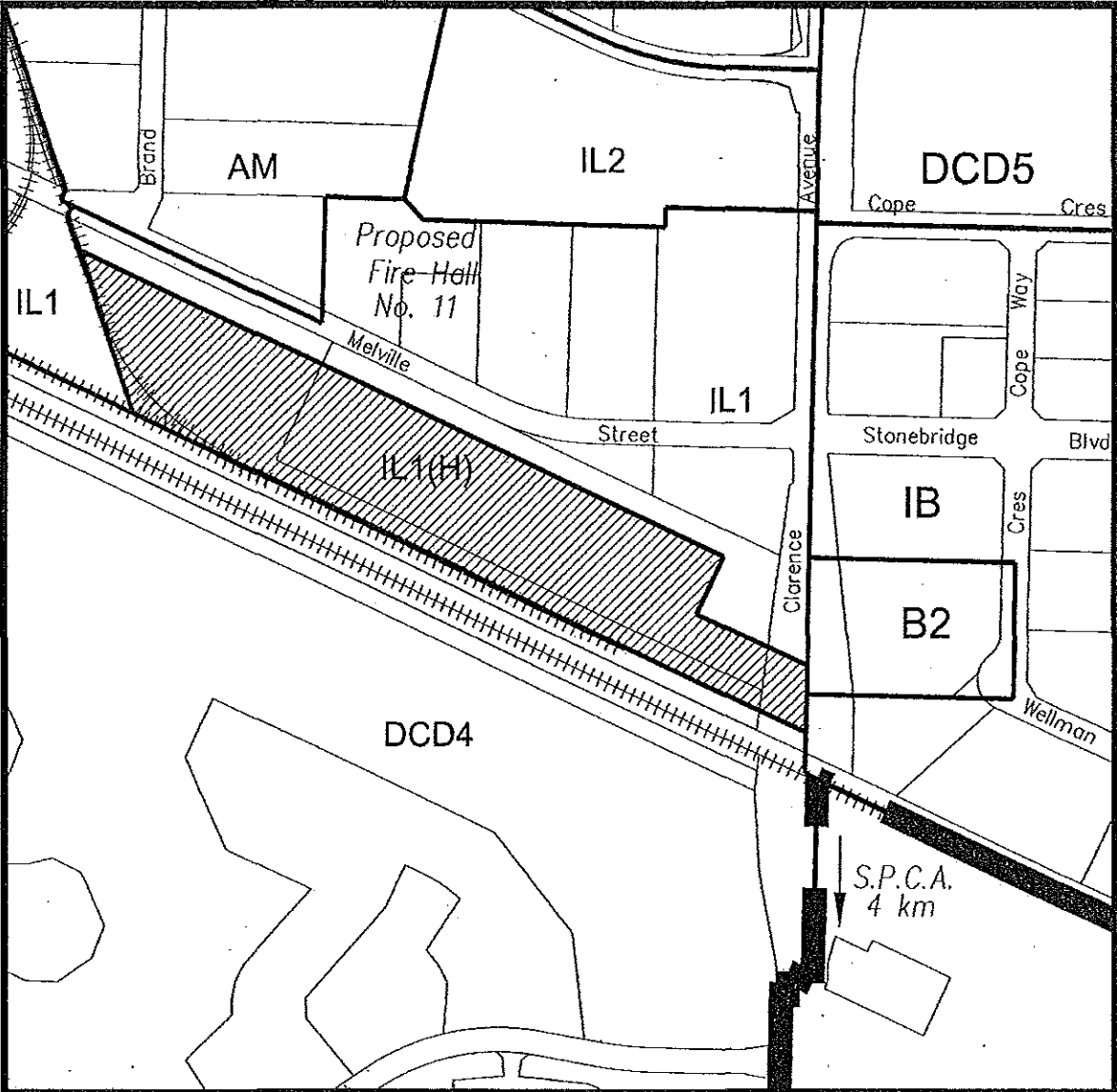
Read a second time this _____ day of _____, 2014.

Read a third time and passed this _____ day of _____, 2014.

Mayor

City Clerk

Appendix "A" to Bylaw No. 9183

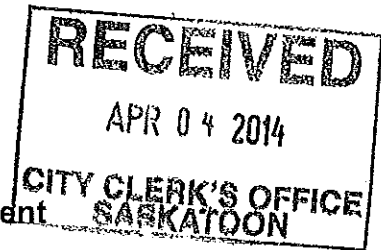


REZONING



From IL1(H) to IL1





TO: Secretary, Municipal Planning Commission
FROM: General Manager, Community Services Department
DATE: March 27, 2014
SUBJECT: Proposed Rezoning from IL1(H) to IL1 – Canadian National Railway Company – Melville Street
FILE NO.: PL 4350 – Z34/13

RECOMMENDATION:

that at the time of the public hearing, City Council consider the Administration's recommendation that the proposed amendment to Zoning Bylaw No. 8770 to rezone a portion of Lot 16, Block 536, Plan No. 66S18566 and a portion of Plan No. 102018529 from an IL1(H) – Light Industrial District, to an IL1 – Light Industrial District - removal of the Holding Symbol (H) (see Attachment 1), be approved.

TOPIC AND PURPOSE

An application has been received from the Canadian National Railway Company (CN) requesting to rezone, by the removal of the Holding Symbol (H), the property on Melville Street in the CN Industrial Area (see Attachment 1). The removal of the "H" holding symbol would accommodate the development of the land in accordance with permitted uses in the IL1 District.

REPORT HIGHLIGHTS

1. The subdivision and servicing plan for the area and the new alignment of Melville Street were completed in 2006.
2. This rezoning is consistent with the land use designation identified on the Official Community Plan Bylaw No. 8769 (OCP) - Land Use Policy Map.

STRATEGIC GOAL

Under the Strategic Goal of Sustainable Growth, this report supports the long-term strategy of an integrated approach to growth related to transportation, servicing, and land use.

BACKGROUND

The subject site on Melville Street is vacant land within the CN Industrial Area. The "H" holding symbol was applied to the property in 1998 due to the absence of an appropriate subdivision and servicing plan for the area, including a proposed realignment of Melville Street. The subdivision and servicing plan for the area and the new alignment of Melville Street were completed in 2006, and the holding provision is no longer required.

The underlying IL1 District will permit a range of light industrial activities and related

businesses that do not create land use conflicts or nuisance conditions. Typical uses would include light manufacturing and assembly, offices and office buildings, warehouses, and retail stores. The site is currently designated as Light Industrial under the OCP Land Use Policy Map.

REPORT

Official Community Plan Bylaw No. 8769

The subject property on Melville Street is identified as Light Industrial on the OCP Land Use Policy Map. The proposed changes identified in this application remain consistent with that designation.

Comments from Other Divisions

Transportation and Utilities Department has advised that on-site storm water storage will be required for each of the proposed sites created from this parcel. The existing sanitary sewer main on Melville Street will be available for the proposed site(s) to connect into.

No other concerns were identified through the Administrative referral process.

Please refer to Attachment 2 for complete comments.

OPTIONS TO THE RECOMMENDATION

City Council could choose to deny the application to remove the "H" holding symbol. This option is not recommended as this proposal is consistent with the OCP Land Use Map, as well as Melville Street realignment has been completed, and a subdivision and servicing plan for the area has been implemented.

POLICY IMPLICATIONS

There are no policy implications.

FINANCIAL IMPLICATIONS

There is no financial impact.

PUBLIC AND/OR STAKEHOLDER INVOLVEMENT

As the development intent of the subject site has stayed the same, and the amendment was requested to reflect the completed subdivision and servicing plan for the area and the new alignment of Melville Street, a public information meeting was not held.

COMMUNICATION PLAN

Public hearing notices will be mailed to all property owners within 75 metres of the subject site for notification of the Public Hearing date. Aside from this, no further consultation is planned.

ENVIRONMENTAL IMPLICATIONS

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

PRIVACY IMPACT

There are no privacy implications.

SAFETY/CRIME PREVENTION THROUGH ENVIRONMENTAL DESIGN (CPTED)

This is a privately initiated application; therefore, the CPTED review process does not apply.

PUBLIC NOTICE

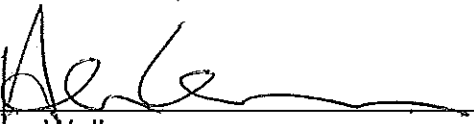
Once this application has been considered by the Municipal Planning Commission, it will be advertised in accordance with Public Notice Policy No. C01-021, and a date for a public hearing will be set. A notice will be placed in The StarPhoenix two weeks prior to the public hearing. Notice boards will be placed on the site. The property owners affected by this rezoning will also be notified in writing.

ATTACHMENTS

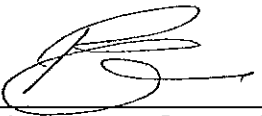
1. Location Map
2. Comments From Other Divisions

Written by: Melissa Austin, Planner

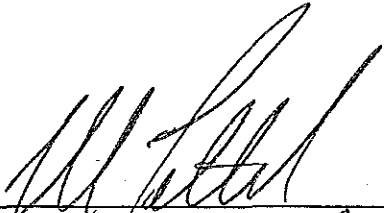
Reviewed by:


 Alan Wallace
 Director of Planning and Development

Approved by:


 Randy Grauer, General Manager
 Community Services Department
 Dated: April 2/14

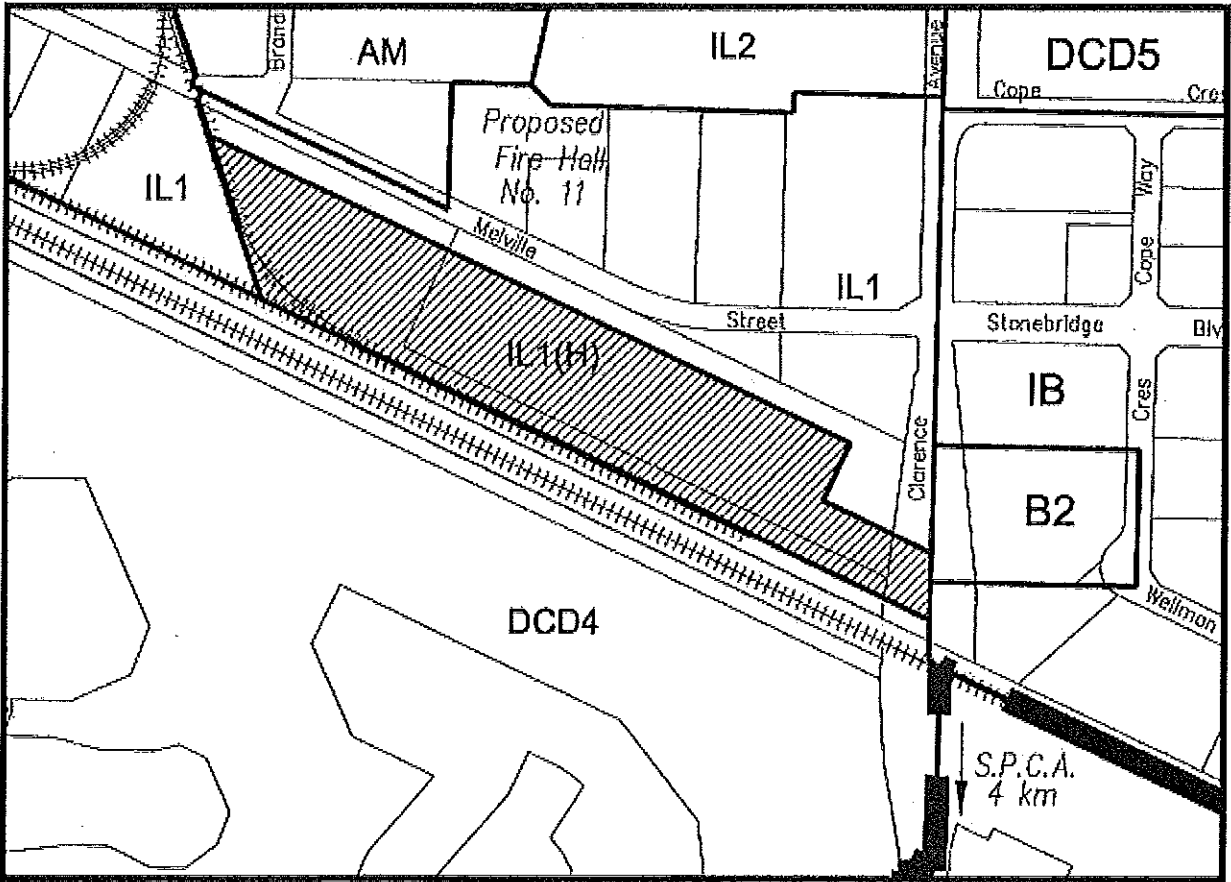
Approved by:



Murray Totland, City Manager
Dated: April 4/09

S/Reports/DS/MPC – Proposed Rezoning from IL1(H) to IL1 – Canadian National Railway Company – Melville Street/ks

Location Map



PROPOSED REZONING

 From IL1(H) to IL1



File No. RZ34-2013

Comments From Other Divisions

Transportation and Utilities Department

The proposed Zoning Bylaw No. 8770 Amendment, as noted in the report, is acceptable to the Transportation and Utilities Department with the following requirements:

1. On-site storm water storage will be required for each of the proposed sites created from this parcel.

The existing sanitary sewer main on Melville Street will be available for the proposed site(s) to connect into. A new force main, scheduled for construction in 2014 along Melville Street, will alleviate the capacity issues with the existing sanitary main; however, this development may proceed without any restrictions regarding available services. Upon receipt of a Building Permit for any or all of the sites included in this rezoning, the applicant will not be denied a sanitary sewer connection by the Transportation and Utilities Department prior to the force main completion.

Saskatoon Transit Division

Saskatoon Transit has no easement requirements regarding the referenced property.



City of
Saskatoon
Office of the City Clerk

222 - 3rd Avenue North ph 306•975•3240
Saskatoon, SK S7K 0J5 fx 306•975•2784

April 22, 2014

City Clerk

Dear City Clerk:

**Re: Municipal Planning Commission Report for Public Hearing
 Proposed Rezoning from IL1(H) to IL1
 Canadian National Railway Company
 Melville Street
 (File No. CK. 4351-014-004)**

The Municipal Planning Commission has considered a report of the General Manager, Community Services Department, dated March 27, 2014, with respect to the above proposed rezoning and supports the following recommendation:

“that a report be submitted to City Council at the time of the public hearing recommending that the proposed amendment to Zoning Bylaw 8770 to rezone a portion of Lot 16, Block 536, Plan 66S18566 and a portion of Plan 102018529 from an IL1(H) – Light Industrial District to an IL1 – Light Industrial District – removal of Holding Symbol (H), be approved.”

Yours truly,

A handwritten signature in cursive script that reads "Elaine Long".

Elaine Long
Committee Secretary

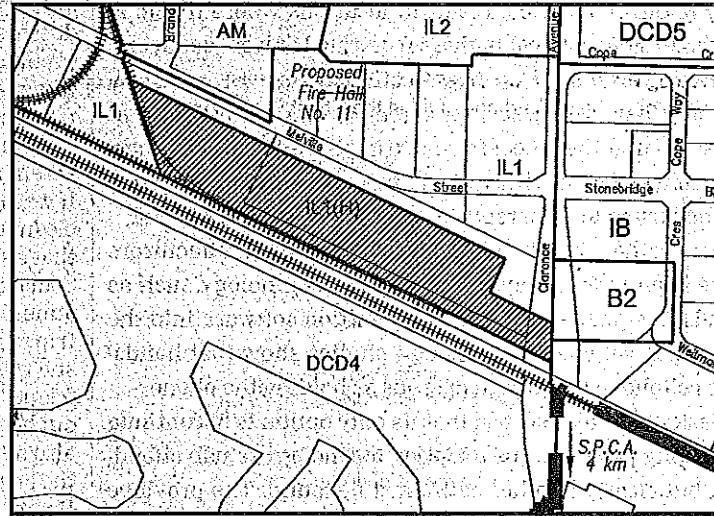
EL:sj

ZONING NOTICE

CN INDUSTRIAL AREA PROPOSED ZONING BYLAW AMENDMENT – BYLAW NO: 9183

Saskatoon City Council will consider an amendment to the City's Zoning Bylaw (No. 8770). By way of Bylaw No. 9183; the Zoning Amendment Bylaw, 2014 (No. 7), the property in the CN Industrial Area, as shown in the map below will be rezoned from an IL1(H) – Light Industrial District, to an IL1 – Light Industrial District – removal of the Holding Symbol (H).

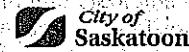
LEGAL DESCRIPTION – Lot 16, Block 536, Plan No. 66S18566 and a portion of Plan No. 102018529.



PROPOSED REZONING

 From IL1(H) to IL1

File No. RZ34-2013



REASON FOR THE AMENDMENT – The proposed rezoning will remove the Holding Symbol (H), on the property on Melville Street in the CN Industrial Area. The removal of the Holding Symbol (H) would accommodate the development of the land in accordance with permitted uses in the IL1 District. The Holding Symbol (H) was applied to the property in 1998 due to the absence of an appropriate subdivision and servicing plan for the area, including a proposed realignment of Melville Street. The subdivision and servicing plan for the area and the new alignment of Melville Street were completed in 2006, and the holding provision is no longer required.

INFORMATION - Questions regarding the proposed amendment or requests to view the proposed amending Bylaw, the City of Saskatoon Zoning Bylaw and Zoning Map may be directed to the following without charge:
Community Services Department, Planning and Development
Phone: 306-975-7723 (Melissa Austin)

PUBLIC HEARING - City Council will hear all submissions on the proposed amendment, and all persons who are present at the City Council meeting and wish to speak **Monday, May 5, 2014 at 6:00 p.m. in City Council Chamber, City Hall, Saskatoon, Saskatchewan.**

All written submissions for City Council's consideration must be forwarded to:
His Worship the Mayor and Members of City Council
c/o City Clerk's Office, City Hall
222 Third Avenue North, Saskatoon SK S7K 0J5

All submissions received by the City Clerk by **10:00 a.m. on Monday, May 5, 2014** will be forwarded to City Council. City Council will also hear all persons who are present and wish to speak to the proposed Bylaw.

**Key Terms of the Lease Agreement
Between the City of Saskatoon and Saskatoon Football Inc.**

Key Terms of the Agreement between the City of Saskatoon (City) and Saskatoon Football Inc. (SFI) for the storage facility at Gordon Howe Bowl are as follows:

1. SFI storage building (Storage Facility) located at the Gordon Howe Bowl (Premises) shall be used to store, clean and distribute football equipment for football programs (Attachment).
2. SFI shall operate and maintain the Storage Facility, which shall be at the sole risk and cost of SFI. As well, SFI shall have to demonstrate to the City that it has an appropriate financial plan for the continuous maintenance of the Storage Facility.
3. The term of this Agreement is for five years commencing May 1, 2014, and ending April 30, 2019 (Term). At the expiration of the Term, SFI shall have three additional options to renew the Agreement for an additional five years, subject to the following conditions:
 - a) SFI must continue to store, clean and distribute football equipment for football programs in the City of Saskatoon; and
 - b) SFI must continue to operate a football program in the City of Saskatoon.
4. The SFI shall, in lieu of rent, assume the primary role in the maintenance of the Storage Facility.
5. The SFI shall be solely responsible for the replacement, insurance, and demolition of the Storage Facility, and as security for these obligations, agree to indemnify the City the demolition costs of the Storage Facility in the event that the SFI cease to operate.
6. The SFI shall pay all electrical, gas, and water rates and other utility charges assessed against the Storage Facility on the Premises.
7. All improvements and renovations to the Storage Facility are the responsibility of SFI; capital costs in excess of \$25,000 shall also be at the expense of the SFI and require the prior written consent of the City.
8. The SFI may place signage on the Storage Facility to advertise the program, subject to receiving approval of any signage from the City.
9. The SFI shall not sell the naming rights to the Storage Facility on the Premises without obtaining the prior approval of the City in respect of any such naming rights.

NOTES: 1. All dimensions and locations are to be indicated on the drawings. The Contractor shall be responsible for the accuracy of the drawings. The drawings shall be the basis for the construction. The Contractor shall be responsible for the accuracy of the drawings. The drawings shall be the basis for the construction.	REVISIONS No. DESCRIPTION DATE
	[Empty table for revisions]

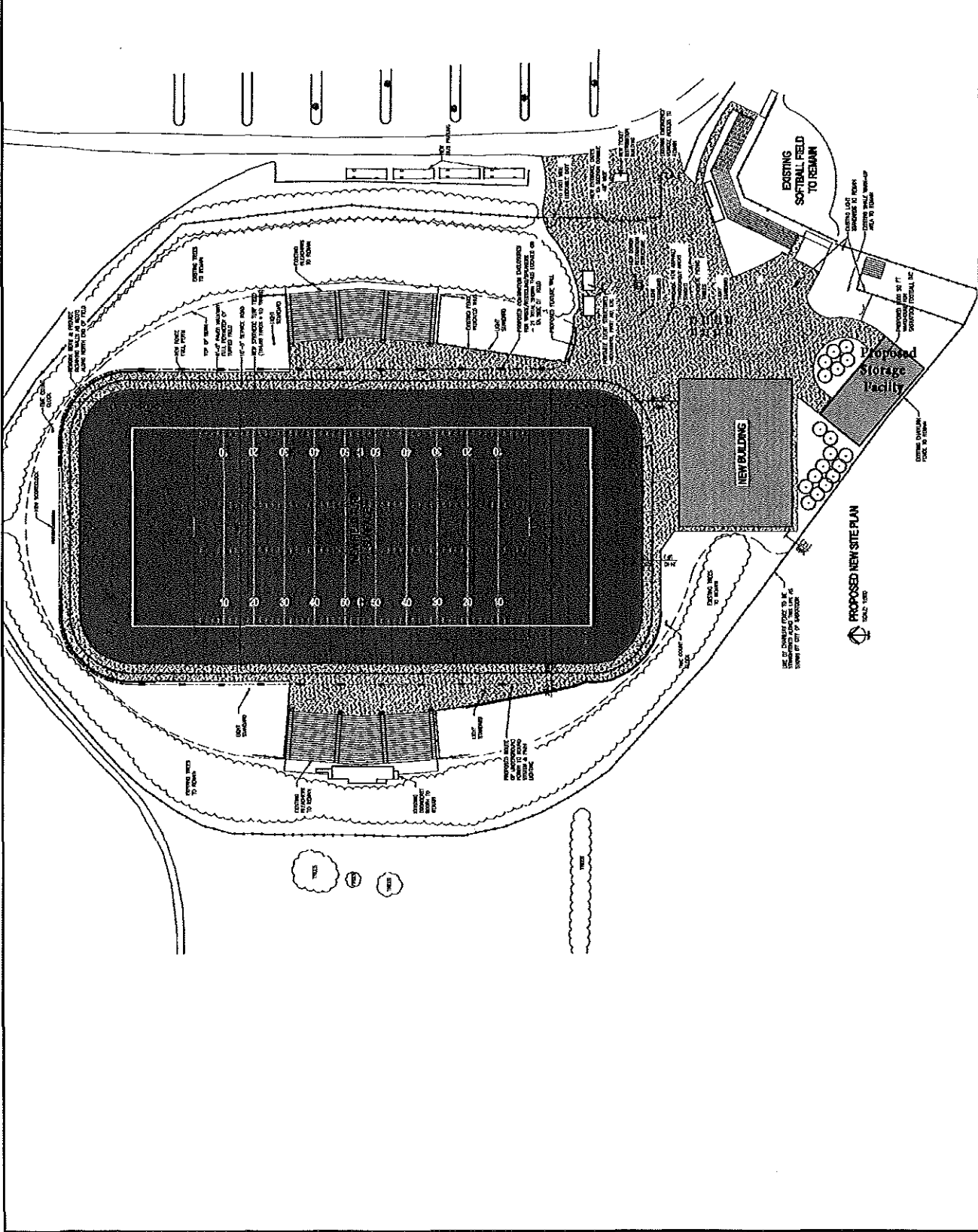
FRONTS OF THE BOWL
 PRODUCTION

ROBB & KULLMAN
 ENGINEERING LLP
 STRUCTURAL CONSULTANTS
 1000 WEST 10TH AVENUE, SUITE 200
 DENVER, COLORADO 80202
 TEL: 303.733.7700 FAX: 303.733.7700
 E: rick@robbskullman.com

REVIEW SET
 REVIEW FOR
 NOT FOR
 CONSTRUCTION
 DATE: JAN 4, 2011

PROJECT: THE BOWL RENOVATIONS	CLIENT: THE CITY OF DENVER
DESIGNER: ROBB & KULLMAN ENGINEERING LLP	DATE: JAN 4, 2011
PROPOSED SITE PLAN NEW CONSTRUCTION	FILE: 10-000000
CHECKED: [Signature]	DATE: 1/4/11
DATE: 1/4/11	SCALE: AS SHOWN

Site Plan for Upgrades to Gordon Howe Bowl



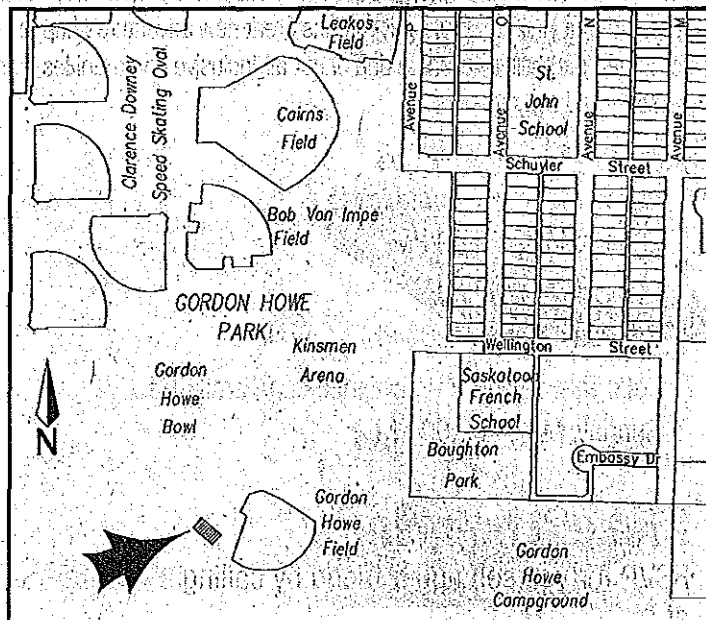
THE STARPHOENIX, SATURDAY, APRIL 26, 2014 and
SUNDAY PHOENIX, APRIL 27, 2014

PUBLIC NOTICE
LEASE FOR A PORTION OF PARK LAND

Saskatoon City Council will consider a request made by Saskatoon Football Inc. to lease a portion of park land at the Gordon Howe Complex to build a storage facility for football equipment.

LEGAL DESCRIPTION – A portion of Parcel A, Plan 60513286 extension 6.

CIVIC ADDRESS – refer to map below.



PROPOSED STORAGE LOCATION



INFORMATION – Questions regarding the proposal or requests to view the proposed storage facility location may be directed without charge:
 Community Services Department, Recreation & Sport
 Phone: 306-657-8732 (Roxane Melnyk)

PUBLIC HEARING – City Council will consider all submissions on the proposed building and hear all persons who are present at the City Council meeting and wish to speak on **Monday, May 5, 2014 at 6:00 p.m.** In **City Council Chamber, City Hall, Saskatoon, Saskatchewan.**

All written submissions for City Council's consideration must be forwarded to:
 His Worship the Mayor and Members of Council
 c/o City Clerk's Office, City Hall
 222 Third Avenue North, Saskatoon, Saskatchewan S7K 0J5

All submissions received by the City Clerk by **10:00 a.m. on Monday, May 5, 2014** will be forwarded to City Council.

His Worship the Mayor and City Council
The City of Saskatoon

ADMINISTRATIVE REPORTS

Section A – COMMUNITY SERVICES

**A1) Appointment of the 2014 Weed Inspector – *The Weed Control Act* AND
Appointment of the 2014 Municipal Dutch Elm Disease Inspectors – Dutch
Elm Disease Regulations, *The Forest Resource Management Act*
(Files CK. 4200-8 and PK. 4190-1)**

- RECOMMENDATION:**
- 1) that Jeff Boone and Owain Van Vliet of the Community Services Department be appointed as the City of Saskatoon's 2014 Weed Inspectors, in accordance with the provisions of *The Weed Control Act*;
 - 2) that Michelle Chartier and Jeff Boone of the Community Services Department be appointed as the City of Saskatoon's 2014 Municipal Dutch Elm Disease Inspectors, in accordance with the provisions of *The Forest Resources Management Act*; and
 - 3) that the City Clerk be requested to notify both:
 - i) the Ministry of Agriculture regarding the appointment of the Weed Inspectors; and
 - ii) the Ministry of Environment regarding the appointment of the Dutch Elm Disease Inspectors.

TOPIC AND PURPOSE

This report is to obtain the approval of City Council regarding the appointment of the Municipal Weed and Dutch Elm Disease Inspectors for 2014.

REPORT HIGHLIGHTS

1. The annual appointment of Municipal Weed and Dutch Elm Disease Inspectors are requirements under *The Weed Control Act* and *The Forest Resources Management Act*.

STRATEGIC GOALS

The appointment of Weed Inspectors and Dutch Elm Disease Inspectors supports the following City of Saskatoon (City) Strategic Goals:

- A Culture of Continuous Improvement, as they will ensure a coordinated approach to customer service with quick and accurate response to meet the needs of our citizens; and
- Environmental Leadership, as they will help to ensure that our natural resources are protected and that our urban and grassland parks and urban forest remain healthy.

BACKGROUND

The annual appointment of Municipal Weed Inspectors and Dutch Elm Disease Inspectors are requirements under *The Weed Control Act* and *The Forest Resources Management Act*.

REPORT

Section 6, Article 2 of *The Weed Control Act* (Saskatchewan) states that a municipality may appoint a Weed Inspector annually. To carry out this year's program, Weed Inspectors are required for a six-month period from May 1 to October 31, 2014. It is recommended that Jeff Boone, Supervisor, Pest Management; and Owain Van Vliet, Weed Inspector, both of the Community Services Department, Parks Division, fulfill this requirement during 2014.

Section 8, Article 2 of *The Forest Resources Management Act* requires that City Council appoint one or more Municipal Dutch Elm Disease Inspectors annually to enforce the Dutch Elm Disease regulations. It is recommended that Michelle Chartier, Acting Superintendent, Urban Forestry; and Jeff Boone, Supervisor, Pest Management, both of the Community Services Department, Parks Division, be appointed to this office for 2014.

OPTIONS TO THE RECOMMENDATION

There are no options.

POLICY IMPLICATIONS

There are no policy implications.

FINANCIAL IMPLICATIONS

There is no financial impact.

PUBLIC AND/OR STAKEHOLDER INVOLVEMENT

Public and/or stakeholder involvement is not required.

COMMUNICATIONS PLAN

A communications plan is not required.

DUE DATE FOR FOLLOW-UP AND/OR PROJECT COMPLETION

A report will be submitted in early 2015 for appointments of the 2015 Weed Inspectors and Dutch Elm Disease Inspectors, as required by legislation.

ENVIRONMENTAL IMPLICATIONS

The City and its residents must adhere to regulations governing both *The Forest Resources Management Act* and *The Weed Control Act*, which ensure our urban forest and other plants are protected from Dutch Elm Disease and invasive weeds.

PRIVACY IMPACT

There are no privacy implications.

SAFETY/CRIME PREVENTION THROUGH ENVIRONMENTAL DESIGN (CPTED)

A safety/CPTED review is not required.

PUBLIC NOTICE

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

Section C – CORPORATE PERFORMANCE

C1) Award of RFP for Household Hazardous Waste Collection Days Program (Files CK. 7830-2 and CP. 7550-2-2)

- RECOMMENDATION:**
- 1) that the proposal submitted by Envirotec Services Incorporated for supply of the Household Hazardous Waste Collection Days program to the end of 2015 at a total estimated cost of \$150,000 (including GST and PST) be accepted;
 - 2) that the number of collection days scheduled for 2015 be further reviewed and a report on options be provided for the 2015 Business Plan and Budget deliberations; and
 - 3) that His Worship the Mayor and the City Clerk be authorized to execute the contract documents as prepared by the City Solicitor under the Corporate Seal.

TOPIC AND PURPOSE

The purpose of this report is to award the proposal submitted by Envirotec Services Incorporated for supply of the Household Hazardous Waste (HHW) Collection Days program from June 1, 2014 through December 31, 2015.

REPORT HIGHLIGHTS

1. Since 2006, the City of Saskatoon (City) has managed a successful Household Hazardous Waste (HHW) Collection Days program, diverting hazardous materials from local landfills, reducing the overall impact of this waste stream on the environment. In 2013, over 50 tonnes of HHW material was collected.
2. An RFP for continuation of the HHW program was issued in January 2014 and one proponent responded.
3. Program costs have escalated. The City reduced the number of collection days from 16 to 12 in 2014 on the assumption that cost savings could be achieved. Due to the continued growing popularity of the program and increasing cost for the proper disposal of household hazardous waste material, the Administration will monitor the 2014 HHW program and report back to City Council during their 2015 Business Plan and Budget deliberations.
4. Electronics will now be collected during HHW Collection Days as a result of a new partnership with the Electronic Products Recycling Association.

5. A provincial regulation and stewardship program is expected after 2015 that will provide funding for the future of HHW collection in Saskatoon and elsewhere.

STRATEGIC GOAL

The HHW Collection Days program supports the long-term strategies of soil and water quality protection under the Strategic Goal of Environmental Leadership.

BACKGROUND

At its June 26, 2006 meeting, City Council approved a new Household Hazardous Waste (HHW) Collection Days program that included sixteen (16) Saturdays each year. The City program has been delivered by Envirotec Services Incorporated (Envirotec) since that time. The current contract with Envirotec expires on May 31, 2014.

At its 2014 Business Plan and Budget deliberations, City Council approved a reduction in the number of HHW Collection Days for 2014 from 16 to 12, and reduced the budget from \$100,000 to \$75,000.

REPORT

2013 Household Hazardous Waste Program

The HHW program has grown significantly since its launch in 2006, with increases in both participation rates and tonnage of materials collected. Over 50 tonnes of hazardous materials were collected through the program in 2013; an increase of 29% compared to 2012.

Year	Number of Vehicles	Weight (kg)*
2006	635	n/a
2007	1,162	n/a
2008	1,751	n/a
2009	1,317	n/a
2010	1,274	n/a
2011	1,349	n/a
2012	1,451	40,036
2013	1,611	51,598

*Materials were recorded as a combination of volume and weight prior to 2012 and are therefore difficult to compare.

A list of the types of materials accepted through the program is included in Attachment 1.

RFP Responses

A request for proposals (RFP) was issued in January 2014 for the provision of the HHW program resulting in only one proponent, Envirotec, responding.

The Envirotec proposal met the requirements of the RFP but are anticipated to exceed the amount currently budgeted for the program. Based on the price proposal submitted by Envirotec, the Administration estimates the cost of continuing the HHW program in its current form through to the end of 2015 could be as high as \$235,000.

The purpose of the HHW program is to provide residents with an opportunity to responsibly dispose of their household hazardous waste materials. The majority of the funding associated with the program covers the cost of proper disposal of hazardous materials. There are also costs for holding HHW Collection Days. The number of HHW Collection Days was reduced from 16 to 12 in 2014 to address rising costs. However, the amount of material collected would actually need to be reduced, in addition to savings from holding fewer events to bring the program back in line with the budget.

The Administration will monitor the continuing popularity of the program as well as the amount of material collected, and report back on options for adjusting the budget for 2015. A report will be prepared for consideration during the 2015 Business Plan and Budget deliberations outlining options to either reduce the scope of the 2015 HHW program or increase the budget. At that time, the impact of reducing the number of HHW Collection Days from 16 to 12 will be known.

New Partnership to Assist in Material Collection

The Administration has negotiated a new partnership with the Electronic Products Recycling Association (EPRA, formerly Sweep). Beginning in May 2014, EPRA will attend HHW Collection Days to collect electronics such as computers and computing equipment, stereo equipment, and non-cellular telephones. EPRA has stewardship funding through the Province and, therefore, will provide this service at no additional cost to the City.

The Administration continues to pursue potential partnerships to increase the types of materials collected. Target materials include oil, anti-freeze, paint, tires, and gently-used items.

Future Opportunities for the Collection of Household Hazardous Waste

In 2002, the City was a signatory to a SUMA-lead campaign to encourage the provincial government to enact a stewardship program for HHW materials to fund a program(s) for recycling of these materials. At that time, the campaign was not successful.

The Saskatchewan Ministry of Environment recently contracted the Saskatchewan Waste Reduction Council to engage stakeholders in the development of an Extended Producer Responsibility program for HHW products similar to existing programs for used oil materials, scrap tires, electronics, paint, and the newly-developed MMRP for household paper and packaging. The creation of regulations consistent with the principles of Extended Producer Responsibility would shift the responsibility for the proper management of HHW products from civic taxpayers to brand owners, sellers and consumers of these products. At this time, the Province has been presented with draft regulations. It is not expected that these changes would take effect before the end of 2015.

POLICY IMPLICATIONS

There are no policy implications.

FINANCIAL IMPLICATIONS

In 2006, City Council established an upset limit of \$100,000 to deliver the HHW program. Costs to implement the program remained within this annual limit until 2013. In 2013, the collection location was moved to Credit Union Centre from the Envirotec facility located outside City limits. This, along with the increased tonnages collected, resulted in an escalation of costs from rising amounts of materials and added transportation costs. The total cost of the 2013 program was over-budget at \$121,668.

The number of HHW Collection Days was reduced from 16 to 12 in 2014 and the budget reduced to \$75,000 per year. HHW Collection Day dates have been set to the end of the 2014 calendar year. The Administration recommends approving the contract award to Envirotec with a two-year upset limit of \$150,000.

PUBLIC AND/OR STAKEHOLDER INVOLVEMENT

Consultations on HHW product stewardship have been occurring across the province by the Saskatchewan Waste Reduction Council. The Administration has also

communicated directly with SARCAN, the Saskatchewan Association for Resource Recovery Corporation, and EPRA.

COMMUNICATION PLAN

Program dates for 2014 have already been communicated publicly through the City's website and the 2014 "Let's Roll" Waste & Recycling Calendar. Additional communications will include Public Service Announcements and social media messaging prior to each collection day, as well as inclusion in the City's ongoing communications campaign on waste and recycling.

DUE DATE FOR FOLLOW-UP AND/OR PROJECT COMPLETION

A report on program options will be provided for the 2015 Business Plan and Budget deliberations this fall. Reporting on program results occur annually as part of the Integrated Waste Management Annual Report.

ENVIRONMENTAL IMPLICATIONS

HHW includes a variety of common substances used in and around homes which can pose serious environmental and human health concerns if not managed properly. Many of these substances contain corrosive, toxic, flammable, or reactive ingredients that require special handling during use and disposal. Improper containment or disposal can ultimately lead to contamination of our air, land, and water resources. The availability of this safe and convenient HHW program diverted over 50 tonnes of hazardous materials from the waste stream in 2013.

PRIVACY IMPLICATIONS

There are no privacy implications.

SAFETY/CRIME PREVENTION THROUGH ENVIRONMENTAL DESIGN (CPTED)

A CPTED review is not required.

PUBLIC NOTICE

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

Administrative Report No. 8-2014
Section C – CORPORATE PERFORMANCE
Monday, May 5, 2014
Page 6

ATTACHMENT

1. List of Household Hazardous Waste Materials.

Section D – TRANSPORTATION & UTILITIES

- D1) Annual Water and Sewer Connection Replacement Program
Proposed Increase to Cap on Residential Property Owners' Portion of
Service Connection Replacements
AND
Award of Contract - Emergency Connection Rehabilitation for 2014
AND
Homeowner Requests for Connection Rehabilitation for 2014
(Files CK. 7780-1 and IS. 7721-4)**
-

- RECOMMENDATION:**
- 1) that the cap on the residential property owners' portion of service connection replacements be increased from \$2,540 to \$2,590, plus applicable taxes, effective May 5, 2014;
 - 2) that the proposal submitted by Brunner's Construction Ltd. for the Emergency Connection Rehabilitation contract, for work to be done in 2014, at a total estimated cost of \$970,544.40 (including G.S.T. and P.S.T.), be accepted;
 - 3) that the proposal submitted by Brunner's Construction Ltd. for the Homeowner Requests for Connection Rehabilitation contract, for work to be done in 2014, at a total estimated cost of \$768,299.70 (including G.S.T. and P.S.T.), be accepted; and
 - 4) that His Worship the Mayor and the City Clerk be authorized to execute the contract documents, as prepared by the City Solicitor, under the Corporate Seal.

TOPIC AND PURPOSE

This report is to obtain City Council's approval to increase the cap on the residential property owners' portion of service connection replacements, as well as to award the Emergency Connection Rehabilitation contract, for work to be done in 2014, and the Homeowner Requests for Connection Rehabilitation contract, for work to be done in 2014, to Brunner's Construction Ltd.

REPORT HIGHLIGHTS

1. Bylaw No. 8880, The Private Sewer and Water Service Connection Bylaw, states that the City is responsible for service connections from the main lines to the

- property line and homeowner's are responsible for the portion from the property line to the building.
2. It is an administrative practice for the City of Saskatoon to provide a cost sharing program to homeowners that qualify, whereby, the City pays 60% of the replacement costs, while the homeowner pays 40%, with a cap on the homeowner's costs.
 3. The 2014 contract prices for water and sewer connection replacement require an increase to the cap on the homeowner portion of the replacement costs.
 4. The Emergency Connection Rehabilitation program consists of replacing failing water and/or sewer connections, with the City being responsible for 60% of the replacement costs and the homeowner being responsible for 40%, up to a maximum of \$2,590 (proposed 2014 cap).
 5. The Homeowner Requests for Connection Rehabilitation program consists of replacing service connections made of materials no longer in compliance with the specifications, with the City being responsible for 60% of the replacement costs and the homeowner being responsible for 40%, up to a maximum of \$2,590 (proposed 2014 cap).

STRATEGIC GOAL

The recommendations in this report support the City of Saskatoon Strategic Goal of Asset and Financial Sustainability as it will help to reduce the gap in funding required for rehabilitating and maintaining the City's aging infrastructure. It will also help to ensure failing infrastructure and service connections made of materials no longer in compliance with the specifications are being replaced in a manner that is cost effective to both the homeowner and the City.

BACKGROUND

Bylaw No. 8880, The Private Sewer and Water Service Connection Bylaw which was approved by Council in 2010, and Policy C07-008 – Emergency Sanitary Sewer Maintenance Service, which was adopted in 1982, govern the construction, installation, replacement and maintenance of service connections.

Bylaw No. 8880 states that when the lines of an existing service connection located on City right-of-way fail, it is the City's responsibility to repair or replace the portion of the service connection from the main line to the boundary of the property line. Conversely, when the lines of an existing service connection located on a property owner's parcel of land fail, it is the property owner's responsibility to repair or replace the portion of the service connection from their building to the property line.

It is an administrative practice for the City of Saskatoon to offer a cost sharing program to homeowner's for the following circumstances:

- 1) when the lines of an existing service connection located on a property owner's parcel of land fail, and the failed service connection is made of materials no longer in compliance with the specifications, and the property owner chooses to replace its portion of the service connection;
- 2) when an existing service connection is made of materials no longer in compliance with the specifications, and the main lines located on City right-of-way fail or the City is upgrading the main lines of the system, and the owner of the parcel of land adjacent to the failure or work on the main lines agrees to replace his portion of the service connection from the building to the property line at the same time.

The cost sharing program that the City offers to homeowners is that the City pays 60% of the replacement costs, while the homeowner pays 40%, with a cap on the homeowner costs. The cap on homeowner costs has increased annually due to increasing contract costs. The homeowner costs were originally established in 2009, at a value of \$1,984. In 2010, 2011 and 2013 the cap was increased to \$2,112, \$2,250, and \$2,540 respectively. Under the service connection rehabilitation program, homeowners can choose to pay their portion of the costs either directly to the contractor, or alternatively have the costs added to their property taxes.

It should be noted that the City also pays for administration and replacement costs on the City's portion of the replacement, including asphalt patching, sidewalk replacement and landscaping.

REPORT

Proposed Increase to Cap for 2014

As was done in the 2013 contracts, the 2014 Request for Proposals (RFPs) include an item for full replacement (the City's portion as well as the homeowner's portion) in order to continue to allow homeowners to participate in the program and replace their portion of the connection at a reduced price.

On March 19, 2014, RFPs for the 2014 Emergency Connection Rehabilitation and the 2014 Homeowner Requests for Connection Rehabilitation were received. The total cost for service connection replacements, as submitted by the winning bidder is \$6,474, (not

including GST). As such, the City's portion of replacements costs for 2014 is calculated to be \$3,884 and the homeowner's portion \$2,590. This requires an increase in the homeowner portion of the costs from \$2,540 in 2013 to \$2,590 in 2014.

The Administration is recommending that the cap of \$2,540 for the residential property owners' portion of service connection replacements be increased to \$2,590, plus applicable taxes, effective May 5, 2014.

Emergency Connection Rehabilitation

The Emergency Connection Rehabilitation program consists of the replacement of failed water lines and/or failed sewer connections. The Emergency Connection Rehabilitation contract is intended to address emergency replacements which are prioritized in such a way to ensure that connections are replaced in an acceptable timeframe.

If the homeowner qualifies for the cost sharing program, the contractor will also replace the homeowner's portion of the connection, with the City paying 60% of the total replacement, and the homeowner paying 40%, to a maximum of \$2,590 (proposed 2014 cap).

On March 19, 2014, RFPs for the 2014 Emergency Connection Rehabilitation program for the period of April 1, 2014 to February 28, 2015 were opened.

One proposal was received, from Brunner's Construction Ltd. The proposal was reviewed using the following criteria listed below, with 1 being the most important and 5 the least important:

1. Price;
2. Methodology;
3. Recent contractor experience;
4. Past performance; and
5. General quality of the proposal.

The Administration has determined the proposal from Brunner's Construction Ltd., at a total cost of \$970,544.40 (including G.S.T. and P.S.T.) to be acceptable.

Homeowner Requests for Connection Rehabilitation

The lead replacement program consists of replacing lead water lines and sewer lines by trenchless methods. Most houses built prior to 1949 (approximately 6,000 homes in

Saskatoon) have this type of connection. There are currently approximately 300 homes where the homeowners have requested their lead water line be replaced, which are prioritized based on importance, rehabilitation work being done in the area, etc.

The lead replacement program is limited to the City's portion of the connection only. The cost is substantially reduced when the private portion is done in conjunction with the City's portion, with the City paying 60% of the total cost and the homeowner paying 40%, to a maximum of \$2,590 (proposed 2014 cap). The homeowner can either pay the contractor directly, or have their share of the costs added to their property taxes.

On March 19, 2014, RFPs for the Homeowner Requests for Connection Rehabilitation contract for the period of April 1, 2014 to February 28, 2015 were opened. The contract includes the replacement of approximately 90 full water and sewer connections which were requested by homeowners, and may also include the replacement of lead lines, in conjunction with water main rehabilitation locations.

One proposal was received, from Brunner's Construction Ltd. The proposal was reviewed using the following criteria listed below, with 1 being the most important and 5 the least important:

1. Price;
2. Methodology;
3. Recent contractor experience;
4. Past performance; and
5. General quality of the proposal.

The Administration has determined the proposal from Brunner's Construction Ltd., at a total cost of \$768,299.70 (including G.S.T. and P.S.T.) to be acceptable.

OPTIONS TO THE RECOMMENDATION

Options to the recommendation would be as follows:

- Not to increase the cap. The Administration does not recommend this option.
- Not to accept the proposal from Brunner's Construction Ltd for the Emergency Connection Rehabilitation contract. This option is not recommended, as the proposal is deemed to be acceptable, and it would result in failed water and/or sewer connections not getting repaired.
- Not to accept the proposal from Brunner's Construction Ltd. for the lead line replacement work. This option is not recommended as the proposal received from

Brunner's Construction Ltd. is deemed to be acceptable, and it would result in not being able to complete the homeowner requested lead line replacements.

POLICY IMPLICATIONS

There are no policy implications.

FINANCIAL IMPLICATIONS

Emergency Connection Rehabilitation

Details of the proposal from Brunner's Construction Ltd. are as follows:

Base Fees	\$924,328.00
G.S.T.	<u>46,216.40</u>
Total Fees	\$970,544.40
Less Home Owner Costs (External Funding)	(261,395.40)
Less G.S.T. Rebate	<u>(33,769.00)</u>
Net Cost to the City	<u>\$675,380.00</u>

There is sufficient funding allocated for this program within approved Capital Project #1615 – Water Distribution Preservation Program and Capital Project 1616 – Waste Water Collection.

Budgeted	Unbudgeted	Capital	Operating	Non-Mill Rate	External Funding
X		\$675,380.00			\$261,395.40

Homeowner Requests for Connection Rehabilitation

Details of the proposal from Brunner's Construction Ltd. are as follows:

Base Fees	\$731,714.00
G.S.T.	<u>36,585.70</u>
Total Fees	\$768,299.70
Less Home Owner Costs (External Funding)	(235,456.00)
Less G.S.T. Rebate	<u>(36,585.70)</u>
Net Cost to the City	<u>\$496,258.00</u>

There is sufficient funding for this program within the approved Capital Project #1615 – Water Distribution Preservation Program.

Budgeted	Unbudgeted	Capital	Operating	Non-Mill Rate	External Funding
X		\$496,258.00			\$235,456.00

PUBLIC AND/OR STAKEHOLDER INVOLVEMENT

Public and/or stakeholder involvement is not required.

COMMUNICATION PLAN

Information explaining the Emergency Connection Rehabilitation and Homeowner Requests for Connection Rehabilitation programs and associated costs will be provided to the homeowners whose residences are scheduled for rehabilitation in 2014.

DUE DATE FOR FOLLOW-UP AND/OR PROJECT COMPLETION

A follow up report is not required.

ENVIRONMENTAL IMPLICATIONS

The Emergency Connection Rehabilitation contract recommendation will result in the consumption of natural resources and the generation of greenhouse gas (GHG) emissions once construction proceeds. Construction activities will require an estimated 7,250 L of diesel fuel, contributing to estimated GHG emissions of 22 tonnes CO₂e.

The Homeowner Requests for Connection Rehabilitation contract recommendation will result in the consumption of natural resources and the generation of GHG emissions once construction proceeds. Construction activities will require an estimated 6,715 L of diesel fuel, contributing to estimated GHG emissions of 20 tonnes CO₂e.

PRIVACY IMPACT

There are no privacy implications.

SAFETY/CRIME PREVENTION THROUGH ENVIRONMENTAL DESIGN (CPTED)

A CPTED Review is not required.

PUBLIC NOTICE

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

D2) Award of Contract 2014 Skid Steer and Tandem Truck Services (File No. CK. 6315-3)

- RECOMMENDATION:**
- 1) that the proposal submitted by National Sweeping Ltd. for the 2014 Skid Steer and Tandem Truck Services Contract, at a total estimated cost of \$90,934.80, including G.S.T. and P.S.T., be accepted; and
 - 2) that His Worship the Mayor and the City Clerk be authorized to execute the contract documents, as prepared by the City Solicitor, under the Corporate Seal.

TOPIC AND PURPOSE

This report is to obtain City Council approval for the award of contract for 2014 Skid Steer and Tandem Truck Services.

REPORT HIGHLIGHTS

1. A Request for Proposal (RFP) was issued to private contractors for skid steer and tandem truck services for heavy debris removal prior to street sweeping.
2. After extensive evaluation, it is being recommended that National Sweeping Ltd. be issued the contract.

STRATEGIC GOALS

The recommendations in this report support the City of Saskatoon Strategic Goal of Continuous Improvement as it will provide for a coordinated approach to customer service with quick and accurate responses, as well it will allow for an earlier completion of the sweeping program.

BACKGROUND

The street sweeping program mandated by City Council is to be completed within a nine week period, including the Spring Blitz and the Accelerated Residential Area Sweep.

The allotted funding has been used to create skid steer and tandem truck service contracts. These private contractors are utilized to provide assistance clearing the majority of the heavy debris from streets prior to sweeping, allowing for an accelerated sweeping program and less time spent on trucks hauling debris material during the sweep. This blend of City and industry resources will improve the street sweeping cleaning response time, capacity, and performance, allowing it to achieve the approved level of service.

REPORT

1. Request for Proposals

The RFP issued for Skid Steer and Tandem Truck Services closed on March 12, 2014. Four proposals were received as follows: National Sweeping Ltd., Beks Excavating, Peters Excavating, and Don Wehage & Sons Trucking Ltd.

A comprehensive review of the proposals was conducted, based on the following criteria:

Hourly cost	50%
Equipment Size	35%
Contractor Experience	10%
Proposal Presentation	5%

2. Contract for National Sweeping Ltd.

Upon evaluation, it was determined that the optimal bid for Skid Steer and Tandem Truck Services was from National Sweeping Ltd., at a total estimated cost of \$90,935.00, including G.S.T. and P.S.T.

The proposal from National Sweeping Ltd. includes:

- Charges for skid steer equipment in the amount of \$68 per hour worked per skid steer.
- Charges for tandem truck equipment in the amount of \$100 per hour worked per truck.
- Securing five (5) operators, two (2) skid steers, and three (3) tandem trucks from April 15 through to July 31, 2014

OPTIONS TO THE RECOMMENDATION

No other options were considered.

POLICY IMPLICATIONS

There are no policy implications.

FINANCIAL IMPLICATIONS

The net cost to the City for the proposal submitted by National Sweeping Ltd. is as follows:

Base Quotation	\$82,668.00
P.S.T.	4,133.40
G.S.T.	<u>4,133.40</u>
Total Contract Price	90,934.80
Less G.S.T. Rebate	<u>(4,133.40)</u>
Net cost to the City	<u>\$86,801.40</u>

There is sufficient funding in the approved 2014 Operating Budget to award this contract.

Budgeted	Unbudgeted	Capital	Operating	Non-Mill Rate	External Funding
X			\$86,801.40		

PUBLIC AND/OR STAKEHOLDER INVOLVEMENT

Public and/or stakeholder involvement is not required.

COMMUNICATION PLAN

Increased contract support for the street sweeping programs will allow us to deliver an accelerated program, as committed to with Saskatoon's Road Plan. This messaging will be included as an example of how the City is using funding from the dedicated road levy to increase the services we provide for our residents. The Building Better Roads campaign includes examples like this under the theme Built to Last.

ENVIRONMENTAL IMPLICATIONS

The recommendations will have negative greenhouse gas emission implications due to increased consumption of diesel fuel and the utilization of heavy equipment manufactured using detrimental greenhouse gas producing materials and methods. The overall impact on greenhouse gas emissions has not been quantified at this time.

PRIVACY IMPACT

There are no privacy implications.

SAFETY/CRIME PREVENTION THROUGH ENVIRONMENTAL DESIGN (CPTED)

A CPTED review is not required.

PUBLIC NOTICE

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

D3) Proposed Lease of City Boulevard Adjacent to 109 Jessop Avenue (File No. CK. 4070-2)

- RECOMMENDATION:**
- 1) that the renewal of the lease to Mid-West Electric Ltd. for a portion of the boulevard at 109 Jessop Avenue according to the proposed plan (Attachment 1) be approved;
 - 2) that the City Solicitor be requested to prepare the appropriate Bylaw and Lease Agreement for the proposed City boulevard adjacent to 109 Jessop Avenue; and
 - 3) that His Worship the Mayor and the City Clerk be authorized to execute the Lease Agreement under the Corporate Seal.

TOPIC AND PURPOSE

The purpose of this report is to obtain approval to renew the lease of a portion of the boulevard adjacent to the parcel at 109 Jessop Avenue to provide parking space.

REPORT HIGHLIGHTS

1. Saskatoon Land, Asset & Financial Management Department, determined that the market value of a 20.49 square meter area (220.5 square feet) of boulevard is \$10 per square foot.
2. Policy C07 - 016, Lease of City Boulevard, outlines that the annual Lease Agreement fees shall be calculated at 7% of the current market value, and a five year term that the applicant will be subject to lease conditions.

STRATEGIC GOALS

This report supports the City of Saskatoon Strategic Goal of Asset and Financial Sustainability, by generating revenue for unused public right-of-way.

BACKGROUND

Mid-West Electric Ltd. has leased a portion of the boulevard located at 109 Jessop Avenue since July 1981 for \$100 (plus GST) per year. In May 2004, City Council adopted Policy C07-016, Lease of City Boulevard offering a five year term with the option to renew or terminate the lease. Boulevards leased prior to 2004 were on a year-to-year term. Currently there are 29 outstanding leases to be renewed.

An application was recently received from Mid-West Electric Ltd. to renew their boulevard lease on a 20.49 square meter area (220.5 square feet) for the purpose of parking.

REPORT

Current Market Value Lease Costs

Lease agreement amounts are based on the current land market value determined by Saskatoon Land, Asset & Financial Management Department. The lease rate is calculated at 7% of the market value (as per Policy C07-016, Lease of City Boulevard), which has been determined to be \$10 per square foot. The five year term, at the

current market value for 109 Jessop Avenue, is an annual lease cost of \$150 plus GST per year.

Boulevard Lease Conditions

If approved by City Council, the proposed lease will be subject to the following conditions:

- Fencing will be installed to prevent vehicle access between the street and the leased area, except at permitted driveways;
- Access will only be from the adjacent property;
- The leased area will be used for additional parking space;
- No permanent structures will be allowed on the leased area;
- Upon termination of the lease, the property will be returned to its pre-lease condition;
- The annual lease cost is determined using 7% of the current market value of \$10 per square foot. The annual lease cost will be \$150 per year plus GST;
- The applicant maintains General Liability Insurance in the amount of \$2,000,000 which will name the City as an additional insured;
- The initial term is a period of five years which can be renewed; and
- All utility repairs on the land are the responsibility of the Lessee and will not be reimbursed.

The applicant has agreed to these conditions and has provided a non-refundable \$250 application fee to have the report submitted to City Council for approval of the Lease Agreement.

The Administration supports the continuation of leasing a portion of the boulevard adjacent to 109 Jessop Avenue at the annual lease cost of \$150 plus GST per year.

OPTIONS TO THE RECOMMENDATION

No other options were considered.

POLICY IMPLICATIONS

The proposed lease agreement meets the guidelines in Policy C07-016, Lease of City Boulevard.

FINANCIAL IMPLICATIONS

The boulevard lease will generate revenue in the amount of \$150 plus GST per year, and will be allocated to the Dedicated Roadway Reserve for the future purchase of land required for construction of roadways. The application fee of \$250 ensures that all administrative fees associated with the request are fully cost recovered.

PUBLIC AND /OR STAKEHOLDER INVOLVEMENT

There were no comments from the City of Saskatoon internal agencies with respect to the proposed lease.

DUE DATE FOR FOLLOW-UP AND/OR PROJECT COMPLETION

A lease agreement will be prepared by City Solicitors a month from the date of approval, and forwarded to Mid-West Electrical Ltd. for signatures. Completion is forecasted to be within two months of approval by Council.

COMMUNICATION PLAN

Communication activities for this land lease include advising internal stakeholders of changes to the lease agreement, to ensure maintenance and services are uninterrupted. Residents can contact Saskatoon Land, Asset & Financial Management Department, concerning use of land enquiries.

ENVIRONMENTAL IMPLICATIONS

There are no environmental implications.

PRIVACY IMPACT

There are no privacy implications.

SAFETY/CRIME PREVENTION THROUGH ENVIRONMENTAL DESIGN (CPTED)

A CPTED review is not required.

PUBLIC NOTICE

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

ATTACHMENT

1. Proposed Boulevard Lease 109 Jessop Avenue

**D4) Capital Project 787 – Traffic Bridge
Traffic Bridge Replacement
Technical Advisory Consulting Services
(Files CK. 6050-8. x CK. 6050-10 and IS. 6005-104-02)**

- RECOMMENDATION:**
- 1) that the scope of the Engineering Services Agreement with Stantec Consulting Ltd. for the provision of services for the replacement of the Traffic Bridge, at a total estimated cost of \$1,882,225.65 (plus G.S.T.) be increased by \$190,324 (plus G.S.T.) to include all Technical Advisory Consulting Services for the duration of the project, as modified from a Design-Build to Public-Private-Partnership through bundling with the North Commuter Parkway project;
 - 2) that Stantec Consulting Ltd. be given notice to proceed with the project to a maximum of \$960,000 (plus G.S.T.), with subsequent notice to be given upon Council approval of the balance of the project budget;
 - 3) that a post budget approval of \$87,290.35 for Capital Project 787 – Traffic Bridge be approved;
 - 4) that the post budget approval be funded from the remaining balance of \$1,975,000 from the Property Realized Reserve set aside for the Traffic Bridge Project; and

- 5) that the City Solicitor be authorized to amend the Engineering Services Agreement to include the increased scope outlined in this report.

TOPIC AND PURPOSE

This report is to obtain approval to increase the budget of the Engineering Services Agreement with Stantec Consulting Ltd. for Technical Advisory Consulting Services for the Traffic Bridge Replacement project, and to provide notice to proceed with the project to a maximum of \$960,000 (plus G.S.T.) to assist in advancing the P3 technical performance specifications project to a shelf-ready state, with subsequent notice to be given upon Council approval of the balance of the project.

REPORT HIGHLIGHTS

1. In May 2013, Council adopted that the Traffic Bridge Replacement project be combined with the North Commuter Parkway project.
2. Stantec Consulting Ltd. will remain as the City's Technical Advisor for the Traffic Bridge Replacement component of the overall project.
3. With revision of the Traffic Bridge Replacement project from a Design-Build to a P3 delivery model, your Administration is requesting that the total budget of the Engineering Services Agreement with Stantec Consulting Ltd. be increased by \$190,324 (plus G.S.T.) in fees over the current \$1,882,225.65 budget (plus G.S.T.).
4. The current Engineering Services Agreement with Stantec Consulting Ltd. is set at a limit of \$872,709.65 (plus G.S.T.).
5. Funding of \$1,975,000 remains available in the Property Realized Reserve for work, out of the original \$10 million set aside in 2012.
6. Your Administration is requesting that Stantec Consulting Ltd. be given notice to proceed with the project to a maximum of \$960,000 at this time, and that the necessary amendments to the Engineering Services Agreement be made by the City Solicitor, with subsequent notice to be given upon Council approval of the balance of the project budget. This extension is for assistance in advancing the P3 technical performance specifications for the Traffic Bridge Replacement project to a shelf-ready state.

STRATEGIC GOALS

The construction of the Traffic Bridge Replacement supports the City of Saskatoon Strategic Goal of Moving Around as it will optimize the flow of people and goods in and around the city.

BACKGROUND

At its meeting on February 7, 2011, Council considered a report of the General Manager, Infrastructure Services Department, dated February 1, 2011, regarding awarding the Request for Proposal for the Traffic Bridge Owner's Engineer to Stantec Consulting Ltd., and resolved:

- "1) that the proposal submitted by Stantec Consulting Ltd. for the provision of services of an Owner's Engineer for the design build replacement of the Traffic Bridge, at a total estimated cost of \$1,534,516 (plus G.S.T. and applicable P.S.T.) be approved; and
- 2) that Stantec Consulting Ltd. be given notice to proceed with the project to a maximum of \$400,000, with subsequent notice to be given upon Council approval of the balance of the project budget."

At its meeting on March 12, 2012, Council considered a report from the General Manager, Infrastructure Services Department regarding the Engineering Services Agreement with Stantec Consulting Ltd., and resolved:

- "1) that the scope of the Engineering Services Agreement with Stantec Consulting Ltd. for the provision of services of an Owner's Engineer for the design build replacement of the Traffic Bridge, at a total estimated cost of \$1,534,516 (plus G.S.T. and applicable P.S.T.) be increased by \$300,000 (plus G.S.T. and applicable P.S.T.), to include all works to load test one of the piers;
- 2) that Stantec Consulting Ltd. be given notice to proceed with the project to a maximum of \$825,000, with subsequent notice to be given upon Council approval of the balance of the project budget;
- 3) that the Administration be directed to proceed with the demolition and removal of Span 1 of the Traffic Bridge upon completion of the pier load testing as soon as practicable;

- 4) that post budget approval in the amount of \$925,000 for Capital Project 787 – Traffic Bridge be approved;
- 5) that the post budget approval be interim funded from the Property Realized Reserve, and repaid when the Capital Project is funded; and
- 6) that the City Solicitor be requested to prepare the necessary amendments to the Engineering Services Agreement, for execution by His Worship the Mayor and the City Clerk.”

On July 25, 2012, Administration approved a change order for \$47,709.65 (plus G.S.T.) to the Engineering Services Agreement with Stantec Consulting Ltd. to cover additional services to successfully complete pier testing.

At its meeting on December 4 and 5, 2012, Council adopted a preliminary funding plan for Capital Project 2407 – North Commuter Bridge, which confirmed that \$10 million in funding allocated towards the Traffic Bridge Replacement be used as an interim source of funding for the North Commuter Bridge capital project.

City Council, at its meeting held on May 21, 2013, during consideration of Clause 2, Report No. 10-2013 of the Executive Committee regarding the North Commuter Parkway project, adopted the following recommendations:

- “1) that the Administration proceed with the North Commuter Parkway project based on the bridge and arterial roadway configuration recommendations of the Functional Planning Study;
- 2) that the Traffic Bridge Replacement project be combined with the North Commuter Parkway project; and
- 3) that the Administration continue to pursue available funding for this project from the Federal and Provincial Governments.”

At its meeting on June 10, 2013, Council considered a report from the General Manager, Infrastructure Services Department for the Award of Technical Advisory Consulting Services for the North Commuter Parkway project to CIMA+, with Stantec Consulting Ltd. to remain as the City’s Technical Advisor for the Traffic Bridge Replacement component of the overall project.

REPORT

Technical Advisor for Traffic Bridge Replacement

The procurement package for the Traffic Bridge Replacement has been shelf-ready as a Design-Build project since early 2013. Further to the report presented to Council at its meeting on June 10, 2013, Stantec Consulting Ltd. will remain as the City's Technical Advisor for the Traffic Bridge Replacement component of the overall project with the North Commuter Parkway.

Stantec Consulting Ltd. has been assisting development of the P3 Business Case for the North Commuter Parkway and Traffic Bridge Replacement through participation in the risk workshop and updating cost estimates for the Traffic Bridge Replacement. Stantec Consulting Ltd. is now assisting CIMA+ in development of the technical performance specifications for the Traffic Bridge, as necessary for the P3 Request for Qualification (RFQ) and Request for Proposal (RFP) documents.

Engineering Services Agreement with Stantec Consulting Ltd.

With revision of the project from a Design-Build to a P3 delivery model, through bundling with the North Commuter Parkway as directed by Council, your Administration is requesting that the total budget of the Engineering Services Agreement with Stantec Consulting Ltd. be increased by \$190,324 (plus G.S.T.) in fees over the current \$1,882,225.65 budget (plus G.S.T.). This increase is necessary due to the overall evolution of the project to date in terms of the scope of delivery model, inflation since the original award of the Engineering Services Agreement in 2011, and extended schedule implications.

The estimate for Stantec Consulting Ltd. to assist in advancing the technical performance specifications for the Traffic Bridge Replacement project to a shelf-ready state is \$960,000. The current Engineering Services Agreement with Stantec Consulting Ltd. is set at a limit of \$872,709.65 (plus G.S.T.). The Administration is requesting that Stantec Consulting Ltd. be given notice to proceed with the project to a maximum of \$960,000 at this time, and that the necessary amendments to the Engineering Services Agreement be made by the City Solicitor, with subsequent notice to be given upon Council approval of the balance of the project budget.

The Legal, Financial, and Fairness Advisors for the project will need to be retained before the full P3 RFQ and RFP documents can be compiled to a shelf-ready state.

In 2012, \$10 million was set aside in the Property Realized Reserve as a funding source for work relating to Capital Project 787 - Traffic Bridge. Of this funding, \$925,000 has been expended on the Traffic Bridge to accomplish the Span 1 Demolition, Pier Load Testing, and temporary accommodation of Saskatoon Light & Power's 15kV transmission line. In 2013, \$7,100,000 million of this funding was allocated to Capital Project 2405 – North Commuter Parkway for land assembly. This leaves \$1,975,000 currently available in the Property Realized Reserve as a source of funding.

OPTIONS TO THE RECOMMENDATION

No other options were considered.

POLICY IMPLICATIONS

There are no policy implications.

FINANCIAL IMPLICATIONS

The estimated net cost to the City of Saskatoon for the Engineering Services Agreement with Stantec Consulting Ltd. for this project is as follows:

Base Fees	\$1,534,516.00
Past Change Orders (Pier Testing)	347,709.65
Proposed Change Order	190,324.00
G.S.T.	<u>103,627.48</u>
Sub-Total	\$2,176,177.13
G.S.T. Rebate	<u>(103,627.48)</u>
Net Cost to City	<u>\$2,072,549.65</u>

The estimate for Stantec Consulting Ltd. to assist in advancing the technical performance specifications for the Traffic Bridge Replacement project to a shelf-ready state is \$960,000 (plus G.S.T.). The current Engineering Services Agreement with Stantec Consulting Ltd. is set at a limit of \$872,709.65 (plus G.S.T.).

Your Administration recommends that a post budget approval of \$87,290.35 for Capital Project 787 – Traffic Bridge be approved. It is proposed that the post budget approval be funded from the remaining balance of \$1,975,000 from the Property Realized Reserve set aside for Capital Project 787 - Traffic Bridge.

Budgeted	Unbudgeted	Capital	Operating	Non-Mill Rate	External Funding
	X	\$87,290.35			

PUBLIC AND/OR STAKEHOLDER INVOLVEMENT

Stakeholder involvement will be required at various stages of the project. The Administration will coordinate with applicable stakeholders as necessary.

COMMUNICATION PLAN

A communications agency has been retained for the project, and a phased-in communication plan will be developed for the life of the project. Webpages for the North Commuter Parkway and Traffic Bridge Replacement have been updated, and will continue to be updated as new information is made available. Various community events will be planned in order to engage and educate the public. Regular project updates will be provided to City Council by the Project Manager, and more broadly to the general public, through the media.

The P3 Business Case will be posted on the project website when complete.

DUE DATE FOR FOLLOW-UP AND/OR PROJECT COMPLETION

The Administration is currently operating on a realistic target completion date for the North Commuter Parkway and Traffic Bridge Replacement project of October 2018. Every opportunity to deliver this project in 2017 will be pursued.

ENVIRONMENTAL IMPLICATIONS

The opening of the North Commuter Parkway Bridge will divert considerable traffic from the congested bridges and arterial roads to the south, and the Traffic Bridge will provide an alternate route for crossing the river in the downtown core. The Traffic Bridge will also include pedestrian and bike lanes on both sides of the bridge and connect with the city's network of pedestrian and bicycle paths to support this environmental priority. With the opening of these two bridges, traffic congestion will be reduced and travel times will be shorter for vehicles and public transit, resulting in reduced greenhouse gas emissions and improved air quality.

These benefits are estimated in the table below:

Benefits	300,000 population	400,000 population
AM peak hour delay reduction	2,641 hours	15,284 hours
PM peak hour delay reduction	4,122 hours	25,571 hours
Fuel savings from idling engines (1.8 L/hr)	12,000 L per day	74,000 L per day
CO ₂ emissions reduction from fuel savings	28 tonnes per day	175 tonnes per day

At a population of 300,000, traffic reductions across the city's other river bridges is expected to be reduced by 6% to 27% after completion of the project as commuters find more optimal commuting routes through the city. At a population of 400,000, traffic volumes across the city's other river bridges are expected to be reduced by 9% to 27%.

PRIVACY IMPACT

There are no privacy implications.

SAFETY/CRIME PREVENTION THROUGH ENVIRONMENTAL DESIGN (CPTED)

A preliminary CPTED review was completed at the Committee's September 5, 2013 meeting. Additional CPTED reviews will be undertaken on staged design submissions during the procurement period.

PUBLIC NOTICE

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

Administrative Report No. 8-2014
Section D – TRANSPORTATION & UTILITIES
Monday, May 5, 2014
Page 23

Respectfully submitted,

Randy Grauer, General Manager
Community Services Department

Catherine Gryba, General Manager
Corporate Performance Department

Jeff Jorgenson, General Manager
Transportation & Utilities Department

21

List of Household Hazardous Waste Materials

Accepted Materials:

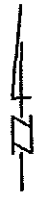
- Acid – battery acid, toilet bowl cleaner, sulphuric acid, hydrochloric acid
- Adhesives – contact cement, resin, glue, sealer, caulking
- Aerosols – hair spray, insect repellent, lubricant spray, furniture cleaner
- Automotive – used oil, oil filters, antifreeze, carburetor cleaner, batteries, fuel
- Batteries – alkali, dry cell, NiCad, lithium, lead-acid (automotive)
- Caustics – drain cleaner, all-purpose cleaner, aluminium cleaner, engine degreaser, ammonia
- Cleaners – floor, carpet, clothing, oven, glass, car wax, disinfectant, aluminium cleaner
- Containers – empty oil containers, pails
- Cylinders – propane, oxygen and fire extinguishers
- Fuels – gasoline, diesel, kerosene, oil/gas mixture
- Light Ballasts – fluorescent light ballasts (may contain PCB)
- Oils – used engine oil, transmission fluid, brake fluid, oil filters, empty oil containers
- Oxidizing Chemicals – chlorine, bleach, pool chemicals, fertilizer, hydrogen peroxide
- Paints – damaged and non-original paint containers not accepted through the Saskatchewan Paint Stewardship Program
- Pesticides – pesticides, herbicides, insecticides, rodenticides
- Pharmaceuticals – prescription drugs, medicines
- Propane Cylinders – barbecue cylinders (20 lb), camping cylinders (1 lb)
- Solvents – varsol, paint thinner, naphtha, acetone, toluene, xylene, alcohol, benzene
- Other Materials – asbestos, asphalt and roofing tar, detergents, dyes, hair colour, lead, mercury, mercury thermometers, mothballs, nail polish, nail polish remover, photographic chemicals, pigments, pet supplies, phenol, pine oil, scouring powder, spot remover, septic tank chemicals, shoe polish, windshield wiper solution, wood preservatives

Materials Not Accepted:

- Explosives including ammunition, explosives, guns and weapons
- Compressed Gases other than propane cylinders and aerosols
- Radioactive materials including ionization chamber-type smoke detectors
- Biologically hazardous materials including sharps and needles
- Paint that is accepted through the Saskatchewan Paint Stewardship Program
- PCB materials except fluorescent light ballasts
- Used tires
- Unknown chemicals

D3

JESSOP AVENUE

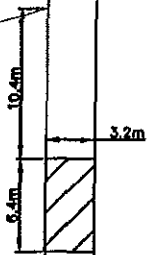


101


109

121

PROPOSED BLVD. LEASE
 "AREA A" TO BE LEASED BY:
 109 JESSOP AVE.
 PLAN# 65 S 02405
 LOT: 21 BLK: 526



PROPOSED BLVD. LEASE AREA A
 AREA = 20.49m² (220.5ft²)

PLAN DESCRIPTION/REVISIONS		 City of Saskatoon Infrastructure Services Department	APPROVED
4			GENERAL MANAGER _____
3			ENGINEER _____
2			ENGINEER _____
1			ENGINEER _____
DRAWN BY <u>EDC</u>		PROPOSED BOULEVARD LEASE 109 JESSOP AVENUE	ENGINEER _____
DATE <u>2013-SEP-26</u>			ENGINEER _____
SCALE : HOR. <u>1:500</u> VERT. _____			PLAN NO. <u>240-0071-005r001</u>

His Worship the Mayor and City Council
The City of Saskatoon

REPORT
of the
PLANNING AND OPERATIONS COMMITTEE

Composition of Committee

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

1. 2013 Year-End Report – Neighbourhood Planning Section
(Files CK. 430-41 and PL. 430-10)

RECOMMENDATION: that the information be received.

Attached is a report of the General Manager, Community Services Department dated March 25, 2014, highlighting work completed in 2013 by the Neighbourhood Planning Section, Planning and Development Division.

The Planning and Operations Committee reviewed the report with the Administration and is submitting it to City Council for information.

A copy of the Neighbourhood Planning Section – 2013 Year-End Report can be viewed on the City of Saskatoon's website at www.saskatoon.ca by clicking "R" for Reports to Council.

2. 2013 Annual Report – Saskatoon Forestry Farm Park and Zoo
(Files CK. 430-34 and RS. 4206-FO-12)

RECOMMENDATION: that the information be received.

Attached is a report of the General Manager, Community Services Department dated April 4, 2014, providing an overview of the 2013 operating year of the Saskatoon Forestry Farm Park and Zoo.

The Planning and Operations Committee reviewed the report with the Administration and is submitting it to City Council for information.

A copy of the Saskatoon Forestry Farm Park and Zoo – 2013 Annual Report can be viewed on the City of Saskatoon's website at www.saskatoon.ca by clicking "R" for Reports to Council.

**3. 2013 Year-End Report – Saskatoon Municipal Golf Courses
(Files CK. 430-34 and RS. 4135-1)**

RECOMMENDATION: that the information be received.

Attached is a report of the General Manager, Community Services Department dated April 15, 2014, providing an overview of the 2013 operating year for the Saskatoon Municipal Golf Courses.

The Planning and Operations Committee reviewed the report with the Administration and is submitting it to City Council for information.

A copy of the City of Saskatoon Municipal Golf Courses 2013 Annual Report can be viewed on the City of Saskatoon's website at www.saskatoon.ca by clicking "R" for Reports to Council.

**4. Anti-Racism Education Initiatives and 2013 Cultural Diversity Race Relations
Year-End Report
(Files CK. 100-10 and RS. 430-8)**

RECOMMENDATION: that the information be received and forwarded to the Cultural Diversity and Race Relations Advisory Committee for information.

Attached is a report of the General Manager, Community Services Department dated April 14, 2014, providing an update on the activities and initiatives undertaken by the Cultural Diversity and Race Relations Coordinator in 2013 and highlights the shift in the focus of the Coordinator from primarily promoting multiculturalism and cultural awareness to also include a comprehensive anti-racism and equity education initiative.

The Planning and Operations Committee reviewed the report with the Administration and supports the above recommendation.

5. Year-End Report – Immigration Initiatives – 2013 to 2014
(Files CK. 100-21 and RS. 220-48)

RECOMMENDATION: that the information be received and forwarded to the Cultural Diversity and Race Relations Advisory Committee for information.

Attached is a report of the General Manager, Community Services Department dated April 9, 2014, providing an update on the activities and initiatives carried out and facilitated in 2013 to 2014 by the Immigration, Diversity and Inclusion Consultant in the Community Development Division, Community Services Department.

The Planning and Operations Committee reviewed the report with the Administration and supports the above recommendation.

6. Culture Plan Implementation Update
(Files CK. 5608-1 and RS. 5608-18)

RECOMMENDATION: that the information be received.

Attached is a report of the General Manager, Community Services Department dated April 7, 2014, providing an update on the activities and initiatives carried out in support of implementing the Saskatoon Municipal Cultural Plan.

The Planning and Operations Committee reviewed the report with the Administration and is submitting it to City Council for information.

7. Cultural Grant Capital Reserve Awards 2014
(Files CK. 1871-2 and RS. 1860-21)

RECOMMENDATION: that the information be received.

Attached is a report of the General Manager, Community Services Department dated April 17, 2014, providing information on the funding support awarded for 2014 in the Cultural Grant Capital Reserve.

The Planning and Operations Committee reviewed the report with the Administration and is submitting it to City Council for information.

**8. 2014 Culture Grant Program Awards
(Files CK. 1871-2 and RS. 1870-2-1)**

RECOMMENDATION: that the information be received.

Attached is a report of the General Manager, Community Services Department dated April 4, 2014, providing information on the funding support awarded in the Culture Grant Program in 2014.

The Planning and Operations Committee reviewed the report with the Administration and is submitting it to City Council for information.

**9. 2013 Year-End Report – Neighbourhood Services Section
Community Development Division
(Files CK. 430-34 and RS. 430-8)**

RECOMMENDATION: that the information be received.

Attached is a report of the General Manager, Community Services Department dated March 31, 2014, providing a summary of the work carried out in 2013 by the Neighbourhood Services Section, Community Development Division.

The Planning and Operations Committee reviewed the report with the Administration and is submitting it to City Council for information.

**10. Civic Heritage Program Annual Report – 2012 and 2013
(Files CK. 430-34 and PL. 430-9)**

RECOMMENDATION: that the information be received.

The Municipal Heritage Advisory Committee forwarded a copy of the attached report of the General Manager, Community Services Department dated March 19, 2014, providing an update of the Civic Heritage Program activities that occurred in 2012 and 2013 to the Planning and Operations Committee recommending that it be submitted to City Council for information.

Report No. 7-2014
Planning and Operations Committee
Monday, May 5, 2014
Page 5

The Planning and Operations Committee reviewed the report and is submitting it to City Council for information.

Respectfully submitted,

Councillor M. Loewen, Chair

TO: Secretary, Planning and Operations Committee
FROM: General Manager, Community Services Department
DATE: March 25, 2014
SUBJECT: 2013 Year-End Report – Neighbourhood Planning Section
FILE NO.: CK. 430-41 and PL. 430-10

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

TOPIC AND PURPOSE

The purpose of this report is to highlight work completed in 2013 by the Neighbourhood Planning Section, Planning and Development Division.

STRATEGIC GOALS

The mandate of the Neighbourhood Planning Section relates to the City of Saskatoon's (City) Strategic Goals of Quality of Life, Sustainable Growth, and Economic Diversity and Prosperity. These goals are achieved through a variety of targeted programs, policies, and incentives and involve a wide range of community partners, including housing providers, Business Improvement Districts (BID), Community Associations, Local Area Plan (LAP) Committees, and residents.

REPORT

The Neighbourhood Planning Section, Planning and Development, is a multi-disciplinary team and is involved in a wide variety of programs, services, and supports intended to:

- 1) revitalize and build capacity in core neighbourhoods;
- 2) engage local stakeholders through the LAP process;
- 3) provide urban design improvements throughout the city;
- 4) monitor neighbourhood safety and work to reduce crime in neighbourhoods; and
- 5) facilitate programs and initiatives for safe and affordable housing.

Highlights of 2013 include the following:

1. Construction of Phase I of the 20th Street West Streetscape Master Plan was substantially completed. This project was located between Avenues E and F in Riversdale, and included innovative artwork and environmental initiatives.
2. In 2013, the Placemaker Program was the focus of public engagement for current art work, and a new Call for Proposals was issued that drew interest from local, national, and international artists.
3. The Mayfair-Kelsey Woodlawn LAP was underway throughout 2013. Fourteen public meetings were held in the community, as well as four meetings directly related to safety. In addition, five safety audits, a safety

survey of area businesses, and neighbour to neighbour surveys were conducted.

4. City Council adopted the new ten year 2013 - 2022 Housing Business Plan to guide the Attainable Housing Program.
5. The new Facade Conservation and Enhancement Grant Program was approved, consolidating two similar programs into one.
6. New holiday lights were installed on 3rd Avenue and Central Avenue, which elicited numerous positive comments from the public.
7. Nine applications were received under the Vacant Lot and Adaptive Reuse Program, as well as three applications under the provisions for Downtown Housing.
8. The new City Centre Plan was endorsed in late 2013. This plan lays out the vision for the City's Centre to ensure the Downtown remains the heart of commercial, office, retail, and high-density residential activity in Saskatoon and the region.

Further detail can be found in the Neighbourhood Planning Section - 2013 Year-End Report outlined in Attachment 1.

PUBLIC NOTICE

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

ATTACHMENT

1. Neighbourhood Planning Section - 2013 Year-End Report

Written by: Lesley Anderson, Manager, Neighbourhood Planning

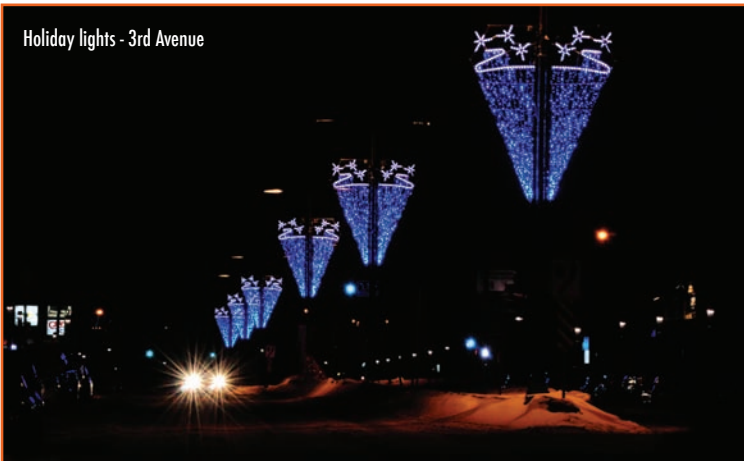
Reviewed by: “Alan Wallace”
 Alan Wallace
 Director of Planning and Development

Approved by: “Randy Grauer”
 Randy Grauer, General Manager
 Community Services Department
 Dated: “April 19, 2014”

cc: Murray Totland, City Manager

Neighbourhood Planning Section
YEAR-END REPORT

2013



WHAT'S INSIDE

2013 Highlights.....	3
Attainable Housing.....	4-6
Neighbourhood Revitalization.....	7-9
Local Area Planning.....	10-14
Neighbourhood Safety.....	15-18
Urban Design.....	19-23
Major Projects.....	25-26

Welcome to the 2013 Year End Report of the Neighbourhood Planning Section. The 2013 Report is intended to provide information about the various programs and services offered by the Neighbourhood Planning Section, highlight some of the important initiatives and projects from the year, and look ahead to 2014.

The Neighbourhood Planning Section is one of five Sections within the City of Saskatoon's Planning and Development Division. The Neighbourhood Planning Section includes a diverse range of programs:

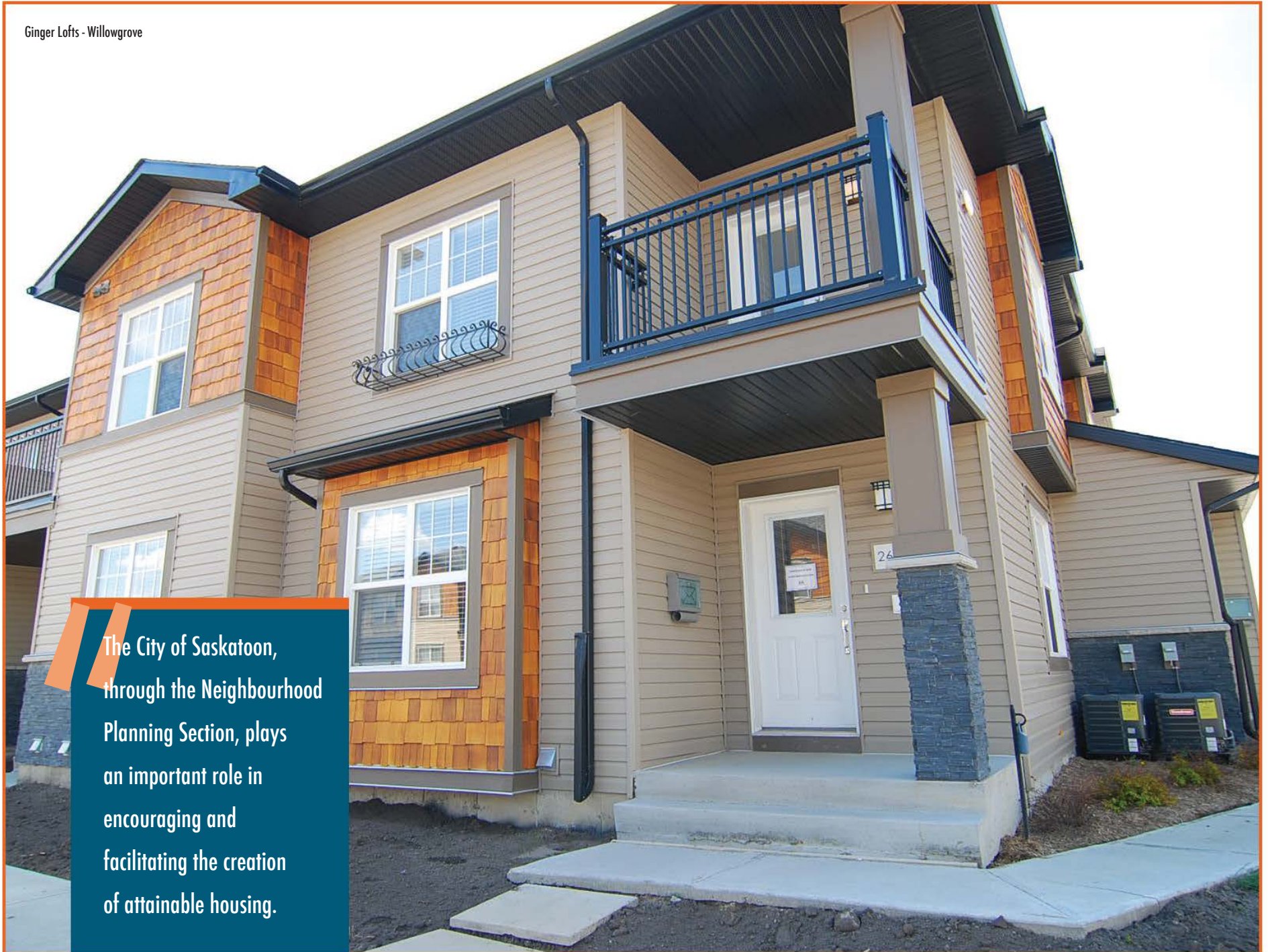
- Attainable Housing;
- Neighbourhood Revitalization Initiatives and Programs;
- Urban Design;
- Local Area Planning; and
- Neighbourhood Safety and Safe Growth.

The Neighbourhood Planning Section also provides planning assistance to the Business Improvement Districts, collaborates on major projects with other agencies and Civic Departments, and offers educational opportunities to the public about the planning process.

The Neighbourhood Planning Section is one of five Sections within the City of Saskatoon's Planning and Development Division.

2013 HIGHLIGHTS

- ▶ Construction of Phase I of the 20th Street West Streetscape Master Plan was completed. This project was located between Avenues E and F in Riversdale, and included innovative artwork and environmental initiatives.
- ▶ In 2013, the Placemaker Program was the focus of public engagement for current art work, and a new Call for Proposals was issued that drew interest from local, national and international artists.
- ▶ The Mayfair-Kelsey Woodlawn Local Area Plan was underway throughout 2013. Fourteen public meetings were held in the community as well as four meetings directly related to safety. In addition, five safety audits, a safety survey of area businesses, and neighbour to neighbour surveys were conducted.
- ▶ City Council adopted the new ten year 2013-2022 Housing Business Plan to guide the Attainable Housing Program.
- ▶ The new Façade Conservation and Enhancement Grant Program was approved, consolidating two similar programs into one.
- ▶ New holiday lights were installed on 3rd Avenue and Central Avenue, which elicited numerous positive comments from the public.
- ▶ Nine applications were received under the Vacant Lot and Adaptive Reuse Program, as well as three applications under the provisions for Downtown Housing.
- ▶ The new City Centre Plan was endorsed in late 2013. This Plan lays out the vision for the City Centre to ensure the Downtown remains the heart of commercial, office, retail and high-density residential activity in Saskatoon and the region.



The City of Saskatoon, through the Neighbourhood Planning Section, plays an important role in encouraging and facilitating the creation of attainable housing.

ATTAINABLEHOUSING

Housing is a non-traditional role for most municipalities. However, the City of Saskatoon, through the Neighbourhood Planning Section, plays an important role in encouraging and facilitating the creation of attainable housing. The tools used to increase the range and supply of attainable housing includes policy, incentives, research, partnerships and education.

WHAT IS ATTAINABLE HOUSING?

Attainable housing ranges from transitional units for those at risk of homelessness to entry level ownership units for individuals just starting out in the work force. The City supports four broad categories of attainable housing:

- **Affordable Rental** – subsidized units for low income households including transitional and supported units.
- **Purpose-Built Rental** – market priced units protected from condo conversions.
- **Affordable Ownership** – modest units with down payment grants.
- **Entry-Level Ownership** – modest units for first time buyers.

2013 – 2022 HOUSING BUSINESS PLAN

In 2013, City Council made a commitment to continue supporting the creation of new housing units across the attainable housing continuum for the next ten years through the adoption of the *2013 – 2022 Housing Business Plan*. The many initiatives in the ten year plan are designed to support the target set by City Council in 2007 of 500 new units per year.

New initiatives in the ten year plan include a points system for capital grants to ensure that proposals address the City's housing priorities and a supplemental grant to encourage the construction of affordable rental housing in areas of the city that lack it.

2013 RESULTS

In 2013, the City exceeded its targets for all types of attainable housing with 629 new units counted as shown in the table below:

HOUSING TYPE	TARGET	2013 RESULTS
Purpose Built Rental	200	212
Affordable Ownership	100	106
Affordable Rental	70	74
Secondary Suites (Purpose Built Rental)	30	36
Entry Level Ownership	100	201
Total	500 units	629 units

Hartford Heights – The Hartford Heights project, constructed by Innovative Residential Inc., was recognized as the first Energy Star qualified multi-unit residential rental development in Canada. Hartford Heights is a forty-unit project located in the Blairmore Suburban Centre that includes both affordable rental units and purpose-built rental units.

Ginger Lofts – Construction was completed on the Ginger Lofts project by the Jastek Group of Companies in 2013. This multi-year project located in the Willowgrove neighbourhood is the largest attainable ownership project constructed to date in Saskatoon and includes 100 affordable ownership units as well as 196 entry level market units.



ATTAINABLE HOUSING PROGRAM

2013-2022 Housing Business Plan

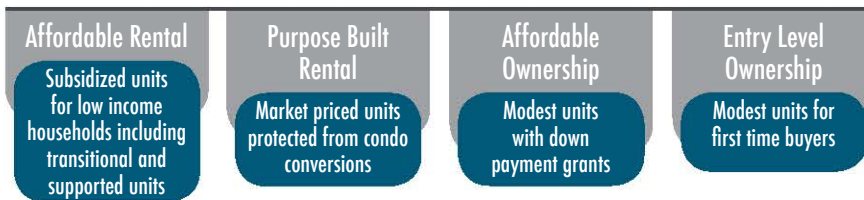
NEW in 2013

- Capital Grants Point System
- Land Cost Differential Incentive
- Plan to End Homelessness



ACROSS THE HOUSING SPECTRUM

What is Attainable Housing?

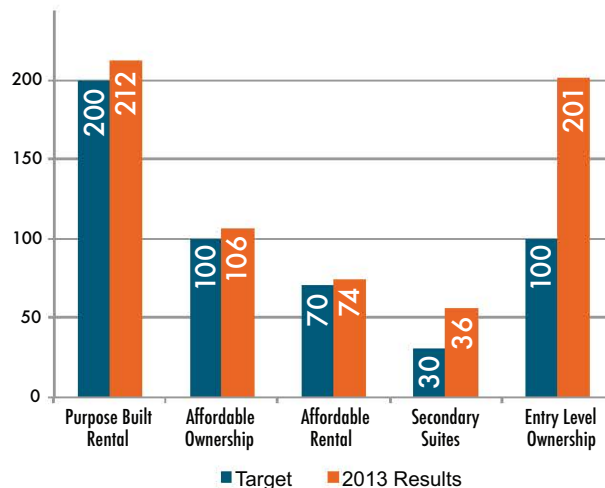


The City of Saskatoon's Housing Business Plan focuses the available resources on creating housing units across the housing continuum – from transitional housing to modest homes suitable for first time buyers.

2013 results are in!

Policy Tools, Financial Incentives, Partnerships, Research and Public Education are all used to achieve the goals of the Housing Business Plan.

In 2013,
629
NEW units
were supported



Success in achieving the City's housing targets is achieved by the many community partners who use these tools to build new housing units.

Graduate House – The University of Saskatchewan completed Graduate House in 2013, the third of three student residences built with the assistance of the City's attainable housing incentives. These 402 purpose-built rental units have significantly eased pressure on Saskatoon's rental market.

Equity Building Program – The Equity Building Program, offered in partnership with Affinity Credit Union, allows entry level homebuyers to borrow up to five percent towards a down payment on any existing home in Saskatoon. In 2013, twenty-eight households purchased homes in twenty different neighbourhoods with the assistance of the Equity Building Program.

LOOKING AHEAD TO 2014

- Work is expected to continue on implementing the community-led Plan to End Homelessness, written under the leadership of the United Way of Saskatoon and Area. It is expected that some of Saskatoon's hardest to house individuals will be offered housing and supports under a 'Housing First' model beginning in 2014.
- The Administration is working to create a Memorandum of Understanding with private land developers in 2014 to ensure an adequate supply of attainable housing in all new neighbourhoods. This is an important step to achieve the vision in the Official Community Plan that all new neighbourhoods provide a mix of housing types and forms reflective of the City's population profile.

NEIGHBOURHOOD REVITALIZATION

The Neighbourhood Revitalization programs support growth and development in established neighbourhoods by providing development incentives, undertaking Local Area Plans, and participating in projects intended to enhance the quality of life in these neighbourhoods.

VACANT LOT AND ADAPTIVE REUSE INCENTIVE PROGRAM

Since 2011, the Vacant Lot and Adaptive Reuse Incentive Program (VLAR) has approved 34 applications; with nine new applications in 2013. In addition three projects were approved in the Downtown program area and will receive tax abatements for their housing components.

The Riviera – This project was approved for a 25% tax abatement and will provide renovations to a four level, 16 unit rental complex. This project will help maintain quality residential units in the Downtown.

The Banks – This project in River Landing includes four distinct buildings: The Riverbend, The Current, The Bridge, and The Edgewater. The buildings are situated in the four corners of the lot creating a plaza in the centre; which will be open to the public. This development includes 160 residential units ranging in size from 390 square feet to 1,422 square feet, with a mix of bachelor, one bedroom, two bedroom, and live/work units. The project also includes a commercial component comprised

INCENTIVE PROGRAMS

Supporting Facade Conservation and Enhancement, Building Renovation and new Construction.



The Vacant Lot and Adaptive Reuse Incentive Program (VLAR) offers incentives in the form of grants and tax abatements to eligible projects. The VLAR Program also provides incentives for Downtown housing in the form of tax abatements.

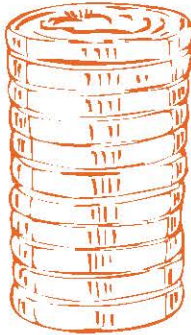


The VLAR Program evaluates applications based upon a set of public policy objectives.

Private Investment in Renovations and New Construction



\$2,424,116
TOTAL INCENTIVES



\$108,513,616
PRIVATE INVESTMENT

Public incentives includes the value of grants as well as the estimated foregone tax revenue through the VLAR Program.

of ground floor commercial space totalling 21,784 square feet. The estimated total project cost for the entire development is \$39 million. It will receive a five year tax abatement for the residential components.

The Shangri-La – This project is a 94 unit, nine storey condominium; consisting of seventy-seven 660 sq ft one-bedroom units, seven 852 sq ft two-bedroom units, seven 1190 sq ft two-bedroom units, two 1000 sq ft penthouse units, and a 1190 sq ft penthouse unit. The total estimated capital investment for this project is \$18 M, which includes the land and development costs. It is located in the City Park neighbourhood.

Municipal World – The VLAR Program was recently featured in the January 2014 issue of *Municipal World*. The article, “Saskatoon’s Vacant Lot & Adaptive Re-Use Strategy, a novel approach for incentive funding in urban renewal,” by Harry Cleghorn, Lesley Anderson, Tony Gkotsis, and Pamela Welbourn, discussed urban renewal strategies in 22 municipalities throughout Canada and highlighted Saskatoon’s approach of offering financial incentives through the VLAR Program.

THE FAÇADE CONSERVATION AND ENHANCEMENT GRANT PROGRAM

The Municipal Enterprise Zone (MEZ) Program was established in May 2002. The program was designed to be a temporary initiative to help attract commercial, industrial, and residential developments within specific established neighbourhoods. The MEZ program was discontinued in 2010, with the exception of the Facade Appearance Grant program which concluded as of December 31, 2013.

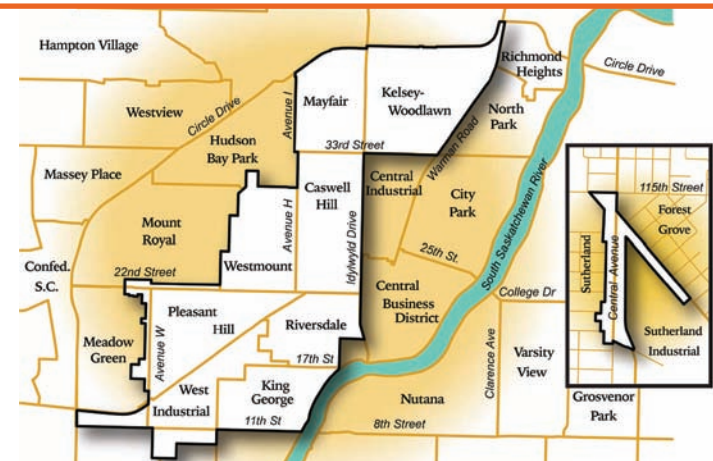
With the conclusion of the final component of the Municipal Enterprise Zone, the Administration received approval for a new Facade Conservation and Enhancement Grant Program. The remaining funds from the MEZ program were used as seed funding for a new reserve to support this new Grant Program.

The new Façade Conservation and Enhancement Grant program is a combination of two existing façade enhancement programs and is intended to provide a simplified application, approval, and administrative process, resulting in improved customer service. It is a joint effort between the Heritage, Urban Design, and Neighbourhood Revitalization work teams. As of January 1, 2014, Planning & Development is now accepting applications under this program.

FAÇADE APPEARANCE GRANTS

91 applications received
\$296,162 in grants

Since 2002, \$2500 per street-facing commercial façade was available.



PLEASANT HILL VILLAGE

The Pleasant Hill Village project began in the fall of 2006 and is expected to reach completion in 2015. The project to date has seen a major transformation that has included new home construction, the building and use of the new St. Mary's Wellness and Education Centre, and the construction of new park space.

In 2013, major construction work was underway once again in Pleasant Hill Village. New cul-de-sacs were built at Columbian Place (formerly Avenue O South) and 19th Street. The old roadways were removed and the remaining space will form part of the park.

Phase II of the Grace Adam Park development also began in 2013, and construction will continue into 2014 to complete the new park space. Many of the park features, including irrigation and sprinklers, have been installed. An exchange of Municipal Reserve to accommodate the new park space was approved by City Council in 2013.

The existing two housing developments, Parkview Green, and Pleasant Hill Solar Village, experienced significant interest from potential purchasers in 2013. In July, 2013, the Administration brought forward a proposal to undertake a Rent to Own program to help sell the remaining ten condominium units in these two developments. The proposal was approved by City Council. However, interest and sales picked up into the fall, and at the end of the year, only three units remained for sale. The remaining units have all been sold as of February 20, 2014. Therefore, the Rent to Own program was never put in place. It will remain a useful model that could be referenced in the future if needed.

In 2013, preparations were also underway to release the remaining three parcels of land for development in Pleasant Hill Village. A new subdivision application was initiated and work began on the formal rezoning on the remaining parcels.

LOOKING AHEAD TO 2014

- 2014 will be a significant year for Pleasant Hill Village. Plans are in place to rezone the remaining three parcels, issue a Request for Proposals for development of these three sites, and wrap up construction in Phase II of Grace Adam Park.
- The VLAR Program will be amended in early 2014 to support the goals of the City Centre Plan. Anticipated amendments include the provision of incentives for the construction of parking structures, as well as projects that result in a gain of new office space in the Downtown.
- As of January 1, 2014, the new Façade Conservation and Enhancement Grant will be accepting applications. Project applications will be adjudicated quarterly, on a first-come, first serve basis. The first adjudication is scheduled for early March.

LOCAL AREA PLANNING

Local Area Planning (LAP) is a community-based approach to developing comprehensive neighbourhood plans. It provides residents, business owners, property owners and other stakeholders direct input into the future of their community. LAP participants work to develop a vision, identify issues, develop goals, and outline strategies to ensure the long-term success of their neighbourhood. Once completed, a LAP sets out objectives and policies to guide the growth and development of the neighbourhood.

Twelve neighbourhoods were initially identified for Local Area Plans in 1997. The Varsity View LAP is the last of the initial twelve to be completed. During the 2011 Civic Service Review, three more neighbourhoods were added to the list: Mayfair/Kelsey-Woodlawn, Meadowgreen and Montgomery Place.

VARSITY VIEW LOCAL AREA PLAN

In 2013, the Varsity View Local Area Plan has moved into the final steps prior to City Council adoption. The Varsity View LAP Committee has remained engaged throughout the creation of the report by



reviewing individual sections, as each was written, and then reviewing the full draft report. The edited report has been circulated through Administration for comment and the final draft has been reviewed by the Varsity View LAP Committee. A neighbourhood open house will be held in early-2014, with the final report expected to be presented to City Council for consideration in April 2014.

MAYFAIR & KELSEY-WOODLAWN LOCAL AREA PLAN

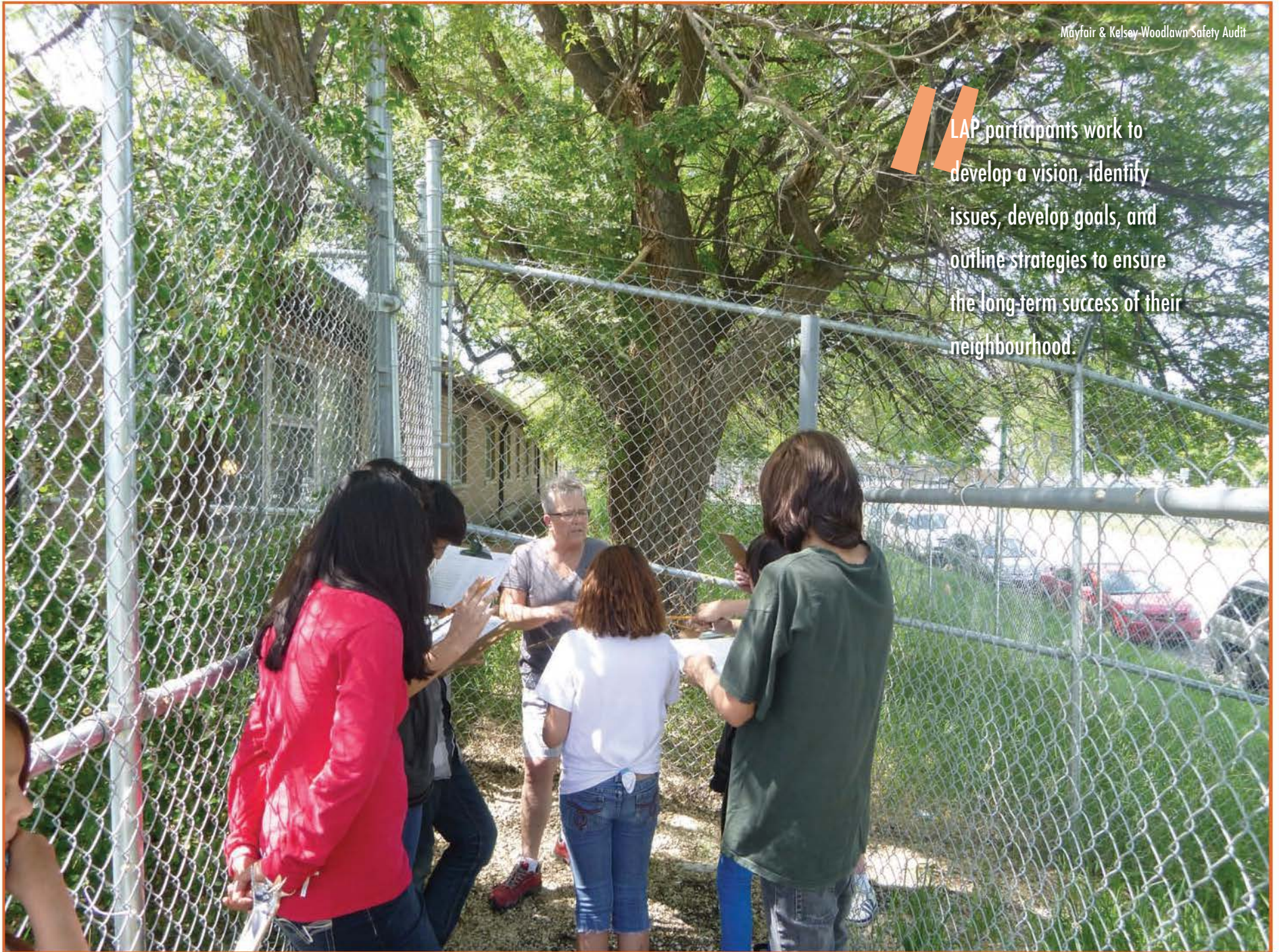
The majority of public consultation for the Mayfair & Kelsey-Woodlawn Local Area Plan was completed in 2013; beginning with visioning in January 2013 and ending with Municipal Services in December. In addition, an information meeting on Business Improvement Districts was held and numerous safety audits were performed over the summer of 2013.



27% of the land inside Circle Drive is covered by a Local Area Plan.

11 LAPs are currently in place in Saskatoon. Neighbourhood Planning monitors the ongoing implementation of all LAP recommendations.

LAP participants work to develop a vision, identify issues, develop goals, and outline strategies to ensure the long-term success of their neighbourhood.



In total, there were fourteen public meetings held in 2013 for the Mayfair & Kelsey-Woodlawn Local Area Plan:

- Visioning
- Land Use and Zoning
- Heritage, History, and Culture
- Business Improvement Districts
- Neighbourhood Safety (3)
- North Downtown Master Plan and Saskatchewan Polytechnic (SIASST) growth
- Traffic (2)
- Fall Recap and Next Steps Meeting
- Parks and Community Gardens
- Safety Update and Infill Development
- Municipal Services

The LAP team also worked together with the Traffic Management Section to undertake a pilot Neighbourhood Traffic Management Plan with the community. Two meetings were held, one to identify issues with the community, and one to present the proposed Plan back to the community.

THE JUNCTION IMPROVEMENT STRATEGY

The report for The Junction Improvement Strategy was finalized in 2013. This included completing the recommendations and the Concept Map; circulating the Strategy to other Departments and divisions for review; hosting an Open House in June 2013 to present draft recommendations to the public; and conducting public consultation with youth and First Nations groups in the area.

The Junction Improvement Strategy was brought forward to City Council in April 2014.

LOCAL AREA PLAN IMPLEMENTATION

One of the most significant LAP Implementation achievements of 2013 involved a large-scale land use change application for 345 City Park properties. These changes were recommended in the City Park LAP and approved by City Council in mid-2013. The goal of the land use changes was to protect the existing character of the neighbourhood by assigning appropriate zoning designations that reflected the current use of each property.

Pursuing the implementation of an LAP is a long-term process.

Recommendations are prioritized based on the following factors:

COMMUNITY INPUT

AVAILABLE RESOURCES/PROGRAMS

AGE OF LAP

LEVEL OF EFFORT TO COMPLETE

DEPENDENCY ON OTHER DIVISIONS/DEPARTMENTS

23 recommendations were completed in 2013

208
out of
299
LAP
recommendations completed

Local Area Planning gives community members a chance to shape the future of their community.

15% of LAP recommendations relate to City programs or offerings

18% of all LAP recommendations are land use based

In 2013, **345** properties in City Park rezoned based on the LAP.

As a comprehensive community planning tool, LAPs can respond to residents' desires for the future, as well as their concerns.

In addition, 23 Local Area Plan recommendations (excluding safety) were completed in 2013. Twelve of these recommendations were under Transportation, Circulation & Parking and five of those were within City Park. The Transportation Division conducted numerous traffic studies within this neighbourhood over the past couple years looking at traffic calming measures and pedestrian safety.

In 2013, Neighbourhood Planning collaborated with Community Development, Leisure Services, and Parks, to prepare an assessment tool that would be used to assist in prioritizing park development and improvement projects. The goal was to identify and prioritize outstanding projects that have come from:

- Local Area Plan park-related recommendations;
- Outstanding Safety Audit park-related recommendations;
- Outstanding parks rehabilitation and deficiency items; and
- Community requested park recreation amenities.

A report was presented to Planning and Operations Committee, and approved by City Council in mid-2013. This will lead to the implementation of a number of outstanding LAP recommendations in several neighbourhoods. Funding from the Dedicated Lands Account was identified to be used for these upgrades.

SASKATOON REGIONAL FOOD SYSTEM ASSESSMENT AND ACTION PLAN

After discussing issues related to grocery store access, the Westmount Local Area Plan (LAP) recommended a city-wide food system assessment be conducted.

In 2012 and 2013, numerous partners were involved in directing a consultant to create a Food System Assessment for the Saskatoon Region. Partners included the Saskatoon Health Region, University, City of Saskatoon, CHEP, Saskatchewan Agriculture, and various producer groups.

The consultant conducted public focus groups, interviews, and extensive research to come up with the Assessment and recommendations to improve food security, production, and access in the region. Most of the recommendations are directed at the partner organizations – CHEP, Health Region, University, and the City.

The Saskatoon Regional Food System Assessment and Action Plan was presented to City Council in early 2014.



Above: Mayfair & Kelsey-Woodlawn Public Meetings

LOOKING AHEAD TO 2014

- The Varsity View LAP will be presented to the community at an Open House in early 2014, and will proceed through Municipal Planning Commission and City Council for approval.
- The Meadowgreen LAP will kick-off in Spring 2014. This will be the 14th neighbourhood to participate in the comprehensive community-based LAP process.
- With only Montgomery Place remaining on the list of neighbourhoods approved by City Council to receive an LAP, work has begun on the updating of the Neighbourhood Monitoring Report (NMR). The NMR is a key tool designed by Planning & Development in 2007 to observe changes in neighbourhoods through the comparison of a variety of data. The results of the NMR assist in identifying neighbourhoods in need of municipal intervention, potentially through the LAP program. The indicators include various statistics related to land use, population change, crime, housing, employment/income, infrastructure, and traffic.
- Community engagement will begin in 2014 to update the South Caswell Concept Plan. As preparations are underway for Saskatoon Transit to relocate to the Civic Operations Centre, technical information relating to the site and buildings is now available. Working with the community and stakeholders, the Concept Plan will be updated in preparation for redevelopment.
- During the 2014 Business Plan and Budget Deliberations, the Safety Pathway has been approved as a capital project beginning in 2014. This project will implement the “Rails with Trails” model of a multi-use pathway along the Canadian Pacific Railway corridor, connecting from the existing pathway that runs from Idylwyld Drive to Avenue D, all the way to Avenue W. This pathway was recommended in the Pleasant Hill, Riversdale and West Industrial Local Area Plans.

NEIGHBOURHOOD SAFETY

Since the Safe Growth and Crime Prevention Through Environmental Design (CPTED) philosophy was adopted by City Council in 2008, the application of CPTED principles have evolved to become a standard part of Community Safety Reviews and the review process for all municipal developments, facilities, and structures, as well as private Neighbourhood Concept Plans. The purpose of the program is to add value to the existing civic programs and help make our City safer.

The Neighbourhood Safety program consists of five parts:

1. Creation of neighbourhood safety plans in conjunction with Local Area Plans;
2. Neighbourhood Safety recommendation implementation;
3. Safe Growth/CPTED Review Committee;
4. Ad hoc requests for assistance from affected neighbourhoods, Administration and referrals from City Council; and
5. Program support.

NEIGHBOURHOOD SAFETY IN LOCAL AREA PLANNING

In 2013, the Safety team supported the Mayfair & Kelsey-Woodlawn Local Area Plan (LAP). The process included introducing the principles of CPTED to the community, working with the community to identify safety concerns, and supporting the community's vision for a safer neighbourhood through the implementation of recommendations. Activities with the community included a CPTED principles community workshop, four community meetings directly related to safety, five safety audits, a safety survey of area businesses, and neighbour to neighbour surveys that were conducted by community members with Neighbourhood Safety support. The Neighbourhood Safety section of the LAP is currently being written and will be vetted through the community and administration.



Westmount Safety Issue Identification Meeting.



Safety Fair 2013.

MAKING SASKATOON SAFER

5 YEARS of Safe Growth and CPTED in the City's Official Community Plan

Through Neighbourhood Safety, Crime Prevention through Environmental Design principles are considered for all municipal developments, facilities and structures, as well as private Neighbourhood Concept Plans.

26 CPTED REVIEWS

5 SAFETY AUDITS FOR THE MAYFAIR & KELSEY-WOODLAWN LOCAL AREA PLAN

Working with community members and stakeholders, the Neighbourhood Safety Program **helps residents take action in their community.**

1371 Neighbourhood Safety publications distributed

of Safe Growth/CPTED sessions given to 160 students in the U of R and Urban Planning Program **4**

16 Public Meetings with 250 attendees

of hours spent by students, school staff, seniors, City staff and Ward Councillor on the Dan Woorden Park Public Safety Project **33**

IMPLEMENTATION

Safety Audit and Neighbourhood Safety LAP recommendations

123

out of

193

Safety Recommendations Completed



15

Recommendations completed in 2013

Neighbourhood Safety recommendations are implemented through the LAP Implementation Capital Project. Recommendations are prioritized for implementation and over half of the top 100 recommendations are safety related. At the end of 2013, there were 193 neighbourhood safety recommendations identified through the LAPs. To date, 123 neighbourhood safety recommendations have been implemented, 15 of which were completed in 2013.

SAFE GROWTH AND CPTED REVIEWS

Safe Growth and CPTED reviews are an important part of the Neighbourhood Safety program. The core CPTED Review Committee consists of trained staff from various civic departments, including Community Services, Saskatoon Light and Power and Police Service. The Review Committee reviews all applications for new construction or major renovations affecting City of Saskatoon structures, facilities, and developments with any public access.

In 2013, there were a total of 26 CPTED reviews completed. These reviews included 11 Neighbourhood Concept Plans/Master Plans, three parks, 10 facilities/structures, including the Traffic Bridge replacement and the North Commuter Parkway, and two streetscape Master Plans. Two of the largest and most unique reviews included the North Downtown Master Plan and the Green Bridge in the Evergreen neighbourhood.

The Neighbourhood Safety program also provides Safe Growth/CPTED training opportunities to civic staff as well as people outside of the corporation. In 2013, there were 20 participants in the training course, of which 15 were civic staff, and 5 (25%) were external to the corporation. Since training began, 145 civic staff and 54 external people have been trained in Safe Growth/CPTED. A Safe Growth/CPTED training course is scheduled for 2014.

AD HOC REQUESTS OF THE NEIGHBOURHOOD SAFETY PROGRAM

The Neighbourhood Safety program managed a number of ad hoc requests for assistance. The most significant being the Dan Worden Park Public Safety Project. Walter Murray Collegiate Institute's (WMCI) Student Teacher Advisory Group (STAG) chose to address the issues of public safety and perceptions of safety within and around Dan Worden park in 2013. WMCI invited Neighbourhood Safety, through their City Councillor and the Parks Division, to support their work towards a solution. 2013 activity included supporting the student group as they established a safety action plan and helping them carry it out. Neighbourhood Safety activities included four meetings with students and staff, three safety audits, a student-planner partnership in a community meeting for adjacent seniors, the inclusion of Holy Cross High School, a park cleanup involving students, staff and civic staff, and a student design charette to develop a new concept plan for the park. Three classrooms of students participated in the cleanup

and 40 seniors participated in the safety meeting. According to the Vice Principal of WMCI, this is the first time in the history of the system that public and separate high school students and staff were actively working together on an issue that affects both.

STREET ACTIVITY STEERING COMMITTEE

The Neighbourhood Safety Coordinator participates in the Street Activity Steering Committee (SASC). This Committee was established by City Council in 2012 and oversees the management and operations of the Community Support Program (CSP) pilot project. The Coordinator was responsible for the Street Activity Baseline Study Update, which was conducted in 2013. This study looked at how perceptions of safety and location of negative street activity and program awareness have changed over the first year of the CSP operations. The Neighbourhood Safety Coordinator ensures the Service Provider Advisory Group meets with the Committee on a regular basis. The CSP pilot project is slated for review in early 2014.



A.H. Brown Park Safety Audit.



Safety Fair 2013.

LOOKING AHEAD TO 2014

- 2014 will be a pivotal year for the Community Support Program (CSP) pilot project. Neighbourhood Safety oversaw the Street Activity Baseline Study Update. Although the pilot project will continue until July 2014, any decision on its permanence will be made by City Council in early 2014.
- The Meadowgreen LAP is slated to start in spring of 2014. The Neighbourhood Safety team will be an integral part of helping the community be safe and feel safe. Community meetings, workshops, safety audits, and risk assessments will all be part of the Neighbourhood Safety section of the LAP.
- Neighbourhood Safety will continue to work with the students and staff of Walter Murray Collegiate Institute, Holy Cross High School, and the surrounding seniors and residents as they work towards a safer Dan Worden Park. A Concept Plan will be solidified, the student group is looking for partnerships and funding to address the issues in the area, and a final proposal and strategy to move forward will be completed in 2014.
- The Neighbourhood Safety Program identifies educational materials and activities that support neighbourhood safety and ensure information is easily accessible by the public. In 2013, the Neighbourhood Safety Program worked with the City's Immigration Diversity and Inclusion Consultant to develop a workshop, using the *Safe at Home* booklet, to be conducted in concert with Language Instructions for Newcomers to Canada (LINC) classes. These workshops will coincide with the safety and housing units being taught in the English language courses. The intention of the workshops is to cover the contents of the *Safe at Home* booklet with newcomers to Saskatoon and build on safety information already being distributed in Saskatoon. The objective of the Safe at Home workshop is to bring safety information to newcomers to Canada that may not have access to this information otherwise. The focus of the workshops will be to encourage people to get involved in their community and preventing the opportunity for crime by getting to know their neighbours. The class will be delivered concurrently with the Attainable Housing workshop, which is based on the City of Saskatoon's *Housing Handbook*. The first workshop was held on the 28th of January, with additional workshops scheduled throughout 2014.

URBANDSIGN

STREETSCAPE DEVELOPMENT PROJECTS

Streetscape development projects are complex and require the collaboration and cooperation of numerous sections across the Corporation to be completed successfully. The aim is to transform public places in key commercial districts by accentuating Saskatoon's distinct identity and by bringing out the area's sense of place. Typical streetscape improvements include corner bulbs and extended bus bulbs, sidewalk remediation with amenity strip, street trees, sidewalk lighting, street furniture, public art and special place-making features.

In 2013, the 20th Street West project from Avenues E to F was substantially completed. It included construction, as well as environmental and place-making innovations. Storm water is being captured with curb grates for the irrigation of street trees. The tree grates themselves are unique with location specific themes – buffalo, dragons and historic businesses. Bike service stations with tools and a foot operated tire pump will also be installed in the spring of 2014.

Community art projects were also part of the 20th Street West development. Two murals were completed by Heather Langford and Colin Farnan, local neighbourhood artists. The *Just Bee* sidewalk stencil art was created by Monique Martin. The *Written in Stone* poetry was written by prominent Saskatchewan author, Candace Savage.



The 25th Street extension opened in late 2013 and includes enhanced streetscaping and pedestrian amenities. Special gateway features at Idylwyld Drive will be built in 2014 to mark this important entrance to downtown.

Additionally, furniture was installed on 3rd Avenue and Central Avenue and new holiday lights lit up both of these avenues. On 3rd Avenue, newspaper stands designed to hold up to three newspaper vending machines are being piloted to provide appropriate and identifiable locations for the machines.

A concept plan for the Kensington Village Square and streetscape was prepared for Saskatoon Land. The design has been incorporated into the neighbourhood marketing material. Urban Design will continue to work with Saskatoon Land to develop the detailed design of the village square and construction will follow.

URBAN DESIGN OPERATING PROGRAMS

The Urban Design team oversees numerous programs that continue to enhance the commercial districts beyond the streetscape development projects.

Placemaker Program

This program has always been considered to be very unique to Saskatoon, as it provides access to art on a temporary basis, allowing places to change regularly for a nominal fee. Throughout 2013, the program underwent significant changes in response to a series of community engagement sessions (with a total of 450 participants) and to better align the program with the Culture Plan. Implementing the changes was a collaboration between the Urban Design and Community Initiatives teams.

Changes to the 2013 Placemaker Program included:

- Expanded district options to include areas outside of the 3 core BIDs.

- Specific locations are no longer identified. Artists are open to propose any location within the BIDs and commercial areas specified in the Call for Proposals.
- Artwork commissions are open with an amount between \$5,000 and \$10,000 depending on the location. This differs from previous commissions, paid at a rate of \$1,500 per year for three years.
- Variety of scale and medium are being encouraged. New options include two dimensional work as well as interventions, digital or sound media and performances.
- The 3 year exhibition term is no longer required. Artists can propose long (up to 3 years), medium (e.g. 6 months or a season) and short (e.g. 2 weeks or during an event) exhibits.
- Opportunities for local, national and international artists were enhanced.
- Aboriginal and Métis content is encouraged.
- Addition of “Meet the Artist” events upon artwork installation.

The recent changes have amplified the success of the program by providing 7 new and different types of artwork to the public. The changes have proven to be successful based on recent news and social media interest and community turnout at the Meet the Artist events. It is quite clear that the community is responding to the changes in a positive manner and the team is committed to continue enhancing the program in response to the needs of the community.

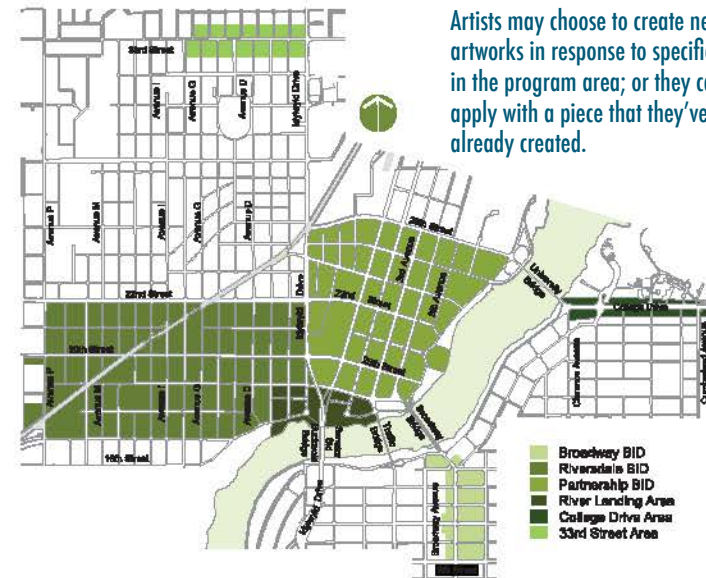
Right: *Quantum Dot*
by Josh Jacobson.



Far right: *INFRA*
by Tonya Hart.



Areas enriched by the Placemaker Program



The Visual Arts Placement Jury, an advisory committee to City Council, adjudicates all applications to the Program; in consultation with the BIDs and City Administration.

Heritage Promotion

All three core BIDs made use of the Heritage Promotion Grant in 2013, receiving up to \$2,000 to support a heritage related initiative. As well, two Façade Grants were issued within the BIDs.

In 2013, Urban Design was contacted by the great-great-granddaughter of James Clinkskill, when construction fencing went up around the Lululemon site at 118 21st Street West. James Clinkskill was the first mayor of the City of Saskatoon, and a local merchant who established one of the first stores in the city. Inlaid in the sidewalk in front of the building, *Clinkskill* was written in brass letters. Urban Design contacted the site contractor and had the brass letters removed to help preserve



20th Street banners.



them. The brass letters were in good condition but the steel frame had rusted and needed to be replaced. The sidewalk was refurbished with a new brass frame and the letters have since been reinstalled following the completion of the site's renovation.

Pedestrian Amenities

New district identity signs were installed in both the Broadway and Riversdale districts.

Flower Pots

The flower pot program adds a welcome splash of colour to the BIDs during the summer. In cooperation with the Parks Division, 654 flower pots were installed in the four BIDs and River Landing in 2013, an increase of 68 pots from 2012. The additional pots were placed in Riversdale (10), 3rd Avenue (25), River Landing (9) and Central Avenue (24). In 2014, the number of pots will increase again – Riversdale (16), Broadway (4) River Landing (2) – for a total of 676 flower pots.

Banners

In cooperation with Saskatoon Light & Power, Urban Design administers the street banner program which brings colour and animation to numerous streets in the City and helps community organizations promote themselves and their events. Urban Design accepts the applications; reviews graphics for compliance with the City's Banner Policy; and schedules the installation. Saskatoon Light & Power installs, maintains and removes the banners. In 2013, 449 banners were installed.

One particularly interesting banner application was received from Shakespeare on the Saskatchewan, called the *Shakespeare Said* banner project. They were requesting to install banners designed by Georges Vanier elementary school art students at locations near the festival site. Urban Design worked with them to cost share the purchase and installation of new banner hardware on light poles that did not have hardware. Furthermore, the original request of 10

ENHANCING THE CITY'S PUBLIC SPACES

Urban Design programs bring colour, animation and interest to the City's commercial districts

Projects can include corner bulbs and extended bus bulbs, sidewalk remediation with amenity strip, street trees, sidewalk lighting, street furniture, public art and special place-making features.

57 Streetscaped Blocks
in Saskatoon

654
Flower Pots

449
Banners

1836
Aerial
Photographs
Taken

1
Green Bridge
Designed

8 Saskatoon Shines!
Highway Signs



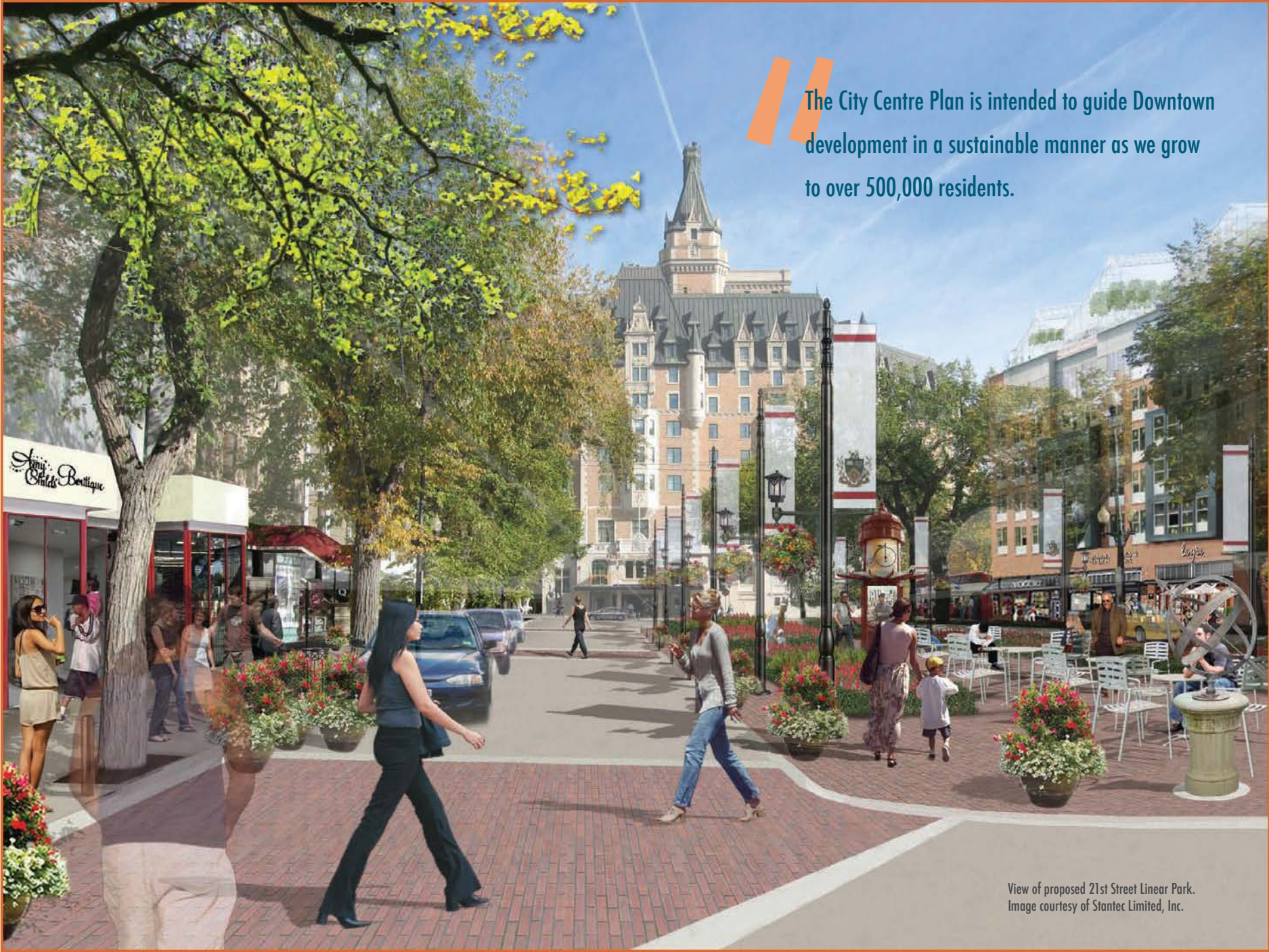
banners expanded to 69 banners resulting in every participating student getting their banner displayed. At the unveiling event, the first banners were installed in front of the media and the students, who were dressed in Shakespearean costumes. The *Shakespeare Said* banners were displayed on street poles from Spadina Crescent at Queen Street to 21st Street, along 21st Street to the Midtown Mall, as well as four banners at Georges Vanier School. Monique Martin, the visual arts educator leading the project, went on to win the Lieutenant Governor's Arts Award for the *Shakespeare Said* project.

MAINTENANCE

As well as designing and constructing streetscapes, Urban Design oversees the long term maintenance of each streetscape project. Because peoples' experience in the districts is very important, a high standard of maintenance of the streetscaped streets is prioritized. Over time, the areas with streetscaping have grown and it was becoming difficult for the City's Facilities Division to provide maintenance services in a timely way because it was additional work outside of their regular duties. In 2013, Urban Design and Facilities solved this issue by hiring a carpenter, whose time was 50% dedicated to streetscape maintenance. This has resulted in quick response times to reported maintenance requests and issues.

LOOKING AHEAD TO 2014

- 20th Street West and Central Avenue will both have further streetscaping construction underway in 2014.
- Gateway features at 25th Street and Idylwyld Drive will be installed.
- Side street improvements on 10th Street and Broadway will be implemented and new bike racks will be installed throughout the Broadway BID to replace the tree guard “bike parking” that was originally installed. These new bike racks are now required since the trees on Broadway are getting large and the tree guards have had to be removed so as not to damage the trees.
- In 2014, the initial analysis will begin for the Idylwyld Drive Streetscape Improvement Plan. It involves the design and implementation of a comprehensive streetscape plan for Idylwyld Drive from the Senator Sid Buckwold Bridge to Circle Drive. The redevelopment of Idylwyld Drive as an enhanced multi-modal corridor will contribute to pedestrian, cyclist, and transit use. This project will involve a traffic study, the design of a streetscape improvement plan, as well as phased construction, which may utilize an incremental approach to capitalize on the time-sensitivity of this intervention. An incremental approach is when inexpensive, temporary materials are used in the short term and are replaced by permanent, long-lasting materials after the public has tested the design thoroughly. This approach is currently used by the Neighbourhood Traffic Management Program in the Transportation Division.
- Urban Design has been involved with Saskatoon’s first Green Bridge in the Evergreen Neighbourhood, first developing a green bridge concept plan for Saskatoon Land and now as an advisor during construction. This bridge will be a pedestrian and cycling connection between the residential and the commercial/industrial areas. Construction has begun and is anticipated to be completed in 2015.
- Beginning in 2013, Urban Design has begun to do more extensive environmental site assessments as part of streetscape development projects. These assessments will improve worker safety on site and determine how to handle contaminated material if and when it is encountered. This practice is now required in anticipation of changes to provincial legislation around contaminated sites. More work will occur on this in 2014 to determine a standard practice for these assessments. Further investigation is required to fully determine how this will impact project budgets and schedules.



The City Centre Plan is intended to guide Downtown development in a sustainable manner as we grow to over 500,000 residents.

View of proposed 21st Street Linear Park.
Image courtesy of Stantec Limited, Inc.

MAJOR PROJECTS

CITY CENTRE PLAN

The new City Centre Plan was endorsed by City Council in late 2013. The City Centre Plan is a comprehensive planning document for the Downtown and the key areas along the corridors leading to the Downtown. Rapid growth, especially on the periphery of the City, and major developments in and around the Downtown has put pressure on the city's centre. The purpose of the City Centre Plan is to refocus the vision for the city's centre to ensure the Downtown remains the heart of commercial, office, retail and high-density residential activity in Saskatoon and the region. The Plan is intended to guide Downtown development in a sustainable manner as we grow to over 500,000 residents.

The City Centre Plan identifies 12 key strategies that represent the goals and objectives of the Plan. Focus will be placed on achieving:

1. A strong and unique retail centre as a destination for the region
2. A new west Downtown
3. A new network of public spaces throughout the city to serve all seasons
4. A broad network of pedestrian priority streets
5. Improved connections to surrounding neighbourhoods
6. Advancement of arts and culture within the City Centre
7. Stronger existing neighbourhoods
8. Improved transportation, transit, bike, and parking systems
9. Sustainable design
10. City policies to foster private and public investment
11. Residential development as a priority
12. Business development as a priority

The goal of the City Centre Plan is to create an environment where people want to live and work, and set the stage for market forces to drive development. The Plan does not force development to the

Downtown, but instead, sets out to create an urban environment that will attract people to the area and foster the growth of residential, business, and cultural uses.

One way the City Centre Plan intends to achieve this goal is through a series of streetscape improvements in an effort to improve the physical appearance of the Downtown, and make the Downtown more comfortable for pedestrians. Improvements are proposed to start as incremental installations, similar to programs utilized in places like New York City. These low-cost improvements, such as improved cross walk zones and using planter installations to create public spaces, will be implemented over the short term. Larger streetscaping improvements will be presented to the Urban Design Committee so they can prioritize and schedule implementation.



GROWING FORWARD, SHAPING SASKATOON

Neighbourhood Planning continues to participate on the steering committee and technical task teams of this corporate initiative. The outcomes of this project will have direct impacts on many aspects of the Section's work program, including Urban Design streetscaping projects and priorities, as well as the Local Area Planning process.

LOOKING AHEAD TO 2014

City Centre Plan

- Efforts will now shift to implementing the City Centre Plan, which is intended to be phased in over the next 15 to 20 years. The Plan divides the projects into near, mid, and long-term projects, as well as immediate implementation items that will address some key strategies that are considered a critical first step in addressing the recommendations of the City Centre Plan. The immediate implementation, including proposed new design guidelines for the Downtown, are expected to be implemented in the Spring of 2014. Several amendments are proposed to the Official Community Plan Bylaw No. 8769 and Zoning Bylaw No. 8770, as well as some internal policies. A comprehensive Downtown parking study is proposed, as well as implementation of new tax incentives for office and structured parking developments.

Growing Forward, Shaping Saskatoon

- As community engagement begins on this project in 2014, Neighbourhood Planning will continue to play a key role. The community feedback and recommended actions from the Growing Forward initiative will inform the continuing work plan of all teams in the Neighbourhood Planning Section.



Prepared by:
Neighbourhood Planning Section,
Planning & Development

Printed April 2014

TO: Secretary, Planning and Operations Committee
FROM: General Manager, Community Services Department
DATE: April 4, 2014
SUBJECT: 2013 Annual Report – Saskatoon Forestry Farm Park and Zoo
FILE NO.: CK. 430-34 and RS. 4206-FO-12

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

TOPIC AND PURPOSE

The purpose of this report is to provide City Council with an overview of the 2013 operating year of the Saskatoon Forestry Farm Park and Zoo (SFFP&Z).

REPORT HIGHLIGHTS

1. The SFFP&Z saw an increase of approximately 12,428 paid admissions to the zoo and an annual facility attendance of 273,103 visitors.
2. The SFFP&Z continues to receive community support from four volunteer organizations.
3. The SFFP&Z has five reserves, approved by City Council, to be applied against future expenditures. These reserves are well positioned for the 2014 operating year.
4. The SFFP&Z has several opportunities and challenges in providing cost-effective family entertainment and educational programs.

STRATEGIC GOAL

This report supports the City of Saskatoon's (City) Strategic Goal of Quality of Life by providing opportunity for citizens to have access to the SFFP&Z and to programs that promote education and learning. Furthermore, the SFFP&Z provides citizens and visitors to Saskatoon a unique opportunity to enjoy the natural beauty of the site.

BACKGROUND

The SFFP&Z is a 58.27 hectare site, owned and operated by the City. It contains a variety of native Saskatchewan mammals, birds, trees, and shrubs.

The SFFP&Z experienced a successful year in 2013. The 2013 SFFP&Z Annual Report highlights the programs and initiatives that were undertaken in 2013 by the facility and partner organizations (see Attachment 1). This report will summarize the 2013 facility attendance, fundraising initiatives, reserves, opportunities, and challenges.

REPORT

Zoo Attendance

Between April 1 and October 31, 2013, the SFFP&Z had a total of 142,440 admissions to the zoo. This represents an increase of approximately 12,428 visitors to the zoo compared to 2012, and 21,965 compared to 2011. From January 1 to December 31, 2013, approximately 273,103 people visited the SFFP&Z to participate in a variety of programs and activities. The main contributing factors to the increase in zoo admissions are as follows:

- 1) the celebration of the 100th Anniversary of the site held May 26, 2013;
- 2) the raptor flight demonstration presented from July 21 through August 4, 2013;
- 3) the excellent relationship between the SFFP&Z and local media to help promote the facility; and
- 4) the increased visibility of the facility throughout Saskatchewan via provincial marketing and billboard campaigns over the past five years.

Below, Table 1 summarizes the total facility attendance over the past three years:

Table 1	2013	2012	2011
Zoo Attendance April 1 through October 31, 2013 (including preschool attendance at no charge)	142,440	130,012	120,475
Zoo Attendance (January 1 to March 31 and November 1 to December 31, 2013)	18,045*	24,021	14,154
Total Zoo Attendance for Year	160,485	154,033	134,629
Enchanted Forest	60,000	65,000	69,500
Zoogala	500	500	350
Winter Zoo Society Programs (January 1 to March 31 and November 1 to December 31, 2013)	2,083	1,850	1,500
Perennial Society Programs	250*	250*	250*
Park Usage, Rentals for Year	49,785	35,060	36,257
Total Attendance	273,103	256,693	242,486

* Estimate only

Community Support

The SFFP&Z receives support from four volunteer organizations interested in improving the facilities, programs, and services. These organizations provide a variety of educational programs and services to raise awareness about facility heritage and people interested in learning about animals, wildlife, and environmental conservation. Some of the initiatives provided by these organizations are as follows:

1. Through the efforts of the Saskatoon Zoo Society, the SFFP&Z hosted 511 educational programs with 38,010 participants;
2. The Friends of the Forestry Farm House offered heritage-based education programs and attracted approximately 499 students and adults;

3. The Enchanted Forest Holiday Light Tour, presented by BHP Billiton, attracted 60,000 people; and
4. The Saskatchewan Perennial Society maintains two gardens at the Forestry Farm Park and hosts spring and fall plant exchange events as a way to increase diversity in gardens using plants proven hardy for Saskatoon.

SFFP&Z Reserves

The SFFP&Z has five reserves, approved by City Council, to be applied against future expenditures and improvements, such as the design of a new gift shop and zoo entrance. All reserves have a healthy balance going into 2014, as outlined on pages 13 through 16 of the 2013 SFFP&Z Annual Report (see Attachment 1). The funds accruing in the Forestry Farm Capital Reserve will be dedicated to completing a major infrastructure project planned for 2015, which is the refurbishing of the SFFP&Z entrance road.

Opportunities and Challenges

The SFFP&Z remains committed to providing cost-effective family entertainment and educational programs through a variety of initiatives. The key initiatives that exist for the 2014 operating year include the following:

- 1) construction of a new zoo entrance and gift shop;
- 2) continued planning for construction of the North American Carnivore Trail Exhibit, which will include a new home for the wolves, cougars, and possibly arctic fox and wolverines. This is to be funded through the initiatives of the Saskatoon Zoo Foundation.

Some of the key challenges facing the SFFP&Z in 2014 include the following:

- 1) addressing aging infrastructure and the need for additional infrastructure, such as upgrading the existing road network; adding and maintaining pedestrian pathways; developing a secondary exit to the site; new water and waste water distribution network to animal displays; and the need for both new features and upgrades to existing washrooms. The SFFP&Z Master Plan identified many of these projects, and the Administration plans to address them with funding through the Forestry Farm Capital Reserve and replacements through existing facility maintenance programs; and
- 2) fundraising efforts by the Saskatoon Zoo Foundation for the North American Carnivore Trail Exhibit has not achieved expected results due to the many other organizations fundraising in the community. The Saskatoon Zoo Foundation continues to develop partnerships with individuals, businesses, and all levels of government, and remains optimistic that this project will proceed in the near future.

Attachment 1 provides further detail on facility revenue, operating expenses, zoo attendance, special events, and plans by the Administration to maintain this increased level of use in 2014, weather permitting.

PUBLIC AND/OR STAKEHOLDER INVOLVEMENT

Volunteer stakeholder groups at the SFFP&Z have contributed to this report.

COMMUNICATION PLAN

The 2013 SFFP&Z annual report will be shared with our stakeholder organizations, potential funding partners, and other facilities across the country.

PUBLIC NOTICE

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

ATTACHMENT

1. Saskatoon Forestry Farm Park and Zoo - 2013 Annual Report

Written by: John Moran, Manager
Saskatoon Forestry Farm Park and Zoo

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

Approved by: “Randy Grauer”
Randy Grauer, General Manager
Community Services Department
Dated: “April 19, 2014”

cc: Murray Totland, City Manager

Saskatoon Forestry Farm Park and Zoo 2013 Annual Report

TABLE OF CONTENTS

MISSION STATEMENT -----	2
MANAGER'S REPORT -----	3
Overview -----	3
2013 Highlights -----	4
2014 Opportunities and Challenges -----	6
CAZA Membership -----	7
• CAZA Conference 2013 -----	7
Staff Professional Development -----	8
100 th Anniversary -----	8
Raptor Free Flight Show -----	9
FISCAL RESPONSIBILITY -----	10
Overview -----	10
Budget Trends -----	10
Revenues -----	11
Admissions -----	11
Cost Comparison -----	12
Saskatoon Forestry Farm and Park Zoo Facility Use -----	12
Saskatoon Forestry Farm and Park Zoo Reserves -----	13
ANIMAL CARE -----	16
Animal Collection -----	16
Veterinary Services -----	16
Animal Inventory -----	17
COMMUNITY SUPPORT -----	19
Saskatoon Zoo Foundation -----	19
• Enchanted Forest Holiday Light Tour -----	19
• Zoogala 2013 -----	20
Saskatoon Zoo Society -----	20
• 2013 Highlights -----	21
• Forestry Farm Gate and Kinsmen Express -----	22
• Concession and Gift Shop -----	22
Friends of the Forestry Farm House -----	23
Saskatchewan Perennial Society -----	24
DONOR SUPPORT -----	26

Photos taken at the Saskatoon Forestry Farm Park and Zoo courtesy of Ernie Husulak and the Saskatoon Zoo Society.

MISSION STATEMENT

To provide diversified recreational and educational programs to the citizens of Saskatoon and Saskatchewan by means of a zoological, horticultural, and heritage park that focuses on Western Canadian animals, Saskatoon and Saskatchewan's horticultural heritage, and the history of the Sutherland Forest Nursery Station National Historic Site.

FACILITY & PROGRAM OBJECTIVES

1. Provide educational, recreational, and conservational horticultural programming focusing on living plant displays and artefacts in cooperation with other organizations such as the Saskatchewan Perennial Society, Saskatoon Heritage Society, and Friends of the Forestry Farm House.
2. Provide educational, recreational, and conservational zoological programming focusing on live animal displays and artefacts in cooperation with the Saskatoon Zoo Society.
3. Provide educational, recreational, and conservational heritage programming focusing on preserving and interpreting the historical landscape and structures of the Sutherland Forest Nursery Station in cooperation with the Saskatchewan Perennial Society, Heritage Society, and Friends of the Forestry Farm House.
4. Give visitors the opportunity to learn about the interdependency of plants and animals, and the effects humans have on them, by ensuring that displays of horticultural and zoological species demonstrate the interdependency of species.
5. To serve present and future generations of Saskatchewan citizens by interpreting and preserving their heritage.
6. Preserve the heritage of the Sutherland Forest Nursery Station by continuing to provide horticultural research on hardy plant species.
7. Enable individuals, families, and organizations to passively enjoy the natural environment and to enjoy active recreational and cultural pursuits in a natural setting.
8. Enhance visitors' enjoyment and comfort by providing appropriate support services and amenities.
9. Increase awareness among potential visitors and encourage them to both visit and more fully experience the site.

MANAGER'S REPORT

OVERVIEW

The Saskatoon Forestry Farm Park and Zoo (SFFP&Z) is a 58.27 hectare site owned and operated by the City of Saskatoon, which provides an annual budget to cover operating costs and infrastructure maintenance. The SFFP&Z contains a variety of native Saskatchewan mammals, birds, trees and shrubs as well as non-native ornamentals and fruit trees. It also provides a setting for recreational activities such as picnics, fishing, walking, and other unstructured recreational activities. Rental facilities include a hall; booth with ball diamond and cricket pitch; gazebo (semi-private picnic site); wedding garden; outdoor stage; Lions Event Pavilion and the Forestry Farm House.

The celebration of the 100th anniversary of the Saskatoon Forestry Farm Park and Zoo site was two years in the planning and was an important focal point for the year. This event brought all our partner organizations together in planning a great day for our guests. The Saskatoon Zoo Society, Friends of the Forestry Farm House, Saskatchewan Perennial Society, Saskatoon Zoo Foundation, Parks Canada, Sasktel Pioneers and various civic staff participated in and planned the event of May 26 which attracted over 4,500 guests to the site.



The management and staff of both the SFFP&Z and the Saskatoon Zoo Society partnered to host the 2013 Canada's Accredited Zoos and Aquariums national conference in September. This project was also two years in the planning stages and we were able to attract over 80 delegates to the conference.

The Saskatoon Zoo Society hosted a Bird of Prey Show in the Zoo from July 21 through August 4, 2013. This educational animal presentation was very well received by our guests to the zoo and we estimate over 6,000 people watched the raptor presentation.



This is just a few of the many reasons why our 2013 zoo attendance, from April 1 through October 31, set a new record of 142,440 visitors to the Zoo. The previous record of 132,730 was attained in 2008.

The partnership with Tourism Saskatoon and Potash Corp of Saskatchewan, which enabled the Forestry Farm to promote the Zoo with a billboard campaign throughout the province in 2013, was an important factor in attracting out of town visitors to our facility and had a positive impact on our attendance.



2013 HIGHLIGHTS

Our facility is extremely proud of the following accomplishments:

- 2013 marked the 100th Anniversary of the Sutherland Forest Nursery Station, now known as the Saskatoon Forestry Farm Park and Zoo. Events that were held during the summer season to celebrate this milestone included a special heritage day on May 26, a raptor flight presentation from July 21 through August 4 and hosting the 2013 CAZA National Conference and Annual General Meeting, September 25 through 28.
- April 1 through October 31, 2013 zoo attendance was 142,440 people, a 9% increase over 2012 attendance of 130,012.
- Phase 2 of the “Changing the Prairie Landscape” interpretive exhibit, based on the 100-year history of the SFFP&Z site, was completed and installed in 2013, in the Knights of Columbus Discovery Centre, a part of the Affinity Learning Centre. This project took almost twenty months of research and collaboration with our partner organizations.
- All our zookeepers attended part of the Canada’s Accredited Zoos and Aquariums (CAZA) Annual Conference, which was hosted by the Saskatoon Forestry Farm Park and Zoo, September 25 through 28, 2013. Conferences are a great learning experience and an opportunity for our keeper staff to share their experiences and learn different methods of animal care from their peers in the profession.
- We incorporated a food drive to benefit the Saskatoon Food Bank in conjunction with the Kinsmen Day activities held on June 28, 2013, our annual free access day to the facility which attracted close to 6000 people.
- We maintained the banners on Attridge Drive and banners on Forestry Farm Park Drive which promoted the 100th anniversary of the site in 2013.

- The dock in the north pond in the Zoo was replaced as the existing facility deteriorated and was no longer safe for people to use. This is a very important education tool as it is used for Zoo Society programs throughout the summer season.
- We introduced a white beefalo to the zoo.
- Phase 2 of the Potash Corp Ark Exhibit hosted Black and White Ruffed Lemurs in 2013.
- The Kinsmen Children's Zoo building was redeveloped in 2013. This redevelopment of the first floor allowed the zoo to display Seba's bats, insects and Goeldi's monkeys.
- The Saskatoon Zoo Society started a pilot program offering their outreach programs via Skype. This type of program reduces travel costs for the program and facilitates the participation of out of town school students in our education programs.
- The SFFP&Z participated in the Tourism Saskatoon Summer Experience promotion. We redeemed thirty three (33) vouchers over the summer. The only attraction which redeemed more vouchers than the zoo was the Saskatoon Exhibition at thirty eight (38).
- We were successful in acquiring a male Red Panda through the Red Panda Species Survival Plan. We acquired this animal from the Assiniboine Park Zoo in Winnipeg and his name is Phoenix. We plan to display him in phase 2 of the PotashCorp Ark Exhibit in 2014.



2014 OPPORTUNITIES AND CHALLENGES

The SFFP&Z remains committed to providing cost-effective family entertainment and educational opportunities through a variety of initiatives, including the following:

Opportunities:

- Plan to install a remote viewing option in one or two of our animal displays. This initiative could evolve into a live webcam for the educational initiatives here at the SFFP&Z.
- Develop a program that will allow all visitors to the zoo the opportunity to actively participate in conservation initiatives from around the globe.
- Improve all information and interpretive signage throughout the zoo with a completion date in early 2015.
- Develop species specific husbandry manuals which will include diet sheets and environmental enrichment practices with a completion date in late 2014.
- Continued implementation of some of the recommendations from the Facility Interpretive Plan under the direction of the City Heritage Coordinator with direct input from the Community Services Marketing Section, Facility Staff, Friends of the Forestry Farm House, Saskatchewan Perennial Society, Saskatoon Zoo Society, and the Heritage Society. This is a long term project that proceeds as funds are available.
- Planning for a new Zoo entrance and Gift Shop for construction in 2014.
- Continue planning for the construction of the North American Carnivore Exhibit that will include a new home for our wolves, cougars and potentially arctic fox and wolverines. A fundraising campaign by the Saskatoon Zoo Foundation will finance this project that started in 2013.

Challenges:

- A key challenge that we are faced with is addressing aging and needed additional facility infrastructure. Examples are: upgrading existing road network, adding and maintaining pedestrian pathways, developing a secondary exit to the site, new water and waste water distribution network to our animal displays and maintaining our lawns and trees. The SFFP&Z Master Plan has identified many of these projects and the Administration plans to address many of these issues with funding through the Forestry Farm Capital Reserve and emergency replacement through existing facility maintenance programs.
- Fundraising to build new, innovative animal exhibits, increase space for many of our current exhibits and diversify our educational programs are issues that public demand places on the facility. The Saskatoon Zoo Foundation continues to develop partnerships with businesses, individuals and all levels of government to help fund capital projects at the SFFP&Z to address some of these issues. (see *Community Support, page 19*).

CAZA MEMBERSHIP

The Saskatoon Forestry Farm Park and Zoo has been a member of Canada's Accredited Zoos and Aquariums (CAZA) since 1991 and manages its animal collection according to an established code of ethics and recognized industry husbandry standards. The 2013 membership fee was \$2,500.

Through CAZA, the SFFP&Z has fostered relationships with other CAZA Institutional members, including zoos in Toronto, Calgary, and Winnipeg. This has given the SFFP&Z access to educational materials, operational information, animals and shared ideas it could not otherwise afford. These inter-zoo relationships will continue to be a valuable asset as the Zoo portion of the facility expands and improves its exhibits.

CAZA Conference 2013

The 2013 CAZA Conference was held September 25 through 28 in Saskatoon. The Host committee comprised facility staff as well as staff and volunteers from the Saskatoon Zoo Society.

With over 84 full and partial delegates to the conference, over 240 room nights booked at the Radisson Hotel and an unprecedented sponsorship of over \$10,000, we were proud to send \$9,033 to the CAZA/AZAC national office after the conference.

We also had a very successful auction and hospitality suite operated by a team of volunteers which produced a \$6,500 donation to the Calgary Zoo Flood Relief Fund in the name of CAZA/AZAC.

Highlights of the conference were our many speakers, a visit to the Zoo and a remarkable closing banquet with over 100 people in attendance.



STAFF PROFESSIONAL DEVELOPMENT

Many of our staff members were recertified in Standard First Aid, AED and CPR in 2013. We had to postpone shooting practice for our zookeepers at the Wildlife Federation shooting range due to scheduling difficulties. Training for the safe handling and firing of firearms is a prerequisite for an urban zoo as we are virtually surrounded by homes. In the event of an animal injury or escape, all our staff must be familiar with the safe operation of firearms to ensure both staff and public safety. This training will be taken by our staff in 2014.

The Zoo Supervisor spent four days at the Assiniboine Park Zoo in Winnipeg as part of the plan to improve his knowledge of the zoo industry in general, record keeping and staff interactions. This is a great way to learn.

Once we were approved to receive a red panda, we sent one keeper to the Edmonton Valley Zoo and one keeper to the Assiniboine Park Zoo to acquire hands on training for working with red pandas. This hands on initiative improves staff knowledge when dealing with a new species at the SFFP&Z. The staff members brought this knowledge back and shared with all the keepers.

Our staff also hosted a keeper from the Edmonton Valley Zoo offering a training session on the use of our tip crush for hoof trimming various species of deer and sheep. The keeper enjoyed the experience and brought his new knowledge back to Edmonton to share with staff.

100TH ANNIVERSARY

Courtesy Friends of the Forestry Farm House Newsletter



Forestry Farm Park celebrated its 100th anniversary on May 26, 2013. What began as the Sutherland Forest Nursery Station way back in 1913 has grown to become one of Saskatoon's outstanding parks and a major tourist attraction. Today the park is a national historic site. The mature trees, green lawns, and heritage buildings are the legacy left behind when the tree nursery closed in 1966. Today the park features quiet picnic areas, excellent bird watching, walking trails, meditation gardens, a fishing pond, playgrounds and one of Saskatchewan's best zoos.

While most people know the Forestry Farm as a park and zoo, very few people know its origins. A collection of organizations, including the City of Saskatoon, Parks Canada, the Friends of the Forestry Farm House, the Saskatchewan Perennial Society, and the Saskatoon Zoo Society hope to change that. With close to two years of planning, a celebration of the 100th Anniversary of the Forestry Farm Park took place on Sunday, May 26th with over 4500 participants to the event.

The organizers invited our guests to step back in time and explore the Forestry Farm as it would have been in its heyday as a Forest Nursery Station and gathering place for the citizens of Saskatoon. We were happy to have Member of Parliament for Saskatoon - Humboldt, Brad Trost; Member of the Legislative Assembly for Saskatoon – Silverspring, Honourable Ken Cheveldayoff and His Worship, Mayor Donald J.



Atchison welcomed our guests for the day, participated in a memorial tree planting ceremony as well as cut and served a commemorative birthday cake to the public.



Entertainment on the main stage consisted of Donny Parenteau and the Paddlewheelers as well as the Wacky Wizard who entertained the children in the Park.

The event featured three food vendors in the main park area, old fashioned games, contests, wagon rides, and blacksmith & farrier demonstrations.

The Superintendents Residence was home to a historical quilt display as well as rug hooking and embroidery displays. The Hall hosted an Artisan marketplace as well as the opportunity to purchase homemade pies and cookies or to rest in our bistro area at the back of the Hall. We utilized the Affinity Learning Centre to present a few historical presentations: Jeff O'Brian (Saskatoon 100 years ago), Barbara Grest Jones (McLean Family history) and Sara Williams (Les Kerr and In a Cold Land).

This special celebration was made possible by the generous sponsors of the event. Sasktel Pioneers helped by providing a strong volunteer presence and total funding of \$31,000 was secured from Heritage Canada, the Saskatchewan Government, City of Saskatoon, Gabriel Dumont Institute, Potash Corp of Saskatchewan, Friends of the Forestry Farm House, Saskatoon Zoo Society, Saskatchewan Perennial Society, Saskatoon Forestry Farm Park and Zoo and the Saskatoon Zoo Foundation.

RAPTOR FREE FLIGHT SHOW

Another major event in 2013 was the presentation of a Raptor Free Flight Show from July 21 through August 4. With three presentations per day, there was ample opportunity for all zoo guests to see this amazing demonstration. This educational presentation was sponsored and produced by the Saskatoon Zoo Society. Admission to this show was included with zoo admission; this is a great value added initiative which both educated and entertained our guests.



FISCAL RESPONSIBILITY

OVERVIEW

The SFFP&Z's operating expenditures for 2013 were \$2,332,500. Significant expenditures for the year included salary and payroll costs of \$1,062,800; Infrastructure Services maintenance charges of \$384,200, and utility charges of \$257,800 – for a total of \$1,704,800.

FOUR-YEAR OPERATING EXPENDITURE COMPARISON

	2013	2012	2011	2010
Operating Expenditure (Actual)	\$2,310,600	\$2,303,712	\$2,196,300	\$2,127,700
Salary & Payroll	\$1,062,800	\$1,050,800	\$1,009,800	\$937,000
Infrastructure Services Maintenance	\$384,200	\$366,100	\$353,000	\$336,500
Utility Costs	\$257,800	\$214,900	\$209,900	\$194,200
SUBTOTAL	\$1,704,800	\$1,631,800	\$1,572,700	\$1,467,700

BUDGET TRENDS

Admissions: Our 2013 admissions success can be attributed to the consistent fair weather throughout the summer as well as the joint marketing initiatives that promoted our site throughout the Province. A special Thanks to our partners, Tourism Saskatoon and Potash Corp of Saskatchewan for helping to fund a provincial billboard advertising campaign.

Staffing: 2013 continued the recent trend of staff retirements as a Zoo Keeper with over 35 years of service retired and the position was filled from within our seasonal zoo keeper staff. It was difficult to attract and keep custodial staff as the facility is open close to 24 hours per day, seven days a week during the summer season. We were fortunate in hiring two people into the position. Late night shifts are still hard to fill.

As our workforce continues to evolve, we will be faced with developing protocols for working with animals that are less physically demanding. Innovations in animal behavioural training, development of improved animal handling equipment and improved exhibit design will all contribute to reduce the physical demands of the profession.

Utilities: The SFFP&Z continues to explore ways to lower its utilities consumption. Many lights throughout the facility have been changed to more energy efficient lighting.

REVENUES

The SFFP&Z generated \$857,800 in total revenue in 2013. Zoo admissions accounted for approximately 75.4 percent of this figure, with the remaining revenue coming from front gate admissions to the Forestry Farm Park and facility rentals.

FOUR-YEAR REVENUE COMPARISON (ACTUAL)

2013	2012	2011	2010
\$857,800	\$799,300	\$716,900	\$623,800

ADMISSIONS

2013 Zoo attendance, April 1 to October 31, was 142,440 guests (including 35,237 pre-school children). Admission rates increased from \$9.50 to \$10.00 adults; from \$5.75 to \$6.00 youth; from \$19.00 to \$20.00 family; free for preschool children (5 years and under).

FOUR-YEAR ZOO ADMISSIONS REVENUE COMPARISON

2013	2012	2011	2010
\$646,900	\$594,400	\$524,400	\$454,000

- 2013 admissions recovered 27.7 percent of gross operating costs, a slight improvement from 25.8 percent in 2012.

FOUR-YEAR COMPARISON OF OTHER SOURCES OF SFFP&Z REVENUE

	2013	2012	2011	2010
Front Gate	\$98,868	\$91,164	\$89,021	\$77,700
Train	Include in zoo admissions	Included in zoo admission	Included in zoo admission	Included in zoo admission
Fishing Permits	\$4,292	\$4,447	\$4,817	\$4,625
Rentals	\$72,416	\$82,547	\$73,077	\$60,430
Stroller Rentals	\$11,686	\$11,325	\$10,839	\$9,900
Feed Machines	\$11,067	\$10,450	\$9,794	\$9,570
Concession	\$5,000	\$5,000	\$4,900	\$4,900
TOTAL	\$203,329	\$204,933	\$192,448	\$167,125

COST COMPARISON

The following table provides a four-year comparison of Zoo attendance figures, admission revenues, and costs.

FOUR-YEAR COST COMPARISON

	2013	2012	2011	2010
Zoo Attendance <i>(not including special events, Zoo Society programs or Enchanted Forest) April 1 to October 31 only</i>	142,440	130,012	120,475	111,831
<i>(includes pre-school children entering free)</i>	35,237	30,192	29,474	26,582
Admission Revenue <i>Collected April 1-October 31</i>	\$646,900	\$594,400	\$524,400	\$454,100
Gross Operating Costs (Actual) <i>City Contribution</i>	\$2,332,500	\$2,306,315	\$2,266,800	\$2,083,100
Revenues (all)	\$857,800	\$799,300	\$716,900	\$623,800
Net Cost to Operate	\$1,474,700	\$1,507,000	\$1,549,900	\$1,459,300
Net cost per Resident (Est. Population 248,700)	\$5.93	\$6.31	\$6.62	\$6.50

SASKATOON FORESTRY FARM PARK AND ZOO FACILITY USE

We keep track of winter Zoo attendance by using a voluntary sign in sheet. Although not 100 percent accurate, we are able to conservatively estimate our winter attendance by multiplying the number of people who signed in by three. This represented 18,045 Zoo visits during the winter season as 6,015 people indicated their winter visit. Combining all attendance figures for the various events held at the facility during 2013 gives us an estimated total facility usage of 273,103 people, or more than the estimated population of the City of Saskatoon.



2013 Facility Usage	Attendance
Zoo Attendance April 1 – October 31	142,440
Zoo Winter Attendance January 1 to March 31 and November 1 to December 31	18,045 est.
Enchanted Forest	60,000
Zoogala	500
Zoo Society Programs January 1 to March 31 and November 1 to December 31	2083
Perennial Society Programs	250 est.
Front Gate - May 1 to September 2 (park and rental guests only)	44,785
Rentals and Park Guests January 1 to April 30 and September 1 to December 31	5000 est.
TOTAL FACILITY USAGE	273,103

SASKATOON FORESTRY FARM PARK AND ZOO RESERVES

The Saskatoon Forestry Farm Park and Zoo has five reserves approved by City Council to address specific issues: the Animal Trading Reserve, Forestry Farm Development Reserve, Auditorium Reserve, Forestry Farm Capital Reserve, and Superintendents Residence Reserve.

Animal Trading Reserve

The principle behind the Animal Trading Reserve is to self-insure the Zoo's largest animal population (hoofed stock), to use the reserve for animal acquisitions, and to accept funds from the sale of surplus animals. With the recent concerns over West Nile Virus, Chronic Wasting Disease and Hoof & Mouth Disease, the value of the Zoo's indigenous hoof stock has decreased dramatically. In 1992, the present compliment of hoofed stock was valued at \$135,000 for self-insurance purposes; today the same animals would be valued at \$25,000 for replacement purposes.



ANIMAL TRADING RESERVE

2013	2012	2011	2010
\$ 62,158	\$63,438	\$60,538	\$53,593

Auditorium Reserve

Funds generated by the \$20 per hour levy on auditorium rentals go into the Auditorium Reserve, where they are used to make program improvements to the auditorium.

- Auditorium rentals generated \$6,560 for the reserve in 2013.
- This reserve financed the purchase of tables, chairs and two new fridges at a cost of \$7,478 in 2013

AUDITORIUM RESERVE (BALANCE AS OF DECEMBER 31)

2013	2012	2011	2010
\$24,780	\$25,697	\$26,159	\$20,889

Forestry Farm Development Reserve

Sixty per cent of front gate revenues, after expenses, are directed to the Forestry Farm Development Reserve and used for improvements to the Zoo and Park. These revenues are derived primarily from the \$2 parking fee collected from May 1 through the September long weekend at the Saskatoon Forestry Farm Park and Zoo park gate. The sale of Zoo Poo and winter donations at the Zoo admissions gate also account for modest contributions.

In 2013, the Forestry Farm Development Reserve allocated \$36,621 for various projects including the purchase of butterflies, redevelopment of the dock in the north pond, purchase of re-cycled rubber parking dividers for use in the Park and landscaping in the Park.

FORESTRY FARM PARK DEVELOPMENT RESERVE

	2013	2012	2011	2010
Gross Revenues \$2 parking fee & other	\$98,973	\$91,164	\$89,021	\$73,816
Net to Reserve includes 60% of parking revenue, donations and Zoo Poo sales	\$57,481	\$46,716	\$40,750	\$35,599
Project Expenditures	\$36,621	\$74,250	\$53,454	\$28,774
Balance of Reserve - December 31	\$82,484	\$61,624	\$89,458	\$102,162

Forestry Farm Capital Reserve

City Council approved the creation of the Forestry Farm Capital Reserve on January 9, 2006. This reserve is funded through an annual provision in the facility operating budget with the aim of funding future capital projects at the site as identified in the Master Plan.

In 2013 the Forestry Farm Capital Reserve funded the design and construction of a new entrance to the Zoo and a Gift Shop Building budgeted to cost \$350,000 and scheduled for completion in late 2014.

As of December 31, 2013, the Forestry Farm Capital Reserve has a balance of \$74,264.

The table below identifies the current status of the Forestry Farm Capital Reserve along with the proposed Capital Projects which will be funded from this reserve as well as the proposed time frame to implement the projects.

Forestry Farm Capital Reserve

Year	Sources	Application	Balance	Notes
			(74,264.25)	
2014 Estimates: Estimated Provision P2048	(150,000)	50,000	(174,264.25)	Park Entrance Road Rebuild - Design
2015 Estimates: Estimated Provision P2048	(150,000)	300,000	(24,264.25)	Park Entrance Road Rebuild - Construction
2016 Estimates: Estimated Provision P2048	(150,000)	150,000	(24,264.25)	Washrooms in Zoo
2017 Estimates: Estimated Provision P2048 P2048	(150,000)	80,000 40,000	(54,264.25)	Kinsmen Express Overhaul Asphalt Maintenance in Zoo
2018 Estimates: Estimated Provisions P2048 P2048	(150,000)	50,000 60,000	(94,264.25)	Discovery Centre Interpretive Display Walking Path in Park

Superintendents Residence Reserve

This Reserve was approved by Council on March 21, 2005, and was created to distribute, over several years, the cost of expanding, improving, leasing, or developing heritage-based program opportunities that directly service the public. Source of funds for this reserve is derived from 30 percent of all funds generated by special event or retreat, rentals of the first floor of the Superintendents Residence. The 2013 contribution to this Reserve totalled \$1,800, and we have a balance \$4,175 as of December 31, 2013. The hardwood floor on the first level of the building was refurbished in 2013 using funds from this reserve.



ANIMAL CARE

ANIMAL COLLECTION

The SFFP&Z is home to 78 species of mammals, birds, reptiles, and fish. The animal collection includes several exotic species, such as the popular Capuchin monkeys, but is largely comprised of indigenous Canadian species, including black tailed prairie dogs, badgers, elk, antelope, lynx, swift fox, and wolf.



TWO-YEAR COMPARISON OF ANIMAL COLLECTION

Number of:	Mammals		Birds		Reptiles/ Amphibians		Fish	
	2013	2012	2013	2012	2013	2012	2013	2012
Species	35	33	27	31	14	12	2	2
Specimens	178	151	109	104	29	27	5	8
Orphans Received	0	3	5	2	2	0	0	0
Births	36	33	0	0	0	0	0	0
Deaths	11	9	17	10	6	7	5	4

VETERINARY SERVICES

In 2013, the SFFP&Z contract for veterinary services with the Western College of Veterinary Medicine (WCVN) was \$21,200, which includes salary, drugs, hospital, and laboratory charges. The alliance gives the SFFP&Z access to the expertise and resources of a modern veterinary hospital and specialists, without the capital costs. The WCVN benefits by being able to offer staff and students first-hand experience with a variety of wild animals.

ANIMAL INVENTORY

CLASS - AVES

Common Name	Number	Common Name	Number
Bald Eagle	2	Long Eared Owl	4
Bare-Eyed Cockatoo	2	Red Tailed Hawk	2
Canada Goose	6	Mute Swans	1
Domestic Chickens	some	Blue Fronted Amazon	1
Ferruginous Hawk	2	Short Eared Owl	6
Great Horned Owl	4	Snow Goose	4
Green Finch	1	Snowy Owl	3
Barn Owl	2	Zebra Finch	1
Indian Blue Peafowl	44	Swainsons Hawk	1
Kestrel	2	Tundra Swan	1
Ring-necked Doves	10	Star Finch	1
Muscovy Duck	2	Guinea Fowl	5
Great Grey Owl	3	Wild Turkey	1



CLASS - AMPHIBIA

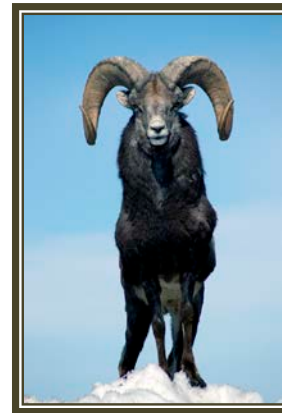
Common Name	Number	Common Name	Number
Tiger Salamander	4	Fire-bellied Toad	1
Leopard Frog	1	Poison Dart Frog	10

CLASS – ARTHROPODS

Common Name	Number	Common Name	Number
Costa Rica Chestnut Zebra Tarantula	1	Pink-Toed Tarantula	1
Caribbean Giant Cockroach	some	Walking Sticks	Some
Praying Mantis	some		

CLASS - MAMMALIA

Common Name	Number	Common Name	Number
Badger	2	Mouflon Sheep	7
Bighorn Sheep	5	Plains Bison	3
Black Tailed Prairie Dogs	some	Pronghorn	10
Capuchin Monkey	2	Pygmy Goats	4
Cougar	2	Red Fox	4
Dall's Sheep	1	Rocky Mountain Goats	3
Domestic Rabbit	some	Sika Deer	4
Fallow Deer	6	Stone Sheep	8
Lynx	2	Swift Fox	2
Miniature Horse	3	Timber Wolf	2
Pere David Deer	3	Wapiti	7
Suri Alpaca	4	Woodland Caribou	3
Seba Bats	75	White beefalo	1
Black footed Ferret	1	Domestic Ferret	4
North American Porcupine	1	Grizzly Bear	2
Hedgehog	1	Mule Deer	1
Goeldi's Monkey	2	White-tailed Deer	3
Red Panda	1		



CLASS – OSTEICHTHYES (FISH)

Common Name	Number
Rainbow Trout	3
Sturgeon	2

CLASS – REPTILIA

Common Name	Number	Common Name	Number
Eastern Corn Snake	1	Herman's Tortoise	1
Tokay Gecko	1	Green Pricklenape	1
Green Anole	2	Blue-tongued Skink	2
Schneider's Skink	1	Common Garter Snake	1
Bearded Dragon	2	Royal Ball Python	1

Community Support

The Saskatoon Forestry Farm Park and Zoo is fortunate to have the support of four volunteer organizations interested in improving both Park and Zoo facilities and services.

SASKATOON ZOO FOUNDATION



The Saskatoon Zoo Foundation is a non-profit organization operated by a volunteer Board of Directors. Its mission is to raise capital funds for new animal exhibits and improvements at the SFFP&Z. The Saskatoon Zoo Foundation bases its fundraising goals on needs identified by the Administration and requests for capital support from the Saskatoon Zoo Society (SZS) Board. The Manager of the Saskatoon Forestry Farm Park and Zoo is the spokesperson for the facility.

Between 2002 and 2013, through the generosity of the community, business and government, the Saskatoon Zoo Foundation has raised close to \$3 million for capital improvements at the Saskatoon Forestry Farm Park and Zoo. The funds were directed to the construction of the Affinity Learning Centre, McDonald's Natural Place to Play, Kinsmen Bear Exhibit, phase 2 of the PotashCorp Ark Exhibit and the Lions Special Event Pavilion.

In 2013, the Saskatoon Zoo Foundation kicked off a new fundraising initiative with a goal of 5 million dollars for the design and construction of a new Carnivore Trail Exhibit, a new home for our wolves and cougars, which could include a unique glass viewing tunnel and potentially a new wolverine and arctic fox exhibit areas.

The Saskatoon Zoo Foundation has also embarked upon a Planned Giving Program where contributions can support future development through endowments and legacy gifts to education, conservation, capital improvements, and heritage/horticulture projects.

The Saskatoon Zoo Foundation's administration office is located in the Superintendent's Residence (Forestry Farm House). The phone number is 975-2241, the email address is saskatoonzoofoundation@sasktel.net, and the website is www.saskatoonzoofoundation.ca.

Enchanted Forest Holiday Light Tour presented by BHP Billiton

The Saskatoon Zoo Foundation's major fundraising initiative is its partnership with Saskatoon City Hospital Foundation in the annual Enchanted Forest Holiday Light Tour presented by BHP Billiton, which is held at the Saskatoon Forestry Farm Park and Zoo.

The 15th Annual Enchanted Forest Holiday Light Tour was held at the Saskatoon Forestry Farm Park from November 22, 2013 to January 11, 2014. The Enchanted Forest hosted 60,000 visitors who enjoyed the bright lights including the 1 millionth visitor on December 30th. The Enchanted Forest was also open for two walking nights that attracted 897 people despite the cold weather for both nights. Net proceeds will be shared by both Foundations. The Saskatoon Zoo Foundation directs its share of the proceeds to capital improvements at the Facility.

West Wind Aviation Zoogala 2013

Zoogala continues to be a popular fundraising event particularly with the addition of the Lion's Event Pavilion in the zoo. Eight of Saskatoon's finest chefs, all members of the Saskatoon Culinary association, showcased their specialties during this event. Steven Maguire provided the entertainment for the evening which was well appreciated by everyone in attendance. The fundraising action was once again a success due to the generosity of both sponsors and guests who purchased items.

2013 saw over 500 people in attendance to Zoogala which generated over \$41,000 for the Saskatoon Zoo Foundation.

A huge thank you goes out to our donors and sponsors led by West Wind Aviation the events title sponsor for sticking with us and making 2013 a memorable year.

Zoogala 2014 will be held on June 20, guests are encouraged to purchase tickets early as the event will fill up quickly. Call the Zoo Foundation office at 975-2250 to order your tickets as this event will sell out.

SASKATOON ZOO SOCIETY



Founded in 1976, the Saskatoon Zoo Society (SZS) is a non-profit organization dedicated to stimulating interest in animals, wildlife, and environmental conservation. Through a long-term partnership with the SFFP&Z, the Saskatoon Zoo Society provides quality educational, interpretive, environmental, and zoological programs as well as other visitor services.

The Saskatoon Zoo Society coordinates and delivers educational programs at the Saskatoon Forestry Farm Park and Zoo, along with outreach programs around Saskatoon. These programs include Zoo Tours, Investigation Stations, Biofact Boxes, Children's Zoo activities, Summer Camp, Special Events, Zoo Fun Run, Young Naturalists (in conjunction with the Saskatoon Nature Society), Zoo School, Professional Development day camps and the Adopt-a-Critter program. Support for the Saskatoon Zoo Society programs and projects depend on public donations, membership fees, and grants from outside agencies. The success of many of these programs is attributed to a very dedicated group of volunteers guided by dedicated staff.

2013 Highlights

- In 2013, the Saskatoon Zoo Society was paid a contract fee of \$47,000 for the delivery of educational programs on behalf of the Zoo, and another \$15,000 for the collection of admissions at the Zoo gate.
- In 2013 the Saskatoon Zoo Society had 3 full time programming/education staff and a part-time office support person.
- Various grants helped to cover seasonal staff for the summer Zoo Camp Programs.
- Many education programs were delivered throughout the year utilizing the Affinity Learning Centre.
- Professional Development Days Camp is a full day program for students who have the day off school. This program was consistently sold out.
- Education continues to be the focus of Saskatoon Zoo Society efforts. During the year, the Saskatoon Zoo Society invested over 10,400 hours of staff and volunteer time in organizing and delivering 441 educational programs and special events to 19,000 children and adults.
- The Saskatoon Zoo Society continues to be an active member of the SFFP&Z Advisory Committee that is focused on the creation of interpretive signage for the whole site and providing input on the development of Discovery Centre interpretive elements and was actively involved with the planning of our 100th Anniversary celebrations.

PROGRAM HIGHLIGHTS

	# of Days/ Programs	# of Participants
Outreach Program	37	2,020
Zoo Camps	40	883
Animal Antics Preschool Program	40	560
Grade One Tours	61	1,539
General Tours	101	2,506
Summer Interpretation in Zoo (weekends only)	19	7,600

The Saskatoon Zoo Society programmers directly interacted with 38,010 people during 511 days of programming both within the SFFP&Z and throughout our community.

Forestry Farm Gate and Kinsmen Express

The Saskatoon Zoo Society is paid an administrative fee for managing the Saskatoon Forestry Farm Park and Zoo park gate booth and Kinsmen Express Zoo Train. Park gate costs are paid out of revenues generated by the \$2 parking fee, while facility operations cover costs for the Kinsmen Express. The SZS staffed the Zoo Train with eight drivers in 2013.



KINSMEN EXPRESS ZOO TRAIN (MONTHLY RIDERS, ANNUAL TOTALS)

	2013	2012	2011	2010
May	2,933	2,735	2,338	1,580
June	12,296	11,606	11,772	11,558
July	10,563	11,265	11,467	10,775
August	12,190	10,572	10,173	9,634
September	2,303	2,131	2,261	1,514
Zoo tour TOTAL	40,285	38,309	38,011	35,061

Concession and Gift Shop

The SFFP&Z contracts with the Saskatoon Zoo Society to provide concession services for an annual fee of \$5,000 plus GST. This essentially pays for utility and maintenance costs. The SZS retains profits to offset their costs of delivering programming and special events. It has been a challenge for the Saskatoon Zoo Society to generate profits because the existing concession is too small to adequately serve a facility of the SFFP&Z size. To compensate for this, two soft drink vending machines are on site and a satellite ice cream cart is utilised on summer weekends, weather permitting. New exhibits and a continued increase in attendance will compound this problem.

FRIENDS OF THE FORESTRY FARM HOUSE



The Friends of the Forestry Farm House is a non-profit corporation established in 1996 to increase awareness of the park's history as the Sutherland Forest Nursery Station, which played a significant role in the settlement of the Prairie Provinces, and by preserving the Superintendent's Residence and encouraging interpretation of the site. The 1913 residence was declared a site of National Significance in 1991.

The Superintendent's Residence is now maintained and operated by the Saskatoon Forestry Farm Park and Zoo Administration and continues to be offered for rent as a retreat for special events and workshops. The building was rented 30 times in 2013, and groups appreciate the location, history, and self-catering options available.

The Friends of the Forestry Farm House (FFFH) continues to provide heritage-based educational programs on site; usually to a grade 3 level. There were 20 school classes representing 499 students and adults who participated in this program during 2013. Many of these educational events were all day events as the Zoo Society and FFFH would switch students during the lunch break.

The last Sunday of each summer month the Superintendent's Residence was open to the public, and a walking tour was provided. This year, there were four walking tours and open houses which translated to 18 walking tour participants and 79 people toured the house. The general public is very appreciative of being able to tour the house and learn more about the site.

The FFFH have updated the interpretive display at the Superintendent's Residence and created a new website, which was substantially completed in 2013. For the 100th anniversary (Centennial Year) of the creation of the Sutherland Forestry Nursery Station (now the site of the Saskatoon Forestry Farm Park and Zoo) the FFFH commissioned Sara Williams to produce a centennial book which will highlight the horticultural significance of the site. It is anticipated that a book launch is planned for May of 2014.

The Friends of the Forestry Farm House hosted two very successful fundraising events during 2013. The Valentine's Supper was well attended and the Fall Supper was sold out as per usual. The money raised from these events is being used for interpretation and will also serve as the seed money for the Centennial Book.

SASKATCHEWAN PERENNIAL SOCIETY



The Saskatchewan Perennial Society has again had a full slate of activities this year. We hosted Hugh Skinner in January, he presented his favourite perennials at our meeting. February was our AGM and Russ Brunt came all the way from Kamsack to talk about Maple Syrup.

Gardenscape gave us the opportunity to advertise the Centennial of the park and our work at the Gardens. One of our members also wrote a two page illustrated article on the 100th anniversary of the Saskatoon Forestry Farm Park and Zoo for "The Gardener" magazine which is distributed in Western Canada and some

copies are also sold in Ontario.

In March Barbara Adams Eichendorf introduced us to her favourite lilies.

In May our membership and some of the Board were actively involved with the promotion and participated in the Centennial activities at the park. Interpretive wagon rides gave participants some background on the horticultural history of the park as well as information about trees currently grown on the lawns near the Superintendent's Residence.

Summer saw the usual activities with work bees at the gardens at the Saskatoon Forestry Farm Park and Zoo. We are scheduling work bees every three weeks and are usually fairly successful in cleaning up the gardens. We planted some new roses and mulched the south beds of the Heritage Rose Garden and also added perennials to the Robin Smith Meditation Garden. Our plan for next year is to cull some of the more invasive perennial with the focus to replace them with some more well behaved varieties the next year.

Every year we organize garden tours for our members and the general public. This year our July tour started at the Superintendent's Residence with a tour of the house and a tree tour of the park, ending up at the gardens for our perennial lovers. Some of the gardens on our June tour were featured in Bridges a weekly insert into the Star Phoenix.

Spring and fall plant exchanges are a favourite activity for a lot of our members. And the plant and bulb sales held in conjunction with these events were a great fundraiser for our society. We thank the Saskatoon Forestry Farm Park and Zoo for the use of the hall for this activity

This summer we were especially proud of one of our members, Sara Williams who was inducted into the Saskatchewan Agricultural Hall of Fame.

On Wednesday October 23, 2013, Ellen Sawchuk gave a very informative talk on "The U of S Introductions, cherries, haskaps, etc."

On Wednesday November 27, 2013, Moira Moser brought us up close and personal to "the City Flower Barrel Program" all our information meetings were held at the Emanuel Anglican Church, formerly St James Anglican Church at the corner of 12th Street and Dufferin Ave.

Our organization is thriving with a membership of 180 garden enthusiasts up from 160 last year. This is probably due to the launch last year of our new website which has a bulletin board advertising our own and also activities of other non-profit garden societies. Check us out at www.saskperennial.ca.

We also keep in touch with members through our weekly garden column in Bridges.

Submitted by: Bernadette Vangool
Treasurer
Saskatchewan Perennial Society

2013 DONOR SUPPORT

SASKATOON ZOO FOUNDATION

The Saskatoon Zoo Foundation and the SFFP&Z benefit from the generous support of the following businesses and corporate community, individuals and families.

Defenders Category \$25,000 - \$99,999 (Bison)

- Heather and David Foundation
- Potash Corp Billboard Sponsorship
- Potash Corp Daycamp Sponsorship

Providers Category \$5,000 - \$24,999 (Cougar)

- Jerry Grandey
- Fast Track Management

Partners Category \$1,000 – 4,999 (Wolf)

- Supreme Steel
- Escue Investments

Supporters \$100 - \$999

- Betty Reynolds
- Vern Ratzlaff
- Veronique Larlham
- Tae-Joo Choi
- K&S Potash

Exhibit Sponsorship Program

Each sponsor pays \$3,000. A sign recognizing the family/business is displayed at the exhibit for 5 years. Funds are used to support projects with the SFFP&Z.

In 2013, the following companies elected to re-sponsor their exhibit for an additional 5 years:

- Fastprint Saskatoon
- Star Egg
- Heather Ryan & L. David Dube Foundation
- Hy-Grade Millwork
- Early's Farm & Garden
- Moore Financial Services
- JNE Welding
- LaRoche McDonald

SASKATOON ZOO SOCIETY

Donors contributed over \$24,300 to the Saskatoon Zoo Society in 2013. The funds were used to support the many programs offered by the Saskatoon Zoo Society. This amount of contributions includes \$5,000 from PotashCorp to help fund the Summer Zoo Camp Program.

TO: Secretary, Planning and Operations Committee
FROM: General Manager, Community Services Department
DATE: April 15, 2014
SUBJECT: 2013 Year End Report - Saskatoon Municipal Golf Courses
FILE NO: CK. 430-34 and RS. 4135-1

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

TOPIC AND PURPOSE

The purpose of this report is to provide City Council with an overview of the 2013 operating year for the Saskatoon Municipal Golf Courses.

REPORT HIGHLIGHTS

1. The City of Saskatoon's (City) municipal golf courses achieved 100 percent cost recovery and had a zero mill rate impact.
2. The opening of golf courses in 2013 was delayed because of above average snowfall. Golf course staff put in the extra effort to prepare the golf courses for excellent playing conditions for the 2013 season.
3. In 2013, initiatives and accomplishments support the long-term strategy to increase revenue sources and reduce the reliance on green fee revenues to support facility operations.

STRATEGIC GOALS

Under the Strategic Goal of Quality of Life, this report supports the long-term strategy to ensure existing and future leisure centres and other recreation facilities are accessible physically and financially and meet community needs. The report also supports the long-term strategy, under the Strategic Goal of Asset and Financial Sustainability, to increase revenue sources and reduce reliance on property taxes.

BACKGROUND

The City operates three unique and affordable golf courses (Holiday Park, Silverwood, and Wildwood) that are typically open for play from mid April until the end of October, weather permitting. Each course, located throughout the city, offers a memorable golfing experience and challenge to golfers of all skill levels.

The City golf courses, while providing the citizens of Saskatoon with a variety of golfing opportunities, have a financial objective of user revenues being sufficient to fund all ongoing operating costs, capital and equipment replacements, future redevelopment and improvements, and any debt payments. The challenge for golf course operations is to balance these financial objectives with the objective of making civic golf courses

affordable and accessible to the public, while maintaining a level playing field with the private golf sector.

Amenities vary by location and include:

- a) driving ranges and practice putting greens;
- b) Professional Golfers' Association of Canada qualified teaching professionals;
- c) retail golf shops;
- d) pull cart, power cart, and golf club rentals;
- e) food and beverage services; and
- f) lounge services (Holiday Park Golf Course only).

REPORT

The three City-operated golf courses provide an opportunity for golfers of all ages and abilities to enjoy the benefits of this sport and recreation activity. The 2013 Annual Report will highlight the 2013 golf course operations, accomplishments, challenges, and goals (see Attachment 1).

Golf Course Cost Recovery

In 2013, the City of Saskatoon's (City) municipal golf courses achieved 100 percent cost recovery and had a zero mill rate impact. Revenues generated from operations covered all operational costs, debt payments and contributions to reserves.

Golf course operation revenues for 2013 were \$3,513,500. Revenues include \$2,578,100 for green fees, \$521,300 for power cart rentals, \$287,000 for lounge sales, \$45,500 for retail golf shop sales, \$42,500 for locker/cart rentals, \$22,900 for contract/leases, and \$16,200 for pull cart/club rentals.

Operating expenditures for 2013 were \$3,513,500. Significant expenditures for the year included salary and payroll costs of \$1,323,800, operating costs of \$1,595,500, debt servicing of \$52,000, and transfer to reserves of \$542,200.

The total transfer to reserves of \$542,200 exceeded budgeted amounts, which resulted in a transfer of an additional \$261,900 to the Golf Course Capital Reserve (GCCR). This reserve is utilized for equipment replacement, course redevelopment, and capital projects. This allowed the purchase of nine new utility vehicles; six for Holiday Park Golf Course, three for Wildwood Golf Course, and a snow blower attachment for the skid steer at Holiday Park Golf Course.

Golf Course Season Opening

A significant challenge in 2013 was the delay in spring opening at all three courses. Above average record snowfall and delayed melting due to below average April temperatures lead to courses opening approximately three to four weeks later than average. Holiday Park opened on May 7, Silverwood on May 6, and Wildwood on May 3. The delay in opening resulted in below average attendance for 2013.

The golf courses emerged from the winter in good condition as a result of the insulation from excellent snow coverage, limited ice buildup, and the warm temperatures in May. The golf course staff put in the extra effort needed to provide excellent playing conditions for the majority of the season. The 2013 golf season included good weather conditions with limited days lost to rain. Due to the late start, attendance was 8.47 percent below budget and green fee revenues were 7.44 percent below budget.

2013 Initiatives and Accomplishments

Initiatives for 2013 supported the long-term strategy to increase revenue sources and reduce the sole reliance on green fee revenues to support municipal golf course operations. The development of these additional revenue sources will result in increased contributions to the GCCR to fund golf course improvements and capital equipment purchases. Initiatives and improvements for 2013 included:

- In 2013, the new operating structure transferred the responsibility to supply powered golf carts from the Golf Professional Contract at Holiday Park and Wildwood Golf Courses, to the City. The resulting change to the operating structure meant additional revenue to increase contributions to the Golf Course Capital Reserve (GCCR) and reduced the sole reliance on green fee revenue. Revenue from power cart operations totalled \$521,300 for 2013.
- In 2013, the Family Golf Program continued to be offered at the Silverwood Golf Course from June through September for children under the age of 14 to golf for free after 4 p.m. when accompanied by at least one paid adult or senior. In 2013, a total of 670 golfers participated in the Family Golf Program consisting of 254 adults, 15 seniors, and 401 juniors.
- The “Club6Pack” pass, which enables patrons to purchase six rounds for the price of five at all three City golf courses, continued in 2013. Total card sales for 2013 were \$490,740, which equates to 19 percent of total green fee revenues.
- The supply of rental pull carts and rental golf clubs at Wildwood Golf Course

Recreation and Sport Division

**City of Saskatoon
Municipal Golf Courses**

2013 Annual Report

Municipal Golf Courses

2013 Annual Report

Table of Contents

- Introduction** 1
- 2013 Highlights**..... 2
- Facility Operations – Revenues** 3
 - Green Fees..... 4
 - Attendance 6
 - Power Cart Revenue 8
 - Pull Cart/Club Rental 9
 - Retail Golf Shop 9
 - Lounge Revenues 9
 - Concessions 9
 - Trackage and Locker Revenue..... 10
- Facility Operations – Cost Recovery** 10
 - Operating Budget Overview..... 10
 - Operating Costs..... 11
- Capital Overview** 11
 - Golf Course Reserves 11
 - Golf Course Capital Reserve 11
 - Holiday Park Redevelopment Reserve..... 13
 - Golf Course Stabilization Reserve..... 13
- Marketing** 13

INTRODUCTION

The Recreation & Sport Division's is dedicated to providing access to a range of recreation, sports, and fitness opportunities that are affordable and responsive to community needs.

The City of Saskatoon (City) has three unique and affordable golf courses operated by the Recreation & Sport Division. Each course, located conveniently throughout the city, offers a memorable golfing experience and challenge to golfers of all skill levels.

The municipal golf courses, while providing the citizens of Saskatoon with a variety of golfing opportunities, have a 100 percent cost recovery financial objective, where user revenues are sufficient to fund all ongoing operating costs, capital and equipment replacements, future redevelopment and improvements, any debt payments, and a financial return based on a calculated Return on Assets. The challenge for golf course operations is to balance these financial objectives with the social objective of making the City's public golf courses affordable and accessible to citizens while not discouraging the private sector from being involved in the golf business.

Amenities vary by location and include driving ranges, Professional Golfers' Association of Canada qualified teaching professionals, retail golf shops, practice greens, club rentals, pull and power cart rentals, food services, and lounge services.

The golf courses are open for play from April until the end of October, weather permitting.

HOLIDAY PARK

Carved out of the South Saskatchewan River Valley, Holiday Park is a 27-hole facility that combines natural scenic beauty with great golf. The **Championship 18-Hole Course** is designed for an advanced level of play, the tree-lined fairways and manicured greens offer a variety of challenges that test all of the player's skills. The picturesque back nine contains some of the most enjoyable and demanding golf holes in Saskatchewan. The **Executive 9-Hole Course** provides an intermediate level of play for golfers who want a quick round.



SILVERWOOD



Saskatoon's only Par Three 18-Hole Course, Silverwood, was designed with the beginning golfer and families in mind. The course can also create a challenge even for the most advanced player which makes it popular with anyone who wants to sharpen their short game or golf 18 holes before work or after dinner. Located on the bank of the South Saskatchewan River, this unique layout matches scenery with exceptional course conditions.

WILDWOOD

Many of Saskatchewan's best junior golfers perfected their game at Wildwood, a challenging 18-Hole Regulation Course. Wildwood features irrigated natural fairways lined with mature trees, leading to small undulating greens surrounded by a variety of hazards. This course provides an intermediate level of play which makes it popular with golfers of all ages and abilities. The installation of a modern irrigation system in 2004 has dramatically increased course conditions.



2013 HIGHLIGHTS

The City's golf courses had a challenging, yet successful year in 2013. A few of the major highlights for 2013 are as follows:

1. In 2013, the Family Golf Program continued to be offered at the Silverwood Golf Course from June through September. After 4 p.m. daily, children under 14 years old were allowed to golf for no cost when accompanied by at least one paid adult or senior. This was designed to allow adults an affordable way to introduce children to the game of golf and the City's golf facilities.

Family Golf	2009	2010	2011	2012	2013	Total
Family Adult	373	210	312	264	254	1,413
Family Senior	18	15	16	12	15	76
Family Junior	583	437	421	386	401	2,228
Total Participation	974	662	749	662	670	3,717
Revenue	\$5,400	\$3,300	\$5,000	\$4,400	\$4,400	\$22,500

2. The Monday promotion, excluding holidays, at Holiday Park Golf Course of “Pay for 9, Play 18” continues to be popular with patrons.
3. The “Club6Pack,” first offered in 2008 to replace the old golf card of buy 11 rounds for the price of 10, enabled patrons to purchase 6 rounds for the price of 5 at all three City golf courses. Total card sales for 2013 were \$490,740. This represents 19 percent of total green fee revenues.
4. In 2013, the supply of rental gas powered golf carts at Holiday Park and Wildwood Golf Courses generated \$521,300 in revenue. The supply of rental pull carts and rental golf clubs at Wildwood Golf Course generated \$16,200 in revenue. The retail golf shop operations at Wildwood Golf Course generated \$45,500 in revenue.
5. In 2011, a new Point of Sale System (POS) and booking system was introduced at the City golf courses. The new POS system allowed the introduction of on-line tee time reservations. In 2013, a total of 6,300 tee times were reserved utilizing the on-line system. The benefits to patrons include greater access to tee time reservations and reduced wait times for phone-in reservations.
6. Transfers to reserves exceeded budgeted amounts resulting in a transfer of an additional \$261,900 to the Golf Course Capital Reserve (GCCR). This reserve is utilized for equipment replacement, course redevelopment, and capital projects.

FACILITY OPERATIONS – REVENUE FUNCTION

The City’s golf courses derive revenue from:

- the collection of green fees;
- the operation of a lounge at the Holiday Park Golf Course;
- power cart rentals at Holiday Park and Wildwood Golf Courses;
- pull cart rentals and club rentals at Wildwood Golf Course;
- retail golf shop operations at Wildwood Golf Course;
- concession leases at Holiday Park and Wildwood Golf Courses; and
- annual power cart trackage and locker rentals.

In addition for 2013, the City’s golf courses entered into a rental agreement with the Saskatoon Nordic Ski Club for the rental of the Wildwood Golf Course clubhouse during the months of December through February.

The operating budget is developed to support the long-term strategy to increase revenue sources and reduce the reliance on residential property taxes under the Strategic Goal of Asset and Financial Sustainability. Golf course operations are

budgeted to meet the financial objective of user revenues being sufficient to fund all ongoing operating costs, capital and equipment replacements, future redevelopment and improvements, any debt payments, and a financial return based on a calculated Return on Assets. In order to achieve this 100 percent cost recovery objective, and a zero mill rate impact, golf course revenues and expenditures are monitored and controlled based on cost benefit and end user value.

GREEN FEES

The year 2013 was the final year of a three green fee rate plan approved by City Council in July 2010. The plan included an annual increase in the base adult green fee of \$1.50 at Holiday Park Golf Course and Wildwood Golf Course and an annual increase in the base adult green fee of \$1.00 at Silverwood Golf Course. These rates continue to position the City’s golf courses as the most affordable in the local market and support the long-term strategy of providing recreation facilities that are accessible financially and physically and meet the community needs under the Strategic Goal of Quality of Life.

The final year of the green fee rate plan, effective April 1, 2012, is designed to meet the 100 percent overall cost recovery objective for the City’s golf courses.

Table 1: 2013 Local Market Base Adult Green Fee Comparisons

	Silverwood Golf Course	Wildwood Golf Course	Holiday Park Golf Course	Legends, Warman	Willows Golf Club	Moon Lake Golf & Country Club	Dakota Dunes Golf Links
Adult 18 Weekday	\$29.25	\$32.50	\$45.50	\$50.00	\$58.00	\$52.00	\$55.00
Adult 18 Weekend/Holidays	\$29.25	\$32.50	\$45.50	\$55.00	\$63.00	\$60.00	\$64.00

In fall 2013, City Council approved a new three year green fee rate plan of a base increase to adult 18-hole green fees of \$1.50 annually at Holiday Park Golf Course and Wildwood Golf Course and \$1.00 at Silverwood Golf Course. The new three year plan, 2014-2016, continues to support the long-term strategy to ensure the golf courses are accessible physically and financially and meet community needs under the Strategic Goal of Quality of Life. The approved rates also support the long-term strategy to increase revenue sources and reduce reliance on residential property taxes under the Strategic Goal of Asset and Financial Sustainability. Highlights of the new three year green fee rate plan are:

- The approved green fee rates will allow golf courses to continue to meet its

100 percent cost recovery objective, fund all capital and equipment replacement expenditures, future redevelopment and improvements, and debt payments.

- The City installed a new irrigation system at Wildwood in 2004 utilizing a Capital Improvement loan to be repaid over ten years and funded by a \$2.00 levy on the adult green fee rate. The loan will be fully repaid in 2014. The approved adult green fee rate at Wildwood retains the \$2.00 levy as part of its base rate in 2015, in addition to the \$1.50 annual increase. The revenue of approximately \$50,000 annually, previously allocated to repay the irrigation loan, will now fund the Golf Course Capital Reserve (GCCR) for golf course redevelopment and improvements.
- Silverwood is ideally suited for the development of junior golfers that have not yet developed the skill set for a regulation length golf course. Silverwood also has the most availability of unused tee times and is able to accommodate additional junior play. To attract new junior golfers, the junior green fee rate will decrease at Silverwood in order to attract new juniors to the game of golf and the City golf courses. The approved rate of \$12.00 for 18 holes and \$7.25 for 9 holes in 2014 reduces the two main barriers to junior golf: cost and the time required to play a round of golf. The lower rate and the reduced time required to play at Silverwood (on average 40 percent less time than needed to play on a regulation golf course) will support the long-term strategy that existing recreation facilities be accessible financially and meet community needs under the Strategic Goal of Quality of Life.

The approved green fee rate plan does not change the relative price position of the municipal golf courses in the current marketplace and will maintain the City golf courses as the most affordable golf facilities in Saskatoon:

- The adult 18-hole rate at Holiday Park is 20 percent lower than the market average.
- The adult 18-hole rate at Wildwood is 40 percent lower than the market average.
- The adult 18-hole rate at Silverwood, Saskatoon's only 18-hole par three golf course, is another 10 percent lower than Wildwood.
- The City golf courses do not charge a premium green fee rate on weekends or holidays.
- The City green fee rates are lower than the market average to appeal to the largest sector of the golfing market which is currently adult occasional golfers (those golfers playing two to six rounds per year).
- The City green fee rates are lower than the market average to provide a quality golfing experience while minimizing the largest statistical barrier to playing more golf, which is cost.

ATTENDANCE

The City's golf courses operate in a highly competitive and supplied market, and compete with other leisure activities available in the city and province. Attendance at the City's golf courses saw an overall decrease of 3.68 percent from 2012.

The City golf courses were delayed in opening until the first week in May as a result of above average snowfall and delayed melting due to below average temperatures in April. The golf courses emerged from the winter in good condition as a result of the insulation from excellent snow coverage, limited ice buildup, and the warm temperatures in May. The dedicated golf course staff put in the extra effort needed provide excellent playing conditions for the majority of the season. The 2013 golf season included good weather conditions with limited days lost to rain.

Table 2: Five Year Attendance Comparison

		2009	2010	2011	2012	2013
HPGC	April	2,711	4,470	2,075	3,251	0
	May	9,720	7,646	10,088	9,141	8,440
	June	12,295	10,452	10,862	9,842	10,329
	July	12,361	11,196	11,799	10,459	11,720
	August	12,661	10,671	11,583	10,761	12,267
	September	8,884	6,538	8,340	8,412	8,939
	October	1,028	3,322	2,148	1,485	2,114
Totals		59,660	54,295	56,895	53,351	53,809
SWGC	April	484	1,473	847	1,340	0
	May	4,958	3,320	4,290	3,766	3,545
	June	6,045	5,294	4,958	4,576	4,171
	July	6,514	5,921	5,597	5,592	5,751
	August	6,972	5,979	6,014	5,411	5,758
	September	4,736	3,065	3,458	3,791	3,621
	October	181	1,363	1,075	502	612
Totals		29,890	26,415	26,239	24,978	23,458
WWGC	April	4,276	6,058	3,497	5,450	0
	May	8,011	6,523	8,622	7,593	8,740
	June	9,674	8,140	8,861	8,146	7,888
	July	10,234	9,274	9,465	9,404	9,715
	August	9,863	8,901	9,783	9,081	9,410
	September	7,629	5,742	7,485	7,564	7,152
	October	2,720	4,277	3,787	1,781	2,490
Totals		52,407	48,915	51,500	49,019	45,395

In 2013, attendance at the three municipal golf courses totalled 122,662; a decrease of 3.68 percent over 2012. Attendance was 8.47 percent below projected budget levels and as a result green fee revenues were 7.44 percent below budget. The delay in opening until the first week in May resulted in an average loss in attendance of 9,400

combined rounds for the three municipal golf courses which accounts for 7.01 percent of the budgeted attendance.

Table 3: Five Year Total Attendance by Course

Golf Course	2009 Attendance	2010 Attendance	2011 Attendance	2012 Attendance	2013 Budget	2013 Attendance
Holiday Park	59,660	54,295	56,895	53,351	57,818	53,780
Silverwood	29,890	26,415	26,239	24,978	27,330	23,443
Wildwood	52,407	48,915	51,500	49,019	48,861	45,341

Overall in 2013 the City's golf course revenues increased by \$627,500 (21.74 percent) compared to 2012 due to the additional revenue sources of power cart rentals, pull cart and club rentals, and retail golf shop operations.

Table 4: Total Revenues by Source (\$ rounded to nearest hundred)

	2009	2010	2011	2012	2013 Budget	2013	% Change From 2012
Green Fees	\$2,502,100	\$2,387,100	\$2,577,400	\$2,555,500	\$2,785,400	\$2,578,100	+0.88%
Power Cart	N/A	N/A	N/A	N/A	\$0	\$521,300	N/A
Pull Cart/Club Rental	N/A	N/A	N/A	N/A	\$0	\$16,200	N/A
Retail Golfshop	N/A	N/A	N/A	N/A	\$0	\$45,500	N/A
Lounge	\$315,700	\$253,000	\$296,000	\$266,500	\$293,900	\$287,000	+7.69%
Leases	\$21,000	\$21,400	\$23,300	\$22,500	\$21,500	\$22,900	+1.78%
Lockers/Carts	\$38,400	\$39,000	\$39,500	\$41,500	\$48,000	\$42,500	+2.41%
Totals	\$2,877,200	\$2,700,500	\$2,936,200	\$2,886,000	\$3,148,800	\$3,513,500	+21.74%
% Change	8.33%	-6.15%	8.73%	-1.71%	N/A	+21.74%	

Note: Due to a change in accounting practice, lounge revenues for 2010 are \$25,000 lower with a corresponding equivalent reduction in operating expenses. Change was due to the method of calculating lounge revenue and the handling of the Liquor Consumption Tax. For comparative purposes, 2010 and 2011 numbers represent the change in accounting practice.

Opportunities and Challenges:

- The City will provide and retain the revenue from driving range services and pull cart rentals at Holiday Park Golf Courses in 2014. The additional revenue generated supports the long-term strategy to increase revenue sources and reduce the reliance on green fee revenues under the Strategic Goal of Asset and Financial Sustainability. The net revenues will fund the capital reserve for golf course redevelopment and capital improvements. The additional funds will advance and support the redevelopment plan at the Holiday Park Golf Course and support the creation of a redevelopment plan for the tee boxes at Wildwood Golf Course.
- The next construction phase in the Holiday Park Redevelopment Plan was tentatively scheduled to begin in fall 2011 and be completed in spring 2012. After reviewing the bids on this project, the Administration decided

to defer the project as sufficient funds were not available to complete the project at the level and quality expected. Funding for the Holiday Park Redevelopment has not kept pace with the increasing costs; therefore, the Administration is exploring new operating models that would increase the funding available for redevelopment. The next phase of redevelopment is currently scheduled for fall 2015. The redevelopment is designed to improve the quality and challenge of the Holiday Park Golf Course and retain its market share.

- The Greenbryre Country Club Golf Course was closed for the 2012 season for renovation and reconfiguration into a 12-hole golf course and housing development. The new Greenbryre Golf Course is scheduled to reopen in 2014. The effect of the reopening on the attendance at the City's golf courses will be evaluated at the conclusion of the 2014 season.

POWER CART REVENUE

In March 2009, City Council adopted a recommendation to revise the operating structure at the municipal golf courses. In 2013, the new operating structure transfers the responsibility to supply powered golf carts from the Golf Professional contract at Holiday Park and Wildwood Golf Courses to the City of Saskatoon. In 2013, the rental of golf carts at Holiday Park and Wildwood Golf Courses generated \$521,300 in revenue. The cost of providing the rental fleet of golf carts was \$189,000. Cost of the golf cart fleet includes:

- \$91,500 for the golf cart lease.
- \$74,000 for special services.
- \$9,500 for fuel.
- \$6,600 for maintenance.
- \$4,000 for banking services.
- \$3,400 for miscellaneous supplies.

The net revenue from power cart operations for 2013 was \$332,300. The additional net revenues will contribute to the Golf Course Capital Reserve that is used to finance golf course capital improvement projects and replace golf course maintenance equipment.

Opportunities and Productivity:

In winter 2013, City Council approved the lease of 120 power carts, 80 for Holiday Park Golf Course and 40 for Wildwood Golf Course. The leasing of golf carts has the following benefits over purchasing:

- Annual lease payments do not require the upfront cash outlay that an outright purchase would require, allowing capital reserve funds to be allocated to necessary equipment purchases and golf course capital improvements.
- Leasing does not require any capital funding as a down payment.
- Leasing allows the matching of golf cart rental revenue with the lease expense, as payments occur each year from May through October while the golf carts are utilized to generate revenue.

- At the conclusion of the four year lease, the City would exchange the golf carts for a new fleet. As a result, the golf cart fleet would be maintained inside the golf cart lifecycle of four to six years, and patrons would benefit from a new fleet every four years.

PULL CART/CLUB RENTAL

In 2013, the rental of pull carts and golf clubs at Wildwood Golf Course generated \$16,200 in revenue. The cost of providing the rental fleet of pull carts and golf clubs was \$8,100. Cost includes \$3,900 for pull carts and \$4,200 for rental clubs. The net revenue from pull cart and rental club operations for 2013 was \$8,100. The rental fleet of pull carts has an expected life span of 4 years and the rental clubs 3 years. As a result, no replacement costs will be associated with the provision of pull carts and rentals clubs in 2014 and net revenue for 2014 is budgeted at \$15,500.

RETAIL GOLF SHOP

In 2013, the retail golf shop at Wildwood Golf Course generated \$45,500 in revenue. Cost of the goods sold was \$30,900. The net revenue from retail golf shop operations for 2013 was \$14,600.

LOUNGE REVENUE

Lounge revenues reflect the revenue from the sales of beer and liquor products at the Holiday Park Golf Course. Lounge revenues were 2.35 percent below budget and a 7.69 percent increase from 2012. The increase in revenues was a result of good weather conditions throughout the summer and a minimal loss of tournament rounds due to rainfall.

Opportunities and Challenges:

- As part of the continued risk management at City facilities, the Holiday Park Golf Course Lounge Staff are required to take the SmartServe on-line training course for the serving of alcohol. The benefit is that staff is trained for the risks and responsibilities in the serving of alcohol and the legislation in place regarding the serving of alcohol. This program will be continued in 2013 and beyond.

CONCESSIONS

The City leases out concession services at Holiday Park and Wildwood Golf Courses on an annual basis. Concession lease revenue remained comparable to 2012 levels. The 1.78 percent increase in lease revenue for 2013 was a direct result of the rental of the Wildwood Golf Course clubhouse to the Saskatoon Nordic Ski Club during the winter months. The excellent snow conditions in the winter resulted in increased usage by the Saskatoon Nordic Ski Club and a increase in lease revenue.

TRACKAGE AND LOCKER REVENUE

Trackage revenue is derived from either a seasonal fee or a daily fee charged to patrons to allow them the right to utilize their own power cart at a City golf course. Locker revenue is derived from the rental of seasonal lockers at the Holiday Park Golf Course. Compared to 2012, revenue from these sources increased by 2.41 percent in 2013.

FACILITY OPERATIONS – COST RECOVERY

OPERATING BUDGET OVERVIEW

The operating budget is developed to meet the financial objective of 100 percent cost recovery, where user revenues are sufficient to fund all ongoing operating costs, capital and equipment replacements, future redevelopment and improvements, any debt payments, and a financial return based on a calculated Return on Assets. In order to achieve this objective, total golf course expenditures are monitored and controlled based on cost benefit and end user value.

The City's municipal golf courses continue to meet the 100 percent cost recovery goal and have a zero mill rate impact.

Golf course operation revenues for 2013 were \$3,513,500. Revenues include \$2,578,100 for green fees, \$521,300 for power cart rentals, \$287,000 for lounge sales, \$45,500 for retail golf shop sales, \$42,500 for locker/cart rentals, \$22,900 for contract/leases, and \$16,200 for pull cart/club rentals.

Golf course operation expenditures for 2013 were \$3,513,500. Significant expenditures for the year included salary and payroll costs of \$1,323,800, operating costs of \$1,595,500, debt servicing of \$52,000, and transfers to reserves of \$542,200. Operating costs includes significant expenditures for special services of \$627,400, course maintenance of \$226,800, utilities of \$134,200, materials and supplies of \$121,100, equipment maintenance of \$68,400, and Infrastructure Services Department's maintenance charges of \$86,100.

Table 5: Five Year Operating Comparison (\$ rounded to nearest hundred)

	2009	2010	2011	2012	2013
Total Revenues	\$2,877,200	\$2,700,500	\$2,936,200	\$2,886,000	\$3,513,500
Total Expenses	\$2,877,200	\$2,700,500	\$2,936,200	\$2,886,000	\$3,513,500
Impact to Mill Rate	\$0	\$0	\$0	\$0	\$0
% Cost Recovery	100%	100%	100%	100%	100%

OPERATING COSTS

The City's golf courses total costs in 2013 were 11.58 percent, or \$364,700, above budget. Significant contributors were staffing costs of \$199,600 below budget due to weather related later recalls and early layoffs. Operational costs were \$302,400 above budget due to higher than budgeted special services and fuel costs in the delivery of power cart rentals. The additional sources of revenue and the corresponding expenditures resulted and increased transfer to reserves of \$261,900 above budget.

Table 6: Five Year Operating Costs (\$ rounded to nearest hundred)

	2009	2010	2011	2012	2013 Budget	2013 Actual
Salary/Payroll	\$1,228,600	\$1,232,100	\$1,281,800	\$1,349,300	\$1,523,400	\$1,323,800
Operating Costs	\$1,217,600	\$1,102,000	\$1,208,300	\$1,189,500	\$1,293,100	\$1,595,500
Debt Servicing	\$52,000	\$52,000	\$52,000	\$52,000	\$52,000	\$52,000
Transfer to Reserves	\$379,000	\$314,400	\$394,100	\$295,200	\$280,300	\$542,200
Total	\$2,877,200	\$2,700,500	\$2,936,200	\$2,866,000	\$3,148,800	\$3,513,500

CAPITAL OVERVIEW

GOLF COURSE RESERVES

The City's golf courses have three reserves approved by City Council to address specific issues: the Golf Course Capital Reserve (GCCR), Holiday Park Golf Course Redevelopment Reserve, and the Golf Course Stabilization Reserve (GCSR).

GOLF COURSE CAPITAL RESERVE

In 2002, City Council approved the creation of the GCCR for equipment replacement, course redevelopment, and capital projects. The source of funds for the reserve is the amount authorized by City Council through the operating budget.

The maintenance of the City's golf courses requires a substantial amount of capital equipment, both in quantity and asset value. Besides the considerable value of the clubhouses, maintenance and storage buildings, pump houses, irrigation systems, and parking lots, capital equipment for the maintenance of the golf courses and the replacement of this equipment accounts for a significant cost annually. Industry standards for turf equipment recommend that equipment is replaced after 3,750 to 4,000 hours of usage. Therefore, depending on the piece of equipment and its annual usage, specific pieces may be required to be replaced up to every four years. An

average of approximately \$160,000 annually is necessary for replacement of capital turf equipment.

In 2013, \$163,000 was identified to address capital equipment replacement and was transferred to the 2013 Golf Course Capital Equipment Fund. Capital equipment purchases in 2013 calendar year included a 3 Self Propelled Greensmowers, 11 foot Self Propelled Rotary Deck Rough Mower, and a Self Propelled Greensroller.

Golf course operations resulted in a contribution to the GCCR of \$261,900 over the 2013 budget. As a result, the opportunity and funds exist to replace 9 golf courses utility carts and purchase a snow blower attachment for the skid steer at Holiday Park Golf Course. In fall 2013, the City Manager approved the Golf Course Capital Equipment Fund be increased by \$75,000 and the increase be funded by the GCCR.

For 2014, \$160,000 has been identified to address capital equipment replacement.

At the beginning of 2013, a balance of \$264,200 existed in the GCCR. Additions to the reserve from 2013 operations totalled \$434,900, with the expenditures of \$238,000 on equipment, resulting in a year-end balance of \$461,100.

Table 7: Five Year Capital Plan (\$ rounded to nearest hundred)

	2014	2015	2016	2017	2018
Revenue					
Total Revenue	3,780,000	3,181,500	3,983,200	4,085,000	4,186,900
Total Expenses	3,307,000	3,392,900	3,481,900	3,579,000	3,673,200
Contribution for Capital	473,000	488,600	501,300	506,000	513,700
Mill Rate Impact	0	0	0	0	0
Balance Self Balancing	200,000	200,000	200,000	200,000	200,000
Additions/Reductions	-	-	-	-	-
Ending Balance Self Balancing	200,000	200,000	200,000	200,000	200,000
Balance Redevelopment Reserve	769,600	876,600	83,600	190,600	297,600
Additions to Redevelopment	107,000	107,000	107,000	107,000	107,000
Expenditures of Redevelopment		(900,000)			
Ending Balance	876,600	83,600	190,600	297,600	404,600
Balance Capital Reserve	461,100	667,100	888,700	1,123,000	1,362,000
Additions	366,000	381,600	394,300	399,000	406,700
Expenditures	(160,000)	(160,000)	(160,000)	(160,000)	(555,000)
Ending Balance	667,100	888,700	1,123,000	1,362,000	1,213,700

HOLIDAY PARK REDEVELOPMENT RESERVE

The redevelopment plan for Holiday Park Golf Course follows a master plan that was developed in 1994 after consultation with the patrons. The redevelopment is designed to improve the quality and challenge of the Holiday Park Golf Course and retain its market share. It was designed to take place over ten construction years. To date, six construction years have been completed, leaving a substantial size to be completed in four construction years. The timing of each phase is subject to the available funds in the Holiday Park Redevelopment Reserve. This reserve is funded through collection of \$2 less G.S.T. from all equivalent adult 18-hole rounds of golf at the Holiday Park Golf Course. At the conclusion of 2013, a balance of \$769,600 exists in the reserve. The next construction phase in the Holiday Park Redevelopment Plan was tentatively scheduled to begin in fall 2011 and be completed in spring 2012. After reviewing the bids on this project, the Administration decided to defer the project as sufficient funds were not available to complete the project at the level and quality expected. Funding for the Holiday Park Redevelopment has not kept pace with the increasing costs; therefore, the Administration is exploring new operating models that would increase the funding available for the redevelopment. The additional revenue generated from power cart revenue and the resulting contribution to the GCCR will assist with the funding and scheduling of the redevelopment. The next phase of redevelopment is currently scheduled for fall 2015.

GOLF COURSE STABILIZATION RESERVE

In 1997, the Administration recommended a target reserve balance of \$200,000 to offset unanticipated operating deficits.

In 2002, the GCSR had a balance of \$200,000. Following 2002 operations, the GCSR was fully depleted to partially finance the operating deficit as a result of reduced attendance. The balance in the reserve has remained at zero.

In 2007, the Community Services Department, in the development of a new Capital Plan and Green Fee Rate Plan, has scheduled annual contributions starting in 2008 to re-establish the reserve target balance of \$200,000. In 2008, the budgeted contribution was \$75,000. A surplus of \$33,200 from 2008 operations resulted in a year-end contribution to the reserve of \$108,200. In 2009, the budgeted contribution was zero. However, in 2009 revenue less expenditures resulted in a surplus of \$132,000, of which \$91,800 was contributed to the GCSR, bringing the year-end balance to the capped level of \$200,000.

In 2013, the GCSR had a starting balance of \$200,000. The net result of golf course operations resulted in a surplus and as a result, no funds were required from the Stabilization Reserve and the balance at the end of 2013 remains \$200,000. The surplus funds of \$261,900 generated from operations will be transferred into the GCCR.

MARKETING

In 2008, the Marketing Section began developing and implementing a Marketing Plan targeting current adult occasional golfers in order to increase awareness of golfing opportunities at municipal courses, increase the level of customer satisfaction, build repeat usage within the existing customer base, and attract new customers to municipal golf courses. Current adult occasional golfers include adults who have golfed between one to seven times in the past year. This group accounts for approximately 26,746 adults in Saskatoon. The average age of current adult occasional golfers is 39, and the average household income is \$58,928.

Based upon the success of the campaign in 2008 through 2011, the Marketing Section once again implemented the campaign in 2012 with minor modifications. The marketing mix elements included:

Targeting Occasional Golfers

- Leisure Guide:
 - Fall Leisure Guide (Christmas specials)
 - Spring/ Summer Leisure Guide (rates, specials and course information)
 - Summer Mini Guide (rates, specials and course information)
- Club6Pack posters (distributed to all City leisure facilities)
- Utility bill insert (May)
- Billboards, transit shelters, and exterior bus end boards (12 weeks – May to July)
- Digital screen at Shaw Centre (all season)
- Facebook ads (promotion of the courses and the on-line booking system)
- SaskGolfer.com (all season)



Billboard



Targeting All Golfers

- The StarPhoenix:
 - Spring season opening ads (March)
 - City pages - free filler space for Club6Packs
 - Golf Digest – special feature delivered within The StarPhoenix (June)
 - City pages – Giftcard, Club6Packs & Season Pack promotion (December)
- Opening season public service announcement (April)
- Saskatoon Express Golf Issues (May, June, and July ads with free editorial in May)
- Metro Golf Issue (May)
- Saskatchewan Tourism Destination Guide
- Golf rate sheets (distributed through Saskatoon Tourism to locations around Saskatoon)
- Website updates including banner ad on leisure services homepage

EXPERIENCE SASKATOON'S MUNICIPAL GOLF COURSES

Get your hands on a CLUB6PACK today!

Pay for 5 rounds, get the 6th round FREE.
(9 or 18 hole options, valid at all three courses).

HOLIDAY PARK
1630 Avenue U South & 11th Street
306-975-3325

WILDWOOD
8th Street East 306-975-3320

SILVERWOOD
3503 Kinnear Avenue 306-975-3314

City of Saskatoon
Book your tee time online!
www.saskatoon.ca/go/golf

Print Ads

BOOK YOUR TEE TIME Online!

Book 9 or 18 holes of play for groups of 1-4 players up to ten days in advance at any of the municipal golf courses:

- HOLIDAY PARK & HOLIDAY PARK EXECUTIVE NINE
1630 Avenue U South & 11th Street West 306-975-3325
- SILVERWOOD, 3503 Kinnear Avenue 306-975-3314
- WILDWOOD, 8th Street East 306-975-3320

A valid email address is required to make tee time reservations.

www.saskatoon.ca/go/golf

In 2014, the Marketing Section will work with the Golf Course Supervisor to continue to expand on the success of the marketing strategy from 2008 to 2013, adding and removing elements as necessary, and keeping the marketing pieces fresh. The Marketing Section will also continue supporting the new POS system, which includes ordering reloadable products (gift cards, Club6Packs, etc.) and any promotions surrounding the new POS system.

The Community Services Department will notify the general public of spring season pass specials through advertisements in The StarPhoenix. The City's website will also be updated with the new rates. This notification allows patrons the opportunity of purchasing 2014 season passes at the 2013 rates prior to April 1, 2014.

The Club6Pack card will be available again in 2014 with the new rates as approved by City Council.

TO: Secretary, Planning and Operations Committee
FROM: General Manager, Community Services Department
DATE: April 14, 2014
SUBJECT: Anti-Racism Education Initiatives and 2013 Cultural Diversity Race Relations Year-End Report
FILE NO.: CK. 100-10 and RS. 430-8

RECOMMENDATION: that a copy of this report be forwarded to City Council and the Cultural Diversity and Race Relations Advisory Committee for information.

TOPIC AND PURPOSE

This report provides an update on the activities and initiatives undertaken by the Cultural Diversity and Race Relations (CDRR) Coordinator in 2013 and highlights the shift in the focus of the CDRR Coordinator from primarily promoting multiculturalism and cultural awareness to also include a comprehensive anti-racism and equity education initiative.

This report includes considerations based on a series of surveys, community engagement focus groups, and public consultation initiatives carried out and/or facilitated over the past number of years. This public input, followed by a comprehensive literature review of various internal and external studies, has helped formulate a plan for how the City of Saskatoon (City) and the community partners can address racism and race relations that more strategically meet the objectives and outcome statements of the CDRR Policy No. C10-023.

REPORT HIGHLIGHTS

1. Understanding the root causes of racism, and the complex and specific ways that racism operates, is essential in order to develop effective actions to eliminate or address racial discrimination.
2. Anti-racism education is based in theory and is the practice of identifying, challenging, and changing the values, structures, and behaviours that perpetuate racism at a personal, institutional, and systemic level.
3. Community conversations, research, and key initiatives tied to anti-racism have created a solid foundation for including anti-racism education in ongoing planning, public education and awareness campaigns, policy considerations, and future work plans for the CDRR Coordinator.

STRATEGIC GOALS

The work of the CDRR Coordinator in addressing racism and discrimination is most closely connected to the Strategic Goal of Quality of Life. The long-term strategy is to strengthen relations with local Aboriginal organizations and to build capacity within the community to address a broad range of issues and build consensus around collaborative responses. The four-year priority is to develop partnerships and programs with Aboriginal organizations that will assist in enhancing economic, employment, and

training opportunities. This report is also connected to the Strategic Goal of Continuous Improvement where the City works to ensure an inclusive workplace that embraces diverse backgrounds. Anti-racism education also supports aspects of the implementation of the Immigration Action Plan and the Culture Plan.

BACKGROUND

Municipal governments, as well as other levels of government, along with local and national organizations, share responsibility and have an important role to play in combating racism, discrimination, and fostering equality and respect for all citizens.

To demonstrate our commitment, in 2004, City Council adopted the CDRR Policy No. C10-023, wherein the vision statement reads:

“The City of Saskatoon will work with community organizations, business and labour, all orders of government, and other stakeholders to create an inclusive community, where ethno-cultural diversity is welcomed and valued, and where everyone can live with dignity and to their full potential, without facing racism or discrimination.”

In 2005, with a vision to promote and protect human rights and fight racism through coordination and shared responsibility, the Canadian Commission for the United Nations Educational, Scientific and Cultural Organization (UNESCO) created a network of municipalities across Canada. In June 2005, Saskatoon became the first member of the Canadian Coalition of Municipalities against Racism and Discrimination (CCMARD), and in May 2008, the City signed the official declaration of the CCMARD.

Within the CCMARD, municipalities are urged to develop their own plan of action for addressing racism within the three areas of municipal responsibility:

- i) the municipality as a guardian of the public interest;
- ii) the municipality as an organization in the fulfillment of human rights; and
- iii) the municipality as a community, sharing responsibility for respecting and promoting human rights and diversity.

In developing a plan for addressing racism and discrimination, CCMARD encourages municipalities to take a participative approach that will engage Aboriginal peoples and initiate dialogue among diverse communities. To do this, the City has engaged the community by undertaking a number of race relations perception surveys conducted in 2006, 2008, and 2009, followed by adult and youth focus groups on the topic of race relations. The main objective for these focus groups was to gather recommendations on how the City and the community partners could address race relations and racism, as well as guide future activities of the CDRR office. Another objective was to provide a safe, open discussion to explore race relations issues.

Subsequent to the focus group discussions, a series of “Conversation Circles” were undertaken. The Conversation Circle was a series of four conversations with

representatives from various disciplines within the community. The Conversation Circles focused on topics previously identified in various external and internal studies, surveys, and reports, on the realities and challenges of race relations in Saskatoon. The following report provides a summary of what was heard during the Conversation Circles related to addressing racism, and highlights initiatives already underway.

REPORT

Within Saskatoon, racism and discrimination continue to perpetuate the historical disadvantage experienced by Aboriginal peoples and other diverse groups, many of whom are members of Saskatoon's most economically and socially marginalized communities. Issues of inequality and racism are deep rooted and complex, requiring an analysis, not only of racism, but other closely related concepts that can create barriers to achieving our corporate Strategic Goals of Quality of Life and Continuous Improvement, as well as the community outcome statements contained within the CDRR Policy No. C10-023.

Before one can stop racism, they must understand exactly what it is, and how to identify it so that the tools used to address it are effective, and the measures of success are appropriate. Attachment 1 provides a list of key terms and concepts related to racism and discrimination.

Conversation Circles – Understanding and Addressing Root Causes of Racism

From the four Conversation Circle discussions and the literature review, a number of points of consideration and suggestions for areas of focus were raised related to addressing racism. Below is a summary of the key points raised for both understanding and addressing racism. See Attachment 2 for additional information on these points.

- a. Stereotyping and prejudice both play a role in racial discrimination.
- b. Systemic racial discrimination is prevalent in Canada and particularly in Saskatchewan. The terms "racism" and "discrimination" can present challenges for people, and often, attempts are made to soften this language or to use euphemisms.
- c. Normalization of racism refers to a process through which ideas and actions come to be seen as "normal" in everyday life.
- d. Normalization of racism in Saskatchewan manifests itself in the realities that Aboriginal people in Saskatchewan have the highest rates of: incarceration, school dropout, health disparities, skills gap, unemployment, substance abuse, and suicide.
- e. The systemic or institutionalised racism that perpetuates societal inequities places the blame on the (Aboriginal) community instead of establishing an accountability framework with those who have any real power to create sustainable changes.
- f. Many of these societal inequities are entrenched in the history of relations between Aboriginal peoples and the nation-state.

- g. Exploring cross cultural differences and misunderstandings is an important exercise for organizations to undergo to understand and recognize diversity, but eliminating racism requires naming the issues we are working to address.
- h. Naming racism and other forms of discrimination is powerful in the struggle to eliminate them and also validates the experiences of marginalized communities.
- i. Although the promotion of diversity and multiculturalism is important, cultural celebrations do not educate people how to make change and to address racism.
- j. Racism and other forms of discrimination are learned attitudes and behaviours. Eliminating discrimination requires a process of “unlearning” long-held beliefs, a willing openness, and commitment.
- k. Often resistance to anti-racism work comes from ignorance and a lack of opportunities for education.
- l. Providing educational opportunities for community stakeholders, Council members, municipal employees, potential funders, and local businesses is an important step in creating an understanding of the issues and helping to facilitate change.

Anti-Racism Education

Anti-racism education is defined as “an action-oriented strategy for institutional, systemic change to address racism and the interlocking systems of social oppression.” Anti-racism education came about in reaction to pressures from local community political struggles which demanded that the Canadian government display action consistent with ideas of democracy, social justice, and equity (Dei & Sefa 1996).

Anti-racism not only examines diversity in the context of race relations and ethnicity, but also examines the power imbalances between racialized people and non-racialized people.

Anti-racism is:

- a) a tool that helps to identify and define the cultural gaps that lead to widespread social inequality and achieving authentic forms of equity;
- b) a tool that makes cross-cultural understanding an effective way to create change in positive and equitable ways;
- c) the active process of identifying and elimination racism by changing systems, organizational structures, policies, practices, and attitudes so that power is redistributed and shared equitably; and
- d) the practice of identifying, challenging, and changing the values, structures, and behaviours that perpetuate systemic racism.

In the context of municipal government, anti-racism practice involves: developing new policies and procedures; anti-racism education for staff professional development; reviewing hiring practices to ensure diversity; examining corporate training material to identify racial bias; developing anti-racism training material, resources, and strategies; and ensuring inclusive practice.

2013 Anti-Racism Initiatives

In addition to the work above, other anti-racism education initiatives undertaken in 2013 by the CDRR Coordinator include:

- a) identifying and building partnerships with organizations who share similar anti-racism philosophies, policies, and practices so the City may work collaboratively with them to create a better quality of life for all citizens;
- b) linking anti-racism education to the annual Living In Harmony Awards by providing an educational activity kit through our school division partners. The toolkit included a number of activities designed to challenge students about their own experiences and the experiences of others with regard to race from both a personal and legal perspective. (i.e. human rights legislation); and
- c) providing anti-racism public education by way of presentations, workshops, facilitation, conferences, and panels to a number of community groups and employers within Saskatoon.

Next Steps

The activities being planned for the coming year will continue to work towards achieving positive race relations and increased understanding and awareness of our culturally diverse community. This will include delivering anti-racism education sessions, both internally for the Corporation, as well as to community stakeholders and other organizations.

The CDRR Coordinator will also work in consultation with the Organization Development and Training staff, Strategic and Business Planning Division, and the Diversity Coordinator, Human Resources Division, on developing anti-racism training material to include in the corporate training.

PUBLIC AND/OR STAKEHOLDER INVOLVEMENT

The shift to focusing on anti-racism education is a direct result of the feedback and comments heard during the original focus group discussions and the subsequent Conversation Circles.

COMMUNICATION PLAN

A copy of this report and all subsequent anti-racism education toolkits and resources will be posted on the CDRR webpage.

PUBLIC NOTICE

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

ATTACHMENTS

1. Defining Concepts and Terms Related to Racism and Discrimination
2. Conversation Circles and Literature Review Summary

Written by: Becky Sasakamoose Kuffner
Cultural Diversity and Race Relations Coordinator

Reviewed by: “Kevin Kitchen” for
Lynne Lacroix
Director of Community Development

Approved by: “Randy Grauer”
Randy Grauer, General Manager
Community Services Department
Dated: “April 19, 2014”

cc: Murray Totland, City Manager

Defining Concepts and Terms Related to Racism and Discrimination

Stereotype

The generalization of characteristics of a whole group to all its members. Stereotyping exaggerates the uniformity within a group and its distinction from other groups.

Prejudice

A frame of mind which tends to pre-judge a person or group in a negative light. This negative judgment is usually made without adequate evidence. These negative attitudes are often not recognized as unsoundly based assumptions because of the frequency with which they are repeated. They become "common sense" notions that are widely accepted, and are used to justify acts of discrimination.

Discrimination

The denial of equal treatment, civil liberties, or opportunity to individuals or groups with respect to education, accommodation, health care, employment, or access to services, goods, or facilities. Discrimination may occur on the basis of race; nationality; gender; age; religious, political, or ethnic affiliation; marital or family status; sexual orientation; physical, developmental, or mental disability. Discrimination, whether intentional or unintentional, is unfair and based on prejudice, ignorance, fear, or stereotypes. Discrimination imposes burdens on, or denies opportunities to, individuals or groups and is unfair because it is not based on actual academic or job performance, or any other form of competence.

Race

Race refers to categories and hierarchies society has created to describe entire groups of humans, mostly based on their physical bodily features. Although these categories have no scientific basis, they take on important cultural meanings and social realities. Because of the historical and current importance of these social realities, we cannot dismiss or discount racial categories. If we think in terms of 'colour-blind' policies or say that race does not matter, we hide proof of racism and we prevent solutions that counter racism. To address racism, we must acknowledge race.

Racism

Racism is defined as views, practices, and actions reflecting the belief that humanity is divided into distinct biological groups called races and that members of a certain race share certain attributes which make that group, as a whole, less desirable, more desirable, inferior, or superior. Racism is a set of implicit or explicit beliefs, assumptions, and actions based upon this idea that one racial group is superior to another. Racism is often confused with bias or prejudice or with ethnocentrism. In Canada, we understand racism to be a system, process, action, or event in which one group of people exercise abusive power over others on the basis of skin colour and racial heritage.

Racism can be systemic (it manifests in dominant organizational and institutional structures and programs) or individual (individual thought or behaviour patterns). It can be direct or indirect, intended or unintended, overt or covert.

What is important to understand is that it is perpetuated by inequalities of power and privilege, resources, and opportunities that have social and economic consequences for victims and also those who benefit from racism.

Racism is a combination of stereotyping and prejudice that operates on a dynamic of power. With racism, there is an assumed sense of superiority which uses that power dynamic to create privilege for the power holder. Some forms of racism are not hard to identify. Overt racism is plain to see. "Blacks need not apply" is one United States (U.S.) example. When racial discrimination becomes normalised or a natural part of the way things are done, it is "systemic" and can become very hard to detect. Racism is purposeful in that it uses a power dynamic to justify and uphold social, economic, and political disparities based on stereotypes and prejudices. Understanding racism involves examining the existence of power structures that give certain racial groups benefits and privileges that other groups do not have. Eliminating racism involves dismantling these structures and reconstructing them in ways that do not allow the power differential among racial groups to benefit some more than others.

Racism = Racial Prejudice + Power

Anti-Racism

Anti-racism is the acknowledgment that racism exists in our society, and recognition that racism is perpetuated through uneven distribution of power. It promotes the elimination of all types of racism and the unlearning of racism. Anti-racism seeks to identify and change policies and practices that promote racism, as well as provides skills and strategies for changing attitudes and behavior.

Conversation Circles and Literature Review Summary

In addition to the perspectives and information discussed during the Conversation Circles, this summary is also informed by the perspectives of the Royal Commission on Aboriginal People 1996, the City of Saskatoon Race Relations Perceptions surveys 2007, the Urban Aboriginal Peoples Study 2011, and the Canada West Foundation, which exclusively focuses on the policies that shape the West's quality of life.

Clearly defining anti-racism as an action based in theory and practice that analyzes and critiques racism on personal, institutional, and systemic levels is essential to moving forward. Further, understanding the complex and specific ways that racism operates is the key to being able to develop effective actions to eliminate or address it.

Stereotyping and prejudice both play a role in racial discrimination. Systemic racial discrimination is prevalent in Canada, and particularly in Saskatchewan. The terms "racism" and "discrimination" can sometimes present challenges for people, and often attempts are made to soften this language or to use euphemisms. This aversion and/or the use of euphemisms actually normalizes racism.

Normalization refers to a process through which ideas and actions come to be seen as "normal" and become taken-for-granted or "natural" in everyday life. Normalization of racism in Saskatchewan manifests itself in the facts that Aboriginal people in Saskatchewan have the highest rates of: incarceration, school dropout, health disparities, skills gap, unemployment; substance abuse, and suicide. These societal inequities are directly and indirectly related to social, economic, cultural, and political inequities, including poverty, social exclusion, racism, and discrimination.

The systemic or institutionalised racism that perpetuates this inequality places the blame on the (Aboriginal) community instead of establishing an accountability framework with those who have any real power to create sustainable changes.

Many of these societal inequities exact a high personal toll and are entrenched in the history of relations between Aboriginal peoples and the nation-state. While we may talk about Aboriginal populations in general terms, we must appreciate the individual effects of the collective burden of a history of discriminatory practices, unjust laws, and economic or political disadvantage.

Exploring cross cultural differences and misunderstandings is an important exercise for organizations to undergo to understand and recognize diversity, but eliminating racism requires naming the issues we are working to address. Whiteness, superiority, and dominant western or European paradigms must also be examined as part of the process.

Naming racism and other forms of discrimination is powerful in the struggle to eliminate them and also validates the experiences of marginalized communities. When we don't name racism or racist discourses, it only enhances the ideas that some are superior to

others based on their race. Although the promotion of diversity and multiculturalism is important, cultural celebrations do not educate people how to make change and to address racism.

Racism and other forms of discrimination are learned attitudes and behaviours. Eliminating discrimination requires a process of “unlearning” long-held beliefs, a willing openness, and commitment. It is a process that can be very difficult for some people and even more difficult within large organizations.

Often resistance to anti-racism work comes from ignorance and a lack of opportunities for education. This is true for those who exhibit blatant biases towards marginalized groups, as well as for those who refuse to acknowledge there is a problem. Providing educational opportunities for community stakeholders, Council members, municipal employees, potential funders, and local businesses is an important step in creating an understanding of the issues and helping facilitate change.

Anti-racism is a tool that makes cross-cultural understanding an effective way to create change in positive and equitable ways. Municipal governments, other levels of government, and local and national organizations share responsibility and have an important role to play in combating racism and discrimination. The basis for this acknowledgement rests in the unique strengths and capacities that make local government a critical actor in efforts to foster equality and respect for all citizens. These include:

- a) being the major political force within the local community;
- b) governing the delivery of essential services within the local community;
- c) having the capacity to influence public opinion and bring diverse interests together for the common good;
- d) being a stable and ongoing entity in the community;
- e) being uniquely positioned to act quickly, and implement initiatives that lead to quick and meaningful changes;
- f) having the ability to implement, in a concrete way, the international law instruments ratified by the federal government; and
- g) having the moral authority to sway other organizations (voluntary and private sector) and governments to address issues that have an impact on the local community.

TO: Secretary, Planning and Operations Committee
FROM: General Manager, Community Services Department
DATE: April 9, 2014
SUBJECT: Year-End Report - Immigration Initiatives – 2013 to 2014
FILE NO.: CK. 100-21 and RS. 220-48

RECOMMENDATION: that a copy of this report be forwarded to City Council and the Cultural Diversity and Race Relations Advisory Committee for information.

TOPIC AND PURPOSE

This report provides an update on the activities and initiatives carried out and facilitated in 2013 to 2014 by the Immigration Diversity and Inclusion Consultant in the Community Development Division, Community Services Department.

REPORT HIGHLIGHTS

1. The work done in the area of Settlement and Integration Initiatives includes activities in the community where the City of Saskatoon (City) works to bring people together through conversation, collaboration, and action. Examples include: implementing bus tours of various points around the city, including civic centres; representing the City on various settlement and integration committees; conducting community presentations; and submitting informational articles for newsletters.
2. The work done in the area of Outreach and Intercultural Development includes activities intended to build capacity within the City to help meet the needs of all residents with an emphasis on the needs of newcomers. This includes ensuring the City's programs and services are accessible to all. This work involves bringing people together within the organization through conversation and collaboration. Examples of this work include Plain Language workshops and strategy, outreach project on housing and neighbourhood safety with the staff from Neighbourhood Planning, and Lunch and Learns for summertime activities.

STRATEGIC GOAL

Within the Strategic Goal of Quality of Life, it is emphasized that Saskatoon is a warm, welcoming people place where culture thrives and where diverse traditions, religions, and languages are respected and celebrated. The many initiatives within the Immigration Action Plan have contributed, and will continue to contribute, to the Strategic Goal of achieving a better quality of life and becoming a city where every citizen feels a sense of belonging.

BACKGROUND

The Administration continues to work, both internally and externally in the community, to

raise awareness around immigration and augmenting the welcoming nature of our municipality. Once again in 2013 to 2014, the immigration staff resources and initiatives have been made possible primarily due to funding received from the federal and provincial governments. This report focuses on activities specifically undertaken in 2013 to 2014.

REPORT

As part of the implementation of the Immigration Action Plan, the Administration carried out activities both internally, within the corporation, as well as externally in the community. The involvement of the City in immigration initiatives provides opportunities to link and share resources and expertise with other community and government partners to address settlement and integration needs of newcomers. Since newcomers are engaged in all sectors of the community, there is a continued emphasis on multisectoral collaborations that bring people and organizations together to address the settlement, economic, social integration, and civic integration needs of newcomers.

Settlement and Integration Initiatives

In supporting the settlement and integration of newcomers, the Administration raised awareness to help understanding about immigration needs in a multitude of ways.

- a. Taking Stock for Taking Action - Hosting the “Making the Connection” event to present the Taking Stock report back to the community. The community forum was intended to share the highlights from the report, talk briefly about the recommendations for the City and the community in addressing the needs of newcomers, and to talk about the next steps. Approximately 100 people were in attendance.
- b. Culture Plan - Partnered with arts groups with a goal of diversity and interculturalism. As stated in the Culture Plan, its about “a change in mindset from a focus on multiculturalism to an investment in building towards an ‘intercultural city’ where cultural interaction is emphasized above and beyond mere celebration of difference.”
 - i) worked with The Saskatoon Symphony Orchestra (SSO), SaskEnergy, and the four settlement agencies to welcome over 100 newcomer adults and children to the SSO’s Family Series at the Western Development Museum. With tickets for a family costing \$72, this would not have been possible for many families if not for the sponsorship provided by SaskEnergy.
 - ii) complimentary Film Festival tickets from Paved Arts were also distributed via the Language Centre, the International Student and Study Abroad Centre, and the Aboriginal Student Centre.
- c. Committee Work - Ensuring the intercultural lens is a part of various conversations in the community by taking part in committees such as Prairie Prism, Saskatchewan Intercultural Association’s 50th

Anniversary/National Multiculturalism Day Celebration, Contact Conference, Saskatoon Settlement Coordinating Committee, Settlement Support Workers in Schools, and the Saskatoon Refugee Coalition. Key community information is collected at these meetings in order to share with the broader community and help to make connections as they are needed.

The Administration also provides support through presentations to groups such as:

- i) Nursing students: "Immigration and Communication";
 - ii) Employment Training Program: "Communication in the Workplace";
 - iii) International Students: "Welcome to Saskatoon!"; and
 - iv) Next Up: "Immigration and Security".
- d) Discover Saskatoon Bus Tours for Newcomers - In partnership with the University of Saskatchewan and the Newcomer Information Centre, the Administration offered two bus tours of Saskatoon civic facilities and attractions. Each tour hosted between 35 to 40 people from many different countries, speaking many different languages.

This year, the spring Newcomer Bus Tour was coordinated with the March 3 ceremony at City Hall for Race Relations Month. The tour included visits to the Mendel Art Gallery, the Forestry Farm Park and Zoo, Lakewood Civic Centre, and the Cliff Wright Library. The final stop on the tour was at City Hall to join in the Race Relations Opening Ceremony. Following the formal ceremony, His Worship, the Mayor, joined the group in Council Chambers for a private, informal "chat". The guests were given the opportunity to ask questions, as well as share information about themselves with the Mayor.

Outreach and Intercultural Development

Ensuring that the City is providing programs and serves in a way that is accessible to all has been part of several activities this year. This also provides the opportunity for civic staff to have the opportunity to work directly with newcomers and learn the challenges they face in a new culture and city.

- a) Plain Language – As a way of working towards an increased awareness and use of plain language, the Administration coordinated a pilot Plain Language workshop for civic staff. Fifteen staff attended representing Business Administration, Strategic and Business Planning, Corporate Revenue, Communications, Recreation and Sport and Community Development Divisions. Following the pilot workshop, staff has been meeting with the Organization and Employee Development Supervisor to develop strategies around incorporating Plain

Language into all employee training and development.

- b) Housing Handbook/Safe at Home - To ensure information from the City is accessible to all, a Plain Language workshop for the Housing Handbook was developed. This type of outreach helps increase the opportunities for authentic interaction between civic employees and newcomers in their own learning environments where they are more comfortable.

The role of the Immigration Consultant was to develop the workshop and Plain Language materials, co-facilitate with the Neighbourhood Planning staff, and transition to have the Neighbourhood Planning staff take the lead. Going forward, to ensure consistency in the presentations and connection to the newcomer community, the Immigration Consultant will develop a “train the trainer” resource for these types of workshops. The workshops are being included in the next Housing Business Plan and were highlighted in the Neighbourhood Planning Annual Report.

- c) Lunch and Learns for Settlement and Community Workers - Coordinated City information sessions for settlement and community members working with newcomers. Information highlighted in these sessions included:
- i) Playgrounds and Paddling Pools;
 - ii) Leisure Access Programs; and
 - iii) Community Association Programs and how to get involved.

The presentations took place in the community at the Saskatchewan Intercultural Association and at Global Gathering Place.

PUBLIC NOTICE

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

Written by: April Sora, Immigration Diversity and Inclusion Consultant

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

Approved by: “Randy Grauer”
Randy Grauer, General Manager
Community Services Department
Dated: “April 19, 2014”

cc: Murray Totland, City Manager

TO: Secretary, Planning and Operations Committee
FROM: General Manager, Community Services Department
DATE: April 7, 2014
SUBJECT: Culture Plan Implementation Update
FILE NO.: CK. 5608-1 and RS. 5608-18

RECOMMENDATION: that a report be submitted to City Council for information.

TOPIC AND PURPOSE

This report provides an update on the activities and initiatives carried out in support of implementing the Saskatoon Municipal Culture Plan (the Culture Plan).

REPORT HIGHLIGHTS

1. The Culture Plan was adopted by City Council in September 2011. Implementing the Culture Plan has been a shared responsibility since culture objectives are integrated into many aspects of city building.
2. Culture Plan initiatives, such as public art, culture days programming, and cultural mapping have contributed to quality of life and social cohesion in Saskatoon.
3. Through culture grants, the City of Saskatoon (City) provides \$506,000 in grants and \$193,000 in tax abatement supports for not-for-profit cultural organizations.
4. The City participated in a seven city study measuring municipal cultural investments for the years 2009 to 2012. A report is forthcoming.

STRATEGIC GOALS

This report supports the Strategic Goal Quality of Life, specifically long-term strategies of implementing the Culture Plan and supporting community building through direct investment, community development expertise, and support to volunteers on civic boards, committees, and community associations.

This report also supports the Strategic Goal of Sustainable Growth, specifically the short-term strategy completing the City Centre Plan and the long-term strategy of establishing the City Centre as a cultural and entertainment district with employment, corporate offices, and store-front retail.

BACKGROUND

The Culture Plan was adopted by City Council in September 2011. The Culture Plan was developed after extensive community engagement. This Culture Plan lays out a ten-year vision for culture in Saskatoon and is built around six strategic directions (see Attachment 1):

- 1) arts sector support;
- 2) heritage;
- 3) youth;
- 4) diversity;

- 5) neighbourhoods; and
- 6) city centre.

The Culture Plan also outlines the role that the City can play in culture, specifically as an enabler, convenor, broker, and facilitator. The goals of the Culture Plan are to:

- 1) support the economy, including the creative sector;
- 2) attract and retain youth;
- 3) ensure that Saskatoon has a thriving and lively downtown;
- 4) maintain the character and unique identity of Saskatoon neighbourhoods;
- 5) ensure that residents of all ages and income levels have access to arts and cultural opportunities; and
- 6) position the arts as a way to build bridges between cultures.

Implementing the Culture Plan is a shared responsibility with culture objectives integrated into many aspects of city building. References to and linkages from the Culture Plan are found in various City plans and strategies, including:

- 1) Strategic Plan 2013 - 2023;
- 2) Official Community Plan;
- 3) Immigration Action Plan;
- 4) Heritage Plan;
- 5) City Centre Plan; and
- 6) Local Area Plans.

This report provides an update on the activities and initiatives, completed and underway, since the approval of the Culture Plan (see Attachment 2).

REPORT

Implementing the Culture Plan

Implementing an integrated Culture Plan requires coordination and planning. To this end, under the leadership of the Community Development Division, an Interdepartmental Culture Team (ICT) was recently established to support ongoing collaborative working relationships between civic departments, and to provide advice on the effective use of resources to achieve Culture Plan objectives. The ICT meets four times a year and is comprised of representatives from several departments and divisions from across the corporation.

Culture Plan Initiatives

Culture Plan initiatives have contributed to quality of life and social cohesion in Saskatoon. Public art initiatives, such as the award winning Moose Jaw Trail sculpture, by renowned Canadian artist Jill Anholt, and events such as the annual Culture Days celebration, help to make Saskatoon a warm and welcoming community where citizens feel a sense of belonging. These successes would not have been possible without the City's investment in a new Arts Consultant position, added to the Community Development Division in 2013. The position has increased the City's capacity to implement Culture Plan objectives; notably enabling the completion of recently approved Commemorations and Monuments Policy No. C09-038, and by contributing to

the successful renewal of the City's Placemaker temporary public art program and the developments of the City's new Public Art Program and supporting policy.

Building a creative and cultural city is a community effort. Since 2012, the Community Development Division has partnered with the University of Saskatchewan's Interdisciplinary Centre for Culture and Creativity (ICCC) to carry out neighbourhood cultural mapping projects. With funding from SaskCulture Inc., University of Saskatchewan students were hired for two summers to map community and cultural assets in the neighbourhoods of Nutana, Broadway Avenue, Mayfair, 33rd Street, and Riversdale/20th Street.

The projects involved the participation of neighbourhood residents, community associations, and local businesses in identifying cultural resources and populating the maps. One particularly innovative mapping project was the Broadway Heritage Quick Response (QR) Code Project, supported by the Broadway Business Improvement District. By scanning the codes with a smart phone, users have instant access to historical information, including archival images of historic locations and buildings within the Broadway District.

City Culture Grants Support Not-for-Profit Cultural Organizations

Through culture grants, the City recognizes the contributions that not-for-profit cultural organizations play in ensuring a vibrant arts and culture scene exists in Saskatoon. The Culture Grant Program, administered by the Community Development Division, provides annual operating or institutional funding to 16 major arts organizations, festivals, and heritage institutions. The funding pool for this program is currently \$406,000 with the previously set target of achieving \$2 per capita in funding.

The City also provides \$193,000 in tax abatements to major arts and heritage organizations. The Cultural Grant Capital Reserve provides funding for periodic, one-time capital projects to those organizations currently receiving funding under the Culture Grant Program, with \$100,000 available annually.

Both the Culture Grant Program and Cultural Grant Capital Reserve were reviewed in 2012, and updated to better reflect municipal best practice, with City Council approving revisions to both grants in 2013. One notable change was to dedicate \$30,000, over three years, to Creative Kids, an organization that addresses cost-as-a-barrier for participation in cultural activities.

Participation in Seven-City Study

Creativity, culture, and quality of place have become important drivers in local economies. Access to cultural amenities is widely acknowledged as a distinguishing feature that defines living choices. Having a vibrant arts scene is also viewed as a means to attract both consumers and producers of art who will choose to live in a city where their talents can be nurtured and inspired. Understanding how the City invests in culture is useful for setting priorities and making informed decisions. To this end, Saskatoon was one of seven mid-sized Canadian cities to participate in the measurement of their cultural investments between 2009 and 2012. The study was conducted by Hill Strategies Research, a Canadian company specializing in applying

social science research methods to the arts sector. A report outlining the findings of this study is forthcoming in May 2014.

The Administration has been actively implementing the Culture Plan since being adopted by City Council in 2011. Immediately, and over the next year, the Administration is planning to:

- 1) bring forward a report on Municipal Cultural Investment in seven mid-sized Canadian cities;
- 2) further develop cultural connections to the Aboriginal community, in part through the support of an upcoming Aboriginal Artist Symposium being held in Saskatoon in May 2014;
- 3) develop better linkages between the Culture Plan and the Immigration Action Plan;
- 4) undertake an arts facility mapping exercise to identify existing resources and potential gaps; and
- 5) expand Culture Days programming.

PUBLIC NOTICE

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

ATTACHMENTS

1. Saskatoon Culture Plan: Directions and Strategies
2. Saskatoon Culture Plan: Moving Forward: Implementing Saskatoon's Culture Plan – Status Update

Written by: Kevin Kitchen, Community Initiatives Manager

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

Approved by: “Randy Grauer”
Randy Grauer, General Manager
Community Services Department
Dated: “April 19, 2014”

cc: Murray Totland, City Manager

The Key Directions

<p>DIRECTION 1 - ARTS AND CULTURE SECTOR Build capacity within the cultural sector.</p> <p>Strategy 1 Develop a strong knowledge base and understanding of cultural resources throughout the city.</p> <p>Strategy 2 Coordinate roles, responsibilities and delivery mechanisms among funding and support agencies to address Culture Plan objectives.</p> <p>Strategy 3 Focus on building long-term stability within the cultural sector in Saskatoon.</p>
<p>DIRECTION 2 - HERITAGE Ensure cultural heritage is conserved and valued.</p> <p>Strategy 1 Identify and conserve Saskatoon’s distinctive natural and built heritage resources.</p> <p>Strategy 2 Pilot and promote innovative approaches to interpreting and promoting cultural heritage resources and experiences.</p> <p>Strategy 3 Build upon the City’s and community’s capacity to support heritage conservation.</p>
<p>DIRECTION 3 - YOUTH Cultivate conditions for youth and young professionals to thrive.</p> <p>Strategy 1 Explore partnerships to develop small business supports focused on artists and creative entrepreneurs.</p> <p>Strategy 2 Connect youth to training opportunities in the cultural sector.</p> <p>Strategy 3 Leverage partnerships with educational institutions to generate opportunities for new research and mentorship.</p>

<p>DIRECTION 4 - DIVERSITY Value and celebrate diversity and strengthen opportunities for cultural interaction.</p> <p>Strategy 1 Support and enable cross-cultural initiatives in the community.</p> <p>Strategy 2 Develop opportunities for diverse cultural expression in civic spaces and places.</p>
<p>DIRECTION 5 - NEIGHBOURHOODS Support and enable cultural development at the neighbourhood level.</p> <p>Strategy 1 Develop a neighbourhood-based cultural facility strategy.</p> <p>Strategy 2 Integrate a cultural approach to the community planning and development process.</p> <p>Strategy 3 Initiate and support partnerships to deliver a cultural campaign, unique to each neighbourhood.</p> <p>Strategy 4 Develop a Public Art Program that includes new policies and procedures for commemorative and interpretive public art.</p>
<p>DIRECTION 6 - CITY CENTRE Develop the city centre as a cultural district.</p> <p>Strategy 1 Reinforce clustering of cultural infrastructure and activities in the city centre and facilitate access by walking, biking and transit.</p> <p>Strategy 2 Support the emergence of River Landing as a new cultural gathering place.</p> <p>Strategy 3 Support collaborative efforts that enhance tourism destinations, products and experiences.</p>

Saskatoon Culture Plan

Moving Forward: Implementing Saskatoon's Culture Plan – Status Update

Below is an excerpt from the Culture Plan, for the full version of the Culture Plan and the Implementation Plan can be found on the City website, under “C” for Culture.

Objectives	Strategies	Status
Year One Establish the framework for implementation and implement the signature initiatives	1. Market the Culture Plan internally and to the public, recognizing the importance of reaching residents from a variety of cultural and linguistic backgrounds.	Completed
	2. Establish an interdepartmental culture team to support collaborative working relationships and provide advice on the effective use of resources to achieve Culture Plan objectives.	Completed
	3. Create a new position of Cultural Consultant to oversee implementation of the Culture Plan.	Completed
	4. Create a Cultural Investment Strategy and initiate appropriate realignment to meet objectives of the Culture Plan.	In progress
	5. Establish a process to ensure the City of Saskatoon's major infrastructure projects undergo a cultural assessment to determine opportunities to incorporate cultural expressions in civic spaces and places.	In progress
	6. Work with internal and external partners to develop, approve, and implement a comprehensive public art policy and program for Saskatoon.	In progress
Year Two Integrate internal process and align objectives.	1. Develop a framework that identifies opportunities for the integration of cultural components into new neighbourhood developments.	In progress
	2. Identify and move forward with necessary amendments to the Official Community Plan and zoning bylaw to align	Not Started

	with the Culture Plan.	
	3. Identify and adopt changes to the Local Area Plan process to meet the objectives of the Culture Plan, namely, to adopt the strategies including considerations for culture in public consultation, urban design, heritage conservation, and land use decisions.	In progress
	4. Review working partnerships with external and quasi-external groups and initiate appropriate realignment of terms of reference to meet Culture Plan objectives in the areas of: a) community development and services; b) culture diversity and race relations; c) cultural tourism and economic development; d) education, youth, young professionals and mentorship; and e) natural and cultural heritage resources.	To be started in 2015
Year Three Create databases and order of actions	5. Establish a database of cultural facilities, public art, heritage and civic institutions (schools, civic centres, libraries), and artist studio spaces for monitoring purposes.	Starting June 2014
	6. Establish a database of organizations and individuals willing to participate in a cultural mentorship and volunteerism program.	
	7. Development of databases for natural and cultural heritage should also be explored.	
	8. Determine order of remaining actions for implementation, based on need and resources available.	
Years Four and Five Further Implementation, Evaluation, and Reassessment	9. Review actions implemented to date, evaluate outcomes (using the cultural database, economic and demographic forecasts, stakeholder interviews, etc.), and determine actions moving forward.	

TO: Secretary, Planning and Operations Committee
FROM: General Manager, Community Services Department
DATE: April 17, 2014
SUBJECT: Cultural Grant Capital Reserve Awards 2014
FILE NO.: CK. 1871-2 and RS. 1860-21

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

TOPIC AND PURPOSE

The purpose of this report is to provide information on the funding support awarded for 2014 in the Cultural Grant Capital Reserve.

REPORT HIGHLIGHTS

1. The Cultural Capital Reserve Fund, administered by the Community Development Division, provides funding to organizations that are currently in the City of Saskatoon's (City) Culture Grant Program. Funding is provided for periodic, one-time capital projects.
2. For the grant intake, nine applications were received requesting \$209,725 of support for projects worth \$1,995,548.
3. An adjudication committee recommended funding for four eligible projects with \$100,000 being allocated to approved projects.

STRATEGIC GOALS

This report supports the City's Strategic Goal of Quality of Life, specifically the long-term strategies of implementing the Municipal Culture Plan, and supporting community-building through direct investment, community development expertise, and support to volunteers on civic boards, committees, and community associations. Supporting cultural institutions also supports the Strategic Goal of Sustainable Growth as stable cultural institutions complement the work of the City Centre Plan.

BACKGROUND

Cultural Grant Capital Reserve

The City's Cultural Grant Capital Reserve was created in 2010, in response to a formal request from one of the major arts institutions for capital funding support. The purpose of this reserve is to provide funding for periodic, one-time capital projects to organizations currently receiving funding under the Culture Grant Program. La Troupe du Jour was the first recipient of funds from the reserve. Allocations of funds are to be made by the Cultural Grant Capital Reserve Adjudication Committee, in accordance with the criteria outlined in Reserves for Future Expenditures Policy No. C03-003.

At its October 15, 2013 meeting, the Planning and Operations Committee approved the following revisions:

- a) expand the eligibility criteria to include all major cultural organizations currently eligible for ongoing support under the Culture Grant Program;
- b) create two funding categories: Major Capital Grants for up to \$80,000 and Minor Capital Grants for up to \$10,000 with priority given to Major Capital Grant applications;
- c) change the composition of the Cultural Grant Capital Reserve Adjudication Committee to a committee consisting of:
 - i) three members from art, heritage, or festival organizations who are receiving funding through the Culture Grant Program and who are not applying at the deadline being adjudicated; and
 - ii) a City representative with capital and/or construction project management expertise; and
- d) eliminate the requirement that the Planning and Operations Committee be responsible for reviewing all applications.

REPORT

The Cultural Capital Reserve Fund

The Cultural Capital Reserve Fund provides funding for periodic, one-time capital projects to organizations currently in the City's Culture Grant Program. Specifically, projects must be one of the following:

- a) capital (new and replacement);
- b) governance reviews;
- c) strategic planning; or
- d) market research aimed at refocusing direction.

The awarded contributions from the Cultural Capital Reserve Fund must not exceed 50 percent of the cost of the project.

2014 Grant Intake

The Cultural Capital Reserve Fund had \$100,000 available for 2014. At the February 18, 2014 deadline, nine applications were received requesting \$209,725 of support for projects worth \$1,995,548.

All project applications were reviewed by the Cultural Capital Grant Adjudication Committee. Applications were assessed using the following criteria:

- a) merit of project;
- b) community impact; and
- c) planning.

2014 Awards

- a) Persephone Theatre – major capital – \$80,000;
- b) Saskatchewan Native Theatre Company – minor capital – \$10,000;
- c) Saskatoon Symphony Orchestra – minor capital – \$4,000; and

- d) Shakespeare on the Saskatchewan – minor capital – \$6,000.

Each of these organizations has received confirmation, in writing, about their grant award and reporting requirements.

COMMUNICATION PLAN

The Community Development Division will promote the results through posting on the City’s website.

PUBLIC NOTICE

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

Written by: Kathy Allen, Arts and Grants Consultant

Reviewed by: “Kevin Kitchen”
For Lynne Lacroix
Director of Community Development

Approved by: “Randy Grauer”
Randy Grauer, General Manager
Community Services Department
Dated: “April 19, 2014”

cc: Murray Totland, City Manager

TO: Secretary, Planning and Operations Committee
FROM: General Manager, Community Services Department
DATE: April 4, 2014
SUBJECT: 2014 Culture Grant Program Awards
FILE NO.: CK. 1871-2 and RS. 1870-2-1

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

TOPIC AND PURPOSE

The purpose of this report is to provide information on the funding support awarded in the Culture Grant Program in 2014.

REPORT HIGHLIGHTS

1. The City of Saskatoon's (City) Culture Grant Program was created in 1997. The purpose of the program is to provide annual operating or institutional funding in recognition of the contribution that major cultural organizations make to the quality of life in Saskatoon and their role in providing major cultural activities for Saskatoon residents and visitors.
2. For 2014, \$395,850 in funding is being allocated to 16 eligible culture organizations, and \$10,150 is being allocated to Creative Kids.

STRATEGIC GOALS

This report supports the City's Strategic Goal of Quality of Life, specifically the long-term strategies of implementing the Municipal Culture Plan, and supporting community-building through direct investment, community development expertise, and support to volunteers on civic boards, committees, and community associations. Supporting cultural institutions also supports the Strategic Goal of Sustainable Growth as stable cultural institutions complement the work of the City Centre Plan.

BACKGROUND

Culture Grant Program

The City's Culture Grant Program was created in 1997 and consists of four components: the Major Arts Institutions Grant, the Major Festivals Grant, the Major Heritage and Museum Institutions Grant, and the Cultural Participation Grant. The purpose of the program is to provide annual operating or institutional funding to major cultural organizations in recognition of the contribution they make to the quality of life in Saskatoon and their role in providing major cultural activities for Saskatoon residents and visitors.

In order to be eligible for the Culture Grant Program, organizations must have a minimum of 5,000 visits per year and annual revenues over \$300,000. Major Arts Institutions, with visits over 25,000 per year and annual revenues over \$1.25 million

dollars, are eligible for Category A in the program. Funding is distributed to eligible organizations on the basis of a funding formula. The grant formula offers an allocation of civic funds based on the category of each organization, while at the same time, removing the City from making subjective judgments through an adjudication process.

At its October 15, 2013 meeting, the Planning and Operations Committee approved the following revisions to the Culture Grant Program:

- a) eliminate the donation of civic services, tax abatements, and annual revenues from the funding formula;
- b) divide the funding evenly among the organizations in each program component as follows:
 - i) 55 percent – Major Arts Institutions;
 - ii) 28.5 percent – Major Festivals;
 - iii) 14 percent – Major Heritage or Museum Institutions; and
 - iv) 2.5 percent – Cultural Participation.
- c) the Cultural Participation allocation will be dedicated to Creative Kids.

At its November 4, 2013 meeting, City Council adopted the recommended policy revisions.

REPORT

2014 Grant Intake

The Culture Grant Program had \$406,000 available for the March 31, 2014 application deadline. At this deadline, applications were received from all 16 of the organizations currently in the Culture Grant Program.

Applications were reviewed by the Administration for compliance with the program requirements. Funding was distributed based on the formula established in the Culture Grant Program Guidelines.

Funding Allocation for Eligible Culture Organizations

The funds available in each category of the Culture Grant Program in 2014 are as follows:

- a) 55 percent to Major Arts Institutions: \$223,300;
- b) 28.5 percent to Major Festivals: \$115,710;
- c) 14 percent to Major Heritage or Museum Institutions: \$56,840; and
- d) 2.5 per cent to Cultural Participation: \$10,150.

The organizations being funded in 2014 are outlined in Attachment 1.

Each of these organizations has received confirmation, in writing, about their grant award and reporting requirements.

COMMUNICATION PLAN

The Community Development Division will promote the results through a posting on the City's website.

PUBLIC NOTICE

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

ATTACHMENT

1. 2014 Culture Grant Program Awards

Written by: Kathy Allen, Arts and Grants Consultant

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

Approved by: “Randy Grauer”
Randy Grauer, General Manager
Community Services Department
Dated: “April 19, 2014”

cc: Murray Totland, City Manager

2014 Culture Grant Program Awards

Major Arts Institutions Category A:

Persephone Theatre	\$60,000.00
Saskatoon Symphony Society	\$60,000.00

Major Arts Institutions

Friends of the Broadway Theatre	\$17,216.67
La Troupe du Jour	\$17,216.67
Paved Art and New Media	\$17,216.67
Saskatchewan Craft Council	\$17,216.67
Saskatchewan Native Theatre Company	\$17,216.67
Saskatoon Jazz Society	\$17,216.67

Major Festivals

25 th Street Theatre	\$23,142.00
N.S.I. Children's Festival	\$23,142.00
Saskatchewan Jazz Festival	\$23,142.00
Saskatoon Folkfestival	\$23,142.00
Shakespeare on the Saskatchewan Festival	\$23,142.00

Major Heritage or Museum Institutions

Diefenbaker Canada Centre	\$18,946.67
Ukrainian Museum of Canada	\$18,946.67
Western Development Museum	\$18,946.67

Total	\$395,850.00
-------	--------------

TO: Secretary, Planning and Operations Committee
FROM: General Manager, Community Services Department
DATE: March 31, 2014
SUBJECT: 2013 Year-End Report - Neighbourhood Services Section –
Community Development Division
FILE NO.: CK. 430-34 and RS. 430-8

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

TOPIC AND PURPOSE

This report provides a summary of the work carried out in 2013 by the Neighbourhood Services Section, Community Development Division. It highlights the human and financial resources provided by the City of Saskatoon (City), which in turn, helps leverage the commitment and dedication of volunteers in the community who help make Saskatoon a great place.

REPORT HIGHLIGHTS

1. The Community Consultants supported the volunteers of the 46 Community Associations to provide over 1,400 sport, culture, recreation, and park programs in neighbourhoods, while providing approximately 11,000 hours of programming to over 12,000 registrants. The City provided \$112,500 in grant funds to assist Community Associations in providing these programs. This in turn, leveraged approximately \$400,000 of Community Association funds to cover the costs to offer programs.
2. In 2013, the Community Consultants offered many group training opportunities to over 170 volunteers and held the largest volunteer appreciation celebration with over 195 volunteers attending.
3. The Community Consultants were involved on various committees and led a variety of public meetings that were held in neighbourhoods across the City.
4. The Community Consultants act as a liaison between the community and the City through proactive communication and dialogue. Their role is unique and important in that it helps to establish a bond of trust and respect between the Community Associations and the City.

STRATEGIC GOAL

As part of the City's Strategic Goal of Quality of Life, this report demonstrates how the Neighbourhood Services Section supports community building through direct investment, community development expertise, and support to the Community Associations. Community Associations also continue to build capacity within the community to address a broad range of issues which have an impact on the quality of life of the residents of Saskatoon.

BACKGROUND

The mandate of the Community Development Division is:

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

Specifically, the Neighbourhood Services Section, Community Development Division works with Saskatoon’s 46 Community Associations to coordinate neighbourhood initiatives, activities, and programs throughout the City. To do this work, the Neighbourhood Services Section is comprised of a Section Manager, eight Community Consultants, and one Clerk-Steno (see Attachment 1). The Community Consultants are assigned geographic areas within Saskatoon.

Saskatoon’s Community Associations are incorporated, non-profit organizations operating at an arm’s length from the City. They are governed by the *Non-profit Corporations Act, 1995*, as administered by the Corporate Registry of the Information Services Corporation.

This report provides a summary of the work carried out in 2013 by the Neighbourhood Services Section, Community Development Division.

REPORT

The Community Consultants work with the Community Associations in four key areas, noted in the sections below:

Support the Provision of Sport, Culture, Recreation, and Parks Programs

Sport, Culture, Recreation, and Parks Programs

An important aspect of the Administration’s work is to support the Community Associations in their efforts to provide quality and affordable sport, culture, recreation, and park programs through various grants and supports. See Attachment 2 for a summary of the grants provided. Volunteers from 46 Community Associations put in over 125,000 hours of time annually, to offer a variety of fall, winter, and spring programs. The collective overview of their efforts is summarized in the chart below. Community Associations also:

- a) partner with city-wide minor sport groups, predominantly soccer and softball, to provide spring outdoor sport programs; and
- b) offer a number of special events throughout the year, such as fun days in the park, soccer tournaments, and community social events.

Community Associations	No. of Programs Offered	Hours of Programs	No. of Registrants	Program Grants From the City	Community Contribution
46	~1,400	~11,000	~12,000	\$112,500	~ \$400,000

In addition, the City:

- a) distributed \$42,300 in additional program grants/funding among eligible Community Associations to address cost-as-a-barrier for neighbourhood program participation. The distribution is based on the number of low-income families in each neighbourhood;
- b) provided, over and above the cost-as-a-barrier grant, additional program funding to the neighbourhoods of King George, Pleasant Hill, Riversdale, and Westmount to assist in the development of new recreation programs for younger children and families, as well as neighbourhood community events;
- c) facilitated the development of new community gardens in Boughton Park, within the Holiday Park neighbourhood, and the expansion of an existing garden at Emmanuel Village Garden. This increases the number of community gardens on City-owned property to 14 (with over 470 garden plots). An additional five gardens with 140 new garden plots are in the works for 2014; and
- d) formalized the Gardening Saskatoon webpage with information about community and allotment gardens and produced a community gardens brochure (see Attachment 3).

Outdoor Rinks

The Community Associations operated a total of 49 outdoor rinks and 2 pond rinks during the winter season from 2012 to 2013. The Community Associations are eligible for a matching grant to assist with the operating costs. The chart below demonstrates the shared operating costs, as well as the partnership between the City and the Community Associations, to both operate the rinks and undertake rink improvements.

Community Association Outdoor Rinks/Ponds	Total City Rink Operating Grant	Community Contribution To Rink Operating Costs	City Rink Improvement Grant	Community Contribution To Rink Improvements	Combined Total Costs for Outdoor Rinks
51	\$28,559	\$30,966	\$29,710	\$67,453	\$156,688

Assist, Support, and Develop Volunteers

Volunteers are the backbone of Saskatoon's Community Associations. Volunteers sit on the Community Association's boards as executive members, coach sports teams, and organize neighbourhood special events, such as a fun day in the park or a community clean up. Some volunteer on a regular basis, others occasionally volunteer. The supports and/or events provided for volunteers by the Administration include the following:

- a) Volunteer Training and Development
In 2013, the Community Consultants offered many group training opportunities to over 170 volunteers on topics including:
 - i) networking tradeshow;
 - ii) indoor program coordinator workshops; and

- iii) online registration, treasurer, and rink coordinator workshops.

The workshops were led by skilled and knowledgeable speakers and also provided an opportunity for volunteers to connect and learn from one another.

At the individual organization level, Community Consultants also provide board orientations, planning sessions, and one-on-one training sessions for specific board positions, such as treasurer, secretary, president, volunteer coordinator, and indoor coordinator.

b) Volunteer Appreciation

Over 195 volunteers representing 38 Community Associations attended the Annual Volunteer Appreciation event that was held on March 28, 2013 at the Western Development Museum. At this event, City Councillors and City staff helped celebrate and acknowledge the great work of the Community Association volunteers.

Facilitate Input from Community Organizations

In 2013, the Community Consultants were involved on various committees and led a variety of public meetings that were held in neighbourhoods across the City. These meetings and committees dealt with issues of park development, facility development, rezoning applications, community gardens, and park safety.

Further to this, the Administration, through the Community Association Operating Grant, requires that each Community Association maintain formal communication with the residents of their area (i.e. newsletters, emails, and websites). This communication system provides information to residents about programs, services, and issues within their neighbourhood and has become an important way of staying connected in the community.

A Liaison Between the Community and the City

The eight Community Consultants are a visible and active liaison between the Community Associations and various City departments ensuring there is communication and dialogue. The Community Consultants make an effort to attend all monthly Community Association executive meetings. Their role at these meetings is to support the association executives with advice, to provide updates on City initiatives, and likewise, to listen and respond to the concerns of the community. Their role is unique and important in that it helps to establish a bond of trust and respect between the Community Association and the City.

Saskatoon is aware of, and takes pride in, the very strong system of neighbourhoods and neighbourhood-based programming, delivery, and consultation. The Community Associations continue to be the critical component in the delivery of affordable, neighbourhood-based sport, culture, recreation, and parks programs. This decentralized neighbourhood-based program delivery model has been successful from a number of perspectives:

- a) neighbourhood recreation programs across the City;
- b) defined contact/process points within each neighbourhood; and
- c) an evolving community engagement model that has earned national recognition.

PUBLIC NOTICE

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

ATTACHMENTS

1. Community Consultants and Areas Served
2. Financial Supports To Community Associations for Neighbourhood Programming
3. Community Garden Brochure

Written by: Mike Libke, Neighbourhood Services Manager

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

Approved by: “Randy Grauer”
Randy Grauer, General Manager
Community Services Department
Dated: April 20, 2014”

cc: Murray Totland, City Manager

COMMUNITY CONSULTANTS AND AREAS SERVED

<p>Area 1 Jan Cunningham (306) 975-3379</p> <p>Confederation Park (Confederation Suburban Centre) Dundonald Hampton Village Massey Place Pacific Heights Westview Heights</p>	<p>Area 2 Karen Farmer (306) 975-3380</p> <p>Fairhaven Holiday Park Meadowgreen Sport, Culture, and Rec Group Montgomery Place Parkridge</p>
<p>Area 3 David Godwin (306) 975-3651</p> <p>King George Pleasant Hill Riversdale Westmount</p>	<p>Area 4 Mark Planchot (306) 975-3376</p> <p>Caswell Hill City Park Hudson Bay Park/Mayfair (Kelsey - Woodlawn) Mount Royal North Park/Richmond Heights River Heights</p>
<p>Area 5 Marieke Knight (306) 975-2952</p> <p>Erindale/Arbor Creek Lawson Heights (Lawson Suburban Centre) Silverspring Silverwood Heights Sutherland/Forest Grove Willowgrove/University Heights</p>	<p>Area 6 Lisa Thibodeau (306) 975-3375</p> <p>Avalon Buena Vista Nutana Queen Elizabeth/Haultain/Exhibition (West half of Haultain) Varsity View (Grosvenor Park) Stonebridge</p>
<p>Area 7 Carrie Hutchison (306) 975-3381</p> <p>Adelaide Park/Churchill Brevoort Park Eastview (Nutana Suburban Centre) Greystone Heights Holliston (East half of Haultain) South Nutana Park</p>	<p>Area 8 Art Lord (306) 975-2942</p> <p>Briarwood College Park East College Park Lakeridge Lakeview Wildwood Rosewood</p>

OFFICE CONTACT INFORMATION

Clerk-Steno: (306) 975-3378

Fax Number: (306) 975-2324

Mailing Address:

Community Development Branch
2nd Floor, Cosmo Civic Centre
3130 Laurier Drive
Saskatoon SK S7L 5J7

Financial Supports to Community Associations for Neighbourhood Programming

The City provides four primary grants for financial assistance to the Community Association, in support of their program delivery efforts. Below is a brief overview of each of the four annual grants.

Annual Operating Grant (\$99,200)

Provides financial assistance for annual operating expenses, such as communication costs, annual financial review, and liability insurance. A grant of \$2,100 is available to each Community Association. An additional \$200 is available to Community Associations serving more than one neighbourhood or as designated under special circumstances by the City. This grant, in essence, covers their overhead costs associated with the program delivery responsibilities.

Annual Program Grant (\$55,200)

Provides financial assistance for the delivery of sport, culture, and recreation programs. A grant of up to \$1,200 is available per year. Programs covered under this grant are expected to be an activity that is organized (i.e. there is a time, place, and instructor/coach/qualified leader) rather than an informal opportunity, such as an asphalt pad to play on or a gardening space for drop-in use.

Cost-as-a-Barrier Funding (\$42,300)

Provides financial assistance to ensure that cost is not a barrier to participation in the neighbourhood sport, culture, and recreation programs. The amount of funding available is formula driven and based on the number of Low Income Cut-Off (LICO) families in each neighbourhood, as reported in the most recent Canada Census. This ranges from \$0 to \$3,550 per year, based on the Community Association. In ensuring the Community Association registered programs are as accessible as possible, they may choose to subsidize individual registration fees in part, or in full, to provide programs that are operated at a lower than cost or provide no-cost programs.

Annual Rink Operating Grant (\$38,300)

Provides financial assistance for day-to-day operation of an outdoor rink. This is a matching grant up to \$1,400 and is available to all Community Associations operating one or two outdoor rinks. A matching grant up to \$2,400 is available for those Community Associations operating three or more outdoor rink facilities. Eligible expenses include: labour, supervision, utilities, snow removal, weed removal, hoses, shovels, nets, board repairs, and snow blower purchase and maintenance. Currently, the City provides passive consent for these rink structures to be on city land and there is an implied license in effect.

In addition to the Rink Operating Grant noted above, the City also provides a Rink Improvement Grant (\$17,000), as financial assistance to refurbish existing outdoor rink facilities (the minimum grant is \$750; the maximum is \$7,500). This is a cost-shared program between the City and the Community Association.

Community Gardens

Start a new community garden or find an affordable place to garden in Saskatoon.

Gardens provide residents a chance to:

- engage in healthy recreation
- grow nutritious food
- meet neighbours
- build community
- learn about the growing cycle
- beautify land

Who runs community gardens?

A community garden is organized and managed by neighbourhood volunteers. They grow food and nurture plants on public or private lands, including parks, schools and church properties.

Gardeners work together to make decisions to successfully operate and maintain the garden. They assign, maintain and weed plots, organize social events and work bees for the benefit of all involved. Most collect small fees (\$10-\$25) to buy tools and garden material for everyone to share.

What type of garden is right for you?

Allotment Gardens

Garden plots operated by the City of Saskatoon (City) and rented out to people who want to grow food.

Community Gardens (application deadline is Dec 1 annually)

A plot of land where a group of volunteers grow food and flowers, build community and beautify land on a smaller plot (100-300 sq ft).

Gardens on Vacant Land

Non-profit organizations with a mandate in food security can apply to use vacant, City-owned property.

How do I join or start a community garden?

The Community Development Division (306-975-3378) can answer questions, connect you to garden organizers and/or help you with the application process. For successful applicants, the City hosts a neighbourhood information meeting to educate residents about what is involved in participating in a community garden. If a community garden is approved to be created, the City will supply irrigation outlet(s) for water use (where possible), and we till the land the first year the garden is getting established.

It is also recommended to speak to your local community association, CHEP Good Food Inc. (a non-profit food security group in Saskatoon) and neighbours to see if others would like to help!

City of Saskatoon
Community Development
306-975-3378
www.saskatoon.ca
(look under 'G' for Gardens)

CHEP Good Food Inc.
306-655-4575
www.chep.org

Community Associations
www.saskatoon.ca
(look under 'C' for Community Associations)



TO: Secretary, Municipal Heritage Advisory Committee
FROM: General Manager, Community Services Department
DATE: March 19, 2014
SUBJECT: Civic Heritage Program Annual Report - 2012 and 2013
FILE NO.: CK. 430-34 and PL. 430-9

RECOMMENDATION: that a copy of this report be forwarded to the Planning and Operations Committee recommending that it be submitted to City Council for information.

TOPIC AND PURPOSE

The purpose of this report is to provide an update of the Civic Heritage Program activities that occurred in 2012 and 2013. A work program for the Heritage and Design Coordinator is also included to provide an overview of the range of duties performed by this position.

REPORT HIGHLIGHTS

1. There are approximately 1,500 documented properties in Saskatoon with significant heritage value.
2. The Heritage Policy and Program Review (Heritage Review) is now complete and the implementation phase is about to begin.
3. The City's Heritage Conservation Program includes many events and projects that increase education and awareness about community heritage, as well as incentives to support the conservation of important properties.

STRATEGIC GOALS

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

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

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

BACKGROUND

An audit of the Civic Heritage Program was completed in 2004, at which time it was recommended that the Civic Heritage Program report to City Council annually. The last annual report for the Civic Heritage Program was provided in 2011. This report is an update of activities that occurred in 2012 and 2013.

The Heritage and Design Coordinator position administers the Civic Heritage Program within the Planning and Development Division, Community Services Department.

REPORT

This report provides an update of the Heritage Conservation Program activities that occurred in 2012 and 2013. A work program for the Heritage and Design Coordinator is also included to provide an overview of the range of duties performed by this position.

Properties with Documented Heritage Value

The following chart identifies documented properties of historical significance or potential historical significance:

Type of Listing	Number of Properties
Heritage Database	1,452
Municipal Designated Properties	36
Provincial Designated Properties	2
National Heritage Sites	4
Community Heritage Registry	2
Holding Bylaw	34

Attachment 1 contains a list of sites that have national, provincial, or municipal designations, are listed on the Community Heritage Register, or included on Demolition Permit Bylaw No. 6770 (Holding Bylaw).

Heritage Policy and Program Review

The Heritage Review was completed in July 2012, and a final report was presented to the Planning and Operations Committee during its September 4, 2012 meeting. The scope of the Heritage Review was to critically review the City's existing Heritage Conservation Program and to develop informed policy and program improvements.

A further report was received by the Planning and Operations Committee on March 26, 2013, which outlined priority implementation items for the Heritage Review. The implementation plan includes short, medium, and long-term recommended actions.

Civic Heritage Conservation Program Highlights

Designated Sites

The following site/building was designated by City Council as Municipal Heritage Property:

- 1) the W.J. English House located at 932 University Drive in Nutana-February 11, 2013.

Heritage Education, Awareness, and Incentives

City Council approved funding for the following heritage projects:

- 1) conservation of the artifacts from the S.S. City of Medicine Hat for \$42,000 - November 26, 2012.
- 2) rehabilitation of the Broadway Theatre overhanging sign at 715 Broadway Avenue for \$10,000 - September 23, 2013.

Funding for these projects was allocated from the Heritage Reserve Fund.

The Civic Heritage Program provided support for the following education and awareness projects:

1. The Sutherland Forest Nursery (Saskatoon Forestry Farm Park and Zoo) celebrated its centennial anniversary in May 2013. The Civic Heritage Program provided financial assistance for this event and the Heritage and Design Coordinator was on the organizing committee.
2. The 2012 Heritage Awards were presented at the February 6, 2012 meeting of City Council.
3. Doors Open is an event whereby buildings of architectural and historical significance, which are not normally open to the public, open their doors to visitors. Doors Open retained the services of On Purpose Leadership to organize the 2013 event, with the City, Saskatoon Heritage Society, and MHAC participating. This event was held on June 2, 2013, and was attended by over 3,000 people visiting 20 buildings.
4. The City and MHAC share a display table at the annual Heritage Festival of Saskatoon at the Western Development Museum in early February.

Tax Incentives in 2013

City Council approved tax abatements through the Heritage Conservation Program for the following:

- 1) repairs and maintenance to the exterior of the building at 609 King Street for \$1,000;
- 2) exterior painting of the building at 932 University Drive for \$2,600; and
- 3) exterior repairs including mortar, brick pointing and preparing, and painting window frames at 1018 McPherson Avenue for \$17,500.

Heritage Parks

The City partnered in the Moose Jaw Trail Project at Patricia Roe and Mark Thompson Parks in Stonebridge. The park was unveiled on September 27, 2013.

Heritage Conservation Program Incentives

The Heritage Conservation Program provides funding for Designated Heritage Properties. Funding is provided in the form of a tax abatement or grant, depending on the funding request. Attachment 2 is a list of properties currently receiving tax abatements.

The Facade Conservation and Enhancement Grant Program is a new program developed in 2013. The program combined the Facade Appearance Grant Program and the Facade Rehabilitation and Renovation Grant Program. The annual program provides funding for facade improvements in the key commercial areas throughout the City. The project is funded by both the Heritage Conservation Program and by Urban Design. The Heritage Conservation Program provides \$10,000 annually to this program for projects that conserve heritage elements to property facades.

2014 Work Plan

A detailed Work Plan for 2014 is included as Attachment 3. Projects that are slated for 2014 include:

- 1) implementation of the Heritage Review;
- 2) funding of an enhanced inventory of the Capitol Theatre artifacts; and
- 3) inventory of the City's vintage signs located on building facades.

PUBLIC NOTICE

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

ATTACHMENTS

1. List of Designated Properties, Community Heritage Register Properties and Holding Bylaw Properties
2. Properties Currently Receiving Funding (Tax Abatements) Under the Heritage Conservation Program
3. Heritage and Design Coordinator 2014 Work Plan

Written by: Christine Gutmann, Heritage and Design Coordinator

**List of Designated Properties, Community Heritage Register Properties,
and Holding Bylaw Properties**

Designated Heritage Properties

**Land Titles Office	311 21st Street East
*College Building	105 Administration Place
Albert School	610 Clarence Avenue
Alexander Residence	1020 Spadina Crescent East
Arrand Block	520 - 524 11th Street
Broadway Theatre	715 Broadway Avenue
Bowerman House	1328 Avenue K South
*CPR Station	305 Idylwyld Drive North
F.P. Martin House (1 and 2)	716 and 718 Saskatchewan Crescent
Fairbanks Morse Warehouse	14 23rd Street East
Former Fire Hall No.3	612 11th Street East
Hutchinson Building	144 2nd Avenue South
Little Chief Service Station	344 20th Street West
*Superintendent's Residence	903 Forest Drive
Marr Residence	326 11th Street East
Odd Fellows Temple	416 21st Street East
Pettit/Sommerville Residence	870 University Drive
Pioneer (Nutana) Cemetery	St. Henry Avenue
Rugby Chapel	College Drive
Trounce/Gustin Residences	512 10th Street East
Thirteenth St. Terrace (Row Housing)	711 - 723 13th Street East
Main Street Electrical Substation	619 Main Street
Little Stone School House	University of Saskatchewan
St. John's Cathedral	816 Spadina Crescent
Knox Church	838 Spadina Crescent
Cambridge Court	129 5th Avenue North
Landa House	202 Avenue E South
Bottomley House	1118 College Drive
Aden Bowman House	1018 McPherson Avenue
McLean Building	263 3rd Avenue South
Larkin House	925 5th Avenue North
*Next of Kin Memorial Ave at Woodlawn Cemetery	502 2nd Avenue North
*VIA Rail (Union) Station	1800 Chappell Drive
Arthur Cook Building	306 Ontario Avenue
W.J. English House	932 University Drive
City Gardener's Site	810 Spadina Crescent West

*National Historic Site

**Provincial Designation

Community Heritage Register Properties

Grace Westminster United Church	505 10th Street
Nurses Residence at City Hospital	609 King Street

Holding Bylaw Properties

Adilman's Department Store	20th Street and Avenue B
Bell House	906 Saskatchewan Crescent
Bessborough Hotel	601 Spadina Crescent East
Board of Trade Office	1022 Temperance Street
Broadway Bridge	Broadway Avenue
Buena Vista School	1306 Lorne Avenue
Calder House	848 Saskatchewan Crescent East
Canada Building	105 21st Street East
Eaton's Dept. Store	3rd Avenue and 21st Street East
Flanagan/Senator Hotel	243 21st Street East
Hopkins House	307 Saskatchewan Crescent West
Hugh Cairns Memorial	Kinsmen Park
Irvine House	416 11th Street East
King George School	721 Avenue K South
MacMillan Building	135 21st Street East
The Normal School	1030 Idylwyld Drive North
Powe Residence	100 115th Street West
R.J.D. Williams School	221 Cumberland Avenue
Roxy Theatre	320 20th Street West
Royal Bank	241 2nd Avenue South
Rumely Warehouse	224 226 Pacific Avenue
Saskatoon Club	417 21st Street East
Saskatoon Collegiate Institute	411 11th Street East
Schrader House	321 6th Avenue North
St. George's Ukrainian Catholic Church	214 Avenue M South
St. Joseph's Church	535 8th Street East
St. Mark's Anglican Church	1406 8th Avenue North
Star Phoenix Clock	5th Avenue North near 24th Street
Stewart's Drug Store	810 Broadway Avenue
Third Avenue United Church	304 3rd Avenue North
Thompson Chambers/Avalon Block	206 2nd Avenue North
Ukrainian Orthodox Cathedral of the Holy Trinity	919 20th Street West
University Bridge	College Drive
The Vimy Memorial	Kiwanis Park near Broadway

*List current as of January 2014

**Properties Currently Receiving Funding (Tax Abatements)
Under the Heritage Conservation Program**

Name of Property	Address of Property	Year Funding Will End
W.J. English House	932 University Drive	2022
Pettit/Sommerville Residence	870 University Drive	2015
Gustin/Trounce House	512 10 th Street	2016
Bottomley House	1118 College Drive	2016/2017
Fairbanks Morse Warehouse	12/14 23 rd Street (residential)	2016
Fairbanks Morse Warehouse	12/14 23 rd Street (commercial)	2018
Aden Bowman House	1018 McPherson Avenue	2017
Landa House	202 Avenue E South	2017
Larkin House	925 5 th Avenue North	2017
Cambridge House	129 5 th Avenue North	2017
McLean Building	263 3 rd Avenue South	2018
F.P. Martin House	716 Saskatchewan Crescent	2020
F.P. Martin House	718 Saskatchewan Crescent	2020
Arthur Cook Building	306 Ontario Avenue	2017

**Heritage and Design Coordinator
2014 Work Plan**

	Quarter 1	Quarter 2	Quarter 3	Quarter 4
Heritage				
Heritage Policy and Program Review Implementation				
Participate in Heritage Fair and Heritage Forum				
Interpretive Park Plaque Text				
Inventory of Capitol Theatre Artifacts				
Inventory of Vintage Signage				
Awareness and Education				
Heritage Awards 2014				
New Branding and Marketing Materials				
Doors Open 2015				
On-Going				
Customer Service				
Heritage Evaluations				
Attend Naming Advisory Committee				
Attend Municipal Heritage Advisory Committee				
Attend Planning and Operations Committee When Required				
Annual Heritage Inspection Program				

His Worship the Mayor and City Council
The City of Saskatoon

REPORT
of the
ADMINISTRATION AND FINANCE COMMITTEE

Composition of Committee

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

**1. Award of Request for Proposal
for Lease of 120 and 126 Idylwyld Drive South and
25 – 25th Street East for Pay-and-Display Parking
(File No. CK. 4225-1)**

- RECOMMENDATION:**
- 1) that the proposal submitted by Impark for the lease of 120 and 126 Idylwyld Drive South and 25 - 25th Street East for the use of the sites as pay-and-display parking lots over a multi-year term be accepted;
 - 2) that the parking lot improvements detailed in the report be financed from lease revenues from the parking lots and that the Property Realized Reserve be used as an interim source of funding to complete the improvements; and
 - 3) that His Worship the Mayor and the City Clerk be authorized to execute the related agreement, as prepared by the City Solicitor, under the Corporate Seal.

Your Committee has reviewed and supports the attached report of the General Manager, Asset and Financial Management Department, dated April 16, 2014, regarding the above matter.

2. McOrmond Drive Compost Depot
(File No. CK. 7830-4-2)

- RECOMMENDATION:**
- 1) that approval be granted of up to \$195,000 to prepare an east-side alternative to the McOrmond Drive Compost Depot that will be permanently closed later this year; and
 - 2) that the source of funding be Capital Project #2187 – Permanent Composting Facility.

Your Committee considered the following report of the General Manager, Community Services Department dated March 31, 2014 regarding 2014 Composting Programs and resolved that the Administration report back regarding the necessity of closing and relocating the McOrmond Drive Compost Depot.

“TOPIC AND PURPOSE

To update City Council on the status of city-wide composting programs and present options for the replacement of the McOrmond Drive Compost Depot (McOrmond Depot).

REPORT HIGHLIGHTS

1. The composting season begins with the opening of the depots on April 14. An expanded Green Cart Program for leaves and grass will commence beginning May 6, and registration is now available online.
2. The McOrmond Depot will be closed on June 30, and a location just east of the Junction of Highway 5 and 41 has been secured to be open by July 1.

3. The pilot program to sell City of Saskatoon (City) compost and mulch to residents was well-received and resulted in over 1,000 bags of material sold over three weekends. This program will be continued this season; however, there are a number of changes to the composting program planned for 2014.
4. The City will continue to partner with the Saskatchewan Waste Reduction Council to promote home composting.
5. Options to expand organics waste diversion to include food waste continue to be explored and will be reported on in the coming months.

STRATEGIC GOAL

The initiatives described in this report support the Strategic Goal of Environmental Leadership by facilitating city-wide composting and recycling, and helping to eliminate the need for a new landfill. Composting also contributes to the long-term strategy to reduce the City's greenhouse gas (GHG) emissions.

BACKGROUND

Since 2006, the City has been operating two compost depots where residents can drop off yard waste at no charge, or subscribe for curbside collection. Commercial haulers have also been able to access the depots beginning in 2011 by purchasing a permit. The two depots, one on McOrmond Drive and the other on Highway 7, are temporary locations which accept leaves, grass, non-elm tree and shrub branches, as well as garden waste that would otherwise end up in the landfill.

Use of the depots has grown nearly 16-fold, from 1,270 tonnes accepted in 2006 to 21,500 tonnes accepted in 2013. The two depots represent a 16% annual waste diversion rate from the landfill, a significant component of the total community waste diversion rate of 40%.

In December 2013, City Council approved the expansion of the Leaves and Grass Subscription Program (Green Cart Program) for the 2014 season to provide all curbside residents interested in participating the opportunity to register for an annual subscription fee of \$55. City Council also approved a pilot program to sell compost and mulch to residents at \$5 per bag or pail.

REPORT

Composting Season Begins

Composting programs are growing and expanding in 2014.

The Green Cart Program has operated since 2004 and will be expanded this year to accommodate all who wish to register. For a seasonal subscription fee of \$55, residents having black-cart garbage service may have leaves and grass conveniently picked up at the curb from May until November.

Subscriptions are expected to double from 3,000 to 6,000 participating households within the next couple of years. Promotion of the program has begun and registration is now available online through the SaskatoonRecycles.ca website.

The City will continue to offer rebates on the purchase of new backyard compost bins. The rebate has been increased to \$20 (from \$10). Rebates are administered through a partnership with the Saskatchewan Waste Reduction Council. The Council also provides training and outreach on home composting tips. Home composting provides an opportunity for residents to divert some of their food waste along with traditional yard waste materials.

From April 14 thru November 7 (weather permitting), residents can continue to drop off their leaves, grass, and non-elm branches, stumps and tree trimmings free of charge at the City compost depots. The depots are open 7 days a week from 9:00 a.m. to 6:00 p.m., including statutory holidays. Hours of service are being extended at the Highway 7 Depot (located at the junction of Highway 7 and 11th Street West) until 8:00 p.m., Mondays through Thursdays from May 1 thru August 28.

Future of Temporary Depots – New Location to Replace McOrmond Depot

Both depots are temporary locations in the path of future urban development.

Grading and servicing-related construction activities have begun in the area around the depot on McOrmond Drive (located 0.5 km north of 8th Street East) making access and public safety an increasing concern. For this reason, the Administration plans to close the McOrmond Depot after June 30, 2014.

An alternate temporary location for a depot on the east end of the city has been identified just east of the junction between Highway 5 and Highway 41 (see Attachment 1). Development of this site will require compliance with an Industrial Works Application with the Ministry of Environment to ensure site storm water run-on and runoff is managed, fencing and site security is confirmed, access is appropriate, and that operations do not impact ground or surface water bodies. Dust and odour mitigation is also expected.

The Highway 7 Depot is not expected to experience the same pressures from construction activity for at least another three to five years. The depot will therefore be expanded and improved to accommodate higher traffic volumes and more material.

The opening of the Circle Drive South Bridge had a significant influence on visitation to the depots with traffic decreasing at the McOrmond Depot and increasing at the Highway 7 location. Information about access and travel times is provided in Attachment 1.

Compost and Mulch Sales, and Program Changes in 2014

A pilot program in 2013 offered compost and mulch to residents at a price of \$5 per bag or pail. Compost was sold in 20 litre quantities, and mulch in 35 litres quantities. Sales were held on three weekends in July, August, and September at the Highway 7 Depot. A combined total of 1,074 bags and pails of material was purchased (approximately 25 m³) by 153 customers.

The program was well-received by participants and provided the opportunity for residents to purchase a unique product, to reinforce the idea that compost is valuable, and communicate about other environmental City initiatives. Changes to the program for 2014 include holding sales earlier in the year, increasing sales to five events, and using the existing compost depot staffing contract to improve program efficiency.

Home Composting Education

An important method for diverting organic (food and yard) waste is through home composting. The City maintains compost education programs and promotions in partnership with the Saskatchewan Waste Reduction Council. Initiatives include compost bin rebates and training of "Master Composters".

Master Composters are volunteers who have well-developed composting skills and who provide workshops and information directly to residents. This year, Master Composters will also make home visits, upon request, to troubleshoot issues and give direct advice on making home compost bins as effective as possible.

Compost bin rebates of \$20 will be offered to residents throughout the 2014 growing season, and will be advertised through retailers and at targeted events to increase participation in home composting.

Options to Expand Organics

The Administration is exploring options to expand composting programs to include food waste. The objectives of this investigation include finding a solution(s) that is affordable, convenient, and can be implemented city-wide.

Information is being gathered now to provide the background necessary to guide decision making and public engagement on this matter. Quantity and character of the organic waste stream, processing technologies, collection methods, financial implications, and partnership opportunities with the private sector will be presented in a report to City Council in June 2014.

OPTIONS TO THE RECOMMENDATION

City Council may choose to operate only the Highway 7 Depot until the permanent composting location is ready. This means yard waste materials that do not fit in green carts and are not composted as part of a backyard program would be collected at one location.

POLICY IMPLICATIONS

There are no policy implications at this time.

FINANCIAL IMPLICATIONS

The composting initiatives described in this report are funded by the 2014 operating budget for compost programs and Capital Project #2187 – Permanent Composting Facility.

Costs to prepare an alternate site once the McOrmond Depot is closed are estimated at \$195,000. Included in this estimate are the costs for access (\$73,000), site grading and preparation (\$52,000), storm water management (\$10,000), and fencing (\$60,000).

Capital Project #2187 – Permanent Composting Facility has current funding that could be redirected to cover the costs to set up an alternate temporary site.

PUBLIC AND/OR STAKEHOLDER INVOLVEMENT

Your Administration issued an Expression of Interest (EOI) to local businesses to determine interest in either finished or unfinished compost from the McOrmond Depot. There was no interest in unfinished material and no formal response to the EOI to purchase mature compost in bulk and ensure removal from the site by November.

COMMUNICATION PLAN

The McOrmond Depot closure and details about the opening of the new temporary site will be communicated through signage at both compost depots, a letter to existing commercial permit holders, a Public Service Announcement, social media, and the City's website.

The expanded Leaves and Grass Program is currently being promoted through paid advertising, targeted outreach at public events, Public Service Announcements, social media, the City's website, community association newsletters, and through existing waste-related communications.

The public sale of compost will be promoted through a flyer available at civic facilities and public events, social media, the City's website, and through cross-promotion with other environmental programs.

DUE DATE FOR FOLLOW-UP AND/OR PROJECT COMPLETION

A report to City Council presenting options to expand organics waste diversion will be presented in June 2014. The results of the 2014 composting programs will be communicated to City Council in the 2014 Integrated Waste Management Annual Report presented in April 2015.

ENVIRONMENTAL IMPLICATIONS

Reduced GHG emissions are expected through the use of a compost windrow turner at the depots in 2014 and beyond. A compost windrow turner is very efficient at achieving aeration which reduces the potential for methane production while improving the quality of the compost produced. Methane is 20 times more potent than carbon dioxide and is produced when there is a lack of oxygen in the compost pile.

Information on cost savings and emissions reductions will be communicated as part of the annual report on energy and GHG emissions reduction and the Report on Service, Savings and Sustainability.

The expanded Green Cart Program is expected to divert approximately 800 additional tonnes of organic waste from the landfill, resulting in 186 net tonnes of reduced emissions.

PRIVACY IMPLICATIONS

There are no privacy implications arising from this initiative.

SAFETY/CRIME PREVENTION THROUGH ENVIRONMENTAL DESIGN (CPTED)

A CPTED review is not required at this time.

PUBLIC NOTICE

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

ATTACHMENT

1. Compost Depot Access and Travel Times.”

Report No. 7-2014
Monday, May 5, 2014
Administration and Finance Committee
Page 9

Attached is a report of the General Manager, Asset and Financial Management Department, dated April 23, 2014, providing further clarification on construction activities surrounding the McOrmond Drive Compost Depot.

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

Respectfully submitted,

Councillor T. Paulsen, Chair

1.

TO: Secretary, Administration and Finance Committee
FROM: CFO and General Manager, Asset and Financial Management Department
DATE: April 16, 2014
SUBJECT: Award of Request for Proposal for Lease of 120 and 126 Idylwyld Drive South and 25 - 25th Street East for Pay-and-Display Parking
FILE NOS: AF.4225-1 and LA.4021-6

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

- 1) that the proposal submitted by Impark for the lease of 120 and 126 Idylwyld Drive South and 25 - 25th Street East for the use of the sites as pay-and-display parking lots over a multi-year term be accepted;
- 2) that the parking lot improvements detailed in the report be financed from lease revenues from the parking lots and that the Property Realized Reserve be used as an interim source of funding to complete the improvements; and
- 3) that His Worship the Mayor and the City Clerk be authorized to execute the related agreement, as prepared by the City Solicitor, under the Corporate Seal.

TOPIC AND PURPOSE

To obtain City Council's approval to award the lease of 120 and 126 Idylwyld Drive South and 25 - 25th Street East (see Attachments 1 and 2) to Impark for the use of the sites as pay-and-display parking lots.

To receive approval to proceed with the proposed site improvements at an estimated cost of \$250,000.

REPORT HIGHLIGHTS

1. A Request for Proposals for the lease of 120 and 126 Idylwyld Drive South and 25 -25th Street East was issued and proposals were received.
2. Terms of the lease include an annual minimum payment of \$290,000.
3. Impark would look after the management of 120 and 126 Idylwyld Drive South and 25 - 25th Street East.
4. Surface improvements to the parking lots will make the sites more functional and user-friendly.

STRATEGIC GOAL

This report supports the Strategic Goal of Asset and Financial Sustainability and the short-term priority of developing a funding strategy to pay for new capital expenses by using revenues generated from the parking lot to pay for site upgrades and aesthetic improvements to parking lots.

BACKGROUND

The extension of 25th Street from 1st Avenue to Idylwyld Drive is now open. The 25th Street Extension involves lands that were purchased by the Property Realized Reserve for the roadway extension and the creation of future development sites as part of the North Downtown Redevelopment Project.

A report was approved at City Council's meeting held on July 17, 2013, regarding upgrades, financing, and the use of 25 - 25th Street East as a parking lot that would be operated by a private parking lot management company. It was approved that the Property Realized Reserve would receive the parking revenues as it would also be used to fund the expenses to complete improvements to the site and adjacent site at 45 - 25th Street. 25 - 25th Street is currently not generating parking revenues.

The sites at 120 and 126 Idylwyld Drive South were purchased by the Property Realized Reserve in 2013 in consideration of their strategic location relative to TCU Place and the YMCA. These sites have the potential to provide overflow or replacement parking for TCU Place, thus ensuring that ongoing parking requirements for the City-owned facility are maintained.

At the August 14, 2013, City Council meeting, the Administration indicated a report would be brought back to City Council providing details on the improvements that should be made to the parking lots at 120 and 126 Idylwyld Drive South.

120 Idylwyld Drive South is partially paved and currently being utilized as a pay parking lot operated by Impark. Current monthly revenues from Impark are fixed at \$6,300. 126 Idylwyld Drive is paved and currently being utilized as a pay parking lot operated by Precise ParkLink. Current monthly revenues from Precise ParkLink are approximately \$10,500.

REPORT

The Request for Proposal (RFP) was issued on November 22, 2013, and closed on December 4, 2013. The RFP was distributed to various parking lot management companies, resulting in submissions being received from Impark and Precise ParkLink.

Since the closing of the tender, Administration has been working with Impark on finalizing the lease for the two parking lots and establishing a plan for parking lot upgrades (all pending on City Council approval).

The specific criteria and respective weightings upon which the RFP submissions were evaluated are as follows:

- Strategy and Scope of Parking Lot Lease Plan, which includes the proposed management and operation of the sites;
- Commission Fees/Revenue Split;
- System Reliability and Service Support;
- Recommended Sales Strategy;
- Previous Experience; and
- Other Relevant Factors.

The RFP Selection Committee, consisting of three staff members with various professional backgrounds, independently reviewed and evaluated all proposals based on the outlined criteria. The Committee then convened, as a group, to review the individual scores and determine the successful proponent.

Resulting from this process, the RFP Selection Committee recommends Impark as the successful proponent for the lease of 120 and 126 Idylwyld Drive South and 25 - 25th Street East.

Terms of the Lease

Impark has proposed the following lease payment structure:

25 - 25th Street East: the greater of \$50,000 per annum (paid in equal monthly installments) or 85% of annual gross revenue.

120 and 126 Idylwyld Drive South: the greater of \$240,000 per annum (paid in equal monthly installments) or 85% of annual gross revenue.

Other significant terms of the agreements include:

- Three-year lease term (June 1, 2014 to May 31, 2017) with mutually agreed upon renewal options;
- Tenant to oversee any capital repairs to the sites, all capital repairs are subject to Landlord approval;
- Tenant to provide all necessary equipment for the lots to be operated as a parking lot;
- Landlord to pay for all capital repairs to the sites;
- Landlord may terminate this Lease by giving 60-days' written notice to the Tenant in the event that the Landlord chooses to sell or develop the sites; and
- Tenant will maintain the premises at its own cost and expense and be responsible for all snow clearing/removal and ice treatment.

Management of the Parking Lots

Impark's responsibilities would include litter removal, snow clearing and ice treatment, parking equipment supply and maintenance, insurance, signage supply and maintenance, on-site management and supervision, marketing, accounting, financial reporting, usage reporting, loss prevention, and patrol and enforcement.

Surface Improvements

As the City now owns 120 and 126 Idylwyld Drive South, it would be prudent to combine the two parking lots into one, reconfigure the layout, and complete improvements to the site to ensure maximum revenues are being generated. These improvements would include lighting upgrades, resurfacing of portions of the asphalt surface, improved entrance and exits to the site, and installing a screening fence along Idylwyld Drive that would be complementary to the screening fences endorsed by the City's Development Review Section. These capital upgrades are estimated to cost approximately \$215,000 and would bring the parking lot to a standard similar to the City's metered parking lot immediately to the north on the corner of Idylwyld Drive and 22nd Street.

The City would be responsible for payment of the materials and labour of the various contractors that are selected to perform the upgrades while Impark would manage the construction at no charge. Two quotes would be obtained for each component of construction.

The parking lot at 25 - 25th Street East has already received some minor surface improvements, with additional improvements proposed in spring of 2014. As committed to in the July 2013 report to City Council, parking lot screening fences will be installed around 25 - 25th Street and 45 - 25th Street. Fencing costs, plus gravel and compaction costs, are estimated to be approximately \$35,000.

OPTIONS TO THE RECOMMENDATION

An option would be to not approve of 120 and 126 Idylwyld Drive South and 25 - 25th Street East to Impark for the use of the sites as pay-and-display parking lots. In this scenario, the current parking agreement for the Idylwyld Drive lots would remain in place and a parking management plan would need to be established for 25 - 25th Street. This option is not recommended as inefficiencies exist with the sites in their existing configuration and are not user-friendly.

Another option would be to approve everything but the capital improvements to the parking lots. This option is not recommended as the parking lot requires site improvements that will improve safety stemming from increased lighting, provide better access and egress, enhance the visual appeal of the site by way of the screening fence, and be more efficient and user-friendly due to the reconfiguration of the site.

POLICY IMPLICATIONS

There are no policy implications. Leasing the sites allows for third-party parking enforcement on the lots.

FINANCIAL IMPLICATIONS

Outstanding site improvements for 120 and 126 Idylwyld Drive South and 25 - 25th Street East are estimated to be approximately \$255,000. These costs would be offset by parking revenues generated from the lease of the sites. Minimum annual rent for the parking lots would be \$290,000.

Lease payments from Impark would be sent to the City on a monthly basis and once the Property Realized Reserve has been repaid, receipts will be credited to General Revenues.

PUBLIC AND/OR STAKEHOLDER INVOLVEMENT

Real Estate Services discussed the parking logistics of 120 and 126 Idylwyld Drive South and 25 - 25th Street East with the City's Transportation Director and the Parking Services Manager. They were supportive of using a private parking lot management company to manage and to collect revenue from these lots.

COMMUNICATION PLAN

Impark would look after marketing the lots for monthly and daily parking.

DUE DATE FOR FOLLOW-UP AND/OR PROJECT COMPLETION

It is expected that 25 - 25th Street East would remain in use as a parking lot until such time as the site is ready for sale through the public tender process. At such time, a report would be brought forward to City Council regarding the sale.

120 and 126 Idylwyld Drive South would remain in use as a parking lot until such time as the sites are required for other purposes. At such time, a report would be brought forward to City Council.

Any subsequent lease renewals for a term longer than one year would be brought forward for City Council approval.

ENVIRONMENTAL IMPLICATIONS

There are no environmental and/or greenhouse gas implications.

PRIVACY IMPACT

There are no privacy implications.

SAFETY/CRIME PREVENTION THROUGH ENVIRONMENTAL DESIGN (CPTED)

A CPTED review is not required.

PUBLIC NOTICE

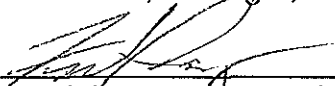
Public Notice, pursuant to Section 3 of Public Notice Policy No. C01-021, is not required.

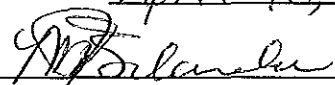
ATTACHMENTS

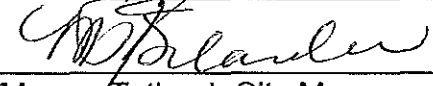
1. Proposed Parking Diagram for 120 and 126 Idylwyld Drive South.
2. Proposed Parking Diagram for 25 – 25th Street East.

Written by: Scott McCaig, Real Estate Advisor, Real Estate Services

Reviewed by: Keith Pfeil, Manager, Real Estate Services

Approved by: 
 Frank Long, Director, Saskatoon Land
 Dated: April 16, 2014

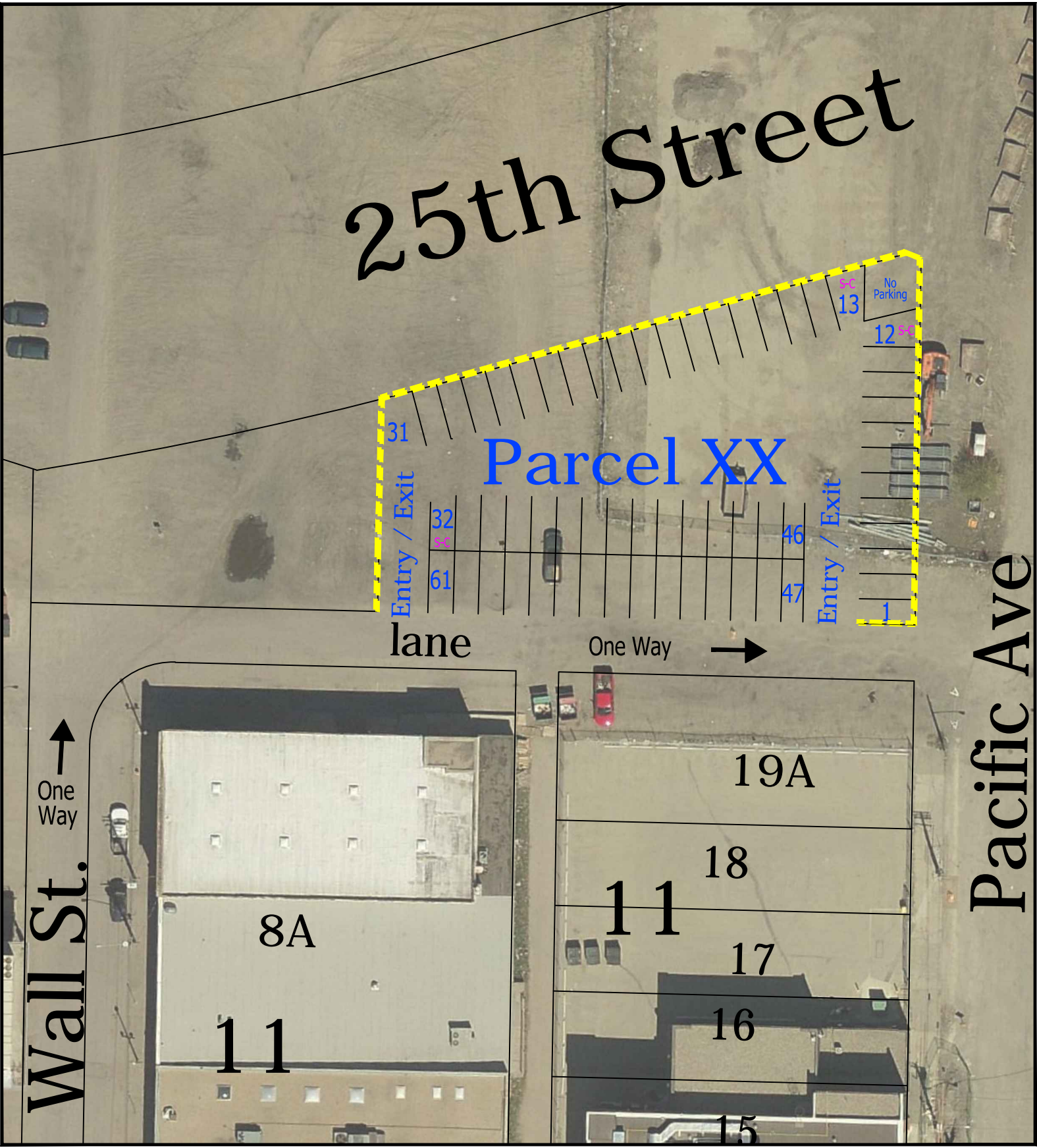
Approved by: 
 Mariys Bilanski, CFO & General Manager
 Asset and Financial Management Department
 Dated: Apr 17/14.

Approved by: 
 Murray Totland, City Manager
 Dated: April 22/14.

Proposed Parking Diagram for 120/126 Idylwyld Dr S



Proposed Parking Diagram for 25 - 25th Street East



25 - 25th Street East (Parcel XX)
 Approximately 61 Proposed Parking Stalls

Note: The City does not guarantee the accuracy of this drawing. To ensure accuracy, please refer to the Registered Plan of Survey. This drawing is not to scale. Distances are in metres unless shown otherwise. Do not scale.

TO: Secretary, Administration and Finance Committee
FROM: General Manager, Asset & Financial Management Department
DATE: April 23, 2014
SUBJECT: McOrmond Drive Compost Depot
FILE NOS: CP.7832-6 and WT.7832-6

- RECOMMENDATION:**
- 1) that a report be submitted to City Council recommending approval of up to \$195,000 to prepare an east-side alternative to the McOrmond Drive Compost Depot that will be permanently closed later this year; and
 - 2) that the source of funding be Capital Project #2187 – Permanent Composting Facility.

TOPIC AND PURPOSE

The purpose of this report is to provide further clarification on construction activities surrounding the McOrmond Drive Compost Depot (McOrmond Depot).

REPORT HIGHLIGHTS

1. Construction activities for the Brighton neighbourhood are proceeding in close proximity to the McOrmond Depot increasing safety risks in the area.
2. To make way for the construction of residential lots within the Brighton neighbourhood by the fall of 2016, the Administration recommends the closure of the McOrmond Depot on June 30, 2014, and replacing it with a temporary location near the Junction of Highway 5 and 41.
3. Subscribers to the Green Cart (Leaves and Grass) Collection Program will be provided a voucher allowing them to pick up one free 20-litre bag of finished compost and one free 35-litre bag of mulch.

STRATEGIC GOAL

The initiatives described in this report support the Strategic Goal of Environmental Leadership by facilitating city-wide composting and recycling, and helping to eliminate the need for a new landfill. Composting also contributes to the long-term strategy to reduce the City's greenhouse gas (GHG) emissions.

BACKGROUND

On April 7, 2014, the Administration and Finance Committee considered a report on 2014 Composting Programs and requested additional details about the land development program prior to deciding whether to accept these recommendations. The

Committee also requested follow up with respect to providing subscribers to the green cart program with one complimentary bag of finished compost each year.

REPORT

Construction Activities

Grading, installation of deep water and sewer infrastructure, and roadway construction are planned for 2014 in the areas adjacent to the depot on McOrmond Drive (located 0.5 km north of 8th Street East) as shown on the map in Attachment 1.

To accommodate land development construction throughout the 2014 servicing season, the north portion of McOrmond Drive within the proposed Brighton neighbourhood will be closed on May 1. During this time period, access will be available only from 8th Street East. Work planned by Dundee Developments in 2014 includes installation of deep services and roadway construction in areas north of the Compost Depot, and area grading work as shown on Attachment 1.

Public safety is an increasing concern. To address this concern, an additional gate attendant has been hired for the McOrmond Depot this season to maintain safe traffic patterns. Attendants conduct waste screening at the gate and as material is being unloaded. They also provide directions to site users to ensure visitors stay a safe distance away (minimum 30 metres) from heavy equipment.

Traffic cones, barricades, and signage are also in place to address safety concerns. Gate attendants and equipment operators also have communication with each other by cell phone and handheld walkie-talkie.

New Location to Replace McOrmond Depot

The Administration recommends the closure of the McOrmond Depot on June 30, 2014, and replacing it with a temporary location near the Junction of Highway 5 and 41 for use over the next two to five years.

An alternate temporary location for a depot on the east end of the city has been identified just east of the junction between Highway 5 and Highway 41. Development of this site will take some time to ensure compliance with an Industrial Works Application with the Ministry of Environment to ensure site storm water run-on and runoff is managed, fencing and site security is confirmed, access is appropriate, and that operations do not impact ground or surface water bodies. Dust and odor mitigation is also expected.

Finished Compost for Green Cart Subscribers

Beginning in May, the Administration will send out vouchers to residents who have subscribed to the Green Cart (Leaves and Grass) Collection Program. The voucher will

enable the resident to pick up one free 20-litre bag of finished compost and one free 35-litre bag of mulch at any one of the five sale events during the 2014 season. The sale dates are May 17, 24, and 31 and September 6 and 13. This voucher program is anticipated to be continued in future years.

OPTIONS TO THE RECOMMENDATION

City Council may choose to postpone consideration of an east-side alternative to the McOrmond Depot until the fall and continue to use the McOrmond Depot for the 2014 growing season and adopt enhanced safety measures. Choosing this option would disrupt the typical land development servicing timeline for the Saskatoon Land portion of Brighton.

The 130 acres of land currently occupied by the McOrmond Depot and other civic uses will accommodate approximately 320 single-family lots and 23 acres of multi-family parcels, which are currently planned for servicing completion and sale in the fall of 2016. While it would be possible to compress the planned land development work into a shorter time period of one construction season, this would significantly impact the probability of having the work completed by the end of the 2016 servicing season. Planning servicing work over a two year time period allows for typical weather delays and other complications that could arise throughout the construction season.

City Council may choose to operate only the Highway 7 Depot until a permanent and expanded composting program is in place. This means yard waste materials that do not fit in green carts and are not composted as part of a backyard program would be collected at one location instead of two.

POLICY IMPLICATIONS

There are no policy implications at this time.

FINANCIAL IMPLICATIONS

Costs to prepare an alternate site once the McOrmond Depot is closed are estimated at \$195,000. Included in this estimate are the costs for access (\$73,000), site grading and preparation (\$52,000), storm water management (\$10,000), and fencing (\$60,000). Capital Project #2187 – Permanent Composting Facility has current funding that could be redirected to cover the costs to set up an alternate temporary site.

The following financial impacts on the City's land development program may occur if the site continues to be used as a compost site beyond June of 2014:

- If servicing completion in Brighton is delayed beyond 2016, \$48 million in planned revenue from single-family lot sales would be deferred to a later year.

- There is a potential risk that additional costs to remove unfinished compost and other collected materials could occur if the site is used beyond June 30 and more material was allowed to accumulate on this site until the end of the 2014 growing season.
- Within its current three-year land servicing plans, Saskatoon Land has 878 single-family lots planned to be serviced in 2016. If market demand for single family lot inventory remains high and lot servicing is delayed in this area, significant supply constraints could occur in 2016 if these lots are not completed. In addition, depending on lots sales and servicing in other areas, the potential exists for Saskatoon Land to incur a significant loss in market share in 2016.

PUBLIC AND/OR STAKEHOLDER INVOLVEMENT

Dundee Developments has been consulted to gain more detailed information about area construction activities and impacts on access to the McOrmond Depot.

COMMUNICATION PLAN

The McOrmond Depot closure and details about the opening of the new temporary site will be communicated through signage at both compost depots, a letter to existing commercial permit holders, a Public Service Announcement, social media, and the City's website.

DUE DATE FOR FOLLOW-UP AND/OR PROJECT COMPLETION

The results of the 2014 composting programs will be communicated to City Council in the 2014 Integrated Waste Management Annual Report presented in April 2015.

ENVIRONMENTAL IMPLICATIONS

There are no additional environmental implications to report at this time.

PRIVACY IMPLICATIONS

There are no privacy implications arising from this initiative.

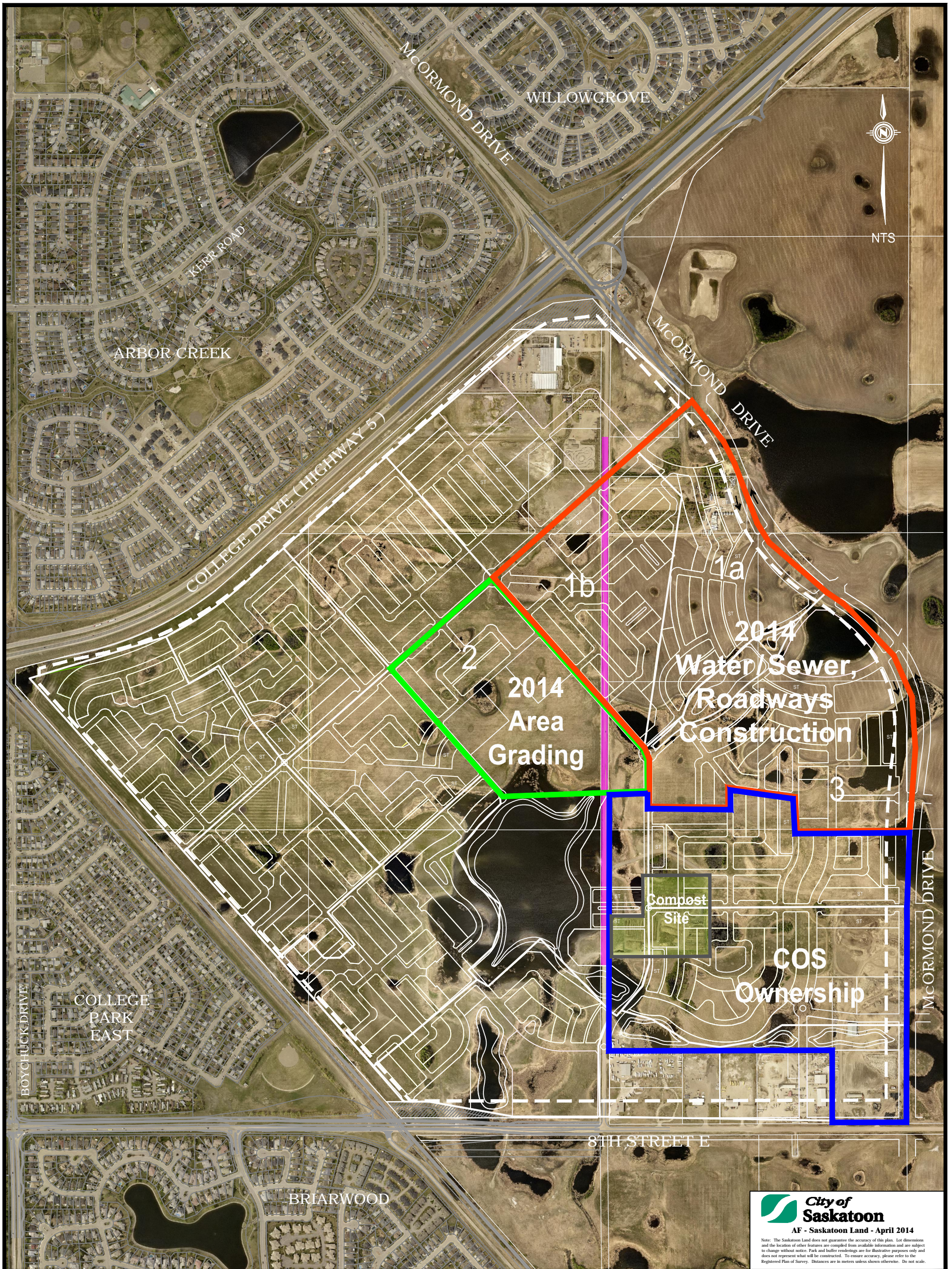
SAFETY/CRIME PREVENTION THROUGH ENVIRONMENTAL DESIGN (CPTED)

A CPTED review is not required at this time.

PUBLIC NOTICE

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

PROPOSED BRIGHTON NEIGHBOURHOOD - 2014 SERVICING PLAN



 Road Closure May 1st, 2014

 **City of Saskatoon**
AF - Saskatoon Land - April 2014
Note: The Saskatoon Land does not guarantee the accuracy of this plan. Lot dimensions and the location of other features are compiled from available information and are subject to change without notice. Park and buffer readings are for illustrative purposes only and does not represent what will be constructed. To ensure accuracy, please refer to the Registered Plan of Survey. Distances are in meters unless shown otherwise. Do not scale.

His Worship the Mayor and City Council
The City of Saskatoon

REPORT

of the

LAND BANK COMMITTEE

Composition of Committee

Councillor T. Davies, Chair
Councillor R. Donauer
Councillor Z. Jeffries
Councillor M. Loewen
Councillor P. Lorje

1. Changes to Showhome Policy to Include R-2000 and Energuide 81
(Files CK. 4214-1, AF. 4110-1 and LA. 4214-12)

- RECOMMENDATION:**
- 1) that the Residential Lot Sales – Showhome Policy No. C09-010 Paragraph 3.2 b) be modified to include Energuide 81 and R-2000; and
 - 2) that the City Clerk’s Office make the changes to the policy.

Attached is a report of the A/CFO and General Manager, Asset and Financial Management Department, dated March 25, 2014, requesting authorization to expand Saskatoon Land’s Showhome Policy to include Energuide 81 and R-2000 as acceptable eligible criteria to qualify for rebate.

Your Committee has reviewed this matter with the Administration and is supporting the above recommendations.

**2. Direct Sale to Matrix Equities Inc.
(Files CK. 4215-1, AF, 4214-1 and LA. 4221-140-015)**

- RECOMMENDATION:**
- 1) that the Director of Saskatoon Land be authorized to offer, by direct sale, Site 1 and Site 2 as indicated on Attachment 1, to Matrix Equities Inc. for the purpose of facilitating an expansion of their current business park; and
 - 2) that the City Solicitor be requested to prepare the Direct Sale Agreement and that His Worship the Mayor and City Clerk be authorized to execute the Agreement under the Corporate Seal.

Attached is a report of the CFO and General Manager, Asset and Financial Management Department, dated March 31, 2014, requesting authorization for the direct sale of approximately 23 acres of land in the Marquis Industrial Area to Matrix Equities.

Also attached is a copy of the Matrix Industrial Park Schematic Site Plan (Attachment 2).

Your Committee has reviewed this matter with the Administration and is supporting the above recommendations.

**3. Request to Sell City-Owned Property
310 Single Family Lots by Lot Draw in the Evergreen Neighbourhood and
Four Pre-Designated Residential Care Home Sites by Public Tender
(Files CK. 4215-1 and LA 4218-014-001)**

- RECOMMENDATION:**
- 1) that the Land Bank Manager be authorized to sell 310 lots with legal description of: Plan 102137633, Block 668, Lots 1 to 25, Block 669, Lots 1 to 43, Block 670, Lots 1 to 14; Plan 102146891, Block 669, Lots 44 to 60, Block 670, Lots 15 to 25, Block 671, Lots 1 to 20, Block 672, Lots 1 to 17, Block 673, Lots 1 to 7, Block 674, Lots 1 to 35; Plan 102145159, Block 675, Lots 1 to 38, Block 676, Lots 1 to 38, Block 677, Lots 1 to 19, and Block 678, Lots 1 to 28 on Baltzan Boulevard, Cove, Bay, and Terrace, Boykovich Crescent, Bend, and Street, and Marlatte Crescent, Street and Lane through a lot draw process;

- 2) that the Land Bank Manager be authorized to sell and additional four lots in Block 669, Lots 20, 21, 61 and 62 to the highest bidder through a tender process for the intended use of developing Type 2 Residential Care Homes, Child Care Centres or Pre-Schools with tender conditions and reserve bid prices as outlined in Attachment 5 of this report, plus applicable taxes;
- 3) that the Land Bank Manager be authorized to administer development controls for the 314 lots in accordance with the criteria outlined in this report; and
- 4) that the Land Bank Manager be authorized to make minor adjustments to the approved pricing that may be necessary to account for changes in servicing costs and lots being returned after lot draws.

Attached is a report of the ACFO and General Manager, Asset and Financial Management Department, dated February 10, 2014, requesting approval to price and sell 310 single-family lots by lot draw, obtain approval to price and sell four lots through a public tender process at pre-designated locations for Type 2 residential care homes, child care centres or pre-schools, and to administer development controls for all 314 lots.

Your Committee has reviewed this matter with the Administration and is supporting the above recommendations.

**4. Request to Sell City-Owned Property in the Montgomery Neighbourhood
(Files CK. 4215-1, 4020-12, AF. 4214-1 and LA 4214-013-002)**

- RECOMMENDATION:**
- 1) that the Director of Saskatoon Land be authorized to sell houses and vacant lots in the Montgomery Place neighbourhood located at 3107/3108 Caen Street, 1215/1217 Dundonald Avenue, and 3101/3105 Dieppe Street to the highest bidder through a public tender process;

- 2) that the two previous owners who still occupy the houses at 3102 and 3103 Caen Street be offered the opportunity to reacquire the property at the current appraised values through a direct sale, and be given a period of up to one year to make their decision, and, should they decide not to purchase the property at that time, the properties would be sold to the highest bidder through a public tender process;
- 3) that the Director of Saskatoon Land be authorized to structure the public tender to limit purchases to one property per purchaser; and
- 4) that if the properties noted above do not sell through the public tender process, they will be offered for sale over-the-counter with the same one property per purchaser limitation on a first-come, first-served basis;
- 5) that the Director of Saskatoon Land be authorized to administer development controls for 1215 Dundonald Avenue and 3101 Dieppe Street in accordance with the criteria outlined in this report; and
- 6) that the City Solicitor be requested to have the appropriate agreements prepared and that His Worship the Mayor and the City Clerk be authorized to execute the agreements under the Corporate Seal.

The following is a report of the A/CFO and General Manager, Asset and Financial Management Department requesting approval for a sales strategy of lots in the Montgomery Place neighbourhood that were initially acquired for the Circle Drive South project and are no longer required:

“TOPIC AND PURPOSE

The purpose of this report is to receive approval for the sales strategy of the six lots with houses and two vacant lots in the Montgomery Place neighbourhood (as shown on Attachment 1) that were initially acquired for the Circle Drive South project and are no longer required.

REPORT HIGHLIGHTS

1. The two previous owners that still occupy the houses would have first opportunity to reacquire the property at the current appraised value.
2. Remaining unsold properties would be offered for sale through a public tender.
3. Development Controls are being proposed for the two vacant lots at 3101 Dieppe Street and 1215 Dundonald Avenue.

STRATEGIC GOAL

The initial acquisition of these lands for the Circle Drive South project was to support the City's Strategic Goal of Moving Around by enhancing traffic flows. Now deemed to be surplus to the City's needs, sale of these lands support the long-term strategy of increasing revenue sources and reducing reliance on residential property taxes, plus the long-term priority of exploring alternative sources of revenue to pay for on-going operations under the Strategic Goal of Asset and Financial Sustainability.

BACKGROUND

In the early 2000's, these six houses were purchased along the eastern edge of the Montgomery neighbourhood to facilitate the proposed alignment of Circle Drive South. Since the time of purchase, the City has rented the six houses to a variety of tenants through Elite Property Management, while the three residential lots and two commercial lots have remained vacant.

Throughout the planning and design of the Circle Drive South project, it was determined that the alignment of the new roadway would not directly impact these properties as the preferred location of the road was further to the east within the former Maple Leaf Foods site. However, prior to the award of design and construction services on the project, a decision was made to retain the properties until the project was completed.

As the Circle Drive South project is now complete, these City-owned properties are deemed surplus and can now be sold. This includes six single family dwellings, three vacant residential lots, and two vacant commercial lots.

At its meeting held on August 13, 2007, when dealing with Clause D3, Administrative Report No. 18-2007, City Council adopted the following recommendation:

“that at the appropriate time, any properties deemed surplus be offered for sale to the previous owners at current market price.”

The report also indicated that if the previous owner does not wish to purchase the property it would be sold by public tender.

The two commercial lots at 3107 and 3111 – 11th Street West, plus the vacant residential lot along Dundonald Avenue (Lot 29, Block 1 – no civic address), will be sold at a later date once future use and access to the sites are determined.

REPORT

In late 2013, Associated Appraisal Co. completed independent market value appraisals on the six single family dwellings. Based on their current condition, the values indicated for the properties are as follows:

- 3102 Caen Street: \$395,000
- 3103 Caen Street: \$340,000
- 3107 Caen Street: \$345,000
- 3108 Caen Street: \$350,000
- 3105 Dieppe Street: \$355,000
- 1217 Dundonald Avenue: \$345,000

The appraisal reports indicate the houses are in average, but dated condition. The Administration recommends the houses be sold as is in their current condition with the current appraised value being the reserve price for the tender.

Real Estate Services has researched comparable residential land sales and estimates the following values/reserve bids for the two vacant residential lots:

- 1215 Dundonald Avenue: \$210,000
- 3101 Dieppe Street: \$255,000

The site at 1215 Dundonald Avenue has a frontage of approximately 100 feet and a depth of approximately 104 feet, resulting in a total area of 10,398 square feet.

The site at 3101 Dieppe Street has a frontage of approximately 138 feet and a depth of approximately 123 feet, resulting in a total area of 16,989 square feet.

The above values/reserve bids for the two vacant lots reflect that there are no service connections from the street. The City's Connections Desk indicates the cost for servicing from the street is approximately \$7,000, which will be the responsibility of the purchaser.

The properties at 3102 and 3103 Caen Street are still occupied by the previous owners who have continued to rent the property since the time of purchase by the City. These previous owners will be provided the opportunity to reacquire the property through a direct sale at the current appraised values. They will be given a period of one year to decide whether to proceed with the acquisition, and if so, arrange financing. If they choose not to purchase the property at that time, the properties will then be sold to the highest bidder through a public tender process.

The current renters of the other four properties will be provided six months' notice to vacate or purchase through tender, which exceeds the typical notification timeframe. These properties, along with the two vacant lots, will be advertised and sold through public tender at reserve bid prices reflective of the current appraised values. To promote home ownership and personal use of the properties, it is recommended the tender be structured to limit acquisitions to one property per purchaser.

Notification to the previous owners and renters would occur after Council's approval of this report.

In the event that the properties do not sell in the public tender, they would be sold over-the-counter at the reserve bid price on a first-come, first-served basis.

Proceeds from the sale would be deposited into the Property Realized Reserve, as this was the account that originally purchased the properties. Real estate commissions would not be paid on the sales as currently, the Real Estate Commission Policy states that commissions are not paid on residential land.

Development Controls

A number of different development controls are being proposed for the two vacant lots at 3101 Dieppe Street and 1215 Dundonald Avenue which assist in facilitating a high quality design standard. The proposed controls will also ensure that Saskatoon Land has further opportunity to review the proposed housing plans to ensure a general level of consistency with the balance of the neighbourhood and adjacent properties. In addition, the vacant sites will be sold with a three-year build time requirement. The full list of development controls is outlined in Attachment 2.

OPTIONS TO THE RECOMMENDATION

Options for consideration with this report include the following:

Option No. 1: Allow the two remaining original owners to continue to rent the properties at full market rates for as long as they would like to remain. The properties would then be sold by public tender to the highest bidder with a reserve price equal to the appraised values at the time of sale. This option is not recommended as the dwelling units are reaching the point where a significant amount of capital investment would be required by the City as landlord to complete necessary maintenance items and upgrades.

Option No. 2: Direct the administration to provide the same reacquisition opportunity to all of the original owners regardless of whether or not they still occupy the property. In the report to City Council in August 2007, Council adopted the recommendation that at the appropriate time, any properties deemed surplus be offered for sale to the previous owners at current market price. The report also indicated that if the previous owner did not wish to purchase the property, it would be sold by public tender. Given the significant amount of time that has passed since the properties were purchased by the City, proceeding in this manner may be somewhat impractical and present a bit of a challenge in tracking down previous owners who have moved to another location several years ago.

Option No. 3: Extend the opportunity to acquire the properties at the current appraised values to include the current renters. The Administration does not recommend this option as it limits the potential sale price of the properties to the reserve price (appraised value). Current renters would have the opportunity to bid on the home through the public tender process.

Option No. 4: Not approve the sale of these properties and continue to operate them as rental units as a source of revenue. The Administration does not recommend this option as these properties are considered surplus to corporate needs. Further to this, the dwelling units are reaching the point where a significant amount of capital investment would be required by the City as landlord to complete necessary maintenance items and upgrades.

POLICY IMPLICATIONS

There are no identified policy implications.

FINANCIAL IMPLICATIONS

Proceeds from the sale of these properties would be deposited in the Property Realized Reserve as this was the account that originally purchased the properties. With the increase in real estate values over the past several years, proceeds from the sale of these properties will exceed the acquisition costs of the properties.

PUBLIC AND/OR STAKEHOLDER INVOLVEMENT

With the completion of the appraisals, the tenants are informally aware that there are plans to dispose of these properties. The appraised values have been indicated to the tenants and they have been notified that a report would be going to City Council on the sale strategy of these properties. Upon approval of the sales strategy by City Council, written notice will be provided to the current renters.

COMMUNICATION PLAN

A communication plan is not required at this time.

DUE DATE FOR FOLLOW-UP AND/OR PROJECT COMPLETION

No additional follow-up is required.

ENVIRONMENTAL IMPLICATIONS

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

PRIVACY IMPACT

There are no privacy implications.

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

A CPTED review is not required.

PUBLIC NOTICE

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

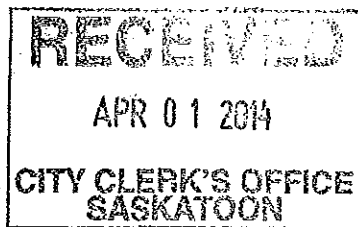
ATTACHMENTS

1. Map of City-owned Properties in Montgomery Place.
2. List of Development Controls.”

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

Respectfully submitted,

Councillor T. Davies, Chair



4214-1

1.

TO: Secretary, Land Bank Committee
FROM: A/CFO & General Manager, Asset & Financial Management
Department
DATE: March 25, 2014
SUBJECT: Change to Showhome Policy to Include R-2000 and Energuide 81
FILE NOS: AF.4110-1 and LA.4214-12

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

- 1) that the Residential Lot Sales – Showhome Policy No. C09-010 paragraph 3.2 b) be modified to include Energuide 81 and R-2000; and
- 2) that the City Clerk's Office make the changes to the policy.

TOPIC AND PURPOSE

The purpose of this report is to obtain authorization to expand Saskatoon Land's Showhome Policy to include Energuide 81 and R-2000 as acceptable eligible criteria to qualify for the rebate.

REPORT HIGHLIGHTS

1. Sun Ridge Residential has respectfully requested that Saskatoon Land include Energuide 81 and R-2000 as acceptable eligible criteria within the Showhome Policy.
2. To date, Saskatoon Land has paid out \$126,300 in show home rebates.

STRATEGIC GOAL

The inclusion of Energuide 81 and R-2000 supports the City of Saskatoon's Strategic Goal of Environmental Leadership by promoting energy reduction and efficiency.

BACKGROUND

In September 27, 2010, City Council approved the recommendation that the Showhome Policy (C09-010) qualifications be amended. The amendment adds the requirement that the showhome be either Energy Star Qualified or certified by LEED Canada for showhomes to qualify for the rebate (see Attachment 1 - Residential Lot Sales - Showhome Policy).

Sun Ridge Residential has recently approached Saskatoon Land to respectfully request that Saskatoon Land consider adding Energuide 81 and R-2000 rated homes to the Showhome Policy.

REPORT

Sun Ridge Residential

Saskatoon Land has been approached by Sun Ridge Residential to discuss the Showhome Policy as a result of their discussions with local builders regarding environmental rating possibilities. Sun Ridge Residential respectfully requested that Saskatoon Land include Energuide 81 and R-2000 as acceptable rating standards within the Showhome Policy.

Sun Ridge Residential's core competencies and resulting business lines are based on decades of expertise in the field of energy-efficient new housing. Their team of energy-efficiency experts work closely with the professional building industry to raise the standard of construction throughout Saskatchewan and Canada (see Attachment 2 - Sun Ridge Residential Inc.).

Rationale for Adding both Energuide 81 and R-2000

Since 2010, the new *R-2000* Standard and the *EnerGuide Rating System* have joined *ENERGY STAR for New Homes* and *LEED-Canada for Homes* as nationally recognized standards for energy-efficiency.

These standards have also been adopted by SaskEnergy for a variety of provincial energy-efficiency programs related to housing and residential construction.

R-2000 provides best-in-class energy efficiency and an *EnerGuide Rating of 81* provides an equivalent performance to the new 2012 *ENERGY STAR for New Homes* standard.

New homes built and certified to any of the standards listed above are high-performance, high-efficiency, and environmentally appropriate. Each standard includes qualified third-party verification and testing (see Attachment 3 - Rationale for Requested Change to Policy).

Showhome Policy Incentive Uptake

With regard to the Showhome Policy Purchase Price Discount, Saskatoon Land has paid out a total of \$126,300 in total to date since December of 2004. This payout was for seven Showhomes in the neighbourhoods of Willowgrove, Hampton Village, Evergreen and Rosewood. More builders have applied for the rebate but have not qualified as they did not meet the Energy Star or LEED qualifications. When asked, the majority of builders stated that the programs were too onerous and costly to enroll in. Adding the Energuide 81 and R-2000 programs to the criteria ensures that homes will continue to be built at a high standard of environmental efficiency, while also giving builders more options to make use of the Showhome Policy.

OPTIONS TO THE RECOMMENDATION

The option would be to keep the Residential Lot Sales – Showhome Policy unchanged. Therefore, the eligible criteria in order for a builder to receive the Showhome Policy incentive Purchase Price Discount would remain Energy Star Qualified or a home has been certified by LEED Canada for Homes.

POLICY IMPLICATIONS

The Residential Lot Sales – Showhome Policy C09-010, paragraph 3.2 b) would need to be modified to include Energuide 81 and R-2000.

FINANCIAL IMPLICATIONS

The cost of the uptake is estimated to be an additional \$27,400 per year, which has been accounted for within the Neighbourhood Pro-Formas. Adequate funding exists within the Land Development Fund to cover the estimated increase for 2014.

PUBLIC AND/OR STAKEHOLDER INVOLVEMENT

Saskatoon Land's 2014 annual survey of builders asked which energy efficient certification programs they would consider using in the future. Thirty-seven of the eighty-eight builders who answered the question stated they would consider using Energuide or the R-2000 program.

COMMUNICATION PLAN

The following communication plan has been developed:

- Saskatoon Land will send an industry specific email notification to all builders informing them of the changes within the Showhome Policy No. C09-010.
- The City's website, saskatoon.ca, will be updated with the new acceptable eligible rebate criteria pertaining to Energuide 81 and R-2000; including informative FAQ's that would be helpful for builders understanding the changes to the Showhome Policy.
- Bring attention to the expanded policy changes through *Check This Out!* on the saskatoon.ca homepage and link directly to Saskatoon land.
- Inform internal staff of the changes to Policy C09-010 should builders have questions.

DUE DATE FOR FOLLOW-UP AND/OR PROJECT COMPLETION

No follow-up is required.

ENVIRONMENTAL IMPLICATIONS

The change to the Residential Lot Sales – Showhome Policy would have a positive effect on environmental and/or greenhouse gas implications. More program uptake would mean more environmentally sustainable homes.

PRIVACY IMPACT

There are no Privacy Implications.

SAFETY/CRIME PREVENTION THROUGH ENVIRONMENTAL DESIGN (CPTED)

There are no CPTED Implications.

PUBLIC NOTICE

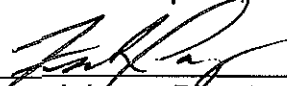
Public Notice, pursuant to Section 3 of Public Notice Policy No. C01-021, is not required.

ATTACHMENTS

1. Residential Lots Sales – Showhome Policy C09-010.
2. Sun Ridge Residential Inc.
3. Rationale for Requested Change to Policy.

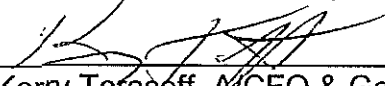
Written by: Derek Thompson, Land Development Project Manager

Approved by:


 Frank Long, Director, Saskatoon Land

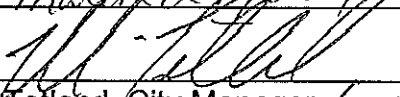
Dated: March 27, 2014

Approved by:


 Kerry Tarasoff, ACFO & General Manager
 Asset and Financial Management

Dated: March 27, 2014

Approved by:


 Murray Totland, City Manager

Dated: Mar 31/14

CITY OF SASKATOON COUNCIL POLICY

 NUMBER

C09-010

POLICY TITLE <i>Residential Lot Sales – Showhome Policy</i>	ADOPTED BY: <i>City Council</i>	EFFECTIVE DATE <i>September 9, 1991</i>
		UPDATED TO <i>September 27, 2010</i>
ORIGIN/AUTHORITY <i>Land Bank Committee Reports 6-1991; 1-1998 and 5-2010</i>	CITY FILE NO. <i>CK. 4214-1 and 4110-36</i>	PAGE NUMBER <i>1 of 3</i>

1. PURPOSE

To encourage the development of showhomes as a marketing tool to promote the sale of the City's single-family residential lots.

2. DEFINITION

2.1 Showhome - a single-family home constructed by a builder for the purpose of display to the public.

3. POLICY

The City may provide financial incentives to encourage and assist residential homebuilders to construct and operate showhomes on property which is available for sale through the City's Land Bank.

3.1 Purchase Price Discount

A discount of 10 percent of the purchase price of the lot will be offered to eligible homebuilders, in the form of a rebate, after the showhome has been in operation for a minimum of eight weeks. The rebate will be paid only after the purchase price has been paid in full.

3.2 Eligibility Criteria

a) The policy applies only to eligible contractors as determined by City Policy No. C09-001 "Residential Lot Sales - Contractor Allocations".

CITY OF SASKATOON COUNCIL POLICY

 NUMBER

C09-010

POLICY TITLE	EFFECTIVE DATE	UPDATED TO	PAGE NUMBER
<i>Residential Lot Sales – Showhome Policy</i>	<i>September 9, 1991</i>	<i>September 27, 2010</i>	<i>2 of 3</i>

- b) The showhome must be Energy Star Qualified or LEED Canada for Homes Certified.
- c) The showhome must be open to the public for a minimum of 14 hours a week for a continuous eight-week period.
- d) The showhome must have a completed interior and exterior and must be appropriately furnished.
- e) Showhomes open between June 1 and September 30 must be grassed or turfed in the front yard.
- f) Showhomes must not be occupied during the period when the incentives apply.
- g) A contractor will be eligible to designate a maximum of two showhome lots in a given subdivision during a twelve month period. Financial assistance is available for only one showhome at a time per subdivision. A builder must purchase two other lots in the subdivision to be eligible for the first showhome lot and a further two additional lots to be eligible for the second showhome lot. The showhome must be in operation for a minimum of six weeks before the Land Branch of the Community Services Department will sell the contractor another showhome lot in the same subdivision.
- h) Home parades or other special types of showhome promotions will be exempt from the two homes per year limit. These exemptions require approval of the Land Bank Committee.

3.3 Financing

The interest rebate and the 10 percent rebate on the purchase price shall be financed from the Property Realized Reserve.

CITY OF SASKATOON COUNCIL POLICY

NUMBER

C09-010

POLICY TITLE	EFFECTIVE DATE	UPDATED TO	PAGE NUMBER
<i>Residential Lot Sales – Showhome Policy</i>	<i>September 9, 1991</i>	<i>September 27, 2010</i>	<i>3 of 3</i>

4. RESPONSIBILITIES

4.1 Applicant

- a) Advise Land Branch of the Community Services Department, in writing, of the showhome opening and closing dates.

4.2 Land Branch of the Community Services Department

- a) Administer the sale of showhome lots in accordance with this policy.
- b) Designate eligible subdivisions for the showhome policy.
- c) Review and, where appropriate, recommend changes in the policy to City Council, through the Land Bank Committee.

4.3 Land Bank Committee

- a) Recommend changes in policy, where required, to City Council.

4.4 City Council

- a) Receive and consider recommendations from the Land Bank Committee for amendments to this policy.
- b) Approve amendments to this policy when and as required.

Sun Ridge Residential Inc. History and Expertise

Sun Ridge Residential was founded in 1981, and has been long recognized as one of the leading authorities in the field of energy-efficiency housing construction and housing science in Canada. Sun Ridge Residential's core competencies and resulting business lines are based on decades of expertise in the field of energy-efficient new housing. Our team of energy efficiency experts work closely with the professional building industry to raise the standard of construction throughout Saskatchewan and Canada.

Sun Ridge Residential is an experienced service provider of several New Housing Initiatives, including those detailed in this report to the City of Saskatoon.

As the sole service provider for Resource Efficient Housing Inc., Sun Ridge Residential introduced and has delivered the *EnerGuide Rating System (ERS)* and *ENERGY STAR for New Homes (ESNH)* new homes programs to builders throughout Saskatchewan for the last 8 years. This includes extensive experience with both the prescriptive and performance approaches of ESNH. Additionally, Sun Ridge Residential has been the provincial delivery agent for *R-2000* for over 25 years and facilitated *LEED-Canada for Homes* for the last 5 years. These responsibilities include all aspects of program support: builder training and orientation, marketing, unit registration, software analysis, quality assurance, file management, testing, certification and labeling.

Our role within the professional building community provides ongoing access to builders, trades, homeowners, and other stakeholders. Through these relationships, we continue to advance the market penetration of each of the New Housing Initiatives in the Saskatoon region.

In the area of consultation and training, Sun Ridge Residential continues to provide builder and trade workshops, one-on-one sessions, demonstrations, and resources related to R-2000, EGNH/ERS, and ESNH. This is complemented and supported by Sun Ridge Residential training programs and curricula developed in the areas of:

- Housing science
- Energy efficient construction practices
- Moisture control
- Technical Plan Analysis

In the area of Residential Energy Evaluation and Environmental Testing, Sun Ridge Residential maintains a long-time commitment to provincial homeowners. This includes rating services for both new and existing housing, encouraging the highest possible efficiency and health standards for all homeowners:

- Home energy ratings (ERS)
- Saskatchewan EnerGuide for Houses program delivery
- Radon Testing and Mitigation

In the area of Project Management Services, Sun Ridge Residential is very involved in affordable housing development, and considers energy-efficiency to be a foundational element of overall affordability. As an example, Sun Ridge Residential has been very supportive of the adoption of energy efficiency requirements at the municipal level in Saskatoon for designated affordable housing projects.

Finally, through various contractual agreements, Sun Ridge Residential continues to provide technical support and projects in coordination with Natural Resources Canada, SaskEnergy, and private industry. These projects are often complementary to the ongoing development of energy efficient housing practices and programs in the province and the country.

Sun Ridge Residential contractually provides the technical analysis services for the new ESNH Builder Option Package (BOP) development with NRCan. Over the last three years, we have worked closely with NRCan in all phases of the development, including regional builder consultations, National Building Code compliance, and equivalent assembly analysis.

Rationale for Requested Change to Policy

Sun Ridge respectfully requests the change to the City of Saskatoon's existing Showhome Policy and Homeowner Rebate Policy in recognition of the various standards and programs now available for registered energy-efficient housing.

Currently, the Show Home Policy recognizes only two of these programs in its eligibility criteria. This unwittingly excludes other high-performance homes registered using complementary, equivalent rating systems.

Since 2010, the new *R-2000* Standard and the *EnerGuide Rating System* have joined *ENERGY STAR for New Homes* and *LEED-Canada for Homes* as nationally recognized standards for energy-efficiency. These standards have also been adopted by SaskEnergy for a variety of provincial energy-efficiency programs related to housing and residential construction.

R-2000 provides best-in-class energy efficiency and an *EnerGuide Rating of 81* provides and equivalent performance to the new 2012 *ENERGY STAR for New Homes* standard.

New Homes built and certified to any of the four standards listed above are high-performance, high-efficiency, and environmentally appropriate. Each standard includes qualified third-party verification and testing.

Background:

LEED-Canada for Homes is a rating system developed by the Canada Green Building Council for the construction of high-performance green homes.

There are currently three recognized national energy-efficiency programs developed and licensed by Natural Resources Canada (NRCan). These programs are:

- 1) *R-2000*
- 2) *ENERGY STAR for New Homes*
- 3) *EnerGuide Rating System (ERS)*

NRCan programs are based on the *EnerGuide Rating System*, and provide measurement of the home's energy performance.

R-2000

The *R-2000* Standard was developed by the Government of Canada and Canada's home building professionals. As the best-in-class energy efficiency label, the *R-2000* Standard is regularly updated to reflect new developments in technology and building codes for houses.

The updated *R-2000* Standard came into effect in July 2012. Homes built to this new Standard rate approximately 85-86 on the ERS and will meet energy

efficiency requirements that have been increased by 50 percent compared with the previous version of the standard.

ENERGY STAR® for New Homes

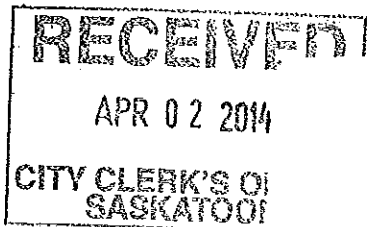
The *ENERGY STAR for New Homes* (ESNH) Standard was developed by the Government of Canada and Canada's home building professionals. Builders can meet the standard by meeting an energy performance target or build based on a prescriptive construction package.

ENERGY STAR-qualified new homes built to the new 2012 standard are on average 20 percent more energy efficient than those built to code. ESNH requires minimum elements in all aspects of core construction. In the Saskatoon region, the ERS rating for an ENERGY STAR qualified new home is 81.

EnerGuide Rating System (ERS)

A new home tested and rated at 81 under the *EnerGuide Rating System* will perform at an equivalent level as an ENERGY STAR qualified home.

Because there are no prescriptive minimum requirements for ERS, builders may use "tradeoffs" in the construction process in order to ensure that the home meets the energy target and performs at a level equivalent to ENERGY STAR.



4215-1
2.

TO: Secretary, Land Bank Committee
FROM: CFO & General Manager, Asset & Financial Management Department
DATE: March 31, 2014
SUBJECT: Direct Sale to Matrix Equities Inc.
FILE NOS: AF.4214-1 and LA.4221-14-015

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

- 1) that the Director of Saskatoon Land be authorized to offer, by direct sale, Site 1 and Site 2 as indicated on Attachment 1, to Matrix Equities Inc. for the purpose of facilitating an expansion of their current business park; and
- 2) that the City Solicitor be requested to prepare the Direct Sale Agreement and that His Worship the Mayor and City Clerk be authorized to execute the Agreement under the Corporate Seal.

TOPIC AND PURPOSE

The purpose of this report is to obtain authorization for the direct sale of approximately 23 acres of land in the Marquis Industrial Area to Matrix Equities.

REPORT HIGHLIGHTS

1. Sale of Serviced City-Owned Lands – Policy C09-033 supports the direct sale of land to Matrix Equities Inc.
2. Saskatoon Land is requesting authorization to enter into a direct sale agreement for approximately 23 acres of land at fair market value.
3. Landscaping and architectural controls on the sites will be above the current standard for industrial areas in Saskatoon.

STRATEGIC GOAL(S)

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

BACKGROUND

At the January 17, 2014, Land Bank Committee meeting, the Director of Saskatoon Land requested authorization to enter negotiations with Matrix Equities Inc. for the direct sale of approximately 23 acres of serviced heavy industrial land in the Marquis Industrial area. At the meeting, it was resolved that the Director of Saskatoon Land be authorized to enter negotiations with Matrix Equities Inc. for the direct sale of an additional 23 acres of serviced heavy industrial land in the Marquis Industrial area.

Matrix Equities Inc. has been an active investor in the Saskatoon market for over ten years. Matrix Equities Inc. has previously developed the parcels along Millar Avenue between 64th Street and 66th Street. They approached Saskatoon Land in August 2013, regarding the possible purchase of all contiguous land west of their current holdings to continue construction of their business park. Their goal is to continue bringing the highest level of construction design and quality to all their development projects.

REPORT

Direct Sale Proposal

Saskatoon Land is proposing the direct sale of approximately 23 acres at a price of \$470,000/acre with the exact site area and final price to be determined by plan of proposed subdivision. Attachment 1 indicates the parcel configuration that the proposed subdivision will be based on. The direct sale is in accordance with City of Saskatoon Policy C09-033, Sale of Serviced City-Owned Lands as follows:

- “3.2 The Administration may pursue or entertain direct sale, or long-term leases under the City’s Industrial Land Incentives Program, of civic lands when one or more of the following conditions are present:
- b) A business interest is seeking a site, which is of a configuration, or size, which requires the combination of a number of adjacent sites or contiguous sites.
 - c) A situation which involves extending an option to purchase to adjacent existing owners to directly purchase lots which would facilitate expansion prior to offering for tender.”

Terms & Conditions

1. Purchase Price – Purchase price of \$470,000 per acre plus G.S.T. The Purchase price is calculated based on \$470,000 per acre. If the acreage is greater than or less than 23 acres as determined by survey obtained by the subdivision of the sites, then the Purchase Price shall be adjusted accordingly.

2. Price Includes – All direct and off-site service levies. The Purchaser is responsible for its own service connections to street mains and other shallow buried utilities (e.g. gas, power, and telephone).
3. Costs – Each to pay own legal fees.
4. Easements – Purchaser to agree that the City and other utility agencies will register easements for new and existing utilities within the Parcel. Location of new utilities will be determined through the subdivision process and the Vendor will provide documentation of such easements during the due diligence period.
5. Possession Date – Upon payment of the balance in full no later than 120 days of execution of a Sale Agreement.
6. Conditions Precedent – Subject to approval by City Council.
7. Environmental Condition of Land – As is. The City will provide a Phase 1 Environmental Site Assessment report to the Purchaser.
8. Deposit – Within ten business days of City Council's approval of the sale, a deposit in the amount of ten percent of the purchase price will be required.
9. Option to Repurchase – The agreement will contain a construction requirement and option to repurchase the Property if the construction requirement is not met. The construction requirement would require the construction of a single complete building with closed building permit on the Property, no later than 60 months from the closing date of the sale. The 60-month time frame could be extended by 36 months upon payment of \$7,500 per acre. In the event that the construction requirement is not met, the City would have the option to repurchase the Property at \$470,000 per acre. The repurchase price would be payable 90 days from the date of exercise of the option. The land would be repurchased as is and any charges incurred by either party in exercising the option would be at their own expense. A sufficient holdback of the repurchase price will be held until such a time that the title is clear of any mortgages or liens. The City would have the right to register an Interest against the title(s) to the Property with respect to the option. Removal of the option to repurchase requirement will occur when construction requirement on each land parcel is satisfied.
10. Road Closure - The Purchaser will be responsible for the construction and the following costs arising from the closure of 65th Street:
 1. The water main at Millar Avenue would need to be cut off and plugged west of the existing hydrant tee as the hydrant is required for fire protection on Millar Avenue. The water main on Burron Avenue would need to be cut off and plugged east of the existing hydrant tee.
 2. The sanitary and storm sewer would need to be cut off and plugged at the manholes.
 3. An easement is required for the existing hydrants and hydrant leads.

- a. The existing mid-block hydrants would need to be removed, salvaged and returned to the City.
- 4. Construction of cul-de-sac roadway and other required water and sewer infrastructure at the west end of 65th Street to City of Saskatoon standards.

The Purchaser shall, at its option, be entitled to use a qualified licensed 3rd party contractor to complete the work outlined above and shall be under no obligation to use City of Saskatoon workforces to complete this work.

- 11. Utility Relocations – Purchaser responsible for relocation of any existing utilities.
- 12. Real Estate Commissions – City to pay commissions of \$150,000 to ICR Commercial Real Estate.

Landscaping and Architectural Controls

Through negotiations with Matrix Equities Inc., it was agreed that development controls respecting architectural detailing on the buildings and specific landscaping requirements would be required as a condition of this sale. Prior to construction on the sites, Saskatoon Land will be required to approve the enhanced architectural detailing on the buildings. Discussions regarding the general nature of this detailing will take place between Saskatoon Land and Matrix before Sale Agreement is finalized.

The following development controls regarding landscaping will be registered against the title of the site:

“A landscaped strip shall be provided of not less than 4.5 metres in the depth lying parallel to all public right of ways. Outside storage shall only be permitted in the rear yard of the site and be screened from view via landscaping.”

OPTIONS TO THE RECOMMENDATION

The only other option would be not to proceed with the direct sale of lands as laid out in this report.

POLICY IMPLICATIONS

There are no policy implications.

FINANCIAL IMPLICATIONS

The proceeds from sale of the land will be deposited into the Property Realized Reserve.

PUBLIC AND/OR STAKEHOLDER INVOLVEMENT

In August of 2013, Matrix Equities Inc. expressed interest in the purchase of 22.74 acres directly west of their current industrial holdings.

COMMUNICATION PLAN

No communication plan is required.

DUE DATE FOR FOLLOW-UP AND/OR PROJECT COMPLETION

Completion of the direct sale of the parcels would occur within 120 days of execution of an Agreement for Sale.

ENVIRONMENTAL IMPLICATIONS

There are no environmental and/or greenhouse gas implications.

PRIVACY IMPACT

There are no privacy implications.

SAFETY/CRIME PREVENTION THROUGH ENVIRONMENTAL DESIGN (CPTED)

There are no CPTED implications.

PUBLIC NOTICE

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

ATTACHMENT:

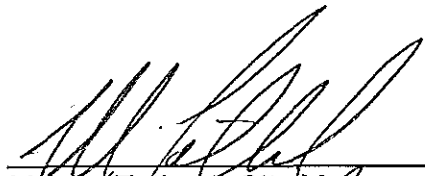
1. Plan of 23 acres site for direct sale in the Marquis Industrial area.

Written by: Jeremy Meinema, Finance and Sales Manager

Approved by: Keith Pfist
for Frank Long, Director, Saskatoon Land
Dated: April 1/14

Approved by: M. Bilanski
Marlys Bilanski, CFO & General Manager
Asset and Financial Management
Dated: April 1/14

Approved by:




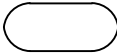


Murray Totland, City Manager
Dated: April 21, 2014

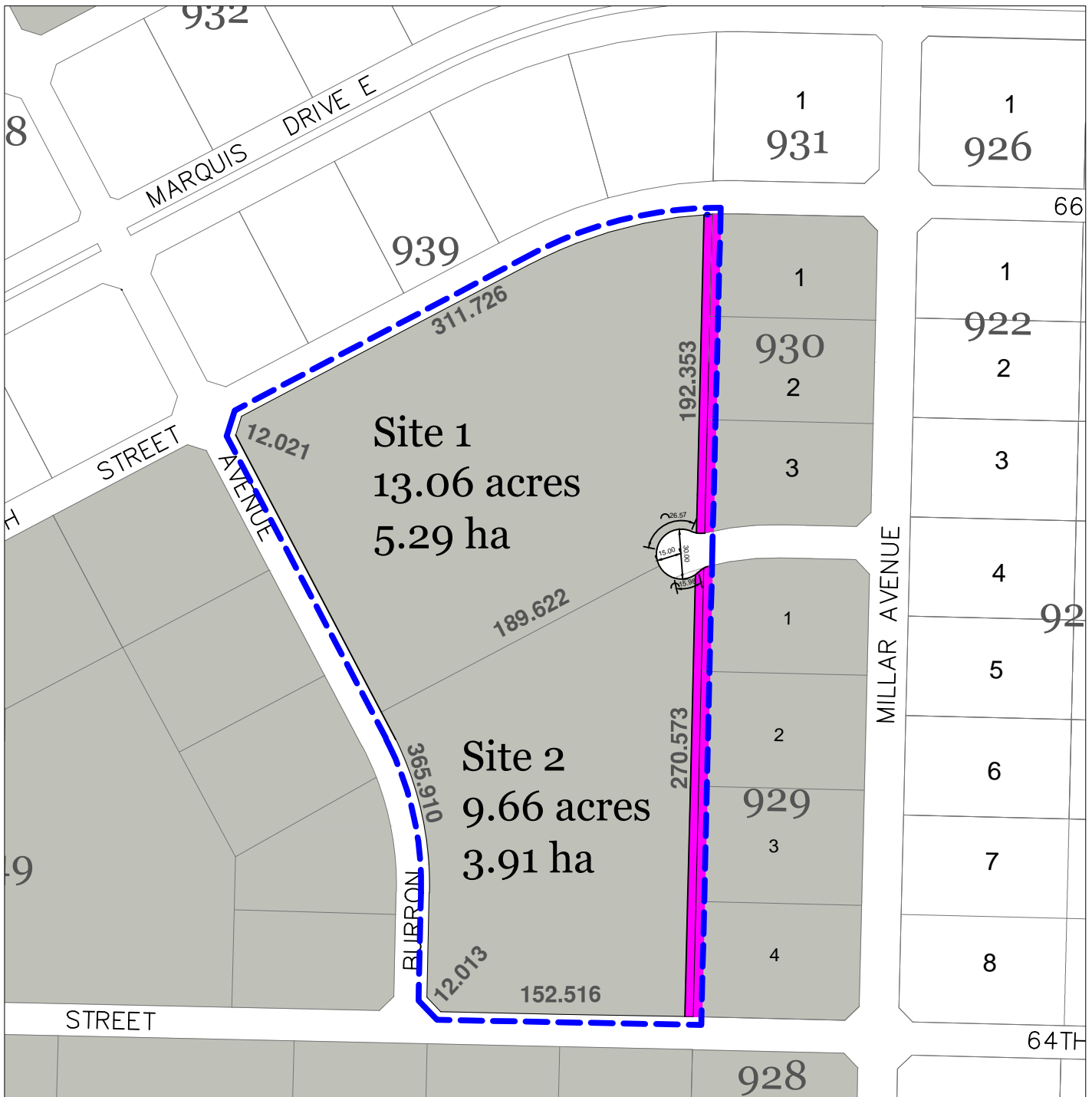
cc: His Worship the Mayor

F: Land/Reports/Council/14Land/Direct Sale to matrix Equities Inc. 22 Acres – April 11 Land Bank

Possible Direct Sale to Matrix Equities

Site 1: 13.06 acres Site 2: 9.66 acres

-  Heavy Industrial
-  Light Industrial
-  Subject Area
-  Existing 5m Joint Use Easement



Note: Saskatoon Land does not guarantee the accuracy of this plan. Lot dimensions and the location of other features are compiled from available information and are subject to change without notice. Park and buffer renderings are for illustrative purposes only and does not represent what will be constructed. To ensure accuracy, please refer to the Registered Plan of Survey. Distances are in meters unless shown otherwise. Do not scale.



RECEIVED

FEB 18 2014

1215-1

3

TO: Secretary, Land Bank Committee
FROM: A/CFO & General Manager, Asset and Financial Management
DATE: February 10, 2014
SUBJECT: Request to Sell City-Owned Property 310 Single Family Lots by Lot Draw in the Evergreen Neighbourhood and Four Pre-Designated Residential Care Home Sites by Public Tender (Phase 8)
FILE NO: LA 4218-014-001

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

- 1) that the Land Bank Manager be authorized to sell 310 lots with legal description of: Plan 102137633, Block 668, Lots 1 to 25, Block 669, Lots 1 to 43, Block 670, Lots 1 to 14; Plan 102146891, Block 669, Lots 44 to 60, Block 670, Lots 15 to 25, Block 671, Lots 1 to 20, Block 672, Lots 1 to 17, Block 673, Lots 1 to 7, Block 674, Lots 1 to 35; Plan 102145159, Block 675, Lots 1 to 38, Block 676, Lots 1 to 38, Block 677, Lots 1 to 19, and Block 678, Lots 1 to 28 on Baltzan Boulevard, Cove, Bay, and Terrace, Boykovich Crescent, Bend, and Street, and Marlatt Crescent, Street and Lane through a lot draw process;
- 2) that the Land Bank Manager be authorized to sell and additional four lots in Block 669, Lots 20, 21, 61 and 62 to the highest bidder through a tender process for the intended use of developing Type 2 Residential Care Homes, Child Care Centres or Pre-Schools with tender conditions and reserve bid prices as outlined in Attachment 5 of this report, plus applicable taxes;
- 3) that the Land Bank Manager be authorized to administer development controls for the 314 lots in accordance with the criteria outlined in this report; and
- 4) that the Land Bank Manager be authorized to make minor adjustments to the approved pricing that may be necessary to account for changes in servicing costs and lots being returned after lot draws.

TOPIC AND PURPOSE

The purpose of this report is to obtain approval to price and sell 310 single-family lots by lot draw, obtain approval to price and sell four lots through a public tender process at

pre-designated locations for Type 2 Residential Care Homes, Child Care Centres or Pre-Schools, and to administer development controls for all 314 lots.

REPORT HIGHLIGHTS

1. Phase 8 will be the eighth and final lot draw in the Evergreen neighbourhood. Proposed prices in this draw range from \$101,000 to \$268,700.
2. Development controls for the 314 lots are being proposed in this phase of development in order to further enhance the character within the neighbourhood, help fulfil the vision of the neighbourhood design, and harmonize the interface between various housing forms.

STRATEGIC GOAL(S)

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

BACKGROUND

Saskatoon Land is requesting approval to set prices for and sell 310 single family lots, to price and sell four lots through a public tender process at pre-designated locations for Type 2 Residential Care Homes, Child Care Centres or Pre-Schools. This phase will be the eighth and final lot draw in the Evergreen neighbourhood.

Attachment 1 indicates the location of 314 lots in the southeast corner of the Evergreen neighbourhood.

Attachment 2 contains additional lot information regarding the 314 lots being priced through this report.

314 lots in Evergreen are being priced at this time. The lots are to be sold in the following manner:

- Four lots are pre-designated Type 2 Residential Care Homes, Child Care Centres or Pre-Schools and are to be sold through the public tender process. See Attachment 5 for more information on this process.
- 281 lots are to be sold through the standard lot draw process.
- 29 lots are to be sold through a public tender process. Additional information regarding this process is contained within this report.

Servicing for this phase is underway. Grading is completed and all deep underground

services have been installed. Roadways, curbs, sidewalks and shallow buried utilities are scheduled to be completed this winter for the eastern portion of Phase 8, and completion is estimated for late spring for the western half of this phase.

REPORT

Pre-Designated Lots

There are four lots being pre-designated as potential locations for Type 2 Residential Care Homes, Child Care Centres or Pre-Schools on Boykovich Bend and Boykovich Street. It is recommended that these four lots be sold through a public tender process with reserve bid prices as follows:

Plan 102137633, Block 669, Lot 20	\$162,600
Plan 102137633, Block 669, Lot 21	\$165,800
Plan 102137633, Block 669, Lot 61	\$179,200
Plan 102137633, Block 669, Lot 62	\$179,000

Tenders will be awarded to the highest bidder over the reserve bid price that meet the conditions as specified in the tender documents. If there is any uncertainty regarding the bids received, the appropriate reports and recommendations will be provided to City Council.

Lot Pricing

The lots in this phase of development vary in size from a minimum frontage of 8.98 metres (29 feet) to a maximum of 17.08 metres (56 feet). The majority of the lots are between 9.14 metres (30 feet) and 14.62 metres (48 feet) wide.

There are a number of unique features in this phase of development including the following:

1. Twelve lots back onto Agriculture Canada Lands at the southernmost edge of the neighbourhood;
2. Twelve lots back onto the future planned District Park. These lots will contain rear yard aluminium fencing;
3. Thirteen lots back onto a linear park. These lots back onto the linear park that connects to the Green Bridge which is a landscaped pedestrian crossing over McOrmond Drive that connects the east portion of the neighbourhood to the west portion. These lots will contain rear yard aluminium fencing;
4. Twelve lots are graded to be developed as walkout units; and

5. Twenty-eight lots back onto the University of Saskatchewan Kernen Prairie.

Lot prices have been determined based on an examination of current and expected lot prices for comparable properties. A base unit price of \$11,000 per front metre was used to calculate the lot prices. Adjustments were then made to the base prices, based on lot location and characteristics. A list of the individual lot prices is attached (see Attachment 3). The prices range from \$101,000 to \$268,700, with average lot price for this phase being \$141,000. If the lots are not completely serviced at the time of lot selection they will be sold with a delayed possession date.

Development Controls

A variety of different development controls are being proposed in this phase of development in order to enhance the character within the neighbourhood and to fulfil the vision of the neighbourhood design, and to harmonize the interface between various housing forms. Development controls vary from one area to another due to lot sizes and location.

Attachment 4 outlines the development controls pertaining to the 314 lots. Attachment 5 outlines the predesigned residential care home requirements.

OPTIONS TO THE RECOMMENDATION

To not proceed with the sale of the land at this time.

POLICY IMPLICATIONS

There are no policy implications.

FINANCIAL IMPLICATIONS

The proceeds from the sale of this land will be deposited into the Evergreen Neighbourhood Land Development Fund.

PUBLIC AND/OR STAKEHOLDER INVOLVEMENT

The lots are consistent with the approved neighbourhood concept plan. No public and or/stakeholder involvement is required for these lots.

COMMUNICATIONS PLAN

Notice of the lot draw and public tender will be advertised in The StarPhoenix a minimum of two Saturdays prior to the draw and tender, pursuant to City Council Policy C09-006 Residential Lot Sales – General Policy, and will be posted on the City of Saskatoon website under “L” for Land for Sale.

ENVIRONMENTAL IMPLICATION

The Evergreen environmental initiatives, approved by City Council on September 27, 2010, will apply to all single-family lots in this phase.

SAFETY/CRIME PREVENTION THROUGH ENVIRONMENTAL DESIGN (CPTED)

The subdivision and sale of these parcels is in conformance with the approved Evergreen Neighbourhood Concept Plan. A CPTED review is not required.

PUBLIC NOTICE

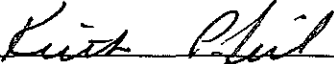
Public Notice, pursuant to Section 3 of the Public Notice Policy No. C01-021 is not required.

ATTACHMENTS


1. Plan of Evergreen showing Phase 8.
2. Plan of Evergreen showing 281 lots to be sold by lot draw.
3. List of 314 Individual Prices.
4. Development Controls to be applied to 314 Lots.
5. Pre-Designated Residential Care Home Requirements.

Written by: Danae Balogun, Planner 16


Reviewed by

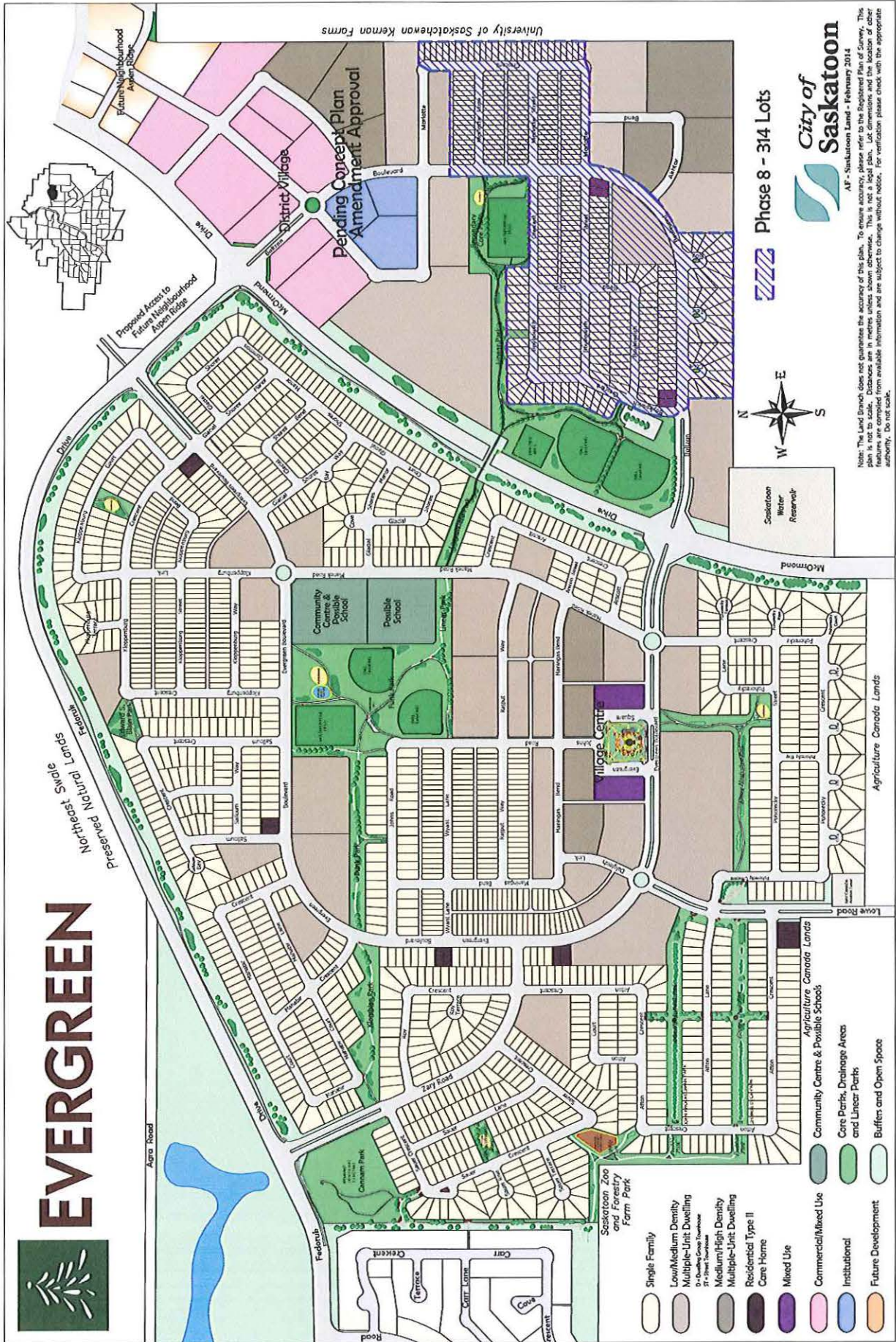
for 
Frank Long, Director, Saskatoon Land
Dated: Feb. 14, 2014

Approved by:


Kerry Tarasoff, A/CFO & General Manager
Asset and Financial Management
Dated: February 14, 2014

Approved by:

 FOR
Murray Totland, City Manager
Dated: February 14, 2014

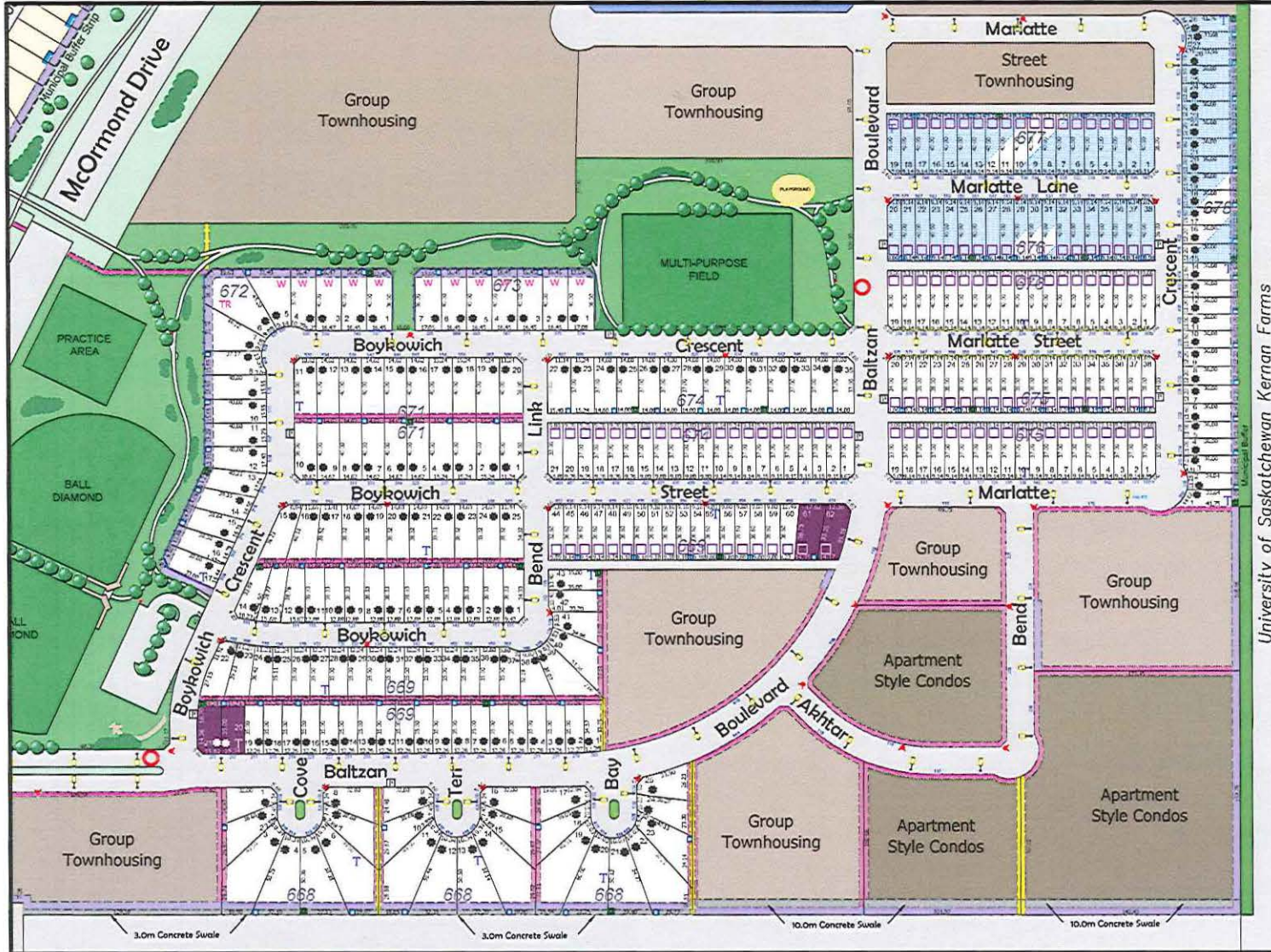




EVERGREEN

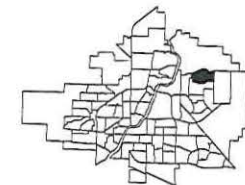
Phase 8 Lot Information Map

314 Lots - Boykowich Crescent, Street, Link, Bend, Baltzan Boulevard, Cove Terrace, Bay, Marlatte Crescent, Lane, Street



Legend:

- Civic Addresses
- Previous Development
- Residential Care Home Type II
- Multi-Family Parcels (Medium/High Density)
- Multi-Family Parcels (Low/Medium Density)
- Lots with no roof slope req.
- Easement 1.5m
- Easement 3m
- Easement 5m
- City Water & Sewer
- Concrete Swale
- Proposed Bus Stop
- Mail Boxes
- Decorative Fence
- Corner Garage Location
- Garage Location
- Walk-out Units
- Transitional Lot
- Concrete Pad
- Fire Hydrant
- Temporary Water Circulator
- Transformer (2.0m x 2.0m)
- Utility Pedestal (2.75m x 2.0m)
- Light Standard



AP - Saskatoon Land - February 2014

Note: The Land Branch does not guarantee the accuracy of this plan. To ensure accuracy, please refer to the Registered Plan of Survey. This plan is not to scale. Distances are in metres unless shown otherwise. This is not a legal plan. Lot dimensions and the location of other features are compiled from available information and are subject to change without notice. For verification please check with the appropriate authority. Do not scale.

Proposed Price List

Evergreen (2014)

Lot	Block	Plan	Price
Baltzan			
1	668	102137633	\$165,600.00
2	668	102137633	\$175,600.00
3	668	102137633	\$202,400.00
4	668	102137633	\$210,000.00
5	668	102137633	\$210,000.00
6	668	102137633	\$210,900.00
7	668	102137633	\$183,600.00
8	668	102137633	\$173,800.00
9	668	102137633	\$173,800.00
10	668	102137633	\$183,600.00
11	668	102137633	\$210,900.00
12	668	102137633	\$210,000.00
13	668	102137633	\$210,100.00
14	668	102137633	\$210,900.00
15	668	102137633	\$183,600.00
16	668	102137633	\$173,800.00
17	668	102137633	\$169,500.00
18	668	102137633	\$170,100.00
19	668	102137633	\$197,600.00
20	668	102137633	\$196,700.00
21	668	102137633	\$196,500.00
22	668	102137633	\$188,800.00
23	668	102137633	\$171,000.00
24	668	102137633	\$161,200.00
25	668	102137633	\$161,000.00
1	669	102137633	\$118,300.00
2	669	102137633	\$128,100.00
3	669	102137633	\$128,100.00
4	669	102137633	\$128,100.00
5	669	102137633	\$128,100.00
6	669	102137633	\$128,100.00
7	669	102137633	\$128,100.00
8	669	102137633	\$128,100.00
9	669	102137633	\$128,100.00
10	669	102137633	\$128,100.00
11	669	102137633	\$128,100.00
12	669	102137633	\$128,100.00
13	669	102137633	\$128,100.00
14	669	102137633	\$128,100.00
15	669	102137633	\$128,100.00
16	669	102137633	\$128,100.00
17	669	102137633	\$128,100.00
18	669	102137633	\$128,100.00
19	669	102137633	\$128,100.00
20	669	102137633	\$162,600.00
21	669	102137633	\$165,800.00
Boykowich			
22	669	102137633	\$148,200.00
23	669	102137633	\$144,100.00
24	669	102137633	\$144,100.00
25	669	102137633	\$134,600.00
26	669	102137633	\$134,600.00
27	669	102137633	\$134,600.00
28	669	102137633	\$134,600.00
29	669	102137633	\$133,500.00
30	669	102137633	\$134,600.00
31	669	102137633	\$134,600.00

32	669	102137633	\$134,600.00
33	669	102137633	\$134,600.00
34	669	102137633	\$134,600.00
35	669	102137633	\$135,200.00
36	669	102137633	\$140,800.00
37	669	102137633	\$147,400.00
38	669	102137633	\$170,000.00
39	669	102137633	\$177,900.00
40	669	102137633	\$169,800.00
41	669	102137633	\$161,700.00
42	669	102137633	\$146,300.00
43	669	102137633	\$140,000.00
44	669	102146891	\$114,200.00
45	669	102146891	\$105,600.00
46	669	102146891	\$105,600.00
47	669	102146891	\$105,600.00
48	669	102146891	\$105,600.00
49	669	102146891	\$101,000.00
50	669	102146891	\$101,000.00
51	669	102146891	\$101,000.00
52	669	102146891	\$101,000.00
53	669	102146891	\$101,000.00
54	669	102146891	\$101,000.00
55	669	102146891	\$107,800.00
56	669	102146891	\$107,800.00
57	669	102146891	\$107,800.00
58	669	102146891	\$107,800.00
59	669	102146891	\$107,800.00
60	669	102146891	\$123,100.00
61	669	102146891	\$179,200.00
62	669	102146891	\$179,000.00
1	670	102146891	\$150,500.00
2	670	102146891	\$144,500.00
3	670	102146891	\$144,500.00
4	670	102146891	\$144,500.00
5	670	102146891	\$144,500.00
6	670	102146891	\$144,500.00
7	670	102146891	\$144,500.00
8	670	102146891	\$144,500.00
9	670	102146891	\$144,500.00
10	670	102146891	\$144,500.00
11	670	102146891	\$144,500.00
12	670	102146891	\$152,700.00
13	670	102146891	\$151,400.00
14	670	102146891	\$152,400.00
15	670	102146891	\$157,600.00
16	670	102146891	\$160,200.00
17	670	102146891	\$164,400.00
18	670	102146891	\$164,600.00
19	670	102146891	\$164,800.00
20	670	102146891	\$164,800.00
21	670	102146891	\$164,800.00
22	670	102146891	\$164,800.00
23	670	102146891	\$164,800.00
24	670	102146891	\$164,800.00
25	670	102146891	\$173,200.00
1	671	102146891	\$172,700.00
2	671	102146891	\$172,700.00
3	671	102146891	\$172,700.00
4	671	102146891	\$172,700.00
5	671	102146891	\$165,600.00
6	671	102146891	\$165,600.00
7	671	102146891	\$165,600.00
8	671	102146891	\$165,600.00
9	671	102146891	\$165,600.00

10	671	102146891	\$165,600.00
11	671	102146891	\$178,500.00
12	671	102146891	\$178,500.00
13	671	102146891	\$178,500.00
14	671	102146891	\$178,500.00
15	671	102146891	\$178,500.00
16	671	102146891	\$178,500.00
17	671	102146891	\$186,100.00
18	671	102146891	\$186,100.00
19	671	102146891	\$186,100.00
20	671	102146891	\$186,100.00
1	672	102146891	\$251,900.00
2	672	102146891	\$251,900.00
3	672	102146891	\$252,200.00
4	672	102146891	\$250,400.00
5	672	102146891	\$261,300.00
6	672	102146891	\$265,400.00
7	672	102146891	\$237,600.00
8	672	102146891	\$219,100.00
9	672	102146891	\$219,200.00
10	672	102146891	\$219,200.00
11	672	102146891	\$211,500.00
12	672	102146891	\$218,700.00
13	672	102146891	\$204,200.00
14	672	102146891	\$207,300.00
15	672	102146891	\$207,900.00
16	672	102146891	\$205,600.00
17	672	102146891	\$210,400.00
1	673	102146891	\$268,700.00
2	673	102146891	\$258,800.00
3	673	102146891	\$258,800.00
4	673	102146891	\$258,800.00
5	673	102146891	\$258,800.00
6	673	102146891	\$258,800.00
7	673	102146891	\$268,200.00
1	674	102146891	\$104,600.00
2	674	102146891	\$105,700.00
3	674	102146891	\$105,700.00
4	674	102146891	\$105,700.00
5	674	102146891	\$105,700.00
6	674	102146891	\$105,700.00
7	674	102146891	\$105,700.00
8	674	102146891	\$105,600.00
9	674	102146891	\$105,600.00
10	674	102146891	\$105,600.00
11	674	102146891	\$113,200.00
12	674	102146891	\$113,200.00
13	674	102146891	\$113,200.00
14	674	102146891	\$113,200.00
15	674	102146891	\$113,200.00
16	674	102146891	\$112,700.00
17	674	102146891	\$112,700.00
18	674	102146891	\$112,700.00
19	674	102146891	\$112,700.00
20	674	102146891	\$112,700.00
21	674	102146891	\$113,200.00
22	674	102146891	\$191,500.00
23	674	102146891	\$192,800.00
24	674	102146891	\$184,700.00
25	674	102146891	\$177,100.00
26	674	102146891	\$177,100.00
27	674	102146891	\$177,100.00
28	674	102146891	\$177,100.00
29	674	102146891	\$177,100.00
30	674	102146891	\$177,100.00

31	674	102146891	\$177,100.00
32	674	102146891	\$177,100.00
33	674	102146891	\$177,100.00
34	674	102146891	\$177,100.00
35	674	102146891	\$177,100.00
Marlatte			
1	675	102145159	\$103,700.00
2	675	102145159	\$105,600.00
3	675	102145159	\$105,600.00
4	675	102145159	\$105,600.00
5	675	102145159	\$105,600.00
6	675	102145159	\$105,600.00
7	675	102145159	\$105,600.00
8	675	102145159	\$105,600.00
9	675	102145159	\$105,600.00
10	675	102145159	\$105,600.00
11	675	102145159	\$105,600.00
12	675	102145159	\$105,600.00
13	675	102145159	\$105,600.00
14	675	102145159	\$105,600.00
15	675	102145159	\$105,600.00
16	675	102145159	\$105,600.00
17	675	102145159	\$105,600.00
18	675	102145159	\$105,600.00
19	675	102145159	\$105,000.00
20	675	102145159	\$104,600.00
21	675	102145159	\$105,600.00
22	675	102145159	\$105,600.00
23	675	102145159	\$105,600.00
24	675	102145159	\$105,600.00
25	675	102145159	\$105,600.00
26	675	102145159	\$105,600.00
27	675	102145159	\$105,600.00
28	675	102145159	\$105,600.00
29	675	102145159	\$105,600.00
30	675	102145159	\$105,600.00
31	675	102145159	\$105,600.00
32	675	102145159	\$105,600.00
33	675	102145159	\$105,600.00
34	675	102145159	\$105,600.00
35	675	102145159	\$105,600.00
36	675	102145159	\$105,600.00
37	675	102145159	\$105,600.00
38	675	102145159	\$104,300.00
1	676	102145159	\$107,900.00
2	676	102145159	\$108,600.00
3	676	102145159	\$108,600.00
4	676	102145159	\$108,600.00
5	676	102145159	\$108,600.00
6	676	102145159	\$108,600.00
7	676	102145159	\$108,600.00
8	676	102145159	\$108,600.00
9	676	102145159	\$108,600.00
10	676	102145159	\$108,600.00
11	676	102145159	\$108,600.00
12	676	102145159	\$108,600.00
13	676	102145159	\$108,600.00
14	676	102145159	\$108,600.00
15	676	102145159	\$108,600.00
16	676	102145159	\$108,600.00
17	676	102145159	\$108,600.00
18	676	102145159	\$108,600.00
19	676	102145159	\$107,600.00
20	676	102145159	\$107,600.00
21	676	102145159	\$108,600.00

22	676	102145159	\$108,600.00
23	676	102145159	\$108,600.00
24	676	102145159	\$108,600.00
25	676	102145159	\$108,600.00
26	676	102145159	\$108,600.00
27	676	102145159	\$108,600.00
28	676	102145159	\$108,600.00
29	676	102145159	\$108,600.00
30	676	102145159	\$108,600.00
31	676	102145159	\$108,600.00
32	676	102145159	\$108,600.00
33	676	102145159	\$108,600.00
34	676	102145159	\$108,600.00
35	676	102145159	\$108,600.00
36	676	102145159	\$108,600.00
37	676	102145159	\$108,600.00
38	676	102145159	\$108,100.00
1	677	102145159	\$103,300.00
2	677	102145159	\$103,600.00
3	677	102145159	\$103,600.00
4	677	102145159	\$103,600.00
5	677	102145159	\$103,600.00
6	677	102145159	\$103,600.00
7	677	102145159	\$103,600.00
8	677	102145159	\$103,600.00
9	677	102145159	\$103,600.00
10	677	102145159	\$103,600.00
11	677	102145159	\$103,600.00
12	677	102145159	\$103,600.00
13	677	102145159	\$103,600.00
14	677	102145159	\$103,600.00
15	677	102145159	\$103,600.00
16	677	102145159	\$103,600.00
17	677	102145159	\$103,600.00
18	677	102145159	\$103,600.00
19	677	102145159	\$102,600.00
1	678	102145159	\$116,000.00
2	678	102145159	\$121,900.00
3	678	102145159	\$121,900.00
4	678	102145159	\$121,900.00
5	678	102145159	\$121,900.00
6	678	102145159	\$127,600.00
7	678	102145159	\$134,200.00
8	678	102145159	\$134,200.00
9	678	102145159	\$134,200.00
10	678	102145159	\$127,600.00
11	678	102145159	\$121,000.00
12	678	102145159	\$121,000.00
13	678	102145159	\$121,000.00
14	678	102145159	\$127,600.00
15	678	102145159	\$134,200.00
16	678	102145159	\$134,200.00
17	678	102145159	\$127,600.00
18	678	102145159	\$121,000.00
19	678	102145159	\$121,000.00
20	678	102145159	\$121,000.00
21	678	102145159	\$127,600.00
22	678	102145159	\$134,200.00
23	678	102145159	\$134,200.00
24	678	102145159	\$127,600.00
25	678	102145159	\$127,600.00
26	678	102145159	\$121,000.00
27	678	102145159	\$121,000.00
28	678	102145159	\$115,000.00

Development Controls – 314 Lots, Phase 8

Masonry Requirement

Plans for the design of built enhancements such as entry fences, entry signs, parks, drainage areas, the village square, roundabout landscaping and streetscaping design throughout the neighbourhood will include the use of naturally occurring rock that has been excavated in the normal land development process. One control that will be consistently proposed throughout the neighbourhood is the minimum 100 square feet of masonry application in order to harmonize home building materials to the design of these developer enhanced areas.

- 1) Baltzan Bay, Cove, Terrace, Boykowich Crescent, Street
The following development controls pertain to larger lots:

Plan 102137633, Block 668, Lots 1 to 25
Plan 102146891, Block 670, Lots 15 to 25
Plan 102146891, Block 671, Lots 1 to 20
Plan 102146891, Block 672, Lots 6 to 17
Plan 102146891, Block 674, Lots 22 to 35
 - a) No dwelling shall be constructed on any of the lots which has an above-grade floor area (excluding attached decks, patios and garages) less than:
 - i. 1,200 square feet in the case of a bungalow, bi-level or split-level dwelling;
 - ii. 1,500 square feet in the case of a two-storey dwelling;
 - b) All dwellings must be constructed with a minimum double-wide attached garage. The garage must be constructed at the same time as the dwelling is built. Minimum inside dimensions shall be 5.4 metres wide and 6.0 metres long;
 - c) The roof of the principal dwelling shall have a minimum 6-in-12 pitch; and
 - d) Brick, stone or manufactured stone, requiring a masonry application, will be required on the front elevation of all dwellings. Masonry application must be a minimum of 100 square feet in area, and where the masonry application meets a building corner, it must be returned 24 inches around the building corner.
- 2) Baltzan Boulevard
The following development controls pertain to standard lots fronting onto Baltzan Boulevard:

Plan 102137633, Block 669, Lots 1 to 21
 - a) No dwelling shall be constructed on any of the lots which has an above-grade floor area (excluding attached decks, patios and garages) less than:

- i. 1,000 square feet in the case of a bungalow, bi-level or split-level dwelling;
 - ii. 1,200 square feet in the case of a two-storey dwelling;
 - b) All dwellings must be constructed with a minimum single-wide attached garage. The garage must be constructed at the same time as the dwelling is built. Minimum inside dimensions shall be 3.5 metres wide and 6.0 metres long;
 - c) The roof of the principal dwelling shall have a minimum 6-in-12 pitch;
 - d) Brick, stone or manufactured stone, requiring a masonry application, will be required on the front elevation of all dwellings. Masonry application must be a minimum of 100 square feet in area, and where the masonry application meets a building corner, it must be returned 24 inches around the building corner; and
 - e) Garages shall not protrude more than 2.4 metres (8 feet) from the façade of any habitable floor area of the dwelling;
- 3) Boykowich Crescent
The following development controls pertain to larger lots fronting onto Boykowich Crescent and are graded for Walkout Units:

Plan 102146891, Block 672, Lots 1 to 5
Plan 102146891, Block 673, Lots 1 to 7

- a) No dwelling shall be constructed on any of the lots which has an above-grade floor area (excluding attached decks, patios and garages) less than:
 - i. 1,200 square feet in the case of a bungalow, bi-level or split-level dwelling;
 - ii. 1,500 square feet in the case of a two-storey dwelling;
- b) All dwellings must be constructed with a minimum double-wide attached garage. The garage must be constructed at the same time as the dwelling is built. Minimum inside dimensions shall be 5.4 metres wide and 6.0 metres long;
- c) The roof of the principal dwelling shall have a minimum 6-in-12 pitch;
- d) Brick, stone or manufactured stone, requiring a masonry application, will be required on the front elevation of all dwellings. Masonry application must be a minimum of 100 square feet in area, and where the masonry application meets a building corner, it must be returned 24 inches around the building corner; and
- e) All dwellings shall be constructed with direct access from the basement level to the backyard ("walkout units").

4) Boykowich Bend

The following development controls pertain to standard lots:

Plan 102137633, Block 669, Lots 22 to 43

Plan 102137633, Block 670, Lots 1 to 14

- a) No dwelling shall be constructed on any of the lots which has an above-grade floor area (excluding attached decks, patios and garages) less than:
 - i. 1,000 square feet in the case of a bungalow, bi-level or split-level dwelling;
 - ii. 1,200 square feet in the case of a two-storey dwelling;
- b) All dwellings must be constructed with a minimum single-wide attached garage. The garage must be constructed at the same time as the dwelling is built. Minimum inside dimensions shall be 3.5 metres wide and 6.0 metres long; and
- c) The roof of the principal dwelling shall have a minimum 6-in-12 pitch; and
- d) Brick, stone or manufactured stone, requiring a masonry application, will be required on the front elevation of all dwellings. Masonry application must be a minimum of 100 square feet in area, and where the masonry application meets a building corner, it must be returned 24 inches around the building corner.

5) Boykowich Street, Marlatte Lane, Crescent, Street

The following development controls pertain to smaller lots zoned R1B with rear lanes:

Plan 102146891, Block 669, Lots 44 to 62

Plan 102146891, Block 674, Lots 1 to 21

Plan 102145159, Block 675, Lots 1 to 38

Plan 102145159, Block 676, Lots 1 to 19

- a) No dwelling shall be constructed on any of the lots which has an above-grade floor area (excluding attached decks, patios and garages) less than:
 - i. 1,000 square feet in the case of a bungalow or bi-level;
 - ii. 1,200 square feet in the case of a two-storey dwelling;
- b) All dwelling units shall be bungalows, raised bungalows, bi-levels, or two-storeys. Split-level dwellings are not permitted;
- c) All dwellings must be constructed with a concrete garage pad with access from the rear lane only. The concrete garage pad must be constructed at the same time the dwelling is built with a minimum dimension of 6 metres

wide and 6 metres long. The concrete pad shall be located at a minimum of 1.2 metres from the rear property line, and include a paved apron that connects it to the property line;

- d) All dwellings shall be constructed with covered front verandas. The minimum width of the front veranda for bungalows and bi-levels shall be half the width of the house facade. Two storey dwellings shall have front verandas across the entire width of the house facade. Verandas shall be partially enclosed with railings and spindles or other type of partial enclosure;
- e) The roof of the principal dwelling shall have a minimum 6-in-12 pitch; and
- f) Brick, stone or manufactured stone, requiring a masonry application, will be required on the front elevation of all dwellings. The masonry application on each building must be the equivalent of a minimum of 100 square feet in area and where the masonry application meets a building corner, it must be returned 24 inches around the corner.

6) Marlatte Lane

The following development controls pertain to smaller lots zoned R1B with rear lanes and no roof slope requirement:

Plan 102145159, Block 676, Lots 20 to 38

Plan 102145159, Block 677, Lots 1 to 19

- a) No dwelling shall be constructed on any of the lots which has an above-grade floor area (excluding attached decks, patios and garages) less than:
 - i. 1,000 square feet in the case of a bungalow or bi-level;
 - ii. 1,200 square feet in the case of a two-storey dwelling;
- b) All dwelling units shall be bungalows, raised bungalows, bi-levels, or two-storeys. Split-level dwellings are not permitted;
- c) All dwellings must be constructed with a concrete garage pad with access from the rear lane only. The concrete garage pad must be constructed at the same time the dwelling is built with a minimum dimension of 6 metres wide and 6 metres long. The concrete pad shall be located at a minimum of 1.2 metres from the rear property line, and include a paved apron that connects it to the property line;
- d) All dwellings shall be constructed with covered front verandas. The minimum width of the front veranda for bungalows and bi-levels shall be half the width of the house facade. Two storey dwellings shall have front verandas across the entire width of the house facade. Verandas shall be partially enclosed with railings and spindles or other type of partial enclosure; and
- e) Brick, stone or manufactured stone, requiring a masonry application, will

be required on the front elevation of all dwellings. The masonry application on each building must be the equivalent of a minimum of 100 square feet in area and where the masonry application meets a building corner, it must be returned 24 inches around the corner.

7) Marlatte Crescent

The following development controls pertain to smaller lots zoned R1B:

Plan 102145159, Block 678, Lots 1 to 14

- a) No dwelling shall be constructed on any of the lots which has an above-grade floor area (excluding attached decks, patios and garages) less than:
 - i. 1,000 square feet in the case of a bungalow, bi-level or split-level dwelling;
 - ii. 1,200 square feet in the case of a two-storey dwelling;
- b) All dwellings must be constructed with a minimum single-wide attached garage. The garage must be constructed at the same time as the dwelling is built. Minimum inside dimensions shall be 3.5 metres wide and 6.0 metres long;
- c) The roof of the principal dwelling shall have a minimum 6-in-12 pitch; and
- d) Brick, stone or manufactured stone, requiring a masonry application, will be required on the front elevation of all dwellings. Masonry application must be a minimum of 100 square feet in area, and where the masonry application meets a building corner, it must be returned 24 inches around the building corner.

8) Marlatte Crescent

The following development controls pertain to smaller lots zoned R1B with no roof slope requirement:

Plan 102145159, Block 678, Lots 15 to 28

- a) No dwelling shall be constructed on any of the lots which has an above-grade floor area (excluding attached decks, patios and garages) less than:
 - i. 1,000 square feet in the case of a bungalow, bi-level or split-level dwelling;
 - ii. 1,200 square feet in the case of a two-storey dwelling;
- b) All dwellings must be constructed with a minimum single-wide attached garage. The garage must be constructed at the same time as the dwelling is built. Minimum inside dimensions shall be 3.5 metres wide and 6.0 metres long; and
- c) Brick, stone or manufactured stone, requiring a masonry application, will

be required on the front elevation of all dwellings. Masonry application must be a minimum of 100 square feet in area, and where the masonry application meets a building corner, it must be returned 24 inches around the building corner.

In addition to the development controls listed above for Items (1) through (4), (7) and (8), all lots will be subject to one further control indicating which side of the lot the garage must be placed. As outlined in the report adopted by City Council on February 27, 2006, the intent of this control is to pair garages together against a common property line in order to provide a better streetscape appearance.

Pre-Designated Residential Care Home Requirements

There are four lots being pre-designated as potential locations for Type 2 Residential Care Homes, Child Care Centres or Pre-Schools on Boykovich Bend and Boykovich Street. It is recommended that these four lots be sold through a public tender process with reserve bid prices as follows:

Plan 102137633, Block 669, Lot 20	\$162,600
Plan 102137633, Block 669, Lot 21	\$165,800
Plan 102137633, Block 669, Lot 61	\$179,200
Plan 102137633, Block 669, Lot 62	\$179,000

Tenders will be awarded to the highest bidder over the reserve bid price that meet the conditions as specified in the tender documents. If there is any uncertainty regarding the bids received, the appropriate reports and recommendations will be provided to Council.

One of the conditions to be specified in the tender documents is that the purchaser will be required to submit a ten percent non-refundable deposit. A Certificate of Independent Bid Determination will also be required from all bidders.

Transfer of Title to the purchaser's name will not occur until such time as the purchaser has submitted a Discretionary Use Application for the intended use and Administration (Planning & Development) has approved it. A period of no longer than six months will be permitted for the purchaser to gain this approval. The purchaser will be responsible for all costs associated with this application. If the purchaser is unable to gain the necessary approval within six months from the close of tenders, the purchaser will forfeit their non-refundable deposit and the lot will be made available for purchase over-the-counter on a first-come, first-served basis.

A similar condition will be incorporated into the Agreements for Sale when the lots are available over-the-counter. The purchaser will be required to obtain the necessary approvals for a Type 2 Residential Care Home, Child Care Centre or Pre-School within six months of placing an option on the lot. The term of the option will be six months and will require a non-refundable deposit of ten percent of the reserve bid price.

Regardless of how the lots are sold, a letter of credit totalling ten percent of the purchase price will be required from the purchaser to ensure the sites are used for one of the intended land uses (residential care home, day care or preschool). Upon completion of the home to the backfill stage, the letter of credit will be refunded.

If one or more of these lots do not sell within one year from the date of the original tender, the lots will be removed from the pre-designated list and will be sold on a first-come, first-served basis for one of the permitted uses within the R1A zoning district.

Attachment 2 – Development Controls

Development controls for Lot 1, Block 20, Plan No. G792 (3101 Dieppe Street) and Lot 41, Block 13, Plan No. 101345048 (1215 Dundonald Avenue) are listed below:

- a) No dwelling shall be constructed on any of the lots which has an above-grade floor area (excluding attached decks, patios and garages) less than:
 - i. 1,200 square feet in the case of a bungalow, bi-level or split level dwelling;
 - ii. 1,500 square feet in the case of a two-storey dwelling;
- b) All dwellings must be constructed with a minimum double-wide garage. The garage must be constructed at the same time as the dwelling is built. Minimum inside dimensions shall be 5.4 metres wide and 6.0 metres long;
- c) On the front building facade, a minimum of two exterior building materials are required, with each material being no less than 100 square feet in area; and
- d) House plans submitted in support of a Building Permit Application must be reviewed by City of Saskatoon, Saskatoon Land.

In addition to the controls noted above, Lot 1, Block 20, Plan No. G792 will also have the following development control:

- a) On the side building wall, closest to the flanking street, a secondary exterior building material is required, being no less than 40 square feet in area; and

In addition to the controls listed above, where a proposed dwelling has an attached garage, a separate interest will be registered against the title of each lot indicating which side of the lot the garage must be placed against. As outlined in the report adopted by City Council on February 27, 2006, the intent of this control is to pair garages together against a common property line in order to provide a better streetscape appearance.

His Worship the Mayor and City Council
The City of Saskatoon

REPORT

of the

EXECUTIVE COMMITTEE

Composition of Committee

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

- 1. Communications to Council – Request for Noise Bylaw Exemption
Wings for Life World Run
(File No. CK. 185-9)**
-

RECOMMENDATION: that the decision of Executive Committee to approve the request for an extension to the time where amplified sound can be heard, under the Noise Bylaw, on May 4, 2014, between 3:00 a.m. and 4:30 a.m., subject to conditions, for the Wings for Life World Run – Canada, be received as information.

Your Committee considered the attached communication from Wings for Life World Run requesting an extension to the time where amplified sound can be heard, under the Noise Bylaw, on May 4, 2014, between 3:00 a.m. and 4:30 a.m. for the Wings for Life World Run – Canada.

The communication was inadvertently missed from a previous Council agenda. As the next meeting of City Council was scheduled after this event, your Committee granted approval to the request, subject to the following conditions, and directed that the matter be reported to City Council:

- a) Circulation of a flyer (or door knock) to neighbourhood residents advising them of the event;
- b) Opening the event with a light signal versus a horn; and
- c) Efforts to minimize the amplification system and to minimize the period for playing amplified music.

2. Lease Renewal for 222 and 224 Cardinal Crescent
(File No. CK. 520-1)

- RECOMMENDATION:**
- 1) that City Council approve a Lease Renewal Agreement between the City of Saskatoon and Christmas Properties Ltd. for two bays located at 222 and 224 Cardinal Crescent, for a term of five years (June 1, 2014 to May 31, 2019), based on the terms as set out in the report of the CFO & General Manager, Asset & Financial Management, dated April 15, 2014; and
 - 2) that the City Solicitor be requested to prepare the appropriate agreements for execution by His Worship the Mayor and the City Clerk, under the corporate seal.

Your Committee has considered a report of the CFO & General Manager, Asset & Financial Management dated April 15, 2014, regarding the above-referenced lease renewal and submits the following for City Council's consideration:

"TOPIC AND PURPOSE

To receive approval for a five-year lease renewal of external office accommodations located at 222 and 224 Cardinal Crescent, currently occupied by Purchasing Services and City Archives.

REPORT HIGHLIGHTS

1. Renewal of the existing lease at 222 and 224 Cardinal Crescent, a building owned by Christmas Properties Ltd., provides Purchasing Services and City Archives with suitable accommodations for the short term.
2. Renewing the lease of this property will allow Purchasing Services and City Archives to remain in their current location in the short term until suitable accommodations in City-owned properties are available.

STRATEGIC GOALS

This report supports the long-term strategy of adopting and implementing a corporate-wide asset management and rehabilitation strategy under the Strategic Goal of Asset and Financial Sustainability.

BACKGROUND

The City is currently leasing space from Christmas Properties Ltd. at 222 and 224 Cardinal Crescent. Subsequent to the sale of their former office in the City's Arthur Cooke Building, Purchasing Services and City Archives have been occupying space in this building since June 1, 2009. The current lease term expires May 31, 2014.

REPORT

The continued leasing of 222 and 224 Cardinal Crescent provides Purchasing Services and City Archives with office and storage space well-suited for their needs. In particular, City Archives has specific environment requirements to accommodate safe and secure storage of archived materials, while Purchasing Services requires street access for customer service and a considerable amount of customer parking. These leased premises meet these requirements.

The existing space has been occupied by Purchasing Services and City Archives for the past five years, and their location is familiar with contractors, customers, and the public.

The combined lease space is used jointly by Purchasing Services and City Archives. Renewing this lease will ensure that these two City divisions have

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

Once the Civic Operations Centre (COC) is built, the plan is to relocate Purchasing Services there. However, the future COC and other existing City-owned facilities currently do not meet the storage requirements for City Archives. Although City Archives is currently located within the same space as Purchasing Services, City Archives does not need to be situated in the same location. Investigations are being undertaken to determine a permanent location for City Archives for the long term.

OPTIONS TO THE RECOMMENDATION

An option would be to not approve the lease renewal and have Purchasing Services and City Archives vacate the space. In this scenario, alternative premises would need to be secured immediately. This option is not recommended, as relocating these work groups would result in work disruptions, impact their operations, and create additional costs in securing alternative space.

POLICY IMPLICATIONS

There are no policy implications.

FINANCIAL IMPLICATIONS

The total rent and operating costs have been estimated at approximately \$153,000 annually. There is sufficient funding within the 2014 operating budget.

PUBLIC AND/OR STAKEHOLDER INVOLVEMENT

Discussions have occurred with Purchasing Services and City Archives staff to confirm the space suits their accommodation requirements.

COMMUNICATION PLAN

A communications plan is not required.

DUE DATE FOR FOLLOW-UP AND/OR PROJECT COMPLETION

If approved, the proposed lease renewal will expire on May 31, 2019.

ENVIRONMENTAL IMPLICATIONS

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

PRIVACY IMPACT

There are no privacy implications.

SAFETY/CRIME PREVENTION THROUGH ENVIRONMENTAL DESIGN (CPTED)

A CPTED review is not required.

PUBLIC NOTICE

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

3. Purchase of Additional Land for the Land Bank Program (File No. CK. 4020-1)

- RECOMMENDATION:**
- 1) that the Real Estate Manager be authorized to purchase a portion of the NW and SW ¼ sections of 6-38-05 W3 comprising of approximately 219 acres from Mary June Matchett at a purchase price of \$1.6 million;
 - 2) that the City Solicitor's Office administer the required documentation to complete this transaction; and
 - 3) that the Property Realized Reserve be used as the funding source for the purchase price, including legal, administrative costs and disbursements.

Your Committee has considered a report of the CFO & General Manager, Asset & Financial Management dated April 16, 2014, regarding the above-referenced purchase of land and submits the following for City Council's consideration:

"TOPIC AND PURPOSE

To receive approval for the purchase of a portion of the NW and SW ¼ sections of 6-38-05 W3 comprising of approximately 219 acres for future development.

REPORT HIGHLIGHTS

1. The Land Bank Program helps ensure continued financial benefits for the City.
2. Purchasing land for the Land Bank Program helps to ensure that the City continues to have stable land supply available for future growth.
3. Terms of the Agreement include payments phased over three years.

STRATEGIC GOALS

The Land Bank Program supports the City's Strategic Goals of Asset and Financial Sustainability and Economic Diversity and Prosperity. These Goals are achieved by using profits from land development to support alternative ways of financing community projects and services while also helping to maintain the City's AAA credit rating, and by ensuring that Saskatoon has development sites available to attract and support future growth.

BACKGROUND

In recent years, the City's Land Bank Program has acquired several parcels of land in this area and now has a significant ownership presence in the City's Northwest, as shown in Attachment 1. A sector plan is currently in development as this area has significant potential as a commercial and employment area in the future.

REPORT

As the City grows, so does the quantity of land holdings needed to sustain and support the success of the City's Land Bank Program. The acquisition of these lands will help ensure the City continues to benefit financially from land

development in the future. Acquiring these lands is ideal as these parcels are in close proximity to lands already owned by the City in the area (refer to Attachment 1).

Saskatoon has been experiencing above average growth in the past few years; this growth is expected to continue. While Saskatoon experiences growth, the R.M. of Corman Park does as well. The potential to benefit financially from development of lands in close proximity to Saskatoon has increased the amount of development activity and speculation on lands surrounding the City. In addition to the increase in residential developments surrounding the City, the need for commercial services and employment areas has also been on the rise.

Ensuring there are sufficient areas of land for future commercial and employment growth is crucial to Saskatoon and the region as a whole. Securing this ¼ section is ideal as this parcel is adjacent to lands already owned by the City in the area.

Terms of the Agreement

The City's Real Estate Services has negotiated a purchase agreement with the property owner. Noteworthy details of the Agreement are as follows:

Purchase Price

- \$1.6 million

Conditions Precedent

- City Council approval by June 13, 2014; and
- Satisfactory review by the City of any environmental, geotechnical, and drainage study reports on or before May 30, 2014.

Other Terms and Conditions of the Agreement

- Closing Date of the transactions would be June 30, 2014;

OPTIONS TO THE RECOMMENDATION

The only other option would be to not approve the purchase of these lands.

POLICY IMPLICATIONS

There are no identified policy implications.

FINANCIAL IMPLICATIONS

Sufficient funds to purchase the lands exist in the Property Realized Reserve.

PUBLIC AND/OR STAKEHOLDER INVOLVEMENT

Real Estate Services has met with the Strategic Services Group to ensure these lands can be serviced in the future. In addition, meetings were held with the consultant hired to investigate and develop a sector plan for this area.

COMMUNICATION PLAN

None required at this time.

DUE DATE FOR FOLLOW-UP AND/OR PROJECT COMPLETION

At this time, no date has been identified for follow-up or project completion.

ENVIRONMENTAL IMPLICATIONS

There are no environmental and/or greenhouse gas implications.

PRIVACY IMPACT

There are no privacy implications.

SAFETY/CRIME PREVENTION THROUGH ENVIRONMENTAL DESIGN (CPTED)

A CPTED review is not required.

PUBLIC NOTICE

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

ATTACHMENT

1. Drawing Indicating Proposed Land Acquisition."

4. Naming Process and Policy Review
(File No. CK. 6310-1)

RECOMMENDATION: that Policy C09-008, Naming of Civic Property and Development Areas be amended, as outlined in the report of the General Manager, Community Services Department, dated February 11, 2014.

Your Committee has considered and concurs with proposed amendments to the Naming of Civic Property and Development Areas policy, as outlined in the following report of the General Manager, Community Services Department dated February 11, 2014:

“TOPIC AND PURPOSE

This report proposes a number of minor policy amendments to Naming of Civic Property and Development Areas Policy No. C09-008 (Naming Policy) and other non-policy measures. This will address concerns raised by the Naming Advisory Committee (NAC) and City Council with the current policy and process.

REPORT HIGHLIGHTS

1. The Naming Policy, in its current form, was established in 2002, and was updated in 2008.
2. The current naming process requires that all names be screened by the NAC and approved by City Council. The only variation in the process is how names are assigned – sometimes by the Mayor and sometimes by City Council.
3. The Administration researched naming policies and processes from a number of Canadian municipalities. There are no clear best practices, but some relevant clauses have been adapted for inclusion in the City of Saskatoon’s (City) Naming Policy.
4. The Administration has undertaken a policy review and is proposing process improvements and amendments to the Naming Policy, to address concerns brought forward by the NAC and Executive Committee, as well as a number of minor housekeeping/clarity issues.
5. The Administration will develop a communication plan to renew the public perception/awareness of the naming program and to encourage more inclusion and a greater diversity of names.

STRATEGIC GOAL

This report supports the Strategic Goal of Continuous Improvement by exploring process improvements and proposing policy amendments for better managing naming applications.

BACKGROUND

The Naming Policy was originally established in 1991, and significant amendments in 2002 gave the policy and process its current form. Attachment 1 contains a summary of the amendments.

During its September 9, 2013 meeting, City Council considered a report from the NAC where City Council resolved, in part, that the Administration undertake a review of the Naming Policy and submit a report.

REPORT

Current Naming Process – Summary

There are three different ways names can be applied to municipally owned or controlled facilities. Attachment 2 contains an explanation and diagrams that illustrate the process for each: 1a) and 1b) general naming; 2) specific naming; and 3) renaming.

In all of these cases, all naming submissions must be screened by the NAC as to whether the names satisfy the criteria in the Naming Policy. All names must then be approved by City Council.

The primary difference between the above cases is that for general naming the Mayor selects the name from the City Council approved Names Master List to be assigned to a particular street or facility, whereas for specific naming and renaming applications, City Council both approves the name and assigns it to a particular street or facility.

Best Practices Review

The Administration has undertaken a review of several other cities' naming policies/processes (see Attachment 3). There is no clear best practice, as each municipality's naming policy and process is unique.

Policy/Process Review

The Administration has undertaken a review of the Naming Policy, and has proposed a number of policy amendments and changes in process that are intended to address concerns raised by the NAC and Executive Committee. Attachment 4 contains the proposed changes. Additionally, a number of "housekeeping" policy amendments are proposed by the Administration to improve clarity, consistency with current process, and administrative process. The following is an overview of the elements of the Naming Policy that were reviewed and the proposed amendments.

1. Composition of NAC and Committee Review Process

The NAC indicated general support for the current composition and the overall process for the screening of names.

- A. The Administration considered the NAC's suggestion that all name screenings could be forwarded to Executive Committee for information. The Administration considered this, but is not recommending this approach since it risks burdening Executive Committee with operational details and would duplicate the function of the NAC.

Instead, the Administration has implemented a change in the NAC meeting agenda circulation process that will address the notification of City Councillors (see Communication Plan section).

- B. A clause was added to the Naming Policy [Section 3.2 e) i)], which clarifies that the deliberation portion of NAC meetings may be held In Camera, at the discretion of the chair, but that the decisions rendered by the NAC are public. This ensures a transparent process while also addressing the sensitivity around discussing the merit of a naming application in public.

2. How Names are Assigned

Names are currently assigned either by the Mayor or City Council depending on the circumstances (see Attachment 3). The NAC expressed support for the status quo. The Administration is therefore not proposing any changes to the process for assigning names.

3. Role of Developers

The process for applying to add a name or names to the Names Master List is the same for individual members of the public as it is for developers. All names must be screened and approved by both the NAC and City Council before being added to the Names Master List. Once a name is on the Names Master List, it can be applied to a street, park, etc. upon request.

Developers are primarily responsible for requesting names to be assigned to streets and other features because they are responsible for the subdivision of land and the creation of new streets, parks, etc.

The Administration is not proposing any amendments to impose restrictions on developers' ability to apply for names. The Administration will work with developers to encourage the use of names that are already on the Names Master List rather than submitting specific requests for new names to be added. This will help ensure that names already on the list and those submitted by the general public are assigned in a more timely fashion.

4. Housekeeping and Process Clarification/Improvement

The following minor policy amendments are proposed to improve clarity and refine the current process:

- A. Reuse of Names (Section 3.9) - When a name is removed from a street, park, or other facility due to renaming or decommissioning, the name will be returned to the Unassigned Names category of the Names Master List and flagged "high priority for reuse".
- B. Extension of Streets [Section 3.3 b) xii) and xiii)] – This will allow for the Administration to assign names for straightforward street extensions rather than requiring the Mayor's approval.
- C. Naming Contests (Section 3.8) – This will sanction contests to name municipally-owned or operated facilities at the discretion of the NAC and City Council. Any naming contests and rules must be consistent with the intent of The Naming Policy.

- D. Preferential Treatment [Section 3.3 b) xi)] – This clarifies that no naming will result in, or be perceived to give, any benefit or preferential treatment to the named party.
- E. Naming of Facilities Within a Park (Section 2.6) – Naming of sports fields, off-leash recreation areas, or other amenities within parks are excluded from the application of the Naming Policy. The naming of such park amenities will be at the discretion of the responsible division(s).
- F. “Housekeeping” (Sections 2.2 and 4.5) – These minor changes are to ensure consistency with the recent corporate re-alignment, to recognize the role of the City Clerk’s Office in the naming process, and to clarify that all screened/approved names should be included on the Names Master List and be categorized as Assigned Names or Unassigned Names.

5. Names Master List Clean-up

The NAC identified a concern with the overall number of names on the Names Master List, as well as the number of duplicates. The Administration will review this list and report back in due course with recommendations to address the number and duplication of names.

OPTIONS TO THE RECOMMENDATION

The Administration has considered a number of options to the recommended policy amendments outlined in the report. If any of these options are selected, the Administration recommends that no amendments be approved at this time so that amendments to the Naming Policy can be considered comprehensively and reported on in due course.

1. Committee Composition

The option exists to change the composition of the NAC. The Administration reviewed the composition of naming committees from other municipalities, as well as other City advisory committees in consideration of this matter.

If this option is chosen, the Administration recommends that the NAC be primarily composed of members of the public with one City Council representative (similar to the Municipal Planning Commission). This committee composition would lead to increased public involvement, and reduced political involvement in the naming process. It would also eliminate Administration's role on the NAC as voting representatives, though the Administration would still provide technical support. Including the public on the NAC may improve the level of diversity/inclusion on the Names Master List and in the naming process. A drawback of this approach is that sensitive discussions around the merit of names would likely need to occur in public.

2. How Names are Assigned

The option exists to change how names are assigned to streets and other facilities. The Administration reviewed the following alternatives for who is responsible for assigning names:

- a) Mayor plus Ward Councillor(s) of the affected area;
- b) the Administration only; or
- c) NAC.

While some of the above options may result in a moderate improvement in the transparency of the process, the Administration does not support them for a number of reasons. In all cases, it would add complexity to the decision making process. Assigning names is often time sensitive and all of the above options increase the possibility of delay. They would also increase the demands on administrative resources. For options b) and c), additional policy guidance would need to be developed to ensure names are assigned appropriately.

If this option is chosen, a more comprehensive review of the Naming Policy would be necessary to ensure that appropriate criteria are developed to guide the assigning of names.

3. Role of Developers

The option exists to impose greater restrictions on the role of developers in the assigning of names in new developments. One option explored by the Administration would be to restrict developers to applying for specific names for only certain parts of neighbourhoods, such as the overall

neighbourhood name and key street/park names. In this option, all other names would need to come from the Names Master List.

This option is not recommended since it would rule out the ability of developers to suggest innovative names or propose themes for the areas they are responsible for developing and marketing. The Administration proposes to work with developers to achieve the same result on a voluntary basis, while still allowing flexibility. If the voluntary approach is not successful, this policy option could be re-evaluated at a later time.

POLICY IMPLICATIONS

If the NAC recommends and City Council adopts the above noted recommendations, the Naming Policy will be amended.

FINANCIAL IMPLICATIONS

No financial implications have been identified as a result of this report or adoption of its recommendations. The public communication plan may incur nominal costs which will be covered by the naming program operating budget.

PUBLIC AND/OR STAKEHOLDER INVOLVEMENT

The NAC has been consulted on the proposed policy. The NAC's feedback has been incorporated into the Naming Policy amendments and process improvements identified in this report. As per the direction of the NAC, this report will be presented to the Developers Liaison Committee (DLC) for its feedback prior to this report being sent to City Council for approval. If the DLC does not support the proposed policy amendments, the NAC will be consulted prior to the report proceeding to City Council.

COMMUNICATION PLAN

Public

The Administration will develop a communications strategy to encourage more diverse and inclusive involvement in the naming program, as well as renew the existing communication and application materials.

City Council

To ensure that City Councillors are made aware of all forthcoming naming applications and other naming issues before they reach City Council, the City Clerk's Office will now forward all City Councillors a copy of the NAC agenda prior to each meeting.

DUE DATE FOR FOLLOW-UP AND/OR PROJECT COMPLETION

If the recommendations of this report are adopted by City Council, the Naming Policy amendments will be in place and the Administration will proceed with implementation of any process changes.

If the recommendations are not recommended or adopted and/or if any of the alternative options are selected instead, the timeframe will depend on the level of additional review required based on the direction of the NAC and City Council.

ENVIRONMENTAL IMPLICATIONS

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

PRIVACY IMPACT

There are no privacy implications.

PUBLIC NOTICE

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

ATTACHMENTS

1. Amendments to Naming Policy from 2002-2008
2. Current Naming Process
3. Naming Process Best Practices Review
4. City of Saskatoon Council Policy No. C09-008"

5. Appointments – Board of Revision
(File No. CK. 175-6)

- RECOMMENDATION:**
- 1) that the following be appointed as alternate members to the Board of Revision for 2014:

Mr. Dennis Will
Ms. June M. Bold; and
 - 2) that Mr. Randy Pangborn's status as an alternate member be changed to a regular member

Your Committee has considered the matter of appointments to the Board of Revision to fill the vacancy created by the resignation of Mr. Peter Stroh and to fill the vacant positions of alternate members.

6. Appointment to Meewasin Valley Authority Appeal Board
(File No. CK. 180-6)

- RECOMMENDATION:** that Ms. Janet L. Stevens be appointed to the Meewasin Valley Authority Appeals Board to the end of 2014 to fill the current vacancy.

Your Committee is recommending the appointment of Ms. Janet L. Stevens to the Meewasin Valley Authority Appeals Board to fill the current vacancy.

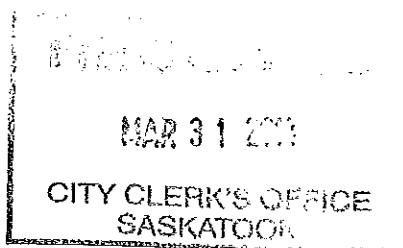
7. Travel Expenses and Car Allowance – Members of Council
(File No. CK. 1970-1)

RECOMMENDATION: that the information be received.

Attached are reports detailing travel expenses of the Mayor and City Councillors for the year 2013. These reports will be posted on the City's website.

Respectfully submitted,

His Worship Mayor D. Atchison, Chair



185-9

1.

To the Mayor and Members of City Council,

On May 4, 2014, athletes around the world will participate in a running event unlike anything before. In nearly 50 locations around the globe, including Saskatoon, hundreds of thousands of runners will start at exactly the same time, running to find a cure for spinal cord injury.

What's different about this event? There will be no finish line. After a brief head start, runners will be chased by a 'Catcher Car', a vehicle with globally synchronized acceleration which will catch and eliminate runners, creating a highly unusual and challenging race environment.

100% of the revenue generated by this event will be contributed to the Wings for Life Spinal Cord Research Foundation. The event costs are being 100% underwritten by Red Bull Canada and our other event partners.

We are submitting this request to Council for an exemption to the Noise Bylaw.

The start line of the race will be hosted at Prairieland Park, which is the location for this exemption request. The event will start at 4:00 am on Sunday morning, in order to synchronize the event globally.

The start line will be established in the parking lot on the northeast corner of Prairieland. Our request for an exemption would be for amplified sound including music and MC announcements between 3:00 am and 4:30 am. We would establish the sound system to direct sound to the south, and keep volumes at reasonable levels.

Given that this is neither a park nor a residential area, and the location is bounded by a major roadway (Ruth Ave) and a freeway (Circle Dr/Louis Riel Trail), we would not anticipate creating an impact on anyone. We will be undertaking a 'test' execution of the event two nights beforehand, and could test sound levels at that time to ensure it would have no impact on surrounding homes and businesses.

We would like to request council approval for the following exemption to the Noise Bylaw:

Sunday, May 4, 2014 @ Prairieland Park, NE parking lot area

3:00 am - 4:15 am: amplified music

3:00 am - 4:00 am: MC announcements

4:00 am: MC countdown and start gun or horn (this could be replaced by a lighting effect)

Given the promotional exposure for the City with the international nature of this event, as well as the event's charitable aims, and the minimal impact of this noise outside of any parks or residential areas, we're hopeful council will be able to support this exemption.

Thank you for your time and consideration.

Geoff Langford

Sport Director

Wings for Life World Run - Canada

#110 - 1128 Homer Street

Vancouver, BC

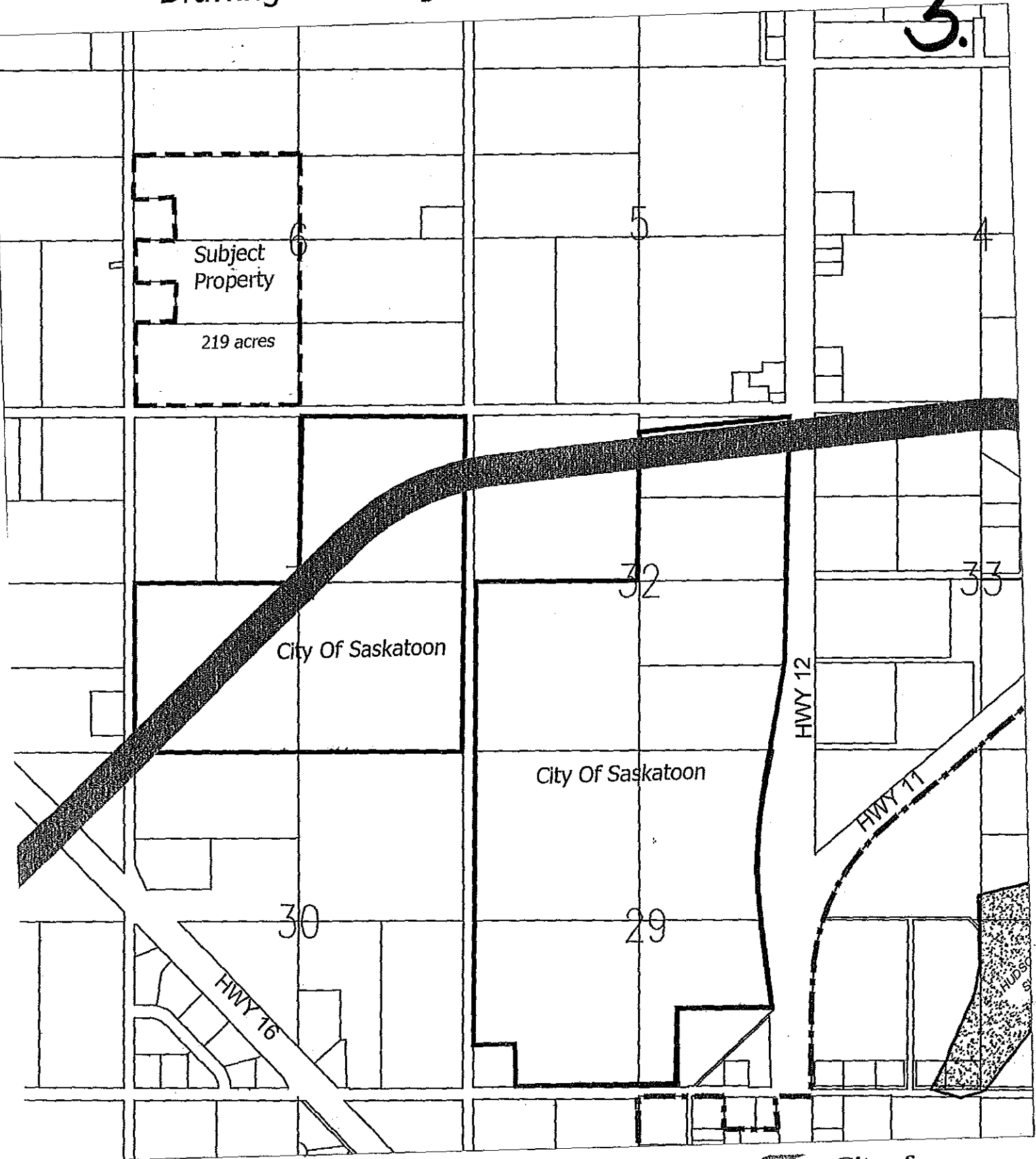
V6B 6M5

1.888.295.8181

Drawing Indicating Proposed Land Acquisition

Attachment 1

3.

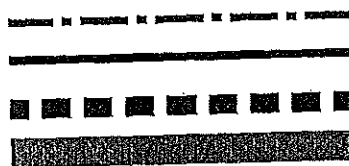


City Limits

City of Saskatoon Land

Subject Property

Proposed Perimeter Highway



**City of
Saskatoon**

Saskatoon Land - Real Estate Services - April 2014

NOTE: The information contained on this map is for reference only and not to be used for legal purposes. This map may not be reproduced without the expressed written consent of Saskatoon Land - Real Estate Services. Do not scale.

Amendments to Naming Policy from 2002 to 2008

The following is a summary of the changes from 2002 to 2008.

- A. Major policy elements established in 2002 included:
- 1) creation of the Naming Advisory Committee (NAC) to screen names with membership comprised of:
 - a) six members from the Administration;
 - b) two City Councillors; and
 - c) three members of the general public.
 - 2) creation of a Pre-Approved Names Master List;
 - 3) assignment of responsibility to the NAC for receiving and reviewing request to rename existing streets and civic property; and
 - 4) incorporation of provisions to complement Sponsorship Policy No. C09-028.
- B. Policy amendments in 2005 included:
- 1) reduction of the size of the NAC from twelve (12) members to six (6) and a change in the composition. The new committee membership comprised of:
 - a) the Mayor;
 - b) two City Councillors (appointed by City Council); and
 - c) three members from the Administration.
 - 2) City Councillors' appointment to the NAC changed to a one-year term, instead of the previous two-year term.
- C. Policy amendments in 2008 included:
- 1) addition of a description of four categories of "outstanding contributions", which provided guidelines regarding the names that merit nomination and selection;
 - 2) clarification that, where the name of a person is being used for the naming of streets, suburban development areas, and neighbourhoods, surnames alone are to be used;
 - 3) clarification that names are to be removed from the Names Master List once they have been used, except in the case of former elected officials of the City of Saskatoon;
 - 4) addressing the use of duplicate surnames for former City-elected officials and other officials; and
 - 5) other housekeeping items to address inconsistencies and clarify process.

Current Naming Process

Overview:

- A. All naming submissions are screened by the Naming Advisory Committee (NAC) according to the guidelines of the Naming of Civic Property and Development Areas Policy No. C09-008.
- B. If a proposed name meets Naming of Civic Property and Development Areas Policy No. C09-008 guidelines and has sufficient merit, the NAC forwards its recommendation to City Council to add the name to the Names Master List or to name/rename specific assets.
- C. City Council approves or denies the NAC's recommendations for names to be added to the Names Master List or, in the case of naming/renaming specific assets, to assign the name to a street or facility.
- D. After a name is approved to be on the Names Master List, it can be selected by His Worship the Mayor to be applied to a roadway or other asset. Selections usually occur as new neighbourhoods are developed and developers submit requests for specific names, or will ask His Worship the Mayor to select appropriate names from the Names Master List. At this stage, the selected name then undergoes a technical review to ensure there are no significant issues before it is applied to a street or asset.

Naming Application Types:

- A. General Naming Requests:
 - 1) requests for names to be added to the Names Master List;



- 2) request for names from the Names Master List to be assigned to civic-controlled property;

Request

- Request for name(s) to be assigned comes from developers, members of the public, Saskatoon Land, Civic Departments, etc - received by Planning and Development

Selection

- Request is forwarded to Mayor's Office who selects name(s) from Names Master List for assignment to street(s) or other facility(/ies)

Notification

- Planning and Development notifies applicant and City Council of decision

- B. Specific naming requests to be assigned directly (name is not yet on the Names Master List); and

Application

- Naming request received by Planning and Development for a specific, not-yet-approved name to be applied to a specific street or facility

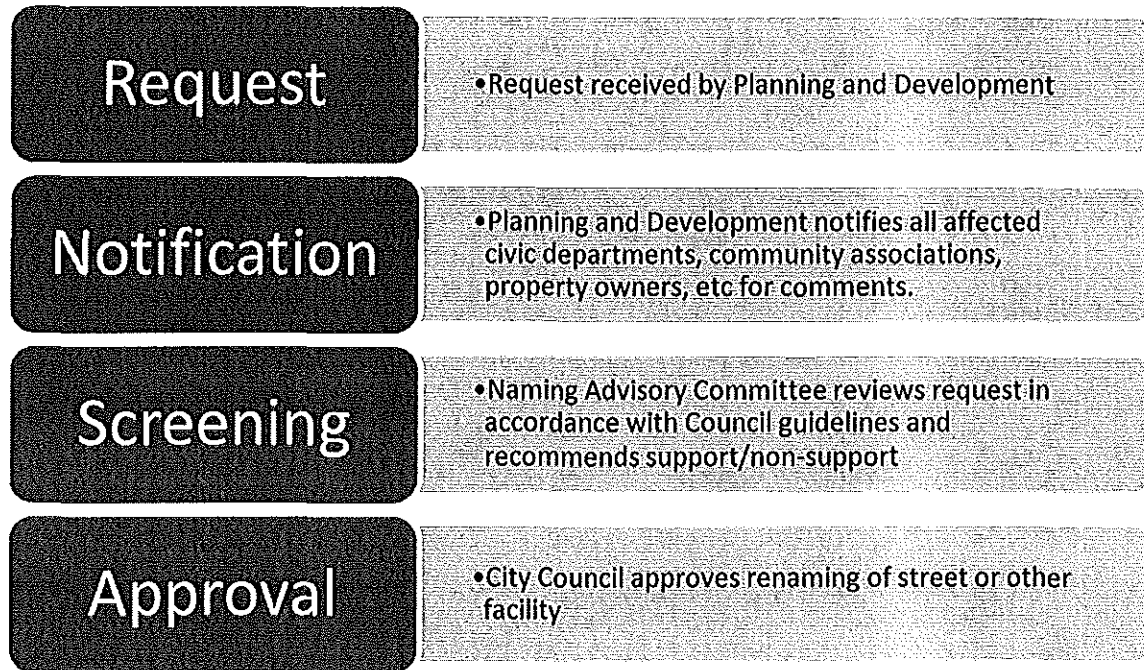
Screening

- Naming Advisory Committee reviews request in accordance with Council guidelines and recommends support/non-support

Approval

- City Council approves assignment of name to specific street or other facility

C. Renaming requests.



Naming Process Best Practices Review

Attachment 3

Municipality	Naming Submissions Screened by:	Screening Committee Composition:	Role of City Council:	Names Applied by:
Saskatoon	Naming Advisory Committee (Advisory committee to City Council)	<ul style="list-style-type: none"> • Mayor • Two (2) City Councillors • Three (3) representatives of Administration 	<ul style="list-style-type: none"> • Approves all additions to Names Master List (NML) • Approves some specific naming and all renaming requests • Approves all policy amendments 	<ul style="list-style-type: none"> • Mayor – for general and specific requests where a name is already found on the NML • City Council – for specific naming requests where the name is not already found on the NML and for all renaming requests
Edmonton	Naming Committee (Council Committee)	<ul style="list-style-type: none"> • One (1) member of the Edmonton Historical Board • Six (6) Citizens at large 	<ul style="list-style-type: none"> • Only approves amendments to the Naming Committee Bylaw and the 'Naming of Development Areas, Parks, Municipal Facilities, Roads and Honorary Roads' policy 	<ul style="list-style-type: none"> • Naming Committee – applies all names
Calgary	Municipal Names Committee (Advisory Committee to City Council)	<ul style="list-style-type: none"> • Six (6) representatives of Administration 	<ul style="list-style-type: none"> • Approves all recommendations for naming of municipally-owned facilities 	<ul style="list-style-type: none"> • City Council – applies all names
Regina	Civic Naming Committee (Administrative Committee)	<ul style="list-style-type: none"> • Six (6) representatives of Administration 	<ul style="list-style-type: none"> • Approves park and street renaming 	<ul style="list-style-type: none"> • Civic Naming Committee – applies street and park names • City Council – renaming only
Winnipeg	Community Committees (Council Committee – Each committee is made up of Councillors in specific geographical areas)	<ul style="list-style-type: none"> • Three (3) Councillors on each Committee • There are five (5) Community Committees 	<ul style="list-style-type: none"> • Approves street renaming and honorary street naming 	<ul style="list-style-type: none"> • Community Committee – applies all street and park names that are located within their geographical boundary and adds names to their reserve list • City Council – applies renaming and honorary names • Mayor – applies honorary names

Municipality	Naming Submissions Screened by...:	Screening Committee Composition:	Role of City Council:	Names Applied by:
Halifax	Not really a committee. Names are screened by members of specific departments and a Councillor where the asset being named is located	<ul style="list-style-type: none"> • Two (2) representatives of Administration • One (1) Councillor 	<ul style="list-style-type: none"> • Approves the placement of all asset names (administrative and commemorative) with the exception of street names that are already on the pre-approved naming list 	<ul style="list-style-type: none"> • Regional Council - applies all asset names with the exception of street names which are applied by the Administration from a pre-approved list of names (both administrative and commemorative) • Administrative names list includes names that have already been applied or are based on a locational reference to a community. • Commemorative names list includes people, group of people, historical events, topographic features and native flora and fauna.
Toronto	Not really a committee. Names are screened by the head of specific divisions, a Councillor and the community association where the asset being named is located	<ul style="list-style-type: none"> • Honourific names: One (1) representative of Administration, One (1) Councillor and the community association where the asset being named is located. • Naming/renaming of streets: Five (5) members of Administration, One (1) Councillor (depending on location of street), and the preservation panel. 	<ul style="list-style-type: none"> • Only approves names when it is brought forward by a Community Council. 	<ul style="list-style-type: none"> • Names for new streets/lanes are applied administratively as long as Police Services, Fire Services, Emergency Medical Services, Preservation Panel and Community Councillor agree on name. • Community Council – approves all renaming.

Municipality	Naming Submissions Screened by...:	Screening Committee Composition:	Role of City Council:	Names Applied by:
Ottawa	<p>For Street names the Director of Building Code Services Branch screens names.</p> <p>For Parks and facilities the Commemorative Naming Committee is responsible for the screening of names.</p>	<ul style="list-style-type: none"> • City Clerk and Solicitor (or designate) • Chief Building Official (or designate) • General Manager, Parks, Recreation and Culture (or designate) • General Manager, Public Works (or designate) • Mayor (or designate) • Ward Councillor (or designate) 	<ul style="list-style-type: none"> • Approves all commemorative names for parks and facilities 	<ul style="list-style-type: none"> • The Director of Building Code Services Branch is responsible for the application of commemorative street names. • City Council - applies all commemorative names for parks and facilities.
Vancouver	Civic Asset Naming Committee	<ul style="list-style-type: none"> • One (1) representative from the Vancouver Historical Society • One (1) representative from the Vancouver Public Spaces Network • Three (3) members of public residing in Vancouver • Two (2) representatives of the Multicultural Advisory Committee • Two (2) representatives of the Urban Aboriginal Peoples' Advisory Committee 	<ul style="list-style-type: none"> • Approves naming on all civic assets excluding parks and library assets. 	<ul style="list-style-type: none"> • City Council - applies all names on civic assets excluding parks and library assets.

CITY OF SASKATOON COUNCIL POLICY

NUMBER
C09-008

POLICY TITLE <i>Naming of Civic Property and Development Areas</i>	ADOPTED BY: <i>City Council</i>	EFFECTIVE DATE <i>November 18, 1991</i>
		UPDATED TO <i>May 20th, 2008(TBD)</i>
ORIGIN/AUTHORITY <i>Planning and Development Committee Report No. 33-1991; Planning and Operations Committee Report No. 17-2000; and Administrative Reports No. 9-2002; 1-2005; and 10-2008; and (TBD)</i>	CITY FILE NO. <i>CK. 500-1 & 6310-1 and PL. 4001-5</i>	PAGE NUMBER <i>1 of 8</i>

1. PURPOSE

To ensure proper screening of suggested names and consistency with Council naming guidelines, and to avoid duplication in the naming of municipally-owned or controlled facilities, streets, suburban development areas, neighbourhoods, and parks.

2. DEFINITIONS

- 2.1 Municipally-owned or Controlled Facility - any building, or structure owned by or under the direction and control of the City, including bridges, civic buildings, firehalls, substations, etc. The naming of halls, rooms, or other facilities within a municipally-owned or controlled facility, and libraries are excluded from this policy.
- 2.2 Names Master List - a master list, kept in the Mayor's Office, containing all screened and approved name suggestions for naming municipally-owned or controlled facilities, streets, suburban development areas, neighbourhoods, and parks. The Names Master List is divided into two categories: Assigned Names and Unassigned Names.
- 2.3 Neighbourhood - for purposes of this policy, a neighbourhood is any residential development area recognized by the City of Saskatoon Development Plan as a neighbourhood, or a residential section having distinguishing characteristics.
- 2.4 Suburban Development Area - an area consisting of multiple neighbourhoods and includes housing and related facilities for approximately 50,000 persons.
- 2.5 Street - for the purpose of this policy, a street is any roadway (excluding laneways and unimproved right-of-ways) under the direction and control of the City of Saskatoon.

CITY OF SASKATOON COUNCIL POLICY

NUMBER
C09-008

POLICY TITLE	EFFECTIVE DATE	UPDATED TO	PAGE NUMBER
<i>Naming of Civic Property and Development Areas</i>	<i>November 18, 1991</i>	<i>May 20, 2008</i>	<i>2 of 9</i>

2.6 Park - for the purpose of this policy, a park is any area owned or controlled by the City for which the primary uses are the provision of leisure services and beautification of the community. Small pieces of City land not suitable for Park development are excluded from this policy. The naming of sports fields, dog parks, or other amenities within a park are excluded from this policy. Leisure Centres and other community centres that may be located in a park are not excluded from this policy.

3. POLICY

Suburban Development Areas, Neighbourhoods, Streets, Parks and major municipally-owned or controlled facilities, shall be named. Names are to be chosen from a pre-screened Names Master List.

3.1 Names Master List

- a) A Names Master List for naming municipally-owned or controlled facilities (excluding libraries), streets, suburban development areas, neighbourhoods and parks, shall be created by the Naming Advisory Committee and approved by City Council. Libraries will be named by the Board of the Saskatoon Public Library.
- b) The Names Master List shall be kept in the Mayor's Office.

3.2 Naming Advisory Committee

- a) A Naming Advisory Committee shall be formed to review and screen all suggestions and requests for naming municipally-owned or controlled facilities, streets, suburban development areas, neighbourhoods and parks.
- b) The Naming Advisory Committee shall be comprised of the following members:
 - i. The Mayor.
 - ii. Two (2) City Councillors (appointed by City Council).
 - iii. Three (3) members from the Administration.

CITY OF SASKATOON COUNCIL POLICY

NUMBER
C09-008

POLICY TITLE	EFFECTIVE DATE	UPDATED TO	PAGE NUMBER
<i>Naming of Civic Property and Development Areas</i>	<i>November 18, 1991</i>	<i>May 20, 2008</i>	<i>3 of 9</i>

- c) The two City Councillors shall be appointed to serve on the Naming Advisory Committee for a one (1) year term.
- d) The Naming Advisory Committee shall appoint a chair and shall meet at the call of the Chair.
- e) The Naming Advisory Committee shall screen all requests and suggestions for naming, or renaming, municipally-owned or controlled facilities, streets, suburban development areas, neighbourhoods and parks to ensure that each suggestion or request meets the Council Guidelines for naming as set out in 3.3 below.
 - i) Deliberations regarding the screening of names may be carried out In-Camera at the discretion of the Chair; however the outcome of all committee decisions regarding name screening shall be public information.
- f) The Naming Advisory Committee shall report to Council as new requests and suggestions are screened and recommended for approval and addition to the Names Master List.
- g) The Naming Advisory Committee may also report and recommend to Council on any other matter related to this policy.

3.3 Guidelines

- a) The screening of new name submissions for the naming or renaming of municipally-owned or controlled facilities, streets, suburban development areas, neighbourhoods and parks, shall be done in consideration of, but not limited to, the following criteria:
 - i) Outstanding contribution by any individual from the public at large, in any of the following ways:
 - A person who has demonstrated excellence, courage, or exceptional dedication to service in ways that bring special credit to the City of Saskatoon, Province of Saskatchewan, or Canada;

CITY OF SASKATOON COUNCIL POLICY

NUMBER

C09-008

POLICY TITLE	EFFECTIVE DATE	UPDATED TO	PAGE NUMBER
<i>Naming of Civic Property and Development Areas</i>	<i>November 18, 1991</i>	<i>May 20, 2008</i>	<i>4 of 9</i>

- A person who has volunteered significant amounts of time, effort, and/or resources to support community services or humanitarian causes;
 - A person who has risked his or her life to save or protect others; and
 - A person who has achieved a deed or activity performed in an outstanding professional manner or of an uncommonly high standard that brings considerable benefit to the City of Saskatoon, Province of Saskatchewan, or Canada.
- ii) Former Department Heads, City Managers, Fire Chiefs, or elected officials of the City of Saskatoon;
- iii) Historical names celebrating an historic event or figure;
- iv) Names which recognize the flora and fauna of the local area or the geographical or topographical feature of the local area; and
- v) The name of a person or a name other than a person may be added to the Names Master List when unique or extenuating circumstances warrant.
- b) The naming or renaming of municipally-owned or controlled facilities, streets, suburban development areas, neighbourhoods, and parks, shall be done in consideration of, but not limited to, the following guidelines:
- i) Ease of identification and avoidance of confusion for the public;
 - ii) Consistency in the theme of an area;
 - iii) Purpose of facility and logical connection to the name;

CITY OF SASKATOON COUNCIL POLICY

NUMBER

C09-008

POLICY TITLE	EFFECTIVE DATE	UPDATED TO	PAGE NUMBER
<i>Naming of Civic Property and Development Areas</i>	<i>November 18, 1991</i>	<i>May 20, 2008</i>	<i>5 of 9</i>

- iv) The suffix 'Street' will be reserved for streets that are aligned east to west, and the suffix 'Avenue' will be reserved for streets that are aligned north to south;
- v) Surnames alone will be used for the naming of streets, urban development areas, and neighbourhoods;
- vi) The surname alone will be used for the naming of municipally-owned or controlled facilities and parks, except in the case of former elected officials of the City of Saskatoon, where given name(s) and surname together may be used;
- vii) For the naming of fire halls, any former Fire Chief of the City of Saskatoon, serving a minimum of five (5) years;
- viii) For the naming of electrical substations, any former Electrical Distribution Department Head;
- ix) An external party may become a title sponsor (namesake) of a future or existing facility in recognition for its funds, goods, and service support, as set out in Council Policy C09-028, "Sponsorship"; and
- x) When a name has been applied, it will be removed from the Unassigned Names category of the Names Master List and placed in the Assigned Names category. ~~City's naming records, except in the case Names~~ of former elected officials of the City of Saskatoon; ~~where the name will be retained in an Appendix to the Names Master List will be identified in both categories;~~
- xi) The naming must not result in, or be perceived to confer, any competitive advantage, benefit or preferential treatment to the named party;
- xii) Names applied to extensions of streets should normally be the same as the existing street that is being extended; and

CITY OF SASKATOON COUNCIL POLICY

NUMBER
C09-008

POLICY TITLE	EFFECTIVE DATE	UPDATED TO	PAGE NUMBER
<i>Naming of Civic Property and Development Areas</i>	<i>November 18, 1991</i>	<i>May 20, 2008</i>	<i>6 of 9</i>

xiii) The name of an extension of an existing street may be applied administratively where the name being applied is the same as the name of the existing street.

3.3.1 Duplicate Surnames

- a) Subject to the approval of City Council as provided in this policy, where a name submission duplicates a surname that is on the Names Master List or that has been used for naming or renaming:
 - i) in the case of an individual who is not a former elected official of the City of Saskatoon, the individual's history will be acknowledged in the Names Master List without creating a new record or in the City's naming records, as appropriate; and
 - ii) in the case of an individual who is a former elected official of the City of Saskatoon, the name will be added to the Names Master List and given name(s) and surname may be applied together to a municipally-owned or controlled facility, suburban development area, neighbourhood, or park.

3.4 Suggestions for Adding to Names Master List

- a) All suggestions for adding names to the Names Master List for naming of municipally-owned or controlled facilities, streets, suburban development areas, neighbourhoods and parks shall be submitted to the Community Services Department, Planning & Development Division.
- b) All suggestions will be screened by the Naming Advisory Committee and forwarded to City Council for approval.

3.5 Requests for Naming Specific Municipally-Controlled Property

- a) All requests for a name to be applied to a specific municipally-owned or controlled facility, street, suburban development area, neighbourhood or park shall be submitted to the Community Services Department, Planning & Development Division.

CITY OF SASKATOON COUNCIL POLICY

NUMBER

C09-008

POLICY TITLE	EFFECTIVE DATE	UPDATED TO	PAGE NUMBER
<i>Naming of Civic Property and Development Areas</i>	<i>November 18, 1991</i>	<i>May 20, 2008</i>	<i>7 of 9</i>

- b) The Naming Advisory Committee will screen all requests for naming a specific municipally-controlled property and forward a recommendation to Council for approval.

3.6 Requests for Re-Naming a Specific Civic-Controlled Property

- a) All requests for the specific renaming of municipally-owned or controlled facilities, streets, suburban development areas, neighbourhoods or parks shall be submitted to the Community Services Department, Planning & Development Division.
- b) The Community Services Department, Planning & Development Division shall notify all property owners, civic departments, agencies, community associations, etc. who may be affected by the proposed renaming and gather comments.
- c) The Naming Advisory Committee will screen all requests for re-naming any municipally-controlled property and forward a recommendation to Council for approval.
- d) The City of Saskatoon will not normally provide compensation for any costs associated with a name change.

3.7 Selection of Names from Names Master List

- a) Upon request from the Community Services Department, the Mayor will select the appropriate name for each municipally-owned or controlled facility, street, suburban development area, neighbourhood or park from the Names Master List.
- b) Upon selection of name(s) by the Mayor, the Community Services Department will forward a brief report to City Council noting the selection(s) for Council's information.

3.8 Naming Contests

CITY OF SASKATOON COUNCIL POLICY

NUMBER
C09-008

POLICY TITLE	EFFECTIVE DATE	UPDATED TO	PAGE NUMBER
<i>Naming of Civic Property and Development Areas</i>	<i>November 18, 1991</i>	<i>May 20, 2008</i>	<i>8 of 9</i>

- a) Any naming contests to name municipally-owned or controlled facilities, streets, suburban development areas, neighbourhoods or parks shall be consistent with the intent of this policy.
- b) Naming contest rules will be approved by the Naming Advisory Committee and City Council.

3.9 Re-use of Names

- a) Names from renamed or decommissioned municipally-owned or controlled facility, streets, and parks will normally be transferred to the Unassigned Names category of the Names Master List and flagged with a high priority for re-use.
- b) In the case of reused street names, a note will be included within the Names Master List that the same suffix cannot be re-used to avoid any confusion.

4. RESPONSIBILITIES

4.1 City Council

- a) Approves all names to be included on the Names Master List for naming municipally-owned or controlled facilities, streets, suburban development areas, neighbourhoods and parks.
- b) Receives and approves all requests for naming, or renaming, specific municipally-owned or controlled facilities, streets, suburban development areas, neighbourhoods or parks.

4.2 Office of the Mayor

- a) Selects names for municipally-owned or controlled facilities, streets, suburban development areas, neighbourhoods and parks upon request from the Community Services Department.
- b) Keeps the Names Master List on file for use when appropriate.
- c) Notifies the nominator and/or family when a name is selected for use.

CITY OF SASKATOON COUNCIL POLICY

NUMBER
C09-008

POLICY TITLE	EFFECTIVE DATE	UPDATED TO	PAGE NUMBER
<i>Naming of Civic Property and Development Areas</i>	<i>November 18, 1991</i>	<i>May 20, 2008</i>	<i>9 of 9</i>

4.3 Naming Advisory Committee

- a) Recommends amendments to this policy to City Council.
- b) Screens all suggestions for adding new names to the Names Master List, naming a specific municipally-controlled property and renaming of any municipally-controlled property and recommends support or non-support of suggestion to City Council.

4.4 Community Services Department – Planning & Development Division

- a) Receives all suggestions and requests for naming or renaming of any municipally-owned or controlled facilities, streets, suburban development areas, neighbourhoods or parks.
- b) Forwards all suggestions and requests for naming or renaming to the Naming Advisory Committee for screening and recommendation.
- c) Notifies applicants of the opportunity to be heard by the Naming Advisory Committee.
- ~~d) Prepares reports to City Council on behalf of the Naming Advisory Committee recommending that new names be added to the Names Master List, and the naming, or renaming, of specific municipally owned or controlled facilities, streets, suburban development areas, neighbourhoods or parks.~~
- de) Prepares information reports to Council upon selection of names from the Names Master List by the Mayor.
- ef) Notifies all affected property owners, neighbourhood associations or any other organization where a re-naming of a municipally-owned or controlled facility, street, suburban development area, neighbourhood or park is proposed.

CITY OF SASKATOON COUNCIL POLICY

NUMBER
C09-008

POLICY TITLE	EFFECTIVE DATE	UPDATED TO	PAGE NUMBER
<i>Naming of Civic Property and Development Areas</i>	<i>November 18, 1991</i>	<i>May 20, 2008</i>	<i>10 of 9</i>

fg) Performs all related administrative duties associated with the effective administration of this policy.

g) Applies street names to street extensions when appropriate.

4.5 City Clerks Office

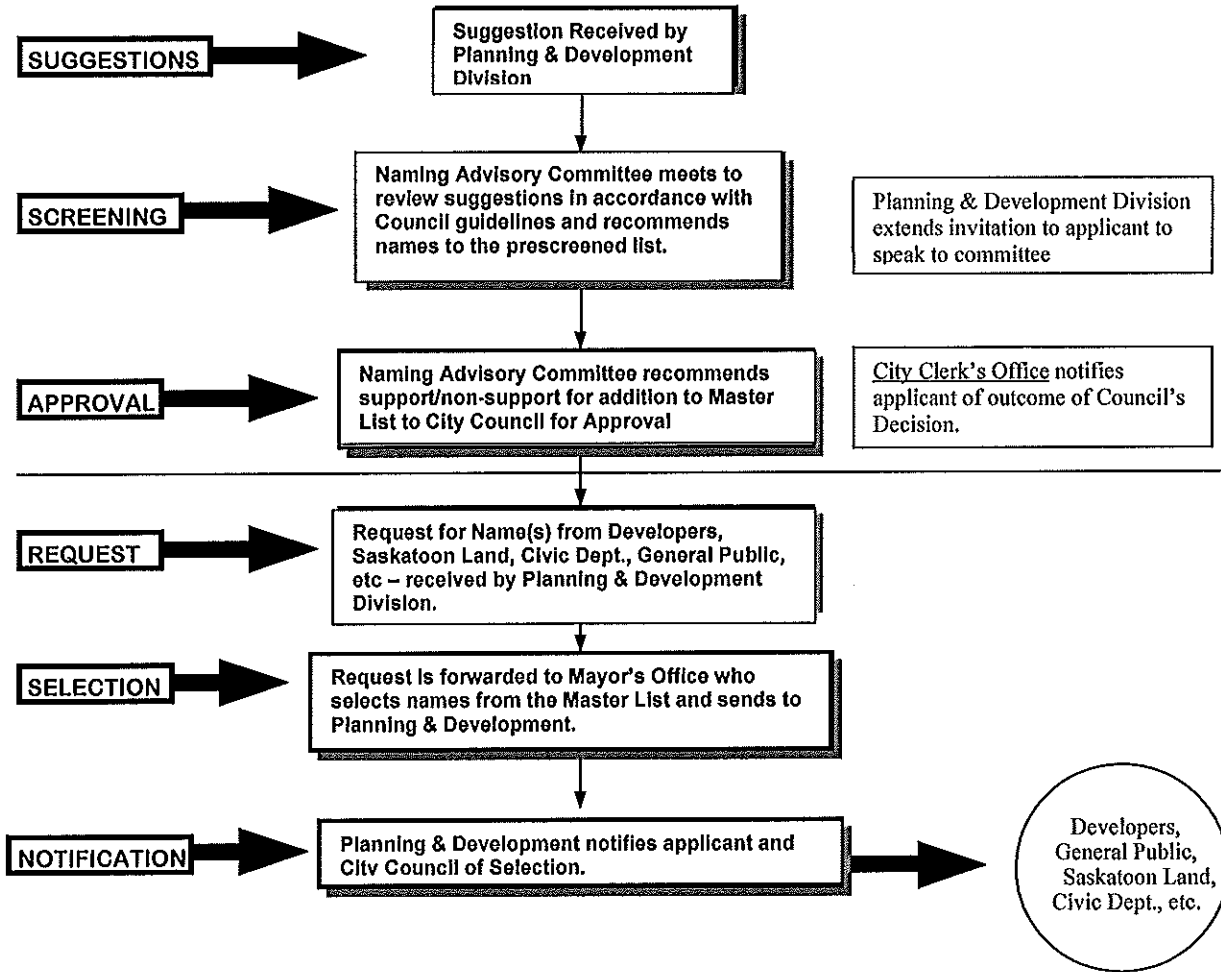
a) Prepares reports to City Council on behalf of the Naming Advisory Committee recommending that new names be added to the Names Master List, and the naming, or renaming, of specific municipally-owned or controlled facilities, streets, suburban development areas, neighbourhoods or parks.

b) Notifies all affected property owners, neighbourhood associations or any other organization where a re-naming of a municipally-owned or controlled facility, street, suburban development area, neighbourhood or park is proposed.

CITY OF SASKATOON COUNCIL POLICY C09-008

NAMING OF CIVIC PROPERTY AND DEVELOPMENT AREAS

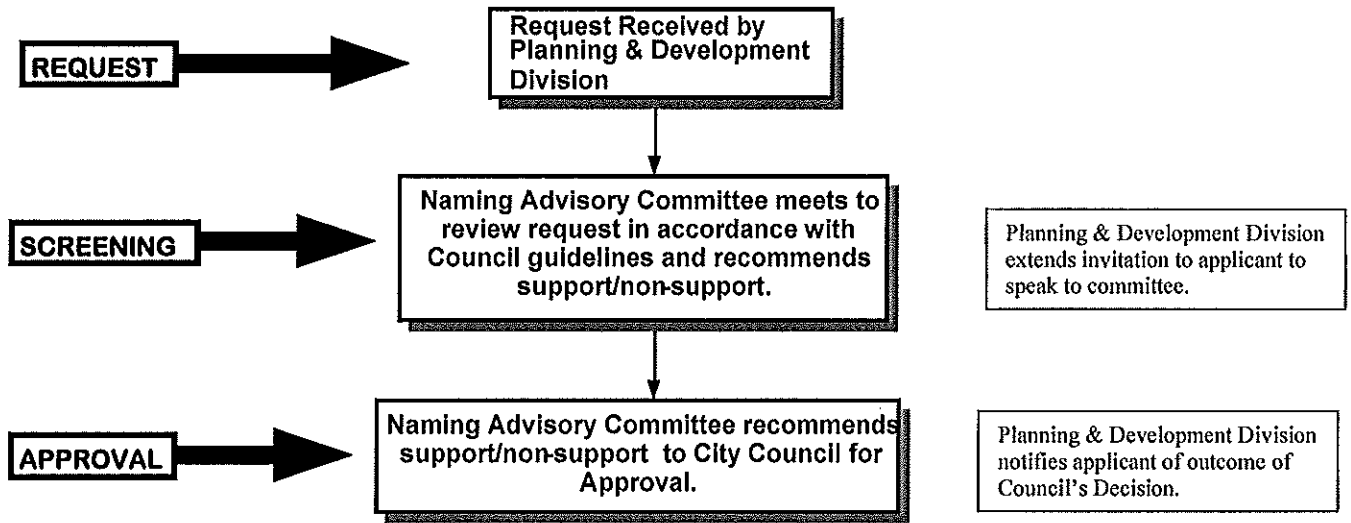
PROCEDURE FOR HANDLING NAME SUGGESTIONS FOR PLACEMENT ON MASTER LIST



CITY OF SASKATOON COUNCIL POLICY C09-008

NAMING OF CIVIC PROPERTY AND DEVELOPMENT AREAS

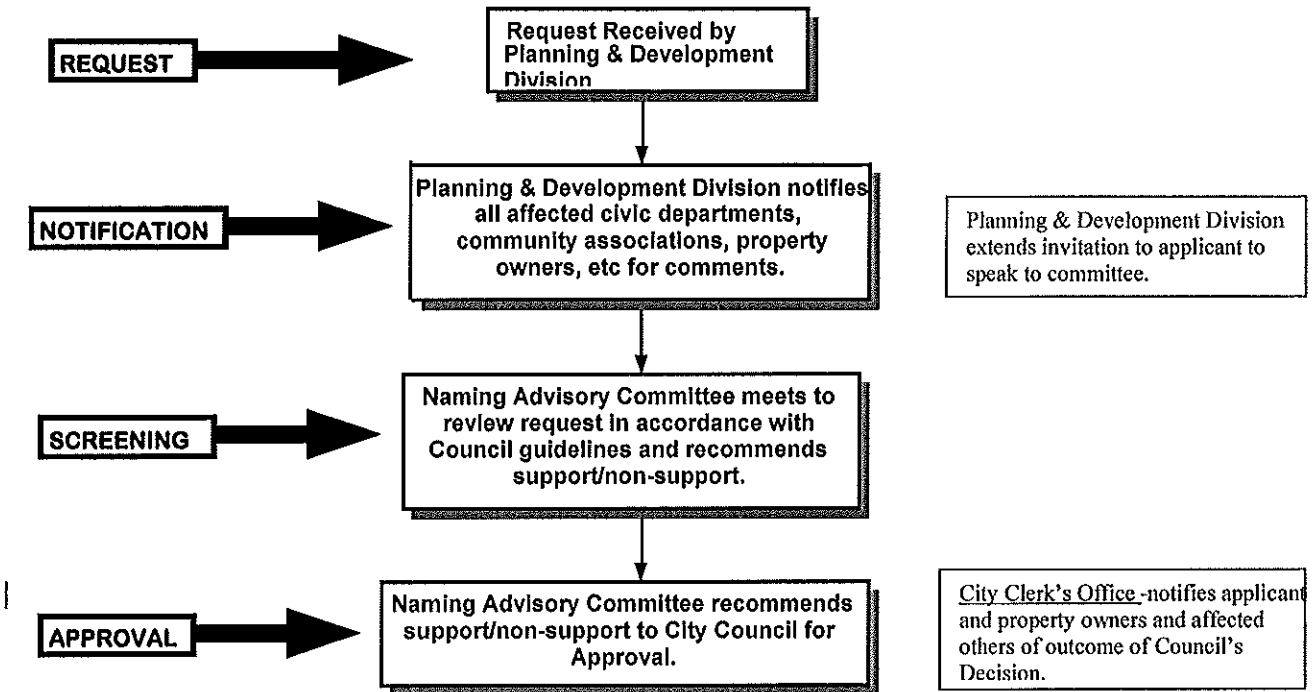
PROCEDURE FOR HANDLING NAMING REQUESTS FOR SPECIFIC CIVIC-CONTROLLED PROPERTY



CITY OF SASKATOON COUNCIL POLICY C09-008

NAMING OF CIVIC PROPERTY AND DEVELOPMENT AREAS

PROCEDURE FOR HANDLING REQUESTS FOR RENAMING SPECIFIC CIVIC-CONTROLLED PROPERTY



7.

**TRAVEL/TRAINING EXPENSES – COUNCILLORS
FOR THE PERIOD JANUARY 1, 2013 – DECEMBER 31, 2013**

Councillor Clark

Individual

DESTINATION	DATE	PURPOSE	TOTAL COST
Saskatoon, SK	Feb. 3 – 6	SUMA Convention	\$372.75
Vancouver, BC	May 31 – June 3	FCM Conference	1,540.46
Saskatoon, SK	Nov. 20 – 21	(SREDA) Saskatoon Regional Growth Summit	105.00
TOTAL			\$2,018.21

Common

DESTINATION	DATE	PURPOSE	TOTAL COST
TOTAL			\$0.00

FCM = Federation of Canadian Municipalities

SREDA = Saskatoon Regional Economic Development Authority

SUMA = Saskatchewan Urban Municipalities Association

CAR ALLOWANCE – JANUARY 1 – DECEMBER 31, 2013

Total Amount Received - \$385.56

**TRAVEL/TRAINING EXPENSES – COUNCILLORS
FOR THE PERIOD JANUARY 1, 2013 – DECEMBER 31, 2013**

Councillor Davies

Individual

DESTINATION	DATE	PURPOSE	TOTAL COST
Saskatoon, SK	May 22	NSBA Luncheon Seminar	\$29.40
Vancouver, BC	May 31 – June 3	FCM Conference	2,708.52
Saskatoon, SK	June 12	NSBA Luncheon Seminar	29.40
TOTAL			\$2767.32

Common

DESTINATION	DATE	PURPOSE	TOTAL COST
TOTAL			\$0.00

FCM = Federation of Canadian Municipalities
NSBA = North Saskatoon Business Association

CAR ALLOWANCE – JANUARY 1 – DECEMBER 31, 2013

Total Amount Received - \$1,371.60

**TRAVEL/TRAINING EXPENSES – COUNCILLORS
FOR THE PERIOD JANUARY 1, 2013 – DECEMBER 31, 2013**

Councillor Donauer

Individual

DESTINATION	DATE	PURPOSE	TOTAL COST
Saskatoon, SK	Feb. 3 – 6	SUMA Convention	\$391.75
Vancouver, BC	May 31 – June 3	FCM Conference	2,545.40
Saskatoon, SK	June 12	NSBA Luncheon Seminar	29.40
Saskatoon, SK	Nov. 20 – 21	(SREDA) Saskatoon Regional Growth Summit	105.00
TOTAL			\$3,090.55

Common

DESTINATION	DATE	PURPOSE	TOTAL COST
TOTAL			\$0.00

FCM = Federation of Canadian Municipalities
 NSBA = North Saskatoon Business Association
 SREDA = Saskatoon Regional Economic Development Authority
 SUMA = Saskatchewan Urban Municipalities Association

CAR ALLOWANCE – JANUARY 1 – DECEMBER 31, 2013

Total Amount Received - \$1,435.86

**TRAVEL/TRAINING EXPENSES – COUNCILLORS
FOR THE PERIOD JANUARY 1, 2013 – DECEMBER 31, 2013**

Councillor Hill

Individual

DESTINATION	DATE	PURPOSE	TOTAL COST
Vancouver, BC	May 31 – June 3	FCM Conference	\$3,252.36
		<i>SUMA reimbursement for FCM Board Member</i>	<i>(3,233.36)</i>
Saskatoon, SK	Nov. 20 – 21	(SREDA) Saskatoon Regional Growth Summit	105.00
Saskatoon, SK	Dec. 10	NSBA Luncheon Seminar	29.40
TOTAL			\$153.40

Common

DESTINATION	DATE	PURPOSE	TOTAL COST
Prince George, BC	Mar. 5 – 10	FCM Board Meetings	\$1,677.84
St. John's, NL	Sept. 4 – 8	FCM Board Meetings	2,391.64
New York, NY, USA	Oct. 6 – 9	IDA World Congress & Conference	4,168.42
Ottawa, ON	Nov. 27 – 30	FCM Board Meetings	1,571.85
TOTAL			\$9,809.75

FCM = Federation of Canadian Municipalities
 IDA = International Downtown Association
 NSBA = North Saskatoon Business Association
 SREDA = Saskatoon Regional Economic Development Authority

CAR ALLOWANCE – JANUARY 1 – DECEMBER 31, 2013

Total Amount Received - \$2,647.29

**TRAVEL/TRAINING EXPENSES – COUNCILLORS
FOR THE PERIOD JANUARY 1, 2013 – DECEMBER 31, 2013**

Councillor Iwanchuk

Individual

DESTINATION	DATE	PURPOSE	TOTAL COST
Saskatoon, SK	Feb. 3 – 6	SUMA Convention	\$399.00
Saskatoon, SK	Dec. 10	NSBA Luncheon Seminar	29.40
TOTAL			\$428.40

Common

DESTINATION	DATE	PURPOSE	TOTAL COST
Regina, SK	Apr. 16	SAMA Annual Meeting	\$60.00
TOTAL			\$60.00

NSBA = North Saskatoon Business Association
SAMA = Saskatchewan Assessment Management Agency
SUMA = Saskatchewan Urban Municipalities Association

CAR ALLOWANCE – JANUARY 1 – DECEMBER 31, 2013

Total Amount Received - \$1,044.77

**TRAVEL/TRAINING EXPENSES – COUNCILLORS
FOR THE PERIOD JANUARY 1, 2013 – DECEMBER 31, 2013**

Councillor Jeffries

Individual

DESTINATION	DATE	PURPOSE	TOTAL COST
Saskatoon, SK	Feb. 3 – 6	SUMA Convention	\$372.75
Vancouver, BC	May 31 – June 3	FCM Conference	2,705.11
TOTAL			\$3,077.86

Common

DESTINATION	DATE	PURPOSE	TOTAL COST
Russell, MB	Apr. 18 – 20	TCYHA Annual General Meeting	\$1,065.30
Edmonton, AB	Nov. 15	TCYHA Mid-Term Meeting	559.41
TOTAL			\$1,624.71

FCM = Federation of Canadian Municipalities
 SUMA = Saskatchewan Urban Municipalities Association
 TCYHA = Trans Canada Yellowhead Highway Association

CAR ALLOWANCE – JANUARY 1 – DECEMBER 31, 2013

Total Amount Received - \$2,374.11

**TRAVEL/TRAINING EXPENSES – COUNCILLORS
FOR THE PERIOD JANUARY 1, 2013 – DECEMBER 31, 2013**

Councillor Loewen

Individual

DESTINATION	DATE	PURPOSE	TOTAL COST
Vancouver, BC	May 31 – June 3	FCM Conference	\$2,340.92
Saskatoon, SK	Nov. 14	SREDA Fall Economic Forum	35.00
Saskatoon, SK	Nov. 20 – 21	(SREDA) Saskatoon Regional Growth Summit	105.00
TOTAL			\$2,480.92

Common

DESTINATION	DATE	PURPOSE	TOTAL COST
TOTAL			\$0.00

FCM = Federation of Canadian Municipalities

SREDA = Saskatoon Regional Economic Development Authority

CAR ALLOWANCE – JANUARY 1 – DECEMBER 31, 2013

Total Amount Received - \$0.00

**TRAVEL/TRAINING EXPENSES – COUNCILLORS
FOR THE PERIOD JANUARY 1, 2013 – DECEMBER 31, 2013**

Councillor Lorje

Individual

DESTINATION	DATE	PURPOSE	TOTAL COST
Saskatoon, SK	Feb. 3 – 6	SUMA Convention	\$409.50
Vancouver, BC	May 31 – June 3	FCM Conference	3,419.72
Saskatoon, SK	Nov. 20 – 21	(SREDA) Saskatoon Regional Growth Summit	157.50
TOTAL			\$3,986.72

Common

DESTINATION	DATE	PURPOSE	TOTAL COST
TOTAL			\$0.00

FCM = Federation of Canadian Municipalities
 SREDA = Saskatoon Regional Economic Development Authority
 SUMA = Saskatchewan Urban Municipalities Association

CAR ALLOWANCE – JANUARY 1 – DECEMBER 31, 2013

Total Amount Received - \$2,917.92

**TRAVEL/TRAINING EXPENSES – COUNCILLORS
FOR THE PERIOD JANUARY 1, 2013 – DECEMBER 31, 2013**

Councillor Olauson

Individual

DESTINATION	DATE	PURPOSE	TOTAL COST
Saskatoon, SK	Feb. 3 – 6	SUMA Convention	\$409.50
Saskatoon, SK	May 22	NSBA Luncheon Seminar	29.40
Vancouver, BC	May 31 – June 3	FCM Conference	2,698.19
Saskatoon, SK	June 12	NSBA Luncheon Seminar	29.40
Saskatoon, SK	Dec. 10	NSBA Luncheon Seminar	29.40
TOTAL			\$3,195.89

Common

DESTINATION	DATE	PURPOSE	TOTAL COST
Saskatoon, SK	Nov. 20 – 21	(SREDA) Saskatoon Regional Growth Summit	105.00
TOTAL			\$105.00

FCM = Federation of Canadian Municipalities
 NSBA = North Saskatoon Business Association
 SREDA = Saskatoon Regional Economic Development Authority
 SUMA = Saskatchewan Urban Municipalities Association

CAR ALLOWANCE – JANUARY 1 – DECEMBER 31, 2013

Total Amount Received - \$2,091.42

**TRAVEL/TRAINING EXPENSES – COUNCILLORS
FOR THE PERIOD JANUARY 1, 2013 – DECEMBER 31, 2013**

Councillor Paulsen

Individual

DESTINATION	DATE	PURPOSE	TOTAL COST
TOTAL			\$0.00

Common

DESTINATION	DATE	PURPOSE	TOTAL COST
Prince George, BC	Mar. 6 – 8	FCM Committee Meetings	\$1,165.42
TOTAL			\$1,165.42

FCM = Federation of Canadian Municipalities

CAR ALLOWANCE – JANUARY 1 – DECEMBER 31, 2013

Total Amount Received - \$931.50

MAYOR DON ATCHISON - JANUARY 1 - DECEMBER 31, 2013**WITHIN CANADA - TRAVEL EXPENSES**

Destination	Date	Purpose	Total Cost
Winnipeg	Feb. 13 - 14	Treaty Relations Commission of Manitoba (no cost incurred by the City)	\$ -
Swift Current	May 8 - 9	Sask. City Mayors Caucus	\$ 400.95
Vancouver	May 28-June 1	BCMC/FCM Conference	\$ 2,863.39
Calgary	July 3 - 5	Independence of the USA Anniversary	\$ 1,232.49
Montreal	Aug. 22 - 23	FCM Rail Safety Committee Meetings	\$ 1,454.04
Regina	Oct. 30 - 31	Sask. City Mayors Caucus	\$ 393.35
Regina	Nov. 7	SARM Convention	\$ 268.83
Regina	Nov. 24	Grey Cup Championship	\$ 290.79
Calgary	Dec. 13	Business Meetings	\$ 676.42
		Air Canada - Maple Leaf Club Membership Fee	\$ 189.00
TOTAL			\$ 7,769.26

FCM - Federation of Canadian Municipalities

BCMC - Big City Mayors Caucus

SARM - Saskatchewan Association of Rural Municipalities

Total Amount Budgeted - \$25,000.00

Total Amount Spent -

\$7,769.26

OUTSIDE OF CANADA TRAVEL EXPENSES

Destination	Date	Purpose	Total Cost
China	April 11 - 19	Canada Alliance & Invest in Canada Meetings (with SREDA)	\$ 1,061.80
Spain	June 11 - 19	World Cities Summit Mayors Forum	\$ 4,244.87
China	July 8 - 13	Canada Alliance & Invest in Canada Meetings (with SREDA)	\$ -
Las Vegas	Oct. 4 - 7	World Routes Conference	\$ 1,888.62
TOTAL			\$ 7,195.29

General Government Budget

Total Amount Spent -

\$7,195.29

CAR ALLOWANCE

Total Amount Budgeted - \$15,000.00

Total Amount Spent - \$12,255.34

COMMUNICATIONS TO COUNCIL

MEETING OF CITY COUNCIL – MONDAY, MAY 5, 2014

B. ITEMS WHICH REQUIRE THE DIRECTION OF CITY COUNCIL

1) David Gabruch, Chair, Saskatoon Board of Revision, dated April 9

Submitting 2013 Annual Report of Saskatoon Board of Revision. (File No. CK. 430-77)

RECOMMENDATION: that the information be received.

2) Bob Korol, CEO, TCU Place, dated April 9

Submitting 2013 Centennial Auditorium & Convention Centre Corporation Audited Financial Statements. (File No. CK. 1711-4)

RECOMMENDATION: that the information be received.

3) Raeanne Van Beek, Art in the Park Committee, dated April 10

Requesting an extension to the time where amplified sound can be heard, under the Noise Bylaw, beginning at 11:00 a.m. June 8, 2014 for 13th Annual Art in the Park festival. (File No. CK. 185-9)

RECOMMENDATION: that the request for an extension to the time where amplified sound can be heard, under the Noise Bylaw, beginning at 11:00 a.m. on June 8, 2014 for 13th Annual Art in the Park festival be approved.

4) Shannon Eli, SGI, dated April 9

Requesting Joseph Chan be appointed as SGI's representative on the Traffic Safety Committee to the end of 2014 to fulfill the term of Brady Ives, who has resigned. (File No. CK. 225-8)

RECOMMENDATION: that Joseph Chan be appointed as SGI's representative on the Traffic Safety Committee to the end of 2014 to fulfil the term of Brady Ives, who has resigned.

Items Which Require the Direction of City Council
Monday, May 5, 2014
Page 2

5) Brent Penner, Executive Director, The Partnership, dated April 14

Requesting that Dave Denny fulfill the role of Brent Penner on the following committees until such time as an Executive Director of The Partnership is in place:

- Municipal Heritage Advisory Committee
- Street Activity Steering Committee
- Parking Committee
- Safe Streets Commission
- City Centre Plan Steering Committee

RECOMMENDATION: that Dave Denny fulfill the role of Brent Penner on the following committees until such time as an Executive Director of The Partnership is in place:

- Municipal Heritage Advisory Committee
- Street Activity Steering Committee
- Parking Committee
- Safe Streets Commission
- City Centre Plan Steering Committee.

6) Delvin Kanewiyakiho and Brandon Stroh, dated April 15 (two letters)

Requesting an extension to the time where amplified sound can be heard under the Noise Bylaw on Wednesday, June 11, 2014 for Pow Wow to be held in the park adjacent to E.D. Feehan High School. (File No. CK 185-9)

RECOMMENDATION: that the request for an extension to the time where amplified sound can be heard under the Noise Bylaw on Wednesday, June 11, 2014 for Pow Wow to be held in the park adjacent to E.D. Feehan High School be granted.

7) Brent Penner, Executive Director, The Partnership, dated April 15

Advising that Mr. Dave Denny will replace Mr. Shea Ferster as Chair on the Board of Management for The Partnership. Mr. Ferster will remain on the Board as a director. (File No. CK. 175-48)

RECOMMENDATION: that the information be received.

8) Amanda Titman, The Heart and Stroke Foundation, dated April 17

Requesting an extension to the time where amplified sound can be heard under the Noise Bylaw on Saturday, July 26, 2014, starting at 7:00 a.m., for Saskatoon Dragon Boat Festival. (File No. CK. 185-9)

RECOMMENDATION: that the request for an extension to the time where amplified sound can be heard under the Noise Bylaw on Saturday, July 26, 2014, starting at 7:00 a.m., for Saskatoon Dragon Boat Festival be approved.

9) Yvonne Brooks, Co-Chair, Civic Pancake Breakfast Organizing Committee dated April 22

Requesting an extension to the time where amplified sound can be heard under the Noise Bylaw on Thursday, June 19, 2014, beginning at 6:00 a.m., for 40th Annual Civic Pancake Breakfast being held on 23rd Street, between 3rd and 4th Avenues. (File No. CK. 185-9)

RECOMMENDATION: that the request for an extension to the time where amplified sound can be heard under the Noise Bylaw on Thursday, June 19, 2014, beginning at 6:00 a.m., for 40th Annual Civic Pancake Breakfast being held on 23rd Street, between 3rd and 4th Avenues be approved.

10) Scott Paisley, Saskatoon Progress Club, dated April 22

Requesting a temporary closure of 11th Street, between Broadway and Dufferin Avenues, on Saturday, October 11, 2014, for a fund raising event. (File No. CK. 205-1)

RECOMMENDATION: that, subject to any administrative conditions/concerns, the request be approved.

11) Renita Lefebvre, dated April 23

Commenting on trains causing transit delays. (File No. CK. 6170-1)

RECOMMENDATION: that the information be received.

Items Which Require the Direction of City Council
Monday, May 5, 2014
Page 4

12) Yves Belanger, Friends of the Bowl, dated April 23

Requesting an extension to the time where amplified sound can be heard under the Noise Bylaw on Friday, May 16, 2014, from 9:00 a.m. to 11:00 a.m. at River Landing for Friends of the Bowl Campaign. (File No. CK. 185-9)

RECOMMENDATION: that the request for an extension to the time where amplified sound can be heard under the Noise Bylaw on Friday, May 16, 2014, from 9:00 a.m. to 11:00 a.m. at River Landing for Friends of the Bowl Campaign be approved.

13) Nolan Fox, Moso Conference 2014, dated April 23

Requesting a temporary closure of the alley between 11th Street and Broadway Avenue for Moso Conference 2014 on June 11 to 14, 2014. (File No. CK. 205-1)

RECOMMENDATION: that, subject to any administrative conditions/concerns, the request be approved.

14) Megan McGrath, HCV Support Worker, AIDS Saskatoon, dated April 24

Requesting the temporary closure of a portion of Avenue F North on July 25, 2014, from 11:00 a.m. to 3:30 p.m. for barbeque to raise awareness regarding Hepatitis C. (File No. CK. 205-1)

RECOMMENDATION: that, subject to any administrative conditions/concerns, the request be approved.

15) Jack Sellar, dated April 15 and Raymond Done, dated April 17 (two letters)

Commenting on multi-unit recycling. (File No. CK. 150-1)

RECOMMENDATION: that the information be received.

16) Dianne Loraas, Hope Fellowship Church, dated April 25

Requesting an extension to the time where amplified sound can be heard under the Noise Bylaw on Sunday, June 8, 2014, beginning at 10:00 a.m., at River Landing Amphitheatre for Hope Fellowship Church event. (File No. CK. 185-)

RECOMMENDATION: that the request for an extension to the time where amplified sound can be heard under the Noise Bylaw on Sunday, June 8, 2014, beginning at 10:00 a.m., at River Landing Amphitheatre for Hope Fellowship Church event be approved.

17) Carmen Bell, Race Director, Subaru Saskatoon Triathlon, dated April 28

Requesting an extension to the time where amplified sound can be heard under the Noise Bylaw on Sunday, June 29, 2014, from 9:00 a.m. to 2:00 p.m. at River Landing for Subaru Saskatoon Triathlon event. (File No. CK. 185-9)

RECOMMENDATION: that the request for an extension to the time where amplified sound can be heard under the Noise Bylaw on Sunday, June 29, 2014, from 9:00 a.m. to 2:00 p.m. at River Landing for Subaru Saskatoon Triathlon event be approved.

18) Skipp Anderson, 302 Lounge & Discotheque, dated April 23

Submitting information regarding the Saskatoon Pride Festival. (No civic approvals required.) (CK. File No. CK. 205-5)

RECOMMENDATION: that the information be received.

19) Elaine Long, Secretary, Development Appeals Board, dated April 15

Submitting Notice of Hearing of the Development Appeals Board regarding the property located at 2027 St. Charles Avenue. (File No. CK. 4352-1)

RECOMMENDATION: that the information be received.

C. ITEMS WHICH HAVE BEEN REFERRED FOR APPROPRIATE ACTION

1) Mel McKnight, Operations/Real Estate Manager, Saskatchewan CBS Outdoor dated April 10

Submitting proposal to add billboard location on City-owned land. (File No. CK. 4225-1) **(Referred to Administration for further handling and report to appropriate committee.)**

2) Wanda Konanz, dated April 10

Commenting on the cleanliness of buses. (File No. CK. 7300-1) **(Referred to the Administration for further handling and response to the writer.)**

3) Association of Civic Employees, dated April 14

Commenting on bargaining between City of Saskatoon and Amalgamated Transit Union Local 615. (File No. CK. 4720-2) **(Referred to the Administration for further handling.)**

4) Carmen Bartko, dated April 15 (two letters)

Commenting on property maintenance. (File No. CK. 4400-1) **(Referred to the Administration for further handling.)**

5) George Willard, dated April 15

Commenting on a vehicle that was towed. (File No. CK. 6120-2) **(Referred to the Administration for further handling and response to the writer.)**

6) Larry Sinnett, dated April 20

Requesting clarification regarding multi-unit recycling. (File No. CK. 7830-5) **(Referred to the Administration to respond to the writer.)**

7) Bart Voswinkel, dated April 21

Commenting on construction noise in very early morning. (File No. CK. 6315-1) **(Referred to the Administration to respond to the writer.)**

**Items Which Have Been Referred for Appropriate Action
Monday, May 5, 2014
Page 2**

8) Better Bike Lanes Team, dated April 20

Providing update from Better Bike Lanes Team. (File No. CK. 6000-4) **(Referred to Planning and Operations Committee for consideration.)**

9) Michelle Tran, dated April 28

Commenting on a sick person on transit bus. (File No. CK. 7300-1) **(Referred to the Administration for further handling and response to the writer.)**

10) Letters Received Regarding Amendment to Bylaw 8244 – Motorcycle Noise

Tom Stephenson, dated April 11

Dave Sotkowy, dated April 13

Joaquin Yanez, dated April 14

Cynthia Starchuk, dated April 16

Petition containing approximately 534 signatures submitted by Councillor Lorje at City Council meeting held on April 14, 2014

RECOMMENDATION: that the information be received.

D. PROCLAMATIONS

1) Prime Minister Stephen Harper, dated April 9

Requesting that May 9, 2014 be recognized as a Day of Honour in Saskatoon in support of the Government of Canada's efforts to mark the end of our country's military mission in Afghanistan with a National Day of Honour on May 9th; and that all staff and citizens be encouraged to share in a moment of silence or participate in any community events.

(File No. CK. 205-5)

2) Catherine Mazurkewich, Saskatoon Ovarian Cancer Canada Walk of Hope and Saskatoon Ovarian Cancer Survivors Group, dated April 11

Requesting City Council proclaim May 8, 2014 as World Ovarian Cancer Day. (File No. CK. 205-5)

3) Troy LeFreniere and Trent Schmidt, Utility Services Department, City of Saskatoon, dated April 17

Requesting City Council proclaim May 4 to 10, 2014 as Drinking Water Week. (File No. CK. 205-5)

4) Darlene Ahenahew, SANP Public and Media Relations Officer, dated April 22

Requesting City Council proclaim May 12 to 18, 2014 as Naturopathic Medicine Week. (File No. CK. 205-5)

5) Dan Paulsen, Fire Chief, dated April 22

Requesting City Council proclaim May 4 to 10, 2014 as Emergency Preparedness Week in Saskatoon. (File No. CK. 205-5)

6) Angela Bulbeck, EDS Canada, dated April 24

Requesting City Council proclaim May 2014 as Ehlers-Danlos (EDS) Awareness Month. (File No. CK. 205-5)

**7) Kimberley Camboia, Cystic Fibrosis Canada, North Saskatchewan Chapter
undated**

Requesting City Council proclaim May 2014 as Cystic Fibrosis Awareness Month.
(File No. CK. 205-5)

8) Debbie White, Founding Board Member, World Oceans Day, dated April 28

Requesting City Council proclaim June 1 to 8, 2014 as World Oceans Day. (File No. CK. 205-5)

**9) Norm Campbell, CEO, Saskatchewan Parks and Recreation Association
dated April 25**

Requesting City Council proclaim June 2014 as Recreation and Parks Month.
(File No. CK. 205-5)

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



City of
Saskatoon

Board of Revision

c/o City Clerk's Office ph 306•975•3240
222 - 3rd Avenue North fx 306•975•2784
Saskatoon, SK S7K 0J5

B17

April 9, 2014

His Worship the Mayor
and Members of City Council

Dear Mayor Atchison and Members of City Council:

**Re: 2013 Annual Report – Saskatoon Board of Revision
(File No. CK. 430-77)**

In accordance with the Board of Revision's Policy and Procedures, as Chair of the Board of Revision, I hereby submit the Board's 2013 Annual Report for City Council's information.

Background

Section 192 of *The Cities Act* provides for the establishment of a Board of Revision to deal with appeals arising from assessment procedures. The Board of Revision is set up as an independent administrative tribunal whose main function is to hear complaints (appeals) filed by any person or property owner.

Changes to legislation and decisions from the Court of Appeal have clearly established that the Board of Revision is the tribunal of record in the assessment appeal process. Persons wishing to appeal their assessments must present evidence before the Board of Revision to show that an error has been made. Appellants are precluded from presenting new evidence before the Saskatchewan Municipal Board, Assessment Appeals Committee, except in very minimal circumstances. Appeals before the Saskatchewan Municipal Board are based upon the record of the hearings before the Board of Revision.

Reassessments occur every four years and the year 2013 was the first year of reassessment based on property values for the Province of Saskatchewan as of January 1, 2011.

In 2009, the entire province of Saskatchewan moved to a results-based mass appraisal market system for most properties. Major changes for commercial, industrial and investment properties took place in the 2009 reassessment in that the Income Approach (Rental Income) to value was allowed. The move to an ends-based or results-based mass appraisal market system presented new challenges and issues for the Board of Revision, such as:

- Additional training and hearing time was necessary to understand new concepts.
- More postponements and continuances of hearings were required to ensure that all of the necessary information was before the Board in a clear and understandable manner.
- Confidentiality matters impacted hearings, decision-writing, and record keeping.
- Hearings before the Board of Revision have become more complex.

An assessment appeal history for the years 2007 – 2013 is attached as Appendix D.

2013 Composition of the Board

The 2013 Board of Revision consisted of 11 members as follows:

Board Chair	David Gabruch
Panel Chair	Adrian Deschamps
Panel Chair	Raymond Lepage

Regular Members: Marvin Dutton, Maria Lynn Freeland, David Katzman, Asit Sarkar, Peter Stroh, and Patrick Thomson

Alternate Members: Bernie Rodych and Randy Pangborn

The development of the skills, knowledge and expertise of a Board of Revision requires considerable time, and as such, the Board encourages City Council to continue to consider the extension of appointments of Board members beyond the six-year maximum term, particularly in reassessment years.

Appeals and Hearings

In 2013, the Board received 434 Notices of Appeal. Due to the legislated 60-day appeal period in a reassessment year, the Board commenced hearings on May 7, 2013, considering and rendering decisions on 186 appeals. Appendix A is a summary of results of appeals heard by the Board of Revision in 2013.

An extension of time beyond the legislated 180 days was granted by the Minister allowing the Board to complete its duties on December 13, 2013. All decisions were rendered in writing by this date. A summary of time put in by Board members for the years 2006 to 2013, is attached as Appendix B. The comparable year for the year 2013 would be 2009 (being the first year of a four-year cycle). It is important to note that the legislation now provides for the parties to an appeal to file an "agreement to adjust" with the Board of Revision Office; thereby, reducing the number of appeals that require a hearing.

Decisions of the Board of Revision can be further appealed to the Assessment Appeals Committee, Saskatchewan Municipal Board (SMB). There were 92 decisions of the Board of Revision appealed to the SMB in 2013. The hearings for these appeals are currently being scheduled and it is expected that it will be some time until those decisions are rendered.

Appendix C provides a summary of results for the Board of Revision and the Assessment Appeals Committee, Saskatchewan Municipal Board, for the years 2006-2013.

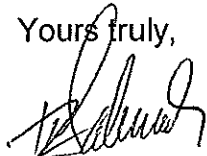
Summary

The delayed hearings in 2013 imposed by a 60-day appeal period created scheduling challenges in the legislated 180-day process. As a result, it was necessary to obtain an extension of time from the Minister to complete the duties of the Board of Revision.

The shift to a market value standard in 2009 presented new issues and challenges for the Board. The Board has undertaken to look at ways to improve efficiency and streamline the process. The necessary skills and knowledge of a Board member takes time to develop and the Board supports any consideration for reappointment of board members beyond the six-year maximum term, when necessary, particularly in a reassessment year.

As in past years, the Board wishes to commend the Board of Revision staff for its skill and knowledge. The expertise of the staff greatly contributes to the success experienced by the Board of Revision.

Yours truly,



David Gabruch, 2013 Chair
Board of Revision

Attachments

Appendix A

2013 BOARD OF REVISION - APPEALS SUMMARY

	Total Appeals Received	Dismissed (Fee not Paid) (Insuff. Grounds) (Refusal to Hear)	Withdrawn	Assessment Adjusted (agreement btwn appt & assr.)	Assessment Adjusted Hrg & Dec. by Board	Assessment Sustained Hrg & Dec. by Board	Supp Appeals Pending
Residential:							
(Sub-Class Condo)	56	4	13	0	4	35	0
(Sub-Class Res)	76	16	20	26	3	11	0
Commercial:							
\$150 Fee	43	0	4	37	0	2	0
\$500 Fee	29	0	12	9	1	7	0
\$750 Fee	212	2	47	43	45	74	1
Multi-Res:							
(Sub-Class MRES)							
\$150 Fee	0	0	0	0	0	0	0
\$500 Fee	1	0	0	1	0	0	0
\$750 Fee	17	0	8	5	4	0	0
*Totals	434	22	104	121	57	129	1

* An agreement to adjust the assessment is a document signed by the Assessor and the Appellant. It does not need to be ratified by the Board. The result is recorded as Adjusted in the City's CIS database.

Appendix B

Board of Revision Members - Summary of Time (breakdown by task) Year 1 of the Reassessment Cycle

	2001	2005	2009	2013
No. of Appeals Received	833	697	420	434
No. of Appeals Heard	514	252	91	186
No. of Board Members	11	10	11	11
Total Hearing Days	228	186	136.5	116
Avg. Hearing Days/Person	20.73	18.6	12.41	10.55
Total Deliberation Days	69.25	58	47.5	36
Avg. Deliberation Days/Person	6.3	5.8	4.32	3.27
Total Preparation Days	77.5	58	49.5	33.5
Avg. Preparation Days/Person	7.05	5.8	4.5	3.05
Total Decision-Writing Days	198.5	101.5	84	97
Avg. Decision-Writing Days/Person	18.05	10.15	7.64	8.82
Total Days for all Tasks	573.25	406	317.5	282.5
Avg. of Days for all Tasks/Person	52.11	40.6	28.86	25.68

Appendix C

STATISTICS - BOARD OF REVISION & SASK. MUNICIPAL BOARD - 1997-2013

Year	Total # Appeals Received	# Withdrawn by Appellant	# Dismissed (Insufficient Grounds and/or Fees Not Paid)	# Adjusted (*Joint Rec. & Hearing)	# Sustained	# Decisions Appealed to SMB	# Withdrawn at SMB	# Assessments Adjusted as Result of SMB Ruling
1997	754	220	33	255	246	39	9	5
1998	306	86	1	107	112	90	15	11
1999	150	87	2	32	29	23	1	9
2000	42	16	0	16	10	3	0	0
2001	833	277	42	288	226	176	16	33
2002	280	148	6	61	65	69	21	19
2003	228	48	3	120	57	57	8	17
2004	97	40	0	43	14	21	14	5
2005	699	224	26	288	160	145	6	87
2006	171	38	2	52	79	108	16	9
2007	245	56	62	79	48	103	31	30
2008	144	32	3	49	60	97	8	77
2009	420	179	13	198	30	74	6	9
2010	109	31	5	50	20	40	8	1
2011	116	25	5	67	19	41	12	0
2012	81	37	1	34	9	13	1	0
2013	434**	104	22	178	129	92	N/A	N/A

*Recent changes to *The Cities Act* allowed for an "Agreement to Adjust..." between the Assessor and the Appellant. The agreement no longer has to be ratified by the Board and the result is recorded as "Adjusted".

**Note: One supplementary appeal decision is still pending.

Appendix D

Assessment Appeal History - 2007 – 2013 City of Saskatoon Board of Revision

	<u>2013*</u>	<u>2012</u>	<u>2011</u>	<u>2010</u>	<u>2009*</u>	<u>2008</u>	<u>2007</u>
Appeals Received - Residential	76	7	13	11	58	10	7
Appeals Received - Condo Units	56	1	4	4	55	2	0
Appeals Received - Commercial	284	47	76	56	241	107	211
Appeals Received - Multi-Res	18	26	23	38	66	25	27
Appeals Received - Total	434**	81	116	109	420	144	245
Total Appeals Dismissed - as per Legislation	22	1	5	5	13	3	62
Total Appeals Withdrawn - No Action Taken	104	37	25	32	179	32	56
Total with Assessment Adjusted through Agreement between Assessor and Appellant	121	28	35	22	137	14	23
Total with Assessment Adjusted through Board Hearing	57	6	6	32	29	61	35
Total with Assessment Sustained through Board Hearing	129	9	9	19	21	30	60

*Reassessment year.

**Note: One supplementary appeal decision is still pending.

1711-4
B2)

TCU
PLACE
.....
SASKATOON'S
ARTS & CONVENTION
CENTRE

35 - 22nd Street East
Saskatoon, Saskatchewan
Canada S7K0C8

T 306 975 7777
F 306 975 7804
Info@tcuplace.com
www.tcuplace.com

RECEIVED
APR 10 2014
CITY CLERK'S OFFICE
SASKATOON

April 9, 2014

Joanne Sproule
Office of the City Clerk
City Hall
222 - 3rd Avenue North
Saskatoon, Saskatchewan
S7K 0J5

Re: Centennial Auditorium & Convention Centre Corporation Audited Financial Statements

Enclosed please find a copy of the 2013 Centennial Auditorium & Convention Centre Corporation Audited Financial Statements to be forwarded to City Council.

Sincerely,



Bob Korol
CEO
TCU Place

**THE CENTENNIAL AUDITORIUM
& CONVENTION CENTRE
CORPORATION**

FINANCIAL STATEMENTS

December 31, 2013



Deloitte LLP
122 1st Ave. S.
Suite 400, PCS Tower
Saskatoon SK S7K 7E5
Canada

Tel: (306) 343-4400
Fax: (306) 343-4480
www.deloitte.ca

INDEPENDENT AUDITOR'S REPORT

TO THE MEMBER OF
THE CENTENNIAL AUDITORIUM & CONVENTION CENTRE CORPORATION

We have audited the accompanying financial statements of the Centennial Auditorium & Convention Centre Corporation, which comprise the statement of financial position as at December 31, 2013, and the statements of operations, changes in net financial assets and cash flows for the year then ended, and a summary of significant accounting policies and other explanatory information.

Management's Responsibility for the Financial Statements

Management is responsible for the preparation and fair presentation of these financial statements in accordance with Canadian public sector accounting standards, and for such internal control as management determines is necessary to enable the preparation of financial statements that are free from material misstatement, whether due to fraud or error.

Auditor's Responsibility

Our responsibility is to express an opinion on these financial statements based on our audit. We conducted our audit in accordance with Canadian generally accepted auditing standards. Those standards require that we comply with ethical requirements and plan and perform the audit to obtain reasonable assurance about whether the financial statements are free from material misstatement.

An audit involves performing procedures to obtain audit evidence about the amounts and disclosures in the financial statements. The procedures selected depend on the auditor's judgment, including the assessment of the risks of material misstatement of the financial statements, whether due to fraud or error. In making those risk assessments, the auditor considers internal control relevant to the entity's preparation and fair presentation of the financial statements in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of the entity's internal control. An audit also includes evaluating the appropriateness of accounting policies used and the reasonableness of accounting estimates made by management, as well as evaluating the overall presentation of the financial statements.

We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our audit opinion.

Opinion

In our opinion, the financial statements present fairly, in all material respects, the financial position of the Centennial Auditorium & Convention Centre Corporation as at December 31, 2013, and the results of its operations, changes in net financial assets, and its cash flows for the year then ended in accordance with Canadian public sector accounting standards.

Chartered Accountants

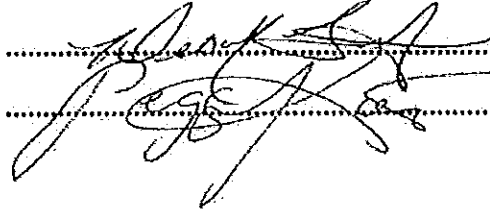
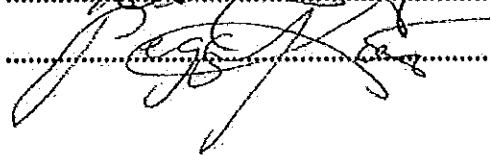
March 27, 2014
Saskatoon, Saskatchewan

THE CENTENNIAL AUDITORIUM & CONVENTION CENTRE CORPORATION
STATEMENT OF FINANCIAL POSITION
as at December 31, 2013

	2013	2012
		(See Note 2)
FINANCIAL ASSETS		
Cash	\$ 4,807,137	\$ 4,174,178
Investments (Note 4)	4,000,000	1,000,000
Accounts receivable (Note 5 and Note 11)	1,554,463	1,298,645
	<u>10,361,600</u>	<u>6,472,823</u>
FINANCIAL LIABILITIES		
Accounts payable and accrued liabilities (Note 11)	1,832,912	1,670,934
Rental deposits	300,850	219,575
Advance ticket sales (Note 6)	1,083,596	703,112
Deferred revenue (Note 7)	2,427,976	475,388
	<u>5,645,334</u>	<u>3,069,009</u>
COMMITMENTS TO THE CITY OF SASKATOON (Note 9)		
NET FINANCIAL ASSETS	<u>4,716,266</u>	<u>3,403,814</u>
NON-FINANCIAL ASSETS		
Tangible capital assets (Note 8)	3,438,411	3,425,290
Inventory	80,299	108,271
Prepaid expenses and deferred charges	43,712	33,822
	<u>3,562,422</u>	<u>3,567,383</u>
ACCUMULATED SURPLUS (Schedule 2)	<u>\$ 8,278,688</u>	<u>\$ 6,971,197</u>

The accompanying notes and supplementary schedules are an integral part of these financial statements.

APPROVED BY THE BOARD

..... Director

..... Director


THE CENTENNIAL AUDITORIUM & CONVENTION CENTRE CORPORATION
STATEMENT OF OPERATIONS
year ended December 31, 2013

	Budget (Note 13)	2013	2012 (See Note 2)
OPERATING REVENUE			
Sales	\$ 10,168,000	\$ 11,359,392	\$ 12,153,430
Sponsorships	272,500	360,605	472,999
Interest income	106,568	132,353	76,803
	<u>10,547,068</u>	<u>11,852,350</u>	<u>12,703,232</u>
OPERATING EXPENDITURES			
Direct (Schedule 1)	6,190,508	6,557,859	6,789,033
Plant maintenance (Schedule 1)	2,106,041	2,086,542	2,041,072
Administration (Schedule 1)	1,231,316	1,265,024	1,241,810
Amortization	397,676	397,676	369,526
	<u>9,925,541</u>	<u>10,307,101</u>	<u>10,441,441</u>
OPERATING MARGIN	621,527	1,545,249	2,261,791
OTHER REVENUE AND EXPENDITURES			
Funding by the City of Saskatoon	500,000	500,000	500,000
Reimbursement to the City of Saskatoon - fire suppression	-	-	(400,000)
Reimbursement to the City of Saskatoon - productivity improvement and expansion (Note 9)	(737,758)	(737,758)	(760,331)
ANNUAL SURPLUS	<u>\$ 383,769</u>	<u>1,307,491</u>	<u>1,601,460</u>
ACCUMULATED SURPLUS, BEGINNING OF YEAR			
As previously reported		6,971,197	4,869,737
Prior period adjustment (Note 2)		-	500,000
As restated		<u>6,971,197</u>	<u>5,369,737</u>
ACCUMULATED SURPLUS, END OF YEAR		<u>\$ 8,278,688</u>	<u>\$ 6,971,197</u>

The accompanying notes and supplementary schedules are an integral part of these financial statements.

THE CENTENNIAL AUDITORIUM & CONVENTION CENTRE CORPORATION
STATEMENT OF CHANGES IN NET FINANCIAL ASSETS
year ended December 31, 2013

	2013	2012
		(See Note 2)
Annual surplus	\$ 1,307,491	\$ 1,601,460
Acquisition of tangible capital assets	(410,797)	(409,004)
Amortization of tangible capital assets	397,676	369,526
	<u>1,294,370</u>	<u>1,561,982</u>
Use (acquisition) of inventory	27,972	(33,683)
(Acquisition) use of prepaid expenses and deferred charges	(9,890)	25,452
	<u>1,312,452</u>	<u>1,553,751</u>
CHANGE IN NET FINANCIAL ASSETS		
NET FINANCIAL ASSETS, BEGINNING OF YEAR		
As previously reported	3,403,814	1,350,063
Prior period adjustment (Note 2)	-	500,000
As restated	<u>3,403,814</u>	<u>1,850,063</u>
NET FINANCIAL ASSETS, END OF YEAR	<u>\$ 4,716,266</u>	<u>\$ 3,403,814</u>

The accompanying notes and supplementary schedules are an integral part of these financial statements.

THE CENTENNIAL AUDITORIUM & CONVENTION CENTRE CORPORATION
STATEMENT OF CASH FLOWS
year ended December 31, 2013

	2013	2012
		(See Note 2)
OPERATING ACTIVITIES		
Annual surplus	\$ 1,307,491	\$ 1,601,460
Non-cash items included in surplus for the year:		
Amortization	397,676	369,526
Changes in non-cash working capital items relating to operations		
Accounts receivable	(255,818)	86,350
Inventory	27,972	(33,683)
Prepaid expenses and deferred charges	(9,890)	25,452
Accounts payable and accrued liabilities	161,978	48,968
Rental deposits	81,275	(43,068)
Advance ticket sales	380,484	(664,879)
Deferred revenue	1,952,588	(30,342)
	<u>4,043,756</u>	<u>1,359,784</u>
CAPITAL ACTIVITIES		
Purchases of tangible capital assets	<u>(410,797)</u>	<u>(409,004)</u>
INVESTING ACTIVITIES		
Purchase of investments	(3,000,000)	(1,000,000)
Disposal of investments	-	7,988
	<u>(3,000,000)</u>	<u>(992,012)</u>
FINANCING ACTIVITIES		
Return of Paul Peters Memorial Fund	-	(8,000)
NET INCREASE (DECREASE) IN CASH	632,959	(49,232)
CASH POSITION, BEGINNING OF YEAR	4,174,178	4,223,410
CASH POSITION, END OF YEAR	<u>\$ 4,807,137</u>	<u>\$ 4,174,178</u>

The accompanying notes and supplementary schedules are an integral part of these financial statements.

THE CENTENNIAL AUDITORIUM & CONVENTION CENTRE CORPORATION
NOTES TO THE FINANCIAL STATEMENTS
year ended December 31, 2013

1. AUTHORITY AND PURPOSE

The Centennial Auditorium & Convention Centre Corporation (the "Corporation") operates TCU Place Saskatoon's Arts and Convention Centre on behalf of its sole member, the City of Saskatoon.

2. CHANGE IN ACCOUNTING STANDARDS

During the year, the Corporation adopted the new Chartered Professional Accountants of Canada ("CPA") Public Sector Accounting Handbook Section PS 3410 *Government transfers*. This revised standard establishes standards on how to account for and report government transfers, with the most significant impact to the Corporation pertaining to the criteria for recognition of revenue for the government transfers it receives. The Corporation has elected to apply the requirements of the revised standard retroactively with restatement of prior period comparative amounts.

PS 3410 requires revenue to be recognized if the transferring government authorized the transfer and there are no eligibility or stipulations related to the funding. As noted above, the Corporation has elected to adopt PS 3410 retroactively. As a result, the Corporation's accumulated surplus has increased \$500,000 at January 1, 2012, accounts receivable increased by \$300,000 and deferred revenue decreased by \$200,000 at December 31, 2012. In addition, \$500,000 funding for fiscal 2014 has been recognized as revenue in the current year as it was approved before December 31, 2013.

3. SIGNIFICANT ACCOUNTING POLICIES

Basis of Presentation

The financial statements of the Corporation are prepared by management in accordance with Canadian public sector accounting standards ("PSAS") for local governments.

Significant aspects of the accounting policies adopted by the Corporation are as follows:

Measurement Uncertainty

The preparation of the financial statements in conformity with PSAS requires management to make estimates and assumptions that affect the reported amounts of assets, liabilities, and disclosure of contingent assets and liabilities at the date of the financial statements, and the reported amounts of revenue and expenditures during the year.

THE CENTENNIAL AUDITORIUM & CONVENTION CENTRE CORPORATION
NOTES TO THE FINANCIAL STATEMENTS
year ended December 31, 2013

3. SIGNIFICANT ACCOUNTING POLICIES (continued)

Measurement Uncertainty (continued)

Items requiring the use of significant estimates include determination of uncollectible accounts receivable, useful lives of tangible capital assets and related amortization.

Estimates are based on the best information available at the time of preparation of the financial statements and are reviewed annually to reflect new information as it becomes available. Measurement uncertainty exists in these financial statements. Actual results could differ from those estimates.

Investments

Investments consist of term deposits which are transitional or current in nature and are made to obtain a return on a temporary basis. They are recorded at the lower of cost or market.

Tangible Capital Assets

Tangible capital assets are recorded at cost which includes all amounts that are directly attributable to acquisition, design, construction, development, improvement or betterment of the asset.

The costs, less residual value, of the tangible capital assets are amortized on a straight-line basis over their estimated useful lives as follows:

Convention centre contents	4 to 20 years
Theatre contents	
Assistance hearing	20 years
Intercom, sound reinforcement and effects	10 to 20 years
Lift	30 years
Other	20 to 100 years
Pianos	50 to 100 years
Program monitors and paging systems	10 to 20 years
Stage drapery and trace	30 years
Stage lighting systems	13 to 40 years
Stage rigging	15 to 40 years

Tangible capital assets are written down when conditions indicate that they no longer contribute to the Corporation's ability to provide goods and services, or when the value of the future economic benefits associated with the tangible capital assets are less than their net book value. The net write-downs are accounted for as expenditure in the statement of operations.

THE CENTENNIAL AUDITORIUM & CONVENTION CENTRE CORPORATION
NOTES TO THE FINANCIAL STATEMENTS
year ended December 31, 2013

3. SIGNIFICANT ACCOUNTING POLICIES (continued)

Inventory

Inventory consists of merchandise and supplies held for resale and are stated at the lower of cost and net realizable value. Cost is determined on a first in first out basis.

Revenue Recognition

All revenues are recorded on an accrual basis, except when the accruals cannot be determined with a reasonable degree of certainty or when their estimation is impracticable.

Government transfers are recognized as revenues when the transfer is authorized, any eligibility criteria are met and reasonable estimates of the amounts can be made except to the extent that transfer stipulations give rise to an obligation that meets the definition of a liability. Transfers are recognized as deferred revenue when transfer stipulations give rise to a liability. Transfer revenue is recognized in the statement of operations as the stipulation liabilities are settled.

Contributions from other sources are deferred when restrictions are placed on their use by the contributor and are recognized as revenue when used for the specified purpose.

Unrestricted contributions and pledges are recognized as revenue when received. Gifts in kind are recorded at the fair market value on the date of their donations if they meet the Corporation's criteria for capitalization. Other in-kind donations of material and services are not recognized in these financial statements.

Revenue from events is recognized in the period that the event takes place, except for box office service charges that are recognized when tickets are sold. Sponsorship revenue is recognized on a straight line basis over the term of the contract. All other revenues are recognized in the period they are earned.

Employee Pension Plans

Employees of the Corporation participate in the City of Saskatoon's Superannuation Defined Benefit Pension Plan. The Corporation follows defined contribution accounting standards specific to a multi-employer plan for its participation in the plan whereby the Corporation's contributions are expensed when due.

THE CENTENNIAL AUDITORIUM & CONVENTION CENTRE CORPORATION
NOTES TO THE FINANCIAL STATEMENTS
year ended December 31, 2013

3. SIGNIFICANT ACCOUNTING POLICIES (continued)

Reserves

The capital expansion reserve is used to accumulate funds for eligible capital expenditures which will enhance the Corporation's existing range and quality of services.

The equipment replacement reserve is used to accumulate funds for the purpose of equivalent replacement of programming equipment not covered under other reserves.

The kitchen equipment replacement reserve is used to accumulate funds for the purpose of equivalent replacement of kitchen equipment not covered under other reserves.

The theatre equipment restoration reserve is used to accumulate funds for the purpose of equivalent replacement of programming equipment in the Sid Buckwold Theatre that is not covered under other reserves.

The stabilization reserve is used to accumulate funds for the purpose of offsetting any operating deficits of the Corporation.

4. INVESTMENTS

	<u>2013</u>	<u>2012</u>
Term Deposit 2.1% maturing April 28, 2014	\$ 1,000,000	\$ -
Term Deposit 2.35% maturing April 5, 2015	1,000,000	-
Term Deposit 2.55% maturing April 28, 2016	1,000,000	-
Term Deposit 2.5% maturing April 28, 2017	1,000,000	1,000,000
	<u>\$ 4,000,000</u>	<u>\$ 1,000,000</u>

THE CENTENNIAL AUDITORIUM & CONVENTION CENTRE CORPORATION
NOTES TO THE FINANCIAL STATEMENTS
year ended December 31, 2013

5. ACCOUNTS RECEIVABLE

	2013	2012
		(See Note 2)
Trade receivables	\$ 979,327	\$ 987,046
Funding receivable from the City of Saskatoon	500,000	300,000
Interest receivable	69,827	12,910
Other	15,102	8,559
Allowance for doubtful accounts	(9,793)	(9,870)
	\$ 1,554,463	\$ 1,298,645

6. ADVANCE TICKET SALES

Advance ticket sales represent monies collected on events sold that have not yet taken place. Contracts with promoters do not require the segregation of these monies from the on-going operating funds of the Corporation.

7. DEFERRED REVENUE

Deferred revenue represents funds received in advance for sponsorship contracts which will be recognized over terms of contracts ranging from 1 to 5 years, funds received for naming rights which will be recognized over 10 years.

	2013	2012
		(See Note 2)
Sponsorship contracts	\$ 118,784	\$ 176,541
Naming rights	2,309,192	298,847
	\$ 2,427,976	\$ 475,388

THE CENTENNIAL AUDITORIUM & CONVENTION CENTRE CORPORATION
NOTES TO THE FINANCIAL STATEMENTS
year ended December 31, 2013

8. TANGIBLE CAPITAL ASSETS

	<u>2013</u>			<u>2012</u>
	<u>Cost</u>	<u>Accumulated Amortization</u>	<u>Net Book Value</u>	<u>Net Book Value</u>
Convention centre contents	\$ 3,245,196	\$ 1,528,601	\$ 1,716,595	\$ 1,822,142
Theatre contents	<u>2,941,362</u>	<u>1,219,546</u>	<u>1,721,816</u>	<u>1,603,148</u>
	<u>\$ 6,186,558</u>	<u>\$ 2,748,147</u>	<u>\$ 3,438,411</u>	<u>\$ 3,425,290</u>

There were no write-downs of tangible capital assets in the years presented.

9. COMMITMENTS TO THE CITY OF SASKATOON

In connection with the productivity improvements and expansion done to the facility managed and operated by the Corporation, the Corporation agreed to reimburse the City of Saskatoon for a portion of the incurred costs. The reimbursement for these improvements to the facility, which is owned by the City of Saskatoon, are estimated to be due in each of the next five years as follows:

2014	\$ 726,088
2015	726,043
2016	726,351
2017	725,506
2018	725,649
Thereafter	<u>2,264,464</u>
	<u>\$ 5,894,101</u>

10. PENSION

Employees of the Corporation participate in a retirement plan of the City of Saskatoon (a related party) who is responsible for the plan. The Corporation's obligation to the plan is limited to making required payments to match amounts contributed by employees for current services. Pension expense for the year amounted to \$198,733 (2012 - \$197,910) and is included in salaries and benefits.

THE CENTENNIAL AUDITORIUM & CONVENTION CENTRE CORPORATION
NOTES TO THE FINANCIAL STATEMENTS
year ended December 31, 2013

11. RELATED PARTY TRANSACTIONS

Included in these financial statements are transactions with the City of Saskatoon (the sole member of the Corporation) as well as with Credit Union Centre, which is related to the Corporation by virtue of common control by the City of Saskatoon (collectively referred to as "related parties"). Routine operating transactions with related parties are settled on normal trade terms.

The transactions and amounts outstanding at year-end are as follows:

	<u>2013</u>	<u>2012</u>
		(See Note 2)
Accounts receivable from the City of Saskatoon	\$ 521,888	\$ 326,518
Accounts payable and accrued liabilities to the City of Saskatoon	909,694	904,640
Accounts payable to Credit Union Centre	2,340	6,496
Net operating revenue from events held by the City of Saskatoon	194,052	176,004
Operating expenditures charged by the City of Saskatoon	501,249	516,697
Operating grant from the City of Saskatoon	500,000	500,000
Reimbursement to the City of Saskatoon (Note 9)	737,758	760,331
Fire Suppression to the City of Saskatoon	-	400,000

12. RESERVES

	<u>2013</u>	<u>2012</u>
		(See Note 2)
Capital expansion	\$ 3,245,041	\$ 2,126,564
Equipment replacement	649,859	484,385
Kitchen equipment replacement	240,762	141,104
Theatre equipment restoration	136,644	186,182
Stabilization	567,971	607,672
	<u>\$ 4,840,277</u>	<u>\$ 3,545,907</u>

13. BUDGETED FIGURES

Budgeted figures are not audited. They have been provided for comparison purposes and have been derived from the estimates approved by the Board of Directors.

THE CENTENNIAL AUDITORIUM & CONVENTION CENTRE CORPORATION
SCHEDULE OF OPERATING EXPENDITURES
year ended December 31, 2013

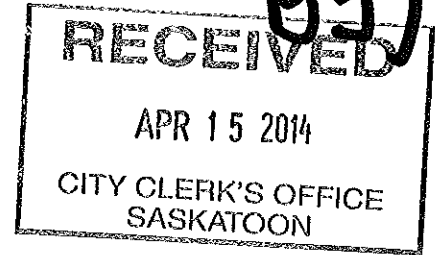
	2013	2012
DIRECT		
Cost of food and beverages	\$ 3,084,133	\$ 3,245,843
Salaries and benefits	2,045,170	2,134,651
Supplies	841,534	902,252
Theatre production costs	303,561	150,583
Credit card charges	120,728	183,064
Advertising and promotion	90,711	94,405
Telephone	27,938	43,259
Other	19,270	20,661
Equipment maintenance	12,470	9,711
Bad debts	12,344	4,604
	<u>\$ 6,557,859</u>	<u>\$ 6,789,033</u>
PLANT MAINTENANCE		
Salaries and benefits	\$ 1,059,795	\$ 992,751
Utilities (Note 11)	606,605	626,027
Maintenance	309,035	313,205
Insurance	65,443	76,600
Service contracts	29,758	26,456
Equipment	15,906	6,033
	<u>\$ 2,086,542</u>	<u>\$ 2,041,072</u>
ADMINISTRATION		
Salaries and benefits	\$ 1,041,304	\$ 1,025,726
Office supplies and equipment	47,844	41,296
Travel	44,764	46,237
Training and staff events	34,905	23,442
Professional fees	27,000	24,463
IT consultant and support	22,863	21,214
Memberships, subscriptions and licenses	15,330	20,468
Bank charges and interest expense	12,129	14,797
Printing and postage	10,883	17,171
Board of directors	8,002	6,996
	<u>\$ 1,265,024</u>	<u>\$ 1,241,810</u>

THE CENTENNIAL AUDITORIUM & CONVENTION CENTRE CORPORATION
SCHEDULE OF RESERVES
year ended December 31, 2013

	2013	2012
		(See Note 2)
CAPITAL EXPANSION RESERVE		
Balance, beginning of year	\$ 2,126,564	\$ 464,004
Allocation from operations	157,352	154,267
Transfer from stabilization reserve	978,957	1,500,000
Interest earned	38,001	8,293
Balance, end of year	<u>3,300,874</u>	<u>2,126,564</u>
Expenditures	<u>(55,833)</u>	<u>-</u>
Balance, end of year	<u>3,245,041</u>	<u>2,126,564</u>
EQUIPMENT REPLACEMENT RESERVE		
Balance, beginning of year	484,385	376,741
Allocation from operations	247,604	242,748
Interest earned	12,789	6,489
	<u>744,778</u>	<u>625,978</u>
Expenditures	<u>(94,919)</u>	<u>(141,593)</u>
Balance, end of year	<u>649,859</u>	<u>484,385</u>
KITCHEN EQUIPMENT REPLACEMENT RESERVE		
Balance, beginning of year	141,104	(497,955)
Allocation from operations	102,059	100,058
Transfer from stabilization reserve	-	551,820
Interest earned (expense)	4,290	(6,787)
	<u>247,453</u>	<u>147,136</u>
Expenditures	<u>(6,691)</u>	<u>(6,032)</u>
Balance, end of year	<u>240,762</u>	<u>141,104</u>
THEATRE EQUIPMENT RESTORATION RESERVE		
Balance, beginning of year	186,182	113,217
Allocation from operations	167,052	162,502
Interest earned	1,487	2,050
	<u>354,721</u>	<u>277,769</u>
Expenditures	<u>(218,077)</u>	<u>(91,587)</u>
Balance, end of year	<u>136,644</u>	<u>186,182</u>
STABILIZATION RESERVE		
Balance, beginning of year	607,672	1,527,918
Allocation from operations	939,256	1,131,574
Transfer to Capital Expansion Reserve	(978,957)	(1,500,000)
Transfer to Kitchen Equipment replacement reserve	-	(551,820)
Balance, end of year	<u>567,971</u>	<u>607,672</u>
TOTAL RESERVES	<u>4,840,277</u>	<u>3,545,907</u>
TANGIBLE CAPITAL ASSETS	<u>3,438,411</u>	<u>3,425,290</u>
ACCUMULATED SURPLUS	<u>\$ 8,278,688</u>	<u>\$ 6,971,197</u>

Raeanne Van Beek
Art in the Park Committee
604 Rusholme Road
Saskatoon, SK S7L 0G7

April 10, 2014



His Worship the Mayor
And Members of City Council
222 Third Avenue North
Saskatoon, SK S7K 0J5

Dear Mayor Atchison and Members of Council:

Re: Noise Guidelines for Park Special Events

The Caswell Community Association will be hosting our 13th annual arts festival, Art in the Park, June 8, 2014 from noon to 5:00 p.m. in Ashworth Holmes Park. As this event occurs on a Sunday we are requesting permission to perform sound checks at 11:00 a.m. and begin performances at noon, outside of the Noise Bylaw hours.

Thank you for your consideration.

Sincerely,

Raeanne Van Beek
Art in the Park Committee

B4)

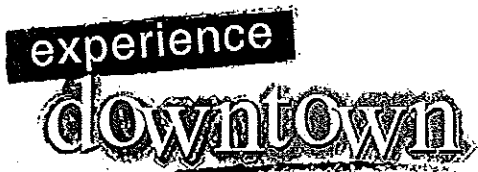
Bryant, Shellie (Clerks)

From: Shannon Eil <sell@sgi.sk.ca>
Sent: April 09, 2014 11:11 AM
To: Bryant, Shellie (Clerks)
Cc: Joseph Chan
Subject: SGI's rep on Traffic Safety Committee

Hi Shellie. SGI's new City of Saskatoon Traffic Committee rep is Joseph Chan, SGI Driver Examiner. His contact info is:

phone: (306) 683-2381
Email: jchan@sgi.sk.ca
SE

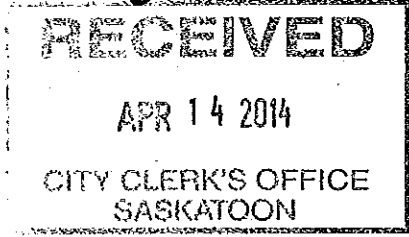
This e-mail and any files transmitted with it are confidential and intended solely for the use of the individual or entity to whom they are addressed. If you are not the named addressee, please notify the sender immediately by e-mail if you have received this e-mail by mistake and delete this e-mail from your system. If you are not the intended recipient you are notified that using, disclosing, copying or distributing the contents of this information is strictly prohibited.



THE PARTNERSHIP

Saskatoon Downtown Business Improvement District

175-48 X225-18
B5) X 225-74
X 175-55
X 4130-1



April 14, 2014

Ms. Joanne Sproule
City Clerk
City of Saskatoon
222 3rd Avenue North
S7K 0J5

Dear Ms. Sproule,

I have resigned as Executive Director of The Partnership effective April 30, 2014. As such, I will no longer be sitting on the following committees:

- Municipal Heritage Advisory Committee
- Street Activity Steering Committee
- Parking Committee
- Safe Streets Commission
- City Centre Plan Steering Committee

Until The Partnership has a new Executive Director in place, any correspondence should be sent to:

Mr. Dave Denny
Pelican Properties
#3-115 3rd Avenue South
Saskatoon, SK S7K 1L7

Please ensure the appropriate committee chairs are advised.

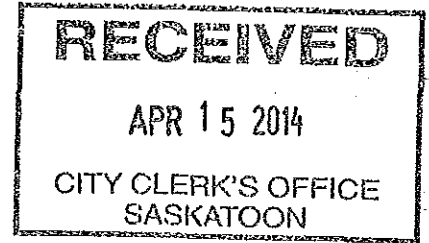
Sincerely,

Brent Penner
Executive Director



B67
185-9

From: CityCouncilWebForm
Sent: April 15, 2014 11:04 AM
To: City Council
Subject: Write a Letter to City Council



TO HIS WORSHIP THE MAYOR AND MEMBERS OF CITY COUNCIL.

FROM:

Delvin Kanewiyakiho
420-22nd Street E
Saskatoon, Saskatchewan
S7K1X3

EMAIL ADDRESS:

dkanewiyakiho@gscs.sk.ca

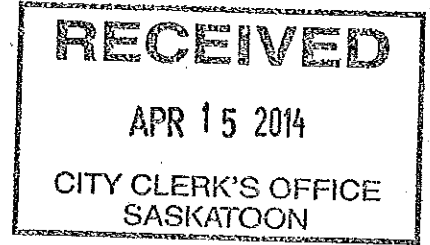
COMMENTS:

Dear City of Saskatoon,
I am writing a letter on behalf of Greater Saskatoon Catholic Schools. I work with the First Nation Metis Education Unit within GSCS. I am the impresario for a pow wow that we are planning. The pow wow will be held at E.D. Feehan Catholic High School. The pow wow will be held on Wednesday June 11th, 2014. The pow wow will take place on the west side of the school in the park in the middle of the track. It will start at 10:00 hrs and end at 15:00 hrs. I am asking the city to extend the noise bylaw so we can have the pow wow. There will singing and dancing which is the norm for a pow wow. Thank you for your attention to this petition for us to hold our pow wow event.
Peace and Progress,
Delvin Kanewiyakiho

P.S. Can you call me at 306 659 8700 or email me at dkanewiyakiho@gscs.sk.ca ASAP to let me know if we have your permission to have this pow wow and to have the noise bylaw extended?

185-9

From: CityCouncilWebForm
Sent: Tuesday, April 15, 2014 9:31 AM
To: City Council
Subject: Write a Letter to City Council



TO HIS WORSHIP THE MAYOR AND MEMBERS OF CITY COUNCIL.

FROM:

Brandon Stroh
518 bourgonje cres
Saskatoon Northeast, Saskatchewan
S7S1L7

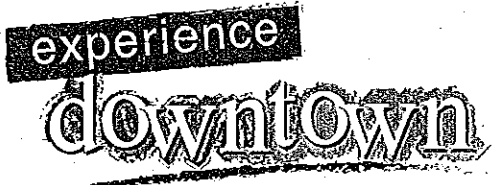
EMAIL ADDRESS:

bstroh@gscs.sk.ca

COMMENTS:

We are hosting a POW WOW at ED Feehan Catholic High school on June 11th 2014. I understand the noise bylaw is from 11am on. We would like to have our grand entry at 10am and would therefore need permission. Thank you for your consideration,
Brandon Stroh
Principal ED Feehan Catholic High School

175-48
B7D



THE PARTNERSHIP
Saskatoon Downtown Business Improvement District

RECEIVED
APR 16 2014
CITY CLERK'S OFFICE
SASKATOON

April 15, 2014

His Worship the Mayor and Members of City Council
Office of the City Clerk
City of Saskatoon
2nd Floor, City Hall
222 3rd Avenue North
Saskatoon, SK S7K 0J5

His Worship the Mayor and Members of City Council,

Re: New Chair of Board of Management for *The Partnership*

This is to advise that Mr. Shea Ferster recently announced he will be stepping down as Chair of the Board of Management for The Partnership. Mr. Ferster will remain on the board as a director.

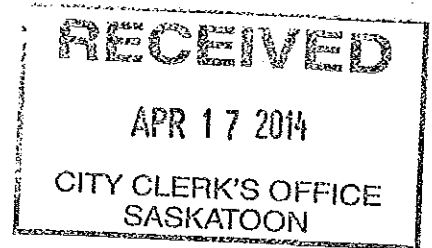
Effective immediately, Mr. Dave Denny is the new Chairperson.

Sincerely,

Brent Penner
Executive Director

B87 185-9

From: CityCouncilWebForm
Sent: April 17, 2014 9:45 AM
To: City Council
Subject: Write a Letter to City Council



TO HIS WORSHIP THE MAYOR AND MEMBERS OF CITY COUNCIL.

FROM:

Amanda Titman
279 3rd Ave North
Saskatoon, Saskatchewan
S7K 0H8

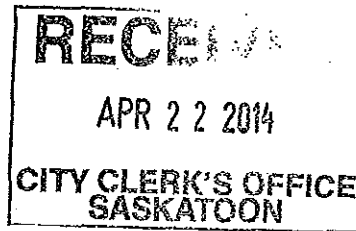
EMAIL ADDRESS:

titmana@hsf.sk.ca

COMMENTS:

The Heart and Stroke Foundation is the organizing charity for FMG's Saskatoon Dragon Boat Festival. The Festival is being held at Rotary Park on July 25&26 with team practices the two weeks prior to event day. We are asking permission from City Council to have music and announcements in the park outside of the Noise Bylaw hours. Specifically on Saturday July 26 our event will be from 7am-8pm. Our noise levels will be low but we want to ensure that we have considered everyone for this fundraising event.

Thank You!
Amanda



April 22, 2014

His Worship the Mayor
and Members of City Council

Your Worship and City Councillors:

**Re: Request for Extension of the Noise Bylaw
2014 40th Annual Civic Pancake Breakfast
6:00 a.m. to 10:30 a.m. on Thursday, June 19, 2014**

Once again, it is that time of year for the annual Civic Pancake Breakfast, scheduled to be held on 23rd Street between 3rd and 4th Avenues from 7:00 a.m. to 10:30 a.m. on Thursday, June 19, 2014.

The Civic Pancake Breakfast Organizing Committee is requesting that City Council extend the hours under the Noise Bylaw to accommodate the amplified music from the live entertainment from 6:00 a.m. (for warm-up) through 10:30 a.m.

We are please to once again be hosting a "zero-waste" event by using compostable dishes, cups, cutlery, and garbage bags, as well as providing education to the public regarding living more sustainably.

As in previous years, there will be entertainment, celebrity servers, sunshine, and fun!

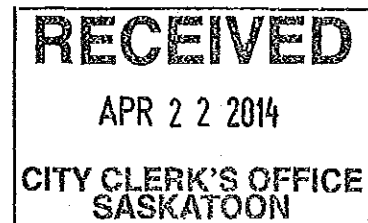
Yours truly,



Yvonne Brooks, Co-Chair
Civic Pancake Breakfast Organizing Committee

B107
2015-1

From: CityCouncilWebForm
Sent: Tuesday, April 22, 2014 10:41 AM
To: City Council
Subject: Write a Letter to City Council



TO HIS WORSHIP THE MAYOR AND MEMBERS OF CITY COUNCIL.

FROM:

Scott Paisley
708 Balmoral St
Saskatoon, Saskatchewan
S7K0Y8

EMAIL ADDRESS:

swfpaisley@gmail.com

COMMENTS:

Greetings, Mayor Atchison and Council members.

As a member of the Saskatoon Progress Club, I am submitting the following request on our behalf. In lieu of being able to attach our letter prepared by my committee partner, I will copy/paste the body of it for your review.

We have already submitted the required Provision of Civic Services form to the appropriate party. Thank you for considering our request as detailed below:

"To whom it may concern,

This letter is being sent to you from the Canadian Progress Club Saskatoon Downtown with great intentions and aspirations of making a difference in our community once again. Canadian Progress Club Saskatoon Downtown is writing to request a road closure permit for the purposes of a fundraising event. The event we looking to host is a traditional Oktoberfest where we hope to raise funds in excess of \$25,000 and all the proceeds will benefit the well known charity "CARE N SHARE". My name is Slade Desrochers and I am sitting on the committee that is presenting this event as well as I'm a board member of CARE N SHARE for kids and I can safely say that this event will go a long way in assisting CARE N SHARE.

The event we are proposing will be held on Saturday October 11th 2014 in the location of the 600 block of 11th Street East in the Nutana neighbourhood. The festivities will be held from noon until 11pm and will have all the aspects of a traditional Oktoberfest. We are planning this event in conjunction with the pubs on Broadway and we have already approached these establishments including the Hose and Hydrant as it will be out front of their business. The Hose and Hydrant are in full support of this event and will be taking part should it go ahead. We have also approached the other pubs on Broadway looking for their support and the ones we have spoke to so far have all

agreed that this will be a great event and are thrilled to support it. Things that we plan to have during the event are: traditional polka band, background music when the band is not playing, German food served all day, beer steins, lederhosen costumes and prizes for best dressed, full tent to cover the site, washroom facilities and security on site. The way we plan to raise funds will be through the admission sales, food & liquor sales and forms of sponsorship. We are aiming to hit a capacity of 1000 people and with hopes that we can have up to 1500+ people come and visit throughout the day.

The event is open to the public and we hope that we can engage people of all ages and backgrounds to partake and enjoy what we think will be a fantastic event. Our intention is to have this become an annual event and we are looking for your support to achieve our goal. We at the Progress Club take great pride in giving back to the community and we know that this event will help better the lives of those children who utilize the CARE N SHARE program.

Thank you for your time and consideration.

Slade Desrochers,

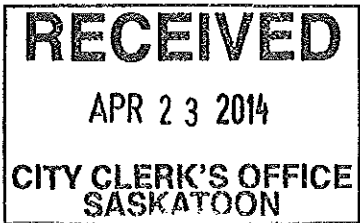
Oktoberfest Committee member &
Care N Share Board member "

We eagerly await your response and can be available to answer further questions and inquiries by phone, email, or in person.

Scott Paisley
Canadian Progress Club

6170-1
BIN

From: CityCouncilWebForm
Sent: Wednesday, April 23, 2014 9:39 AM
To: City Council
Subject: Write a Letter to City Council



TO HIS WORSHIP THE MAYOR AND MEMBERS OF CITY COUNCIL.

FROM:

Renita Lefebvre
207-102-110th Street
Saskatoon, Saskatchewan
S7N 1R9

EMAIL ADDRESS:

renitask@yahoo.com

COMMENTS:

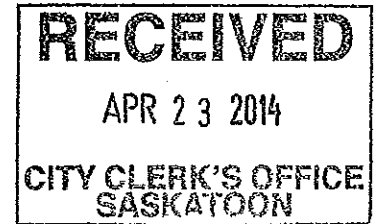
I am talking about trains delay time that take too long time to leave from Sutherland that delay time 15 minutes to 30 minutes that cause transit buses run services very late for my important appointment time, I don't want to miss to catch other buses downtown from Sutherland. That is not buses's fault and that is trains's fault!!! I am very not appreciated with trains delay time because I am waiting for trains gone for 30 minutes or 15 minutes very delay times.

Please pass this letter to mayor and Darren Hill.

Trains should move out of Saskatoon Sutherland. I feel transits and vehicles are very important than trains!!!! Thanks

B12)
185-9

From: CityCouncilWebForm
Sent: Wednesday, April 23, 2014 11:34 AM
To: City Council
Subject: Write a Letter to City Council



TO HIS WORSHIP THE MAYOR AND MEMBERS OF CITY COUNCIL.

FROM:

Yves Belanger
PO Box 30032 Westview
Saskatoon, Saskatchewan
S7L 0X3

EMAIL ADDRESS:

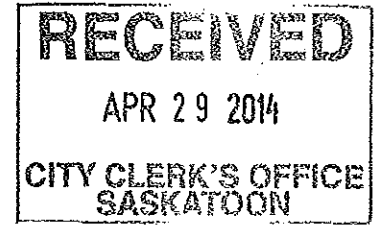
yvesb27@sasktel.net

COMMENTS:

On behalf of the Friends of the Bowl Campaign, I am requesting an exemption to the noise bylaw for Friday, May 16th from 9:00 am - 11:00 am at River Landing. On stage there will be some music and entertainers, as well as speakers making announcements regarding the campaign. Thank you in advance for your support.

551 Sturgeon Dr
S7K 4H4

From: CityCouncilWebForm
Sent: Tuesday, April 29, 2014 12:08 AM
To: City Council
Subject: Write a Letter to City Council



TO HIS WORSHIP THE MAYOR AND MEMBERS OF CITY COUNCIL.

FROM:

Nolan Fox
101-1013 Lansdowne Ave
Saskatoon, Saskatchewan
S7H 2C2

EMAIL ADDRESS:

nolan@foxcreativeco.ca

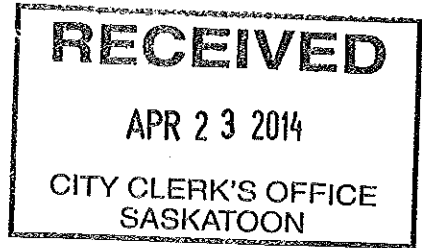
COMMENTS:

I had previously submitted a letter in regards to our Moso Conference alley closure in the Broadway District. Please note this is June 11th through 14th (as stated in the original request for a street closure). Time period between 9am-11pm. Thank you.

Nolan, Logistics Coordinator (moso2014.com)

205-1

From: CityCouncilWebForm
Sent: April 23, 2014 3:30 PM
To: City Council
Subject: Write a Letter to City Council



TO HIS WORSHIP THE MAYOR AND MEMBERS OF CITY COUNCIL.

FROM:

Nolan Fox
1013 Lansdowne Ave
Saskatoon, Saskatchewan
S7H 2C2

EMAIL ADDRESS:

nolan@foxcreativeco.ca

COMMENTS:

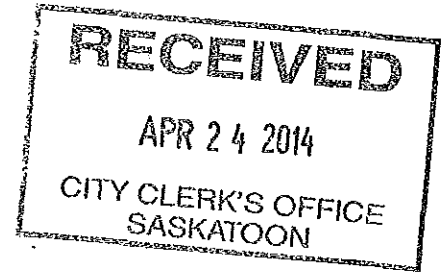
Hi there,

I am writing in regards to Moso Conference 20 14 (<http://moso2014.com/>), which occupies most venues on Broadway Avenue and some of Dufferin Avenue. I had previously written in regards to a street closure of 11th Street. Because of the nearby school and traffic zones, we have changed our plan, and are wanting to close the alley way between 11th and Broadway. We do plan to contact residents around the alley way that would be affected. We have the full support of the Broadway Improvement District to do so. We have also already spoken with the Roadway Activity Coordinators for the City of Saskatoon. We will be communicating with Loraas disposal in regards to getting recycling bins the alley way. Thank you very much.

Nolan Fox, Logistics Coodinator, Moso Conference 2014.

B147
205-1

From: CityCouncilWebForm
Sent: April 24, 2014 3:38 PM
To: City Council
Subject: Write a Letter to City Council



TO HIS WORSHIP THE MAYOR AND MEMBERS OF CITY COUNCIL.

FROM:

Megan McGrath
1143 Avenue F North
Saskatoon, Saskatchewan
S7L 1X1

EMAIL ADDRESS:

hcvsupport@aidssaskatoon.ca

COMMENTS:

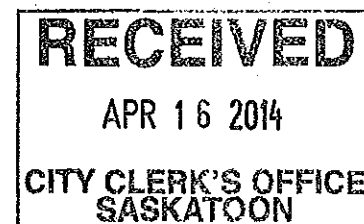
July 28 2014 is World Hepatitis Day. On July 25, AIDS Saskatoon, in collaboration with Mayfair United Church, will be hosting a barbeque to raise awareness, promote education, and reduce stigma regarding Hepatitis C in our community. From 12:00pm to 3:00pm, the entire community is welcome to join us outside of our office building for food, prizes, and entertainment. Public Health nurses will also be available to administer immunizations and testing to those who are interested.

For this event, we are requesting to utilize a portion of the street adjacent to our office building (located at 1143 Avenue F North), in order to accommodate as many people as possible. Ideally, we would like to block off Avenue F between the alley behind our agency and the Medicine Shoppe across the street and up to, but not including, 33rd Street. If possible, we would like to have this space available to us between 11:00am and 3:30pm, to allow for set up and take down before and after the event.

Thank you for your time, and please do not hesitate to contact me regarding any other requisite information, either by email at hcvsupport@aidssaskatoon.ca, or by phone at 306-321-5737.

Megan McGrath
HCV Support Worker
AIDS Saskatoon

From: CityCouncilWebForm
Sent: Tuesday, April 15, 2014 6:59 PM
To: City Council
Subject: Write a Letter to City Council



TO HIS WORSHIP THE MAYOR AND MEMBERS OF CITY COUNCIL.

FROM:

Jack Sellar
542 Nordstrum Road
Saskatoon, Saskatchewan
S7K 4 X4

EMAIL ADDRESS:

J.sellar@sasktel.net

COMMENTS:

As a Senior, a long time resident, a former member of The Saskatoon Cosmopolitan club, and a supporter of Cosmo Industries ... I am sadly disgusted with the Gong show council made of the multi-dwelling/condo recycling debate.

In Canada, by law, we are all equal citizens. So, why, under what ridiculous understanding of that premise, makes it necessary for all rate payers to SUBSIDIZE the shortfall, due to an absolutely wrong decision, to charge LESS to these people than to homeowners?

Once your bumbling council set the rate for homeowners, it should have charged every other group the same monthly rate! God forbid for the first few years at least, the system would generate a "profit".

Once the matter was opened, it was TOTALLY mishandled. Votes were re-done, due to council lord "changing their vote"? We pay to high a "salary" to have such incompetant results as "mind chages" during such an important vote.

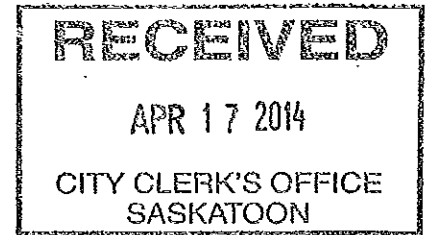
I won't dignify this disaster by explaining the benefits Cosmo Industries have heaped on Saskatoon and it's special needs residence.

Now, as a Senior who has no extra income to spare, I must prepare ... To pay a "subsidy" through my local taxes ... for a service to Conds/apartments!

Wow Saskatoon Shines!

150-1

From: CityCouncilWebForm
Sent: April 17, 2014 12:07 PM
To: City Council
Subject: Write a Letter to City Council



TO HIS WORSHIP THE MAYOR AND MEMBERS OF CITY COUNCIL.

FROM:

Raymond Done
610 Highlands Cres
Saskatoon, Saskatchewan
S7h 4Y4

EMAIL ADDRESS:

ray.ann@shaw.ca

COMMENTS:

To Whom it may concern, I watched the council meeting on April 14 2014. I could not believe what I heard about the multi dwelling recycle program getting a cut rate of \$2.51. What I am wondering if the extra money is coming out of the "general fund" how do you people could possibly think that the rest of us tax payers are not subsidizing this program. It also seems strange to me that there is always money stuff like this but not important stuff Like snow removal were we seem to be consistently short of money. Speaking snow removal & sanding this been the worst year since I moved here in 1977 I never heard of multi car pile ups on Sid Buckwold Bridge twice this year or the girl that ended up on the ice after flying off the north bridge or on a somber note the young 8 year old who died on Idylwyle Freeway after her mother lost control on our slippery streets nobody should die on city street do to road conditions we know you put a big enough tax increase for this reason. One more thing before I go, when River Landing started so many years ago I thought the bulk of the money was investments from the private sector not from our tax money, also to bad it is not safe at night. Ray Done

185-167

From: Dianne <hopechurch@shaw.ca>
Sent: April 25, 2014 2:21 PM
To: Web E-mail - City Clerks
Subject: Noise Bylaw Extension Request


RECEIVED
APR 28 2014
CITY CLERK'S OFFICE
SASKATOON

To the City Clerk at City Hall

**This is a request for an extension of the Noise Bylaw
For a Sunday Morning Service at River Landing Amphitheatre
On Sunday, June 8, 2014
Between 10am and 1pm
For Hope Fellowship Church
809 32nd Street West**

**This is the third or fourth year we have had this event in this location
Last year was June 23rd, 2013**

Thank you
Dianne Loraas

Dianne at Hope
 **hope**
FELLOWSHIP CHURCH
809 32nd Street West
Saskatoon, SK S7L 0T5
306-384-4673
dianne@hopefellowshipchurch.ca





LifeSpot

RECEIVED



18-9
BITD

APR 29 2014

CITY CLERK'S OFFICE
SASKATOON

His Worship the Mayor and Members of City Council

The Subaru Saskatoon Triathlon will be taking place in Saskatoon at the end of June with most events held at River Landing. The weekend involves Registration, Expo and Kids' Run on Saturday June 28th, and the race takes place Sunday June 29th. Our events on Saturday will be held from 12:00 pm to 5:30 pm, within the noise bylaw hours. However, the event on Sunday will take place at River Landing from approximately 9:00 am to 2:00 pm. These are not within the noise bylaw hours of 1:00pm – 6:00pm so I am requesting an extension of the Sunday hours for our event. We will have an announcer during these hours and possibly some music. The intent will be for spectators and participants of the event to be able to hear the announcements/music from within the River Landing area but not for it

I have included the notice I will be distributing to Clinkskill Manor residents, who should be the only residents possibly affected by the event.

Thank you for your consideration.

Sincerely,

Carmen Bell
Race Director
Subaru Saskatoon Triathlon
404 Gray Avenue
Saskatoon
306-321-7077

EVENT ACTIVITY AT RIVER LANDING, ROAD CLOSURES AND POSSIBLE DELAYS

Friday, June 27; Saturday, June 28; and Sunday, June 29, 2014

Friday from 8:00 am to 5:00 pm (Set up only).

Saturday 8:00 am to 5:30 pm. Set up (starting at 8:00 am; Expo, Kids' Run (starting at 3:00pm)

Sunday 5:00 am to 2:00 pm Set up, (starting at 5:00 am), Race (~9:00 am)

The Subaru Saskatoon Triathlon will be staged on Sunday, June 29th and will include participants from the community in addition to athletes from around the country as they participate in this inaugural race. The event will consist of a swim at Pike Lake Provincial Park followed by a 40k cycling segment that will bring them via Valley Road and Spadina Crescent W to River Landing where they will embark on a run on the Meewasin Trail.

As a Clinkskill Manor resident, this may affect you in the following ways:

- There will be increased activity in the area on Friday and Saturday, though no road closures.
- On Sunday June 30, the **southbound lane of 2nd Avenue between 19th Street and Spadina Crescent W will be closed. Please note: you will be able to leave and enter your parking lot as local traffic only will be allowed in this area.** There will be delays, however, as we will be managing traffic in and out of the parking lot (via Saunder's Place). In addition, entering/exiting Saunder's Place requires crossing the cycling route so motorists will be asked to wait until it is safe to cross the path.
- We will have some announcements and some music on Saturday.
- Sunday we will be announcing participants as they cross the finish line as well as announcements of sponsors, and other related information.

For any of you interested in sports, this will be a great opportunity to watch some spectacular athletes in your own backyard! We certainly encourage you to come to watch and cheer on the participants. I hope our event has minimal impact on you.

If you have further questions you may contact the Race Director,
Carmen Bell at c.bell@triserries.ca.

IMPORTANT TRAFFIC ADVISORY

RECEIVED
B187
APR 24 2014
CITY CLERK'S OFFICE
SASKATOON

302 LOUNGE & DISCOTHÈQUE

SASKATOON'S GAY HOTSPOT

To the City Of Saskatoon,

As you are aware the Saskatoon Pride Festival is only months away. 302 Lounge and Discotheque, is one of Saskatoon's gay bars and therefor will be holding celebratory Pride parties on June 21st, 2014 and June 22nd, 2014. For this event 302 is hoping to extend our liquor license to our private parking lot adjacent to the building. This extra square footage during our Saskatoon Pride festival is vital to our business and the Saskatoon Gay Community. 302 Lounge & Discotheque is Saskatoon's primary gay bar and in past years we have had space issues during Pride. Our limited footage and capacity for Pride has, in the past, forced us to turn away many people hoping to celebrate. We are requesting a permit for an extended liquor license in hopes that this does not happen for Pride 2014. We are hoping that the City of Saskatoon would help us support this fundraiser by granting us a permit that would accompany our liquor license.

Saturday the 21st of June is the peak of Pride, and is the date of the parade. Following the parade many people hope to come out, and we currently do not have enough space to meet the needs of the community. Sunday night is the very last celebratory day for Pride and therefore we expect large numbers again. We would like to extend our bar into our private parking lot that sits adjacent to our entrance.

This parking lot is ideal due to its location. The South end of the lot sits against our building wall, which is windowless. . The East side is completely blocked the back of a print shop without windows. The North side of the parking lot has a 8 foot fence along it right up to the print shop without any openings and lastly the West side of the parking lot open to the street which we would put up temporary 8 foot fencing to ensure liquor does not go out onto the sidewalk and street. The parking lot is 200 feet x 200 feet, and is in a non-residential industrial area. We are fortunate to be located in an area where the surrounding buildings will not be in use these days/nights. **(Please see Diagram 1 for a visual representation.)**

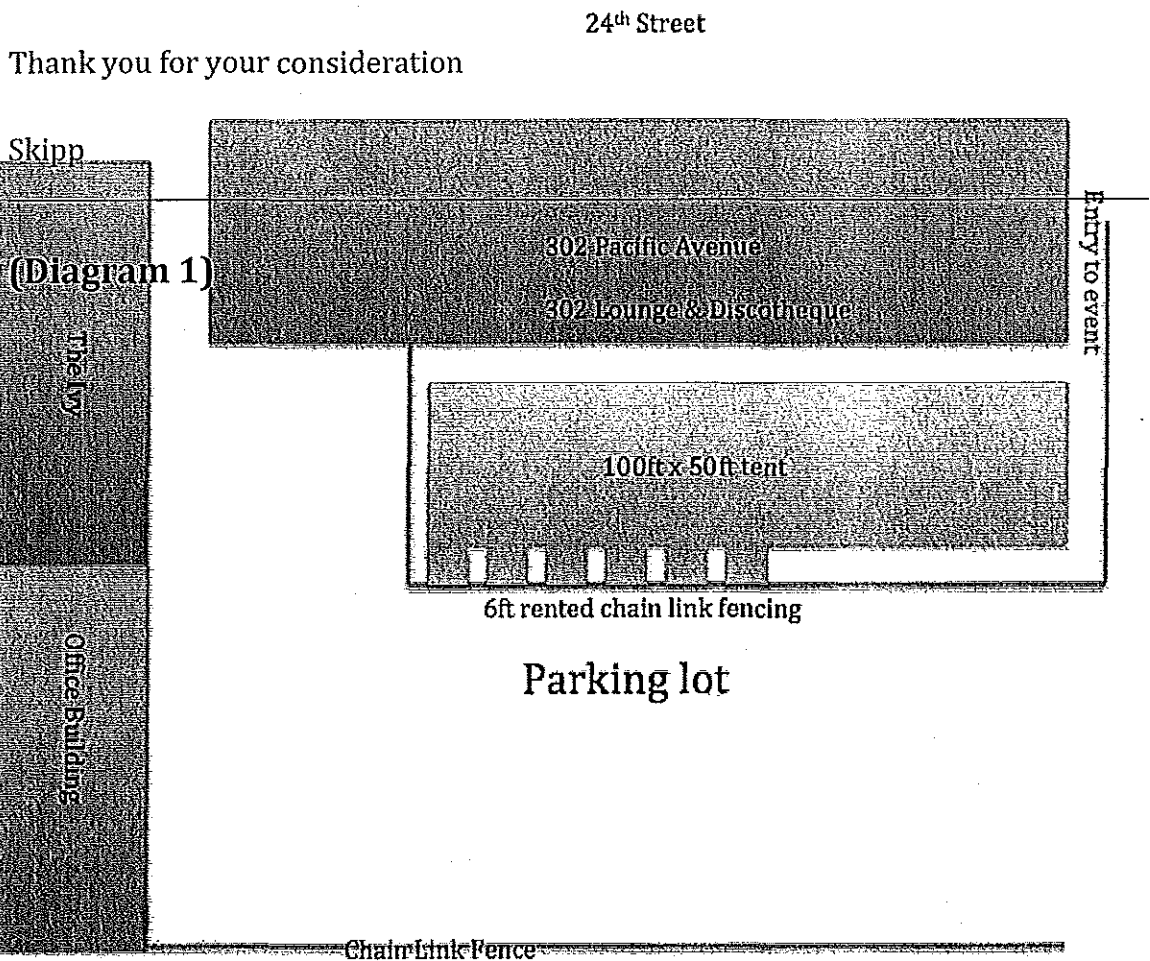
For the weekend of the 21st and 22nd we would be hosting events within our normal business hours, serving from 9:00 pm -2:00 am and all patrons out of our licenses areas, which includes our bar space and the fenced area. Inside the fenced space we will be having a main-stage, which will be provided by RedBull for the D.J. We will be have this along the North side of the parking lot (the chain fence) facing South so that it will block sound leaving the parking lot. In the northwest

corner of the parking lot I plan on having a 10ft x 20ft burger tent offering burgers and hot dogs. Food services will still be offered inside as well as outside. The South side of the building I plan on having a 10ft x 20ft beer tent to serve our patrons. We would like to have a full service bar with linked tills to inside so we will be able to offer everything we currently offer our patrons. We will also have 6 port-a-potties lined up against our fencing for our patrons to use throughout the night.

For this event we will have 8 security members outside and 3 security members inside to ensure everyone is safe and no one underage is present. Because of the magnitude of this event our I.D. scanners will not be able to process the number of patrons that we will have, therefore we will be manually checking everyone's Government issued I.D. and no one will be permitted within our licensed area in without I.D. regardless of age.

For this two-day event we will be donating a portion of our sales to Saskatoon Pride as a fundraiser for next years pride. I feel this is a great opportunity to try to help Saskatoon's Pride contend with larger cities festivals.

This event is very large and therefor we will need to make many plans before Pride. Pride is now only months away and therefore it would be greatly appreciated if I could hear back from you as soon as possible.





City of
Saskatoon

Saskatoon Development
Appeals Board

B197

c/o City Clerk's Office ph 306•975•3240
222 - 3rd Avenue North fx 306•975•2784
Saskatoon, SK S7K 0J5

April 15, 2014

His Worship the Mayor
and Members of City Council

Ladies and Gentlemen:

**Re: Development Appeals Board Hearing
 Refusal to Issue Building Permit
 Proposed One-Unit Dwelling
 (With Site Width Deficiency and Front Yard Encroachment)
 2027 St. Charles Avenue – R2 Zoning District
 Jeffrey J. Montgomery
 (Appeal No. 10-2014)**

In accordance with Section 222(3)(c) of *The Planning and Development Act, 2007*, attached is a copy of a Notice of Hearing of the Development Appeals Board regarding the above-noted property.

Yours truly,

Elaine Long, Secretary
Development Appeals Board

EL:ks

Attachment



City of
Saskatoon

Saskatoon Development
Appeals Board

c/o City Clerk's Office ph 306•975•3240
222 - 3rd Avenue North fx 306•975•2784
Saskatoon, SK S7K 0J5

NOTICE OF HEARING - DEVELOPMENT APPEALS BOARD

DATE:	Tuesday, April 29, 2014	TIME:	4:00 p.m.
PLACE:	Committee Room "E", Ground Floor, South Wing, City Hall		
RE:	Refusal to Issue Building Permit Proposed One-Unit Dwelling (With Site Width Deficiency and Front Yard Encroachment) 2027 St. Charles Avenue – R2 Zoning District Jeffrey J. Montgomery (Appeal No. 10-2014)		

TAKE NOTICE that Jeffrey J. Montgomery, has filed an appeal under Section 219(1)(b) of *The Planning and Development Act, 2007*, in connection with the City's refusal to issue a Building Permit for a one-unit dwelling located at 2027 St. Charles Avenue.

The property is zoned R.2 under Zoning Bylaw 8770.

Section 8.4.4(2) of the Zoning Bylaw requires that site width for the construction of one-unit dwellings in established neighbourhoods shall be at least 70% of the average site width for one and two-unit dwelling sites on the subject block face and the opposite block face. The average site width for one and two-unit dwellings on the 1900/2000 block of St. Charles Avenue is 15.11 metres. Therefore, the minimum site width required for a one-unit dwelling on this block is 10.58 metres.

Section 8.4.4(3) of the Zoning Bylaw states that the front yard setback for one-unit dwellings in established neighbourhoods shall not vary by more than 3.0 metres from the average front yard setback of the principal building on adjacent flanking sites. According to City of Saskatoon records, 2025 St. Charles Avenue has a front yard setback of 9.1 metres, therefore, the proposed front yard setback cannot be less than 6.1 metres.

Based on the information provided, the site width of the property will be 8.48 metres, which results in a deficiency of 2.10 metres; and the front yard setback will result in an encroachment of 0.1 metres.

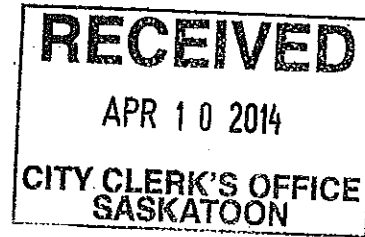
The Appellant is seeking the Board's approval for the Building Permit as submitted.

**Development Appeals Board
Appeal 10-2014**

Anyone wishing to provide comments either for or against this appeal can do so by writing to the Secretary, Development Appeals Board, City Clerk's Office, City Hall, Saskatoon, Saskatchewan, S7K 0J5 or email development.appeals.board@saskatoon.ca. Anyone wishing to obtain further information or view the file in this matter can contact the Secretary at (306) 975-2780.

Dated at SASKATOON, SASKATCHEWAN, this 15th day of April, 2014.

Elaine Long, Secretary
Development Appeals Board



C1)

April 10th, 2014

To: His Worship the Mayor and Members of City Council

From: CBS Outdoor Canada 127 Cardinal Crescent Saskatoon SK S7L 6H5

Per: Mel McKnight Operations/Real Estate Manager Saskatchewan

CBS OUTDOOR PROPOSAL to ADD BILLBOARDS LOCATION on CITY OWNED LAND

I (Mel McKnight) have been consulting with the City Land Branch to lease 3 sites on City owned land for the installation of back to back 10' x 20' static billboard displays and have been asked to present CBS Outdoor's proposal to City Council.

Location 1 & 2 are South of Circle Drive near Airport Drive intended for viewing by Circle Drive traffic heading in both directions, these billboards will have a separation of at least 200 metres and will conform to the City of Saskatoon Sign Bylaws. (See Attached Site Plan)

Location 3 is on the corner property South of 25th Street and West of Ontario Avenue intended for viewing by traffic on 25th Street heading in both directions and will conform to the City of Saskatoon Sign Bylaws. (See Attached Site Plan)

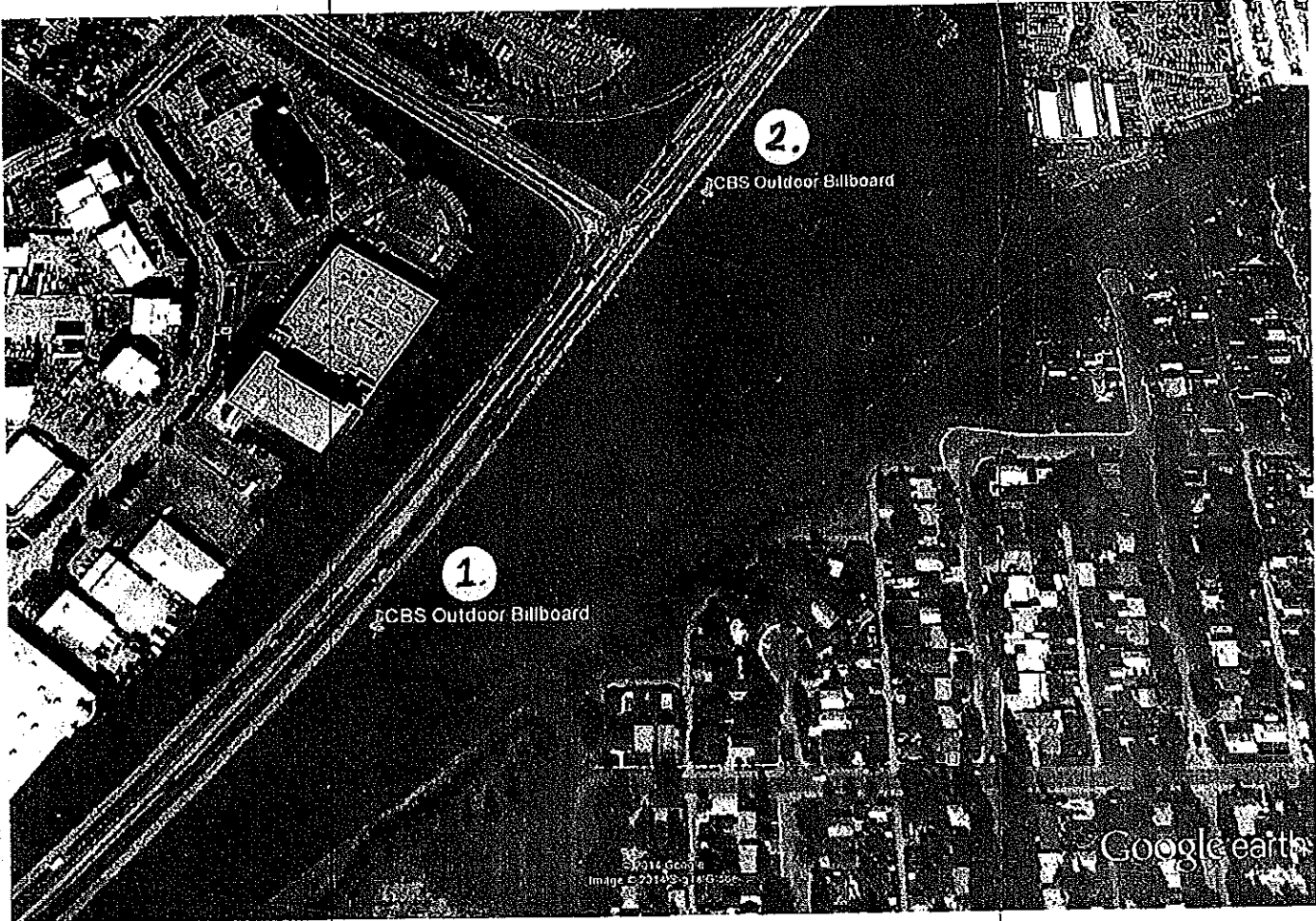
CBS Outdoor has other agreements with the City of Saskatoon and the 2014 rental per billboard faces is \$3075.00 and increases 2.5% annually, this proposal is for 6 faces x \$3075.00 = \$18,450.00 revenue in 2014 for the City of Saskatoon, we normally have a 5 year agreement with The City of Saskatoon, so over the 5 year term of the agreement CBS Outdoor would provide \$117,854.07 in revenues to the City of Saskatoon.

CBS Outdoor is asking for approval to proceed with a lease agreement for this proposal.

Thank you for your consideration of CBS Outdoor's proposal, should there be any questions raised please contact me at 306-244-6114 or mmcknight@cbsoutdoor.ca.

Proposed Sites for CBS Outdoor Back to Back Static Billboards.

South of Circle Drive one east and one west of Airport Drive.



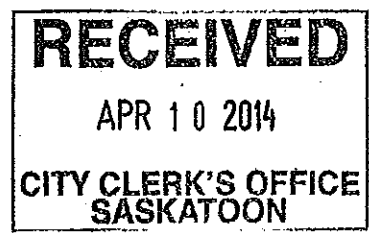
Proposed Site for CBS Outdoor Back to Back Static Billboards.

At the corner of 25th St and Ontario Ave facing east & west.



C2)
7300-1

From: CityCouncilWebForm
Sent: Thursday, April 10, 2014 4:41 PM
To: City Council
Subject: Write a Letter to City Council



TO HIS WORSHIP THE MAYOR AND MEMBERS OF CITY COUNCIL.

FROM:

Wanda Konanz
140-203 Herold Terrace
Saskatoon, Saskatchewan
S7V 1H7

EMAIL ADDRESS:

wkonanz65@gmail.com

COMMENTS:

Re: Transit and buses

Hello,

I am a new resident to the city of Saskatoon and have opted to take the busing services to and from work.

I regularly take route 60.

Upon entering the bus yesterday, April 9th 2014 I noticed there are brooms located near the front entrance to most buses.

Why is it that these buses are so filthy? I have noticed dirt lining the windows, between the seats, on the back ledges of seats, and so on, not to mention the very disgusting floors. The floors I can understand, with the amount of traffic these buses incur every day. The rest of the inside of every bus I have been riding on are absolutely filthy! It is appalling!

I must wear dress clothes every day to my job and I feel very filthy and dirty when I arrive after taking the bus to work every morning. There is no hand sanitizer either.

In today's day and age where people are so worried about contracting unwanted germs and viruses, why are there absolutely no measures put in place to make the transit rider feel a bit more comfortable and not have to be forced to sit in filth on a daily basis?

I understand everything comes with a cost involved, but really this is disgusting and it just sickens me to ride in this filth every day!

Thank you for taking the time to read this email, I hope in the future I will see changes, as I do like to take the bus, but the filthy environment is just too much some days!

Sincerely,

Wanda Konanz
wkonz65@gmail.com

#720-2
(3)

Association of Civic Employees

RECEIVED

APR 14 2014

CITY CLERK'S OFFICE
SASKATOON

April 14, 2014

Mayor Don Atchison and City Council
City of Saskatoon
311 23rd Street East
Saskatoon, SK
S7K 0J6

Hardcopy to Follow

Dear Mayor and City Council:

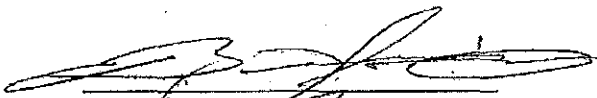
This letter is in regards to the ongoing bargaining situation between the City of Saskatoon and Amalgamated Transit Union Local 615.

Affiliates with the Association of Civic Employees (ACE) are concerned with the lack of bargaining progress with this Local and others that have not yet ratified with collective agreements.

We understand that changes to the City of Saskatoon's General Superannuation Plan are contingent on all unions and associations involved completing the bargaining progress.

We support all ACE members in their negotiations and we expect the City of Saskatoon to bargain in good faith to reach an effective collective agreement for our members.

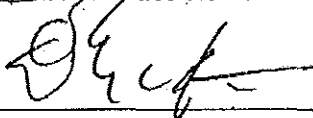
Sincerely,



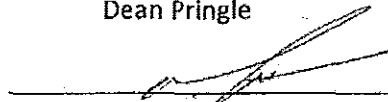
President, IAFF80 Bruce Siemens



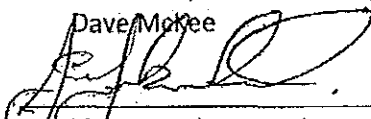
President, Saskatoon Police Association
Dean Pringle



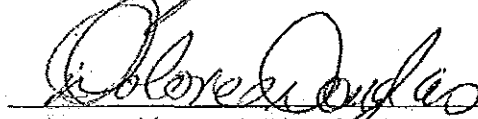
Vice-President, CUPE Local 59
Dave McFee



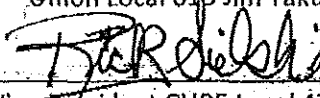
President, CUPE Local 859 Mike Stefiuk



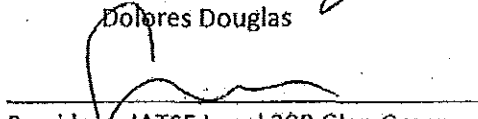
President, Amalgamated Transit
Union Local 615 Jim Yakubowski



Acting President, CUPE Local 2669
Dolores Douglas



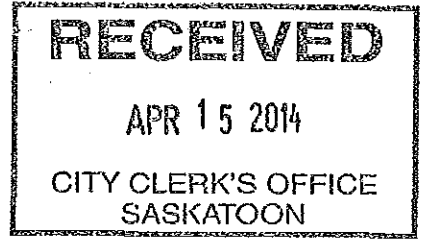
Vice-President CUPE Local 47 Rick
Sielski



President, IATSE Local 300 Glen Green

C47
4400-1

From: CityCouncilWebForm
Sent: Tuesday, April 15, 2014 8:47 AM
To: City Council
Subject: Write a Letter to City Council



TO HIS WORSHIP THE MAYOR AND MEMBERS OF CITY COUNCIL.

FROM:

Carmen Bartko
#4- 2 Anderson Crescent
Saskatoon, Saskatchewan
S7H 3Z8

EMAIL ADDRESS:

Carmenbartko@hotmail.com

COMMENTS:

Dear city council:

I am writing to you to complain about garbage, specifically fliers that are left outside of #14 Anderson crescent. They are left outside for days, while the wind blows them all over the neighborhood. They come on to our property, and I am the one who cleans up the yard.

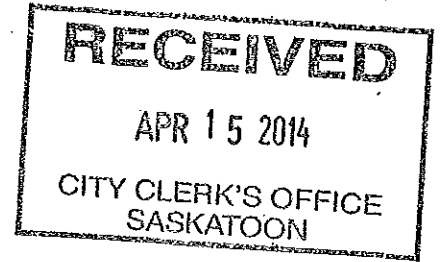
This happens every week. i have pictures, if you would like to see them.

Please do something about this.

Sincerely,
Carmen Bartko

4400-1

From: CityCouncilWebForm
Sent: Tuesday, April 15, 2014 9:04 AM
To: City Council
Subject: Write a Letter to City Council



TO HIS WORSHIP THE MAYOR AND MEMBERS OF CITY COUNCIL.

FROM:

Carmen Bartko
#4- 2 Anderson cresecent
Saskatoon, Saskatchewan
S7H3Z8

EMAIL ADDRESS:

carmenbartko@hotmail.com

COMMENTS:

Dear city council:

I am writing to you to also complain about #10 Anderson Crescent. There is always garbage on the lawn, which never gets picked up. It blows onto our property and I am the one who ends up cleaning it up.

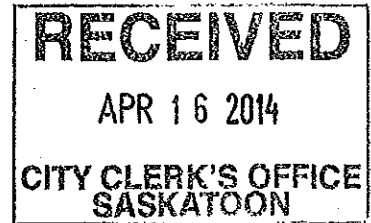
Can you please send the owner a message to keep their yard clean?

Thank-you,

Carmen Bartko

C5)
6120-2

From: CityCouncilWebForm
Sent: Tuesday, April 15, 2014 8:01 PM
To: City Council
Subject: Write a Letter to City Council



TO HIS WORSHIP THE MAYOR AND MEMBERS OF CITY COUNCIL.

FROM:

George Willard
3002 Eastview
Saskatoon, Saskatchewan
S7j3j2

EMAIL ADDRESS:

bygeorge12@shaw.ca

COMMENTS:

Mayor and City Council
CC John Gormley "Bugs day , the hour of rage"

Today I was about to get in my work truck, as my other truck was being repaired. I live on a corner lot and it has been parked by the sidewalk on my side yard. The same sidewalk I faithfully blow clear of snow all winter. To my surprise it was gone. Investigation revealed the city had towed it to their compound, enforcing their ridiculous 36 hour rule for parking, costing me \$186.00 to retrieve.

This is the third time I have been targeted. The previous two were for an unattached work trailer again parked in front of MY house on the street and sidewalk I keep clear of snow all winter. The trailer I have avoided further tickets by parking on my side yard lawn. It appears now I will also have to park my truck on my front lawn as well to avoid being ticketed if I break the 36 hour rule.

The city, when asked says it does not target vehicles. Many vehicles in this neighbourhood and others do not move all winter as one can tell by the snow accumulation. They claim tickets are complaint driven but will not divulge the source of the complaint. So I am left to wonder which one of my neighbours has the problem with my parking in front of my own house.

What is the solution?

I could canvas all my neighbours to try and find the idiot who has a problem. In my state of mind right now (brought on by your stupid bylaw) that would not end well.

I could park on my front lawn year around (brought on by your stupid bylaw). You probably have a ticket for that as well. So not practical.

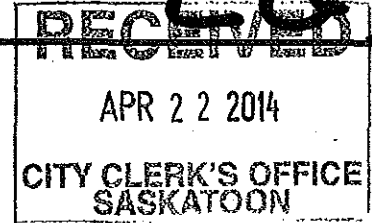
I could drive around the block every 36 hours as suggested by your impound officer. But then I could have gone fishing for four days that invoked ticket #2

Or maybe the good folks at city hall could amend a silly bylaw so a neighbour, without a face, can't invoke a complaint costing another neighbour \$186.00. and a taxpaying homeowner can park in front of his own house.

Really pissed off taxpayer
George Willard

3002 Eastview
Saskatoon

From: Larry <l.sinnett@shaw.ca>
Sent: Sunday, April 20, 2014 12:05 PM
To: City Council
Subject: Recycle program



I am President of "Kenderdine Court Condo Association" & at our annual meeting last week I was asked to confirm that our "Recycle" charge (that we are charged on our Water & Sewer bill of \$4.66) will be reduced to \$2.51 as per the motion that was passed at the City of Saskatoon Council meeting?

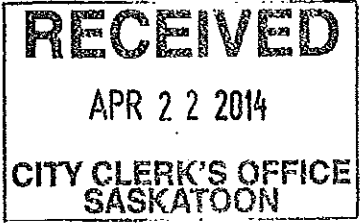
The City delivered the "small Blue bins" to our place last year & we are using them. The residents of our Condo are concerned that the City will not reduce our charge because we have the small bins & not the large bin. We feel that in every other way we are treated as a Condominium (Taxes rate, pavement repair, snow removal & fire hydrant maintenance), so we should be charged \$2.51 like other Condos!

Your response Please

Larry Sinnett
#128-2420 Kenderdine Rd.
Saskatoon, Sk. S7N 4G6
(306) 222 4813 cell
l.sinnett@shaw.ca

CTD
6315-1

From: CityCouncilWebForm
Sent: Monday, April 21, 2014 1:00 AM
To: City Council
Subject: Write a Letter to City Council



TO HIS WORSHIP THE MAYOR AND MEMBERS OF CITY COUNCIL.

FROM:

Bart Voswinkel
300 Bate
Saskatoon, Saskatchewan
S7H 3a5

EMAIL ADDRESS:

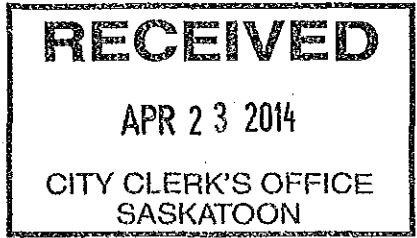
bvoswinkel@sasktel.net

COMMENTS:

As I am writing this one of your road crews has woken me at 00.30 trying to repair a piece of 14 th street which is in deplorable condition. I don't know who in his right mind has decided to wake up an entire city block well after midnight but on the of chance you have some kind of reason for this let me tell you this: under no circumstances should anybody be operating heavy equipment in front of my or anybody else's bedroom window at this hour. This is a residential area and I am pretty sure my neighbours would be able to cite a city noise bylaw if I decided to mow my lawn at 1 am. I follow the rules, you should too. No excuses. Oh look the road construction is over. 10 minutes. Just enough time for me to be wide awake and utterly pissed off; and let me just venture over to the window to check the work. Just like I thought I estimate that we just spent about a \$1000 on nothing. And by "we" I mean ME.

6000-5
C8

To: Sproule, Joanne (Clerks)
Subject: RE: Better Bike Lanes Update



From: Better Bike Lanes [mailto:betterbikelanes@saskatooncycles.org]
Sent: April 20, 2014 1:01 PM
To: Saskatoon Cycles
Subject: Better Bike Lanes Update

Your Worship and City Councillors,

We wanted to provide a brief update on the progress of Better Bike Lanes, in case you are not aware of how things have progressed since we presented to you back in late January.

In mid-February City Administration, led by Don Cook, held a consultation meeting with the Cycling Advisory Group, Saskatoon Cycles, and the Downtown Partnership, to provide a first look at three proposed options for separated bike lanes on 24th St and 4th Ave.

The Saskatoon Cycles representatives were very impressed with the level of planning and detail put into three potential configurations for the separated lanes. We also provided some constructive feedback regarding the good and bad of each of the proposals and indicated our preferred option. In particular, we spoke strongly for the need to pay attention to how the lanes would be configured at each intersection.

We had expected to see the separated bike lane report make its way back to A&F in early April and then City Council on April 14th. Unfortunately, after making its way through the various approval levels within Administration we were told that the report was pulled back by the City Manager for further discussion.

Unfortunately, this delay, along with the pending changes to City Council's meeting structure, means that the earliest the report will come to Committee is the week of May 5th. If approved by Committee it won't be back to City Council until May 26th at the earliest.

Regardless of this delay, Saskatoon Cycles remains fully supportive of the efforts of City Administration to bring forward this report to you on relatively tight timelines. We look forward to speaking in favour of the recommendations and we will still be asking that the lanes be installed this summer.

Thank you again for your overwhelming support for our Better Bike Lanes proposal in January and we look forward to standing before you in the near future to continue making strong strides in transforming Saskatoon into the best cycling city in Canada!

If you have any questions about the information provided in this email or on any another cycling related issue, please don't hesitate to get in touch with Saskatoon Cycles at any time (info@saskatooncycles.org).

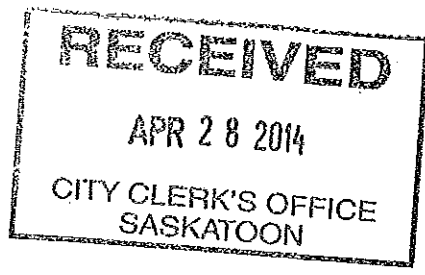
Best Regards,

Better Bike Lanes Team
(A Saskatoon Cycles Project)
www.betterbikelanes.ca

@betterbikelanes
(306) 370-7429

C9)
7300-1

From: CityCouncilWebForm
Sent: April 28, 2014 3:47 PM
To: City Council
Subject: Write a Letter to City Council



TO HIS WORSHIP THE MAYOR AND MEMBERS OF CITY COUNCIL.

FROM:

Michelle Tran
203-601 Ave X South
Saskatoon, Saskatchewan
S7M 4R7

EMAIL ADDRESS:

m.k.tran@live.com

COMMENTS:

Hello,

On March 24, 2014 I got the 16:26, #80, bus from Place Riel Terminal to Downtown Saskatoon. When I entered the bus, there was a man on the bus that was very sickly. Regardless of covering his face with his hands, mucous and fluid from his nose and mouth were visibly being projected from his face. The man was sweating, heavily, and looked very lethargic. Even the woman riding the bus with him, would not sit beside him. When I reached downtown Saskatoon, I was relieved to no longer be on the same bus as this gentleman and proceeded to transfer onto the 16:45, #2, bus, heading towards Meadowgreen. This gentleman happened to transfer on the very same bus. Prior to leaving downtown terminal, this man proceeded to cough into his hands and touch surrounding objects around him, such as poles and other seats. Then, he stood up and ran to the exit door, leaned out and proceeded to vomit into the bin located by the door. He wiped off his face with his hands and sleeves and sat back down. The transit supervisor came on the bus to ask the gentleman if he was alright and would be able to ride the bus without vomiting again. The woman with him told her that he was fine and that they were just going to Avenue S. The transit supervisor handed him a paper bad and left.

I contacted Saskatoon Transit about my concerns and was told that my only option was to remove myself from the bus. However, this is not as personal matter as I work with the Saskatoon Cancer Centre and am exposed to such infections on a daily bases. My concern was for the two pregnant women on the bus, the four children and the several elderly that were packed like sardines onto this bus and had no option but to be exposed.

I understand that asking the sick to remove themselves from the bus is discriminatory and would go against human rights. But as a public transit rider, I feel it is my civil liberty to exit the system the same way I entered it, or at least as close as possible.

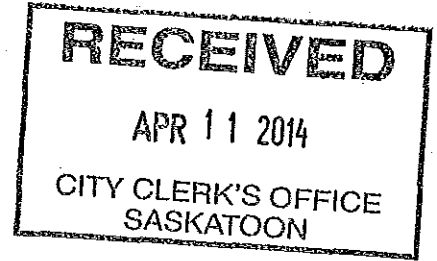
I promote the idea to have hand sanitizers and tissues/masks available to riders whome wish to protect themselves from possible infections. Or facemasks to be offered to the sick, in order to protect those around them.

Secondly, I see the transit system as a wonderful opportunity to educate the general public about infection control. The transit system has access to a large population, some of which may already have this education, and surely some that have not. I ride the bus for about 30 minutes every day, and I am usually very bored and find myself reading many ads about cell phone contracts and cheap travel, but nothing about how I should cover my sneeze or how to appropriately wash my hands or that even a reminder that if I'm sick, it's best for EVERYONE, if I just stay home. I have contacted Public Health about my ideas and they will be discussed. I hope that you consider my ideas as well.

Thank you,
Michelle Tran

C10)

From: CityCouncilWebForm
Sent: April 11, 2014 1:40 PM
To: City Council
Subject: Write a Letter to City Council



TO HIS WORSHIP THE MAYOR AND MEMBERS OF CITY COUNCIL.

FROM:

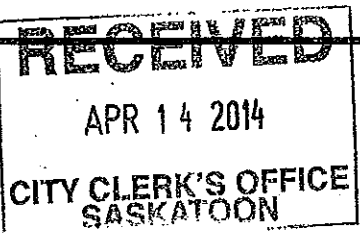
Tom Stephenson
Box 1408
Unity, Saskatchewan
S0K4L0

EMAIL ADDRESS:

tb.stephenson@sasktel.net

COMMENTS:

If I'm mowing my grass with a gas lawn mower that has no muffler, am I causing noise and/or breaking a noise bylaw?



From: Roz Macala <assistant@saskatoonchamber.com>
Sent: April 14, 2014 9:32 AM
To: Web E-mail - City Clerks
Subject: FW: By-law

This email came to the Chamber Office...can you please forward to the appropriate department for a response to this gentleman.

Thanks,
Roz Macala

Greater Saskatoon Chamber of Commerce
104 - 202 4th Avenue North
Saskatoon, SK
S7K 0K1
Tel: (306) 244-2151
Fax: (306) 244-8366
Email: assistant@saskatoonchamber.com
Web: www.saskatoonchamber.com

From: Dave Sotkowy [mailto:fleetwood83@hotmail.com]
Sent: Sunday, April 13, 2014 5:49 PM
To: chamber@saskatoonchamber.com
Subject: By-law

To whom it may concern,

This is a note about the upcoming noise by-law council has before them in regards to the motorcycles. I don't live in Saskatoon but there is a group of us that will regularly plan a day trip to your city. We will usually leave Regina in the morning and try to arrive for lunch.

Once that is done our group will break up for a bit for some shopping. You have some shops that we do not have here in Regina, one of my favourites is Lee Valley which I haven't walked of for less that \$200. As well as several others. The wife has some clothing and jewellery places that I never know what she spends and probably don't want to.

We will then meet at an agreed upon place for an early supper. These tend to be your middle or higher restaurants. After which we will fuel up for the trip back.

I don't know what the total amount of dollars spent on one of our outings would be, but I imagine it would be at least \$200.dollars per person. There is usually anywhere from 6-14 of us. The average age would be between 45-65, and we just like to spend the day out on our bikes. Your city has been one of our favourite destinations among the ones we have to chose from.

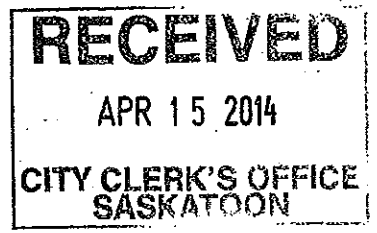
We all have bikes that usually have some sort of aftermarket exhaust system that would be a little louder than stock. Now these may or may not pass your testing methods. The general feeling was that if this by-law does pass then would it be worth the trip and hassle.

I know of lots of other people and riding groups that do the same as us. Some even call it a "Fudd Run" where they go to Fuddruckers and venture out from there. Most of the ones I have talked to have the same feeling. Would it be worth risking getting a ticket.

None of these trips would never be made in a car as it is just isn't the same. If the by-law does pass and is only used and targeted at motorcycles I just may have to wait till Lee Valley has free shipping, and there are a few great restaurants that I will miss as well.

Dave Sotkowy
202 Sangster Blvd
Regina Sk.
S4R 7G9

From: CityCouncilWebForm
Sent: Monday, April 14, 2014 7:13 PM
To: City Council
Subject: Write a Letter to City Council



TO HIS WORSHIP THE MAYOR AND MEMBERS OF CITY COUNCIL.

FROM:

Joaquin Yanez
3709 John A Macdonald Rd
Saskatoon, Saskatchewan
S7L 5J6

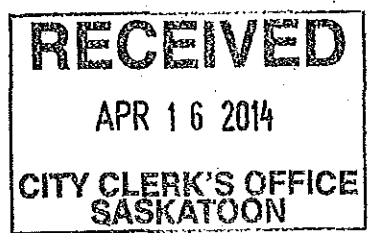
EMAIL ADDRESS:

jcyanez@hotmail.com

COMMENTS:

I'm sick and tired to listening on the news about the noise bylaw to fine motorcycles.
I'm not a rider, but a bike goes by and the noise is gone.
I hate spring and summer more and more, when a punk can park his car across my house and have his boom box go for ever because hi think is cool. The rattling on my windows, is definitely not cool.
This is a daily occurrence, not only by my neighbour, but also by other drive by.
Thank You
Joaquin Yanez

From: CityCouncilWebForm
Sent: Wednesday, April 16, 2014 4:38 AM
To: City Council
Subject: Write a Letter to City Council



TO HIS WORSHIP THE MAYOR AND MEMBERS OF CITY COUNCIL.

FROM:

Cynthia Starchuk
2204 Albert Avenue
Saskatoon, Saskatchewan
S7J 1K2

EMAIL ADDRESS:

cynthia.starchuk@gmail.com

COMMENTS:

As a community, we are struggling with "noise" and how to deal with it. The struggle comes from our varying perceptions of what constitutes noise and our tolerance to it. As Councillors, you receive complaints from the Community that they are not happy about things and feel responsible to fix things. the solution proposed is not felt to be equitable to everyone potentially affected, and that means we don't have a viable solution. yet.

In the past month, I spoke to many people about the proposal to amend the Noise Bylaw and their views about sound and noise. My discussions were with people who either live in the city or come into the corporate limits on a frequent basis. It is amazing how many people that live outside the corporate limits actually spend a good portion of time in this town. There are people that live here because of work and go to their homes every couple of weeks for a few days and are back here again. People travel here for events and activities. While only 22% of the province's population lives in the corporate limits, the number of people who are ultimately impacted by local decisions is much greater. What I have in my conversations gleaned are common agreements from just about every single person: When a person lives in a high density environment like a city they should expect that there will be sounds or "noise" that they will not like and there is also an expectation that we must be considerate of our neighbours and not go out of our way to disturb them anymore than we would tolerate ourselves.

Noise is noise and if one particular source is quantified by decibels then ALL sources should also be quantified or none at all.

Currently Noise Bylaw No. 8244 generally prohibits any unreasonably loud or excessive noise. but it does not actually define "noise". I worked on military jet aircraft and am oblivious to the sound of airplanes flying overhead. Most times I do not even notice them until I hear the distinctive sound of the CF-18. When I do, I get a warm and fuzzy feeling because I recall the good times I had with my colleagues on the flight line. I am certain that others who may read this do not feel the same way about airplanes, especially that one that circles around and around my neighbourhood "fighting

crime". We all have different limits. Sometimes all it takes is the tinkling of a neighbour's wind chime to drive someone crazy.

The Bylaw currently lists factors for determining whether a sound is unreasonably loud or excessive and this is based upon:

Proximity to sleeping facilities

Time of day

Duration

Volume

Nature of sound or nature of the event/activity

Whether the sound is recurrent, intermittent, or constant

The Bylaw also states in the general prohibitions that "in the absence of other evidence, or by way of corroboration of other evidence, a justice may infer from the evidence of a peace officer relating to the conduct of a person or persons that a sound is unreasonably loud or excessive." I have some ideas on how to gather evidence but it will take effort on the part of the complainant. They need to be part of the solution.

I asked the question before and am still waiting for a response; do we really have an issue that requires amending the noise bylaw or do we have a procedure and enforcement issue to address first? We are not alone, the Calgary Sun reports that "City of Calgary officials wave the white flag on measures to silence noisy vehicles" because they have no technical solution. They too face an enforcement issue.

Can we work together as a community and come up with a solution that works for us rather than simply following what some other City did? To begin it needs to be established from the people who are unhappy exactly what the problem is:

What upsets them?

What is the source of the sound?

What is the frequency and duration of the sound?

When they hear the sound, how do they feel?

This is a sample of information that can be gathered through a survey process. Collectively you have emails and phone calls so there is a means of contacting the concerned parties. In this digital age, we can put out a general call for anyone with an opinion to comment on the matter. Trends can be established for improved enforcement of the Bylaw. I believe that we are all agreeing now that this is the biggest hurdle. Rules mean nothing if we cannot ensure that people follow them. Once the information is assembled, we can look at the larger picture and make assessments.

Let's assemble a working committee comprised of people who are unhappy about noise, people that can represent the types of noise that the constituents are unhappy about, law enforcement and city administration and see if we can come up with a workable and enforceable solution. We gather stakeholders for community planning matters, is this any different?

I heard talk of respect and community at the Council meeting but after listening to the concerns about parking and speed in school zones plus my own observations of texting while driving and general failure to observe traffic regulations, I see more than ever that our problems are about tolerance and common courtesy more than noise. Perhaps as a community we can use our networks and resources to educate rather than penalize.

Has anyone besides Councillor Hill, who engaged in a short but public twitter conversation, considered alternatives such as measuring sound levels from the property line? What about considering all sound and not just the "excessive noise from motor vehicles"? Was an equal amount of effort placed on other alternatives? Is there a specific reason that only the cities that opted to incorporate the SAE J2825 standard into their municipal bylaws were examined?

I admire the City of Vancouver and the approach taken by that community with a population more than doubled ours. They quantify the loudness of all sound using an "approved sound meter" and a defined "point of reception" which means:

A point in a lane or street, adjacent to but outside of the property occupied by the recipient of the noise or sound that represents the shortest distance between that property and the source of the noise or

Where no lane, street, or other public property exists between the recipient and the source, any point outside the property line of the real property from which the noise or sound emanates and

~~In either case at least 1.2 metres above the surface of the ground.~~ (City of Vancouver Noise Control By-law No. 6555)

City of Vancouver also has a Noise Control Manual that is an intelligent and practical guide, in my opinion, when it comes to land use and development. As this city expands and as redevelopment continues, it would be prudent to look at current and future planning strategies with an eye on sound absorption rather than sound reflection. Sound reflection increases with architectural controls requiring hard finishes like brick, stone and stucco and the encouragement of varying the front elevations of a structure instead of constructing buildings with rather flat and boring façades.

I see reaction rather than action taking place. Let's take a step back and relook at this issue and the facts and not the emotion.

Thank you again for time and consideration regarding this matter. I live one street off of Clarence Avenue and in close proximity to the intersection of Taylor Street, Aden Bowman High School and Fire Hall No. 3, a public library and an outdoor pool. I feel that my neighbourhood is actually a very quiet one even with the frequent low level flights overhead. I don't want to see us go down the same tumultuous path as other communities. Can we be leaders instead of followers on this?

Cynthia Starchuk, ASCT, CSO
2204 Albert Avenue
Saskatoon SK S7J 1K2

(306) 381-9978

Petition to City Council of Saskatoon

Petition summary and background	Regarding amendment to Bylaw No. 8244, The Noise Bylaw, 2003, which would create the offence of operating any vehicle in such a manner as to disturb the public, and which would include, a specific provision setting decibel level limits for motorcycle noise.
Action petitioned for	We, the undersigned, are concerned citizens who urge our leaders to act now to ensure any and all changes to Bylaw 8244, The Noise Bylaw, 2003, regarding specific provisions setting decibel level limits be applied to all vehicles equally, including all city vehicles. No one vehicle make or type is to be targeted for the enforcement of decibel level limits as per the Bylaw at any time without including all vehicles.

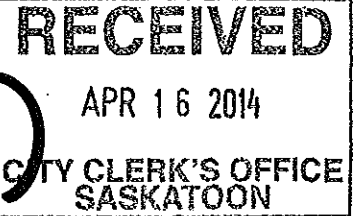
Printed Name (in full)	Signature	Address (including postal code)	Date (mm/dd/yy)
Jenna Chalmers	Jenna Chalmers	Box 909 Dalmeny SK	04/13/14
Keith Sandy	Keith Sandy	701 Hilliard St W	04/13/14
Sherri Ferguson	Sherri Ferguson	1131 AVE. B. W	04/13/14
Mawren Willett	Mawren Willett	601 Stone Terrace Martensville SK S4R 0A2	04/13/14
Bryan Willett	Bryan Willett	601 Stone Terrace Martensville SK S4R 0A2	14/04/2014
Edouard Robert	Edouard Robert	8938-15th Ave North Battleford, SK S9A 2V9	14/04/2014
Kevin Lee	Kevin Lee	Box 802 Delisle SK S0L 0A0	13-04-2014
Lindsay Mann	Lindsay Mann	66 Galbraith Cres Saskatoon	13/04/2014



PRIME MINISTER • PREMIER MINISTRE

205-5

DD



April 9, 2014

Dear Mayor Atchison:

I am pleased to inform you about the Government of Canada's efforts to mark the end of our country's military mission in Afghanistan with a National Day of Honour on May 9th.

This will be a special celebration of Canadian patriotism. His Excellency, the Right Honourable David Johnston, Governor General of Canada, issued a Proclamation designating the National Day of Honour as an opportunity to celebrate the strength and resolve of our men and women in uniform, their families and the many communities they call home.

A National Ceremony will occur on Parliament Hill with veterans of all branches of the Canadian Armed Forces and their families. This will be an occasion to pay tribute to the fallen, the sacrifices of the wounded and the special burden borne by military families. The day will also recognise the contributions of Canadian law enforcement and civil society. Members of the public and students will be invited to honour the legacy of these heroes with a national moment of silence.

However, to make this day a truly national commemoration, we need your help. We would ask that you encourage your municipal council to mark the day by observing a concurrent moment of silence. Your assistance in encouraging municipal officials to participate in community events staged at Royal Canadian

His Worship Donald J. Atchison
Office of the Mayor
Saskatoon City Hall
222 Third Avenue North
Saskatoon SK
S7K 0J5

Legion branches, local military facilities or schools would also be helpful. We also hope to see strong participation from you and your officials.

Our goal is to honour the end of a generational mission that affected almost every community in Canada. The tremendous respect our soldiers have earned through their courageous efforts has been evident from coast to coast to coast. May 9 will be the culmination of these tributes and a special opportunity to salute the fallen, honour our serving members and veterans and celebrate the strength of our country's remarkable military families. These heroes deserve our unwavering support and everlasting respect.

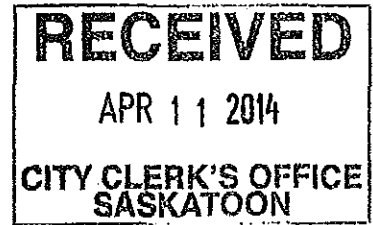
As we undertake this work, my office would be pleased to offer assistance. We want to extend our full support to all efforts aimed at making the National Day of Honour an unprecedented success to this historic occasion.

Yours sincerely,

A handwritten signature in black ink, appearing to read "Stephen Harper". The signature is written in a cursive, flowing style with a large initial 'S'.

D2)
2014-5

From: CityCouncilWebForm
Sent: Friday, April 11, 2014 9:56 AM
To: City Council
Subject: Write a Letter to City Council



TO HIS WORSHIP THE MAYOR AND MEMBERS OF CITY COUNCIL.

FROM:

Catherine Mazurkewich
Box 219
Cudworth, Saskatchewan
S0K 1B0

EMAIL ADDRESS:

cgal.maz@baudoux.ca

COMMENTS:

My name is Catherine Mazurkewich and I am one of the Co-Chairs for the Saskatoon Ovarian Cancer Canada Walk of Hope and a member of the Saskatoon Ovarian Cancer Survivors group.

Ovarian cancer has the lowest survival rate of all gynecologic cancers, and is characterized around the world by a lack of awareness of symptoms and late stage diagnosis.

May 8th, 2014, is World Ovarian Cancer Day. On this day, ovarian cancer organizations from around the world will unite to educate their communities about ovarian cancer and its symptoms. For women living with the disease, and their families and friends, World Ovarian Cancer Day will build a sense of solidarity in the fight against the disease.

Our Committee would like Council to once again consider proclaiming May 8th, 2014 as the World Ovarian Cancer Day, the first of its kind. Awareness and education is key to early detection and to the survival of women in our communities. This can lead to a survival rate of as much as 90% with early detection as opposed to only a 30% chance of survival within five years of being diagnosed in the later stages of this terrible disease. I know this only too well, as we lost our sister Barbara, one of the first Co-Chairs to the Saskatoon Walk of Hope, in 2009 to this terrible disease. She was a few days short of her 49th birthday. Our goal is to raise awareness and educate all women in our communities about Ovarian Cancer, so that we do not lose our loved ones to Ovarian Cancer.

Please consider the following wording of the Proclamation provided to us by Ovarian Cancer Canada:
WORLD OVARIAN CANCER DAY

May 8, 2014

WHEREAS, Ovarian cancer has the lowest survival rate of all gynecological cancers, and is characterized around the world by a lack of awareness of symptoms and late stage diagnosis; and

WHEREAS, on this day, ovarian cancer awareness organizations from across the world will aim to have a singular focus and message for ovarian cancer and its symptoms and will unite to educate their communities; and

WHEREAS, for women living with the disease, and their families and friends, this day will build a sense of solidarity in the fight against the disease;

THEREFORE, I, --INSERT NAME, Mayor of the City of, INSERT CITY do hereby proclaim May 8, as World Ovarian Cancer Day in CITY.

JOURNÉE MONDIALE DU CANCER DE L'OVAIRE

8 mai 2014

ATTENDU QUE le cancer de l'ovaire présente le taux de survie le plus faible de tous les cancers gynécologiques et qu'il se caractérise partout dans le monde par un manque de connaissance des symptômes et un diagnostic à un stade avancé;

ATTENDU QUE durant ce jour-là, les organisations de sensibilisation au cancer de l'ovaire du monde entier s'uniront en une même action et un même message pour éduquer leurs communautés au cancer de l'ovaire et à ses symptômes;

ATTENDU QUE pour les femmes atteintes du cancer de l'ovaire, leurs familles et leurs amis, cette journée mondiale établira un sentiment de solidarité dans la lutte contre la maladie;

PAR CONSÉQUENT, je, NOM DU MAIRE, maire de la ville de NOM DE LA VILLE, proclame par la présente le jour du 8 mai Journée Mondiale du cancer de l'ovaire à NOM DE LA VILLE.

NOM
Mayor / Maire

If you require any further information please contact me at 306-256-3510 (home) or 306-233-7125 (cell) or via my email cgal.maz@baudoux.ca.

Respectfully submitted,

Catherine Mazurkewich
Heide Kolla
Elizabeth Miazga
Co-Chairs Saskatoon Ovarian Cancer Canada Walk of Hope



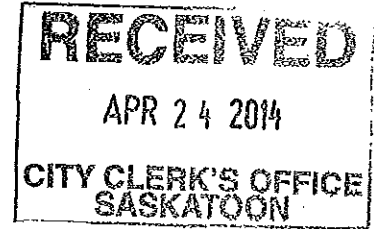
City of
Saskatoon

Utility Services
Department

D37

April 17, 2014
File No. 205-1

Mayor Donald Atchison & Members of City Council
City of Saskatoon
City Hall
Saskatoon SK S7K 0J5



Dear Mayor Atchison:

Re: Proclamation of Drinking Water Week – May 4-10, 2014

Saskatoon Water and Public Works request that the week of May 4 to 10, 2014, be proclaimed Drinking Water Week. The City of Saskatoon, American Water Works Association (AWWA), and communities throughout North America would like to take this opportunity, on behalf of both water professionals and the consumers they serve, to join together to recognize the vital role water plays in our daily lives. As a community, we will continue to work together to conserve this precious resource for future generations.

On a local level, we also pay tribute to the dedicated City employees who work hard to treat and deliver safe drinking water to our residents. If you have any questions, please feel free to contact Troy LaFreniere at 306-975-2569 or Trent Schmidt at 306-975-8897. Thank you for your attention to this matter.

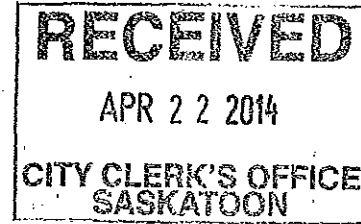
Yours truly,

Troy LaFreniere, Manager
Water Treatment Plant

for Trent Schmidt, Manager
Water & Sewer Section

TL:ks

D47



April 22, 2014

By fax to: (306) 975-3144

Dear Mayor Don Atchison,

This year, Naturopathic Medicine Week (NMW) is May 12 to May 18, 2014. Hundreds of naturopathic doctors (NDs) across Canada will be opening their office doors or going into their communities to inform and educate people on the benefits of naturopathic medicine. Naturopathic Medicine Week 2014 establishes naturopathic medicine as a distinct system of primary care that addresses the root cause of illness or disease and promotes health and healing using natural therapies.

On behalf of the Canadian Association of Naturopathic Doctors and the Saskatchewan Association of Naturopathic Practitioners, I am writing to request that Mayor Don Atchison proclaim May 12 to May 18, 2014 to be Naturopathic Medicine Week. This is an annual, national event occurring in municipalities across the country.

Naturopathic doctors are highly educated primary care providers who integrate standard medical diagnostics with a broad range of natural therapies. Treating a broad range of conditions ranging from common ailments such as cold and flu, food allergies, chronic fatigue, and childhood illnesses, to chronic degenerative conditions such as arthritis, asthma, heart, immune system, digestive, naturopathic medicine is an integral part of Saskatchewan's health care system. Naturopathic Medicine Week helps to raise the profile of this growing profession. Licensed in Saskatchewan to provide primary care, each ND receives pre-medical training at university, four years medical training at an accredited naturopathic college, then completes international board exams in order to practice. There are over 1300 NDs practicing across Canada.

On behalf of the thousands of patients in Saskatchewan who see an ND for their primary health care, and particularly the individuals in your community, I would very much appreciate you taking the time to proclaim this year's event. A draft proclamation is attached. Please send a confirmation of the proclamation to Dr Julie Zepp ND and SANP Media and Public Relations Officer, by email; darleneahenakew@gmail.com or to my attention at the address below. A poster celebrating Naturopathic Medicine Week will follow the proclamation.

Sincerely,

Darlene Ahenahew
SANP Public and Media Relations Officer

True Potential Health Services
#3 - 1810, 8th Street East
Saskatoon, SK S7H 0T6

Proclamation
NATUROPATHIC MEDICINE WEEK
May 12 – May 18, 2014

Whereas: Naturopathic medicine is a distinct system of primary care that addresses the root cause of illness or disease and promotes health and healing using natural therapies. Naturopathic doctors are highly educated primary care providers who integrate standard medical diagnostics with a broad range of natural therapies;

And Whereas: Naturopathic doctors across Canada will be opening their office doors or going into their communities to inform and educate people on the benefits of naturopathic medicine;

And Whereas: A significant number of residents of Saskatchewan are turning to naturopathic doctors for valid, science-based complementary healthcare.

Now, Therefore: I, Don Atchison, Mayor of the City of Saskatoon, do hereby proclaim May 12 to May 18, 2014 as:

Naturopathic Medicine Week

In the City of Saskatoon.



City of
Saskatoon

Fire and Protective Services

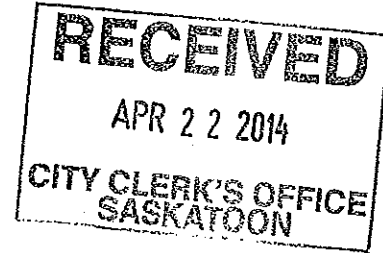
125 Idylwyld Dr. South ph 306•975•2520
Saskatoon, SK S7M 1L4 fx 306•975•2589

D5)

April 22, 2014

His Worship the Mayor and
Members of City Council

Dear Council Members:



**Re: Request for Proclamation
Week of May 4 to 10, 2014 as
Emergency Preparedness Week in Saskatoon**

The Saskatoon Fire Department would like to request that City Council proclaim the week of May 4 to 10, 2014, as Emergency Preparedness Week in Saskatoon.

Emergency Preparedness Week is an annual event that takes place during the first full week of May. This national event is coordinated by Public Safety Canada, in close collaboration with the provinces, territories and partners. During Emergency Preparedness Week, activities are organized across Canada to raise awareness of the importance of having an emergency kit, making an emergency plan, and identifying risks in the region. These three simple steps can help Canadians prepare for all types of emergencies.

Throughout the year, Saskatoon EMO encourages the public to learn more about what to do before, during, and after a disaster. This information is available by calling Saskatoon EMO at 657-8588, or visiting the website at www.saskatoon.ca.

This year in Saskatoon, the focus will be on NotifyNOW, a new mass notification system that citizens can use to better prepare themselves, their loved ones and their organizations for emergencies. The NotifyNOW program allows the City of Saskatoon to rapidly alert residents of occurring or potential emergency situations by sending a text message, leaving a voice mail on home phone systems, and email messages. The system will be tested on Wednesday, May 7, during Emergency Preparedness Week. The two test objectives will allow citizens to confirm that they are registered correctly and to demonstrate what a message sounds like or looks like on their registered devices. The test results will allow EMO to make system modifications as warranted.

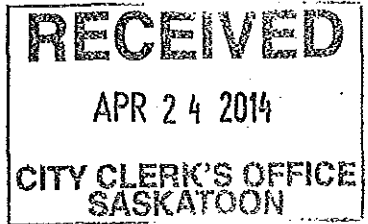
We appreciate your consideration of this request.

Sincerely,

For Dan Paulsen
Fire Chief

D67
2055

From: CityCouncilWebForm
Sent: Thursday, April 24, 2014 10:16 AM
To: City Council
Subject: Write a Letter to City Council



TO HIS WORSHIP THE MAYOR AND MEMBERS OF CITY COUNCIL.

FROM:

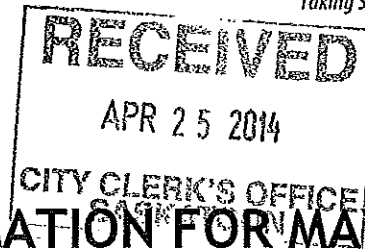
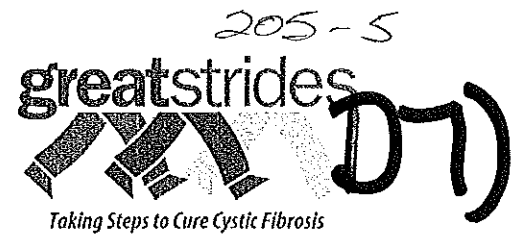
Angela Bulbeck
Box 8
Neidpath, Saskatchewan
S0N 1S0

EMAIL ADDRESS:

Angela.bulbeck@yahoo.com

COMMENTS:

Ehlers-Danlos is a genetic connective tissue disorder that can affect almost any part of the body. EDS Canada is a new organization to bring awareness and recognition to this debilitating and often misdiagnosed condition. Saskatchewan's only geneticist works in the city of Saskatoon, which is where I was personally diagnosed after over 5 years of suffering without answers. The province of Saskatchewan has declared the month of May to be EDS Awareness month. We are hoping you will join us. I can be reached by phone at 306-741-7812 or email if you have any questions. Thank you.



MUNICIPAL PROCLAMATION FOR MAYORS

Proclamation: May is Cystic Fibrosis Awareness Month

To help breathe life into the future of Canadians living with cystic fibrosis, and to support the important work of Cystic Fibrosis Canada, the city of Saskatoon is pleased to designate the month of May as Cystic Fibrosis Awareness Month.

Cystic fibrosis is the most common fatal genetic disease affecting Canadian children and young adults. There is no cure. It is a multi-system disease that attacks the lungs and digestive system. There are almost 4,000 Canadians living with cystic fibrosis. Each week in Canada, two children are diagnosed and one person dies from the disease.

But there is hope. Thanks to investments in CF research and care, Canadians are living longer, healthier lives than ever before. In the 1960s, a child with cystic fibrosis was not expected to live long enough to go to kindergarten. Today, sixty percent of Canadians with the disease are living into adulthood.

We encourage our citizens to join the fight against cystic fibrosis by supporting Cystic Fibrosis Canada's North Saskatchewan Chapter fundraisers and the Great Strides™ walk in Saskatoon on Sunday, May 25th to help raise funds to find a cure or control for cystic fibrosis and continue to help Canadians battling this fatal disease.

For more information, contact:

Kimberley Camboia

Cystic Fibrosis Canada, North Saskatchewan Chapter

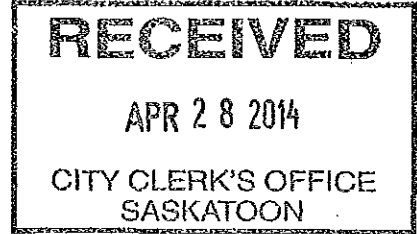
306-227-2003

greatstridessaskatoon@yahoo.ca

www.cysticfibrosis.ca

D87
205-5

From: City Council
To: Web E-mail - Mayor's Office
Subject: RE: [SUSPECT] - World Oceans Day in Canada - Spam detected



Honorable City Mayor, Reeve

Re: WORLD OCEANS DAY

Dear Honorable Mayor/Reeve;

As you are aware, Canada played a key role in the United Nations declaration of June 8th as World Oceans Day each year. Please remember oceans generate 80% of our oxygen. The theme this year is *"Together we have the power to protect the ocean!"*.

WORLD OCEANS WEEK CANADA asks you to take a leadership role in your community by:

1. Encouraging your residents to
 - a) Help our oceans and waterways by reducing their personal water usage
 - b) Help our marine life recover by avoiding sea foods on the endangered list
 - c) Keep the shores of our streams, rivers, lakes and oceans free of debris
 - d) Reduce their emissions and personal carbon footprint

2. Proclaiming June 1st to 8th World Oceans Week in your city (wording below)

We will post your Proclamation on World Oceans Day Canada website; please email the pdf file. Thank you.

Together we can make a difference now and for future generations.

Sincerely,
Debbie White
Founding Board Member
Cell 866 669-9758
Please visit our website: [www WorldOceansDay \(dot\) ca](http://www.WorldOceansDay.ca)
Email: Debbie (at) WorldOceansDay (dot) ca

Proclamation Sample for Mayors

**World Oceans Week June 1st to June 8th
In Recognition of World Oceans Day Awareness**

Whereas, in 2009 the United Nations proclaimed June 8 to be World Oceans Day each year around the world;
and

Whereas, since 1992 Canada played a key role in the United Nations recognizing World Oceans Day; and

Whereas, World Oceans Week Canada was founded to encourage all Canadians to honour, celebrate, protect

and preserve our waterways and oceans as well as the habitat along and in our waterways and oceans where 80% of the oxygen we breathe is generated; and

Whereas, World Oceans Week Canada has designated June 1st to June 8th as World Oceans Week in Canada; and

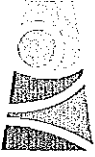
Whereas, World Oceans Week Canada urges all Canadians to take action to conserve water, preserve waterways and shorelines, reduce emissions, reduce their carbon footprint and protect the habitat along and in our waterways; and

Whereas, World Oceans Week Canada urges all Canadians to help our marine life recover by avoiding sea foods on the endangered list ; and

NOW THEREFORE, I, Mayor of, by virtue of the authority vested in me as Mayor of the City of, do hereby proclaim June 1st to June 8th as World Oceans Week in our city and encourage the residents of to actively conserve, preserve and protect our waterways, oceans and habit

IN WITNESS THEREOF, I have set my hand and caused the Seal of the City of to be affixed this day of, 2014.

....., Mayor

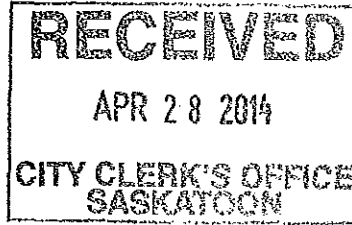


Saskatchewan
Parks and Recreation
Association
*Recreation
An investment for life*

205-5
D9)

April 25, 2014

His Worship Donald Atchison
222 - 3rd Ave. N.
Saskatoon, Saskatchewan
S7K 0J5



Dear Mayor:

Re: 2014 June is Recreation & Parks Month

Saskatchewan communities provide exceptional recreational and leisure opportunities for residents. *June is Recreation & Parks Month* (JRPM) is a national campaign for the continued appreciation of parks and recreation in our Province. As a leader, you can encourage the celebration of outdoor activity in your community.

Saskatchewan Parks and Recreation Association (SPRA) invites you to support JRPM by carrying out any of the following:

1. Register your community as an Ambassador of JRPM (Note: Registered communities are entered in a draw to win a piece of playground equipment from Henderson recreation equipment).
2. Complete the enclosed JRPM Proclamation supporting June to be *Recreation & Parks Month*.
3. Dedicate an activity or event to recognize JRPM. (Note: Events can be posted on the SPRA JRPM Events Calendar)
4. Encourage residents to access recreational services and parks for the associated benefits of using them everyday!

Enclosed are resources to further assist your community in supporting JRPM. For additional information, visit the SPRA website at www.spra.sk.ca/jrpm, or contact Andrew Exelby, Consultant – Parks and Open Spaces by email at aexelby@spra.sk.ca, or by phone at (306)780-9262, or toll free at 1-800-563-2555. We look forward to your celebration of *June is Recreation & Parks Month*

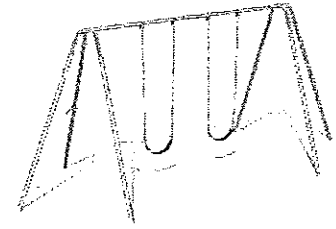
Yours truly,

Norm Campbell,
Chief Executive Officer

cc: Andrew Exelby, SPRA Consultant – Parks and Open Spaces

Encl. (3)

S:\2013-14 Parks and Trails\JRPM\Correspondence\COPY - JRPM mayors invite - 2014.docx



Freestanding Swing Set

Ambassador Program - 2014 Celebration Registration

General Information

Community / Organization: _____

Contact Name: _____ Position: _____

Phone: _____ Fax: _____ Email: _____

Address: _____ Town: _____ Postal: _____

Event / Recognition Plan

Description of what the June is Recreation & Parks Month event or activity will be:

Description of how the event or activity will be acknowledged (i.e. media exposure, legacy item, change in the community, etc.):

Date: _____ Time: _____ Location: _____

Play Equipment Draw - Henderson recreation equipment limited

I hereby acknowledge that, if chosen as the recipient of the prize (i.e. outdoor playground equipment), our community/organization will:

- Pay for all freight expenses associated with delivery of the play equipment
- Pay for all expenses related to the installation of the play equipment
- Be present at the 2014 Saskatchewan Parks and Recreation Association (SPRA) Conference to accept the prize
- Consult with *Henderson recreation equipment limited* on the appropriate installation of the play equipment

Signature: _____ Date: _____

Return your completed registration form to:

SPRA

#100 - 1445 Park Street, Regina, SK S4N 4C5

Fax: (306) 780-9257

For additional information, contact Andrew Exelby, SPRA Consultant – Parks and Open Spaces, by phone at (306) 780-9262, or by email at aexelby@spra.sk.ca.



Saskatchewan
Parks and Recreation
Association

Sponsored by:

Henderson
recreation equipment limited

Supported by:



PROCLAMATION

June is Recreation & Parks Month

Whereas, in Saskatchewan, we are fortunate to have a variety of recreation and parks systems providing countless recreational opportunities for residents and visitors from around the world; and

Whereas, recreation enhances quality of life, active living and lifelong learning, helps people live happier and longer, develops skills and positive self-image in children and youth, develops creativity and builds healthy bodies and positive lifestyles; and

Whereas, recreation participation builds family unity and social capital, strengthens volunteer and community development, enhances social interaction, creates community pride and vitality, and promotes sensitivity and understanding to cultural diversity; and

Whereas, recreation, therapeutic recreation and leisure education are essential to the rehabilitation of individuals who have become ill or disabled, or disadvantaged, or who have demonstrated antisocial behaviour; and

Whereas, the benefits provided by recreation and parks programs and services reduce healthcare and social service costs, serve to boost the economy, economic renewal and sustainability, enhance property values, attract new business, increase tourism and curb employee absenteeism; and

Whereas, our parks, open space and trails ensure ecological sustainability, provide space to enjoy nature, help maintain clean air and water, and preserve plant and animal wildlife; and

Whereas, all levels of government, the voluntary sector and private enterprise throughout the Province participate in the planning, development and operation of recreation and parks programs, services and facilities.

Now, Therefore be it Resolved, that the Saskatchewan Parks and Recreation Association (SPRA) does hereby proclaim that June, which witnesses the greening of Saskatchewan and serves as a significant gateway to family activities, has been designated as *June is Recreation & Parks Month* which will annually recognize and celebrate the benefits derived year round from quality public and private recreation and parks resources at the local, regional and provincial levels.

Therefore, _____ (name of municipality/ organization), in recognition of the benefits and values that recreation, parks and leisure services provide, does hereby designate the month of June as *June is Recreation & Parks Month*.

Signed this _____ day of _____, 2014 by:

_____ (printed name and title)

_____ (signature)



June is Recreation & Parks Month **A Call For Celebration!**



Are you a supporter of *June is Recreation & Parks Month*?

June is time to:

Celebrate the return of summer programming, gather residents together, get children involved in fun outdoor physical activities and recognize employees and volunteers who contribute to the recreation and parks opportunities we all use.

Resources available at www.spra.sk.ca/jrpm:

- Community Tool Kit with ideas and suggestions for getting your community involved.
- Events Calendar and Registration Form.
- Logos and Public Service Announcements for local promotion.
- Information on the value of recreation and parks.

Ideas on how you can support JRPM:

- Dedicate an existing park in honour of a person or event and celebrate its dedication annually.
- Start a walking club! Ask a local service club or volunteer group to help with its coordination.
- Host a community picnic so that friendships can be made and civic pride can be increased.
- Make a *June is Recreation & Parks Month* Proclamation at your next Town Council meeting. Remember, SPRA already has a template you can use.
- Acknowledge the important role that professionals and volunteers play within the recreation and parks delivery system.
- Encourage awareness and a better understanding of the benefits recreation and parks provide.
- Promote the value recreation and parks sectors have in contributing to the quality of life for Saskatchewan's residents.
- Encourage participation in recreation and park activities.

Support JRPM!

Elected officials, recreation and parks professionals, not-for-profit agencies and community members can all promote the vital contributions of recreation and parks services to the personal, social, environmental and economic well-being of our province.

Supported by:



Promoted by:



Saskatchewan
Parks and Recreation
Association

Sponsored by:

Henderson
recreation equipment limited

For resources and information on the *June is Recreation & Parks Month* strategy, visit www.spra.sk.ca/jrpm, or call 1-800-563-2555.

Experience the Benefits of Recreation and Parks

Recreation and parks build strong, healthy and active Saskatchewan communities. Encourage residents to participate in recreation and park opportunities and contribute to the quality of life and well-being of your community with the personal, social, environmental and economic benefits that recreation and parks provide.

Personal Benefits

- Recreation and parks build self-esteem and positive self-image while fostering strong families and healthy communities.
- Recreation reduces self-destructive and anti-social behaviour.
- Recreation and active living significantly reduce the risk of coronary heart disease and stroke, helps combat osteoporosis, reduce diabetes and prevent site-specific cancers.

Social Benefits

- Recreation can reduce racism by encouraging cultural integration.
- Recreation and parks increase pride within the community.
- Recreation programs promote leadership, character and career development.
- Childhood recreation activity is associated with adult volunteering and community work.
- Recreation provides connections through trusting networks and provides access to mentors, role models and job contacts.

Economic Benefits

- Recreation facilities and parks are significant economic generators in communities.
- Recreation events and parks are attractions that draw tourists to the community.
- Recreation reduces health care, social service and police/justice costs.
- Parks and green spaces improve the value of property and revenue in adjacent pieces of land.
- Recreation improves job performance through increased productivity.

Environmental Benefits

- Parks, green spaces and natural areas are essential to ecological diversity and survival.
- Trails and pathway systems save energy and protect air quality by encouraging non-motorized transportation.
- Outdoor recreation activities encourage individuals to learn about nature and its value.
- Parks and green spaces reduce the risk of erosion and improve air quality by reducing carbon dioxide, sulphur dioxide and other air pollutants.

Canadian Parks and Recreation Association. (CPRA). (1997). The Benefits Catalogue. Ottawa: CPRA and Health Canada.

