



## **ORDER OF BUSINESS**

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

**JUNE 23, 2014, AT 6:00 P.M.**

1. **Approval of Minutes** of regular meeting held on June 9, 2014.
  
  2. **Public Acknowledgements**
  
  3. **Hearings**
    - a) **Proposed Amendment to the Evergreen Neighbourhood Concept Plan**  
**Applicant: Saskatoon Land**  
**(File No. CK. 4110-41)**
- 

**RECOMMENDATION:** that the proposed amendment to the Evergreen Neighbourhood Concept Plan, be approved, subject to the removal of the 1 metre buffer strip along McOrmond Drive north of Fedoruk Drive, should the functional plan for McOrmond Drive determine that the 1 metre buffer strip is not required.

The purpose of this hearing is to consider the proposed amendment to the Evergreen Neighbourhood Concept Plan.

Attached is a copy of the following material:

- Clause 1, Report No. 2-2014 of the Municipal Planning Commission, which was adopted by City Council at its meeting held on May 20, 2014; and

- Notice that appeared in the local press on June 7 and 8, 2014.

**b) Proposed Amendment to the Official Community Plan – Land Use Map  
Evergreen Neighbourhood  
Reclassification from Residential to District (Village) Commercial  
Proposed Bylaw No. 9195  
(File No. CK. 4110-41)**

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**RECOMMENDATION:** that City Council consider Bylaw No. 9195.

The purpose of this hearing is to consider proposed Bylaw No. 9195.

Attached is a copy of the following material:

- Proposed Bylaw No. 9195;
- Clause 1, Report No. 2-2014 of the Municipal Planning Commission, which was adopted by City Council at its meeting held on May 20, 2014, recommending that the proposed amendment to Official Community Plan Bylaw No. 8769 – Land Use Policy Map to redesignate the properties identified in the Location Plan – Official Community Plan Bylaw No. 8769 Amendment from “Residential” to “District Village Commercial” attached to the report of the General Manager, Community Services Department dated April 11, 2014, be approved (**see attachment 3a**); and
- Notice that appeared in the local press on June 7 and 8, 2014.

**c) Proposed Zoning Bylaw Amendment  
Rezoning from R1A and AG to RMTN1, RM3, M3, B1B, and B4A  
Evergreen Neighbourhood  
Proposed Bylaw No. 9196  
(File No. CK. 4110-41)**

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**RECOMMENDATION:** that City Council consider Bylaw No. 9196.

The purpose of this hearing is to consider proposed Bylaw No. 9196.

Attached is a copy of the following material:

- Proposed Bylaw No. 9196;



- Clause 1, Report No. 2-2014 of the Municipal Planning Commission, which was adopted by City Council at its meeting held on May 20, 2014, recommending that the proposed amendment to Zoning Bylaw No. 8770 to rezone the properties identified in the Location Plan – Zoning Bylaw No. 8770 Amendment from R1A - One-Unit Residential District to RMTN1 - Medium-Density Townhouse Residential District; B1B – Neighbourhood Commercial - Mixed-Use District; B4A – Special Suburban Centre and Arterial Commercial District; M3 - General Institutional Service District; RM3 - Medium-Density Multi-Unit District; and AG - Agricultural District to RM3 - Medium-Density Multi-Unit District, attached to the report of the General Manager, Community Services Department, dated April 11, 2014, be approved (**see attachment 3a**); and
- Notice that appeared in the local press on June 7 and 8, 2014.

**d) Proposed Aspen Ridge Neighbourhood Concept Plan**  
**Applicant: Saskatoon Land**  
**(File No. CK. 4131-32)**

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**RECOMMENDATION:** that the proposed Aspen Ridge Concept Plan be approved.

The purpose of this hearing is to consider the proposed Aspen Ridge Concept Plan.

Attached is a copy of the following material:

- Report of the General Manager, Community Services Department dated May 20, 2014, submitting the above recommendation (**Attachment 1 – Aspen Ridge Concept Plan can also be viewed on the City of Saskatoon’s website at [www.saskatoon.ca](http://www.saskatoon.ca) by clicking “R” for Reports to Council**);
- Notice that appeared in the local press on June 7 and 8, 2014;
- Letter dated June 16, 2014 from the Secretary of the Municipal Planning Commission advising that the Commission supports the recommendation of the Administration that the proposed Aspen Ridge Concept Plan be approved; and
- Memo dated June 18, 2014 from the Secretary of the Planning and Operations Committee advising that the Committee supports the recommendation of the Administration that the proposed Aspen Ridge Concept Plan be approved.

**e) Proposed Amendment to the Official Community Plan – Phasing Map  
Aspen Ridge Neighbourhood  
Reclassification from Phase II to Phase I  
Proposed Bylaw No. 9197  
(File No. CK. 4351-014-011 x 4131-32)**

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**RECOMMENDATION:** that City Council consider Bylaw No. 9197.

The purpose of this hearing is to consider proposed Bylaw No. 9197.

Attached is a copy of the following material:

- Proposed Bylaw No. 9197;
- Report of the General Manager, Community Services Department dated May 20, 2014, recommending that the proposed amendment to the Official Community Plan Bylaw No. 8769 – Phasing Map to reclassify the properties identified in the attached Location Plan – Official Community Plan Amendment – Phasing Map, be approved;
- Notice that appeared in the local press on June 7 and 8, 2014; and
- Letter dated June 16, 2014 from the Secretary of the Municipal Planning Commission advising that the Commission supports the above-noted recommendation of the Administration.

**f) Proposed Amendment to the Official Community Plan – Land Use Map  
Aspen Ridge Neighbourhood  
Redesignation to Residential, District Commercial, and Urban Holding Area  
Proposed Bylaw No. 9198  
(File No. CK. 4351-014-011 x 4131-32)**

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**RECOMMENDATION:** that City Council consider Bylaw No. 9198.

The purpose of this hearing is to consider proposed Bylaw No. 9198.

Attached is a copy of the following material:

- Proposed Bylaw No. 9198;

- Report of the General Manager, Community Services Department dated May 20, 2014, recommending that the proposed amendment to the Official Community Plan Bylaw No. 8769 – Land Use Map to redesignate the properties identified in the attached Location Plan – Official Community Plan Amendment – Land Use Map, be approved (**see attachment 3e**);
- Notice that appeared in the local press on June 7 and 8, 2014; and
- Letter dated June 16, 2014 from the Secretary of the Municipal Planning Commission advising that the Commission supports the above-noted recommendation of the Administration (**see attachment 3e**).

**g) Proposed Zoning Bylaw Amendment  
Rezoning from DAG1 to FUD  
Aspen Ridge Neighbourhood  
Proposed Bylaw No. 9199  
(File No. CK. 4351-014-011 x 4131-32)**

**RECOMMENDATION:** that City Council consider Bylaw No. 9199.

The purpose of this hearing is to consider proposed Bylaw No. 9199.

Attached is a copy of the following material:

- Proposed Bylaw No. 9199;
- Report of the General Manager, Community Services Department dated May 20, 2014, recommending that the proposed amendment to Zoning Bylaw No. 8770 to rezone the properties identified in the attached Location Plan – Zoning Bylaw Amendment, be approved (**see attachment 3e**);
- Notice that appeared in the local press on June 7 and 8, 2014; and
- Letter dated June 16, 2014 from the Secretary of the Municipal Planning Commission advising that the Commission supports the above-noted recommendation of the Administration (**see attachment 3e**).

**h) Proposed Amendment to the Stonebridge Neighbourhood Concept Plan  
Applicant: Dream Development (formerly Dundee Developments)  
(File No. CK. 4351-014-010 x 4131-27)**

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**RECOMMENDATION:** that the proposed Stonebridge Neighbourhood Concept Plan amendment be approved.

The purpose of this hearing is to consider the proposed Stonebridge Neighbourhood Concept Plan amendment.

Attached is a copy of the following material:

- Report of the General Manager, Community Services Department dated May 20, 2014 submitting the above recommendation;
- Notice that appeared in the local press on June 7 and 8, 2014; and
- Letter dated June 16, 2014 from the Secretary of the Municipal Planning Commission advising that the Commission supports the above-noted recommendation of the Administration.

**i) Proposed Zoning Bylaw Amendment  
Rezoning from R1A to R2 and RMTN  
Stonebridge Neighbourhood  
Proposed Bylaw No. 9200  
(File No. CK. 4351-014-011 x 4131-32)**

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**RECOMMENDATION:** that City Council consider Bylaw No. 9200.

The purpose of this hearing is to consider proposed Bylaw No. 9200.

Attached is a copy of the following material:

- Proposed Bylaw No. 9200;
- Report of the General Manager, Community Services Department dated May 20, 2014, recommending that the proposed amendment to Zoning Bylaw No. 8770 to rezone the properties identified in the attached map from an R1A – One-Unit

Residential District to an RMTN-Townhouse Residential District and R2 – One and Two-Unit Residential District, be approved (**see attachment 3h**);

- Notice that appeared in the local press on June 7 and 8, 2014; and
- Letter dated June 16, 2014 from the Secretary of the Municipal Planning Commission advising that the Commission supports the above-noted recommendation of the Administration (**see attachment 3h**).

#### **4. Matters Requiring Public Notice**

##### **a) Intent to Borrow (File No. CK. 1750-1)**

The following is a report of the CFO & General Manager, Asset & Financial Management Department dated June 11, 2014:

**“RECOMMENDATION:** that City Council authorize the following planned borrowing:

- a) up to \$30M for the North Commuter Parkway (Capital Project 2407) and Traffic Bridge Replacement Project (Capital Project 787); and
- b) an allowable 10% variance on the borrowing requirements for the project identified. Any variance greater than 10% of the borrowing amount identified must be reported to City Council.

#### **TOPIC AND PURPOSE**

The purpose of this report is to request authorization to borrow in the future for the North Commuter Parkway and Traffic Bridge Replacement (NCP/TBR) Project through a Public Notice Hearing.

#### **REPORT HIGHLIGHTS**

1. The NCP/TBR Project is an approved project that will require borrowing. The portion of the project funded by borrowing can proceed only after this Public Notice Hearing for borrowing, as required by legislation and City Council, is held.

## **GOAL**

Managing debt and the current debt limit relates to the ten year strategy of protecting the City of Saskatoon's credit rating under the Strategic Goal of Asset and Financial Sustainability. The required Public Notice for Borrowing is one of the key elements of accountability and transparency which enhances the longer term objective of financial sustainability.

## **BACKGROUND**

*The Cities Act* and City Council Bylaw No. 8171 require that City Council give Public Notice before borrowing money, lending money, or guaranteeing the repayment of a loan. At its June 9, 2014 meeting, City Council authorized the NCP/TBR Project, which included \$30M in borrowing.

## **REPORT**

Required borrowing for the NCP/TBR Project will be in the amount of \$30M. Although authorization for borrowing for the NCP/TBR Project is being requested in the full amount, actual borrowing will occur based on cash flow requirements and/or prevailing market conditions. While it is anticipated that this will be a ten-year borrowing, actual terms of the borrowing will not be known until the Administration is closer to initiating the loans.

## **OPTIONS TO THE RECOMMENDATION**

There are no options to the recommendation.

## **POLICY IMPLICATIONS**

The Administration will follow its existing practice with respect to borrowing. Once an administrative decision has been made to borrow, City Council will be requested to authorize the General Manager of Asset and Financial Management to effect that borrowing within specified ranges (interest rates, for example). Once borrowing has occurred, the Administration will draft and present a borrowing bylaw, with all of the relevant data related to the transaction, for City Council's approval.

City Council is also asked to allow a 10% variance on the borrowing requirements for the project identified. Any variance greater than 10% of the borrowing amount identified must be reported to City Council.

### **FINANCIAL IMPLICATIONS**

The debt repayment sources for the identified borrowing for the NCP/TBR is from Gas Tax and existing funds within the City's operating budget.

### **PUBLIC AND/OR STAKEHOLDER INVOLVEMENT**

There is no public or stakeholder involvement required at this time.

### **COMMUNICATION PLAN**

There is no communication plan required at this time.

### **ENVIRONMENTAL IMPLICATIONS**

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

### **PRIVACY IMPLICATIONS**

There are no privacy implications.

### **PUBLIC NOTICE**

Public Notice is required for consideration of this matter, pursuant to Section 3e) of Policy No. C01-021, Public Notice Policy. The following notice was given:

- Advertised in *The StarPhoenix* on Saturday, June 14, 2014;
- Posted on the City Hall Notice Board on June 13, 2014; and
- Posted on the City's website on June 13, 2014.

### **ATTACHMENT**

1. Photocopy of Public Notice."

**5. Unfinished Business**

**6. Reports of Administration and Committees:**

- a) Report No. 3-2014 of the Municipal Planning Commission;
- b) Administrative Report No. 11-2014;
- c) Legislative Report No. 7-2014;
- d) Report No. 10-2014 of the Planning and Operations Committee;
- e) Report No. 10-2014 of the Administration and Finance Committee; and
- f) Report No. 11-2014 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. Inquiries**

**12. Motions**



**13. Giving Notice**

**14. Introduction and Consideration of Bylaws**

- Bylaw No. 9195 - The Official Community Plan Amendment Bylaw, 2014 (No. 6)
- Bylaw No. 9196 - The Zoning Amendment Bylaw, 2014 (No. 13)
- Bylaw No. 9197 - The Official Community Plan Amendment Bylaw, 2014 (No. 7)
- Bylaw No. 9198 - The Official Community Plan Amendment Bylaw, 2014 (No. 8)
- Bylaw No. 9199 - The Zoning Amendment Bylaw, 2014 (No. 14)
- Bylaw No. 9200 - The Zoning Amendment Bylaw, 2014 (No. 15)
- Bylaw No. 9201 - The Boulevard Lease (109 Jessop Avenue) Bylaw, 2014
- Bylaw No. 9202 - The Private Sewer and Water Service Connection Amendment Bylaw, 2014

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

3. a)

The following is a copy of **Clause 1, Report No. 2-2014** of the **Municipal Planning Commission**, which was **ADOPTED** by City Council at its meeting held on **May 20, 2014**:

**1. Proposed Evergreen Concept Plan Amendment**  
**(File No. CK. 4110-41)**

- RECOMMENDATION:**
- 1) that advertising with respect to the proposals to amend the Evergreen Neighbourhood Concept Plan, Official Community Plan Bylaw 8769, and Zoning Bylaw 8770, as outlined in the report of the General Manager, Community Services Department, dated April 11, 2014, be approved;
  - 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 bylaws to amend Official Community Plan Bylaw No. 8769 and Zoning Bylaw No. 8770;
  - 4) that at the time of the public hearing, City Council consider the Administration's recommendation that the proposed amendment to the Evergreen Neighbourhood Concept Plan, be approved, subject to the removal of the 1 metre buffer strip along McOrmond Drive north of Fedoruk Drive, should the functional plan for McOrmond Drive determine that the 1 metre buffer strip is not required;
  - 5) that at the time of the public hearing, City Council consider the Administration's recommendation that the proposed amendment to Official Community Plan Bylaw No. 8769 - Land Use Policy Map to redesignate the properties identified in the Location Plan – Official Community Plan Bylaw No. 8769 Amendment from "Residential" to "District Village Commercial," attached to the report of the General Manager, Community Services Department dated April 11, 2014, be approved; and

- 6) 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 Location Plan – Zoning Bylaw No. 8770 Amendment from R1A - One-Unit Residential District to RMTN1 - Medium-Density Townhouse Residential District; B1B – Neighbourhood Commercial - Mixed-Use District; B4A – Special Suburban Centre and Arterial Commercial District; M3 - General Institutional Service District; RM3 - Medium-Density Multi-Unit District; and AG - Agricultural District to RM3 - Medium-Density Multi-Unit District, attached to the report of the General Manager, Community Services Department, dated April 11, 2014, be approved.

Attached is a report of the General Manager, Community Services Department, dated April 11, 2014, with respect to the proposed Evergreen Concept Plan Amendment.

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

**TO: Secretary, Municipal Planning Commission**  
**FROM: General Manager, Community Services Department**  
**DATE: April 11, 2014**  
**SUBJECT: Proposed Evergreen Concept Plan Amendment**  
**FILE NO.: CK. 4110-41, PL. 4131-3-9-3, PL. 4115-OCP13/14, PL. 4350-Z21/13**

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**RECOMMENDATION:** that a copy of this report be submitted to City Council recommending:

- 1) that City Council approve the advertising, in respect to the proposals to amend the Evergreen Neighbourhood Concept Plan, Official Community Plan Bylaw No. 8769, and Zoning Bylaw No. 8770, as 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 bylaws to amend Official Community Plan Bylaw No. 8769 and Zoning Bylaw No. 8770;
- 4) that at the time of the public hearing, City Council consider the Administration's recommendation that the proposed amendment to the Evergreen Neighbourhood Concept Plan, be approved, subject to the removal of the 1 metre buffer strip along McOrmond Drive north of Fedoruk Drive, should the functional plan for McOrmond Drive determine that the 1 metre buffer strip is not required;
- 5) that at the time of the public hearing, City Council consider the Administration's recommendation that the proposed amendment to Official Community Plan Bylaw No. 8769 - Land Use Policy Map to redesignate the properties identified in the attached Location Plan – Official Community Plan Bylaw No. 8769 Amendment from "Residential" to "District Village Commercial," be approved; and

- 6) 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 Location Plan – Zoning Bylaw No. 8770 Amendment from R1A - One-Unit Residential District to RMTN1 - Medium-Density Townhouse Residential District; B1B – Neighbourhood Commercial - Mixed-Use District; B4A – Special Suburban Centre and Arterial Commercial District; M3 - General Institutional Service District; RM3 - Medium-Density Multi-Unit District; and AG - Agricultural District to RM3 - Medium-Density Multi-Unit District, be approved.

### **TOPIC AND PURPOSE**

The purpose of this report is to consider an application from Saskatoon Land to amend the Evergreen Neighbourhood Concept Plan (Concept Plan), and Zoning Bylaw No. 8770. The report also considers an amendment to Official Community Plan (OCP) Bylaw No. 8769 – Land Use Map. The proposals will accommodate the new alignment of McOrmond Drive for the North Commuter Parkway and Bridge. The proposals will also facilitate the development of a District Village and residential land uses.

### **REPORT HIGHLIGHTS**

1. The proposed Concept Plan amendment is consistent with the approved University Heights Sector Plan and will accommodate the new alignment for the North Commuter Parkway and Bridge.
2. The proposed OCP Bylaw No. 8769 amendment will redesignate the lands from "Residential" to "District Village Commercial".
3. The proposed Zoning Bylaw No. 8770 amendment is consistent with proposed Concept Plan amendment and proposed OCP Bylaw No. 8769 amendment.

### **STRATEGIC GOAL**

Under the Strategic Goal of Sustainable Growth, this proposal supports the strategies of creating complete communities in new neighbourhoods that feature employment opportunities, main streets, suburban centres, and greater connectivity both internally and externally.

## **BACKGROUND**

During its June 1, 2009 meeting, City Council approved the Concept Plan, which included a District Village to be located in the northeast corner of the neighbourhood at the intersection of two arterial roads – Fedoruk Drive and McOrmond Drive. The District Village is intended to be a mixed-use area with the primary focus being commercial services for residents of two to five neighbourhoods.

During its October 7, 2013 meeting, City Council approved amendments to the University Heights Sector Plan, including a new alignment for McOrmond Drive to facilitate the proposed North Commuter Parkway and Bridge.

## **REPORT**

### **Proposed Concept Plan Amendment**

The proposal to amend the Concept Plan, as shown in Attachment 1, will result in a land use change that supports the character and intent for the District Village area as envisaged in the Concept Plan, as well as a reconfiguration of multi-unit residential land uses that abut the District Village.

The proposed amendment will accommodate:

- a) the realignment of McOrmond Drive to be consistent with the approved University Heights Sector Plan to accommodate the North Commuter Parkway and Bridge;
- b) an additional access point into the neighbourhood, which will increase access into the District Village area and the proposed Aspen Ridge neighbourhood;
- c) land uses appropriate for a District Village, including commercial and institutional land uses that would serve several neighbourhoods within the University Heights Suburban Development Area; and
- d) a reconfiguration of proposed residential land uses in order to accommodate the new street network.

A revised Evergreen neighbourhood boundary has also been proposed to accommodate the new McOrmond Drive alignment and to ensure that the neighbourhood size is unchanged. Both the original and amended neighbourhood boundaries have a gross developable area of approximately 655 acres.

### **Population**

The proposed Concept Plan Amendment will result in a slight increase of 307 people to the projected population of Evergreen. This will result in a projected population for the neighbourhood, at maximum buildout of 12,643 persons with a neighbourhood gross density of 8.5 units per acre (47.71 persons per hectare).

## Transportation

The Transportation and Utilities Department has no objection to the proposed Concept Plan Amendment, subject to a 1 metre buffer strip being provided along the frontage of McOrmond Drive, north of Fedoruk Drive. The need for this buffer strip will be determined through the functional plan for McOrmond Drive. Should it be determined that the buffer strip is not required, the Administration will remove the buffer strip. Until the need for the buffer strip has been evaluated, the developer has agreed not to proceed with any further development applications on the affected lands.

## Official Community Plan Bylaw No. 8769

The area is currently designated as "Residential" on the OCP Bylaw No. 8769 – Land Use Map. Redesignation to "District Village Commercial" will be required to accommodate the proposed Concept Plan amendment, as shown in Attachment 2. The amendment area includes commercial and institutional land uses that will serve several neighbourhoods within the University Heights Suburban Development Area.

The proposed amendment is consistent with the objectives and policies of the OCP Bylaw No. 8769 with regards to District Village Commercial. OCP Bylaw No. 8769 notes that District Commercial Areas, which are significantly oriented to pedestrians, due to existing or proposed site and building configurations, may be designated as District Village Commercial Areas. The intent is to encourage development adjacent to the sidewalk, provide a stimulating pedestrian environment, and create a form of development that encourages alternative forms of transportation.

## Zoning Bylaw No. 8770 Amendment

This proposal will require an amendment to Zoning Bylaw No. 8770, as shown in Attachment 3. Zoning Districts appropriate for the District Village Commercial designation are proposed, including mixed use and institutional uses. Low/medium density multi-unit and medium/high density multi-unit land uses are proposed for the lands that abut the District Village Commercial Area.

## Comments from Other Divisions and Agencies

Comments other than those noted under "Proposed Concept Plan Amendment" are outlined in Attachment 4 – Comments from Other Divisions and Agencies.

## Growing Forward! Shaping Saskatoon

A report was presented to the Growing Forward! Shaping Saskatoon Steering Committee. The report identifies how the proposed Concept Plan amendment meets the principles of the Growing Forward! Shaping Saskatoon initiative. Due to the proximity of the proposed Concept Plan amendment to the proposed Aspen Ridge

Concept Plan, this amendment was presented together with the proposed Aspen Ridge Concept Plan. The report is included in Attachment 5.

### **OPTIONS TO THE RECOMMENDATION**

City Council could deny the proposed amendment. The Administration does not recommend this option as this would preclude the implementation of the University Heights Sector Plan.

### **POLICY IMPLICATIONS**

There are no policy implications.

### **FINANCIAL IMPLICATIONS**

There are no financial implications as a result of the proposed Concept Plan Amendment, OCP Bylaw No. 8769 – Land Use Map amendment, and Zoning Bylaw No. 8770 amendment.

Infrastructure costs associated with this proposal are funded through prepaid service rates imposed on development to cover the costs of direct and off-site services.

### **PUBLIC AND/OR STAKEHOLDER INVOLVEMENT**

A public open house was held on March 18, 2014, for residents and property owners within the Evergreen neighbourhood to obtain information on the proposed Evergreen amendments and the Aspen Ridge Neighbourhood Concept Plan. A total of 899 public notices were mailed out to property owners within the Evergreen neighbourhood and surrounding property owners. The Willowgrove/University Heights and the Silverspring Community Associations were also notified. The Ward Councillor was in attendance and 53 people attended the public open house. The Community Engagement Project Summary has been included as Attachment 6.

### **COMMUNICATION PLAN**

Public hearing notices will be advertised two weeks prior to City Council's meeting date. No further consultation is planned beyond the stakeholder involvement noted above.

### **ENVIRONMENTAL IMPLICATIONS**

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

### **PRIVACY IMPACT**

There are no privacy implications.



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

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

### PUBLIC NOTICE

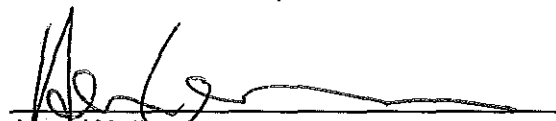
The application will be advertised in accordance with Public Notice Policy No. C01-021, and a date for a public hearing will be set. The Planning and Development Division will notify the Community Consultant and the Ward Councillor of the public hearing date by letter. A notice will be placed in The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

### ATTACHMENTS

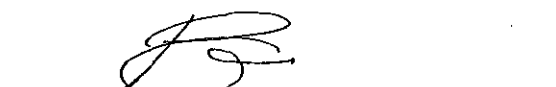
1. Evergreen Concept Plan Amendment
2. Location Plan – OCP Bylaw No. 8769 Amendment
3. Location Plan – Zoning Bylaw No. 8770 Amendment
4. Comments by Other Divisions and Agencies
5. Growing Forward! Shaping Saskatoon Report
6. Community Engagement Summary

Written by: Christine Gutmann, Senior Planner


Reviewed by:

  
 Alan Wallace  
 Director of Planning and Development

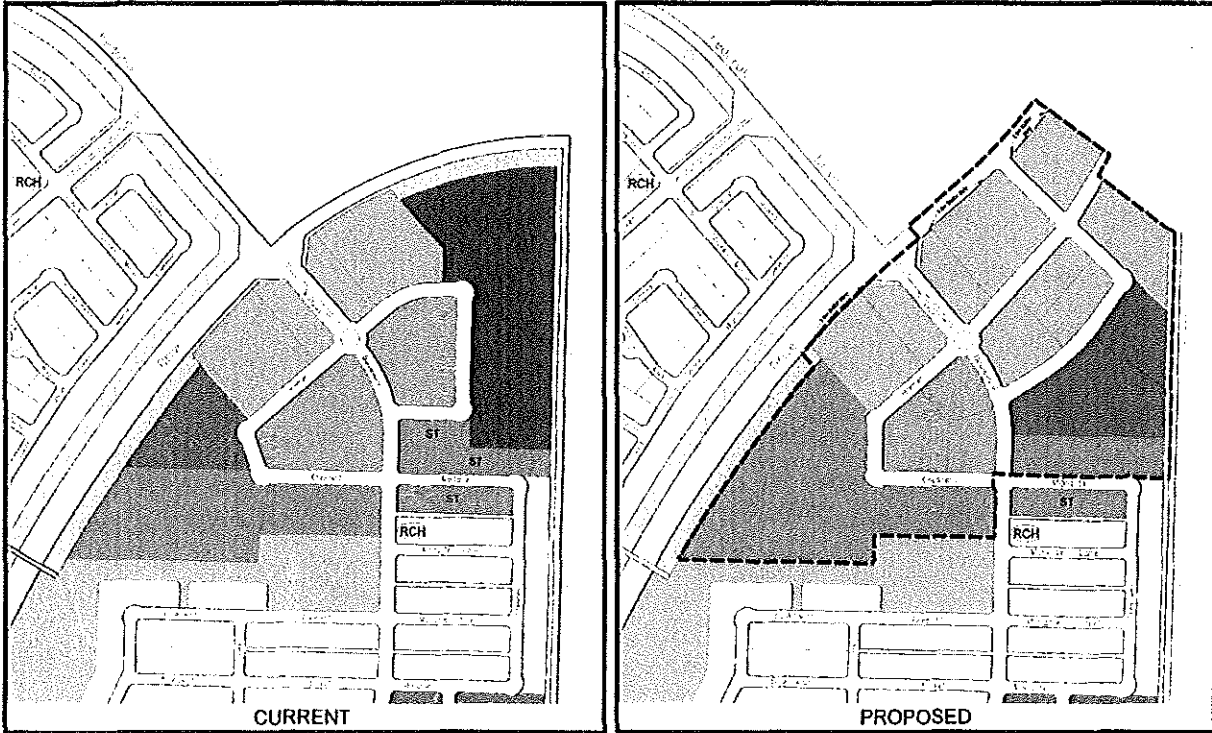
Approved by:

  
 Randy Grauer, General Manager  
 Community Services Department  
 Dated: April 17, 2014

Approved by:

  
 Murray Totland, City Manager  
 Dated: April 22/14

EVERGREEN CONCEPT PLAN AMENDMENT

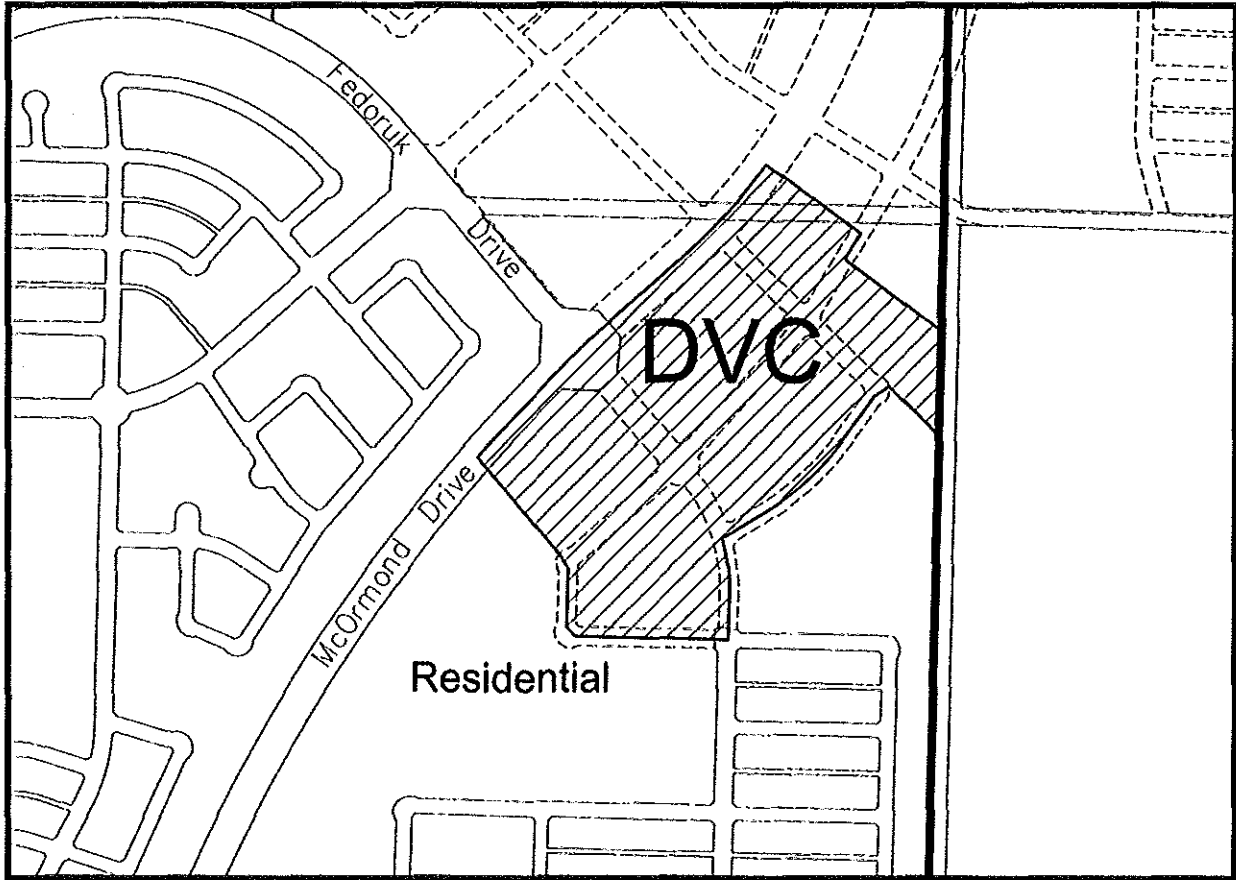


LOW/MEDIUM DENSITY MULTI-UNIT	INSTITUTIONAL	AMENDMENT BOUNDARY
LOW/MEDIUM DENSITY MULTI-UNIT (STREET TOWNHOUSE)	MIXED USE (COMMERCIAL/RESIDENTIAL/INSTITUTIONAL)	CURRENT NEIGHBOURHOOD BOUNDARY
MEDIUM/HIGH DENSITY MULTI-UNIT	COMMERCIAL	PROPOSED NEIGHBOURHOOD BOUNDARY
HIGH DENSITY MULTI-UNIT	BUFFER STRIP	

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City of Saskatoon

Location Plan – OCP Bylaw No. 8769 Amendment

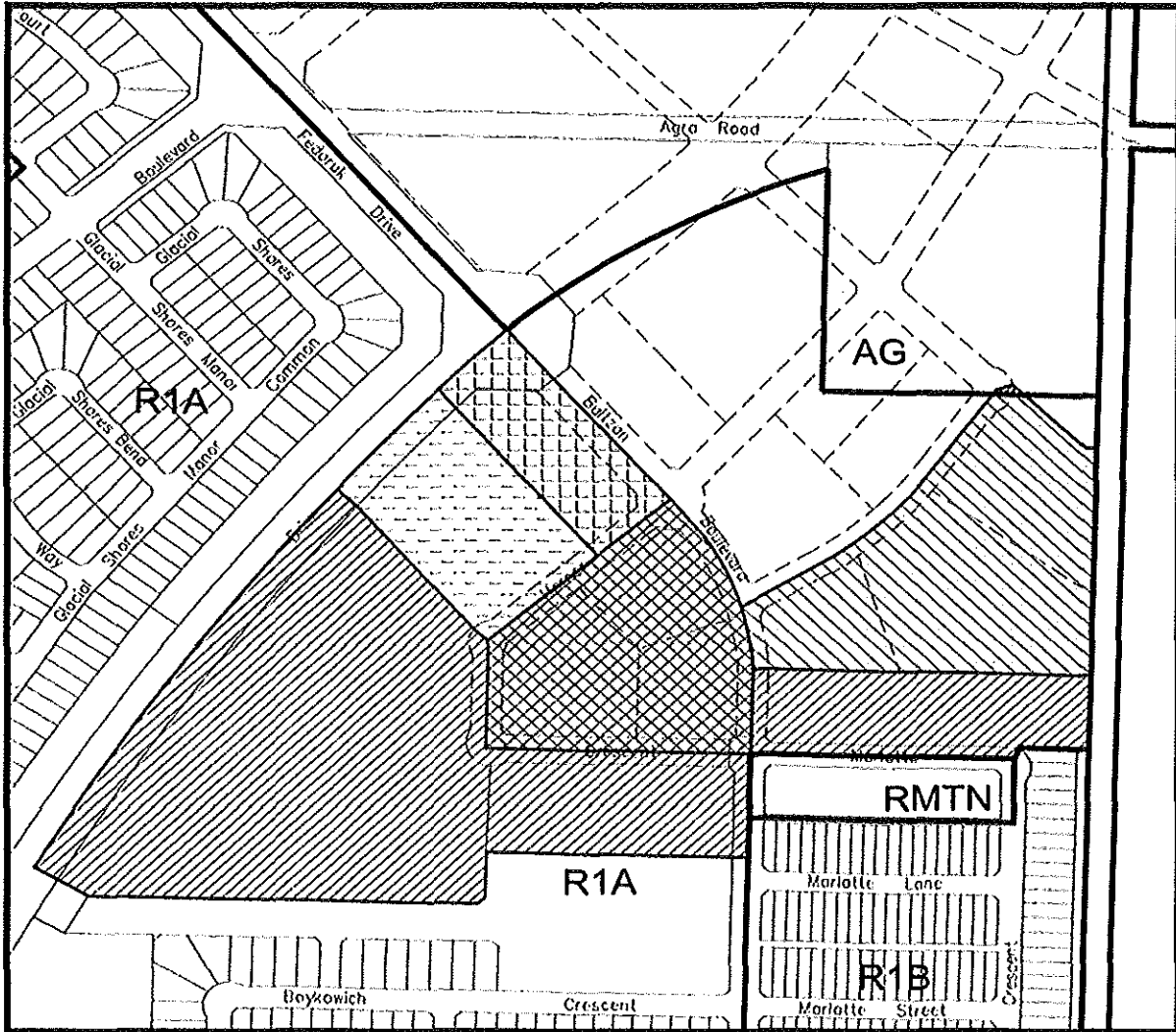


PROPOSED AMENDMENT TO THE OFFICIAL COMMUNITY PLAN - LAND USE MAP


 From Residential to District Village



Location Plan – Zoning Bylaw No. 8770 Amendment



REZONING

- |   |   |
|---|---|
|  From R1A to RMTN1 |  From R1A to M3  |
|  From R1A to B4A   |  From R1A to B1B |
|  From R1A to RM3   |  From AG to RM3  |



**ATTACHMENT 4**

**Comments by Other Divisions and Agencies**

<b>AGENCY</b>	<b>COMMENT</b>	<b>RESPONSE</b>
Fire	Concerns regarding traffic circles.	The Transportation and Utilities Department has confirmed the ability of fire trucks to manoeuver through these roundabouts.
	The size of boulevards or medians effect the turning radius of the apparatus and access. Depending on road widths, there may be issues with parking in these areas. Are there supposed to be service roads in this area?	A minimum of a 20 m road width will be provided in this area (typically these road widths are 16 m). Service roads are proposed along McOrmond Drive.
SaskPower	SaskPower will continue to install underground electrical distribution throughout this phase of the subdivision.	No response required.
	The easements that were previously requested will have to be adjusted.	No response required.
SaskTel	One cell tower is proposed for the Evergreen neighbourhood and two for the proposed Aspen Ridge neighbourhood. An additional cell tower may be required in the Evergreen neighbourhood; however, it is too early to tell.	No response required.
CPTED	CPTED Review Committee supports the proposal.	No response required.
	Parcel SS is a very large site and could reduce the feelings of community, belonging, safety, and their ability to exert any control in the area. Recommendation is to reduce the size of Parcel SS.	This comment is a carry-over from the approved concept plan.
Saskatoon Light and Power	Saskatoon Light and Power will install approximately two metered control points to be placed in the right of way in close proximity to a SaskPower transformer.	No response required.
	The lighting poles are on the front street located at the property line with a maximum spacing of 50 m and will be	No response required.

**TO:** Growing Forward, Shaping Saskatoon Steering Committee  
**SUBJECT:** Proposed Aspen Ridge Neighbourhood Concept Plan  
 Proposed Evergreen Neighbourhood Concept Plan Amendment  
**DATE:** March 27, 2014

This report is to provide an overview of the application of Growing Forward, Shaping Saskatoon Principles for New Development for the proposed Aspen Ridge Neighbourhood Concept Plan (Concept Plan) and the Evergreen Neighbourhood Concept Plan Amendment (District Village). A copy of the proposed Concept Plan and proposed Evergreen Neighbourhood Concept Plan Amendment are attached.

**Application of Growing Forward! Shaping Saskatoon Principles**

The proposed Concept Plan and proposed Evergreen Neighbourhood Concept Plan Amendment have incorporated the Growing Forward, Shaping Saskatoon principles as outlined in the Bridging Document as follows:

<b>Incorporate public transit</b>	Transit routes are proposed along McOrmond Drive and an internal collector road. Transit routes are anticipated to continue northward along McOrmond into the next neighbourhood. Higher density residential land uses, as well as retail and mixed uses are proposed along the routes.
<b>Design the street layout to support all road users</b>	The proposed Concept Plan incorporates a grid network where possible. A complete streets design concept is proposed along McOrmond Drive.
<b>Maximize opportunities for access to amenities</b>	The developer has incorporated amenities that are accessible to as many residents as possible. Examples include: <ul style="list-style-type: none"> <li>• the Core Park is centrally located with school sites abutting it;</li> <li>• a transit route has been planned with higher density land uses abutting the route;</li> <li>• retail and mixed use land uses are planned for within the neighbourhood and in the District Village; and</li> <li>• the proposed District Village will provide services within walking distance for residents of both neighbourhoods.</li> </ul>
<b>Design open spaces to provide connections to surrounding areas</b>	The developer has incorporated a linear park system and pocket parks throughout the neighbourhood for the purposes of both programming space and pedestrian connectivity. Furthermore, the developer has proposed a greenway along the edge of the Northeast Swale. The greenway will provide access to the Northeast Swale and is intended to connect to a city-wide active transportation network.
<b>Promote affordability</b>	The developer has incorporated a variety of residential land uses from single family to multi-unit residential, as well as mixed use land uses.
<b>Provide for employment opportunities within the community</b>	Retail and mixed use land uses are planned for within the neighbourhood. The proposed District Village will provide employment opportunities within walking distance for residents of both Aspen Ridge and Evergreen.
<b>Maintain / enhance environmental and historical features.</b>	The developer is providing for a greenway along those portions of the Aspen Ridge neighbourhood, which abut the Northeast swale. The greenway has been developed to provide an appropriate buffer from the abutting residential land uses to the swale.
<b>Consider water and sewer capacity requirements</b>	Water and sewer capacity requirements have been addressed in the review of the neighbourhood concept plan.
<b>Strive to use green infrastructure for storm water management</b>	A forebay is proposed in the northwest of the Aspen Ridge neighbourhood to allow stormwater to be physically and biologically treated before it drains into the Northeast Swale.



# Shaping Saskatoon

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



**Project Name:** Public Open House and Shaping Saskatoon Discussion Forum  
**Proposed Evergreen Neighbourhood Concept Plan Amendment, Official Community Plan Amendment and Rezoning (District Village and Residential)**

**Applicant:** Saskatoon Land

**File:** PL. 4131-3-9-3, PL-4350-Z21/13, PL-4115-OCP13/14

## Community Engagement Summary

### Project Description

A public open house was held regarding proposed amendments to the Evergreen Concept Plan, the Official Community Plan Bylaw No. 8769 (OCP) – Land Use Map and the Zoning Bylaw No. 8770 to accommodate the District Village and surrounding residential lands in the Evergreen Neighbourhood. Information about the proposed amendments was also posted on the Shaping Saskatoon On-Line Discussion Forum.

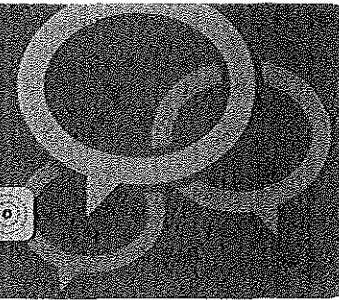
The proposals will accommodate the new alignment of McOrmond Drive for the North Commuter Parkway and Bridge. The proposals will also facilitate the development of a District Village and residential land uses. The open house and the Shaping Saskatoon On-Line Discussion Forum provided residents an opportunity to learn more about the proposal, to comment on the proposal and ask any questions they may have.

The open house was held in the auditorium of the Alice Turner Library on March 18, 2014 from 5pm to 8pm. The Ward Councillor was in attendance.

### Community Engagement Strategy

Purpose	To inform and consult. Participants were provided an overview of the proposal and an opportunity to ask questions of both City staff and the developer. Written comments were accepted at the open house and on the Shaping Saskatoon Discussion Forum for 2 weeks following the open house.
How will the information be used	Comments gathered from the open house and on the Shaping Saskatoon Discussion Forum will be used to inform the decision making process about the proposals.

# Shaping Saskatoon



Tools used	Information boards were presented at the public open house and were posted on the Shaping Saskatoon Discussion Forum. Participants were given the opportunity to discuss the proposal with City staff and the developer. Comment sheets were provided at the open house. Comments could also be provided on the Shaping Saskatoon Discussion Forum for two weeks following the open house.
Notification	899 public open house notices outlining the details of the proposal were sent to Evergreen residents as well as residents of any neighbouring properties using Canada Post Admail as well as addressed mail. The open house and the Shaping Saskatoon website was also advertised in the Star Pheonix for two weeks prior to open house.

## Summary of Community Engagement Feedback

Public Open House Attendees: 53 signed in

Written comments received at the Open House:

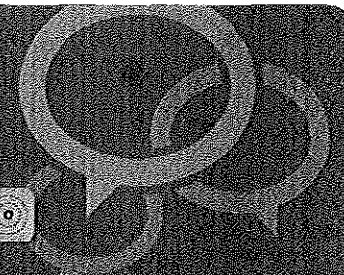
- Exciting to see the plans for the North-east.
- Eliminate right turn on red for pedestrian / bike safety. Need safe connectivity between neighbourhoods for cycling and walking. Encourage focus on active transportation – need access to services (destinations).
- Dark sky lighting compliance.
- McOrmond not wide enough for future LRT. Need BRT in place. Need to provide more frequent bus service.
- Need to consider roads in and out of neighbourhood – prevent bottlenecks.
- Concerned about people walking across Lowe Road onto Pohorecky Cres. Also, chain link fence has lots of weeds growing up it.

## Next Steps

Action	Anticipated Timing
Planning and Development Report prepared and presented to Municipal Planning Commission (MPC). MPC reviews the proposal and recommends approval or denial to City Council.	May 6
Public Notice – report prepared and Public Hearing date set. The University Heights Community Associations, Community consultant, and the Ward Councillor will be provided with direct notice of the Public Hearing.	May 12



# Shaping Saskatoon

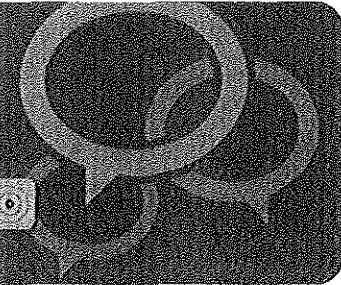


<p>Public Hearing – Public Hearing conducted by City Council, with the opportunity provided for interested persons or groups to present. The proposal is considered together with the reports of the Planning and Development Division, MPC and any written or verbal submissions received by City Council.</p>	<p>May 26</p>
<p>Council Decision – may approve or deny the proposal.</p>	<p>May 26</p>

Prepared by:

Christine Gutmann, Senior Planner  
 Planning and Development Division  
 March 19, 2014

Attachments: Notice of Public Open House



## PUBLIC OPEN HOUSE

### Aspen Ridge Neighbourhood Concept Plan

&

### Amendment to the Evergreen Neighbourhood Concept Plan

**Tuesday, March 18, 2014**

**5:00 - 8:00 PM (Come-and-Go)**

**Location: Alice Turner Library (Auditorium)  
110 Nelson Road**

#### **Aspen Ridge Neighbourhood Concept Plan**

Aspen Ridge is a new proposed residential neighbourhood, consisting of 639 acres, and is the next neighbourhood to be developed in the University Heights Suburban Development Area. The neighbourhood is bounded on the south by the Evergreen neighbourhood and University of Saskatchewan lands, on the northeast by the proposed Perimeter Highway route, and on the northwest by the Northeast Swale.

The neighbourhood has been designed to be walkable with amenities, transit and recreational open space in close proximity to residences. Neighbourhood elements will include a complete streets design concept for McOrmond Drive, a village square, a multi-use greenway abutting the Northeast Swale and a linear park system. The neighbourhood will accommodate a variety of housing forms, including one-unit dwellings, low density townhouses, medium density multiple-unit dwellings, and mixed use development combining residential with retail, office, and service uses. Upon completion, the neighbourhood will be home to approximately 12,956 residents.

#### **Amendment to the Evergreen Neighbourhood Concept Plan**

An amendment to the Evergreen Neighbourhood Concept Plan is proposed to accommodate changes to the District Village in the northeast corner of the neighbourhood. The changes will support the transition of McOrmond Drive to the complete streets design concept as it enters Aspen Ridge, and foster better connections between the two neighbourhoods.

Amendments to the Zoning Bylaw are also proposed in relation to this concept plan amendment.

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The open house will provide an opportunity to view the proposals and to ask questions to City of Saskatoon staff and development partners.

**Can't make the open house?** Visit [www.shapingsaskatoon.ca/discussions](http://www.shapingsaskatoon.ca/discussions) to view details of the proposals and to share your thoughts. Details of the proposal will be made available online March 18<sup>th</sup>.

*Please see the reverse side of the page for a map depicting the Aspen Ridge development area and Evergreen Concept Plan amendment area.*

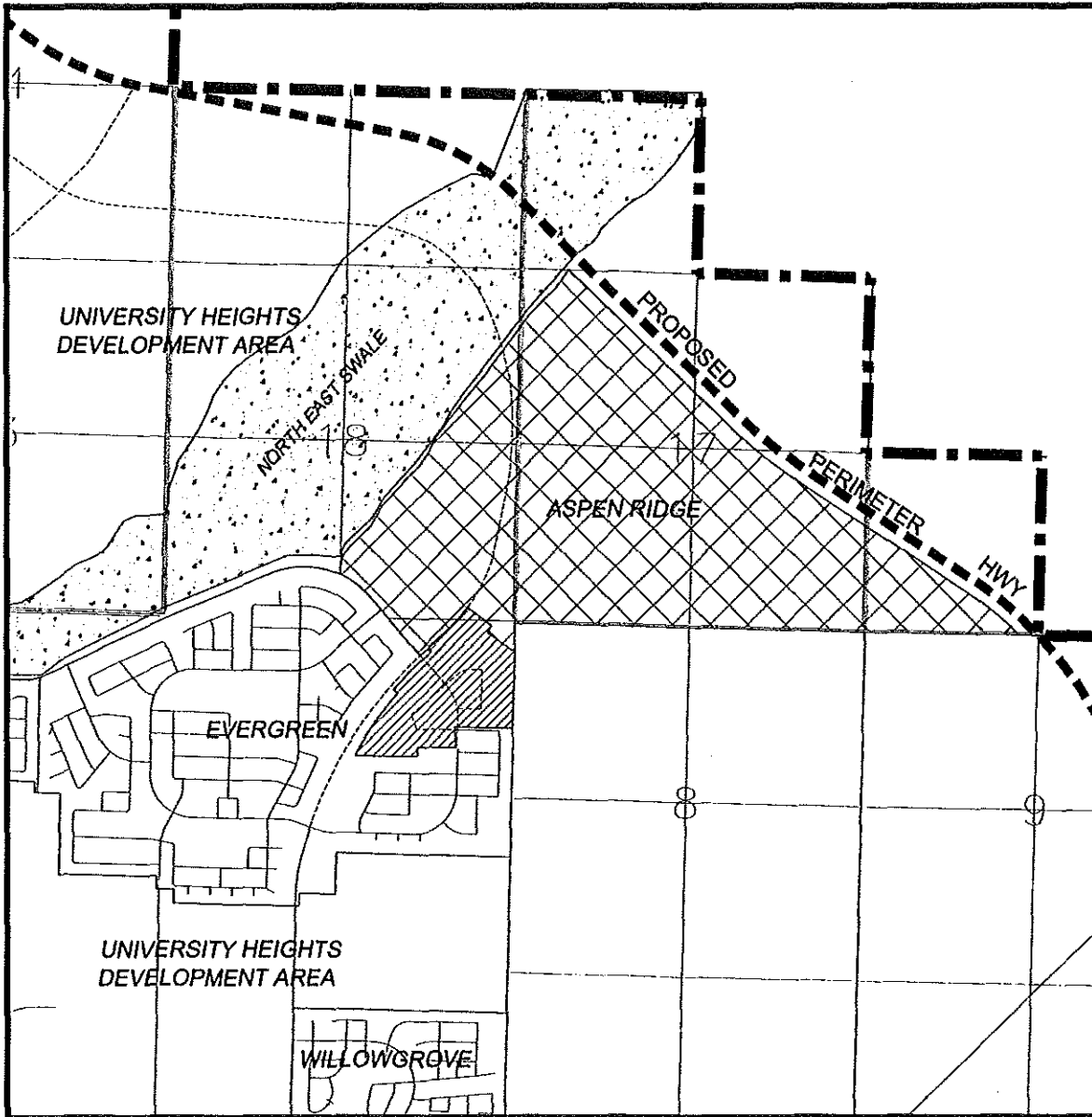
**For more information, please contact:**

**Christine Gutmann, Senior Planner**

Planning & Development Division, Community Services Department, City of Saskatoon

222-3<sup>rd</sup> Avenue North Saskatoon, S7K 0J5

Email: [christine.gutmann@saskatoon.ca](mailto:christine.gutmann@saskatoon.ca) PH: (306) 975-2993 Fax: (306) 975-7712



Proposed Evergreen Concept Plan Amendment Area



Proposed Aspen Ridge Development Area



North East Swale

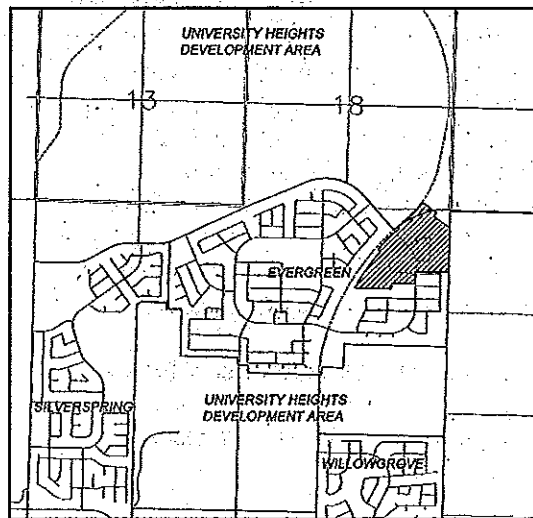


**THE STARPHOENIX, SATURDAY, JUNE 7, 2014 and**  
**SUNDAY PHOENIX, JUNE 8, 2014**

**PUBLIC NOTICE**  
**PROPOSED AMENDMENT TO THE EVERGREEN**  
**NEIGHBOURHOOD CONCEPT PLAN**

Saskatoon City Council will consider an amendment to the Evergreen Neighbourhood Concept Plan, submitted by Saskatoon Land. The amendment will accommodate changes to the District Village in the northeast corner of the Evergreen neighbourhood to:

- i) provide for the new alignment of the proposed North Commuter Parkway;
- ii) provide for better connections between the Evergreen neighbourhood and the proposed Aspen Ridge neighbourhood.



**AMENDMENT TO THE**  
**EVERGREEN CONCEPT PLAN**

 Amendment Area

In Planning and Development Department, City of Saskatoon



**INFORMATION** – Questions regarding the proposal may be directed to the following:  
Community Services Department, Planning and Development  
Phone: 306-975-2993 (Christine Gutmann)

**PUBLIC HEARING** – City Council will hear all submissions on the proposal and all persons who are present at the City Council meeting and wish to speak on **Monday, June 23, 2014 at 6:00 p.m.** in Council Chambers, 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, June 23, 2014** will be forwarded to City Council. City Council will also hear all persons who are present and wish to speak to the proposal.

3.b)

## BYLAW NO. 9195

### The Official Community Plan Amendment Bylaw, 2014 (No. 6)

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. 6)*.


#### Purpose

2. The purpose of this Bylaw is to amend the Official Community Plan to change the land use designation of the land described in the Bylaw from Residential to District Commercial (District Village Commercial).

#### Official Community Plan Amended

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

#### Land Use Map Amended

4. The Land Use Map, which forms part of the Official Community Plan, is amended to change the land use designation of the land described in this Section and shown as  on Appendix "A" to this Bylaw from Residential to District Commercial (District Village Commercial):
  - (a) Portion of Surface Parcel No. 202928069  
Legal Land Description: NE 07-37-04-3 Ext 7;
  - (b) Portion of Surface Parcel No. 165215819  
Legal Land Description: SE 18-37-04-3 Ext 1;and,

- (c) Portion of Surface Parcel No. 118557243  
Legal Land Description: Blk/Par A, Plan 66S18392 Ext 0  
As described on Certificate of Title  
00SA15609.

**Coming into Force**

- 5. This Bylaw shall come into force upon receiving the approval of the Minister of Government Relations.

Read a first time this \_\_\_\_\_ day of \_\_\_\_\_, 2014.

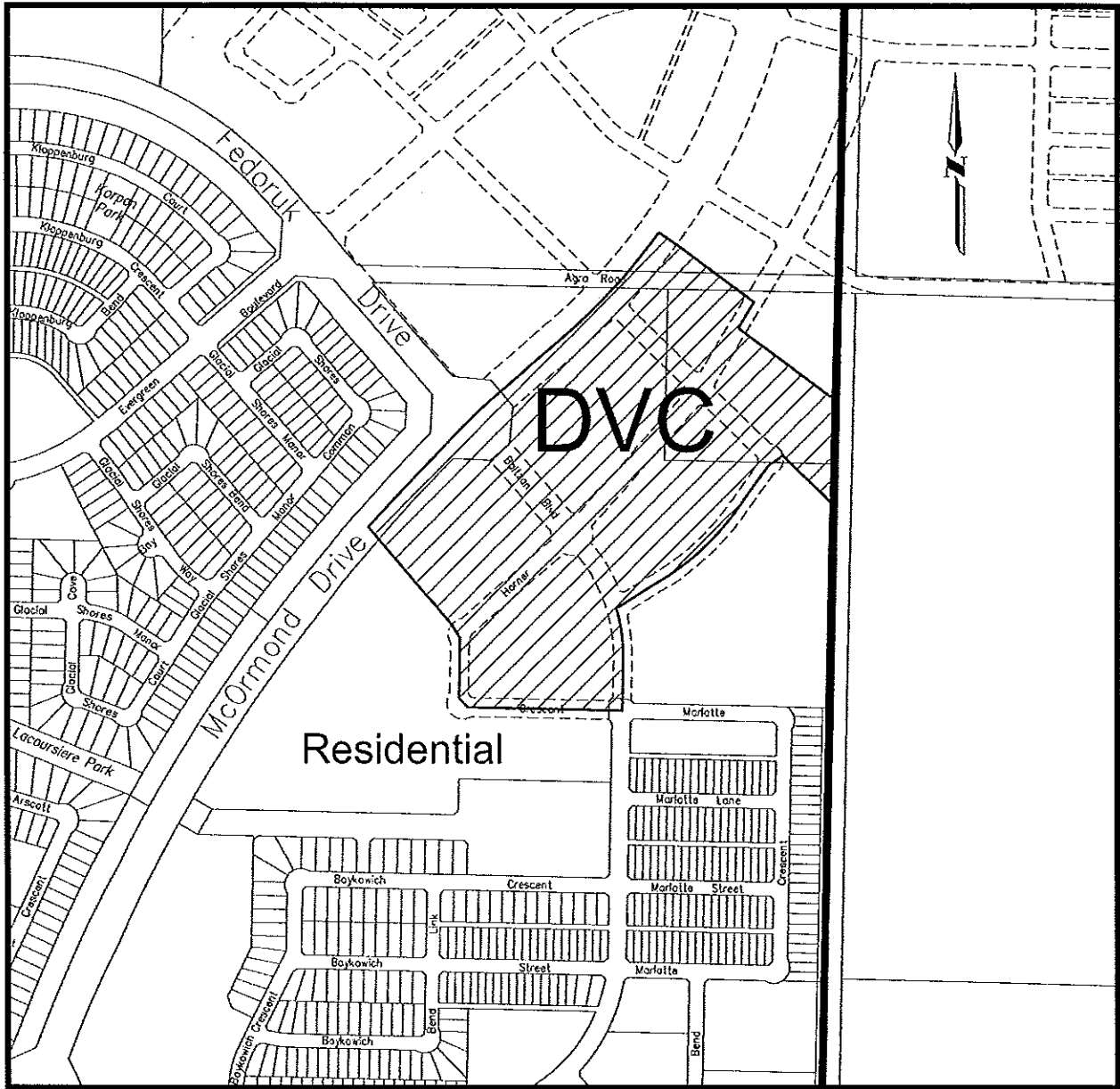
Read a second time this \_\_\_\_\_ day of \_\_\_\_\_, 2014.

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

\_\_\_\_\_  
Mayor

\_\_\_\_\_  
City Clerk

Appendix "A"



OFFICIAL COMMUNITY PLAN AMENDMENT  
LAND USE MAP



From Residential to District Commercial (DVC\*)

\*DVC = District Village Commercial



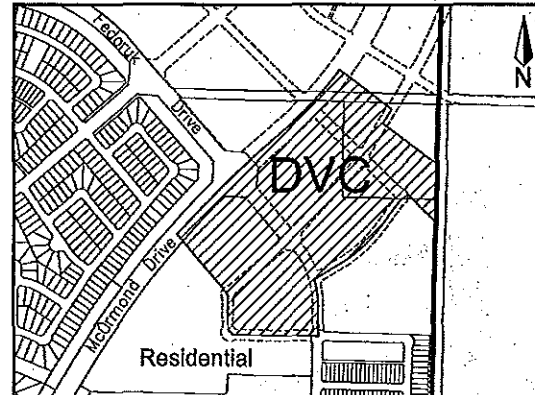
**OFFICIAL COMMUNITY PLAN**

**NOTICE**


**EVERGREEN NEIGHBOURHOOD  
PROPOSED AMENDMENT TO THE OFFICIAL  
COMMUNITY PLAN – LAND USE MAP – BYLAW  
NO. 9195**

Saskatoon City Council will consider an amendment to the Official Community Plan, Bylaw No. 8769. By way of Bylaw No. 9195, The Official Community Plan Amendment Bylaw, 2014 (No. 6), the property shown in the map below will be reclassified from Residential to District Commercial (District Village Commercial) within the Official Community Plan Land Use Map.

**REASON FOR THE AMENDMENT** – The proposed Official Community Plan Land Use Map amendment will accommodate amendments to the Evergreen Neighbourhood Concept Plan resulting from the realignment of McOrmond Drive to accommodate the North Commuter Parkway.



**PROPOSED OFFICIAL COMMUNITY PLAN AMENDMENT  
LAND USE MAP**

 From Residential to District Commercial (DVC\*)

\*DVC = District Village Commercial

File No. OCP13-2014



**LEGAL DESCRIPTION** – Portion of NE 1/4 Sec 7 Twp 37 Rge 4 W3M, Portion of Parcel A, Plan No. 66S18392 and, Portion of SE 1/4 Sec 18 Twp 37 Rge 4 W3M

**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: 306-975-2993 (Christine Gutmann)

**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 on **Monday, June 23, 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, June 23, 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.



**BYLAW NO. 9196**

**The Zoning Amendment Bylaw, 2014 (No. 13)**

The Council of The City of Saskatoon enacts:

**Short Title**

1. This Bylaw may be cited as *The Zoning Amendment Bylaw, 2014 (No. 13)*.


**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 RMTN1 District, B4A District, RM3 District, M3 District, B1B District respectively, and from an AG District to an RM3 District.

**Zoning Bylaw Amended**


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

**R1A District to RMTN1 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 RMTN1 District.

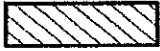
- (a) Portion of Surface Parcel No. 202928069  
Legal Land Description: NE 07-37-04-3 Ext 7.

**R1A District to B4A 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 a B4A District:


- (a) Portion of Surface Parcel No. 202928069  
Legal Land Description: NE 07-37-04-3 Ext 7.

**R1A District to an 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) Portion of Surface Parcel No. 202928069  
Legal Land Description: NE 07-37-04-3 Ext 7.

**R1A District to an M3 District**

7. 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 M3 District:


- (a) Portion of Surface Parcel No. 202928069  
Legal Land Description: NE 07-37-04-3 Ext 7.

**R1A District to a B1B District**

8. 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 a B1B District:

- (a) Portion of Surface Parcel No. 202928069  
Legal Land Description: NE 07-37-04-3 Ext 7.

**AG District to RM3 District**

9. 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 AG District to an RM3 District:

- (a) Portion of Surface Parcel No. 118557243  
Legal Land Description: Blk/Par A, Plan 66S18392 Ext 0  
As described on Certificate of Title  
00SA15609.

**Coming into Force**

5. This Bylaw shall come into force upon the approval of Bylaw No. 9195, *The Official Community Plan Amendment Bylaw, 2014 (No. 6)* by the Minister of Government Relations.

Read a first time this \_\_\_\_\_ day of \_\_\_\_\_, 2014.

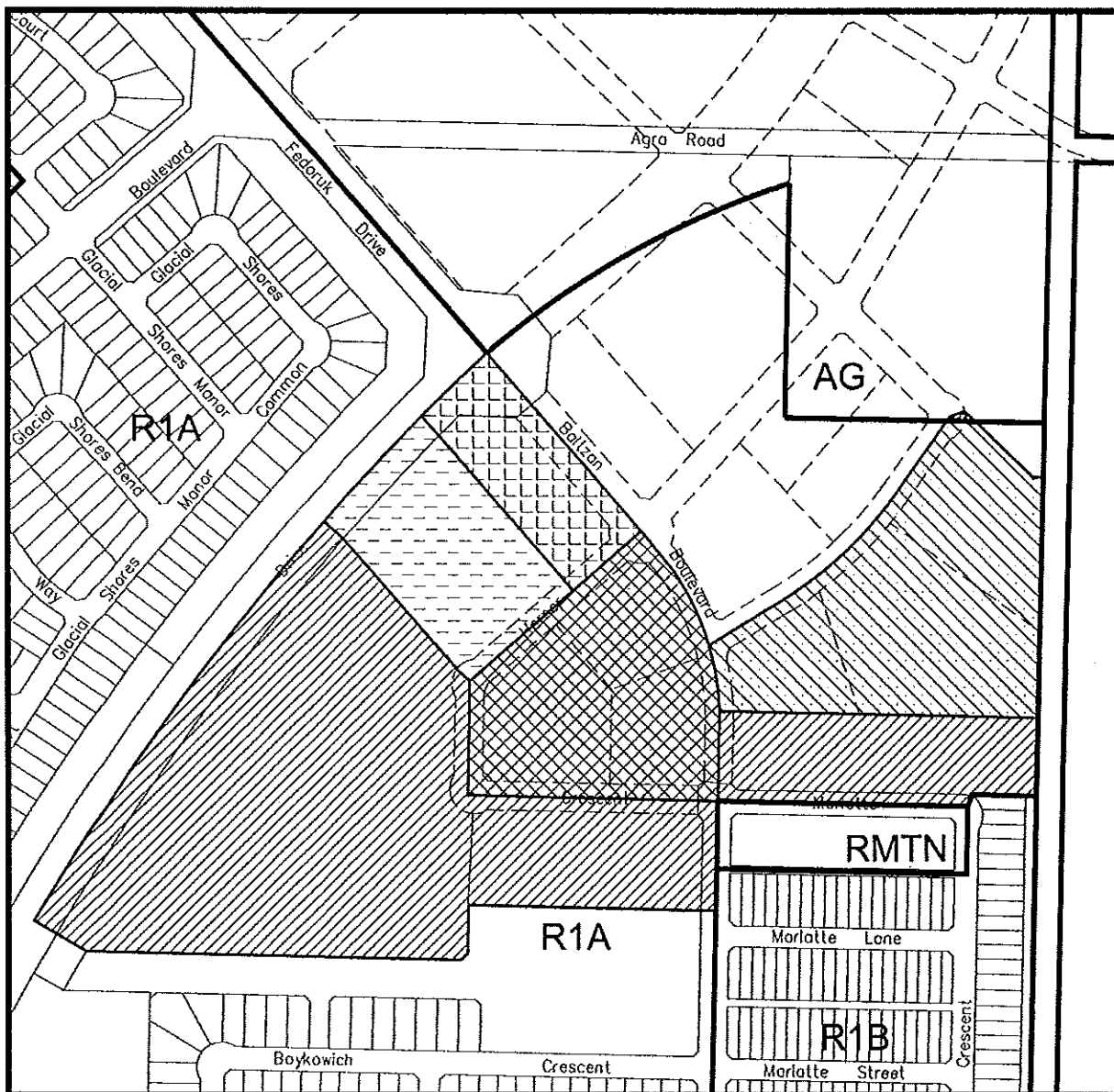
Read a second time this \_\_\_\_\_ day of \_\_\_\_\_, 2014.

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

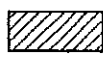



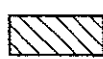

\_\_\_\_\_  
Mayor

\_\_\_\_\_  
City Clerk

### Appendix "A"



## REZONING

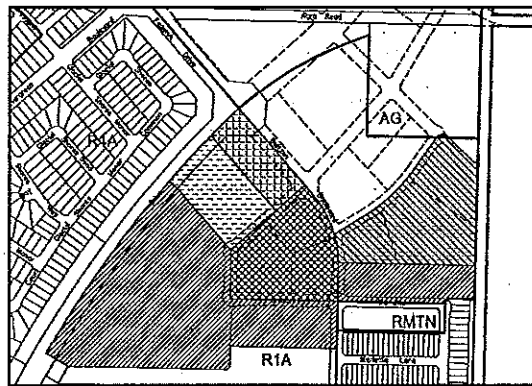
- |   |   |
|---|---|
|  From R1A to RMTN1 |  From R1A to M3  |
|  From R1A to B4A   |  From R1A to B1B |
|  From R1A to RM3   |  From AG to RM3  |



**ZONING NOTICE  
EVERGREEN NEIGHBOURHOOD  
PROPOSED ZONING BYLAW AMENDMENT –  
BYLAW NO. 9196**

Saskatoon City Council will consider an amendment to the City's Zoning Bylaw (No. 8770). By way of Bylaw No. 9196, the Zoning Amendment Bylaw 2014 (No. 13), the properties in the Evergreen neighbourhood, as shown in the map below will be rezoned from R1A – One-Unit Residential District and AG – Agricultural District to RMTN1 – Medium Density Townhouse Residential District 1, RM3 – Medium Density Multiple-Unit Dwelling District, M3 – General Institutional Service District, B1B – Neighbourhood Commercial – Mixed Use District, and B4A – Special Suburban Centre and Arterial Commercial District.

**REASON FOR THE AMENDMENT** – The proposed rezoning will accommodate a variety of land uses in the District Village Commercial area within the Evergreen neighbourhood including a range of commercial and institutional uses. The amendment will also provide for medium density townhouse and multiple-unit residential development.



**PROPOSED REZONING**

From R1A to RMTN1	From R1A to M3
From R1A to B4A	From R1A to B1B
From R1A to RM3	From AG to RM3

File No. RZ21-2013 City of Saskatoon

**LEGAL DESCRIPTION** – Portion of NE 1/4 Sec 7 Twp 37 Rge 4 W3M and Portion of Parcel A Plan No. 66S18392.

**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: 306-975-2993 (Christine Gutmann)

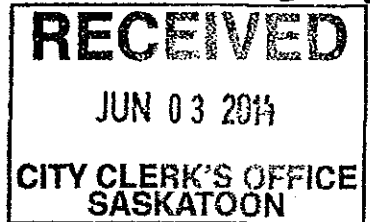
**PUBLIC HEARING** – City Council will hear all submissions on the proposed amendment, and all persons who are present at the City Council meeting and wish to speak on **Monday, June 23, 2014 at 6:00 p.m. in City Council Chamber, City Hall, Saskatoon, Saskatchewan.**

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, June 23, 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.

4131-32 3.d)



**TO:** Secretary, Municipal Planning Commission  
**FROM:** General Manager, Community Services Department  
**DATE:** May 20, 2014  
**SUBJECT:** Proposed Aspen Ridge Concept Plan  
**FILE NO.:** PL 4131-41

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**RECOMMENDATION:** that a report be submitted to City Council recommending that at the time of the public hearing, City Council consider the Administration's recommendation that the proposed Aspen Ridge Concept Plan be approved.

**TOPIC AND PURPOSE**

The purpose of this report is to consider an application from Saskatoon Land for the proposed Aspen Ridge Concept Plan (Concept Plan).

**REPORT HIGHLIGHTS**

1. The proposed Concept Plan is consistent with the approved University Heights Sector Plan and will accommodate the development of the next University Heights neighbourhood. Upon completion, the neighbourhood will be home to approximately 12,500 residents.
2. No development applications will be considered for lands abutting the Perimeter Highway until the status of the Perimeter Highway is determined. Similarly, the lands designated as Urban Holding will be considered in a future Concept Plan amendment, once the Perimeter Highway Validation Study is complete.
3. The proposed Concept Plan supports the principles of Growing Forward! Shaping Saskatoon.

**STRATEGIC GOAL**

Under the Strategic Goal of Sustainable Growth, this report supports the creation of complete communities in new neighbourhoods that feature employment opportunities, main streets, and greater connectivity both internally and externally. New commercial nodes will include parks, paths, and routes that encourage walking, cycling, and transit use.

**BACKGROUND**

During its October 7, 2013 meeting, City Council approved the amended University Heights Sector Plan. The vision for the sector is to develop interconnected, human-scale neighbourhoods featuring a variety of housing forms and a mixture of land uses, along with a high-quality employment area and vibrant village and district centre, while illustrating a conservation theme of preserving and integrating existing natural features along the way.

## REPORT

### Proposed Concept Plan

The proposed Concept Plan, outlined in Attachment 1, is the next neighbourhood to be developed in the University Heights sector. The proposed residential neighbourhood, including a District Village, consists of a total land area of 639 acres (258 hectares). Upon completion, the neighbourhood will be home to approximately 12,500 residents. The Quick Facts Sheet, regarding the proposed neighbourhood has been included in Attachment 2.

The neighbourhood boundaries include the Evergreen neighbourhood to the east, University of Saskatchewan lands on the south, the proposed Perimeter Highway on the east, and the Northeast Swale on the north.

The neighbourhood has been designed to be walkable with amenities and recreational spaces close to homes. It will include a variety of housing, such as one-unit dwellings, townhouses, multiple-unit dwellings, and mixed-use development combining residential with retail and office space. Elements of the neighbourhood will include:

- a) a complete streets design concept for McOrmond Drive;
- b) a village square;
- c) a multi-use greenway abutting the Northeast Swale; and
- d) a linear park system.

### Perimeter Highway

The Province of Saskatchewan is undertaking The Saskatoon Perimeter Highway Validation Study (Validation Study). The purpose of the Validation Study is to assess the current approved location of the Perimeter Highway. To accommodate the ongoing study, the Concept Plan has included the following:

1. The lands located along the eastern edge of the neighbourhood and which abut the Perimeter Highway are proposed to be low-density residential. No development applications will be considered for these lands until the status of the Perimeter Highway is determined. Should the Perimeter Highway location be confirmed, the developer will be able to proceed with the proposed development as shown on the Concept Plan. However, should it be determined that the Perimeter Highway be relocated, a Concept Plan amendment will be brought forward to address the proposed changes.
2. The lands located in the south-east corner of the neighbourhood will be designated as Urban Holding. When the Validation Study is complete and an appropriate use for these lands is determined, a Concept Plan amendment will be brought forward to address the proposed changes.

### Growing Forward! Shaping Saskatoon

A report was presented to the Growing Forward! Shaping Saskatoon Steering Committee (Steering Committee). Due to the proximity of Aspen Ridge to the

Evergreen neighbourhood, the proposed Concept Plan was presented to the Steering Committee, together with the proposed Evergreen Concept Plan amendment for the District Village. The report identifies how the proposed Concept Plan meets the principles of the Growing Forward! Shaping Saskatoon initiative. The report is included in Attachment 3.

Some of the key initiatives incorporated into the design of the neighbourhood include:

- a) higher density land uses along transit corridors;
- b) all collector roadways built to support transit;
- c) a District Village to provide employment opportunities within walking distance for residents of both the Aspen Ridge and Evergreen neighbourhoods;
- d) a variety of residential land uses from one-unit to multi-unit residential to promote affordability; and
- e) a greenway along those portions of the neighbourhood that abut the Northeast Swale.

### **OPTIONS TO THE RECOMMENDATION**

City Council could deny the proposed Concept Plan. This option would preclude the implementation of the University Heights Sector Plan.

### **POLICY IMPLICATIONS**

There are no policy implications.

### **FINANCIAL IMPLICATIONS**

The primary financial obligations for the development of the Aspen Ridge neighbourhood are outlined in Attachment 4.

### **PUBLIC AND/OR STAKEHOLDER INVOLVEMENT**

#### **Comments from Other Divisions and Agencies**

Comments from external and internal stakeholders were solicited through the review process. Comments noted by other divisions or agencies, with respect to the proposed Concept Plan, are included in Attachment 5.

#### **Public Engagement**

A public open house was held on March 18, 2014. A total of 899 public notices were mailed out to notify residents within the subject area and the surrounding property owners. The Willowgrove/University Heights and the Silverspring Community Associations were also notified. The Ward Councillor was in attendance and 53 people attended the public open house. The Community Engagement Project Summary has been included in Attachment 6.

The key themes heard at the open house about the proposed neighbourhood included:

- a) ensuring bike lanes are developed in a way that is safe and accessible; and



- b) ensuring development does not have a negative impact on abutting areas, such as the Northeast Swale and the Kernan Prairie.

### **COMMUNICATION PLAN**

A report requesting approval to advertise was considered by City Council on May 20, 2014. Public hearing notices will be advertised two weeks prior to City Council's meeting date. No further consultation is planned beyond the stakeholder involvement noted above.

### **ENVIRONMENTAL IMPLICATIONS**

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

### **PRIVACY IMPACT**

There are no privacy implications.

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

A CPTED review was conducted as part of the 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**

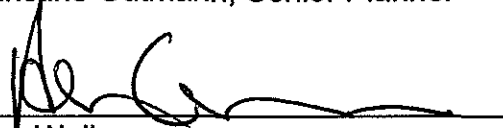
The application will be advertised in accordance with Public Notice Policy No. C01-021, and a date for a public hearing will be set. The Planning and Development Division will notify the Community Consultant and the Ward Councillor of the public hearing date by letter. A notice will be placed in The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

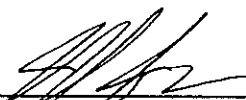
### **ATTACHMENTS**

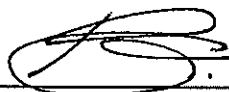
1. Aspen Ridge Concept Plan
2. Aspen Ridge Neighbourhood Quick Facts
3. Growing Forward! Shaping Saskatoon Report
4. Financial Implications
5. Comments by Other Divisions and Agencies
6. Community Engagement Summary

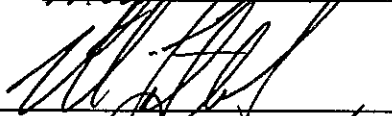
Written by: Christine Gutmann, Senior Planner

Reviewed by:

  
 Alan Wallace  
 Director of Planning and Development

Approved by:   
Jeff Jorgenson, General Manager  
Transportation and Utilities Department  
Dated: May 29/2014

Approved by:   
Randy Grauer, General Manager  
Community Services Department  
Dated: May 29/2014

Approved by:   
Murray Totland, City Manager  
Dated: June 2/14

# ASPEN RIDGE Neighbourhood Quick Facts

<b>GROSS LAND AREA</b>	638.71 ac (258.49 ha)
<b>PROJECTED POPULATION (MAXIMUM BUILD OUT)</b>	12,544 persons
<b>NEIGHBOURHOOD GROSS DENSITY</b>	8.93 units per acre
<b>NEIGHBOURHOOD NET DENSITY (DENSITY OF SALEABLE LAND)</b>	14.30 units per acre
<b>PROJECTED ELEMENTARY SCHOOL POPULATION (MAXIMUM BUILD OUT)</b>	1,715 students (peak enrolment)
<b>ESTIMATED TOTAL NUMBER OF UNITS</b>	5,702 units Single unit dwellings: 2,177 units Multi-unit dwellings: 3,525 units
<b>TOTAL NEIGHBOURHOOD RESIDENTIAL UNIT SPLIT</b>	Single Unit (lots): 38% Multi-Units: 62%
<b>NEIGHBOURHOOD PARK</b>	38.96 ac (15.77 ha) 17 acres of Core Park (6.88 ha) 18.59 acres of Linear Park (7.52 ha) 2.42 acres divided between 3 Pocket Parks (0.98 ha) 0.95 acres of Village Square (0.38 ha)

\* With the exception of Gross Land Area and Neighbourhood Park areas, all above noted values are estimates based on past development and population trends.

**TO:** Growing Forward, Shaping Saskatoon Steering Committee  
**SUBJECT:** Proposed Aspen Ridge Neighbourhood Concept Plan  
 Proposed Evergreen Neighbourhood Concept Plan Amendment  
**DATE:** March 27, 2014

This report is to provide an overview of the application of Growing Forward, Shaping Saskatoon *Principles for New Development* for the proposed Aspen Ridge Neighbourhood Concept Plan and Evergreen Neighbourhood Concept Plan Amendment (District Village). A copy of the proposed Concept Plan and proposed Amendment are attached.

**Application of Growing Forward, Shaping Saskatoon Principles**

The proposed Concept Plan and proposed Amendment have incorporated the Growing Forward, Shaping Saskatoon principles as outlined in the Bridging Document as follows:

<b>Incorporate public transit</b>	Transit routes are proposed along McOrmond Drive and an internal collector road. Transit routes are anticipated to continue north-ward along McOrmond into the next neighbourhood. Higher density residential land uses as well as retail and mixed uses are proposed along the routes.
<b>Design the street layout to support all road users</b>	The proposed Aspen Ridge Concept Plan incorporates a grid network where possible. A complete streets design concept is proposed along McOrmond Drive.
<b>Maximize opportunities for access to amenities</b>	The developer has incorporated amenities that are accessible to as many residents as possible. Examples include: <ul style="list-style-type: none"> <li>• the Core Park is centrally located with school sites abutting it;</li> <li>• a transit route has been planned with higher density land uses abutting the route;</li> <li>• retail and mixed use land uses are planned for within the neighbourhood and in the District Village; and,</li> <li>• the proposed District Village will provide services within walking distance for residents of both neighbourhoods.</li> </ul>
<b>Design open spaces to provide connections to surrounding areas</b>	The developer has incorporated a linear park system and pocket parks throughout the neighbourhood for the purposes of both programming space and pedestrian connectivity. Furthermore, the developer has proposed a greenway along the edge of the Northeast Swale. The greenway will provide access to the Northeast Swale and is intended to connect to a city wide active transportation network.
<b>Promote affordability</b>	The developer has incorporated a variety of residential land uses from single family to multi-unit residential, as well as mixed use land uses.
<b>Provide for employment opportunities within the community</b>	Retail and mixed use land uses are planned for within the neighbourhood. The proposed District Village will provide employment opportunities within walking distance for residents of both Aspen Ridge and Evergreen.
<b>Maintain / enhance environmental and historical features.</b>	The developer is providing for a greenway along those portions of the Aspen Ridge neighbourhood which abut the Northeast swale. The greenway has been developed to provide an appropriate buffer from the abutting residential land uses to the swale.
<b>Consider water and sewer capacity requirements</b>	Water and sewer capacity requirements have been addressed in the review of the neighbourhood concept plan.
<b>Strive to use green infrastructure for storm water management</b>	A forebay is proposed in the northwest of the Aspen Ridge neighbourhood to allow stormwater to be physically and biologically treated before it drains into the Northeast Swale.

## FINANCIAL OBLIGATIONS

A report titled "Financing Growth in the University Heights Sector" report from the General Manager, Corporate Services Department was presented to City Council on October 7, 2013. This report identified the required infrastructure in the University Heights Sector and the appropriate funding sources.

Of particular note, the report does state that the Meewasin trails will require funding. As outlined on page 6 of the Concept Plan document (Attachment 1), once the Meewasin Valley Authority has determined their plans for trails and interpretive sites within the Swale, discussions regarding the development of the Greenway trail will begin between the Aspen Ridge Ownership Group, the Meewasin Valley Authority and the City of Saskatoon.

In addition to items outlined in this report, the financial obligations specific to the Aspen Ridge neighbourhood are as follows:

### Summary

Item	Financial Implication
Arterial Roadways	The City will fund up to our normal Class "A" arterial standard. No funding will be allocated for items detailed below.
Signing and Signals	The City will work to maximize the utilization of funding provided from the traffic signal levy collected within the Aspen Ridge neighbourhood. Additional signals required, however, must be funded by the Developer.
Central Avenue Power Lines	The City will, with the cooperation of the developer, endeavour to use our best commercial efforts to collect and then reimburse the developer for costs attributable to adjacent land owners at the time of future development.
East / West Local Roadway abutting University of Saskatchewan	The neighbourhood design will result in the single frontage cost being absorbed within the City's land holdings.

### Detailed Description

#### *Arterial Roadways*

- The development of the Evergreen neighbourhood and the Aspen Ridge neighbourhood will necessitate the need for the construction of a number of arterial roadways including Fedoruk Drive, the twinning of McOrmond Drive as well as Central Avenue. The City will fund up to our normal Class "A" arterial standard. No funding will be allocated for:
  - If McOrmond Drive is modified to include a centre swale, the submitted design will require additional information which should indicate how this design is an improvement on our current design.
  - No portion outside of the bike lanes shown on cross section 1-3 will be funded from the arterial road reserve. The Developer will be required to fund this portion.

#### *Power lines and/or Utility Relocation*

- The City is not responsible for the removal of existing power lines and/or other utilities to facilitate the development of neighbourhoods. The Silverspring neighbourhood was developed by the City and the full cross section of the arterial roadway was delayed at that time until further traffic warranted construction. The Developer has requested that the City accumulate and hold the non-standard expenses and charge future developers for the cost. We will, with the cooperation of the developer, endeavour to use our best commercial efforts to collect and then reimburse the developer for costs attributable to adjacent land owners at the time of future development however, we will not "hold" expenses on behalf of the Developer.

#### *Signing and Signals*

- A reserve has been established for the installation of traffic signalization for residential neighbourhoods. Normally, two pedestrian corridors and two signalized intersections are funded from the reserve. This submission indicates additional intersections along McOrmond Drive. If traffic control signalization is required for additional intersections in the future they must be funded by the Developer. The City will work to maximize the utilization of funding provided from the traffic signal levy collected within the Aspen Ridge neighbourhood. Additional signals required, however, must be funded by the Developer.

#### *East / West Local Roadway abutting University of Saskatchewan*

- The neighbourhood design will result in the single frontage cost being absorbed within the City's land holdings.

Comments from Other Divisions and Agencies

Agency	Comment	Response
Shaw Cable Systems	Shaw Cablesystems has reviewed the revised concept plan for the Aspen Ridge neighbourhood and has no objections to or concerns.	None required
SaskTel	We support the proposed concept plan submission provided to SaskTel dated October 21st 2013. Regarding comments on page 30, we appreciate having the relocation of existing utilities noted. We also appreciate having the tentative cell phone towers noted with comments from the Land Branch.	None required
SaskEnergy	<p>After reviewing the revised Neighborhood submission and based on our past experiences with Rosewood, Willowgrove, Stonebridge and Hampton Village, SaskEnergy has a few concerns. The specific concerns consist of land acquisition and construction of a future regulator station, pipeline right-of-way and system isolation zones.</p> <p>Primarily, SaskEnergy requires a District Regulator Station (DRS) to be built within the area to serve the new growth. One suitable site was chosen based on the City's plans to start from the edge of Evergreen and work to the north and west. The selection criteria included; an accessible pipeline right-of-way (ROW) to feed the Station with a 830 kPa feeder main, 24/7 vehicle/person access, and the use of public drainage and/or municipal buffer space to mitigate the use of residential lots. The proposed site allows this station to serve Evergreen, Aspen Ridge, backfeed Willowgrove and later serve the future University Heights Neighborhood to the north-west. The proposed location for the DRS and feeder mains are indicated on the attached map.</p> <p>Secondly, Pipeline ROW's are a significant area of concern. As the development can change over its servicing period, concerns about lot, block, and roadways ROW's may result in a major impact on pipeline routing. SaskEnergy tries to anticipate and mitigate potential routing problems, but in past neighborhoods, changes in lot and block orientations have caused either dead-ends or the need to run the gas mains in the roadway ROW's. Installing mains in the roadway ROW's can be very constricting and costly. In the past, the utilities have voiced concerns regarding lack of boulevard space for even two utilities. The provision of 2.5m wide green spaces within boulevards, or allowing parallel installation under proposed sidewalks will create sufficient space to install and maintain our facilities.</p>	SaskEnergy comments have been noted.

Agency	Comment	Response
SaskEnergy (con't)	<p>To a lesser degree, SaskEnergy develops isolation zones in order to valve off and localize system failures to an area or allow for scheduled maintenance while maintaining system integrity. These zones depend on pipeline routing and may be affected when subdivision plans are changed as stated above. SaskEnergy hopes that the City will address the concerns of a future regulator station, pipeline routing and system isolation zones during the approval process. SaskEnergy also requests that the City review and approve in principle our preliminary plans to install the new University Heights DRS and feeder mains. The Feeder mains are planned for Summer/Fall of 2013 and the DRS for Spring/Summer 2014.</p>	
SaskPower	<p>Please see the following comments with respect to the electrical servicing of the proposed Aspen Ridge subdivision. This is the second round of comments.</p> <ul style="list-style-type: none"> <li>• Presently there is an overhead single phase distribution line that runs north-south through the subdivision that will have to be removed or relocated. There are also four rural services that will need to be removed prior to construction. You are already aware of these locations.</li> <li>• SaskPower intends to install its main three phase overhead distribution in the back lane, west of McOrmond Road, up to north end of the development. SaskPower will require a 2.0m easement along the properties adjacent to the back lane where the overhead distribution line is located. This easement request has been made through Altus Geomatics for Phase 1 of the subdivision.</li> <li>• SaskPower intends to install three phase overhead distribution along the south side of the roadway that extends past the Village Square and schools. Space will be required in the right-of-way for this infrastructure.</li> <li>• SaskPower intends to install three phase overhead distribution along the berm in between the subdivision and the future perimeter highway.</li> <li>• There will be multiple underground distribution take-off points from the overhead distribution lines. The underground distribution will then extend throughout the subdivision for servicing the properties. Please see the attached map for reference.</li> <li>• SaskPower will request suitable easements for routing distribution lines and for installing and maintaining facilities, prior to the titles being transferred from the City of Saskatoon.</li> <li>• SaskPower will be installing padmount switching cubicles throughout the subdivision. The locations are indicated on the attached map. 6.0m x 6.0m easements will be required where this infrastructure is located.</li> </ul>	No response required.



Agency	Comment	Response
SaskPower (con't)	<ul style="list-style-type: none"> <li>You have also been in contact with Conrad Sigurdson at SaskPower with respect to providing SaskPower a corridor in order to relocate the transmission line that presently runs along Lowe Road. Please continue to coordinate this with Conrad.</li> </ul>	
Saskatoon Light and Power	<p>Reference to your letter dated October 21, 2013 on the above, this is to provide you with our comments as follows:</p> <ul style="list-style-type: none"> <li>Aspen Ridge Neighbourhood is not within the area where SL&amp;P provides the electrical distribution and services. No easements will be requested.</li> <li>The street lighting will be provided by SL&amp;P. There will be multiple locations where SL&amp;P will take an electrical service point from SASKPOWER for the community lighting system. Locations will be determined once more detailed is available. These service points are expected to be located on roadway right-of-ways and no easements will be required. Please refer to attached comments by SL&amp;P lighting and Drafting Superintendent respecting roadway, parks and pathway lighting.</li> <li>The parks and pathway lighting will be provided by City's Infrastructure Services-Parks Branch.</li> </ul>	None Required.
Saskatoon Transit	Transit has no comments or issues with the revised plan.	None Required
Transportation and Utilities	<p>During the review and later construction of the Evergreen neighbourhood a plan was devised to relocate the 138kv powerline that bisects the neighbourhood onto the closed portion of Range Road 3045 before proceeding west on Fedoruk to link up with Lower Road. One of the long term solutions to avoid this rerouting again in the future for UH#3 was to create a 20m right of way / easement along the south portion of Aspen Ridge and route the line along the proposed perimeter highway. Although other options may be pursued in the future, if the east / west provision is not recognized, including the creation of a north / south utility corridor through UH#3, this particular option will not be available.</p>	Acknowledged by Developer. May need to be revisited if Perimeter Highway is relocated.
Transportation and Utilities  <i>Water and Sewer</i>	<p><i>Comments dated April 16, 2014</i></p> <ul style="list-style-type: none"> <li>The depth of the drainage parcel in the linear park has changed during the design process with the 5 year and 100 year flood event depths to be 1m and 1.85m respectively. The cross-section of the drainage parcel becomes larger close to culverts.</li> <li>The linear park system is a bit different than the conventional ones. There will not be catch basins in the linear parks, but the flow will drain directly to the forebay via the linear park.</li> <li>Figure 10 does not show the extension of the 1050 primary watermain to the north of the neighbourhood.</li> </ul>	Saskatoon Land has been working directly with the Transportation and Utilities Department to address their concerns and requirements.

Agency	Comment	Response
<p>Transportation and Utilities</p> <p><i>Water and Sewer (con't)</i></p>	<p><i>Comments dated December 5, 2013</i></p> <ul style="list-style-type: none"> <li>• Sanitary Sewers – The design for sanitary sewer trunks has changed as per the attached layout plan.</li> <li>• Watermains – No comments.</li> <li>• Storm Sewers – A new cross-section design for McOrmond Drive is being proposed for storm water management.</li> </ul> <p>The incorrect image numbers are referenced on pages 13 and 14, and the Image 10 cross-section width totals 43.8 metres not 44.0 metres.</p>	
<p>Transportation and Utilities</p> <p><i>Transportation</i></p>	<p><i>Comments dated January 17, 2014</i></p> <p>Functional Plan of McOrmond Drive – Transportation Division is not confident that sufficient right-of-way has been set aside for McOrmond Drive or the collector streets that form intersections with McOrmond Drive. Transportation Division is willing to undertake this task, however, additional information will be needed from the developer with respect to traffic volumes at the collector / McOrmond intersections. Transportation Division's functional design will be limited to the arterial portion of the roadway up to and including the right-side curb of the roadway; and the design layout of collector roadways approximately 100m from McOrmond Drive. The design of all aspects of the service roads including the cycling lane and sidewalks will be the responsibility of the developer.</p> <p>Our comments in regard to the discrepancies in the TIS still remain and need to be reconciled. In its current form it does not inspire confidence that it was properly undertaken. Transportation Division representative would appreciate an opportunity discuss these items with the developer's consultant.</p> <p>As per our previous memo, an analysis of the traffic conditions at 400,000 population is also requested as confidence is needed that McOrmond Drive will continue to operate acceptably as growth continues in the University and Holmwood sectors.</p> <p><u>R-O-W Sizing</u> A 32m r-o-w will be required for the collector roadway from Blackley Road to the first local street intersection to provide the appropriate transitional road from the arterial street to collector street (Item 3.c).</p>	<p>The Developer has been working directly with the Administration to address their concerns and requirements.</p> <p>Requirements related to the development of a functional plan will be implemented as the functional plan is developed.</p> <p>The TIS has been updated to reflect this comment.</p>

Agency	Comment	Response
<p>Transportation and Utilities</p> <p><i>Transportation (con't)</i></p>	<p><u>Additional Information</u></p> <p>Transportation Division had requested a variety of additional information and it is still required. However, it is not required prior to approval of the Neighborhood Concept Plan. The following information will be required on a neighbourhood wide basis prior to the approval of any subdivision within the neighbourhood. The following information needs to be submitted and approved by Transportation Division:</p> <ul style="list-style-type: none"> <li>• A Right-of-Way closure plan of all existing public right-of-way within the neighbourhood and showing the maintenance of public access during the construction of the neighbourhood.</li> <li>• A transit infrastructure plan showing the roads that may have local transit vehicle service (collector network) and through transit service (arterial network).</li> <li>• A Curb-Type plan for all streets in the neighbourhood.</li> </ul> <p><i>Transportation Comments on the Aspen Ridge Traffic Impact Study (TIS) - December 5, 2013</i></p> <ul style="list-style-type: none"> <li>• The proposed intersections, recommended plan for each intersection, and proposed signal timing plans do not meet the minimum standards set-out in the Canadian Capacity Guide for Signalized Intersections, nor City of Saskatoon (City) standard practice. The TIS must be revised to meet contemporary engineering practice and standards. City of Saskatoon standard practice for arterial intersections includes: <ul style="list-style-type: none"> <li>• Left-turn bays provided on all approaches, to separate the movements and meet the expected queue lengths;</li> <li>• Clearance interval calculated using ITE formula (City standard: minimum All-red = 1.5s, minimum Amber = 3.5s);</li> <li>• Minimum acceptable green interval 10s;</li> <li>• Provision of pedestrian phases, walk intervals minimum 5-7s, pedestrian clearance estimated with a 1.2 m/s walking speed. Pedestrian intervals must be included in signal phasing;</li> <li>• Dual left turns receive a fully protected phase; and</li> <li>• Left turns typically operate in protected/permissive mode for arterials with operating speeds &lt;= 60 km/hr; protected/prohibited mode for higher speeds or crossing 3 or more opposing lanes. 2.</li> </ul> </li> <li>• The TIS does not include any analysis of the recommended plan. The recommendations must be supported by analysis.</li> <li>• In reviewing the Synchro files provided, there appears to be some inconsistency between what is described in the report and what is shown in the files (e.g. recommended lane configuration vs. Modelled); this should be reconciled to</li> </ul>	<p>This information will be required to be completed to the satisfaction of the Transportation Division prior to the Planning and Development Division accepting a subdivision application for the lands.</p>

Agency	Comment	Response
<p>Transportation and Utilities</p> <p><i>Transportation (con't)</i></p>	<ul style="list-style-type: none"> <li>• match the recommended plan.</li> <li>• A functional plan for the entire corridor is required.</li> <li>• Traffic volumes projected for McOrmond Drive include "background traffic" at the forecast scenario of 300,000 population. No analysis is provided for the forecast scenario of 400,000 population, despite the higher traffic volumes on the arterial as shown in the report. The TIS must incorporate analysis that the recommended plan will continue to operate at the higher forecast volumes.</li> </ul> <p><i>Comments dated December 5, 2013</i></p> <p><b>1. Figure 4:</b></p> <ul style="list-style-type: none"> <li>• Intersection of greenway and McOrmond Drive on the north edge of the neighbourhood appears to be a mid-block crossing – this will need special consideration as a trail crossing a 4-lane arterial road is likely to require an active pedestrian corridor.</li> <li>• How does the proposed greenway terminate at the north end (at Perimeter Highway)?</li> <li>• How does the proposed greenway terminate at the south end (at Fedoruk Drive)?</li> <li>• The north section of McOrmond Drive is proposed to have a signalized intersection with the north collector access, a southbound left turn bay will be required (thus a 5 metre wide median will be necessary); the transition to the narrow road cross section must be planned in detail.</li> <li>• The proponent must demonstrate that Saskatoon Transit has approved this bus stop plan; stops must be integrated into the active transportation plan.</li> <li>• The proposed bus stops along McOrmond Drive must be included in the road's functional plan, as they control the placement of the service lanes.</li> </ul> <p><b>2. Page 26:</b></p> <ul style="list-style-type: none"> <li>• Collectors with separate walk and curb will require concrete pads the length of each bus stop in the boulevard between the curb and walk, vertical curb shall be required at each transit stop.</li> <li>• A plan showing vertical and rolled curb for all streets is required to clarify zoning.</li> <li>• The concept plan must be revised to show signalized intersections along McOrmond Drive instead of roundabouts.</li> </ul> <p><b>3. Figure 5:</b></p> <ul style="list-style-type: none"> <li>• Arterial "B", at the north end of McOrmond Drive, will require a centre median to permit the development of a southbound left turn bay.</li> </ul>	

Agency	Comment	Response
<p data-bbox="219 285 402 348">Transportation and Utilities</p> <p data-bbox="219 384 402 447"><i>Transportation (con't)</i></p>	<ul style="list-style-type: none"> <li data-bbox="435 285 1203 380">• Arterial "C" at the southeast edge of the neighbourhood – provide ROW for the development of an arterial "B" cross section in the future.</li> <li data-bbox="435 386 1203 512">• The intersection of the collector with the extension of Blackley Road – set aside adequate ROW for the provision of a signalized intersection; to be provided at developer's expense when required.</li> <li data-bbox="435 518 1203 581">• Verify the offset intersections on the plan meet COS separation standards.</li> <li data-bbox="435 588 1203 714">• The intersection of 2 collector roadways in the south east area of the plan – proposed traffic operation/control must be specified (all-way stop or roundabout may be appropriate, the developer to propose).</li> <li data-bbox="435 720 1203 814">• 4 "T" lane intersections are shown, 1 includes a significant skew, appropriate engineering drawings for the evaluation of that intersection are required.</li> <li data-bbox="435 821 1203 884">• The provision of Collector "A" for all streets identified as collector is accepted.</li> <li data-bbox="435 890 1203 984">• The school sites must be evaluated according to the ITE Guidelines – School Site Planning, Design and Transportation a response is required.</li> <li data-bbox="435 991 1203 1054">• At the Village Square, a north/south pedestrian crossing and opening is required; bulbing may be appropriate.</li> </ul> <p data-bbox="435 1075 586 1106"><b>4. Page 14:</b></p> <ul style="list-style-type: none"> <li data-bbox="435 1113 1203 1176">• The City of Saskatoon median opening policy will apply to centre and flanking medians.</li> <li data-bbox="435 1182 1203 1434">• Transportation is not convinced that the proposed zoning and absence of regulation will produce an active complete street as desired by the developer for McOrmond Drive. In particular, the developer has proposed very weak regulations of driveway crossings to the service lanes. A discussion is required with the intent to develop a plan to ensure the street is active and remains oriented towards all users.</li> <li data-bbox="435 1440 1203 1503">• The narrow 2m flanking median may not be adequate for snow storage without impacting the adjacent bike lane.</li> <li data-bbox="435 1509 1203 1572">• A functional plan for the entire length of McOrmond Drive is required.</li> </ul> <p data-bbox="435 1579 1203 1673">The staging plan appears to be adequate; arterial and collector roads must be in place and operations ahead of residential lot development.</p>	

Agency	Comment	Response
Canada Post	<p>Thank you for allowing us to comment on the proposed Neighbourhood Concept Plan for the Aspen Ridge area in Saskatoon. Mail delivery to all new subdivisions in Saskatoon, including Aspen Ridge is via Community Mail Boxes (CMB), or Lock Box Assemblies (LBA).</p> <p>Community Mail Box locations will be determined once detailed plans are received</p> <p>If the development includes plans for a multi-unit building(s) with a common indoor entrance, the developer must supply, install and maintain the mail delivery equipment (LBA) within these buildings to Canada Post's specifications.</p>	None Required
Greater Saskatoon Catholic School Board	My only comment on this is around the switch site should the school divisions not build joined facilities. The site on the south of the park has only one street adjacent to it. This is due to the RMTN1 site directly south of the site. Our school division would prefer these parcels to be reversed. I brought this up in discussion and understand there are planning restrictions however I would like this re-examined.	The best switch site possible was determined based on requirements from the various agencies for the Core Park.
Saskatoon Public School Division	A Collector A for the 2 streets to the front and side of the school sites, which is approx. 12.3 metres in road width (as I understand that it allows for parking/stopping on both sides of 2 lanes of traffic – 2.5 plus 3.65 plus 3.65 plus 2.5 equals 12.3).	Collector width roads have been provided for on all sides of the school site.
Saskatoon Police Service	The Saskatoon Police Service has no further comments or objections to the above proposed concept plan.	None required.
Fire Department	Fire has no additional comments.	None required.
Environmental and Corporate Services Division	<p><b>General Comments:</b></p> <p>The Concept Plan for Aspen Ridge demonstrates a continuing improvement on the environmental performance of new neighbourhoods. In particular, planning approaches and design elements that support the conservation goals established for the Northeast Swale are a positive step. The additional emphasis on density and pedestrian amenities to create greater parity among transportation mode options is also extremely positive.</p>	None required.

Agency	Comment	Response
<p>Environmental and Corporate Services Division (con't)</p>	<p><b>Urban Village:</b>  Improvements in the planning approach to the urban village concept are also evident in this Concept Plan. The emphasis on pedestrian rather than vehicular access to the square is a supportive principle. Past Request For Proposals on parcels associated with the village and square have produced good results and our Division has confidence this tool will continue to do so for the Aspen Ridge neighbourhood.  It is noted that the south-facing portion of the square is proposed for parking and loading functions. This southern access provides significant opportunities for the development of micro-climates in winter and shoulder seasons, improving the pedestrian environment outside traditional months and further improving the viability of retail or other commercial uses at that location. A reconsideration of the orientation for vehicular access is recommended to take advantage of the benefits available from solar access.</p> <p><b>Multi-Way Boulevard:</b>  Demonstrating the 'complete street' concept is important and the efforts described in the Concept Plan are appreciated. The right-of-way cross-section for segment 1 includes access lanes adjacent to the parking lanes on each side of the central thoroughfare. Is the purpose of this is to allow speeds to remain at 50km/hr through this zone?  The additional materials, additional land, and additional embodied energy involved in providing such an elaborate roadway cross-section may not provide enough realizable value and it is recommended that consideration of the costs and benefits of this aspect be reconsidered.  The recognition of the distinct needs of the various modes of transportation (vehicle, bicycle, pedestrian) is positive. For true 'completeness' where transit is intended on the cross-section should also be indicated.</p> <p><b>Mixed Use Zoning Districts:</b>  These new zoning designations have the potential to facilitate both direct and indirect sustainability advantages for the neighbourhood. Good idea.</p> <p><b>Rear Lanes:</b>  The introduction of back lanes into neighbourhoods builds the expectation for the provision of civic services such as garbage and recycling collection from the rear of properties. If this is anticipated, it is recommended that lane construction standards match the requirements for the collection vehicles involved in providing these services and that property development guidelines recognize placement and access to carts and bins for various waste materials.  Conversely, neighbourhood and residential marketing should</p>	<p>This will be taken into consideration when the sites are sold.</p> <p>The central throughfare will be 50km/hr. Adjacent lanes will have lower speeds.</p> <p>Saskatoon Land is confident in the value of this cross section.</p> <p>Transit has been considered.</p> <p>None required.</p> <p>Lanes will be designed to accommodate the anticipated land use.</p>

Agency	Comment	Response
Environmental and Corporate Services Division (con't)	<p>make clear what service expectations residents may reasonably have (as the concept plan currently does).</p> <p><b>Park System:</b> The noted preferences for naturalized landscapes and planned emphasis of connectivity are very positive features of the plan.</p> <p><b>Landscape Drainage Parcels:</b> Research from other communities indicates it is desirable to minimize the use of vast dry ponds and expansive detention areas for storm water and maximize the use of more channelized drainage swales or 'rain gardens'. This is a more sustainable landscape approach and allows for the selection of species appropriate to wetter conditions. Vast areas that are only periodically wet are susceptible to weed and other noxious plant growth when disturbed by storm events. Swales, conversely, are purpose-built for such events. The Environmental &amp; Corporate Initiatives Division applauds the efforts of Saskatoon Land to facilitate an improved built-environment within the Aspen Ridge neighbourhood. We would be pleased to provide any desired technical assistance in further exploring these opportunities.</p>	<p>None required.</p> <p>Overland storm drainage will be accommodated in the swales that follow the natural contours, rain gardens and forebay. Appropriate plantings will be determined at detailed design.</p>
Recreation and Sport / Community Development	<p>The plan and the overall neighbourhood concept and planning being used in this neighbourhood look very good.</p> <p>The only suggestion would be to keep linear parks as wide open as possible. By keeping trees and pathways to the perimeter, open space can be used for practice and informal play of activities such as soccer and Frisbee.</p> <p>The Core Park does meet the current minimum for the park development guidelines, but with the oddly shaped parcel, it makes it difficult to accommodate all the activities that are generally desired in a core park.</p> <p>The opening between the two proposed multi-unit sites – we mentioned in our last go around of comments – but this area does not appear to have changed. With the schools on the far north side of park now – if this opening is lined up between the two parcels, this then would act very much like a natural pathway and will likely create a north-south desire line to the school sites in the north, bisecting the park. This again might create some challenges in park design and location of sports fields.</p>	<p>None Required. Comments have been noted and considered in the plan design. The park layout will be determined at the detailed design stage.</p>



Agency	Comment	Response
Parks Division	<p><b>Multi-Way Boulevard:</b>  <i>If these areas are to be irrigated, typically centre median, boulevard plantings and associated irrigation systems are installed at the time of road construction phase – before the adjacent (typically commercial) parcels are developed. From our experience this approach always results in extensive tree and irrigation damage from developers. Parks is requesting that very serious future consideration be given to reversing this schedule, i.e. installing all plant material and irrigation after an area is built out. If shallow utilities are proposed within the boulevards, either the width of these areas will need to be increased or tree plantings eliminated.</i></p> <p><b>Landscaped Drainage Parcel:</b>  The reconfigured Landscaped Drainage Parcel design is a great improvement over the original proposal. However, there is still a note that states: 'If required additional drainage structures (French drains) will be built.' If required – which business unit would be responsible for the operational maintenance of these structures?</p> <p>Land currently requires these areas to be irrigated. Will this continue to be a requirement?</p> <p><b>The Neighbourhood Layout:</b>  With respect to '<i>It allows for some lot drainage to be absorbed into the ground and plantings...</i>' as an advantage of the linear park system, the following should be noted. Drainage from private property onto linear parks is an ongoing maintenance issue that persists years after the completion of the park/subdivision construction. This situation is exacerbated by walk-out basement type house designs. If this type of lot drainage is maintained through to the final design stages of Aspen Ridge the development costs of the adjacent parks will have to be increased to mitigate the erosion damage.</p> <p><b>Buffers and Sound Attenuation Earth Berms:</b>  Parks and Construction Services have collaborated on an earth berm design that will ensure continued effective landscape maintenance. The design parameters, i.e. the required berm width that should be incorporated. As an example, a buffer of 28.5 meters (between ROW and P/L) is required for a for a 2.5 metre high berm.</p> <p><b>Snow Storage:</b>  In future definitive phases the median/boulevard design must be developed with consideration for the required snow storage capacity and proposed plant material with respect to surface material, plant species, and spacing between plants and plant</p>	<p>Details of irrigation and planting will be determined at the detailed design stage / subdivision stage.</p> <p>French drains will be included within the drainage parcels, not the MR.</p> <p>This will be determined during detailed design.</p> <p>Discussions with Water and Wastewater are underway with regards to sump pump and roof discharge drainage issues.</p> <p>No response required.</p> <p>No response required.</p>

Agency	Comment	Response
	<p>placement relative to the median/boulevard edge.</p> <p><b>Sanitary Sewer Collection Plan:</b> Figure 9 depicts a sanitary sewer trunk passing through the linear park system. When available, Parks will need to know the depth of the trunk and location of associated structures within the MR that would affect design.</p> <p><b>Stormwater Drainage Plan:</b> How does the forebay drain into the NE Swale at the Greenway?</p>	<p>No response required.</p> <p>The design of the trail will take into consideration the forebay.</p>
CPTED	The Committee was very supportive of the plan and felt that the neighbourhood safety and the principles of CPTED had been incorporated.	None required.
Meewasin	The proposed NE Swale boundary is acceptable and in fact, we understand it slightly increases the total area of the swale.	None required.



# Shaping Saskatoon

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



## Community Engagement Summary

**Project Name:** Public Open House and Shaping Saskatoon  
**Proposed Aspen Ridge Neighbourhood Concept Plan**  
**Applicant:** Saskatoon Land  
**File:** PL. 4131-41

### Project Description

A public open house was held for the proposed Aspen Ridge Concept Plan. Information about the proposed Concept Plan was also posted on the Shaping Saskatoon online engagement tool (Shaping Saskatoon).

Aspen Ridge is a new proposed residential neighbourhood, consisting of 639 acres, and is the next neighbourhood to be developed in the University Heights Suburban Development Area. The western portion of the neighbourhood also includes a District Village. The neighbourhood is bounded on the south by the Evergreen neighbourhood and University of Saskatchewan lands, on the northeast by the proposed Perimeter Highway route, and on the northwest by the Northeast Swale.

The open house was held in the auditorium of the Alice Turner Library on March 18, 2014 from 5pm to 8pm. The Ward Councillor was in attendance.

### Community Engagement Strategy

Purpose	To inform and consult. Participants were provided an overview of the proposal and an opportunity to ask questions of both City staff and the developer. Written comments were accepted at the open house and on Shaping Saskatoon for 2 weeks following the open house.
How information will be used	Comments gathered from the open house and on Shaping Saskatoon will be used to inform the decision making process about the proposal.
Tools used	Information boards were presented at the public open house and were posted on Shaping Saskatoon. Participants were given the opportunity to discuss the proposal with City staff and the developer. Comment sheets were provided at the open house. Comments could also be provided on Shaping Saskatoon for two weeks following the open house. Individuals could also provide comments to the Planning and Development Division directly (contact information was included on the public notices and on Shaping Saskatoon).

# Shaping Saskatoon



Notification	899 public open house notices outlining the details of the proposal were sent to property owners as well as neighbouring property owners using Canada Post Admail as well as addressed mail. The open house and Shaping Saskatoon website was also advertised in the Star Pheonix for two weeks prior to open house.
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## Summary of Community Engagement Feedback

Public Open House Attendees: 53 signed in

Written comments received at the Open House and on Shaping Saskatoon:

- Exciting to see the plans for the North-east.
- Give consideration to style of housing (not like Stonebridge where nothing but roof tops from the Highway).
- Why is there no buffer between the roads and the residences abutting the Kernan Prairie. Needs same rules as the Swale.
- Greenway should be wider.
- Need architectural controls for outdoor lighting. (Swale and Kernan Prairie considerations)
- Pocket parks are a waste of space. Parks are adhoc.
- Speed of development will outstrip the ability to protect the swale from damage. Need to fast-track protection of natural areas.
- Location of bike-lane a concern. Should be between sidewalk and tree-ed boulevard. Also need to consider snow removal on bike-lanes. Eliminate right turn on red for pedestrian / bike safety. Need safe connectivity between neighbourhoods for cycling and walking. Encourage focus on active transportation – need access to services (destinations).
- McOrmond not wide enough for future LRT. Need BRT in place. Need to provide more frequent bus service.
- Need to consider roads in and out of neighbourhood – prevent bottlenecks.
- Need to consider appropriate access to the Perimeter Highway.
- Need to consider dark sky lighting compliance.

## Next Steps

Action	Anticipated Timing
Planning and Development Report prepared and presented to Municipal Planning Commission (MPC). MPC reviews the proposal and recommends approval or denial to City Council.	June 10 <sup>th</sup>
Public Notice – report prepared and Public Hearing date set. The University Heights Community Associations, Community consultant, and the Ward Councillor will be provided with direct notice of the Public Hearing.	June 7 <sup>th</sup>

# Shaping Saskatoon



Public Hearing – Public Hearing conducted by City Council, with the opportunity provided for interested persons or groups to present. The proposal is considered together with the reports of the Planning and Development Division, MPC and any written or verbal submissions received by City Council.

June 23rd

Council Decision – may approve or deny the proposal.

June 23rd

Prepared by:

Christine Gutmann, Senior Planner  
Planning and Development Division  
March 19, 2014

Attachments: Notice of Public Open House

**THE STARPHOENIX, SATURDAY, JUNE 7, 2014 and  
SUNDAY PHOENIX, JUNE 8, 2014**

**PUBLIC NOTICE  
PROPOSED ASPEN RIDGE NEIGHBOURHOOD  
CONCEPT PLAN**

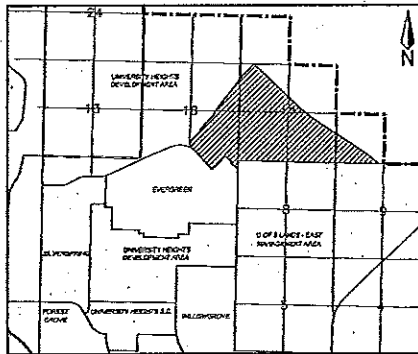
Saskatoon City Council will consider a Neighbourhood Concept Plan for the Aspen Ridge Neighbourhood, submitted by Saskatoon Land.

Aspen Ridge is a new proposed residential neighbourhood, consisting of 639 acres, and is the next neighbourhood to be developed in the University Heights Suburban Development Area. The neighbourhood is bounded on the south by the Evergreen neighbourhood and University of Saskatchewan lands, on the northeast by the proposed Perimeter Highway, and on the northwest by the Northeast Swale.

The neighbourhood has been designed to be walkable with amenities and recreational open space in close proximity to residences. Neighbourhood elements will include a complete streets design concept for McOrmond Drive, a village square, a multi-use greenway abutting the Northeast Swale and a linear park system. The neighbourhood will accommodate a variety of housing forms, including one-unit dwellings, low density townhouses, medium density multiple-unit dwellings, and mixed use development combining residential with retail, office and service uses. Upon completion, the neighbourhood will be home to approximately 12,500 residents.

A Neighbourhood Concept Plan is intended to establish a conceptual framework for the development of a particular neighbourhood within established design, land use and servicing principles. The Aspen Ridge Neighbourhood Concept Plan, if approved, will provide City Council, civic administration, utility agencies, school divisions, and developers with a comprehensive representation of the intended final product upon which to base future discussions and decisions respecting issues such as servicing, development and marketing.

Approval of this Neighbourhood Concept Plan will enable the developer to begin the servicing, subdivision and sale of land.



PROPOSED ASPEN RIDGE NEIGHBOURHOOD  
Development Area City of Saskatoon

**INFORMATION** – Questions regarding the proposal may be directed to the following:  
Community Services Department,  
Planning and Development  
Phone: 306-975-2993 (Christine Gutmann)

**PUBLIC HEARING** – City Council will hear all submissions on the proposal and all persons who are present at the City Council meeting and wish to speak on **Monday, June 23, 2014 at 6:00 p.m.** in Council Chambers, 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, June 23, 2014** will be forwarded to City Council. City Council will also hear all persons who are present and wish to speak to the proposed Concept Plan.



*City of*  
**Saskatoon**  
Office of the City Clerk

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

June 16, 2014

City Clerk

Dear City Clerk:

**Re:    Municipal Planning Commission Report for Public Hearing  
      Proposed Aspen Ridge Concept Plan  
      (Files: CK 4131-32 and PL 4131-41)**

The Municipal Planning Commission reviewed a report of the General Manager, Community Services Department, dated May 20, 2014, with respect to the proposed Aspen Ridge Concept Plan.

Following considerable discussion regarding funding of future leisure facilities/recreation centres, the Commission supports the recommendation that the Aspen Ridge Concept Plan, as outlined in the report of the General Manager, Community Services Department, dated May 20, 2014, be approved.

Yours truly,

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

**Elaine Long, Secretary**  
Municipal Planning Commission

EL:sj

# CITY OF SASKATOON

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## Office of the City Clerk

To: City Clerk

Date: June 18, 2014

Phone: (306) 975-3240

Our File: CK. 4131-32

From: Elaine Long, Secretary  
Planning and Operations Committee

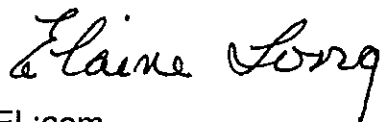
Your File:

### Re: Proposed Aspen Ridge Concept Plan

The Planning and Operations Committee considered a report of General Manager, Community Services Department, dated May 20, 2014, regarding an application from Saskatoon Land for the proposed Aspen Ridge Concept Plan.

Discussion took place with respect to bicycle lanes and safety of cyclists; timing of development of the greenway and buffer area adjacent to the swale and protection of the swale; ensuring that people are aware of the plans for the Perimeter Road and what will happen if it is moved; access into and out of the neighbourhood; and transit routes.

Your Committee supports the recommendation that the proposed Aspen Ridge Concept Plan be approved.



EL:aam



3.e)

## BYLAW NO. 9197

### The Official Community Plan Amendment Bylaw, 2014 (No. 7)

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. 7)*.

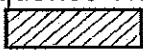
#### Purpose

2. The purpose of this Bylaw is to amend the Official Community Plan – Phasing Map to re-designate the land referred to in the Bylaw from Phase II to Phase I.

#### Official Community Plan Amended

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

#### Phasing Map Amended

4. The Phasing Map, which is referred to in Section 3.3.2 of the Official Community Plan and which forms part of the Plan, is amended to change the Phasing Sequence Number applicable to the land described in this Section and shown as  on Appendix “A” to this Bylaw from Phasing Sequence Number II to Phasing Sequence Number I:

- |     |                                |                      |
|-----|--------------------------------|----------------------|
| (a) | Portion of Surface Parcel No.: | 165215819            |
|     | Reference Land Description:    | SE 18-37-04-3 Ext 1; |
| (b) | Portion of Surface Parcel No.: | 118558121            |
|     | Reference Land Description:    | NE 18-37-4-3 Ext 0;  |
| (c) | Portion of Surface Parcel No.: | 202928069            |
|     | Reference Land Description:    | NE 07-37-04-3 Ext 7; |

and,

(d) Portion of Surface Parcel No.: 118557243  
Reference Land Description: Blk/Par A, Plan 66S18392 Ext 0  
As described on Certificate of Title  
00SA15609.

**Coming into Force**

5. This Bylaw shall come into force upon receiving the approval of the Minister of Government Relations.

Read a first time this \_\_\_\_\_ day of \_\_\_\_\_, 2014.

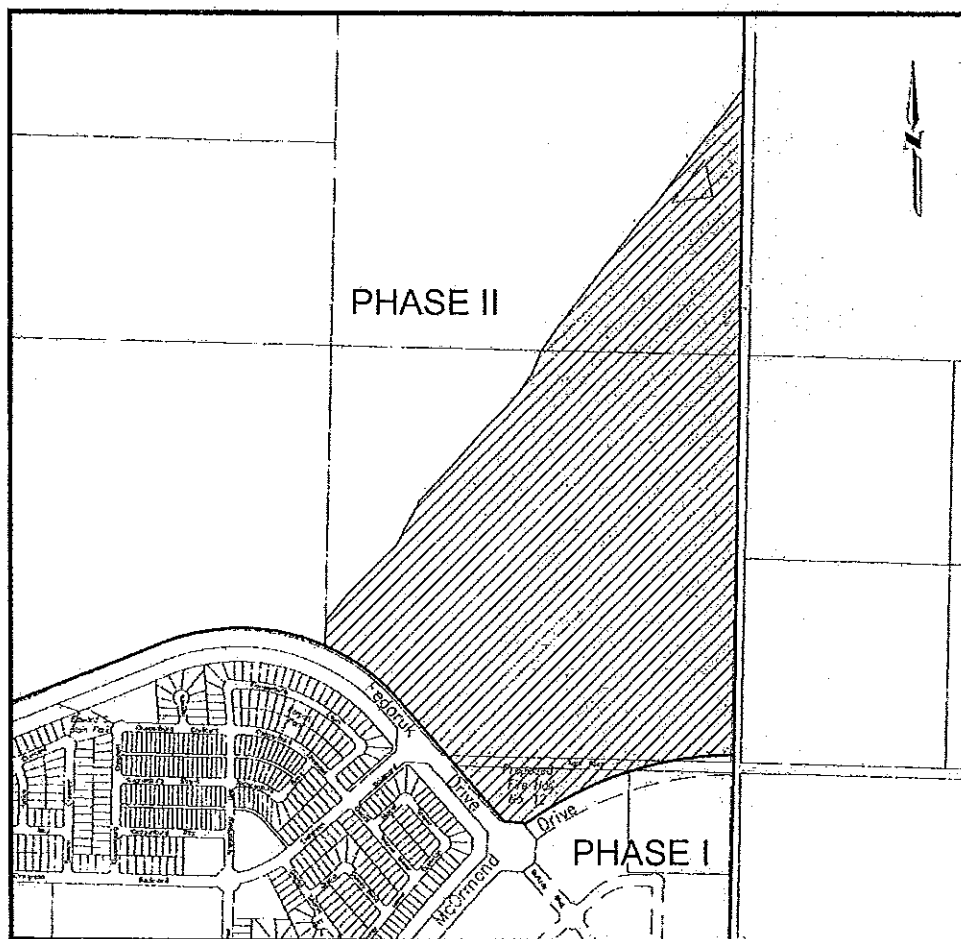
Read a second time this \_\_\_\_\_ day of \_\_\_\_\_, 2014.

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

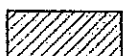
\_\_\_\_\_  
Mayor

\_\_\_\_\_  
City Clerk

Appendix "A"



OFFICIAL COMMUNITY PLAN AMENDMENT  
PHASING MAP

 From Phase II to Phase I

N:\Planning\MAPPING\Official Comm Plan\2014 OCP's\OCP30\_14.dwg



4351-014-011  
**RECEIVED**  
x 431-32  
JUN 02 2014  
CITY CLERK'S OFFICE  
SASKATOON

**TO:** Secretary, Municipal Planning Commission  
**FROM:** General Manager, Community Services Department  
**DATE:** May 20, 2014  
**SUBJECT:** Amendments to Official Community Plan Bylaw No. 8769 and Zoning Bylaw No. 8770 – Aspen Ridge Neighbourhood  
**FILE NO.:** PL 4115-OCP09/14, PL 4115-OCP 30/14, PL 4350-Z10/14

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

- 1) that at the time of the public hearing, City Council consider the Administration's recommendation:
  - i) that the proposed amendment to Official Community Plan Bylaw No. 8769 – Land Use Map to redesignate the properties identified in the attached Location Plan - Official Community Plan Amendment – Land Use Map, be approved;
  - ii) that the proposed amendment to Official Community Plan Bylaw No. 8769 - Phasing Map to reclassify the properties identified in the attached Location Plan - Official Community Plan Amendment – Phasing Map, be approved; and
- 2) 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 Location Plan – Zoning Bylaw Amendment, be approved.

**TOPIC AND PURPOSE**

The purpose of this report is to amend Official Community Plan Bylaw No. 8769 (OCP) - Land Use Map and Phasing Map, and the Zoning Bylaw No. 8770 (Zoning Bylaw) to allow for development consistent with the proposed Aspen Ridge Neighbourhood Concept Plan (Concept Plan).

## **REPORT HIGHLIGHTS**

1. The proposed amendments to the OCP – Land Use Map and Phasing Map, and the Zoning Bylaw will accommodate the development of the Aspen Ridge neighbourhood in a manner that is consistent with the proposed Concept Plan.
2. The proposed OCP – Land Use Map amendment will redesignate the lands to “Residential,” “District Commercial (DVC),” and “Urban Holding.”
3. The proposed OCP – Phasing Map amendment will reclassify the lands from “Phase II” to “Phase I”.
4. The proposed Zoning Bylaw amendment will rezone the lands to “FUD – Future Urban Development.”

## **STRATEGIC GOAL**

Under the Strategic Goal of Sustainable Growth, this report supports the creation of complete communities in new neighbourhoods that feature employment opportunities, main streets, suburban centres, and greater connectivity both internally and externally; and ensuring that new commercial areas include parks, paths, and routes that encourage walking, cycling, and transit use.

## **BACKGROUND**

At its October 7, 2013 meeting, City Council approved the amended University Heights Sector Plan. The vision for the sector is to develop interconnected, human-scale neighbourhoods featuring a variety of housing forms and a mixture of land uses, along with a high-quality employment area and vibrant mixed-use suburban centre, while illustrating a conservation theme of preserving and integrating existing natural features along the way.

Aspen Ridge is the next neighbourhood to be developed within the University Heights sector. Saskatoon Land is the lead developer for the Aspen Ridge neighbourhood.

## **REPORT**

### **Concept Plan**

During its June 23, 2014 meeting, City Council will consider an application from Saskatoon Land to approve the Concept Plan. The proposed amendments to the OCP - Land Use Map and Phasing Map and the Zoning Bylaw will accommodate the development of the proposed Aspen Ridge neighbourhood in a manner that is consistent with the Concept Plan.

OCP – Land Use Map Amendment

The OCP – Land Use Map amendment will redesignate the lands identified in Attachment 1 to “Residential,” “District Commercial (DVC),” and “Urban Holding.” The Aspen Ridge neighbourhood will mainly be comprised of residential uses and will include a District Village; however, as the neighbourhood is developed, further amendments may be necessary to fully implement the neighbourhood Concept Plan.

OCP – Phasing Map Amendment

The OCP – Phasing Map amendment will reclassify the lands identified in Attachment 2 from “Phase II” to “Phase I”.

Zoning Bylaw Amendment

The Zoning Bylaw amendment will initially rezone the lands identified in Attachment 3 to “FUD – Future Urban Development.” Future amendments to the zoning districts for various types of residential, commercial, and mixed-use developments will be brought forward as the neighbourhood is developed.

**OPTIONS TO THE RECOMMENDATION**

City Council could deny the proposed OCP – Land Use Map and Phasing Map amendments and the Zoning Bylaw amendment. This option would preclude the implementation of the Concept Plan and delay development within the Aspen Ridge neighbourhood.

**POLICY IMPLICATIONS**

There are no policy implications.

**FINANCIAL IMPLICATIONS**

There are no financial implications related to the OCP – Land Use Map and Phasing Map amendments and the Zoning Bylaw amendment.

**PUBLIC AND/OR STAKEHOLDER INVOLVEMENT**Comments from Other Divisions and Agencies

Consultation with other divisions and agencies occurred through the circulation of the Concept Plan. Comments from other divisions and agencies are included in the companion report from the General Manager, Community Services Department, Proposed Aspen Ridge Concept Plan, dated May 2, 2014.

Public Engagement

A public open house was held on March 20, 2014, for the proposed Concept Plan amendment. The proposed OCP – Land Use Map and Phasing Map were also presented at the public open house. The Community Engagement Project Summary has been included in Attachment 4. It has been noted that there were no significant

objections received from the open house engagement that would prevent proceeding to the public hearing stage.

### **COMMUNICATION PLAN**

At its May 20, 2014 meeting, City Council considered a report from the General Manager, Community Services Department, for approval to advertise the proposed amendments to the OCP and Zoning Bylaw. Public hearing notices will be advertised two weeks prior to City Council's meeting date. No further consultation is planned beyond the stakeholder involvement noted above.

### **ENVIRONMENTAL IMPLICATIONS**

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

### **PRIVACY IMPACT**

There are no privacy implications.

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

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

### **PUBLIC NOTICE**

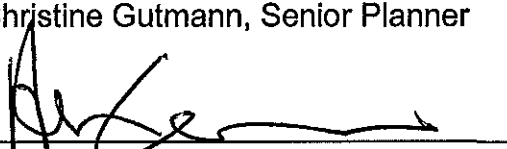
The application will be advertised in accordance with Public Notice Policy No. C01-021, and a date for a public hearing will be set. The Planning and Development Division will notify the Community Consultant and the Ward Councillor of the public hearing date by letter. A notice will be placed in The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

### **ATTACHMENTS**

1. Location Plan – OCP - Land Use Map Amendment
2. Location Plan – OCP - Phasing Map Amendment
3. Location Plan – Zoning Bylaw Amendment
4. Community Engagement Summary

Written by: Christine Gutmann, Senior Planner

Reviewed by:

  
Alan Wallace  
Director of Planning and Development

Approved by:



\_\_\_\_\_  
Randy Grauer, General Manager  
Community Services Department

Dated: May 29, 2014

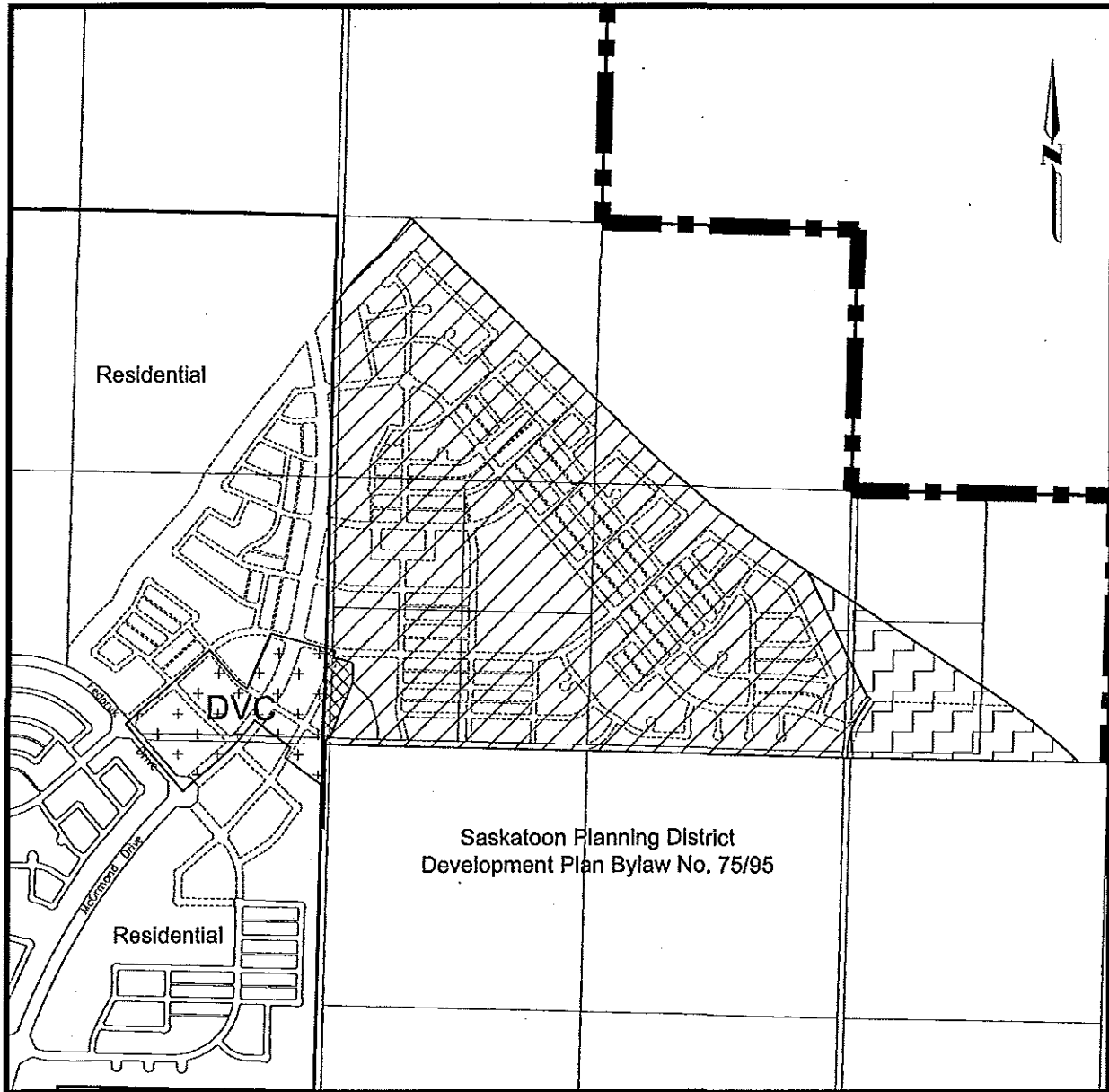
Approved by:





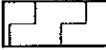
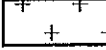
\_\_\_\_\_  
Murray Totland, City Manager

Dated: May 29, 2014





## OFFICIAL COMMUNITY PLAN AMENDMENT LAND USE MAP

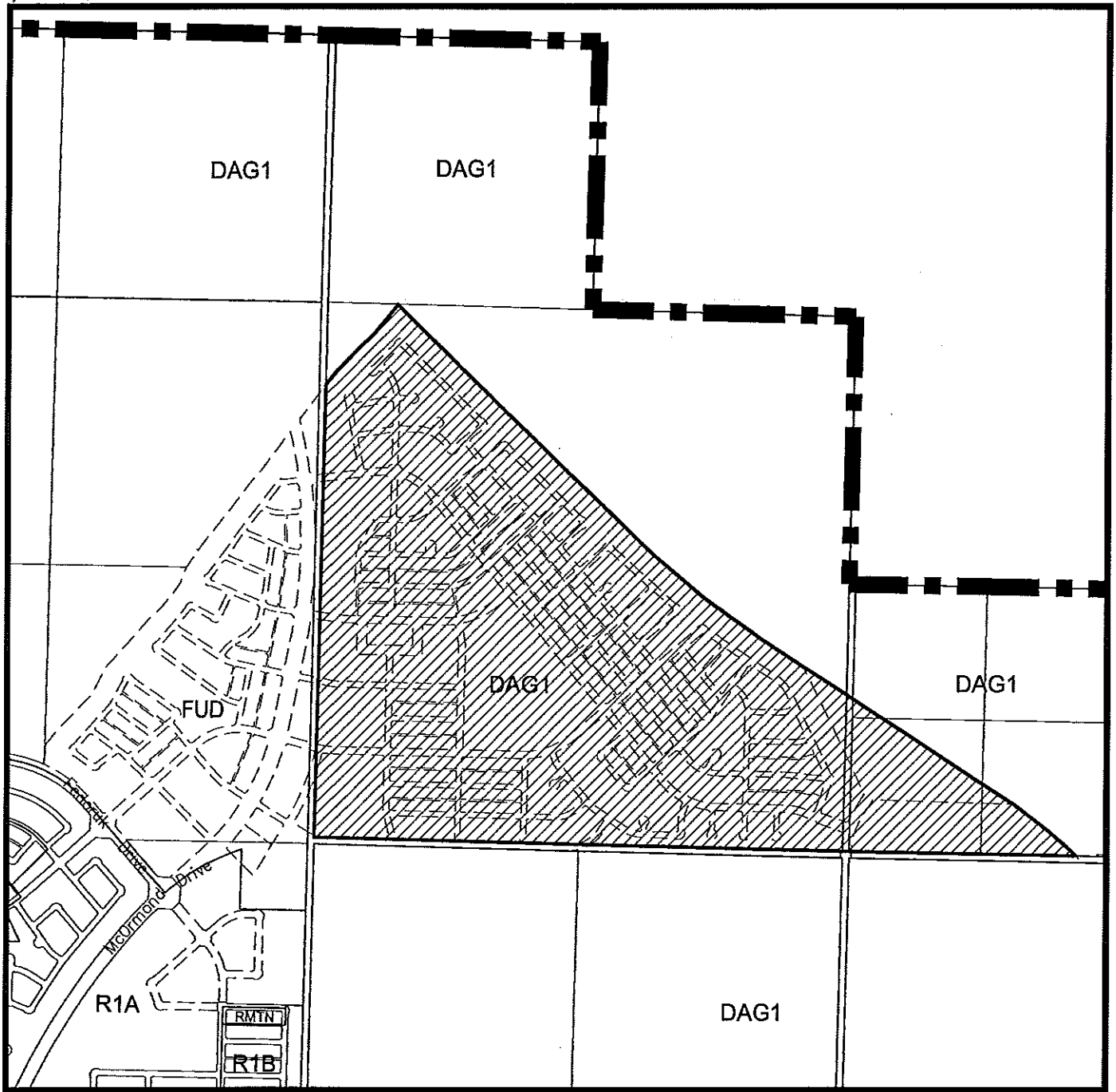
-  From Saskatoon Planning District Development Plan Bylaw No. 75/95 to Residential
-  From Saskatoon Planning District Development Plan Bylaw No. 75/95 to District Commercial (DVC\*)
-  From Saskatoon Planning District Development Plan Bylaw No. 75/95 to Urban Holding Area
-  From Residential to District Commercial (DVC\*)

\*DVC = District Village Commercial

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## ZONING AMENDMENT



From DAG1 to FUD



# Shaping Saskatoon

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



## Community Engagement Summary

**Project Name:** Public Open House and Shaping Saskatoon  
**Proposed Aspen Ridge Neighbourhood Concept Plan**  
**Applicant:** Saskatoon Land  
**File:** PL. 4131-41

### Project Description

A public open house was held for the proposed Aspen Ridge Concept Plan. Information about the proposed Concept Plan was also posted on the Shaping Saskatoon online engagement tool (Shaping Saskatoon).

Aspen Ridge is a new proposed residential neighbourhood, consisting of 639 acres, and is the next neighbourhood to be developed in the University Heights Suburban Development Area. The western portion of the neighbourhood also includes a District Village. The neighbourhood is bounded on the south by the Evergreen neighbourhood and University of Saskatchewan lands, on the northeast by the proposed Perimeter Highway route, and on the northwest by the Northeast Swale.

The open house was held in the auditorium of the Alice Turner Library on March 18, 2014 from 5pm to 8pm. The Ward Councillor was in attendance.

### Community Engagement Strategy

Purpose	To inform and consult. Participants were provided an overview of the proposal and an opportunity to ask questions of both City staff and the developer. Written comments were accepted at the open house and on Shaping Saskatoon for 2 weeks following the open house.
How information will be used	Comments gathered from the open house and on Shaping Saskatoon will be used to inform the decision making process about the proposal.
Tools used	Information boards were presented at the public open house and were posted on Shaping Saskatoon. Participants were given the opportunity to discuss the proposal with City staff and the developer. Comment sheets were provided at the open house. Comments could also be provided on Shaping Saskatoon for two weeks following the open house. Individuals could also provide comments to the Planning and Development Division directly (contact information was included on the public notices and on Shaping Saskatoon).

# Shaping Saskatoon



Notification	899 public open house notices outlining the details of the proposal were sent to property owners as well as neighbouring property owners using Canada Post Admail as well as addressed mail. The open house and Shaping Saskatoon website was also advertised in the Star Pheonix for two weeks prior to open house.
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## Summary of Community Engagement Feedback

Public Open House Attendees: 53 signed in

Written comments received at the Open House and on Shaping Saskatoon:

- Exciting to see the plans for the North-east.
- Give consideration to style of housing (not like Stonebridge where nothing but roof tops from the Highway).
- Why is there no buffer between the roads and the residences abutting the Kernan Prairie. Needs same rules as the Swale.
- Greenway should be wider.
- Need architectural controls for outdoor lighting. (Swale and Kernan Prairie considerations)
- Pocket parks are a waste of space. Parks are adhoc.
- Speed of development will outstrip the ability to protect the swale from damage. Need to fast-track protection of natural areas.
- Location of bike-lane a concern. Should be between sidewalk and tree-ed boulevard. Also need to consider snow removal on bike-lanes. Eliminate right turn on red for pedestrian / bike safety. Need safe connectivity between neighbourhoods for cycling and walking. Encourage focus on active transportation – need access to services (destinations).
- McOrmond not wide enough for future LRT. Need BRT in place. Need to provide more frequent bus service.
- Need to consider roads in and out of neighbourhood – prevent bottlenecks.
- Need to consider appropriate access to the Perimeter Highway.
- Need to consider dark sky lighting compliance.

## Next Steps

Action	Anticipated Timing
Planning and Development Report prepared and presented to Municipal Planning Commission (MPC). MPC reviews the proposal and recommends approval or denial to City Council.	June 10 <sup>th</sup>
Public Notice – report prepared and Public Hearing date set. The University Heights Community Associations, Community consultant, and the Ward Councillor will be provided with direct notice of the Public Hearing.	June 7 <sup>th</sup>

# Shaping Saskatoon



Public Hearing – Public Hearing conducted by City Council, with the opportunity provided for interested persons or groups to present. The proposal is considered together with the reports of the Planning and Development Division, MPC and any written or verbal submissions received by City Council.	June 23rd
Council Decision – may approve or deny the proposal.	June 23rd

Prepared by:

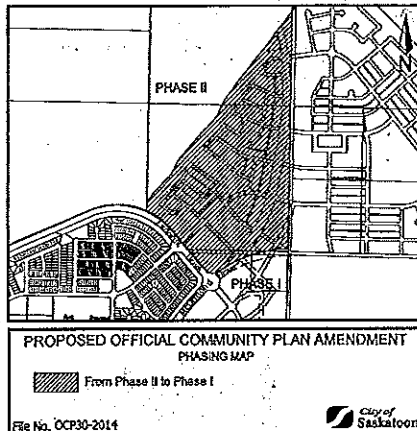
Christine Gutmann, Senior Planner  
Planning and Development Division  
March 19, 2014

Attachments: Notice of Public Open House

**OFFICIAL COMMUNITY PLAN  
NOTICE  
ASPEN RIDGE NEIGHBOURHOOD  
PROPOSED AMENDMENT TO THE OFFICIAL  
COMMUNITY PLAN – PHASING MAP – BYLAW  
NO. 9197**

Saskatoon City Council will consider an amendment to the Official Community Plan, Bylaw No. 8769. By way of Bylaw No. 9197, The Official Community Plan Amendment Bylaw, 2014 (No. 7), the property shown in the map below will be reclassified from Phase II to Phase I within the Official Community Plan Phasing Map.

**REASON FOR THE AMENDMENT** – The proposed Official Community Plan Phasing Map amendment will accommodate the Aspen Ridge Neighbourhood Concept Plan. The Phasing Map provides a rational and efficient phasing system for the servicing and development of urban land. Phase I indicates those areas considered to be suitable for development within the next five years, while Phase II indicates areas suitable for development beyond the next five years.



**LEGAL DESCRIPTION** – Portions of SE 1/4 Sec 18 Twp 37 Rge 04 W3M, portions of NE 1/4 Sec 18 Twp 37 Rge 04 W3M and portions of NE 1/4 Sec 07 Twp 37 Rge 04 W3M and a Portion of Parcel A, Plan 66S18392.

**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: 306-975-2993 (Christine Gutmann)

**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 on Monday, June 23, 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, June 23, 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.



*City of*  
**Saskatoon**  
Office of the City Clerk

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

June 16, 2014

City Clerk

Dear City Clerk:

**Re: Municipal Planning Commission Report for Public Hearing  
Amendments to Official Community Plan Bylaw 8769 and  
Zoning Bylaw 8770  
Aspen Ridge Neighbourhood  
Files: CK 4351-014-011, CK 4131-32 and PL 4115-OCP09/14,  
PL 4115-OCP 30/14, PL 4350-Z10/14)**

The Municipal Planning Commission has considered a report of the General Manager, Community Services Department, dated May 20, 2014, with respect to the above proposed Official Community Plan Bylaw and Zoning Bylaw amendments and supports the following recommendations of the Community Services Department:

- 1) that the proposed amendment to Official Community Plan Bylaw 8769 - Land Use Map to redesignate the properties identified in the Location Plan – Official Community Plan Amendment – Land Use Map attached to the report of the General Manager, Community Services Department, dated May 20, 2014, be approved;
- 2) that the proposed amendment to Official Community Plan Bylaw 8769 - Phasing Map to reclassify the properties identified in the Location Plan – Official Community Plan Amendment – Phasing Map attached to the report of the General Manager, Community Services Department, dated May 20, 2014, be approved; and
- 3) that the proposed amendment to Zoning Bylaw 8770 to rezone the properties identified in the Location Plan – Zoning Bylaw Amendment attached to the report of the General Manager, Community Services Department, dated May 20, 2014, be approved.

Yours truly,

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

**Elaine Long, Secretary**  
Municipal Planning Commission

EL:sj



3. F)

## BYLAW NO. 9198

### The Official Community Plan Amendment Bylaw, 2014 (No. 8)

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. 8)*.

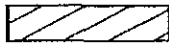
#### Purpose

2. The purpose of this Bylaw is to amend The Official Community Plan – Land Use Map to apply Residential, District Village Commercial and Urban Holding Area land use designations to lands which were previously annexed into the City of Saskatoon and were formerly designated under the Saskatoon Planning District Development Plan Bylaw.

#### Land Use Map Amended

3. The Land Use Map, which forms part of the Official Community Plan, is amended as further set forth in this Bylaw to designate land uses for certain lands which have been annexed into the City of Saskatoon and which were formerly designated under the Saskatoon Planning District Development Plan Bylaw 75/95.


#### Residential Land Use Designation

4. The Land Use Map, which forms part of the Official Community Plan, is amended to designate the lands described in this Section and shown as  on Appendix "A" to this Bylaw as Residential:

- (a) Portion of Surface Parcel No.: 135827398  
Reference Land Description: LSD 4 – 17-37-04-3 Ext 25  
As described on Certificate of Title 82S08128, description 25;

- (b) Portion of Surface Parcel No.: 135827376  
Reference Land Description: LSD 6 – 17-37-04-3 Ext 23  
As described on Certificate of Title 82S08129, description 23;
- (c) Portion of Surface Parcel No.: 135827365  
Reference Land Description: LSD 6 – 17-37-04-3 Ext 22  
As described on Certificate of Title 82S08129, description 22;
- (d) Portion of Surface Parcel No.: 135827387  
Reference Land Description: LSD 3 – 17-37-04-3 Ext 24  
As described on Certificate of Title 82S08128, description 24;
- (e) Portion of Surface Parcel No.: 135917679  
Reference Land Description: LSD 4 – 16-37-04-3 Ext 31  
As described on Certificate of Title 90S00299, description 31;
- (f) Portion of Surface Parcel No.: 118558053  
Reference Land Description: SE 17-37-04-3 Ext 0  
As described on Certificate of Title 00SA09297B;
- (g) Portion of Surface Parcel No.: 118558086  
Reference Land Description: NE 17-37-04-3 Ext 0  
As described on Certificate of Title 86S51923;
- (h) Portion of Surface Parcel No.: 135917747  
Reference Land Description: NW 17-37-04-3 Ext 12  
As described on Certificate of Title 94S09982, description 12;
- and,
- (i) Portion of Surface Parcel No.: 135917770  
Reference Land Description: Blk/Par A, Plan 101478821 Ext 15  
As described on Certificate of Title 67S05085, description 15.

**Urban Holding Area Land Use Designation**

6. The Land Use Map, which forms part of the Official Community Plan, is amended to designate the lands described in this Section and shown as  on Appendix "A" to this Bylaw as Urban Holding Area:

(a) Portion of Surface Parcel No.: 135917679  
 Reference Land Description: LSD 4 – 16-37-04-3 Ext 31  
 As described on Certificate of Title 90S00299, description 31;


(b) Portion of Surface Parcel No.: 135917657  
 Reference Land Description: LSD 3 – 16-37-04-3 Ext 30  
 As described on Certificate of Title 90S00299, description 30;

(c) Portion of Surface Parcel No.: 135917691  
 Reference Land Description: LSD 5 – 16-37-04-3 Ext 32  
 As described on Certificate of Title 90S00299A, description 32;

and,

(d) Portion of Surface Parcel No.: 118558053  
 Reference Land Description: SE 17-37-04-3 Ext 0  
 As described on Certificate of Title 00SA09297B.

**District Village Commercial Land Use Designation**

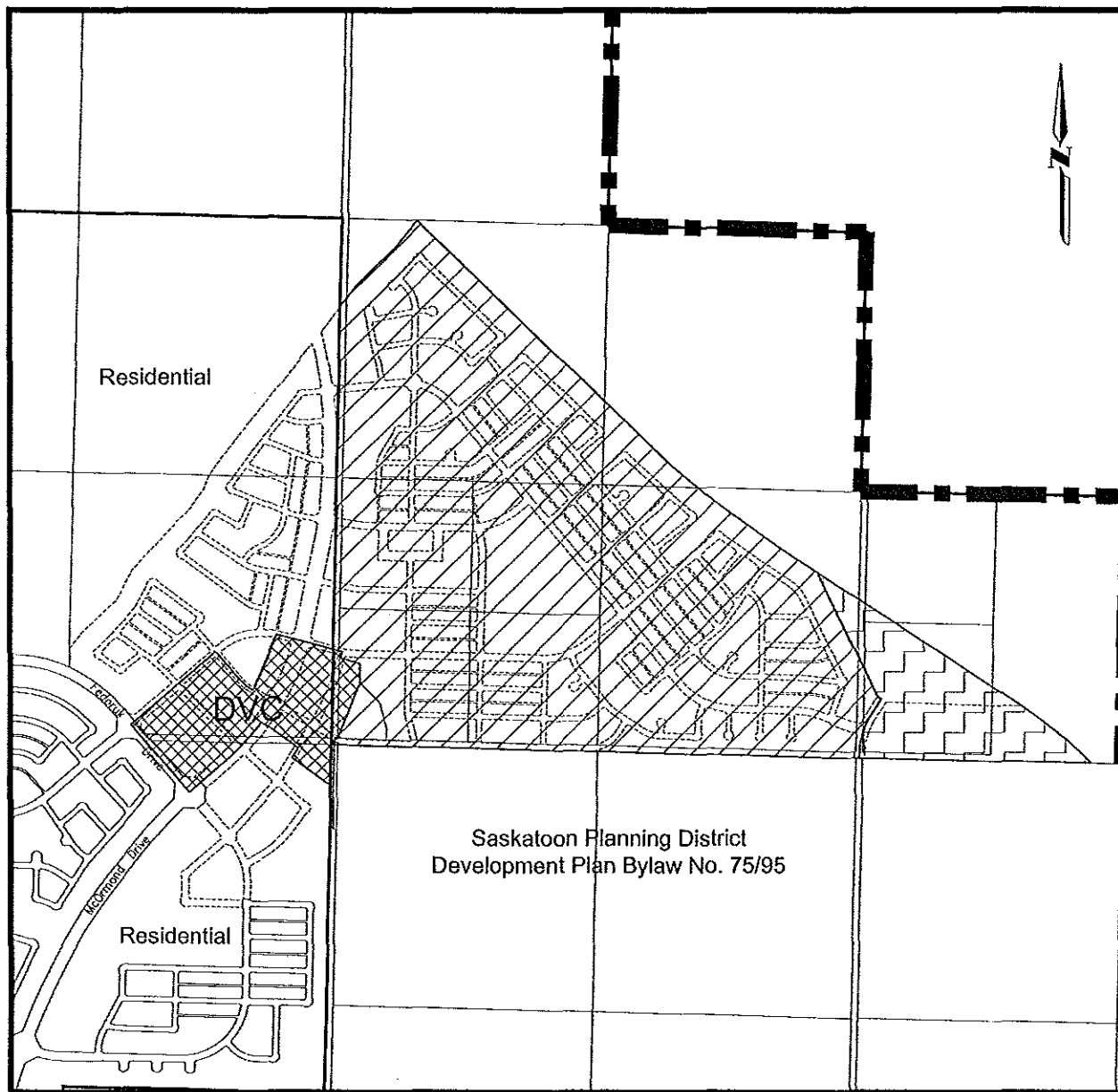
5. The Land Use Map, which forms part of the Official Community Plan, is amended to designate the lands described in this Section and shown as  on Appendix "A" to this Bylaw as District Village Commercial:

(a) Portion of Surface Parcel No.: 135827398  
 Reference Land Description: SW 17-37-04-3 Ext 25  
 As described on Certificate of Title 82S08128, description 25;


(b) Portion of Surface Parcel No.: 165215819  
 Reference Land Description: SE 18-37-04-3 Ext 1;



Appendix "A"



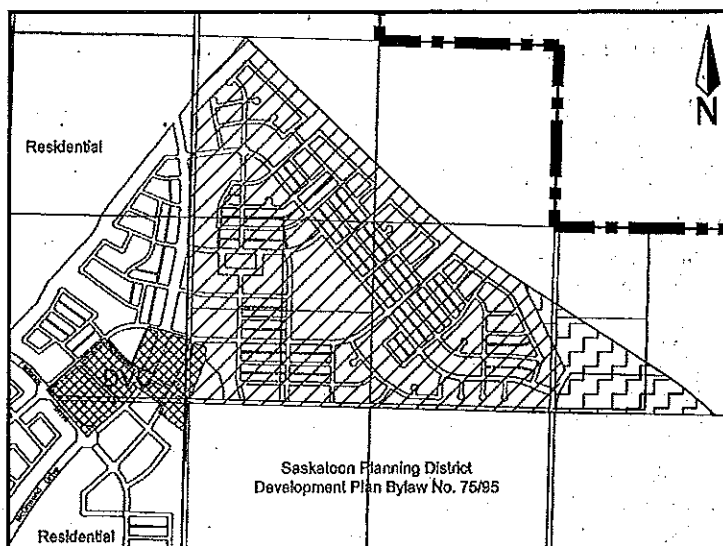
OFFICIAL COMMUNITY PLAN AMENDMENT  
LAND USE MAP

- |  |  |
|--|--|
|  Residential        |  District Commercial (DVC*) |
|  Urban Holding Area | DVC* = District Village Commercial   |




**OFFICIAL COMMUNITY PLAN NOTICE  
ASPEN RIDGE NEIGHBOURHOOD  
PROPOSED AMENDMENT TO THE OFFICIAL COMMUNITY PLAN –  
LAND USE MAP – BYLAW NO. 9198**


Saskatoon City Council will consider an amendment to the Official Community Plan, Bylaw No. 8769. By way of Bylaw No. 9198, The Official Community Plan Amendment Bylaw, 2014 (No. 8), the property shown in the map below will be redesignated to Residential, District Commercial (District Village Commercial), and Urban Holding Area within the Official Community Plan Land Use Map.

**REASON FOR THE AMENDMENT** – The proposed Official Community Plan Land Use Map amendment will accommodate the Aspen Ridge Neighbourhood Concept Plan. Aspen Ridge is the next neighbourhood to be developed in the University Heights Suburban Development Area. The neighbourhood will be comprised of residential uses, and include a District Village.



**PROPOSED OFFICIAL COMMUNITY PLAN AMENDMENT  
LAND USE MAP**

 Residential	 District Commercial (DVC*)
 Urban Holding Area	DVC* = District Village Commercial

File No. OCP09-2014 

**LEGAL DESCRIPTION** – Portions of Sec 17 Twp 37 Rge 04 W3M, Portions of Sec 16 Twp 37 Rge 04 W3M, Portions of Parcel A, Plan 101478821 Ext 15, Portions of SE 1/4 Sec 18 Twp 37 Rge 04 W3M, Portions of NE 1/4 Sec 07 Twp 37 Rge 04 W3M and Parcel A, Plan 66S18392

**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: 306-975-2993 (Christine Gutmann)

**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 on Monday, June 23, 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, June 23, 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.

**BYLAW NO. 9199****The Zoning Amendment Bylaw, 2014 (No. 14)**

The Council of The City of Saskatoon enacts:

**Short Title**

1. This Bylaw may be cited as *The Zoning Amendment Bylaw, 2014 (No. 14)*.

**Purpose**

2. The purpose of this Bylaw is to amend the Zoning Bylaw to zone lands previously annexed into the City of Saskatoon as Future Urban Development (FUD).


**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 the Zoning Bylaw, is amended as further set forth in this Bylaw to zone certain lands as Future Urban Development (FUD) which have been annexed into the City of Saskatoon and which were formerly zoned as DAG1-Agricultural District 1 under the Saskatoon Planning District Zoning Bylaw.

**Future Urban Development (FUD) District**

5. The Land Use Map is amended to zone the lands described in this Section and shown as  on Appendix "A" to this Bylaw as Future Urban Development District:

- (a) Portion of Surface Parcel No.: 135827398  
Reference Land Description: LSD 4 – 17-37-04-3 Ext 25  
As described on Certificate of Title 82S08128, description 25;

- (b) Portion of Surface Parcel No.: 135827376  
Reference Land Description: LSD 6 – 17-37-04-3 Ext 23  
As described on Certificate of Title  
82S08129, description 23;
- (c) Portion of Surface Parcel No.: 135827365  
Reference Land Description: LSD 5 – 17-37-04-3 Ext 22  
As described on Certificate of Title  
82S08129, description 22;
- (d) Portion of Surface Parcel No.: 135827387  
Reference Land Description: LSD 3 – 17-37-04-3 Ext 24  
As described on Certificate of Title  
82S08128, description 24;
- (e) Portion of Surface Parcel No.: 135917679  
Reference Land Description: LSD 4 – 16-37-04-3 Ext 31  
As described on Certificate of Title  
90S00299, description 31;
- (f) Portion of Surface Parcel No.: 118558053  
Reference Land Description: SE 17-37-04-3 Ext 0  
As described on Certificate of Title  
00SA09297B;
- (g) Portion of Surface Parcel No.: 118558086  
Reference Land Description: NE 17-37-04-3 Ext 0  
As described on Certificate of Title  
86S51923;
- (h) Portion of Surface Parcel No.: 135917747  
Reference Land Description: NW 17-37-04-3 Ext 12  
As described on Certificate of Title  
94S09982, description 12;
- (i) Portion of Surface Parcel No.: 135917770  
Reference Land Description: Blk/Par A, Plan 101478821 Ext 15  
As described on Certificate of Title  
67S05085, description 15;
- (j) Portion of Surface Parcel No.: 135917657  
Reference Land Description: LSD 3 – 16-37-04-3 Ext 30  
As described on Certificate of Title  
90S00299, description 30;



and,

- (k) Portion of Surface Parcel No.: 135917691  
Reference Land Description: LSD 5 – 16-37-04-3 Ext 32  
As described on Certificate of Title  
90S00299A, description 32.

**Coming into Force**

6. This Bylaw shall come into force upon the approval of Bylaw No. 9198, *The Official Community Plan Amendment Bylaw, 2014 (No. 8)* by the Minister of Government Relations.

Read a first time this \_\_\_\_\_ day of \_\_\_\_\_, 2014.

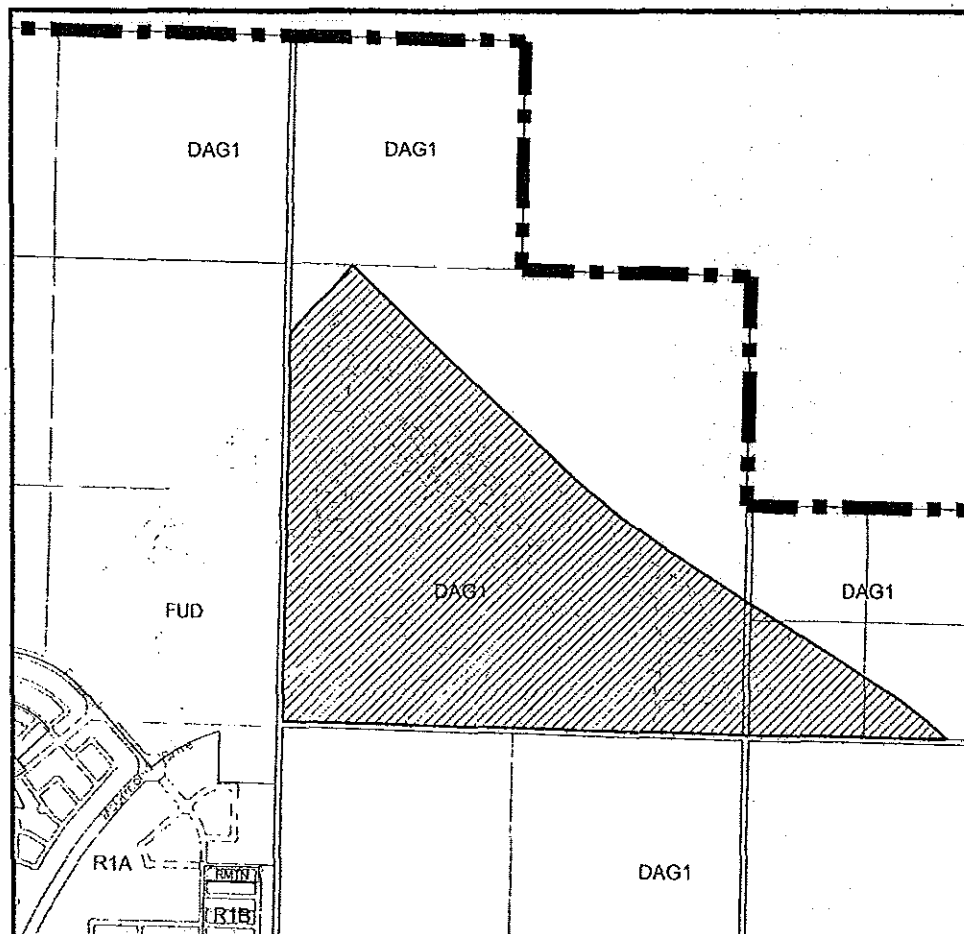
Read a second time this \_\_\_\_\_ day of \_\_\_\_\_, 2014.

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


\_\_\_\_\_  
Mayor

\_\_\_\_\_  
City Clerk

### Appendix "A"



### ZONING AMENDMENT

 From DAG1 to FUD

N:\Planning\WAPPING\Rezoning\2014\RZ10\_14.dwg



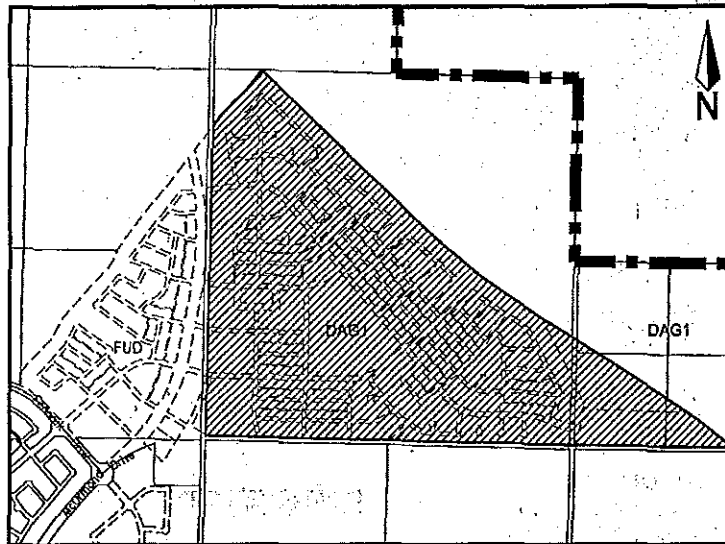
Memorandum

**ZONING NOTICE**


**ASPEN RIDGE NEIGHBOURHOOD**

**PROPOSED ZONING BYLAW AMENDMENT – BYLAW NO. 9199**

Saskatoon City Council will consider an amendment to the City's Zoning Bylaw (No. 8770). By way of Bylaw No. 9199, the Zoning Amendment Bylaw 2014 (No. 14), the properties in the Aspen Ridge neighbourhood, as shown in the map below will be rezoned from DAG1 – Agricultural District 1 (as defined in the Saskatoon Planning District Zoning Bylaw No 69/96) to FUD – Future Urban Development.



**PROPOSED ZONING AMENDMENT**

 From DAG1 to FUD

File No. RZ10-2014



**LEGAL DESCRIPTION** – Portions of Sec 17 Twp 37 Rge 04 W3M, Portions of Sec 16 Twp 37 Rge 04 W3M and Portions of Parcel A, Plan 101478821

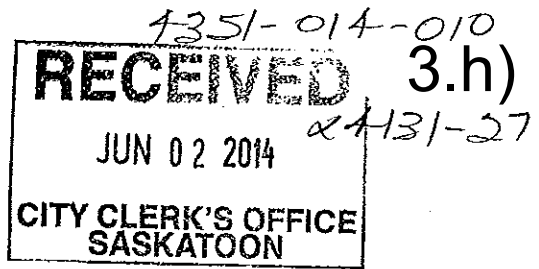
**REASON FOR THE AMENDMENT** – The proposed rezoning will accommodate the Aspen Ridge Neighbourhood Concept Plan. The lands will initially be rezoned to FUD - Future Urban Development. Rezoning to specific zoning districts needed for various types of residential, commercial, and mixed use developments will be brought forward as the neighbourhood is developed.

**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: 306-975-2993 (Christine Gutmann)

**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 on **Monday, June 23, 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, June 23, 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.



**TO:** Secretary, Municipal Planning Commission  
**FROM:** General Manager, Community Services Department  
**DATE:** May 20, 2014  
**SUBJECT:** Proposed Stonebridge Neighbourhood Concept Plan Amendment and Proposed Rezoning from R1A to R2 and RMTN – Stonebridge Common/Dickson Crescent  
**FILE NO.:** PL 4350 – Z16/13

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

- 1) that at the time of the public hearing, City Council consider the Administration's recommendation that the proposed Stonebridge Neighbourhood Concept Plan amendment be approved; and
- 2) 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 map from an R1A – One-Unit Residential District to an RMTN-Townhouse Residential District and R2 – One and Two-Unit Residential District, be approved.

### **TOPIC AND PURPOSE**

Dundee Developments has submitted an application for a minor amendment to the Stonebridge Neighbourhood Concept Plan (see Attachment 1). The amendment is required, as Dundee Developments has proposed zoning to accommodate one-unit dwellings along Dickson Crescent, rather than low-density multiple-unit residential. In addition, Dundee Developments has submitted an application to rezone the properties identified on the attached map from an R1A – One-Unit Residential District to RMTN – Townhouse Residential District and R2 – One and Two-Unit Residential District (see Attachment 2).

### **REPORT HIGHLIGHTS**

1. A minor Stonebridge Neighbourhood Concept Plan (Concept Plan) amendment and rezoning is proposed for the properties east of Dickson Crescent to provide for 14 lots intended for one-unit dwellings.
2. The proposed rezoning to RMTN is consistent with the approved Concept Plan.

## **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**

The Concept Plan was approved by City Council in 2005 and provides a wide range of housing options, as well as neighbourhood commercial services. The subject sites are currently zoned R1A – One-Unit Residential District, which was the zoning applied to the area at the inception of the Concept Plan to identify general land use in the neighbourhood.

## **REPORT**

### **Concept Plan**

A minor Concept Plan amendment is required for the properties east of Dickson Crescent. This proposed amendment results in a modest decrease in density and will provide 14 lots intended for one-unit dwellings, compared to approximately 20 lots for low-density multiple-unit residential in the form of street townhouses. The proposed amendment is maintaining the residential character of the block and is generally consistent with the approved Concept Plan.

These proposed amendments will accommodate a variety of residential housing options in the Stonebridge neighbourhood.

### **Official Community Plan Bylaw No. 8769**

This area is identified as “Residential” on the Official Community Plan (OCP) – Land Use Map. This application is consistent with that designation.

### **Comments From Other Divisions**

No concerns were identified through the administrative referral process.

Please refer to Attachment 3 for complete comments.

## **OPTIONS TO THE RECOMMENDATION**

City Council could choose to 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**

A public information meeting was held on May 1, 2014, to provide information on this application and an amendment to the Concept Plan relating to the proposed school site. The meeting was held to provide residents the opportunity to hear details of the proposals and for the applicant to obtain public input.

Public notices were distributed to the Stonebridge neighbourhood notifying residents of the public information meeting. The Community Association and Ward Councillor were also notified. The Ward Councillor and 34 residents attended the meeting. No specific comments or concerns were received regarding this proposed rezoning.

### **COMMUNICATION PLAN**

Public hearing notices will be mailed to all property owners within 75 metres (246 feet) of the subject site for notification of the public hearing date. Aside from this, no further consultation is planned beyond the stakeholder involvement noted above.

### **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 application relates to a private development in which a CPTED review is not required.

### **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. The Planning and Development Division will notify all property owners within a 75 metre (246 feet) buffer of the proposed site of the public hearing date by letter. 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. Proposed Stonebridge Neighbourhood Concept Plan Amendment
- 2. Location Map
- 3. Comments From Other Divisions

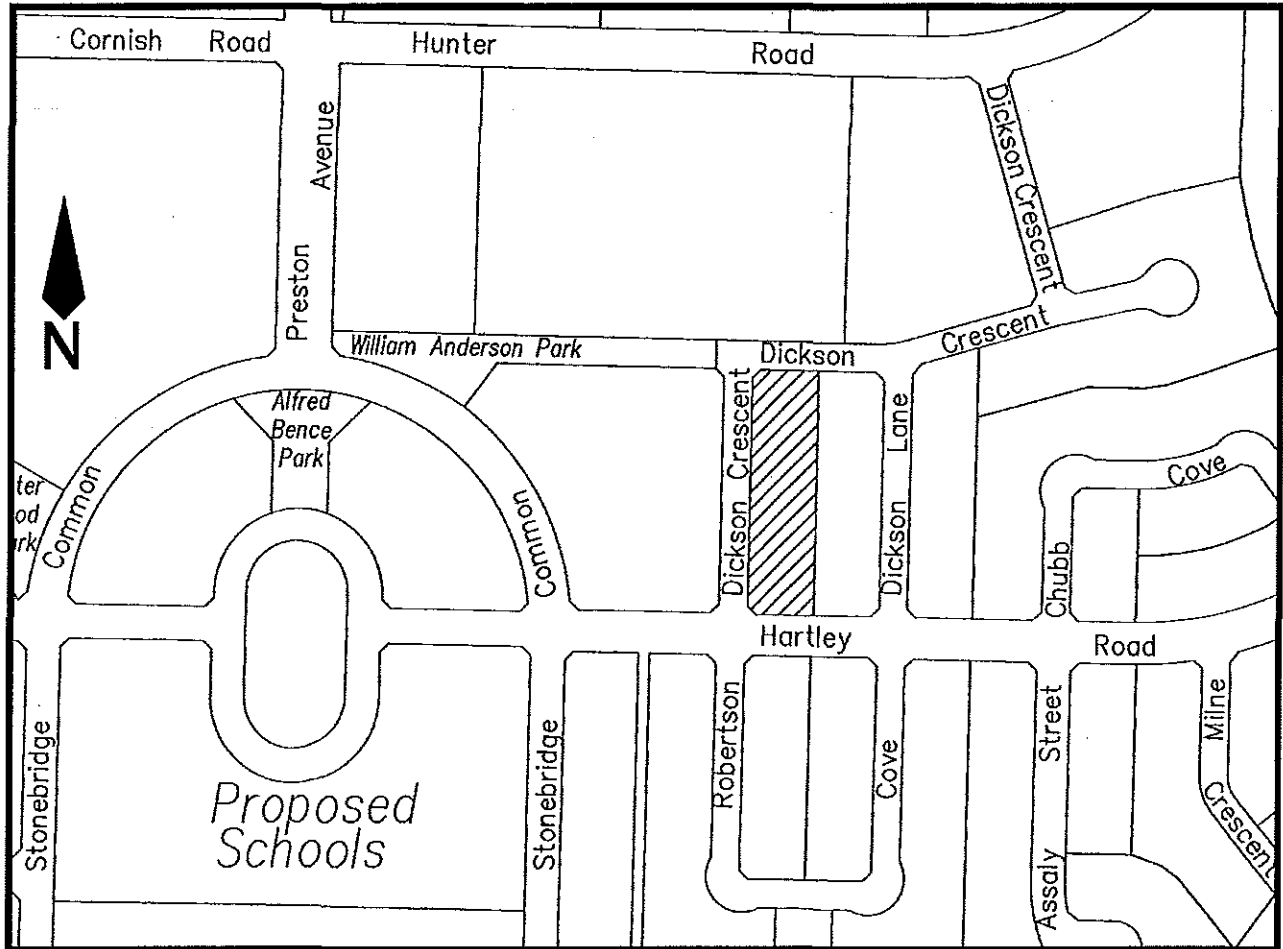
Written by: Melissa Austin, Planner

Reviewed by:   
Alan Wallace  
Director of Planning and Development

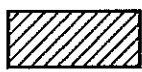
Approved by:   
Randy Grauer, General Manager  
Community Services Department  
Dated: May 29, 2014

Approved by:   
*for* Murray Totland, City Manager  
Dated: May 29, 2014

**Proposed Stonebridge Neighbourhood Concept Plan Amendment**



**PROPOSED CONCEPT PLAN AMENDMENT  
STONEBRIDGE**



From Low Density Multi-Unit Residential  
to Low Density Residential

CPA\_037\_07AD







**Comments From Other Divisions**

Transportation and Utilities Department

The proposed Zoning Bylaw No. 8770 amendment, as noted, is acceptable to the Transportation and Utilities Department with the following comment:

1. Rolled curb is required on the east side of Dickson Crescent and a vertical curb is required on the west side of Dickson Crescent.

Saskatoon Transit Division

Saskatoon Transit has no easement requirements regarding the referenced properties.

**THE STARPHOENIX, SATURDAY, JUNE 7, 2014 and  
SUNDAY PHOENIX, JUNE 8, 2014**

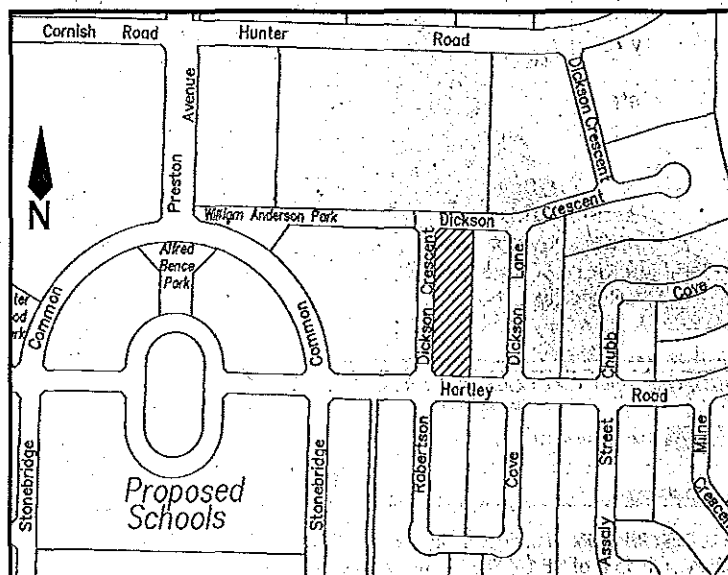
**PUBLIC NOTICE**

**PROPOSED STONEBRIDGE NEIGHBOURHOOD CONCEPT PLAN  
AMENDMENT**

Saskatoon City Council will consider an amendment to the Stonebridge Neighbourhood Concept Plan for the Stonebridge neighbourhood, which was submitted by Dundee Developments.

The original Stonebridge Neighbourhood Concept Plan was approved by City Council in 2005 and provides a wide range of housing options, as well as neighbourhood commercial services.

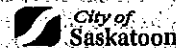
Dundee Developments submitted a minor Stonebridge Neighbourhood Concept Plan for the properties east of Dickson Crescent. This proposed amendment results in a modest decrease in density and will provide 14 lots intended for one-unit dwellings, compared to approximately 20 lots for low-density multiple unit residential in the form of street townhouses. The proposed amendment is maintaining the residential character of the block and is generally consistent with the approved Stonebridge Neighbourhood Concept Plan.



**PROPOSED CONCEPT PLAN AMENDMENT  
STONEBRIDGE**

 From Low Density Multi-Unit Residential  
to Low Density Residential

CPA\_037\_07AD



**INFORMATION** – Questions regarding the proposal may be directed to the following:

Community Services Department, Planning and Development  
Phone: 306-975-7723 (Melissa Austin)

**PUBLIC HEARING** – City Council will hear all submissions on the proposal and all persons who are present at the City Council meeting and wish to speak on Monday, June 23, 2014 at 6:00 p.m. in Council Chambers, 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 3rd Avenue North, Saskatoon SK S7K 0J5

All submissions received by the City Clerk by 10:00 a.m. on Monday, June 23, 2014, will be forward to City Council. City Council will also hear person that are present and wish to speak to the proposed amendments.



*City of*  
**Saskatoon**  
Office of the City Clerk

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

June 16, 2014

City Clerk

Dear City Clerk:

**Re:    Municipal Planning Commission Report for Public Hearing  
      Proposed Stonebridge Neighbourhood Concept Plan Amendment and  
      Proposed Rezoning from R1A to R2 and RMTN  
      Stonebridge Common/Dickson Crescent  
      (Files: CK 4351-014-010, CK 4131-27 and PL 4350-Z16/13)**

The Municipal Planning Commission has considered a report of the General Manager, Community Services Department, dated May 20, 2014, with respect to the above proposed Concept Plan and Zoning Bylaw Amendment and supports the following recommendations of the Community Services Department:

- 1)    that the proposed Stonebridge Neighbourhood Concept Plan amendment as outlined in the report of the General Manager, Community Services Department, dated May 20, 2014, be approved; and
  
- 2)    that the proposed amendment to Zoning Bylaw 8770 to rezone the properties identified in the map attached to the report of the General Manager, Community Services Department, dated May 20, 2014, from an R1A – One-Unit Residential District to an RMTN - Townhouse Residential District and R2 - One and Two-Unit Residential District, be approved.

Yours truly,

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

**Elaine Long, Secretary**  
Municipal Planning Commission

EL:sj

**BYLAW NO. 9200****The Zoning Amendment Bylaw, 2014 (No. 15)**

The Council of The City of Saskatoon enacts:

**Short Title**

1. This Bylaw may be cited as *The Zoning Amendment Bylaw, 2014 (No. 15)*.


**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 R2 District and an RMTN District respectively.

**Zoning Bylaw Amended**

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

**R1A District to R2 District**

4. The Zoning Map, which forms part of Bylaw No. 8770, is amended by rezoning the lands described in this Section and shown  on Appendix "A" to this Bylaw from an R1A District to an R2 District:
  - (a) Surface Parcel No. 202903242  
Legal Land Description: Lot 11, Blk/Par 174, Plan 102142538 Ext 0
  - (b) Surface Parcel No. 202903365  
Legal Land Description: Lot 12, Blk/Par 174, Plan 102142538 Ext 0
  - (c) Surface Parcel No. 202903231  
Legal Land Description: Lot 13, Blk/Par 174, Plan 102142538, Ext 0

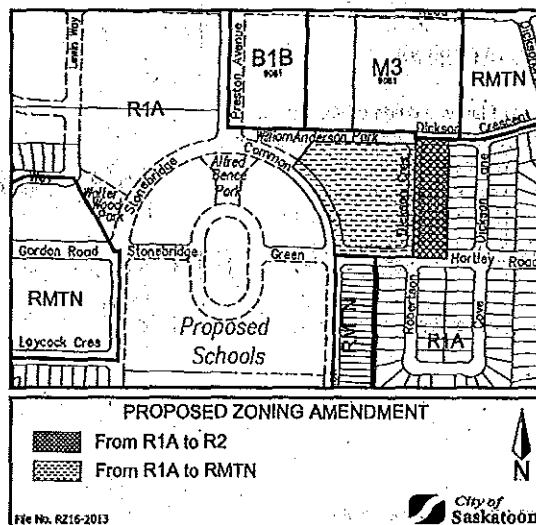
**THE STARPHOENIX, SATURDAY, JUNE 7, 2014 and**  
**SUNDAY PHOENIX, JUNE 8, 2014**

**ZONING NOTICE**  
**STONEBRIDGE NEIGHBOURHOOD**  
**PROPOSED ZONING BYLAW AMENDMENT –**  
**BYLAW NO. 9200**

Saskatoon City Council will consider an amendment to the City's Zoning Bylaw (No.8770). By way of Bylaw No. 9200, the Zoning Amendment Bylaw 2014 (No. 15), the properties in the Stonebridge neighbourhood as shown in the map below will be rezoned from an R1A – One-Unit Residential District to an R2 – One and Two-Unit Residential District and an RMTN – Townhouse Residential District.

**LEGAL DESCRIPTION** – Lots 11 – 24, Block 174, Plan 102142538; Block TT, Plan 102142538

**CIVIC ADDRESS** – 302, 306, 310, 314, 318, 322, 326, 330, 334, 338, 342, 346, 350 and 354 Dickson Crescent



**REASON FOR THE AMENDMENT** – The proposed rezoning will accommodate a variety of housing forms in the Stonebridge neighbourhood, including one-unit residential development, as well as townhouse style development.

**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 consider all submissions on the proposed amendment, and hear all persons who are present at the City Council meeting and wish to speak on **Monday, June 23, 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, June 23, 2014** will be forwarded to City Council.

**PUBLIC NOTICE  
INTENT TO BORROW**

City Council will be considering a report from the Administration at the Council meeting to be held on **Monday, June 23, 2014 at 6:00 p.m., Council Chambers, City Hall** recommending:

That City Council authorize the following planned borrowing:

- up to \$30,000,000 for the North Commuter Parkway and Traffic Bridge Replacement Project (Capital Projects 787 & 2407)
- an allowable 10% variance on the borrowing requirements for the project identified. Any variance greater than 10% of the borrowing amount identified must be reported to City Council.

*The Cities Act* and City Council Bylaw 8171 require that City Council give public notice before borrowing money, lending money or guaranteeing the repayment of a loan. For more information, contact the City Clerk's Office: 306-975-3240

His Worship the Mayor and City Council  
The City of Saskatoon

## **REPORT**

of the

## **MUNICIPAL PLANNING COMMISSION**

### Composition of Commission

Ms. Janice Braden, Chair  
Mr. Karl Martens, Vice-Chair  
Councillor Charlie Clark  
Ms. Colleen Christensen  
Mr. Al Douma  
Mr. John McAuliffe  
Ms. Sydney Smith  
Mr. Andy Yuen  
Mr. Stan Laba  
Mr. Shaun Betker  
Ms. Kathy Weber  
Mr. James Yachyshen  
Mr. Jeff Jackson

1. **Proposed Amendments to the Official Community Plan Bylaw 8769 Zoning Bylaw 8770 and Pleasant Hill Village Enhanced Concept Plan**  
**(Files: CK 4351-014-012, CK 4131-31 and PL 4350-Z6/14, PL 4115-OCP5/14, PL 951-232)**

- RECOMMENDATION:**
- 1) that the advertising to amend the Pleasant Hill Village Enhanced Concept Plan, Official Community Plan Bylaw No. 8769, and Zoning Bylaw No. 8770, as outlined in the report of the General Manager, Community Services Department, dated May 20, 2014, be approved;
  - 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 bylaws to amend Official Community Plan Bylaw No. 8769, and Zoning Bylaw No. 8770;
- 4) that at the time of the public hearing, City Council consider the Administration's recommendation to amend the Pleasant Hill Village Enhanced Concept Plan to change Parcels A and CC from "Low-Density Housing" to "Medium-Density Housing";
- 5) that at the time of the public hearing, City Council consider the Administration's recommendation to amend Official Community Plan Bylaw No. 8769 - Pleasant Hill Land Use Policy Map to redesignate the properties identified in the amendment attached to the report of the General Manager, Community Services Department, dated May 20, 2014; and
- 6) that at the time of the public hearing, City Council consider the Administration's recommendation to amend Zoning Bylaw No. 8770 to rezone the properties identified in the amendment attached to the report of the General Manager, Community Services Department, dated May 20, 2014.

Attached is a report of the General Manager, Community Services Department, dated May 20, 2014, regarding proposed amendments to the Pleasant Hill Village Enhanced Concept Plan, Official Community Plan Bylaw 8769 and Zoning Bylaw 8770, which are associated with the continued implementation of the Pleasant Hill Village Redevelopment Project.

The Municipal Planning Commission reviewed this report with the Administration, at which time discussion took place regarding density in the area and the importance of home ownership.

The Commission supports the above recommendations.

Respectfully submitted,

---

Ms. Janice Braden, Chair

**TO: Secretary, Municipal Planning Commission**  
**FROM: General Manager, Community Services Department**  
**DATE: May 20, 2014**  
**SUBJECT: Proposed Amendments to the Official Community Plan Bylaw No. 8769, Zoning Bylaw No. 8770, and Pleasant Hill Village Enhanced Concept Plan**  
**FILE NO.: CK. 4351-014-012, PL. 4350 – Z6/14, PL. 4115 – OCP5/14, PL. 951-232**

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**RECOMMENDATION:**

that a copy of this report be submitted to City Council recommending:

- 1) that the advertising to amend the Pleasant Hill Village Enhanced Concept Plan, Official Community Plan Bylaw No. 8769, and Zoning Bylaw No. 8770, as outlined in this report, be approved;
- 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 bylaws to amend Official Community Plan Bylaw No. 8769, and Zoning Bylaw No. 8770;
- 4) that at the time of the public hearing, City Council consider the Administration's recommendation to amend the Pleasant Hill Village Enhanced Concept Plan to change Parcels A and CC from "Low-Density Housing" to "Medium-Density Housing," be approved;
- 5) that at the time of the public hearing, City Council consider the Administration's recommendation to amend Official Community Plan Bylaw No. 8769 - Pleasant Hill Land Use Policy Map to redesignate the properties identified in the attached amendment, be approved; and
- 6) that at the time of the public hearing, City Council consider the Administration's recommendation to amend Zoning Bylaw No. 8770 to rezone the properties identified in the attached amendment be approved.

## **TOPIC AND PURPOSE**

The purpose of this report is to consider a request from the Neighbourhood Planning Section for amendments to the Pleasant Hill Village Enhanced Concept Plan (Concept Plan), Official Community Plan Bylaw No. 8769 (OCP), and Zoning Bylaw No. 8770 (Zoning Bylaw). These amendments are associated with the continued implementation of the Pleasant Hill Village Redevelopment Project.

## **REPORT HIGHLIGHTS**

1. Amendments to the Concept Plan are required in order to ensure that the Zoning Bylaw and the Concept Plan are consistent.
2. Amendments to the Pleasant Hill Land Use Policy Map are required to update the map to prepare for the development of Parcels A, CC, and F in the Pleasant Hill Village Redevelopment Project.
3. Zoning Bylaw amendments for Parcels A and CC are proposed in order to enhance the development potential for these sites. Additional requirements will be placed on the sites through the Request for Proposal (RFP) process to ensure any new development is consistent with the intent of the overall project.
4. The next steps in the Pleasant Hill Village Redevelopment Project will involve the development and issuance of an Expression of Interest (EOI) and RFP for the development of these new parcels.

## **STRATEGIC GOAL**

This project supports the City of Saskatoon's (City) Strategic Goal of Quality of Life through its ten-year strategy to:

“Ensure that policies encourage a mix of housing types across the city (ie: ownership versus rental).”

The Pleasant Hill neighbourhood has a large concentration of rental housing that the ownership element of this project helps to balance.

## **BACKGROUND**

The Pleasant Hill Village Redevelopment Project commenced in autumn of 2006. One of the fundamental objectives of the Pleasant Hill Village Redevelopment Project was to offer home ownership opportunities in a neighbourhood where rental occupancy rates were high. Pleasant Hill Village is intended to attract families who want to live in a new home, in a community with a new school and wellness centre, daycare, a new seniors' residence, and surrounded by new and attractive park space.

At its July 16, 2007 meeting, City Council adopted a Concept Plan for the Pleasant Hill Village containing five residential development sites, a new park, and a new school site. At the same meeting, City Council approved that the developable sites A through E, identified on the Concept Plan, be disbursed through an EOI, followed by an RFP for each site.

#### Expanded Concept

During its July 13, 2009 meeting, City Council approved the purchase of the Olfert Trucking Site at 412 and 422 Avenue P South and 413 Avenue O South. At its August 17, 2009 meeting, City Council approved the purchase of the property at 408 Avenue P South. These sites were formally added to the project through City Council's adoption of the Enhanced Concept Plan during its November 30, 2009 meeting. At that time, the Administration reported that an RFP would be developed for the sale of Parcel F.

### **REPORT**

In order to proceed to the next stage of the Pleasant Hill Village Redevelopment Project, amendments to the Concept Plan, OCP, and Zoning Bylaw, are required to permit the development of the remaining parcels.

A subdivision application and road closure plan is underway to formally create Parcels A and CC. In addition, the north-south laneway adjacent to Parcel A and the new park will be closed and consolidated with these parcels in order to create larger sites. Parcel A will increase from 0.41 to 0.46 acres with this change. As land use and zoning designations typically extend to the mid-point of the right-of-way, amendments are required for these former laneways to be consistent with the development parcels once consolidated.

#### Amendments to the Concept Plan

Amendments to the Concept Plan are required to redesignate Parcels A and CC from "Low-Density Residential" to "Medium-Density Residential (see Attachment 1). This will align the Concept Plan with the land use and zoning designations being proposed in this report. This amendment will also update the Concept Plan with the newest site boundaries.

In addition, the location for the pedestrian activated crosswalk on Avenue P will also be changed. The Transportation and Utilities Department has reviewed the location options and recommends locating the crosswalk to align with 19<sup>th</sup> Street to the west of Avenue P, and the green linkage on the east of Avenue P. This change should conclude the mapping changes needed for this redevelopment project.

### Amendments to OCP Bylaw No. 8769

The proposed amendments to the OCP - Pleasant Hill Land Use Policy Map (see Attachment 2) will reflect the new boundaries of the sites in the area and show the placement of the school, park, roads, and parcels, as shown in the approved Concept Plan. The following amendments are required:

- a) Parcel A from “Low/Medium-Density Residential” to “Medium-Density Residential”;
- b) Parcel CC from “Community Facility” to “Medium-Density Residential”;
- c) St. Mary’s Wellness and Education Centre site from “Low/Medium-Density Residential” to “Community Facility”;
- d) redesignate a portion of Parcel MR2 from “Community Facility” to “Low/Medium-Density Residential”;
- e) laneway on the western edge of Parcel A from “Low-Density Residential - No Conversions” to “Medium-Density Residential” on the north end and “Low-Density Residential - No Conversions” to “Low/Med Density Residential” on the south end;
- f) laneway parcel on the north edge of Parcel CC from “Office/Institutional” and “Community Facility” to “Medium-Density Residential”; and
- g) laneway parcel extending north from Parcel CC from “Office/Institutional” and “Community Facility” to “Low/Med Density Residential”.

### Amendments to the Zoning Bylaw

The proposed amendments to the Zoning Bylaw are as follows (see Attachment 3):

- a) Parcel A from “RM1 – Low-Density, Multiple-Unit Dwelling District” to “RM3 – Medium-Density, Multiple-Unit Dwelling District”;
- b) Parcel CC from “R2 – One and Two-Unit Residential District” to “RM3 - Medium-Density, Multiple-Unit Dwelling District”;
- c) laneway on the western edge of Parcel A from “R2 – One and Two-Unit Residential District” to “RM3 – Medium-Density, Multiple-Unit Dwelling District”;
- d) laneway to the east of Parcel CC from “RM1 – Low-Density, Multiple-Unit Dwelling District” to “RM3 – Medium-Density, Multiple-Unit Dwelling District”;
- e) portion of laneway parcel on the north edge of Parcel CC from “M1 - Local Institutional Service District by Agreement” to “RM3 – Medium-Density, Multiple-Unit Dwelling District”; and
- f) laneway extending north from Parcel CC from “M1 - Local Institutional Service District by Agreement” and “R2 – One and Two-Unit Residential District” to “RM1 – Low-Density, Multiple-Unit Dwelling District”.

The rezoning of Parcels A and CC will allow for ownership condominium units at a density similar to existing developments at Parkview Green and the Cenith Solar Village. Through the future RFP for the development of these sites, the Administration will place further requirements on the site to ensure ground-oriented units that respond to the original intent of the Concept Plan.

### Next Steps in the Pleasant Hill Village Redevelopment Project

The next stage of the Pleasant Hill Village Redevelopment Project will involve the release of three sites for new development. These sites; Parcels A, CC, and F, will be made available through a process that will include the issuance of an EOI, followed by an RFP.

Should the amendments in this report be approved, the Administration will collaborate with members of the community to develop the EOI and RFP for site development and evaluate the resulting proposals. Upon conclusion of consultation with this group, the RFP will be brought forward to City Council for endorsement, prior to issuance.

Other upcoming actions include the relocation of the pedestrian crosswalk on Avenue P and continued park space development to complete Phase II. The Administration will also begin exploring options with the community for the “Art Space” identified in the 19<sup>th</sup> Street cul-de-sac.

### **OPTIONS TO THE RECOMMENDATION**

City Council could choose to not adopt the recommendations. This option is not recommended as this proposal is consistent with the Pleasant Hill Local Area Plan (LAP) and the goals of the approved Concept Plan. Further direction on the development of the remaining three sites would be required.

### **POLICY IMPLICATIONS**

There are no policy implications.

### **FINANCIAL IMPLICATIONS**

There are no financial implications at this time. When the RFP is brought forward to City Council for endorsement, further information related to the financial implications of the sale of the parcels will be presented.

### **PUBLIC AND/OR STAKEHOLDER INVOLVEMENT**

The community has been consulted regularly on the status of the plan implementation throughout the Pleasant Hill Village Redevelopment Process. The Administration has attended regular meetings of the Pleasant Hill Community Association, St. Mary's School, and Pleasant Hill School Parent Councils.

In addition, an open house was held to inform the community of the amendments outlined in this report and the continued implementation of the Concept Plan. The open house is summarized in Attachment 4. The public meeting was held at Columbian Place at 1407 20<sup>th</sup> Street West on April 29, 2014.

The amendments were circulated to all internal and external agencies as per standard practice. One comment was received regarding current easements that exist between Columbian Place and Cenith Solar Village. The easement will continue to exist.

### **COMMUNICATION PLAN**

Public hearing notices will be mailed to those who signed in at the public information meeting and provided their addresses. Aside from this, no further consultation concerning these amendments is planned beyond the stakeholder involvement noted above.

### **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 on the Concept Plan on October 7, 2009. Overall, there was conformance between the Concept Plan and CPTED principles. Details of future development proposals will undergo a further review once the specific plans are completed and received. Currently the CPTED Review Committee has been sent a summary of the changes and their rationale for review and comment.

### **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. The Planning and Development Division will notify the Pleasant Hill Community Association and the Community Consultant of the public hearing date by letter. A notice will be placed in The StarPhoenix two weeks prior to the public hearing. Notice boards will also be placed on the site. The property owners affected by this rezoning will also be notified in writing.

### **ATTACHMENTS**

1. Pleasant Hill Concept Plan Amendment Map
2. Amendment to the Official Community Plan – Land Use Map
3. Amendment to the Zoning Bylaw Map
4. Community Engagement Project Summary

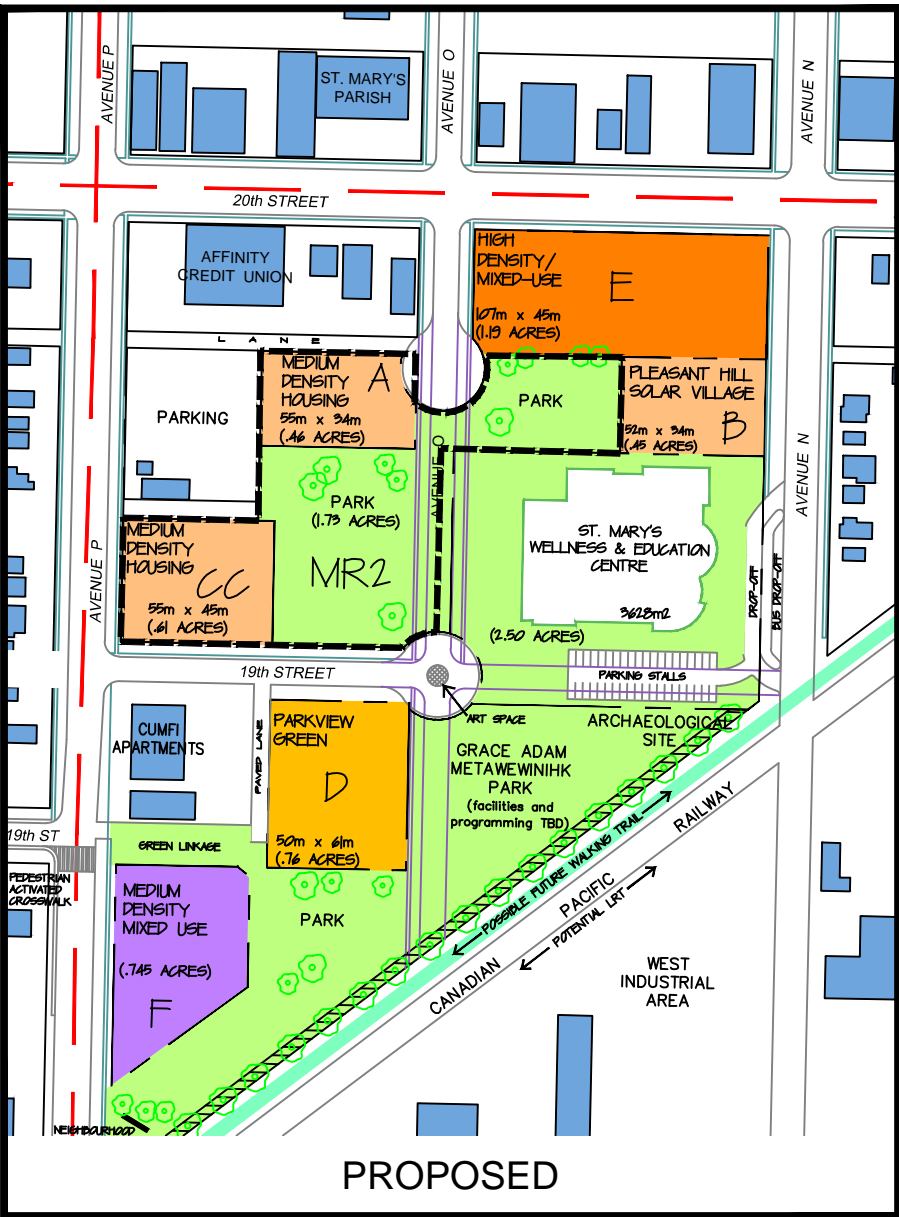
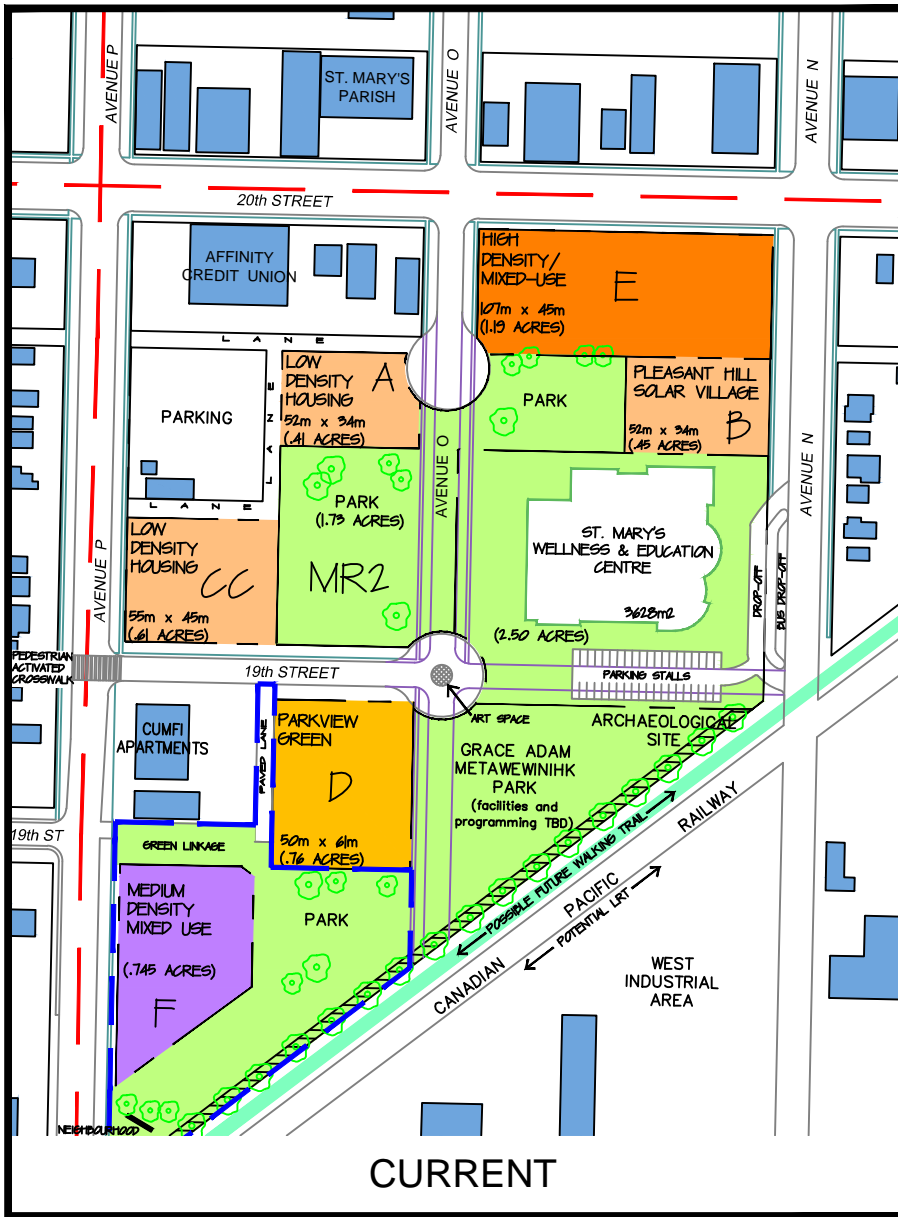
Written by: Keith Folkersen, Planner

Reviewed by:                   "Alan Wallace"                    
Alan Wallace  
Director of Planning and Development

Approved by:                   "Randy Grauer"                    
Randy Grauer, General Manager  
Community Services Department  
Dated:                   "May 29, 2014"                  

Approved by:                   "Randy Grauer"                    
For Murray Totland, City Manager  
Dated:                   "May 29, 2014"





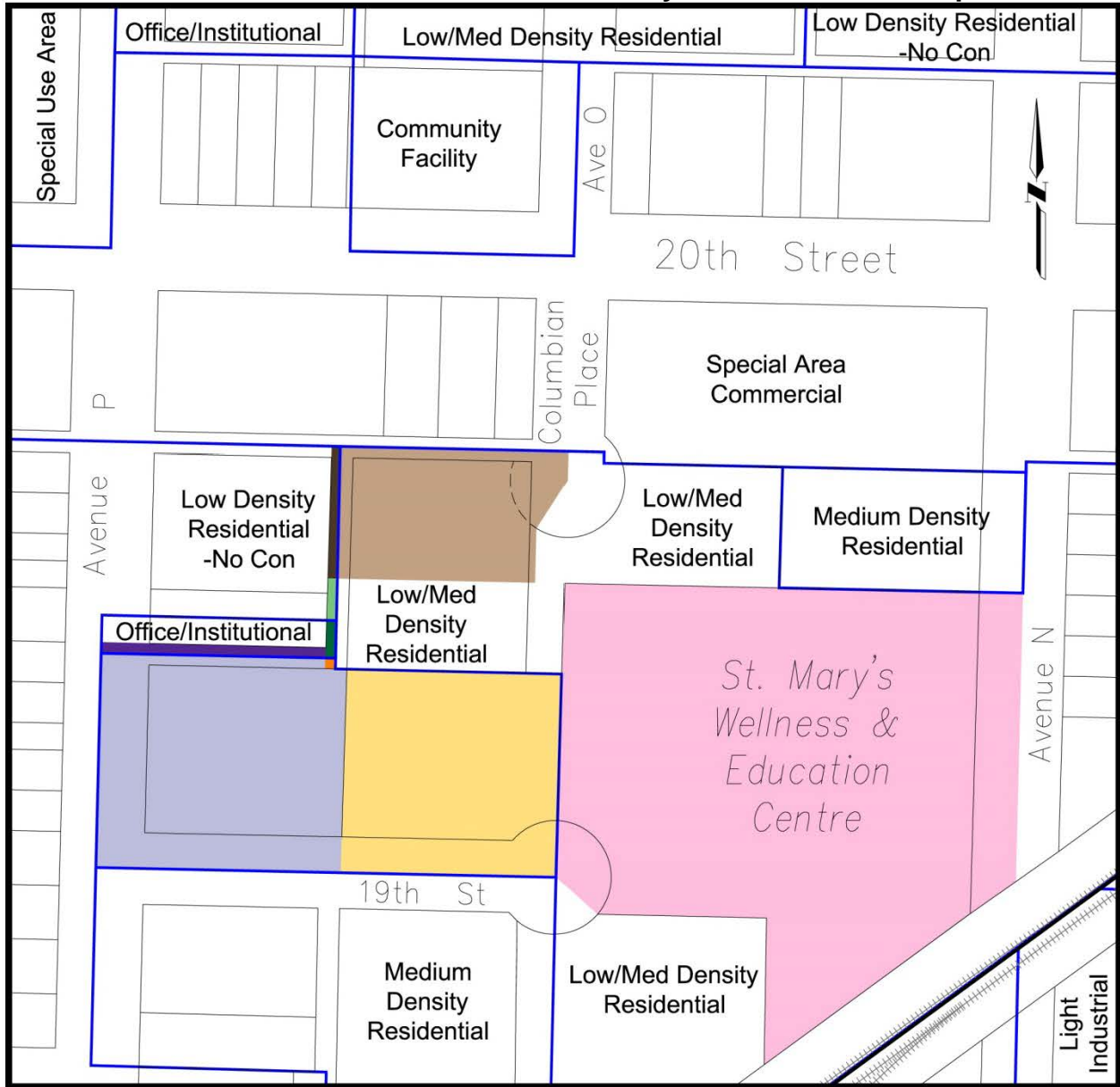
# PLEASANT HILL CONCEPT PLAN AMENDMENT

--- AMENDMENT BOUNDARY

ATTACHMENT 1



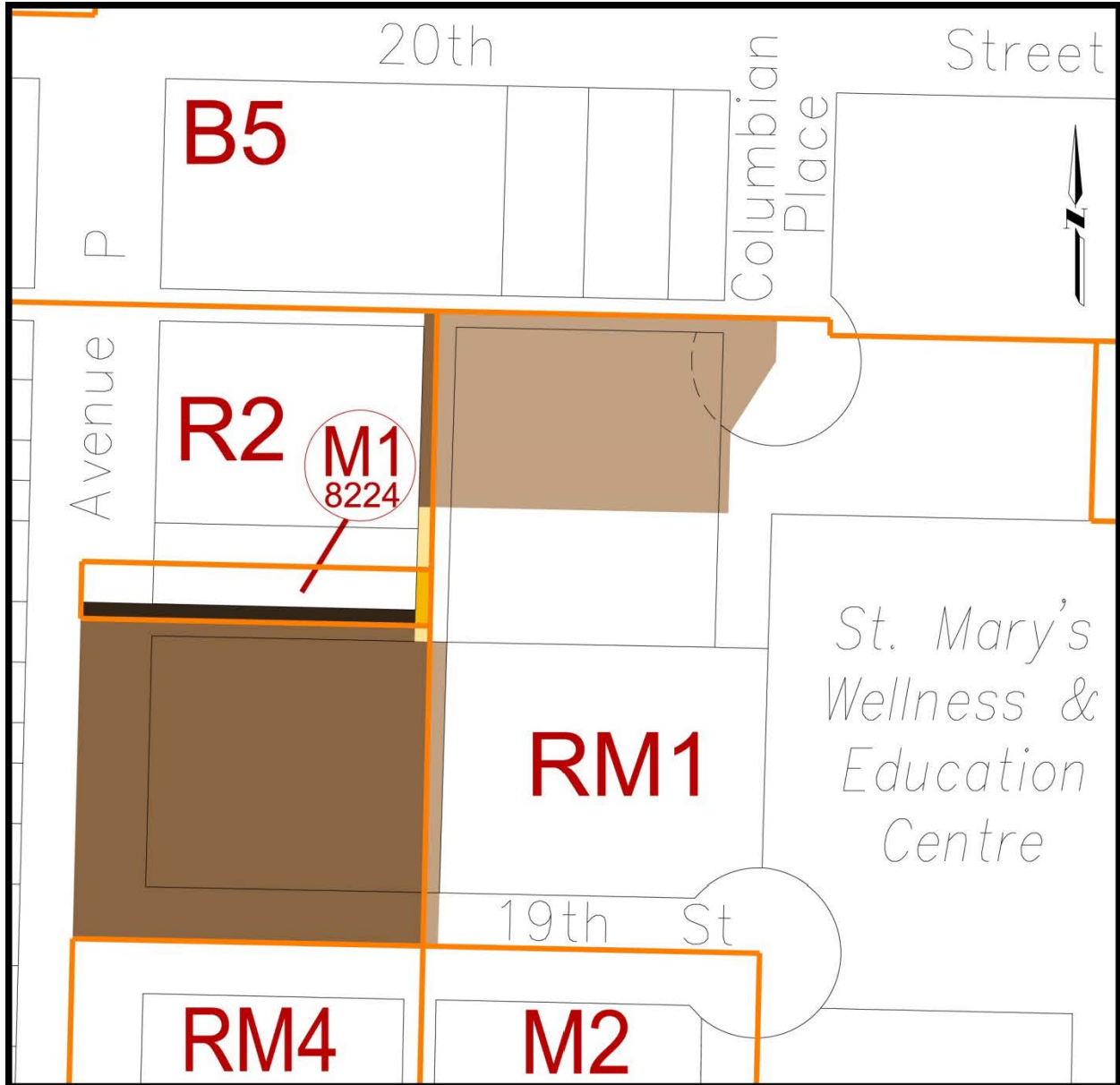
Amendment to the Official Community Plan – Land Use Map



AMENDMENT TO THE OFFICIAL COMMUNITY PLAN  
PLEASANT HILL LAND USE POLICY MAP

- From Low/Med Density Residential to Community Facility
  - From Low/Med Density Residential to Medium Density Residential
  - From Low Density Residential - No Con to Medium Density Residential
  - From Office/Institutional to Medium Density Residential
  - From Community Facility to Medium Density Residential
  - From Community Facility to Low/Medium Density Residential
  - From Office/Institutional to Low/Medium Density Residential
  - From Low Density Residential - No Con to Low/Medium Density Residential
  - From Community Facility to Low/Medium Density Residential
- Existing OCP Boundaries

Amendment to the Zoning Bylaw Map



ZONING AMENDMENT

- |   |   |
|---|---|
|  From M1 by Agreement to RM3 |  From M1 by Agreement to RM1 |
|  From R2 to RM3              |  From R2 to RM1              |
|  From RM1 to RM3             |  Existing Zoning Boundary    |

**Project Name: Public Information Meeting for Various Amendments – Pleasant Hill Village Rezoning, Land Use Map Amendments and Enhanced Concept Plan Amendments**

**Applicant: City of Saskatoon**  
**File: PL 4350 – Z06/14, PL 4350 – Z06/14, PL 4350 – Z06/14,**

## Community Engagement Project Summary

### Project Description

A public information meeting was held regarding proposed Zoning Bylaw Map Amendments, Official Community Plan Land Use Map Amendments and Enhanced Concept Plan Amendments in the Pleasant Hill Village. The purpose of the amendments are to allow for the implementation of the approved Pleasant Hill Village Enhanced Concept Plan .

### Community Engagement Strategy

- Purpose: To inform and consult. Residents were provided with an overview of the City's proposal and provided the opportunity to ask questions and provide comments in an open house format.
- What form of community engagement was used: Public Information meeting, with an opportunity to listen to and speak directly with City staff in an open house format. City staff also provided overview of the amendment processes, and the next steps complete with display boards.
- Level of input or decision making required from the public – comments and opinions were sought from the public.
- Who was involved
  - Internal stakeholders: The standard referral process was implemented. The following Departments were contacted for comments: Transportation and Utility Services, Saskatoon Light and Power, Saskatoon Transit, Planning and Development, Recreation and Sport, Environmental and Corporate Initiatives, Parks, Fire, Police. The Ward Councillor and the Community Consultant were also contacted.
  - External stakeholders: Pleasant Hill Community Association, SaskPower, SaskEnergy, SaskTel, the Province of Saskatchewan, Canada Post, and other partners were contacted in addition to mail-outs to residents. Eleven people signed in at the meeting, 9 of whom were not City Councillors or staff. There were approximately 1-5 people who did not sign the sign-in sheet.

### Summary of Community Engagement Input

- Key milestones, significant events, stakeholder input

This community engagement initiative provided interested & concerned individuals with an opportunity to learn more about the proposed use and to provide perspective and comments which will be considered by municipal staff in further analysis of this project.

#### Notification Processes

Notification Method /Date Issued	Details	Target Audience / Attendance	Attendance / Contact
Public Information Meeting notice  April 10, 2014	214 public meeting notices outlining the details of the proposal were sent to registered property owners. Letters along with the public meeting notice were also sent to the Community Association, Ward Councillor and Community Consultant.	As per public notice policy, notices were sent to property owners within a 200 meter radius of subject site (increased from standard of 75 meters). Select streets we believed might be affected were also targeted for the mail-out.	1 message was received by a resident who thought we were getting rid of the park and requesting we put in a basketball court. The parks plan was shared with the applicant and they were invited to attend the April 29 <sup>th</sup> meeting.
Public Information Meeting  April 29, 2014 4:00pm-7:00pm	An open house was held, with display boards explaining proposed changes. Additional display boards showed upcoming site park improvements, steps in the site RFP process, and highlights of the City's new Junction Improvement Strategy.	Concerned members of the Community and surrounding area. Members of the schools and Community Association.  An emphasis for this meeting was to target those who had not yet seen the latest version of the plan by going to the residents at Columbian Place.	Approximately 12-16 members of the general public attended

- Analysis of the feedback received, provide a brief summary of the comments to capture the flavour of the feedback received:
  - A comment was received that persons visiting Columbian Place are parking in the new Avenue O cul-de-sac in a manner which inhibits traffic circulation in a space that receives a high volume of visitor traffic. Rather than parallel parking, visitors are parking nose-in at an angle. It was claimed that Columbian Place has raised this issue with visiting family members, to no avail. It was suggested that the City add

- parking signage stating 'parallel parking only' and if the problem persists, that parking enforcement may be necessary.
- A comment was received asking that benches and a table be added to the park design opposite the community garden.
- One individual requested that new housing on Parcels CC and F should not have the same appearance of recent developments elsewhere in the city, which is a 5-6 floor high-rise complex aimed at rental.
- Impact of community engagement on the project/issue:
  - the feedback at the meeting will provide MPC and Council with opinions and comments of the surrounding community.
- How will input be used to inform the project/issue:
  - Input received from the community will be used to measure the support of the neighbourhood for this proposal and to highlight any major concerns.
- Any follow up or reporting back to the public/stakeholders
  - Participants at the meeting were advised that they will receive direct notice of the Public Hearing if they provided their name and mailing address on the sign in sheet.

### Next Steps

Action	Anticipated Timing
Planning and Development Report prepared and presented to Municipal Planning Commission. MPC reviews proposal and recommends approval or denial to City Council.	June 10, 2014
City Council – approval for advertising of the amendments	June 23, 2014
Public Notice - report prepared and Public Hearing date set. Pleasant Hill Community Association, Community Consultant, Ward Councillor as well as all participants at Public Meeting will be provided with direct notice of Public Hearing, as well as all residents who were notified previously. A notification poster sign will be placed on site.	June 24 to July 15
Public Hearing – Public Hearing conducted by City Council, with opportunity provided for interested persons or groups to present.	July 16, 2014

### Attachments

Notice of Public Information Meeting  
Attendance Sheet

Completed by: Keith Folkersen  
Date: April 30, 2014

Please return a copy of this summary to

Lisa Thibodeau, Community Engagement Consultant  
Communications Branch, City Manager's Office  
Phone: 975-3690 Fax: 975-3048 Email: [lisa.thibodeau@saskatoon.ca](mailto:lisa.thibodeau@saskatoon.ca)

His Worship the Mayor and City Council  
The City of Saskatoon

## ADMINISTRATIVE REPORTS

### Section A – COMMUNITY SERVICES

**A1) Land Use Applications Received by the Community Services Department  
For the Period Between May 7, 2014 and June 13, 2014  
(For Information Only)  
(Files CK. 4000-5, PL. 4131-3-9-1, PL. 4132, PL. 4355-D, PL. 4115, PL. 4350,  
PL. 4300)**

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

The following applications have been received and are being processed:

#### Concept Plan Amendment

- Address/Location: Rosewood Phase B  
Applicant: Boychuk Investments Ltd.  
Legal Description: Blocks 29, 30, and 31, Plan No. 94S17318  
Purpose of Amendment: Multi-Family Dwelling to Single-Family Dwelling  
Neighbourhood: Rosewood  
Date Received: April 24, 2014

#### Condominium

- Application No. 8/14.: 412 Willowgrove Square (63 New Units)  
Applicant: Altus Geomatics for Baydo Development Corp.  
Legal Description: Lot C, Block 519, Plan No. 101874764  
Current Zoning: B1B  
Neighbourhood: Willowgrove  
Date Received: June 3, 2014

#### Discretionary Use

- Application No. D11/14: 1024 King Crescent  
Applicant: Jessica Fritshaw  
Legal Description: Lot 69, Block 4, Plan No. 99SA06423  
Current Zoning: R2  
Proposed Use: Garage Suite  
Neighbourhood: City Park  
Date Received: May 28, 2014



#### Discretionary Use

- Application No D12/14: 345 4<sup>th</sup> Avenue South  
Applicant: A to B Development Consultants for  
Hope's Homes Inc.  
Legal Description: Lot 2, Block A, Plan No. G616, Ext. 0  
Current Zoning: B6  
Proposed Use: Child Care Center/Supportive Living Home/  
Respite Centre  
Neighbourhood: Central Business District  
Date Received: June 12, 2014

#### Official Community Plan

- Amendment No. OCP 30/14: Aspen Ridge Concept Plan and Evergreen  
Concept Plan  
Applicant: City of Saskatoon  
Legal Description: Area bound on the south by Evergreen  
neighbourhood and the University of  
Saskatchewan, on the northeast by proposed  
Perimeter Highway, and on the northwest by  
the northeast swale.  
Current Land Use Designation: Phase II  
Proposed Land Use Designation: Phase I  
Neighbourhood: Aspen Ridge and Evergreen  
Date Received: May 28, 2014

#### Rezoning

- Application No. Z 10/14: Aspen Ridge Concept Plan and  
Evergreen Concept Plan  
Applicant: City of Saskatoon  
Legal Description: Area bound on the south by Evergreen  
neighbourhood and the University of  
Saskatchewan, on the northeast by proposed  
Perimeter Highway, and on the northwest by  
the northeast swale.  
Current Zoning: DAG1  
Proposed Zoning: FUD  
Neighbourhood: Aspen Ridge and Evergreen  
Date Received: May 28, 2014

#### Rezoning

- Application No. Z 22/14: Rosewood Phase B  
Applicant: Rosewood Land Inc.  
Legal Description: Blocks 29, 30, and 31, Plan No. 94S17318  
Current Zoning: R1A  
Proposed Zoning: R1B  
Neighbourhood: Rosewood  
Date Received: April 24, 2014

#### Subdivision

- Application No. 36/14: 1423 12<sup>th</sup> Street East  
Applicant: Webb Surveys for Gary Ayotte  
c/o Britwood Interiors Ltd.  
Legal Description: Lots 20 and 21, Block 10, Plan No. G91 and  
Lot 36, Block 10, Plan No. 101410490  
Neighbourhood: Varsity View  
Date Received: May 7, 2014
- Application No. 37/14: 414 Packham Avenue  
Applicant: Webb Surveys for 101022891 Sask. Ltd.  
Legal Description: Parcel A, Plan No. 77S26886, and  
Lane 3, Plan No. 65S02405  
Current Zoning: IH  
Neighbourhood: Sutherland  
Date Received: May 8, 2014
- Application No. 38/14: 1519 Prince of Wales Avenue  
Applicant: Webb Surveys for Lawrence and Judith  
Hassen  
Legal Description: Lot 21, Block 6, Plan No. I196  
Current Zoning: R2  
Neighbourhood: North Park  
Date Received: May 13, 2014

Subdivision

- Application No. 39/14: 3213 McGill Street  
Applicant: George, Nicholson, Franko & Associates Ltd.  
Surveys for Carol Joyce Greva  
Legal Description: Lot 7, Block 607, Plan No. 66S19386  
Current Zoning: R2  
Neighbourhood: College Park  
Date Received: May 15, 2014
- Application No. 40/14: 1234 15<sup>th</sup> Street East  
Applicant: Altus Geomatics for Custer Construction  
and Darlene Busch  
Legal Description: Lot 9, Block 1, Plan No. G705  
Current Zoning: R2  
Neighbourhood: Varsity View  
Date Received: May 26, 2014
- Application No. 41/14: 1840 McOrmond Drive  
Applicant: Webb Surveys for Pillar Development Corp.  
Legal Description: Part of Parcel T, Plan No. 102058512  
Current Zoning: B4A  
Neighbourhood: University Heights Suburban Centre  
Date Received: June 2, 2014
- Application No. 42/14: 1005 and 1015 Avenue P South and  
1610 and 1616 Garfield Street  
Applicant: Ironwood III Assets Inc., Heroux Investments  
Inc.,  
Lazer Autobody Inc., and City of Saskatoon  
Legal Description: Proposed Lane Closure of all of Lane in Block  
4, Plan No. G670; Lane in Block 4, Plan No.  
G1221;  
Consolidated with Lots 1 to 18, Block 4,  
Plan No. G670, and Lots 19 to 23, Block 4,  
Plan No. G1221  
Current Zoning: IL1 and IH  
Neighbourhood: West Industrial  
Date Received: June 4, 2014

Subdivision

- Application No. 43/14: Rosewood Drive West  
Applicant: Webster Surveys for Rosewood Land Inc.  
Legal Description: Part of Parcel F, Plan No. 94S17318; and  
Part of Parcel DD, Plan No. 102028586  
Current Zoning: R1A  
Neighbourhood: Rosewood  
Date Received: June 11, 2014
  
- Application No.44/14: 111 – 108<sup>th</sup> Street West  
Applicant: Larson Surveys for BEGG Developments Corp.  
Legal Description: Lot 23, Block 2, Plan No. G122, and  
Lot 45, Block 2, Plan No. 101336756  
Current Zoning: R2  
Neighbourhood: Sutherland  
Date Received: June 12, 2014

**PUBLIC NOTICE**

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

**ATTACHMENTS**

1. Plan of Proposed Concept Plan Amendment to Rosewood – Phase B
2. Plan of Proposed Condominium No. 8/14
3. Plan of Proposed Discretionary Use No. D11/14
4. Plan of Proposed Discretionary Use No. D12/14
5. Plan of Proposed Official Community Plan Amendment OCP 30/14
6. Plan of Proposed Rezoning No. Z10/14
7. Plan of Proposed Rezoning No. Z22/14
8. Plan of Proposed Subdivision No. 36/14
9. Plan of Proposed Subdivision No. 37/14
10. Plan of Proposed Subdivision No. 38/14
11. Plan of Proposed Subdivision No. 39/14
12. Plan of Proposed Subdivision No. 40/14
13. Plan of Proposed Subdivision No. 41/14
14. Plan of Proposed Subdivision No. 42/14
15. Plan of Proposed Subdivision No. 43/14
16. Plan of Proposed Subdivision No. 44/14

**A2) Quarterly Naming Update – Rosewood Street Names and Evergreen, Kensington, Hampton Village, and Rosewood Park Names  
(Files CK 6310-1, CK 4205-1, and PL 4001-5)**

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

**TOPIC AND PURPOSE**

The purpose of this report is to advise City Council that names have been applied to roadways in the Rosewood neighbourhood and to parks in the Evergreen, Kensington, Hampton Village, and Rosewood neighbourhoods. In all cases, these names have been selected from the Names Master List.

**REPORT HIGHLIGHTS**

1. The name "Hathway" was applied to roadways in the Rosewood neighbourhood.
2. The name "Richards" was applied to a park in the Evergreen neighbourhood.
3. The names "Alexander", "Baker", "Braithwaite", "Charlebois", "Clare", "Currie", "Dyck", "Jordan", and "MacDougall" were applied to parks in the Kensington neighbourhood.
4. The names "MacKenzie" and "Mostoway" were applied to parks in the Hampton Village neighbourhood.
5. The name "Penner" was applied to a park in the Rosewood neighbourhood.

**STRATEGIC GOALS**

Naming of Civic Property and Development Areas Policy No. C09-008 (Naming Policy) supports the City of Saskatoon's (City) Strategic Goals of Sustainable Growth, Moving Around, and Quality of Life. As the city continues to grow and improve, providing new streets, parks, and other facilities, it is necessary to name these facilities. The implementation of the Naming Policy allows this to occur in a way that celebrates heritage, nature and the contributions of individuals, groups, and businesses to the city, province, and country.

## **BACKGROUND**

According to the Naming Policy, all requests for names to be applied from the Names Master List will be selected by His Worship the Mayor. All of the names on the Names Master List meet City Council's guidelines for name selection. The names have been previously screened by the Naming Advisory Committee and approved for addition to the list by City Council. Name suffixes are circulated through the Administration for technical review.

## **REPORT**

### **Rosewood Street Name**

Arbutus Properties requested the name "Hathway" from the Names Master List be applied to roadways in the Rosewood neighbourhood (see Attachment 1). His Worship Mayor Donald Atchison assigned the following name:

- a) Hathway Close and Crescent (as requested) – Mr. Wilfred N. Hathway was a teacher and served in World War II, where he was a casualty of war.

Dr. Wilfred W. Hathway practiced medicine for 40 years in Saskatoon and was also a local artist who had numerous art showings in Saskatoon galleries. Today, many of his paintings hang in Saskatoon hospitals, public schools, and private collections.

### **Evergreen Park Name**

The Parks Division requested that a name be selected from the Names Master List to be applied to a park in the Evergreen neighbourhood (see Attachment 2). His Worship Mayor Donald Atchison selected and assigned the following name (which will commemorate three people):

- a) Richards Park – Mr. Phil Richards worked for the City of Saskatoon for 32 years, ultimately as the City Manager for 10 years. Prior to working for the City of Saskatoon, he worked for the provincial government, Ministry of Labour, for three years in the 1980's.

Mr. John Richards completed his Masters and Doctoral degrees at the University of Toronto. Mr. Richards founded the University of Saskatchewan's Geography Department and was its first Department Head and Professor Emeritus. Throughout his career, Mr. Richards wrote numerous articles about Saskatchewan including entries in the World Book and was co-author and editor

of the Atlas of Saskatchewan in 1969. Mr. Richards was a World War II veteran serving with the Canadian Armed Forces.

Ms. Mary-Helen Richards was born in Somerville, Massachusetts. Ms. Richards completed her Master's Degrees in Nursing and Home Economics. She was active in education, women's rights, children's rights (Parents Anonymous and founding member of the Crisis Nursery and Theatre for Children), and elderly rights (Council for the Aged). Ms. Richards received numerous awards in recognition of her efforts, including Saskatoon's Citizen of the Year in 1978.

#### Kensington Park Names

The Parks Division requested that names be selected from the Names Master List to be applied to parks in the Kensington neighbourhood (see Attachment 3). His Worship Mayor Donald Atchison selected and assigned the following names:

- a) George S. Alexander Park – Mr. George Alexander was a former City Councillor from 1908 to 1909.
- b) Henry Baker Park – Mr. Henry Baker was a former City Councillor from 1905 to 1906.
- c) Braithwaite Park – Mr. Hubert Warner (Hub) Braithwaite was the President of Saskatoon Board of Trade, Saskatoon Exhibition, Saskatoon United Way, Riverside Golf and Country Club, National Dairy Council of Canada, Pike Lake Country Cottage Association, Saskatoon Kiwanis Club, and The Saskatoon Club. He volunteered for the Salvation Army for over 20 years and fundraised for the Saskatoon Symphony.
- d) Jeffery J. Charlebois Park - Mr. Jeffery J. Charlebois was a former City Councillor from 1965 to 1966.
- e) George H. Clare Park – Mr. George H. Clare was a former City Councillor from 1907 to 1908 and 1911 to 1914.
- f) Peter H. Currie Park – Mr. Peter H. Currie was a former City Councillor from 1906 to 1907.
- g) Bev M. Dyck Park – Mr. Bev M. Dyck was a former City Councillor from 1985 to 1994.
- h) Ed Jordan Park – Mr. Ed Jordan was a former City Councillor from 1907 to 1908.
- i) Andrew MacDougall Park – Mr. Andrew MacDougall was a former City Councillor from 1912 to 1914.

#### Hampton Village Park Names

The Parks Division requested that names be selected from the Names Master List to be applied to parks in the Hampton Village neighbourhood (see Attachment 4). His Worship Mayor Donald Atchison selected and assigned the following names:

- a) C. Jack MacKenzie Park – Mr. Chalmers Jack MacKenzie was a former City Councillor from 1929 to 1930.
- b) Paul Mostoway Park – Mr. Paul Mostoway was a former City Councillor from 1988 to 1994.

#### Rosewood Park Name

The Parks Division requested that a name be selected from the Names Master List to be applied to a park in the Rosewood neighbourhood (see Attachment 5). His Worship Mayor Donald Atchison selected and assigned the following name:

- a) Glen H. Penner Park - Mr. Glen Penner was a former City Councillor over a period of 26 years from 1972 to 1976, 1979 to 1982, 1998 to 1994, and 2000 to 2012.

#### **PUBLIC NOTICE**

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

#### **ATTACHMENTS**

- 1. Rosewood: Hathway Close and Crescent
- 2. Evergreen Park Name: Richards Park
- 3. Kensington Parks Naming
- 4. Hampton Village Parks Naming
- 5. Rosewood: Glen H. Penner Park



**A3) Boundary Alteration Proposal**  
**(Files CK. 4060-1 and PL. 4060-14)**

- RECOMMENDATIONS:**
- 1) that City Council approve of the alteration of boundaries identified in Attachments 1 and 2;
  - 2) that the assessed owners and school divisions affected by the boundary alteration be served notice in accordance with Section 43 of *The Cities Act*;
  - 3) that at the appropriate time, following the notification process, the City Clerk be instructed to request a complementary resolution from the Rural Municipality of Corman Park;
  - 4) that the effective date of boundary alteration and taxation be set at January 1, 2015;
  - 5) that compensation in the amount of \$5,640,311.10, being 15 times the municipal portion of the taxes levied on the subject lands in 2013, be paid to the Rural Municipality of Corman Park upon annexation of the subject lands; and
  - 6) that in the event that an objection to the boundary alteration is received by September 2, 2014, that the Administration be authorized to advertise a public meeting, in accordance with Section 43 of *The Cities Act*, to be held in conjunction with the October 27, 2014 public hearing meeting of City Council.

**TOPIC AND PURPOSE**

The purpose of this report is to seek City Council's endorsement of:

- 1) a boundary alteration proposal that is recommended by the Boundary Alteration Committee (BAC); and
- 2) continuation of tax abatements granted by the Rural Municipality of Corman Park (RM).

## **REPORT HIGHLIGHTS**

1. The City of Saskatoon (City) has been meeting with the RM since mid 2013 to discuss proposed boundary alterations needed for short-term growth and for future growth.
2. The BAC, which consists of elected officials and members of the Administrations of both municipalities, has reached consensus on a boundary alteration proposal.
3. The proposal consists of lands needed for short-term growth. It is intended to take effect on January 1, 2015.
4. Tax loss compensation would be 15 times the municipal portion of the 2013 taxes and calculated to be \$5,640,311.10.
5. The City would assume the RM's responsibility for the intersection improvements that are required at Highway 16 and 71<sup>st</sup> Street.
6. The RM would like the City to continue the tax abatements the RM has granted.
7. The BAC also highlighted the need for a prioritized review of development policies in the Corman Park - Saskatoon Planning District (Planning District), and better communication with the RM about developments inside City limits.

## **STRATEGIC GOAL**

This report supports the City's Strategic Goal of Sustainable Growth. Saskatoon is known for smart, sustainable growth. The long-term strategy is to plan for development collaboratively with regional partners and stakeholders.

## **BACKGROUND**

At its March 4, 2013 meeting, Executive Committee agreed to create the BAC, consisting of elected officials from the RM and the City, and members of the Administrations of both municipalities. Executive Committee requested the BAC to report back on a boundary alteration proposal.

The BAC members have reached consensus on a boundary alteration proposal, which is described in this report.

## REPORT

### Lands and Compensation

The proposal consists of lands that are needed to correct anomalies in the current City limits, bring City-owned land and City infrastructure into City limits, and enable short-term growth. A map of the proposal is attached (see Attachment 1). Also attached is a list of the parcels, their current use, the City's rationale for including them in the boundary alteration, and the proposed tax loss compensation (see Attachment 2).

The proposed boundary alteration is intended to take effect on January 1, 2015. Tax loss compensation is not proposed for road right-of-way and similar parcels where taxes are not paid. Where tax loss compensation is proposed, it is based on 15 times the municipal portion of the 2013 taxes. The proposed compensation is \$5,640,311.10.

### Intersection Improvement

As part of the boundary alteration proposal, the City is proposing to assume the RM's responsibility for the improvements that are planned at the Highway 16 and 71<sup>st</sup> Street intersection. The City is also proposing to take over operational jurisdiction of the intersection and the portion of Highway 16 between the intersection and the current City limits (south of 60<sup>th</sup> Street). The cost of the planned improvements, as agreed to by the RM and the Ministry of Highways and Infrastructure (MHI), is expected to exceed \$4 million. The costs consist of land acquisition, construction, and utility relocations. The RM's financial responsibility is still being confirmed, but is expected to be in the order of \$3 million. The improvements would also be funded by developer and MHI contributions.

MHI was initially requiring the RM to complete the intersection improvements in 2014. Given the boundary alteration proposal, the City is proposing to assess the safety and operation of the intersection in consideration of proposed development in the area, and recommend solutions that would best address urban and rural growth needs, and improve the safety and operation of the intersection. Discussions are being held with MHI to determine whether this analysis can be done in 2014 and the improvements constructed in 2015.

### Continue Tax Incentives

The RM has granted three tax abatements for new buildings that it would like the City to honour. All abatements expire in 2016. The total value of the abatements, based on current assessments and taxes, is under \$100,000 of foregone revenue. The abatements are as follows:

Property	Use	2015 Abatement	2016 Abatement	Comments
<b>Saskatoon Co-Op Association</b>	Commercial	20%	0%	Municipal and School
<b>Cervus Equipment Corp</b>	Commercial	40%	20%	Municipal and School
<b>German Canadian Club</b>	Recreational/ Institutional	75%	75%	Municipal only

Two commercial abatements were done for economic development purposes. The third abatement was done to address the hardship created when the previous building was destroyed by fire. It should be noted that the abatement that is being requested for Cervus Equipment Corp. was originally granted to Quattro Properties Ltd. It has been determined that there was an assessment error, and the building is located on the Cervus property. The businesses belong to the same parent company. The RM is asking the City to honour their intent, which was to provide an abatement on the new building.

It is recommended that the abatements granted by the RM be continued, notwithstanding Business Development Incentives Policy No. C09-014, which has different criteria for abatements. Business Development Incentives Policy No. C09-014 was not intended to address these circumstances. By agreement, any abatements granted by City Council are extended to the school boards.

Interim Development Strategy and Retail Growth

The Saskatoon North Partnership for Growth (P4G), of which the City and the RM are a part, is completing a Regional Plan by mid 2016, to enable a collaborative approach to growth in the region. During the BAC discussions, it became clear that the RM wishes to continue to respond to market demands and enable growth, particularly in the joint Planning District, while the Regional Plan is underway. The City committed to working with the RM to adopt an interim development strategy before the end of the year, before the Regional Plan is completed. The Municipal Administrations are discussing the approach needed to achieve this.

The City also committed to reviewing the commercial square footage policies in the Planning District before the end of the year. The Municipal Administrations are discussing the approach needed to complete this policy review.

### Open Communication

The BAC discussions also highlighted the need for better communications with the RM about initiatives inside City limits, similar to the way the City has input into the Planning District. This would ensure that compatible development can occur on both sides of the border, and that key infrastructure is planned comprehensively. For example, the City would refer the following types of proposals to the RM for review and comments:

- a) Sector Plans for proposed new growth areas;
- b) proposed Concept Plans for new neighbourhoods;
- c) major development proposals near City limits; and
- d) major infrastructure proposals near City limits.

The City committed to improving communications and has already begun referrals and presentations to the RM. The Municipal Administrations are discussing the best means of formalizing this process.

### OPTIONS TO THE RECOMMENDATION

There are no options to the recommendation. The lands included in the boundary alteration proposal are needed for short-term growth and the compensation offered is consistent with what was offered and accepted with the previous boundary alteration completed in 2010.

On the tax abatement matter, City Council could decline to endorse the continuation of the abatements. This option is not recommended as the RM is asking the City to honour the commitments given by the RM.

### POLICY IMPLICATIONS

There are no policy implications.

### FINANCIAL IMPLICATIONS

As noted, the tax loss compensation for the proposed boundary alteration is \$5,640,311.10. This compensation will be paid to the RM using the City's cash balances and repaid over the 15-year period through the additional tax revenues derived from the annexed properties.

The cost of assuming the RM's financial responsibility for the Highway 16 and 71<sup>st</sup> Street intersection improvements is being determined. The cost of the improvements will depend on the assessment of the formerly agreed upon design by RM and MHI,

which is currently underway by civic staff. The potential funding sources for this are being determined.

After boundary alteration, there will be an immediate operating impact to cover the provision of civic services (for example, snow removal, road maintenance, and operational jurisdiction of a portion of Highway 16 and of the intersection at 71<sup>st</sup> Street). In addition, the City will forgo investment income by cash flowing the compensation payment over the 15 years on a declining balance basis. The investment loss revenue could range between \$1.2 million and \$1.4 million (over the 15 years in total), depending on investment rates. There is no estimate available at this time on the operating impact related to the provision of services for the annexed properties.

These costs will be partially offset by any increases in property taxes generated from these properties through increased assessments and new construction.

The value of the tax abatements that the RM would like the City to honour is under \$100,000, based on estimates of assessments and taxes.

### **PUBLIC AND/OR STAKEHOLDER INVOLVEMENT**

The RM asked that discussions be held with business owners and developers with land adjacent to the east side of Highway 16. Many of these stakeholders relocated from properties in Saskatoon or were planning to submit proposals for rural developments. The RM Administration contacted these stakeholders and provided them with background information supplied by the civic Administration. A meeting is being arranged with one of the business owners. No significant concerns about the boundary alteration proposal have been identified at this time.

In addition to the notice requirements of *The Cities Act*, which are described below, the Administration has informally contacted assessed owners of affected properties and affected school divisions to advise them that a boundary alteration proposal is being considered, and provided a "Frequently Asked Questions" brochure about boundary alteration and City services and bylaws.

One of the affected properties is Reserve land of the Red Pheasant First Nation. In 1999, the City, the RM, and the Red Pheasant First Nation signed a Compatible Land Use Agreement. As part of the Compatible Land Use Agreement, the City and the Red Pheasant First Nation agreed that if the City's boundaries were ever expanded to include the Reserve land, they would enter into a Municipal Services and Land Use

Compatibility Agreement, consistent with other Urban Reserves. The process of negotiating a new agreement would be completed after the boundary alteration.

### **COMMUNICATION PLAN**

If City Council passes a resolution to proceed with the boundary alteration proposal, communications must follow the requirements of *The Cities Act*. The RM Council will be asked to provide a complementary resolution. It is the RM's practice to refer boundary alterations to the District Planning Commission for review and comments.

Two public notices will be placed in The StarPhoenix, and copies of the notice will be sent directly to affected school boards and the assessed owners of affected properties. If an objection is received within four weeks of the last notice, City Council must hold a public meeting. Notice of the public meeting must be published and circulated in advance.

### **DUE DATE FOR FOLLOW-UP AND/OR PROJECT COMPLETION**

If the RM provides a complementary resolution in support of the boundary alteration proposal, and no objections are received, the proposal will be forwarded to the Ministry of Government Relations for a decision. This would be done in September 2014, when the notification process has been completed.

If there are objections, a public meeting would be advertised and held in conjunction with the City Council meeting on October 27, 2014.

If the boundary alteration proposal proceeds, the City will be requesting that it take effect on January 1, 2015, as noted above.

### **ENVIRONMENTAL IMPLICATIONS**

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

### **PRIVACY IMPACT**

There are no privacy implications.

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

A CPTED review is not required.

## **PUBLIC NOTICE**

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

## **ATTACHMENTS**

1. Proposed Boundary Alterations
2. Boundary Alteration Proposal Details

### **A4) Award of Contract for the Construction of a Gift Shop and Admission Building at the Saskatoon Forestry Farm Park and Zoo (Files CK. 4205-8 and RS. 632-1)**

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- RECOMMENDATION:**
- 1) that VCM Construction Ltd. be awarded the contract for the gift shop and admission building construction at the Saskatoon Forestry Farm Park and Zoo for a total of \$479,888, net of applicable taxes;
  - 2) that an increase of \$186,888 to the gift shop and admission building project, funded through the Forestry Farm Capital Reserve, be approved;
  - 3) that the City Solicitor be instructed to prepare the necessary agreement for execution by His Worship the Mayor and the City Clerk under the Corporate Seal; and
  - 4) that the funding source for the \$50,000 entrance roadway design be changed to the Forestry Farm Park Development Reserve.

## **TOPIC AND PURPOSE**

The Recreation and Sport Division is requesting approval to award the contract for the gift shop and admission building construction at the Saskatoon Forestry Farm Park and Zoo (SFFP&Z) to VCM Construction Ltd.



### **REPORT HIGHLIGHTS**

1. During the designing of the new gift shop and admission building, components were added to ensure the new building would meet the needs of SFFP&Z visitors and accommodate admission volumes of 250,000 people. These additional design components increased the construction costs for the new gift shop and admission building.
2. Tender packages for the construction of this building were released on May 20, 2014, and closed on June 3, 2014.
3. Six compliant bids were received and evaluated based on bid price and alternate bid prices. VCM Construction Ltd. was the low bidder, and this bid exceeded approved budget by \$186,888.
4. The Administration is recommending that an additional \$186,888, required to complete the project, be funded through the Forestry Farm Capital Reserve.

### **STRATEGIC GOAL**

The Strategic Goal of Quality of Life indicates that “Citizens have access to facilities and programs that promote active living, and enjoy the natural beauty and benefits of parks that brings people together”. The SFFP&Z provides citizens and visitors the opportunity to participate in education programs. The building of the gift shop and admission building at the SFFP&Z will improve service to our customers.

### **BACKGROUND**

Stantec Consulting was contracted in June 2005 to develop a new Master Plan for the SFFP&Z, based on the approved program plan, the Branding and Visual Identity Plan, and an independent assessment of existing exhibits and facilities within the SFFP&Z. The Master Plan process was approved by City Council in April 2006.

Capital Project No. P2048 (Master Plan Implementation) at the SFFP&Z to construct a new gift shop and admission building, was approved as part of the 2013 Business Plan and Budget Review. The estimated budget for construction was \$350,000, which is funded through the Forestry Farm Capital Reserve. The gift shop and admission building design and tender documents were completed in April 2014 at a cost of \$57,000, leaving \$293,000 to complete the project.

Capital Project No. P2048 (Master Plan Implementation) at the SFFP&Z for the design to reconstruct the Forestry Farm Park entrance road was approved as part of the 2014 Business Plan and Budget Review. The estimated cost for design is \$50,000 with

construction beginning in 2015, at an estimated cost of \$350,000. This project is funded through the Forestry Farm Capital Reserve.

## **REPORT**

### **Gift Shop and Admission Building Design**

The SFFP&Z admissions have steadily increased in the past five years. To accommodate future admission volumes of 250,000 people and to meet the needs of visitors to the zoo, additional building and site elements were added to the project. The additional elements that were added to the project scope include:

- a) a satellite kiosk to manage large crowds during peak periods;
- b) provision of fibre optic technology;
- c) additional security and crowd control fencing; and
- d) an additional catch basin to allow proper drainage.

These additional components, plus an inflationary factor since the original project estimate, resulted in an increase in the construction costs for the new gift shop and admission building.

### **Tender Packages**

Tender packages for this project were released by the City of Saskatoon's (City) Purchasing Services Section on May 20, 2014, and closed on June 3, 2014. The official opening of the tenders was completed on June 3, 2014, through the City's Materials Management Section.

### **Compliant Bids and Low Bidder**

In total, seven (7) tender packages were received through Purchasing Services. One bid was determined to be non-compliant by the Materials Management Section; therefore, six (6) tenders were considered from the following companies:

<b>Name of Bidder</b>	<b>Tender Amount</b>
VCM Construction Ltd.	\$479,888
Carmont Construction Ltd.	\$485,604
Kim Constructors Ltd.	\$518,484
Allan Construction	\$584,895
Castle Rock Contracting Ltd.	\$609,444
Schwinghammer Contract Mgmt. Ltd.	\$623,475

The estimated cost to construct a new gift shop and admission building (excluding design costs) was \$293,000. The low-bid submission (\$479,888), made by VCM Construction Ltd., exceeded the approved capital budget by \$186,888.

#### Proposed Funding Strategy

The Administration is recommending that an additional \$186,888, required to complete the project, be funded through the Forestry Farm Capital Reserve. The construction of the gift shop and admission building is over a two-year period, beginning in 2014 and scheduled for completion in 2015.

As a result of the additional draw on the Forestry Farm Capital Reserve, the SSFP&Z entrance road capital project design will be funded from the Forestry Farm Development Reserve. The \$50,000 that was intended for the roadway reconstruction design would remain in the Forestry Farm Capital Reserve to partially fund the construction of the gift shop and admission building in 2014.

The Administration will report further on funding options for the roadway construction in 2015.

#### OPTIONS TO THE RECOMMENDATION

One option is to cancel this public tender and reduce the scope of the project. The Administration is not recommending this option because it would delay the project by one year and the elements that may be removed would still be required in the future, and likely at a higher cost. Elements that could potentially be removed include:

- remote kiosk (\$20,000);
- fibre optic cable (\$20,00); and
- the additional catch basin (\$50,000).

#### POLICY IMPLICATIONS

Under Purchase of Goods, Services and Work Policy No. C02-030, City Council is required to award contracts where the amount of the project exceeds the approved budget.

#### FINANCIAL IMPLICATIONS

The total project cost to the City for the tender submitted by VCM Construction Ltd. is \$479,800. The remaining capital projects funded through the Forestry Farm Capital Reserve have been reprioritized to allow for the additional funding required to complete

this project in 2015. The chart below summarizes the funding of this capital project from the Forestry Farm Park Capital Reserve.

<b>Gift Shop and Admission Building</b>	
Approved Budget	\$350,000
Project Design	\$ 57,000
Construction Tender Bid	\$479,888
Total Project Cost	\$536,888
Unfunded Portion	\$186,888
<b>Forestry Farm Park Capital Reserve</b>	
Beginning Balance 2014	\$224,264
Less Unfunded Portion	\$186,888
Ending Balance 2014	\$ 37,376

#### **PUBLIC AND/OR STAKEHOLDER INVOLVEMENT**

The Saskatoon Zoo Society had input into the design of the gift shop and admissions building.

#### **COMMUNICATION PLAN**

A communication plan is not required.

#### **DUE DATE FOR FOLLOW-UP AND/OR PROJECT COMPLETION**

The project would be scheduled for completion for April 2015.

#### **ENVIRONMENTAL IMPLICATIONS**

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

#### **PRIVACY IMPACT**

There is no privacy impact at this time.

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

This project does not require a CPTED safety audit. The CPTED safety design principles have been taken into consideration in the design of the gift shop and admission building.

### **PUBLIC NOTICE**

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

#### **A5) Inquiry – Councillor T. Paulsen (June 9, 2014) Access to Programs at Leisure Centres (Files CK. 5500-1 and RS. 1720-5)**

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

### **TOPIC AND PURPOSE**

The purpose of this report is to provide information on potential options for preferential Leisure program registration times and admission rates for Saskatoon residents.

### **REPORT HIGHLIGHTS**

1. The City's Automated Registration System (ARS) can be modified to allow Saskatoon residents to have priority registration over non-residents for fall 2014 program registration. Unforeseen systems issues could potentially prevent fall implementation as the timelines are tight.
2. Further analysis and planning, beyond the fall registration timeline, would be required to identify reasonable processes for differentiated admission rates for residents and non-residents, and to make the necessary systems adjustments.

### **STRATEGIC GOAL**

This report falls within the Strategic Goal of Quality of Life, which supports the long-term strategy to ensure existing and future leisure centres, as well as other recreation facilities, are accessible, physically and financially, and meet community needs.

## **BACKGROUND**

The following inquiry was made by Councillor T. Paulsen at the meeting of City Council held on June 9, 2014:

“There have been many complaints about lack of access to programs at Leisure Centres in the City.

The City has reported that as many as 20% of registrants at Leisure Centres are from outside city boundaries.

Could the City Administration please report on options that will increase opportunities for city residents to access leisure services which would include, but not be limited to, differential admission rates and preferential registration times for city residents. I would like to receive the report in time to make potential changes to fall registration in September.”

The City of Saskatoon offers a variety of registered recreation and aquatic program opportunities. The most popular registered programs involve swim lessons for children with highest demand during weeknights between the hours of 5:00 pm to 7:00 pm and mid-mornings on weekends.

For Spring 2014 swim lessons, a total of 21% of registrants were non-residents. Of those 21% (829 in total), approximately 73% (608) registered in swim programs at Harry Bailey Aquatic Centre and Lawson Civic Centre. Six percent of swim lesson registrations at Lakewood Civic Centre were from out of the City.

### **Spring 2014 Total Swim Registrations**

	<b>Saskatoon</b>	<b>Non-Resident</b>	<b>Total</b>	<b>Saskatoon %</b>	<b>Non-Resident %</b>
Harry Bailey Aquatic Centre	562	271	833	67%	33%
Lakewood Civic Centre	1,260	79	1,339	94%	6%
Lawson Civic Centre	727	337	1,064	68%	32%
Shaw Centre	538	142	680	79%	21%
<b>Total</b>	<b>3,087</b>	<b>829</b>	<b>3,916</b>	<b>79%</b>	<b>21%</b>

## REPORT

### Saskatoon Resident Advanced Program Registration Process

It is possible to implement a staggered registration process. The ARS could be modified to differentiate between residents and non-residents. Considerable work would be required to modify the ARS in time for the August 17, 2014 registration. Also, unforeseen challenges could occur such that Saskatoon resident advanced registration may not be implemented in time for the August 17, 2014 registration date.

The Leisure Guide (both online and delivered hard copy) is the primary communication tool used to inform customers of programs and registration processes. Meeting the July 24, 2014 information timelines of the Leisure Guide publisher will be critical in making a registration change successful.

If a staggered registration process were to be implemented, the Fall 2014 registration could be scheduled as follows:

- the first day of on-line and phone registration begins on Sunday, August 17, at 6:00 p.m. for Saskatoon residents; and
- on Tuesday, August 19 at 7:00 p.m., non-residents would begin registration.

This would give Saskatoon residents two clear days of advanced registration. For the purposes of this process, Saskatoon residents are defined as persons with a Saskatoon mailing address (based on data in the ARS). In spite of best efforts, there is potential for non-Saskatoon residents to use a Saskatoon address to access the earlier registration time. Strict enforcement could be challenging.

### Resident and Non-Resident Rates and Fees

Recreation and Sport's automated revenue collection and automated registration systems will support the option of charging non-residents a different admission and/or registration fee from that of a resident. However, there is not enough time to make the necessary system modifications for fall registration.

A substantive market research study was just tabled with Planning and Operations Committee on June 17, 2014. This study begins to address a decline in Leisure Card sales and drop-in paid admissions at civic Leisure Centres. Further analysis and

planning is required to develop a comprehensive admissions plan to address the overall changes in market conditions and sales volumes. Within that research, best practices of differentiated admission prices and the development of processes and procedures can be explored.

### **OPTIONS TO THE RECOMMENDATION**

Any options to the recommendation will require the direction of City Council. The view within the Community Services Department is that discussions around regional recreation and sport policy should take place at regional tables. Reciprocal relationships with regional partners are complex.

### **POLICY IMPLICATIONS**

The current policy around Leisure program registration and fees is aimed at cost recovery objectives. There is no current policy that differentiates between residents and non-residents for Leisure program registration.

### **FINANCIAL IMPLICATIONS**

It is too soon to determine the financial implications of a staggered registration process. There will be costs associated with:

- system modifications;
- extra Leisure Guide content;
- a new communications plan; and
- fielding additional inquiries.

### **COMMUNICATION PLAN**

If implemented, Recreation and Sport Division will work with the Community Services Department Marketing Section to develop a suitable communication plan. Various tools will be utilized such as: the Leisure Guide, City website, social media, and PSA's.

### **ENVIRONMENTAL IMPLICATIONS**

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



### **PRIVACY IMPACT**

There are no privacy implications identified at this time. However, attempts at enforcement of a resident registration policy may result in privacy issues of some sort.

### **PUBLIC NOTICE**

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

### **A6) Request to Operate Gordon Howe Bowl by Saskatoon Football Inc. (Files CK. 5800-1, RS. 4206-G01-2, and RS. 291-6)**

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- RECOMMENDATION:**
- 1) that the request by Saskatoon Football Inc. to operate the Saskatoon Minor Football Field at Gordon Howe Park for a three-year trial period be approved;
  - 2) that the City Solicitor be requested to prepare the appropriate Memorandum of Agreement and that His Worship the Mayor and the City Clerk be authorized to execute the Agreement under the Corporate Seal;
  - 3) that the City of Saskatoon establish a Saskatoon Minor Football Field Stabilization Reserve with a one-time \$65,000 contribution, to be funded from the 2014 operating budget, as identified in this report; and
  - 4) that the Administration provide an update report on the operation of the Saskatoon Minor Football Field to City Council by February 2015.

### **TOPIC AND PURPOSE**

This report will summarize the request by the Saskatoon Football Inc. (SFI) to manage and operate the Saskatoon Minor Football (SMF) Field at Gordon Howe Park.

## **REPORT HIGHLIGHTS**

1. The SFI has submitted a request to operate the SMF Field (formerly known as Gordon Howe Bowl) and enter into a Memorandum of Agreement (MOA) with the City of Saskatoon (City) beginning August 15, 2014. The proposal is for the SFI to assume day-to-day management and operation of the facility from 2014 to 2016.
2. The SFI has requested the City to support the operation of the SMF Field and auxiliary building through an annual operating grant, preventative building maintenance, and contributions to the Civic Building Comprehensive Maintenance Reserve (CBCM) and the Leisure Services Equipment Replacement Reserve. The Reserves would support the auxiliary building and major program components (e.g. artificial turf, score clock, sound, and field lighting).
4. The Administration has reviewed and supports the SFI proposal, in principle, subject to certain conditions being met, to ensure a sustainable operation of the SMF Field.

## **STRATEGIC GOAL**

The initiatives of this report support 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**

During its October 11, 2011 meeting, City Council approved a revised design for the Gordon Howe Bowl that will take place in two phases. Phase 1 includes a CFL standard football field with artificial turf, new score clock, new sound system, and new outdoor lighting. Phase 2 includes a new auxiliary building with change rooms, public washrooms, concession area, and storage area. The scheduled completion date for Phase 1 construction is August of 2014, and Phase 2 is scheduled for completion in spring 2015.

In August 2013, the Administration received an Expression of Interest from the SFI requesting that it operate the SMF Field and auxiliary building. The SFI is a non-profit organization that represents multiple youth and adult football leagues in Saskatoon. The SFI envisions itself as an organization that supports the promotion, development, and growth of minor football and would like to provide additional opportunities to users

across the city with access to a quality sportsfield. In May 2014, the Administration received a final Business Plan from SFI to operate the SMF field and auxiliary building.

## **REPORT**

### **Saskatoon Football Inc. Business Plan**

The SFI final Business Plan is comprised of five components:

- a) Purpose and Vision;
- b) Strategic Partners;
- c) Facility Management and Operations;
- d) Facility Program Schedule; and
- e) Operating Budget 2014 to 2016.

An overview of the Business Plan components is as follows:

- a) Purpose - To manage the SMF Field once facility renovations are complete in August 2014.

Vision – As stated in the SFI Business Plan, “the promotion, development, administration, and growth of amateur football in the greater Saskatoon area”.

- b) Strategic Partners – The SFI has established a strategic partnership with the Saskatoon Amateur Softball Association (SASA) and the Greater Saskatoon Catholic Schools (GSCS).

- The SASA will use the new auxiliary building adjacent to the softball diamonds for league play and tournaments. In return, they will contribute to the cleaning costs of the building and for use of any field equipment.

- The GSCS will provide the booking services for SMF Field for a fee. These services will include facility bookings, rental contracts, accounts receivable, and monthly reports.

- c) Facility Management and Operations – A Board of Directors (Board) will oversee the management and operation of the SMF Field and auxiliary building. The purpose of the Board is to ensure that sport groups have fair and reasonable access, while maximizing the utilization of the facility.

An Operations Committee will also be established by SFI, which will report to the Board and will be responsible for overseeing all aspects of facility operations, including custodial services, facility rentals, programming, and supervision of operating staff.

The operation staff for the facility will include seasonal, volunteer, and contract workers. There will be a Maintenance Supervisor that oversees facility operations. Grounds personnel will maintain the artificial turf and area surrounding the field. An independent contractor will perform custodial services at the new auxiliary building.

- d) Facility Program Schedule – The facility will be operational from April 15 to November 15 annually; primetime hours will be Monday to Friday from 4 p.m. to 11 p.m., and Saturday and Sunday from 8 a.m. to 11 p.m. The primary program at the facility will be football. Other groups, such as soccer, rugby, disc sports, and field lacrosse will also have access.

The proposed hourly rental rate to use the SMF Field and change facilities is \$130 per hour. The rental rate includes field lighting.

Compared to similar facilities, SaskTel Sports Center charges \$74.50 per hour, plus \$26.00 per hour when field lights are used. The University of Saskatchewan charges \$65.00 per hour for youth, and \$100.00 per hour for adults for Griffiths Stadium (including field lighting).

- e) Annual Operating Budget - The SFI has submitted a three-year operating budget from 2014 to 2016.

#### Business Plan Request

As part of the Business Plan, the SFI has requested the following financial support and services from the City:

- a) that the City provide a start-up grant of \$29,200 in 2014, and \$75,000 in both 2015 and 2016. The request for this grant is to allow the SFI to begin operation of the facility with a positive cash flow. The grant would assist the SFI with any unknown costs that could occur.
- b) that the City perform all service building preventive maintenance;
- c) that the City contribute to the CBCM; and
- d) that the City contribute to the Leisure Services Equipment Replacement Reserve.

#### City Administration Business Plan Review

The Administration met with the SFI to review the Business Plan. The review focused on the financial components and specific requests of the City to ensure the SFI's operation of the facility is sustainable.

The Administration supports the following aspects of the SFI request:

- a) that the City perform all service building preventive maintenance;
- b) that the City will contribute to the CBCM; and
- c) that the City contribute to the Leisure Services Equipment Replacement Reserve.

These contributions would occur annually.

The Administration does not support the request from the SFI for a start-up grant for three years. This could set a precedent for other non-profit organizations that operate other civic facilities. Alternatively, the Administration is recommending that the City establish a \$65,000 Saskatoon Minor Football Field Stabilization Reserve (Reserve). The purpose of this Reserve is to set aside funds for the purpose of offsetting any operating deficits. Funding for this Reserve would be a one-time contribution from the 2014 operation budget savings (\$65,000) that will occur if the SFI operates the SMF Field in 2014. The Administration will report back to City Council with the governance details of the Reserve and how it will be monitored, allocated, and funded.

Attachment 1 identifies operational aspects that require additional details to the proposal. The Administration will work with the SFI to address these details prior to reporting back to City Council in February of 2015.

The Administration is recommending that the City enter into an agreement with the SFI to operate the SMF Field for a three-year trial period from 2014 to 2016. Attachment 2 of this report identifies key terms and conditions that would be included in this agreement.

### **OPTIONS TO THE RECOMMENDATION**

The Recreation and Sport Division could operate the SMF Field at Gordon Howe Park. There are points in their request that require clarification with SFI (see Attachment 1). The Administration feels that these issues can be addressed. The SFI desires for this facility to be a success; they are also well connected with the football community and other sport organizations to ensure that this community facility is utilized to its fullest potential.

### **POLICY IMPLICATIONS**

If Recommendation No. 3 of this report is approved, Reserves for Future Expenditures Policy No. C03-003 would need to be amended to establish a \$65,000 Reserve. A

report will be brought forward to City Council with the details and governance of the Reserve.

**FINANCIAL IMPLICATIONS**

If the operation of the SMF Field is approved by City Council, the City operating budget impact is outlined in the chart below:

	2014 City Budget	2014 Revised	2015	2016	2017
<b>Revenue</b>	\$30,300	\$0	\$0	\$0	\$0
<b>Expenses</b>					
Civic Building Comprehensive Maintenance Reserve (CBCM)	\$10,000	\$0	---	\$24,400	\$48,800
Leisure Services Equipment Replacement Reserve	---	---	\$101,000	\$101,000	\$101,000
Preventative Maintenance	\$12,700	\$0	---	\$102,000	\$102,000
Operating Expenses	\$101,400	\$28,800	\$9,000	\$9200	\$9400
Stabilization Reserve	\$0	\$65,000	\$0	\$0	\$0
<b>Total Expenses</b>	\$124,100	\$93,800	\$110,000	\$236,600	\$261,200
<b>Mill Rate Impact</b>	\$93,800	\$93,800	\$110,000	\$236,600	\$261,200

In 2014, the mill rate impact will be \$93,800, which will emanate from a reallocation of funds from the existing 2014 operating budget. The Leisure Services Equipment Replacement Reserve contribution will begin in 2015 (\$101,000) which includes provision for the replacement of the artificial turf, lights, sound system, and score board. The CBCM contributions for the building will begin in 2016 (\$24,400) which can be phased in over 2 years (\$48,800 in 2017). With the SFI operating the facility, the operating cost to the City will be limited to staff assigned to assist the SFI with the overall operation of the SMF Field and auxiliary building. The overall mill rate impact for 2015 will be \$110,000. In 2016, it will be \$236,600, and in 2017, the mill rate impact will be \$261,200 if SFI were still to be the operator.

### **PUBLIC AND/OR STAKEHOLDER INVOLVEMENT**

The current users of the facility and identified users of the SMF Field have submitted letters supporting the SFI and their request to operate and manage the facility.

### **COMMUNICATION PLAN**

The SFI is committed to operate the facility in a fair and equitable manner. Communication with users groups has already occurred, and the SFI will present information to the Holiday Park Community Association to ensure that there is open communication between the community and the operators of the facility.

### **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 Safety/CPTED review of this area was completed in April. The final report is pending.

### **DUE DATE FOR FOLLOW-UP AND/OR PROJECT COMPLETION**

Recreation and Sport will report back in fall 2014 with the governance details of the Reserve and how it will be monitored, allocated, and contributed to in the future.

### **PUBLIC NOTICE**

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

### **ATTACHMENTS**

1. City Administration's Review of the Saskatoon Football Inc. Business Plan
2. Key Terms for Memorandum of Agreement

## **Section B – ASSET AND FINANCIAL MANAGEMENT**

### **B1) 2012 and 2013 Municipal Operations Benchmark Report (Files CK. 116-1, AF. 430-1, and AF.1600-1)**

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

### **TOPIC AND PURPOSE**

The purpose of this report is to advise City Council that the 2012 and 2013 Municipal Operations Benchmark Report is complete.

### **REPORT HIGHLIGHTS**

1. The 2012 and 2013 Municipal Operations Benchmark Report, which compares the operating budgets for Saskatoon and the cities of Regina, Winnipeg, Edmonton and Calgary, has been completed.
2. This is the first time this report has been organized by the City of Saskatoon's Business Lines.
3. The information in the Municipal Operations Benchmark Report has a financial focus and is considered a form of performance measurement, which in the future, will be aligned with the recently developed performance targets.

### **STRATEGIC GOAL**

The Municipal Operations Benchmark Reports (Benchmark Reports) support the Strategic Goal of Continuous Improvement by identifying targeted opportunities to implement specific continuous improvement tools within departments.

### **BACKGROUND**

In the past, the 2008, 2009, 2010, and 2011 Municipal Operations Benchmark Reports, prepared by Garman, Weimer & Associates Ltd., were received and adopted on an annual basis by City Council. In 2013, a decision was made to prepare the report in-house.

### **REPORT**

The 2012 and 2013 Municipal Operations Benchmark Report (Attachment 1) is now complete and is the subject of this report and presentation.

The format of the 2012 and 2013 Municipal Operations Benchmark Report differs from previous years' reports. This is the first time this report has been organized and



presented by the City's Business Lines. All data collected from the other four cities has been reallocated or adjusted to fit these categories. As a result, not all Business Lines are necessarily comparable.

This is also the first time this report has focused solely on financial benchmarking. The functional benchmarking component included in previous reports will be incorporated into the development of performance targets.

The Benchmark Reports identify the operating budget amounts required to provide the services offered by each city. These budget amounts have a direct relationship to the different property tax rates in Saskatoon and the cities of Regina, Winnipeg, Edmonton, and Calgary. It is anticipated that the data contained within this report will assist City Council, the Administration, and citizens to better understand how the City of Saskatoon is performing financially in relation to the other four cities.

The information in the Benchmark Reports have a financial focus and is considered a form of performance measurement, which in the future, will be aligned with the recently developed performance targets. The data gathered to inform this report will be collected and will reside in a depository of statistical information that will be required to generate the various performance targets. The associated measurement of results will report on statistics that are linked to specific Strategic Goals, priorities and/or strategies.

### **POLICY IMPLICATIONS**

There are no policy implications.

### **FINANCIAL IMPLICATIONS**

There are no financial implications.

### **PUBLIC AND/OR STAKEHOLDER INVOLVEMENT**

Residents, the business community, and the media will be interested in the key results for Saskatoon in the Municipal Operations Benchmark Report.

### **PUBLIC COMMUNICATION PLAN**

The main goal of the communication strategy for the Municipal Operations Benchmark Report is to inform residents, the business community, and the media about the key information contained in this report.

As the Municipal Operations Benchmark Report will be introduced to the media through a PowerPoint presentation to City Council, the information will be available to be disseminated widely through the media.

In addition, a copy of the report will be available on the City's website at [www.saskatoon.ca](http://www.saskatoon.ca), click on "C" for City Council and look under Reports and Publications.

### **DUE DATE FOR FOLLOW-UP AND/OR COMPLETION**

There is no follow-up and/or completion required.

### **ENVIRONMENTAL IMPLICATIONS**

There are no environmental implications.

### **PUBLIC NOTICE**

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

### **ATTACHMENT**

1. Municipal Operations Benchmark Report, 2012 and 2013

**B2) Revenue Review for 2015 Business Plan and Budget**  
**(Files CK. 430-72 and AF. 115-1)**

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

### **TOPIC AND PURPOSE**

The purpose of this report is to inform and update City Council of the revenue review process, and the rates and fees being reviewed leading up to the 2015 Business Plan and Budget.

### **REPORT HIGHLIGHTS**

1. A number of rates and fees are being reviewed as part of the annual or cyclical review schedule for consideration in the 2015 budget.
2. There are some new fees being proposed for consideration and inclusion in the 2015 budget.

## **STRATEGIC GOALS**

The scheduled review of rates and fees to ensure stability and future adequacy of the revenue streams supports the Strategic Goal of Asset and Financial Sustainability.

In addition, ensuring rates and fees are relevant and competitive with other jurisdictions inside and outside the province is one of the four-year priorities supporting the Strategic Goal of Economic Diversity and Prosperity.

## **BACKGROUND**

In preparation of the 2013 Business Plan and Budget, the Administration introduced a Revenue Review Schedule that would ensure these rates and fees would be relevant, adequate, and appropriate.

There are two review categories of rates and fees: those that are reviewed annually, and those that are reviewed on an ad-hoc basis. Historically, changes to rates and fees for civic services have been presented at various times - some based on a planned schedule and some based on need but not under a review timeline. In order to ensure timely and regular reviews, a change in process was implemented starting in 2013 whereby all fees and revenues are now regularly reviewed in planned cycles. This is consistent with best practice for municipal finance. Depending on the revenue type, these cycles may be annual or periodic.

## **REPORT**

### **Rates and Fees Review Schedule**

Attachment 1 is a schedule for the review of rates and fees in preparation of the 2015 budget. It is expected that the decision on changes to these rates and fees will be a part of the discussion during the City Council 2015 Budget Review in December. Reports will be submitted for review during these meetings, outlining the results of the reviews and recommendations for changes if necessary.

There are a number of fees that have rate increases already included in the 2015 budget as part of a multi-year rate approved in previous years. These include water and waste water rates, golf course fees, Forestry Farm and Zoo admissions, residential curbside recycling, and heavy grit facility fees. These are not shown on the schedule as they have already been reviewed and approved for 2015.

### Proposed New Fees

Some new fees are being proposed for consideration and inclusion in the 2015 budget which include:

- Special Event Application Fee to cover the costs associated with the administration of processing special event requests when booking parks – estimated revenue \$15,000 (Community Services);
- Advertising at Off Leash Parks – estimated revenue \$15,000 (Community Services);
- Lift assists of individuals within the private care home system - anticipated fees would net approximately \$35,000 (Fire Department);
- Responses to false alarms multiple times within a 12 month period. Program will be based on the Ottawa Fire Service study and model which has a rebate initiative based on alarm system compliance - anticipated fees would net \$75,000 (Fire Department); and
- Expansion of the Fire Service Agreement opportunities with surrounding cities – anticipated revenue of \$15,000 to \$30,000 per agreement signed (Fire Department).

Reports outlining these fees will be tabled with City Council for consideration during the budget review.

### COMMUNICATION PLAN

Rates and fees will be reviewed as part of the budget review process. Any approved changes to these rates and fees will be communicated to citizens through various means to target the citizens directly affected.

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

Reports identifying the changes to rates and fees will be submitted as part of City Council's 2015 Budget Review Meetings in December. The decision regarding these changes is expected to be part of the discussion in setting the budget.

### PUBLIC NOTICE

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

## **ATTACHMENT**

1. Schedule for Revenue Reviews – 2014 for 2015 Budget

**B3) Lease of City-owned Parking Lot at 410 – 5<sup>th</sup> Avenue North  
Saskatoon Regional Health Authority  
(Files CK. 4225-1, AF.4225-1, and LA.4004-10)**

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- RECOMMENDATION:**
- 1) that a Lease Agreement between the City of Saskatoon and the Saskatoon Regional Health Authority to lease the City-owned parking lot located at 410 – 5<sup>th</sup> Avenue North for a term of two years (August 1, 2014 to July 31, 2016), based on the terms as set out in the following report, be approved; 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.

## **TOPIC AND PURPOSE**

The purpose of this report is to receive approval to enter into a Lease Agreement with the Saskatoon Regional Health Authority (SRHA) for the City-owned parking lot at 410 – 5<sup>th</sup> Avenue North (Attachment 1) for a two-year term.

## **REPORT HIGHLIGHTS**

1. The Saskatoon Regional Health Authority requests to lease the City-owned parking lot at 410 – 5<sup>th</sup> Avenue North.
2. Leasing City-owned property will provide a revenue source to the City.

## **STRATEGIC GOAL**

This report supports the long-term strategy of increasing revenue sources and reducing reliance on residential property taxes, as well as the long-term priority of exploring alternative sources of revenue to pay for ongoing operations under the Strategic Goal of Asset and Financial Sustainability.

## **BACKGROUND**

The City-owned property at 410 – 5<sup>th</sup> Avenue North is a paved and electrified parking lot comprised of approximately 128 stalls located at the northeast corner of 25<sup>th</sup> Street and 5<sup>th</sup> Avenue North. This parking lot has historically been used by members of the Saskatoon Police Service (SPS) for parking their personal vehicles; however, once the SPS moves into the new Police headquarters, this lot will no longer be required for their parking needs.

The SRHA became aware of the SPS vacating the parking lot and has approached the City about leasing the parking lot in its entirety. The SRHA requires additional parking space to accommodate parking needs at Saskatoon City Hospital, as they currently do not have adequate parking available on their premises. This has resulted in increased parking along streets throughout the City Park neighborhood which has impacted residents living in the area.

## **REPORT**

### **Saskatoon Health Region Requests to Lease City Parking Lot**

The SRHA is interested in leasing the City-owned parking lot at 410 – 5<sup>th</sup> Avenue North to help accommodate parking requirements for Saskatoon City Hospital which is situated on 5<sup>th</sup> Avenue and Queen Street. The lease of this City lot will help alleviate the parking issues currently being faced in City Park.

The SRHA has agreed to lease up to 15 of the parking stalls to the adjacent property owner, Saskatoon Community Service Village, at market rates. The Village Manager had previously enquired with Real Estate Services and requested the opportunity to lease parking stalls should they become available once SPS vacates the site.

### **Lease Provides Revenue Source to the City**

Revenues of approximately \$300,000 will be generated from the net lease of this property to the SRHA over the two-year lease period (August 1, 2014 to July 31, 2016, with the lease commencement date subject to SPS vacating the site). The Lease Agreement includes the option to renew/extend the lease on an annual basis, subject to agreement by both parties.

In addition to the basic rent, the tenant will be responsible for the management, maintenance, enforcement, and payment of all expenses related to the site. These

expenses include property taxes, snow removal, electrical charges, signage, repairs, etc.

### **OPTIONS TO THE RECOMMENDATION**

The only other option would be to not approve the Lease Agreement and have this parking lot be self-managed by the City, or have a private company manage the parking lot through a Request for Proposal.

### **POLICY IMPLICATIONS**

There are no policy implications.

### **FINANCIAL IMPLICATIONS**

There are no financial implications. The short-term lease agreement provides an interim source of revenue while investigation into the best long-term use of the site is being determined.

### **PUBLIC AND/OR STAKEHOLDER INVOLVEMENT**

As continued use of this site as a parking lot is an interim use of the property, public or stakeholder involvement is not required.

### **COMMUNICATION PLAN**

A communication plan is not required.

### **DUE DATE FOR FOLLOW-UP AND/OR PROJECT COMPLETION**

If approved, the proposed Lease Agreement will expire on July 31, 2016.

### **ENVIRONMENTAL IMPLICATIONS**

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

### **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 C01-021, Public Notice Policy, is not required.

**ATTACHMENT**

1. Map Indicating City Parking Lot for Lease

**B4) Acquisition of Land for 33<sup>rd</sup> Street Multi-Use Corridor  
(Files CK. 4020-1, x6000-5, AF. 4020-1, LA. 4020-014-007, and LA. 0375-2)**

- RECOMMENDATION:**
- 1) that the Real Estate Manager be authorized to acquire a portion of Lot 3, Block 814, Plan No. 101858586, Ext. 0 and portions of Parcels V and W, Plan No. G746, Ext. 0 (25 – 33<sup>rd</sup> Street East), comprising of approximately 500 square metres from Saskatchewan Institute of Applied Science and Technology (SIAST) for \$1.00;
  - 2) that the City Solicitor's Office administer the required documentation to complete this transaction; and
  - 3) that the Capital Project 1137, Bicycle Facilities (33<sup>rd</sup> Street Multi-Use Corridor) be used as the funding source for the land acquisition and costs associated with site alterations, legal costs, administrative costs, and disbursements.

**TOPIC AND PURPOSE**

The purpose of this report is to obtain approval for the purchase of a portion of Lot 3, Block 814, Plan No. 101858586, Ext. 0, and portions of Parcels V and W, Plan No. G746, Ext. 0 (25 – 33<sup>rd</sup> Street East, Attachment 1), for the extension of the 33<sup>rd</sup> Street Multi-Use Corridor to the west of 3<sup>rd</sup> Avenue.



### **REPORT HIGHLIGHTS**

1. Acquisition price for the land is \$1.00.
2. The construction of this section of the 33<sup>rd</sup> Street Multi-Use Corridor will provide an additional 177 meters of safe pedestrian and cyclist travel along 33<sup>rd</sup> Street.

### **STRATEGIC GOAL**

The 33<sup>rd</sup> Street Multi-Use Corridor supports the City of Saskatoon's (City) Strategic Goal of Moving Around by providing a critical pedestrian and cyclist link between SIAST Kelsey Campus and Spadina Crescent.

### **BACKGROUND**

The 33<sup>rd</sup> Street Multi-Use Corridor Master Plan was approved in principle at the June 27, 2011, City Council meeting.

### **REPORT**

The proposed alignment of the 33<sup>rd</sup> Street Corridor requires the acquisition of a strip of land from a number of properties along the south side of 33<sup>rd</sup> Street, including approximately 177 linear meters from SIAST.

The City's Real Estate Services section has negotiated an agreement with the property owner, SIAST. Details of the agreement include:

- purchase price is \$1.00;
- conditions precedent: City Council approval on or before August 22, 2014, and SIAST Board of Directors approval on or before September 30, 2014;
- the City is responsible for the relocation of signs, jersey barriers, light standards, and power poles that are impacted by the proposed path;
- the City will ensure the surface condition of the site is left in a satisfactory condition; and
- possession of the land upon City Council and SIAST Board of Directors approval.

### **OPTIONS TO THE RECOMMENDATION**

There are no other options.

### **POLICY IMPLICATIONS**

There are no identified policy implications at this time.

### **FINANCIAL IMPLICATIONS**

Sufficient funds for this land acquisition and site alterations exist within Capital Project 1137, Bicycle Facilities (33<sup>rd</sup> Street Multi-Use Corridor).

### **PUBLIC AND/OR STAKEHOLDER INVOLVEMENT**

Discussions regarding the acquisition of this section of the corridor have involved the City's Transportation, Real Estate Services, and Development Review Sections, as well as the City Solicitor's Office. In addition, SIAST and Crosby Hanna & Associates have had significant involvement.

### **COMMUNICATION PLAN**

There is no communication plan required at this time.

### **DUE DATE FOR FOLLOW-UP AND/OR PROJECT COMPLETION**

The land acquisition report involving Horizon Milling ULU for a section of the 33<sup>rd</sup> Street Multi-Use Corridor was approved by City Council at its meeting on May 20, 2014. The remaining land acquisition report for the section of the 33<sup>rd</sup> Street Multi-Use Corridor will be brought forward for City Council's approval once negotiations are finalized. This section of the corridor is targeted to be operational by fall of 2014.

### **ENVIRONMENTAL IMPLICATIONS**

The extension of this corridor will promote alternative modes of transportation, and ideally reduce vehicle trips in the area.

### **PRIVACY IMPLICATIONS**

There are no privacy implications.

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

A CPTED review is in progress.

## **PUBLIC NOTICE**

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

## **ATTACHMENT**

1. Lands Subject to the Agreement

**B5) Acquisition of Land for 33<sup>rd</sup> Street Multi-Use Corridor  
(Files CK. 4020-1, x6000-5, AF.4020-1, LA. 4020-014-008 and LA. 0375-2)**

- RECOMMENDATION:**
- 1) that the Real Estate Manager be authorized to acquire a portion of Lots 1 and 2, Block 814, Plan No. 76S00924, Ext. 0 (73 – 33<sup>rd</sup> Street East), comprising of approximately 431 square metres from Parrish & Heimbecker, Limited (P & H Milling) for \$1.00;
  - 2) that the City Solicitor's Office administer the required documentation to complete this transaction; and
  - 3) that the Capital Project 1137, Bicycle Facilities (33<sup>rd</sup> Street Multi-Use Corridor) be used as the funding source for the land acquisition and costs associated with site alterations, legal costs, administrative costs, and disbursements.

## **TOPIC AND PURPOSE**

The purpose of this report is to obtain approval for the purchase of a portion of Lots 1 and 2, Block 814, Plan No. 76S00924, Ext. 0 (73 – 33<sup>rd</sup> Street East, Attachment 1) for the extension of the 33<sup>rd</sup> Street Multi-Use Corridor to the west of 3<sup>rd</sup> Avenue.

## **REPORT HIGHLIGHTS**

1. Acquisition price for the land is \$1.00.
2. The construction of this section of the 33<sup>rd</sup> Street Multi-Use Corridor will provide an additional 111.5 meters of safe pedestrian and cyclist travel along 33<sup>rd</sup> Street.

### **STRATEGIC GOAL**

The 33<sup>rd</sup> Street Multi-Use Corridor supports the City of Saskatoon's (City) Strategic Goal of Moving Around by providing a critical pedestrian and cyclist link between SIAST Kelsey Campus and Spadina Crescent.

### **BACKGROUND**

The 33<sup>rd</sup> Street Multi-Use Corridor Master Plan was approved in principle at the June 27, 2011, City Council meeting.

### **REPORT**

The proposed alignment of the 33<sup>rd</sup> Street Corridor requires the acquisition of a strip of land from a number of properties along the south side of 33<sup>rd</sup> Street, including approximately 111.5 linear meters from P & H Milling.

The City's Real Estate Services section has negotiated an agreement with the property owner, P & H Milling. Details of the agreement include:

- purchase price is \$1.00;
- conditions precedent: City Council approval by August 22, 2014;
- the City is responsible for the relocation of fences and electrified parking stall plug-ins that are impacted by the proposed path and revised parking areas, as well as the relocation of gates as needed along 33<sup>rd</sup> Street (this includes supply and installation of any new gate and fence materials);
- the City will ensure the surface condition of the site is left in a satisfactory condition; and
- possession of the land upon City Council approval.

### **OPTIONS TO THE RECOMMENDATION**

There are no other options.

### **POLICY IMPLICATIONS**

There are no identified policy implications at this time.

### **FINANCIAL IMPLICATIONS**

Sufficient funds for this land acquisition and site alterations exist within Capital Project 1137, Bicycle Facilities (33<sup>rd</sup> Street Multi-Use Corridor).

### **PUBLIC AND/OR STAKEHOLDER INVOLVEMENT**

Discussions regarding the acquisition of this section of the corridor have involved the City's Transportation, Real Estate Services, and Development Review Sections, as well as the City Solicitor's Office. In addition, P & H Milling and Crosby Hanna & Associates have had significant involvement.

### **COMMUNICATION PLAN**

There is no communication plan required at this time.

### **DUE DATE FOR FOLLOW-UP AND/OR PROJECT COMPLETION**

The land acquisition report involving Horizon Milling ULU for a section of the 33<sup>rd</sup> Street Multi-Use Corridor was approved at the May 20, 2014, City Council meeting. The land acquisition reports for SIAST and P & H Milling are being brought forward for City Council's approval. This section of the corridor is targeted to be operational by fall of 2014.

### **ENVIRONMENTAL IMPLICATIONS**

The extension of this corridor will promote alternative modes of transportation, and ideally reduce vehicle trips in the area.

### **PRIVACY IMPLICATIONS**

There are no privacy implications.

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

A CPTED review is in progress.

## **PUBLIC NOTICE**

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

## **ATTACHMENT**

1. Lands Subject to the Agreement

**B6) 2013 Audited Financial Statements and Financial Reports**  
**(Files CK. 1895-3, AF.1895-3, and AF. 369-1)**

- RECOMMENDATION:**
- 1) that the transfer of \$1.167 million from the Fiscal Stabilization Reserve to fund the 2013 confirmed civic operating deficit be approved; and
  - 2) that the 2013 Financial Statements and Financial Reports be received as information.

## **TOPIC AND PURPOSE**

The purpose of this report is to present the 2013 Audited Financial Statements and Financial Reports to City Council.

## **REPORT HIGHLIGHTS**

1. The 2013 Audited Consolidated Financial Statements reflect a clean audit opinion from the City of Saskatoon's external auditors. They also include the 2013 revised net deficit of \$1.167 million.
2. Other 2013 Financial Reports are included as required by *The Cities Act*, including the Public Accounts document and the financial statements for the City of Saskatoon's superannuation plans and the Saskatoon Public Library.

## **STRATEGIC GOAL**

The Audited Consolidated Financial Statements support the Strategic Goal of Asset and Financial Sustainability by demonstrating how the City of Saskatoon (City) invests in what matters to the City, and demonstrates openness, accountability and transparency in the allocation of resources.

## **BACKGROUND**

Prior to the completion of the external audit of the 2013 Consolidated Financial Statements, City Council was provided with the preliminary year-end results, subject to an external audit, at its meeting on March 17, 2014. This report tables the confirmed year-end results with the completion of the audit.

## **REPORT**

### **City of Saskatoon 2013 Audited Consolidated Financial Statements**

The preliminary 2013 operating deficit net of operating program stabilization reserves was \$1.002 million subject to the external audit which is now complete. The City of Saskatoon 2013 Audited Consolidated Financial Statements (Attachment 1) identifies a revised net deficit of \$1.167 million. This was revised due to a reclassification expenditure accounting entry.

The City of Saskatoon 2013 Audited Consolidated Financial Statements have been prepared in accordance with the financial reporting recommendations of the Public Sector Accounting Board (PSAB) of the Institute of Chartered Accountants. The Audit Committee approved the draft audited consolidated financial statements at its meeting held on June 5, 2014. At that time, the external auditors indicated that the City's significant accounting policies are appropriate and in accordance with PSAB. This translates to a clean audit opinion from the external auditors and speaks to the City's responsible stewardship of its financial resources.

The City's 2013 year-end results were finalized with a total deficit of \$3.44 million. At its meeting on March 17, 2014, City Council approved the allocation of the reserve funds to manage the deficit as follows:

- \$2.025 million from the Snow and Ice Management Reserve to help offset that program's deficit;
- \$0.25 million from the Weather Reserve to help offset the Snow and Ice Management Program deficit; and
- \$1.002 million from the Fiscal Stabilization Reserve to fund the remaining deficit.

With the revised deficit figure, an additional \$165,000 is required from the Fiscal Stabilization Reserve. This reserve currently has a balance of \$7.175 million leaving \$6.0 million after this transfer.

The City's balance sheet remains in a healthy position with the balance of all reserves at \$105 million down slightly from 2012 at \$115 million, but up significantly from the balances of \$52.4 million in 2011 and \$53.8 million in 2010.

#### Other 2013 Financial Reports

In addition to the 2013 Audited Consolidated Financial Statements, copies of the following reports are also attached:

- 2013 City of Saskatoon Public Accounts (Attachment 2)
- 2013 Capital Status Report (Attachment 3)
- 2013 Financial Reports – Superannuation Plans (Attachment 4)
- 2013 Audited Financial Statements for the Saskatoon Public Library (Attachment 5)

The Public Accounts document is legislated by *The Cities Act* to be generated each year by municipalities and lists, among other things, remuneration over \$50,000 to civic employees including employees of its Boards and Commissions, as well as remuneration for all elected officials. Included in the salaries figure are all amounts paid related to employment including severances, overtime, and any adjustments.

#### COMMUNICATION PLAN

Once the reports have been received by City Council, the *2013 Annual Report* will be finalized, which will include the results of the 2013 Business Plan and the Audited Consolidated Financial Statements.

A copy of the *2013 Annual Report* will be posted on the City's website. Hard copies will be forwarded to stakeholder organizations including the Chamber of Commerce, the North Saskatoon Business Association, and the Business Improvement Districts, and will also be made available for interested members of the public.

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

There is no follow-up required.

#### PUBLIC NOTICE

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



**ATTACHMENTS**

1. City of Saskatoon 2013 Audited Consolidated Financial Statements, Draft
2. 2013 City of Saskatoon Public Accounts
3. 2013 Capital Status Report
4. 2013 Financial Reports – Superannuation Plans
5. 2013 Audited Financial Statements Saskatoon Public Library

Copies of the above reports can be viewed in the City Clerk's Office or online at [www.saskatoon.ca](http://www.saskatoon.ca) click on "c" for City Council and look under Reports and Publications.

## Section C – CORPORATE PERFORMANCE

### **C1) Service Saskatoon – 311/Customer Relationship Management System and Inquiry – Councillor P. Lorje (November 26, 2012) 3-1-1 Service (Files CK. 255-17, CP.374-2, and CK.255-17)**

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- RECOMMENDATION:**
- 1) that the strategy outlined in this report for a 311/Customer Relationship Management (CRM) System be approved in principle;
  - 2) that a new capital project for a 311/CRM System be established;
  - 3) that \$200,000 in funding from Capital Project 2414 CS-Customer e-Services Inquiry Tracking System be returned to the Corporate Capital Reserve;
  - 4) that \$200,000 from the Corporate Capital Reserve be transferred to the 311/CRM System Capital Project; and
  - 5) that a request for an additional \$300,000 be referred to the 2015 Business Plan and Budget deliberations.

## TOPIC AND PURPOSE

This report outlines an overall strategy for a 311/Customer Relationship Management (CRM) System, including a resource plan and the first steps in the strategy.

## REPORT HIGHLIGHTS

1. Service Saskatoon is the overall strategy for the City of Saskatoon (City) to provide citizen centred service to the citizens.
2. One component of Service Saskatoon is to provide access where citizens will have one-stop, personalized access of their choice: phone (including mobile devices), internet or in person.
3. A 311/CRM System is an easy to remember phone number that provides citizens with access to the City's services, and the benefits include using technology to focus on citizens and their needs.
4. The 311/CRM will be integrated with the digital strategy that the City is in the process of developing.

5. A Project Manager is being recommended to lead the initiative with developing processes based on best practices with proven results in other jurisdictions.

### **STRATEGIC GOAL**

The recommendations in this report support the Strategic Goal of A Culture of Continuous Improvement by providing high quality services to meet the dynamic needs and high expectations of the citizens of Saskatoon.

The recommendations in this report support the long-term strategy of providing a coordinated approach to customer service with quick and accurate responses and the 4 year priority to begin the process of implementing Service Saskatoon – a coordinated approach to responding to citizens' calls and inquiries on programs and services.

### **BACKGROUND**

At City Council's meeting on November 26, 2012, Councillor Lorje made the following inquiry:

"Will the Administration please report on the general matter of a 3-1-1 service or other options to improve customer service requests."

### **REPORT**

#### **Service Saskatoon**

Service Saskatoon is the overall strategy for the City to provide responsive and reliable services to the citizens. Service Saskatoon has four components:

1. Citizen Centered Service – base the City's services on citizens' needs rather than organizational requirements or structure.
2. Services Delivered by People Committed to Service Excellence – Service Saskatoon has skilled people who are able to deliver services to the community in an empathetic, knowledgeable, professional and consistent manner.
3. Engage Citizens – engage citizens in policy and program development to improve service outcomes.
4. Personalized Access – citizens will have one-stop, personalized access of their choice: phone (including mobile devices), internet or in person.

One of the planned initiatives under the provision of personalized access is the implementation of a 311/CRM System.

### What is a 311/CRM System?

311 is a coordinated approach to responding to citizens' phone calls and inquiries on programs and services. It is an easy-to-remember telephone number that provides citizens with simplified access to non-emergency government services. It eliminates the need for a caller to understand which department provides a service and finding a number for that service.

In a narrower sense, CRM is a software application that is used to track interactions with residents on an ongoing basis and manages data and information effectively. In a broader sense, CRM is a strategy that enables technology to focus on citizens and their needs, and encourages citizen participation in their government.

*Source: Identifying Success Factors and Challenges of 311-Driven Integration: A Comparative Case Study of NYC311 and Philly 311.*

### Benefits of a 311/CRM System

- **Access**
  - access to civic government information, programs and services through one convenient location
  - 24 hours a day, 7 days a week
  - reduces or eliminates the need to transfer calls
  - less call waiting time
  - fewer abandoned calls
  - fewer misdirected calls
- **Easy**
  - 311 is easy to remember
  - Citizens will not need to know "who to call"
  - No need for a long list of telephone numbers for various services
- **Efficient**
  - A large percentage of the estimated 550,000 incoming annual calls into the City can be handled in one location with high, first contact resolution
  - 311 staff are knowledgeable and customer service experts
  - Operational staff can focus on delivering the service

- Eliminate duplicate service requests
- **Rich Data**
  - Data collected through the 311/CRM system can support workload management and resource allocation by determining where demand is greatest
  - Enhanced reporting due to the integration/sharing of data across departments and the use of advanced business analytical tools
  - Ability to capture performance reporting on teams and individuals
  - Provide real-time status of service requests
  - Track work, measure performance and support strategic decision-making around service levels, delivery methods, policies and budget allocations

### Digital Strategy

Digital technology is changing the way the City delivers services and the way citizens and businesses engage with the City and each other.

The popularity of smartphones and tablets, the use of social media and the growth of data, analytics and the "cloud" are all creating opportunities to improve City services, expand digital infrastructure, and strengthen Saskatoon's growing digital economy.

To this end, the City is developing a Digital Strategy that will outline both immediate and future areas of opportunity to enhance digital engagement and access, improve infrastructure and support the digital economy to the benefit of people who live, work and play in Saskatoon.

The Administration will be bringing forward a report on the proposed Digital Strategy for the City, and the 311/CRM System will be integrated into the planning for the Digital Strategy.

### 311/CRM System Project Plan

The following is the project plan to begin work for a 311/CRM System with a focus on people, processes and technology (See Attachment 1 for a more detailed description of the project plan.)

- **People**
  - Project Manager - A full-time Project Manager will be required to guide the development of a detailed project plan and facilitate the implementation

process. This model is based on the Project Manager role that was used for the Website Redesign project. It is anticipated the Project Manager would be required for at least 18 months.

- Civic Staff - Staff will participate on a Steering Committee, Advisory Committee, and working teams to assist in designing and implementing a solution that suits the citizens and the organization.
  - Citizen Involvement - It is anticipated that citizen representation will be included on a Steering Committee, similar to the model used by the Website Redesign Steering Committee.
- **Processes**
    - Customer Experience Process Mapping - Detail the citizen experience, as well as the steps taken by staff in dealing with specific types of inquiries or service requests as it happens today. Business processes may be modified to improve efficiency, eliminate unnecessary steps, and enhance the overall experience for the customer.
    - Given the high number of calls that Public Works receives, the process mapping would begin with Public Works. Piloting the process in one division can allow for earlier identification of potential technology requirements.
    - Knowledge Base - A system which contains information from across the organization and for all types of inquiries, consolidated into one source for the customer service agent.
    - Service Requests – Determine the types of service requests and status updates which could be completed by a customer service agent.
    - Consolidation Strategy – The consolidation of customer service functions across all departments and appropriate timing would be the subject of a future report.
  - **Technology**

Technology is an important consideration for a fully implemented 311/CRM solution to be successful. Common technology which will need to be considered within the project plan includes:

    - Knowledge Base Software
    - Customer Relationship Management
    - Department Application Systems
    - Integration Software
    - Workforce Management Software
    - Interactive Voice Response (IVR) – Technology which automates interactions with telephone callers

### **OPTIONS TO THE RECOMMENDATION**

An option to this recommendation is to not move towards a fully implemented 311/CRM solution but complete process mapping for existing customer service call centres within various business units such as Public Works, Revenue, and Transit to improve customer service.

### **POLICY IMPLICATIONS**

There are no policy implications at this particular time.

### **FINANCIAL IMPLICATIONS**

The start-up costs to begin the process of a Service Saskatoon 311 initiative are estimated as follows:

#### **2014 - 2015 Capital Project Estimate (2014-2015)**

Project Manager (approximately 18 months)	\$200,000
Equipment, Supplies & Other Costs	\$15,000
Assessment, Gap Analysis, Other Research	\$60,000
Process Mapping (commencing work with Public Works)	\$85,000
Knowledge Base (commencing content creation with Public Works)	\$85,000
Communications	\$50,000
Contingency	<u>\$ 5,000</u>
<b>Total</b>	<b>\$500,000</b>

If approved, a Project Manager will be appointed and will be responsible for a follow-up report outlining capital and ongoing operating costs related to people, processes, technology and space.

If approved, funding for the Project Manager in the amount of \$200,000 will be available in the 311/CRM System Capital Project. The remaining \$300,000 will be referred to in the 2015 Business Plan and Budget deliberations.

Research suggests implementation may range. Attachment 2 provides an outline of capital costs for 311/CRM solutions in other Canadian and U.S. municipalities.

### **PUBLIC AND/OR STAKEHOLDER INVOLVEMENT**

Internal stakeholder and public involvement will be important to developing a 311/CRM solution for Saskatoon.

Internal stakeholder and staff participation will be required on a Steering Committee, Advisory Committee and working teams.

In addition, the Steering Committee would include citizens to represent the broader community interests and encourage community engagement throughout the process. The Project Plan would include more detailed plans for ongoing public and stakeholder involvement at various stages of development and implementation.

### **COMMUNICATION PLAN**

During the initial stages, communication with the public, internal stakeholders and staff will be important to a successful 311/CRM solution. If approved, the Project Manager would be responsible for developing a communications plan to ensure ongoing communications with the public, internal stakeholders, a Steering Committee, Advisory Committee, working teams, unions and staff.

### **DUE DATE FOR FOLLOW-UP AND/OR PROJECT COMPLETION**

If approved, a follow-up report will be provided in approximately 3 - 5 months on the status of a Project Manager and an outline of a potential work plan.

### **ENVIRONMENTAL IMPLICATIONS**

A 311/CRM solution can improve how services are offered at City Hall. Ideally, a 311/CRM System could improve the City's service offerings to the public which would reduce the need to travel to City Hall to conduct business. While this may not be desirable for all citizens, a broader series of services which are efficient and easy to access by telephone would likely have a positive net impact on the environment.

### **PRIVACY IMPLICATIONS**

At this time, there are no privacy implications as a result of this report. During the development and implementation of a 311/CRM solution, careful consideration will be given to any privacy implications to employees or the public.



## **PUBLIC NOTICE**

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

## **ATTACHMENTS**

1. 311/Customer Relationship Management System - Project Plan
2. Overview of Capital Costs for 311/CMR solutions in other Canadian and U.S. Municipalities

## **C2) Strategic Plan – Performance Measures and Targets** **(Files CK. 116-1 and CP.116-2)**

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

## **TOPIC AND PURPOSE**

The purpose of this report is to provide information on performance measures and targets for the seven Strategic Goals within the City of Saskatoon *Strategic Plan 2013 – 2023*.

## **REPORT HIGHLIGHTS**

1. Performance measurements are a way of monitoring the progress toward achieving the City's Strategic Goals, and gathering information to make well-informed decisions that will be reflected in the annual Business Plan and Budget.
2. A consistent process has been used in determining what to measure in order to achieve the City's Strategic Goals.
3. The Administration will bring forward reports to City Council on the recommended performance targets for each Strategic Goal with information on the implications of achieving the targets.
4. A communication plan will include regular and ongoing progress reports on achieving the approved targets.

## **BACKGROUND**

The *Strategic Plan 2013 – 2023* identifies seven Strategic Goals, including Strategies for the Long-Term (10 Years) and Priorities for the Short-Term (4 Years).

The Strategic Plan also outlines success drivers for each Strategic Goal, and provides a general sense of the type of performance measures that could be used. The Administration is now formalizing the performance measures and targets for each Strategic Goal as a way of monitoring progress toward achieving the City's Strategic Goals.

## **REPORT**

### **Performance Measures**

Performance measures are a way of monitoring progress toward achieving the City's Strategic Goals and whether investments made are achieving results at a corporate or community level. Benefits to having performance measures and targets include:

- providing a communication tool that can contribute to success when used to quantify results and expectations;
- tracking progress toward goals and targets;
- ensuring the Administration is working toward the City's vision;
- providing a balance between risk and controls;
- assisting in managing the work being done throughout the organization;
- leading to overall performance improvement; and
- aligning budget decisions with planning decisions.

### **Process to Determine Measures and Targets**

The Administration has prepared a series of draft performance measures and related targets that would assist in measuring progress toward achieving the City's Vision and the Strategic Goals, based on the following process:

1. Determine what to measure – confirm that the success drivers in the Strategic Plan continue to be what is important for the organization to measure.
  - For example, sufficient, appropriate, and affordable housing is a success driver and something that is important to measure progress toward achieving the Quality of Life Strategic Goal.

2. How to measure – determine the best way of measuring success.
  - o For example, the number of new affordable housing units and vacancy rates for rental housing contribute to sufficient, appropriate, and affordable housing.

The next step will be to set targets that are specific, measurable, achievable, realistic, and time-bound.

- o For example, set an annual target of 500 new units across the affordable housing continuum and an average vacancy rate of 3%.

The Administration has prepared a series of performance measures for each Strategic Goal. Attachment 1 is a matrix outlining the following:

- what we will be measuring;
- how it is aligned to the Strategic Plan;
- benchmarking information where possible, such as the current status and what is occurring in other cities;
- how progress will be measured, such as a description of the data collection process for each target.

Three indicators of success have been identified: municipal property tax per capita, property tax as a percentage of total revenues, and population growth rate. Targets have not been set for either of these. Rather, the Administration will monitor each of these indicators and report on whether they are increasing or decreasing, and the implications of the changes year over year.

#### Implications of Achieving the Targets

Over the course of the next few months, the Administration will table more detailed reports with City Council recommending the target for each measure, and the implications of achieving the targets for each Strategic Goal. The reports will discuss the financial and staffing implications so that Council can make an informed decision of what it will take to achieve the targets. Once City Council approves the performance targets, these targets will be used to prepare the annual business plan and budget.

#### OPTIONS TO THE RECOMMENDATION

The option is to identify additional or revised performance measures and targets for the Strategic Goals.

### **POLICY IMPLICATIONS**

There are no policy implications. As specific initiatives and projects pertaining to the recommended targets are undertaken, any policy implications will be reported at that time.

### **FINANCIAL IMPLICATIONS**

Once approved, the Administration will bring forward all of the performance targets as part of the annual business plan and budget review so City Council can determine priorities and resource allocations with all of the information presented together. The financial resources required to achieve the targets will be approved on an annual basis through the budget process.

### **COMMUNICATION PLAN**

#### **Setting Targets**

In terms of setting targets, the Administration will prepare discussion papers with recommended targets for each Strategic Goal. These discussion papers will be posted on the City's website, on the Shaping Saskatoon site, and hard copies will be made available at the public libraries inviting citizens to comment on the recommended targets. This input will be included in the reports to City Council.

#### **Reporting on Progress**

Reporting to the citizens of Saskatoon on the City's progress in achieving the targets related to each of the Strategic Goals is very important. The communications will include an easy-to-read, colour-coded dashboard for each target that will show whether the City did better or worse than last year, where performance is relative to the target, and if movement is in the right direction.

This information will be available on the website and will be updated on a quarterly and/or an annual basis, depending on the measure and the target.

The Administration will publish the annual performance for each of the targets in the *Annual Report* and the *Report to Citizens*.

### **DUE DATE FOR FOLLOW-UP AND/OR PROJECT COMPLETION**

The Administration will prepare a series of reports to City Council recommending the performance measures and targets beginning in Fall 2014.

### **ENVIRONMENTAL IMPLICATIONS**

The environmental impact will be identified for the initiatives required to achieve the approved targets.

### **PRIVACY IMPLICATIONS**

There are no privacy implications.

### **PUBLIC NOTICE**

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

### **ATTACHMENT**

1. City of Saskatoon – Performance Targets Matrix

## **Section D – TRANSPORTATION & UTILITIES**

### **D1) 11<sup>th</sup> Street West between Chappell Drive and Highway 7 (Files CK. 6315-1 and IS. 6000-1)**

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**RECOMMENDATION:** that 11<sup>th</sup> Street between Chappell Drive and Highway 7 be kept in service with a regimented road patching program.

#### **TOPIC AND PURPOSE**

The purpose of this report is to provide additional information and alternate choices to improve conditions of 11<sup>th</sup> Street West between Chappell Drive and Highway 7.

#### **REPORT HIGHLIGHTS**

1. 11<sup>th</sup> Street between Chappell Drive and Highway 7 is classified as a boundary road, although it was once a secondary class highway.
2. The condition of this roadway is very poor. It is failing structurally in numerous locations.
3. The Southwest Sector Plan is currently in the design phase. Until this plan is finalized, the Administration is hesitant to invest significant funds required to rehabilitate the roadway, as the configuration will change when development occurs.
4. Tetra Tech EBA Inc. was consulted to provide alternate 10 year design approaches to improve the current condition state of 11<sup>th</sup> Street West.
5. It is recommended to conduct a regimented patching program to this roadway at an estimated cost of \$640,000 for the first year and upwards of \$50,000 to \$75,000 for each consecutive year on patching and rut filling until the future state of the road is decided upon.

#### **STRATEGIC GOALS**

Repairing 11<sup>th</sup> Street West to a safe, driveable and maintainable condition supports Saskatoon's Strategic Goal of Moving Around.

#### **BACKGROUND**

As per the report submitted to the Audit Committee in September 2013, 11<sup>th</sup> Street West between Chappell Drive and Highway 7 is in poor condition with inadequate structural capacity to withstand the current truck traffic loadings. This road has reached the end of its useful life which is evident by its structurally deteriorated state and ineffectiveness of the maintenance efforts.

This stretch of road was a Ministry of Highways secondary highway. It originally was a gravel road and not designed or constructed with heavy loads in mind. Over the years, grader-laid asphalt was placed on the gravel road to form a paved surface. As this did not address the structural capacity of the road, routine maintenance involved additional grader laid asphalt layers to combat the rutting or deformation occurring. Because of these additional layers being applied, it was found through testing that the driving surface thickness of asphalt ranges from seven to nine inches of asphalt.

The Southwest Sector Plan, which is currently in the design phase, will impact the type of road class required, roadway grades, underground infrastructure, and access points. The Southwest Sector Plan will be brought to conclusion towards the end of this year.

## **REPORT**

### **Rehabilitation Options**

Further to the September 2013 report, Tetra Tech EBA Inc. was consulted to provide alternate 10-year design approaches to improve the current structural state of 11<sup>th</sup> Street West. They looked at various options for a 10-year design period from conventional to innovative. As it was determined through geotechnical testing, the current structure thickness does not have the load carrying capacity that it is experiencing now. This is also evident by visual assessment.

The options evaluated are as follows:

- Regimented Patching Program
- Cold-in-Place Recycling plus 180mm of Asphalt
- Cold-in-Place Recycling plus 40mm of Asphalt
- Revert to an Upgraded Gravel Surface

### **Recommended Plan**

The recommended option is to a conduct a regimented patching program to this roadway at an estimated cost of \$640,000 for the first year and upwards of \$50,000 to \$75,000 for each consecutive year. This program will involve deep patching to address localized structural failures and grader or paver laid asphalt to correct localized rutting within the current asphalt layer.

The benefits of this option include:

- A focused effort and dedicated funds to fixing the failed locations and improving the ride of this roadway;

- The result will maintain a dust-free driving surface; and
- The road will be able to continue to serve the vehicles it is serving now.

The downside to this option is that it does not address the roadway structural capacity as a whole. Dedicated funds need to be set aside to address new or propagated failures for future years until the road does get reconfigured and reconstructed. Over a 10-year period, the cost associated with this option is expected to be between \$1.1 to 1.32 million including the initial upfront costs in 2014 dollars.

### **OPTIONS TO THE RECOMMENDATION**

Options in addition to the September 2013 report:

1. 10-year Design Life: Cold-in-place recycling + 180mm new asphalt  
The estimated cost of this option is \$2.2 million. This option would improve the current condition and increase the structural capacity of the roadway by means of utilizing cold-in-place recycling of the existing asphalt and adding 180mm to increase the structural capacity. With this option, existing structural failures still will need to be addressed. There is sufficient thickness of asphalt to rotomix and incorporate an additive to rejuvenate the existing material. This option is an innovative process and has the least impact on current geometrics. Because we would be raising the road by 180mm, additional material would be required to build up the shoulders. Recycled asphalt product from other preservation projects could be used for this purpose. The advantage of this option is that it ensures a consistent surface and manageable routine maintenance by Public Works. No road bans would be needed.
2. Cold-in-place Recycling and 40 mm Asphalt Wearing Coarse  
The estimated cost of this option is \$1.2 million. Similar to the above option, existing structural failures will still need to be addressed. There is sufficient thickness of asphalt to rotomix and incorporate an additive to rejuvenate the existing material. Although this rehabilitation would not address the structural demands required of the road, adding a 40mm asphalt wearing coarse would ensure an adequate uniform driving surface, and would protect and seal the underlying structure. With this option, no design life or improvement of structural capacity is taken into consideration. Maintenance would need to be on an as-needed basis, to prevent failures from propagating. In addition, a load ban would be recommended. The advantage of this option is that it ensures a consistent surface for the short term. With this option a similar yearly investment to that of the recommended patching option would be anticipated. Therefore, over a 10-year period, the cost to hold this road together, including the initial costs, could range from \$1.65 to \$1.88 million.



3. Revert the existing roadway to an upgraded gravel surface. The estimated cost is \$285,000. The work would involve rotomixing the existing driving surface, compact, shape and prepare the surface, placing new traffic gravel and application of a dust control palliative. For this option, regular grader maintenance during the spring, and a scheduled routine grader maintenance program during the summer months, will be required. Two to four applications of a dust palliative, during early and mid-spring and mid and late summer, will also be needed to control dust. The estimated maintenance costs per year could range from \$45,000 to \$55,000. The advantage of this option is that it ensures the surface can be maintained and current truck use can be accommodated to the CN rail yards. This minimizes sunk costs due to the potential future roadway realignment. Over a 10-year period, the cost of associated with option would be in the range of \$725,000 to \$780,000. This includes the initial upfront costs.

### **POLICY IMPLICATIONS**

There are no policy implications.

### **FINANCIAL IMPLICATIONS**

11<sup>th</sup> Street between Chappell Drive and Highway 7 is a boundary road, and the Boundary Road Program funding does not contemplate this kind of significant capital expenditure. Administration will, therefore, fund this work through Capital Project #0836 - Arterial Preservation Program where there is sufficient funding set aside for this location for the recommended option.

### **PUBLIC AND/OR STAKEHOLDER INVOLVEMENT**

No public and/or stakeholder involvement would be required.

### **COMMUNICATION PLAN**

Residents will receive information on the roadway treatment through the news media and the City's website (Saskatoon.ca).

In the interim, road signage warning of condition will be posted for driver safety.

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

No due date for follow-up. Project completion is anticipated for the fall of 2014, if the recommendation is adopted by Council, and there is industry capacity to complete the work.

**ENVIRONMENTAL IMPLICATIONS**

All of the materials and processes used in road reconstruction contribute negatively to the environment through the creation of greenhouse gasses and the consumption of non-renewable resources.

**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, Parking Policy - Parking Meter (Infrastructure) Upgrade and City Card Replacement  
And  
Inquiry – Councillor A. Iwanchuk (January 21, 2013)  
“Metered Parking”  
(Files CK. 6120-3 and IS. 6120-1)**

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- RECOMMENDATION:**
- 1) that a contract for the Parking Meter Upgrade and City Card Replacement be awarded to Cale Systems Inc. as per the terms set out in this report;
  - 2) that the vendor financing as set out in this report be approved; and
  - 3) that the City Solicitor prepare the appropriate agreement and that His Worship the Mayor and the City Clerk be authorized to execute the agreement under the Corporate Seal.

**TOPIC AND PURPOSE**

The purpose of this report is to award a contract to Cale Systems Inc. for provision of up to 325 multispace meters and associated equipment and software to upgrade the existing parking meter infrastructure.

**REPORT HIGHLIGHTS**

1. Proposals were received on January 8, 2014 and reviewed according to criteria set out in the Request for Proposal (RFP).
2. The preferred proponent is Cale Systems Inc. with the proposed Pay by Plate multi-space meter solution at a cost of up to \$5,355,000. The system will include many features that will improve the customer experience.
3. The terms of the contract are included in this report.
4. Installation of the new parking meter system will occur in the fall of 2014.

**STRATEGIC GOALS**

This report supports the City of Saskatoon Strategic Goals of Asset and Financial Sustainability, and Economic Diversity and Prosperity. The upgrade to parking infrastructure may increase revenue and reduce reliance on residential property taxes.

The Administration is working collaboratively with economic development authorities and local businesses on parking infrastructure requirements which will help to promote Saskatoon as a great place to live, work and raise a family.

## **BACKGROUND**

The following inquiry was made by Councillor Iwanchuk at the meeting of City Council held on January 21, 2013:

“Would the Administration please report to City Council on a plan for metered parking including:

- meters that allow for additional payment options;
- parking options for the disabled; and
- the possibility of converting meters that are not well-utilized and would not impede surrounding businesses into long-term meters to help address the shortage of parking in the downtown area.”

This report will, in part, address the inquiry from Councillor Iwanchuk by providing additional payment options. The remainder of the inquiry will be addressed through the Comprehensive Parking Study to be undertaken in the fall 2014.

In addition, when dealing with Clause 2, Report No. 21-2013 [Parking Policy – Parking Meter (Infrastructure) Upgrade and City Card Replacement] of the Executive Committee, City Council, at its meeting held November 4, 2013 adopted the following recommendation:

- “2) that the Administration report back with the results of the Request for Proposal.”

## **REPORT**

### **Request for Proposal Issued**

On Tuesday, November 12, 2013, an RFP was issued to replace an aging Parking Meter Infrastructure, as well as an out-of-date City Card Program.

Proposals were received from the following companies by the deadline of January 8, 2014 at 2:00 p.m. Each vendor submitted multiple proposals.

- Caracal Enterprises LLC dba (VenTek International)
- Aparc Systems Ltd.
- Precise ParkLink (West) Ltd.
- Imperial Parking Canada Corp. (IMPARK)
- Cale Systems Inc.

The proposals were evaluated by the following evaluation points and criteria:

- 20 points – Technical Features
- 20 points – System Reliability
- 20 points – Service and Support
- 15 points – User Interface External
- 15 points – User Interface Internal
- 10 points – Cost

The proposal with the highest score, using these criteria, was from Cale Systems Inc.

#### Features of Technology

Cale Systems Inc. is proposing a Pay by Plate multi-space meter solution with the following features:

- Integrated handhelds for enforcement;
- Automated enforcement of overtime and expired meter violations through the use of License Plate Recognition (LPR) technology;
- Payment options including cash, credit card, smart card and pay by cell phone;
- New smart card program includes smart card reloading at the pay station; and
- Back office software to manage operations and reporting of parking meter system in real-time.

The Administration previously recommended, and City Council approved, a feature to provide the ability for payment of citations at the meters. With the automated enforcement and ticketing feature included in this solution, tickets will be automatically generated and mailed to the vehicle owners, similar to the existing Red Light Camera enforcement tickets. As a result, payment at the meter is not compatible with the overall solution, even though the proponent is technically able to offer this ability. The Administration, therefore, does not recommend including the ability to pay tickets at the parking meter, but will continue with tickets to be paid online or in person at City Hall.

In addition, the Administration previously recommended that the City maintain the risk of annual operations costs related to communication for realtime reporting. Discussions with the preferred proponent have identified cost savings by having the preferred proponent assume the responsibility for communication costs as part of their contract, as they have the ability to bundle an agreement with other customers to obtain a lower rate. This will also transfer the responsibility for communication service disruptions to the proponent.

In conjunction with the parking meter upgrade, three LPR units will be acquired to be used for enforcement of unpaid parking meters.

### Contract Terms

The Administration has finalized contract negotiations with Cale Systems Inc. for the Parking Meter Upgrade Project and City Card Replacement. The terms of the contract are as follows:

- Supply and install up to 325 Multi-Space Solar Powered Pay by Plate Parking Pay Stations at an upset cost of \$5,355,000. Exact cost will be determined as the design and installation plans are finalized;
- Removal of existing meter heads and posts. The Administration is exploring options, including removing approximately 500 posts and potentially converting others into bike racks. Further reports will be submitted to Council outlining options;
- 15 New Handheld Ticketing Devices with Real-time Communication;
- New Smart Card System (including 20,000 cards);
- Pay by Cell Phone Integration;
- Monthly management/operating fees of \$47 per month per meter for Central Management System fees, communication fees, spare vaults and paper;
- Initial payment of \$525,000 upon installation of infrastructure;
- Repayment of balance to be financed from the incremental revenues (after credit card transaction fees are accounted for) over and above the current revenue base of \$5,333,000; and
- Term of up to five years.

### Installation

Installation of the Parking Infrastructure Upgrade Project and City Card Replacement would commence in the fall of 2014 and is estimated to take approximately six weeks to complete.

### **OPTIONS TO THE RECOMMENDATION**

The Administration is not recommending the option of extending the use of the current aging parking meter infrastructure, as the existing parking meter equipment has exceeded its lifetime, the City Card Program is out-of-date and the maintenance costs are continuing to rise. The recommended solution will also re-introduce alternative payment methods for customers.

### **POLICY IMPLICATIONS**

There are no policy implications.

### **FINANCIAL IMPLICATIONS**

Capital Project #1518 - Parking Meter Purchases has \$525,000 available for the upgrade of parking meter equipment.

The cost of the preferred system is up to \$5,355,000 which exceeds the available funding. As a result, financing of the solution by the vendor will be required over a term of up to five years. Funding for repayment will come from the incremental meter revenues which are expected as a result of re-introduction of alternative methods of payment, expansion of parking meter stalls, and the inability to re-use leftover payment from another vehicle. This increased revenue is estimated to be between \$1.1M to \$1.3M per year, which would provide enough additional revenue to fully fund full payment to the vendor. Operating costs, such as fees for credit card transactions, will be accounted for prior to repayment. There will be no impact on the mill rate for the cost of the Parking Meter Upgrade Project and City Card Replacement.

### **PUBLIC AND/OR STAKEHOLDER INVOLVEMENT**

The Parking Committee which is comprised of the Broadway Business Improvement District, Riversdale Business Improvement District and The Partnership, as well as representatives of internal stakeholders including Corporate Revenue, Planning and Development, Urban Design and Transportation were involved throughout the process and support the recommendations in this report.

### **COMMUNICATION PLAN**

Communications activities to inform citizens of the new, convenient enhancements to the meters will be made through updates to the City's website, social media messaging,

the news media, advertising on the City Page and an article to Business Improvement Districts (BIDS) and community associations. A video demonstrating how to use the parking meters will be posted on the City's website.

#### **DUE DATE FOR FOLLOW-UP AND/OR PROJECT COMPLETION**

Upon award of contract to Cale Systems Inc., it is estimated that the meters will be installed in the fall of 2014 and will be operational by the end of the year.

#### **ENVIRONMENTAL IMPLICATIONS**

The recommended solution offers a solar-powered parking meter system, thereby, replacing battery-powered meters with a renewable energy source to operate the meters. The overall impact on greenhouse gas emissions has not been quantified.

#### **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) Capital Project #1417-8 Land Development – TR SWR – Blairmore –  
HI-Force Main – Lift Station to Marquis Trunk  
Elk Point Sanitary Sewer Force Main Outlet Drop Structure  
Engineering Services Fee Increase  
(Files CK. 7820-3 and WWT. 7990-94)**

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- RECOMMENDATION:**
- 1) that an increase in the upset fee to AECOM for engineering services during construction and commissioning of the Elk Point Sanitary Sewer Force Main Outlet Drop Structure by an amount of \$219,059 (including taxes) be approved; and
  - 2) that the City Solicitor amend the existing Engineering Services Agreement between AECOM and the City of Saskatoon.

**TOPIC AND PURPOSE**

That City Council increase the engineering services contract with AECOM, for the Lift Station to Marquis Trunk project by \$219,059 (including taxes) as a result of a change in the scope.

**REPORT HIGHLIGHTS**

1. The Elk Point Lift Station is an important part of the wastewater system.
2. The Odour Control Facility is being constructed and the force main outlet drop structure is being awarded.
3. The project scope and complexity has changed, resulting in increased consulting fees.

**STRATEGIC GOAL**

The recommendation in this report supports the City of Saskatoon's Strategic Goal of Sustainable Growth. This infrastructure project is part of the overall strategy that services new neighbourhoods, provides basement flood protection for existing neighbourhoods, and frees up capacity in the interceptor which will enable densification of the downtown core.

## **BACKGROUND**

The initial proposal for consulting services from AECOM for \$867,926 (plus GST) was accepted by City Council at its meeting held on June 28, 2010. This included the design and tender of the lift station and force main. Subsequently, at its meeting held on April 30, 2012, Council approved a scope change for AECOM work for an additional \$2,346,129 (plus GST). This was a result of changes to the lift station and force main as well as adding construction and post-construction services to the contract. The Odour Control Facility and drop structure design were also included in this scope change. This final \$226,490 (plus taxes) will increase the contract value to AECOM to \$3,440,545 (plus taxes). The entire project cost, including all construction phases, is approximately \$35 million.

## **REPORT**

### **Elk Point Lift Station**

Construction of the Elk Point Lift Station is complete. The force main is primarily complete with some minor modifications required at the discharge end of the pipe to accommodate the outlet drop structure. The lift station will serve three new west side neighbourhoods, as well as several existing neighborhoods, including Confederation. In the past, some residents in the Confederation area have experienced basement flooding; however, the installation of super pipes has mitigated this issue. In addition, a new Borden Place Lift Station has been built to pump excess flows from the area to the Elk Point Lift Station. Diversion of the sanitary sewer from the existing neighborhoods will reduce flow in the interceptor sewer main which runs along the riverbank and will provide additional capacity for future infill development.

### **Odour Control Facility and Elk Point Lift Station and Force Main**

The Odour Control Facility at Arthur Rose Avenue and Wanuskewin Road will treat the air from the drop structure at the end of the 14km force main. The Odour Control Facility is currently being constructed and the drop structure is being awarded with construction to commence this summer. Additional consultant work included staged construction, odour dispersion modelling, additional services for the drop structure, and additional engineering administration for the lift station construction.

### Change in Project Scope and Complexity

Due to the change in project scope and complexity of this project, additional engineering fees are needed. The following changes have resulted in a request for additional engineering fees:

1. The Odour Control Facility was expanded to house a future liquid waste disposal site which will eliminate truck traffic in the residential area adjacent to the Wastewater Treatment Plant. Combining the two functions in one building is more cost effective.
2. The drop structure was originally going to be tendered with the force main; however, it was redesigned to reduce odour emissions and tendered separately.
3. The initial tender submissions for the drop structure were too high and subsequently was retendered after design modifications were made to decrease construction costs by an estimated \$500,000.
4. The schedule for the construction and commissioning of the Elk Point Lift Station was extended.

### OPTIONS TO THE RECOMMENDATION

There are no other options to this recommendation.

### POLICY IMPLICATIONS

There are no policy implications.

### FINANCIAL IMPLICATIONS

The net cost to the City for the additional engineering services, as submitted by AECOM, would be as follows:

Additional Engineering Services	\$206,490.00
PST (5% of 30% design)	2,244.50
GST (5%)	<u>10,324.50</u>
<b>Total Increase</b>	<b>\$219,059.00</b>
GST Rebate	<u>(10,324.50)</u>
<b>Net Increase Cost to the City</b>	<b><u>\$208,734.50</u></b>

A report was presented to Council at its meeting held on June 9, 2014, to have additional funding of \$1,848,000 transferred to Capital Project #1417-8 – Land

Development – TR SWR – Blairmore – HI-Force Main – Lift Station to Marquis Trunk, from the Trunk Sewer Reserve and the Prepaid Service Reserve. These additional funds will be used to cover this contract increase.

Budgeted	Unbudgeted	Capital	Operating	Non-Mill Rate	External Funding
\$208,734.50		\$208,734.50		\$208,734.50	

### **PUBLIC AND/OR STAKEHOLDER INVOLVEMENT**

There is no public or stakeholder involvement.

### **COMMUNICATION PLAN**

When complete, the project will improve wastewater capacity for the west area of the city; and therefore, will be considered for the 2014 Service, Savings and Sustainability Report. The construction phase of this project will not impact residents or businesses in the area.

### **DUE DATE FOR FOLLOW-UP AND/OR PROJECT COMPLETION**

This project should be completed by April 2015.

### **ENVIRONMENTAL IMPLICATIONS**

The recommendation to expand the Engineering Services Agreement with AECOM is not associated with a specific environmental implication. However, the project will provide a measure of flood protection in addition to the other capacity-related sanitary sewer structures on the west side of the city. The overall impact on greenhouse gas emissions has not been quantified.

### **PRIVACY IMPACT**

There are no privacy implications.

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

There is no CPTED review required.

**PUBLIC NOTICE**

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

Respectfully submitted,

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Randy Grauer, General Manager  
Community Services Department

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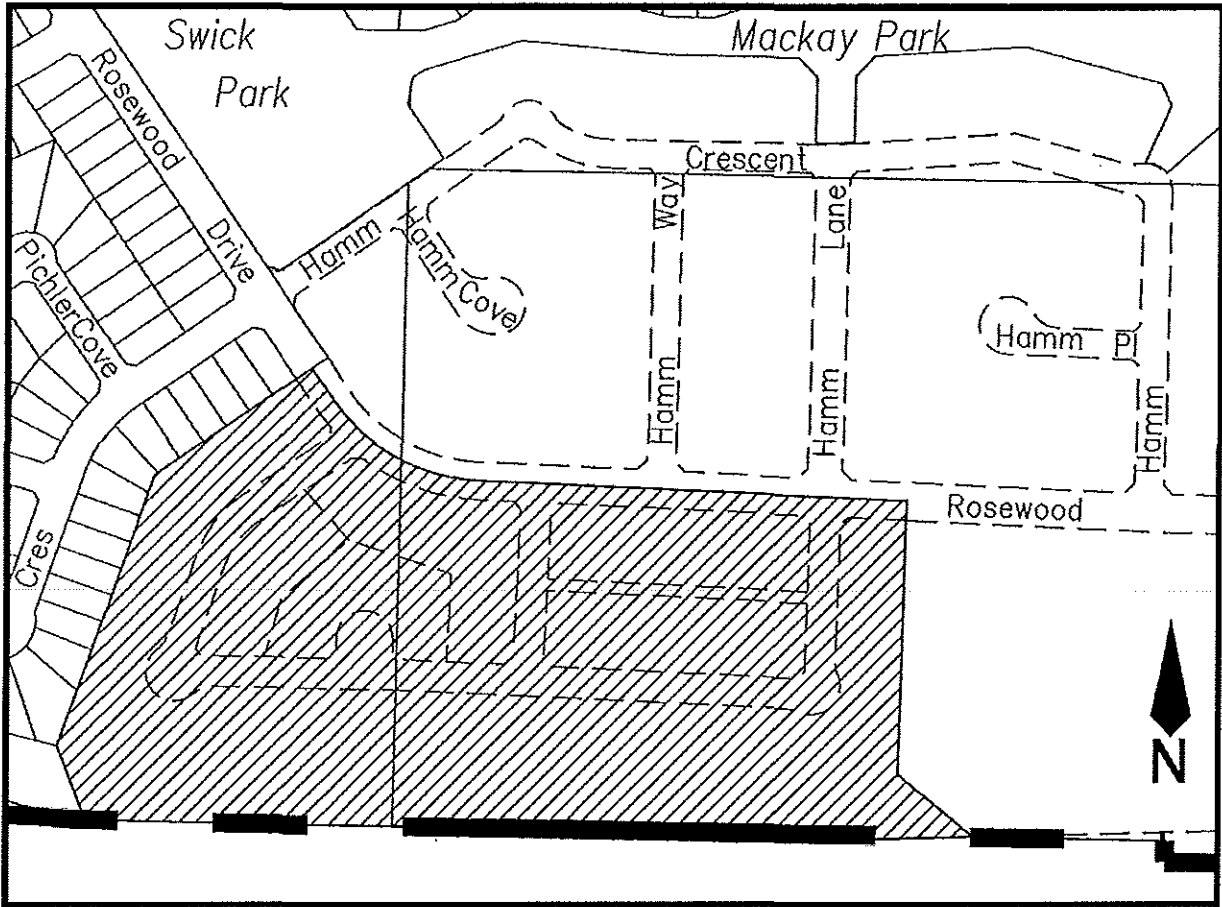
Marlys Bilanski, General Manager  
Asset and Financial Management

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Catherine Gryba, General Manager  
Corporate Performance Department

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Jeff Jorgenson, General Manager  
Transportation & Utilities Department



PROPOSED CONCEPT PLAN AMENDMENT  
ROSEWOOD

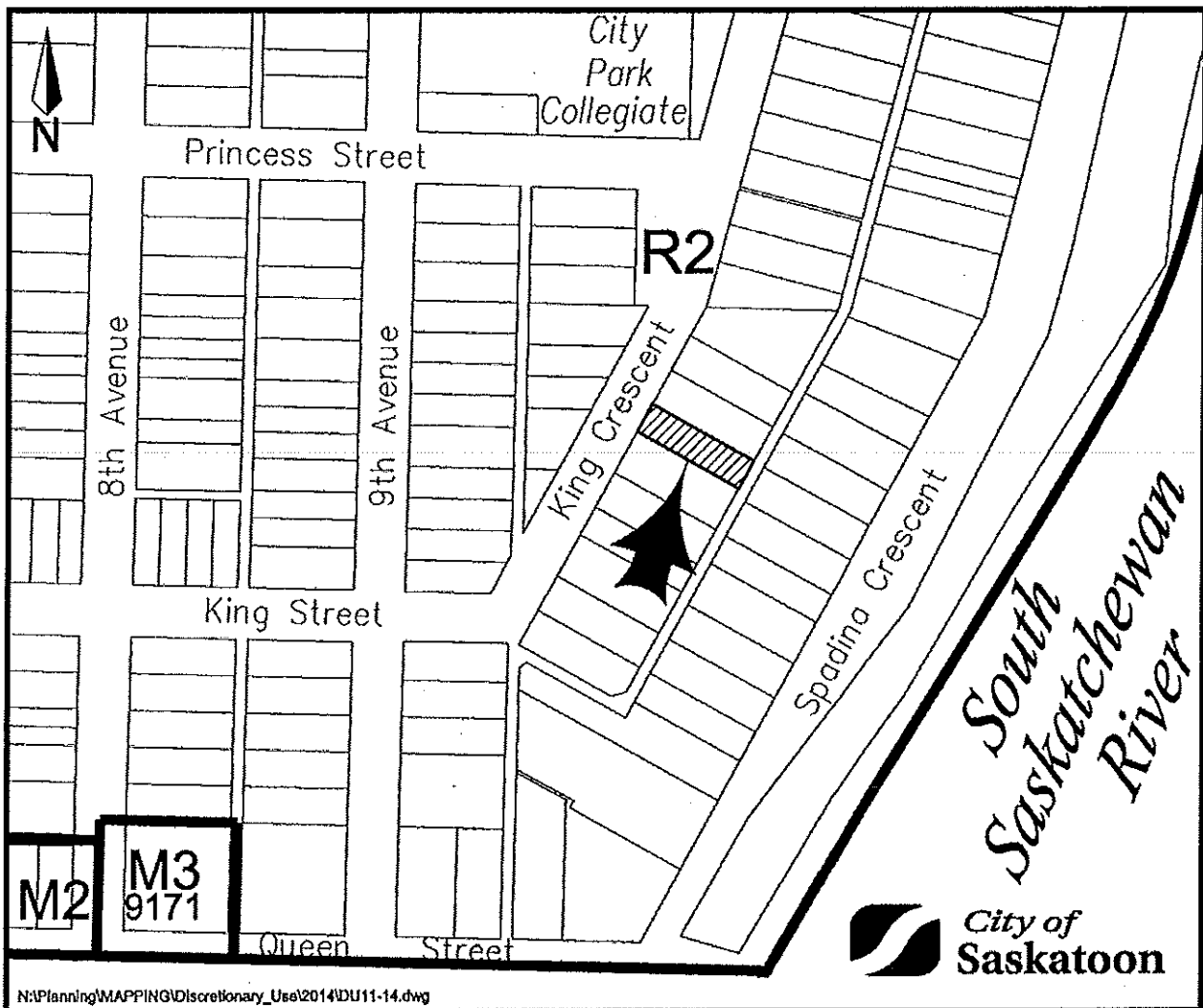
 Amendment Area

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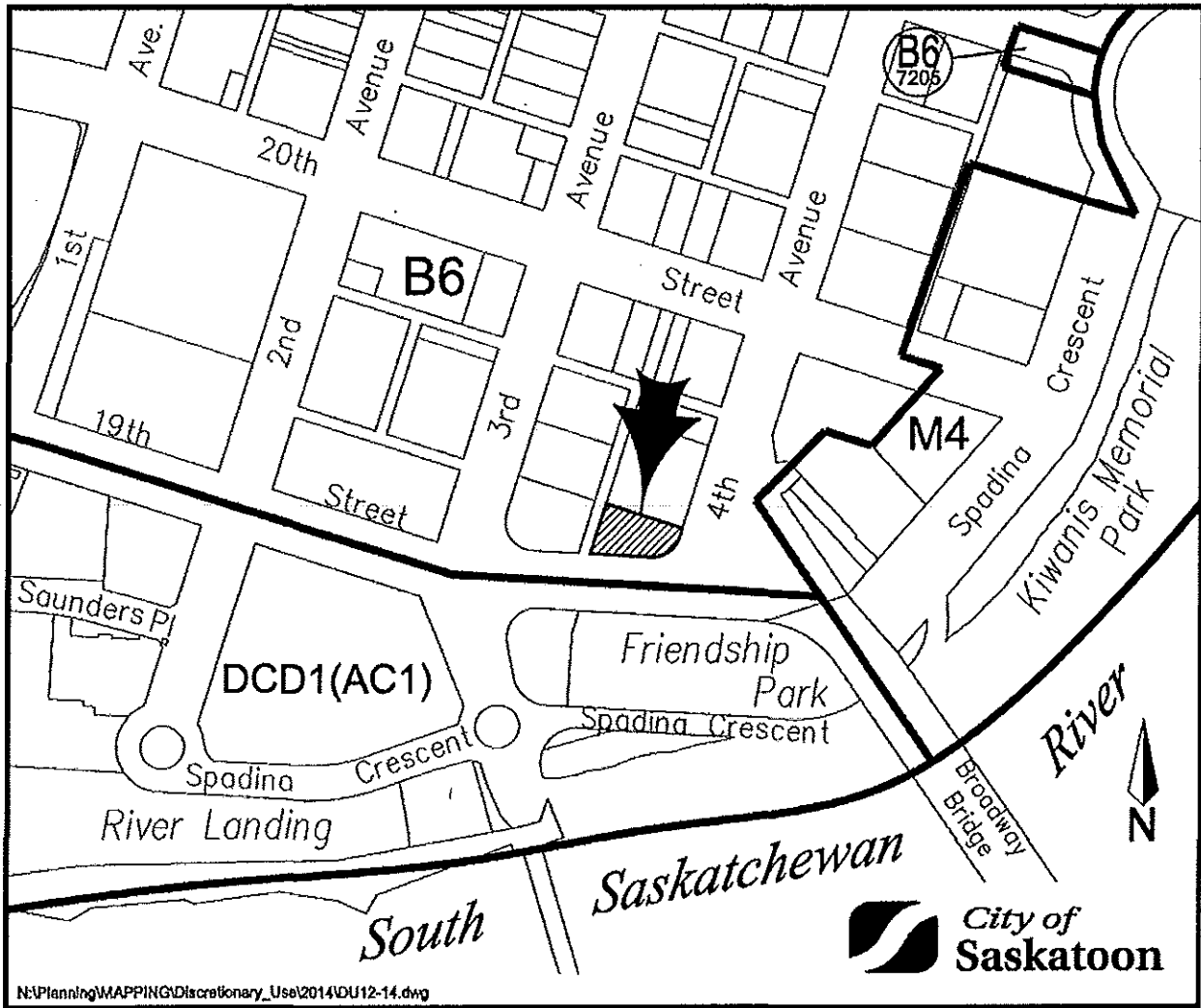


Proposed Discretionary Use No. D11/14

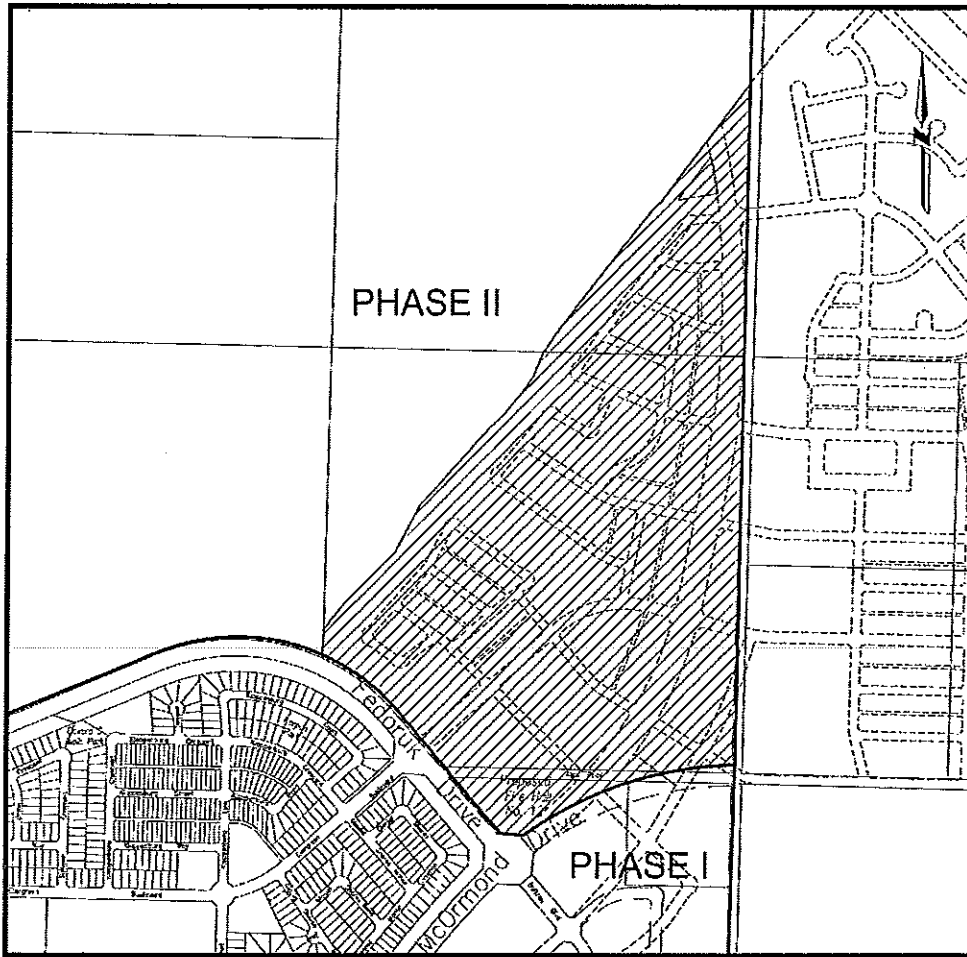





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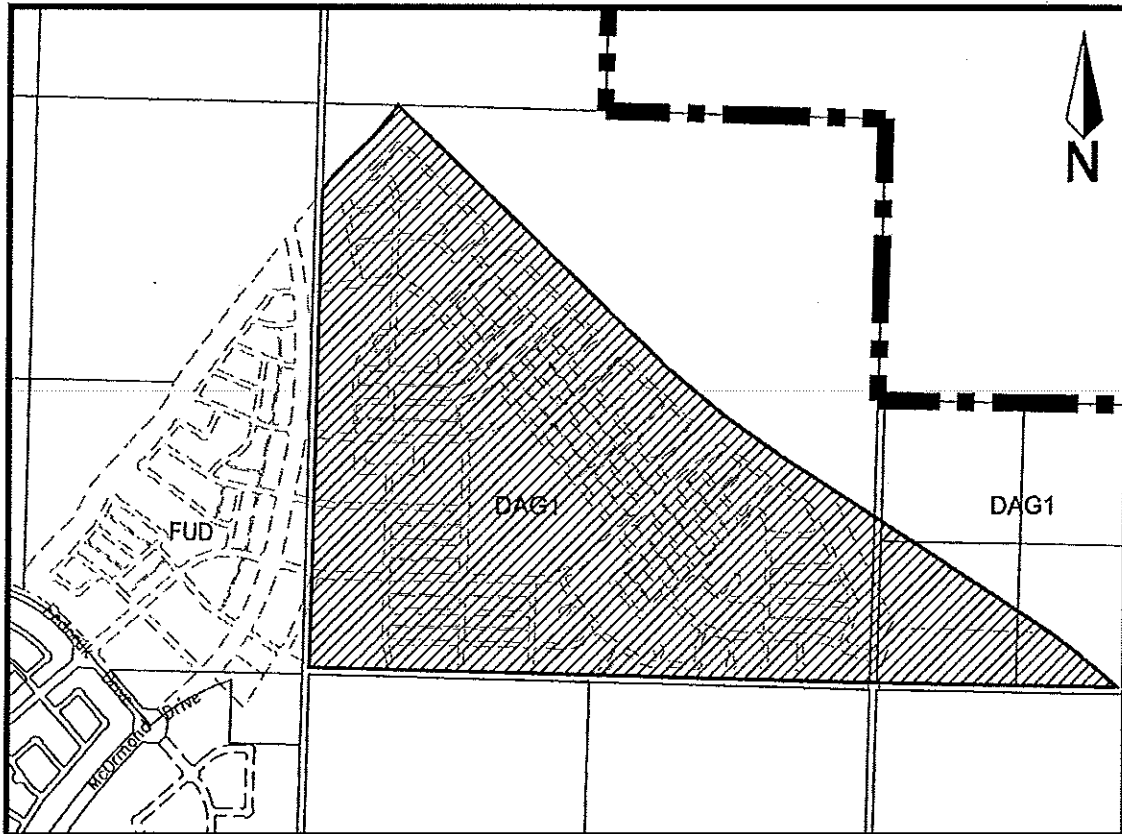
Proposed Official Community Plan Amendment No. OCP30/14



OFFICIAL COMMUNITY PLAN AMENDMENT  
PHASING MAP

 From Phase II to Phase I

Proposed Rezoning Amendment No. Z10/14

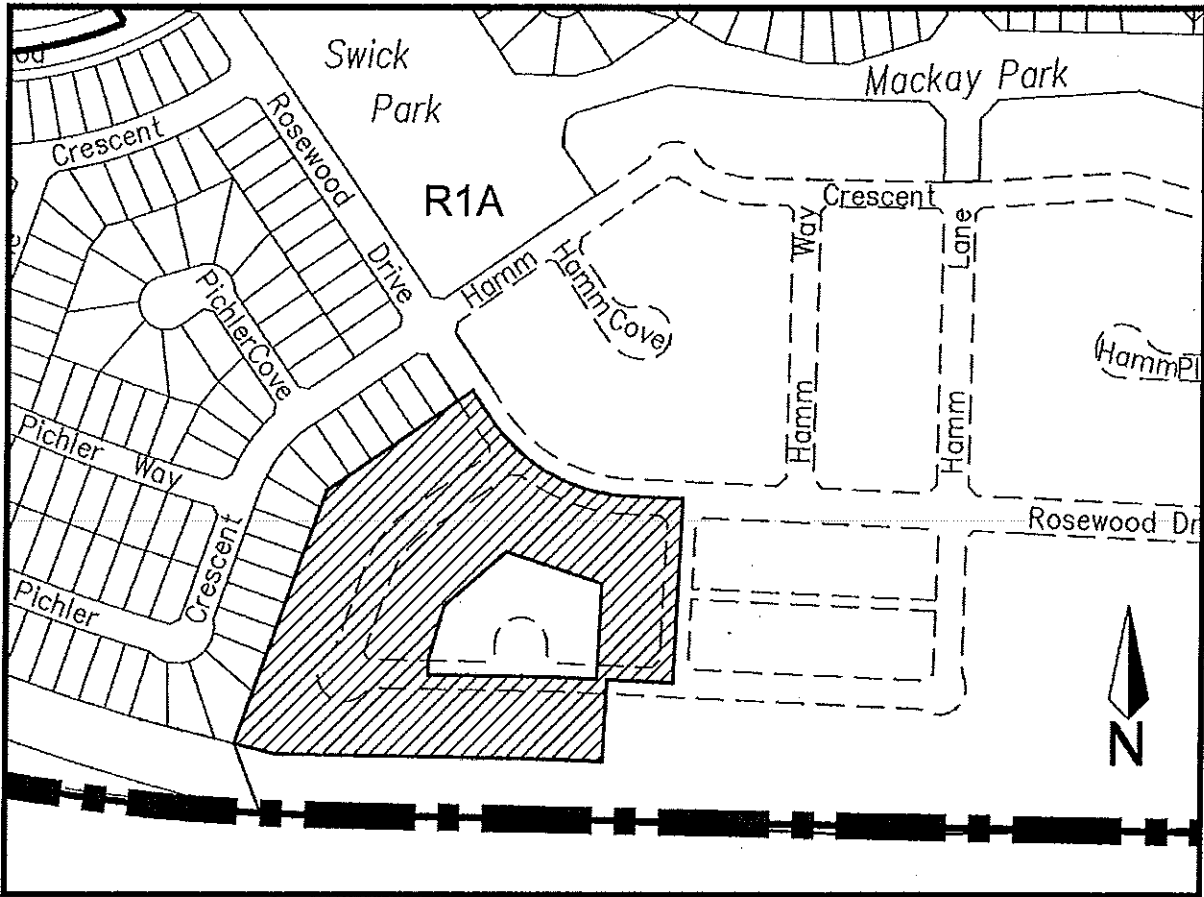


PROPOSED ZONING AMENDMENT

 From DAG1 to FUD

File No. RZ10-2014



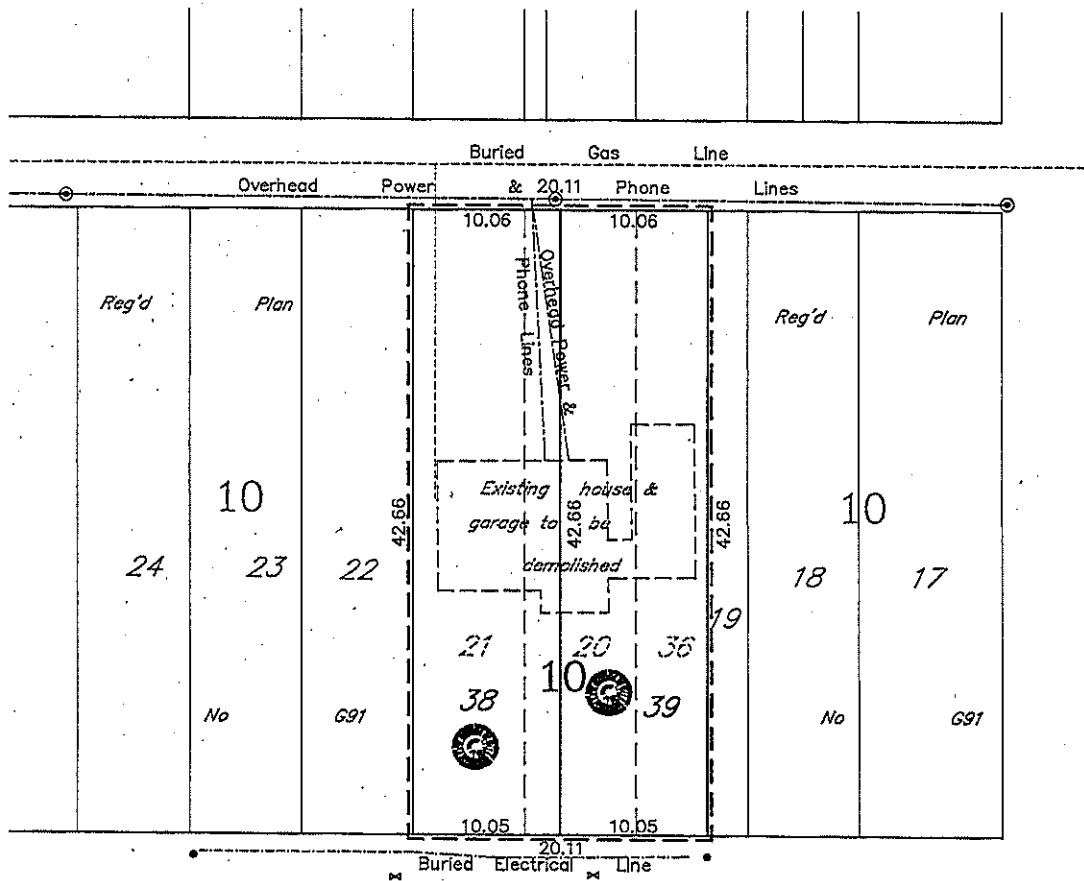


PROPOSED ZONING AMENDMENT

 From R1A to R1B

File No. RZ22-2014





1423 12th STREET EAST

CUMBERLAND AVENUE

PLAN OF PROPOSED  
 SUBDIVISION OF  
 LOTS 20 & 21, BLOCK 10  
 REG'D PLAN NO G91 &  
 LOT 36, BLOCK 10  
 PLAN NO 101410490  
 SW 1/4 SEC 27-36-5-3  
 1423 12th STREET EAST  
 SASKATOON, SASK.  
 SCALE 1:400

*J.R. Webb*  
 J.R. Webb March 27, 2014  
 Saskatchewan Land Surveyor

Seal

Dimensions shown are in metres and decimals thereof.  
 Portion of this plan to be approved is outlined in red with a bold, dashed line and contains 0.09± ha (0.21± ac.).  
 Dimensions shown are approximate and may differ from the final plan of survey by 0.5± metres

- ✕ Water valve
- Light pole
- ⊙ Power pole
- ⊙ Tree

Approved under the provisions of  
 Bylaw No. 6537 of the  
 City of Saskatoon

\_\_\_\_\_  
 Date  
 Community Services Department

Prepared by  
  
 Webb Surveys  
 13-2624sb CAS

Proposed Subdivision No. 36/14

**PLAN OF PROPOSED  
SUBDIVISION OF  
PARCEL A,  
REG'D PLAN NO. 77S26886 &  
LANE CLOSURE OF PART OF  
LANE 3,  
REG'D PLAN NO. 65S02405  
PACKHAM PLACE  
SASKATOON, SASKATCHEWAN  
BY T.R. WEBB, S.L.S.  
SCALE 1:1000**

Dimensions shown are in metres and decimals thereof.

Portion of this plan to be approved is outlined with a bold, dashed line and contains 0.47± ha (1.17± ac.) which includes 0.03± ha for lane turnaround

Distances shown are approximate and may vary from the final plan of survey by ± 0.5 m

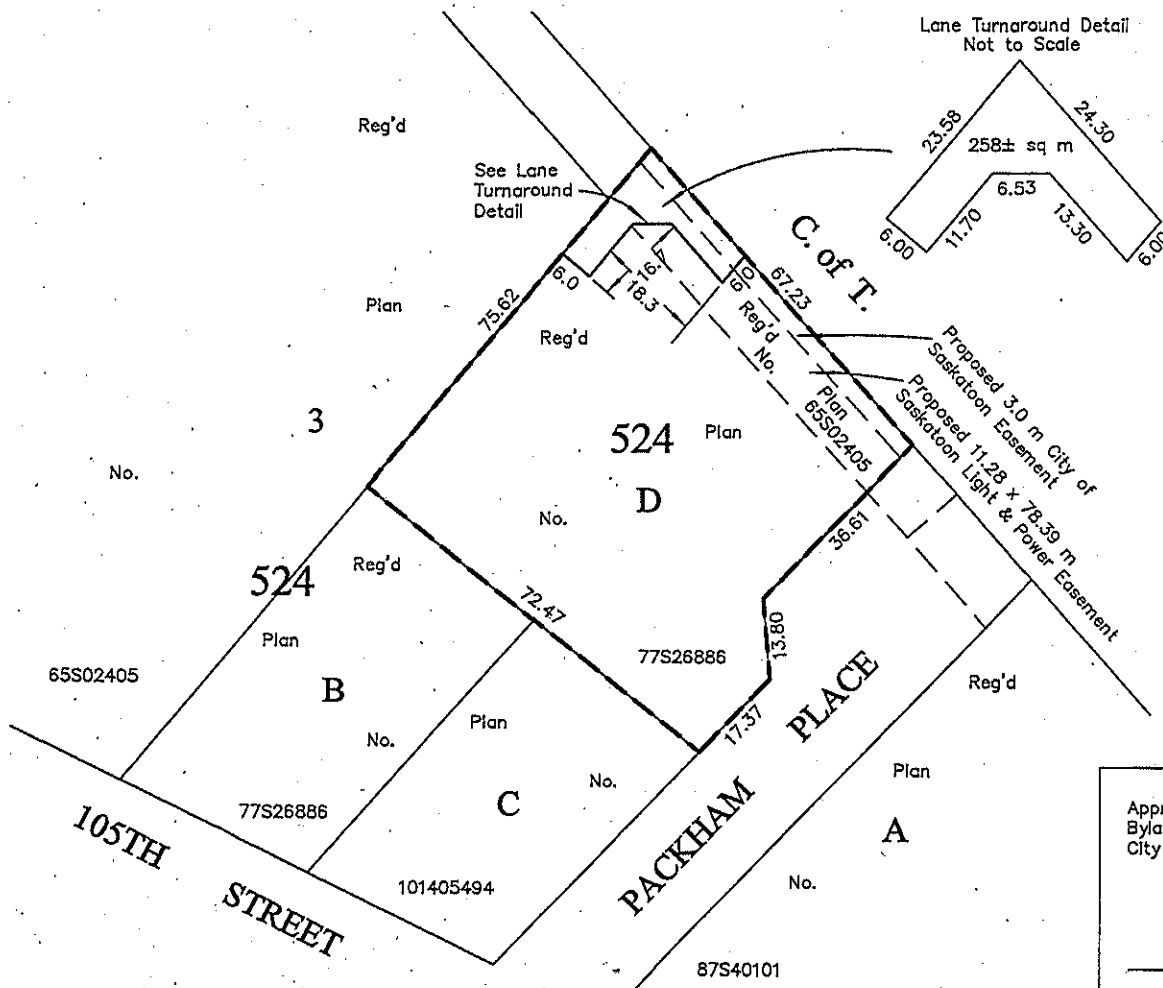
*T.R. Webb*  
T.R. Webb May 22, 2014  
Saskatchewan Land Surveyor

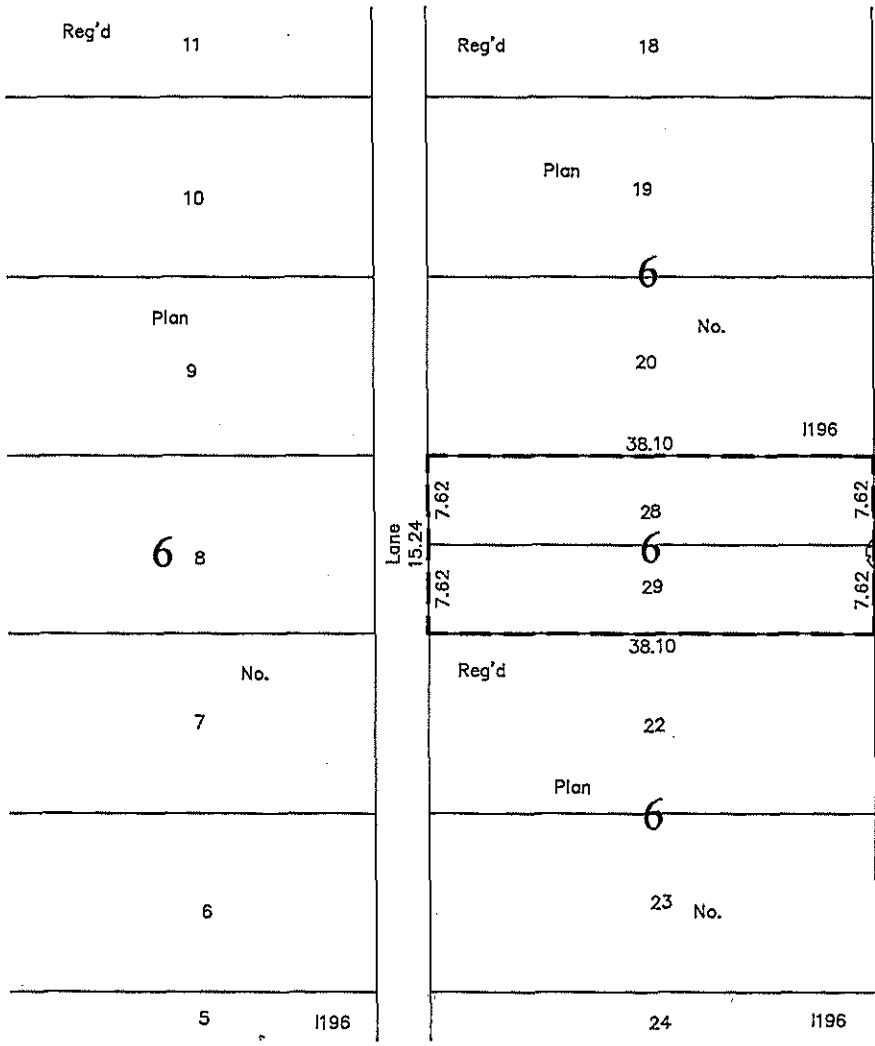
Approved under the provisions of  
Bylaw No. 6537 of the  
City of Saskatoon

Date \_\_\_\_\_  
Community Services Department

Prepared by  
*T.R. Webb*  
© 2014  
02-1060sc N

Proposed Subdivision No. 37/14

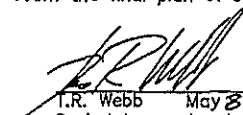





AVENUE  
 WALES  
 OF  
 PRINCE

**PLAN OF PROPOSED  
 SUBDIVISION OF  
 LOT 21, BLOCK 6  
 REG'D PLAN NO. I196  
 S.W. 1/4 SEC. 3  
 TWP. 37, RGE. 5, W. 3RD MER.  
 1519 PRINCE OF WALES AVENUE  
 SASKATOON, SASKATCHEWAN  
 BY T.R. WEBB, S.L.S.  
 SCALE 1:500**

Dimensions shown are in metres and decimals thereof.  
 Portion of this plan to be approved is outlined  
 with a bold, dashed line and contains 0.06± ha  
 (0.14± ac.).  
 Distances shown are approximate and may vary  
 From the final plan of survey by ± 0.1 m

  
 T.R. Webb May 8, 2014  
 Saskatchewan Land Surveyor

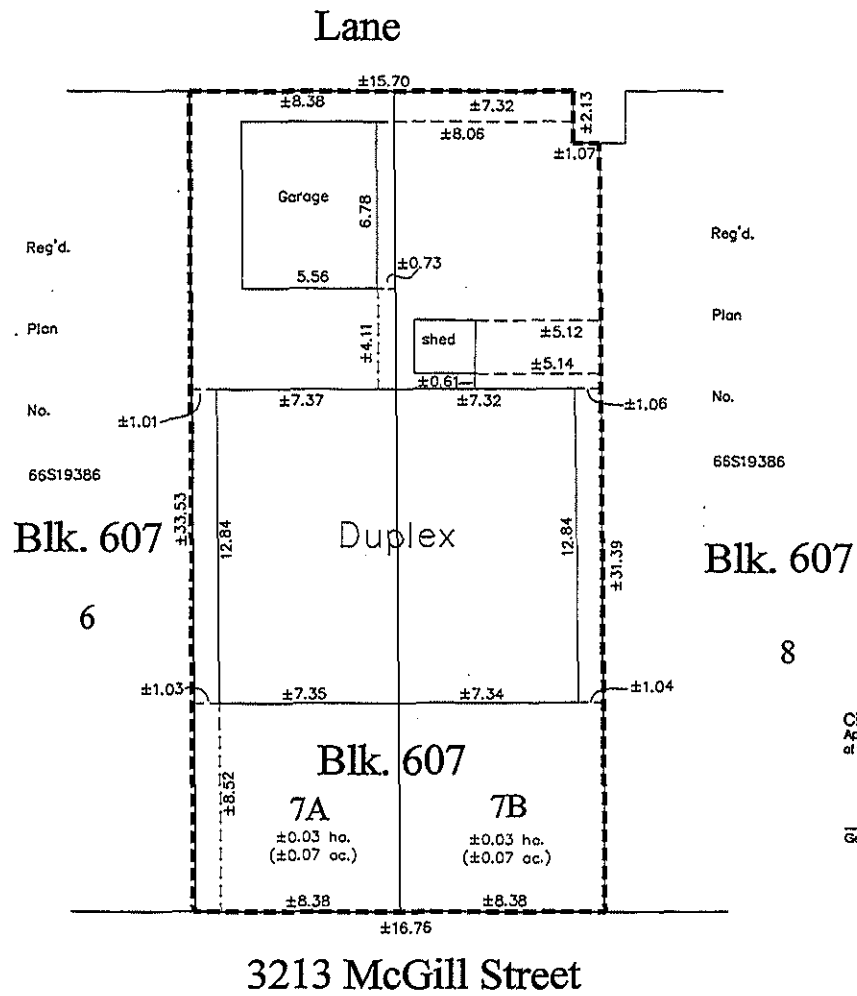
Approved under the provisions of  
 Bylaw No. 6537 of the  
 City of Saskatoon  
 \_\_\_\_\_  
 Date  
 Community Services Department

Prepared by  
  
 © 2014  
 14-2641sh NI

Proposed Subdivision No. 38/14

Plan Showing Proposed  
**Surface Subdivision**  
of all of  
**Lot 7, Block 607**  
**Reg'd. Plan No. 66S19386**  
in  
**N.E. 1/4 Sec. 26**  
**Twp. 36 Rge. 5 W3Mer.**  
**Saskatoon Saskatchewan**  
By: **B.W. Soroski S.L.S.**  
October 2013 Scale 1:200

Measurements are in metres and decimals thereof.  
Area to be subdivided is outlined in a bold dashed  
line and contains ±0.06 ha. (±0.14 acres)  
Date of preliminary survey October 8th, 2013.



Reg'd.  
Plan  
No.  
66S19386  
Blk. 607  
6

Reg'd.  
Plan  
No.  
66S19386  
Blk. 607  
8

City of Saskatoon  
Approved under the provisions of Bylaw No. 6537  
of the City of Saskatoon

General Manager of Community Services or Designate



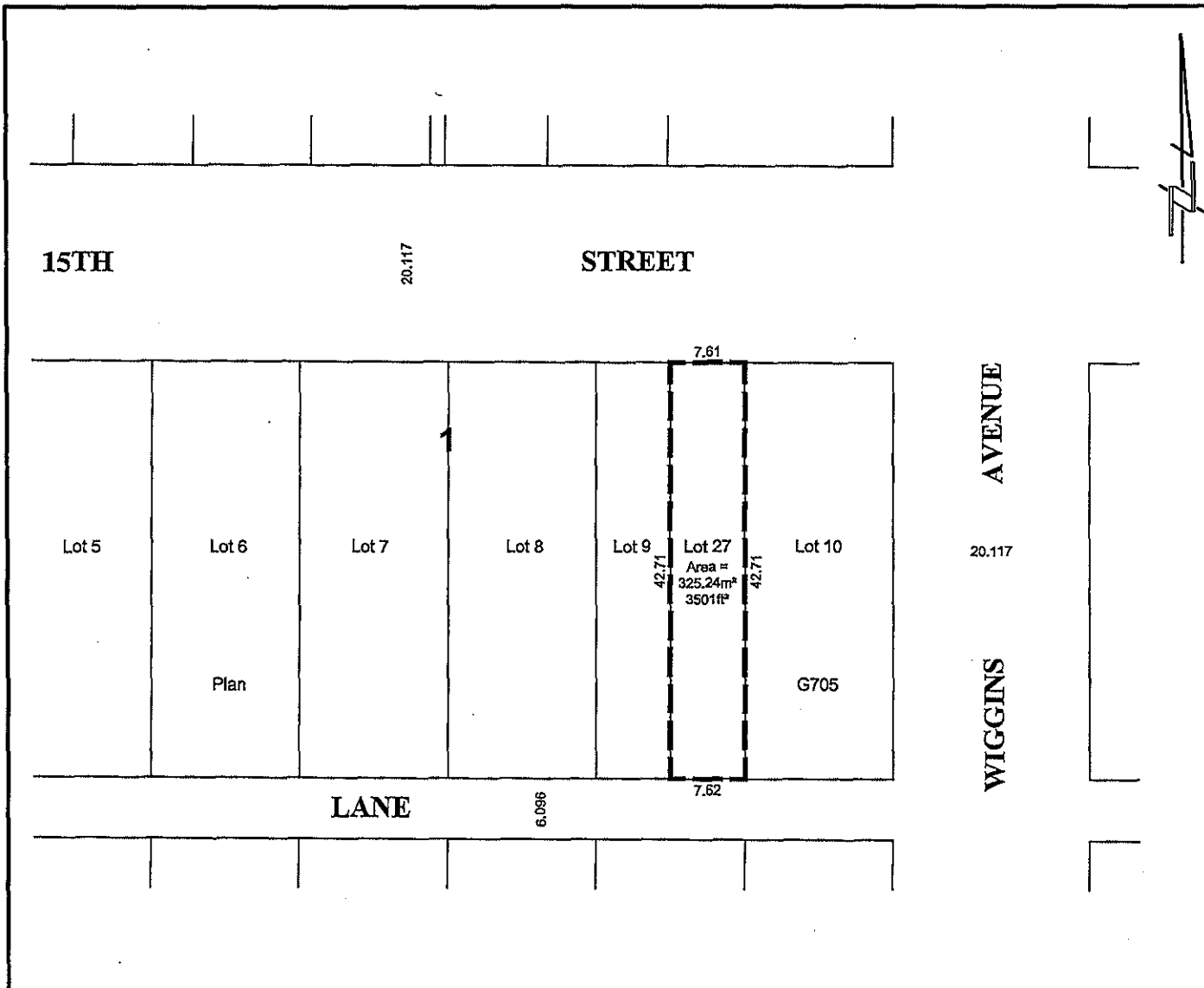
*W.C. Soroski*  
Saskatchewan Land Surveyor

*W.C. Soroski*  
for Owner / Agent

<b>George, Nicholson, Franko &amp; Associates Ltd.</b> Legal Land Surveyors, Global Positioning S			
drawing no. 1310-126-Greva-PP			
client	Greva		
date	OCTOBER 24, 2013	no.	revision date
drawn by	VMM	1	January 27, 201
checked by		2	May 15, 201
file no.	1310-126		
sheet	1 of 1		
scale	1:200		

Proposed Subdivision No. 39/14





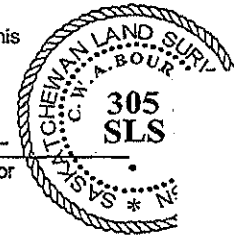
**PLAN OF PROPOSED SUBDIVISION**  
of Part of  
Surface Parcel # 120155194  
Lot 9, Block 1, Plan G705  
N.W. 1/4 Sec. 27 - Twp. 36 - Rge. 5 - W3Mer.  
Saskatoon, Saskatchewan  
Calvin W.A. Bourassa, S.L.S.  
2014  
Scale 1:500

**OWNER(S):**  
Darlene Lynn Blanch

Custer Construction (1983) Ltd.  
Job No.: 174236-S Initials: CB - CC - CB  
Preliminary Survey: March 6, 2014

Measurements are in metres and decimals thereof.  
Measurements are approximate and may vary by ±1m.  
Area to be approved is outlined in bold dashed line  
and contains 325.24m<sup>2</sup> (3501ft<sup>2</sup>).

Dated at Saskatoon in the  
Province of Saskatchewan this  
16th day of May, 2014.



*Calvin W.A. Bourassa*  
Saskatchewan Land Surveyor

**Altus Geomatics**  
Limited Partnership  
Toll Free: 1-80  
www.altusgeon

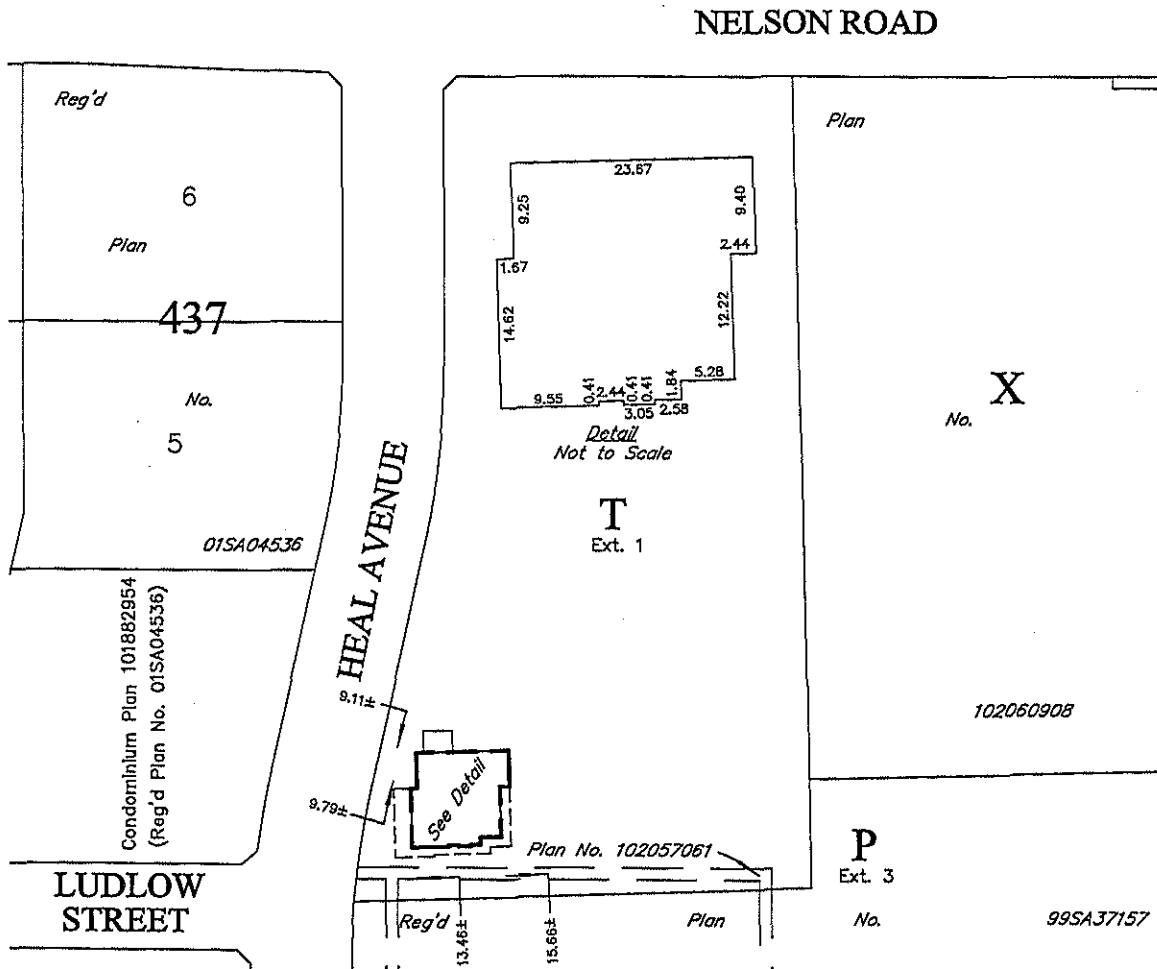
**CITY OF SASKATOON APPROVAL**

Mayor

City Clerk

File: 174236PR

Proposed Subdivision No. 40/14



PLAN OF PROPOSED  
 SURFACE LEASE  
 OF PART OF PARCEL T,  
 PLAN NO. 102058512  
 S.W. 1/4 SEC. 6  
 TWP. 37, RGE. 4, W. 3RD MER.  
 1840 MCORMOND DRIVE  
 SASKATOON, SASKATCHEWAN  
 BY T.R. WEBB, S.L.S.  
 SCALE 1:1500

Dimensions shown are in metres and decimals thereof.

Portion of this plan to be approved is outlined with a bold, dashed line and contains 540± sq m (5814± sq ft.).

Distances shown are approximate and may vary from the final plan of survey by ± 0.1 m

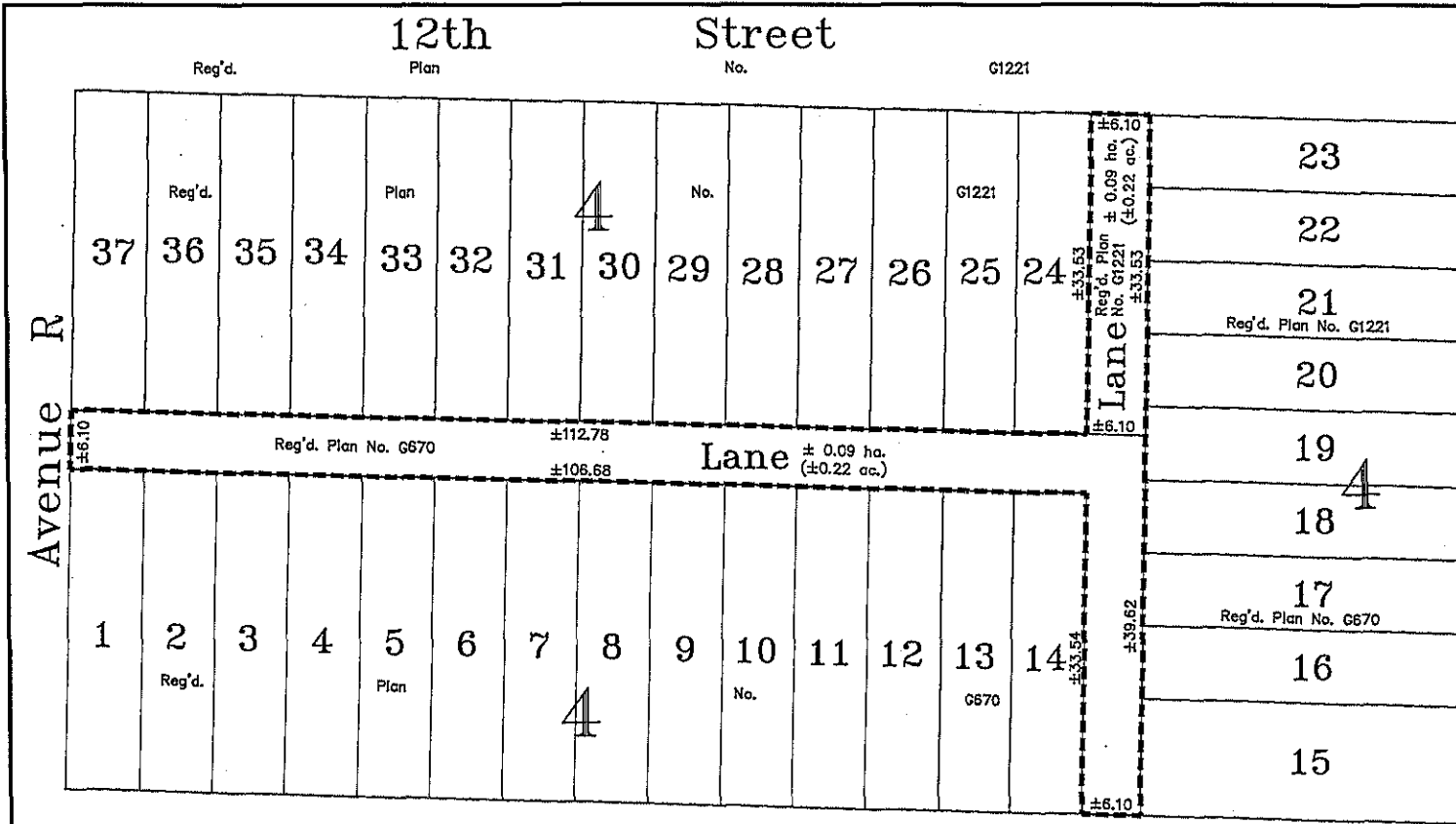
*T.R. Webb*  
 T.R. Webb March 19, 2014  
 Saskatchewan Land Surveyor

Approved under the provisions of  
 Bylaw No. 6537 of the  
 City of Saskatoon

\_\_\_\_\_  
 Date  
 Community Services Department


Prepared by  
*Webb*  
 © 2014  
 14-2635sf

Proposed Subdivision No. 41/14



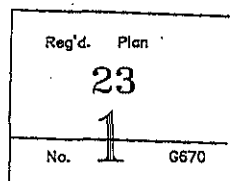
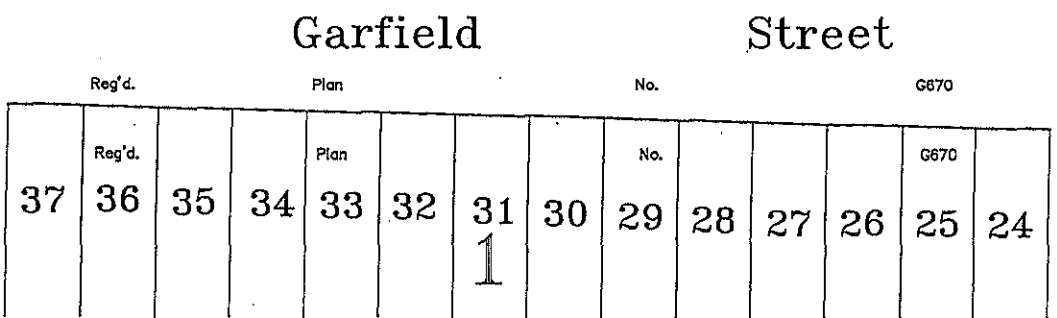
**Plan Showing Proposed Lane Closure**  
of All of  
Lane in Block 4 Reg'd. Plan No. G670  
and  
Lane in Block 4 Reg'd. Plan No. G1221  
**Saskatoon, Saskatchewan.**  
By: D.V. Franko S.L.S.  
March 7th, 2013 Scale 1:500

Measurements are in metres and decimals thereof.  
Date of preliminary survey January 2nd, 2013.

*D. Franko*  
Saskatchewan Land Surveyor  


City of Saskatoon  
Approved under the provisions of Bylaw No. 6537 of the City of Saskatoon.

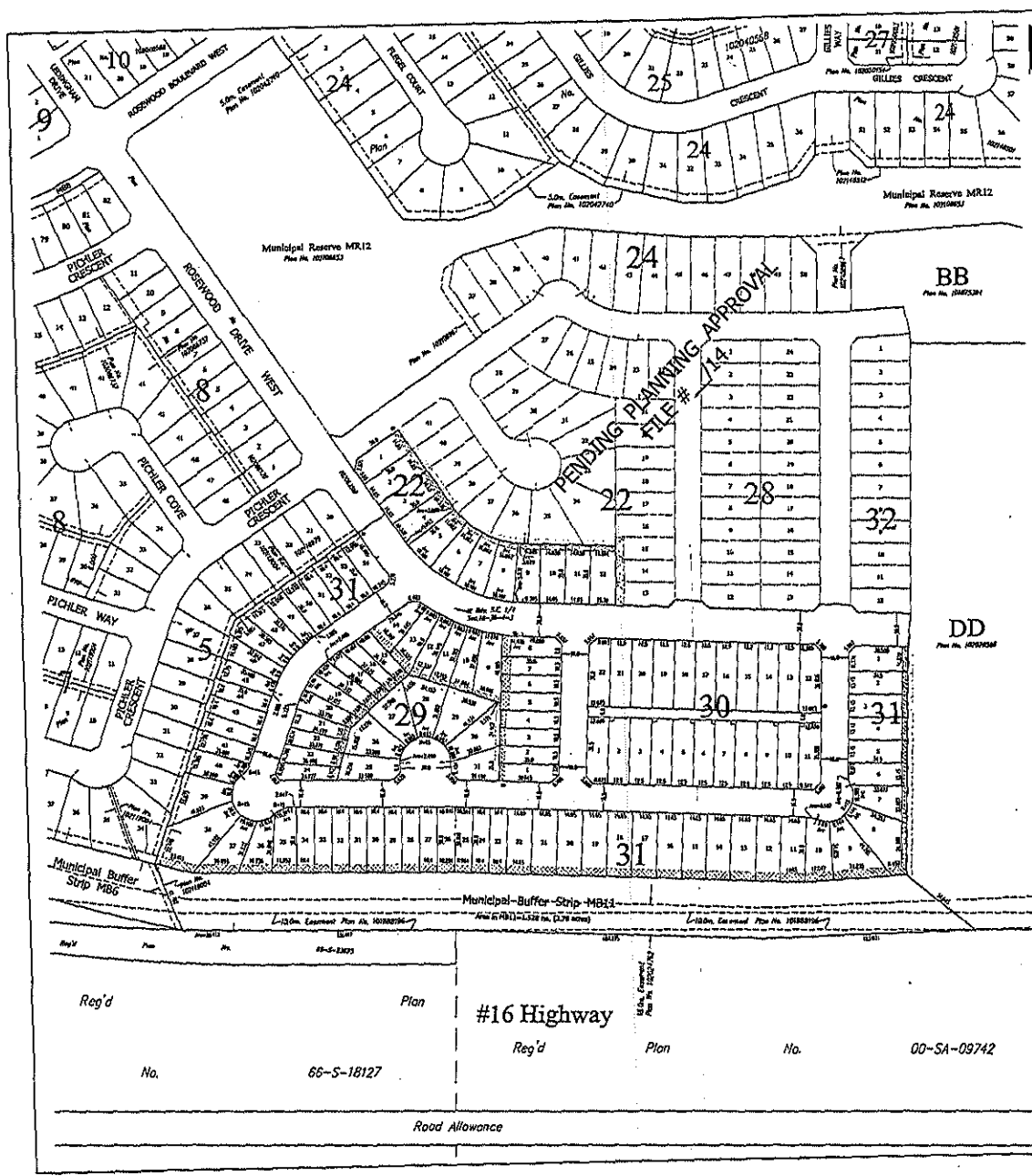
General Manager of Community Services or Designate.



REVISION	DATE	BY

DRAWN BY:	V.Matt	DATE:	Jan-16th
CHECKED BY:	D.V.F		1301-08 SLP LANE CLOS
JOB NO.:	1301-08	DRAWING NO.:	
		SHEET	1 OF

Proposed Subdivision No. 42/14



**ROSEWOOD**  
 PLAN SHOWING PROPOSED SUBDIVISION  
 OF PART OF  
**PARCEL F, REG'D PLAN NO. 94-S-17318**  
 IN  
**S.W. 1/4 SEC. 18**  
 AND PART OF  
**PARCEL DD, PLAN NO. 102028586**  
 IN  
**S.E. 1/4 SEC. 18**  
 ALL IN  
**TWP. 36 - RGE. 4 - W.3rd MER.**  
**SASKATOON, SASKATCHEWAN.**  
 BY : M.G. RADLOX, S.L.S.  
 2014



*Shall*  
 Surveyor General of Saskatchewan  
 No. 10, 2014  
 Issued 2014, 05, 01

**NOTES**  
 1. Section boundaries shown are to include and exclude interest.  
 2. Boundaries are represented and may vary by 1/32 inches.  
 3. Areas shown are approximate and may change upon completion of survey.  
 4. Portions of this plan prepared for another plan & method are shown within this plan and marked with  
 a dashed (2-dot) line.  
 5. Reference is made to the original plan.  
 6. \* Indicates shall line location.

- 1. 3m Buffer/Zone
- 2. 5m Buffer/Zone, Sankid, and Show Call/Systems
- 3. 1.5m Buffer/Zone, Sankid, and Show Call/Systems
- 4. 1.5m Buffer/Zone
- 5. City of Saskatoon - for water & sewer
- 6. 2.0m + 2.0m Buffer/Zone, Sankid & Show Call/Systems
- 7. 1.5 + 2.0m + 2.0m Buffer/Zone, Sankid & Show Call/Systems outlined for potential

Signs & Stakes by the City of Saskatoon, 2014  
 APPROVED (LMB 31) (2014-05-01 to 2014-05-01)



DRAWN BY: CITY OF SASKATOON  
 Approved under the provisions of Bylaw No. 6337 of the City of Saskatoon.

1. Consent Manager of the Community Services Department  
 \_\_\_\_\_, A.S. 2014.

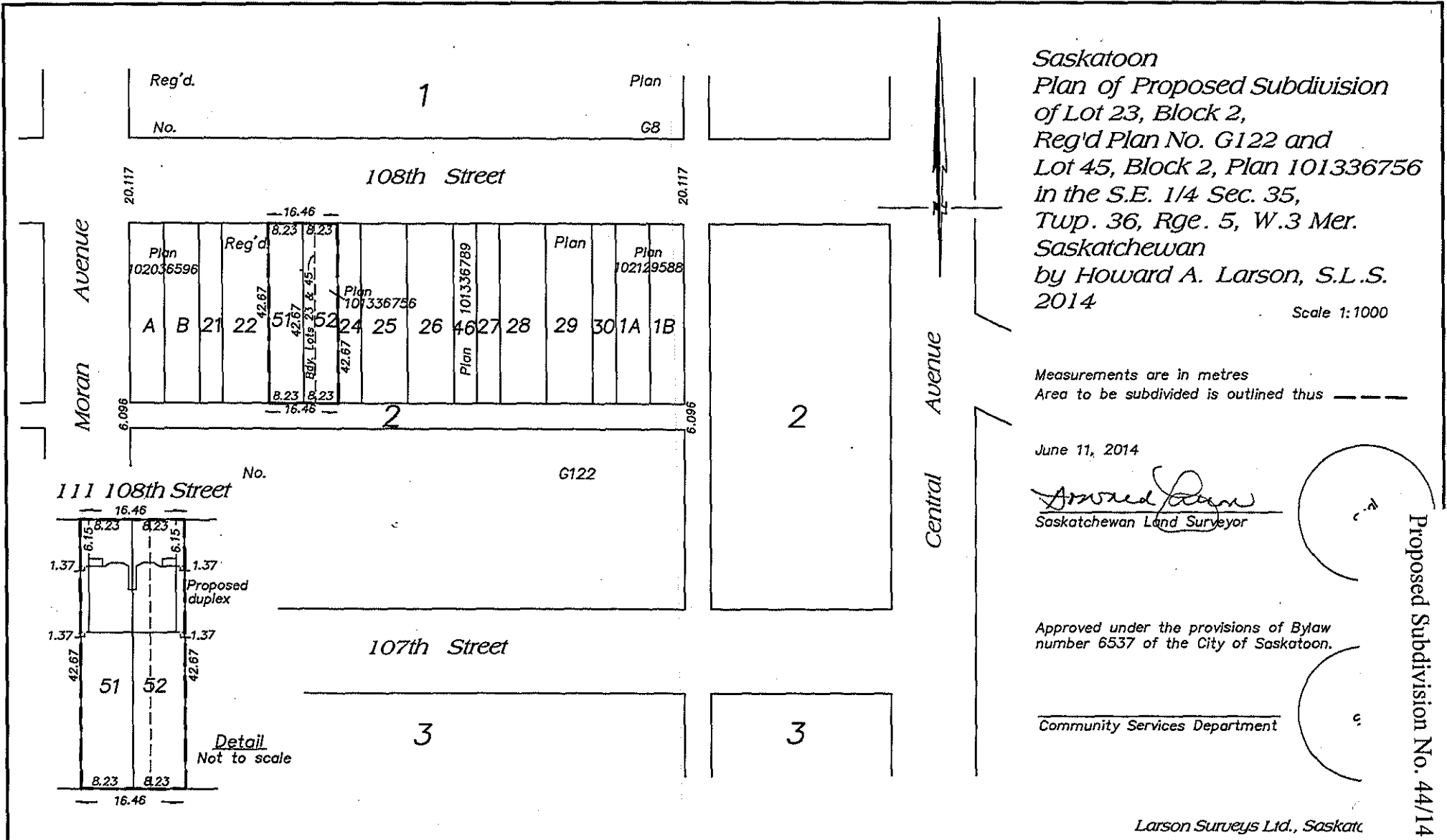
Reg'd Plan No. 66-S-18127  
 #16 Highway  
 Reg'd Plan No. 00-SA-09742

Road Allowance

**WESTER SURVEYS LTD.**  
 120 - 310 Industrial Lane  
 Saskatoon, Saskatchewan, S7N 0J2  
 Phone: (306) 453-1133  
 Fax: (306) 953-1224  
 phaseSR\_e-REV-ND014.dwg  
 gmm/hew

**Meridian**  
 Surveys Ltd.

Proposed Subdivision No. 43/14



Saskatoon  
 Plan of Proposed Subdivision  
 of Lot 23, Block 2,  
 Reg'd Plan No. G122 and  
 Lot 45, Block 2, Plan 101336756  
 in the S.E. 1/4 Sec. 35,  
 Twp. 36, Rge. 5, W.3 Mer.  
 Saskatchewan  
 by Howard A. Larson, S.L.S.  
 2014

Scale 1:1000

Measurements are in metres  
 Area to be subdivided is outlined thus - - - -

June 11, 2014

*Howard A. Larson*  
 Saskatchewan Land Surveyor

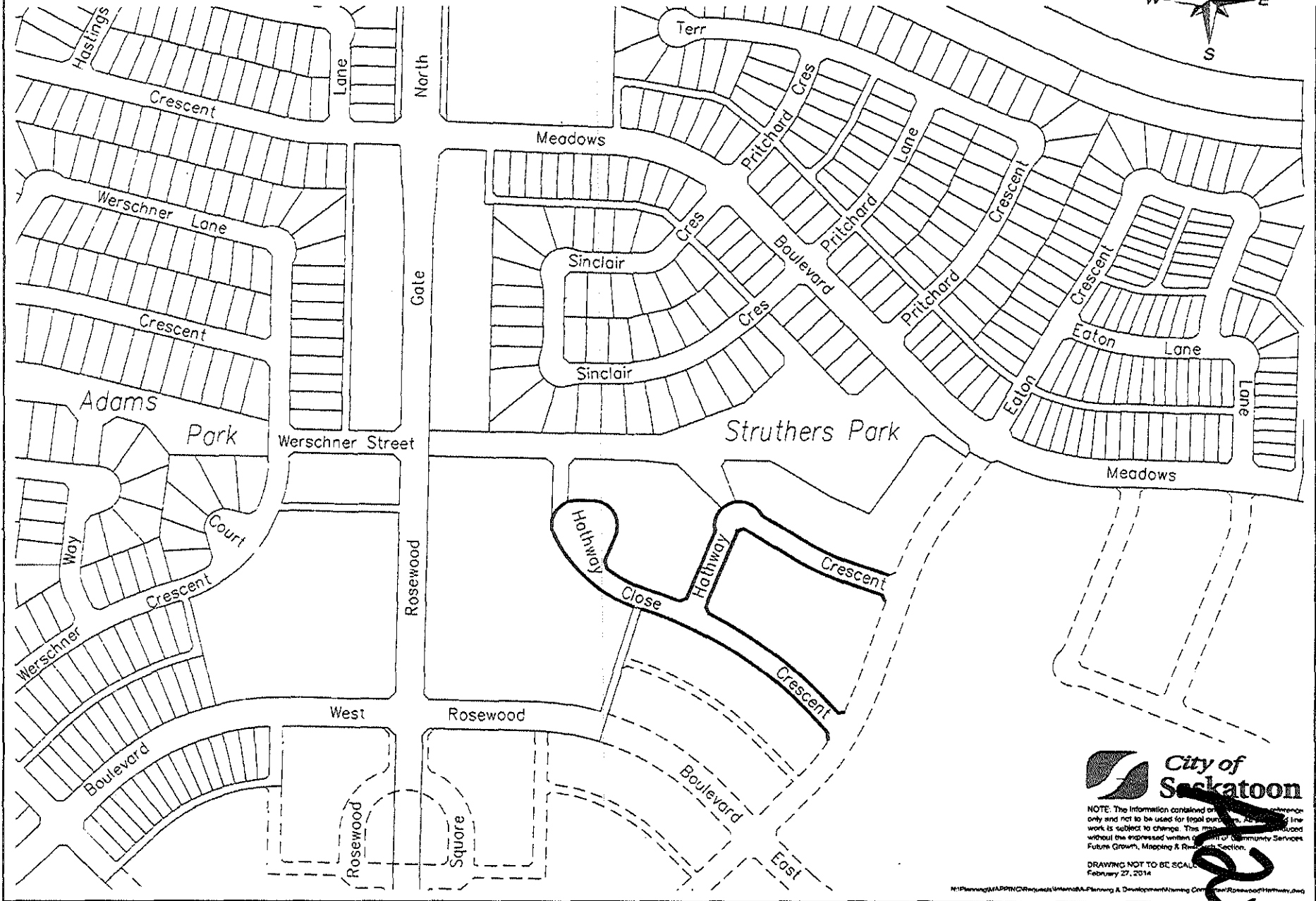
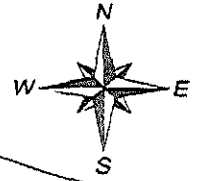
Approved under the provisions of Bylaw  
 number 6537 of the City of Saskatoon.

Community Services Department

Larson Surveys Ltd., Saskatoon

Proposed Subdivision No. 44/14

# Rosewood: Hathway Close and Crescent



Rosewood: Hathway Close and Crescent

ATTACHMENT 1

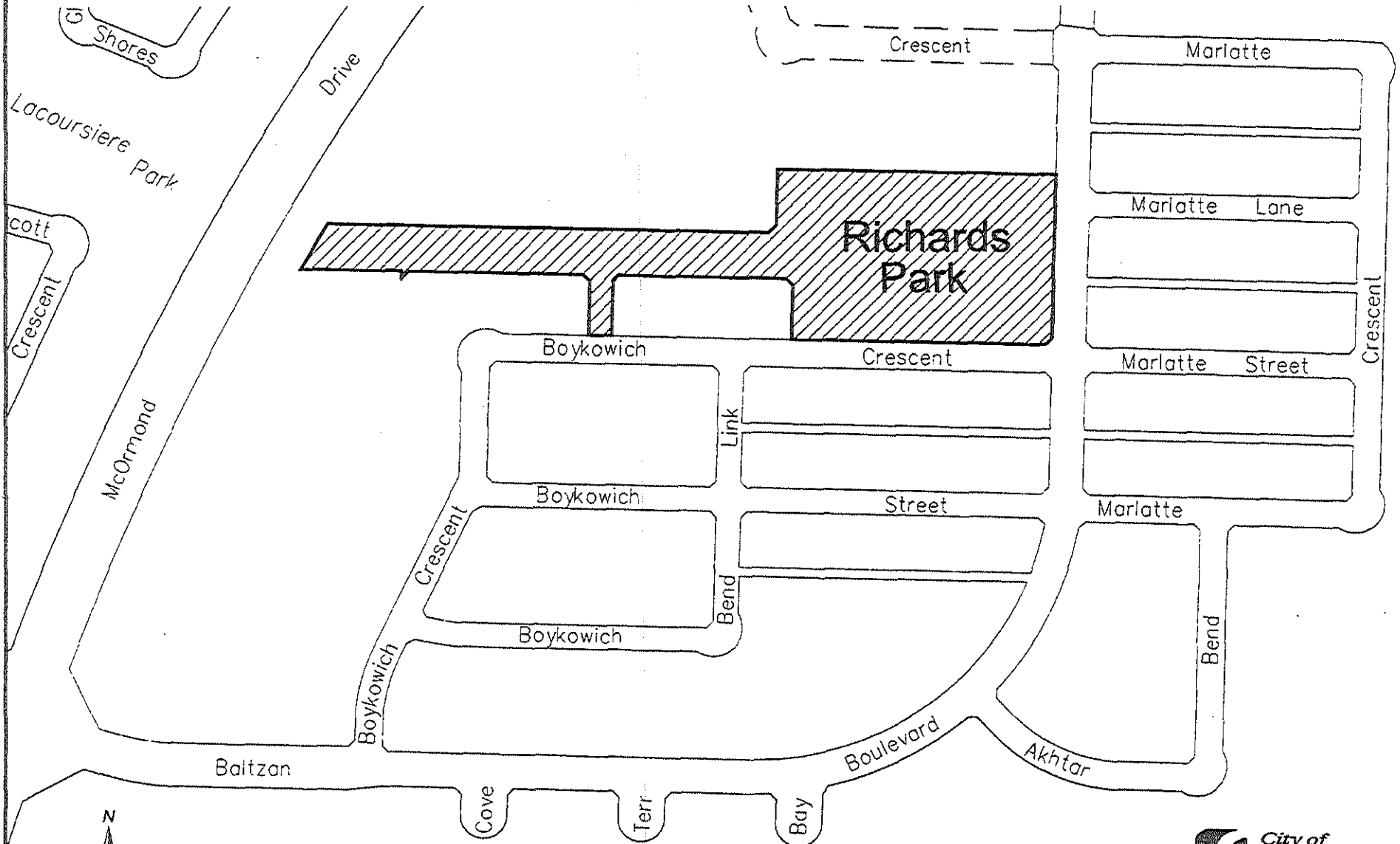


NOTE: The information contained on this drawing is for reference only and not to be used for legal purposes. All drawings and work is subject to change. This material is prepared without the expressed written consent of Community Services Future Growth, Mapping & Research Section.

DRAWING NOT TO BE SCALE  
February 27, 2014

H:\Planning\MAPPING\Requests\Internal\Planning & Development\Planning Comm\Rosewood\Hathway.dwg

# Evergreen: Richards Park



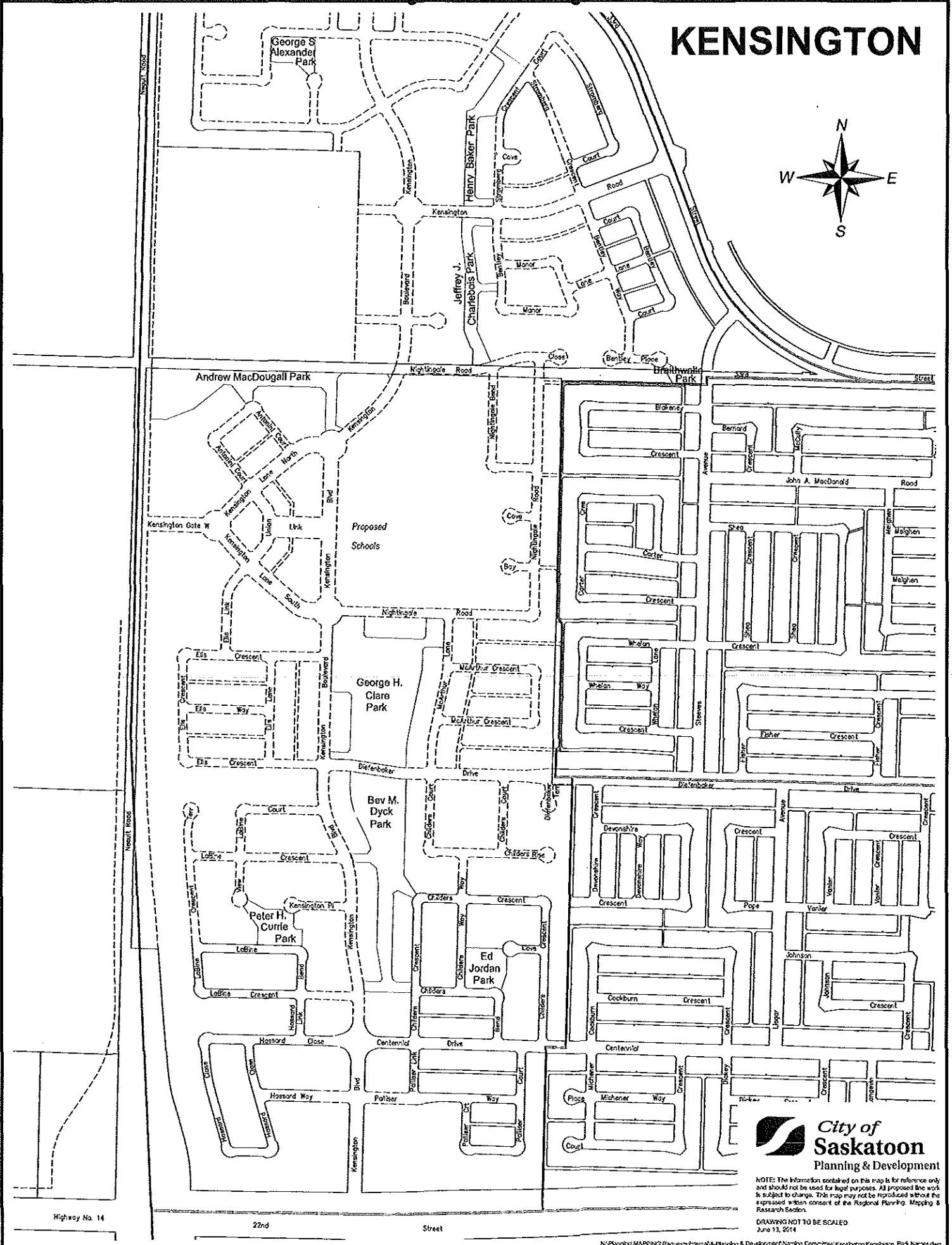
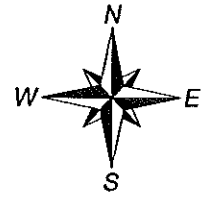
Evergreen Park Name: Richards Park

ATTACHMENT 2



NOTE: The information contained on this map is for reference only and should not be used for legal purposes. All proposed site work is subject to change. This map may not be reproduced without the expressed written consent of the Regional Planning, Mapping & Research Section.  
DRAWING NO: RP-15-001  
May 3, 2014

# KENSINGTON



NOTE: The information contained on this map is for reference only and should not be used for legal purposes. All proposed line work is subject to change. This map may not be reproduced without the expressed written consent of the Regional Planning, Mapping & Research Section.

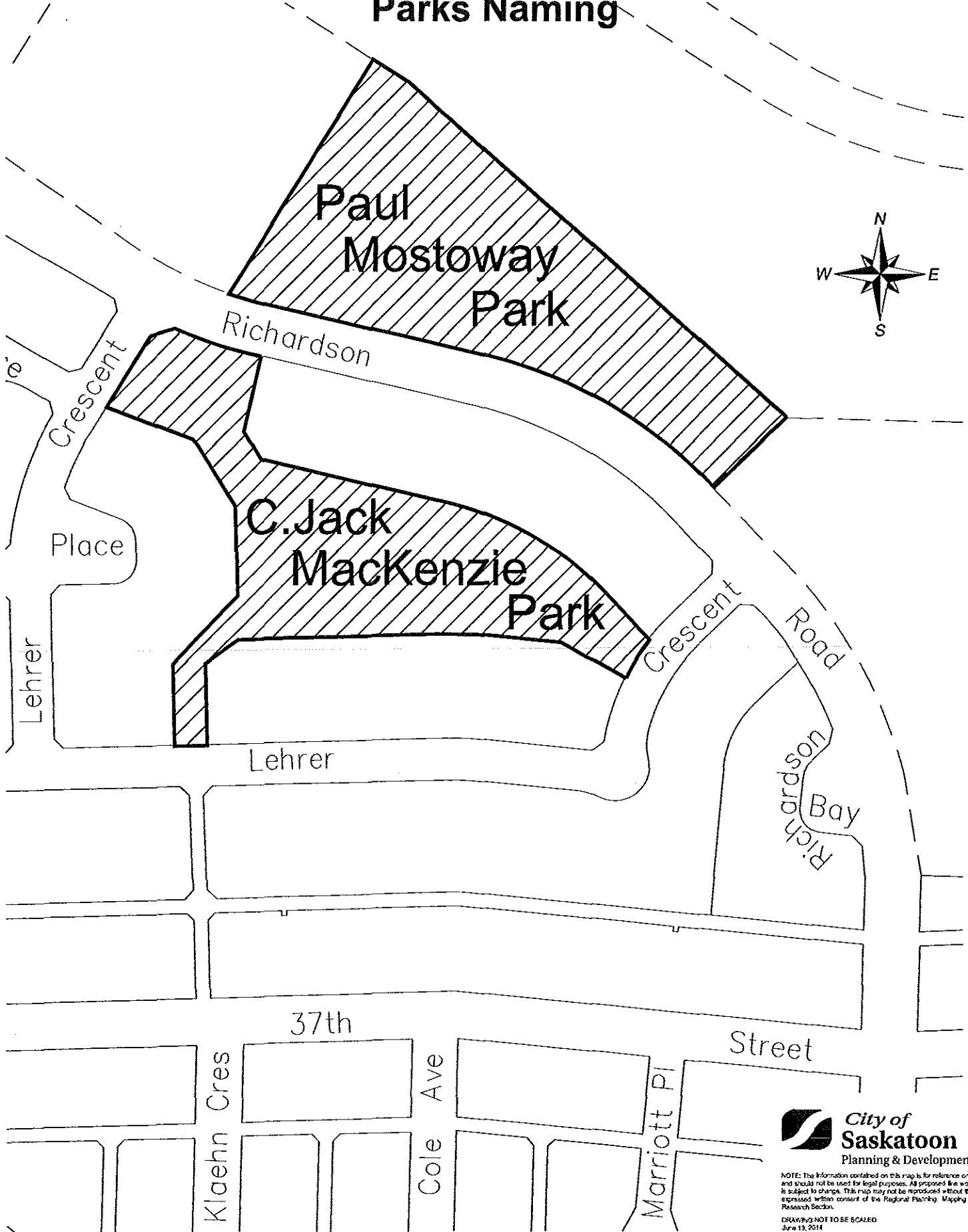
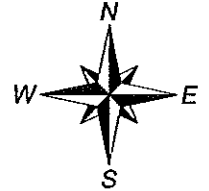
DRAWING NOT TO BE SCALED  
June 13, 2014



# Hampton Village Parks Naming

Paul  
Mostoway  
Park

C. Jack  
Mackenzie  
Park



NOTE: The information contained on this map is for reference only and should not be used for legal purposes. All proposed line work is subject to change. This map may not be reproduced without the expressed written consent of the Regional Planning, Mapping & Research Section.

DRAWING NOT TO BE SCALED  
June 13, 2014












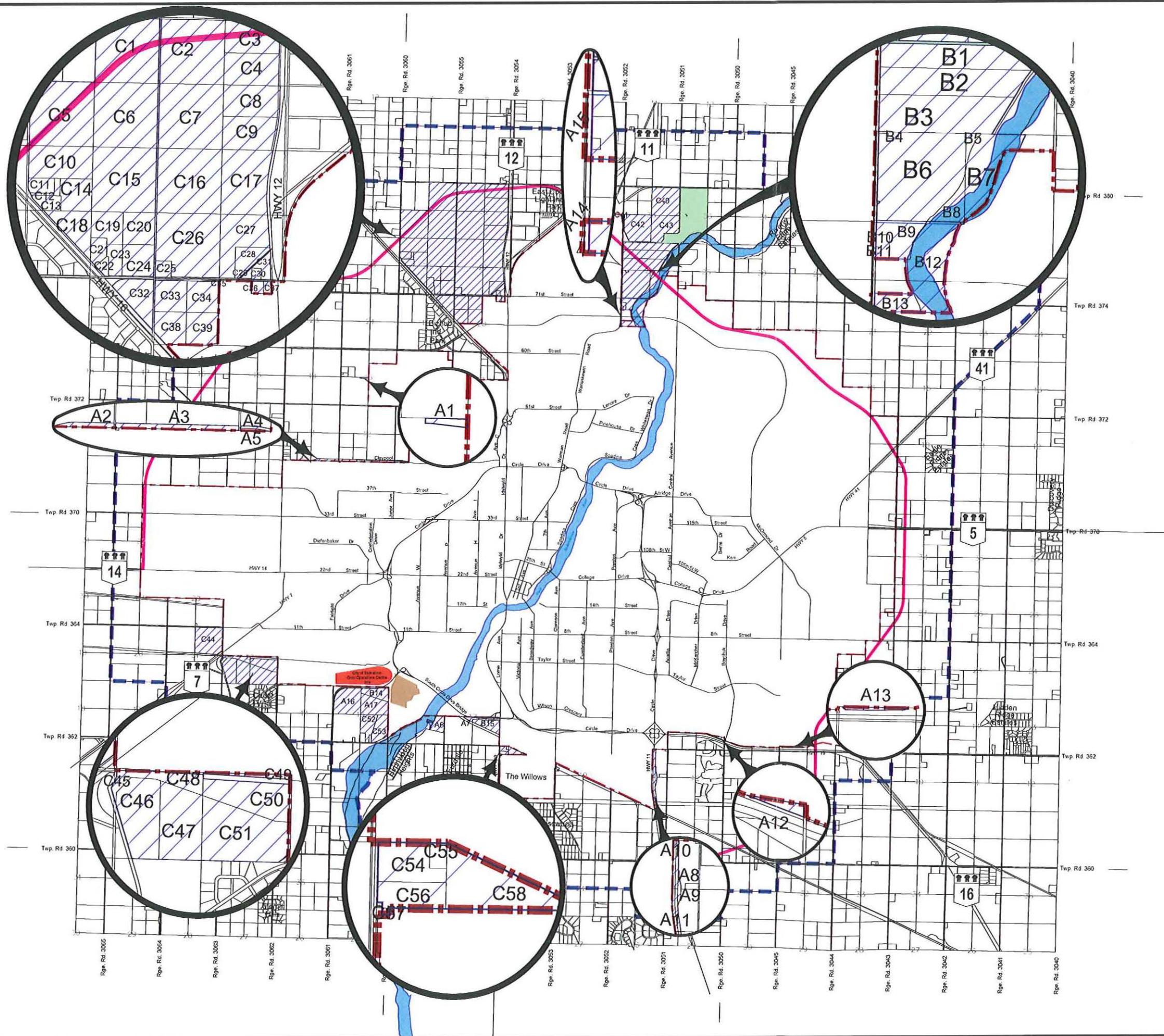
# ATTACHMENT 1

## Proposed Boundary Alterations

# A3

### LEGEND

-  CITY BOUNDARY
-  PLANNING DISTRICT
-  PERIMETER HIGHWAY
-  PROPOSED BOUNDARY ALTERATION
-  LANDFILL
-  COS CIVIC OPERATIONS CENTRE SITE
-  WANUSKEWIN HERITAGE PARK





**BOUNDARY ALTERATION PROPOSAL DETAILS**

A30

Attachment 2

Site No.	Location	Use	Comments	Proposed Compensation
A1	Airport land	airport-related	Requested by Saskatoon Airport Authority. Consolidates airport lands in one municipality.	15 times the municipal portion of the 2013 taxes (15x)
A2-A5	Claypool Drive extension right-of-way (ROW)	future roadway	Brings future City infrastructure inside City limits.	n/a – road ROW
A6	Raw water intake site	raw water intake	Brings City-operated infrastructure inside City limits. Provides water supply to the region.	n/a – civic infrastructure
A7	Circle Drive South ROW	roadway	Brings City infrastructure inside City limits.	n/a – road ROW
A8-A11	Stonebridge flyover ROW	future flyover	Brings future City infrastructure inside City limits.	n/a – road ROW
A12	Boychuk Drive/Highway 16 interchange ROW	future interchange	Brings future City infrastructure inside City limits.	n/a – road ROW
A13	South edge of Rosewood	urban development	Consolidates urban lands in one municipality (City).	n/a – parcel fragment
A14-A15	Wanuskewin Road	roadway	Consolidates roadway south of the rail line in one municipality (City).	n/a – road ROW

## BOUNDARY ALTERATION PROPOSAL DETAILS

Site No.	Location	Use	Comments	Proposed Compensation
A16-A17	South of Regional Reuse and Recycle Facility and Civic Operations Centre	Waste diversion programs (potential permanent enclosed organics processing facility, soils handling, and construction and demolition waste storage and processing)	<p>Allows comprehensive planning of all waste management activities with the adjacent Regional Reuse and Recycle Facility, Civic Operations Centre, and Saskatoon Regional Waste Management Centre (Landfill).</p> <p>The footprint of the adjacent Landfill (that is, where non-recyclable waste is buried) will not change. Waste diversion programs will expand, to divert material from the Landfill and extend its life. These programs include a potential permanent enclosed organics processing facility, soils handling, and construction and demolition waste storage and processing.</p> <p>People and equipment resources between the various operations would be aligned, as would the hours of operation. The provincial Permit to Operate would encompass all waste management activities.</p> <p>Development and initial servicing (electrical, phone and internet) are proposed to begin in 2015-2016, with remaining servicing (natural gas, water, sewer) in 2017 and beyond.</p> <p>An enhanced landscape plan for all aspects of the waste management</p>	15x

### BOUNDARY ALTERATION PROPOSAL DETAILS

Site No.	Location	Use	Comments	Proposed Compensation
			<p>program is being developed, to prevent litter from migrating off-site and improve aesthetics. Dust and odour control measures are being enhanced.</p> <p>Noise is limited to the operating hours of the facility.</p> <p>Annual public information open houses will be held to provide updates on the current operations and future plans for the Landfill and related waste management facilities.</p>	
B1-B13	East of Wanuskewin Road and south of Perimeter Highway	Extension of North Sector; majority of lands occupied by industrial uses.	<p>City growth has extended past this area, and North Commuter Parkway will enhance access to the area.</p> <p>Existing industries have expressed interest in water and sanitary sewer connections.</p>	15x
B14	Proposed Recovery Park	New entrance to Saskatoon Regional Waste Management Centre, Regional Reuse and Recycle Facility to divert reusable material from the Landfill, construction and demolition waste recycling stockpiling and processing, soils handling, and future	<p>Phase 1: Development of the construction and demolition waste recycling (stockpiling and processing) facility for source separated materials as well as a soils handling facility, in compliance with the discretionary use approval issued by the RM, would begin in summer 2014.</p> <p>Phase 2: Expansion of the new Landfill</p>	15x

### BOUNDARY ALTERATION PROPOSAL DETAILS

Site No.	Location	Use	Comments	Proposed Compensation
		Landfill front entrance with offices, scales, and waste sorting receptacles (roll off bins).	<p>entrance and acceptance of mixed construction and demolition materials (that is, loads that are mixed and not source separated) would occur in 2015-2016.</p> <p>Electrical servicing would begin in summer 2014. Natural gas, water and sewer are proposed in 2015-2016.</p> <p>Please refer to Site No. A16- A17 for further details.</p>	
B15	West of Lorne Avenue, north of Canadian National Railway (CNR) line	Extension of CN Industrial area. Owner has expressed interest in urban uses, including commercial development.	<p>This land is physically severed from rural lands by the CNR line.</p> <p>Requires a minor Concept Plan to develop land use plan, transportation and servicing system.</p>	15x
C1-C39	Remainder of North Sector, between Highways 12 & 16	Urban industrial and commercial.	Responds to continued demand for urban industrial and commercial growth. Supported in principle by the RM when 2010 boundary alteration negotiated.	15x
C40, C42-C43	West of Wanuskewin Heritage Park	Urban use; to be determined.	Urban services available as an extension of the North Sector. Enables the North Sector to be serviced more economically.	15x

### BOUNDARY ALTERATION PROPOSAL DETAILS

Site No.	Location	Use	Comments	Proposed Compensation
C41	Portion Wanuskewin Road ROW	Roadway	Brings future City infrastructure inside City limits.	n/a – road ROW
C44- C51	Next to the southwest corner of Blairmore Sector	Specific urban land uses to be determined. Rural land uses and development densities are not planned.	<p>Enables comprehensive planning of the south-west quadrant of the city. A Concept Plan, including a servicing strategy, is underway. Development and servicing would align with the adjacent Blairmore Sector, and may be influenced by mining operations.</p> <p>Development and servicing timeframes would be determined as part of the Concept Plan.</p> <p>Ensures that City-owned land is inside City limits, and that vacant land can be managed in a comprehensive way until it is developed.</p>	
C52- C53	West of Regional Waste Management Facility	Considering large scale solar power generation and recycled material stockpiles, and temporary storage facilities for empty waste carts.	<p>Allows comprehensive planning with the adjacent Saskatoon Regional Waste Management Centre and the Regional Reuse and Recycle Facility, and with the Civic Operations Centre.</p> <p>The City is receiving economically attractive solar farm proposals from energy developers.</p> <p>Servicing would consist of electrical,</p>	



### BOUNDARY ALTERATION PROPOSAL DETAILS

Site No.	Location	Use	Comments	Proposed Compensation
			<p>phone and internet only.</p> <p>Please refer to Site No. A16-A17 for further details.</p>	
C54-C58	West of The Willows	Urban residential and institutional development, at urban development densities.	<p>Surrounded by urban development. Supports contiguous urban growth, and enables the area to be planned and serviced in a comprehensive way.</p> <p>One owner has expressed interest in urban multi-unit residential development and urban institutional development (for example, residential care facility), at urban development densities. The majority have expressed interest in urban services.</p> <p>Requires a minor Concept Plan to address land use, transportation and servicing. The details of this, and the timing of development and servicing, would be determined during the Concept Plan process.</p>	

**City Administration's Review of the Saskatoon Football Inc. Business Plan**

A6

**Management Structure**

- A full description of the roles and responsibilities of the Board of Directors and the Operations Committee.
- A conflict of interest policy.

**Program Schedule**

- A facility rental and community access policy for the SMF Field.
- Procedures on dispute resolution. Addressing conflict between users and potential new users, as well as concerns between users and SFI. How will allocation of the SMF Field occur when new users want access during prime-time hours?
- How are hourly rates applied to users? Determining hours of usage based on game time and/or time needed on the field or in the auxiliary building (warm-up time, game time and field time following the game).

**Financial**

- The SFI shall submit financial statement upon request of Community Services Department

**General Observations**

- During this entire project, the Administration has observed the interaction between the SFI and the other football agencies, as well as the relationships they have developed with the other sport organizations. The SFI is well liked and respected within the football community. They seem to be involved from the grass-root programs to the elite programs. Due to the diverse Board of Directors, they seem to not only have a link to the entire football community, but also a variety of other sport organizations.
- If SFI runs the SMF Field and the auxiliary building, the projected impact on the mill rate will be less than if the City was to run the facility. They are able to create and form partnerships with users groups and other agencies that will benefit the facility and maximize the usage of the facility.
- The SFI has submitted a Business Plan that still requires refinement. Over the last four months, they have been willing to meet with the Administration; they have accepted some recommendations and have made those changes. Some changes that have been recommended have not been accepted, and they feel passionate that they have a solid plan to move forward.
- The SFI has also acknowledged that they do not know everything on how to operate a facility and are willing to work with the City to ensure that the SMF Field and the auxiliary building are a success.

## Key Terms For Memorandum of Agreement

### Operations of the Saskatoon Minor Football Field

1. SFI shall manage and operate the Saskatoon Minor Football (SMF) Field, previously known as the Gordon Howe Bowl and the auxiliary building (premises) located at the Gordon Howe Complex.
2. SFI shall keep the facility clean and in a reasonable state of repair, according to City of Saskatoon (City) standards. This shall include maintaining the artificial turf, score board, lights and sound system, according to the standards provided in any operator's manuals.
3. SFI shall assume all costs in relation the operation and maintenance of the premises, on behalf of the City which shall be at the sole cost of SFI.
4. The SFI shall be solely responsible for the daily upkeep and maintenance of the auxiliary building and the SMF Field.
5. The SFI shall pay all electrical, gas, water rates, and other utility charges assessed against the premises.
6. SFI shall be responsible for acquiring and maintaining any necessary equipment required, other than the equipment purchased and supplied by the artificial turf supplier.
7. SFI shall ensure that the premises are available for public use at a reasonable cost, and the rental policy and rates must be approved by the City.

### Terms of the Agreement

1. The Term of this Agreement is a three-year term commencing August 15, 2014, and ending December 31, 2016 (Term). At the expiration of the Term, SFI shall have three additional options to renew the Agreement for an additional five years, each subject to the following conditions:
  - a. SFI must demonstrate that users are being treated fair and equitably.
  - b. SFI must submit annual financial statements to the City.

### City of Saskatoon Responsibilities

1. The City shall perform annual preventative maintenance on the auxiliary building. Preventative maintenance includes ensuring the continued proper operations of all mechanical and electrical systems, any activities required to maintain the interior and exterior structural integrity of the auxiliary building, including those activities to repair, replace, or refurbish fixtures and hardware.

2. The City shall establish an SMF Field Stabilization Reserve. The purpose of this Reserve is to set aside funds for the purpose of offsetting any operating deficits.
3. The City shall make the necessary contribution to the Comprehensive Building Maintenance Reserve.
4. The City shall be responsible for any life-cycle replacement of major program components of the premises.

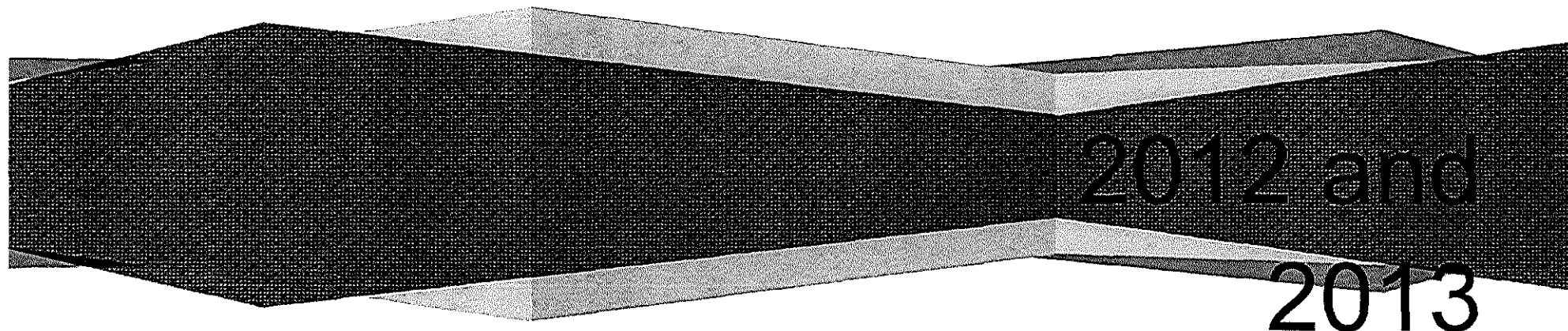
### **General Terms and Conditions**

1. Any improvements and renovations to the premises initiated by SFI must first receive written consent of the City.
2. The SFI may place signage on the premises to advertise a program, subject to receiving approval of any signage from the City.
3. The SFI shall not sell any naming rights for the premises without obtaining the prior approval of the City, in respect of any such naming rights.
4. The City shall not be liable for any injury or damage to the SFI, coaches, players, team officials, directors, officers, its agents, employees, customers, or invitees, as to any of its property while on the premises, regardless of the cause of such injury or damage, except such injury or damage, which may be caused by the negligence of the City, its agents, servants, or employees.
5. The SFI shall maintain and keep in force, during the Term of this Agreement, general liability insurance in an amount not less than \$5,000,000 in a form satisfactory to the City, which shall name the City as an additional insured.
6. There are the usual contract provisions requiring each party to indemnify one another for acts or omissions, to address providing notice to each party, and addressing amendments to the Agreement.

City of Saskatoon

# Municipal Operations Benchmark Report

Prepared by: Linda Leedahl, Terry Urlacher and Linda Andral



# INTRODUCTION

We are pleased to present the 2012 and 2013 Municipal Operations Benchmark Report.

## Purpose of this report

This report compares the 2012 and 2013 Operating Budgets for Saskatoon, and the Cities of Regina, Winnipeg, Edmonton and Calgary.

## Background

This is the fifth report on this subject matter. The previous four reports were prepared by Garman, Weimer & Associates Ltd. This is the first year the report has been prepared by City of Saskatoon staff, specifically: Linda Leedahl, Terry Urlacher and Linda Andal. It is anticipated that the data contained within this report will assist City Council, Senior Management and citizens to better understand how Saskatoon is performing in relation to the other four cities.

## Acknowledgements

The City of Saskatoon wishes to extend special thanks to the staff of the Cities of Regina, Winnipeg, Edmonton and Calgary for accommodating our requests for information.

## INTRODUCTION

### What is an Operating Budget?

The Operating Budget pays the salaries of civic staff including police officers, firefighters, bus drivers, and lifeguards. It also pays the salaries of staff required to provide clean drinking water, clear snow, fix potholes, and maintain the City's public parks. The Operating Budget also pays for the costs of heating civic facilities, such as swimming pools, and recreation centres, and it helps pay for the various programs and services that the Cities offer to their citizens.

### Where does the money for the Operating Budget come from?

The main source of funding for all Cities is property taxes. Unlike the federal and provincial governments, Cities do not have access to a wide variety of taxes, such as income taxes, sales taxes, excise (or fuel) taxes, and resource royalties to pay for its operations. Having access to more revenue options could take the pressure off of property tax payers.

While all Cities try to minimize property tax increases, the reality is that their revenues come from very few sources. The reliance on one particular source of revenue is challenging to the Cities financial sustainability as meeting the financial demands of a growing city is placing more pressure on this one revenue stream. Other than property taxes, the Cities have these common revenue sources:

- General Revenues – includes investment income, franchise fees, land sales, fines and penalties, and licenses and permits.
- User fees – services that directly benefit the user are funded in whole or in part by user fees. Some of the major user fees would include: leisure facility admissions, traffic violations, landfill tipping and recycling fees, zoning and building permits, golf green fees, and zoo admissions.
- Government Transfers – each City receives operating budget funding from senior levels of government. Some funding is specific to a service (e.g. Police or Transit), and some funding is applied to the operating budget in general.
- Grants in Lieu of Taxes – grant payments from the federal and provincial orders of government to offset the exemption of paying property taxes on government owned/managed properties.

# INTRODUCTION

## Report is by Business Lines

This is the first time this report has been organized by the City of Saskatoon's Business Lines – all of the other Cities Operating Budgets have been reallocated or adjusted to fit these categories. Some figures may not specifically match those presented in the Operating Budgets approved by each City's Council. All Business Lines except Taxation are reported as net costs (revenues minus expenses).

The information contained within this report is listed below:

<u>Business Line</u>	<u>Page Number</u>
Community Support	5 and 6
Corporate Governance and Finance	7 and 8
Corporate Asset Management	9 and 10
Environmental Health	11 and 12
Fire and Protective Services	13 and 14
Land Development	15 and 16
Policing	17 and 18
Recreation and Culture	19 and 20
Transportation	21 and 22
Urban Planning and Development	23 and 24
Taxation	25, 26, 27, 28
Debt	29



## COMMUNITY SUPPORT

### STRATEGIC GOAL: Quality of Life

#### Overview

The Community Support Business Line provides both human and financial supports for community groups, as well as a broad range of City-led initiatives. These initiatives are aimed at building capacity in sport, recreation, culture, heritage, and social organizations and enhancing neighbourhood-based associations. This business line contains the services provided by Cemeteries, the Animal Control program and contributions to Regional Economic Development Authorities.

#### Who Reports What – Direct Service Comparison

The chart below identifies the service areas and whether the municipality offers the services.

Service	Saskatoon	Regina	Winnipeg	Edmonton	Calgary
Animal Control	✓	✓	✓	✓	✓
Community Development	✓	✓	✓	✓	✓
Community Investments & Support	✓	✓	✓	✓	✓
Cemeteries	✓	✓	✓	✓	✓

# COMMUNITY SUPPORT

Figure 1: Annual Net Operating Costs (in thousands of dollars)

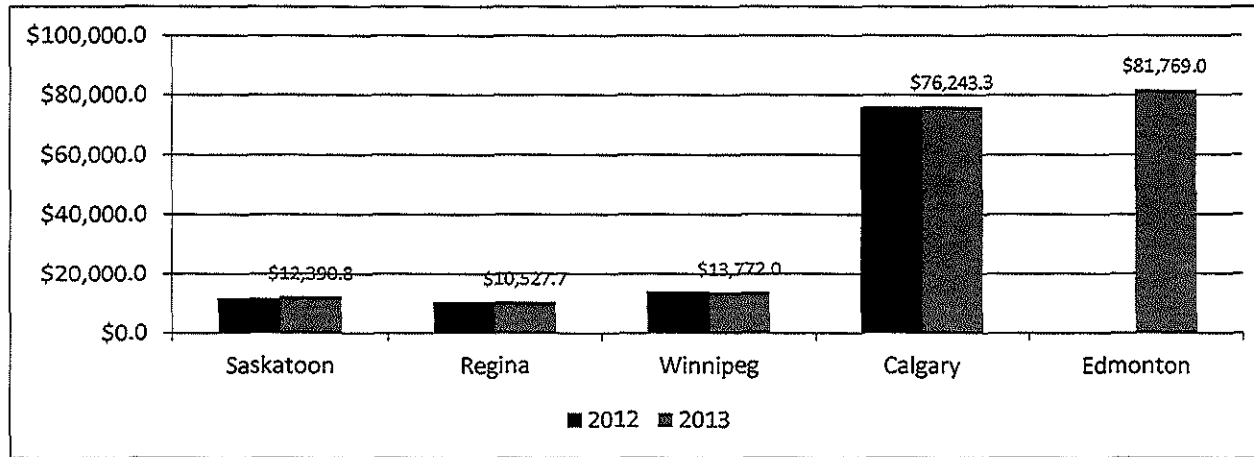


Table 1: Cost of service per capita

Cost per capita	2012	2013
Saskatoon	\$52.47	\$55.81
Regina	\$54.33	\$54.52
Winnipeg	\$21.12	\$20.75
Calgary	\$69.35	\$69.51
Edmonton	N/A	\$100.68

Based on 2011 Census population

Figure 2: Annual Net Operating Costs as a percentage of Total Municipal Operating Costs

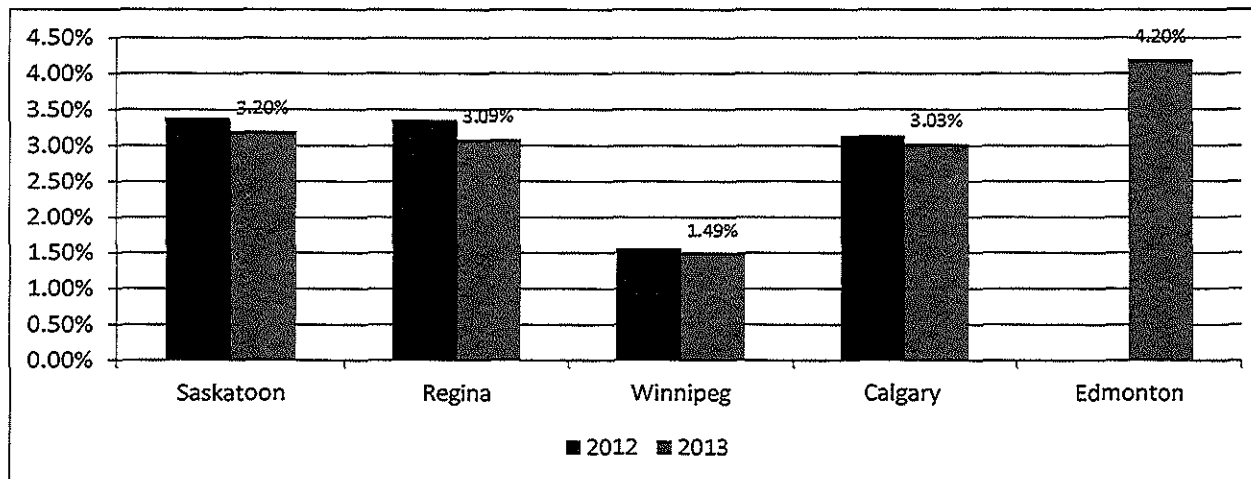


Table 2: Percentage of the total operating budget for this service

Cost per capita	2012	2013
Saskatoon	3.38%	3.20%
Regina	3.36%	3.09%
Winnipeg	1.56%	1.49%
Calgary	3.14%	3.03%
Edmonton	N/A	4.20%

## CORPORATE GOVERNANCE AND FINANCE

### STRATEGIC GOALS: Continuous Improvement, Asset and Financial Sustainability

#### Overview

The Corporate Governance and Finance Business Line provides essential administrative, human resource, information technology, and finance supports for all other corporate business lines. The expertise provided by civic staff in these key areas help ensure the smooth, seamless provision and delivery of services to residents, businesses, organizations, and stakeholders.

The General Service program provides for revenues and expenditures that relate to the operation of the municipality but do not relate to specific programs. Examples of these revenues include Return on Investments and Other Income (see page 27) and Government Grants and Support (see page 28).

#### Who Reports What – Direct Service Comparison

The chart below identifies the service areas and whether the municipality offers the services.

Service	Saskatoon	Regina	Winnipeg	Edmonton	Calgary
City Manager	✓	✓	✓	✓	✓
City Clerk	✓	✓	✓	✓	✓
City Solicitor	✓	✓	✓	✓	✓
Corporate Support	✓	✓	✓	✓	✓
General Service	✓	✓	✓	✓	✓
Fines and Penalties	✓	✓	✓	✓	✓
Land	✓			✓	✓
Assessment	✓	✓	✓	✓	✓
Revenue Services	✓	✓	✓	✓	✓
Financial Services	✓	✓	✓	✓	✓

# CORPORATE GOVERNANCE AND FINANCE

Figure 1: Annual Net Operating Costs (in thousands of dollars)

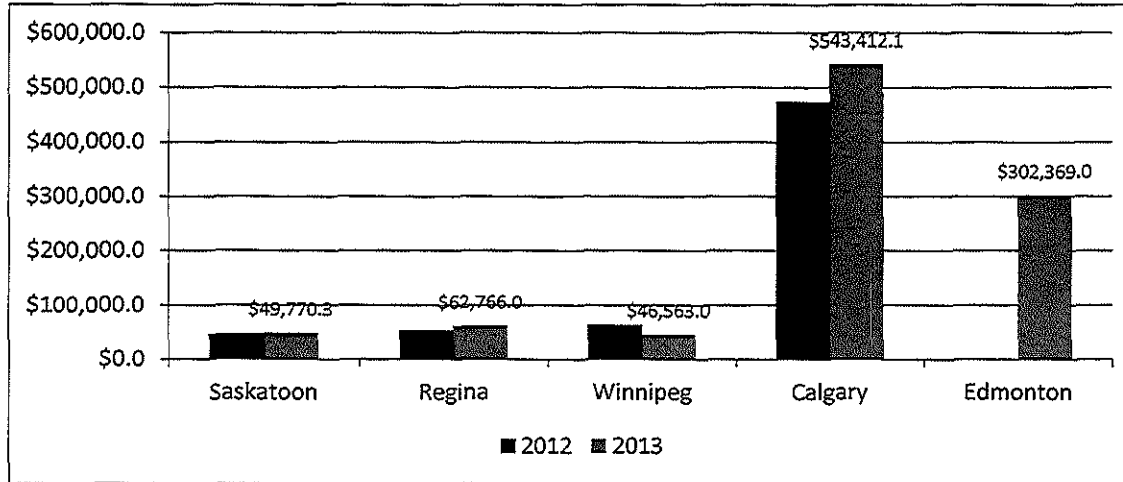


Table 1: Cost of service per capita

Cost per capita	2012	2013
Saskatoon	\$214.81	\$224.16
Regina	\$283.14	\$325.04
Winnipeg	\$96.70	\$70.17
Calgary	\$432.66	\$495.44
Edmonton	N/A	\$372.28

Based on 2011 Census population

Figure 2: Annual Net Operating Costs as a percentage of the Total Municipal Operating Costs

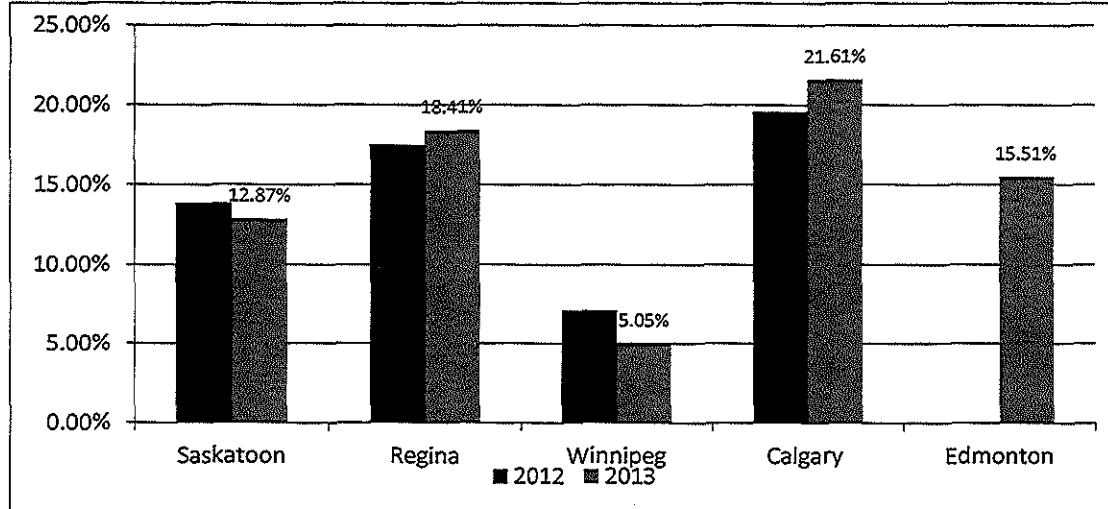


Table 2: Percentage of the total operating budget for this service

Cost per capita	2012	2013
Saskatoon	13.85%	12.87%
Regina	17.49%	18.41%
Winnipeg	7.13%	5.05%
Calgary	19.58%	21.61%
Edmonton	N/A	15.51%

# CORPORATE ASSET MANAGEMENT

## STRATEGIC GOAL: Asset and Financial Sustainability

### Overview

The Corporate Asset Management Business Line provides building operations and maintenance services for the buildings and structures such as leisure facilities, fire halls, transit buildings, civic office buildings, and other City-owned facilities.

The Vehicle and Equipment Services program provides equipment management services for the vehicles and equipment fleet, including purchasing, leasing, rentals, maintenance, repair and training.

### Who Reports What – Direct Service Comparison

The chart below identifies the service areas and whether the municipality offers the services.

Service	Saskatoon	Regina	Winnipeg	Edmonton	Calgary
Civic Facilities	✓	✓	✓	✓	✓
Vehicle & Equipment Services	✓	✓			✓

# CORPORATE ASSET MANAGEMENT

Figure 1: Annual Net Operating Costs (in thousands of dollars)

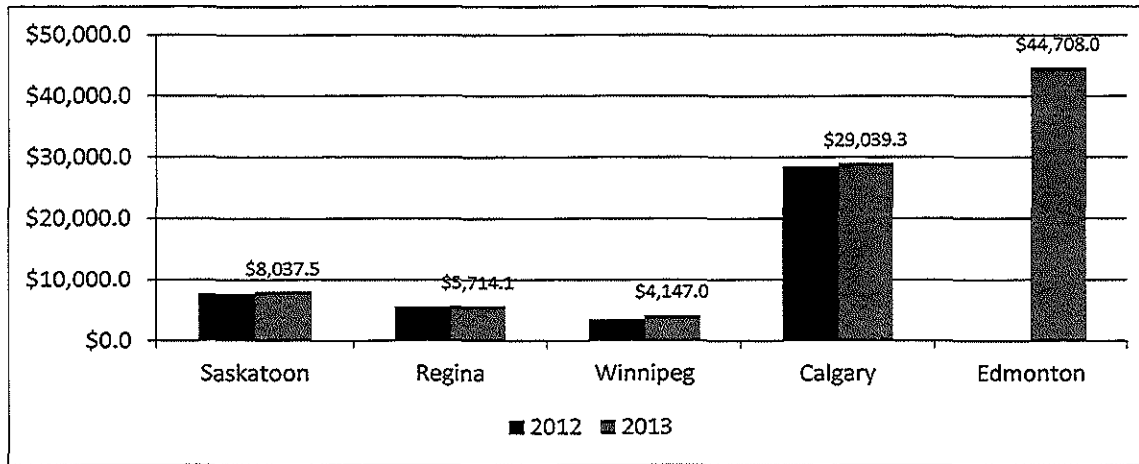


Table 1: Cost of this service per capita

Cost per capita	2012	2013
Saskatoon	\$34.47	\$36.20
Regina	\$28.92	\$29.59
Winnipeg	\$5.31	\$6.25
Calgary	\$25.99	\$26.48
Edmonton	N/A	\$55.05

Based on 2011 Census population

Figure 2: Annual Net Operating Costs as a percentage of the Total Municipal Operating Costs

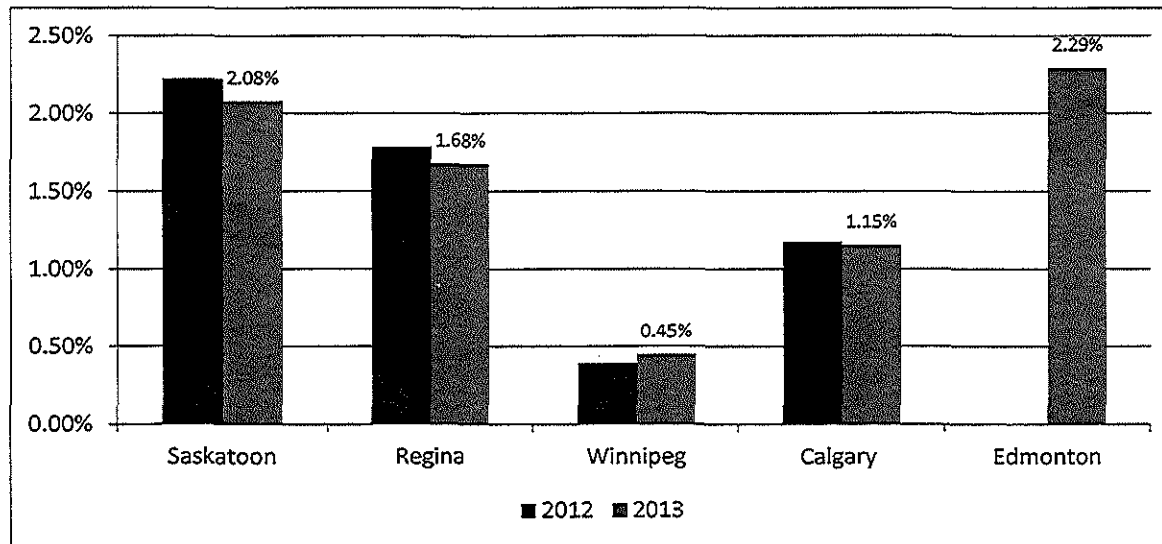


Table 2: Percentage of the total operating budget for this service

Cost per capita	2012	2013
Saskatoon	2.22%	2.08%
Regina	1.79%	1.68%
Winnipeg	0.39%	0.45%
Calgary	1.18%	1.15%
Edmonton	N/A	2.29%

# ENVIRONMENTAL HEALTH

## STRATEGIC GOAL: Environmental Leadership

### Overview

A healthy environment is essential to a healthy population, now and in the future. There are a number of programs, services, and activities under this Business Line that demonstrate Environmental Leadership. These initiatives enable the cities to grow in harmony with nature and effectively preserve and protect the long-term health of the environment.

Included in this Business Line is collection and management of solid waste; implementation of environmental programs and projects related to energy efficiency; waste reduction and recycling; stewardship of hazardous waste; responsible management or remediation of contaminated City-owned sites; water quality assurance; and environmental policy development. Management of the City's urban forest; supporting public health by reducing the population of mosquitoes that vector West Nile virus; and managing invasive insect and plant species that have a negative impact on parks and naturalized areas are also critical elements of this business line.

### Who Reports What – Direct Service Comparison

The chart below identifies the service areas and whether the municipality offers the services.

Service	Saskatoon	Regina	Winnipeg	Edmonton	Calgary
Environmental Program	✓	✓	✓	✓	✓
Urban Forestry	✓	✓	✓	✓	✓
Waste Reduction & Resource Recovery	✓	✓	✓	✓	✓
Waste Handling Service	✓	✓	✓	✓	✓
Pest Management	✓	✓	✓	✓	✓

# ENVIRONMENTAL HEALTH

Figure 1: Annual Net Operating Costs (in thousands of dollars)

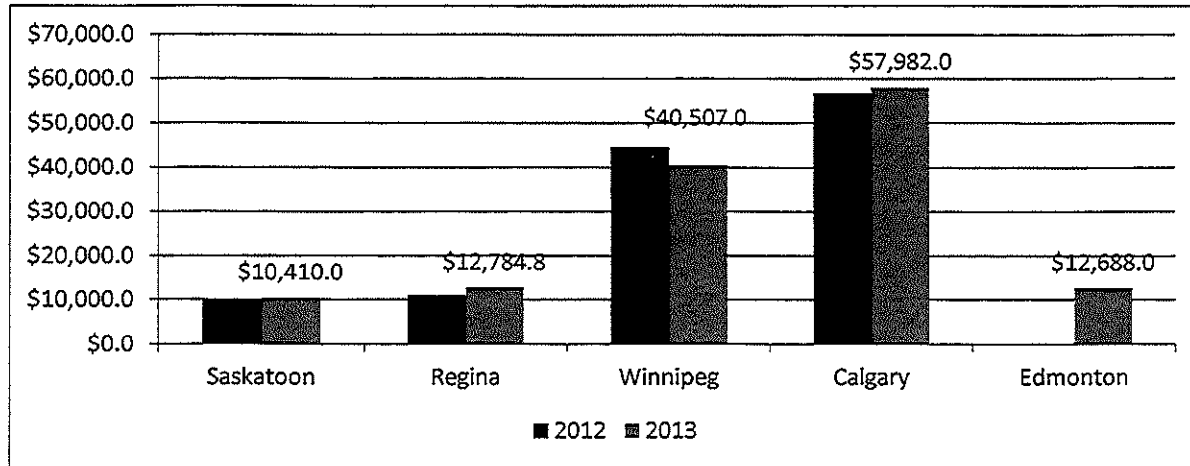


Table 1: Cost of this service per capita

Cost per capita	2012	2013
Saskatoon	\$44.18	\$46.88
Regina	\$56.79	\$66.21
Winnipeg	\$67.13	\$61.04
Calgary	\$51.74	\$52.86
Edmonton	N/A	\$15.62

Based on 2011 Census population

Figure 2: Annual Net Operating Costs as a percentage of the Total Municipal Operating Costs

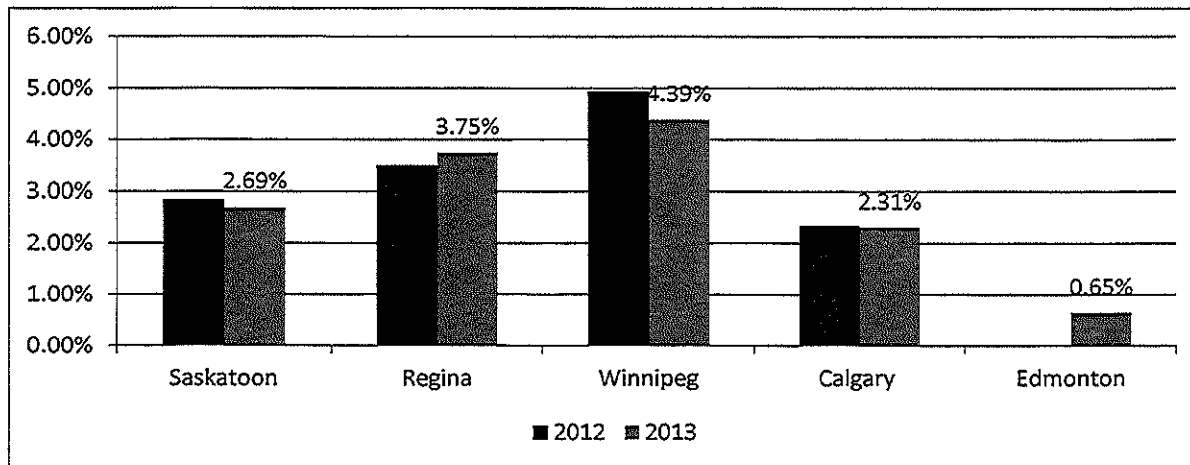


Table 2: Percentage of the total operating budget for this service

Cost per capita	2012	2013
Saskatoon	2.85%	2.69%
Regina	3.51%	3.75%
Winnipeg	4.95%	4.39%
Calgary	2.34%	2.31%
Edmonton	N/A	0.65%



# FIRE AND PROTECTIVE SERVICES

STRATEGIC GOAL: Quality of Life

## Overview

Fire and Protective Services provides Fire Prevention, Public Fire and Life Safety Education, Emergency Response (Fire, Rescue, Emergency Medical Services, and Hazardous Materials) and provides the direction and coordination of the City's emergency planning, preparedness, business continuity and recovery (EMO) requirements. Fire and Protective Services combines' enforcement with proactive prevention, education and early intervention strategies.

## Who Reports What – Direct Service Comparison

The chart below identifies the service areas and whether the municipality offers the services.

Service	Saskatoon	Regina	Winnipeg	Edmonton	Calgary
Fire & Protective Services	✓	✓	✓	✓	✓
Emergency Measures	✓	✓	✓	✓	✓

# FIRE AND PROTECTIVE SERVICES

Figure 1: Annual Net Operating Costs (in thousands of dollars)

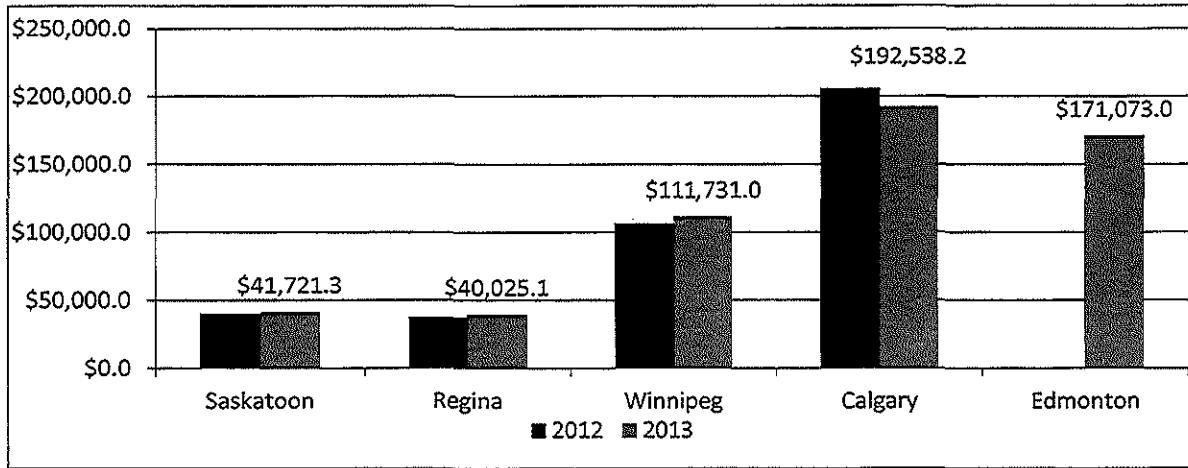


Table 1: Cost of service per capita

Cost per cap	2012	2013
Saskatoon	\$181.12	\$187.90
Regina	\$195.31	\$207.28
Winnipeg	\$158.82	\$168.37
Calgary	\$173.21	\$175.54
Edmonton	N/A	\$210.63

Based on 2011 Census population

Figure 2: Annual Net Operating Costs as a percentage of Total Municipal Operating Costs

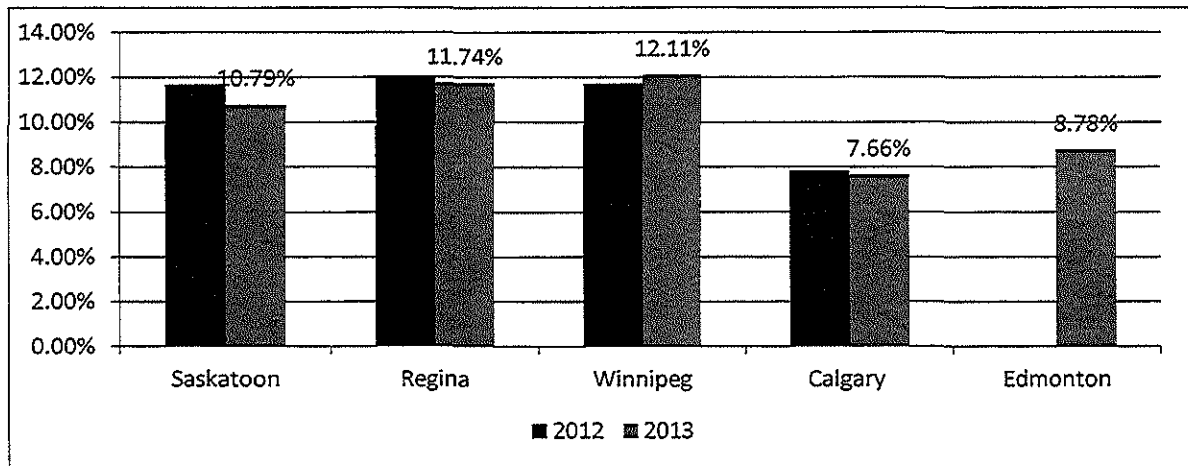


Table 2: Percentage of the total operating budget for this service

Cost per cap	2012	2013
Saskatoon	11.67%	10.79%
Regina	12.07%	11.74%
Winnipeg	11.71%	12.11%
Calgary	7.84%	7.66%
Edmonton	N/A	8.78%

## LAND DEVELOPMENT

**STRATEGIC GOALS:** Sustainable Growth, Asset and Financial Sustainability

### Overview

The Business Line focuses on: Land Bank Program, Corporate Projects Team, and Land Development Capital Projects Program, each devoted to ensuring an adequate supply of new infrastructure is in place to accommodate new development in the market. A healthy land development industry plays an important role within an expanding economy. It provides the base upon which immediate and future growth will thrive.

### Who Reports What – Direct Service Comparison

The chart below identifies the service areas and whether the municipality offers the services.

Service	Saskatoon	Regina	Winnipeg	Edmonton	Calgary
Land Bank Program	✓		✓	✓	✓
Corporate Projects	✓				✓
Land Development	✓		✓		✓

# LAND DEVELOPMENT

Figure 1: Annual Net Operating Costs (in thousands of dollars)

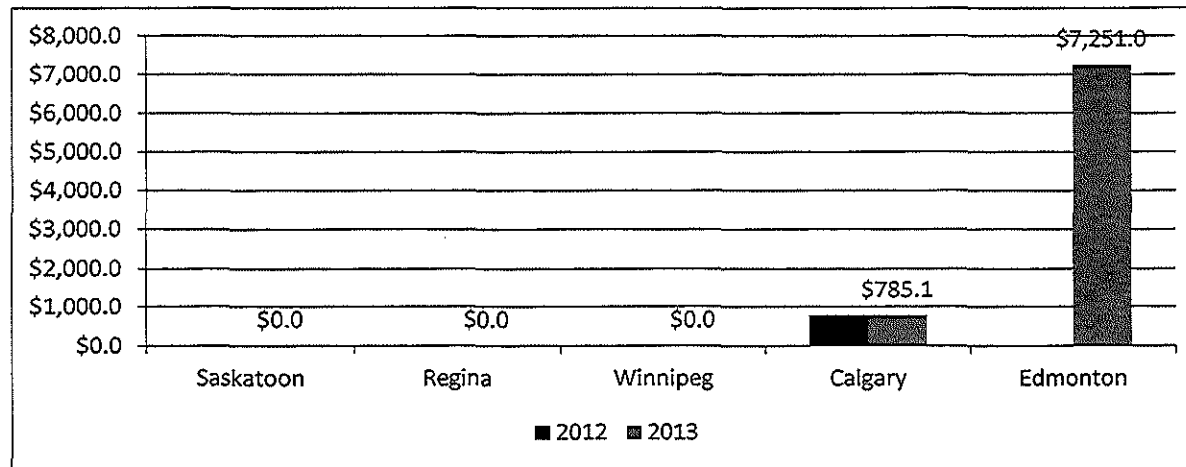


Table 1: Cost of service per capita

Cost per capita	2012	2013
Saskatoon	\$0.00	\$0.00
Regina	\$0.00	\$0.00
Winnipeg	\$0.00	\$0.00
Calgary	\$0.72	\$0.72
Edmonton	N/A	\$8.93

Based on 2011 Census population

Figure 2: Annual Net Operating Costs as a percentage of the Total Municipal Operating Costs

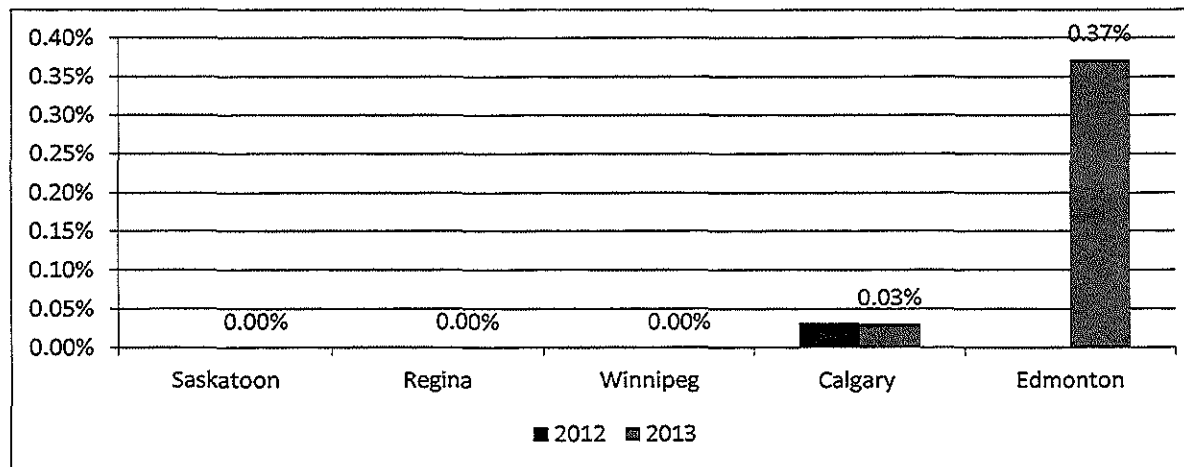


Table 2: Percentage of the total operating budget for this service

Cost per capita	2012	2013
Saskatoon	0.00%	0.00%
Regina	0.00%	0.00%
Winnipeg	0.00%	0.00%
Calgary	0.03%	0.03%
Edmonton	N/A	0.37%

# POLICING

## STRATEGIC GOAL: Quality of Life

### Overview

Public safety is one of the keys to a good quality of life, and is also essential in a healthy, growing community. Individuals, families, community groups, social agencies, businesses, and visitors all benefit from the many programs and services offered through this Business Line.

The core responsibilities of each City's Police Service are Emergency Response; Quality Investigations; Traffic; and Community Involvement.

Police Service works in partnership with the community to develop collaborative strategies to reduce crime and victimization, and combine enforcement with proactive prevention, education, and early intervention strategies.

### Who Reports What – Direct Service Comparison

The chart below identifies the service areas and whether the municipality offers the services.

Service	Saskatoon	Regina	Winnipeg	Edmonton	Calgary
Police	✓	✓	✓	✓	✓

# POLICING

Figure 1: Annual Net Operating Costs (in thousands of dollars)

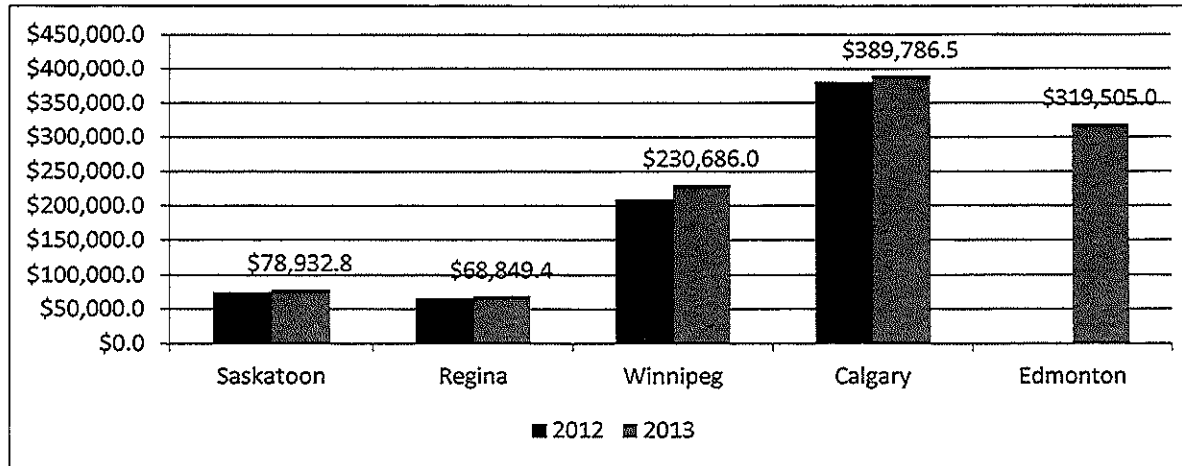


Table 1: Cost of service per capita

Cost per capita	2012	2013
Saskatoon	\$335.96	\$355.50
Regina	\$340.04	\$356.55
Winnipeg	\$315.85	\$347.62
Calgary	\$347.59	\$355.37
Edmonton	N/A	\$393.38

Based on 2011 Census population

Figure 2: Annual Net Operating Costs as a percentage of the Total Municipal Operating Costs

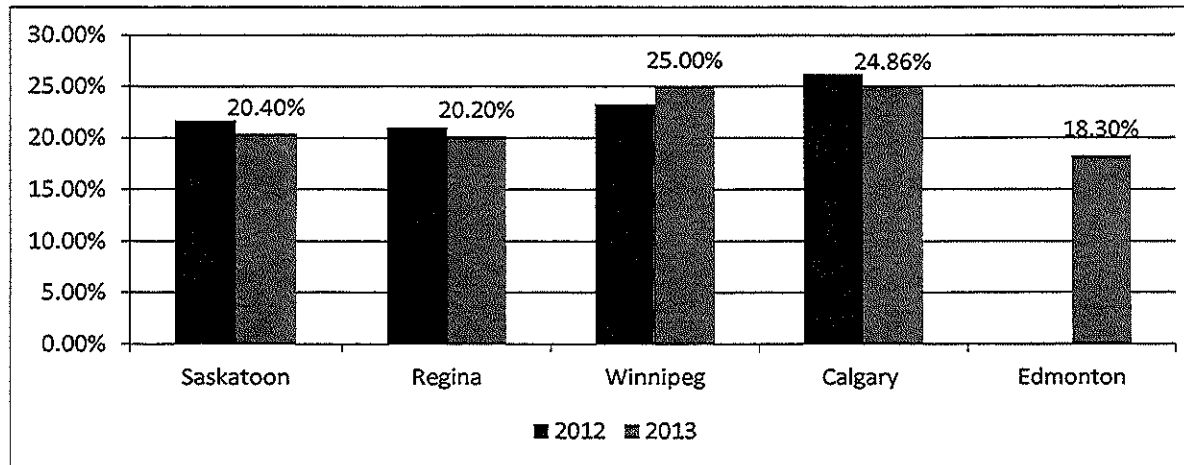


Table 2: Percentage of the total operating budget for this service

Cost per capita	2012	2013
Saskatoon	21.66%	20.40%
Regina	21.01%	20.20%
Winnipeg	23.29%	25.00%
Calgary	26.17%	24.86%
Edmonton	N/A	18.30%

# RECREATION AND CULTURE

## STRATEGIC GOAL: Quality of Life

### Overview

The Recreation and Culture Business Line provides a wealth of opportunities for citizens to participate in and enjoy the benefits of sport, recreation, culture, and park activities. Such activities are a core element of quality of life and an essential part of individual and community health.

One of the City's goals is to encourage as many citizens as possible to take advantage of the recreation and cultural activities available. In order to do this, the Recreation and Culture Business Line operates a number of facilities, provides direct services and programs, and provides support to community-based organizations involved in delivering programs and services. Parks and open spaces provide space for citizens to play sports, walk or bike along pathways, swim in paddling pools and play in playgrounds.

### Who Reports What – Direct Service Comparison

The chart below identifies the service areas and whether the municipality offers the services.

Service	Saskatoon	Regina	Winnipeg	Edmonton	Calgary
Park Maintenance & Design	✓	✓	✓	✓	✓
Playground & Recreation Areas	✓	✓	✓	✓	✓
Outdoor Pools & Sportsfields	✓	✓	✓	✓	✓
Indoor Rinks	✓	✓	✓	✓	✓
Golf Courses	✓	✓			
Forestry Farm Park & Zoo	✓				✓
Recreation Facilities	✓	✓	✓	✓	✓
Targeted Programming	✓	✓	✓	✓	✓
Community Partnerships	✓	✓	✓	✓	✓
Events Centre	✓			✓	✓
Art Gallery	✓			✓	✓
Conference Centre	✓			✓	✓

# RECREATION AND CULTURE

Figure 1: Annual Net Operating Costs (in thousands of dollars)

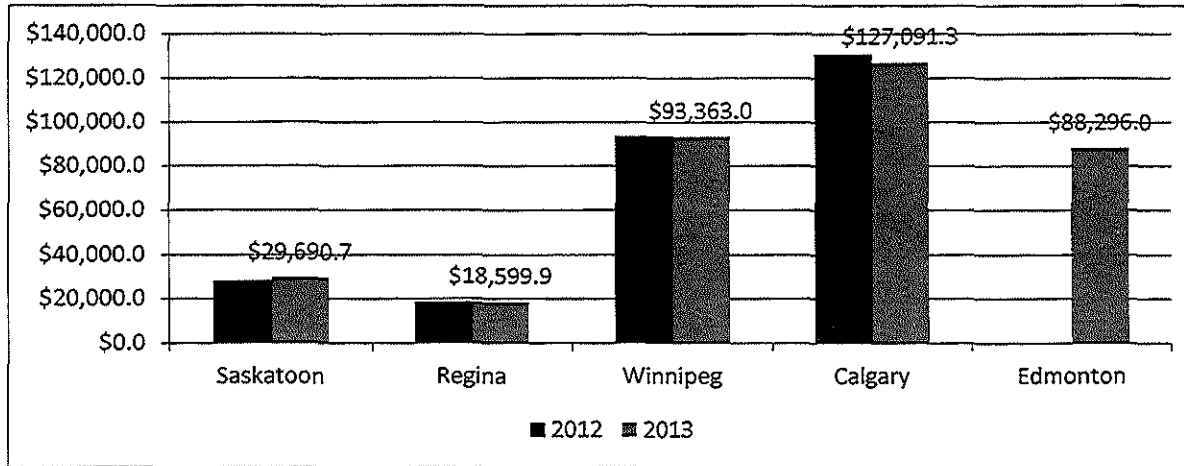


Table 1: Cost of service per capita

Cost per capita	2012	2013
Saskatoon	\$127.65	\$133.72
Regina	\$97.20	\$96.32
Winnipeg	\$140.86	\$140.69
Calgary	\$119.31	\$115.87
Edmonton	N/A	\$108.71

Based on 2011 Census population

Figure 2: Annual Net Operating Costs as a percentage of the Total Municipal Operating Costs

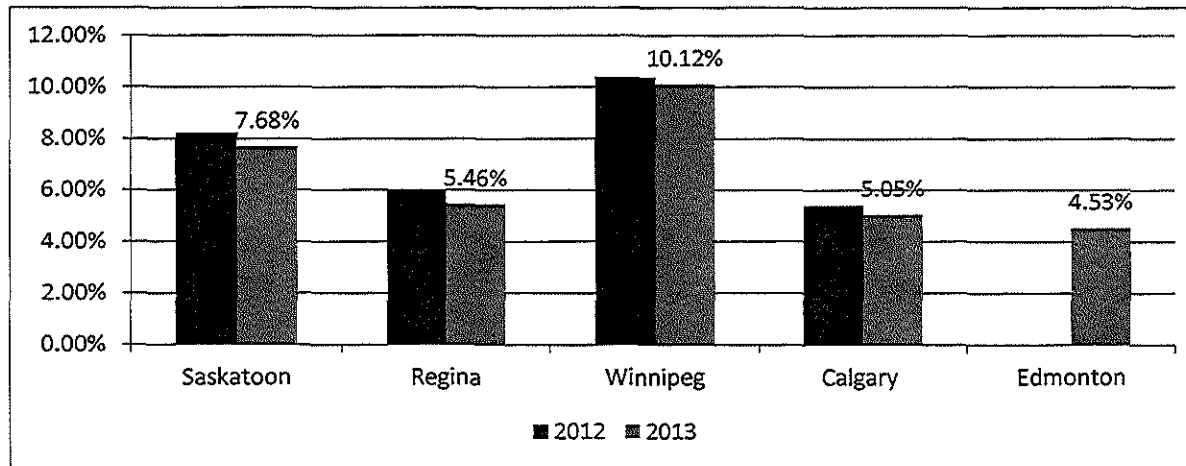


Table 2: Percentage of the total operating budget for this service

Cost per capita	2012	2013
Saskatoon	8.23%	7.68%
Regina	6.00%	5.46%
Winnipeg	10.39%	10.12%
Calgary	5.40%	5.05%
Edmonton	N/A	4.53%



# TRANSPORTATION

## STRATEGIC GOAL: Moving Around

### Overview

The Transportation Business Line brings together a wide range of City services and programs, each of which plays an important role in meeting the transportation needs of the city.

Transportation involves planning, design, building, maintenance, operation, and regulation of the expanding transportation systems. This includes facilities for all modes of travel – pedestrian, bicycle, vehicle, and public transit. Transportation also involves traffic signal operation, parking control and enforcement, street lighting, seasonal lighting, sidewalk and back-lane maintenance, sound attenuation, street sweeping, and snow and ice management. In addition, it provides services for maintenance and rehabilitation (preservation) of all roadway assets including roads, bridges and overpasses, sidewalks, back lanes, and pathways.

### Who Reports What – Direct Service Comparison

The chart below identifies the service areas and whether the municipality offers the services.

Service	Saskatoon	Regina	Winnipeg	Edmonton	Calgary
Transit Operations	✓	✓	✓	✓	✓
Transportation Services	✓	✓	✓	✓	✓
Road Maintenance	✓	✓	✓	✓	✓
Snow & Ice Management	✓	✓	✓	✓	✓
Street Cleaning/Sweeping	✓	✓	✓	✓	✓
Bridges, Overpasses	✓	✓	✓	✓	✓
Street Lighting	✓	✓	✓	✓	✓
Parking	✓	✓			
Impound Lot	✓				
Engineering	✓	✓	✓	✓	✓

# TRANSPORTATION

Figure 1: Annual Net Operating Costs (in thousands of dollars)

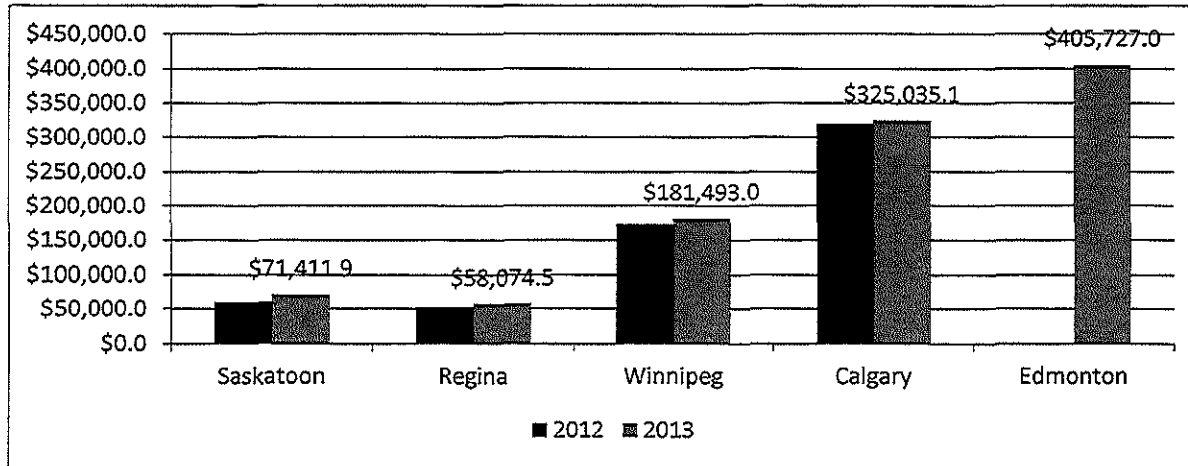


Table 1: Cost of service per capita

Cost per capita	2012	2013
Saskatoon	\$272.14	\$321.62
Regina	\$276.20	\$300.75
Winnipeg	\$261.42	\$273.49
Calgary	\$291.33	\$296.34
Edmonton	N/A	\$499.54

Based on 2011 Census population

Figure 2: Annual Net Operating Costs as a percentage of the Total Municipal Operating Costs

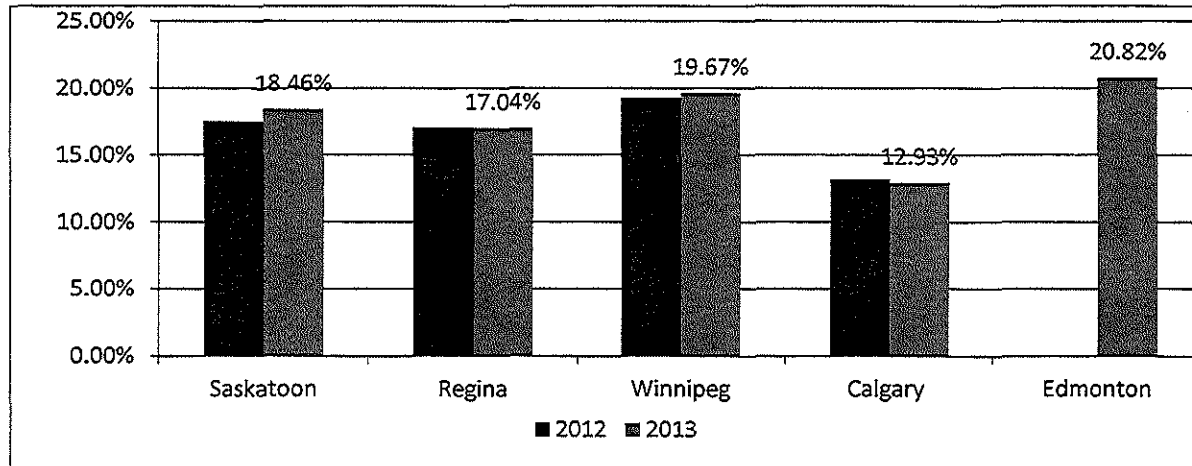


Table 2: Percentage of the total operating budget for this service

Cost per capita	2012	2013
Saskatoon	17.54%	18.46%
Regina	17.06%	17.04%
Winnipeg	19.28%	19.67%
Calgary	13.19%	12.93%
Edmonton	N/A	20.82%

## URBAN PLANNING AND DEVELOPMENT

STRATEGIC GOALS: Sustainable Growth, Quality of Life, Economic Diversity and Prosperity

### Overview

This Business Line includes the provision of several interrelated services including: Integrated Growth Plan, Neighbourhood Sustainability, Support for Economic Development, Urban Design, Permits and Inspections, and partnerships with Business Improvement Districts and builders to ensure an adequate supply of affordable housing choices, including support for homelessness initiatives.

### Who Reports What – Direct Service Comparison

The chart below identifies the service areas and whether the municipality offers the services.

Service	Saskatoon	Regina	Winnipeg	Edmonton	Calgary
Affordable Housing	✓	✓	✓	✓	✓
Building Permits & Standards	✓	✓	✓	✓	✓
Business Improvement Districts	✓	✓	✓		
Business Licenses & Bylaw Enforcement	✓	✓	✓	✓	✓
Development Review	✓	✓	✓	✓	✓
Future Growth	✓	✓	✓	✓	✓
Neighbourhood Planning	✓	✓	✓	✓	✓
Research & Mapping	✓	✓	✓	✓	✓
Urban Design	✓	✓	✓	✓	✓

# URBAN PLANNING AND DEVELOPMENT

Figure 1: Annual Net Operating Costs (in thousands of dollars)

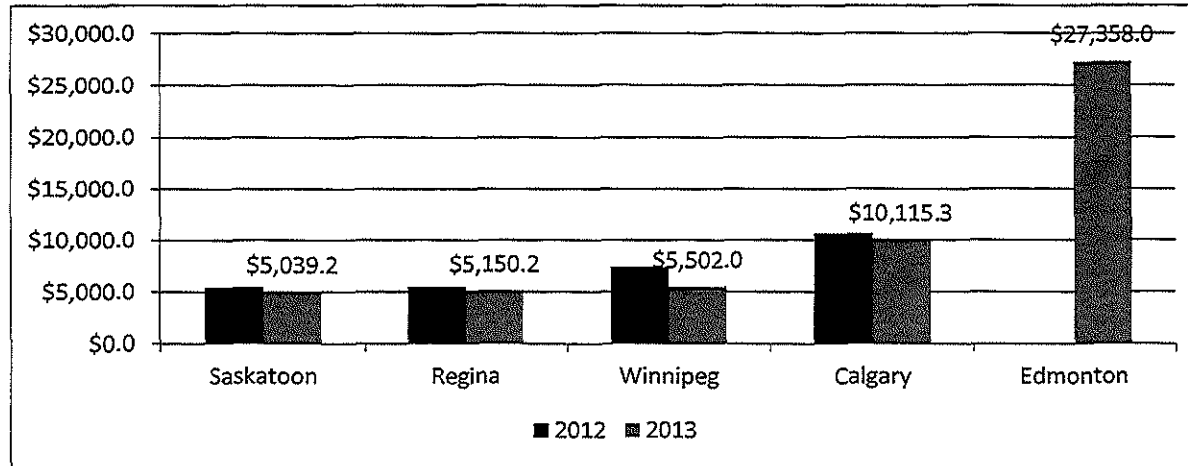


Table 1: Cost of service per capita

Cost per capita	2012	2013
Saskatoon	\$24.65	\$22.70
Regina	\$28.69	\$26.67
Winnipeg	\$11.10	\$8.29
Calgary	\$9.75	\$9.22
Edmonton	N/A	\$33.68

Based on 2011 Census population

Figure 2: Annual Net Operating Costs as a percentage of the Total Municipal Operating Costs

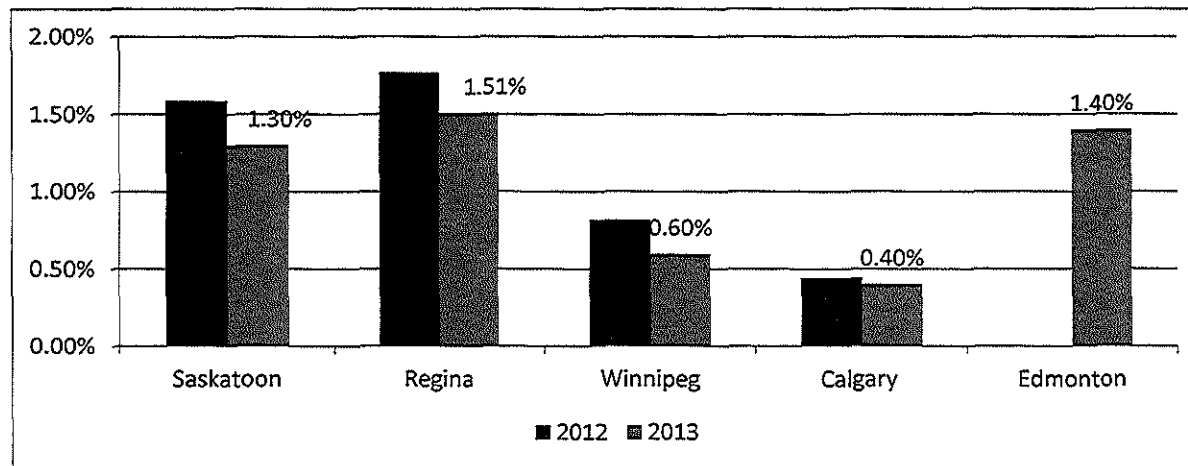


Table 2: Percentage of the total operating budget for this service

Cost per capita	2012	2013
Saskatoon	1.59%	1.30%
Regina	1.77%	1.51%
Winnipeg	0.82%	0.60%
Calgary	0.44%	0.40%
Edmonton	N/A	1.40%

# TAXATION

## STRATEGIC GOALS: Asset and Financial Sustainability, Economic Diversity and Prosperity

### Overview

The property levy is the amount required from property taxes to balance the operating budget. This levy includes growth in the assessment roll over the previous year plus the requirements to fund the current year's budget. Supplementary taxes are levied on properties that were changed in the current taxation year and not a part of the original levy.

Grants-in-lieu of taxation are received from Federal and Provincial governments for properties they own but are exempt from taxation. For the most part these are equivalent to the property taxes calculated on these properties and application is made to the governments to pay this amount. In addition, the most significant portion of grants-in-lieu of taxation comes from civic utilities such as light and power, water, waste water, storm water and transit. Civic utilities are treated like utility corporations that would pay taxes for using property, both above and below the surface, to conduct its business.

### Who Reports What – Direct Service Comparison

The chart below identifies the service areas and whether the municipality offers the services.

Service	Saskatoon	Regina	Winnipeg	Edmonton	Calgary
Property Levy	✓	✓	✓	✓	✓
Grants in Lieu of Taxes	✓	✓	✓	✓	✓
Other Levies	✓	✓	✓	✓	✓

## TAXATION

Figure 1: Revenue from Property Taxes (in thousands of dollars)

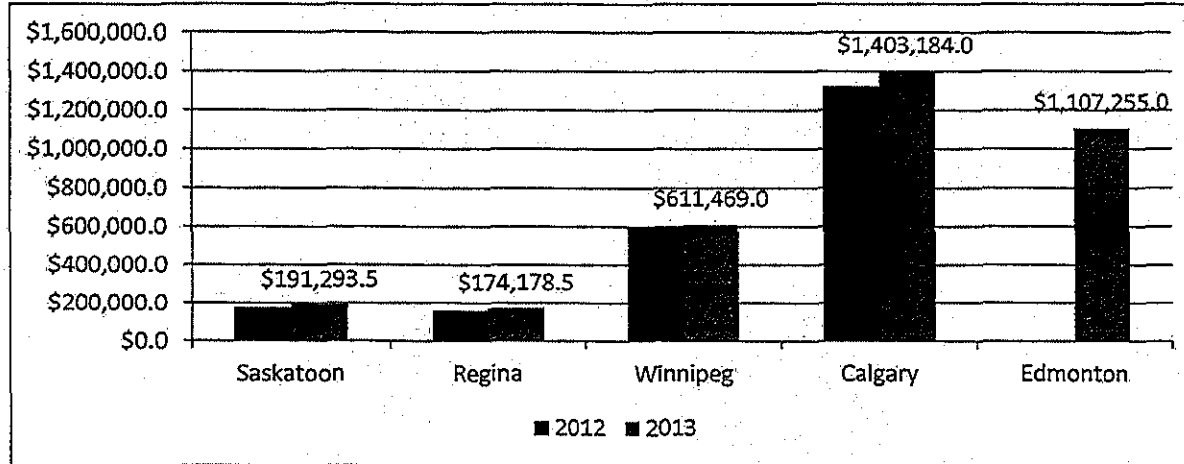


Table 1: Property Tax per capita

Cost per capita	2012	2013
Saskatoon	\$797.57	\$861.55
Regina	\$830.56	\$902.01
Winnipeg	\$895.12	\$921.42
Calgary	\$1,205.39	\$1,279.31
Edmonton	N/A	\$1,363.28

Based on 2011 Census population

Figure 2: Property Tax and Grants in Lieu revenue as a percentage of the Total Municipal Operating Costs

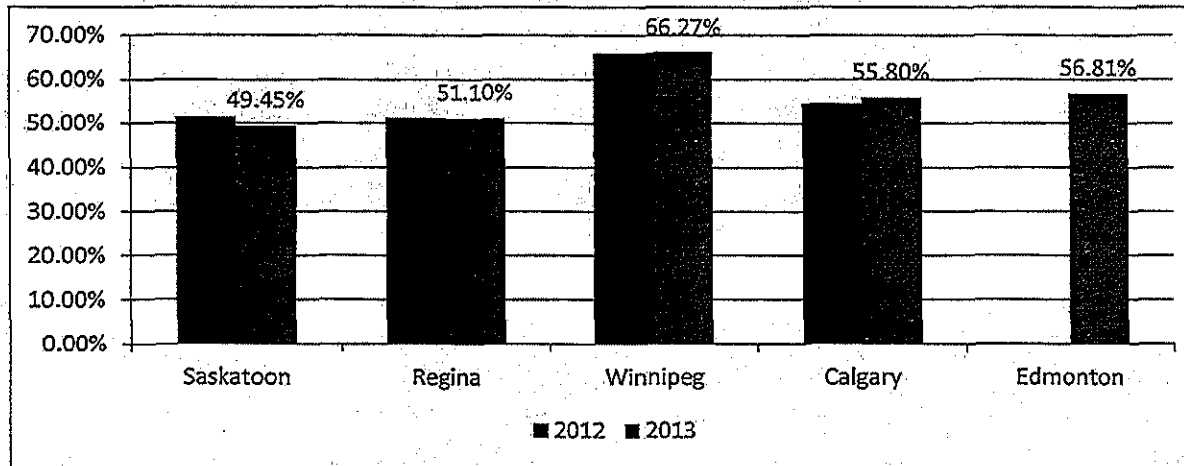


Table 2: Percentage of the total operating budget supported by Property Tax

Cost per capita	2012	2013
Saskatoon	43.03%	41.63%
Regina	48.23%	47.80%
Winnipeg	61.42%	61.78%
Calgary	54.84%	55.16%
Edmonton	N/A	56.55%

Table 2: Percentage of the total operating budget supported by Grants in Lieu

Cost per capita	2012	2013
Saskatoon	8.38%	7.83%
Regina	3.08%	3.29%
Winnipeg	4.59%	4.49%
Calgary	0.66%	0.64%
Edmonton	N/A	0.27%

# RETURN ON INVESTMENT AND OTHER INCOME

Figure 3: Annual Return on Investments and Other Income (in thousands of dollars)

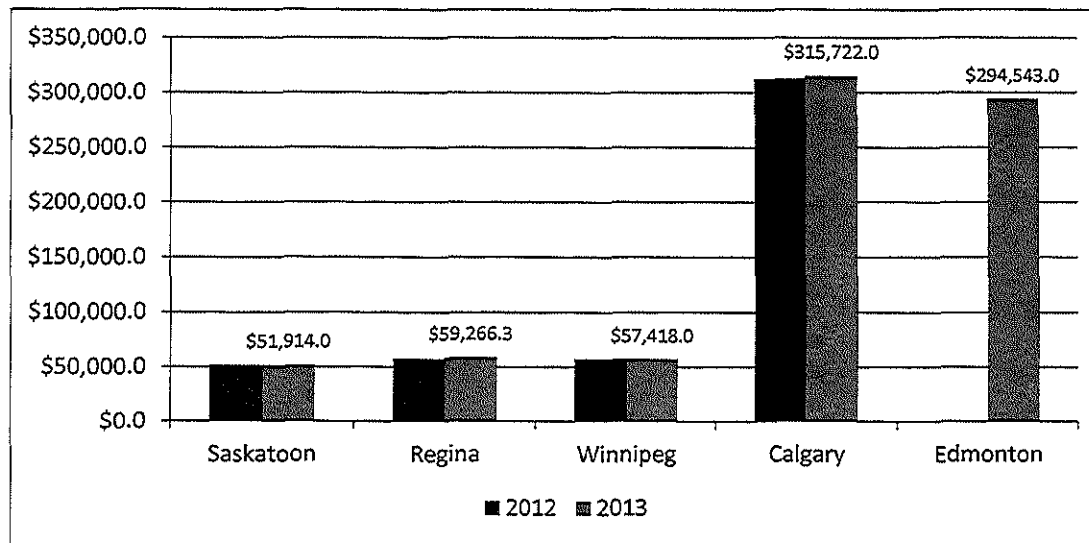


Table 1: Return on Investment and Other Income per capita

Cost per capita	2012	2013
Saskatoon	\$233.45	\$233.81
Regina	\$297.74	\$306.92
Winnipeg	\$86.67	\$86.52
Calgary	\$285.37	\$287.85
Edmonton	N/A	\$362.65

Based on 2011 Census population

# GOVERNMENT GRANTS/SUPPORT

Figure 1: Revenue from Government Grants (in thousands of dollars)

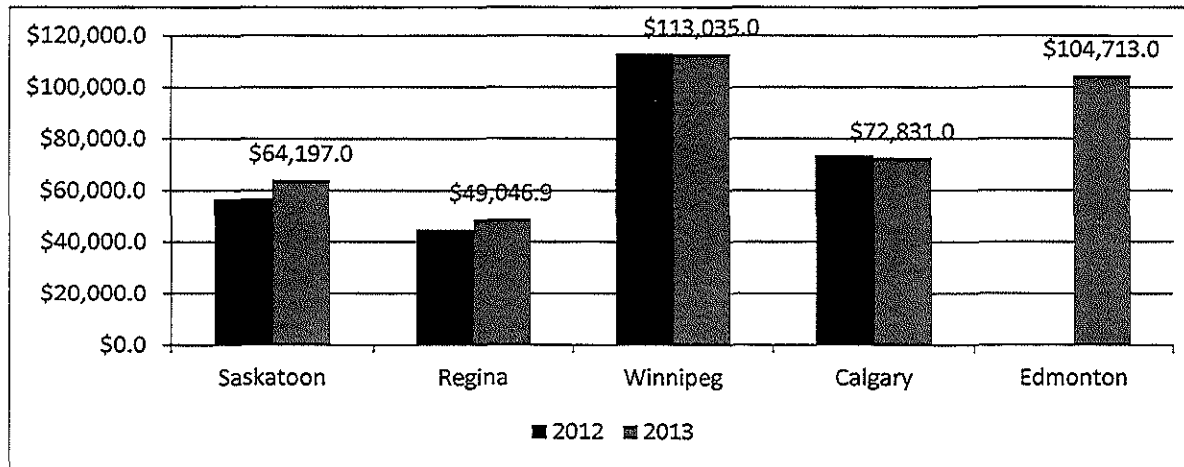


Table 1: Government Grant per capita

Cost per capita	2012	2013
Saskatoon	\$256.43	\$289.13
Regina	\$232.32	\$254.00
Winnipeg	\$170.33	\$170.33
Calgary	\$67.00	\$66.40
Edmonton	N/A	\$128.92

Based on 2011 Census population

Figure 2: Government Grants as a percentage of the Total Municipal Operating Costs

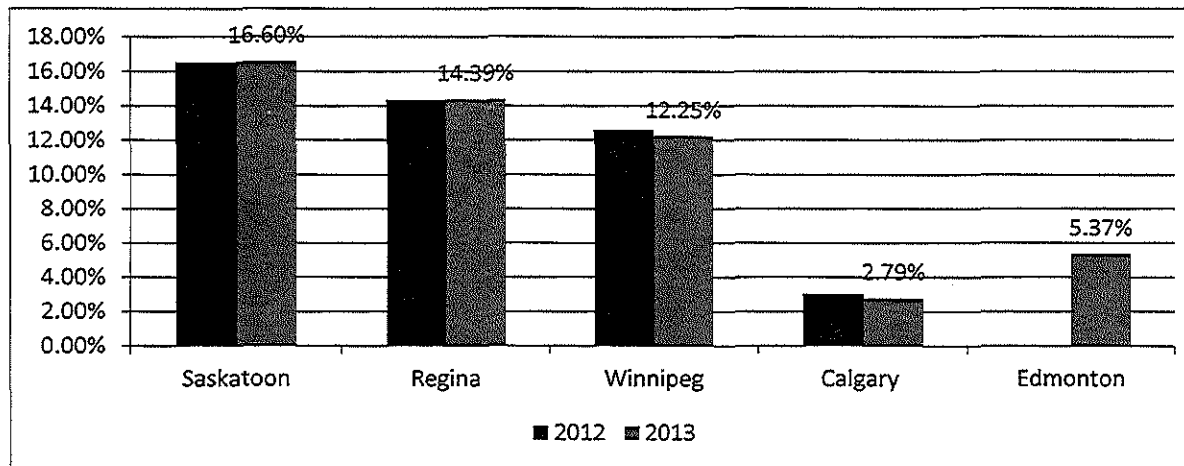


Table 2: Percentage of the total operating budget is supported by Government Grants

Cost per capita	2012	2013
Saskatoon	16.53%	16.60%
Regina	14.35%	14.39%
Winnipeg	12.58%	12.25%
Calgary	3.03%	2.79%
Edmonton	N/A	5.37%



# DEBT SERVICING

There are large differences in the amount of debt per capita as shown in the chart below.

The debt information is based on actuals as extracted from each City's financial statements.

	Saskatoon	Regina	Winnipeg	Calgary	Edmonton
Tax Supported Debt	\$ 90,725,000	\$ 26,812,000	\$ 374,432,000	\$ 1,270,094,000	\$ 1,265,870,000
Utility Supported Debt	\$ 36,643,000	\$ 63,088,000	\$ 183,968,000	\$ 1,943,354,000	\$ 707,949,000
<b>2011 Total Debt</b>	<b>\$ 127,368,000</b>	<b>\$ 89,900,000</b>	<b>\$ 558,400,000</b>	<b>\$ 3,213,448,000</b>	<b>\$ 1,973,819,000</b>
Tax Supported Debt	\$ 151,777,000	\$ 23,968,000	\$ 585,778,000	\$ 1,461,617,000	\$ 1,465,111,000
Utility Supported Debt	\$ 45,348,000	\$ 57,582,000	\$ 207,383,000	\$ 1,943,484,000	\$ 767,810,000
<b>2012 Total Debt</b>	<b>\$ 197,125,000</b>	<b>\$ 81,550,000</b>	<b>\$ 793,161,000</b>	<b>\$ 3,405,101,000</b>	<b>\$ 2,232,921,000</b>
Total Debt per Capita					
2011	\$ 573.64	\$ 465.56	\$ 841.45	\$ 2,929.75	\$ 2,430.21
2012	\$ 887.81	\$ 422.32	\$ 1,195.21	\$ 3,104.48	\$ 2,749.22
Debt Limit					
2011	\$ 414,000,000	\$ 200,000,000	% of Revenue	\$ 5,674,772,000	\$ 4,079,024,000
2012	\$ 414,000,000	\$ 350,000,000	% of Revenue	\$ 6,135,562,000	\$ 4,178,294,000
Credit Rating	AAA	AA+	AA	AA+	AA+

B2

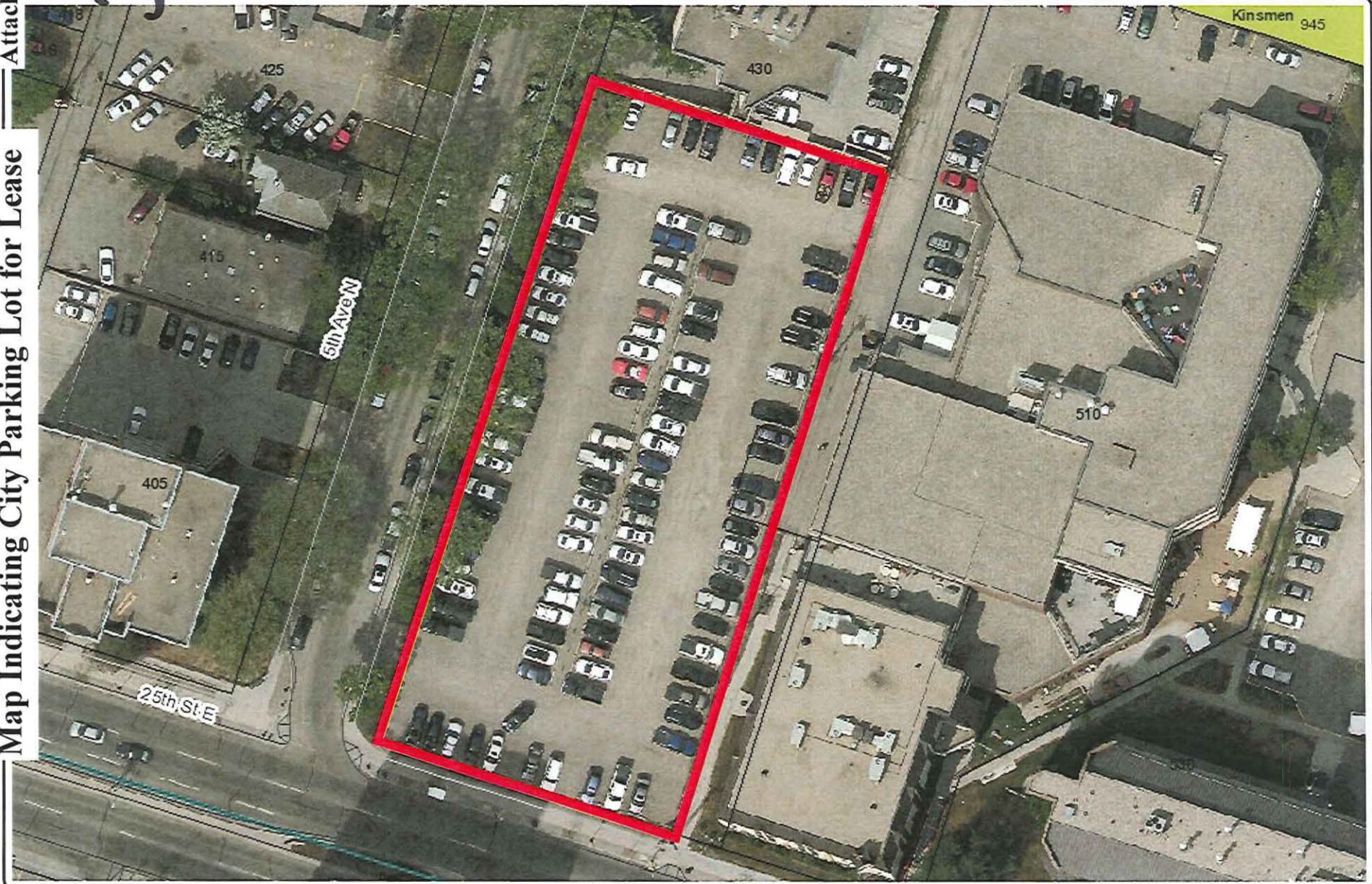
## Schedule for Revenue Reviews - 2014 for 2015 Budget

Revenue Description	Category	Review Cycle	Department Responsible
Leisure Centre & Outdoor Pool Program Fees	External	Annually	Community Services
Leisure Centre & Outdoor Pool Rental Rates	External	Annually	Community Services
Leisure Centre and Outdoor Pool Admission Rates	External	Annually	Community Services
Indoor Arena Ice Rental Rates	External	Annually	Community Services
Potash Corp Playland Rides (formerly Kinsmen Park Rides)	External	Annually	Community Services
Sportsfields (Charge)	External	Annually	Community Services
Business Licenses	External	Annually	Community Services
Land Grant in Lieu of Taxation	Internal	Annually	Asset and Financial Management
Woodlawn Cemetery Fees	External	Annually	Community Services
Fire Inspections Fees for Service	External	Annually	Fire Department
Parking Meter Rates (meters, hooding, permits, etc)	External	Annually	Transportation & Utilities
Parking Ticket Fines	External	Annually	Transportation & Utilities
Parking Ticket Payment Enforcement fees	External	Annually	Transportation & Utilities
Access Transit Rates	External	Annually	Transportation & Utilities
Compost Program Fees	External	Annually	Transportation & Utilities
Garbage Collection Fees - Commercial	External	Annually	Transportation & Utilities
Saskatoon Light & Power Rates (follow SaskPower)	External	Annually	Transportation & Utilities
Transit Rates	External	Annually	Transportation & Utilities

## Deferral from 2013 to be addressed in 2014

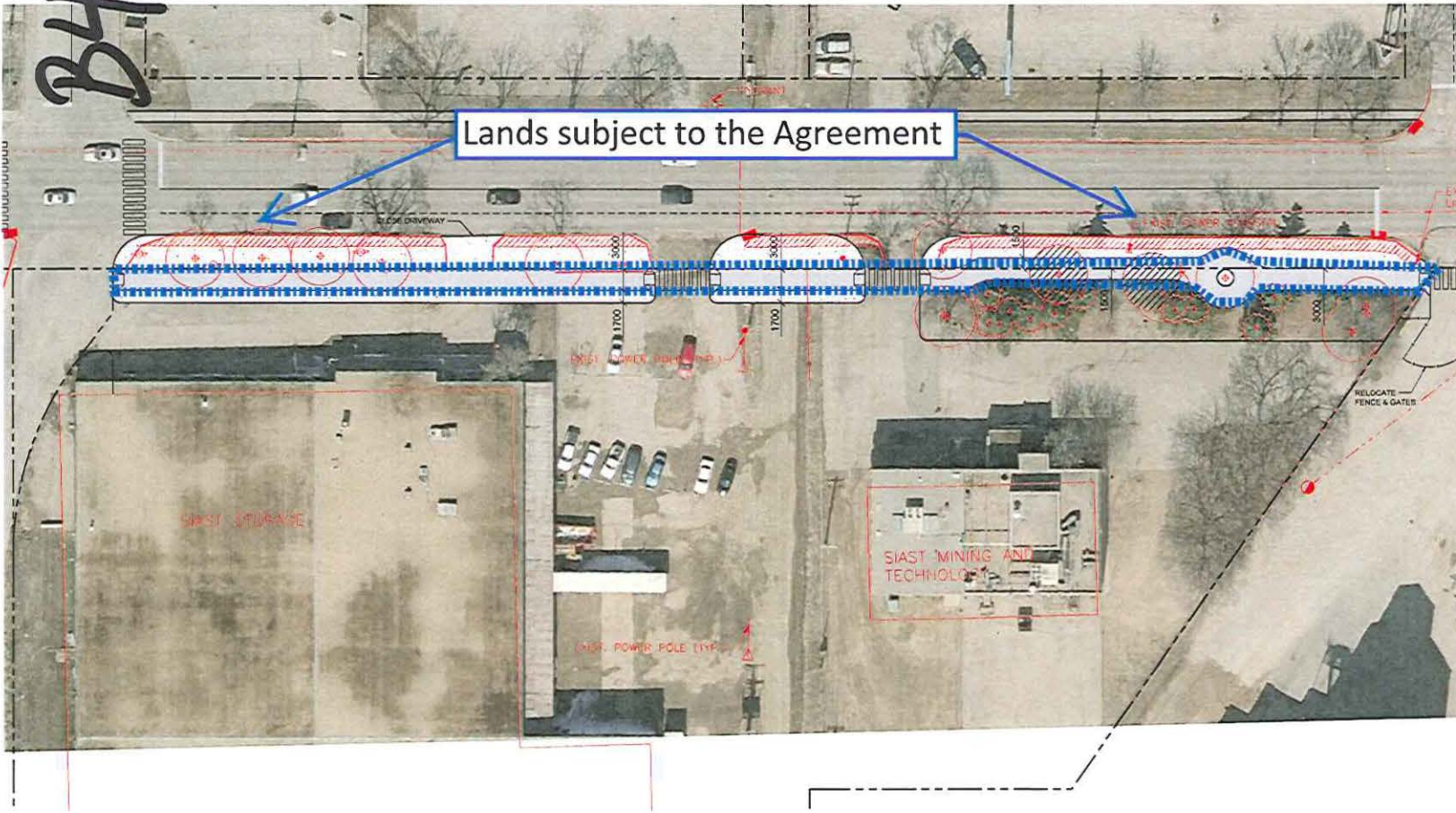
Revenue Description	Category	Last Review	Review Cycle	Next Review	Department Responsible
General Business License	External	unknown	4 years	2017	Asset & Financial Management
Traffic Fines	External	unknown	4 years	2017	City Solicitor
Newspaper Vending Fees	External	2000	4 years	2017	Transportation & Utilities
Over Dimension Permit Fee	External	unknown	4 years	2017	Transportation & Utilities
Use of Right of Way Fees	External	unknown	4 years	2017	Transportation & Utilities

B3



Disclaimer: This information is supplied solely as a courtesy and the City of Saskatoon makes no guarantee as to its accuracy. The recipient accepts all risks and expenses which may arise from the use of this information.





General Notes

- EXISTING TREES - to be retained
- EXISTING TREES - to be removed
- EXISTING PATH - to be removed
- PROPOSED PATH - 3m wide
- DRYLAND TURF

Revision	Date

**PRELIMINARY**  
NOT FOR CONSTRUCTION

**CROSBY HANNA & ASSOCIATES**  
LANDSCAPE ARCHITECTURE  
COMMUNITY PLANNING

407 1st Ave. North  
Saskatoon, SK S7K 1G3  
www.crosbyhanna.ca

T (306) 465-3441  
F (306) 422-9613

**33rd STREET  
MULTI-USE PATH  
PHASE 3**

Project Title

**DEVELOPMENT PLAN  
SIAST**

Drawing Title



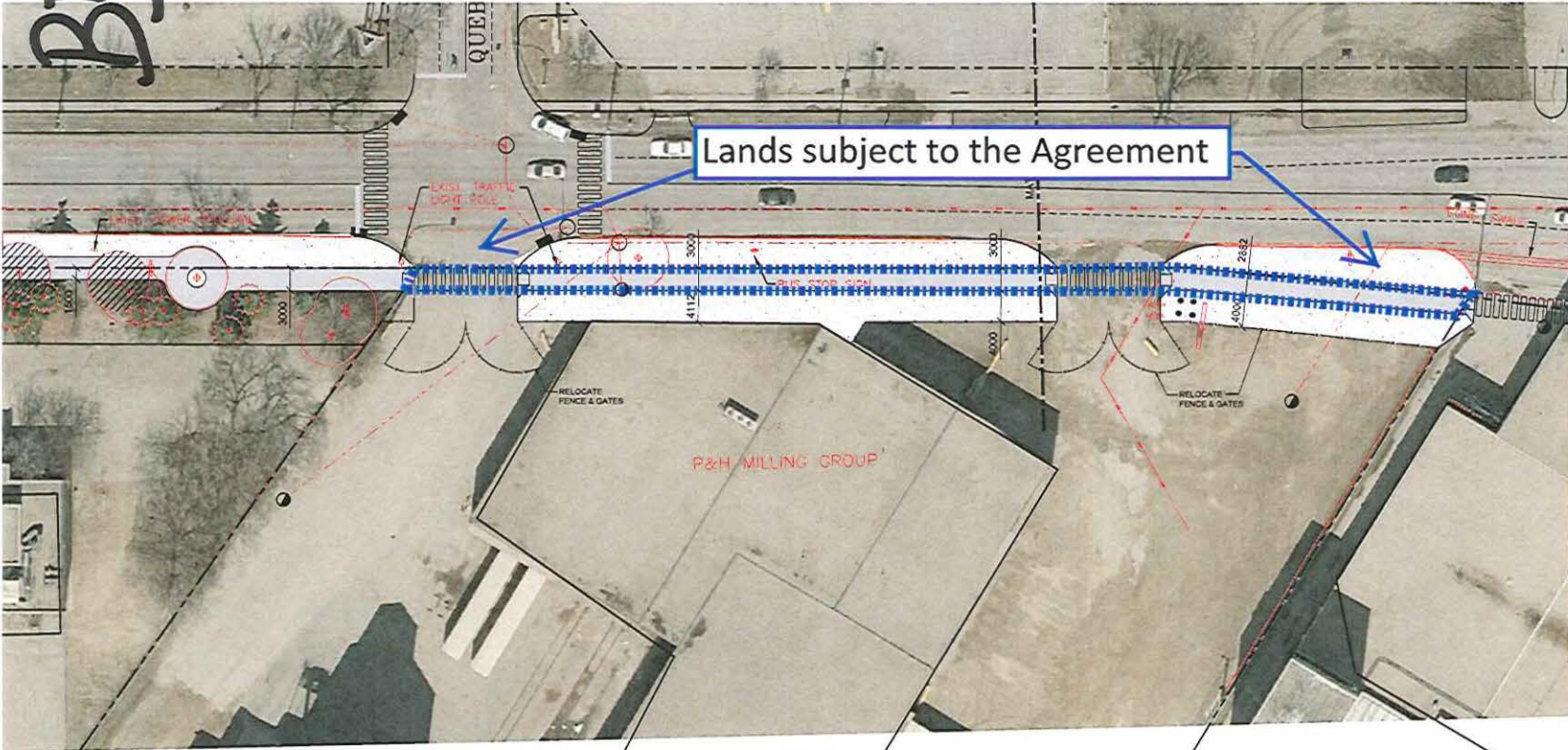
Drawn	SD	Checked	RC
Scale	1:300	Date	2014/01/09
Project No.	13037	Drawing	PL-2



Attachment 1

Lands Subject to the Agreement

B5



IMPACTED AREA  
 - from property line to back of proposed path  
 - P&H Milling 431 sm

-  EXISTING TREES  
- to be retained
-  EXISTING TREES  
- to be removed
-  PROPOSED PATH  
- 3m wide
-  DRYLAND TURF

Revision \_\_\_\_\_ Date \_\_\_\_\_

**CROSBY HANNA & ASSOCIATES**  
 LANDSCAPE ARCHITECTURE  
 COMMUNITY PLANNING

407 1st Ave. North  
 Simsbury, CT 06068  
 www.crosbyhanna.ca

T (860) 665-3441  
 F (860) 652-9613

33rd STREET  
 MULTI-USE PATH  
 PHASE 3

Project Title \_\_\_\_\_

DEVELOPMENT PLAN  
 P&H MILLING GROUP

Drawing Title \_\_\_\_\_



Drawn	SD	Checked	RC
Scale	1:300	Date	2013/08/26
Project No.	13037	Drawing	PL-3

**Service Saskatoon  
311/Customer Relationship Management System  
Project Plan**

**People:**

**Project Manager**

A full-time Project Manager will be required to guide the development of a detailed project plan and facilitate the implementation process. This is based on the Project Manager role that was used for the Website Redesign project. The initial work plan will include:

- research to conduct an 'as is' assessment and service gap analysis;
- recommendations for consolidation of existing customer service staff and business units;
- customer experience process mapping;
- content development and a knowledge base system;
- identifying other technology and training requirements; and
- ongoing communications with internal stakeholders and the public, leading a Steering Committee, coordination of an Advisory Committee, and establishing project timelines.

It is anticipated the Project Manager would be required for at least 18 months.

**Corporate Staff**

Staff will participate in a variety of ways in the development and implementation of a Service Saskatoon 311 solution, including participation on a Steering Committee, Advisory Committee, and working teams to assist in designing and implementing a solution that suits our citizens and our organization.

**Citizen Involvement**

Citizen input will be important in the development of an effective 311 solution for Saskatoon. It is anticipated that citizen representation will be included on a Steering Committee. A similar model used by the Website Redesign Steering Committee would be adopted by the Service Saskatoon 311 Steering Committee. For example, the Website Redesign Steering Committee includes eight civic staff and two members of the community who represent the broader community interests and encourage community engagement throughout the process.

## **Processes:**

### **Customer Experience Process Mapping**

This will detail the citizen experience, as well as the steps taken by staff, in dealing with specific types of inquiries or service requests as it happens today. Once process maps for the "current mode of operations" are completed, business processes may be modified to improve efficiency, eliminate unnecessary steps, and enhance the overall experience for the customer.

For a fully implemented 311 Call Centre, process mapping would need to be completed for all types of calls coming into the City. As part of a Project Plan, the Project Manager would make recommendations on the best approach to complete this process for each type of inquiry, including the potential use of facilitators or internal business analysts. However, we recommend commencing work on customer experience process mapping with Public Works in parallel with the design of an overall Service Saskatoon 311 Project Plan.

Public Works is one of the City's only existing 24/7 customer service centres and is already taking calls around specific types of inquiries and service requests. In addition, it is in the process of upgrading its telephone system. This upgrade will allow for easier tracking and reporting of call volumes and identifying the types of inquiries and service requests being received. The recorded calls can be used for quality monitoring and identification of process improvements. These reports and data provide an opportunity to begin developing customer experience process maps for high volume inquiries or service requests, or where the overall customer experience can be improved. In addition, piloting the process in one Division can allow for earlier identification of potential technology requirements.

### **Knowledge Base**

As customer experience process mapping is complete for each type of inquiry, the work can begin to formally transfer and document the knowledge into one location. A knowledge base is a system which contains information from across the organization and for all types of inquiries, consolidated into one source for the customer service agent.

Based on feedback from other municipalities it is anticipated that approximately 60% - 70% of calls will be from citizens looking for information on City programs and service so content management is integral to the success of a 311 Call Centre. This step will require time and staff commitment to ensure information is complete, consistent and accessible to 311 customer service agents. This will allow them to provide quick responses, consistent answers, and accurate information on a variety of programs and services. For example, when the City of Toronto launched their 311 solution, their knowledge base contained solutions to 15,000 questions.

Public Works has already developed a number of scripts to answer callers' questions which can be leveraged as a starting point. Furthermore, if customer experience process mapping is complete for high volume inquiries being received by Public Works, the formal transfer and documenting of the knowledge can begin. This will only improve the ability of customer service staff to provide quick, consistent and accurate response to citizen's information requests.

### Service Requests

The development of an effective 311/CRM solution for Saskatoon will also require consideration to the types of service requests and status updates which could be completed by a customer service agent. Based on feedback from other municipalities it is anticipated that approximately 30% of calls will be from citizens requesting a service or following up on the status of a service request.

### Consolidation Strategy

As part of a detailed Service Saskatoon 311 Project Plan, the Project Manager would make recommendations for consolidation of customer service function and appropriate timing. The recommendations and timing of consolidation would be the subject of a future report if the overall Service Saskatoon 311 Call Centre strategy is approved.

### Technology:

Technology is an important consideration for a fully implemented 311/CRM solution to be successful. Common technology which will need to be considered within the project plan includes:

- Knowledge Base Software – Used to setup a knowledge base and share information and frequently asked questions with customer service agents in an organized way.
- Customer Relationship Management (CRM) – A system that is used by 311 staff to access all information and in which data on the number of and types of calls is captured.
- Department Application Systems - Existing and/or new software used by departments to perform service requests (e.g. Chameleon software is used for processing pet licenses and renewal notices).
- Integration Software – An interface between the CRM and department application systems which reduce the number of software applications a Customer Service Agent would need to learn and operate to perform service requests. It would also reduce the amount of training required for all staff and improve overall customer service.



- Workforce Management Software – Software which assists with workforce optimization including forecasting workload, staff scheduling, and quality monitoring.
- Interactive Voice Response (IVR) – Technology which automates interactions with telephone callers. Most commonly it uses pre-recorded voice prompts and menus to provide options to callers and a touch-tone telephone keypad entry to gather responses. Newer solutions also enable input and responses to be gathered via spoken words with voice recognition.

**ATTACHMENT 2**

**Overview of Capital Costs for 311/CMR Solutions in Canadian and U.S. Municipalities**

<b>CITY</b>	<b>DESCRIPTION</b>	<b>CAPITAL COST</b>	<b>IMPLEMENTATION TIMELINE</b>
Minneapolis	Software - \$3.2M Professional Services - \$1.8 M Facilities - \$1.2 M	\$6.2M	Grant received in 2003 and 311 call centre opened in 2006 (3 years)
Mississauga	CRM, Knowledge Base, etc. (Consolidation of 19 business units and migration of 540,000 calls). Operates Monday to Friday from 7am to 7 pm.	\$5.44M	Hired Project Manager in 2005 and implemented 311 service in October 2009 (5 years)
Vancouver	Project costs, software, facilities, and funds to provide transition support to departments.	\$12.3M	In November 2006 Council approved the funding. The service was launched in June 2009 (2.5 years once a detailed capital budget was approved)
Edmonton	In May 2006, Council approved a capital budget to establish a call centre. Operates 24/7 and consolidated 15 business areas for more than 70 services.	\$10.0M	Capital budget approved in May 2006. Fully Operational in December 2008 (2.5 years once a detailed capital budget was approved)

Performance Target Matrix



A Culture of Continuous Improvement



Asset & Financial Sustainability



Quality of Life



Environmental Leadership







Sustainable Growth



Moving Around







Economic Diversity & Prosperity





PERFORMANCE TARGETS	METRIC	DATA SOURCE	FREQUENCY OF DATA	Business Line	National Benchmark
<b>Annual Property Tax Increase</b> 	Property tax change that is an amount equal or less than the Municipal Price Index (MPI)	Finance Division	Annually	Taxation	
<b>Debt as a Percentage of Operating Revenues</b> 	(%) Total debt as a percentage of operating consolidated revenue	City's Rating Agency	Annually	Corporate Governance and Finance	
<b>Key Civic Infrastructure Status</b> 	(%) Approved funded service level  Infrastructure gap (or deficit)	Asset Condition Reports	Annually	Transportation	
<b>Long-Term Tax-Supported Debt Per Capita</b> 	(%) Debt payment as a percentage of revenues (tax supported only)			Taxation	

*Handwritten signature or initials*






Performance Target Matrix

PERFORMANCE TARGETS	METRIC	DATA SOURCE	FREQUENCY OF DATA	Business Line	National Benchmark
<b>Debt Servicing Costs as a Percentage of Operating Revenues</b> 	(%) Tax supported debt servicing costs as a percentage of tax-supported operating revenues	Finance Division	Annually	Corporate Governance and Finance	
<b>Number of new Affordable Housing Units</b> 	(%) Availability and affordability of rental housing stock	Canada Mortgage and Housing Corporation (CMHC)	Annually	Urban Planning & Development	
<b>Vacancy Rates for Rental Housing</b> 	(%) vacancy rate	Canada Mortgage and Housing Corporation (CMHC)	Annually	Urban Planning & Development	
<b>Participation Rates in Sport, Recreation, and Recreation Activities</b> 	(#) Participation rate per capita in sport, culture and recreation activities	Annual Municipal Operations Benchmark Report  Annual Strategic Community Trends report  Civic Services Surveys  Perception Surveys on race relations (every 3-5 years)  Transition to employment numbers for Aboriginal training programs	Annually	Recreation and Culture	







Performance Target Matrix

PERFORMANCE TARGETS	METRIC	DATA SOURCE	FREQUENCY OF DATA	Business Line	National Benchmark
<b>Waste Diverted From the Landfill</b> 	(%) Waste diverted through recycling and composting	Internal data collection through Environmental and Corporate Initiatives and Public Works divisions	Annually	Environmental Health	Comparison to other Western Canadian Municipalities
<b>Reduction of Greenhouse Gas Emissions</b> 	(M) Corporate greenhouse gas emissions	Internal data collection through the Environmental and Corporate Initiatives division	Annually	Environmental Health	Comparison to other Western Canadian Municipalities
<b>Ratio of Infill Residential Development to Total Dwelling Unit Starts</b> 	(-) Ratio of new infill units compared to new housing in greenfield development	Internal data collection through the Planning and Development division	Monthly	Urban Planning & Development	
<b>Residential Development Density</b> 	(#) Average residential density	Statistics Canada  Saskatchewan Health Services card data  Internal data collection through Planning and Development division's building permit records	Annually	Urban Planning & Development	
<b>Transit Rides Per Capita</b> 	(%) Transit ridership per capita	Internal data collection thorough Saskatoon Transit Canadian Urban Transit Association (CUTA)	Annually	Transportation	Comparison to other Western Canadian Municipalities







Performance Target Matrix

PERFORMANCE TARGETS	METRIC	DATA SOURCE	FREQUENCY OF DATA	Business Line	National Benchmark
<b>Vehicle Kilometres Travelled (VKT) Per Capita</b> 	(#) Vehicle kilometres travelled	Internal data collection through the Transportation division  Average Annual Daily Traffic (AADT) Statistics	Annually	Transportation	Comparison to other Western Canadian Municipalities
<b>Kilometres of Accessible Cycling Network</b> 	(#) Kilometers of accessible cycling network	Internal data collection through the Transportation division  Cycling network construction	Annually	Transportation	Comparison to other Western Canadian Municipalities
<b>Modal Share</b> 	(%) Modal split of the community	National Household Survey (Census) data  Household Travel Survey (HTS)	Census data is collected every 5 years	Transportation	Statistics Canada
<b>Supply of residential and Industrial Land</b> 	(#) Average development volumes	Internal data collection through the Land Development and Real Estate division	Annually  Quarterly analysis of inventory levels is reported to City Council	Land Development	
<b>Retail Space Per Capita</b> 	(:) Retail space per capita	Internal data collection through the Planning and Development division  Internal data collection through the Assessment and Taxation division	Annually	Land Development	
<b>Diversity of Workforce</b> 	(%) workforce representing diversity of city's population	Internal data collection in Human Resources  Saskatchewan Human Rights Commission	Annually	Corporate Governance and Finance	Canadian Human Rights Commission  Saskatchewan Human Rights Commission

Performance Target Matrix

PERFORMANCE TARGETS	METRIC	DATA SOURCE	FREQUENCY OF DATA	Business Line	National Benchmark
 <b>Lost Time Injury Frequency</b>	(#) Lost time injury frequency	Internal data collection in Human Resources  Saskatchewan Workers' Compensation Board	Monthly	Corporate Governance and Finance	Provincial Lost Time Injury Rate  WCB's G31 Rate Code Lost Time Injury Rate (municipalities, towns and RM's)
 <b>Fire Response Time</b>	(M) Emergency Response Times	Internal data collection at Saskatoon Fire and Protective Services	Annually	Fire and Protective Services	Comparison to other Western Canadian Municipalities
 <b>Emergency Response Preparedness</b>		Internal assessment of progress	Annually	Fire and Protective Services	Comparison to other Western Canadian Municipalities
 <b>Crime Rates</b>	(#) Total Criminal Code Incidents (#) Violent Crime (#) Property Crime	Canadian Centre for Justice Statistics	Annually	Policing	
 <b>Traffic Collisions</b>	(#) traffic collisions	Internal data collection at Saskatoon Police Services	Annually	Policing	
 <b>Satisfaction with Police Services</b>	(%) Public perceptions of safety	Community Satisfaction and Policing Priority Surveys	Surveys commissioned every third year	Policing	Comparison to other Western Canadian Municipalities

Performance Target Matrix

INDICATORS	METRIC	DATA SOURCE	FREQUENCY OF DATA	Business Line	
 <p>Municipal Property Tax Per Capita</p>	<p>(\$) Municipal property tax per capita</p> <p>Indicator only</p>	<p>Internal data collection through the Asset and Financial Management department as well as the Planning and Development division</p>	<p>Annually</p>	<p>Taxation</p>	
 <p>Property Tax as a Percentage of Total Revenues</p>	<p>(%) Property tax as a percentage of total revenues</p> <p>Indicator only</p>	<p>Internal data collection through the Asset and Financial Management department</p>	<p>Annually</p>	<p>Taxation</p>	
 <p>Population Growth and Rate Change</p>	<p>(%) population growth rate</p> <p>Indicator only - no target recommended at this time</p>	<p>Statistics Canada (Census of Canada)</p> <p>Saskatchewan Health Services card data</p>	<p>Annually</p>	<p>Urban Planning &amp; Development</p>	
 <p>Citizen Satisfaction Survey</p>	<p>Indicator only - as there are a number of metrics within the survey, the purpose of tracking this indicator is to identify trends in citizen satisfaction as well as identify areas for improvement in civic programs and services.</p>	<p>Third Party Research Company</p>	<p>Annually</p>	<p>Corporate Governance and Finance</p>	<p>Comparison to other Western Canadian Municipalities</p>
 <p>Fire Fighters Per Capita</p>	<p>(:) Ratio of fire fighters to population</p> <p>Indicator only - NFPA 1710 standard is 150 fire fighters per 100,000 population</p>	<p>Internal data collection at Saskatoon Fire and Protective Services (comparison of population to actual fire personnel numbers)</p>	<p>Annually</p>	<p>Fire and Protective Services</p>	<p>Comparison to other Western Canadian Municipalities</p>
 <p>Police Officers Per Capita</p>	<p>(:) Ratio of police officers to population</p> <p>Indicator only - recommendation is 190 police officers per 100,000 population</p>	<p>Internal data collection at Saskatoon Police Services (comparison of population to actual police numbers)</p>	<p>Annually</p>	<p>Policing</p>	<p>Comparison to other Western Canadian Municipalities</p>



His Worship the Mayor and City Council  
The City of Saskatoon

## **LEGISLATIVE REPORTS**

### **Section A – OFFICE OF THE CITY CLERK**

#### **A1) Greater Saskatoon Catholic Schools – By-Election (File No. CK. 265-1-2014)**

**RECOMMENDATION:** that Wednesday, October 29, 2014, be named as election day for a by-election to fill the vacancy on the Board of Education for St. Paul's Roman Catholic Separate School Division No. 20 of Saskatchewan.

#### **TOPIC AND PURPOSE(S)**

The purpose of this report is to establish the date for a by-election to fill the vacancy on the Board of Education for St. Paul's Roman Catholic Separate School Division No. 20. of Saskatchewan.

#### **REPORT**

There is a vacancy on the Board of Education for St. Paul's Roman Catholic Separate School Division No. 20. In accordance with Section 7(1) of *The Local Government Election Act*, City Council is to name a day specified by the board as election day.

At its recent Board meeting, the Board of Education for St. Paul's Roman Catholic Separate School Division No. 20 of Saskatchewan passed the following resolution:

*Moved by Trustees Fortosky and Stus that the Board of Education set October 29, 2014 as the by-election date for the trustee vacancy in the City of Saskatoon.*

#### **PUBLIC NOTICE**

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

**A2) Appointment of Deputy Mayor – July to December, 2014**  
**(File No. CK. 255-3)**

**RECOMMENDATION:** that the following be appointed Deputy Mayor for the months indicated:

Councillor E. Olauson	July, 2014
Councillor M. Loewen	August, 2014
Councillor Z. Jeffries	September, 2014
Councillor A. Iwanchuk	October, 2014
Councillor D. Hill	November, 2014
Councillor R. Donauer	December, 2014

**TOPIC AND PURPOSE(S)**

The purpose of this report is to appoint the Deputy Mayor for the months of July to December, 2014.

**REPORT**

Bylaw No. 9170, *The Procedures and Committees Bylaw, 2014* was passed by City Council on June 9, 2014. The Bylaw comes into force on July 1, 2014.

Section 7 of Bylaw No. 9170 provides for an organizational meeting to be held each year as part of the Regular Business meeting in November. At that meeting, Council shall establish the term and rotation schedules for the positions of Deputy Mayor and Acting Mayor.

The Deputy Mayor is to act as the Mayor if the Mayor is unable to perform the duties of Mayor; or the office of Mayor is vacant. Council shall appoint an Acting Mayor if both the Mayor and the Deputy Mayor are unable to perform the duties of Mayor; or both the office of Mayor and the office of Deputy Mayor are vacant. The Acting Mayor shall be the Council member who last acted as Deputy Mayor.

This interim report is being submitted in order to appoint the Deputy Mayor for the months of July to December, 2014, in accordance with Bylaw No. 9170, *The Procedures and Committees Bylaw, 2014*. The recommendation is in keeping with City Council's earlier resolution for appointments of Deputy Mayor for 2014 under Bylaw No. 8198, *The Council and Committee Procedure Bylaw, 2003*, and the practice of appointments being made on a reverse alphabetical basis with a monthly rotation.

**PUBLIC NOTICE**

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

**A3) City of Saskatoon Municipal Manual - 2014  
(File No. CK. 369-1)**

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

I am pleased to present the 2014 City of Saskatoon Municipal Manual for the information of Council.

Copies are available on the City of Saskatoon website at [www.saskatoon.ca](http://www.saskatoon.ca) - City Clerk's Office - Reports and Publications.

**PUBLIC NOTICE**

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

**ATTACHMENT**

1. 2014 Municipal Manual.

**Section B – OFFICE OF THE CITY SOLICITOR**

**B1) Proposed Lease of City Boulevard Adjacent to 109 Jessop Avenue  
(File No. CK. 4070-2)**

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**RECOMMENDATION:** that City Council consider Bylaw No. 9201.

**TOPIC AND PURPOSE**

The purpose of this report is to provide City Council with Bylaw No. 9201 which implements City Council's decision to enter into a Boulevard Lease Agreement with Mid-West Electric Ltd. to lease 20.49 square meters (220.5 square feet) of the boulevard located at 109 Jessop Avenue.

**REPORT**

City Council, at its meeting on May 5, 2014, authorized the lease of a portion of the boulevard at 109 Jessop Avenue for an annual fee of \$150.00 plus GST for a term of five years.

The Boulevard Lease Agreement is attached as Schedule "A" to proposed Bylaw No. 9201.

**ATTACHMENT**

1. Proposed Bylaw No. 9201, *The Boulevard Lease (109 Jessop Avenue) Bylaw, 2014.*

**B2) Proposed Rates - 2014 Water and Sewer Service Inspection and  
Boulevard Deposit Rates  
(File No. CK. 7780-1)**

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**RECOMMENDATION:** that City Council consider Bylaw No. 9202.

**TOPIC AND PURPOSE**

The purpose of this report is to provide City Council with Bylaw No. 9202 which implements City Council's decision to implement a new rates system for water and sewer connection inspections whereby contractors will be charged on the basis of an hourly inspection rate instead of issuing charges per connection.

**REPORT**

City Council, at its meeting held on March 31, 2014, considered a report of the General Manager, Transportation & Utilities Department dated March 3, 2014 requesting approval

to implement a new rates system for water and sewer connection inspections, including deposit rates for boulevard maintenance, in order to better reflect the costs of providing these services and meet a goal of 100% cost recovery. City Council resolved that, commencing in 2014, contractors will be charged on the basis of an hourly inspection rate as opposed to the former practice of charging per connection. Further, that the fees charged for water and sewer inspection services be amended as outlined in the General Manager's report and that the City Solicitor prepare the necessary bylaw amendment.

In accordance with City Council's instructions, we are pleased to submit Bylaw No. 9202, *The Private Sewer and Water Service Connection Amendment Bylaw, 2014*.

**ATTACHMENT**

1. Proposed Bylaw No. 9202, *The Private Sewer and Water Service Connection Amendment Bylaw, 2014*.

Respectfully submitted,

\_\_\_\_\_  
Joanne Sproule, City Clerk

\_\_\_\_\_  
Patricia Warwick, City Solicitor

**BYLAW NO. 9201**

**The Boulevard Lease (109 Jessop Avenue) Bylaw, 2014**

The Council of The City of Saskatoon enacts:

**Short Title**

1. This Bylaw may be cited as *The Boulevard Lease (109 Jessop Avenue) Bylaw, 2014*.

**Purpose**

2. The purpose of this Bylaw is to authorize the leasing of a portion of boulevard in the vicinity of 109 Jessop Avenue, Saskatoon, Saskatchewan.

**Lease Authorized**

3. The lease of the portion of boulevard described in the Boulevard Lease Agreement attached as Schedule "A" to this Bylaw is hereby authorized on the terms and conditions contained in this Agreement.

**Coming into Force**

4. 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

## Boulevard Lease Agreement

This Agreement made effective the 5th day of May, 2014.

Between:

**The City of Saskatoon**, a municipal corporation pursuant to the provisions of *The Cities Act*, S.S. 2002, Chapter C-11.1 (the "City")

- and -

**Mid-West Electric Ltd.**, a corporation of the City of Saskatoon, in the Province of Saskatchewan (the "Lessee")

Whereas the Lessee occupies:

Parcel Number: 120059737  
Title Number: 110184814  
Legal Description: Lot 21, Block 526, Plan 65S02405 Ext 0  
As described on Certificate of Title 86S06979

which land is commonly known as 109 Jessop Avenue, and is immediately adjacent to the land which is the subject of this Agreement;

Whereas the Lessee is prepared to be bound by this Agreement and to perform the covenants contained in this Agreement;

The parties agree as follows:

### Purpose

1. The Lessee wishes to lease that portion of a City boulevard as shown outlined on the attached Schedule "A" (the "Land") for the purposes of parking. This document is the Lease Agreement.

### Grant of Lease

2. In consideration of the rents, covenants, conditions and agreements contained in this Agreement, the City leases the Land to the Lessee.

**Term**

3. The term of this Agreement is 5 years commencing May 5, 2014 and ending May 5, 2019 (the "Term"), which Term may be extended for a further 5 years subject to the parties reaching agreement on rent.

**Rent**

4. The Lessee shall pay rent to the City in advance on or before the 5th day of May of each year in the amount of \$150.00 per annum, plus Goods and Services Tax ("GST").

**Lessee's Covenants**

5. The Lessee hereby covenants with the City:
  - (a) to pay the rent reserved on the days and in the manner aforesaid without any deduction or abatement whatsoever;
  - (b) to install fencing straight faced or angled to prevent vehicle access between the street and the leased area, 2.7 metres from the face of the curb, except at permitted driveways;
  - (c) to ensure that access to the Land is provided only from the Lessee's adjacent property;
  - (d) to use the Land only for the purpose of additional parking space;
  - (e) to ensure that no permanent structure is constructed or placed on the Land;
  - (f) upon termination of the lease, to return the Land to its pre-lease condition;
  - (g) not to sublet the demised Land or any portion thereof or assign this Agreement or part with the possession of the demised Land without first obtaining the written consent of the City;
  - (h) to maintain the demised Land in a clean, tidy, sanitary and safe condition at all times, and not permit garbage or waste to accumulate on or about the demised Land;



- (i) to permit the City by its servants or agents at all reasonable times to have a full and free access to any and every part of the demised Land, to view the state of repair and for any other reasonable grounds;
- (j) to indemnify and save the City harmless from any and all liability, damage, expense, cause of action, suits, claims or judgments arising from injury to person or property on the demised Land or arising either directly or indirectly by virtue of the Agreement;
- (k) to maintain and keep in force during the term of this Agreement, general liability insurance in an amount not less than \$2,000,000.00 in a form satisfactory to the City which will name the City as an additional insured. The Lessee will provide proof of such insurance to the City at the beginning of the term of the Agreement;
- (l) at the Lessee's own cost and expense to comply with the requirements of every applicable bylaw, statute, law or ordinance, and with every applicable regulation or order with respect to the condition, equipment, maintenance, use or occupation of the demised Land; and
- (m) to maintain the Land at the Lessee's own cost and expense and be responsible for all snow removal and utility repairs.

#### **Re-Entry by City**

6. If the rent or any part of the rent payable under this Agreement is unpaid for 30 days after becoming payable (whether formally demanded or not), or if any covenant in this Agreement is not performed or observed or if the Lessee abandons the Land, the City may re-enter upon the Land and this Agreement will be automatically terminated. The termination will not affect the City's other rights under this Agreement.

#### **Termination**

7. (1) Either party may terminate this Agreement by providing the other party with 30 days written notice of its intention to do so.
- (2) Notwithstanding the provisions in clause 7(1) the City may terminate this Agreement upon breach of the terms by the Lessee.

## Notices

8. All notices given pursuant to this Agreement shall be sufficiently given if delivered personally or if mailed prepaid and registered to:

The address for the City:

The City of Saskatoon  
c/o City Clerk  
City Hall  
222 3<sup>rd</sup> Avenue North  
Saskatoon SK S7K 0J5

The address for the Lessee:

Mid-West Electric  
109 Jessop Avenue  
Saskatoon SK S7N 1Y3

## Inspection by Lessee

9. The Lessee has examined the Land and acknowledges that the Land and the condition thereof is satisfactory for the purposes of this Agreement.

## Environmental Hazards

10. (1) The Lessee will not produce on the Land or allow to be brought onto the Land any toxic or hazardous substance which, if it were to remain on or escape from the Land, would contaminate the Land or any other property it came in contact with.
- (2) The Lessee is responsible for any environmental damage to the Land or any other property as a result of the Lessee's use of the Land.
- (3) The Lessee is not responsible for any environmental hazards which pre-existed the Lessee's ownership/occupation of the Land or which result from the City's activity on the Land.

**Access to Other Property and Easements**

- 11. (1) The Lessee agrees that, notwithstanding any other term in this Agreement, the tenancy created by this Agreement shall not affect or interfere with access to any other property.
- (2) The rights created by this Agreement are subject to any easement or right of way for the purpose of providing public utilities.

**Agreement Binding**

- 12. This Agreement shall enure the benefit of and be binding upon the parties, their successors and permitted assigns.

**Applicable Law**

- 13. The laws of the Province of Saskatchewan shall apply and bind the City and the Lessee in any and all questions pertaining to this Agreement.

**The City of Saskatoon**

\_\_\_\_\_  
Mayor

c/s

\_\_\_\_\_  
City Clerk

**Mid-West Electric Ltd.**

\_\_\_\_\_  
\_\_\_\_\_  
c/s

## Affidavit Verifying Corporate Signing Authority

Canada )  
Province of Saskatchewan )  
To Wit: )

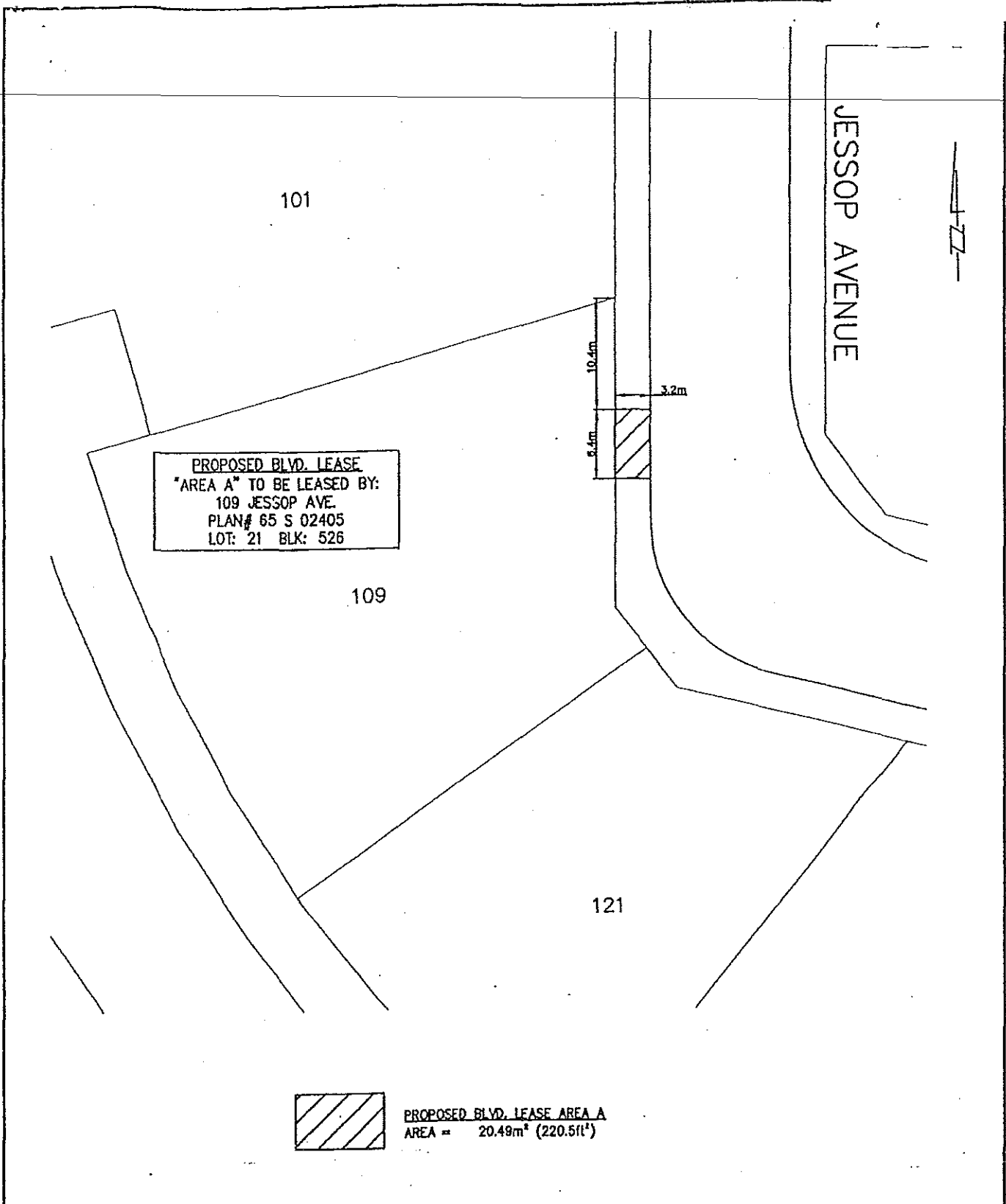
I, \_\_\_\_\_, of the City of Saskatoon, in the  
(Name)  
Province of Saskatchewan, \_\_\_\_\_, make oath and say:  
(Position Title)

1. I am an officer or director of the corporation named in the within instrument.
2. I am authorized by the corporation to execute the instrument without affixing a corporate seal.


Sworn before me at the City of Saskatoon, )  
in the Province of Saskatchewan, this \_\_\_\_\_ )  
day of \_\_\_\_\_, \_\_\_\_\_ )  
\_\_\_\_\_)  
A Commissioner for Oaths for Saskatchewan. )  
My commission expires \_\_\_\_\_ )  
(or) Being a solicitor. )

\_\_\_\_\_  
(Signature)

SCHEDULE "A"



PROPOSED BLVD. LEASE AREA A  
 AREA = 20.49m<sup>2</sup> (220.5ft<sup>2</sup>)

PLAN DESCRIPTION/REVISIONS		 <b>City of Saskatoon</b> Infrastructure Services Department	APPROVED
4			GENERAL MANAGER
3		PROPOSED BOULEVARD LEASE 109 JESSOP AVENUE	ENGINEER
2			ENGINEER
1			ENGINEER
DRAWN BY <u>EDC</u>			PLAN NO. 240-0071-005r0Q1
DATE <u>2013-SEP-26</u>			
SCALE: HOR. <u>1:500</u> VERT. _____			

B2

BYLAW NO. 9202

The Private Sewer and Water Service Connection  
Amendment Bylaw, 2014

The Council of The City of Saskatoon enacts:

Short Title

- 1. This Bylaw may be cited as *The Private Sewer and Water Service Connection Amendment Bylaw, 2014*.

Purpose

- 2. The purpose of this Bylaw is to amend *The Private Sewer and Water Service Connection Bylaw, 2010* to implement a new rates system for water and sewer connection inspections. Contractors will be charged on the basis of an hourly inspection rate.

Bylaw No. 8880 Amended

- 3. The Private Sewer and Water Service Connection Bylaw No. 8880 is amended in the manner set forth in this Bylaw.

Schedule "A" Amended

- 4. Schedule "A" is repealed and the schedule marked as Schedule "A" to this Bylaw is substituted.

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

## Schedule "A"

## Schedule "A"

## Inspection and Tapping Fees and Refundable Deposits

1.	Residential Inspection of Connections Including Records (New, Disconnects, Repairs or Similar)	\$165.00/hour regular hours (Minimum call out will be two hours/connection) \$330.00/hour overtime
2.	Residential Tapping (Maximum 50 mm) (Connection to water main by City)	\$275.00/tapping
3.	Commercial Inspection of Connections Including Records (New, Disconnects, Repairs or Similar)	\$165.00/hour regular hours (Minimum call out will be two hours/connection) \$330.00/hour overtime
4.	Records (Technical Drafting Services)	Nil (cost added to inspection)
5.	Commercial Tapping (Maximum 50 mm)	\$275.00/tapping except Mueller Tapping
6.	Mueller Tapping (minimum 51mm)	All costs associated with tapping will be recovered through work order
7.	Water Testing as required (TC & HPC bacteria)	\$55.00/set plus inspection time
8.	Refundable Deposit for Water and Sewer Service Cut Off as part of Demolition Permit	\$3,000.00 Residential \$7,500.00 Commercial
9.	Refundable Deposit for Boulevard Condition Maintenance as part of Demolition Permit	\$150.00/meter frontage Residential \$200.00/meter frontage Commercial

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. Innovative Housing Incentives Applications  
New Rental Construction Land Cost Rebate Program  
Baydo Development Corporation – 118/102 Cope Crescent  
(Files CK. 750-4 and PL. 952-6-23)**

**RECOMMENDATION:**

- 1) that funding of \$449,924 for the construction of 112 purpose-built rental units to be built at 118/102 Cope Crescent by Baydo Development Corporation, be approved;
- 2) that a five-year tax abatement of the residential taxes be applied to the subject properties, commencing the next taxation year, following the completion of construction; and
- 3) that the City Solicitor be instructed to prepare the necessary tax abatement and incentive agreements with Baydo Development Corporation, and that His Worship the Mayor and the City Clerk be authorized to execute these agreements under the Corporate Seal.



Attached is a report of the General Manager, Community Services Department, dated May 28, 2014, requesting approval for a grant and tax abatement for a project by Baydo Development Corporation, submitted under the New Rental Construction Land Cost Rebate Program, to create 112 purpose-built rental units in two mixed-use buildings, with main floor commercial components in the Stonebridge neighbourhood.

Your Committee has reviewed this report and supports the above recommendations.

**2. Innovative Housing Incentives Applications  
Mortgage Flexibilities Support Program  
NewRock Developments (Sask) Inc. – 210 Rajput Way  
(Files CK. 750-4 and PL. 951-127)**

- RECOMMENDATION:**
- 1) that 51 affordable housing units, to be constructed by NewRock Developments (Sask) Inc., at 210 Rajput Way, in the Evergreen Neighbourhood, be designated under the Mortgage Flexibilities Support Program as defined in Innovative Housing Incentives Policy No. C09-002, contingent upon this housing project being fully approved for mortgage loan insurance flexibilities by Genworth Canada and/or Canada Mortgage and Housing Corporation;
  - 2) that funding of up to \$45,000 be approved under Innovative Housing Incentives Policy No. C09-002 for the purpose of constructing two barrier-free show homes; and
  - 3) that the City Solicitor be instructed to prepare the necessary incentive agreement with NewRock Developments (Sask) Inc., and that His Worship the Mayor and the City Clerk be authorized to execute the agreement under the corporate seal.

Attached is a report of the General Manager, Community Services Department, dated June 3, 2014, requesting approval for the designation of 51 affordable ownership units under the Mortgage Flexibilities Support Program, and a grant of \$45,000 for the construction of two barrier-free show homes.

Your Committee has reviewed this report and supports the above recommendations.

**3. Request for Funding  
2014 Softball Canada U18 Women's Canadian Softball Championship  
(Files CK. 1870-15 and RS. 1870-12-2)**

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- RECOMMENDATION:**
- 1) that funding in the amount of \$35,000 be allocated under the Special Event, Sport category to the 2014 Softball Canada U18 Women's Canadian Softball Championship, as this event meets eligibility requirements as outlined in Special Events Policy No. C03-007; and
  - 2) that \$30,000 be released to the host committee on July 2, 2014.

Attached is a report of the General Manager, Community Services Department dated May 27, 2014, requesting approval for a Special Event Grant for the 2014 Softball Canada U18 Women's Canadian Softball Championship being hosted by the Saskatoon Amateur Softball Association in Saskatoon from August 4 to 10, 2014.

Your Committee has reviewed this report and supports the above recommendations.

**4. Application for Funding Under the Heritage Conservation Program  
City Gardener's Site, Victoria Park – 810 Spadina Crescent West  
(Files CK. 710-19 and PL. 907-1)**

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- RECOMMENDATION:** that funding be approved to a maximum of \$8,000, through the Heritage Conservation Program, for interpretive signage at the City Gardener's Site.

Attached is a memo dated June 6, 2014, from the Secretary, Municipal Heritage Advisory Committee, advising of the Committee's support of the granting of funding under the Heritage Conservation Program for interpretive signage at the City Gardener's Site, as outlined in the report of the General Manager, Community Services Department dated May 12, 2014.

Your Committee has reviewed this report and supports the above recommendation.

**5. Downtown Office and Structured Parking Incentives**  
**(Files CK. 4130-1 and PL. 4130-22)**

**RECOMMENDATION:** that the proposed amendments to Vacant Lot and Adaptive Reuse Incentive Program Policy No. C09-035 be approved.

Attached is a report of the General Manager, Community Services Department dated May 28, 2014, requesting approval to amend the Vacant Lot and Adaptive Reuse Incentive Program Policy to add incentives for Downtown Office and Structured Parking, in accordance with the goals of the City Centre Plan.

Your Committee has reviewed this report and supports the above recommendation.

**6. Inquiry – Councillor R. Donauer (October 24, 2011)**  
**Landscaping of Industrial Properties – Artificial Turf**  
**(Files CK. 4139-1 and PL. 4125-14)**

**RECOMMENDATION:**

- 1) that the use of artificial turf be permitted to fulfill the required landscaping requirements on industrial properties, subject to conditions; and
- 2) that the Administration undertake the amendments to the Landscaping Guidelines to accommodate the use of this product.

On April 8, 2014, the Planning and Operations Committee considered an information report from the General Manager, Community Services Department in response to an inquiry from Councillor Donauer regarding the possibility of adding artificial turf to the list of acceptable options for landscaping of industrial properties in the city. The report recommended that artificial turf not be permitted.

Considerable discussion took place regarding challenges of landscaping and beautifying in industrial areas; available recyclable artificial turf; the fact that artificial turf is allowed in other areas of the city; potential drainage issues; and the use of pesticides and water consumption associated with grass.

The Committee subsequently resolved that the matter be referred back to the Administration for a further report, including the possibility of allowing only recyclable turf material; the technology that is available regarding drainage; incentives for properties that have landscaping which allows for drainage; the costs that could be saved by allowing artificial turf in terms of time, weeding, water supply, etc.; and clarification regarding how artificial turf would be treated in terms of equivalent run off charges and if it would be treated as hard surface.

Attached is a report of the General Manager, Community Services Department dated May 28, 2014, providing the requested information.

Your Committee has reviewed this report and supports the above recommendations.

**7. 2014 Assistance to Community Groups Cash Grants Program  
Social Services Category  
(Files CK. 1871-3 and RS. 1870-2)**

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**RECOMMENDATION:** that the May 28, 2014 report of the Social Services Subcommittee be submitted to City Council recommending that grants totalling \$988,244 for 2014 under the Social Services Category, Assistance to Community Groups Cash Grant Program, be approved.

Attached is a report of the Social Services Subcommittee dated May 28, 2014, requesting approval of grants under the Social Services Category of the Assistance to Community Groups Cash Grants Program for 2014.

Your Committee has reviewed this report and supports the above recommendation.

**8. Proposed Comprehensive Downtown Parking Strategy  
(Files CK. 4130-1 X 6120-5 and PL. 4130-22-6)**

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**RECOMMENDATION:** that \$200,000 from the Parking Reserve be approved to fund the preparation of the Comprehensive Downtown Parking Strategy.

Attached is a report of the General Manager, Community Services Department, dated May 30, 2014, requesting approval to allocate funding to initiate the Comprehensive Downtown Parking Strategy.

Your Committee has reviewed this report and supports the above recommendation.

**9. Advanced Metering Infrastructure (AMI) Project Implementation  
Saskatoon Light & Power Capital Project #1250: AMI Implementation  
Saskatoon Water Capital Project #1055: AMR Infrastructure  
(Files CK. 1000-1 X 1550-2 and WT. 2030-1)**

- RECOMMENDATION:**
- 1) that Administration be directed to proceed with the implementation of an Advanced Metering Infrastructure (AMI) system for both the electricity and water utilities, and that it be operational by the end of 2015;
  - 2) that the Meter Replacement Programs be planned to ensure that all electricity meters are AMI-compatible by the end of 2017 and that all water meters are AMI-compatible by the end of 2019;
  - 3) that Administration be directed to negotiate pricing, terms and conditions with Elster Canadian Meter Company Inc. for the supply of:
    - AMI system (data collectors, repeaters and head-end system), estimated at \$1.6 million;
    - Annual support contract (15 years), estimated at \$120,000 per year;
    - 26,700 electricity meters to complete the deployment, with staged delivery between 2014 and 2017, estimated at \$3.625 million; and,
    - 69,000 communication modules for the water meters, with staged delivery between 2015 and 2019, estimated at \$4.9 million;and report back to City Council with the appropriate recommendations;

- 4) that a Request for Proposals (RFP) be issued for the supply of a Meter Data Management system at an estimated cost of \$1.1 million, and report back to City Council with the appropriate recommendations;
- 5) that \$1.0 million be returned from Capital Project 724 – Electricity Meters to the Electrical Distribution Replacement Reserve; and
- 6) that an adjustment to the project budget for Capital Project 1250 – AMI Implementation be made in the amount of \$1.0 million from the Electrical Distribution Replacement Reserve.

Attached is a report of the General Manager, Transportation and Utilities Department, dated May 28, 2014, requesting approval for the implementation of an Advanced Metering Infrastructure system for electricity and water metering.

Your Committee has reviewed this report and supports the above recommendations.

**10. 2014 Urban Design Streetscape Projects Update**  
**(Files CK. 4110-1 and PL. 217-115)**

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

Attached is a report of the General Manager, Community Services Department dated June 3, 2014, providing an update on the scope of streetscape improvements to occur on 20<sup>th</sup> Street West and Central Avenue in 2014.

Your Committee reviewed this report and requested that the Administration provide a breakdown of the additional \$300,000 that will be required in 2015 to complete the full scope of the 20<sup>th</sup> Street West Streetscape project. The Administration will distribute the requested information at the City Council meeting.

**11. Leisure Centre Market Research Survey Report  
(Files CK. 5500-1 and RS. 430-9)**

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

Attached is a report of the General Manager, Community Services Department dated May 28, 2014, providing an overview of a Leisure Centre Market Research Survey, conducted by Fast Consulting.

Your Committee has reviewed this report and is submitting it to City Council for information.

**12. Growing Forward! Shaping Saskatoon Project Update  
(Files CK. 4110-2 and PL. 4110-12-7)**

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

Attached is a report of the General Manager, Community Services Department dated May 28, 2014, providing information regarding two reports (Growth Plan Summary Report #1 and Winter 2014 Engagement Summary Report) that have been prepared regarding the Growing Forward! Shaping Saskatoon initiative.

Your Committee has reviewed this report and is submitting it to City Council for information.

**13. Civic Heritage Policy – Companion Document  
(Files CK. 710-1 and PL. 710-8)**

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

Attached is a memo dated June 6, 2014, from the Secretary, Municipal Heritage Advisory Committee, forwarding a report of the General Manager, Community Services Department dated April 23, 2014, regarding the Civic Heritage Policy – Companion Document and the Civic Heritage Policy.

Your Committee has reviewed the report and is submitting it to City Council for information.

Report No. 10-2014  
Planning and Operations Committee  
Monday, June 23, 2014  
Page 9

A copy of the City of Saskatoon Heritage Plan can be viewed on the City of Saskatoon's website at [www.saskatoon.ca](http://www.saskatoon.ca) by clicking "R" for Reports to Council.

**14. 2013 Annual Report – Cultural Diversity and Race Relations Committee  
(File No. CK. 430-29)**

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

Attached is a memo dated May 27, 2014, from the Secretary, Cultural Diversity and Race Relations Committee, requesting that the 2013 Annual Report of the Cultural Diversity and Race Relations Committee be submitted to City Council for information.

Your Committee has reviewed the annual report and is submitting it to City Council for information.

Respectfully submitted,

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Councillor M. Loewen, Chair



**TO:** Secretary, Planning and Operations Committee  
**FROM:** General Manager, Community Services Department  
**DATE:** May 28, 2014  
**SUBJECT:** Innovative Housing Incentives Applications – New Rental Construction Land Cost Rebate Program – Baydo Development Corporation - 118/102 Cope Crescent  
**FILE NO.:** CK. 750-4 and PL. 952-6-23

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

- 1) that funding of \$449,924 for the construction of 112 purpose-built rental units to be built at 118/102 Cope Crescent by Baydo Development Corporation, be approved;
- 2) that a five-year tax abatement of the residential taxes be applied to the subject properties, commencing the next taxation year, following the completion of construction; and
- 3) that the City Solicitor be instructed to prepare the necessary tax abatement and incentive agreements with Baydo Development Corporation, and that His Worship the Mayor and the City Clerk be authorized to execute these agreements under the Corporate Seal.

### **TOPIC AND PURPOSE**

The purpose of this report is to recommend a grant and tax abatement for a project by Baydo Development Corporation, submitted under the New Rental Construction Land Cost Rebate Program, to create 112 purpose-built rental units in two mixed-use buildings with main floor commercial components in the Stonebridge neighbourhood.

### **REPORT HIGHLIGHTS**

1. Baydo Development Corporation is proposing to build 112 purpose-built rental units in two buildings in Stonebridge.
2. These units are in an area of the City of Saskatoon (City) with a continued need for rental housing. This project will qualify for a cash grant of up to \$5,000 per unit with a total estimated value of \$449,924, which will be funded by the Provincial Cost Sharing Agreement.
3. This project is also eligible to receive a five-year residential property tax abatement.

4. Baydo Development Corporation will be required to enter into an Incentive Agreement to ensure the units are completed on time and remain as rental stock for 15 years.

## **STRATEGIC GOAL**

This report supports the City's long-term Strategic Goal of Quality of Life by increasing the supply, range, and location of affordable housing options.

## **BACKGROUND**

During its September 26, 2011 meeting, City Council approved a Cost-Sharing Agreement with the Province of Saskatchewan (Province) to help fund the New Rental Construction Land Cost Rebate Program. Under this agreement, the Province covers the cost of the cash grant by matching the value of the Incremental Property Tax Abatement with a cash grant of up to \$5,000 per unit. The agreement includes funding for a total of 1,874 units from 2011 to 2015 and requires that all units be complete by March 31, 2016. To date, City Council has approved 1,388 units under this agreement.

## **REPORT**

On April 21, 2014, the City received an application from Baydo Development Corporation for funding assistance under the New Rental Construction Land Cost Rebate Program.

### **Proposal of 112 Purpose-Built Rental Units**

The proposal calls for the construction of 2 four-storey, mixed-use buildings on the site located at 118/102 Cope Crescent in the Stonebridge neighbourhood (see Attachment 1). Each building contains 56 residential units with 1 three-bedroom suite, 46 two-bedroom suites, 6 one-bedroom suites, and 3 studio apartments with the main floor of each building consisting of commercial space. Each building will be served by a common parkade and will accommodate 112 vehicles. Total parking, including underground and surface stalls, will allow for approximately 240 vehicles to service tenants, visitor parking, as well as customer parking for the commercial space. The project will be built in two phases with one building complete in 2015, and the other complete in 2016.

### **The Need for Rental Housing in Saskatoon**

There continues to be a great need for rental housing in Saskatoon. The 2013 apartment vacancy rate in Saskatoon was 2.7 percent (Canada Mortgage and Housing Corporation). Generally speaking, a vacancy rate below 3 percent indicates a shortage of rental housing. The southeast section of the City currently has a vacancy rate of 1.8 percent. To date, the City has supported 464 units of rental housing in the Stonebridge neighbourhood and with the addition of 112 units, that number would be 585. At full build out, the Stonebridge neighbourhood was originally intended to house

11,000 people. These units are quite different from the existing rental housing in this area, and demand is expected to be high.

#### Project Qualifications

Upon review, the Administration has concluded that this project qualifies for a cash grant of up to \$5,000 per unit under Innovative Housing Incentives Policy No. C09-002.

The funding source for the cash grant is from the Provincial Cost Sharing Agreement, which will provide funding equal to the estimated value of the five-year residential property tax. The Assessment and Taxation Division estimates the value of this to be approximately \$78,700 annually, with a total estimated value of the five-year residential property tax of \$449,924.00 for both phases (presuming average tax increases of 3 percent annually). The cash grant for both phases of this development is dependent on the completion of each phase as scheduled in the incentive agreement.

#### Residential Property Tax Abatement

Innovative Housing Incentives Policy No. C09-002 allows City Council to grant a five-year property tax abatement of the incremental tax increase for the residential portion of any eligible Purpose-Built Rental Housing Project. The Policy cannot be applied, as written, to this project because the land on which this project is built cannot be accurately separated into commercial and residential portions. Therefore, the incremental property tax cannot be accurately determined for the residential portion alone.

The Administration is of the opinion that abating the full residential portion of the property tax is consistent with the intent of Innovative Housing Incentives Policy No. C09-002. It is equitable in that it provides an abatement similar in value to abatements provided to rental developments that do not have a commercial component.

#### The Incentive Agreement

In order to ensure that the units are completed on time and remain as rental stock for 15 years as per Innovative Housing Incentives Policy No. C09-002, the applicant will be required to enter into an Incentive Agreement. Further ensuring that the units remain rentals, City Council could deny approval of any condominium conversion application for these units while the Incentive Agreement is in effect. The Incentive Agreement will include the requirement that construction of the units be completed no later than March 31, 2016. Funding will only be provided upon completion of the project and closure of all building permits.

### **OPTIONS TO THE RECOMMENDATION**

City Council could choose to decline funding for this project. Choosing this option would represent a departure from Innovative Housing Incentives Policy No. C09-002. The Administration is not recommending this option.

## **POLICY IMPLICATIONS**

Innovative Housing Incentives Policy No. C09-002 allows City Council to grant a five-year property tax abatement of the incremental tax increase for the residential portion of any eligible Purpose-Built Rental Housing Project.

As this project includes both commercial and residential components, the incremental tax increase related to the residential component cannot be accurately determined. Therefore, the Administration is recommending that the abatement of the full value of the residential component be applied as an alternative that is consistent with the intent of the policy.

## **FINANCIAL IMPLICATIONS**

The funding source for the cash grant of \$449,924 is the Affordable Housing Reserve; however, the Province will reimburse the City within three months for this amount.

This project will also result in foregone revenue of the municipal portion of property taxes of approximately \$449,924 (as a result of the proposed residential property tax abatement on the residential components of the project).

<b>Budgeted</b>	<b>Affordable Housing Reserve</b>	<b>External Funding</b>	<b>Foregone Tax Revenue</b>
\$449,924	\$0	\$449,924	\$449,924

## **PUBLIC AND/OR STAKEHOLDER INVOLVEMENT**

Public and/or stakeholder involvement is not required.

## **COMMUNICATION PLAN**

A communication plan is not required.

## **DUE DATE FOR FOLLOW-UP AND/OR PROJECT COMPLETION**

The project is estimated to be completed by March 31, 2016.

## **ENVIRONMENTAL IMPLICATIONS**

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

## **PRIVACY IMPACT**

There are no privacy implications.

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

A CPTED review is not required.

**PUBLIC NOTICE**

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

**ATTACHMENTS**

- 1. Map of Proposed Project Location – 118/102 Cope Crescent
- 2. Site Plan for 118/102 Cope Crescent with Rendering

Written by: Keith Folkersen, Planner

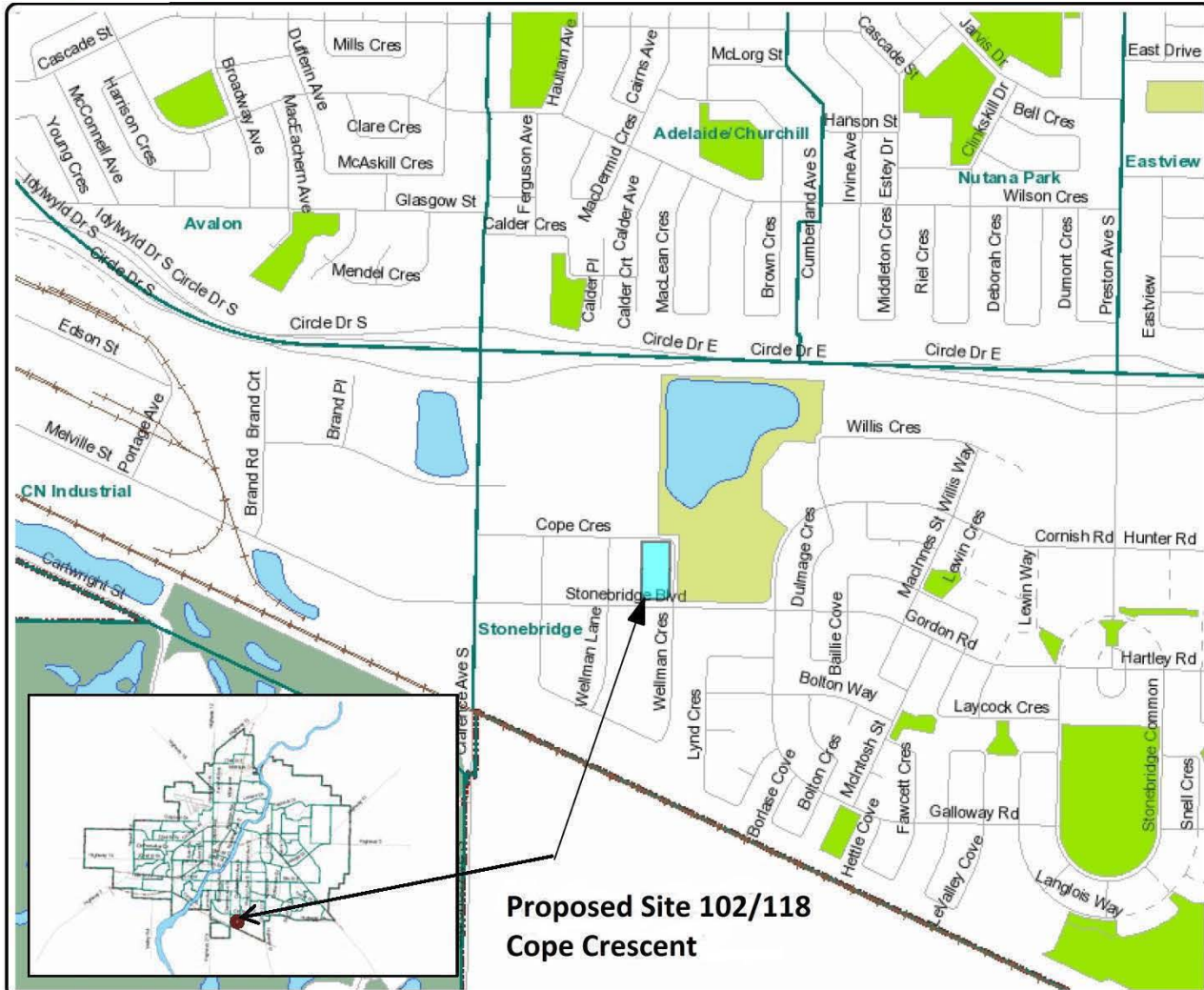
Reviewed by: “Alan Wallace”  
 Alan Wallace  
 Director of Planning and Development

Approved by: “Randy Grauer”  
 Randy Grauer, General Manager  
 Community Services Department  
 Dated: “June 4, 2014”

Approved by: “Murray Totland”  
 Murray Totland, City Manager  
 Dated: “June 6, 2014”

Map of Proposed Project Location – 102/118 Cope Crescent


102/118 Cope Crescent - Baydo Place Site




**City of Saskatoon**  
Corporate GIS



**LEGEND**

-  Railway - Main
-  Railway - Spur
-  Pond
-  Sandbar
-  River
-  Neighbourhood
- Parks**
-  Neighbourhood
-  District Park
-  Multi District
-  Special Use
-  Industrial
-  Golf Course
- Streets - Major**
-  Proposed
-  Existing
- Streets - Minor**
-  Proposed
-  Existing
-  City Limits

1: 14,344  
Printed:  
May 28, 2014

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Site Plan and Rendering



**TO:** Secretary, Planning and Operations Committee  
**FROM:** General Manager, Community Services Department  
**DATE:** June 3, 2014  
**SUBJECT:** Innovative Housing Incentives Applications – Mortgage Flexibilities Support Program – NewRock Developments (Sask) Inc. – 210 Rajput Way  
**FILE NO.:** CK. 750-4 and PL. 951-127

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**RECOMMENDATION:** that this report be submitted to City Council recommending:

- 1) that 51 affordable housing units, to be constructed by NewRock Developments (Sask) Inc., at 210 Rajput Way, in the Evergreen Neighbourhood, be designated under the Mortgage Flexibilities Support Program as defined in Innovative Housing Incentives Policy No. C09-002, contingent upon this housing project being fully approved for mortgage loan insurance flexibilities by Genworth Canada and/or Canada Mortgage and Housing Corporation;
- 2) that funding of up to \$45,000 be approved under Innovative Housing Incentives Policy No. C09-002 for the purpose of constructing two barrier-free show homes; and
- 3) that the City Solicitor be instructed to prepare the necessary incentive agreement with NewRock Developments (Sask) Inc., and that His Worship the Mayor and the City Clerk be authorized to execute the agreement under the corporate seal.

### **TOPIC AND PURPOSE**

The purpose of this report is to recommend the designation of 51 affordable ownership units under the Mortgage Flexibilities Support Program (MFSP), and approve a grant of \$45,000 for the construction of two barrier-free show homes.

### **REPORT HIGHLIGHTS**

1. NewRock Developments (Sask) Inc. (NewRock) is proposing to build an 80-unit attainable housing development in the Evergreen neighbourhood.



2. The Administration is recommending that 51 of these units be designated under the City of Saskatoon's (City) MFSP and that down payment assistance be made available for these units.
3. NewRock is providing \$790,800 in monthly mortgage assistance, making home ownership more affordable for 51 low- and moderate-income buyers.
4. The Administration is recommending a grant of \$45,000 that the builder will use to construct two accessible show homes.

## **STRATEGIC GOAL**

This report supports the City's long-term Strategic Goal of Quality of Life by increasing the supply and range of affordable housing options.

## **BACKGROUND**

During its June 22, 2009 meeting, City Council approved the MFSP which provides a 5 percent down payment grant to low- and moderate-income homebuyers who purchase a home in a designated project. City Council approved a Cost-Sharing Agreement with the Province of Saskatchewan (Province) during its September 26, 2011 meeting, to help fund the MFSP until March 31, 2016. During its August 15, 2012 meeting, City Council approved changes to the MFSP allowing builders to contribute up to 3 percent towards the cost of the down payment grants, with the City and the Province contributing 1 percent each.

During its June 24, 2013 meeting, City Council approved the 2013 - 2022 Housing Business Plan (Housing Business Plan), which included a number of provisions to support the creation of additional units across the attainable housing spectrum over the next ten years. The Housing Business Plan included a number of updates to Innovative Housing Incentives Policy No. C09-002, including the adoption of definitions and income limits for low- and moderate-income households (see Attachment 1) and restricting the availability of capital grants to those units serving low-income households.

## **REPORT**

An application for down payment grants under the MFSP and financial assistance under Innovative Housing Incentives Policy No. C09-002 was received from NewRock by Planning and Development on May 13, 2014.

### **NewRock's Attainable Home Ownership Proposal**

The proposal received from NewRock involves constructing 80 stacked townhouse units on a site located at 210 Rajput Way, in the Evergreen neighbourhood (see Attachment 2). The Meadowview Terrace Project will have units targeted across the attainable housing spectrum and will include 11 low-income units, 40 moderate-income

units, and 29 entry-level (market) units. The project will include a mix of two- and three-bedroom units.

The homes will be built on site beginning in July 2014. The units will be completed and ready for occupancy in phases between March 2015 and August 2015. The stacked townhouse design is energy efficient and all homes will include energy-saving features. Warranty coverage will be provided by the New Home Warranty Program.

The Meadowview Terrace Project will be adjacent to a neighbourhood park and future elementary school sites (see Attachment 3). The Evergreen Village Square is located three blocks to the south where neighbourhood commercial outlets and a transit stop are planned.

#### Cost Shared Down Payment Assistance for Low- and Moderate-Income Households

NewRock has requested that 51 of the 80 units be designated under the City's MFSP and that down payment grants, equal to 5 percent of the purchase price, be made available under the program to low- and moderate-income households.

The cost of financing the 5 percent down payment incentives for the 51 units will be shared between NewRock, the Province, and the City. NewRock will provide 3 percent, the Province will contribute 1 percent through their Affordable Home Ownership Program, and the City will contribute 1 percent. The City's portion will be recovered through the redirection of property taxes back into the Affordable Housing Reserve over a period of approximately three years.

The Province's funding is allocated by fiscal years and must be used in the year allocated. To avoid going over the allocations for each year, 11 down payments will be available for this project in the year ending March 31, 2015, and 40 down payments will be made available in the year ending March 31, 2016. The incentive agreement will require NewRock to coordinate construction and sales accordingly.

#### Builder Sponsored Monthly Support for Low- and Moderate-Income Households

NewRock is providing a total of \$790,800 from their own resources in monthly mortgage assistance to the 51 home buyers, making these homes affordable to households with low and moderate incomes. The funds will be held in trust by The Canadian Society for Housing Trusts (CSHT), who will provide monthly mortgage payments directly to the mortgage lenders on behalf of the home owners. NewRock and the CSHT have several years of experience in administering monthly support programs and have successfully completed two projects in Saskatoon.

#### Increasing the Supply of Affordable and Barrier-Free Housing

NewRock has applied for a capital grant of \$45,000 that will be used to create two barrier-free show homes. These two units will remain open as show homes for a minimum of two months as a demonstration project to help assess the demand for barrier-free units. The results of the demonstration project will be used to help

determine how many barrier-free units should be included in future projects supported by the MFSP.

The City does not have funding specifically allocated for barrier-free demonstration projects; however, this project qualifies for a grant of up to 7 percent (see Attachment 4) of the total cost of those homes which are sold to low-income buyers. To qualify for a \$45,000 grant, the builder will need to sell at least four units to low-income buyers and they will have 11 units in this project that low-income households will be able to afford.

The budget for capital grants in 2015 is intended primarily for transitional and affordable rental housing. NewRock's proposal is for a relatively small grant that will serve families that would otherwise be accessing affordable rental housing, and it meets an identified priority in the City's Housing Business Plan to increase the supply of barrier-free housing. Therefore, the Administration recommends providing financial support of \$45,000 to this project.

### **OPTIONS TO THE RECOMMENDATION**

The only option is to deny the request to designate and fund these affordable housing units. Choosing this option would represent a departure from Innovative Housing Incentives Policy No. C09-002.

### **POLICY IMPLICATIONS**

There are no policy implications.

### **FINANCIAL IMPLICATIONS**

The funding source for the City's portion of the 51 down payment grants, totalling \$276,780, is the Affordable Housing Reserve. The City has a commitment from the Province to contribute up to 50 percent towards these grants estimated at \$138,390. The balance of the grant amount (\$138,390) will be returned to the Affordable Housing Reserve through the redirection of municipal and library property taxes.

The Affordable Housing Reserve is also the funding source for the \$45,000 grant for the accessible show homes and low-income units. The Affordable Housing Reserve has an uncommitted balance of \$368,826 for additional affordable housing projects to be approved for 2014 construction. If this project is approved, the uncommitted balance will be reduced to \$323,826, which should be sufficient to support at least 14 more units and meet the 2014 target of 50 units to be supported from this funding.

<b>Budgeted</b>	<b>Unbudgeted</b>	<b>Reserve</b>	<b>Operating</b>	<b>Non-Mill Rate</b>	<b>Tax Redirection</b>	<b>Provincial Funding</b>
\$321,780	\$0	\$45,000	\$0	\$0	\$138,390	\$138,390

**PUBLIC AND/OR STAKEHOLDER INVOLVEMENT**

Public and/or stakeholder consultations were not required.

**COMMUNICATION PLAN**

A public service announcement will be released jointly by the City and NewRock when the barrier-free show homes open.

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

The project is estimated to be completed by August 2015.

**ENVIRONMENTAL IMPLICATIONS**

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

**PRIVACY IMPACT**

There are no privacy implications.

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

A CPTED review is not required.

**PUBLIC NOTICE**

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

**ATTACHMENTS**

1. Definitions for Low- to Moderate-Income Homebuyers
2. Artist Rendering of Sample Building in Meadowview Terrace Development
3. Area Map
4. Innovative Housing Incentive Program – Capital Grant Point System Evaluation

Written by: Daryl Sexsmith, Housing Analyst

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

Approved by: “Randy Grauer”  
Randy Grauer, General Manager  
Community Services Department  
Dated: “June 4, 2014”

Approved by: “Murray Totland”  
Murray Totland, City Manager  
Dated: “June 6, 2014”

**Definitions for Low- and Moderate-Income Homebuyers**

The City of Saskatoon’s Innovative Housing Incentives Policy C09-002 includes the following definitions and income limits that apply to all projects applying for assistance under this policy:

Low-Income Household – any household that has a gross annual household income at or below the Saskatchewan Household Income Maximums (SHIMs), as calculated by the Saskatchewan Housing Corporation and adjusted from time to time. (Section 2.1)

**Saskatchewan Household Income Maximums (SHIMs) (low-income):**

<b>Household Type</b>	<b>One-Bedroom or Bachelor</b>	<b>Two-Bedroom</b>	<b>Three-Bedroom</b>	<b>Four-Bedroom</b>
<b>Non-disabled</b>	\$36,000	\$44,000	\$51,200	\$62,500
<b>Disabled</b>	\$41,400	\$50,600	\$58,800	\$71,900

Moderate-Income Household for Mortgage Flexibilities Support Program - any household that has a gross annual household income at or below the income limit specified by the Saskatchewan Housing Corporation for the provincial Affordable Home Ownership Program and for households without dependents, \$7,500 below this amount. (Section 2.3)

**Maximum Income Limits (MILs) (moderate-income):**

<b>Household Type</b>	
<b>With dependents</b>	\$74,000
<b>Without dependents</b>	\$66,500

Artist Rendering of Sample Building in Meadowview Terrace



# 210 Rajput Way. Meadowview Terrace. NewRock Developments Inc.





### Innovative Housing Incentive Program – Capital Grant Point System Evaluation

A new points system has been developed to achieve various targets within the Housing Business Plan. The Innovative Housing Incentive Program is the City of Saskatoon's (City) main incentive program for affordable and special needs housing. The program offers a capital grant of up to 10 percent of the total capital cost of affordable housing projects. Housing created under this incentive must be provided to households within incomes below the Saskatchewan Household Income Maximums (SHIMs), described in Appendix 2 of the Housing Business Plan.

The program offers a base level of municipal support equal to 3 percent of the total capital costs. The capital grant can be increased to a maximum of up to 10 percent of the total capital cost of affordable housing projects. Grants are calculated on a points system with extra points assigned for each housing priority addressed within the City's Housing Business Plan.

<b>Proponent</b>	<b>Project Location</b>	<b>Date Application Received</b>	<b>Date Application Evaluated</b>
NewRock Developments	210 Rajput Way, Evergreen	May 13, 2014	May 28, 2014
<b>Housing Business Plan Priority</b>	<b>Criteria</b>	<b>Possible Points</b>	<b>Points Earned</b>
Base Grant	Projects must serve households below provincial SHIMs	3 percent	<b>3</b>
Leveraging Funding from Senior Levels of Government	Secured funding from federal or provincial government under an eligible grant program	2 percent	<b>0</b>
Significant Private Partnership	There is a significant donation (at least 10 percent in-kind or donation) from a private donor, faith group, or service club.	1 percent	<b>1</b>
Accessible Housing	At least 5 percent of units meet barrier-free standards	1 percent	<b>1</b>
Neighbourhood Revitalization	a. project improves neighbourhood by renovating or removing rundown buildings; and/or	1 percent	<b>0</b>
	b. developing a vacant or brownfield site.	1 percent	
Mixed Tenure Development	Project has a mix of affordable/market units or a mix of rental/ownership	1 percent	<b>1</b>
Safe and Secure Housing	a. landlord is committed to obtaining Crime Free Multi-Housing certification	1 percent	<b>0</b>

Proponent	Project Location	Date Application Received	Date Application Evaluated
	<ul style="list-style-type: none"> <li>b. for the project; and/or incorporates CPTED principles into design.</li> </ul>	1 percent	
Supportive Housing	The proposal includes ongoing supports for the residents to assist them in staying housed, such as drug and alcohol free, cultural supports, elements of Housing First.	1 percent	<b>0</b>
Meets specific identified Housing Need	Project meets an identified housing need from a recent study such as: <ul style="list-style-type: none"> <li>a. homelessness;</li> <li>b. large Family housing (3 bedrooms or more);</li> <li>c. accommodation for students; and</li> <li>d. Aboriginal housing .</li> </ul>	2 percent	<b>0</b>
Innovative Housing	Project uses innovative design, construction technique, materials, or energy saving features.	1 percent	<b>1</b>
Innovative Tenure	Innovative Housing tenures such as Rent to Own, Life Lease, Land Trust, Sweat Equity, Co-op Housing, or Co-Housing	1 percent	<b>0</b>
<b>Notes:</b>			<b>Total Points and Capital Grant Percent Earned</b> <b>7</b>

**TO: Secretary, Planning and Operations Committee**  
**FROM: General Manager, Community Services Department**  
**DATE: May 27, 2014**  
**SUBJECT: Request for Funding — 2014 Softball Canada U18 Women's Canadian Softball Championship**  
**FILE NO.: CK. 1870-15 and RS. 1870-12-2**

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

- 1) that funding in the amount of \$35,000 be allocated under the Special Event, Sport category to the 2014 Softball Canada U18 Women's Canadian Softball Championship, as this event meets eligibility requirements as outlined in Special Events Policy No. C03-007; and
- 2) that \$30,000 be released to the host committee on July 2, 2014.

### **TOPIC AND PURPOSE**

The purpose of this report is to request approval for a Special Event grant for the 2014 Softball Canada U18 Women's Canadian Softball Championship being hosted by the Saskatoon Amateur Softball Association in Saskatoon from August 4 to 10, 2014.

### **REPORT HIGHLIGHTS**

1. The Softball Canada U18 Women's Canadian Softball Championship will take place at Bob Van Impe Stadium and Gordon Howe Park on August 4 to 10, 2014.
2. This event meets policy criteria of having an operating budget of over \$100,000.
3. This event has identified its event legacy as the upgrading of the concession equipment at the Bob Van Impe Softball Stadium so that more food options, including healthy options, are available for users of this facility. The estimated cost of this equipment upgrade is \$35,000.
4. This event will have a positive economic impact to the greater Saskatoon community.
5. The host committee has requested that \$30,000 of the total grant request be released prior to the event taking place to assist with the cost of the concession equipment upgrades.

### **STRATEGIC GOAL**

This report supports the long-term strategy to support community building through direct investment, which falls within the Strategic Goal of Quality of Life.

## **BACKGROUND**

On February 10, 2014, the Administration received a Business Plan submission (see Attachment 1) from the organizing committee requesting funding in the amount of \$35,000 for the Softball Canada U18 Women's Canadian Softball Championship.

## **REPORT**

### Event Highlights

The Softball Canada U18 Women's Canadian Softball Championship will bring together the top female softball athletes from across Canada. Twenty-four teams are anticipated to be involved in this national event, comprised of an estimated 480 athletes and coaches.

In conjunction with the event, a coach's clinic will be offered for coaches from across the Province of Saskatchewan to provide opportunity for skill development in this sport.

### Operating Budget

The Softball Canada U18 Women's Canadian Softball Championship event has an estimated operating budget of \$240,000, which meets policy criteria.

Along with the grant request to the City of Saskatoon, the host committee has secured \$35,000 from Tourism Saskatchewan. A total value of \$155,000 in sponsorship has been identified in the event budget.

### Event Legacy

The budget submitted for this event has identified its legacy to be an upgrade of the cooking equipment in the concession at the Bob Van Impe Stadium. The value of this legacy is \$35,000. Other legacy benefits that will be achieved by hosting this event include the installation of new home run fencing at Bob Van Impe Stadium. Both of these improvement projects will be completed prior to the event.

### Economic Impact

Saskatoon Sports Tourism was able to produce an economic assessment of this event using the "Sport Tourism Economic Assessment Model." This tool indicates that this event will have an estimated Gross Domestic Product (GDP) of \$1,658,750, which is the net economic impact on the community.

### Release of Grant Funding

The host committee has requested that \$30,000 of the total \$35,000 grant request be released prior to the event taking place. This is in accordance with Special Events Policy No. C03-007 which states:

“Payments of grants for Special Events or Profile Saskatoon Events may occur in advance of the event, upon written request to City Council by the organizing committee, and is conditional upon City Council’s approval.”

Receiving these funds prior to the event will ensure that the concession cooking equipment upgrades and home run fencing projects are completed in preparation for the hosting of this event.

Subject to the Administration’s review, the remaining \$5,000 will be paid upon submission by the host committee of a complete post-event evaluation report, including audited financial statements.

### **OPTIONS TO THE RECOMMENDATION**

The two options City Council may consider are to deny the recommendations outlined in this report, or approve a grant amount other than the \$35,000 requested. The Administration supports the grant amount as requested, and the release of \$30,000 prior to the event taking place.

### **FINANCIAL IMPLICATIONS**

As at January 1, 2014, the Special Event Reserve had an uncommitted balance of \$1,211,139, which was comprised of \$660,000 in the Special Event category and \$551,139 in the Profile Saskatoon Event category. Attachment 2 outlines the funding and expenditures for the Special Event Reserve for 2014.

The Special Event Reserve has funds available to accommodate this funding request of \$35,000.

### **PUBLIC AND/OR STAKEHOLDER INVOLVEMENT**

The Administration received a Business Plan submission from the Saskatoon Amateur Softball Association on February 10, 2014.

### **COMMUNICATION PLAN**

The Administration will inform the organizing committee of City Council’s decision regarding the outcome of the recommendations outlined in this report.

## **DUE DATE FOR FOLLOW-UP AND/OR PROJECT COMPLETION**

A post-event evaluation report, including audited financial statements, is to be submitted to the Administration within 90 days of event completion (submission by November 10, 2014).

## **ENVIRONMENTAL IMPLICATIONS**

The recommendation will have resource consumption and waste implications relating to the increased intensity of amenity usage during the event indicated in this report. The potential impacts on resources have not been quantified at this time.

## **PUBLIC NOTICE**

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

## **ATTACHMENTS**

1. 2014 Softball Canada U18 Women's Canadian Softball Championship Business Plan
2. Special Event Reserve Funding and Expenditures

Written by: Loretta Odorico, Customer Service Supervisor

Reviewed by:                     "Cary Humphrey"                      
Cary Humphrey  
Director of Recreation and Sport

Approved by:                     "Randy Grauer"                      
Randy Grauer, General Manager  
Community Services Department  
Dated:                     "June 4, 2014"                    

cc: Murray Totland, City Manager



Loretta Odorico  
Facility Supervisor  
Customer Service  
Recreation and Sport Division  
City of Saskatoon  
222-3<sup>rd</sup> Avenue South  
Saskatoon Saskatchewan  
Canada S7K OJ5

Monday, February 10<sup>th</sup> 2014

Attention: Loretta

The Saskatoon Amateur Softball Association is hosting the 2014 U18 Women's Canadian Softball Championships here in Saskatoon starting Monday, August 4<sup>th</sup> and with the finals going on the afternoon of Sunday, August 10<sup>th</sup>. The event which is sanctioned by Softball Canada is one of the largest National Championship events in Canada with expectations of 24 teams vying for a National Championship.

The event will be hosted at Bob Van Impe Stadium , Gordie Howe Park & Glen Reeve Fields . There will be 480 athletes & coaches attending the event along with 18 Umpires from across Canada. The Canadian Sport Tourism Alliance STEAM report provided an economic impact of \$3.56 Million dollars to the Saskatchewan economy.

I have provided a full detailed application providing an overview of the event, financial budget & cash flow reports. As detailed within the documentation package the host organization, the Saskatoon Amateur Softball Association is requesting a funding allotment of \$35,000. If you have any questions regarding please contact myself immediately at 306 975 6851

Thanks

Bryan Kosteroski  
Chairperson  
2014 U18 Women's Canadian  
Softball Championship  
PO Box 30032 Westview  
1624 33<sup>rd</sup> Street West  
Saskatoon Saskatchewan

**Attention:  
Loretta Odorico  
Facility Supervisor  
Customer Service  
Recreation and Sport Division  
City of Saskatoon  
222-3<sup>rd</sup> Avenue South  
Saskatoon Saskatchewan  
Canada S7K OJ5**

## **Event Hosting Application:**

**Softball Canada U18 Women's  
Canadian Softball Championship  
August 4<sup>th</sup> – August 10<sup>th</sup> 2014  
Saskatoon Saskatchewan Canada**

**Host Association:  
Saskatoon Amateur Softball Association Inc.  
PO Box 30032 Westview  
1624 33<sup>rd</sup> Street West  
Saskatoon Saskatchewan  
Canada S7L OX3**

**Incorporation Name:  
Saskatoon Amateur Softball Association Inc  
Incorporation # 290173**

**[www.saskatoonamateursoftball.com](http://www.saskatoonamateursoftball.com)**



# Event Business Plan

## 2014 Softball Canada U18 Women's Canadian Softball Championship

### EXECUTIVE SUMMARY

#### Mission Statement

The mission statement of the Saskatoon Amateur Softball Association (OC) is to promote and develop softball at all levels, by providing leadership, programs and services to meet the needs of all participants and at all levels. This will be achieved by hosting the 2014 U18 Women's Canadian Softball Championship in Saskatoon Saskatchewan. The event will provide exciting & fast paced game action for spectators of all ages. The event will inspire residents of all ages to take up the sport and encourage kids & adults to increase their athletic ability in the sport of Softball to one day play at a National level. The 2014 U18 Women's Canadian Softball Championship event will enhance the profile the City of Saskatoon & the province of Saskatchewan as a destination place to take in a National Sports event.

The Host Association the Saskatoon Amateur Softball Association collaborates with Softball Canada the National Softball Organization promoting the Women's softball category and provides our female participants the opportunity to play an event of this calibre at home, and to continue to foster Softball Canada's national reputation.

The U18 Women's Canadian Softball Championship Organizing Committee endeavours to host a national event that will highlight the sport of softball, the city of Saskatoon, the province of Saskatchewan and the country of Canada. We hope this event will result in an increase in sport participation across the country by showing our youth what is possible to achieve if they put in the time and effort, as well as how they can participate in national events across Canada.

## Operational Strategies

The Host of the 2014 U18 Women's Canadian Softball Championship the Saskatoon Amateur Softball Association is one of the largest and active Softball Organizations in North America. The SASA presently has 49 Adult Softball Teams registered and over the past 20 years has hosted 4 International , 9 National & 5 Western Canadian Softball Championships.

Saskatoon is home to one of the best Softball Facilities in North America with Bob Van Impe Stadium seating 6,500 .Gordie Howe Park 3,000 & 6 diamonds at Glen Reeve Fields located right next to the main two Softball Complexes. The 8 listed Diamonds are all at International standards which provide many options at hosting International & National events

The Organizing Committee is a group of volunteers with extensive experience in hosting events at this level and is very confident is has the necessary assets in place to once again host a very successful International event.

Saskatoon is well known for its volunteer base from past events and look forward to bringing on 200 Volunteers to ensure the event is a success. The City of Saskatoon, the Province of Saskatchewan and the Corporate Community have provided a large backing of the National event.

The key individuals on the Organizing Committee have a strong background in the sport of softball at the local, national and international level in both the technical and administrative aspects. All members of the Organizing Committee and its volunteers are fully committed to the success of the event and the required hours that it will take in the planning stage, as well as during the competition.

Saskatoon Amateur Softball Association Inc.- Executive Listing

President - Bryan Kosteroski

1<sup>st</sup> Vice President – Brooks Penrod

2<sup>nd</sup> Vice President –Lawrence Beatty

Finance - Lisa Down

Registrant – Greg Nichol

Communications: Mark Loehndorf

Marketing – Dave McCullough

Secretary – Vanessa Kosteroski

## **Obligations with the Governing Body Softball Canada**

The Saskatoon Amateur Softball Association has recently completed and signed an National Championship Agreement with Softball Canada. The Agreement outlines the details in hosting the 2014 U18 Women's Canadian Softball Championship and provides a clear and detailed overview of the commitments by all parties.

Overview of the Hosting Agreement:

The Host the Saskatoon Amateur Softball Association agree to the following financial obligations to the International Softball Federation

The Host the Saskatoon Amateur Softball Association agree to the following financial obligations Softball Canada

-Hosting Fee of \$ 6,000 Canadian Funds to Softball Canada

-Provide transportation to Softball Canada Event Officials teams from Host Airport on arrival, daily transport to event facilities, and return trip to Host Airport upon departure. The host will also provide accommodations for 9 nights and daily meal pre diems of \$50.00 . Softball Canada will be sending 4 officials to the event. Budgeted expense \$9,000 Canadian Funds

-Provide transportation to Softball Canada Event Umpires staff from Host Airport on arrival, daily transport to event facilities, and return trip to Host Airport upon departure. The host will also provide accommodations for 9 nights and daily meal pre diems of \$50.00 . Softball Canada will be sending 16 umpire officials to the event. Budgeted expense of \$31,000 Canadian Funds

-Provide on-site Medical Services for the Athletes, Attendees and Volunteers. Budgeted expense of \$4,000 Canadian Funds

-Provide Security throughout the event . Budgeted expense of \$4,000 Canadian Funds

## **Management and Economic Impact**

The Organizing Committee and the Host Softball Association, the Saskatoon Amateur Softball Association faces a significant economic risk in hosting this National Sporting Event . The Budgeted forecasts of an overall Budget of Expenses listed at \$230,000 provides the need of support at all levels from Corporate, City, and Provincial support. The projected Revenue of \$240,000 provides a Budgeted surplus of \$10,000 CDN Dollars



The Organizing Committee and its Marketing team are very confident that support will be provided at all levels to ensure the National Sporting Event is a success and Saskatoon once again hosts a successful National Event. Marketing activities and funding submissions at all levels are presently in submission process with applications being submitted in January / February 2014. The Organizing Committee is very confident of its past success in accomplishing the funding, Sponsorship and In-Kind Commitments to again host a national event in Saskatoon Saskatchewan

### **Hosting National Sport Events**

The 2014 U18 Women's Canadian Softball Championship would rank as an National Single Sport Event and be classified as a Women's National Championship. The Championship will bring together the top female softball athletes across Canada and continue to build Saskatoon's reputation as a national -class hosting destination.

Economic benefits to Saskatoon and the Province of Saskatchewan is projected at \$3,562,937 as illustrated within the completed Saskatoon Sports Tourism Assessment Model Summary report that was completed in the fall of 2013. The 2014 U18 Women's Canadian Softball Championship will host 480 Athletes & Coaches , 200 Volunteers & an Organizing Committee of 18 Directors .Expected Attendance figures over the 10 days of competition is well over 20,000 people walking through the gates throughout the event . The listed numbers provide an overview of the success the Sport of Softball has accomplished over the years to draw the impact listed previously

The 2014 U19 Women's Canadian Softball Championship will provide extensive Media Coverage to Media outlets around Canada and more importantly to Softball Canada's Media Programming from all members of provincial bodies across Canada.

The Organizing Committee will be very active on Face book, Twitter and Instagram ensuring we reach all potential guests across Canada. Newspapers & Radio will provide event updates across the province and daily news releases will be forwarded across Canada for local newspapers to pick up the event stories and game scores

The Host Organization the Saskatoon Amateur Softball Association has a long standing and very positive relationship with the Saskatoon Minor Softball League and it's 245 teams ranging from 6 year olds to 16 year olds in both the Male & Female categories. The 2014 U18 Women's Canadian Softball Championship will host a Coaches Clinic for young Coaches throughout the Province of Saskatchewan. The mentioned event helps grow the future of the Sport and also long term Coach, Player & Umpire development. Also prior to the event the Saskatoon Minor Softball League will recruit 24 young female softball players to be batgirls during the national event. The experience for these young 24 athletes will be remembered for years. The Minor Softball Organization will also provide another 24 young female athletes to be flag bearers for

the Opening Ceremonies. Overall the youth of the game will be provided opportunities to be involved in a national event.

The Volunteer recruitment and training will be coordinated by the Volunteers Director to ensure all needs are met by the Organizing Committee and the expected 200 Volunteers. The Volunteers Director & Management Staff will heavily recruit Game Announcers in both official Languages.

The 2014 U18 Women's Canadian Softball Championship is a great opportunity to engage the community, the Province and the entire country in the sport of softball as well as the power of sport itself. It will showcase Saskatoon as a prime sport destination, and will highlight Saskatchewan as a vacation destination for visitors from Canada. This event will again provide an great impact for Saskatoon and the Province of Saskatchewan hosting a national event

## **COMPONENTS OF THE BUSINESS PLAN**

### **Event Description**

The 2014 U18 Women's Softball Championship will be hosted in Saskatoon Saskatchewan. The national event will be held from Monday, August 4<sup>th</sup> To Sunday, August 10<sup>th</sup> 2014

The event competition will be played at Bob Van Impe Stadium that has a seating capacity of 6,500 spectators and also at Gordie Howe Park with a seating capacity of 3,000 spectators. The two facilities are World Class ranked and provide an excellent venue for an International & National Softball Event. The facilities have up to date concessions onsite and also dressing rooms for the teams and Umpires. Office Space will also be available to the representatives of Softball Canada representative contingent. Each location has the Wireless Internet capabilities and live video streaming will be provided for each game throughout the event from both diamond locations.

Another asset to the Organizing Committee is the Softball Complex located adjacent to the main facilities; Glen Reeve Fields has 6 National ranked diamonds that will provide 3 diamonds for game use and 3 diamonds for pre-game warm-ups.

Overall with its rich history of Hosting International & National events, the World Class facilities and the experience that the Organizing Committee has accumulated over the years Saskatoon is well positioned to provide an excellent experience to 480 athletes & coaches attending the event and also the many visitors that will be accompanying the 24 teams.



## Governance and Management Structures

The Organizing Committee and the Host Association the Saskatoon Amateur Softball Association has developed a very detailed and experienced team of Directors & Managers to oversee the Governance and Management Structure.

2014 U18 Women's Canadian Softball Championship – Organizing Committee

### **Director Listing – 18**

2014 U18 Women's Canadian Softball Championships – Organizing Committee

### Director Listing – 18

Chair Person	Bryan Kosteroski
Co-Chairperson	Brooks Penrod
Games Control-Stats	Lawrence Beatty
Communications	Mark Loehndorf
Finance Director	Maurice Roberge
Volunteers	Cal Galambos
Umpire Liaison	Berney Burtney
Accommodation	Brooks Penrod
Ceremonies	Vanessa Kosteroski
Gate Personal	Bobbi Ryan
Sponsorship	Dave McCullough
Sales- Event	Barb Down
Sales 50/50	Greg Nichol
Statistics	Alison Draude
Facilities/Grounds	Brent Klassen
Facilities/Banquets	Scott Zablocki
Facilities/F & S	John Michaluk
Souvenirs /Clothing	Brett Baron

The listed 18 Managers have been meeting since November of 2013 to initiate the process of developing Volunteer Forms & communications and a detailed Sponsorship Package .All Managers are now in full operations overseeing development of activities within their assigned categories

## **Financial Management**

Financial management of the national event will be overseen by the Organizing Committee Director of Finance along with 3 select volunteers with a finance background to oversee the overall Finance Operations. Daily Income & Expense reports will be provided to the Organizing Committee with day-to-day responsibilities for procurement and updates handled through the Chairperson of the OC, and proper controls in place at all times.

At the conclusion of the event an Auditor's report will be completed by a third party Accounting Firm and the following will be presented to the Organizing Committee within 90 days of the completion of the event

### **Financial Statements**

- Statement of Financial Position
- Statement of Operations & Changes in Net Assets
- Actual Cash Flow Budget

### **Notes to the Financial Statements**

#### **The following Schedules will be supported**

- Schedule of Commission Revenues
- Schedule of Venue Revenues
- Schedule of Expenses

## **Administration & Human Resources Management**

The 2014 U8 Women's Canadian Softball Championship event operations will be overseen by the Organizing Committee with 18 Directors.

The Organizing Committee have been meeting since November of 2013 and have a great wealth of event hosting experience to ensure all Governance requirements are met and all participating teams needs are met in a professional manner.

Ticket Sales will commence July 1<sup>st</sup> 2014 with direct online purchasing available on the new constructed Event Website that will be operational March 15<sup>th</sup> 2014

The Organizing Committee will be provided by third party provider, with the Insurance Liability coverage that is outlined within the Softball Canada Technical Code document

## **Competition and Venues Management**

The Organizing Committee and the Host Association will oversee the daily operations of Field Maintenance, Security, Communications and proper standards are maintained and in direct correspondence with a representative of Softball Canada who will ensure the Technical Code as established by the Governance Body of Softball Canada.

Signage of all Provincial and Municipal funding partners and private sponsors will be clearly visible within the venue. All protocol including that of the Municipal, Provincial and Softball Canada will be followed in the Opening Ceremonies, including bilingual services throughout the event.

Medical services will be available on site as contracted by the Organizing Committee, and St Paul's Hospital is only a 10-minute drive from the competition venue.

Public security will be available throughout the venue, with volunteer security attendees placed along the perimeter of both competition fields, as well as at each dugout and at the entrance of the venue.

## **Operations**

The participating teams with their players & Officials will be housed at pre-designated hotels in Saskatoon, as determined by the Organizing Committee and in direct consultations with Softball Canada. Direct Transportation services are the team's responsibility and contact information will be provided for car rentals, van rentals and bus rentals.

Officials and Dignitaries will be housed at another pre-designated hotel in Saskatoon and will also be provided transportation daily to the event venue and return to hotel throughout the event.

All pre-designated hotels are within walking distances of restaurants, banking services and shopping and are within a 35 minute commute to the event venue

For international travel, flight options will be provided to those countries participating.

Saskatoon John G Diefenbaker International Airport has an abundance of airlines that offer service from major International & National Airports

## **Technology and Broadcasting**

The 201 U18 Women's Canadian Softball Championship will have an official website, which will be operational March 15<sup>th</sup> 2014 and will provide an access to information. The Official Press Conference which will be held on Wednesday, April 30<sup>th</sup> 2014 to announce the U18 Women's National Championship event and also details of the new Website, ticket information.

Also at this time a new Facebook page will be released along with Twitter Accounts to engage people from across Canada to learn of the event details.. A direct Electronic Press Release will be forwarded to the Communications Manager of Softball Canada .The mentioned Communications Mangers will forward the electronic correspondence to Softball Organizations across Canada and also into the mainstream Sports World..

The website will be updated daily as new information becomes available and during the event the website will host two live streaming of games at Bob Van Impe Stadium & Gordie Howe Park, complete game listings and complete game scores with full statistics will be available within 30 minutes of the completed game.



## **Communication & Promotion**

The Organizing Committee will send out daily press releases via electronically and in paper form at both venues as the general public and media will be kept up to date with event information. All release will also be listed within the Press Release Category of the event Website. All correspondence will also be forwarded to the Communications Manager of Softball Canada .

The April 30<sup>th</sup> Press Conference at Bob Van Impe Stadium will unveil the Official Event Logo , Website address , Twitter & Facebook Accounts .The event will launch promotions which will include contests on the local radio stations, advertisements in the newspaper, development of event merchandise and use of social media to generate excitement in the community. The Government of Saskatchewan & the City of Saskatoon recognition will be included in all printed material, including the event letterhead, posters and website including any signage that is visible or erected at the Championship venue as per protocol requirements

## **Sponsorship & Marketing**

A sponsorship package has been developed and Sponsorship activities will be coordinated within the Organizing Committee Marketing Manager and his team of Marketing Managers. A full Sponsorship Marketing Strategy has been developed and will be implemented February 1<sup>st</sup> of 2014. There will be various sponsorship options available to corporate sponsors, including both cash and value-in-kind options.

Sponsors will be recognized throughout the various marketing efforts, including posters in the community, signage at the venue, in printed materials, on the official website and on social media accounts.

## **Tickets and Merchandise**

The Organizing Committee will develop a series of Ticket Packages that will be announced and available on July 1<sup>st</sup> .The ticket Packages will list a full Event Pass for games throughout the event and also Playoff Weekend Packages. Individual Game Tickets will go on sale the morning of Monday, August 4<sup>th</sup> .All Ticket Passes will be made available online with the official launch of ticket sales for July 1<sup>st</sup> .During the event the general public will have available daily and evening passes

The Organizing Committee has confirmed that all Official Clothing for the 2014 U18 Women's Canadian Softball Championship will be developed and coordinated by Al Anderson Source for Sports in Saskatoon Saskatchewan. All clothing will be viewable and available for purchase on the event website and also throughout the event at the Official Source for Sports Clothing tent that will be located at Bob Van Impe Stadium.

## **Opening / Closing Ceremonies**

The Organizing Committee, Director of Protocol will oversee the development and implementation of the opening & closing ceremonies. The Opening Ceremonies will feature cultural performances, an athlete's parade and welcoming speeches. The closing ceremonies will include recognition of the medal recipients and trophy presentations. Dignitaries will be requested to be in attendance at both ceremonies. A direct communication plan with all levels of VIP's & dignitaries will be developed and implemented

There will be specific VIP seating sections made available for each competition field, as well as a VIP section in the food services area and VIP office space. VIPs will be included in the Opening and Closing Ceremonies, with official introductions and an invitation to speak to the participants and spectators.

VIP privileges will be provided to Provincial & Municipal Government Representatives, as well as Corporate Sponsors.

## **Event Legacy Plan**

The host Association, the Saskatoon Amateur Softball Association will be undertaking facility renovations at the Bob Van Impe Softball Stadium with a complete retrofit of new updated cooking technology that will provide increased capabilities but also provide a more options for healthier food items for athletes and visitors that attend a event at Bob Van Impe Stadium or at the Glen Reeve Fields locations. Another Capital upgrade will be new home run fencing upgrade to Bob Van Impe Stadium . The upgrades will cost approximately \$40,000 and will provide a benefit to the event participants but also a benefit to all Softball players of all ages for years to come. Additional Legacy activities will also be directed to the Saskatoon Minor Softball League and the Saskatoon Umpires Association .The upgrades will be completed prior to the event and any surplus Budget dollars at the conclusion of the event will be disbursed into a Legacy Fund Program.

At the conclusion of the 2009 ISF Men's World Softball Championship a Legacy Fund was established and funds were disbursed to programs that provided support in personal development of young athletes within the Minor Softball Leagues. Another priority was the added support to the young officials in providing added mentorship possibilities within their personal growth as an official.

## **Visibility for the City of Saskatoon**

The City of Saskatoon will be highlighted at the event venue through signage and PA announcements during games. In addition, the City of Saskatoon support will be highlighted on the official website, in the event program and in promotional/advertising activities in support of the event. Representatives will request to be present at the opening ceremonies and be part of the Guest Speaker program.



## **Official Languages**

The Organizing committee will ensure that the Government's official languages policy is adhered to in the operation of this event. This will include the website, on-site announcements and related printed material.

## **Official Funding Request**

The Organizing Committee of the 2014 U18 Women's Canadian Softball Championship & the Host Softball Organization the Saskatoon Amateur Softball Association is requesting the support of City of Saskatoon with a cash commitment of \$35,000. The request provides estimates of timelines for funds to be allotted with a April 2014 allotment of \$30,000 and September 2014 of the remaining \$5,000. The requested dollar value of \$35,000 will be spent in Capital projects.

Please note the listed funding cash values and requested dates are listed within the Revenue & Expense summary document that is attached detailed Financial Budget Summary

## **ATTACHMENTS TO THE BUSINESS PLAN**

Please see attached Budget for the 2014 U18 Women's Canadian Softball Championship

2014 U18 Women's Canadian Softball Championship  
Chairperson – Bryan Kosteroski  
Office 306 975 6851  
Cellular 306 229 8986  
kosteroskib@agcouncil.ca  
PO Box 30032 Westview  
Saskatoon Saskatchewan  
Canada S7L OX3

2014 U18 Women's Canadian Softball Championship  
Vice -Chairperson – Brooks Penrod  
Office 306 667 3225  
Cellular 306 280 5229  
Brooks.Penrod@Supremebasics.com  
PO Box 30032 Westview  
Saskatoon Saskatchewan  
Canada S7L OX3

Saskatoon Amateur Softball Association Inc  
PO Box 30032 Westview  
Saskatoon Saskatchewan  
Canada S7L 0X3  
[www.saskatoonamateursoftball.com](http://www.saskatoonamateursoftball.com)





August 4th -10th 2014

Bob Van Impe Stadium • Gordie Howe Park • Glen Reeve Fields  
SASKATOON SASKATCHEWAN



## Budget Report

Revenue	BUDGET	BUDGET	BUDGET
<b>Event</b>			
Gate Sales	46,000		
Program Sales	2,000		
Player Banquet Sales	7,000		
Food & Beverage Sales	30,000		
	<b>Total</b>	<b>85,000</b>	
<b>Sponsorship</b>			
Sponsorship	40,000		
Sponsorship City of Saskatoon	35,000		
Sponsorship Tourism Saskatchewan	35,000		
Sponsorship Revenue In-kind	45,000		
	<b>Total</b>	<b>155,000</b>	
		<b>Total</b>	<b>240,000</b>

Expenses	BUDGET	BUDGET	BUDGET
<b>Consumables</b>			
Event Legacy (BVI Concession Upgrade )	35,000		
Event Legacy (Side Fencing Upgrade BVI)	5,000		
Hosting Fees	6,000		
Office Supplies	1,000		
Gate Pass Printing	3,000		
First Aid Contract Services	4,000		
Event Insurance	\$1,000		
Printing Services	\$2,000		
Event Financial Audting Services	\$2,000		
Saskatoon Sports Tourism	\$1,000		
	<b>Total</b>	<b>60,000</b>	<b>60,000</b>
<b>Marketing / Media Expenses</b>			
Event Program	3,000		
Media Advertising	10,000		
Website	2,000		
Professional Artwork Development Services	2,000		
	<b>Total</b>	<b>17,000</b>	<b>77,000</b>

<b>Facilities Expense</b>			
Facilities Rentals	20,000		
Facilities Security Services	4,000		
Facilities Cleaning Services	4,000		
Facilities Utilities Services	2,000		
Facilities Consumables	2,000		
Facilities Diamond upgrades	7,000		
Telephone & Internet	2,000		
Tent Rentals	3,000		
Food & Beverage	15,000		
Permits	1,000		
	<b>Total</b>	<b>60,000</b>	<b>137,000</b>
<b>Team Expenses</b>			
Player Banquet	13,000		
Laundry Services	1,000		
All Star Team Awards	2,000		
Bat Boys/Girls	2,000		
Team Banners	2,000		
	<b>Total</b>	<b>20,000</b>	<b>157,000</b>
<b>Volunteer / Host Expenses</b>			
Volunteer	7,500		
Host Committee	2,500		
	<b>Total</b>	<b>10,000</b>	<b>167,000</b>
<b>Officials Softball Canada Expense</b>			
Officials Transportation	3,000		
Officials Lodging & Meals	6,000		
Umpires Transportation	5,000		
Umpires Lodging & Meals	26,000		
Umpire Consumables	5,000		
	<b>Total</b>	<b>45,000</b>	<b>212,000</b>
<b>Games Expenses</b>			
Statistic Expense	3,000		
Balls	5,000		
Statistic Boards	2,000		
	<b>Total</b>	<b>10,000</b>	<b>222,000</b>
<b>Sponsorship Expenses</b>			
Sponsor Banquet	3,500		
Sponsor Banners	2,500		
Sponsor Awards	2,000		
	<b>Total</b>	<b>8,000</b>	
Total Expenses			<b>230,000</b>
<b>NET PROFIT (LOSS)</b>			<b>10,000</b>

**U18 Women's Canadian Softball Championships**  
**Saskatoon Saskatchewan August 4th - 10th 2014**  
**Cash Flow Revenue & Expense Budget Report**

<b>Category</b>	<b>Revenue &amp; Expense Summary</b>					<b>Cash Flow Revenue &amp; Expense Budget Report</b>							
	2014	2014	2014	2014	2014	2014	2014	2014	2014	2014	2014	2014	2014
<b>Revenue</b>	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sept	Oct	Nov	Dec	Total
Gate Sales	0	0	0	0	0	0	6,000	40,000	0	0	0	0	46,000
Program Sales	0	0	0	0	0	0	0	2,000	0	0	0	0	2,000
Banquet Sales	0	0	0	0	0	0	0	7,000	0	0	0	0	7,000
Food & Beverage Sales	0	0	0	0	0	0	0	30,000	0	0	0	0	30,000
Sponsorship Cash	0	0	0	0	0	0	20,000	20,000	0	0	0	0	40,000
Sponsorship In-Kind	0	0	0	0	0	0	20,000	25,000	0	0	0	0	45,000
Grant - City of Saskatoon	0	0	0	30,000	0	0	0	0	5,000	0	0	0	35,000
Grant -Tourism Sask	0	0	0	0	0	35,000	0	0	0	0	0	0	35,000
<b>Total</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>30,000</b>	<b>0</b>	<b>35,000</b>	<b>46,000</b>	<b>124,000</b>	<b>5,000</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>240,000</b>
<b>Expense</b>	2014	2014	2014	2014	2014	2014	2014	2014	2014	2014	2014	2014	2014
	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sept	Oct	Nov	Dec	Total
Consumables	0	0	0	35,000	0	5,000	6,500	10,500	3,000	0	0	0	60,000
Marketing/Media	0	0	0	0	4,000	5,000	6,000	2,000	0	0	0	0	17,000
Facility	0	0	0	0	0	0	5,000	55,000	0	0	0	0	60,000
Teams	0	0	0	0	0	0	5,000	15,000	0	0	0	0	20,000
Volunteer	0	0	0	0	0	0	6,500	3,500	0	0	0	0	10,000
Officials	0	0	0	0	0	0	2,500	42,500	0	0	0	0	45,000
Games	0	0	0	0	0	0	0	10,000	0	0	0	0	10,000
Sponsorship	0	0	0	0	0	0	0	8,000	0	0	0	0	8,000
<b>Total</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>230,000</b>

**Softball Canada U18 Women's Canadian Softball Championship**  
**Saskatoon Saskatchewan August 4th - 10th 2014**  
**Cash Flow Revenue & Expense Budget Report**

**Category : Statement of Revenue**

	2014	2014	2014	2014	2014	2014	2014	2014	2014	2014	2014	2014	Total
	Jan	Feb	Mar	Apr	May	Jun	July	Aug	Sept	Oct	Nov	Dec	
<b>Gate Receipts</b>													
Championship Pass	0	0	0	0	0	0	10,000	10,000	0	0	0	0	20,000
Championship Playoff Pass	0	0	0	0	0	0	0	6,000	0	0	0	0	6,000
Daily Ticket Sales	0	0	0	0	0	0	0	15,000	0	0	0	0	15,000
Championship Pass Inkind	0	0	0	0	0	0	0	5,000	0	0	0	0	5,000
<b>Program Sales</b>													
Programs	0	0	0	0	0	0	0	2,000	0	0	0	0	2,000
<b>Player Banquet Sales</b>													
Teams	0	0	0	0	0	0	0	6,000	0	0	0	0	6,000
Officials	0	0	0	0	0	0	0	1,000	0	0	0	0	1,000
<b>Food &amp; Beverage Sales</b>													
Food Sales	0	0	0	0	0	0	0	15,000	0	0	0	0	15,000
Spirits Sales	0	0	0	0	0	0	0	15,000	0	0	0	0	15,000
<b>Sponsorship</b>													
Cash Sponsorship	0	0	0	0	0	0	30,000	10,000	0	0	0	0	40,000
City of Saskatoon	0	0	0	30,000	0	0	0	0	5,000	0	0	0	35,000
Tourism Saskatchewan	0	0	0	0	0	35,000	0	0	0	0	0	0	35,000
Inkind Sponsorship	0	0	0	0	5,000	5,000	5,000	30,000	0	0	0	0	45,000
<b>Total</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>30,000</b>	<b>5,000</b>	<b>40,000</b>	<b>45,000</b>	<b>115,000</b>	<b>5,000</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>240,000</b>



**Softball Canada U18 Women's Canadian Softball Championship  
Saskatoon Saskatchewan August 4th - 10th 2014  
Cash Flow Revenue & Expense Budget Report**

**Category : Statement of Expense : Consumables**

	2014 Jan	2014 Feb	2014 Mar	2014 Apr	2014 May	2014 June	2014 July	2014 Aug	2014 Sept	2014 May	2014 Oct	2014 Nov	2014 Dec	Total
<b>Consumables</b>														
Legacy	0	0	0	35,000	0	0	0	5,000	0	0	0	0	0	40,000
Hosting	0	0	0	0	0	0	6,000	0	0	0	0	0	0	6,000
Office Supplies	0	0	0	0	0	0	500	500	0	0	0	0	0	1,000
Gate Pass Printing	0	0	0	0	0	3,000	0	0	0	0	0	0	0	3,000
First Aid Contract Services	0	0	0	0	0	0	0	4,000	0	0	0	0	0	4,000
Event Insurance	0	0	0	0	0	1,000	0	0	0	0	0	0	0	1,000
Printing Services	0	0	0	0	0	1,000	0	1,000	0	0	0	0	0	2,000
Event Financial Auditing	0	0	0	0	0	0	0	0	2,000	0	0	0	0	2,000
Saskatoon Sport Tourism	0	0	0	0	0	0	0	0	1,000	0	0	0	0	1,000
<b>Total</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>35,000</b>	<b>0</b>	<b>5,000</b>	<b>6,500</b>	<b>10,500</b>	<b>3,000</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>60,000</b>



**Softball Canada U18 Women's Canadian Softball Championship**  
**Saskatoon Saskatchewan August 4th - 10 th 2014**  
**Cash Flow Revenue & Expense Budget Report**

**Category :**      **Statement of Expense :Facilities**

	2014	2014	2014	2014	2014	2014	2014	2014	2014	2014	2014	2014	
	Jan	Feb	Mar	Apr	May	June	July	Aug	Sept	Oct	Nov	Dec	Total
<b>Facilities</b>													
Facility Rentals	0	0	0	0	0	0	0	20,000	0	0	0	0	20,000
Facility Security Services	0	0	0	0	0	0	0	4,000	0	0	0	0	4,000
Facility Cleaning Services	0	0	0	0	0	0	0	4,000	0	0	0	0	4,000
Facility Utilities Services	0	0	0	0	0	0	0	2,000	0	0	0	0	2,000
Facilities Consumables	0	0	0	0	0	0	0	2,000	0	0	0	0	2,000
Facility Diamond Upgrade	0	0	0	0	0	0	5,000	2,000	0	0	0	0	7,000
Telephone & Internet	0	0	0	0	0	0	0	2,000	0	0	0	0	2,000
Tent Rentals	0	0	0	0	0	0	0	3,000	0	0	0	0	3,000
Food & Beverage	0	0	0	0	0	0	0	15,000	0	0	0	0	15,000
Permits	0	0	0	0	0	0	0	1,000	0	0	0	0	1,000
	0	0	0	0	0	0	5,000	55,000	0	0	0	0	60,000

**Softball Canada U18 Women's Canadian Softball Championships  
Saskatoon Saskatchewan August 4th - 10th 2014  
Cash Flow Revenue & Expense Budget Report**

**Category : Statement of Expense : Team Expense**

	2014	2014	2014	2014	2014	2014	2014	2014	2014	2014	2014	2014	
	Jan	Feb	Mar	Apr	May	June	July	Aug	Sept	Oct	Nov	Dec	Total
<b>Team Expenses</b>													
Player Banquet	0	0	0	0	0	0	0	13,000	0	0	0	0	13,000
Laundry Services	0	0	0	0	0	0	0	1,000	0	0	0	0	1,000
All Star Team Awards	0	0	0	0	0	0	2,000	0	0	0	0	0	2,000
Bat Girls Expenses	0	0	0	0	0	0	1,000	1,000	0	0	0	0	2,000
Team Banners	0	0	0	0	0	0	2,000	0	0	0	0	0	2,000
	0	0	0	0	0	0	0	0	0	0	0	0	0
	0	0	0	0	0	0	5,000	15,000	0	0	0	0	20,000

**Softball Canada U18 Women's Canadian Softball Championship**  
**Saskatoon Saskatchewan August 4th -10th 2014**  
**Cash Flow Revenue & Expense Budget Report**

**Category :** **Statement of Expense : Volunteer / Host Expense**

	2014	2014	2014	2014	2014	2014	2014	2014	2014	2014	2014	2014	Total
	Jan	Feb	Mar	Apr	May	June	July	Aug	Sept	Oct	Nov	Dec	
<b>Volunteer/Host</b>													
Volunteer	0	0	0	0	0	0	5,000	2,500	0	0	0	0	7,500
Host Committee	0	0	0	0	0	0	1,500	1,000	0	0	0	0	2,500
	0	0	0	0	0	0	6,500	3,500	0	0	0	0	10,000



**Softball Canada U18 Women's Canadian Softball Championship**  
**Saskatoon Saskatchewan August 4th - 10th 2014**  
**Cash Flow Revenue & Expense Budget Report**

**Category : Statement of Expense : Games Expenses**

	2014	2014	2014	2014	2014	2014	2014	2014	2014	2014	2014	2014	Total
	Jan	Feb	Mar	Apr	May	June	July	Aug	Sept	Oct	Nov	Dec	
<b>Gamees</b>													
Statistic Expense	0	0	0	0	0	0	0	3,000	0	0	0	0	3,000
Game Ball Expense	0	0	0	0	0	0	0	5,000	0	0	0	0	5,000
Statistic Boards	0	0	0	0	0	0	0	2,000	0	0	0	0	2,000
<b>Total</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>10,000</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>10,000</b>

**Softball Canada U18 Women's Canadian Softball Championship  
 Saskatoon Saskatchewan August 4th -10th 2014  
 Cash Flow Revenue & Expense Budget Report**

**Category : Statement of Expense : Sponsorship Expenses**

	2014	2014	2014	2014	2014	2014	2014	2014	2014	2014	2014	2014	Total
	Jan	Feb	Mar	Apr	May	June	July	Aug	Sept	Oct	Nov	Dec	
<b>Sponsorship</b>													
Sponsorship Banquet	0	0	0	0	0	0	0	3,500	0	0	0	0	3,500
Sponsorship Banners	0	0	0	0	0	0	0	2,500	0	0	0	0	2,500
Sponsorship Awards	0	0	0	0	0	0	0	2,000	0	0	0	0	2,000
	0	0	0	0	0	0	0	8,000	0	0	0	0	8,000





## **2014 U18 Canadian Women's Fastpitch Championship - Saskatoon Sports Tourism Economic Assessment Model Summary**

### **Initial Expenditure**

The 2014 U18 Canadian Women's Fastpitch Championship would produce an Initial Expenditure of \$1,665,140. This amount is the sum total of all expenditures made by tourists, being that it is new money, the Initial Expenditure indicates the magnitude of spending in Saskatchewan and its regions.

### **Gross Domestic Product**

Gross Domestic Product (GDP) of this event is an estimated \$1,658,750. The GDP is the *net economic impact* the event has on the community. It represents the profit generated from the initial expenditure as described above.

### **Wages & Salaries**

Wages & Salaries for the 2014 U18 Canadian Women's Fastpitch Championship would be approximately \$972,680. This amount is an estimate of the incremental wages and salaries earned as the initial expenditure works through the economy.

### **Employment (Jobs)**

The above stated salaries can also be translated into the number of jobs that can be supported by the 2014 U18 Canadian Women's Fastpitch Championship. It is estimated that the event will support 26.1 jobs, with 22.8 in Saskatoon 3.2 throughout the rest of the province.

### **Taxes**

Taxes collected for the 2014 U18 Canadian Women's Fastpitch Championship are an estimated \$712,641. This amount refers to the total tax revenue supported by the initial expenditures of the event.

### **Industry Output**

Industry Output or total economic activity is anticipated at \$3,562,937. This amount is the total of all direct, indirect and induced impacts on all goods and services produced within Saskatchewan's economy. This number appears higher than GDP because, in addition to all outputs, it includes the cost of purchased inputs in the intermediate production phase.

**Table #A - Economic Impact Summary - Combined Total:****Saskatchewan****(Dollars)**

	<b>Total Saskatchewan</b>	<b>Local Area Saskatoon</b>	<b>Rest of Saskatchewan</b>
<b>Initial Expenditure</b>	\$1,665,140	\$1,665,140	\$0
<b>Gross Domestic Product</b>			
Direct Impact	\$688,731	\$688,731	\$0
Indirect Impact	\$620,555	\$266,667	\$353,888
Induced Impact	\$376,464	\$192,714	\$183,750
Total Impact	\$1,685,750	\$1,148,112	\$537,638
<b>Wages &amp; Salaries</b>			
Direct Impact	\$469,151	\$469,151	\$0
Indirect Impact	\$302,653	\$181,055	\$121,598
Induced Impact	\$200,876	\$110,965	\$89,911
Total Impact	\$972,680	\$761,170	\$211,509
<b>Employment (Full-year jobs)</b>			
Direct Impact	16.8	16.8	-
Indirect Impact	5.2	3.1	2.1
Induced Impact	4.0	2.9	1.1
Total Impact	26.1	22.8	3.2
<b>Direct Taxes</b>			
Federal	\$155,164	\$155,164	\$0
Provincial	\$160,406	\$160,406	\$0
Municipal	\$100,668	\$100,668	\$0
Total	\$416,238	\$416,238	\$0
<b>Total Taxes</b>			
Federal	\$297,396	\$233,009	\$64,388
Provincial	\$279,750	\$225,570	\$54,179
Municipal	\$135,495	\$118,719	\$16,775
Total	\$712,641	\$577,298	\$135,342
<b>Industry Output</b>			
Direct & Indirect	\$2,749,449	\$2,120,934	\$628,515
Induced Impact	\$813,488	\$417,299	\$396,188
Total Impact	\$3,562,937	\$2,538,233	\$1,024,703



## Host Committee Listings

### Chairpersons

Chair	Bryan Kosteroski	306-229-8986		<a href="mailto:kostob@sasktel.net">kostob@sasktel.net</a>
Chair Vice	Brooks Penrod	306-280-5229		<a href="mailto:brooks.penrod@supremmebasics.com">brooks.penrod@supremmebasics.com</a>

### Managers

Financial Servcies	Maurice Roberge	306-227-7618	306-244-6294	<a href="mailto:landmroberge@shaw.ca">landmroberge@shaw.ca</a>
Sponsorship	Dave McCullough	306-229-0570	306-384-7322	<a href="mailto:macathome@sasktel.net">macathome@sasktel.net</a>
Sponsorship	TBA	TBA		TBA
Umpires Liason	Bernie Burtney	306-227-6472	306-242-5208	<a href="mailto:burtneyb@shaw.ca">burtneyb@shaw.ca</a>
Accomodations	Brooks Penrod	306-280-5229	306-382-7478	<a href="mailto:brooks.penrod@supremmebasics.com">brooks.penrod@supremmebasics.com</a>
Volunteer	Cal Galambos	306-380-7514	306 384 7540	<a href="mailto:calgalambos@hotmail.com">calgalambos@hotmail.com</a>
Souvenirs	Brett Baron	306-260-0061	306-652-9412	<a href="mailto:bretzky@alandersons.com">bretzky@alandersons.com</a>
Ceremonies /Events	Vanessa Kosteroski	306-241-9797		<a href="mailto:kosteroskiv@hotmail.com">kosteroskiv@hotmail.com</a>
Communications/Program	Mark Loehndorf	306-241-1633	306-384-1576	<a href="mailto:mloehndorf@shaw.ca">mloehndorf@shaw.ca</a>
Facilites /Ground	Brent Klassen	306-514-0037	306-382-5872	<a href="mailto:Brent.Klassen@cnh.com">Brent.Klassen@cnh.com</a>
Facilities /Banquets	Scott Zablocki	306-717-9343		<a href="mailto:scott_zablocki@shaw.ca">scott_zablocki@shaw.ca</a>
Facilities /Food-Spirits	John Michaluk	306-270-5903		<a href="mailto:Jism47@shaw.ca">Jism47@shaw.ca</a>
Games Control	Lawrence Beatty	306-229-2042	306-978-1195	<a href="mailto:ljbatty@shaw.ca">ljbatty@shaw.ca</a>
Sales -Tickets	Barb Down	306-220-3356	306-382-8779	<a href="mailto:bldown@sasktel.net">bldown@sasktel.net</a>
Sales- 50/50	Greg Nichol	306-229-0123		<a href="mailto:Hh_misfits@sasktel.net">Hh_misfits@sasktel.net</a>
Statistics	Alison Draude	306-717-4163	n/a	<a href="mailto:beatty_22@hotmail.com">beatty_22@hotmail.com</a>
Personal-Gate	Bobbi Ryan	306-880-4807		<a href="mailto:bobbiryan@gmail.com">bobbiryan@gmail.com</a>

### Softball Canada Contacts

Board of Director	Lisa Down	306-221-9081		<a href="mailto:ldsoftball@sasktel.net">ldsoftball@sasktel.net</a>
SC -Championships Manager	Mike Branchaud	613-523-3386	Ext -3103	<a href="mailto:mbranchaud@softball.ca">mbranchaud@softball.ca</a>
SC-Communications Manager	Gilles Leblanc	613-523-3386	Ext-3105	<a href="mailto:gleblanc@softball.ca">gleblanc@softball.ca</a>

## Saskatchewan

Corporate Registry  
Profile Report

Entity No: 290173

Entity Name: SASKATOON AMATEUR SOFTBALL ASSOCIATION INC.

As Of Date: 19-Dec-2013

Entity Name: SASKATOON AMATEUR SOFTBALL ASSOCIATION INC.

Entity No: 290173

Status as of Profile Date: Active

Entity Type: NON-PROFIT CORPORATION

Entity Sub Type: SASKATCHEWAN CHARITABLE CORPORATION

Incorporation Date: 18-Jun-1964

Home Jurisdiction: SASKATCHEWAN

Annual Return/Renewal Date: 31-Jul-2014

Fiscal Year End Date: 31-Mar-2014

Financial Statement Due Date: 31-Jul-2014

Nature of Activities: OPERATE A SOFTBALL LEAGUE

**Registered Office:**

Name: SASKATOON AMATEUR SOFTBALL ASSOCIATION INC.

Address: 335 MCCALLUM LANE

City/Province: SASKATOON,SK

Country/Postal Code: CANADA, S7R0C3

**Mailing Address:**

Name: SASKATOON AMATEUR SOFTBALL ASSOCIATION INC.

Address: 1624 33RD ST WEST, PO BOX 30032 WESTVIEW

City/Province: SASKATOON, SK

Country/Postal Code: CANADA, S7L0X3

Allowable Number Of Directors: Min: 3 Max: 15

**Director/Officer Information:**

Dir Became:

Name: DOWN, LISA

Director: YES

Address: 335 MCCALLUM LANE

Officer Position: TREASURER

City/Province: SASKATOON, SK  
 Country/Postal Code: CANADA, S7R0C3  
 Resident Canadian: YES

**Director/Officer Information:**

Dir Became: 01-Jan-2006  
 Name: KOSTEROSKI, BRIAN  
 Address: 126 BORLAND PL  
 City/Province: SASKATOON, SK  
 Country/Postal Code: CANADA, S7M5W4  
 Resident Canadian: YES

Director: YES  
 Officer Position: PRESIDENT

**Director/Officer Information:**

Dir Became: 01-Jan-2009  
 Name: KOSTEROSKI, VANESSA  
 Address: 126 BORLAND PL  
 City/Province: SASKATOON, SK  
 Country/Postal Code: CANADA, S7M5W4  
 Resident Canadian: YES

Director: YES  
 Officer Position: SECRETARY

**Director/Officer Information:**

Dir Became: 17-Sep-2012  
 Name: LOEHENDORF, MARK  
 Address: 206 HEISE CRES  
 City/Province: SASKATOON, SK  
 Country/Postal Code: CANADA, S7M4Y8  
 Resident Canadian: YES

Director: YES  
 Officer Position: VP  
 COMMUNICATIO  
 NS

**Director/Officer Information:**

Dir Became: 01-Sep-2000  
 Dir Ceased: 31-Dec-2012  
 Name: MCLEAN, KEITH  
 Address: 1714 MADDEN AVE  
 City/Province: SASKATOON, SK  
 Country/Postal Code: CANADA, S7H3M8  
 Resident Canadian: YES

Director: NO  
 Officer Position: PAST  
 PRESIDENT

**Director/Officer Information:**

Dir Became: 01-Jan-2013  
 Name: NICHOL, GREG

Director: YES

Address: 19 NASH PLACE  
 City/Province: SASKATOON, SK  
 Country/Postal Code: CANADA, S7M4H9  
 Resident Canadian: YES

Officer Position: VICE-PRESIDENT

**Director/Officer Information:**

Dir Became: 01-Jan-2005  
 Dir Ceased: 31-Dec-2010  
 Name: OLEKSUK, LARRY  
 Address: 289 CARELTON DR.  
 City/Province: SASKATOON, SK  
 Country/Postal Code: CANADA, S7H3P1  
 Resident Canadian: YES

Director: NO  
 Officer Position: VICE PRESIDENT

**Director/Officer Information:**

Dir Became: 01-Jan-2011  
 Name: PENROD, BROOKS  
 Address: 6 CORY PL  
 City/Province: SASKATOON, SK  
 Country/Postal Code: CANADA, S7M5G8  
 Resident Canadian: YES

Director: YES  
 Officer Position: REGISTRAR

**Membership Structure:**

Class Name	Voting Rights	Number of Members
TEAMS	YES	44
S.A.S.A.	YES	880

**General Information:**

Is Licenced with Consumer Protection Branch: NO

Number of Paid Part Time Employees: 6

**Event History:**

Event	Date
CONVERSION	9/10/1999
FINANCIAL STATEMENT	7/7/2000
ANNUAL RETURN	7/7/2000
FINANCIAL STATEMENT	7/6/2001
ANNUAL RETURN	7/6/2001
FINANCIAL STATEMENT	7/24/2002
ANNUAL RETURN	7/24/2002
FINANCIAL STATEMENT	7/21/2003



ANNUAL RETURN	7/21/2003
FINANCIAL STATEMENT	7/21/2004
ANNUAL RETURN	7/21/2004
FINANCIAL STATEMENT	6/23/2005
ANNUAL RETURN	6/23/2005
ANNUAL RETURN	7/18/2006
FINANCIAL STATEMENT	3/23/2007
ANNUAL RETURN	7/24/2007
FINANCIAL STATEMENT	2/26/2008
FINANCIAL STATEMENT	7/29/2008
ANNUAL RETURN	7/29/2008
FINANCIAL STATEMENT	7/13/2009
ANNUAL RETURN	7/13/2009
FINANCIAL STATEMENT	7/22/2010
ANNUAL RETURN	7/22/2010
ANNUAL RETURN (Filed on the Web)	7/21/2011
FINANCIAL STATEMENT	7/28/2011
ANNUAL RETURN (Filed on the Web)	7/27/2012
FINANCIAL STATEMENT	8/2/2012
ANNUAL RETURN (Filed on the Web)	6/21/2013
FINANCIAL STATEMENT	6/24/2013

### Special Event Reserve Funding and Expenditures

	SPECIAL EVENTS	PROFILE SASKATOON	TOTAL RESERVE
Opening Balance at January 1, 2014	(410,000)	(251,139)	(661,139)
2014 Annual Provision	(250,000)	(300,000)	(550,000)
2014 Projected Requests	175,000	50,000	225,000
U18 Women's Canadian Softball Championships	35,000		35,000
Projected 2014 Closing Balance	(450,000)	(501,139)	(951,139)



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**Office of the City Clerk**

To: Secretary, Planning and Operations Committee      Date: June 6, 2014  
Phone: (306) 975-3240  
Our File: CK. 710-19

From: Joyce Fast, Committee Assistant      Your File:  
Municipal Heritage Advisory Committee

**Re: Application for Funding Under the Heritage Conservation Program  
City Gardener's Site, Victoria Park – 810 Spadina Crescent West**

Attached is a report of the General Manager, Community Services Department dated May 12, 2014, regarding an application for funding under the Heritage Conservation Program with respect to the City Gardener's Site.

Your Committee has reviewed this report with the Administration, and supports the request for funding, to a maximum of \$8,000, through the Heritage Conservation Program for interpretive signage at the City Gardener's Site.

Would you please place this report before the Planning and Operations Committee for approval of the recommendation contained therein at the meeting scheduled for June 17, 2014.



JF:lo

Attachment

cc: General Manager, Community Services Department  
Director, Planning & Development Division, Community Services Department  
Heritage & Design Coordinator, Planning & Development Division, Community Services Department  
Senior Planner Kotasek-Toth, Planning & Development Division, Community Services Department  
Ms. Carla Duval-Tyler, Chair, Municipal Heritage Advisory Committee

**TO: Secretary, Municipal Heritage Advisory Committee**  
**FROM: General Manager, Community Services Department**  
**DATE: May 12, 2014**  
**SUBJECT: Application for Funding Under the Heritage Conservation Program**  
**City Gardener's Site, Victoria Park - 810 Spadina Crescent West**  
**FILE NO.: CK. 710-19 and PL. 907-1**

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**RECOMMENDATION:** that this report be forwarded to the Planning and Operations Committee recommending that City Council approve funding, to a maximum of \$8,000, through the Heritage Conservation Program for interpretive signage at the City Gardener's Site.

### **TOPIC AND PURPOSE**

The purpose of this report is to request funding, under the Heritage Conservation Program, for interpretive signage to be placed at the City Gardener's Site in Victoria Park, located at 810 Spadina Crescent West.

### **REPORT HIGHLIGHTS**

1. The City Gardener's Site is a designated Municipal Heritage Property and qualifies for financial support under the Heritage Conservation Program.
2. Funding is being requested for interpretive signage to be placed on the site.

### **STRATEGIC GOAL**

This report supports the City of Saskatoon's (City) Strategic Goal of Quality of Life. As a community, we find new and creative ways to showcase our city's built, natural, and cultural heritage.

### **BACKGROUND**

At its January 6, 2014 meeting, City Council designated the City Gardener's Site as a Municipal Heritage Property. The designation applies to a 0.39 hectare portion of Victoria Park at the corner of 16<sup>th</sup> Street West and Avenue H South, as shown on Attachment 1. The heritage significance of this heritage landscape is as follows:

- A. The Old Bone Trail passed through this area. The trail was used to transport bison bones to Saskatoon and provided a route for many of the settlers to the city.
- B. At one time this area had been subdivided and contained houses. The City ensured this area would remain in the public domain by purchasing the land and returning it to park space.

- C. The City gardener resided in a house at this location for many years. Much of the City's park space in Saskatoon can be attributed to the first two City gardeners: A.H. Browne and Leonard Harvey. These two men also oversaw the development of the urban forest and the stewardship of the riverbank.

The Heritage Conservation Program provides funding for Municipal Heritage Properties. This property is considered to be a heritage landscape and the interpretive signage is an important element in recognizing the cultural heritage significance of this site. The Victoria Park Master Plan was updated in 2009 and identified the need for additional programming and interpretation to be completed at the City Gardener's Site. Interpretive elements have been installed on the site and the interpretive signage is the final component of this project.

### **REPORT**

Three signs are proposed to be installed on the City Gardener's Site and will be similar in design to many others located in the river valley. Each sign will have a specific theme, and together they will tell the story of how this unique place has evolved over time.

Meewasin Valley Authority would lead the design, fabrication, and installation of the signs. The signage is proposed to be installed by September 2014. The exact location of the signs has not been determined.

### **OPTIONS TO THE RECOMMENDATION**

The project qualifies for funding under the Heritage Conservation Program. The only option would be for City Council to deny the funding request.

### **POLICY IMPLICATIONS**

The project complies with Civic Heritage Policy No. C10-020 and the Heritage Conservation Program.

### **FINANCIAL IMPLICATIONS**

The total cost of this project is \$15,000 (three signs at a cost of \$5,000 per sign) with \$8,500 being allocated from the 2114 CY-Victoria Park Program Upgrade. The remaining \$6,500 and a \$1,500 contingency fund is being requested from the Heritage Reserve Fund.

The balance of the Heritage Reserve Fund is \$227,109.06. Funding this project will not impact the ability of the Heritage Reserve Fund to continue funding existing property tax abatements or other previously approved items.

**PUBLIC AND/OR STAKEHOLDER INVOLVEMENT**

Public and/or stakeholder consultations were not required.

**COMMUNICATION PLAN**

The City and Meewasin will prepare a public service announcement when the signs have been installed.

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

Once it is determined that the project is complete, the Administration will process payment.

**ENVIRONMENTAL IMPLICATIONS**

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

**PRIVACY IMPACT**

There are no privacy implications.

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

A CPTED review is not required.

**PUBLIC NOTICE**

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

**ATTACHMENT**

1. Location Plan

Written by: Paula Kotasek-Toth, Senior Planner

Reviewed by: “Jo-Anne Richter”  
For Alan Wallace  
Director of Planning and Development

Approved by: “Randy Grauer”  
Randy Grauer, General Manager  
Community Services Department  
Dated: “May 21, 2014”

cc: Murray Totland, City Manager

S:\Reports\DS\2014\MHAC - Application for Funding Under the Heritage Conservation Program – City Gardener's Site, Victoria Park – 810 Spadina Crescent West\kt

Location Plan



**TO: Secretary, Planning and Operations Committee**  
**FROM: General Manager, Community Services Department**  
**DATE: May 28, 2014**  
**SUBJECT: Downtown Office and Structured Parking Incentives**  
**FILE NO.: CK. 4130-1 and PL. 4130-22**

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**RECOMMENDATION:** that a copy of this report be submitted to City Council recommending that the proposed amendments to Vacant Lot and Adaptive Reuse Incentive Program Policy No. C09-035, be approved.

### **TOPIC AND PURPOSE**

The purpose of this report is to amend the Vacant Lot and Adaptive Reuse Incentive (VLAR) Program to add incentives for Downtown Office and Structured Parking, in accordance with the goals of the City Centre Plan.

### **REPORT HIGHLIGHTS**

1. The City Centre Plan recommended that business development in the Downtown was a priority and that incentives should be made available to support the development of new office space and structured parking.
2. The Administration is recommending amendments to the VLAR Program to put incentives in place for Downtown Office Buildings and Structured Parking.

### **STRATEGIC GOAL**

This initiative supports the City of Saskatoon's (City) Strategic Goal of Sustainable Growth by establishing the City Centre as a cultural and entertainment hub for the region with employment, corporate offices, and store-front retail.

### **BACKGROUND**

At its December 16, 2013 meeting, City Council endorsed the new City Centre Plan. An Immediate Implementation Report was also endorsed by City Council on January 20, 2014. In that report, one of the immediate actions presented was the development of new Office Building and Structured Parking Incentives for the Downtown, to be offered through amendments to Vacant Lot and Adaptive Reuse Incentive Program Policy No. C09-035.

## **REPORT**

### **City Centre Plan Strategies to Support Business Development**

One of the 12 Key Strategies of the City Centre Plan states “Business Development is a Priority”. A significant increase in office space in the Downtown will:

- a) create a market for retail uses (including grocery stores);
- b) provide employment opportunities for Downtown residents;
- c) contribute to the density of the City; and
- d) increase the tax base.

The Administration is recommending an incentive for any increase in office space in the form of a five-year tax abatement.

Structured parking is another key piece of this strategy. During the development of the City Centre Plan, business owners and property managers advised that businesses are reluctant to locate Downtown due to the lack of parking and that people hesitate to work Downtown for the same reason. Providing structured parking in the Downtown will address the parking shortage, while encouraging the current surface parking lots to be developed. The proposed Comprehensive Downtown Parking Strategy will aim to address other methods to help address parking issues in the Downtown.

The Administration is recommending a five-year tax abatement for structured parking. If additional parking available to the public (minimum of 10 percent of spaces) is included as part of a larger development project, it would achieve additional points in the proposal evaluation, resulting in a larger Earned Incentive Amount. New stand-alone structured parking would be required to meet the new Design Guidelines for the Downtown but will be awarded full points, resulting in an abatement of the entire incremental tax increase.

### **Recommended Office and Structured Parking Incentives**

The City's VLAR Program provides incentives for development on vacant parcels of land. The Administration is proposing amendments to the VLAR Program to offer incentives for Downtown Office Buildings and Structured Parking. The proposed amendments are in bold font in Attachment 1.

The proposed amendments to the VLAR are:

- a) waive the 48 month vacancy requirements for both Office Buildings and Parking Structures in the Downtown;
- b) addition of a section specific to Downtown Office Buildings, to apply only to the increase of office space;
- c) addition of the definition of “Structured Parking”;
- d) addition of a section specific to Downtown Structured Parking;



- e) additional points would be awarded to projects that include structured parking available to the public, as part of an office or retail development;
- f) a stand-alone parking structure would earn maximum points; and
- g) Appendix C has been expanded to include criteria specific to each type of development proposal.

A number of housekeeping amendments are also included, such as:

- a) alphabetical ordering of definitions in the policy;
- b) addition of an approval date for applications to the VLAR Program; and
- c) clarification of the incentives available for housing in River Landing as equal to the Maximum Incentive Amount.

These amendments are intended to provide greater clarity around current administration of the VLAR incentives.

### **OPTIONS TO THE RECOMMENDATION**

The option exists for City Council to request changes to the proposed amendments.

### **POLICY IMPLICATIONS**

There are no further policy amendments required beyond those outlined in this report.

### **FINANCIAL IMPLICATIONS**

There are no immediate financial implications as a result of this report. However, the amendments to the VLAR Program put incentives in place that will have future financial implications through the provision of grants and tax abatements for new developments that meet the policy criteria.

### **PUBLIC AND/OR STAKEHOLDER INVOLVEMENT**

The proposed Implementation and Priority Strategy was guided by the City Centre Plan Steering Committee.

### **COMMUNICATION PLAN**

The addition of these new incentives will also be communicated to the Downtown Partnership, Saskatoon Regional Economic Development Authority (SREDA), Developers Liaison Committee, and the City's website. Marketing material for the VLAR Program will be updated to reflect the new incentives.

### **DUE DATE FOR FOLLOW-UP AND/OR PROJECT COMPLETION**

There are no scheduled follow-up reports.

## **ENVIRONMENTAL IMPLICATIONS**

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

## **PRIVACY IMPACT**

There is no privacy impact.

## **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 Public Notice Policy No. C01-021, is not required.

## **ATTACHMENT**

1. Proposed Amendments to Vacant Lot and Adaptive Reuse Incentive Program  
Policy No. C09-035

Written by: Lesley Anderson, Manager  
Neighbourhood Planning Section

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

Approved by: “Randy Grauer”  
Randy Grauer, General Manager  
Community Services Department  
Dated: “June 4, 2014”

Approved by: “Murray Totland”  
Murray Totland, City Manager  
Dated: “June 9, 2014”

**Proposed Amendments to  
Vacant Lot and Adaptive Reuse Incentive Program Policy No. C09-035**

# CITY OF SASKATOON COUNCIL POLICY

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NUMBER  
*C09-035*

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<b>POLICY TITLE</b> <i>Vacant Lot and Adaptive Reuse Incentive Program</i>	<b>ADOPTED BY:</b> <i>City Council</i>	<b>EFFECTIVE DATE</b> <i>March 7, 2011</i>
		<b>UPDATED TO</b> <i>June 23, 2014</i>
<b>ORIGIN/AUTHORITY</b> <i>Clause 2, Report No. 3-2011 of the Planning and Operations Committee; and Clause 5, Report No. 8-2012 of the Planning and Operations Committee</i>	<b>CITY FILE NO.</b> <i>CK. 4110-45 and PL. 4110-35-13</i>	<b>PAGE NUMBER</b> <i>1 of 14</i>

1. PURPOSE

To encourage infill development on vacant sites and adaptive reuse of vacant building space in Established Neighbourhoods, including the Downtown, by providing financial and/or tax-based incentives to owners of eligible properties.

2. REFERENCE

This Policy supports the direction established in the Official Community Plan Bylaw No. 8769.

3. DEFINITIONS

For the purposes of this program, the following definitions shall be used:

- 3.1 Adaptive Reuse – where a building formerly used for industrial or commercial uses has been vacant for at least one (1) consecutive year and involves the conversion or re-purposing to a different category of use (e.g. conversion from industrial or commercial to residential or from industrial to commercial).
- 3.2 Approval Date – the date the project was approved by the General Manager of Community Services or City Council, as set out in Section 4.7.
- 3.3 Brownfield Site – an abandoned, vacant, derelict or underutilized commercial or industrial property where past activities on the land have

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resulted in actual or perceived contamination and where there is an active potential for redevelopment.

- 3.4 Cash Grant – a non-repayable incentive as calculated by this policy.
- 3.5 Completion of Construction – the date on which all Building, Development and Plumbing Permits are officially closed by the City of Saskatoon or as determined by the City of Saskatoon
- 3.6 Derelict Vacant Building – a principal building that has been vacant for at least 12 consecutive months, and is inhabitable or structurally unsound and the subject of a property maintenance order, fire order, public health or safety hazard, or has a history of public complaints, and is intended to be demolished for the purpose of redevelopment.
- 3.7 Earned Incentive Amount – that portion of the Maximum Incentive Amount earned through the proposal evaluation.
- 3.8 Existing Housing – currently occupied buildings and structures that contain residential dwelling units.
- 3.9 Existing Property Taxes – the property tax payable in a given year on the assessed value of an eligible property prior to any development.
- 3.10 Incremental Property Taxes – the amount of property tax payable in a given year on the increase in assessed value of the property as a result of new construction.
- 3.11 Maximum Incentive Amount (MIA) – the increment between the existing property taxes (City portion) and the taxes upon completion, multiplied by five (5) years.
- 3.12 New Construction – includes new development of permanent structures on vacant lots, redevelopment of existing structures that have been vacant or used for non-residential purposes for at least one (1) year prior to application to this program, or the conversion of non-residential property to residential use.

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- 3.13 Proposal Evaluation – a system that evaluates development proposals to achieve the outlined development features (See Appendix C) and which is scored to a maximum of 100 points.
- 3.14 Residential – any structure or portion thereof consisting of self-contained housing units and support amenities, provided to residents as rental, life-lease or ownership, but not hotel accommodation provided on a day-to-day basis.
- 3.15 Residential Conversion – any conversion project which changes the use of any former commercial or industrial building space for the purpose of developing residential multiple-unit dwellings.
- 3.16 **Structured Parking – a parking facility with at least one level above or below grade.**
- 3.17 Vacant Site/Building – existing sites, formerly used for an urban use on which there exists no building, or where a building contains mainly vacant space for a period of at least 48 consecutive months.

#### 4. POLICY

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

##### 4.1 General Eligibility Criteria

- a) Projects supported by the policy must be located **within the Established Neighbourhoods Map (see Appendix A) or the Downtown Boundary Map (see Appendix B).**
- b) Projects supported by the policy under the Vacant Lot and Adaptive Reuse Incentive Program must be located on a vacant site, contain a derelict vacant building, or be within a vacant building.
- c) Special projects developed for the purpose of creating developable vacant sites are not eligible for incentives under this program. Exceptions to this provision may be granted at the discretion of the General Manager, Community Services Department.

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- d) River Landing is excluded from the vacant lot incentive program. However, any housing development within River Landing is eligible for a five-year tax abatement **equal to the Maximum Incentive Amount.**
- e) Except for the rebate of existing property taxes paid during construction (adaptive re-use only), cash incentives under this policy are paid following completion of construction.
- f) Projects assisted under this policy may be eligible for support under other incentive policies or programs (i.e. affordable housing).
- g) Projects that do not incur a tax increment upon completion may receive a grant equal to no more than one year's worth of existing taxes.
- h) Properties that are in tax arrears or under an Order to Remedy with the City of Saskatoon are not eligible for support under this policy. Exceptions to this provision may be granted at the discretion of the General Manager, Community Services Department.
- i) Property taxes will be assessed each year of the program. Properties that are deemed to be in arrears by the City of Saskatoon will immediately be terminated from this program.
- j) Any housing project located Downtown, which does not otherwise meet the criteria of this policy, is eligible for a five-year tax abatement equal to the Maximum Incentive Amount.
- k) **Any office project located Downtown, which does not otherwise meet the criteria of this policy, is eligible for a five-year tax abatement equal to the Earned Incentive Amount.**
- l) **Any Structured Parking located Downtown, which does not otherwise meet the criteria of this policy, is eligible for a five-year tax abatement equal to the Maximum Incentive Amount.**

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### 4.2 Vacant Lot and Adaptive Reuse Incentive

- a) This program is only available for the new construction on a vacant site or the redevelopment/renovation of a vacant building in Established Neighbourhoods of Saskatoon (see Appendix A- Establish Neighbourhoods Map).
- b) The applicant is given a choice of:
  - i) assistance in the form of a tax abatement, equal to the earned incentive amount, determined by the Proposal Evaluation; or
  - ii) assistance in the form of a cash grant, equal to the Earned Incentive Amount. **Projects approved for a cash grant shall not exceed the following amounts:**
    - a) **Commercial, Industrial, and Mixed Use: \$200,000;**
    - b) **Multiple-Unit Dwellings: \$75,000; or**
    - c) **One- and Two-Unit Dwellings: \$15,000.**
- c) Developers may contribute cash to an appropriate streetscape reserve in lieu of providing on-site Public Realm Improvements (see Appendix C) in order to earn additional points in the proposal evaluation.
- d) All monies received through c) will be directed to the appropriate streetscape reserve and used by the Urban Design Manager to provide an opportunity response towards other streetscape or public realm improvements (e.g. leverage or match private donations).

### 4.3 Downtown Housing Renovation Incentive

- a) This incentive applies only to the renovation of existing housing in the Downtown.
- b) Priority will be given to projects that provide significant improvement in the quality and amenity of existing housing or provide increased accessibility to populations currently not being

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served, including addressing barrier-free housing for people with disabilities.

- c) The incentive shall be in the form of a tax abatement of 25 percent of the annual value of property taxes to a maximum of \$10,000 per year, for five (5) years.
- d) Funds for the City and Library portion of the property tax abatements will be provided from the Vacant Lot and Adaptive Reuse Incentive Reserve.

#### 4.4 Downtown Housing Conversion Incentive

- a) Projects which involve the conversion of former commercial and industrial building space to multiple-unit residential dwellings may also be eligible for additional incentives as listed below:
  - i) a rebate of up to 75 percent of any applicable Offsite Development Levies as calculated by the **Transportation and Utilities** Department;
  - ii) a rebate of up to 75 percent of any applicable Direct Servicing Charges as calculated by the **Transportation and Utilities** Department; and
  - iii) a rebate of existing property taxes paid during construction, up to a maximum of a two year construction period.

#### 4.5 Downtown Office Building Incentive

- a) **This incentive applies only to the increase of office space on a site in the Downtown.**
- b) **When new construction occurs on a lot that has not been vacant for 48 consecutive months, the tax rate, at time of demolition, will be used in place of the existing property taxes to determine the Maximum Incentive Amount.**



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- c) **The incentive shall be in the form of a five-year tax abatement, equal to the Earned Incentive Amount, determined by the Proposal Evaluation.**

#### 4.6 Downtown Structured Parking Incentive

- a) **Projects must meet the design guidelines outlined in Zoning Bylaw No. 8770.**
- b) **The incentive shall be in the form of a five-year tax abatement, equal to the Maximum Incentive Amount.**
- c) **No incentives are available for any surface parking.**

#### 4.7 Approval

- a) Applications for tax abatement assistance under this program are subject to City Council's approval.
- b) Applications for grant assistance under this program are subject to the approval of the General Manager, Community Services Department.
- c) Completion of construction must occur within 24 months from the approval date. One additional year may be granted at the discretion of the General Manager, Community Services Department.

### 5. RESPONSIBILITIES

#### 5.1 General Manager, Community Services Department

- a) Receive and review all applications for incentives under this program;

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- b) Submit any necessary reports to City Council, including an Annual Report on the performance of this program; and
- c) Market this program as required.

## 5.2 City Assessor

- a) Account and track all applications for tax abatements and repayment of grants through redirection of incremental property taxes.

## 5.3 City Council

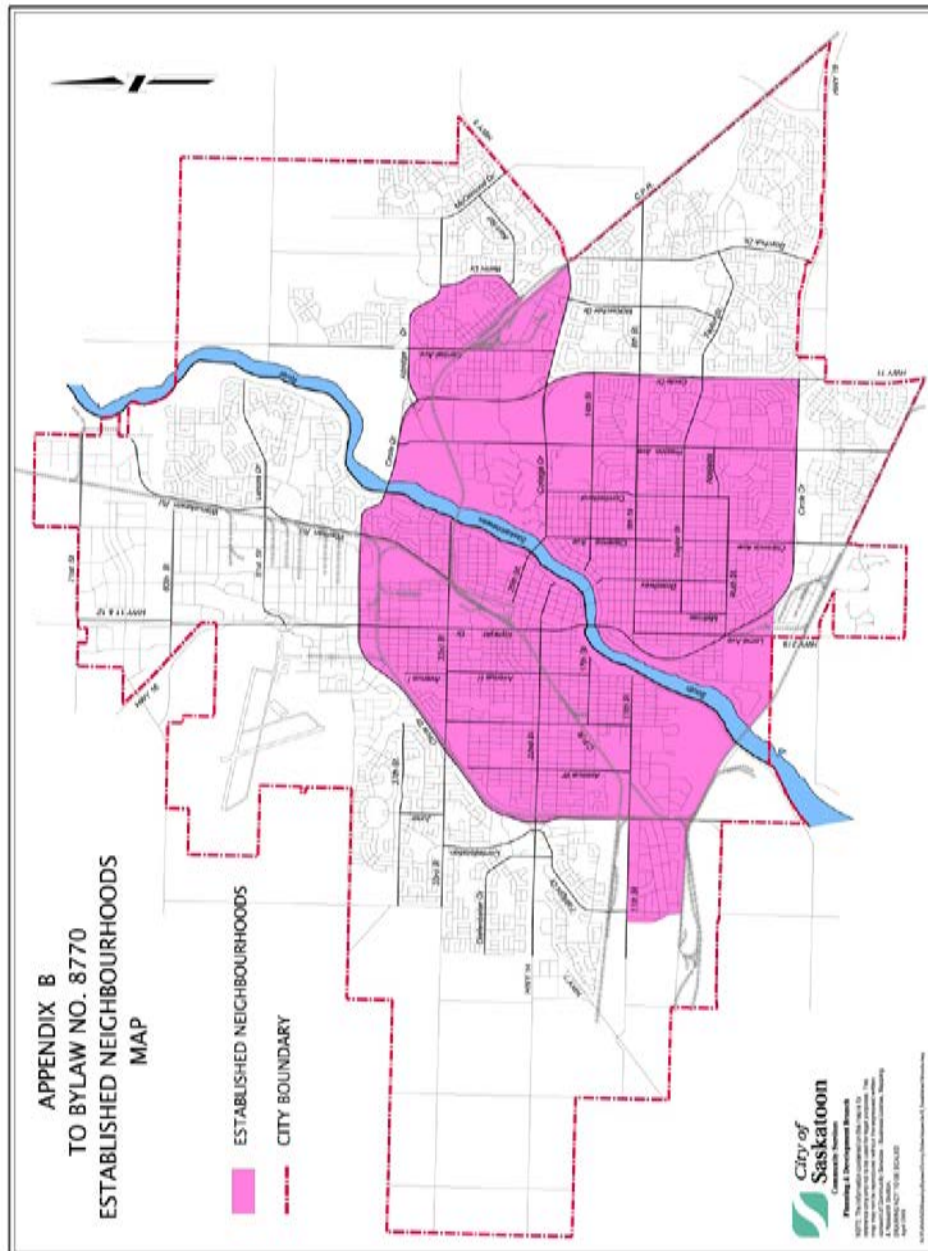
- a) Approve/reject recommendations for all tax abatement applications; and
- b) Review and approve amendments to this Policy.

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## Appendix A – Established Neighbourhoods Map



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## Appendix B – Downtown Boundary Map



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## Appendix C – Proposal Evaluation

All eligible proposals will automatically be granted 50 base points. Additional points will be provided when a proposal includes development features that achieve a range of policy objectives defined in the following table:

Residential - Development Feature		Additional Points
<b>Housing</b>	OULD(s) / TUD(s)	10
	Multi-unit Housing	20
	Downtown Housing (greater than 4 Storeys)	30
<b>Mixed Use Development</b> (combines two or more different types of land uses, such as residential, commercial, and office uses)	Live/Work Units	5
	Mixed Use (no residential use)	10
	Mixed Use (with residential)	15
<b>Parking Facilities</b> (excludes residential under six-units)	Secure Bicycle Parking Facility	5
	Structured Parking	10
<b>Adaptive Reuse of Building</b>	A building that has been vacant for at least one year and will be repurposed to fit another use.	20
<b>Contributes to Public Realm</b>	Provide publicly accessible open space on private property. (applicant may contribute money to appropriate streetscape reserve in lieu of on site improvements)	10
<b>Environmental Remediation (site and/or building)</b>	To Commercial Standard	15
	To Residential/Park Standard	25
<b>Energy Efficient Design</b>	Third Party recognized Green Building Certification	20
	Other energy efficient features, above industry standards	10

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<b>Residential - Development Feature</b>		<b>Additional Points</b>
<b>Sustainable Development</b>	<b>Transit Oriented Development</b> - located within 175m from an existing transit stop	5
	<b>Walkable Community</b> - A minimum Walk Score of 70	5
	<b>Legal Secondary Suite</b>	5
	<b>Communal Garden</b> - designated area and appropriate facilities for a Communal Garden	5

<b>Primary use non-residential - Development Feature</b>		<b>Additional Points</b>
<b>Mixed Use Development</b> (combines two or more different types of land uses, such as residential, commercial, and office uses)	Mixed Use (no residential use)	15
	Mixed Use (with residential)	10
<b>Parking Facilities</b>	Secure Bicycle Parking Facility	5
	Structured Parking	10
<b>Adaptive Reuse of Building</b>	A building that has been vacant for at least one year and will be repurposed to fit another use	20
<b>Contributes to Public Realm</b>	Provide publicly accessible open space on private property. (applicant may contribute money to appropriate streetscape reserve in lieu of on site improvements)	10
<b>Environmental Remediation (site and/or building)</b>	To Commercial Standard	15
	To Residential/Park Standard	25
<b>Energy Efficient Design</b>	Third Party recognized Green Building Certification (example LEED)	20
	Other energy efficient features, above industry standards	10
<b>Heritage</b>	Restoration of Heritage Features	5

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<b>Downtown Office Building - Development Feature</b>		<b>Additional Points</b>
<b>Parking Facilities</b>	Structured Parking	10
	Minimum 10% of Parking Available to Public	15
<b>Mixed Use Development</b> (combines two or more different types of land uses, such as residential, commercial, and office uses)	Mixed Use	10
<b>Adaptive Reuse of Building</b>	A building that has been vacant for at least one year and will be repurposed to fit another use	20
<b>Contributes to Public Realm</b>	Provide publicly accessible open space on private property. (applicant may contribute money to appropriate streetscape reserve in lieu of on site improvements)	10
<b>Environmental Remediation (site and/or building)</b>	To Commercial Standard	15
	To Residential/Park Standard	25
<b>Energy Efficient Design</b>	Third Party recognized Green Building Certification (example LEED certified)	20
	Other energy efficient features, above industry standards	10
<b>Heritage</b>	Restoration of Heritage Features	5

<b>Downtown Structured Parking - Development Feature</b>		<b>Points</b>
<b>Parking Facilities</b>	2 or more levels, with at least <b>one level above or below</b> grade	<b>100</b>

**TO: Secretary, Planning and Operations Committee**  
**FROM: General Manager, Community Services Department**  
**DATE: May 28, 2014**  
**SUBJECT: Enquiry – Councillor R. Donauer (October 24, 2011)**  
**Landscaping of Industrial Properties – Artificial Turf**  
**FILE NO.: CK. 4139-1, PL. 4125-14**

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**RECOMMENDATION:** that a copy of this report be submitted to City Council recommending:

- 1) that the use of artificial turf be permitted to fulfill the required landscaping requirements on industrial properties, subject to conditions; and
- 2) that the Administration undertake the amendments to the Landscaping Guidelines to accommodate the use of this product.

### **TOPIC AND PURPOSE**

The purpose of this report is to provide additional information, as requested at the April 2014 Planning and Operations Committee meeting, in the consideration of potential for the use of artificial turf to meet landscaping requirements, for industrial areas of the city, as defined in Zoning Bylaw No. 8770 (Zoning Bylaw).

### **REPORT HIGHLIGHTS**

1. Artificial turf products are available that are composed of recycled materials and can be recycled at the end of their lifespan. At this time there are no recycling facilities in Saskatoon that can recycle these products.
2. The technology available regarding the drainage of artificial turf varies between products; however, high-quality turf can provide drainage similar to that of natural grass.
3. Cost comparisons between artificial turf, natural grass, and xeriscaping suggests that artificial turf has lower overall costs, based on a 20-year time period.
4. Artificial turf, with a high permeability ratio, can be installed in a manner that would minimize off-site drainage impacts on storm water runoff.
5. Changes to the City of Saskatoon's (City) Landscape Guidelines, to permit use of artificial turf to partially address required landscaping on industrial sites, are proposed.



## **STRATEGIC GOAL**

Under the Strategic Goal of Economic Diversity and Prosperity, this report supports the long-term strategy of creating a business friendly environment.

## **BACKGROUND**

At its April 8, 2014 meeting, the Planning and Operations Committee received a report from the General Manager, Community Services Department, in response to an enquiry regarding the potential to allow artificial turf to address landscaping requirements in industrial zoning districts (see Attachment 1). The report recommended that artificial turf not be permitted as an option to address landscaping requirements, as the disadvantages outweighed the benefits and the cumulative impacts of using artificial turf have not yet been evaluated. Committee members requested that additional information be provided for their consideration, resolving:

“that the matter be referred back to the Administration for a further report, including the possibility of allowing only recyclable turf material; the technology that is available regarding drainage; incentives for properties that have landscaping which allows drainage; the costs that could be saved by allowing artificial turf in terms of time, weeding, water supply, etc.; and clarification regarding how artificial turf would be treated in terms of equivalent run off charges and if it would be treated as hard surface.”

## **REPORT**

In order to address the request for additional information, administrative staff conducted a further review to establish a more detailed understanding of the specifications of artificial turf products which are available to consumers in Saskatoon. A number of retail and wholesale companies were consulted, as well as representatives from the recycling industries and other civic staff.

### **Recyclability Considerations**

A number of companies sell artificial turf manufactured from recycled materials.

One company identified that it can provide a high-end turf product that can be recycled at the end of its lifespan. Currently, there are no recycling facilities in Saskatoon, although they do exist in the United States. As the industry evolves, there may be more availability of recyclable turf products and recycling facilities.

Local recycling firms, such as Loraas Disposal and SARCAN, as well as the Saskatoon Waste Reduction Council, confirmed that they are not able to accept any type of artificial turf for recycling at this time.

### Drainage of Artificial Turf

Typically, artificial turf drains by allowing water to flow through holes punched in the backing layer of turf and into a crushed rock base layer. A diagram showing a cross section of a typical turf installation is provided (see Attachment 2). Higher quality products utilize a permeable plastic backing that allows water to flow even more freely through the product. Research suggests that there is turf available that can provide drainage similar to natural grass. Drainage flow from the subsurface crushed rock layer would be dependent on the depth of the crushed rock layer, the type of rock used, and the slope.

### Cost Comparison of Natural Grass, Artificial Turf, and Xeriscaping

A more comprehensive cost benefit analysis was requested in order to assess total costs associated with installation and maintenance of these various options. The information provided below is extrapolated from a number of sources and provides a general comparison of installation and maintenance costs.

Discussion with suppliers of artificial turf indicates that a high-end turf, which is not exposed to extensive usage, has a lifespan of approximately 20 to 25 years. Based on that timeframe, the following costs could be anticipated:

#### **Estimate of Costs Based on a 500 ft<sup>2</sup> Landscaped Area**

	<b>Artificial Turf</b>	<b>Natural Sod</b>	<b>Xeriscaping</b>
<b>Product Purchase and Installation cost</b>	(\$10/ft <sup>2</sup> ) <b>\$5,000</b>	(\$2/ft <sup>2</sup> ) <b>\$1,000</b>	(\$7.75/ft <sup>2</sup> ) <b>\$3,875</b>
<b>Annual Maintenance Cost</b>			
○ Watering (\$20/month over 6 month)	\$0	\$120	\$66*
○ Fertilizing (\$0.20/ft <sup>2</sup> )	\$0	\$100	\$0
○ Mowing (\$20/hour, 1.5 hours, 20x)	\$0	\$600	\$0
○ Irrigation system maintenance	\$0	\$100	\$100
○ Cleaning/brushing (1x per season) (estimated)	\$100	\$0	\$0
<b>Total Annual Maintenance Cost</b>	<b>\$100</b>	<b>\$920</b>	<b>\$166</b>
<b>Total Installation/Maintenance over 20 Year period</b>	<b>\$5,100</b>	<b>\$19,400</b>	<b>\$7,195</b>
<b>Replacement Cost after 20 Years</b>	<b>\$5,000</b>	<b>\$0</b>	<b>\$0</b>

\* Watering a xeriscaped landscape would be similar to watering a traditional sod landscape for the first two years (\$120/year), but watering can be reduced by one half once the plants were established for the remaining years (\$60/year). Cost shown represents average over 20 year period  $[2(120) + 18(60)]/20 = \$66/\text{month}$  over 20 years.

This cost comparison does not reflect the investments that must be made for installing and maintaining the other required landscape elements on sites with turf (natural or artificial), such as trees or shrubs, as these would be similar for both turf and sod situations. The estimated cost shown for xeriscaping does include the costs associated with trees and shrubs.

#### Impact of Artificial Turf on Drainage and Run-off Charges

Further research was undertaken to determine the potential for surface water run-off from artificial turf, as well as the impact on the storm water utility.

No clear conclusions can be drawn, as the impact of artificial turf on surface run-off is dependent on the permeability of the product, as well as the substrate over which the artificial turf is installed (eg: gravel, sod, or concrete).

Commercial and industrial property owners in Saskatoon are charged a storm water utility fee based on property size and the type of use established on the property. A reassessment of the storm water rate charged is generally undertaken only at the request of the property owner, seeking a reduction in the fee assessed to the property (e.g. if hard surfacing is replaced with soft landscaping).

Typically, reassessments are not undertaken when additional hard surfacing is established on a property, and Transportation and Utilities staff indicated that the use of artificial turf would not likely trigger a reassessment.

The potential for an increase in the storm water run-off from a site could be evaluated in conjunction with the review of a proposed landscaping plan.

#### Provision for Artificial Turf in the Landscape Guidelines

Some industrial parcels have some particularly challenging conditions within which to establish and maintain natural landscaping. In those situations the use of artificial turf, in conjunction with trees and shrubs, may provide a suitable alternative. It is recommended that artificial turf be permitted in these areas with the approval of the Development Officer.

Further consultation with administrative staff in other departments will be undertaken, in conjunction with revisions to the Landscape Guidelines, to confirm the appropriate conditions and requirements in incorporating artificial turf and is anticipated to be brought forward for review by early fall.

The following conditions for artificial turf approval are currently being proposed:

- a) submission of a landscaping plan for the site that identifies the proposed location(s) and use of artificial turf, including a detailed cross section to illustrate the permeable layer incorporated in the installation;
- b) the artificial turf does not result in an increase in surface water run-off from the site;
- c) the artificial turf is manufactured using recycled material and can be recycled at the end of its lifespan; and

- d) natural trees and shrubs are installed at the prescribed ratio and in the locations specified by the Zoning Bylaw.

### **OPTIONS TO THE RECOMMENDATION**

City Council has the option to deny the Administration's recommendation. In this case, the Administration would request direction on further reporting and/or action deemed necessary to conclude this matter.

### **POLICY IMPLICATIONS**

There are no policy implications.

### **FINANCIAL IMPLICATIONS**

There are no financial implications.

### **PUBLIC AND/OR STAKEHOLDER INVOLVEMENT**

Public and/or stakeholder consultations were not required.

### **COMMUNICATION PLAN**

In conjunction with the approval of revised Landscape Guidelines, a press release will be issued highlighting changes to the guidelines and highlighting the opportunities for other approaches to traditional turf in fulfilling landscaping requirements.

### **DUE DATE FOR FOLLOW-UP AND/OR PROJECT COMPLETION**

Updates to the Landscape Guidelines with the inclusion of alternative options, such as xeriscaping or the use of artificial turf, will be brought forward to the Planning and Operations Committee in the fall of 2014.

### **ENVIRONMENTAL IMPLICATIONS**

The continued use of natural vegetation as a means of meeting landscaping requirements has positive environmental implications relating primarily to soil and water management. Although the use of artificial turf does not contribute to soil and water management in the same way as natural vegetation, the requirement for permeable products made of recycled materials and products that can be recycled at the end of their lifespan, will mitigate the impacts of the landscaping projects. Waste will be reduced and the permeability of the product will ensure storm water run-off is not negatively affected.

**PRIVACY IMPACT**

There are no privacy implications.

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

There are no safety or CPTED impacts related to this proposal.

**PUBLIC NOTICE**

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

**ATTACHMENTS**

1. Report – Enquiry – Councillor R. Donauer (October 24, 2011) Landscaping of Industrial Properties – Artificial Turf, dated March 12, 2014.
2. Cross Section of Typical Installation of Artificial Turf

Written by: Ellen Pearson, Planner

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

Approved by: “Randy Grauer”  
 Randy Grauer, General Manager  
 Community Services Department  
 Dated: “June 5, 2014”

cc: Murray Totland, City Manager

**TO:** Secretary, Planning and Operations Committee  
**FROM:** General Manager, Community Services Department  
**DATE:** March 12, 2014  
**SUBJECT:** Enquiry – Councillor R. Donauer (October 24, 2011)  
Landscaping of Industrial Properties – Artificial Turf  
**FILE NO.:** CK 4139-1; PL 4125-14

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**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 information on the considerations in allowing the use of artificial turf to meet landscaping requirements as defined in Zoning Bylaw No. 8770 for industrial areas of the city.

### **REPORT HIGHLIGHTS**

1. Artificial turf is currently not permitted as a means to fulfill landscaping requirements as defined in Zoning Bylaw No. 8770.
2. While artificial turf has minimal maintenance needs, the negative aspects outweigh its benefits. It is recommended that artificial turf not be permitted as an option to address landscaping requirements.
3. There is considerable variation in how other cities regulate the use of artificial turf.
4. Xeriscaping, which includes the use of low-maintenance, hardy, and drought-tolerant plant materials, provides a better option for landscaping challenging areas.

### **STRATEGIC GOAL**

The recommendation in this report supports the City of Saskatoon's Strategic Goal of Environmental Leadership by enhancing and protecting our natural assets and preventing waste from going into the landfill.

### **BACKGROUND**

The following enquiry was made by Councillor Donauer at the October 24, 2011 City Council meeting:

“Would the Administration please report on the possibility of adding artificial turf to the list of acceptable options for landscaping of industrial properties in the City of Saskatoon.”

Requirements for establishing and maintaining landscaping, in conjunction with the issuance of a development permit, are governed by Zoning Bylaw No. 8770 and its associated Landscape Guidelines (Landscape Guidelines). Landscaping is recognized as an important means of ensuring the visual attractiveness and environmental health of

the city. Section 1.0 of the Landscape Guidelines specifies that effective landscaping will:

- a) promote the development of an attractive and safe urban environment;
- b) promote environmental conservation;
- c) improve the compatibility of adjacent land uses;
- d) protect and enhance the urban forest;
- e) protect and improve property values; and
- f) promote economic development through the provision of an aesthetically-pleasing community.

In the past, concern has been expressed that landscaping can be difficult to establish and maintain in some areas of the city, including industrial locations, which may:

- a) experience a great deal of traffic and heavy equipment movement;
- b) involve large parcels of land; and
- c) have a more challenging environment in which to establish landscaping.

## **REPORT**

While the Administration recognizes that the use of grassed areas may not provide the best solution to meeting landscaping requirements in industrial areas due to the need for frequent maintenance, there are other alternatives to the use of artificial turf.

### **Artificial Turf is Not Currently Permitted as a Means to Meet Landscaping Requirements**

Artificial turf is composed of green-coloured, plastic fiber blades tufted into a porous synthetic backing and surrounded by a crumb layer of silica sand and/or rubber bits. This type of turf has been in use for sportsfields since the 1990's and is also now being promoted as a product for landscaping purposes.

Installation of artificial turf typically involves compacting the underlying soil, placing a drainage layer of crushed stone and a shock pad, and then setting down the turf.

While artificial turf is not currently permitted as a means of addressing landscaping requirements, it is felt by some that artificial turf may provide a satisfactory solution to address some of these concerns.

### **Artificial Turf Presents a Number of Disadvantages Which Outweigh Benefits**

The benefits of using artificial turf for landscaping purposes include:

- a) the potential for water savings;
- b) eliminating the need for fertilizers, pesticides, herbicides, and mowing; and
- c) providing a solution for hard-to-grow areas.

However, while artificial turf has been developed to a point that it visually looks very realistic (in summer months), it does have a number of disadvantages:

- a) Limited lifespan - The lifespan of artificial turf is dependent on the quality of product, as well as usage and maintenance, but estimates are between 10 and 20 years. The turf is difficult to recycle because it is composed of multiple types of plastic, and therefore, it must be disposed of in a landfill, rather than composted, as vegetation can be.
- b) Loss of natural filtration - Artificial turf alters the natural balance of infiltration and storm run-off from the landscaped site, as water is not held in the root zone. The health of the underlying soil is diminished because the topsoil is removed and the deeper soils are compacted and covered with stone, leading to poor aeration, lack of nutrients, and poor filtration. Without water filtering, all contaminants on the site are carried off-site with storm run-off, including the chemical composition of the turf itself as it slowly disintegrates over time.
- c) Contribution to the heat island - Artificial turf retains and releases more heat than natural grass, contributing to the urban heat island effect.
- d) Cumulative impacts uncertain – Research indicates that the cumulative effects of using artificial turf have not been evaluated, as the product has not been used for landscaping purposes for enough time to allow for sufficient data collection.

#### Regulation of Use of Artificial Turf Varies in Other Cities

A review of landscaping requirements in eight other municipalities suggests that there is considerable variation in how other cities regulate the use of artificial turf. As outlined in the attached Summary of Regulations for Use of Artificial Turf (see Attachment 1), five cities do not permit it in any capacity, or allow it only as a component of the hard landscaping treatment. The remaining three cities do not regulate the use of artificial turf for landscaping, and therefore, its use is unrestricted.

#### Xeriscaping Offers a Better Alternative for Challenging Areas

In consideration of the concerns identified, it is the position of the Administration that the use of artificial turf to meet required landscaping requirements is contradictory to the objectives of the landscaping regulations, as well as the City's Strategic Goal of Environmental Leadership. Property owners may continue to choose to use artificial turf in areas that are not subject to landscaping regulations, such as in rear yards.

As an alternative to artificial turf, xeriscaping may address some of the concerns noted by property owners, while providing all of the benefits of a vegetated area. Xeriscaping is a method of landscaping that requires little or no irrigation and minimal maintenance due to the use of drought-tolerant plant species appropriate for the climate, as well as mulches and soil improvements. The use of native plants for landscaping establishes balanced ecosystems and contributes to biodiversity. Once established, this drought-



tolerant form of landscaping provides a low-maintenance alternative to more traditional grass and exotic plants species.

While xeriscaping is currently permitted as a means to address landscaping requirements, property owners may be unaware of this option. The Landscape Guidelines are currently being updated, and more detailed information on xeriscaping will be included in the update. The updated Landscape Guidelines will be provided for review in June 2014.

### **OPTIONS TO THE RECOMMENDATION**

City Council has the option to not support the Administration's recommendation. In this case, the Administration would request direction on further reporting and/or action deemed necessary to conclude this matter.

### **POLICY IMPLICATIONS**

There are no policy implications.

### **FINANCIAL IMPLICATIONS**

There is no financial impact.

### **PUBLIC AND/OR STAKEHOLDER INVOLVEMENT**

The need for public/stakeholder involvement is not deemed necessary at this time.

### **COMMUNICATION PLAN**

A communication plan is not deemed necessary at this time. In conjunction with the approval of the revised Landscape Guidelines, Community Services staff will develop a public awareness campaign to increase awareness of the use of xeriscaping for landscaping purposes.

### **DUE DATE FOR FOLLOW-UP AND/OR PROJECT COMPLETION**

Updates to the Landscape Guidelines, with the inclusion of xeriscaping options, will be brought forward to Committee in June 2014.

### **ENVIRONMENTAL IMPLICATIONS**

The continued use of natural vegetation as a means of meeting landscaping requirements is expected to have positive environmental implications relating primarily to soil and water management, as well as waste minimization. The principles of xeriscaping will encourage healthy ecosystems and minimize the impact of stormwater events on surface and subsurface infrastructure. The preference for natural

landscaping will eliminate the energy and resource inputs of artificial turf, as well as the end-of-life waste impacts.

**PRIVACY IMPACT**

There are no privacy implications.

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

There are no safety or CPTED impacts related to this proposal.

**PUBLIC NOTICE**

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

**ATTACHMENT**

1. Use of Artificial Turf for Landscaping in Other Municipalities

Written by: Ellen Pearson, Planner

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

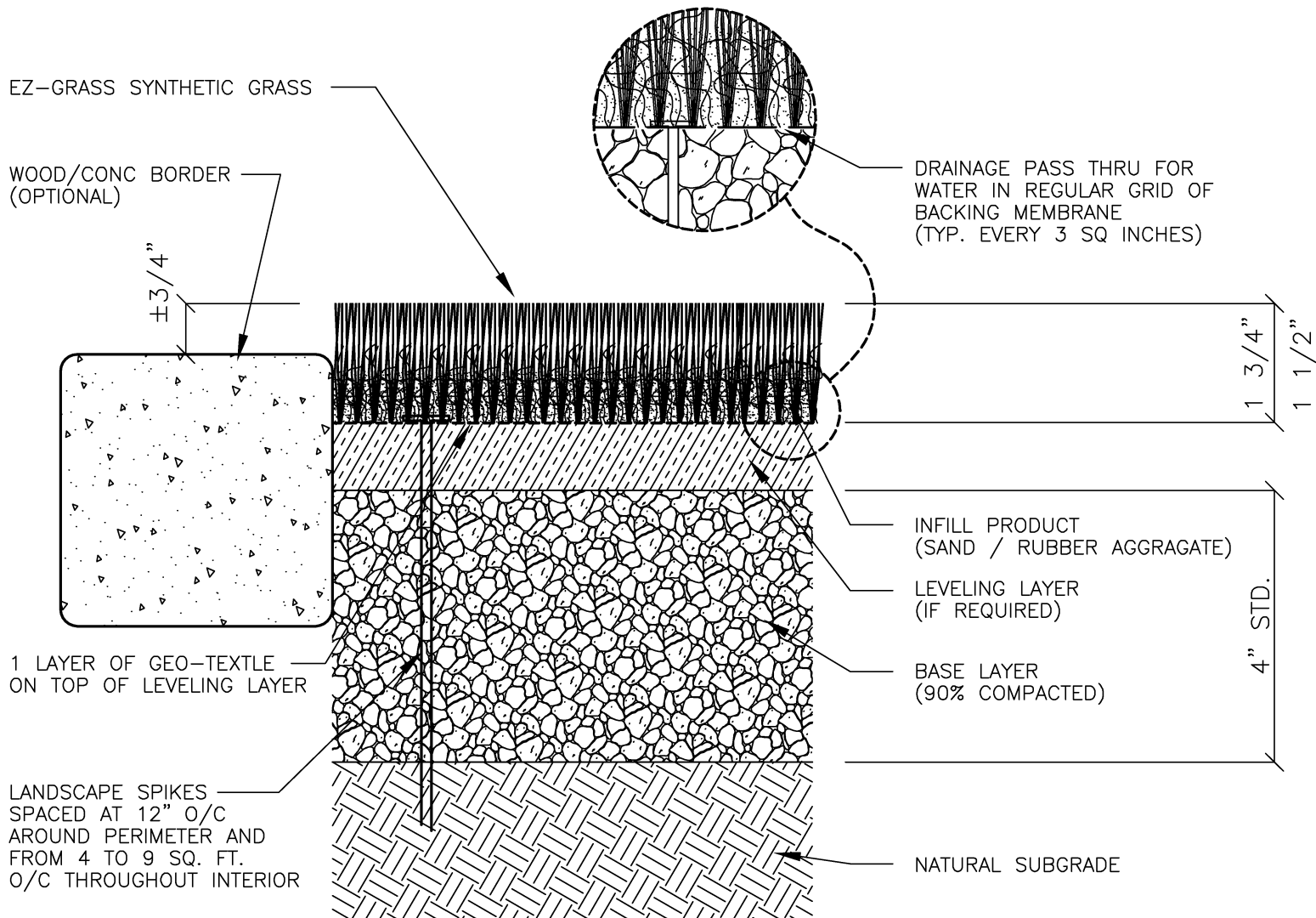
Approved by: “Randy Grauer”  
 Randy Grauer, General Manager  
 Community Services Department  
 Dated: “March 30, 2014”

cc: Murray Totland, City Manager



Premium Synthetic Turf

# TYPICAL SYNTHETIC GRASS SYSTEM OVER AGGREGATE



**GENERAL NOTES:**

- NATURAL SUBGRADE MIN 2" THICK AND COMPACTED
- BASE LAYER TO BE CLASS 2 AGGREGATE (3/4"), AND COMPACTED TO MINIMUM 90% PROCTOR
- LEVELING LAYER (IF REQUIRED) TO A MAXIMUM OF 2" THICK (STONE DUST, SCREENINGS, SAND, ETC)
- SYNTHETIC GRASS PRODUCT INSTALLED WITH GRAIN OF THE FIBRES ALL RUNNING IN THE SAME DIRECTION
- JOINT SEAMS (IF REQUIRED) AS PER MANUFACTURES RECOMMENDATIONS
- INFILL PRODUCT APPLIED TO REQUIRED DEPTH AS PER MANUFACTURES RECOMMENDATIONS
  
- INSTALLATION OF PRODUCT TO BE AS PER THE MANUFACTURES SPECIFICATIONS
- DRAWING NOT TO BE SCALED

**ez-grass Inc.**

**TO:** Secretary, Planning and Operations Committee  
**FROM:** Social Services Subcommittee  
**DATE:** May 28, 2014  
**SUBJECT:** 2014 Assistance to Community Groups Cash Grants Program,  
Social Services Category  
**FILE NO.:** CK. 1871-3 and RS. 1870-2

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**RECOMMENDATION:** that a report be submitted to City Council recommending that grants totalling \$988,244 for 2014 under the Social Services Category, Assistance to Community Groups Cash Grant Program, be approved.

### **TOPIC AND PURPOSE**

The Social Services Subcommittee (Subcommittee) has completed the adjudication process for the 2014 Assistance to Community Groups Cash Grant, Social Services Category (Social Services Grant Program), and respectfully submits this report and recommendation for approval by City Council.

### **REPORT HIGHLIGHTS**

1. The Subcommittee is recommending support totaling \$988,244, which represents funding to 45 agencies. The \$988,244 is made up of \$479,600 in cash, and \$508,644 in tax credits.
2. The Subcommittee continues to support the Outcomes-Based Evaluation Project of the Saskatoon Collaborative Funders Partnership (SCFP), which is designed to enhance the capacity of funders and community-based organizations to utilize outcomes-based evaluation processes.

### **STRATEGIC GOAL**

Under the City of Saskatoon's (City) Strategic Goal of Quality of Life, the community investments, made through the Social Services Grant Program, support community-based organizations to address and support work in the community.

### **BACKGROUND**

The Subcommittee is appointed, following the recommendation of the Executive Committee to City Council, and consists of Judy Shum, Chairperson, United Way of Saskatoon and Area (United Way); Carol McInnis, Greater Saskatoon Catholic School Board; Nicola Bishop-Yong, Saskatoon Public School Board; Peter Wong, The Ministry of Social Services; and Heather Trischuk, Member at Large. The Subcommittee reviews applications from not-for-profit social service organizations, pursuant to Assistance to Community Groups Policy No. C03-018, ensuring objectives of the policy are met.

The Social Services Grant Program is administered as part of the SCFP. The SCFP is a collaboration amongst three Saskatoon organizations that provide grants to community groups. The partners and the associated grants are as follows:

- a) City of Saskatoon – Social Services Grant Program;
- b) Aboriginal Affairs and Northern Development Canada; and
- c) United Way – Community Initiatives Fund.

The SCFP is organized so that all three partners use the same application form. However, each partner retains their own funding priorities, eligibility criteria, and review processes. The partners collaborate for the benefit of the community, however, still maintain their own decision-making processes and control of funds.

## **REPORT**

The Subcommittee reviewed the requests for funds following the guidelines set out in Assistance to Community Groups Policy No. C03-018. Funding support is provided through a cash component and a tax credit component.

The Subcommittee evaluated the proposals, giving priority to projects and programs that provide a direct service to enhance the quality of life for vulnerable residents of Saskatoon, and where the need was clearly demonstrated by the applicant. The Social Services Grant Program criteria were carefully applied in each case.

The Subcommittee continues the dedication to this process and appreciates the commitment from the City to provide assistance to the most marginalized citizens of Saskatoon.

The Subcommittee met on a number of occasions to review applications from 57 community-based agencies, requesting funds in excess of \$1,670,000; almost double the amount available.

The Subcommittee was again pleased to participate in the SCFP, which allows the funders to address the needs in the community in a more collaborative manner and encourages a more effective use of funds. As part of the funding process, the Subcommittee was able to successfully cross-reference grants of the three funders to ensure as many agencies as possible would receive assistance.

## **Recommendations**

The 2014 recommendations (see Attachment 1) from the Subcommittee include:

- a) support totaling \$988,244, which represents funding to 45 agencies. The \$988,244 is made up of \$479,600 in cash, and \$508,644 in tax credits (the tax credits are estimates for 2014 and will be updated when those numbers are available);

- b) the remaining balance of \$2,500 was allocated to administrative expenses of the program, including advertising, workshops, and meeting costs;
- c) the tax credit total includes \$36,455 allocated to three seniors centres based on the 2009 Assistance to Community Groups, Cash Grants Program, Social Services Category report to City Council, which established a separate category for these facilities; and an allocation of \$13,890 for EGADZ, as per their current funding agreement.

### Saskatoon Collaborative Funders Partnership

Included in the allocation of funds is a provision of \$5,300 towards the capacity building work of the SCFP. The SCFP is involved in a project to enhance the ability of funders and community-based organizations to utilize outcomes-based evaluation processes with the following objectives:

- a) to orient members of funders' adjudication committees to outcomes-based program evaluation and to give them a shared vocabulary and shared understanding of this approach to evaluation;
- b) to assess the capacity of Saskatoon community-based organizations to design and implement outcomes-based program evaluations and to increase awareness of outcomes-based program evaluations among these organizations; and
- c) to develop recommendations and framework for a program that will:
  - i) increase the capacity of Saskatoon community-based organizations to use outcomes-based program evaluations to measure the results of the work; and
  - ii) enhance the ability of funders to analyze and assess outcomes-based program proposals and follow-up evaluation reports.

The SCFP is currently working on an impact strategy analysis that includes a review of the current practices of funders that make up the partnership (as well as other related funders where possible). The analysis is designed to help funders understand one another's priorities and actions more fully and identify areas where they can coordinate their efforts more strategically. The results of this analysis will enable the partners to identify those areas where they have the best chance of generating good evidence of impact. It will also help them to articulate the distinct roles that each partner is best positioned to play in achieving community impact. The final report and recommendations from this analysis will be completed by the end of June.

The Subcommittee would like to thank the Administration for support throughout the adjudication process and would be pleased to answer any questions with respect to the recommendations.

**OPTIONS TO THE RECOMMENDATION**

The option exists to not accept the recommendations of the Subcommittee as presented.

**POLICY IMPLICATIONS**

There are no policy implications.

**FINANCIAL IMPLICATIONS**

This program is funded through the Operating Budget in the Community Support Business Line.

**PUBLIC AND/OR STAKEHOLDER INVOLVEMENT**

There was no public or stakeholder involvement other than the normal application and adjudication process, which is carried out by a City Council-appointed subcommittee.

**COMMUNICATION PLAN**

All applicants have been advised of the recommendations of the Subcommittee.

**ENVIRONMENTAL IMPLICATIONS**

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

**PRIVACY IMPACT**

There are no privacy implications.

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

There are no safety or CPTED issues.

**PUBLIC NOTICE**

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

**ATTACHMENT**

1. 2014 to 2015 Assistance to Community Groups – Cash Grant Social Program

Respectfully Submitted,

"Judy Shum"  
Judy Shum, Chairperson  
Social Services Subcommittee

cc: Murray Totland, City Manager

S/Reports/2014/CD/P&O 2014 Assistance to Community Groups Cash Grants Program, Social Services Category/ks



## 2014 to 2015 Assistance to Community Groups - Cash Grant Social Program

<b>Note: In cases where the grant award is higher than the grant requested, this is a direct result of tax increases that were not known at the time of their application.</b>					
<b>Organization</b>	<b>Project</b>	<b>Grant Amount Requested</b>	<b>Total Grant Approved</b>	<b>Cash Component</b>	<b>Tax Credits</b>
Agriculture in the Classroom (Sask) Inc.	Summer Garden Program (SGP)	\$4,000.00	\$0.00		
AIDS Saskatoon Inc.	Nutrition Program Assistant	\$12,000.00	\$12,000.00	\$12,000.00	
Avenue Community Centre for Gender and Sexual Diversity Inc.	Ongoing Programs and Services	\$20,000.00	\$15,000.00	\$15,000.00	
Canadian Mental Health Association Saskatoon Branch Inc.	Peer Support Program	\$56,200.00	\$0.00		
Canadian National Institute for the Blind (CNIB)	Vision Rehabilitation Program	\$15,000.00	\$15,000.00	\$15,000.00	
Canadian Red Cross Society (Canadian Red Cross, North Central Saskatchewan Region, Saskatoon Office)	Canadian Red Cross Programs and Services in Saskatoon	\$21,000.00	\$15,193.00	\$5,000.00	\$10,193.00
Central Urban Metis Federation Inc.	Encouraging our Youth to Pursue Education	\$50,000.00	\$26,213.00		\$26,213.00
Cheshire Homes of Saskatoon Society	Life Enrichment Program - Extended	\$30,500.00	\$0.00		
Christian Counselling Services (CCS)	Promoting Mental Health in Families with Sick Children	\$23,357.66	\$0.00		
Community Legal Assistance Services for Saskatoon Inner City Inc. (CLASSIC)	CLASSIC - Organizational and Program Expansion	\$50,000.00	\$10,000.00	\$10,000.00	
Community Living Association Saskatoon Inc. (CLASI)	CLASI's programs and services for Individual's with Intellectual Disabilities	\$15,000.00	\$13,000.00	\$13,000.00	
Core Neighbourhood Youth Co-op	CNYC - Youth Engagement	\$47,622.00	\$15,054.00	\$10,000.00	\$5,054.00

<b>Organization</b>	<b>Project</b>	<b>Grant Amount Requested</b>	<b>Total Grant Approved</b>	<b>Cash Component</b>	<b>Tax Credits</b>
Crocus Co-operative	Body, Mind, and Soul	\$10,000.00	\$10,000.00	\$2,000.00	\$8,000.00
Elizabeth Fry Society of Saskatchewan Inc.	Changing Paths	\$50,000.00	\$20,000.00	\$20,000.00	
Epilepsy Saskatoon Inc.	Ongoing Programs and Services	\$10,000.00	\$0.00	\$0.00	
Girl Guides of Canada - Guides du Canada, Bridging Rivers Area Council	Literacy Enhanced Girl Guide Program and Unit	\$8,500.00	\$5,818.00		\$5,818.00
Global Gathering Place Inc.	Global Gathering Place	\$17,000.00	\$12,000.00	\$12,000.00	
International Women of Saskatoon (IWS) Inc.	Just4Women Series ( the Poverty Reduction Initiative)	\$15,453.86	\$8,000.00	\$8,000.00	
John Howard Society of Saskatchewan, Saskatoon Office	Ongoing Operations	\$26,000.00	\$20,000.00	\$20,000.00	
Leadership Saskatoon	Leadership Saskatoon 2014 to 2015	\$7,000.00	\$0.00		
Light of the Prairies Society Inc.	Sensory Integration	\$5,300.00	\$0.00		
Lung Association of Saskatchewan Inc.	Health Promotions	\$10,000.00	\$10,224.00		\$10,224.00
Mennonite Central Committee Saskatchewan	MCCS restorative justice, refugee, and poverty strategic plan	\$18,000.00	\$16,217.00		\$16,217.00
New Community Youth Development Corporation (YDC)	Linking current success to future employment	\$15,000.00	\$0.00		
Saskatchewan Association for the Rehabilitation of the Brain Injured	SARBI Rehabilitation Services	\$30,000.00	\$7,500.00	\$7,500.00	
Saskatchewan Deaf and Hard of Hearing Services Inc.	Early Childhood and Family Service Program	\$27,500.00	\$4,000.00	\$4,000.00	
Saskatchewan Intercultural Association Inc.	Strengthening the Relationships of Newcomer Generations (STRONG)	\$24,937.00	\$0.00		
Saskatoon and District Labour Council (SDLC) Summer Snack Program	SDLC Summer Snack Program	\$11,000.00	\$5,500.00	\$5,500.00	

<b>Organization</b>	<b>Project</b>	<b>Grant Amount Requested</b>	<b>Total Grant Approved</b>	<b>Cash Component</b>	<b>Tax Credits</b>
Saskatoon Community Service Village Inc (The Village)	Support to Village Agencies	\$12,000.00	\$12,086.00		\$12,086.00
Saskatoon Community Youth Arts Programming Inc. (SCYAP)	SCYAP Community Art Workshops	\$25,000.00	\$10,000.00	\$10,000.00	
Saskatoon Council on Aging Inc.	Saskatoon Council on Aging Resource Centre for Positive Aging	\$15,000.00	\$12,000.00	\$12,000.00	
Saskatoon Indian and Metis Friendship Centre	Saskatoon Indian and Metis Friendship Centre	\$22,955.00	\$20,768.00		\$20,768.00
Saskatoon Services for Seniors	Home Support Services	\$15,000.00	\$15,000.00	\$15,000.00	
Saskatoon Sexual Assault and Information Centre, Inc. (SSAIC)	Saskatoon Sexual Violence Response	\$16,500.00	\$15,000.00	\$15,000.00	
Saskatoon Society for the Protection of Children Inc. (SSPC - Crisis Nursery)	Saskatoon Crisis Nursery	\$5,000.00	\$5,000.00	\$5,000.00	
Saskatoon Student Wellness Initiative Toward Community Health, Inc.	SWITCH - Health Services and Community Health Promotions	\$30,000.00	\$15,000.00	\$15,000.00	
Sexual Health Centre Saskatoon	On Going Support Services	\$22,000.00	\$18,000.00	\$18,000.00	
Spectrum Core Community Services SCCS Inc.	Relief of Poverty and Homelessness: Free Laundry Service	\$14,000.00	\$13,991.00	\$9,800.00	\$4,191.00
STC Urban First Nations Services, Inc.	WBYL - Healthy Living Project	\$150,000.00	\$0.00		
The Affinity Foundation Inc.	The Saskatoon Individual Development Accounts Program	\$25,000.00	\$0.00		
The AIM Program (101226544) Saskatchewan Inc.	The AIM Program	\$5,000.00	\$0.00		
The Lighthouse Supported Living Inc.	Community Housing First Resource Worker	\$60,000.00	\$30,511.00		\$30,511.00

Organization	Project	Grant Amount Requested	Total Grant Approved	Cash Component	Tax Credits
<b>Flagships</b>					
Big Brothers Big Sisters of Saskatoon and Area Inc.	Mentoring Programs for Children and Youth	\$45,000.00	\$40,061.00	\$25,300.00	\$14,761.00
Catholic Family Services of Saskatoon	Ongoing Operations	\$34,500.00	\$34,500.00	\$34,500.00	
CHEP Good Food Inc.	Ongoing Operations	\$31,625.00	\$31,625.00	\$31,625.00	
Cosmopolitan Industries	Ongoing Operations	\$68,600.00	\$81,610.00		\$81,610.00
Family Service Saskatoon Inc.	Healthy Relationships and Family Life Enrichment (Core)	\$37,500.00	\$31,625.00	\$31,625.00	
READ Saskatoon	Ongoing Operations	\$20,000.00	\$20,000.00	\$20,000.00	
Saskatchewan Abilities Council	Ongoing Operations	\$181,000.00	\$189,717.00		\$189,717.00
Saskatoon Food Bank Inc.	Emergency Food and Learning Program	\$55,000.00	\$30,386.00	\$17,250.00	\$13,136.00
Saskatoon Friendship Inn	Food Security for those in Need	\$65,000.00	\$33,950.00	\$24,150.00	\$9,800.00
Young Women's Christian Association of Saskatoon	YWCA Saskatoon social services programs	\$35,000.00	\$31,050.00	\$31,050.00	
<b>Saskatoon Collaborative Funders Partnership</b>					
Collaborative Funders (Capacity building)			\$5,300.00	\$5,300.00	
<b>Seniors Groups</b>					
Fairfield Senior Citizens Corporation	Ongoing Programs and Services	\$15,224.00	\$15,224.00		\$15,224.00
Senior Citizen's Service Association of Saskatoon	Ongoing Programs and Services	\$9,971.00	\$9,971.00		\$9,971.00
St. Georges Senior Citizens Club	Ongoing Programs and Services	\$11,260.00	\$11,260.00		\$11,260.00
<b>EGADZ</b>					
EGADZ	Tax support for ongoing programs and services as per current agreement	\$13,890.00	\$13,890.00		\$13,890.00
	<b>TOTAL</b>	<b>\$1,671,395.52</b>	<b>\$988,244.00</b>	<b>\$479,600.00</b>	<b>\$508,644.00</b>

**TO: Secretary, Planning and Operations Committee**  
**FROM: General Manager, Community Services Department**  
**DATE: May 30, 2014**  
**SUBJECT: Proposed Comprehensive Downtown Parking Strategy**  
**FILE NO.: CK. 4130-1 and PL. 4130-22-6**

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**RECOMMENDATION:** that a report be submitted to City Council recommending that up to \$200,000 from the Parking Reserve be approved to fund the preparation of a Comprehensive Downtown Parking Strategy.

### **TOPIC AND PURPOSE**

The purpose of this report is to outline the proposed scope and allocate funding to initiate a Comprehensive Downtown Parking Strategy (Strategy).

### **REPORT HIGHLIGHTS**

1. The City Centre Plan recommends the development of a parking strategy for the Downtown.
2. The purpose of the Strategy is to prepare a vision for the future of parking Downtown, and develop an action plan to achieve the vision.
3. Encouraging the development of structured parking in the Downtown and transitioning away from surface parking is a long-term strategy of the City Centre Plan.
4. A Request for Proposal (RFP) for the Strategy would be issued in early July.

### **STRATEGIC GOALS**

This initiative supports the City's Strategic Goals of Moving Around and Economic Diversity and Prosperity by investing in infrastructure needed to support an efficient transportation system and help sustain economic growth in the Downtown.

### **BACKGROUND**

During its December 16, 2013 meeting, City Council endorsed the new City Centre Plan. Implementation of this plan began with identifying initiatives that were considered a critical first step in addressing the recommendations of the City Centre Plan. One of these key items was the development of a comprehensive strategy to address parking in the Downtown.

## **REPORT**

### **Parking in the City Centre Plan**

A key recommendation of the City Centre Plan was that the provision of additional parking spaces are needed in the near term and that additional parking structures are required to ensure the success of the Downtown over the long term. The City Centre Plan also advises that changing the format of parking, moving from surface parking to a structured format, provides an opportunity to repurpose surface lots and make the best use of on-street spaces.

Currently, 26 percent of the surface area of the Downtown is dedicated to surface parking lots. In order for the Downtown to grow and prosper, new buildings will need to occupy these vacant parcels of land. For this to occur, these lost parking spaces will need to be replaced. Additional parking spaces are needed to support the growth of new business and office uses within the Downtown, as well as additional residents.

Metered parking spaces are intended to be short term or transient in use. These spaces are intended for use by people who are coming Downtown for shopping, dining, entertainment, or office appointments. However, it has been widely reported that people working Downtown commonly use these spaces. This pattern contributes to the lack of on-street parking available for visitors to the Downtown and identifies the need for longer term parking facilities.

### **The Role of Structured Parking**

The City Centre Plan viewed the development of new structured parking as a key element of a long-term parking strategy. Structured parking will:

- a) allow existing surface parking lots to be developed;
- b) support existing businesses, and attract future businesses by providing appropriate amounts of parking; and
- c) direct the growth of the City Centre in a format that is conducive to walkable streets.

By moving parking from surface lots to structured facilities, streets will become more walkable and will be lined with more active types of development. They would provide stable parking options for people working Downtown, as well as free up on-street parking spaces for visitors to the Downtown. However, due to the costs of structured parking facilities and the complexity of parking systems, the City Centre Plan recommended that the City undertake a comprehensive parking strategy.

### **Scope of the Proposed Comprehensive Parking Strategy**

The scope of the proposed Strategy is provided as Attachment 1 to this report. This scope would form the basis of an RFP to hire a parking consultant to assist in developing the Strategy. The key features include:

- a) examining the existing parking conditions;

- b) preparing a vision for the future of parking Downtown;
- c) incorporating the latest parking technologies to improve customer service;
- d) developing a holistic Transportation Model for the Downtown that accounts for all forms of transportation including vehicles, transit, cycling, and walking;
- e) financial and partnership options to develop parking structures;
- f) examining rate strategies for parking;
- g) reviewing the long-term parking policy for accommodating disabled parking in metered areas;
- h) assessing the need for a Parking Commission;
- i) developing an action plan to achieve the vision of the Strategy; and
- j) identifying and recommending immediate opportunities to increase parking Downtown.

The Administration proposes that the boundary of the study be limited to the Downtown, including River Landing, and all areas within the Broadway and Riversdale Business Improvement District (BID) districts, where paid parking meters exist. This boundary will focus the study on those areas most affected by the parking needs and effects of Downtown and BID area workers. The recommendations from the Broadway 360 Report will also be incorporated into the Strategy.

#### Proposed Timing for the Strategy

Adequate parking is key to the long-term success of the Downtown. Not only does the Downtown need additional parking to support growth, the format and parking patterns also need to change. People working Downtown need to have viable and stable parking options, while businesses need on-street parking spaces available for their clients. However, ensuring a balance between motor vehicle parking and alternative modes of travel is also important. Due to the importance of providing structured parking in the Downtown and the high cost to build and operate stand-alone parking structures, the Administration recommends that this Strategy be undertaken immediately. The parking strategy is not expected to have an impact on the new parking meter technology. The new meter technology is flexible and can accommodate a variety of parking strategies.

If the proposal is supported by City Council, the Administration anticipates an RFP would be issued in July 2014, and a consultant hired in Fall 2014. The RFP would require that the Strategy commence immediately and be completed within one year.

#### **OPTIONS TO THE RECOMMENDATION**

The option exists for City Council to request amendments to the scope of the Strategy.

#### **POLICY IMPLICATIONS**

There are no policy implications at this time. However, the Strategy may recommend changes to current civic policies.

## **FINANCIAL IMPLICATIONS**

The Administration estimates that a study of this nature and scope will cost \$200,000. Funding for the Strategy is available in the Parking Reserve. Capital Reserve Bylaw No. 6774 states that the purpose of this funding reserve includes the “cost of parking studies and projects”. The current balance in the Parking Reserve is \$982,000.

## **PUBLIC AND/OR STAKEHOLDER INVOLVEMENT**

The Scope of the Proposed Comprehensive Downtown Parking Strategy has been reviewed by the City’s Parking Committee and the City Centre Plan Steering Committee. A Steering Committee will be created to guide the project and will involve relevant civic staff, three core Business Improvement Districts, and members of the City Centre business community.

## **COMMUNICATION PLAN**

The RFPs will follow the requirements of Purchase of Goods, Services and Work Policy No. C02-030.

## **DUE DATE FOR FOLLOW-UP AND/OR PROJECT COMPLETION**

A report will be provided to City Council in Fall 2014 requesting approval to hire a consultant to undertake the Strategy. The report will confirm the total cost of the study funded from the Parking Reserve.

## **ENVIRONMENTAL IMPLICATIONS**

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

## **PRIVACY IMPACT**

There are no privacy implications.

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

A CPTED review is not required at this time.

## **PUBLIC NOTICE**

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

## **ATTACHMENT**

1. Scope of Proposed Comprehensive Downtown Parking Strategy



Written by: Lesley Anderson, Manager  
Neighbourhood Planning Section

Paul Whitenect, Senior Planner  
Neighbourhood Planning Section

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

Approved by: “Randy Grauer”  
Randy Grauer, General Manager  
Community Services Department  
Dated: “June 4, 2014”

Approved by: “Murray Totland”  
Murray Totland, City Manager  
Dated: “June 10, 2014”

**Scope of Proposed Comprehensive Downtown Parking Strategy**

1. Examine Existing Parking Conditions
  - a) inventory (meter/structured, locations);
  - b) rates;
  - c) demand; and
  - d) undertake user survey.
2. Strategy
  - a) prepare vision – where do we want to go in the future?;
  - b) best practises;
  - c) build out supply/demand model;
  - d) assess the relationship between vehicles and other modes of transportation in Downtown;
  - e) assess relationship with existing private parking infrastructure;
  - f) investigate technologies to improve customer service;
  - g) examine strategies related to disabled parking in metered areas; and
  - h) strategies to include city-owned parking lots and metered parking assets.
3. Transportation Model
  - a) prepare a transportation plan for the Downtown that accounts for all forms of transportation;
  - b) within the context of the transportation plan, identify strategies to enhance the relationship between all forms of transportation; and
  - c) determine how the parking strategy can benefit other forms of transportation and support public realm improvements.
4. Financials Related to Parking Structures
  - a) cost to develop parking structures;
  - b) parking rate expectations and options (including variable- and demand-based rates);
  - c) funding options;
  - d) partnership options and shared-use models/agreements;
  - e) how to bridge the financial gap; and
  - f) assess potential economic benefits to the City of Saskatoon.
5. Financials Related to Parking Meters
  - a) rate strategies; and
  - b) determine new locations for parking meters.
6. Administration
  - a) assess need and benefits of a parking commission;
  - b) land use controls for parking facilities; and
  - c) incentive options.
7. Action Plan
  - a) facilitate construction of parking structure (catalyst project); and
  - b) provide short- and long-term goals and actions.

**TO:** Secretary, Planning & Operations Committee  
**FROM:** General Manager, Transportation & Utilities  
**DATE:** May 28, 2014  
**SUBJECT:** Advanced Metering Infrastructure (AMI) Project Implementation  
Saskatoon Light & Power Capital Project #1250: AMI Implementation  
Saskatoon Water Capital Project #1055: AMR Infrastructure  
**FILE NO:** CK. 1000-1, x CK. 1550-2 and WT. 2030-1

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

- 1) that Administration be directed to proceed with the implementation of an Advanced Metering Infrastructure (AMI) system for both the electricity and water utilities, and that it be operational by the end of 2015;
- 2) that the Meter Replacement Programs be planned to ensure that all electricity meters are AMI-compatible by the end of 2017 and that all water meters are AMI-compatible by the end of 2019;
- 3) that Administration be directed to negotiate pricing, terms and conditions with Elster Canadian Meter Company Inc. for the supply of:
  - AMI system (data collectors, repeaters and head-end system), estimated at \$1.6 million;
  - Annual support contract (15 years), estimated at \$120,000 per year;
  - 26,700 electricity meters to complete the deployment, with staged delivery between 2014 and 2017, estimated at \$3.625 million; and,
  - 69,000 communication modules for the water meters, with staged delivery between 2015 and 2019, estimated at \$4.9 million;and report back to City Council with the appropriate recommendations;
- 4) that a Request for Proposals (RFP) be issued for the supply of a Meter Data Management system at an estimated cost of \$1.1 million, and report back to City Council with the appropriate recommendations;
- 5) that \$1.0 million be returned from Capital Project 724 – Electricity Meters to the Electrical Distribution Replacement Reserve; and
- 6) that an adjustment to the project budget for Capital Project 1250 – AMI Implementation be made in the

amount of \$1.0 million from the Electrical Distribution Replacement Reserve.

### **TOPIC AND PURPOSE**

Your Administration is recommending approval be given for the implementation of an Advanced Metering Infrastructure (AMI) system for electricity and water metering.

### **REPORT HIGHLIGHTS**

- 1) There will be significant benefits to both the Utilities as well as Customers.
- 2) The AMI system will have a positive return for the City of an estimated \$76.1 million over a 20-year period, which is an internal rate of return of 11.0%.
- 3) Saskatoon Light & Power has standardized on Elster meters for its replacements and new installations over the past six years. A review of options resulted in the conclusion that the Utility should continue using Elster meters and purchase the Elster AMI system.
- 4) Staffing impact - Discussions have occurred with all affected unions to discuss opportunities to assist in the transition for staff.

### **STRATEGIC GOALS**

This report supports the long-term strategy to increase productivity by being more efficient in the way we do business and to leverage technology and emerging trends to reach our goals and service citizens under the Strategic Goal of Continuous Improvement. The report also supports the long-term strategy to reduce lost revenues under the Strategic Goal of Asset and Financial Sustainability. By eliminating the need to read meters manually, greenhouse gas (GHG) emissions tied to City operations will also be reduced, under the Strategic Goal of Environmental Leadership.

### **BACKGROUND**

At its June 24, 2013, meeting, Council approved issuing a Request for Proposals for engineering services to develop an AMI functional design for electricity and water metering.

Subsequently, at Council's October 21, 2013, approval was given to award the contract to Util-Assist Incorporated for a total cost of \$399,981.75 (including taxes).

Work on the functional design has now progressed and Administration is making recommendations in this report to proceed with implementation. If approved, the consultant will provide assistance during the implementation phase and will then explore additional opportunities to utilize the data that will come from the AMI system. One option that will be considered will be an Outage Management system for SL&P. A business case will be developed for all advanced options considered and the appropriate report will be submitted to City Council for consideration.

## REPORT

### Benefits to Utilities and Customers

An AMI system is used to transmit electricity and water consumption data from the individual meters to the utilities. AMI systems provide a number of benefits to customers, civic operations, and the environment. In order to take advantage of the many benefits, it is recommended that Saskatoon Light & Power (SL&P) continue with its meter replacement program to be completed by 2017 and Saskatoon Water accelerate its meter and communication module deployment program to be completed by 2019. A comprehensive description of the AMI project is included in Attachment 1, AMI Project Details. The following summarizes the project and related initiatives.

#### Capital Costs:

- Electronic Smart Meters - SL&P began a program in 2008 to upgrade meters to electronic smart meters. Approximately 55% of its meters have now been upgraded. Once fully completed in 2017, the capital cost of meter upgrades will be approximately \$8.25 million and will provide benefits independent of the AMI system.
- Water Meters - In order to proceed with AMI, Saskatoon Water will need to begin installing communication modules on approximately 53,000 existing water meters that are 1994 or newer. For the 16,000 meters that are older than 1994, as well as for new installations, a new meter and module will be installed. Installations will begin in 2015 and will be completed by the end of 2019. The capital cost of this upgrade is estimated at \$12.19 million.
- Communication Hardware and Software - An AMI system includes the communication hardware and software required to receive data from smart meters, transmit the data to a central server at City Hall, and process the data for use by the billing system. The capital cost of the AMI system components is estimated to be \$3.87 million.

A business case has been prepared including all associated costs (meter costs and AMI system costs) as well as the benefits that will be achieved over a 20 year period. Capital costs are estimated to be \$24.31 million. Operating costs related to meter reading and operation of the system are estimated to be \$22.1 million. Total projected savings is estimated to be \$76.1 million. This provides a simple payback of the capital costs in 11.43 years and an internal rate of return of 11.0% overall.

### Standardized use of Elster Meters

Metering manufacturers each use their own proprietary communication protocol. In order to avoid the cost of buying and maintaining multiple AMI systems, it is financially advantageous to standardize the type of meters used by SL&P. As SL&P has already upgraded approximately 55% of its meters using the product supplied by Elster Canadian Meter Company Inc., it is recommended to continue this standard for the balance of the deployment. The 54,000 meters installed by Saskatoon Water since 1994 are compatible with Elster communication modules.

Considering this, the Administration intends to negotiate with Elster for the purchase of: the AMI system (data collectors, repeaters and head-end system) at an estimated cost of \$1.6 million; an annual support contract, estimated at \$120,000 per year; the balance of electricity meters (26,700) required to complete the deployment at an estimated cost of \$3.625 million; and 69,000 communication modules for the water meters at an estimated cost of \$4.9 million. Administration will also issue an RFP for a Meter Data Management system at an estimated cost of \$1.1 million.

Implementation of the AMI system will be completed by the end of 2015. Smart meters installed by that time will begin to transmit data electronically. Conversion to automated meter reading will occur as meters are upgraded.

### Staffing Impact

Once fully implemented, SL&P will be able to reduce the number of Meter Installer positions by two (IBEW 319 positions) and Corporate Revenue will be able to reduce the number of Meter Reader positions by 10 (CUPE 59 positions). A total of four new positions will be required to operate this system. One temporary position will also be required for a 2-year term to assist with implementation. Therefore, there will be an overall long-term reduction of 8 fulltime equivalent positions. Discussions have occurred with all affected unions to discuss opportunities to assist in the transition for staff.

## **OPTIONS TO THE RECOMMENDATION**

The recommendations could be rejected and manual meter readings would continue. It should be noted that meter reading staff numbers have not increased in the past decade to keep pace with the growth of the City and a program review would be undertaken.

There is also an option to implement and operate two separate AMI systems. The one system would be supplied by Elster and would read the existing electricity meters. The second system would be tendered publicly and would read the new meters installed by SL&P along with all water meters. The economic feasibility of this option was explored and is not recommended. The additional cost for this option is estimated to be between \$2.5 million and \$3.0 million.

## **POLICY IMPLICATIONS**

There are no known policy implications.

## **FINANCIAL IMPLICATIONS**

It is recommended that \$1.0 million of existing funding from Capital Project 724 – Electricity Meters be returned to the Electrical Distribution Replacement Reserve.

There will be sufficient funding in the existing project to complete the meter deployment for SL&P in 2014. Additional funding will be requested in the 2015 budget submission.

It is also recommended that \$1.0 million to be allocated from the Electrical Distribution Replacement Reserve to Capital Project 1250 – AMI Implementation. Making this reallocation at this time will allow for the procurement of the entire AMI system in 2014 so it is ready for installation in 2015.

With the two changes mentioned above, there will be adequate funding available in SL&P Capital Project 724 – Electricity Meters, SL&P Capital Project 1250 – AMI Implementation, and Saskatoon Water Capital Project #1055 – AMR Infrastructure.

Budgeted	Unbudgeted	Utility Capital	Operating	Non-Mill Rate	External Funding
\$3,870,000	---	\$3,870,000	---	---	---

The AMI system is estimated to cost \$3.87 million. This does not include the cost of meter replacements. The total cost of the meter replacement program for SL&P is estimated at \$8.25 million and is already 55% complete. The total cost of the modules and meter replacement program for Saskatoon Water is estimated at \$12.2 million.

#### Future Operation Budget Impact

<u>Operating Annually</u>	<u>Non-Mill Rate</u>
Revenue (Increase)	\$1,660,000
Expenses (Savings)	(\$ 930,000)
Net Positive Impact	\$2,590,000

Operating expenditures for SL&P and Saskatoon Water are expected to be reduced by approximately \$930,000 annually when AMI is implemented and meters are fully deployed. In addition, revenue increases of \$1.66 million are expected annually from improved metering accuracy and revenue protection (i.e. prevention of losses from meter failures and theft). Reducing expenditures and increasing revenues will allow the utilities to better fund capital improvements without impacting the return on investment.

The total project is expected to pay for itself within 11.43 years with a 20-year IRR of 11.0% (includes meter replacement costs).

#### **PUBLIC AND/OR STAKEHOLDER INVOLVEMENT**

Open houses were held on February 11 and 12, 2014 to provide information on AMI and answer questions. A total of 17 people attended the open houses, and no comment forms were received. Online consultation was also facilitated through 'Shaping Saskatoon' between January 27 and March 14. A total of 13 people posted comments on Shaping Saskatoon. Some positive comments were posted, however most comments expressed concern over RF emissions or protection of privacy. A summary of the online engagement is included as Attachment 2

Meetings were held in 2013 and again in 2014 with CUPE Local 47 (Saskatoon Water), CUPE Local 59 (Corporate Revenue), and IBEW Local 319 (Saskatoon Light & Power) to discuss the AMI project and obtain feedback. Meetings were also held in 2013 with any staff that may be affected.

### **COMMUNICATION PLAN**

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

A Communication Plan has been developed to inform stakeholders about smart meters, how they work, and the installation process. The plan focuses on providing highlights to all citizens, including that smart meter radio frequency (RF) emissions are well below Health Canada and Industry Canada Regulations, and are generated at much lower levels than for cell phones, and only for short periods throughout the day. Detailed information will be made available to those who are interested regarding the benefit to customers and the City. Environmental benefits will also be highlighted.

As the project progresses, significant milestones will be communicated with the news media, on the City of Saskatoon website and through the City's Twitter and Facebook accounts.

As the system is implemented, information will be shared on how to read the new bills, smart meter data, and tips on how to reduce consumption and usage. Communications will be through informational open houses, on the City of Saskatoon website, the news media and the City's social media accounts. Printed tools will include utility bill inserts, and information will be provided to Community Associations for their newsletters.

Attachment 3 is a list of Frequently Asked Questions (FAQs) which is available on the City's website and was provided at the Public Open Houses and on Shaping Saskatoon.

### **DUE DATE FOR FOLLOW-UP AND/OR PROJECT COMPLETION**

The AMI system is expected to be complete and operational by the end of 2015, with all electricity meters installed by 2017 and water meters and modules installed by 2019.

### **ENVIRONMENTAL IMPLICATIONS**

The recommendation will have resource consumption and GHG emissions implications associated with replacing existing meters with smart meters. However, implementation of the new 'smart' meter technology will result in annual GHG emissions reductions associated with the ability to retrieve and verify meter data remotely, eliminating the requirement to operate fleet vehicles to read meters manually (estimated at 35 tonnes of CO<sub>2</sub>e per year).

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



The GHG emissions reductions created by the reduced water use are estimated at 3,300 tonnes CO<sub>2</sub>e, which is the equivalent of removing over 685 vehicles from the road each year.

### **PRIVACY IMPACT**

The City of Saskatoon complies with Saskatchewan's privacy legislation, and will apply the same privacy protection standards for the AMI system as are used for the current billing system. All data collected is only used to ensure accurate billing. All data and meter identification information is encrypted and transmitted over a secure network, and does not include any personal information.

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

This project will not be subject to a CPTED review.

### **PUBLIC NOTICE**

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

### **ATTACHMENTS**

1. AMI Project Details
2. Summary of Online Engagement through 'Shaping Saskatoon'
3. Frequently Asked Questions

Written by: Kevin Hudson, Metering & Sustainable Electricity Manager

Reviewed by: Trevor Bell, Director of Saskatoon Light & Power  
Reid Corbett, Director of Saskatoon Water  
Shelley Sutherland, Director of Corporate Revenue

Approved by:                     "Jeff Jorgenson"                      
Jeff Jorgenson, General Manager  
Transportation & Utilities Department  
Dated:                     "June 9, 2014"                    

Approved by:                     "Murray Totland"                      
Murray Totland, City Manager  
Dated:                     "June 11, 2014"

## AMI Project Details

### Smart Meters for SL&P

SL&P has an annual program to replace old meters with new ones to ensure compliance with Measurement Canada requirements for accuracy. Since 2008, electronic smart meters have been used for all new installations. These meters have communication modules within them that will allow them to communicate with an AMI system once implemented. To date, \$4.6 million has been spent to install 33,251 meters, representing 55% of the meter population. In order to complete the upgrade to smart meters, an additional \$3.65 million will be required to upgrade the remaining 26,700 meters. Upgrading to these more accurate meters has a positive business case with an internal rate of return of 15.45% and a payback of 8.62 years. This payback is independent of the decision to implement AMI. SL&P intends to complete the meter replacements by the end of 2017. These replacements are funded from the new meter and meter replacement program capital project using Electrical Replacement and Extension Reserves.

To date, approximately thirty (30) SL&P customers have refused to have a smart meter installed. This represents a very small minority (0.1%) of the customers upgraded so far. The proposed plan is to continue to defer installation for those customers refusing smart meters until the deployment is complete. We will then revisit those customers to address any concerns that they may have. If necessary, we will report back to City Council with options for any customers who remain concerned. Some utilities offer an Opt Out program for customers who refuse a new smart meter. Opt Out programs typically require customers to pay an initial setup fee of up to \$100, and on-going monthly charges of \$15 - \$20 to have their meters read manually. In these cases, the internal radio is either turned off, or a different meter is installed without communication capability.

### Smart Meters for Saskatoon Water

Saskatoon Water has an annual program to replace old meters with new ones to improve metering accuracy. Since 1994, Saskatoon Water has been installing meters that are compatible with AMI communication modules (approximately 56,000 meters). In order for Saskatoon Water to proceed with AMI, those existing water meters will now need to be retrofitted with a communication module. For meters installed prior to 1994 (approximately 16,000 meters), a new meter and communication module will need to be installed. Deployment of the communication modules can commence immediately upon approval of the recommendations of this report. Meter Readers will temporarily use an AMI handheld device to read the modules until the AMI system is operational. The total cost for the modules and meter replacements is \$12.19 million. It is proposed that these installations be scheduled to be completed by the end of 2019. All meter installations for new customers will also require a communication module to be installed. These replacements are funded through Saskatoon Water's Operating Budget.

## AMI System

An AMI system involves a number of components that receive data from the smart meters and transmit the data to a central location for use by the utilities for a variety of purposes. Monthly utility bills will be calculated using actual readings. Timely outage data will lead to faster restoration of power outages. Also, real time data can be used by the utility for analysis (confirm voltages along lines, measure energy losses, identify water leaks, investigate metering discrepancies with customers, etc.).

Implementation costs for AMI include: equipment and installation costs for the data collectors and repeaters that relay data back to the central system; procurement and implementation costs for the AMI system, Meter Data Management system and integration with the existing Customer Information system (i.e. billing system); and costs for a Wide Area Network (WAN) providing the communication network for the AMI data collectors.

The capital cost for the AMI system (excluding meter replacement and communication module costs) is estimated at \$3.87 million. This cost will be shared between SL&P and Saskatoon Water.

## Business Case

A business case for implementation of AMI was completed by Util-Assist, a leading consultant offering services for electricity, water, and natural gas utilities. Util-Assist has significant experience with similar AMI projects throughout Canada and the United States. Both capital and operating costs were analyzed over a 20 year period.

AMI offers economic benefits through reduced labour costs, improved metering accuracy, and protection from revenue losses for both the electrical and water distribution systems.

A decision was made by Administration to include all meter costs in the business case in order to provide a conservative analysis, even though some of these costs would be part of the normal operating cost for the utilities. The following table summarizes the business case for each utility and the combined total.

**Business Case Summary**  
(in millions)

	Saskatoon Light & Power	Saskatoon Water	Both Utilities Combined
Capital Cost (Meters & Modules)	\$ 8.25	\$ 12.19	\$ 20.44
Capital Cost (AMI)	\$ 2.11	\$ 1.76	\$ 3.87
Total Capital Cost	\$ 10.36	\$ 13.95	\$ 24.31
Operating Cost (20 yrs)	\$ 13.06	\$ 9.04	\$ 22.10
Savings (20 yrs)	\$ 50.83	\$ 25.26	\$ 76.10
Total Net Benefit	\$ 27.41	\$ 2.27	\$ 29.69
Pay Back	7.9 years	18.4 years	11.43 years
Internal Rate of Return (IRR)	18.43%	1.84%	11.00%

The business case for SL&P is particularly strong with a 7.9 year payback and an 18.43% internal rate of return (IRR). The main benefits come from improved meter accuracy (\$15.18 million), reduced network losses (\$12.75 million), reduced cost of meter reading (\$10.91 million), avoided meter replacement costs (\$8.47 million), reduced meter repair costs (\$1.81 million), and improved utility billing reading verifications (\$1.72 million).

The business case for Saskatoon Water is not as strong, but remains positive with an 18.4 year payback and a 1.84% IRR. The main benefits come from reduced cost of meter reading (\$10.12 million), reduced network losses (\$6.03 million), avoided meter replacement costs (\$5.29 million), improved utility billing reading verifications (\$1.59 million), improved meter accuracy (\$1.56 million), and reduced cost for meter reading cards and postage (\$0.68 million).

The combined business case for the two utilities yields net benefits of \$29.69 million over the 20 year period, with a payback of 11.43 years and an IRR of 11.00%.

The AMI system will also provide significant benefits to customers by providing bills based on actual monthly consumption instead of estimated consumptions.

### Standardization of Meters

The AMI communication protocol used by electricity meter manufacturers is proprietary to each company. Meters from one manufacturer cannot communicate with a meter manufactured by another company without first being modified to use a compatible radio. Discussions with several major meter manufacturers indicated that it would not be financially viable for them to undertake this change to their meters for the Canadian market and get approval from Measurement Canada. This is especially true given the relatively small number of meters that would be required for Saskatoon. Therefore, in

order to allow for the future possibility of implementing AMI, and receiving the associated benefits, it was necessary for SL&P to choose a standard for all meter purchases.

In 2008, SL&P began implementing smart meters with the first purchase of meters from Elster Canadian Meter Company Inc. Elster had been supplying smart meters to a number of utilities in Ontario who were leading the electrical industry in AMI implementation in Canada. Following a successful pilot program, SL&P set Elster smart meters as its standard meter.

Between 2008 and 2013, annual sole source purchases were approved by City Council based on this standard. City Council Policy C02-030 *Purchase of Goods, Services and Work* makes provision in article 4.3.b) for permitting sole source purchases "when supply is available from only one vendor due to the compatibility with existing equipment or services that have been established as a standard with the City". To date, SL&P has purchased 33,251 electricity meters from Elster (approximately 55% of the total SL&P meter population).

In order to proceed with AMI, a decision will need to be made to either continue to use Elster as the utility's standard or to switch to a new supplier. Proceeding with Elster would mean that the existing 33,251 meters can be used without any further cost. Switching standards to a second meter supplier would mean one of two options. Either all of the previous 33,251 meters would need to be replaced with the new standard so that all meters are able to communicate with the AMI system, or alternatively, two separate AMI systems would need to be installed and maintained. The cost of replacing the existing meters is estimated to be \$4.8 million, which includes the supply cost as well as the installation cost. The second option of installing a second AMI system to communicate with the two types of meters would cost an additional \$2.5 million to \$3.0 million. Neither of these options is considered to be economically viable.

Administration is recommending that Elster meters continue to be used as the standard for the electrical utility.

Saskatoon Water identified three options available to it for an AMI system. It could partner with SL&P, partner with SaskPower using its AMI, or it could implement its own system. These options exist as communication modules can be purchased to match whichever AMI system is used. These modules are installed onto the existing water meters to communicate with the AMI system. This flexibility will allow Saskatoon Water to continue to publicly tender for the supply of meters in the future.

Administration recently invited SaskPower, Sensus Products and Solutions (SaskPower's AMI provider), and Elster to respond to a Request for Information (RFI) to provide AMI services for Saskatoon Water. SaskPower is providing a similar service to SaskEnergy for natural gas meters across the province, but SaskPower declined to submit a response to the RFI. Working together with SaskPower is therefore not an option.



Sensus and Elster both responded to the RFI and submitted technical and financial information about their systems. An evaluation of the two systems was completed and indicated that the Elster system was the lower cost alternative. Utilizing Elster for both electricity and water meters avoids the duplication of services within SL&P's franchise area and reduces the overall costs.

### Procurement

It is recommended that Administration negotiate with Elster for the purchase of:

- AMI system (including data collectors, repeaters and the head-end system) at an estimated cost of \$1.6 million;
- AMI software support contract (15 years), estimated at \$120,000 per year;
- 26,700 electricity meters at an estimated cost of \$3.625 million; and
- 69,000 communication modules to be connected to the water meters at an estimated cost of \$4.9 million.

Once an appropriate tentative agreement with Elster has been reached, the necessary report to City Council will be submitted.

Administration will also issue an RFP for a Meter Data Management system. This system does not need to be supplied by the same supplier as the rest of the AMI system. This system includes computer servers and software to validate, verify and edit the meter data and communicate with existing corporate systems. It is also used for remote connects and disconnects. The estimated cost for this system is \$1.1 million.

### Human Resource Plan

Once fully implemented, SL&P will be able to reduce the number of Meter Installer positions by two. These positions are within IBEW Local 319. Corporate Revenue will also be able to reduce the number of Meter Reader positions by 10, which are within CUPE Local 59. Discussions have been held with the union executive to discuss opportunities to assist in the transition for staff. Where possible, the reduction in positions will be handled through attrition. Staff will be supported through career planning work and job training opportunities.

Four new positions will be created as a result of the AMI implementation. These positions will be required to operate the computer systems and manage the flow of data. One temporary position will also be required for a 2 year term to assist with implementation. There will therefore be an overall long term reduction of 8 fulltime equivalent positions.

### Next Steps

Upon City Council approval of the proposed recommendations, a report will be submitted later this summer for the purchase of the meters and AMI system. It is anticipated that delivery of additional smart meters will occur this fall along with the data collector and repeaters. Full installation of the AMI system is anticipated to be

completed by the end of 2015. Upgrading of electricity meters will continue over the next three years and will be complete by the end of 2017. Installation of the communication modules and water meters will commence upon City Council approval and will be complete by the end of 2019.

By the end of 2015, customers who have already received new smart meters and communication modules will have their meters read electronically and will begin receiving bills based on actual usage each month (instead of estimates). As the deployment of smart meters and communication modules continues, the balance of customers will be converted to the AMI system.

#### Customer Safety & Information Security

Smart meters transmit information using radio frequency (RF) signals. The signals emitted by smart meters are of relatively low power, lower than cell phones and Wi-Fi equipment, and these signals only operate for short periods of time. Smart meters also typically operate at a much greater distance from the human body than cell phones, thereby resulting in very low RF exposure. Health Canada has concluded that exposure to RF energy from smart meters does not pose a public health risk.

All data from the smart meters is encrypted and transmitted over a secure network. The data includes only a meter identification number and interval consumption data. It does not identify any physical address or include any personal information.

#### Customer Service and Operational Benefits of an AMI System

Implementation of AMI would mean that each monthly billing received by customers would be based on actual, rather than estimated, usage. This would be a major improvement for customers who have been adversely affected by estimated bills in the past. The system would also provide automatic notification of metering errors and tampering leading to a reduction in lost revenue for the City. All meter reading and some electrical service connects and disconnects would be done remotely, thereby providing timely and efficient service as well as reduced operating costs. Better data from the smart meters would provide customers the opportunity to save money by changing their electricity and water consumption habits, and the City would have better information to allow more efficient operation of the electrical and water distribution systems, such as water loss audits. AMI software will be able to detect significant increases in customer water consumption from one month to the next which could be an indication of leaking pipes or plumbing fixtures. Quicker notification to customers of a potential water leak could save them a significant amount of money.

#### AMI Implementation by SaskPower and SaskEnergy

Over the past several years, AMI systems have been deployed by electrical, water, and natural gas utilities throughout North America, including most Canadian provinces.

SaskPower and SaskEnergy have already begun the process of replacing over 500,000 electricity meters and the upgrading of 370,000 natural gas meters in Saskatchewan, with new metering technology as part of a joint AMI program. The total cost of SaskPower's portion of the AMI project is \$190 million and is expected to be completed by mid-2015. SaskPower will replace its existing electricity meters with smart meters and SaskEnergy will install gas modules to upgrade its existing natural gas meters. The implementation of the new electric meters and gas modules began in Saskatoon this spring.





## Advanced Metering Infrastructure (AMI) Project Community Engagement Summary

### Project Description

The City of Saskatoon is investigating the implementation of an appropriate Advanced Metering Infrastructure (AMI) system for Saskatoon that would make both electricity and water meters 'smart'. AMI technology would allow the City to implement the use of smart meters which can measure and record actual power and water usage by time intervals throughout the day, and transmit that data wirelessly over a secure network to a central data management system.

In October 2013 a consultant was hired to determine the feasibility and cost of an AMI system for Saskatoon.

As part of the community engagement, the public was advised that a report would be presented to City Council providing the results of the investigation, and recommending whether to proceed with system development and implementation based on the consultants recommendations.

### Community Engagement Strategy

The purposes for conducting the community engagement were to:

- Provide residents with information on what an AMI system could look like in Saskatoon;
- Provide answers to questions the residents have about smart meters and how they will be affected if/when an AMI system is implemented;
- Provide residents with an opportunity to provide feedback and comments on AMI and the use of smart meters in Saskatoon.

Feedback was sought at two separate informational open houses held on February 11 and 12, 2014, and through the use of the City's new online public engagement tool 'Shaping Saskatoon'. Information was provided that explained how smart meters work, the benefits of AMI, and tips on how to conserve energy and reduce water consumption using data from the new meters. Information was available from Health Canada regarding the health and safety of smart meters. SaskPower and SaskEnergy were also in attendance at the open houses to provide information and answer questions about their AMI project for electricity and gas meters throughout the province.

Residents were invited to submit comments at the open houses, and through 'Shaping Saskatoon'.

The public was advised of the public open houses and online engagement through advertisements in the Star Phoenix (on two consecutive Saturdays, February 1 and 8, 2014) and a PSA (issued on February 3, 2014). Online consultation was facilitated through 'Shaping Saskatoon' between January 27 and March 14, 2014.



## Summary of Community Engagement Feedback

A total of seventeen (17) people attended the open houses, and no comment forms were received.

A total of thirteen (13) people posted comments on 'Shaping Saskatoon'. Some positive comments were posted about the benefits of the new smart meters, however most comments expressed concern over radio frequency (RF) emissions from smart meters, or protection of privacy.

## Next Steps

The report to City Council includes information on feedback received from the public regarding AMI and the use of smart meters in Saskatoon.

If City Council approves the recommendation to proceed with the implementation of an AMI system for both the electricity and water utilities, installation of the AMI system is anticipated to be complete by the end of 2015. Replacement of electricity meters will continue over the next three years and will be complete by the end of 2017. Installation of the communication modules for the water meters will begin once the AMI system is operational in late 2015 and will be completed by the end of 2019.

Additional informational open houses will be planned once the AMI system is operational to explain to utility customers how to read the new bills and take advantage of the smart meter data to reduce their electricity and water consumption.

## Prepared by:

Kevin Hudson, Metering & Sustainable Electricity Manager  
Saskatoon Light & Power  
March 31, 2014

# Frequently Asked Questions about Smart Meters

## **What is a smart meter?**

Smart meters are electronic meters that, once an Advanced Metering Infrastructure (AMI) is in place, measure and record actual power usage and water usage by time intervals throughout the day, and transmit that data wirelessly over a secure network to a central data management system. With a smart meter, meter reading can be done remotely.

## **How are smart meters different than what's being used now?**

The existing electricity meters are mechanical which means they use mechanical parts that spin as electricity is used, and the readout is displayed on small dials that meter readers record while at a home or business. This reading is then used to calculate bills. Smart meters track consumption electronically and then use a secure network to communicate directly with the City.

## **What if I don't want a smart meter?**

There may be an option to provide you with a meter that does not have a communication function embedded in it; however, you may be required to pay an additional monthly fee for performing manual meter reading.

## **When will the project start?**

In 2008, SL&P began replacing old meters in their franchise area (1958 City boundary) with new electronic meters. Meters are replaced on an on-going basis due to aging. So far, about 45% of the new electronic meters have been installed. Installation of new electronic meters should be complete by the end of 2017.

## **So the project has been approved then? Why didn't I know about this?**

The AMI project has not received final approval to proceed. On June 24, 2013 City Council approved issuing an RFP for engineering consulting services to develop an AMI design for electricity and water metering for Saskatoon. On October 21, 2013 City Council approved award of the contract for these consulting services.

## **Are smart meters safe?**

Radio frequency (RF) emissions generated by smart meters are well below Health Canada and Industry Canada regulations. The RF emissions from smart meters are no different than for cell phones, except they are generated at much lower levels and only for short periods throughout the day.

## **Will my billing data be safe if it is being transmitted wirelessly?**

The City would apply the same privacy protection standards as the current system has in place. All data collected would be used only to ensure accurate billing. Only encrypted meter readings and meter identification would be transmitted through smart meters, not your personal information. Saskatoon Light & Power (SL&P) and the City of Saskatoon comply with Saskatchewan's privacy legislation.



**Will any jobs be lost as a result of the use of smart meters?**

No, but meter reader and some meter installer positions would be phased out over the next 10 years through attrition, retraining and redeployment.

**How do smart meters work?**

Smart meters are equipped with wireless network capability, therefore they emit radio frequency (RF) waves. These emissions are well below Industry Canada and Health Canada regulations. The RF exposure from the meter is very small in comparison to other RF sources.

**Where can I find out more about smart meters and radio frequency exposure?** The Health Canada website at [www.hc-sc.gc.ca](http://www.hc-sc.gc.ca) provides information on smart meters and radio frequency exposure.

**Is SaskPower and SaskEnergy also using smart meters?**

SaskPower and SaskEnergy have already begun the process of replacing over 500,000 electricity meters and upgrading of 370,000 natural gas meters in Saskatchewan with new metering technology as part of a joint Advanced Metering Infrastructure (AMI) program. SaskPower will replace its existing electricity meters with smart meters and SaskEnergy will install gas modules to upgrade its existing natural gas meters. The implementation of the new electric meters and gas modules will begin in Saskatoon this spring.

For more information on smart meters, please visit: [saskpower.com/smartmeters](http://saskpower.com/smartmeters) or [saskenergy.com/residential/AMI](http://saskenergy.com/residential/AMI). The SaskPower website also contains a short animation video that shows how smart meters work.

## Smart Meter Benefits

**BENEFITS TO CUSTOMERS:**

**You pay for what you use** - Your monthly billing would be based on actual use rather than estimates.

**You can track your electrical and water use** – Better data would allow you to save money by changing your electricity and water consumption habits. You can detect unusual consumption such as for water leaks or when large electrical appliances are left on.

**Improved service** - Meter reading, and some connects and disconnects would be done remotely. Meter readers are no longer required to visit your property.

**BENEFITS TO THE CITY:**

**Additional revenues** - Smart meters would provide additional revenue from more accurate electricity metering and reductions in losses due to meter failure. In the future, smart meters could help identify power outages more quickly and lower annual operating costs through the operation of a more efficient system.

The use of smart water meters would also result in additional annual revenues from more accurate metering. Money could also be saved as a result of smart meters better detecting water leakage.

**Reduced labour costs** - Meter reader visits, and some electrical meter connects and disconnects would be eliminated. Fuel costs and meter reader workplace injuries due to slips and falls and animal bites would also be reduced.

## Smart Meters Billing

### **How will my smart meter be read?**

Your meter will record your electricity and water usage data and transmit it wirelessly back to the City.

### **Will my billing data be safe if it's being transmitted wirelessly?**

The City would apply the same privacy protection standards as the current system has in place. All data collected would be used only to ensure accurate billing. Only encrypted meter readings and meter identification are transmitted through smart meters, not your personal information. Saskatoon Light & Power and the City of Saskatoon comply with Saskatchewan's privacy legislation.

### **Could I end up paying more with smart meters?**

As older meters lose their accuracy overtime, they could be underestimating your usage. If this is the case with your current meter, it is possible your bills could be higher. Where bills increase by a large or unexpected amount, we will investigate to verify the accuracy of the new meter before your bill is delivered to you.

### **Will I be billed differently with smart meters?**

No, you will continue to receive your monthly bill the same as before, however, monthly bills would be based on actual usage for that month, not the estimated usage.

### **Can I still pay my bills based on an Equalized Payment Plan?**

Yes.

### **Can I still use a Pre-Authorized Payment Plan to pay my bills?**

Yes.

### **Will my bill look the same?**

We expect the bills would look different because they would provide you with more information on your usage.

### **Will the City be moving to Time of Use Rates in the future?**

There are no immediate plans for the City to change the way our rates are structured at this time.

### **For more information or to provide comments, please contact:**

Kevin Hudson, P. Eng., Metering and Sustainable Electricity Manager  
Saskatoon Light & Power, City of Saskatoon  
Phone: 306-975-3659 Fax: 306-975-3057  
Email: [Kevin.Hudson@Saskatoon.ca](mailto:Kevin.Hudson@Saskatoon.ca)

**TO: Secretary, Planning and Operations Committee**  
**FROM: General Manager, Community Services Department**  
**DATE: June 3, 2014**  
**SUBJECT: 2014 Urban Design Streetscape Projects Update**  
**FILE NO.: CK. 4110-1 and PL. 217-115**

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

### **TOPIC AND PURPOSE**

This report provides an update on the scope of streetscape improvements to occur on 20<sup>th</sup> Street West and Central Avenue in 2014.

### **REPORT HIGHLIGHTS**

1. Impending changes to provincial regulations requiring Environmental Site Assessments (ESA) to deal with potential soil contamination have impacted the 2014 streetscape projects.
2. 20<sup>th</sup> Street Streetscape Phase II testing has indicated contamination and has required an adjustment in the project scope for 2014 construction.
3. Central Avenue Streetscape Phase II project area testing also revealed contamination. The project area that was tendered was reduced in order to ensure the project remained within budget.

### **STRATEGIC GOALS**

The improvement of streetscapes through the Urban Design Program supports four strategic goals – Quality of Life, Environmental Leadership, Sustainable Growth, and Moving Around by enhancing and providing amenities to key existing commercial districts and by contributing to Business Improvement Districts (BID) revitalization efforts.

### **BACKGROUND**

The City of Saskatoon (City) has two Urban Design Streetscape Programs:

1. Urban Design BID Streetscape Program - serves the three established BIDs of Broadway, Downtown, and Riversdale and is funded through the BID Streetscape Reserve by parking meter revenue.
2. Urban Design City-Wide Streetscape Program (City-Wide Program) - established in 2009 as a five-year program to serve key areas outside of the three established BID boundaries, and is funded by Land Bank Sales Administration Fees. City Council approved a two-year extension to the program in 2012.

At its January 20, 2014 meeting, City Council received a report from the Administration regarding the 2013 capital project highlights and the projects planned for 2014.

The 20<sup>th</sup> Street West Phase II project was to include improvements from Avenue F to Avenue H. Capital funding, from the Streetscape BID Reserve, was approved for \$2.5 million in 2014.

The Central Avenue Streetscape Phase II project was to extend streetscaping from north of 110<sup>th</sup> Street to the mid-block north of 112<sup>th</sup> Street. Capital funding from the Streetscape City-Wide Reserve was approved for \$1.5 million in 2014.

## **REPORT**

### **Provincial Regulations**

Provincial regulations currently focus on how to manage contaminated soils once they are found on a construction project. Forthcoming updates to these regulations will require a risk management approach, including preliminary investigations for potentially contaminated sites. The streetscaping projects were elected to utilize this risk management process because of past and current land use, and have found contaminated soils that will need to be dealt with to mitigate risk to public health and safety. Conducting the ESAs and implementing a risk management approach in regards to potentially impacted sites eliminates possible work stoppages and greatly minimizes potential environmental and human health risks during construction. With the hazards identified ahead of time, appropriate contingencies and mitigation can be made on the front end, which allows for a smoother and safer project execution.

As part of this risk management approach, the 2014 streetscape projects have included environmental testing, including ESA Phase I and Phase II. The results of these tests have been received recently.

### **20<sup>th</sup> Street West Streetscape Improvement Phase II**

The ESA Phase II identified contaminants exceeding acceptable levels related to hydrocarbon chemicals in nine out of ten test boreholes within the project area from Avenue F to Avenue H. As a result, an ESA Report and Corrective Action Plan have been submitted to and approved by the Ministry of Environment (MOE). In this case, the nature of the contaminated material requires its removal to a certified location. The cost implications of the contamination in the area is approximately \$200,000.

In order to remain within the original budget for this project of \$2.5 million, the scope of 2014 construction has been revised. This will ensure that all components of the project are completed for the revised project area, including street furniture, public art, etc., and that the cost of required remediation and handling procedures can also be accommodated. The revised project area will extend streetscaping from Phase I, west of Avenue F to west of Avenue G. Construction of streetscaping from Avenue G to Avenue H will be deferred to 2015. Refer to Attachment 1 for a map of the revised scope for this project.

The remaining funds from Phase II will be allocated to Phase III of the 20<sup>th</sup> Street West Streetscape Improvement Project.

### Central Avenue Streetscape Improvement Phase II

The ESA Phase II results for the Central Avenue Streetscape Phase II project area are generally favourable with only one area having elevated contamination readings. The area of contamination is on the northern edge of the project, south of the rail line. Further testing has determined that these contaminants can be removed to the City's landfill, and will be considered for use in the City's Soil Handling Strategy, managed by Environmental and Corporate Initiatives. An ESA Report and Corrective Action Plan have been submitted to and approved by the MOE.

In order to tender in 2014 and based on available ESA information at the time, the project tender was reduced to ensure sufficient funds were available for the tender. Full streetscaping on the west side of Central Avenue, with construction of temporary corner bulbs on the east side were included in the original tender, as was construction of the asphalt pathway on the east side from 108<sup>th</sup> to 109<sup>th</sup> Streets. Since tendering, subsequent ESA test results have been favourable and the Administration is currently seeking pricing to complete the original project scope.

Depending on the response to the price request for the work, permanent corner bulbs may be deferred to a later phase, once sufficient funds exist in the City-Wide Streetscape Reserve. If deferred, temporary corner bulbs will be created on the east side of Central Avenue. Refer to Attachment 2 for a map of the revised scope for this project.

The Administration will be able to report on the final project scope at Committee.

### **OPTIONS TO THE RECOMMENDATION**

There are no options available at this time.

### **POLICY IMPLICATIONS**

There are no policy implications.

### **FINANCIAL IMPLICATIONS**

There are no financial implications at this time.

The Administration anticipates that an additional \$500,000 in funding from the Urban Design BID Streetscape Reserve will be required in 2015 in order to complete the full scope of the 20<sup>th</sup> Street West Streetscape project including removal and handling of contamination in the Phase III area. The additional funding will be drawn from the annual \$2.3 M allocation to the Streetscape Reserve.

If permanent corner bulbs on the east side of Central Avenue cannot be constructed this year, the Administration may pursue a request for a capital project to complete the full extent of the original Phase II in a more timely manner than would otherwise occur.



## **PUBLIC AND/OR STAKEHOLDER INVOLVEMENT**

The Administration has been in frequent contact with the relevant BIDs throughout the design and planning phase of these projects. The results of the ESA tests have been shared with the BIDs and the project changes have been discussed. The Riversdale and Sutherland BIDs have agreed to notify their members of the changes.

The Riversdale and Sutherland/Forest Grove Community Association executive boards have also been updated with the project changes, due to the results of the ESA Phase II tests.

The Administration has discussed both projects with the appropriate Urban Design Committee (UDC) in order to address the remaining scope of both projects as outlined in this report.

## **COMMUNICATION PLAN**

Further communication of each project will occur with stakeholders as the construction period approaches, as well as throughout the construction period.

A PSA will be issued on both projects prior to construction to advise the public of the upcoming work and signage will be placed in the project area.

## **DUE DATE FOR FOLLOW-UP AND/OR PROJECT COMPLETION**

A report will be provided to update City Council on the work undertaken for both projects in 2014, as well as plans to complete the remaining project scope.

## **ENVIRONMENTAL IMPLICATIONS**

The recommendation has implications associated with the removal and handling of the contaminated soils on the 20<sup>th</sup> Street Streetscape Phase II project. As required by regulations, an ESA report and Corrective Action Plan for 20<sup>th</sup> Street Streetscape Phase II and Central Avenue Streetscape Phase II have been submitted to and approved by the MOE. Approximately 900 cubic meters of contaminated soil materials will need to be removed.

Urban Design will coordinate with Environmental and Corporate Initiatives through the Soil Handling Strategy to ensure that the soil removed from these projects are managed appropriately.

## **PRIVACY IMPACT**

There are no privacy implications.

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

CPTED reviews were conducted in November of 2013 for the 20<sup>th</sup> Street Streetscape Phase II and Central Avenue Streetscape Phase II projects. The CPTED Review Committee supported the designs of the project areas.

**PUBLIC NOTICE**

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

**ATTACHMENTS**

1. 20<sup>th</sup> Street West Phase II Streetscaping Revised Project Scope
2. Central Avenue Phase II Streetscaping Revised Project Scope

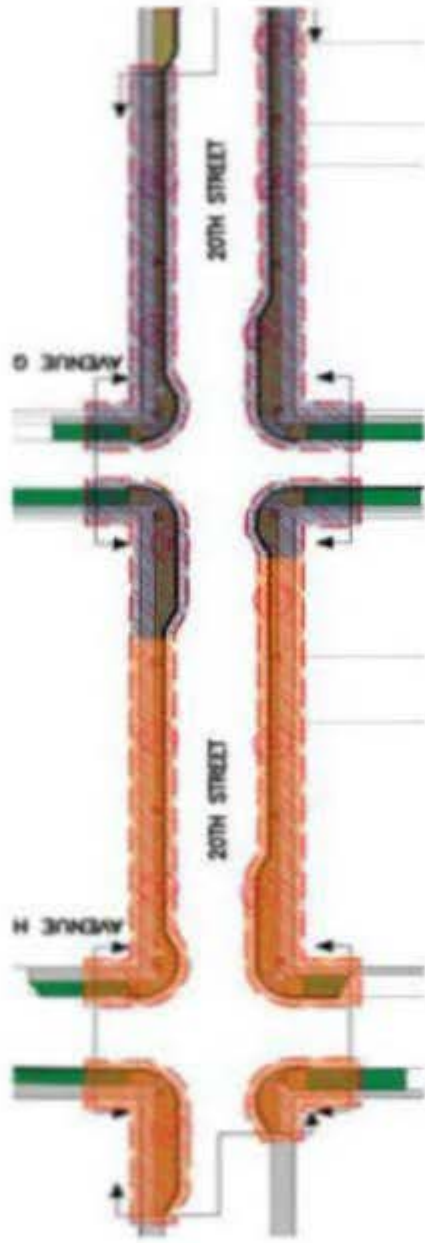
Written by: Lesley Anderson, Manager of Neighbourhood Planning

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

Approved by: “Randy Grauer”  
 Randy Grauer, General Manager  
 Community Services Department  
 Dated: “June 1, 2014”

cc: Murray Totland, City Manager

20<sup>th</sup> Street West Phase II Streetscaping Revised Scope

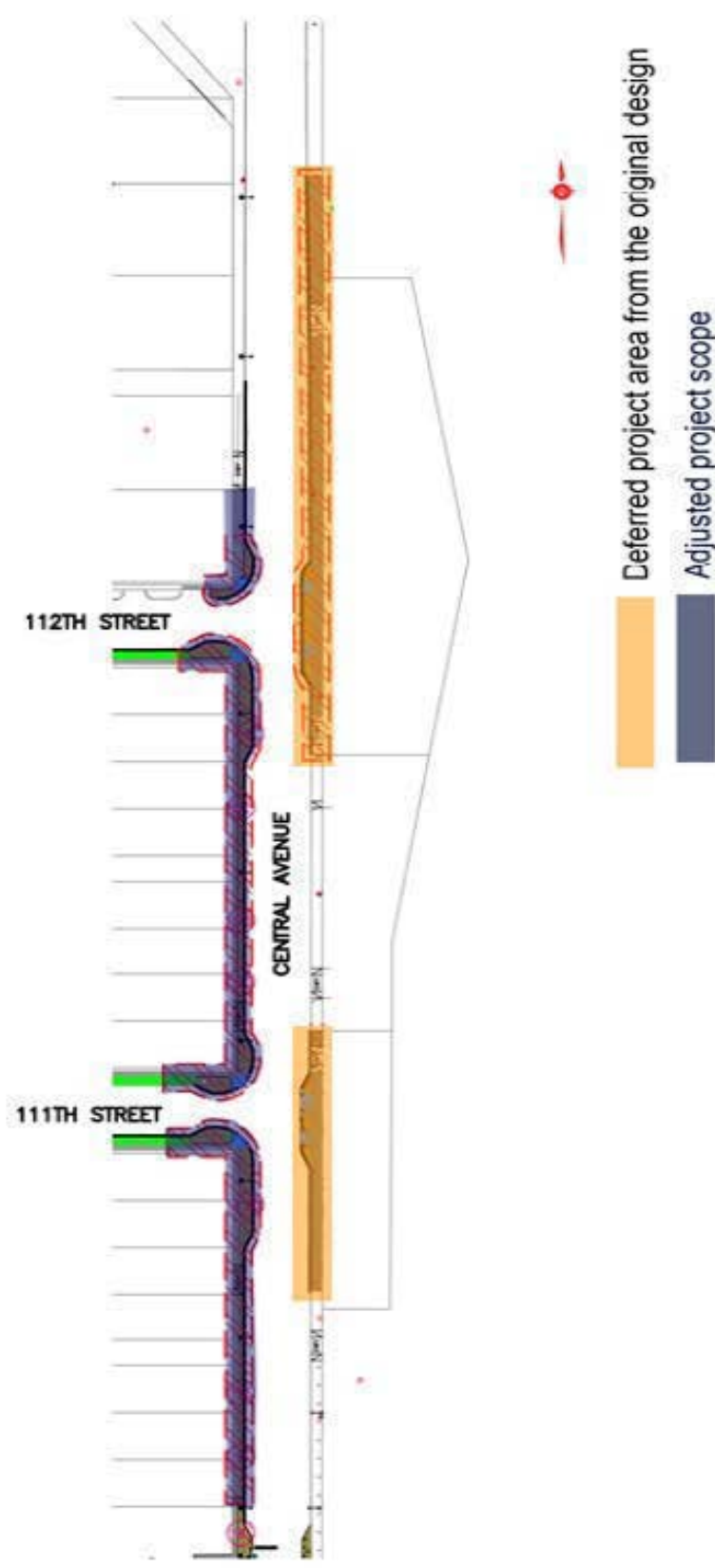


Adjusted project scope

Deferred project area from the original design

		PROJECT NUMBER: 2021-044 PROJECT NAME: 20th Street West Streetscaping Phase II DATE: 2021-04-14	DRAWING NUMBER: 2021-044-001 DATE: 2021-04-14
		PROJECT LOCATION: 20th Street West, Saskatoon, Saskatchewan PROJECT DESCRIPTION: Streetscaping Phase II PROJECT NUMBER: 2021-044 DATE: 2021-04-14	

# Central Avenue Phase II Streetscaping Revised Scope



NO.	DATE	REVISIONS	BY	CHK.

NO.	DATE	BY	CHK.

NO.	DATE	BY	CHK.	REVISIONS

NO.	DATE	BY	CHK.	REVISIONS

NO.	DATE	BY	CHK.	REVISIONS

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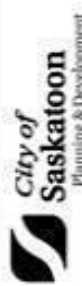
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NO.	DATE	BY	CHK.	REVISIONS



217-119 CENTRAL AVENUE STREETSICAPING  
CENTRAL AVENUE  
110th STREET TO 112 STREET

DATE: 2019-08-20  
BY: [Name]  
CHK: [Name]  
JOB NO: 601-0022-003-001

**TO: Secretary, Planning and Operations Committee**  
**FROM: General Manager, Community Services Department**  
**DATE: May 28, 2014**  
**SUBJECT: Leisure Centre Market Research Survey Report**  
**FILE NO.: CK. 5500-1 and RS. 430-9**

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

### **TOPIC AND PURPOSE**

In an effort to strategically reverse admission declines at the City of Saskatoon's (City) seven indoor Leisure Centres (Leisure Centres), Recreation and Sport commissioned a market research study to gain high-level insight into public opinions, perceptions, and expectations of the Leisure Centres. This report provides an overview of the Leisure Centre Market Research Survey (Survey) conducted by Fast Consulting in March 2014.

### **REPORT HIGHLIGHTS**

1. Highlights of the Survey are provided in this report, with the market research executive summary outlined in Attachment 1. While results of the Survey are generally positive, a few gaps in satisfaction and awareness have been identified in the areas of pricing, programs, and branding.
2. Recreation and Sport has formed an internal Innovation Team to continue to address low admissions, conduct further specific research, and present and implement recommended solutions.

### **STRATEGIC GOALS**

This initiative supports the Strategic Goal of Continuous Improvement by providing high-quality services to meet the dynamic needs and expectations of Saskatoon's citizens.

This initiative also supports the Strategic Goal related to Quality of Life by providing citizens access to facilities and programs that promote active living.

### **BACKGROUND**

In recent years, admission volumes at the Leisure Centres (Cosmo Civic Centre, Harry Bailey Aquatic Centre, Lakewood Civic Centre, Lawson Civic Centre, Saskatoon Field House, Shaw Centre, and the Fitness Circuit and Terry Fox Track) have been declining. The decline is reflected primarily in the sale and use of LeisureCards, while registered programs (particularly swimming lessons) continue to enjoy strong demand.

In order to move strategically to address the decline, Recreation and Sport and the Community Services Marketing Section conducted a preliminary review and developed a plan that included enhanced marketing efforts, as well as the introduction of new initiatives, such as:

- a. The Leisure Centre Brand Ambassador;
- b. Two-Week Trial Passes;
- c. Family Fun Packs;
- d. Summer Indoor LeisureCards; and
- e. The Leisure Centre Market Research Project.

A Request For Proposal (RFP) was developed and issued for the Leisure Centre Market Research Project in September 2013. The project was awarded to local research firm, Fast Consulting, to conduct in-depth market research to gain high-level insight into public opinions, perceptions, and expectations of the Leisure Centres in the areas of facility and program offerings, customer service levels, usage patterns, admission options, and promotions.

In March 2014, Fast Consulting conducted the market research study using a multi-modal approach to ensure broad-based community engagement. This included a random sample market survey (telephone and online) of residents, onsite intercept surveys of users at Leisure Centres, a public engagement survey on [www.shapingsaskatoon.ca](http://www.shapingsaskatoon.ca), and a survey of civic employees.

Overall, 2,017 respondents engaged in the research project, providing feedback and opinions on the Leisure Centres. This includes 1,149 random sample market survey respondents, 407 onsite intercept survey respondents, 461 public engagement survey respondents, and 223 employee survey respondents. The results from the random sample market survey form the core of the Leisure Centre Market Research Report because the sample approximates the City's overall demographic profile and is large enough to provide statistically reliable results. The results of the public engagement and employee surveys are reported under separate covers, as the respondents to these surveys are self-selected and are not a random sample of Saskatoon residents. Input from these surveys, however, is an important element of the overall research and generally closely aligns with the random sample and intercept findings.

In consultation with Fast Consulting, the following questions were developed to guide the creation of the research survey instrument. These guiding questions helped to ensure that proper data was being gathered in the areas of Leisure Centre facility and program offerings, customer service levels, usage patterns, admission options, and promotions:

- a. How do households see themselves in terms of fitness level?
- b. How many households regularly register in recreational and learn-to programs?
- c. Are people aware of the Leisure Centres? Do they value them?
- d. How many people are using – or not using - Leisure Centres? Why or why not?

- e. How many are using private fitness facilities?
- f. What are the barriers and motivators to using the Leisure Centres?
- g. What are Leisure Centres not offering that people are interested in?
- h. Are people satisfied with Leisure Centre facilities? Staff? Programs and services?
- i. Do people think admission fees are reasonable?
- j. Do they know about the various admission options? Are they using them?
- k. Do people recall Leisure Centre marketing and promotions?

## **REPORT**

### Leisure Centre Market Research Survey Report Highlights

- A. Value:  
Virtually all respondents agree that Leisure Centres are an important part of the fabric of life in Saskatoon.
  - i) It was agreed by 98% of respondents that it is important for the City to operate Leisure Centres as part of a civic strategy for healthy and active citizens.
  
- B. Customer Profiles:  
Four out of ten market survey respondents are current Leisure Centre users, meaning they have used a Leisure Centre within the last two months. This means six out of ten respondents are not using Leisure Centres regularly.
  - i) Approximately 40% of market survey respondents are current Leisure Centre users (have visited a Leisure Centre within the last two months), 27% are past users (last visited 3 to 12 months ago), and 33% are potential users (last visited over a year ago or have never visited).

Drop-in swimming is the main draw; other activities add value.

  - i) Leisure Centres are accessed for swimming facilities by 63% of all respondents, weight/fitness facilities by 20%, and indoor tracks are used by 19% of respondents. Children's swimming lessons were identified as a reason to visit the Leisure Centres by 8%.
  
- C. Satisfaction:  
Most respondents are satisfied with Leisure Centres. The majority are very/completely satisfied with Leisure Centres in general, customer service levels, and the quality of programs and services offered. Respondents are less satisfied, however, with the number of programs and services offered.
  - i) Approximately 83% of respondents are very/completely satisfied with customer service, Leisure Centres in general (74%), and the quality of programs and services (73%).
  - ii) A soft spot, in terms of satisfaction, is the number of programs and services offered at the Leisure Centres. Two-thirds of respondents (66%)

are very/completely satisfied, leaving one-third, who are moderately/not at all satisfied.

- iii) Survey respondents do not provide much insight into possible gaps in Leisure Centre program offerings; the only thing that stands out in the responses is “more swimming lessons”, which gets the most mentions at 10% of market survey respondents.

General admission is the most common payment method when accessing a Leisure Centre. Six out of ten respondents pay a one-time general admission. While six out of ten respondents think the fee is reasonable, four out of ten do not.

- i) General admission - paying by cash, debit, or credit card at the door is the most common payment method when accessing a Leisure Centre (59% of respondents). Another 17% of residents used a LeisureCard, although only 10%, overall, have an active LeisureCard. Another 15% used Bulk Tickets, and 14% registered in a program.
- ii) Six out of ten respondents think the general admission fee to access Leisure Centres is reasonable, meaning four out of ten think it is not.
- iii) Three-quarters of respondents think the price of a 12-month LeisureCard is reasonable; however, very few non-LeisureCard holders would be likely to purchase a LeisureCard. The main reasons cited are “they would not use it enough to justify cost” (16%), “cost” (15%), “no time/interest” (9%), and “go somewhere else” (7%).
- iv) Approximately 25% of respondents have a membership in a private sector facility, compared to 10% of respondents who have an active LeisureCard.

#### D. Awareness:

Most respondents are aware of Leisure Centres and the various admission options, but there is room to grow.

- i) Awareness of the Leisure Centres is generally strong: 73% of respondents are very or completely aware of them; however, given that a quarter of respondents said that they were only moderately to not at all aware of Leisure Centres, indicates an opportunity to enhance the profile of the Leisure Centres with citizens.
- ii) While most respondents are aware of LeisureCards (73%), discount rates (69%), and Bulk Tickets (60%), there is room to grow awareness, particularly with Bulk Tickets.
- iii) Almost all respondents (92%) are aware of the seasonal Leisure Guide publication that promotes Leisure Centre program, service, and admission offerings; however, awareness of other Leisure Centre marketing (Find Your Fit Campaign) is lower (55%).

#### Recreation and Sport Conclusions and Next Steps

While results of the Survey are generally positive, a few gaps in satisfaction and awareness have been identified in the areas of pricing, programs, and branding. Recreation and Sport has formed an Innovation Team to address these issues and recommend solutions.



A. Admission Offerings Review (Pricing):

The issue of price and the degree to which it is impacting satisfaction, perception, and usage of Leisure Centres is apparent in the survey. The Innovation Team is currently taking an in-depth look at the research, as well as revenue trends and projections, and will be preparing recommendations for improvements and/or changes to the current mix of Leisure Centre admission offerings for City Council's consideration in Fall 2014. If approved, these changes would take effect in 2015, as time will be needed to integrate them with new Leisure Centre marketing initiatives (see below), align with Winter 2015 Leisure Guide distribution, and allow for the necessary adjustments to the Point of Sale system and accounting and administrative processes.

Leisure Centre marketing and special promotion initiatives will continue throughout the remainder of the year as part of the ongoing 2014 Leisure Centre Marketing Plan.

B. Program Offerings:

Lower satisfaction levels around the quantity of Leisure Centre programming, along with the decline in admissions, suggests that a better understanding of the blend of program offerings is required. While program evaluation is something that is consistently done within Recreation and Sport's Program Planning Cycle, a facility program review is currently underway to ensure the correct program mix (eg. timing, location, choice, self-directed, registered) is being offered to users at each unique Leisure Centre. The Survey results will assist in informing the Administration of what each demographic group is searching for in programs and services.

C. Promotions Awareness and Branding:

Lower than expected awareness levels of Leisure Centre facilities and advertising indicate that there is an opportunity to enhance the profile of the Leisure Centres with our citizens.

The "Find Your Fit" Leisure Centre Marketing campaign was nearing the end of its lifecycle and was originally scheduled to be revamped in 2013. However, with the knowledge that the market research was being conducted, the review was postponed in order to use the Survey results to make more informed decisions regarding the direction of future Leisure Centre marketing and promotions.

The study has validated that a change in direction does need to occur and the Community Services Marketing Section is currently working to develop a fresh, new Leisure Centre advertising campaign, along with other special promotions, that will be tested with customer focus groups prior to launching in January 2015.

There are also indicators within the Survey that Leisure Centres currently do not have a recognizable brand that resonates with people. A brand conveys “. . .who you are, who you want to be, and who people perceive you to be. . .The foundation of any brand is a logo.” (source: [www.entrepreneur.com/encyclopedia/branding](http://www.entrepreneur.com/encyclopedia/branding)). It is important to note that Leisure Centres currently do not have a logo. Having a strong, recognizable Leisure Centre brand has the ability to positively impact visitation and is something that Recreation and Sport and the Community Services Marketing Section is exploring in further detail.

### **PUBLIC AND/OR STAKEHOLDER INVOLVEMENT**

Overall, 2,017 respondents engaged in the Survey. This includes 1,149 random sample (telephone and online) market survey respondents, 407 onsite intercept surveys, and 461 public engagement survey respondents. A separate survey was sent out to civic employees, which generated 223 responses.

### **DUE DATE FOR FOLLOW-UP AND/OR PROJECT COMPLETION**

Recreation and Sport will give a status update to City Council in Fall 2014 on the Innovation Team’s progress with the Admission Offerings Review and Plan, Aquatic and Fitness Program Evaluations, and Branding efforts.

### **PUBLIC NOTICE**

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

### **ATTACHMENT**

#### 1. Leisure Centre Market Research Executive Summary

Written by: Jennifer Pesenti, Marketing Coordinator, Business Administration  
Nancy Johnson, Supervisor, Program Services, Recreation and Sport

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

Approved by: “Randy Grauer”  
Randy Grauer, General Manager  
Community Services Department  
Dated: “June 8, 2014”

cc: Murray Totland, City Manager

**City of Saskatoon**  
**Leisure Centres**  
**Market Research Survey Report**

**May 2014**

**City of Saskatoon  
Leisure Centres  
Market Research Survey Report**

Prepared for:

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May 2014

# Executive Summary

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In March 2014, Fast Consulting conducted a market research study for the City of Saskatoon Recreation & Sport Division (formerly Leisure Services Branch) to gain insight into public opinions, perceptions and expectations of the City's seven indoor Leisure Centres (Leisure Centres), including facility and program offerings, customer service levels, usage patterns, admission options and promotions.

Our research approach was based on the assumption that virtually every respondent is a 'potential' Leisure Centre customer. Community engagement and access are both important in this type of research. We used a multi-modal approach to ensure broad-based community engagement. This included a random sample market survey (telephone and online) of residents, onsite intercept surveys of users at Leisure Centres, and a survey of City of Saskatoon employees. We also posted a copy of the survey on the City's community engagement website ([www.shapingsaskatoon.ca](http://www.shapingsaskatoon.ca)), and recommended that Recreation & Sport use various communications to inform the public about it and encourage citizens to share their opinions. As an incentive, all respondents who participated in a survey, whether by telephone, online, onsite or [shapingsaskatoon.ca](http://shapingsaskatoon.ca), were able to enter their name for a chance to win one of \$2,500 worth of prizes.

Overall, 2,017<sup>1</sup> respondents engaged in the research project, providing feedback and opinions on the Leisure Centres. This includes 1,149 respondents in the random sample market research survey—these results form the core of this report because the sample approximates the city's overall demographic profile and is large enough to provide statistically reliable results. In this case, the market research survey sample lets us say with a 95% level of certainty that overall results are within plus or minus 3% of what they would be if the entire adult population of Saskatoon were polled.<sup>2</sup>

Survey response to the public survey link on [www.shapingsaskatoon.ca](http://www.shapingsaskatoon.ca) and employee surveys are reported under separate covers. Since respondents to the public survey posted on [www.shapingsaskatoon.ca](http://www.shapingsaskatoon.ca) are self-selected, they are not necessarily a random sample of residents 16 years of age and older, so results are presented separately to avoid confusion with the randomly generated market research survey results. Input from respondents to the public survey link, however, is an important element of the overall research and generally closely aligns with the findings of the random sample market research survey.

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<sup>1</sup> Includes 1,149 random sample market survey respondents, 407 onsite intercept surveys, 461 survey respondents to the public engagement survey.

<sup>2</sup> Note: response from the online component of the market survey technically constitutes a non-probability sample. The Market Research and Intelligence Association (MRIA) suggests that because online survey participants are self-selected, a margin of sampling error should not be calculated or quoted. The MRIA also recognizes, however, that online research polls have, for a number of years, produced results that have proven to be reliable predictors of outcomes. Our online survey results generally align with telephone survey results within the margin of error.

## Project Context

The mission of the Recreation & Sport Division is to provide access to a range of recreation, sport and fitness opportunities that are affordable and responsive to community needs. The division is responsible for seven indoor Leisure Centres (Cosmo Civic Centre, Fitness Circuit & Terry Fox Track, Harry Bailey Aquatic Centre, Lakewood Civic Centre, Lawson Civic Centre, Saskatoon Field House and Shaw Centre), as well as four outdoor swimming pools (George Ward, Lathey, Mayfair and Riversdale pools) and a variety of other seasonal facilities.

Recreation & Sport designs and delivers a variety of fitness and recreational programming at the Leisure Centres, including registered swimming lessons, drop-in and registered fitness/recreation classes for people of all ages and skill levels.

In recent years, Leisure Centre admission volumes have been showing a decline (*table below*). The decline is reflected primarily in the sale and use of LeisureCards; registered programs (particularly swimming lessons) continue to enjoy strong demand.

### Leisure Centres Admission Volumes, 2004 – 2013

	2004	2005	2006	2007	2008	2009	2010	2011	2012	2013	%Change (previous year)
Cosmo Civic Centre	9,384	8,204	9,413	10,712	9,547	9,626	8,763	7,756	7,784	5,948	-23.6%
Saskatoon Field House	160,084	158,872	151,674	122,052	162,604	171,893	160,175	161,069	158,245	153,425	-3.0%
Harry Bailey Aquatic Centre	103,153	100,457	97,363	98,432	106,900	111,061	108,453	105,123	101,641	96,062	-5.5%
Lakewood Civic Centre	188,888	174,618	188,933	195,006	180,208	185,994	185,483	168,691	188,666	171,375	-9.2%
Lawson Civic Centre	115,612	115,980	115,410	111,602	114,671	114,568	102,361	98,961	100,917	99,107	-1.8%
Shaw Centre		-	-	-	27,967	100,381	246,600	279,174	279,323	231,504	-17.1%
<b>TOTAL ATTENDANCE</b>	<b>643,236</b>	<b>558,131</b>	<b>562,793</b>	<b>537,804</b>	<b>601,897</b>	<b>693,523</b>	<b>811,835</b>	<b>820,774</b>	<b>836,576</b>	<b>757,421</b>	<b>-9.5%</b>

In order to move strategically to address this decline, Recreation & Sport recruited Fast Consulting to conduct in-depth market research to explore the opinions, perceptions and expectations of current, past and potential Leisure Centre customers. This report presents our findings in regards to the project's key research questions:

- How do people rate their households in terms of fitness level?
- How many households regularly register in recreational and learn-to programs?
- Are people aware of the Leisure Centres? Do they value them?
- How many people are using – or not using – Leisure Centres? Why or why not?
- How many are using private fitness facilities?
- Are people satisfied with Leisure Centre facilities? Staff? Programs and services?
- Do people think admission fees are reasonable?
- Do they know about the various admission options? Are they using them?
- Do people recall Leisure Centre marketing and promotions?

## Health & Fitness in Saskatoon

*“Physical activity plays an important role in the health, well-being and quality of life of Canadians. People who are physically active live longer, healthier lives. Active people are more productive, and more likely to avoid illness and injury.” – Canadian Community Health Survey*

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The Leisure Centres, as well as the many other City-operated/maintained leisure facilities and programs, add to Saskatoon’s highly prized (by residents) quality of life. This is one of the clearest findings of the market research (see *The Leisure Customer section, Value and Importance*). While not unexpected, it is important to highlight because it establishes the context for exploring public opinion regarding the Leisure Centres.

The broad context in which Leisure Centres operate is ‘active leisure’, which refers to time spent socializing with friends, engaging in mentally stimulating activities and participating in physical activities such as walking, bike riding, gardening, exercising and sports. The following provides an overview of active leisure in Canada, Saskatchewan and Saskatoon.

### Canadians Are Not as Active as We Should Be

In 2011, 55% of Canadians were considered moderately active or active, up from 51% in 2005. Saskatchewan is on par, with 55% of residents at least moderately active vs. 49% in 2005. Still, 85% of Canadians are not meeting Canada’s physical activity guidelines. A 2010 Health Canada survey indicates that Canadians spent an average of 1.4 hours less per week on active leisure activities than in 1998. While there was no change in time spent on physical activities, this is tempered by the fact that physical activities traditionally make up the smallest portion of active leisure time. On a given day, for example, the average Canadian spends 97 minutes engaged in ‘social leisure’ (socializing with family and friends), 71 minutes engaged in cognitive activities (hobbies, games) and 30 minutes on physical activities (exercise, sports).

### Potential Factors Impacting Use of Leisure Centres

According to Employment and Social Development Canada’s *Indicators of Well-being in Canada* website, demographic factors impact physical activity:

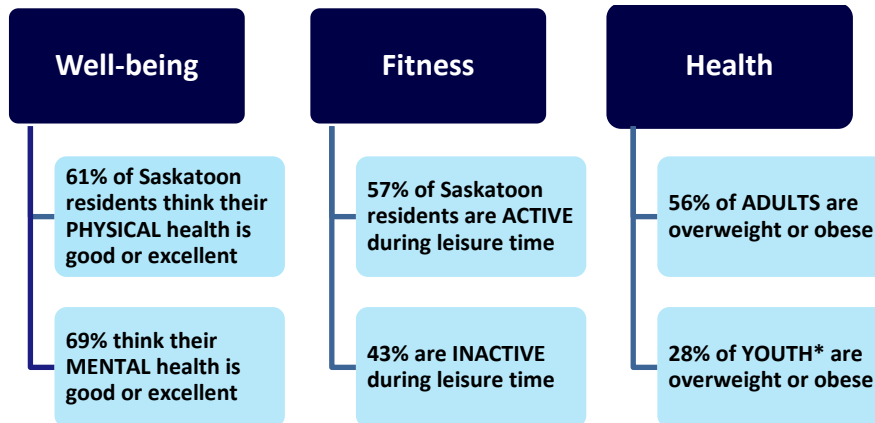
- › *Age*: Young people 15-24 years spend the most time on active leisure activities; adults 35-44 years spend the least time. Overall, the level of physical activity decreases with age.
- › *Cultural background*: Immigrant adults are less likely to be at least moderately active during leisure time. First Nation adults living on-reserve are less likely to be at least moderately active, while First Nation adults living off-reserve are slightly more likely than non-First Nation adults to be at least moderately active.
- › *Education*: Adults who graduated from high school are more likely than those who did not to be physically active and to participate in organized sports.
- › *Gender*: Women spend less time on active leisure than men.
- › *Income*: Youth and adults from higher income households are more likely to participate in active leisure and organized sports.

### Physical Activity = Walking

According to Statistics Canada, walking is the leading physical activity among Canadians (both men and women), while roughly a third engage in home exercise and a quarter swim. Swimming is equally popular with men and women. Gender preferences are evident when it comes to weight training (twice as many men as women), exercise classes (three times as many women as men), jogging (slightly more men than women), dancing (slightly more women) and basketball (twice as many men as women).

### A Health Profile of Saskatoon Residents

Approximately 57% of Saskatoon CMA residents are moderately active or active during leisure-time. Although this means a significant percentage (43%) are inactive during leisure time, it is consistent with provincial (53% active, 47% inactive) and national (54% active, 46% inactive) trends.



Source: Canadian Community Health Survey (CCHS), \*Provincial figure; Saskatoon sample too unreliable to be published

A key health indicator, and a telling reflection of overall physical activity levels, is body weight. Over half (56%) of adults 18 and older in the Saskatoon CMA are overweight or obese.

### Physical Activity 'Drop Out'

There are established patterns in physical activity habits. The first happens between age 17 and 18. Overall, the 15-25 year-old demographic is much more active than older adults, but there is a large drop in activity (both sexes) after age 17. This is attributed to major life changes, such as moving out of the family home, starting a full-time job or enrolling in post-secondary education.

The second happens at different ages for men and women. Men are generally more physically active than women life-long (55% vs. 47% overall), but participation drops significantly at age 35. For women, participation in physical activity does not drop significantly until age 55.



## The Fitness Facility Landscape in Saskatoon

*There are more than two dozen private sector fitness facilities in Saskatoon. They range from national brands such as Good Life Fitness and Motion Fitness, to local businesses such as Mawson Health and Fitness, to community-based facilities such as the YMCA and YWCA, to the University of Saskatchewan’s Physical Activity Centre (PAC).*

Two decades ago, Leisure Centres provided an option to the limited number of fitness facilities in the city. In the last five years, however, Saskatoon’s remarkable growth has led to a dramatic increase in the number of private sector fitness facilities—survey respondents identify 25 distinct entities. Many private facilities are conveniently located in new suburbs. Some provide discounts and/or group rates to organizations seeking to promote the benefits of health and fitness to staff, such as the Saskatoon Board of Education and Saskatoon Health Region.

In addition to competitive rates (*see tables on following pages*), many private facilities provide a high level of amenities, including extended hours, more equipment, women’s only section, ability to ‘freeze’ membership, tanning, towel service, sauna, extended childcare hours, etc. They also offer personal trainers and a variety of group fitness programs (e.g., spin, core, cardio, sculpt, yoga), including advanced level classes. The table below compares amenities and services at Leisure Centres with those in some of the larger private facilities in Saskatoon. It is not meant to be a comprehensive list, but rather an illustration of the competitive nature of the fitness market, particularly in the availability of personal training and fitness classes.

### Comparison of Amenities and Services

	Gym/ Courts	Tanning	Swim	Hot Tub/ Sauna	Personal Training	Child care	Ladies only	Towel Service	Wall Climb	Fitness Classes	BTS Classes*	Juice Bar
Leisure Centres	✓		✓	✓	✓	✓				✓		
Crossfit Brio				✓	✓	✓				✓		
Fit4Less		✓			✓					✓		
Fitness Focus		✓			✓	✓		✓		✓		✓
Goodlife		✓		✓	✓	✓		✓		✓		
Iron Works		✓		✓	✓							
Mawson Fitness		✓			✓		✓			✓	✓	
Motion Fitness		✓		✓	✓	✓	✓	✓		✓	✓	✓
U of S PAC	✓		✓		✓			✓	✓	✓		
YMCA	✓		✓	✓	✓	✓				✓		
YWCA			✓	✓	✓	✓				✓	✓	

\* Branded BTS group fitness classes (e.g., Group Ride™, Group Kick™) created by Body Training Systems

**Comparison of Leisure Centre Rates to Private Saskatoon Facilities**

	Leisure Centres	ANALYSIS – PRIVATE FACILITIES			City of Saskatoon Leisure Centres vs. Cross Sample of Private Facilities
		Low	High	Avg.	
<b>ADULT</b>	Drop-In	\$9.30	\$8.00	\$15.00	The Leisure Centre adult general admission (drop-in) fee is higher than the PAC, but competitive with the few other facilities that offer drop-in access Bulk Ticket and LeisureCard rates are generally higher than other facilities
	10 Visits	\$74.40	\$70.68	\$89.00	
	1 Month	\$75.00	\$44.00	\$71.25	
	1 Year	\$557.00	\$207.90	\$660.00	
	2 Year		\$415.80	\$1,320.00	
<b>SENIORS</b>	Drop-In		\$7.55	\$15.00	Senior rates are not offered at Leisure Centres
	10 Visits		\$70.68	\$72.00	
	1 Month		\$42.00	\$71.25	
	1 Year		\$207.90	\$648.00	
	2 Year		\$415.80	\$1,296.00	
<b>CORPORATE</b>	Drop-In		\$8.00	\$15.00	Corporate rates are not offered at Leisure Centres
	10 Visits		\$70.68	\$89.00	
	1 Month		\$44.00	\$71.25	
	1 Year		\$207.90	\$660.00	
	2 Year		\$415.80	\$1,320.00	
<b>FAMILY</b>	Drop-In	\$18.60			Analysis not available for Family rates, as only a few private facilities offer them and the discount formulas vary
	10 Visits	\$148.80			
	1 Month	\$150.00			
	1 Year	\$1,114.00			
	2 Year	N/A			
<b>YOUTH</b>	Drop-In	\$5.60	\$3.50	\$15.00	The Leisure Centre drop-in, Bulk Ticket and LeisureCard rates for youth are lower than the average in other facilities
	10 Visits	\$44.80	\$42.56	\$89.00	
	1 Month	\$45.00	\$35.00	\$50.00	
	1 Year	\$334.00	\$207.90	\$648.00	
	2 Year		\$415.80	\$1,296.00	
<b>STUDENT<sup>3</sup></b>	Drop-In		\$5.25	\$15.00	Student rates are not offered at Leisure Centres
	10 Visits		\$49.88	\$89.00	
	1 Month		\$25.00	\$71.25	
	1 Year		\$207.90	\$648.00	
	2 Year		\$415.80	\$1,296.00	

Notes: GST multiplier 0.95. Amounts exclude appropriate taxes

In comparing Leisure Centre admission rates to those of other fitness facilities in Saskatoon, two points become quickly evident:

- most private fitness facilities do not offer drop-in access; compared to the few that do, the Leisure Centre general admission fee is generally competitive.
- the 1-year adult rate for Leisure Centres is higher than the average, but generally competitive with other private facilities.

<sup>3</sup> University of Saskatchewan students pay for a PAC membership as part of their tuition and have full access to the gym. This is not included in the above table.

**Leisure Centre Admission vs. Private Sector Fitness Facilities**

(see Notes on following page)

	Leisure Centres (Note A)	Motion Fitness (Notes B, C)	Iron Works	YMCA (Notes D, E)	YWCA (Notes F, F1, G)	U of S PAC (Notes H, I)	Fitness Focus	Goodlife Fitness	Mawson Fitness	Snap Fitness	
<b>ADULT</b>	Drop-In	\$9.30	\$15.00	\$10.50(D)	\$10.00(F)	\$8.00(H)	\$14.00		\$15.00		
	10 Visits	\$74.40	Punch card(B)		\$89.00		\$49.88				
	1 Month	\$75.00		\$60.00	\$55.00	\$47.50 (F1)	\$44.00				
	1 Year	\$557.00	\$719.00	\$479.00	\$660.00	\$460.00	\$440.00	\$478.80	\$648.00	\$480.00	\$207.90
	2 Year		\$1,200.00	\$958.00	\$1,320.00		\$880.00	\$957.60	\$1,296.00	\$960.00	\$415.80
<b>SENIORS</b>	Drop-In				\$7.55						
	10 Visits				\$72.00						
	1 Month			\$55.00	\$42.00 (F1)						
	1 Year		\$479.76	\$396.00	\$399.00						
	2 Year		\$959.52	\$792.00							
<b>CORPORATE</b>	Drop-In										
	10 Visits										
	1 Month										
	1 Year		\$599.76				\$360.00				
	2 Year		\$1,199.52				\$720.00				
<b>FAMILY (Note A)</b>	Drop-In	\$18.60				\$12.00(I)					
	10 Visits	\$148.80									
	1 Month	\$150.00			\$71.00-\$96.00(E)						
	1 Year	\$1,114.00	\$1,187.52(C)		\$781.00-\$1,056.00(E)	\$1,126.00(G)					
	2 Year	N/A	\$2,375.04(C)								
<b>YOUTH/STUDENT</b>	Drop-In	\$5.60		\$3.50		\$8.00					
	10 Visits	\$44.80									
	1 Month	\$45.00		\$50.00	\$35.00	\$42.00 (F1)	\$25.00				
	1 Year	\$334.00	\$551.76	\$379.00	\$420.00	\$399.00	\$300.00				
	2 Year		\$1,103.52	\$758.00			\$600.00				

Notes: the above table provides a comparison with a sample of the private sector facilities used most frequently by respondents.

**Notes re: Leisure Centre Admission vs. Private Sector Fitness Facilities**

*Note A:* Family Rates – Definitions of ‘family’ differ among facilities. Leisure Centres define a family as a group of up to 7 individuals, related by birth, legal status or marriage, with a maximum of 2 adults. Motion Fitness, YMCA and YWCA all use different definitions and pricing formulas for families. In order to provide an ‘apples-to-apples’ comparison, the figures used in the preceding table compare a family of four (2 adults, 2 children).

*Note B:* Motion Fitness punch card rate is not included because it is for 12 visits (valued at \$99).

*Note C:* Motion Fitness 1 and 2-year family rates are an additional \$275.88 per person after the purchase of an adult membership.

*Note D:* YMCA drop-in fee (Day Pass) includes use of pool.

*Note E:* YMCA offers 3 family rates. The table illustrates 1 year rates at the lowest price option (basic Family rate, includes facility usage and drop in programs) and the highest price option (Family Advantage Plus, includes one Men’s Plus membership, facility usage, drop in programs & 2 free registered programs/person/session).

*Note F:* YWCA drop-in fee (Day Pass) includes use of pool.

*Note F1:* YWCA does not offer one-month memberships, but instead six-month memberships. For comparative analysis, their six-month admission was divided by six to estimate what a month to month membership would cost if they offered it.

*Note G:* YWCA family rates are based on discount for youth (12-17 years of age) membership (50% off regular adult one year membership), with a limit of two youth memberships per parent/guardian, plus a spousal membership (10% off regular adult one year membership). Members can bring in one child for free with their membership.

*Note H:* U of S PAC drop-in fee includes use of pool.

*Note I:* U of S PAC offers a \$12 family swim pass (drop-in).

## **Comparison of Saskatoon’s Leisure Centre Rates to Municipal Facilities in Other Canadian Cities**

In establishing admission fees for Leisure Centres, the City seeks to balance the need to subsidize with cost recovery. Fees for general admission are set by Council to recover 65% of the total cost of providing the service. This has been pursued by increasing the general admission rate on January 1 of each year to keep up with inflation. The ongoing challenge is achieving a balance between good business, what is good for the community and maintaining a level playing field between private and public facilities.<sup>4</sup>

The tables on the following pages compare current Leisure Centre general admission (drop-in), Bulk Ticket (visits) and LeisureCard rates with a selection of civic facilities in eight other Canadian cities. As the tables show, there is no such thing as ‘one size fits all’ when it comes to leisure facilities and admission fees. Please note: this is a general comparison—some facilities may be of higher or lower quality in terms of programs and services.<sup>5</sup>

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<sup>4</sup> Leisure Services Admission Fees Report to the Planning and Operations Committee, October 18, 2011

<sup>5</sup> Admissions statistics are drawn from data found through online research. The most recent available statistics were used; however, some cities have inconsistencies between their leisure guide and website (Windsor in particular). The online admission rates were used throughout the research to be consistent and because they are the most current statistics available.

**Overview of Admission Rates at Saskatoon Leisure Centres vs. Municipal Facilities in Other Canadian Cities**

	Leisure Centres	ANALYSIS – OTHER MUNICIPAL CENTRES			City of Saskatoon Leisure Centres vs. Cross Sample of Other Municipal Facilities
		Low	High	Avg.	
<b>ADULT</b>	Drop-In	\$9.30	\$4.00	\$12.02	Saskatoon’s drop-in rate is generally higher than other centres, but lower than the all access ‘high’ rates in larger cities Bulk Ticket and LeisureCard rates for adults are higher than the average in other cities
	10 Visits	\$74.40	\$36.00	\$108.15	
	1 Month	\$75.00	\$46.00	\$89.00	
	3 Month	\$209.00	\$73.00	\$288.54	
	1 Year	\$557.00	\$248.00	\$649.00	
<b>YOUTH<sup>6</sup></b>	Drop-In	\$5.60	\$3.00	\$8.25	Saskatoon’s drop-in, Bulk Ticket and LeisureCard rates for youth are generally competitive
	10 Visits	\$44.80	\$27.00	\$74.50	
	1 Month	\$45.00	\$31.50	\$65.00	
	3 Month	\$126.00	\$71.00	\$143.64	
	1 Year	\$334.00	\$185.00	\$510.00	
<b>FAMILY</b>	Drop-In	\$18.60	\$9.00	\$30.00	Saskatoon’s drop-in, Bulk Ticket and LeisureCard rates for families are generally competitive
	10 Visits	\$148.80	\$81.00	\$270.00	
	1 Month	\$150.00	\$102.90	\$206.00	
	3 Month	\$419.00	\$220.00	\$633.78	
	1 Year	\$1,114.00	\$440.00	\$1,853.00	
<b>SENIORS</b>	Drop-In		\$3.00	\$8.25	Senior rates are not offered at Saskatoon Leisure Centres
	10 Visits		\$27.00	\$74.50	
	1 Month		\$38.85	\$65.00	
	3 Month		\$71.00	\$143.64	
	1 Year		\$185.00	\$510.00	
<b>CHILDREN<sup>7</sup></b>	Drop-In	\$5.60	\$2.25	\$6.50	Saskatoon’s drop-in, Bulk Ticket and LeisureCard rates for children are somewhat higher than the average rate <sup>8</sup> It should be noted that Saskatoon is the only city in this study that does not divide the age group of 6-18 in two.
	10 Visits	\$44.80	\$20.00	\$58.50	
	1 Month	\$45.00	\$25.20	\$45.00	
	3 Month	\$126.00	\$52.80	\$143.64	
	1 Year	\$334.00	\$139.00	\$475.00	

Notes: GST multiplier 0.95. Amounts exclude appropriate taxes.

<sup>6</sup> Although it varies slightly between cities, most commonly cities define youth as between ages 12/13–17.

<sup>7</sup> All cities, except Winnipeg, Windsor and Halifax, admit children under age 2 to municipal facilities free of charge and some cities, such as Saskatoon and Victoria, admit children as old as 5 free of charge. The age range for “child” starts anywhere between 2–5 and ends between 11–12 depending on the city. Saskatoon is the only city where there is no “child” rate, instead starting the “youth” rate 5 to 6 years earlier than any other city.

<sup>8</sup> The higher “child” rate is explained by Saskatoon not dividing the “child” and “youth” rates as other cities have done.

**Saskatoon Leisure Centre Admission vs. Municipal Facilities in Other Canadian Cities<sup>9</sup>**

(see Notes on following page)

	Saskatoon (Note 1)	Regina (Note 2)	Winnipeg (Note 3)		Edmonton (Note 4)		Calgary (Note 5)	Victoria (Note 6)		Halifax (Note 7)		Richmond (Note 8)			Windsor <sup>10</sup> (Note 9)		
			Low	High	Low	High		Low	High	Pool	Gym	Pool Low	Pool High	Gym	Gym	Gym/ Pools	
ADULT	Drop-In	\$9.30	\$6.10	\$5.15	\$11.25	\$6.65	\$10.50	\$12.02	\$5.50		\$4.00	\$5.00	\$5.45	\$6.40	\$5.30	\$4.85	\$6.50
	10 Visits	\$74.40	\$54.90		\$78.00	\$60.00	\$94.50	\$108.15	\$49.45		\$36.00		\$43.60	\$51.20	\$42.00		
	1 Month	\$75.00	\$52.50			\$46.00	\$69.00		\$54.95		\$89.00		\$52.00	\$61.00	\$45.00	\$26.00	\$42.00
	3 Month	\$209.00	\$141.75		\$159.60	\$114.00	\$180.00	\$288.54	\$123.30		\$110.00	\$179.00	\$128.00	\$150.00	\$98.00	\$73.00	\$120.00
	1 Year	\$557.00	\$472.50			\$415.00	\$649.00		\$331.30	\$475.00	\$248.00	\$399.00	\$383.00	\$449.00	\$282.00	\$230.00	\$378.00
YOUTH	Drop-In	\$5.60	\$4.00		\$4.50	\$5.80	\$8.25	\$5.99	\$3.80		\$3.00	\$5.00	\$3.95	\$5.25	\$3.40		
	10 Visits	\$44.80	\$36.00		\$40.60	\$52.00	\$74.50	\$53.87	\$34.40		\$27.00		\$31.60	\$42.00	\$27.00		
	1 Month	\$45.00	\$31.50			\$39.00	\$57.00		\$38.25		\$65.00		\$38.00	\$50.00	\$32.00		
	3 Month	\$126.00	\$85.05		\$82.90	\$99.00	\$141.00	\$143.64	\$86.05		\$83.00	\$129.00	\$92.00	\$123.00	\$71.00		
	1 Year	\$334.00	\$283.50			\$355.00	\$510.00		\$251.15	\$475.00	\$185.00	\$299.00	\$277.00	\$369.00	\$206.00		
FAMILY	Drop-In	\$18.60	\$11.95		\$12.65	\$19.15	\$30.00	\$26.41	\$11.00		\$9.00		\$10.90	\$14.75			
	10 Visits	\$148.80	\$107.50		\$114.00	\$172.50	\$270.00	\$237.62	\$99.00		\$81.00		\$87.20	\$118.00			
	1 Month	\$150.00	\$102.90			\$132.00	\$206.00								\$101.40	\$163.80	
	3 Month	\$419.00	\$277.20		\$221.75	\$327.00	\$510.00	\$633.78			\$220.00	\$289.00			\$284.70	\$468.00	
	1 Year	\$1,114.00	\$926.10			\$1,184.00	\$1,853.00				\$440.00	\$749.00			\$915.00	\$897.00	\$1,474.20
SENIORS	Drop-In		\$4.65	\$5.15	\$6.45	\$5.80	\$8.25	\$5.99	\$4.30		\$3.00	\$5.00	\$3.95	\$5.25	\$3.40		
	10 Visits		\$41.80		\$56.80	\$52.00	\$74.50	\$53.87	\$38.75		\$27.00		\$31.60	\$42.00	\$27.00		
	1 Month		\$38.85			\$39.00	\$57.00		\$43.05		\$65.00		\$38.00	\$50.00	\$32.00		
	3 Month		\$105.00		\$94.30	\$99.00	\$141.00	\$143.64	\$96.85		\$83.00	\$129.00	\$92.00	\$123.00	\$71.00		
	1 Year		\$349.65			\$355.00	\$510.00		\$255.75	\$475.00	\$185.00	\$299.00	\$277.00	\$369.00	\$206.00		
CHILDREN	Drop-In	\$5.60	\$2.75		\$2.90	\$4.50	\$6.50	\$5.99	\$2.85	\$2.25	No child rates for gym use	\$3.50	\$4.65				
	10 Visits	\$44.80	\$24.70		\$24.80	\$40.50	\$58.50	\$53.87	\$25.85	\$20.00		\$28.00	\$37.20				
	1 Month	\$45.00	\$25.20			\$31.00	\$44.00		\$28.70			\$34.00	\$45.00				
	3 Month	\$126.00	\$66.15		\$52.80	\$75.00	\$111.00	\$143.64	\$64.60		\$62.00		\$82.00	\$109.00			
	1 Year	\$334.00	\$222.60			\$276.00	\$401.00		\$184.45	\$475.00	\$139.00		\$246.00	\$326.00			

<sup>9</sup> Rate comparison done only for civic leisure centres with open fitness centres; each municipality manages a wide variety of other leisure facilities, from arenas to lawn bowling centres.

<sup>10</sup> Windsor does not have any special rates for youth, children or seniors.

### **Notes re Saskatoon Leisure Centre Admission vs. Municipal Facilities in Other Canadian Cities<sup>11</sup>**

Each of the municipalities in the preceding table manages a wide variety of leisure facilities, from community centres to outdoor pools, arenas and lawn bowling centres. The rate comparison includes only those civic facilities with open (drop-in) fitness centres.

*Note 1: Saskatoon (Census Metropolitan Area population – 260,600):* Same general admission rate for all seven Leisure Centres, except the Fitness Circuit & Terry Fox Track in the SaskTel Sports Centre (\$4.00 drop-in fee). One through 12-month LeisureCards available.

*Note 2: Regina (Census Metropolitan Area pop: 210,556) –* Admission rates apply to major indoor civic facilities: North West Leisure Centre, Sandra Schmirler Leisure Centre and Sportplex (Lawson Aquatic Centre and Field House). Users must purchase a pass in order to get various admission options. There is also a 20-visit pass and a young adult rate for 19-24 year-olds.

*Note 3: Winnipeg (Census Metropolitan Area pop: 730,018) –* Admission rates apply to a wide range of indoor/outdoor pools and fitness facilities. Low Adult and Senior rates offer access to indoor pools during designated 'non-prime' times. Drop-in fitness classes are purchased on top of regular admissions. High is the Active Living admission rate, which allows full access swim and fitness facilities and drop-in classes. Loonie and Toonie Swim Times are scheduled throughout the year. Additional options for five, 20 and 30 visits.

*Note 4: Edmonton (Census Metropolitan Area pop: 1,159,869) –* The City offers three distinct passes to access more than 16 distinct indoor leisure centres (2 in final stages of construction). The Facility pass (low rate) includes access to self-directed activities at most recreation centres (except new/recently renovated Terwillegar, Kinsmen, Mill Woods and Commonwealth), but excludes instructor-led drop-in programs. The Facility Plus pass (mid-rate) includes access to self-directed activities plus instructor-led drop-in programs at all facilities except Terwillegar. The All Facility pass (high rate) includes all facilities and instructor-led drop-in programs. Additional options include multi per visit (5+) and continuous monthly admission.

*Note 5: Calgary (Census Metropolitan Area pop: 1,214,839) –* Admission rates apply to the City's two major leisure centres (Southland Leisure Centre, Village Square Leisure Centre). The city offers variable pricing at 12 aquatic and fitness centres. The City has standard admission rates, but also offers a variety of discounts and special rates, including Group discounts (10-20% off), Free Public Swims (select holidays), Splash and Swim (every Sunday at select pools), Last Call (lower admission for last hour, Monday-Thursday), Terrific Tuesdays (50% off regular admission at Southland Leisure Centre), Wild Wednesdays (50% off regular admission at Village Square Leisure Centre), Parent/Tot swim rates, 30-visit pass and pre-school rates.

*Note 6: Victoria (Census Metropolitan Area pop: 344,615) –* All rates apply to the Crystal Pool and Fitness Centre. The low category represents the regular admission rate and Silver annual pass, which provides access during specified hours. The high category represents the Annual Regional Recreation Pass rate, which provides access to all recreation centres in the Greater Victoria area. Other options include a Gold Annual Pass, which provides unrestricted access to Crystal Centre.

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<sup>11</sup> Census Metropolitan Region (CMA) populations from Statistics Canada 2011 Census



*Note 7: Halifax (Census Metropolitan Area pop: 390,328)* – The City offers a pool rate to access pools and a separate rate to access gym/fitness facilities at the Captain William Spry Community Centre (gym rate includes access to indoor pool for lane and early bird swims). This is the only leisure centre in Halifax, but there are others in the Halifax CMA, including two in Dartmouth. All have separate admission rates. The City offers admission options for Students and Partners (two people, same address), six month pass, 10, 20 and 30-visit pass and pre-school pool rates.

*Note 8: Richmond (Census Metropolitan Area pop: 190,473)* – The City offers two categories of pool access: the low rate pertains to admission at the Minoru Aquatic Centre (including access to fitness centre); the high rate pertains to admission at the Watermania Water Park (including fitness centre). The gym rate provides admission to fitness centres located in six Community Centres and Watermania. A six-month pass is also available.

*Note 9: Windsor (Census Metropolitan Area pop: 319,246)* – Admission rates apply to three established civic facilities (Windsor Water World, Gino & Liz Marcus Community Complex, Adie Knox Herman Recreation Complex), but do not include the City's new Windsor International Aquatic & Training Centre. The gym rate provides admission to fitness areas only; the gym/pool rate provides access to both fitness areas and pools.

## Survey Highlights

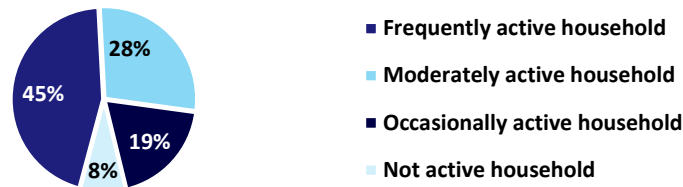
In order to increase admission volumes, Recreation & Sport is seeking to better understand the perceptions and expectations residents of Saskatoon have regarding Leisure Centres. This market research begins by answering several key questions. Who is using Leisure Centres? Who are potential users? What do they want and expect in programs and services? What barriers, if any, do they have in accessing Leisure Centres? Is price an issue?

### Users

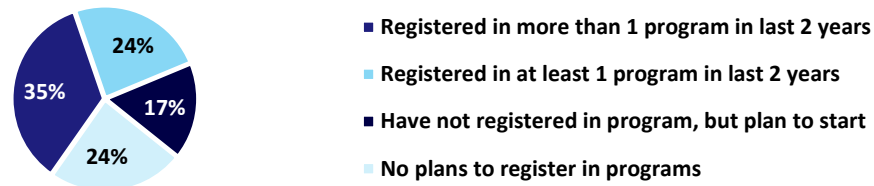
**Four out of 10 market survey respondents are current Leisure Centre users, meaning they have used a Leisure Centre within the last two months. This means six out of 10 respondents are not using Leisure Centres regularly.**



- Approximately 40% of respondents have visited a Leisure Centre within the last two months; these are categorized as current users. Another 27% last visited 3 to 12 months ago (these are past users) and 33% last visited over a year ago or have never visited (these are potential users). This means six out of 10 respondents are not using Leisure Centres regularly.



- Approximately 45% of respondents say their household participates in health & fitness activities 3 times a week or more; these are categorized as frequently active households. Just over a quarter of respondents (28%) say their household participates in health & fitness activities 1 to 2 times a week; these are moderately active households.



- Over a third (35%) of respondents say their household has registered in recreational or learn-to programs more than once in the last two years, while 24% say their household has registered at least once; 17% have not registered, but plan to start.

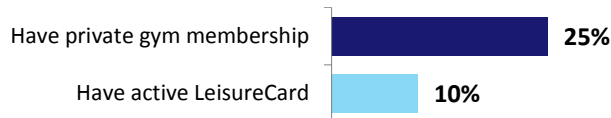
### Swimming Is Main Draw; Other Activities Add Value

- › Swimming draws the largest percentage of people to Leisure Centres: 63% of all respondents go to swim. Weight/fitness facilities (20%) and indoor tracks (19%) also attract a significant percentage of respondents.
- › It is interesting to note that swimming is a bigger draw for moderately active households than frequently active households (68% vs. 57%).
- › Active LeisureCard holders are less likely than non-card holders to go swimming, at 57% vs. 64%, but generally twice as likely as non-card holders to use the variety of other facilities and programs at Leisure Centres, including the weight/fitness facilities, indoor track, drop-in classes and drop-in sports.

	Frequently active households	Moderately active households	Active LeisureCard holders	Market Survey
Public or lane swimming	57%	68%	57%	63%
Weight/fitness room	24%	24%	46%	20%
Indoor track	22%	18%	34%	19%
Drop-in fitness classes	12%	8%	18%	10%
Drop-in sports	11%	9%	16%	9%
Swimming lessons for kids	9%	6%	6%	8%
Registered programs for adults	8%	6%	6%	6%
Registered programs for kids	4%	4%	2%	4%

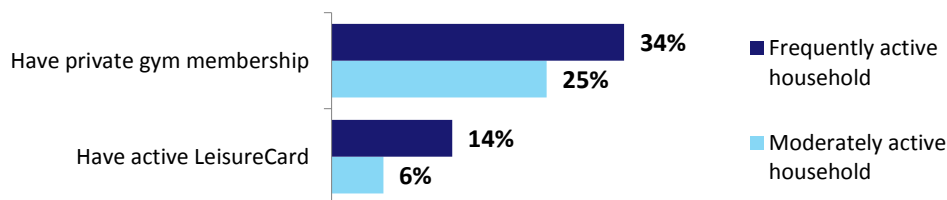
### Private Sector Fitness Facility Membership vs. Active LeisureCard

#### Overall Respondents



- › Approximately 25% of respondents have a membership in a private sector facility, compared to 10% of respondents who have an active LeisureCard.
- › Having an active LeisureCard and having a private fitness facility membership are not mutually exclusive; 17% of active LeisureCard holders also have a membership in a private sector fitness facility. In comparison, 28% of those who paid general admission and 23% of those who used bulk tickets have a private fitness facility membership.

#### Household Activity Level



- › Approximately 34% of frequently active households have a membership in a private sector facility, compared to 14% who have an active LeisureCard. Approximately 25% of

moderately active households have a membership in a private sector facility, compared to 6% who have an active LeisureCard.

## Pricing

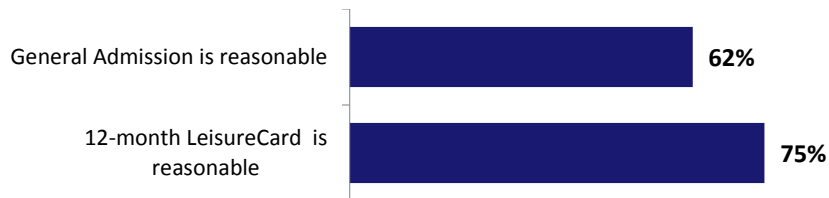
*General admission is the most common method of accessing Leisure Centres—six out of 10 respondents pay a one-time general admission to use a Leisure Centre. While six out of ten respondents think the fee is reasonable, four out of 10 do not.*

### Method of Payment



- › General admission—paying by cash, debit or credit card at the door—is the most common payment method when accessing a Leisure Centre (59% of respondents).
- › Another 17% of respondents used a LeisureCard—although only 10% overall have an active LeisureCard. Another 15% used Bulk Tickets and 14% registered in a program.

### Perception of Price



- › Six out of 10 respondents think the general admission fee to access Leisure Centres is reasonable, meaning four out of 10 think it is not.
- › Three-quarters (75%) of respondents think the price of a 12-month LeisureCard is reasonable, one quarter (25%) do not.

## Satisfaction

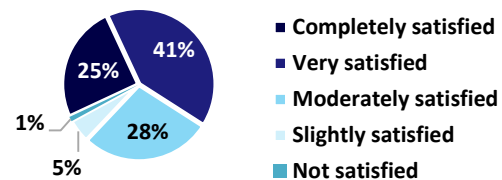
**Most respondents are satisfied with Leisure Centres. The majority are very/completely satisfied with customer service, with Leisure Centres in general and with quality of programs and services offered. Respondents are less satisfied, however, with the number of programs and services offered.**

### Satisfaction with Leisure Centres, Programs & Services



- Overall, the majority (83%) of respondents are very/completely satisfied with customer service at the Leisure Centres. This percentage is an average of very/completely satisfied responses to five customer service statements:
  - Staff at Leisure Centres act professionally and respectfully (87%)
  - Staff at Leisure Centres are dressed appropriately (86%)
  - Staff at Leisure Centres are knowledgeable and able to answer my questions (83%)
  - Staff at Leisure Centres are polite and attentive (82%)
  - Staff at Leisure Centres greet patrons with a smile or friendly greeting (76%)
- Most respondents are very/completely satisfied with Leisure Centres in general (74%) and the quality of programs and services they offer (73%). This leaves a quarter moderately/not at all satisfied, although the largest percentage within this response is moderately satisfied.
- Satisfaction is high across all age groups, but there is a significant drop among 16-24 year olds. Further research may provide insight on issues of specific concern to this cohort—the future customers of Leisure Centres.

- A soft spot in customer satisfaction is the number of programs and services offered at Leisure Centres. Two-thirds of respondents (66%) are very/completely satisfied, leaving one-third who are moderately/not at all satisfied.

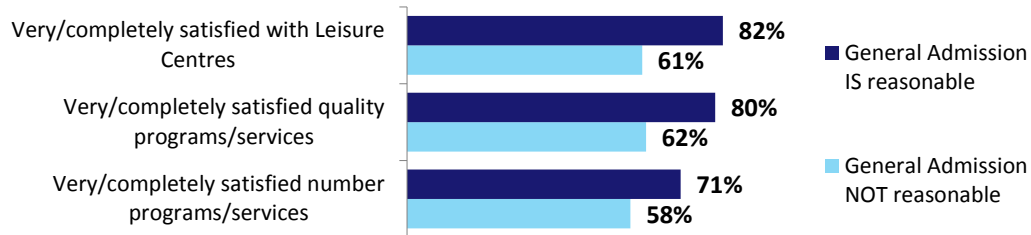


- The lukewarm level of satisfaction with the number of programs offered is also evident among respondents in frequently active households (69% are very/completely satisfied, 31% are moderately/not at all satisfied) and moderately active households (67% are very/completely satisfied, 33% are moderately/not at all satisfied).
- Onsite intercept surveys support these findings. Respondents at Harry Bailey—primarily an aquatic facility—are the most satisfied with number of programs (80% very/completely), followed by Lawson Civic Centre (73%), Shaw Centre (68%), Saskatoon Field House (67%) and Lakewood Civic Centre (64%).

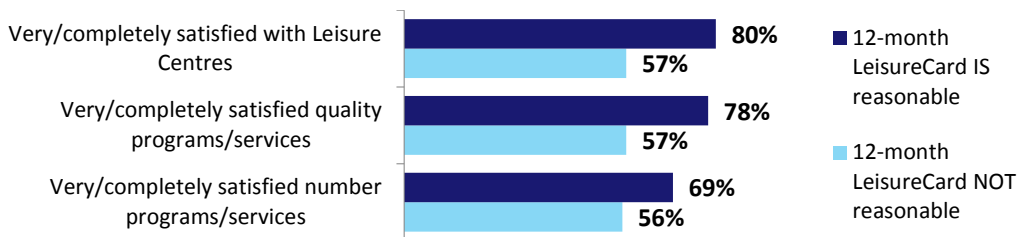
### Reasons for Satisfaction / Dissatisfaction

- A variety of reasons drive satisfaction, but several are consistently cited, including:
  - programs respondent is interested in
  - variety of programs/options
  - something for every age group
  - convenient locations/hours
  - clean, well-maintained facilities
  - good customer service.
- Few respondents are 'not at all' satisfied with Leisure Centres. The main reasons cited are:
  - doesn't offer programs respondent is interested in
  - not convenient locations/hours
  - facility is privately booked/not available
  - doesn't offer towel, tanning services

### Price Impacts Satisfaction



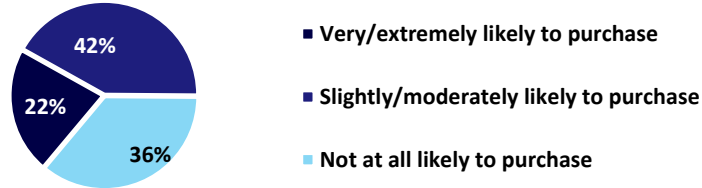
- Satisfaction is higher among the 62% of respondents who think the cost of general admission is reasonable: eight out of 10 are very/completely satisfied with Leisure Centres in general and with the quality of programs and services offered; seven out of 10 are very/completely satisfied with the number of programs and services offered.
- Satisfaction is lower among the 38% of respondents who do not think general admission is reasonable: six out of 10 are very/completely satisfied with Leisure Centres and the quality and number of programs and services offered.



- Among the 75% of respondents who think the cost of a 12-month LeisureCard is reasonable, eight out of 10 are very/completely satisfied with Leisure Centres in general and with the quality of programs and services offered, while seven out of 10 are very/completely satisfied with the number of programs and services offered.

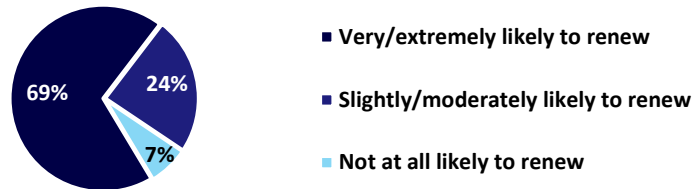
- Again, satisfaction is lower among the 25% of respondents who do not think the cost of a 12-month LeisureCard is reasonable. Just over half are very/completely satisfied with Leisure Centres in general, quality of programs/services and number of programs/services offered.

#### Likelihood of LeisureCard PURCHASE among Non-Card Holders



- Respondents who do not have an active LeisureCard are asked how likely they would be to purchase one. Although 74% of these respondents think \$46/month is a reasonable price for a 12-month card, only 22% would be very/extremely likely to purchase a card, 42% would be moderately/slightly likely and 36% would be not at all likely.

#### Likelihood of LeisureCard RENEWAL among Active LeisureCard Holders



- Although 80% of active LeisureCard holders think \$46/month is a reasonable price for a 12-month card, only 69% would be very/extremely likely to renew their card at this price, while 24% would be moderately/slightly likely and 7% would be not at all likely to renew.

### Value

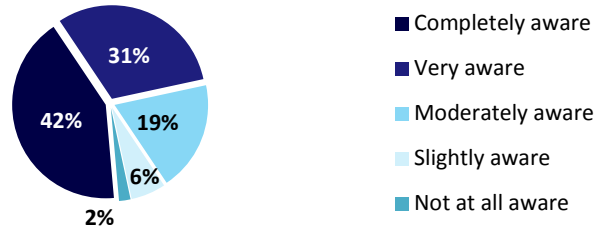
***Virtually all respondents in all cohorts agree that Leisure Centres are an important part of the fabric of life in Saskatoon.***

- The City's focus on providing recreational and leisure programming beneficial to quality of life in the community has always been a successful strategy. This is supported by the annual Civic Survey, which rates the importance of City services. Essential services such as roads, water, sewer, electrical, snow & ice clearing, garbage, fire and police services always rank high on the list, but respondents consistently rank indoor pools/community centres in the seven out of 10 range, the same strata as public transit, city parks and sidewalk maintenance.
- This provides context for understanding the high importance respondents attach to the Leisure Centres—98% agree it is important for the City to operate Leisure Centres as part of a civic strategy for healthy and active citizens. The large majority of respondents (79%) also very/greatly value Leisure Centres.

## Awareness

*Most respondents are aware of Leisure Centres and the various admission options; however, there is room to grow awareness of Bulk Tickets and Leisure Centre promotions.*

### Awareness of Leisure Centres Around the City



- Awareness of the Leisure Centres is generally strong: 73% of respondents are very or completely aware of Leisure Centres around the city, while 27% are moderately to not at all aware of them.
- This is supported by the onsite intercepts, where 75% of respondents at Harry Bailey, 72% at Lakewood Civic Centre, 71% at Lawson Civic Centre and 70% at the Saskatoon Field House are very or completely aware of Leisure Centres around the city.
- The lowest awareness level is seen among Shaw Centre<sup>12</sup> intercepts: 62% are very or completely aware of Leisure Centres around the city, while 38% are moderately to not at all aware.
- Awareness of Leisure Centres is lowest among men (33% moderately-not at all aware vs. 21% of women), non-family households (34% moderately-not at all aware vs. 24% of family households) and respondents aged 45-54, 16-24 and 65+ (30%, 28% and 27%, respectively).

### Awareness of payment options



- While most respondents are aware of LeisureCards (73%), discount rates for youth, families and groups (69%) and Bulk Tickets (60%), there is room to grow awareness—particularly of Bulk Tickets.
- Awareness of Child Minding is consistently low, at 36% of respondents compared to 56% of active LeisureCard holders. There may be an opportunity to leverage this service in

<sup>12</sup> The Shaw Centre model is unique in that the City partnered with public and separate school boards to create an integrated destination centre, with the Shaw Centre located between Tommy Douglas Collegiate and Bethlehem Catholic High School.



marketing, as several respondents cite 'child care/babysitting' when asked for suggestions on programs and services they think Leisure Centres should offer.

#### **Awareness of Leisure Guide**

- › Almost all respondents (92%) are aware of the seasonal Leisure Guide publication. This high awareness makes the Leisure Guide an important part of promoting a wide variety of programs and services, not only at Leisure Centres but also through Community Associations and the organizations and businesses that advertise in the Guide.

#### **Awareness of Find Your Fit**

- › 'Find Your Fit', the current Leisure Centre marketing campaign, is the other key element in building awareness of Leisure Centres and the variety of programs and services they offer. Awareness of 'Find Your Fit' is much lower than awareness of the Guide: 55% overall; however, awareness of discount rates, Bulk Tickets and LeisureCards—all of which 'Find Your Fit' promotes—suggests the advertising is more effective than people give it credit for.

### Current Leisure Centre Users (used Leisure Centre within last 2 months)

▶ 40% of respondents are current users

### Past Leisure Centre Users (last used 3 to 12 months ago)

▶ 26% of respondents are past users

### Potential Leisure Centre Users (last used over 12 months ago/ never used)

▶ 33% of respondents are potential users

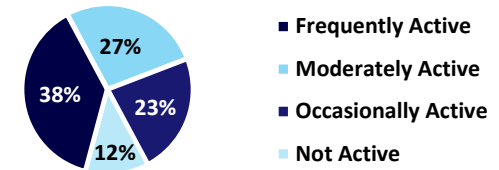
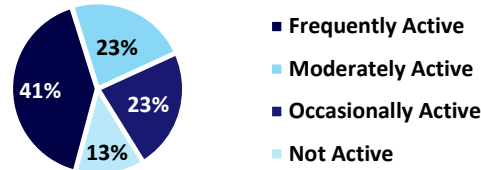
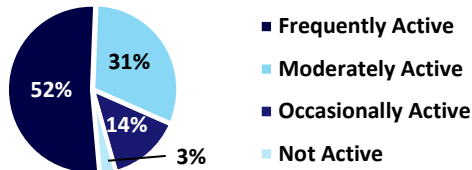
### Who are current, past and potential users?

▶ Typically 25-54 years old, slightly more female than male, with growing families and middle class household incomes

▶ Slightly older than current users, with growing families and middle class household incomes

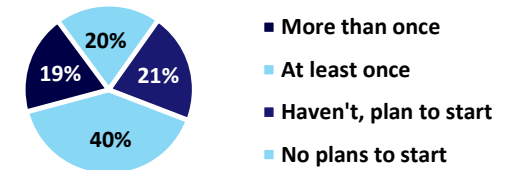
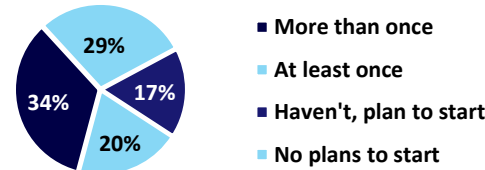
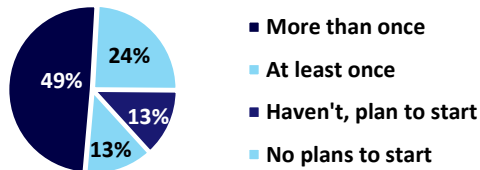
▶ Typically older (45+), more likely to be single with no children at home and lower household incomes

### How active are they?



Definitions: Respondents whose households participate in health & fitness activities (anywhere, not necessarily at Leisure Centres) 3 times a week or more are **FREQUENTLY ACTIVE**; 1 to 2 times a week are **MODERATELY ACTIVE**; occasionally are **OCCASIONALLY ACTIVE**; not at all are **NOT ACTIVE**

### How often have they registered in recreational or learn-to programs in the last 2 years (not necessarily at Leisure Centres)?

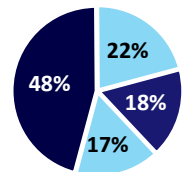


### What are they doing at Leisure Centres?

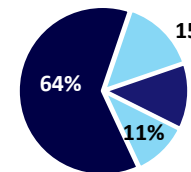
Activity	Current Users	Past Users	Potential Users
Swim	63%	67%	57%
Indoor track	22%	15%	19%
Weight/fitness room	21%	20%	17%
Drop-in sports	10%	8%	7%
Swim lessons (kids)	10%	8%	6%
Drop-in fitness class	9%	8%	12%
Registered program (adult)	8%	3%	7%
Aquafitness class	8%	7%	4%

**Current Leisure Centre Users      Past Leisure Centre Users      Potential Leisure Centre Users**

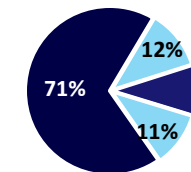
**How did they pay to use a Leisure Centre?**



- Paid General Admission
- Used LeisureCard
- Used Bulk Ticket
- Registered in program



- Paid General Admission
- Used LeisureCard
- Used Bulk Ticket
- Registered in program



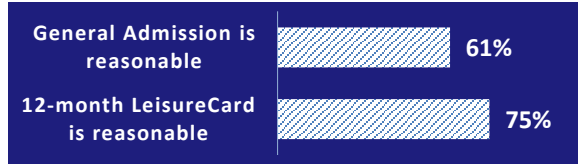
- Paid General Admission
- Used LeisureCard
- Used Bulk Ticket
- Registered in program

► Of the 22% of current users who used a LeisureCard, 89% (or 19% of all current users) are active LeisureCard holders

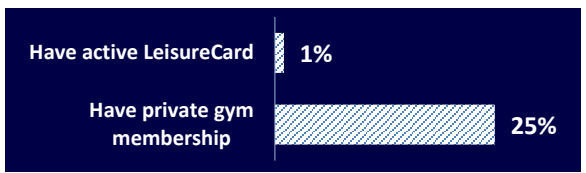
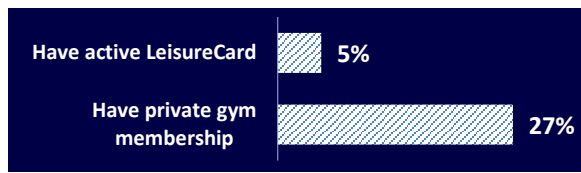
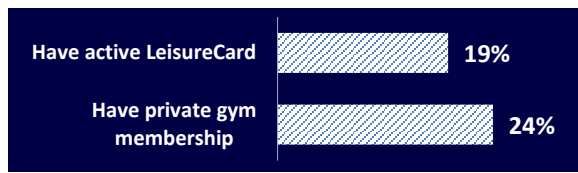
► Of the 15% of past users who used a LeisureCard, 33% (or 5% of all past users) are active LeisureCard holders

► Of the 12% of potential users who used a LeisureCard, 9% (or 1% of all potential users) are active LeisureCard holders

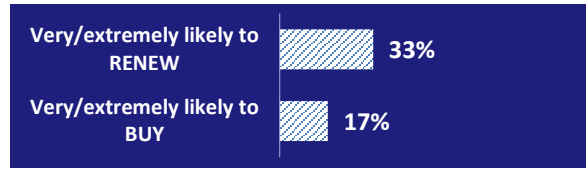
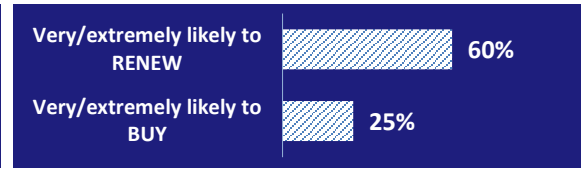
**Do they think the cost was reasonable?**



**How many have an active LeisureCard? vs. How many have a membership in a private sector fitness facility?**



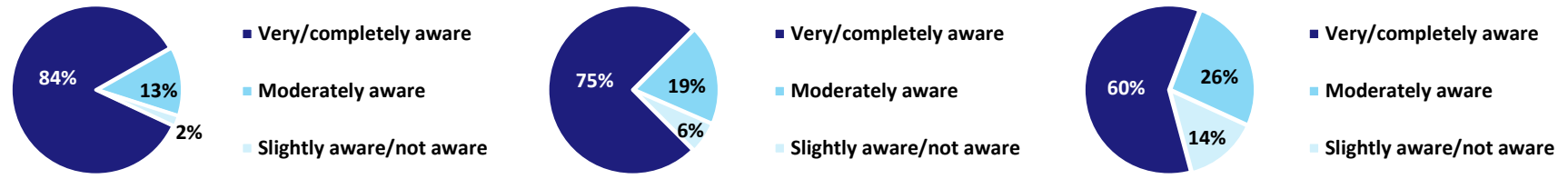
**Are they likely to buy\* or renew\* a LeisureCard?**



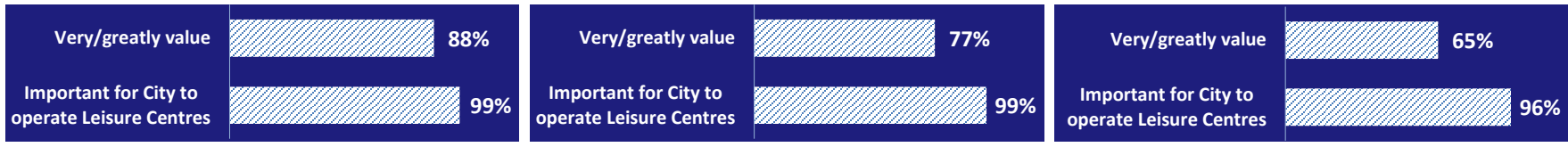
*Buy\* - respondents who do not currently have an active LeisureCard; Renew\* - respondents who currently have an active LeisureCard*

**Current Leisure Centre Users      Past Leisure Centre Users      Potential Leisure Centre Users**

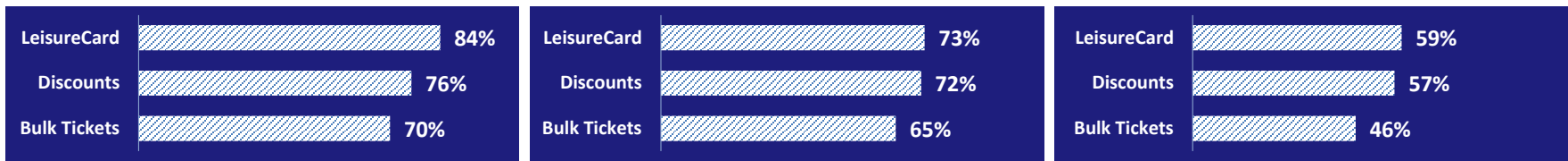
**Are they aware of City-operated Leisure Centres around Saskatoon?**



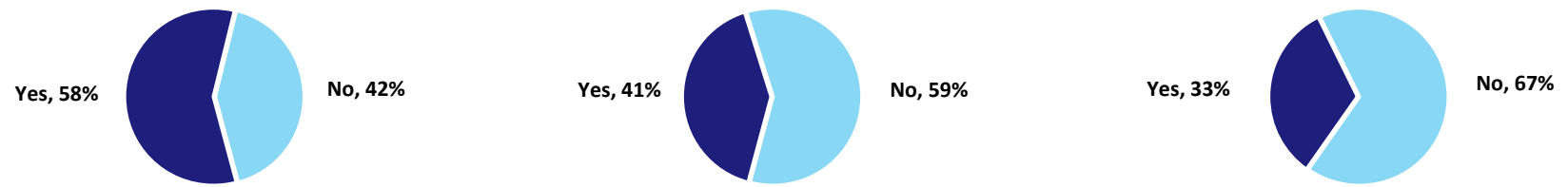
**Do they value City of Saskatoon Leisure Centres?**



**Are they aware of Leisure Centre admission options and discounts?**

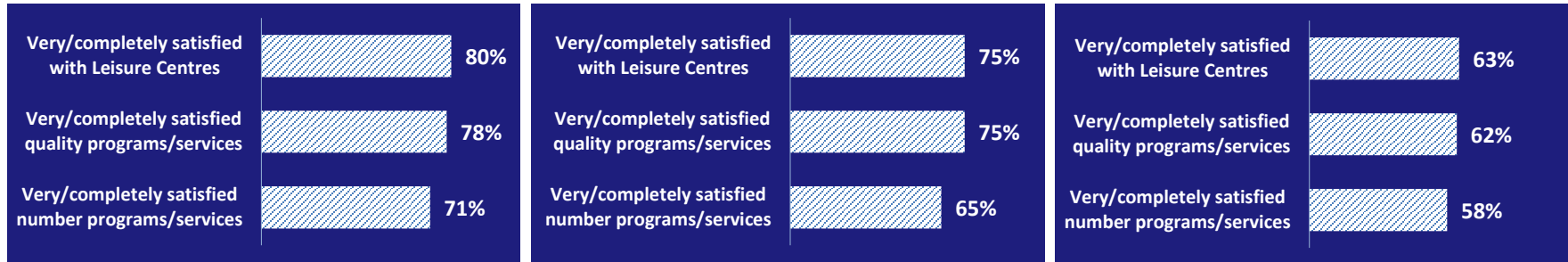


**Have they seen or heard 'Find Your Fit' advertising promoting Leisure Centres, LeisureCards and Bulk Tickets?**

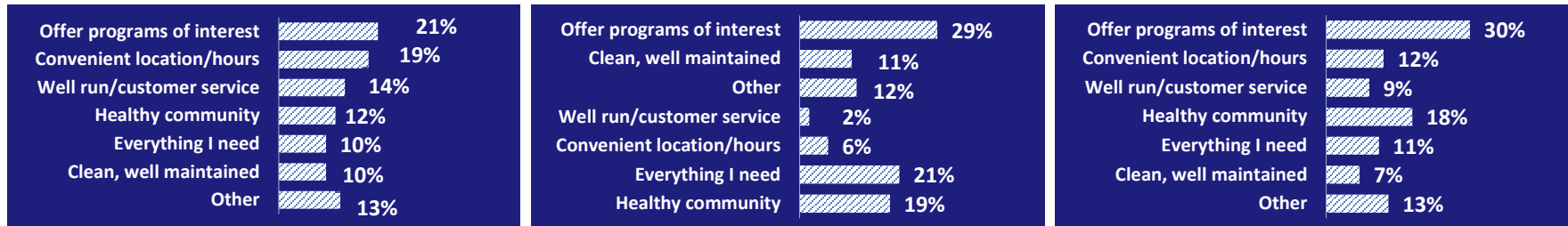


**Current Leisure Centre Users      Past Leisure Centre Users      Potential Leisure Centre Users**

**Are they satisfied with Leisure Centres? With the quality and number of programs and services offered?**



**What drives satisfaction?**



**Why drives dissatisfaction?**

*NOTE: The number of respondents who are not satisfied with their Leisure Centre experience is very small; too small to provide a statistically valid result. The following are valuable indicators and can provide direction for further research.*

- ▶ Dissatisfied current users (1%\* of 463 respondents) typically cite cost, facility availability, overcrowded programs and no programs of interest
  - 1% are dissatisfied with Leisure Centres, quality of programs/services, and number of programs/services
- ▶ Dissatisfied past users (1%\* of 304 respondents) also cite cost, facility availability, overcrowded programs, inconvenient locations/hours
  - 1% are dissatisfied with Leisure Centres, 0% with quality of programs/services, 1% with number of programs/services
- ▶ Dissatisfied potential users (1%-3%\* of 382 respondents) cite cost, facility availability, overcrowded programs, no programs of interest, inconvenient locations/hours, no towel/tanning service
  - 1% are dissatisfied with Leisure Centres, 2% with quality of programs/services, 3% with number of programs/services

## Research Recommendations

Ongoing customer-focused intelligence allows organizations to strategically allocate resources to align with changing consumer and stakeholder needs. Our research recommendation is to establish short-term and long-term research goals. Short-term goals revolve around things you can change: price, program offerings and awareness and branding through advertising.

### Short Term

Short-term research recommendations should always be focused on your existing customers. Increasing satisfaction among this group has a high likelihood of having success over time with the broader community as well.

Focus groups are an effective short term customer-focused approach. They should be conducted more regularly to support the numbers of a survey with the narrative needed to better understand what's behind disconnects—if Leisure Centres are valued by respondents and considered important for the community, why aren't people using them more? This core question is a complex issue that respondents are not necessarily able to describe in a brief telephone or online survey. We see evidence in the survey that it may be related to price, or the quantity of recreation programs, or that they are getting more of their fitness needs met by other fitness facilities in the marketplace, but how the City refines these areas to balance concerns with delivery restrictions requires more and regular customer input.

Although focus group methodology is less formal because it is discussion-based, focus groups work best when they are not groups of the overall population, but segmented. In the case of Leisure Centres, segments could be facility site, type of user (lifestyle and household participation in health and fitness activities), type activity they use a Leisure Centre for (swimming, recreation, fitness) or age or family structure.

### Pricing

The issue of price and the degree to which it is impacting satisfaction, perception and usage of Leisure Centres is apparent in the survey, but can be better understood with focus groups.

We know that survey respondents value their Leisure Centres—virtually all respondents think it is important for the City to operate Leisure Centres as part of a civic strategy for healthy and active citizens. We also know they are receptive to paying taxes to have such facilities; most respondents think the level of tax to fund the Centres should be maintained (64%) or even increased (20%). This is consistent across current, past and potential users.

However, there is a difference between respondents' support for municipal funding of the Leisure Centres (through property tax) and their perception of the cost to use the facilities. The survey suggests that perception of admission fees may be impacting visitation, as 38% disagree that current general admission fees are reasonable in return for what customers receive.

The variety of price options associated with leisure facilities in other cities suggests that pricing is likely a factor in other centres across Canada as well. People may be willing to pay a premium rate for indoor swimming in the winter, but paying the same rate for a visit to a fitness facility within that centre, especially when the private sector now offers competitively priced options, appears to be less appealing,

as evidenced by the proportion of respondents who have memberships to private fitness facilities (25%) in Saskatoon.

This is not to suggest that the City should stop offering fitness facilities, but that it may consider tiered pricing to access services, as other cities appear to be doing, and to do so within the parameters of its mandate to increase visitation while offering affordable fitness alternatives to people who may not be able to afford higher end offerings but want a lower cost option for healthy living. This is similar to variable pricing options the City already has for youth and families.

Focus groups are also required to better understand the disconnect illustrated by the survey research between general awareness, good satisfaction levels in terms of facilities, programs and services, and low levels of LeisureCard purchase intention. If people agree that the price of a LeisureCard is reasonable, and they value having all-access, why won't more of them buy it? If people value all-access, as they indicate in the survey, why don't they use more facilities?

### **Program Offerings**

The issue of program offerings and the degree to which it may be impacting satisfaction, perception and usage of Leisure Centres can also be better understood with more research in the form of focus groups.

We know that the large majority of respondents are very or completely satisfied with the *quality* of programs and services available at Leisure Centres. Satisfaction is strongest among onsite intercept respondents—83% are very or completely satisfied compared to 73% of market survey respondents.

Although most respondents are satisfied with the *number* of programs and services available at Leisure Centres, the percentage who are 'very/completely' satisfied is lower than it is for quality of programs and facilities in general. Onsite intercept respondents are most satisfied with the number of programs and services at Leisure Centres, at 71% 'very/completely' satisfied, compared to two-thirds (66%) of market survey respondents. Again, this means that three out of 10 respondents (34% market survey, 29% onsite intercepts) are moderately to not at all satisfied; the largest cohort within this response is moderately satisfied.

Survey respondents do not provide much insight into possible gaps in Leisure Centre offerings: many offer suggestions, but the only thing that stands out is 'more swimming lessons/more open pool times,' which gets the most mentions at 10% of market survey respondents.

When we look at why people are dissatisfied with Leisure Centres, 'do not offer programs I'm interested in' is frequently mentioned; however, this is from a very small sample of respondents. More research is needed, not only to gain insight on what types of programs people are interested in (we have a general idea based on their suggestions for programs and services), but also to develop a sense of what types of programs have the most groundswell—different respondents want different things, are there areas of common ground?

We also recommend conducting focus groups research on the program mix being offered at Leisure Centres to see whether it needs to be adjusted to better align with the needs of residents. Survey respondents are not necessarily able to articulate in a survey what programs and services they think should be offered by Leisure Centres. Satisfaction levels around the quantity and quality of programs

currently being offered, however, along with a decline in admissions suggests that research to better understand the evolving blend of program offerings that people may respond to is required.

### **Site Specific**

Focus groups can be effectively targeted at sites experiencing the greatest declines in admissions; specifically the Shaw Centre. Customers will also be able to provide you with ongoing quantitative feedback from site specific scorecard surveys on program satisfaction and suggestions. This ongoing customer-focused intelligence will enable each leisure facility to strategically allocate resources to align with changing consumer and stakeholder needs.

### **Awareness and Branding**

The fact that a quarter of respondents said they were moderately to not at all aware of the Leisure Centres around the city indicates an opportunity to enhance the profile of the Leisure Centres with citizens.

Response to onsite intercepts in Leisure Centres also suggests that even these respondents are not necessarily aware of the various Leisure Centres around the city. The lowest awareness level is demonstrated among the Shaw Centre<sup>13</sup> intercepts, where 38% were moderately to not at all aware vs. 30% at the Saskatoon Field House, 29% at Lawson Civic Centre, 28% at Lakewood Civic Centre and 24% at Harry Bailey Aquatic Centre.

As expected, the majority of onsite intercept respondents (79%) are current users. However, the 10% categorized as past users and 11% as potential users suggests that they are unaware of being in a City-operated Leisure Centre or that they may be at the Leisure Centre for reasons other than personal health and fitness activities.

While awareness of the City's Leisure Guide is extremely high, awareness of other advertising more specifically targeted at promoting Leisure Centres, such as 'Find Your Fit' advertising, is lower and not seen as effective by respondents. This indicates there may not be a recognizable brand currently associated with Leisure Centres, an important issue in terms of visitation and something that should be explored with future research.

Qualitative focus group research can generate a greater understanding of how the public (i.e., current, past and potential users) is interpreting new marketing campaigns for the Leisure Centres and what they think is being promoted. Focus group research will also provide Recreation & Sport with the context for public perceptions of program offerings and/or admission options.

### **Long Term**

There are other elements that may impact leisure facility usage in the long run over which you have less control. Long term research can enhance your understanding of participation in recreation activities in terms of the relationship between usage and access issues of leisure time and lifestyle.

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<sup>13</sup> As noted in *Survey Highlights*, the Shaw Centre model is unique in that it is an integrated destination centre, with the Shaw Centre located between Tommy Douglas Collegiate and Bethlehem Catholic High School.



Recreation & Sport currently has an annual and five year research plan in place. Much of the research plan focuses on evaluations for various Recreation & Sport activities, from program, golf courses, Saskatoon Forestry Farm Park & Zoo and arenas evaluations. These evaluations happen on a rotating cycle along with other research for more specific and topical issues in between the cycles.

### **Research Plan**

We recommend that you use your research team to incorporate these elements into an annual and a five year research plan. Research plans are used to prioritize potential and actual research activities, check to ensure activities are in line with longer term strategic priorities and keep all research activities tied together. They are generally updated each year. The plan enables you to see what resources can be made available or requested, and allocated accordingly, including budgetary considerations and staffing requirements.

The goal of the research plan is to enable you to be more proactive and less reactive to changes in the community in terms of:

- Specific priorities from your strategic plan. This may be from broad strategic initiatives as outlined in Saskatoon Speaks, or more specific elements of the role the City's leisure facilities will play in the Parks and Recreation Master Plan.
- Description of research on-hand
- Research that will be required to give you the ongoing knowledge to meet strategic goals
- Proposed timing of research activities. For planning purposes, this is often based on cycles of research activities that you would like to do in advance of busy times.
- Check-ins with key stakeholders to consult each year: community associations, health region (what are they seeing/doing? is there a role leisure facilities can play?), education boards, etc.

### **Tracking Survey**

Recreation & Sport's current research plan includes a city-wide Leisure Survey conducted every six years. The survey asks residents about their current and expected future participation in various leisure activities, and explores barriers to participation. There would be value in adding a Leisure Centre component to this survey in order to track satisfaction measurements and feedback on Leisure Centres and initiatives as they are undertaken. Questions from this survey should be used as a baseline for future Leisure Centre satisfaction measurements.

### **Customer Panel / Council/ Community Engagement**

Recreation & Sport currently has an active panel of approximately 300 customers called the Customer Feedback Group. The panel is used to gather customer specific feedback on certain topics such as changes to program times, and moving from a credit card style to a key fob LeisureCard.

Although the number is currently small, we recommend Recreation & Sport continue to take steps to grow this panel in order to provide a place where customers meet to provide input on performance and services specific to their use of facilities based on aquatic, track, recreation programs, fitness, etc. Eventually, if it grows large enough, the customer panel could be used to provide broader feedback to the City. We can provide Recreation & Sport connections to respondents to the Leisure Centre survey who indicated they would be interested in participating in future research, providing an ongoing conduit

for feedback from users to help the City better understand and anticipate customer needs as they evolve, and perhaps before they impact visitation. As few as 10 people from any of these areas in any one of the customer groups can provide recommendations through meetings online or in-person. Customer panels promote community engagement; everything from overall strategies to specific programs can be tested on a regular basis with ongoing customer panels.

#### **Environmental Scan**

Ideally, research plans include an annual environmental scan. This is a document that encapsulates a summary of fact-based information around population and socio-economic trends impacting leisure in Saskatoon. An environmental scan would include Leisure Centre visitation statistics, recreation program registration statistics, trends in leisure and a review of prices, initiatives, events and (best) practices occurring in other jurisdictions in Canada.

**TO: Secretary, Planning and Operations Committee**  
**FROM: General Manager, Community Services Department**  
**DATE: May 28, 2014**  
**SUBJECT: Growing Forward! Shaping Saskatoon Project Update**  
**FILE NO: CK. 4110-2 and PL. 4110-12-7**

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

### **TOPIC AND PURPOSE**

Two reports have been prepared for public release that will:

- a) provide a technical overview of the Growing Forward! Shaping Saskatoon initiative to date and outline early possibilities being considered for the Growth Plan to Half a Million (Growth Plan); and
- b) summarize what was heard through public engagement to date.

### **REPORT HIGHLIGHTS**

1. A Growth Plan Summary Report #1: Taking Stock & Visioning (see Attachment 1) has been prepared, which outlines Saskatoon's current plans for growth, identifies and explains key Growth Plan needs in the areas of growth near major corridors, transit and bus rapid transit, and core area bridges; and sets the stage for discussion of the detailed Growth Plan alternatives being presented this fall.
2. A Winter 2014 Engagement Summary Report (see Attachment 2) has been developed to share what was heard during public engagement activities held for Growing Forward! Shaping Saskatoon between February 25 and March 21, 2014.

### **STRATEGIC GOALS**

Growing Forward! Shaping Saskatoon supports a number of long-term strategies and priorities for the Strategic Goal of Sustainable Growth, including:

- a) adopting an integrated approach to growth related to transportation, servicing, transit, and land use;
- b) increasing and encouraging infill development and corridors to balance growth;
- c) creating "complete communities" in new neighbourhoods and existing neighbourhoods that feature employment opportunities, main streets, suburban centres, and greater connectivity, both internally and externally; and
- d) implementing the Integrated Growth Plan – an integrated approach to growth related to transportation, servicing, transit, and land use.

Growing Forward! Shaping Saskatoon also supports a number of long-term strategies and priorities for the Strategic Goal of Moving Around, including:

- a) significantly increasing transit ridership by establishing transit as a viable option for transportation;
- b) developing an integrated transportation network that is practical and useful for vehicles, buses, bikes, and pedestrians;
- c) increasing transit ridership by changing attitudes around public transit, and providing service that is safe, convenient, reliable, and affordable; and
- d) establishing rapid mass transit corridors for Saskatoon to guide investment, transportation, and urban planning decision making.

## **BACKGROUND**

Growing Forward! Shaping Saskatoon is one of a series of initiatives identified in the ten-year Strategic Plan. Growing Forward! Shaping Saskatoon is the public planning process that will engage the community in the development of the Growth Plan to half a million.

The following scope of work has been awarded to Urban Systems Ltd.:

- a) Rapid Transit Business Case;
- b) Core Area Bridge Strategy (i.e. within Circle Drive);
- c) Nodes, Corridors, and Infill Plan; and
- d) Comprehensive Long-Term Transit Plan.

The Growth Plan will incorporate other key corporate initiatives as the Growing Forward! Shaping Saskatoon process evolves, including:

- a) the Employment Areas Study, which will review current and future employment needs to ensure that sufficient and suitable land is available to support a growing population;
- b) the Active Transportation Plan, which will focus on making it easier to move around Saskatoon without a car by improving how the transportation network accommodates non-motorized traffic; and
- c) the Financing Growth Study, which will review current and future costs of infrastructure and civic services to support growth.

The Growth Plan will be developed over five phases:

- a) Phase 1 – Setting the Stage (October to December 2013) - reviewed past planning initiatives, developed a comprehensive understanding of Saskatoon's vision for growth, and documented existing conditions and baseline growth patterns;
- b) Phase 2 – Focusing our Shared Vision (January to March 2014) - utilized public input to refine Growth Plan aspirations in the form of goals and objectives to guide development of Growth Plan options;
- c) Phase 3 – What are the Possibilities? (April to December 2014) - will develop and evaluate detailed options for growth near major corridors, transit and rapid transit, and core area bridges. Preferred options will be

- identified with public input in the fall 2014 and combined to create the Growth Plan;
- d) Phase 4 – What is the Preferred Plan? (January to March 2015) - will include a final public review to confirm the preferred plan going forward; and
  - e) Phase 5 – How do we Make This Happen? (April to November 2015) - will lay out the steps to start implementing the Growth Plan and complete a demonstration of the Growth Plan concepts with a pilot project along a priority area.

## **REPORT**

### **Growth Plan Summary Report #1: Taking Stock & Visioning**

The Growth Plan Summary Report #1: Taking Stock & Visioning is the first report from the Growing Forward! Shaping Saskatoon initiative, which:

- a) outlines the work-to-date that has formed the City of Saskatoon's (City) current plans for growth;
- b) provides an overview of the Growth Plan development process and timeline;
- c) identifies and explains key Growth Plan needs that will be addressed through the Growing Forward! Shaping Saskatoon process; and
- d) sets the stage for discussion of detailed Growth Plan alternatives to be presented this fall.

The Growth Plan Summary Report #1: Taking Stock & Visioning will be available on the project website at [www.growingfwd.ca](http://www.growingfwd.ca), and hard copies will be distributed throughout the summer to inform and generate interest for fall engagement. A summer informational campaign called Spotlight On! will utilize the project website to highlight information contained within the report.

### **Winter 2014 Engagement Summary Report**

The Winter 2014 Engagement Summary Report shares what was heard during the first set of public engagement from February 25 until March 21, 2014. This report will complete the communication and engagement feedback loop for Phases 1 and 2 of Growing Forward! Shaping Saskatoon.

The report summarizes public input from the following sources:

- a) activity boards at the February 25, 2014, public event, that were divided into five stations. A total of 194 participants signed in at the event, and an unknown number of participants opted not to sign in. Activity board stations included:
  - i) Station 1: Growth Plan Overview - seeking input on the goals and objectives driving the development of Growth Plan alternatives;
  - ii) Station 2: Transit System Plan - seeking input on transit barriers and desirable services;

- iii) Station 3: Rapid Transit - seeking input on desirable rapid transit features and corridors;
  - iv) Station 4: Growth Near Major Corridors - seeking input on desirable qualities of vibrant communities and corridors and existing patterns of development use (i.e. where do you work, live, play, etc.); and
  - v) Station 5: Core Area Bridges - seeking input on desirable qualities for mobility in the core areas.
- b) post-event engagement conducted from February 26 to March 11, 2014, targeting input on select elements of the project, as presented at the February 25, 2014 public event. Input was solicited from approximately 225 individuals; and
  - c) online survey on Shaping Saskatoon presenting questions derived from the February 25 event activity boards. A total of 250 online surveys were completed.

The Winter 2014 Engagement Summary Report will be available on the project website at [www.growingfwd.ca](http://www.growingfwd.ca). For those interested in seeing a detailed account of input received during engagement, a separate appendix document will also be available on the project website at <http://www.growingfwd.ca/get-involved/downloads/>.

## **PUBLIC AND/OR STAKEHOLDER INVOLVEMENT**

The attached information provides a summary of public and targeted stakeholder input obtained during the Growing Forward! Shaping Saskatoon public engagement activities held from February 25 to March 21, 2014.

## **COMMUNICATIONS PLAN**

Growing Forward! Shaping Saskatoon is expected to conclude by the end of 2015. The first milestone public engagement event occurred on February 25, 2014, with additional public consultation occurring from February 25 to March 21, 2014. Input from this consultation is being incorporated into the development and evaluation of detailed Growth Plan options for Shaping Growth, Shaping Transit, and Shaping Bridges.

Public consultation will be ongoing, and several opportunities will be provided for the public to provide input and engage at each project milestone. The public will also have access to up-to-date project information at [www.growingfwd.ca](http://www.growingfwd.ca).

The second milestone public engagement event is planned for fall 2014 and will present detailed options for Shaping Growth, Shaping Transit, and Shaping Bridges for public consideration and feedback. The preferred options identified with public input during this engagement will be combined to create the Growth Plan.

The following three Growth Plan summary reports will be prepared for public release to align with major project milestones:

- a) Growth Plan Summary Report #1: Taking Stock & Visioning (May 2014);
- b) Growth Plan Summary Report #2: Possibilities (January 2015); and
- c) Growth Plan Summary Report #3: Preferred Plan and Implementation (fall 2015).

### **DUE DATE FOR FOLLOW-UP AND/OR PROJECT COMPLETION**

Growing Forward! Shaping Saskatoon is expected to be ongoing until the end of 2015, with communications to the Planning and Operations Committee and City Council occurring at key milestones throughout the duration of the project. Growth Plan summary reports will align with major milestones at the completion of Phase 2 (May 2014), Phase 3 (January 2015), Phase 4 (May 2015), and Phase 5 (January 2016).

### **PUBLIC NOTICE**

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

### **ATTACHMENTS**

1. Growing Forward! Shaping Saskatoon Growth Plan Summary Report #1: Taking Stock & Visioning
2. Growing Forward! Shaping Saskatoon Winter 2014 Engagement Summary Report

Written by: Lee Thomas, Project Manager, Growing Forward! Shaping Saskatoon

Reviewed by: “Angela Gardiner”  
Angela Gardiner  
Director of Transportation

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

Approved by: “Randy Grauer”  
Randy Grauer, General Manager  
Community Services Department  
Dated: “June 9, 2014”

cc: Murray Totland, City Manager



# Growth Plan Summary Report #1

## Taking Stock & Visioning

*City of Saskatoon Growth Plan to Half a Million*



May 2014







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*Looking south along 3rd Avenue S at 22nd Street E, Saskatoon, SK, Source: Urban Systems, Victoria Bridge from the west bank of the South Saskatchewan River, Saskatoon, SK, Source: Urban Systems, 2nd Avenue N lofts, Saskatoon, SK, Source: Urban Systems*



*Saskatoon Board of Education Building, Saskatoon, SK, Source: Urban Systems; The Lighthouse, Saskatoon, SK, Source: Urban Systems, The River Centre, Saskatoon, SK, Source: Urban Systems*

# PART 1: Setting the Stage

Saskatoon has evolved from a prairie community that once experienced modest growth, to one where prosperity and opportunity has made the city among the most attractive and exciting cities to live in Canada today. With Saskatoon's population expected to double to half a million people over the next 30 to 40 years, change in the city is inevitable.

The ***Growth Plan to Half a Million (Growth Plan)*** is about making choices to proactively manage this change and support a successful and vibrant city that is attractive to future generations. A vibrant Saskatoon is a city with a diverse mixture of housing, commercial, social, cultural and recreational opportunities that are universally accessible by all modes of transportation including walking, cycling, transit and vehicles.

The city's success is also essential to support and attract people from other parts of Canada and the world. This in-migration will be needed to sustain current and anticipated levels of economic growth and diversity. Therefore, a healthy and sustainable Saskatoon benefits the region, province of Saskatchewan and Canada as a whole.

This first report – ***Growth Plan Summary Report #1 - Taking Stock & Visioning*** – provides the background for planning significant growth in Saskatoon, outlines the future vision for guiding growth and investing in transportation, and identifies some of the long-term possibilities that will be considered in the ***Growth Plan***.

## Background

A few years ago, residents developed a comprehensive vision for the city through the ***Saskatoon Speaks*** process. This City-led initiative engaged a large portion of the community in a discussion about the city's future. Residents were asked to share what they value and their aspirations for Saskatoon. Eight interrelated themes and visions were identified. These themes contributed significantly to Council's ***Strategic Plan 2013-2023 (Strategic Plan)***.

The ***Strategic Plan*** outlines several key priorities to focus the City's energies. Two of these priorities include those actions needed to advance opportunities for

sustainable growth and moving around the city. The vision statements for these two areas are highlighted below:

**Shaping Sustainable Growth.** *The city has grown upward and outward, balancing 'greenfield' development with significant infill development in key locations.*

**Options for Moving Around.** *The transportation network includes an accessible and efficient transit system and comprehensive network of bike routes.*



Broadway Avenue mural, Saskatoon, SK,  
Source: Urban Systems

## Growth Plan to Half a Million

The **Growth Plan** focuses on the City's **Strategic Plan** goals of Sustainable Growth and Moving Around. These goals are about building places to bring people together and providing more transportation choices so that Saskatoon will be a healthier, more sustainable, accessible and attractive place to live. With these goals in mind, the **Growth Plan** addresses two fundamental questions:

- ▶ **Sustainable Growth** – How will the city grow to a population of half a million within existing city boundaries while at the same time enhancing the vibrancy of Saskatoon?
- ▶ **Moving Around** – Recognizing that overall travel will more than double as Saskatoon's population doubles, how will the choices for getting around the city be improved?



The **Growth Plan** is a long-term strategy with implementation priorities aimed at creating a vibrant city for future generations. Building on public input and the City's strong foundation of past achievements, the **Growth Plan** will ultimately guide civic infrastructure investments both in the short-term and for decades to come.

### Growth Plan Themes

The **Growth Plan** combines recently developed plans with new strategic directions that support the City's goals for **Sustainable Growth** and **Moving Around**.

**Figure 1.1** conceptually illustrates the themes that will guide growth in the city over the next 30 to 40 years. Together, these themes represent a concerted effort to establish a new growth model for Saskatoon – one that will provide residents with access to a variety of new housing options and attractive transportation choices. Although there are many pieces to the **Growth Plan**, they all fit together to create one complete story that will shape the future of Saskatoon.

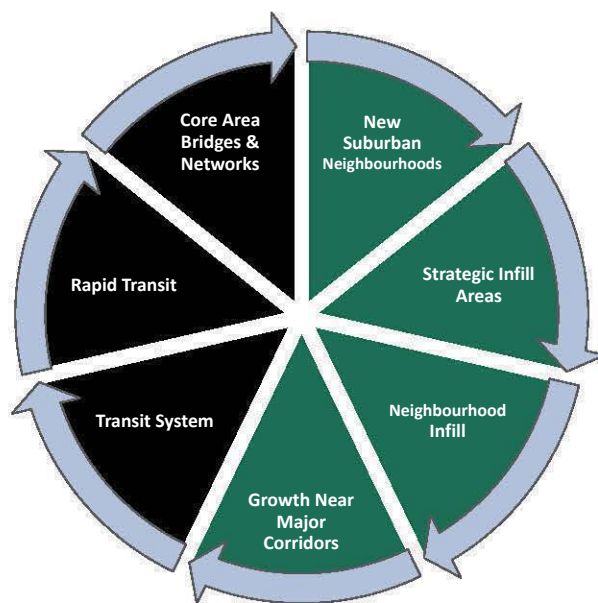
### What Has Been Done?

With input from the community, the City has already developed plans to support **Sustainable Growth** in several key areas: New Suburban Neighbourhoods; Strategic Infill Areas; and, Neighbourhood Infill Areas. The **Growth Plan** will build on the strategies already developed for these areas.



## Moving Around

*Providing transportation choice and a foundation for sustainable growth*



## Sustainable Growth

*Accommodating half a million people within existing City Boundaries*

### New Suburban Neighbourhoods

The City has recently developed detailed plans for new growth areas including Blairmore, University Heights and Holmwood. With these plans, the City has made considerable efforts to reimagine suburban developments so new neighbourhoods include mixed-use buildings, apartments and townhouses that are focused around higher density cores and include public gathering spaces. Once developed, these areas may accommodate approximately 175,000 people.

### Strategic Infill Areas

Saskatoon's Downtown, North Downtown and areas around the University of Saskatchewan are three large, underdeveloped core areas that have been identified as having potential to accommodate significant growth. As major employment and activity hubs for the city, these areas are focal points for Saskatoon and their success as neighbourhoods is critical to the economic success of the city, region and Province. These Strategic Infill Areas may be able to support approximately 75,000 new residents.

Figure 1.1: Sustainable Growth & Moving Around

### Neighbourhood Infill Areas

The City has also identified a number of established residential neighbourhoods that can accommodate smaller-scale growth (e.g. duplexes, townhouses, secondary suites). Known as Neighbourhood Infill Development, growth in these areas will provide additional housing options for current and future residents to accommodate approximately 26,000 new residents.

### What Needs to be Addressed?

To establish a new growth model for Saskatoon, the **Growth Plan** focuses on the following areas:

#### Growth Near Major Corridors

Like many other cities, major corridors in Saskatoon tend to attract low density, auto-oriented land uses and can discourage other modes of transportation. They typically are disconnected from the communities that surround them and are often considered barriers to neighbourhoods on either side of the corridor.

As the city grows, many major corridors have the potential to become not only the centre of the communities that surround them, but they can also support a greater mixture of housing choices, employment opportunities and retail activity in a vibrant, walkable environment. They can become places with excellent transit services and facilities, attractive pedestrian amenities and a comfortable cycling network.

The **Growth Near Major Corridors** theme of the **Growth Plan** will examine opportunities for increased densities and mixture of residential and commercial uses along Saskatoon's major corridors over the next 30 to 40 years. Priority areas will be identified that have the greatest potential for redevelopment to guide future planning work with local residents and other community stakeholders.

#### Transit System

Attractive and accessible transit is essential to support mobility and growth in Saskatoon. The transit system must strive for an exceptional customer experience through efficient, accessible and reliable service. The **Growth Plan** will review current and projected travel

markets and explore options to make future transit service in Saskatoon a more attractive choice for daily travel needs.

#### Rapid Transit

Rapid transit can provide frequent, higher capacity transit services between key areas of the city and support growth and development along major corridors. The **Growth Plan** will explore the feasibility of rapid transit in Saskatoon as a core feature of the overall transit system based on current and projected potential ridership. A suitable rapid transit technology (bus and/or rail) will be identified along with preferred corridors and station areas.

#### Core Area Bridges

As Saskatoon's population grows, so too will demands for travel across the river. The **Growth Plan** will assess forecast travel demands on core area bridges and identify opportunities to accommodate walking, cycling and transit. The **Growth Plan** will also consider any potential requirements for additional river crossings.

## Growth Plan Process

The **Growth Plan** process will be completed over five phases as briefly highlighted below:

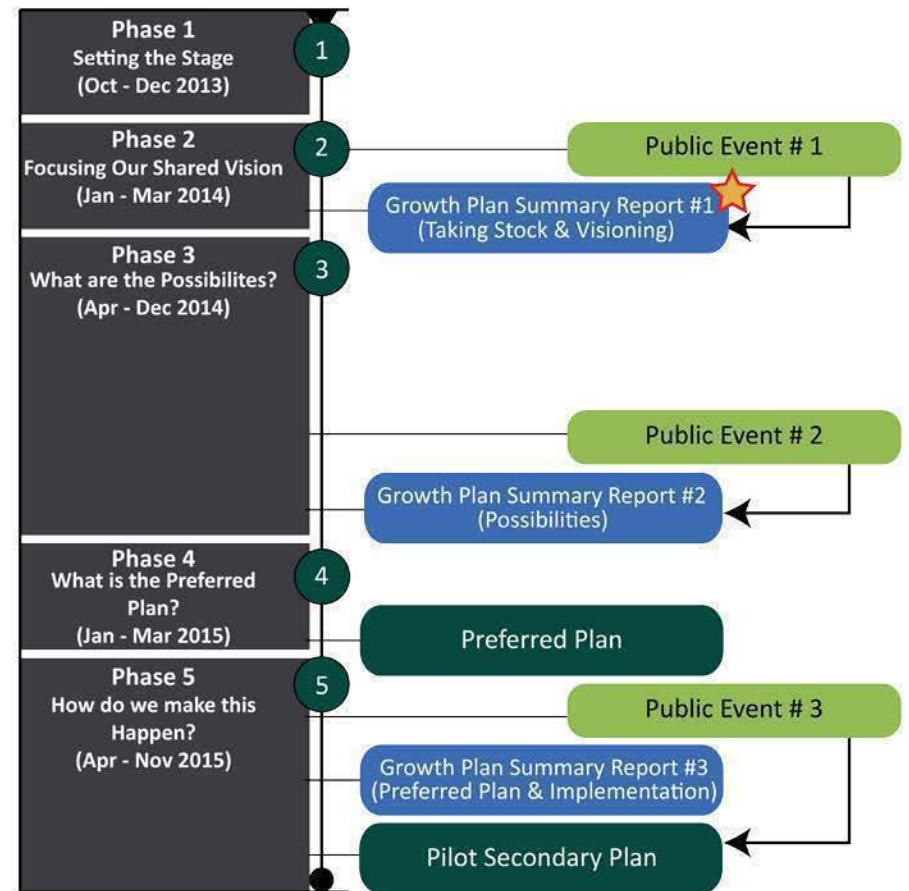
**Phase 1 – Setting the Stage (October to December 2013)** reviewed past planning initiatives, developed a comprehensive understanding of Saskatoon’s vision for community growth and documented existing conditions and baseline growth patterns in the **Growth Plan Summary Report #1 - Taking Stock & Visioning**.

In **Phase 2 – Focusing Our Shared Vision (January to March 2014)** utilized input from Saskatoon residents to refine aspirations for Sustainable Growth and Moving Around in the form of goals and objectives described in the **Growth Plan Summary Report #1 - Taking Stock & Visioning**.

In **Phase 3 – What are the Possibilities? (April to December 2014)** will include the development and evaluation of optional strategies for growth near major corridors, the transit system and rapid transit as well as potential core area bridges. Preferred options will be identified with public input in the fall 2014 and combined to create the **Growth Plan**.

In **Phase 4 – What is the Preferred Plan? (January to March 2015)** will include a final review with Saskatoon residents to confirm the preferred plan going forward.

In **Phase 5 – How do We Make This Happen? (April to November 2015)** will lay out the steps to start implementing the **Growth Plan** and complete a demonstration of **Growth Plan** concepts with a pilot project along a priority area.





## Stakeholder Engagement

Balanced and representative engagement is paramount to the success of the **Growth Plan**. Through a public process referred to as **Growing Forward! Shaping Saskatoon**, Saskatoon residents and other community stakeholders will have equal opportunity to be involved and provide feedback. While much of the engagement will take place during key project milestones and at public events, opportunities for online input will also be available throughout the process.

Engagement opportunities include:

**Public events:** including presentations, open houses and workshops with residents and other community stakeholders at three key milestones during the project.

**Website:** visit [www.growingfwd.ca](http://www.growingfwd.ca) to learn more about the **Growth Plan**, share your opinions and find out about upcoming events.

**Community outreach:** targeted towards groups that may be under-represented at public events and to promote greater opportunity for discussion among key stakeholders.

**Council meetings:** preliminary directions and public feedback will be shared with City Council throughout the process.



February 25, 2014 Growing Forward Shaping Saskatoon public engagement sessions.  
Source: Urban Systems

## PART 2: Growth Near Major Corridors

City residents have expressed a desire to live in vibrant communities with more housing options, transportation choices and amenities - all within a walkable and safe environment. Great strides have already been taken towards this vision with the design of New Suburban Neighbourhoods, plans for redevelopment in core Strategic Infill Areas, and new policies for small-scale Neighbourhood Infill.

To support sustainable growth and enhance the long-term potential for transportation choice in Saskatoon, the next step is to identify potential areas for development or redevelopment along major transportation corridors. Major transportation corridors can be defined as existing main roadways in established areas of the city, as well as proposed main roadways in undeveloped areas of the city. Examples of major corridors in Saskatoon include 22<sup>nd</sup> Street West, 8<sup>th</sup> Street, Preston Avenue, Broadway Avenue and College Drive. Development or redevelopment of major corridors can serve to complete communities with a mixture of housing choices, retail uses, recreational and cultural services as well as places for social gatherings.

### Aspirations

#### Goal:

The City will explore opportunities for complete, vibrant communities along major transportation corridors that are supported by attractive transit services. The design of these communities will promote a mixture of housing options, business opportunities, community facilities and public spaces that are located in a pedestrian-friendly environment that is easily accessible for all modes of transportation including pedestrians, cyclists and transit users.



#### Objectives:

- Support and encourage a variety of housing types, densities and forms;
- Create public spaces that are inviting, active and memorable for residents and visitors alike;
- Improve access to employment opportunities and commercial businesses and services;
- Improve mobility options for people along major corridors and across the city;
- Enhance connectivity between and within neighbourhoods; and,
- Support the efficient provision of infrastructure.

*Vibrant street life, Vancouver, BC, Source: Urban Systems*

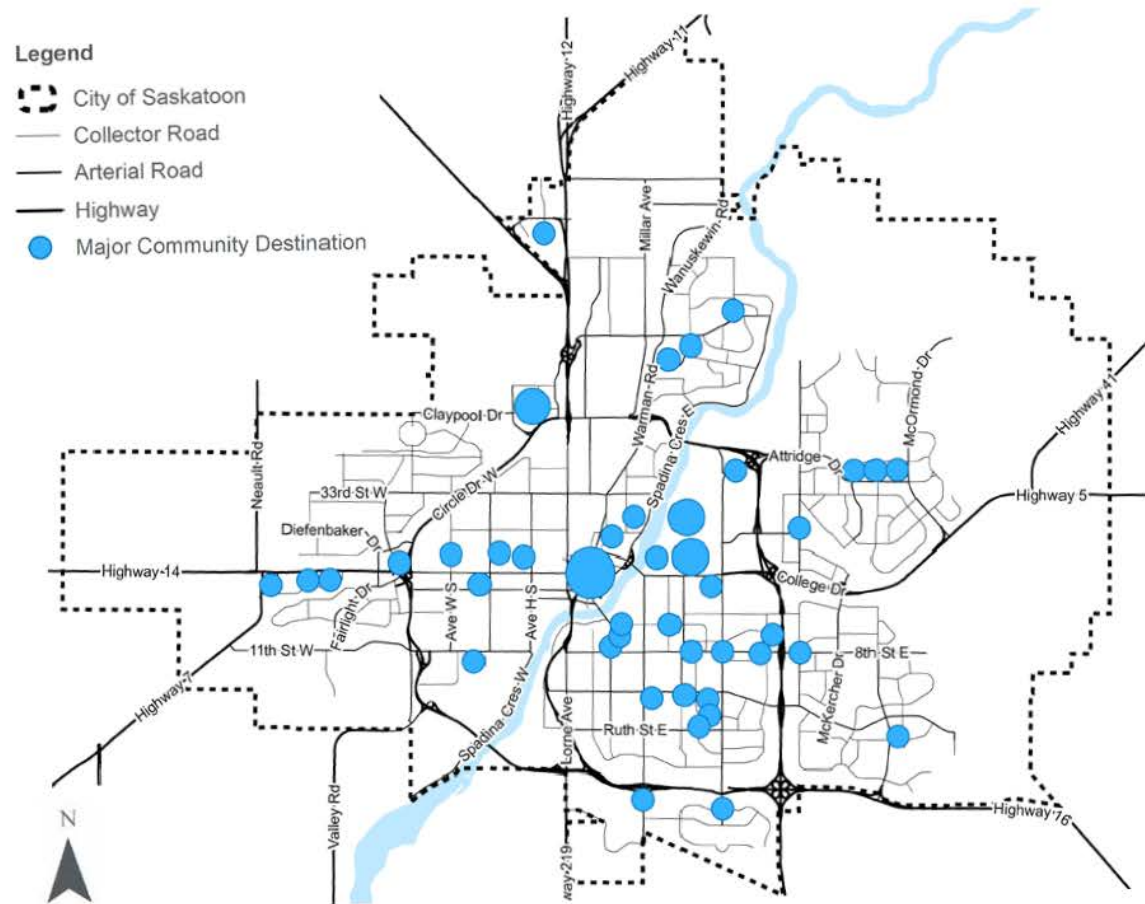
## Key Attributes for Vibrant Communities

To create more vibrant communities in Saskatoon near major corridors, there are a number of key attributes that will need to be realized. These key attributes include:

### Scale

Vibrant communities near major corridors include development that is significant enough to attract people from the surrounding areas and neighbouring communities during the day and evening periods. The scale of development also serves to generate frequent travel that supports rapid transit services for those who work, live and shop in the area. **Figure 2.1** illustrates major community destinations within Saskatoon today (such as the downtown, suburban centres and village centres) that share a common trait – a scale of development that promotes a high volume and frequency of activity.

Figure 2.1: Community Destinations



## Density

Vibrant communities near major corridors concentrate the majority of development within a short walk of each other, and provide the activity needed to support frequent and rapid transit services. Medium to higher density land uses along major corridors will serve to increase activity along these streets and to enhance the potential for transit, allowing frequent service to function more efficiently. The density of uses must be sensitive and transition to the neighbouring communities that surround them.

As illustrated in **Figure 2.2**, Saskatoon's highest density areas are found in the Downtown, City Park and in the city's various suburban centres.

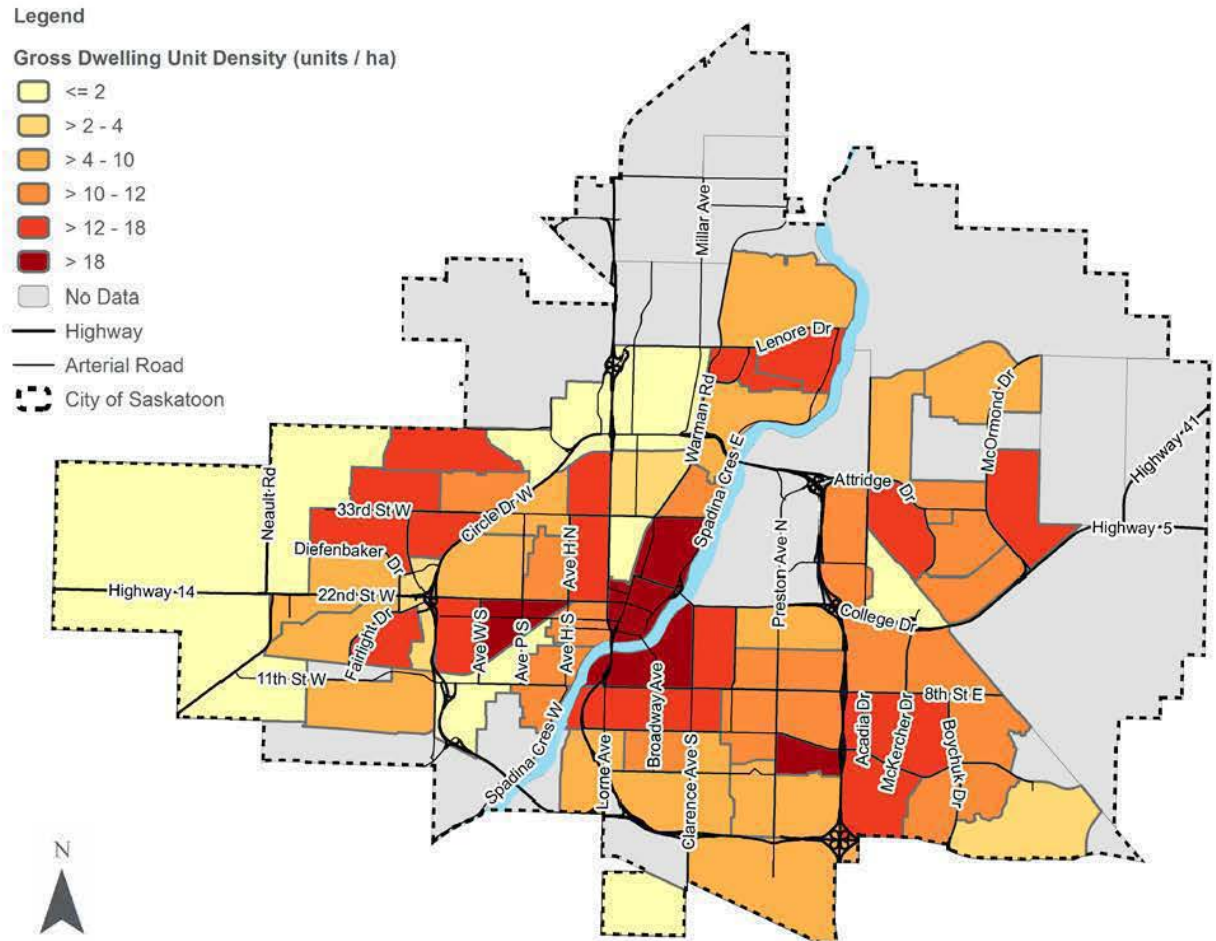


Figure 2.2: Existing Population Densities



## *Vibrant communities along major corridors are designed for people!*



### **Design**

Vibrant communities along major corridors are designed for people and include wide sidewalks, street trees, intuitive pedestrian connections and active, social spaces. Parking supports adjacent development but does not dominate the space or inconvenience pedestrians. Active building frontages, with frequent doors and windows, support window shopping and help to bring life to the street. The public space associated with transit corridors and stations is designed to safely and comfortably accommodate people of all ages and abilities, creating not just a place to catch transit, but a place to socialize, recreate and build community.

### **Mixture**

A mix of development forms, uses and users within close proximity to transportation corridors help to support complete, walkable and vibrant neighbourhoods where people are leaving and arriving in the area throughout the day and evening. Major transportation corridors with a greater mixture of uses also support frequent and rapid transit services throughout the week and on weekends.



*Public plaza and play space, Portland, OR, Source: Urban Systems; Pedestrian oriented commercial corridor, Calgary, AB, Source: Urban Systems*

### Continuity of Destinations

To support vibrant corridors, it is important to connect major community destinations with pedestrian and bicycle amenities as well as direct transit services. Ideally, these corridors are anchored by major trip generators that support frequent transit service to smaller destinations between the anchors. The more significant the destination, the greater the potential for frequent transit use, which in turn creates the critical mass necessary to support redevelopment and public investment.

### Grid Block Structure

Vibrant communities along major corridors include well-connected streets that allow multiple, convenient and intuitive options to drive, walk, bike and take transit. Blocks are compact and facilitate walkability, transitions between neighbourhoods are seamless, and a grid street design is used. Inside much of Circle Drive, the grid road system and consistent block lengths provide a network of streets that support way-finding, route choice and accessibility.



*Residential above grocery store, Portland, OR,  
Source: Urban Systems; SIAST community  
desitnation on Idylwyld Drive, Saskatoon, SK,  
Source: Urban Systems*

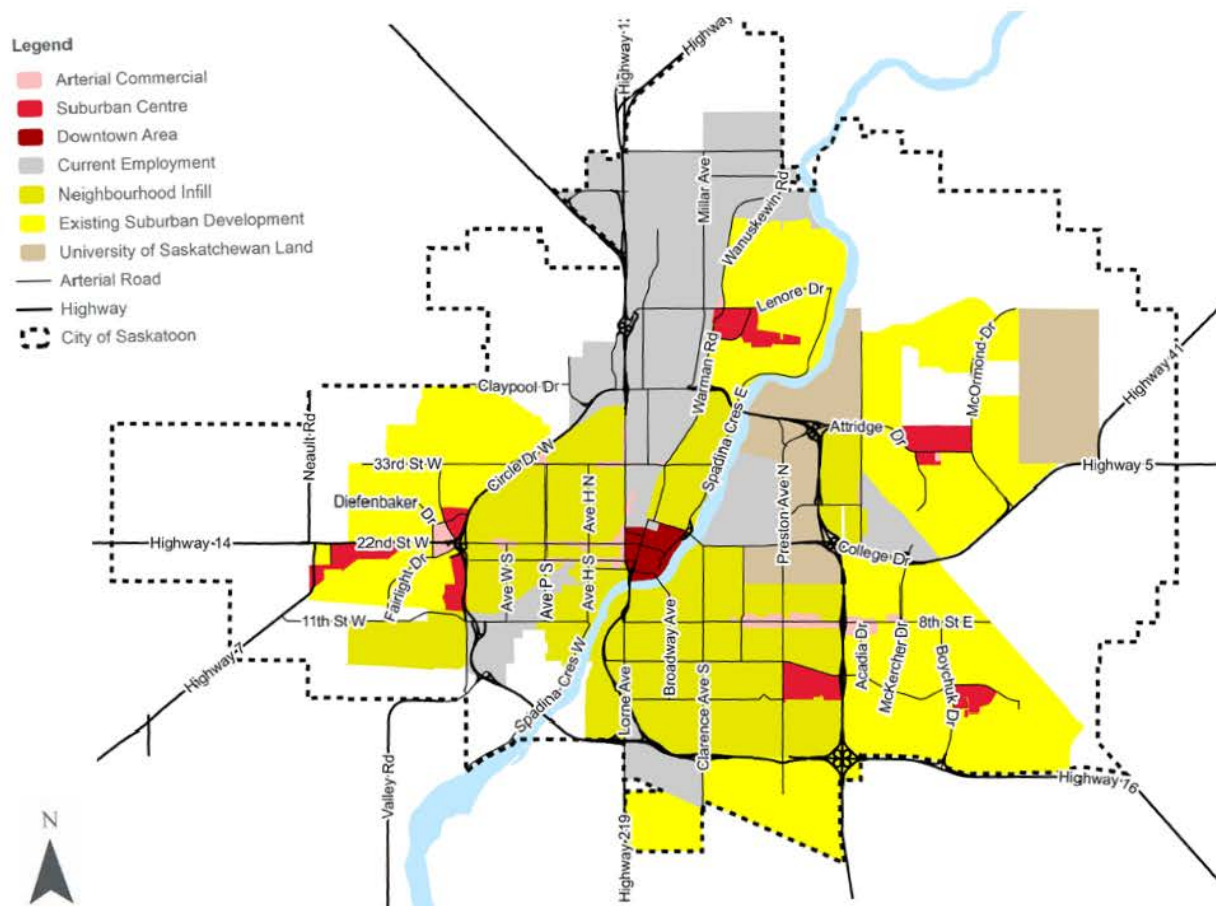
# Today's Conditions and Experience

## Saskatoon's Urban Structure

Like many North American cities, Saskatoon initially developed outward from downtown along a network of streetcar lines. During the first half of the twentieth century, streetcar lines and bridges helped to drive residential and commercial growth along key corridors. At the same time, the city maintained a relatively compact urban form.

In the Post-War period, the rise of the automobile led to the rapid expansion of the city's built-up area, typically in the form of single detached, suburban development. With the suburbanization of Saskatoon, the city's residential neighbourhoods grew beyond Circle Drive and employment areas expanded outwards, primarily to the north end of the city. As highlighted previously, the City is currently committing to Infill opportunities to balance outward growth.

Figure 2.3: Urban Structure



Today, Saskatoon’s urban structure is defined by a unique set of elements, including:

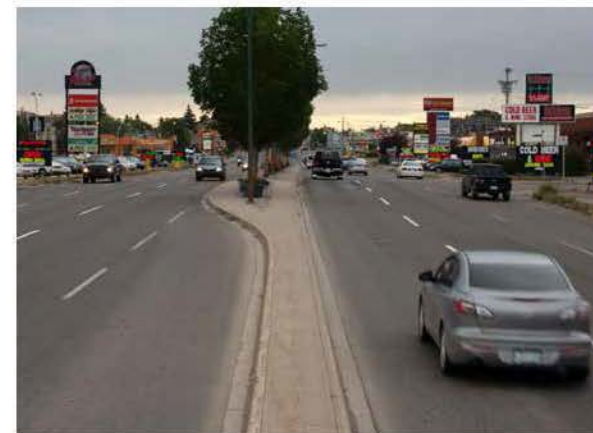
- **The South Saskatchewan River** is a defining natural element that attracts people and provides an important community amenity;
- **The grid road pattern** extends beyond downtown to pre-war neighbourhoods and facilitates relatively consistent block development with rear lane access and route choice, which in turn supports walkability and pedestrian comfort;
- **Growth beyond Circle Drive** includes newer neighbourhoods typically designed to accommodate higher volumes of traffic on fewer streets, which in turn prioritizes the movement of automobiles and unintentionally reduces walkability and accessibility for pedestrians and cyclists;

- **An east-west orientation to the city** in which residential population growth has primarily taken place to the east and west of Downtown; and,
- **Concentrated employment areas** primarily include the Downtown, the University of Saskatchewan and industrial areas.

### Saskatoon’s Major Corridors

Saskatoon already has some great examples of vibrant, major corridors that create opportunities for walking, cycling and attractive transit service. However, like other cities, Saskatoon has many roads where the land uses and design result in an unfriendly pedestrian environment. These types of roads often attract single storey commercial uses with large surface parking lots, creating corridors that function as barriers between neighbourhoods. These roads also limit opportunities for investment and the development of a lively, vibrant city.

Many of the city’s major corridors include ‘nodes’ of land uses that typically generate higher levels of activity. Examples of nodes in Saskatoon include Confederation Suburban Centre, the University of Saskatchewan, the airport, Preston Crossing and intersections along key corridors such as 8th Street and Preston Avenue. Many of these nodes are key community destinations and offer unique opportunities for redevelopment to become more vibrant and accessible for walking, cycling and transit.



Looking east along 22nd Street W, Saskatoon, SK, Source: Urban Systems



*Vibrant communities are essentially places where people want to be, and they are critical to the success of Saskatoon.*

## Planning for a Population of Half a Million

With Saskatoon's population expected to double over the next 30 to 40 years, there are significant opportunities to shape growth. Choices made now will have a significant impact on the future possibilities for the development of vibrant communities that are walkable, transit-supportive, accessible to other modes of transportation, and rich in diversity of use. Vibrant communities are essentially places where people want to be, and they are critical to the success of Saskatoon.

As identified earlier, the City has already made significant strides by reimagining plans for new suburban neighbourhoods, planning for significant growth in Strategic Infill areas such as the City Centre, and planning for smaller-scale growth in established Neighbourhood Infill areas. In addition to this planned growth, there is significant capacity to support development and redevelopment near major corridors. Growth near major corridors will play a significant role in reducing pressures on continued outward growth by providing more housing options

close to places of work, and enhancing transportation choices throughout the city. As Saskatoon plans for a population of a half a million people, growth near major corridors will build upon the city's existing urban fabric. In many neighbourhoods, the urban structure is already conducive to growth near major corridors. Coupled with the implementation of rapid transit, redevelopment has the potential to transform many of the city's major corridors into thriving urban streets. In turn, these revitalized streets and nodes will support the development of vibrant communities throughout Saskatoon.

## Looking Ahead

Major corridors within Saskatoon vary significantly in their character and function. The **Growth Plan** will evaluate and prioritize key corridors that have the greatest potential to redevelop into vibrant, pedestrian-oriented environments that facilitate increased transportation choices. The plan will also establish policy direction for future planning and provide design guidance pertaining to building form, public space and

the street itself, to help realize redevelopment potential along each priority corridor. As part of the **Growth Plan**, a pilot plan will be developed along a proposed rapid transit corridor to demonstrate how policy and design direction can be implemented.



*Vibrant community life, River Landing, Saskatoon, SK, Source: Urban Systems*

# PART 3: Transit & Rapid Transit

Public transit is a major focus of the **Growth Plan**, given the important role that transit service plays in supporting and shaping the growth of any city. Residents have expressed a desire for Saskatoon to have an accessible and efficient transit system that provides an attractive customer experience. While people will still use cars, an efficient transit system will provide options to alleviate congestion and ensure that people can move around the city quickly and easily.

There is also a community desire to link transit with the development of vibrant communities along major corridors. In this respect, it is expected that frequent transit services and attractive transit facilities will act as a catalyst for growth and support investments in bus or rail rapid transit. New transit-oriented community development would support the achievement of various strategic goals such as access to housing options and the development of attractive, mixed-use neighbourhoods where people can work, shop and play.

*Like many Canadian cities, it is time for Saskatoon to move beyond a coverage based model where moderate services are within walking distance of most people in the city, to one where exceptional services are provided along specific high-demand corridors.*

The **Growth Plan** includes the development of a long-term transit plan to better serve the residents of Saskatoon. To meet the needs of a growing population, the **Growth Plan** also explores the feasibility for rapid transit in Saskatoon.

## Aspirations

### Goal:

Transit in Saskatoon will strive to be an exceptional customer-oriented service. Rapid transit will complement the overall transit system and serve as

the spine of the transit network. Rapid transit corridors and stations will be planned to enhance mobility for residents and visitors.

### Objectives:

- Support and shape growth and development within the city;
- Provide frequent, direct and reliable transit services for the most significant travel markets;
- Provide neighbourhood services that support local area travel and connections to primary corridors;
- Over the next 30 years, increase daily city-wide transit mode share (proportion of people using transit) from 4% to 8% percent, and peak period transit mode share to the downtown and University areas from 10% to 25%; and,
- Provide facilities that enhance safety and comfort for customers.

## Key Attributes for the Transit Customer Experience

Some of the key attributes that influence the transit customer experience are not that different from other modes of travel and services that one may choose as part of his/her daily life. Key attributes for an attractive transit experience include:

- **Frequency.** Transit services that operate every 15 minutes (or better) mean customers spend less time waiting.
- **Directness.** Transit routes that provide direct connections to key destinations create higher demand.
- **Travel times.** Reduced travel times provide an attractive alternative to driving for some users.

- **Reliability.** Reliable service and priority treatment during high-traffic times make it easier to use transit for getting to and from work.
- **Safety, comfort and convenience.** Accessible transit stops, exchanges and stations located close to amenities make transit more convenient. Improved facilities featuring seating, shelters, lighting and transit system information improve safety and create a more comfortable user experience.
- **Customer service and information.** Readily available schedule and route information helps to reduce transit wait time frustrations and makes it easy to navigate the transit system.



*Lawson Heights Transit Mall, Saskatoon, SK, Source: Urban Systems; Place Riel Transit Terminal at the University of Saskatchewan, Saskatoon, SK, Source: Urban Systems*

## Today's Conditions and Experience

### Today's Transit Customer

Saskatoon's transit system continues to support a growing customer base. Customers are made up of mostly 'captive' riders who do not have an alternative for getting around and some 'choice' riders who have access to an automobile but choose transit. Overall, the transit system accommodates approximately 12 million passengers per year, or 4% of daily travel. In comparison to other mid-size Canadian cities, the proportion of people using transit for work trips in Saskatoon is relatively low, as highlighted in **Figure 3.1**. Factors contributing to this lower ridership may include the transit customer experience, low density land use patterns and other transportation system characteristics (such as abundant supplies of free parking and roadways with limited congestion).

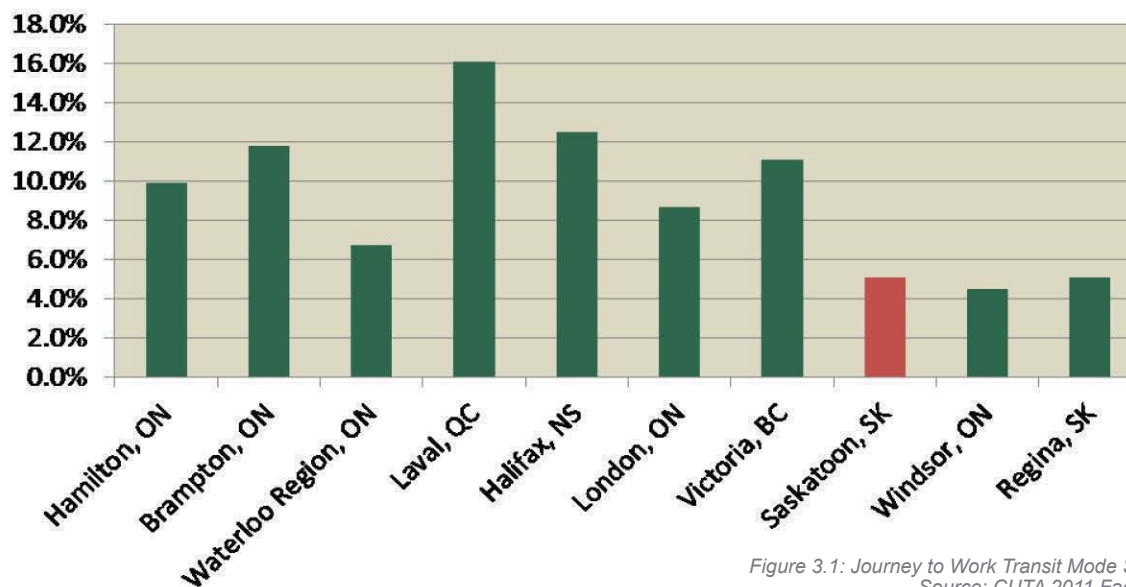


Figure 3.1: Journey to Work Transit Mode Share, Source: CUTA 2011 Factbook

Most weekday transit trips start along a select number of corridors in the city where there is a concentration of medium and high density land uses. **Figure 3.2** illustrates the most active bus stop locations in Saskatoon during the afternoon peak period. These patterns suggest that a majority of transit customers start their afternoon trips in higher density areas of the city such as Downtown, the

University and Suburban Centre locations. Additionally, several key corridors generate significant transit ridership. Areas of higher density with a greater mixture of land uses support the strongest transit ridership in the city today.



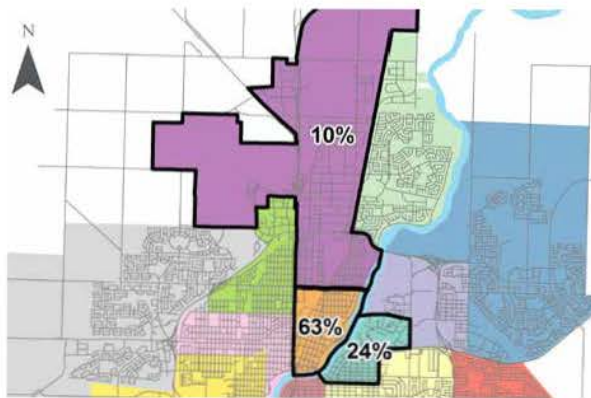


Figure 3.3: Primary Work Trip Destinations by Transit

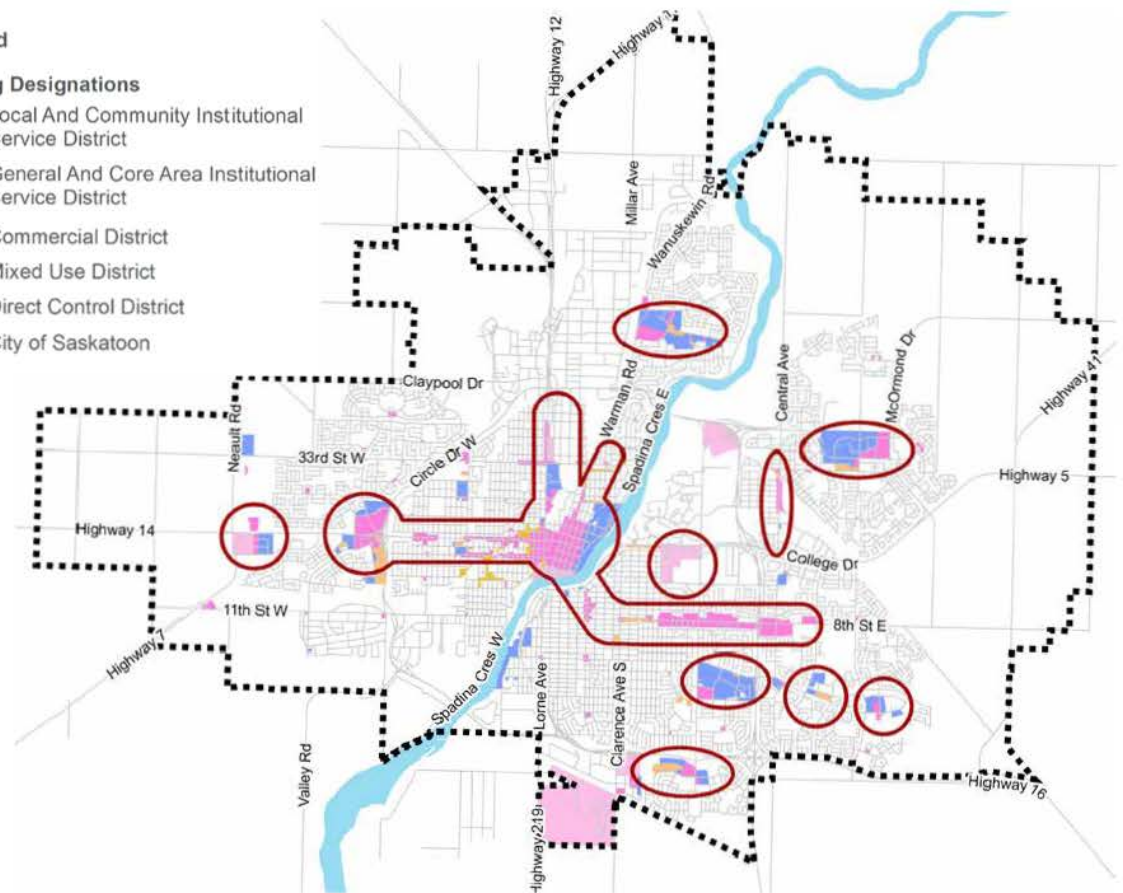
As illustrated in Figure 3.3, most work trips by transit are destined to the Downtown and University areas. In comparison, almost slightly more than half of work trips by all modes of transportation are destined to the Downtown, University and Industrial areas. As is the experience in many other North American cities, Saskatoon’s core areas are the primary transit markets. Suburb-to-suburb travel, even for work trips, can be more difficult to serve with transit since driving is often much more convenient and travel times are relatively low compared to transit.

Figure 3.2: Primary Transit Customer Origins and/or Destinations

**Legend**

**Zoning Designations**

- Local And Community Institutional Service District
- General And Core Area Institutional Service District
- Commercial District
- Mixed Use District
- Direct Control District
- City of Saskatoon



## Existing Transit System Features

Consistent with many similar and slightly larger cities, transit in Saskatoon is transitioning from a model of coverage where everyone is reasonably close to transit service, to one where higher density areas will have access to exceptional service to reflect demands. Currently, Saskatoon Transit provides excellent service coverage. As indicated in **Figure 3.4**, most residents are within reasonable walking distance of a bus route.

However, transit service frequency is generally low, with some exceptions in the core areas of the city and on key roadways such as College Drive, Preston Avenue, 22<sup>nd</sup> Street, Idylwyld Drive, Broadway Avenue and Warman Road. Saskatoon's transit buses generally operate every 15 minutes on most major corridors during peak periods, and over 30 minutes during off-peak periods. In the suburbs, the road network layout tends to create circuitous and indirect routes for many customers.



Figure 3.4: Transit Service Coverage (within 300metres)

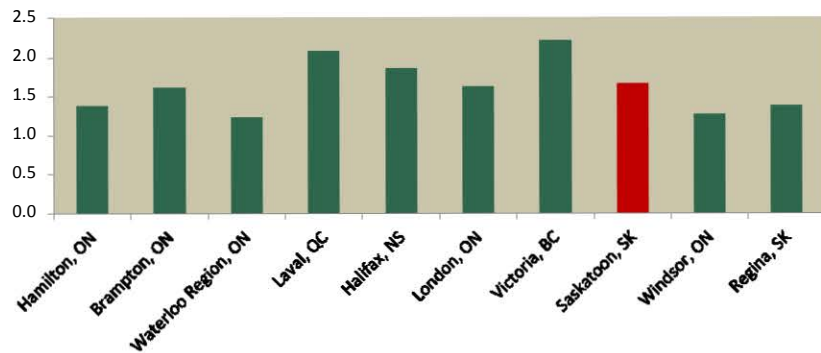


Figure 3.5: Service Hours per Capita, Source: CUTA 2011 Factbook

Overall, Saskatoon's amount of transit service hours per person is consistent with other Canadian cities. As illustrated in Figure 3.5, Saskatoon provides slightly more than 1.5 service hours per capita. Figure 3.6 shows the relationship between service hours and mode share in systems across the country. As the city grows and expectations for transit mode share increase the number of service hours per capita will need to increase to make transit more attractive. Specifically, the amount of service in the system must increase at a higher rate than population growth (>2.5 percent per year) in order to support increased transit ridership.

### Planning for a Population of Half a Million

Thirty-year transit ridership forecasts serve as a starting point in identifying key transit customer markets. These forecasts account for a 'base' level of transit service and do not account for significant changes to the function of the transit system. Maintaining current rates of investment, transit service levels would increase by 70 percent over the next thirty years, while the population is expected to more than double over the same period. As a result, in this scenario, overall service hours per capita would decline over the next thirty years, making it difficult to increase transit mode share. Nevertheless,

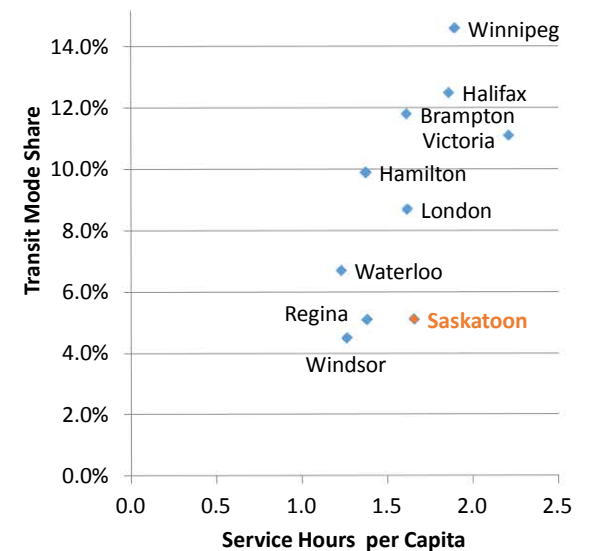


Figure 3.6: Annual Service Hours per Capita & Mode Share Comparisons, Source: CUTA 2011 Factbook

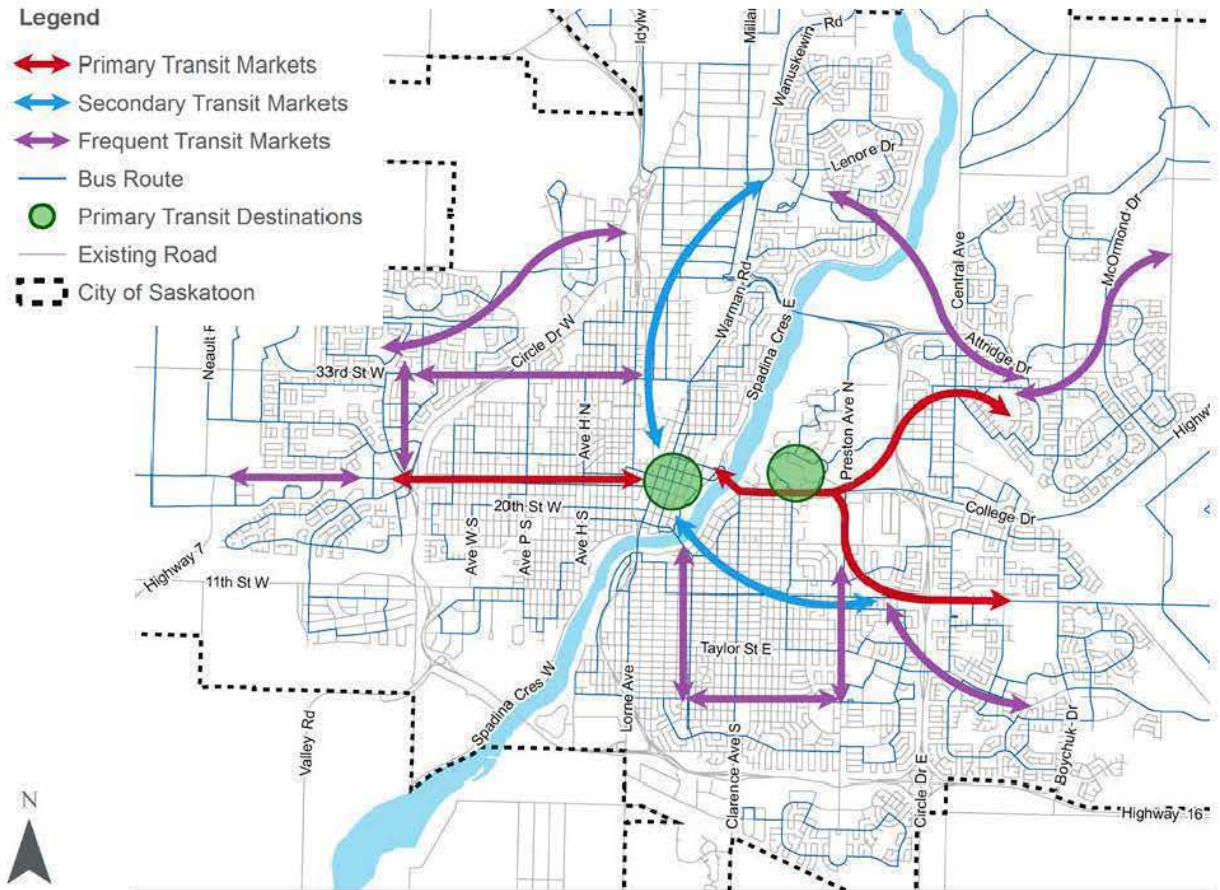
these forecasts still provide insight into overall shifts in future ridership, as well as the potential volume of transit passengers projected along each corridor in thirty years.



Consistent with today's patterns, transit forecasts indicate that east-west ridership across the city will continue to be higher than the ridership on north-south services. **The Downtown and University will remain the strongest transit markets in the future. However, in order to achieve goals for transit mode share, north-south corridors will also require enhanced frequent transit service.**

Figure 3.7 illustrates the forecasted future transit travel patterns throughout Saskatoon. Primary transit markets support the largest transit system ridership and offer the greatest opportunities for rapid transit. Secondary transit markets are the next highest transit markets, where frequent transit services could warrant transit priority treatments in along congested corridors and at intersections. Frequent transit service markets include areas where customers would ideally be able to access attractive services throughout the day and evening, seven days a week. Along both rapid and frequent transit corridors, attractive customer amenities at stops and stations must be designed for safety and comfort of passengers.

Figure 3.7: Long Term Transit Markets





## Looking Ahead

As the city moves towards a new model where higher density areas have exceptional transit service, investments must be targeted where there is the greatest chance of supporting and increasing ridership. This approach means improving core area services with rapid transit and exploring increased service levels to other areas of the city.

Rapid transit will complement overall transit services and serve as the spine of the network. Rapid transit corridors and stations will be planned to support and connect higher density, mixed-use areas and enhance mobility for residents and visitors. In planning for rapid transit, there are several key considerations that must be evaluated. These considerations include:

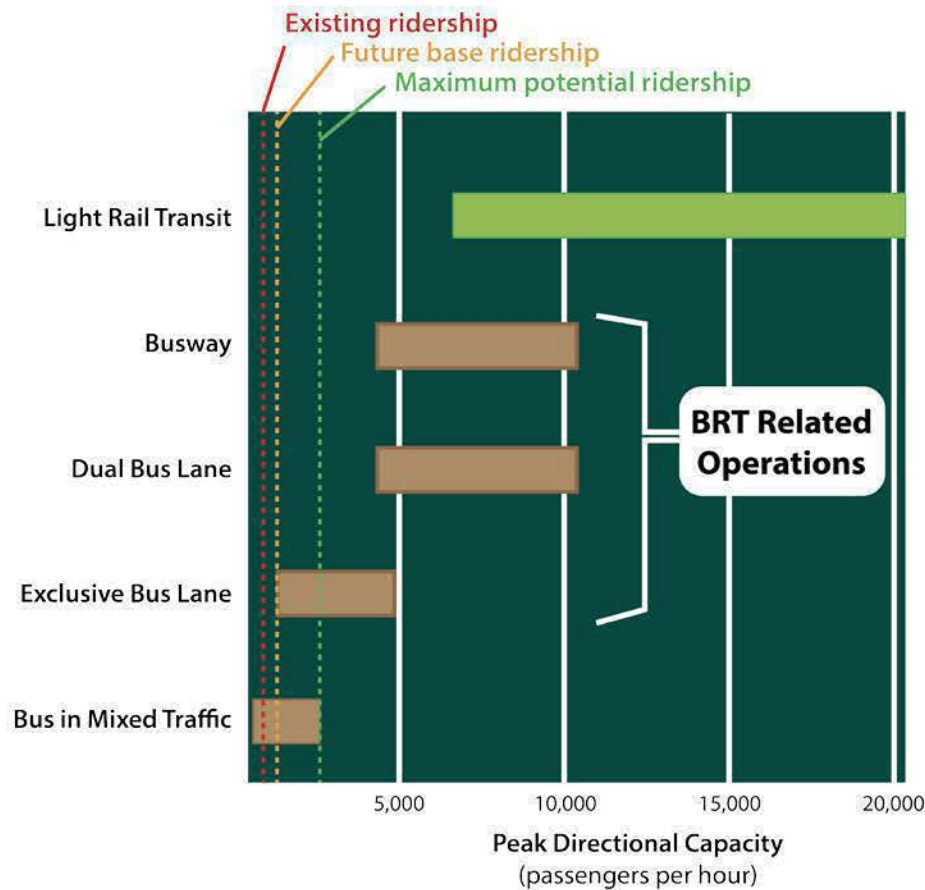
- **Identifying routes and corridors** today that will serve the most significant transit customer markets in the future, either along the potential rapid transit corridor or with connections to the corridor. This exercise will ensure that ridership can support the investment of improving services and facilities.

- **Serving and connecting the major transit trip generators** within Saskatoon such as Suburban Centres (e.g. Confederation, Lawson Heights, Nutana), the Downtown and University areas.
- **Projecting potential ridership** that may be generated along the rapid transit corridor.
- **Evaluating rapid transit technologies** (bus or rail) to economically support projected ridership levels.
- **Identifying and evaluating alignments** for rapid transit along major corridors and bridges as well as examining potential impacts on traffic.
- **Identifying opportunities for redevelopment** along potential rapid transit corridors and at key station areas.



*Confederation transit stop, Saskatoon, SK, Source: Urban Systems; 20th Street W transit stop, Saskatoon, SK, Source: Urban Systems*

*A BRT system can be implemented in stages through the most congested areas of the city as an affordable implementation strategy.*



Within Saskatoon, rapid transit should operate on existing major roadways that serve the most significant transit travel patterns. Forecasts of future base ridership indicate that Bus Rapid Transit (BRT) could easily support projected demands of up to 2,500 passengers per direction and provide a cost effective way of growing transit ridership to meet mode share goals as illustrated in **Figure 3.8**. In addition, a BRT system can be implemented in stages through the most congested areas of the city as an affordable implementation strategy. Based on projected 30 year ridership, an LRT system would not be economically supportable or affordable in Saskatoon.

Figure 3.8: Forecast 30 Year Rapid Transit Ridership and Technology Comparison

Through future phases of the **Growth Plan**, east-west BRT services will be explored from University Heights in the east to the University of Saskatchewan, Downtown, and along 22nd Street to the west. BRT will also be reviewed along a corridor extending from Lawson Heights in the north to Downtown and then 8th Street to the east. Throughout the City, transit priority treatments (e.g. queue jump lanes, transit signal priority) for frequent transit will also be considered. Potential rapid transit corridors are illustrated in **Figure 3.9**.



Centre Mall Transit Hub, Saskatoon, SK, Source: Urban Systems

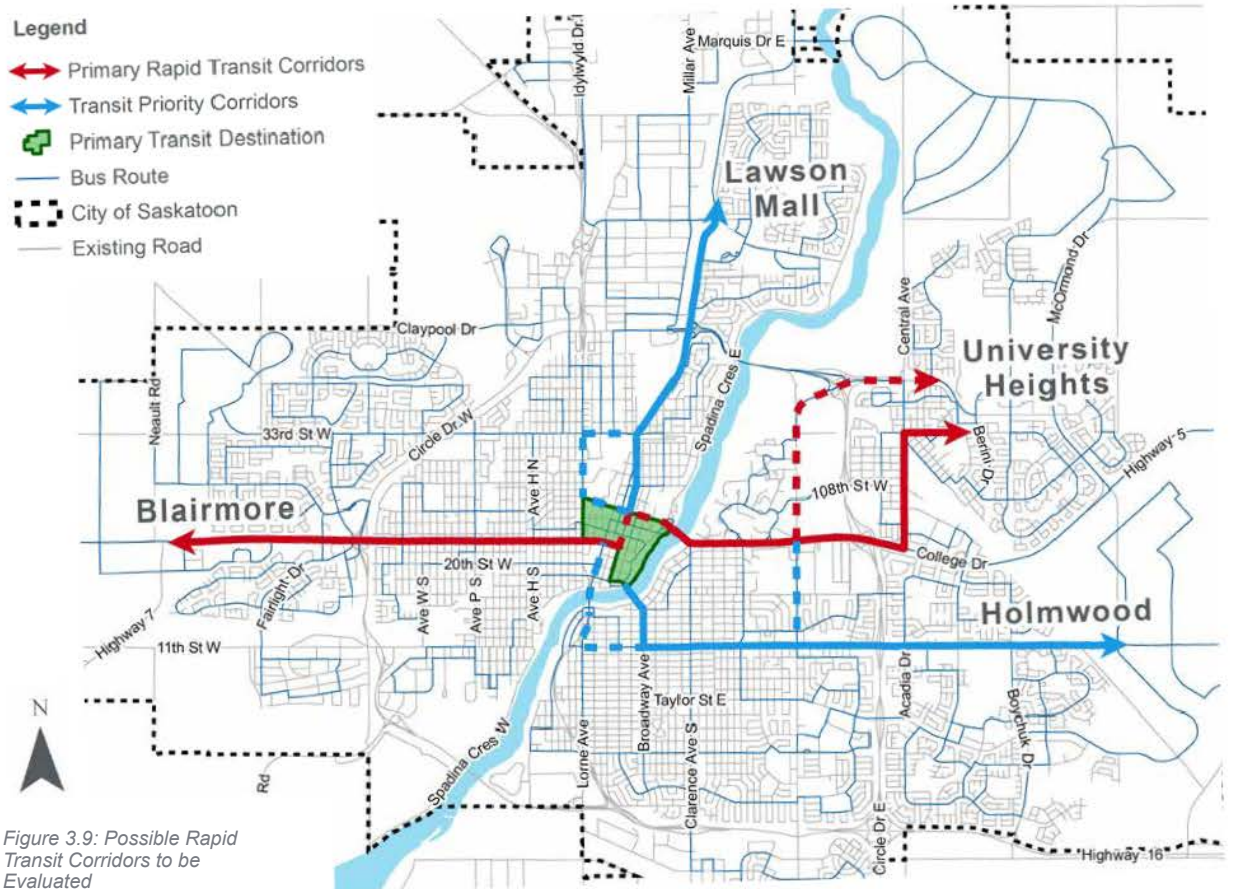


Figure 3.9: Possible Rapid Transit Corridors to be Evaluated



# PART 4: Core Area Bridges

Another key focus of the **Growth Plan** is a review of the city's core area bridges and the roadways that surround them in order to accommodate both growth in traffic and the potential of dedicated space for rapid transit. Saskatoon residents have identified a desire for new roads and bridges that improve connectivity for all transportation options. The City has already worked to identify several long-term roadway improvements to support growth and mobility throughout Saskatoon. Examples include: the Perimeter Highway and North Bridge; the North Commuter Parkway Bridge; the Traffic Bridge; and, other major network improvements to serve suburban growth areas. The **Growth Plan** will build on these strategies and focus primarily on bridge and network needs in the core area within Circle Drive.

## Aspirations

### Goal:

Core area bridges will continue to be primary routes to and from established areas of the city, while planned peripheral roadways and bridges support vehicle travel among suburban growth areas. Core area bridges and networks should support the development of the City Centre, North Downtown and University area plans.

### Objectives:

- Ensure long-term demands for vehicle and transit travel are met for the core areas of the city;
- Manage and balance road space for vehicle travel along with needs for vibrant streets; and,
- Evaluate and identify the need for modifying existing crossings and/or providing new crossings across the South Saskatchewan River.



*Pedestrian traffic on the University Bridge , Saskatoon, SK, Source: Urban Systems; Looking east across the University Bridge, Saskatoon, SK, Source: Urban Systems*

## Today's Conditions and Experience

Saskatoon's existing road network (Figure 4.1) inside Circle Drive is distinctly different than the network outside Circle Drive. In the older, more established areas inside Circle Drive, there is a grid network of roads that provide alternative and continuous north-south and east-west routes. With the exception of river crossings, the grid road system provides a variety of optional routes, which helps to ensure that roads do not need to be more than four lanes wide. The grid road system also helps to maintain the quality of urban areas by providing a coherent, walkable block structure with parcels that can easily redevelop over time. Outside Circle Drive, the street system is more curved, with fewer direct corridors and alternative routes to serve travel between areas of the city.

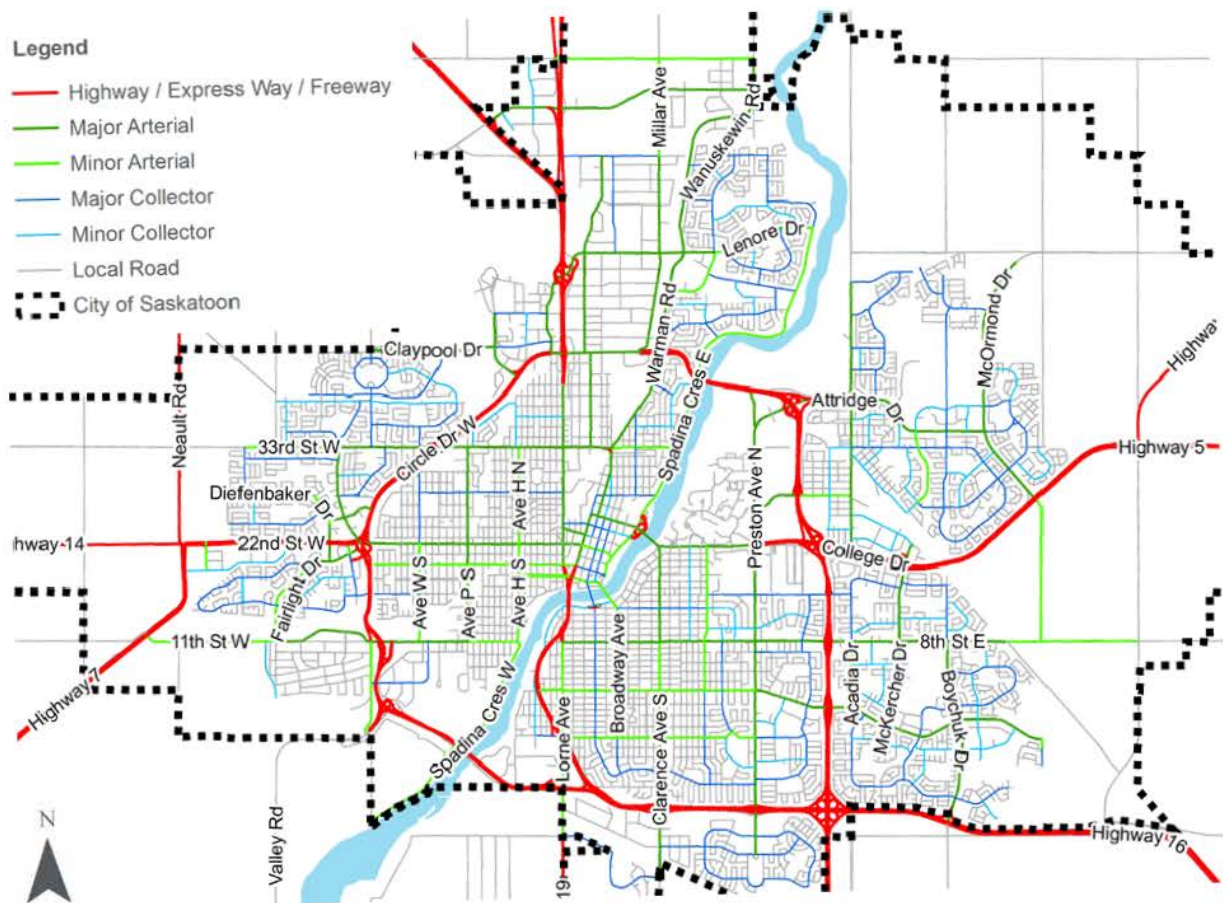


Figure 4.1: Existing Roadway Classification System

Circle Drive is one of the unique features of Saskatoon's road system. Traffic volumes crossing Circle Drive are generally higher than traffic volumes crossing into/out of the core area of the city. This pattern highlights the important role of Circle Drive in providing an alternative route around the city rather than directing city-wide, regional and provincial traffic through the core area.

Saskatoon's core area is currently supported by three bridges where afternoon peak traffic volumes are slightly higher than the morning. These bridges largely serve travel to/from the core area, as opposed to travel through the core area.

The **Senator Sid Buckwold Bridge** is the busiest and widest of the core area bridges with six travel lanes. This crossing connects people in the city's southeast area to the downtown and the south freeway system. The Senator Sid Buckwold Bridge currently accommodates a peak hour directional volume of about 2,900 vehicles, with a total directional capacity of 4,500 vehicles.

The **University Bridge** is a four lane crossing connecting 25<sup>th</sup> Street on the west side of the river in downtown to College Drive through the University area. The University Bridge currently accommodates a peak hour directional volume of about 2,000 vehicles, with a total directional capacity of 2,400 vehicles.

Additionally, the **Broadway Bridge** connects Broadway Avenue and Saskatchewan Crescent on the south side of the river to 19<sup>th</sup> Street and 4<sup>th</sup> Avenue downtown. The Broadway Bridge currently accommodates a peak hour directional volume of about 1,400 vehicles, with a total directional capacity of 2,000 vehicles.

While currently closed, the **Traffic Bridge** is a planned two-lane connector between Victoria Avenue and 3rd Avenue downtown.

In the city's core, the current level of congestion is generally modest and typical of a growing city. Core area bridges can generally support the existing peak hour traffic demands. Core area roads and networks

connecting to the bridges are generally experiencing moderate delays with some isolated areas of congestion during peak periods.



West bank access to the Broadway Bridge, Saskatoon, SK, Source: Urban Systems



*...where streets are designed for prioritizing the movement of people and not just vehicles.*



### **Planning for a Population of Half a Million**

Over the next thirty years, in a 'base case' scenario it is projected that the city's roadway network will support 100,000 additional vehicle trips per day, resulting in a 220 percent increase to the total number of vehicle trips on the city's street system. Although all areas of the city are expected to generate more vehicle travel, suburban areas will experience the greatest growth in vehicle travel, particularly given the planned growth in outlying areas. At the same time, without significant investment in transit, it is projected that vehicle travel across the river will increase by 80 to 100 percent during the peak periods.

This means that there is also a need to review the capacity of core area bridges and transit connections to accommodate this growth in traffic. Most of the downtown bridges are expected to continue serving traffic to and from the area, as opposed to through traffic (without an origin and/or destination) in the core of the city.



*Victoria Street Bridge from east bank, Saskatoon, SK, Source: Urban Systems; University Drive Bridge from west bank, Saskatoon, SK, Source: Urban Systems*

## Looking Ahead

The review of Core Area Bridges must balance the projected need for vehicle travel with the aspirations for a vibrant downtown where streets are designed for prioritizing the movement of people and not just vehicles. This approach requires the provision of rapid and frequent transit services in order to increase people-moving capacity to, from and through the core area. Through the **Growth Plan**, options will be explored to improve long-term access to and from the core area of the city. The following strategies will be considered:

- **Do nothing** and accept a significant increase in delays and duration of peak periods in the core area of the city. This strategy may encourage more people to use transit if priority lanes can be implemented.
- **Convert travel lanes on an existing bridge for rapid transit** rather than building for more traffic in the core area of the city.

- **Identify a new bridge crossing** in the core area of the city to accommodate projected growth in traffic and support transit priority treatments.
- **Combinations of any of the above strategies** to support travel demands and work with transit.

*Growth Plan options will be developed in the coming months for all project areas. Watch for the next public input opportunity in fall 2014.*

*For more information on the Growth Plan to Half a Million, please visit [www.growingfwd.ca](http://www.growingfwd.ca).*



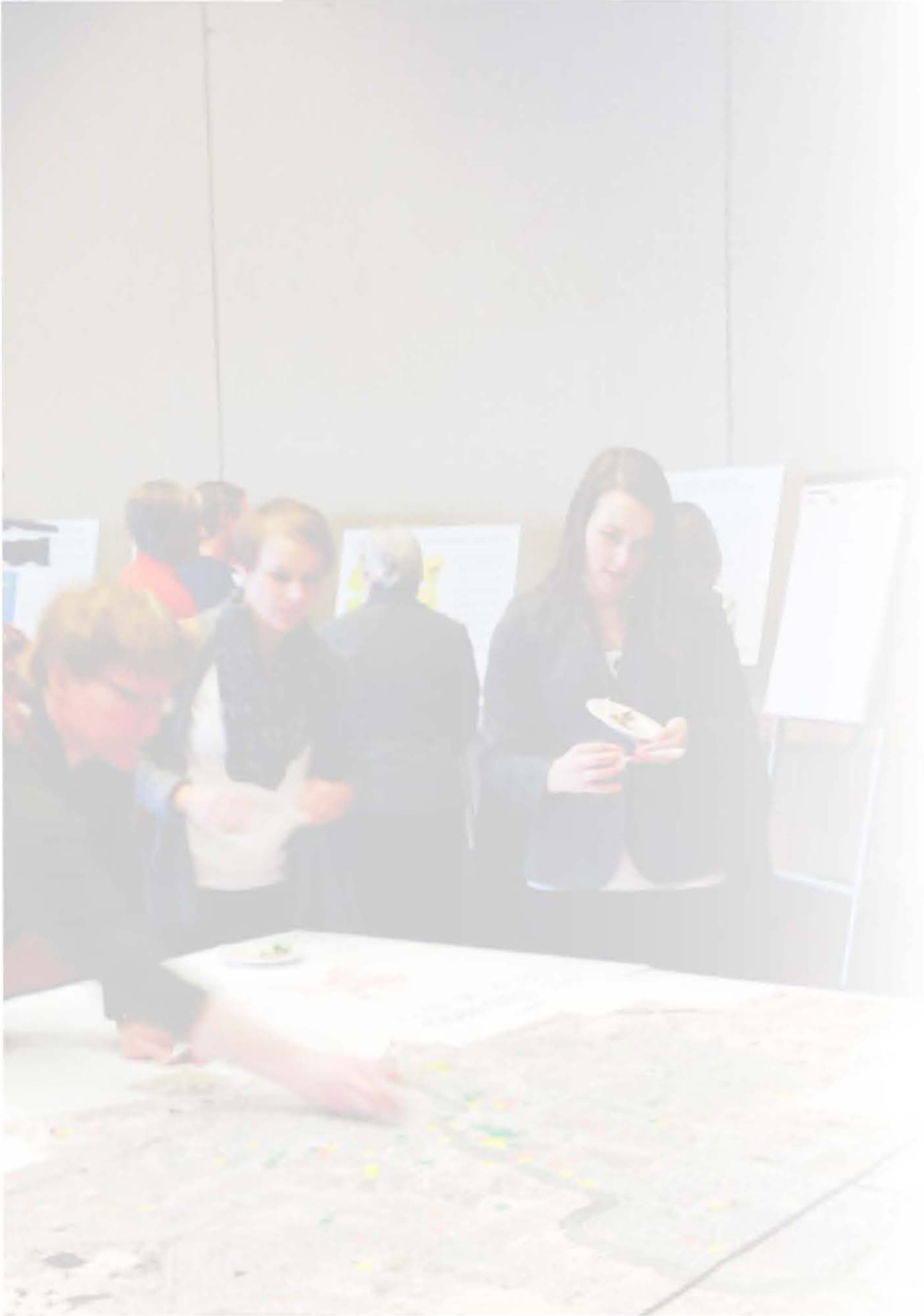
*Vibrant community life, Farmers Market, Saskatoon, SK, Source: Urban Systems; View of the downtown from the east bank, Saskatoon, SK, Source: Urban Systems*



# Engagement WINTER 2014 Summary Report



May 2014





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# 1

## February 25

# Public Event

## 1.1 Introduction

This chapter summarizes feedback received at the Public Event on February 25, 2014 at TCU Place in Saskatoon. The chapter begins with a synopsis of the event, including attendance and methods for collecting input.

Activity Station Feedback responds to project-specific questions posed at the event. This information will be used to inform Phase 3 (Possibilities) of *Growing Forward! Shaping Saskatoon*. Public input obtained from engagement will be considered and reflected in the options assessed in the next phase of this project.

## 1.2 Attendance

Attendance was recorded using a sign in sheet at the entrance of the event. In total 194 participants signed in. An unknown number of additional attendees opted not to sign in.

## 1.3 Intake Methods

In addition to sign in sheets to track attendance, the event used several different methods for recording input, including:

- Activity stations (using markers and post-its to record feedback)
- Interactive mapping (using dots to indicate specific locations)
- In-person dialogue (through facilitated discussion, participants were encouraged to express their feedback using the post-its provided)

## 1.4 Promotion

Several channels were used to promote the Public Event, including:

### Pop up booths

- February 17, 2014 @ Cosmo Civic Centre for the Family Day Skate Event. Approximately 15 people, mostly newcomers.
- February 19, 2014 @ Saskatoon Field House. Approximately 90 people, mostly seniors.

### Marketing / advertising

- Star Phoenix City Pages ads: Sat/Sun February 8/9, February 15/16, February 22/23.
- Eagle Feather editorial & ad: February 12 (monthly issue)
- Metro ads: February 19, February 24, February 25
- Postcard Distribution @ SIAST + U of S: February 25
- Radio ads: February 20-25
- Poster distribution: February 18 - 25
- Targeted stakeholder emails

### Articles, News Releases / PSAs

- Star Phoenix article re: bridges, promoting event, February 5
- News Release for website launch ([growingfwd.ca](http://growingfwd.ca)) + promoting event, February 5
- PSA for event reminder, February 24



**GROWINGforward!**  
Shaping Saskatoon

**Public Event #1**

February 25th, 2014  
TCU Place, 35, 22nd Street East  
10 – 1 p.m. & 6 – 9 p.m.

**Saskatoon is changing. It is how we manage change that is important.**

Growing Forward! Shaping Saskatoon is a proactive way of planning for our future. By building on our strengths and applying what we have learned from public participation in Saskatoon Speaks, we are improving how we move around the city and ensuring future growth continues to be sustainable.

For more than a century Aboriginal peoples have been a part of helping Saskatoon grow and shape its future. Now more than ever, Aboriginal peoples are important to help shape the economic development of Saskatoon. That's why all Aboriginal peoples should have their say and be a part of Growing Forward – Shaping Saskatoon. This way, we can be sure the future remains bright and prosperous for everyone in our community.

**Saskatoon belongs to you – have your say on Rapid Transit, Future Bridges and How We Build along Major Streets!**

Growing Forward! Shaping Saskatoon is the next step to take us from visioning to action. You are invited to provide input on specific options that will shape our **Growth Plan to Half a Million**, such as rapid transit, managing growth along corridors and improving travel across the river.

Attend the **Public Event** or visit us online to get involved and have your say!

You can register to attend online at [www.growingfwd.ca](http://www.growingfwd.ca)  
[facebook.com/saskatooncitynews](https://facebook.com/saskatooncitynews) [#yxegrowingfwd](https://twitter.com/yxegrowingfwd)



**City of Saskatoon**

**GROWINGforward!**  
Shaping Saskatoon

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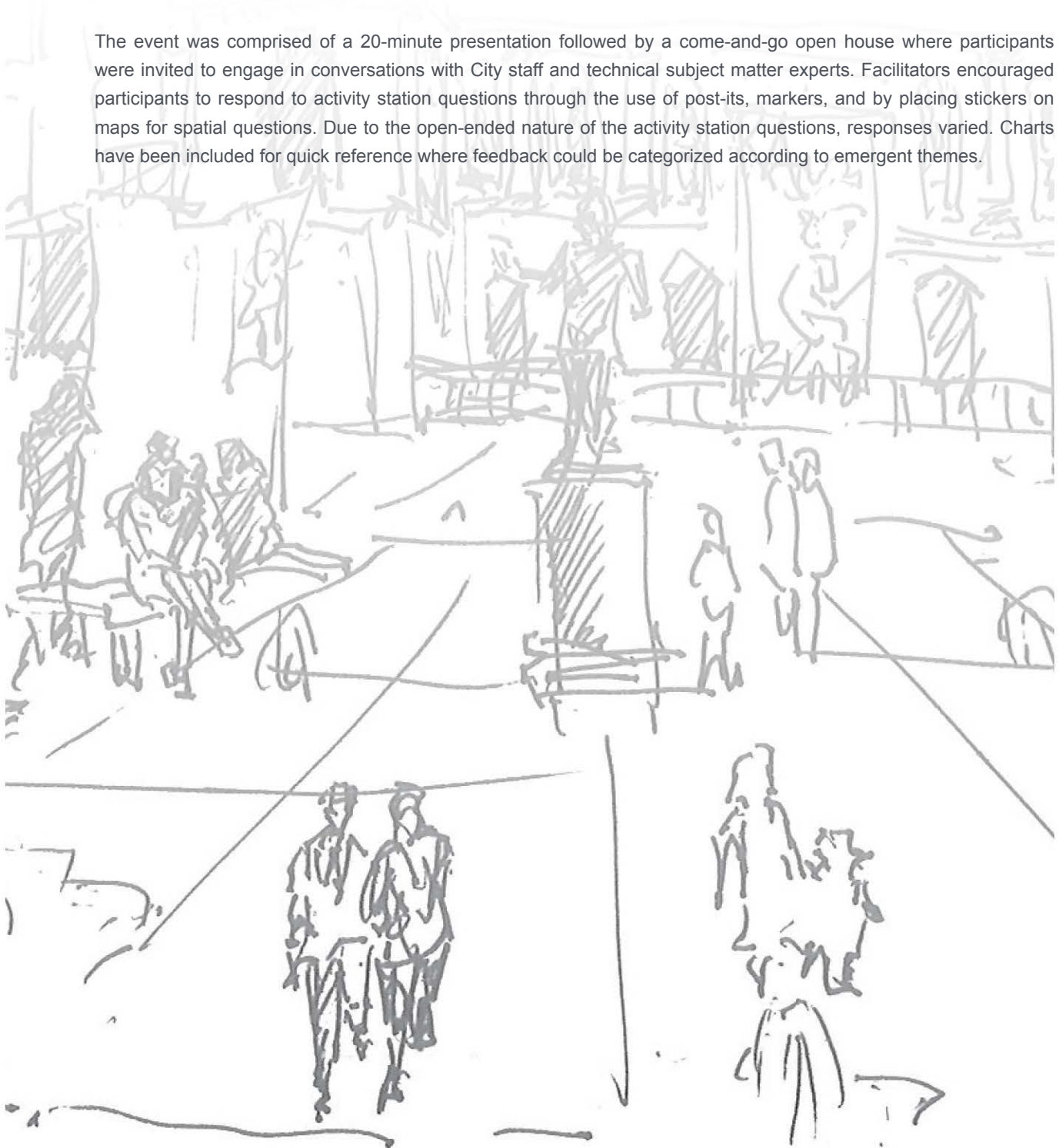
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[facebook.com/saskatooncitynews](https://facebook.com/saskatooncitynews) [#yxegrowingfwd](https://twitter.com/yxegrowingfwd)

*Print ads were created using project branding and key messages. Ad content was adapted to be used for promotional posters and post cards.*

# 1.5 Activity Station Feedback

The event was comprised of a 20-minute presentation followed by a come-and-go open house where participants were invited to engage in conversations with City staff and technical subject matter experts. Facilitators encouraged participants to respond to activity station questions through the use of post-its, markers, and by placing stickers on maps for spatial questions. Due to the open-ended nature of the activity station questions, responses varied. Charts have been included for quick reference where feedback could be categorized according to emergent themes.



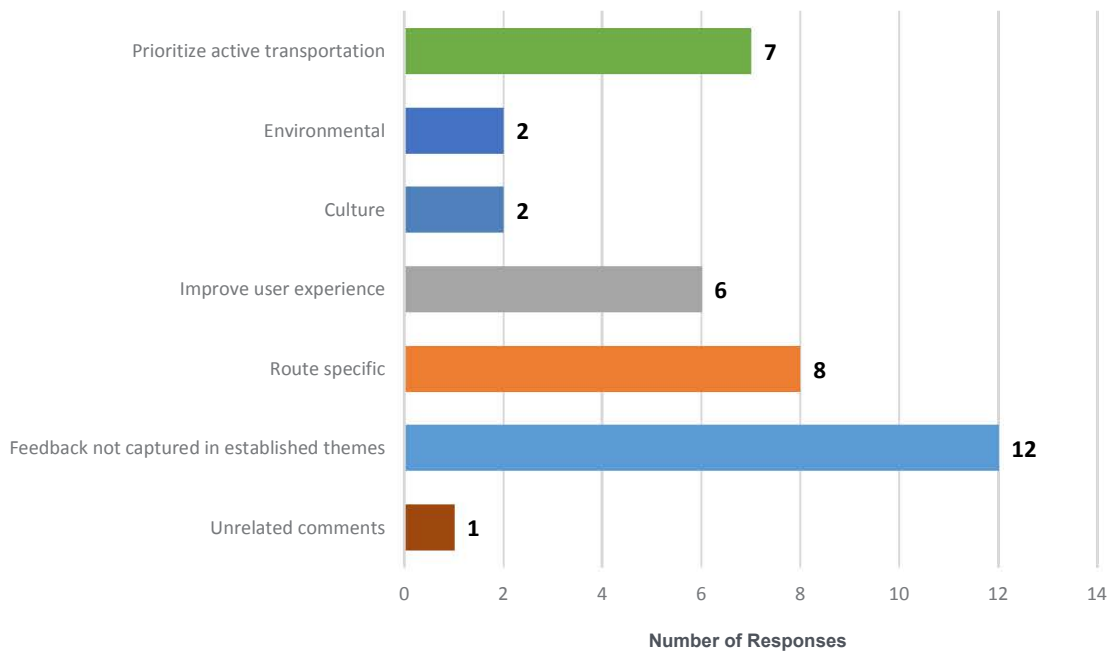


## Station 1: Growth Plan Overview

### What other goals and objectives should we consider to promote Moving Around?

Comments could be categorized according to which aspect of the transit system they addressed.

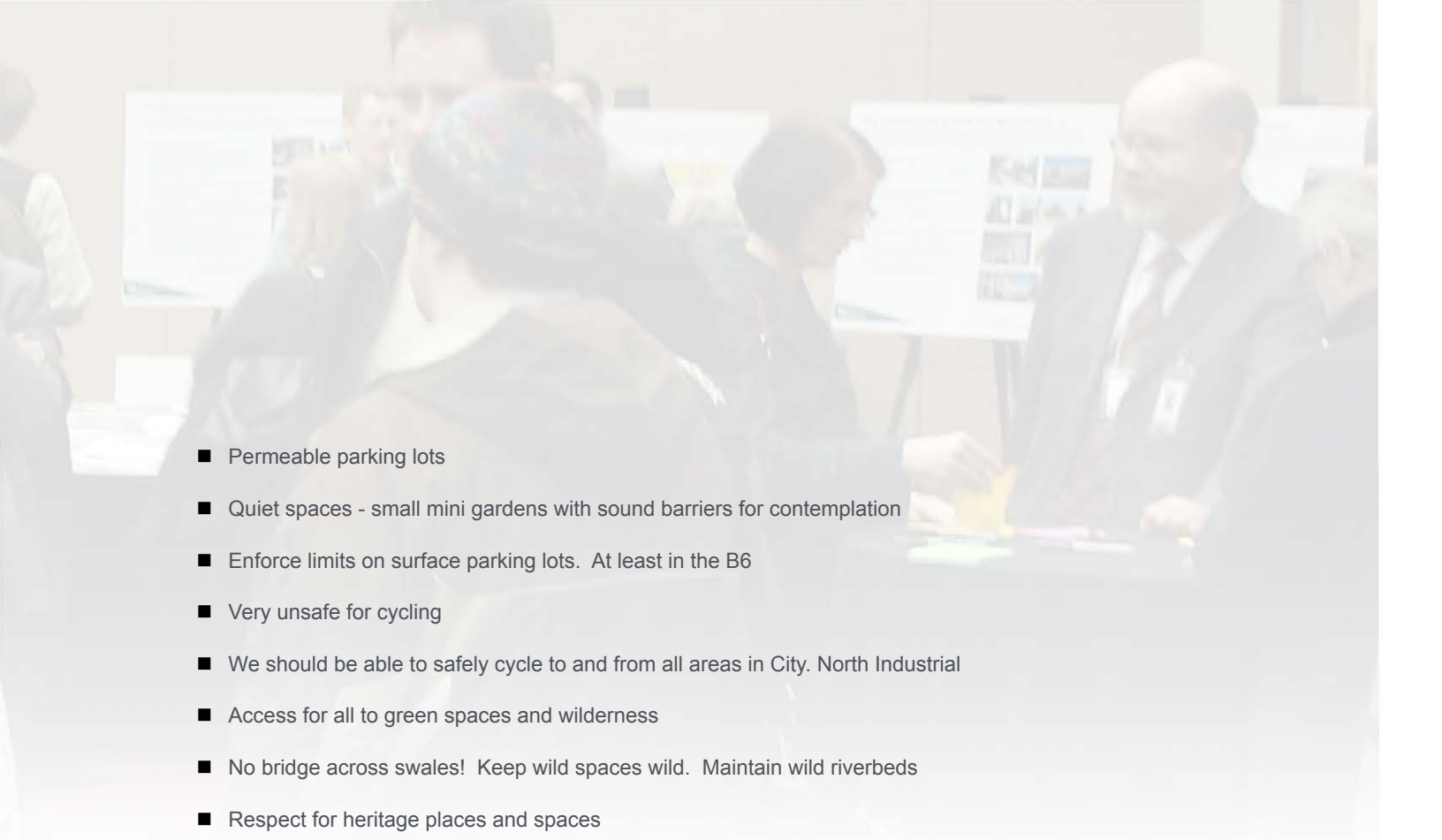
- **Twelve (12)** comments provided general feedback or posed questions that could not be charted according to themes. For example, consideration of impacts of online shopping to traditional design, bridges have to accommodate all modes of transportation and users, and ensure regulatory process is efficient.



## What other goals and objectives should we consider to promote Sustainable Growth?

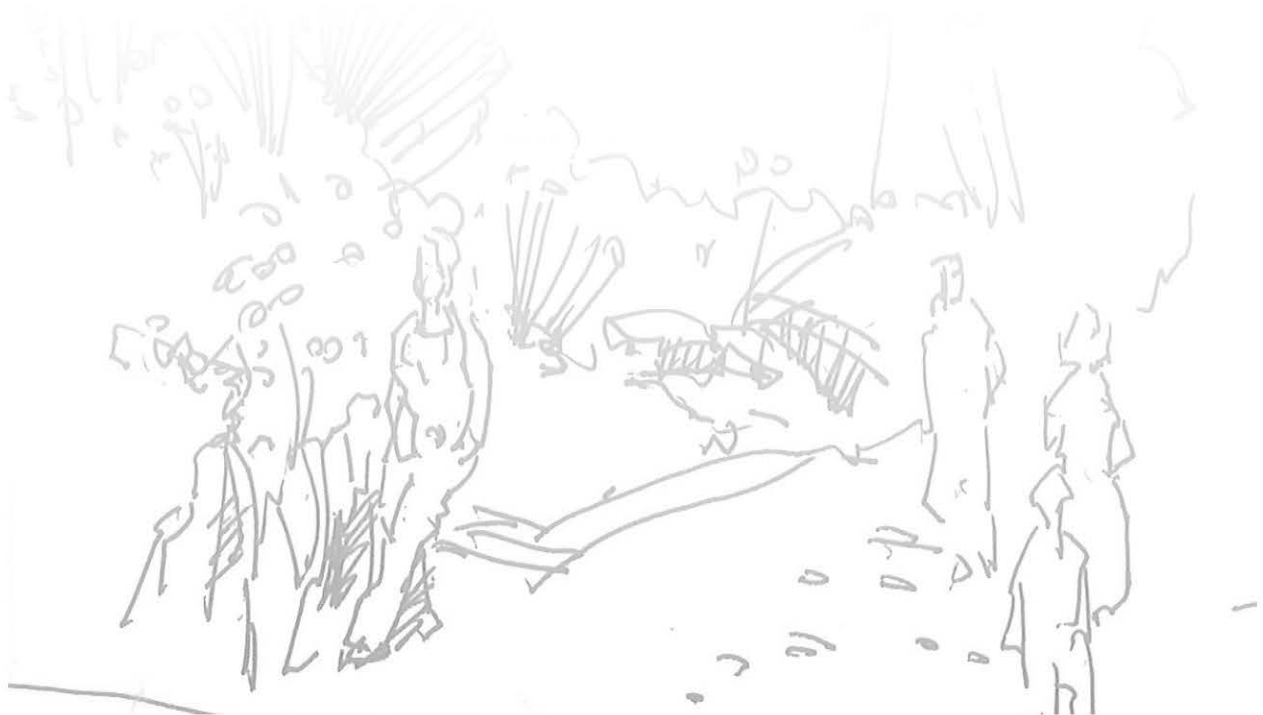
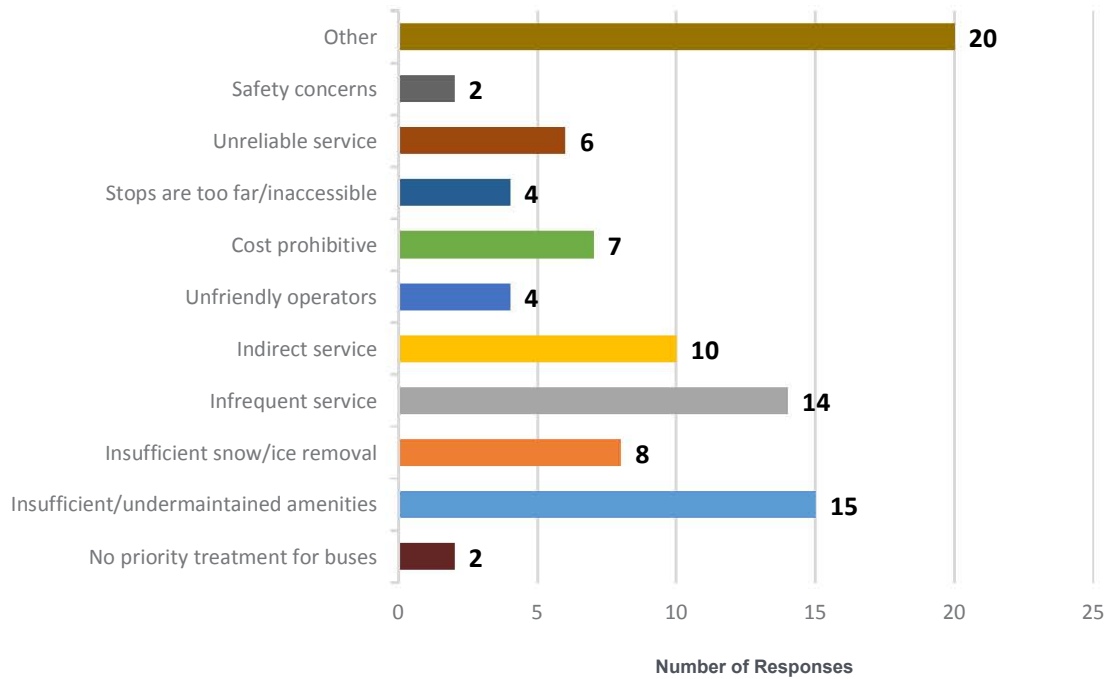
Responses for promoting Sustainable Growth were too varied to be categorized systematically and are listed below, instead.

- Any additional transit system ought to be powered by solar-electric; all existing buses have long, flat roof just right for conversion to solar panels
- Promote photo-voltaic installs in C of S power zone
- When building granny suites, duplexes, multi-dwelling units, PLEASE, make sure there is enough parking on the property so that all the street parking is NIL!
- LEED and passive solar designed developments
- Plan for a City that is far less reliant on fossil fuels and that is primarily driven by safe renewable forms of energy (Comments added: Yes, Agreed)
- Have more business zones near residential to discourage commuting
- Limit negative effects of gentrification in infill areas - comprehensive neighbourhood planning / zoning to protect most vulnerable population (ensure diverse amenities)
- "Agrihoods" space for residents to grow their own food
- Many communities have local groceries and shops. This is beneficial and creates sense of community
- Maintain integrity of existing neighbourhoods. Do not disrupt them with heavy traffic roads
- In promoting sustainable growth ensure sufficient green space, particularly natural areas, is protected within the City
- Support 8th St. improvements that it develops a sense of community as Broadway Ave. enjoys - which should be protected
- Easy and direct bike routes from east side to U of S

- 
- Permeable parking lots
  - Quiet spaces - small mini gardens with sound barriers for contemplation
  - Enforce limits on surface parking lots. At least in the B6
  - Very unsafe for cycling
  - We should be able to safely cycle to and from all areas in City. North Industrial
  - Access for all to green spaces and wilderness
  - No bridge across swales! Keep wild spaces wild. Maintain wild riverbeds
  - Respect for heritage places and spaces
  - Provide more neighbourhood dog parks so residents don't have to drive
  - Give people reasons to come to and move to the City from across Canada
  - Current zoning bylaws draw a barrier to increased density
  - Keep transportation corridor and rail together like on Warman. Limit sound. Into 2nd and City Park
  - Zoning to promote a mix of uses
  - Older neighbourhoods need new amenities to help balance growth pressures, and we shouldn't have to beg

## Station 2: Transit System Plan

What are some barriers to your use of transit?



## What are some barriers to your use of transit?

A large number of responses (20) could not be categorized according to recurring themes and, instead, have been included below:

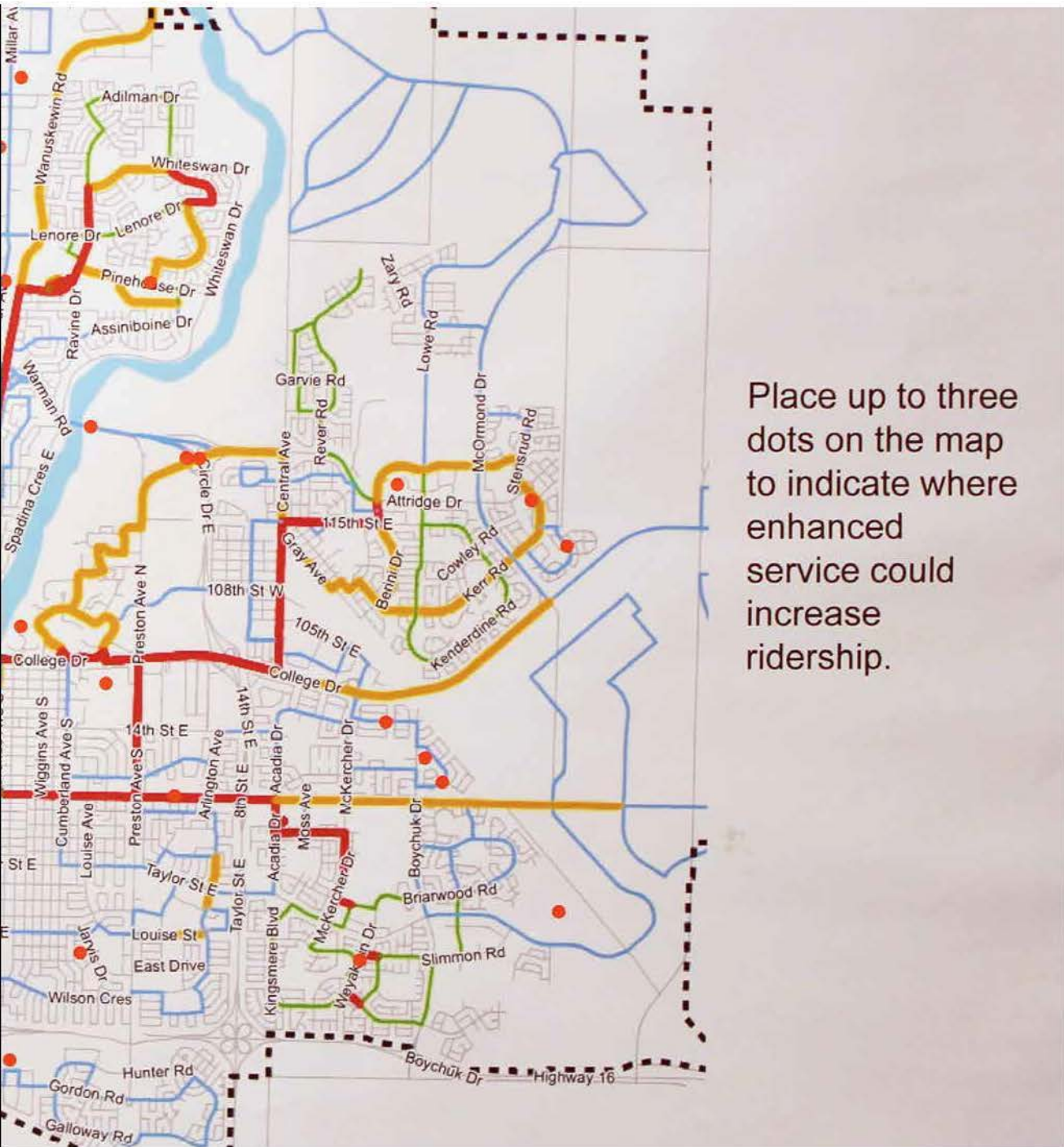
- Bus - please NO RADIO PLAYING by bus driver.
- Transit - please no advertising obscuring windows
- All these things keep people from riding the bus
- Consider opinions from people who actually ride the bus daily! I feel like the ones who make/change the transit don't live in Saskatoon or even ride the bus
- I've noticed that "Airport" bus route is rarely used. Suggestion: redirect it to Hampton, therefore connect Hampton with the Core Area
- Drivers who ride the brake & make me motion sick
- No one listens when people give feedback. (Comment added - Yes)
- Inhospitable climate - overcrowding - marginal financial benefit
- Check Victoria - traffic, walking etc., bus vs car, excellent traffic flow
- No bus wraps on windows!! People like to see out!! - Especially obscuring at night and when windows muddy (much of the time)! (Comments added - Amen!, Yes!, Agree!)
- Different transit services for strollers or ways
- GPS essential - won't work without it
- Mobile Application (App) - GPS tracking
- Older buses with steps are a barrier to my use of a shopping tote cart
- Free transit service within the Core.
- Click 'n' go not easy to use and often not accurate
- Drivers that are not knowledgeable about connections, If every driver could have a mobile app it would help to to better service customers.
- The City feels like two cities separated by a river. Need a pedestrian transit corridor - Victoria Bridge, should not be car focused
- Favor active transportation = transit & walking & cycling & handicap transportation

## Which areas could be best served by improved transit service?

Participants were asked to use sticker dots to indicate which areas of the city could best be served by improved transit service. This information will be used in considering transit system improvements.

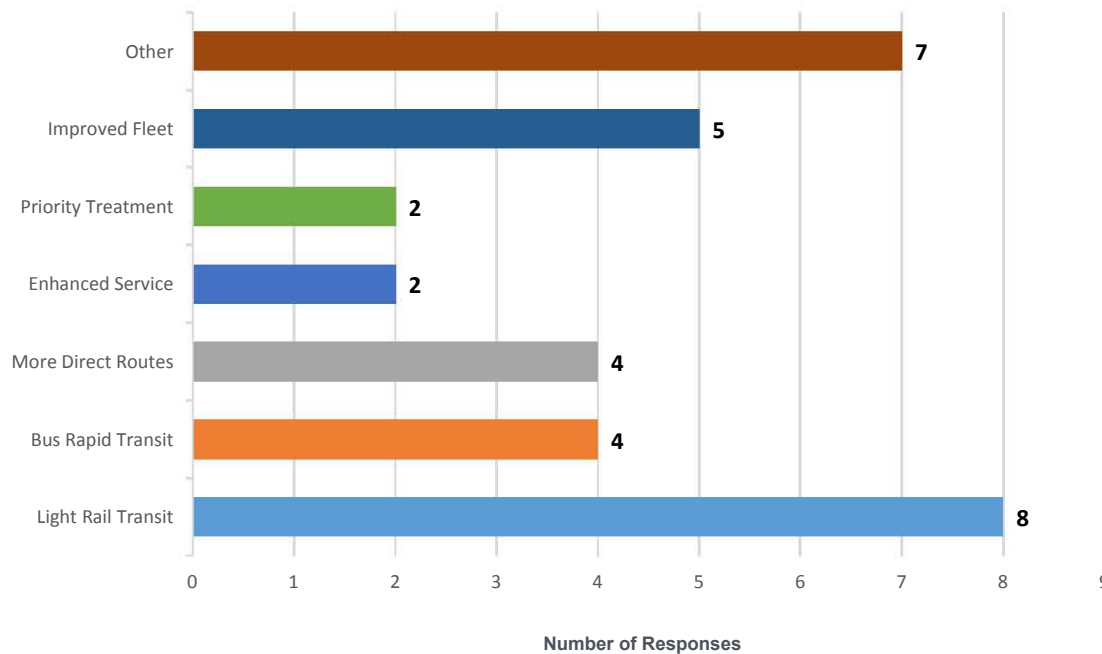






Place up to three dots on the map to indicate where enhanced service could increase ridership.

## Are there other types of transit services you would like us to explore for Saskatoon?



### “Other” Feedback

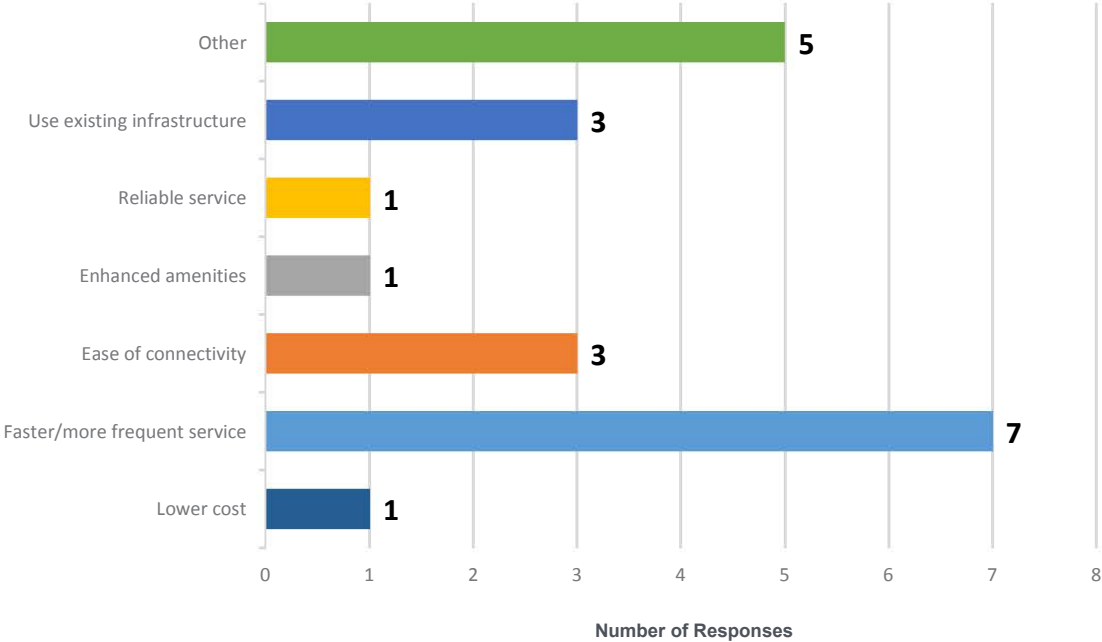
Seven (7) respondents provided comments that could not be categorized according to these themes:

- Do not move City Centre Transit Terminal!
- Reduce parking in core and up parking rates to encourage transit use
- Change lighting in terminal (i.e. if it is “blue” make it “yellow” or v.v. - not sure of the technical but one is more prone to criminal activity)
- Encourage a large reduction in automobile use to be replaced by rail, walking, cycling and small neighbourhood buses (comment added: Yes! Change modal share projection should account for this. Car -most expensive option)
- Park ‘n’ ride to access rapid transit. Both car, bike park ‘n’ ride
- Definitely more and safer bike lanes and corridors. Possibly a bike rental system like Montreal too
- Study Israeli “sherut” service as an alternative



# Station 3: Rapid Transit

What do you think are important features of rapid transit for Saskatoon?

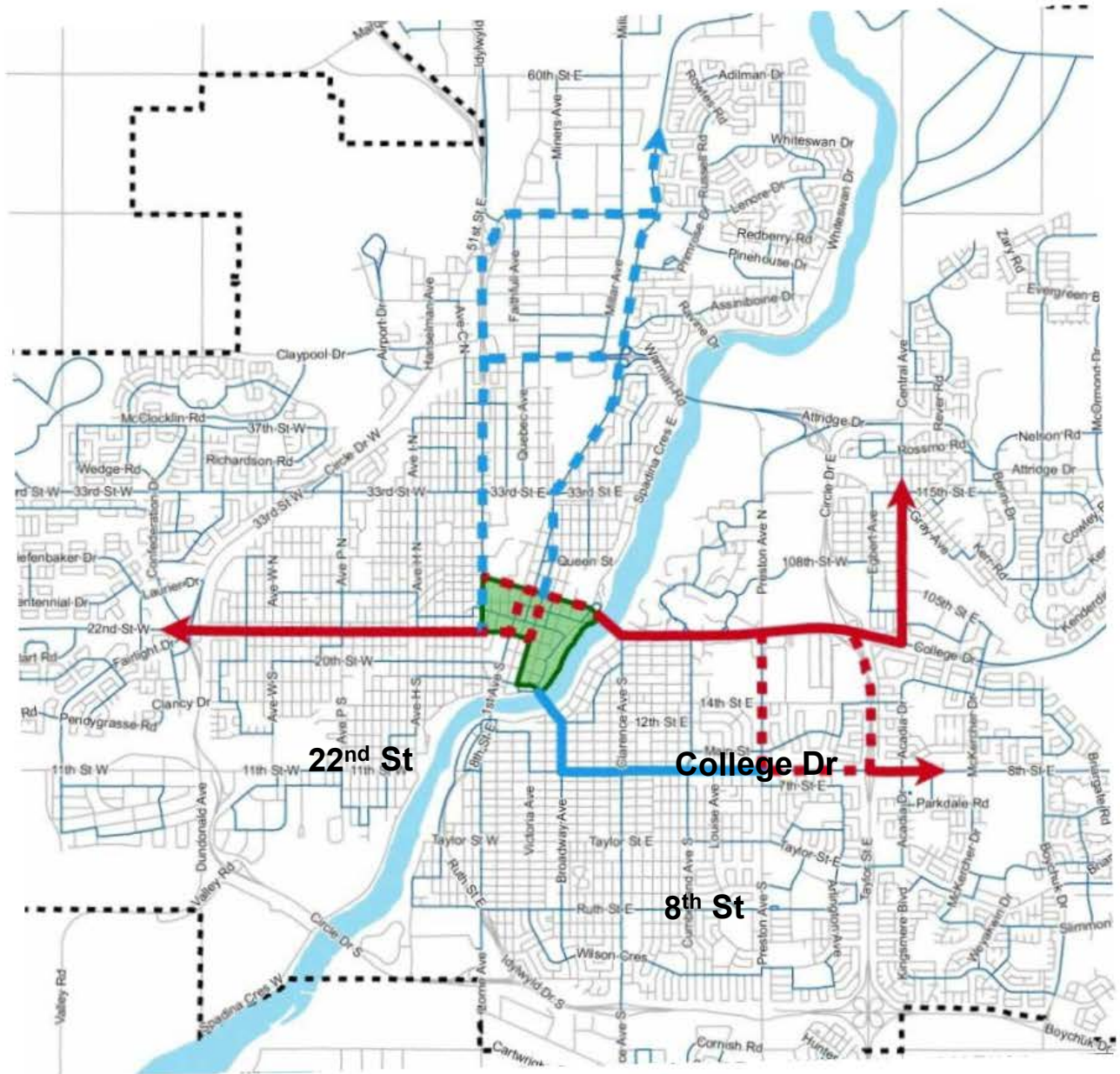


## “Other” Feedback

Five (5) respondents provided comments that could not be categorized according to these themes:

- Core neighbourhoods which house lower income rentals should be prioritized for rapid transit
- Create more dense hubs in suburbs to increase ridership
- Design rapid transit to get commuters to and from work. This gets the bulk of traffic off the roads and out of parking areas
- Do NOT reduce parks or damage present buildings - go underground
- Transit oriented development. Stimulative effect of LRT

Candidate corridors for rapid transit are identified on the map. What are some of the most important destinations served by these potential corridors? Should other corridors be considered?

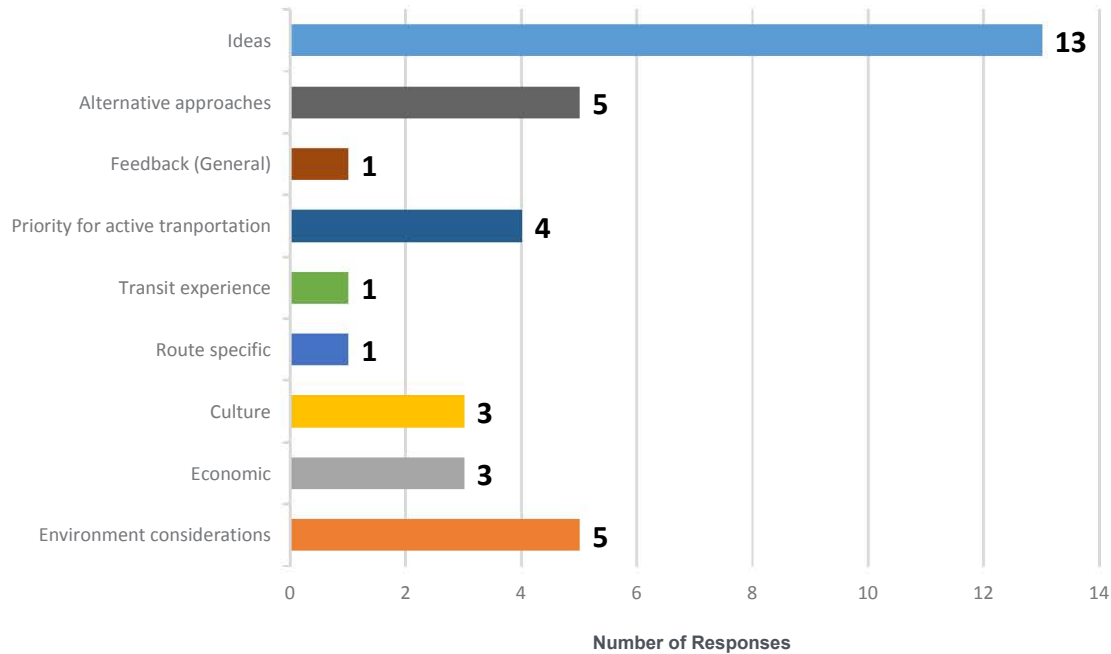


## Participants identified specific important destinations and corridors for future consideration.

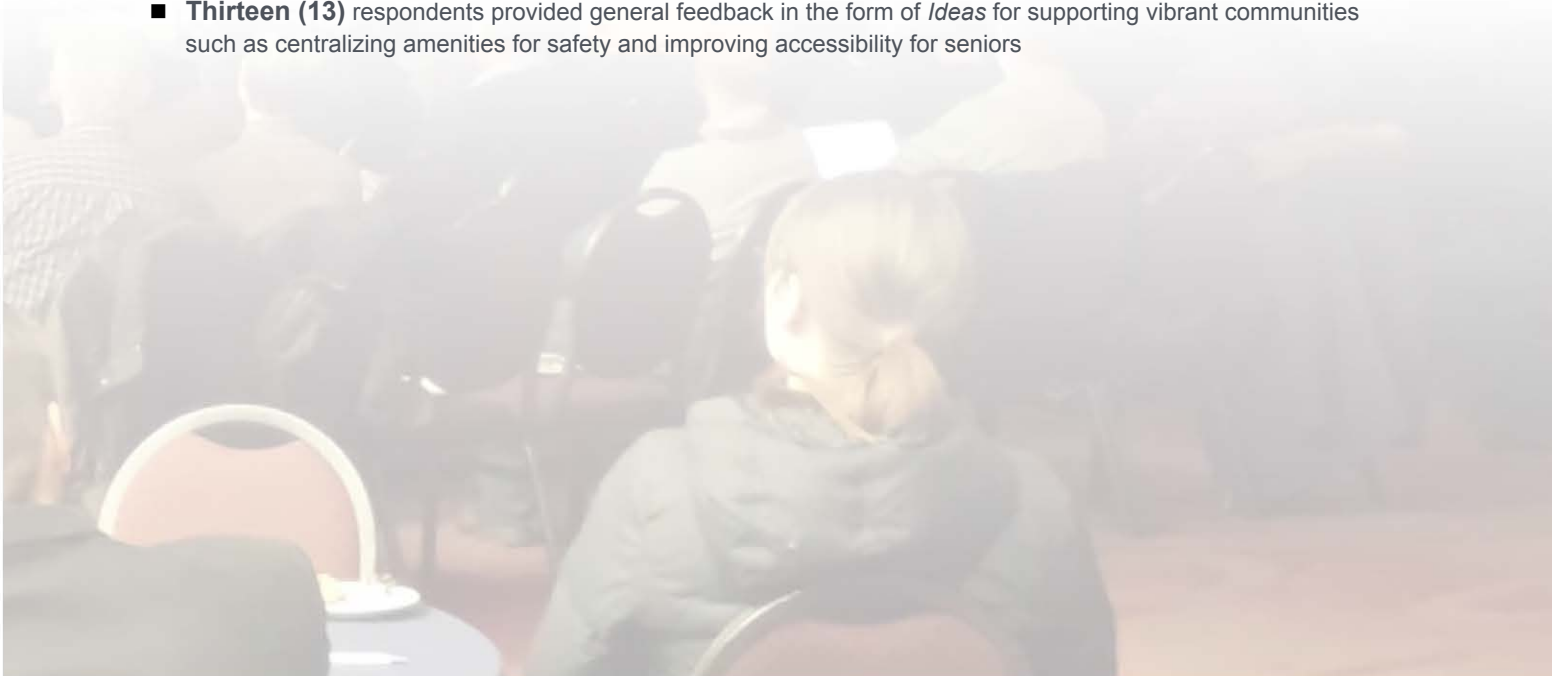
- Consider a corridor from NE sector across river to N end - this would be ideal for rapid transit by rail as 25,000 / hr crossing twice a day (and visa versa)
- A commuter train that brings commuters from communities N of the city in the N end. This would be provincial - \$ urban
- What are the thoughts around regional rapid transits
- Keeping current terminals as they are centre, Market Mall, Lawson, Confed.
- Identify corridors now. Differentiate between transit vs. commuter corridors (vehicles). Helps corridor identity
- Airport
- Every hospital - frequent service
- Bring back the Street Cars to 20th Street. This could be a great tourist feature and an incentive to use public transit
- More hubs for people to park & get on mass transit
- Plan for Park 'n' ride - bus rapid in new outlying neighbourhoods, include both cars and bikes in Park 'n' ride
- Need to reduce the number of vehicles (commuters) coming to City, for work. Park & Ride system for Martensville / Warman to North Saskatoon
- Faster entering / exiting at bus stops. Prepaid service before entering bus stop need, will solve today's problems
- Park & Ride system suburbs to core
- Blairmore and Stonebridge
- Transit ridership focus on students and commuters. Primary route looks good
- People going downtown don't want to go to the U of S first

## Station 4: Growth Near Major Corridors

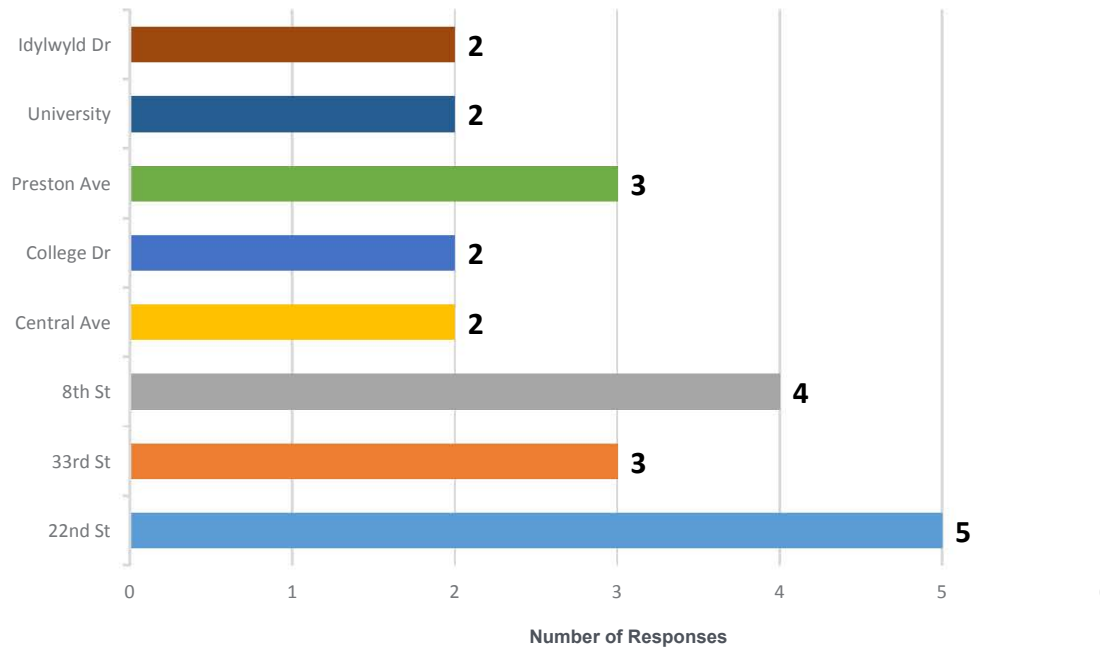
What other ingredients are needed to support vibrant communities near major transit corridors?



- **Thirteen (13)** respondents provided general feedback in the form of *Ideas* for supporting vibrant communities such as centralizing amenities for safety and improving accessibility for seniors



## Which areas have the greatest potential to be vibrant areas in the future?



## Which areas in the city have these qualities today?

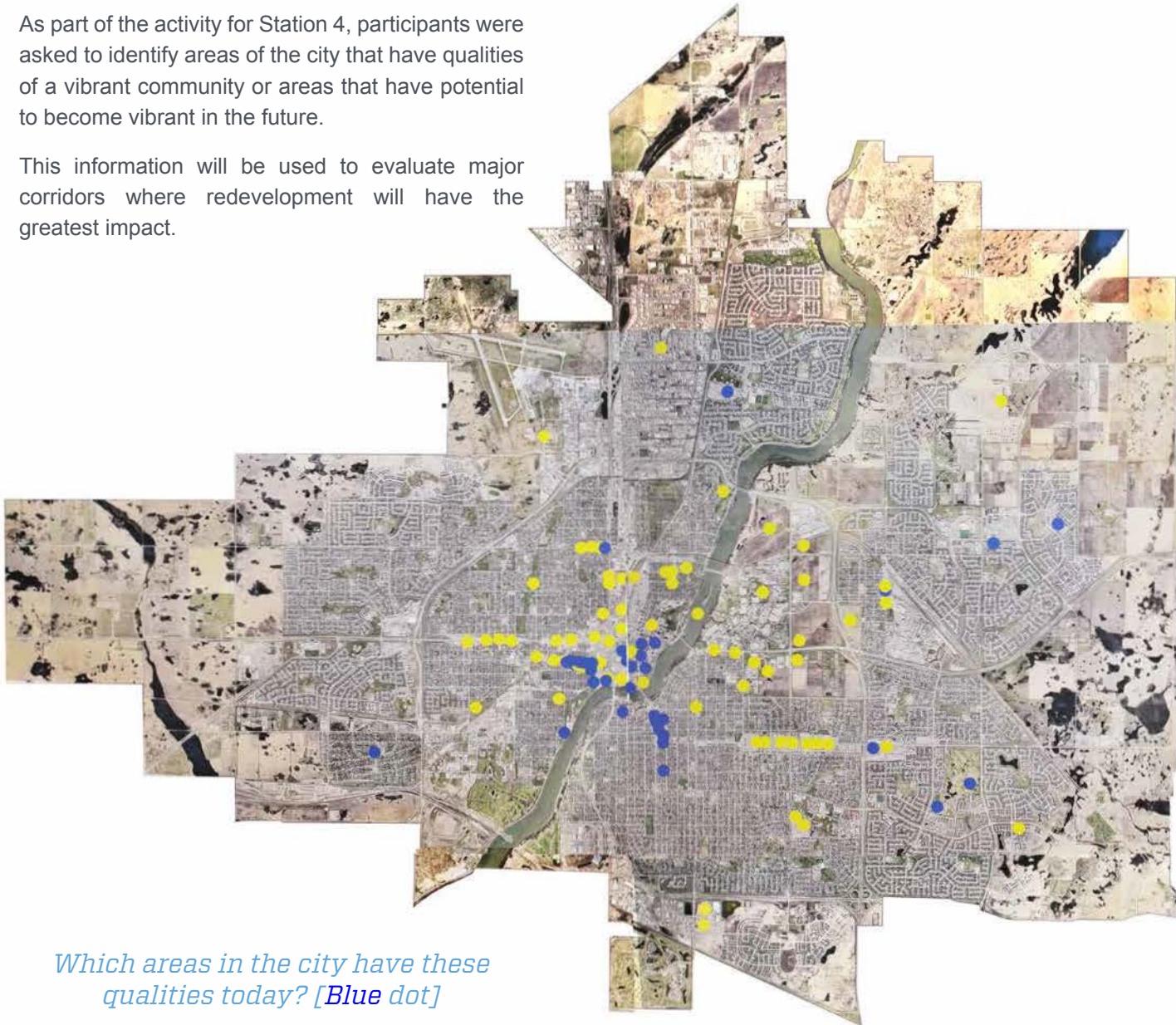
- **Broadway.** Eclectic mix of different businesses, restaurants, shopping, bars, coffee. Close to river, downtown and parks
- **Haultain near Broadway.** Important to have a variety of ages, young and old. Mix of cultures (opp. For more). Lots of green and places for people to walk and meet
- **Willowgrove Square** is a very cool example of an up and coming mixed use commercial developments right in a neighbourhood like the "older days"
- **33rd Street to Idylwyld Drive** scale-able, interesting shops, need parking meters, shouldn't be a major corridor for traffic
- Recognize **Montgomery Place** as a heritage district and do more to recognize war veterans
- **River Landing** - Pedestrian infrastructure - amenities built and under construction - proximity to downtown shops/restaurants
- **Erindale/University Hts area** - many parks, shopping is fantastic, walking paths, schools and facilities - would also benefit from improved access



## Qualities of Vibrant Communities

As part of the activity for Station 4, participants were asked to identify areas of the city that have qualities of a vibrant community or areas that have potential to become vibrant in the future.

This information will be used to evaluate major corridors where redevelopment will have the greatest impact.



*Which areas in the city have these qualities today? [Blue dot]*

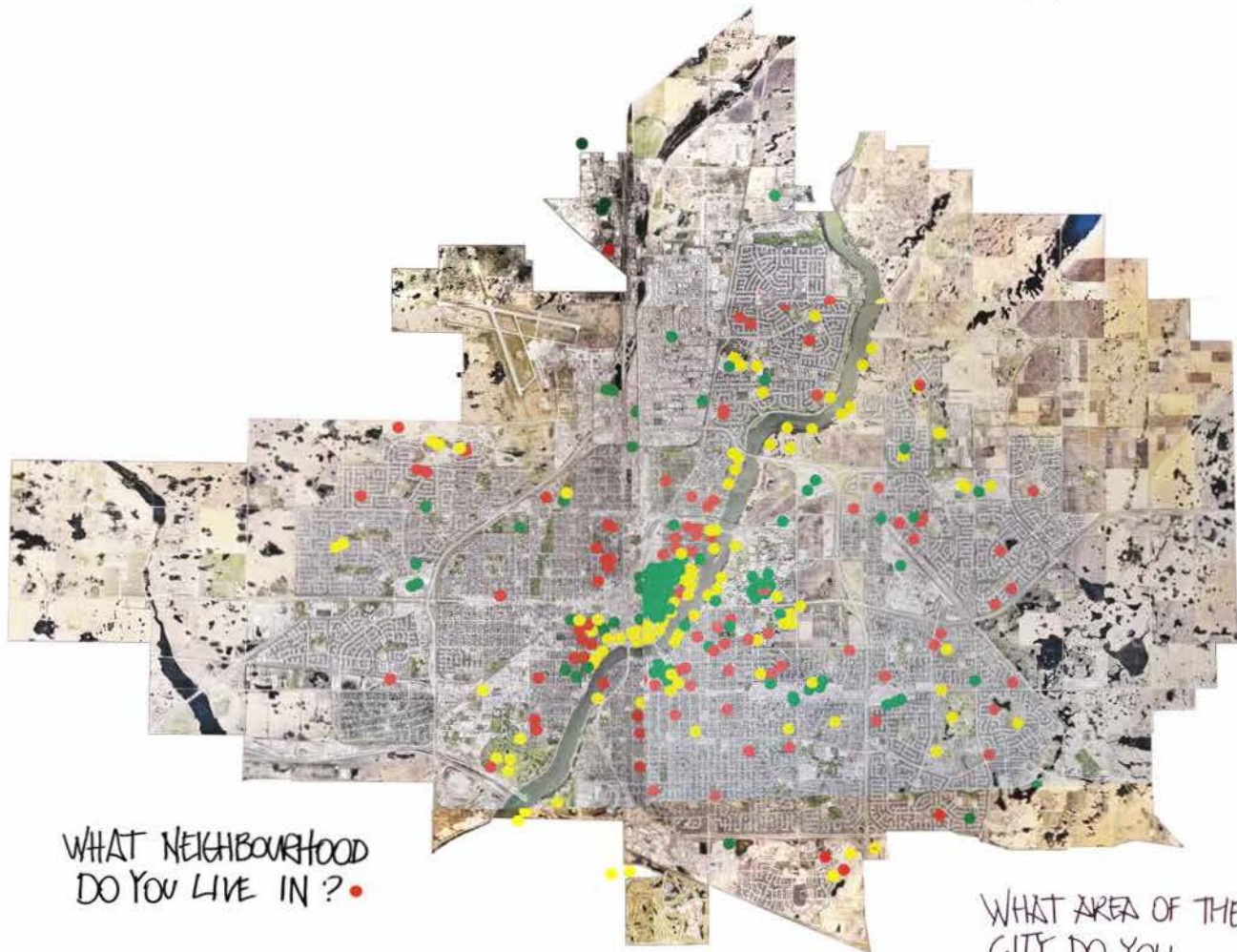
*Which areas in the city have the greatest potential to be vibrant areas in the future? [Yellow dot]*

## Where in the city do you ... ?

This interactive mapping activity was a standalone exercise to gather input about where people spend their time. This information will be useful for identifying common destinations for various activities.

*What area of the city are you most active in (work, shop, study, etc.)? [Green dot]*

WHAT AREA OF THE CITY ARE YOU MOST ACTIVE IN?  
(WORK, SHOP, STUDY, ETC.)



WHAT NEIGHBOURHOOD DO YOU LIVE IN?

*What neighbourhood do you live in? [Red dot]*

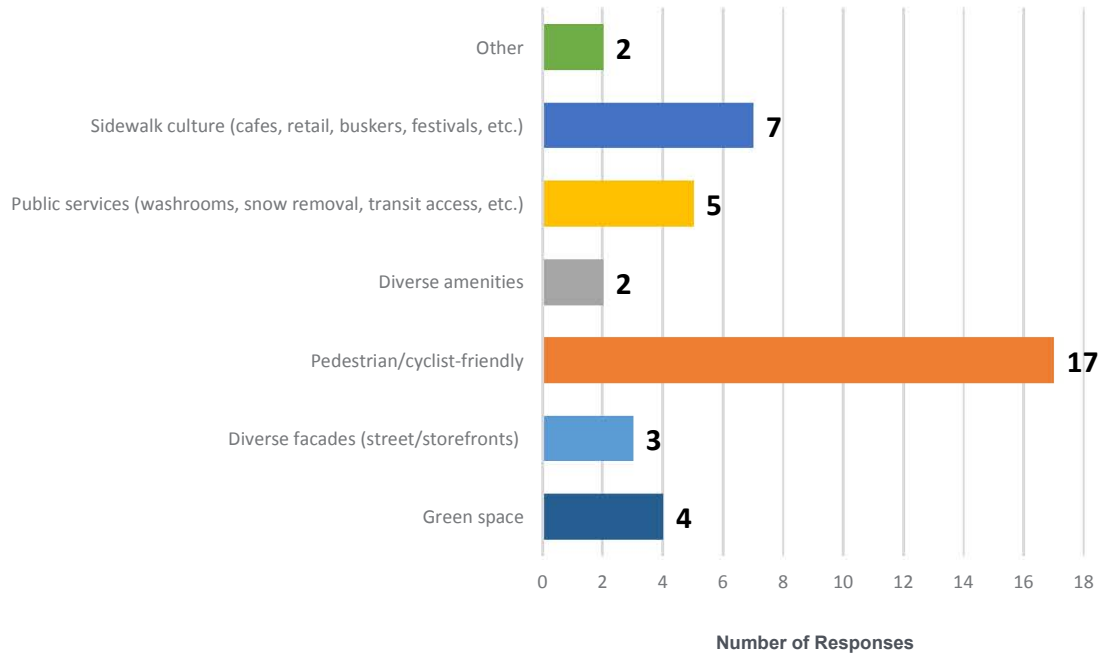
WHAT AREA OF THE CITY DO YOU PLAY IN?  
(RECREATION, PICNICS, PARKS, ETC.)

*What area of the city do you play in (recreation, picnics, parks, etc.) [Yellow dot]*



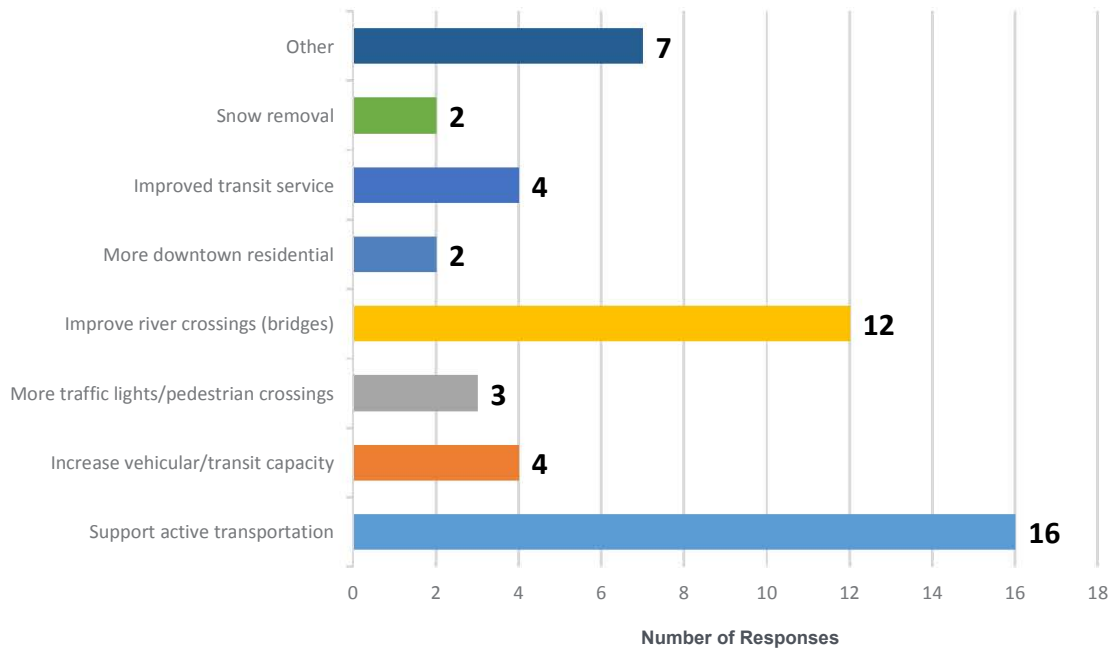
## Station 5: Core Area Bridges & Networks

What are the most important qualities of a 'great' downtown street for you?





## What strategies should we consider for improving mobility?



- **Seven (7)** respondents provided feedback that could not be categorized according to these themes. Such as the consequences of rising gas pulls, introducing a shared City wide bike program and preservation of wetland areas.







# Post -Event Engagement

## 2.1 Post-Event Engagement

From February 25 to March 11, post-event engagement activities were held to consult the following stakeholder groups representing 340 participants:

- Aboriginal Community
- Business Leaders
- Newcomers
- Youth
- City of Saskatoon Staff
- Related Government Agencies

Opportunities to receive additional information and provide input were also extended to all public interested in learning more about the project.

Post-event engagement activities included:

- Presentations, both targeted and upon request (through the website)
- Working groups
- Supporting information posted to the project website

- Opportunities to provide feedback in-person to the project manager and Steering Committee members
- Opportunities to provide feedback electronically via the Growing Forward! Shaping Saskatoon project website contact us form
- Open discussion forum on the City's Shaping Saskatoon online engagement site

Consultation activities will continue throughout the summer primarily to educate and engage the public on Growth Plan topics and generate interest in the next stage of public engagement, which is scheduled to take place in fall 2014.

## 2.2 Working Groups

The City hosted a series of working groups with key stakeholders (internal and external) in order to gauge interest and invite feedback into the *Growing Forward! Shaping Saskatoon* initiative. These working groups are different from presentations in that participants were actively engaged in a discussion about specific portions of information presented at the public event. The sessions were intended to be conversational. A sampling of participant feedback gathered during the working groups is included in the following pages.

The City also had a presence at two community events. This “piggy-backing” allowed the City to target groups that may be harder-to-reach via traditional engagement. The City had a presence at Saskatoon’s International Women’s Day (March 7, 2014) and a Voice of Youth Leadership Forum (March 11, 2014). Results from engagement are summarized in the following pages.

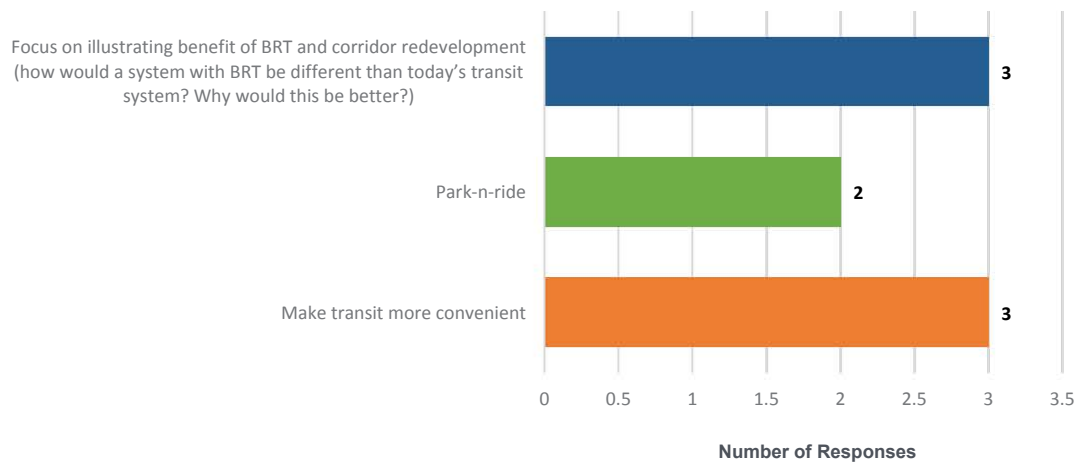


## Business Working Group

The City hosted a working group session with the Combined Business Group, representing various local business interests in Saskatoon. The session was hosted at the Saskatoon Regional Economic Development Authority and was facilitated by Lee Thomas, Project Manager, and Alan Wallace, Director of Planning and Development. Attendees represented various local business groups, including but not limited to:

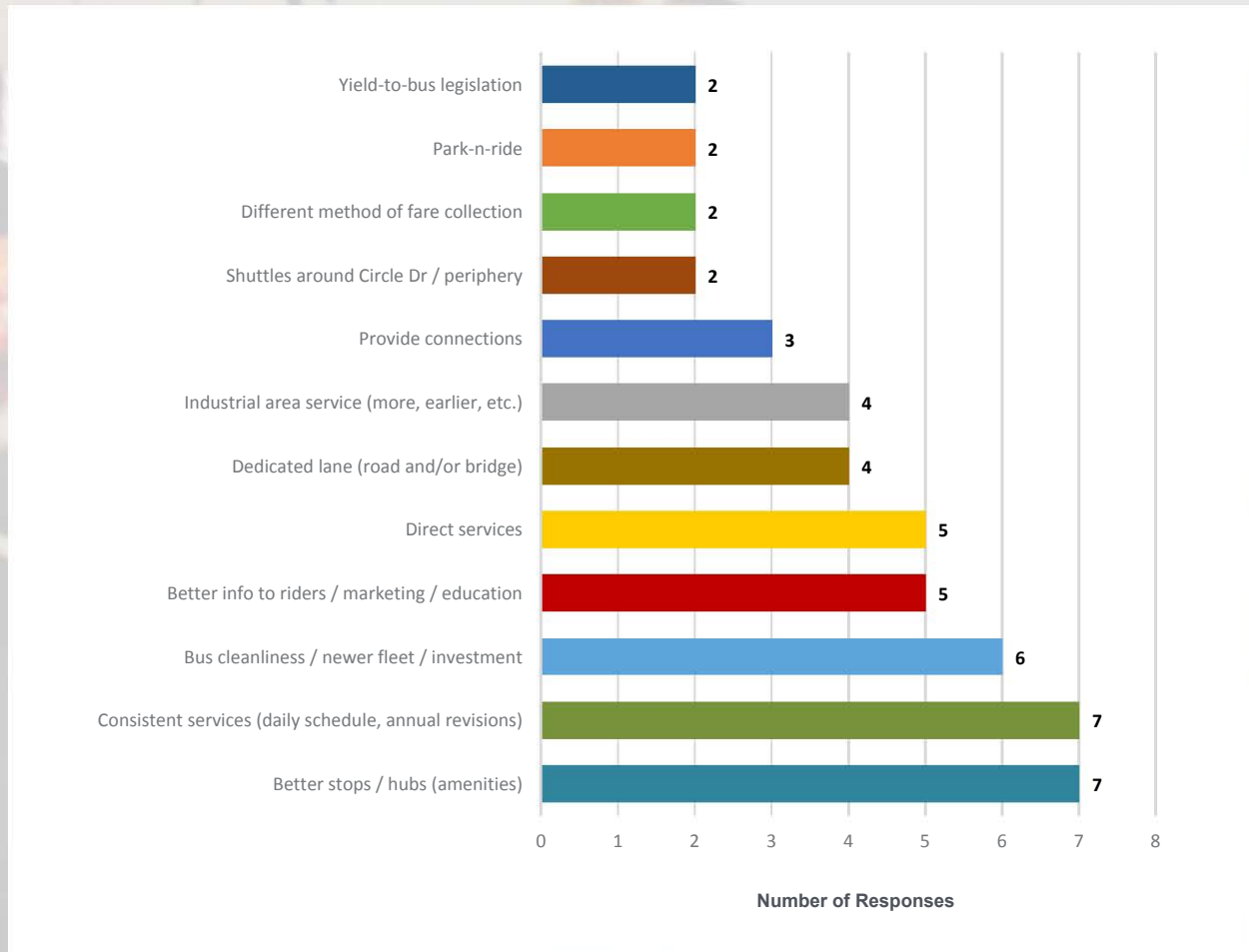
- Saskatoon Regional Association of Realtors (SRAR)
- 8th Street Business Group
- Tourism Saskatoon
- Downtown and Broadway Business Improvement Districts (BIDs)
- North Saskatoon Business Association

Main comments received during this session are summarized below by category.



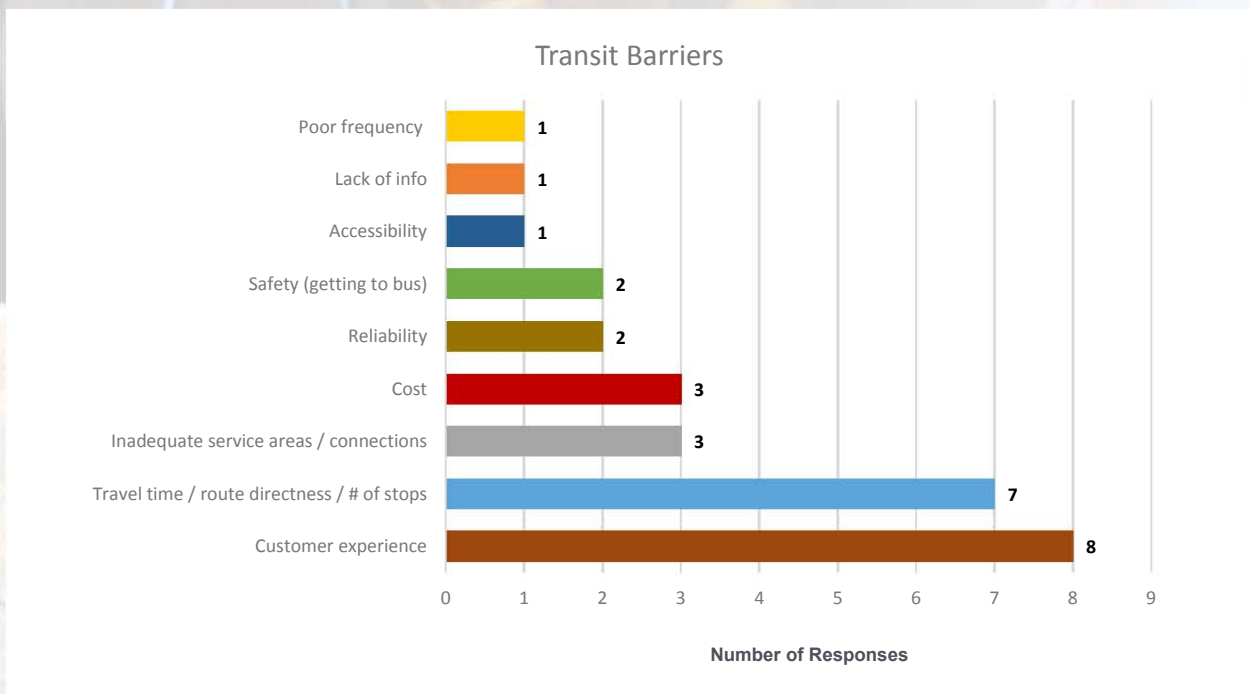
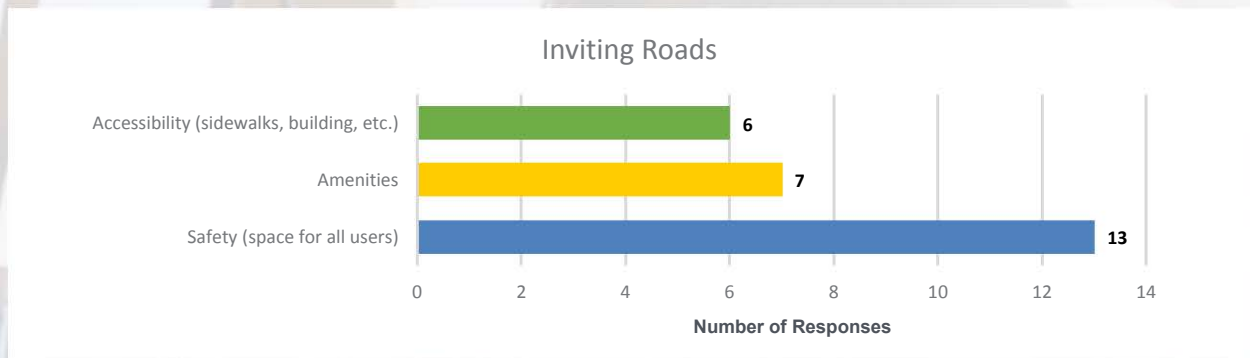
## Day-In-The-Lounge (Transit Staff Input)

Event boards pertaining to transit were displayed in the Operators' Lounge on Tuesday, March 5, 2014. Facilitated discussions were held from 9:30 – 11:00 a.m. and 2:00 – 4:00 p.m. to capture operators during shift changes. Comments received during these sessions are summarized below.



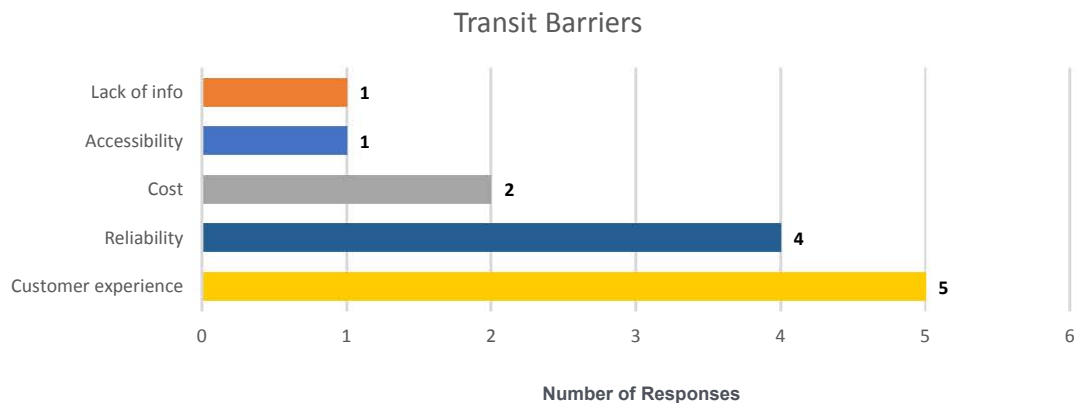
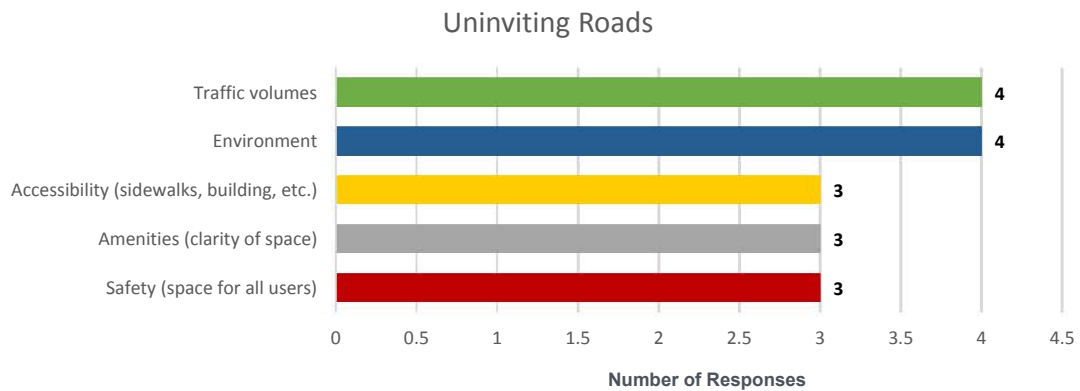
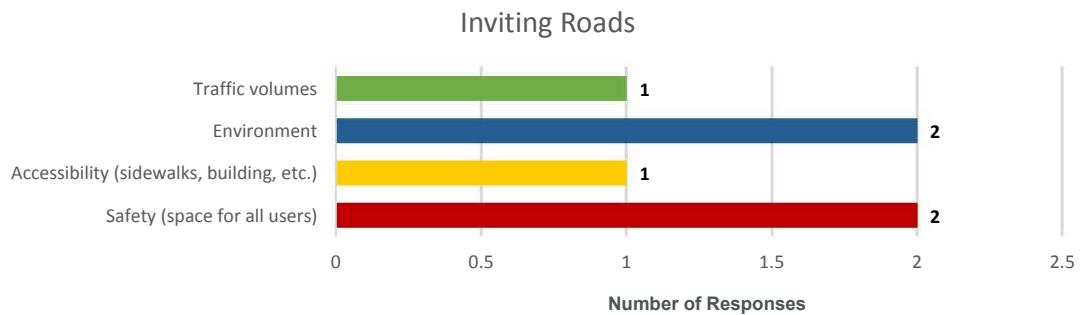
## International Women's Day

A forum for International Women's Day was held at Station 20 West on March 7, 2014. The forum was sponsored by the Elizabeth Fry Society, Breastfeeding Matters, Saskatoon Mothers Centre Coalition, U of S Community Engagement Office, Status of Women Office, Ministry of Social Services, and Government of Saskatchewan. *Growing Forward! Shaping Saskatoon* was represented at a tabletop discussion facilitated by Lee Thomas, Project Manager for *Growing Forward! Shaping Saskatoon* and Michelle Grenwich, Long Range Planner with the City of Saskatoon. Comments received during this session are summarized by category below.



## Youth Forum

Approximately 100 high school students from across Saskatoon attended a Voice of Youth Leadership Forum held on March 11, 2014 at the Ramada Hotel. *Growing Forward! Shaping Saskatoon* was invited to do a group activity during the forum lunch break. Comments received during this session are summarized by category below.



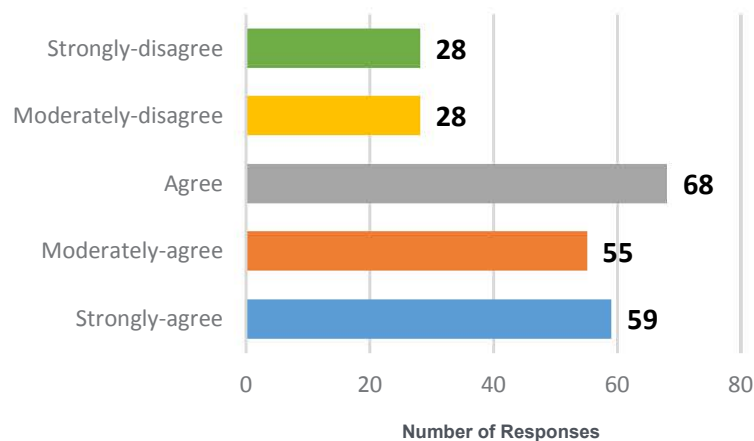


# Digital Engagement

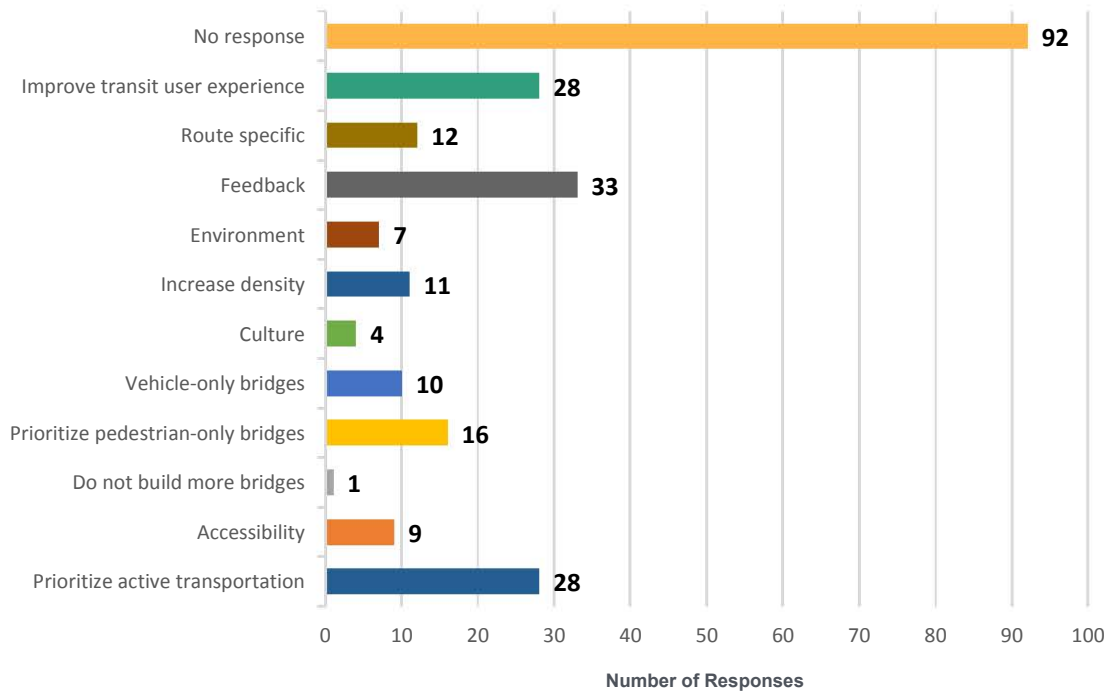
## 3.1 Shaping Saskatoon Survey

*Shaping Saskatoon*, the City's new online engagement tool, invited citizens to participate in a digital survey. The survey was a combination of multiple choice and open-ended questions. For the purpose of summarizing the data, open-ended responses have been categorized according to themes. In total, 250 surveys were received.

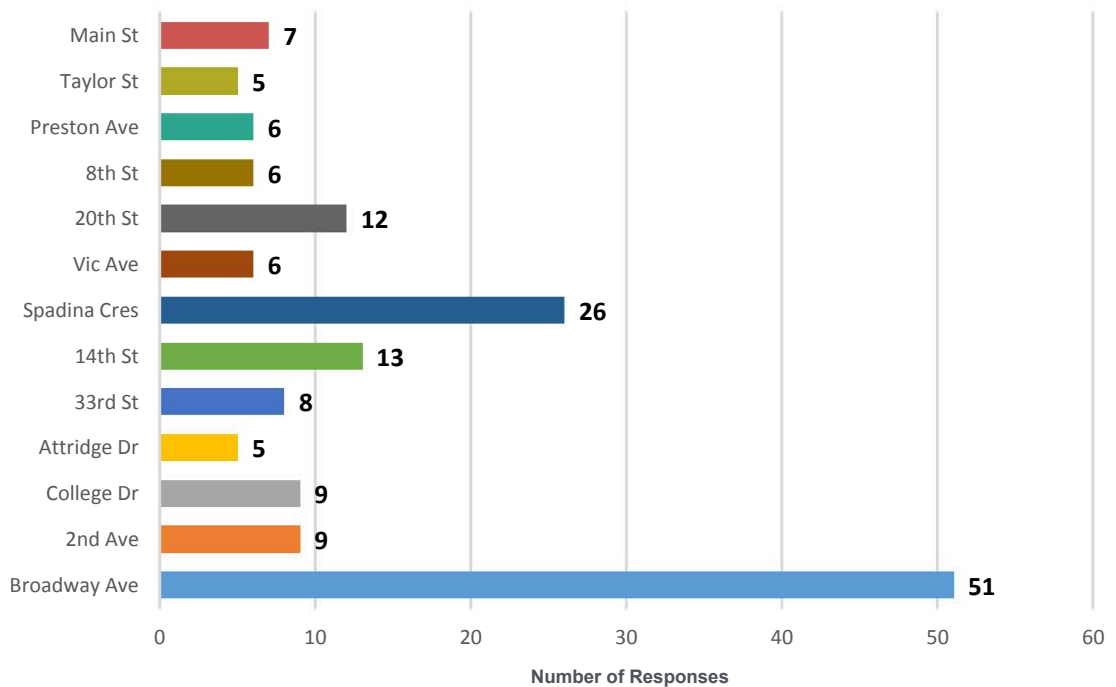
### Question 1: Do you generally support the goals for Shaping Growth, Shaping Transit, and Shaping Bridges?



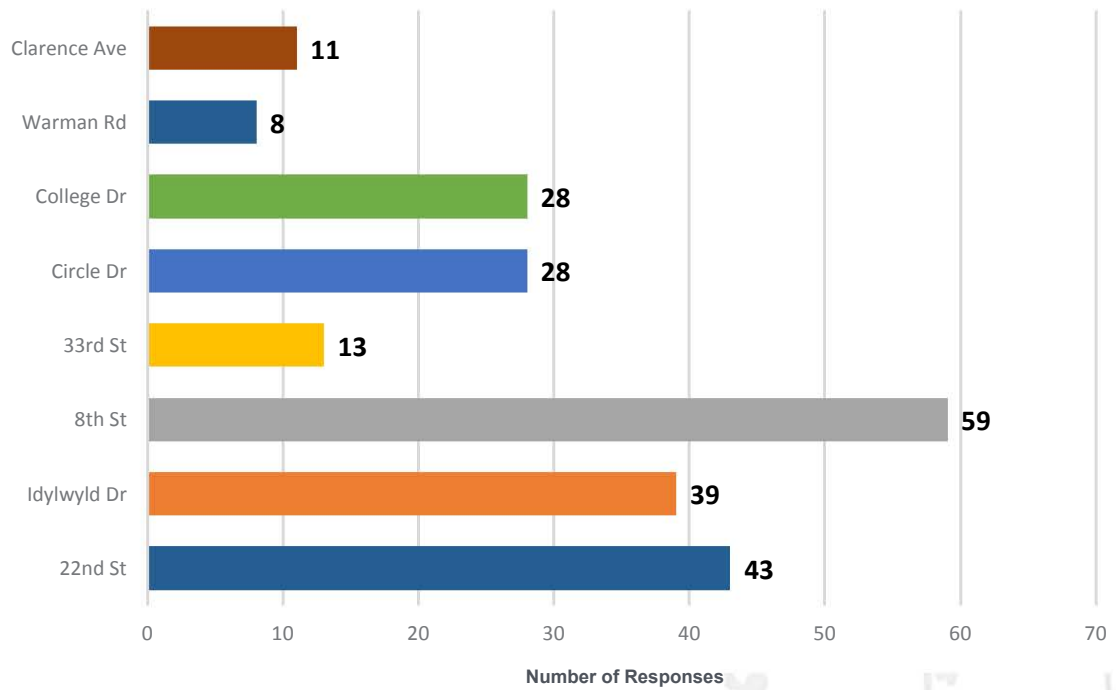
## Question 2: Do you have other suggested goals for Shaping Growth, Shaping Transit, or Shaping Bridges?



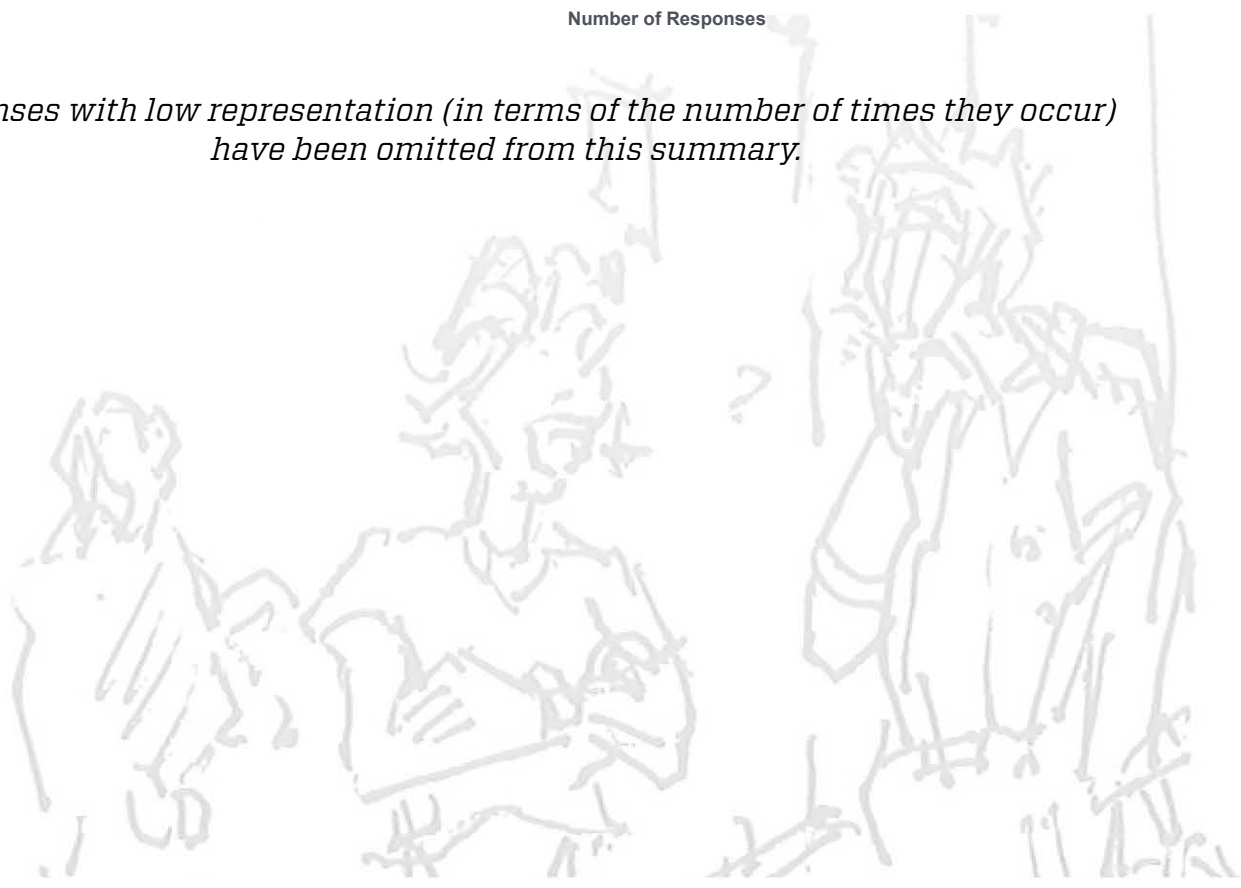
## Question 3: What are some local examples of major roads that are inviting to you?



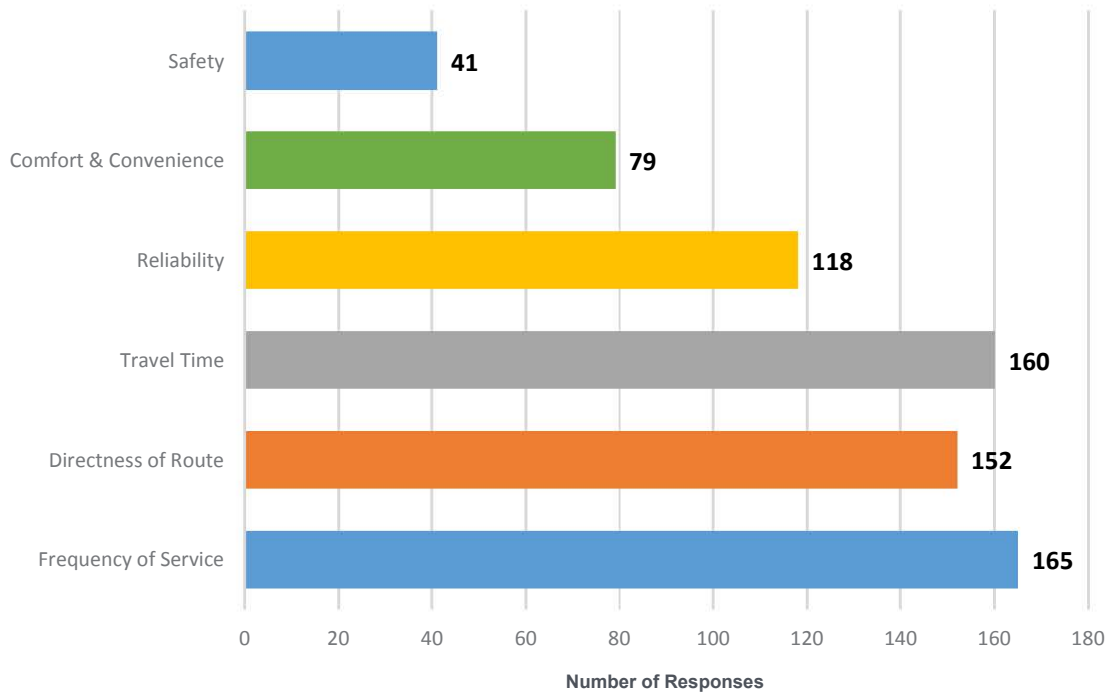
**Question 4: What are some local examples of major roads that discourage you from using them?**



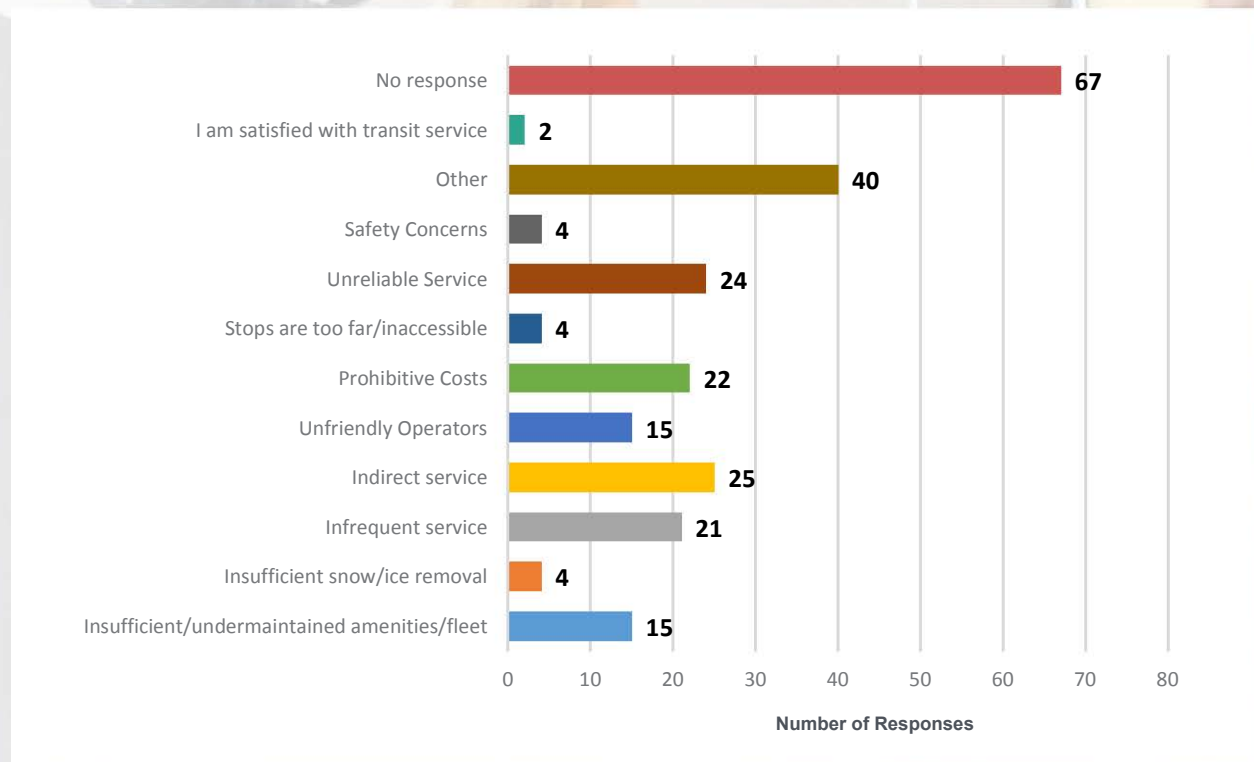
*Responses with low representation (in terms of the number of times they occur) have been omitted from this summary.*



### Question 5: Are there barriers that discourage you from using transit for your daily travel needs?



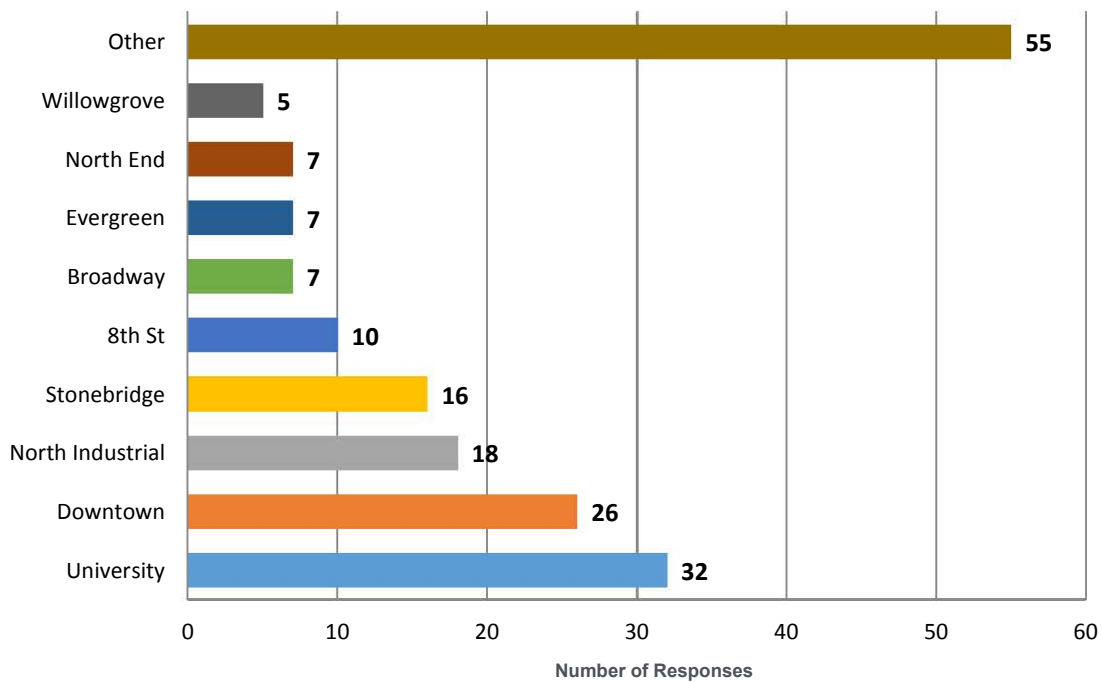
## Question 6: Are there other items affecting your decision to use transit?



■ **Forty (40)** respondents provided feedback that could not be categorized according to the above themes. An example of these comments are:

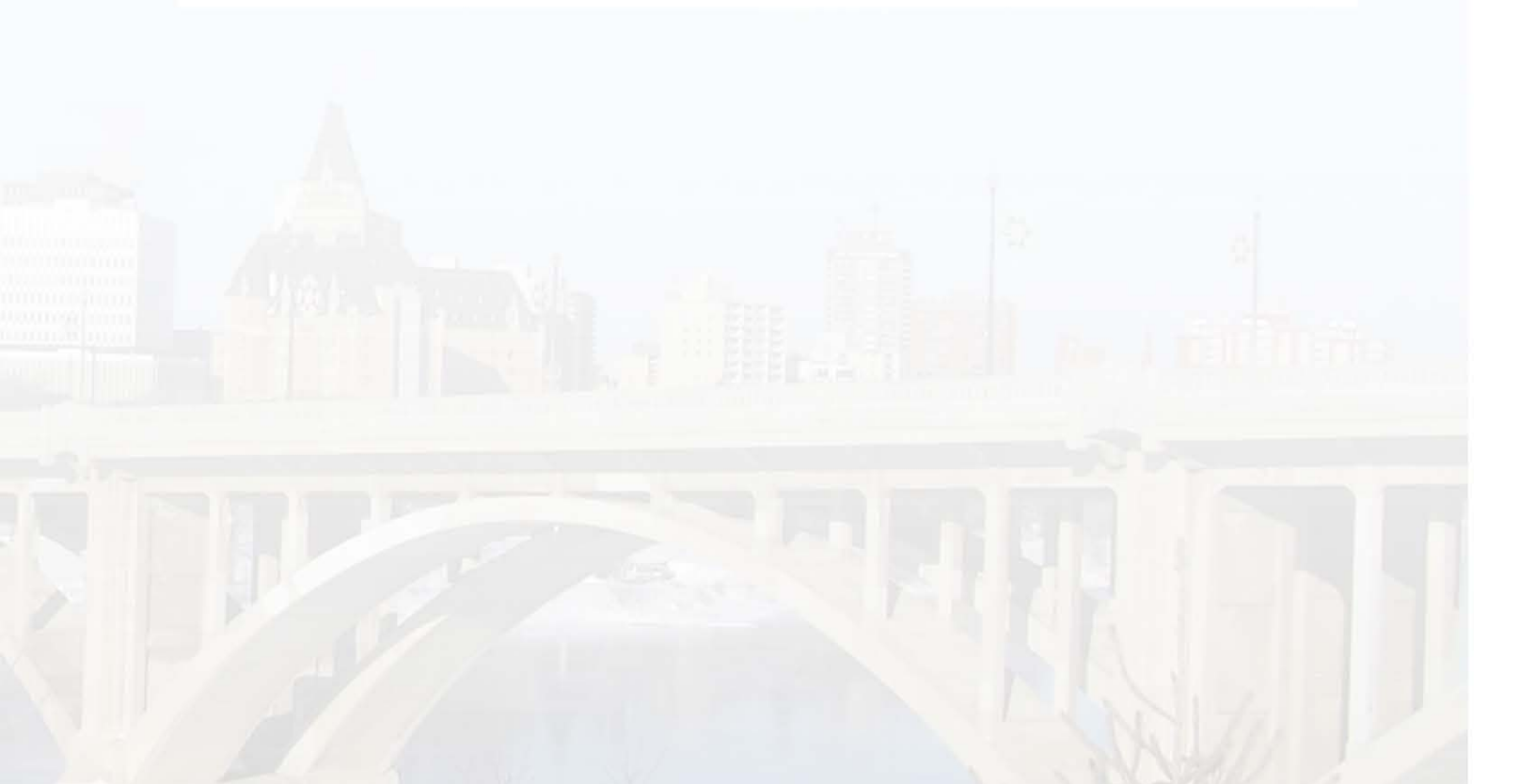
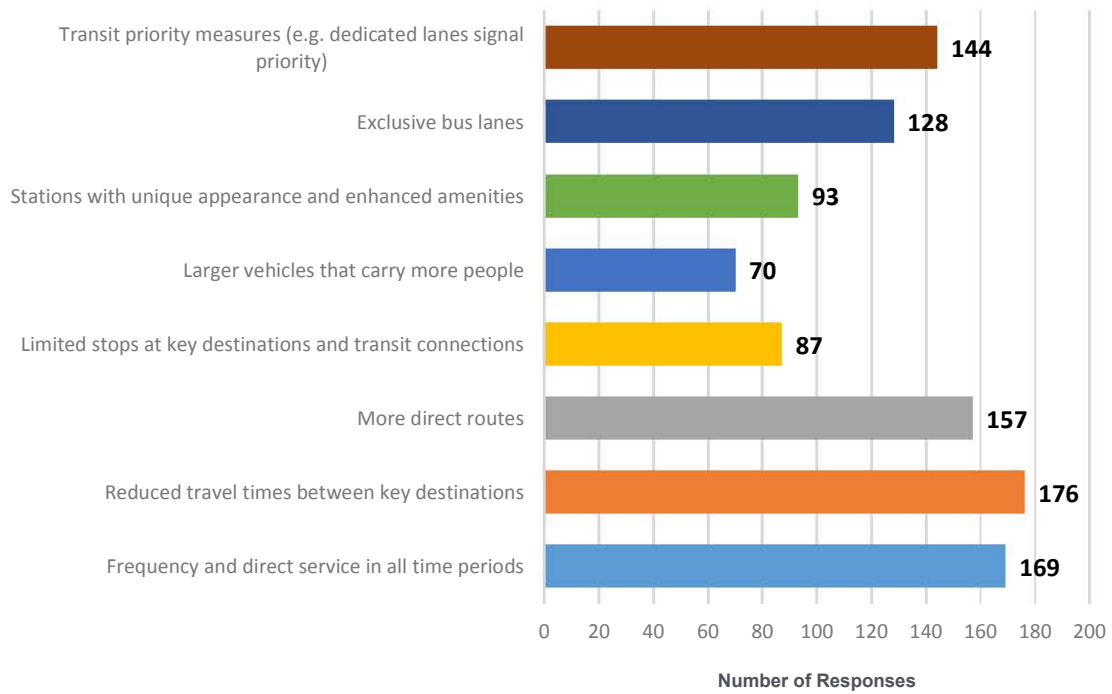
- “Advertisements on bus windows give me motion sickness and limits views”
- “Buses need to have bike racks”
- “Buses should be free and automobiles more heavily taxed”
- “Strollers should not be allowed on buses due to crowding”

### Question 7: What areas of the city do you think would benefit most from improved transit services?

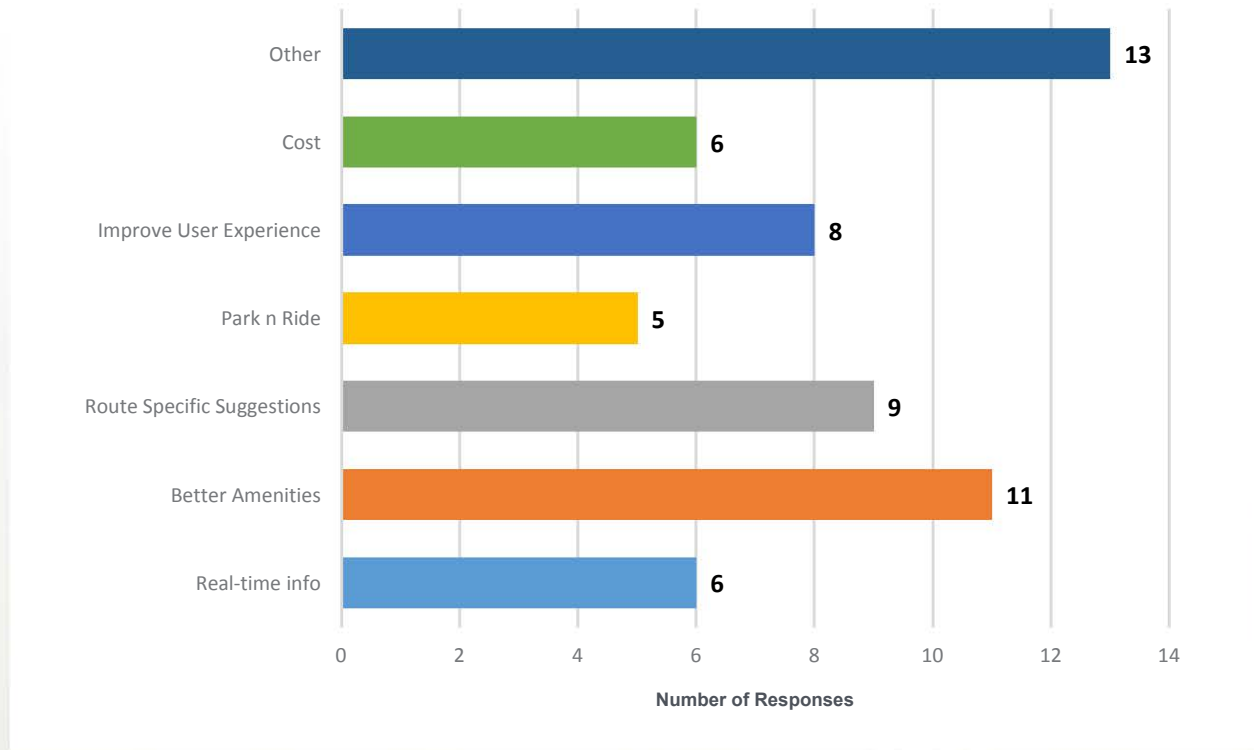


- **Fifty-five (55)** respondents indicated various areas of the city that could benefit from improved transit services. For the purpose of this report, only those areas with significant representation (in terms of the number of mentions) are reflected in the chart.

### Question 8: Which rapid transit features do you think will be most important for rapid transit in Saskatoon?



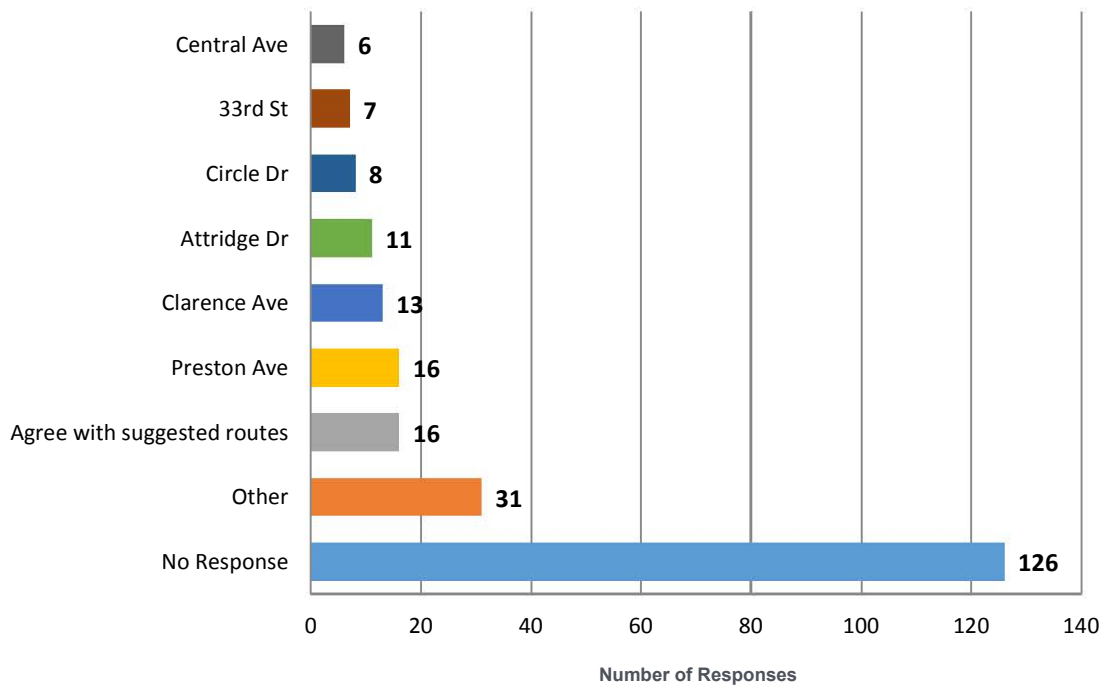
### Question 9: Are there other features you think will be important for rapid transit in Saskatoon?



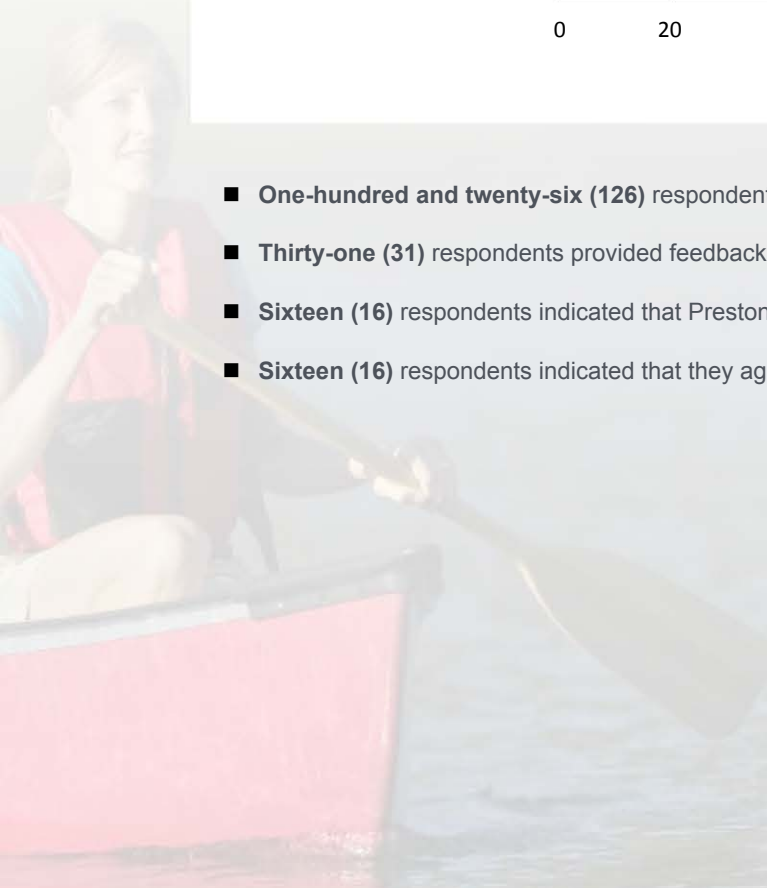
- Thirteen (13) respondents provided feedback that could not be categorized. Examples of the comments are:
  - “Educate the public on benefits of public transit”
  - “Consult transit drivers for their input into decisions”
  - “Consider needs of shift workers with different work hours than 8-5pm”
  - “Think about rider rewards for public transit like airmiles for incentive”



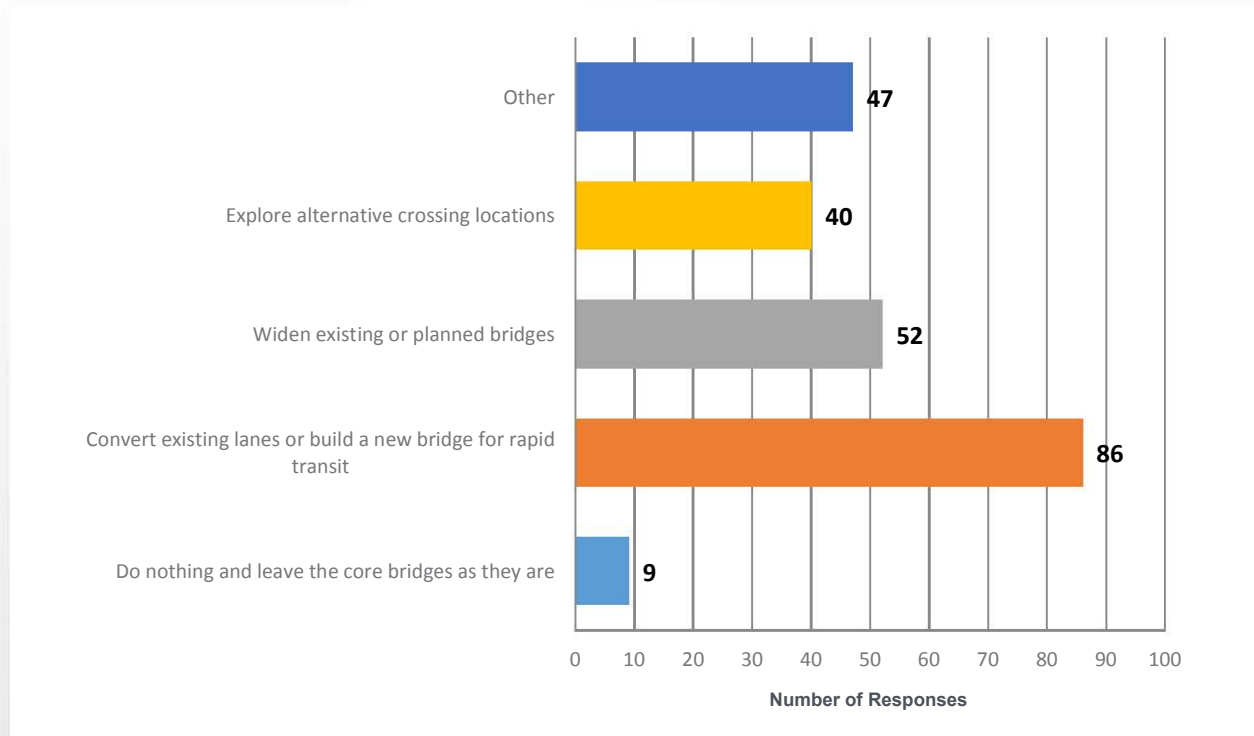
### Question 10: Are there other corridors you think should be examined for rapid and frequent transit service?



- **One-hundred and twenty-six (126)** respondents did not specify other corridors.
- **Thirty-one (31)** respondents provided feedback that did not identify a specific corridor for examination.
- **Sixteen (16)** respondents indicated that Preston Avenue should be examined as a candidate.
- **Sixteen (16)** respondents indicated that they agree with suggested routes.



### Question 11: What core area bridge options do you think should be explored to accommodate this growth?



■ **Forty-seven (47)** respondents proposed alternate approaches to accommodate growth or provided general feedback (“Other”). Examples of the comments are:

- “Explore lane widths during rush hour “ replace Traffic bridge with a pedestrian / cyclist only bridge”
- “Explore reversible lanes”
- “Have experts make the decisions. Decisions should not be made based on this survey”

*Question 11 used multiple choice responses and an open field for respondents to provide additional feedback. Respondents who selected “Other” provided additional comments. In total, forty-seven (47) respondents indicated “Other”.*

## 3.2 Shaping Saskatoon Forum

From January 27 to March 21, 2014, the City facilitated an online discussion forum using the *Shaping Saskatoon* public engagement website. Participants were invited to share their ideas on how Saskatoon should grow to half a million people.

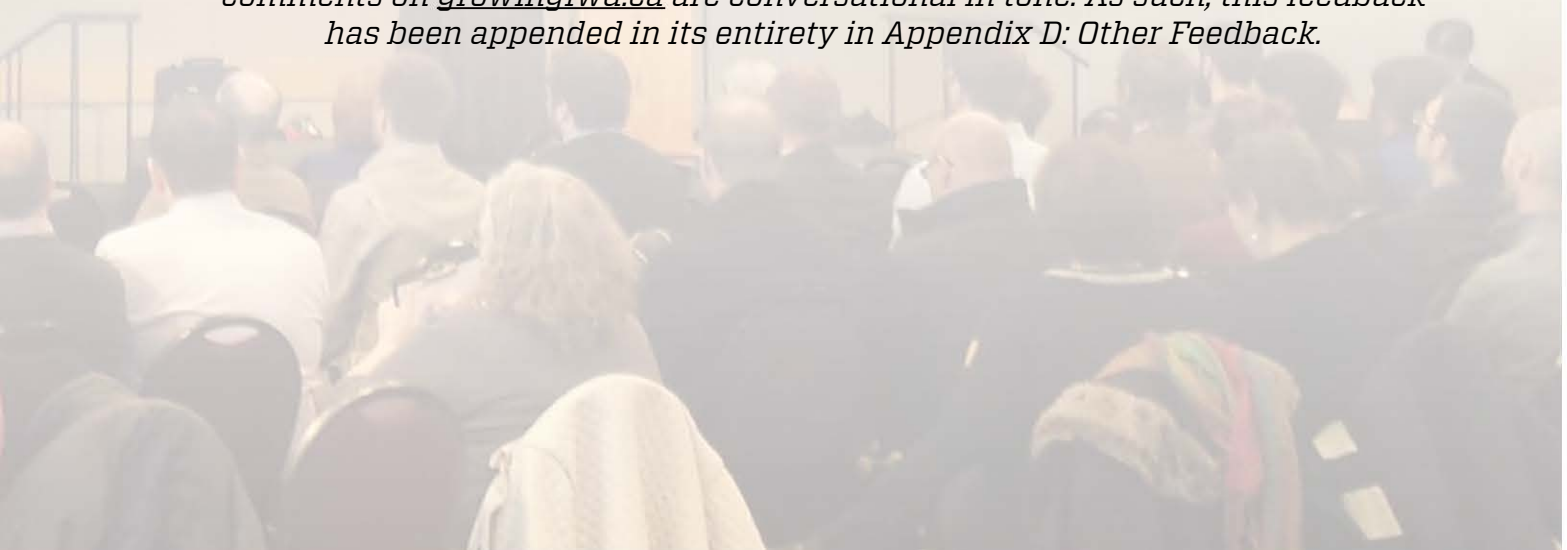
## 3.3 Growingfwd.ca

[Growingfwd.ca](http://growingfwd.ca) is a central location for information about the Growing Forward! Shaping Saskatoon initiative. Visitors to the site can keep up-to-date about project progress and learn about opportunities to become engaged. A subscription-based email newsletter provides real-time updates to subscribers and an email intake form sends requests for more information directly to the project team. The site is also enabled to allow comments on posts. This allows visitors to be part of a conversation online.

## 3.4 Email

Feedback was also received by email, either through the Contact Us form on [growingfwd.ca](http://growingfwd.ca), or through direct project team contact with the public.

*Feedback received through the Shaping Saskatoon Granicus forum, via email or comments on [growingfwd.ca](http://growingfwd.ca) are conversational in tone. As such, this feedback has been appended in its entirety in Appendix D: Other Feedback.*



## 3.5 Social Media

The City's social media channels acted as "traffic directors" to drive people to [growingfwd.ca](http://growingfwd.ca) and the *Shaping Saskatoon* online forum. In particular, social media was used to encourage an online audience to find out more about the *Growing Forward! Shaping Saskatoon* project and share their opinions online. Social media also played a large role in promoting the February 25 Public Event.

### Facebook

The City created a Facebook event to promote the Public Event on February 25. Although the post promoting the event received over 200 views, interaction on this channel was minimal. The majority of dialogue occurred on Twitter.

### Twitter

The City of Saskatoon engaged the public through the corporate Twitter account (@cityofsaskatoon) using the hash tag #yxegrowingfwd. A live Tweet Chat was used in conjunction with the Public Event on February 25 to facilitate discussion around *Growing Forward!* goals. For a complete list of related Tweets, see Appendix E.

### YouTube

The City produced six (6) public-facing videos, which are housed on YouTube and embedded on [growingfwd.ca](http://growingfwd.ca). In total, the videos have received 1,238 views to date (March 27, 2014).

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**Office of the City Clerk**

To: Secretary, Planning and Operations Committee      Date: June 6, 2014  
Phone: (306) 975-3240  
Our File: CK. 710-1

From: Joyce Fast, Committee Assistant      Your File:  
Municipal Heritage Advisory Committee

**Re: Civic Heritage Policy – Companion Document**

Attached is a report of the General Manager, Community Services Department dated April 23, 2014, regarding the Civic Heritage Policy – Companion Document.

Your Committee has reviewed this report with the Administration, along with the attached Heritage Plan which is the companion document to the Civic Heritage Policy, and supports the recommendation that the report be forwarded to the Planning and Operations Committee and City Council for information.

Would you please place this report before the Planning and Operations Committee for approval of the recommendation contained therein at the meeting scheduled for June 17, 2014.



JF:lo

Attachment

cc: General Manager, Community Services Department  
Director, Planning & Development Division, Community Services Department  
Manager, Development Review Section, Community Services Department  
Heritage & Design Coordinator, Planning & Development Division, Community Services Department  
Senior Planner Kotasek-Toth, Planning & Development Division, Community Services Department  
Ms. Carla Duval-Tyler, Chair, Municipal Heritage Advisory Committee

**TO: Secretary, Municipal Heritage Advisory Committee**  
**FROM: General Manager, Community Services Department**  
**DATE: April 23, 2014**  
**SUBJECT: Civic Heritage Policy – Companion Document**  
**FILE NO.: CK. 710-1 and PL. 710-8**

---

**RECOMMENDATION:** that a copy of this report be forwarded to the Planning and Operations Committee and City Council for information.

### **TOPIC AND PURPOSE**

The purpose of this report is to present the Saskatoon Heritage Plan (Plan). A copy of the Plan is provided in Attachment 1.

### **REPORT HIGHLIGHTS**

1. The Plan is a companion document to Civic Heritage Policy No. C10-020 and links Civic Heritage Policy No. C10-020 with implementation actions identified in the Heritage Program and Policy Review (Heritage Review).

### **STRATEGIC GOALS**

This report supports the City of Saskatoon's (City) 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.”

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

### **BACKGROUND**

During its March 5, 2014 meeting, the Municipal Heritage Advisory Committee (MHAC) considered a report of the General Manager, Community Services Department, recommending approval of revised Civic Heritage Policy No. C10-020. During its March 25, 2014 meeting, the Planning and Operations Committee considered the same report of the General Manager, Community Services Department. Both committees resolved:

- “a) that the revised Civic Heritage Policy No. C10-020, as outlined in this report and as set out in Attachment 2, including the Heritage Conservation Program Incentives, be approved.”

The report also identified that a companion document to the revised Civic Heritage Policy No. C10-020 would be developed, which would link the revised policy with implementation actions identified in the Heritage Review.

## **REPORT**

The Plan is a companion document to the revised Civic Heritage Policy No. C10-020. The Plan describes the City's long-term approach to support the preservation of Saskatoon's historic resources by linking Civic Heritage Policy No. C10-020 with implementation actions identified in the Heritage Review.

The Plan has been divided into three parts:

- Part 1 outlines the role of the City in heritage conservation highlighting the City's partnerships, the role of the MHAC, and the relationship between the Plan and other City plans, programs, and policies.
- Part 2 links Civic Heritage Policy No. C10-020 with implementation actions. Building on the Heritage Review, Civic Heritage Policy No. C10-020, and the associated implementation action items, support a Heritage Conservation Program that will protect and interpret Saskatoon's heritage assets into the future.
- Part 3 outlines civic programs related to heritage conservation, including details about how to designate a property and the incentives available for designated properties.

The Plan will be used by the Administration, the MHAC, City Council, and others to implement and provide guidance on Civic Heritage Policy No. C10-020.

## **OPTIONS TO THE RECOMMENDATION**

The option exists for City Council to not endorse the Plan as presented. In this case, the Administration would request direction on what changes need to be undertaken.

## **POLICY IMPLICATIONS**

There are no policy implications identified at this time.

## **FINANCIAL IMPLICATIONS**

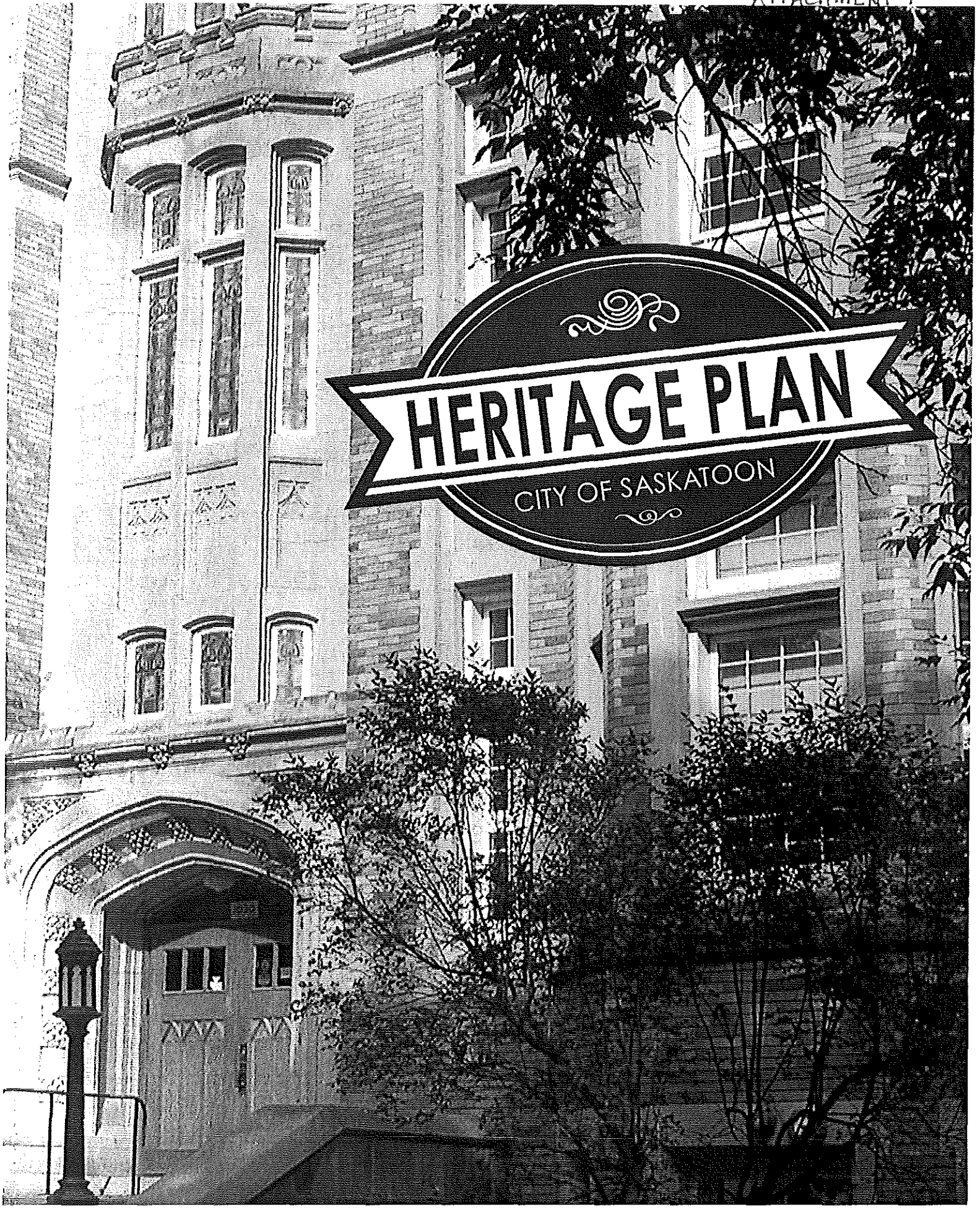
There are no financial implications identified at this time.

## **PUBLIC AND/OR STAKEHOLDER INVOLVEMENT**

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







HERITAGE PLAN  
CITY OF SASKATOON







Little Stone School float in front of McLean Building.  
Photograph PH-9578-73C  
Courtesy Saskatoon Public Library - Local History

*Where a discrepancy between this Plan and the Civic Heritage Policy approved by City Council exists, the Civic Heritage Policy approved by City Council shall apply.*




Prepared by City of Saskatoon, Planning & Development  
[www.saskatoon.ca](http://www.saskatoon.ca) (look under 'H' for Heritage)

Printed April 2014



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## PREAMBLE

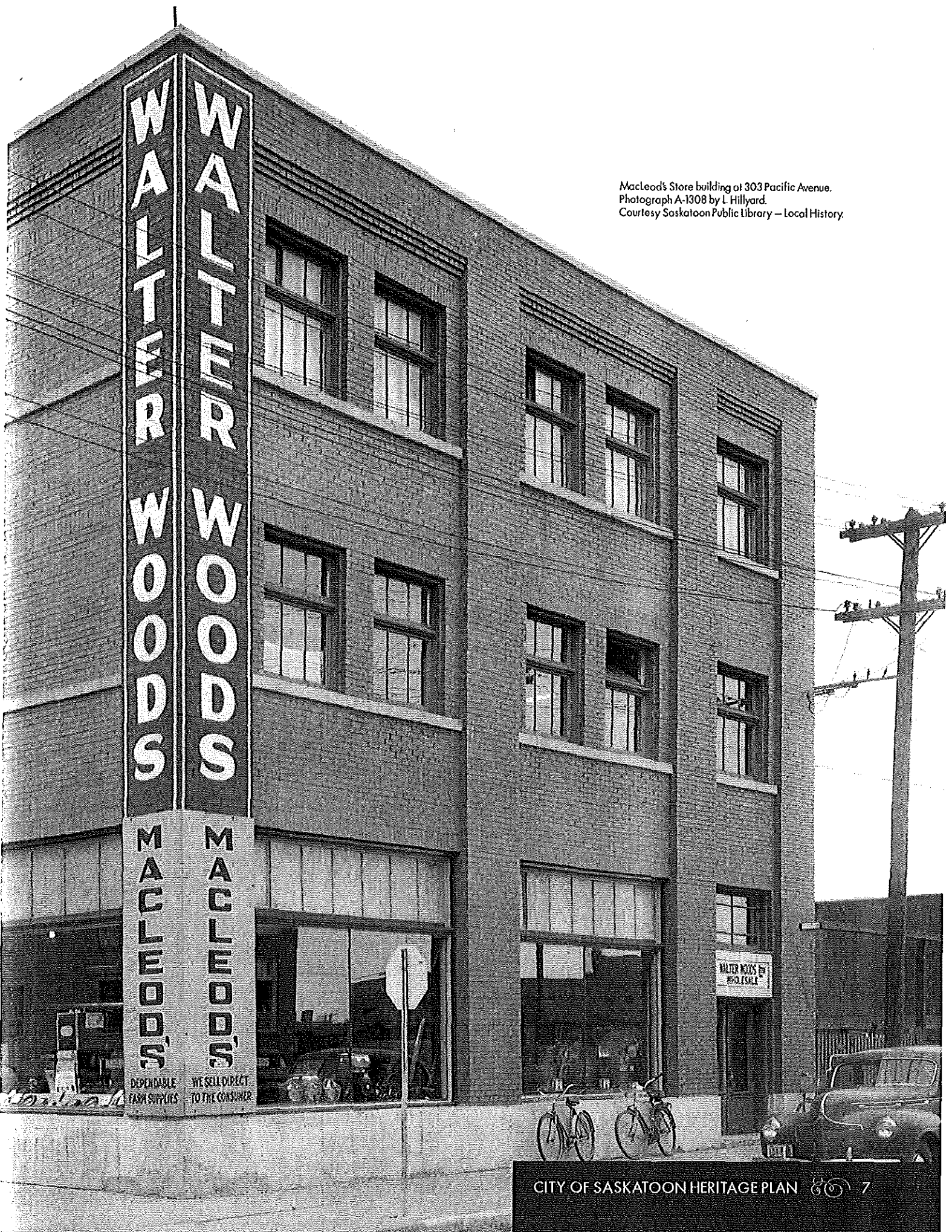
# BENEFITS TO HERITAGE CONSERVATION

Heritage conservation has many potential cultural, social and economic benefits. Conserving and interpreting a community's heritage allows it to retain and convey a sense of its history, provides aesthetic enrichment and offers educational opportunities. Heritage resources help us understand where we have come from so that we can appreciate the continuity in our community from past to present to future. Historic sites become physical landmarks and touchstones. Many other intangible cultural heritage features — such as traditions, events and personal histories — add to the city's vibrancy and character. This broad range of heritage resources represents a legacy that weaves a rich and unique community tapestry.





MacLeod's Store building at 303 Pacific Avenue.  
Photograph A-1308 by L. Hillyard.  
Courtesy Saskatoon Public Library – Local History.



# THE SASKATOON HERITAGE PLAN

*“As we plan for Saskatoon’s future growth, we will respect our past...”*

The City of Saskatoon retains a vibrant, sustainable and diverse heritage character, both tangible and intangible, that enriches our urban streetscapes, and enhances the quality of life in Saskatoon by providing cultural and educational opportunities. As we plan for Saskatoon’s future growth, we will respect our past, and provide a balance for new development that recognizes the importance of our heritage resources, our intangible cultural heritage and our natural landscapes. The City of Saskatoon (the City) recognizes the important role that heritage conservation plays in enhancing both cultural and economic vitality and will support a Heritage Conservation Program that conserves significant heritage resources in our evolving community development.

## PLAN OVERVIEW

In 2012, the City completed a Heritage Policy and Program Review. The review provided a framework to further recognize the potential of the city’s heritage resources to act as a solid basis for the development of a vital and sustainable urban environment. Through a broad collaborative process involving many stakeholders, the review identified an array of goals and actions, gathered into an implementation strategy that integrates conservation initiatives within the land use planning

and development approval process, and supports community heritage initiatives and partnerships. The review provided a framework for heritage policies and procedures for the continuing survey of potential heritage resources, renewed focus for heritage incentives and integration with long-range planning objectives including sustainability and economic development initiatives.

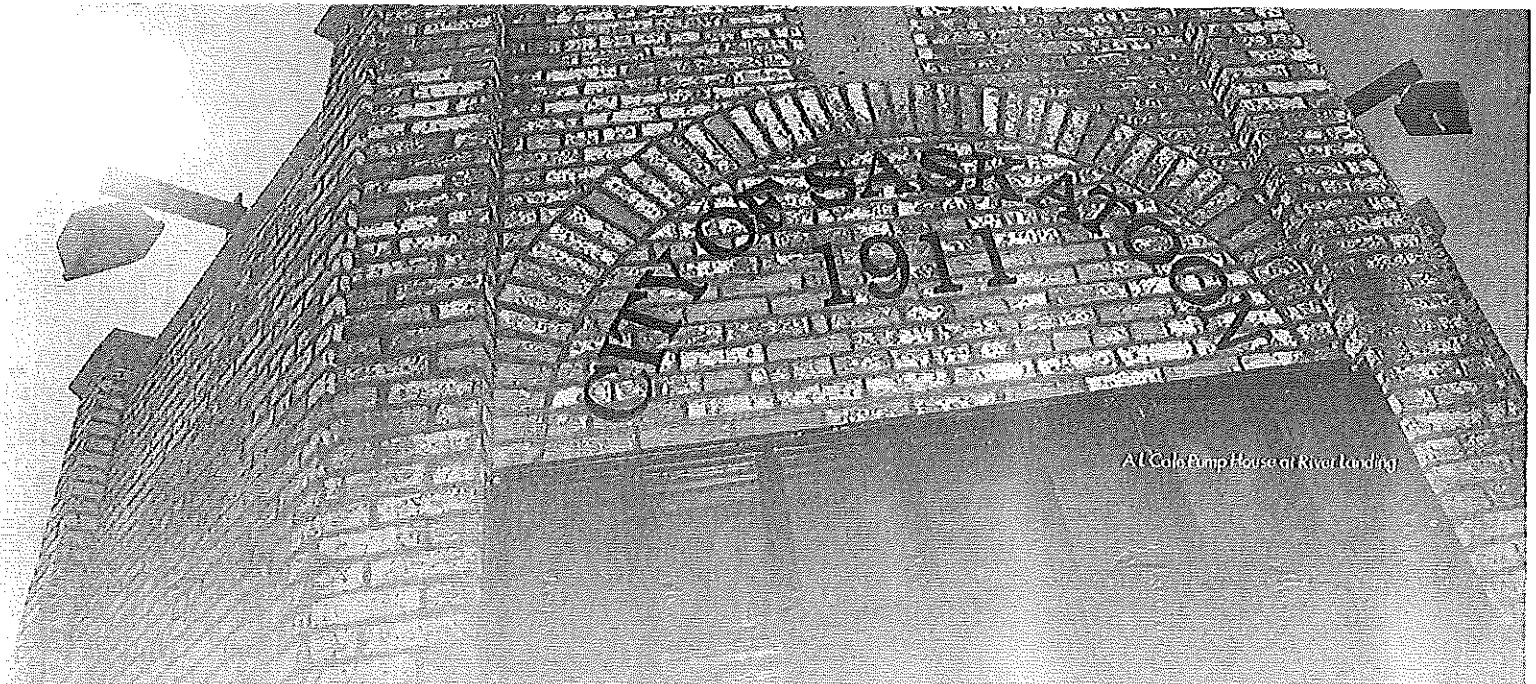
Building on the Heritage Policy and Program Review, City Council approved an updated Civic Heritage Policy in March 2014. The updated policy provides for an expanded definition of heritage and provides strategic direction for the conservation of tangible and intangible heritage resources in the city of Saskatoon. The Saskatoon Heritage Plan is a companion document to this updated Civic Heritage Policy. The Plan describes the City’s long-term approach to support the preservation of Saskatoon’s historic resources by linking the updated Civic Heritage Policy with implementation actions.

The Plan has been divided into three parts:

- Part 1: The Role of the City
- Part 2: Linking Policy with Action
- Part 3: Civic Programs

Part 1 of the Plan outlines the role of the City in heritage preservation by highlighting the City’s partnerships, the Municipal Heritage Advisory Committee and the relationship between this Plan and other City plans, programs and policies.

Part 2 of the Plan links the Civic Heritage Policy with actions. Building on the implementation actions outlined in the Heritage Policy



*All Colburn House at River Landing*

and Program Review completed in August 2012, the Civic Heritage Policy and associated actions support an enhanced and effective municipal Heritage Conservation Program that will protect and interpret Saskatoon's heritage assets into the future.

Part 3 of the Plan outlines the civic programs related to the Heritage Conservation Program including details about how to designate a property in the city of Saskatoon and the incentives available for Municipally Designated Properties.

## GOALS OF THE HERITAGE PLAN

Four goals for the City of Saskatoon's Heritage Program were identified through the Heritage Policy and Program Review. These goals form the basis for the City's updated Civic Heritage Policy and this Plan.

### *GOAL 1 City Heritage Stewardship*

The City will provide leadership in heritage conservation through a policy of civic heritage stewardship.

### *GOAL 2 Enhanced Heritage Program*

The City will develop an enhanced City of Saskatoon Heritage Policy and Program framework that links to broader civic goals of sustainability, economic development and neighbourhood planning, while providing significant and sustainable development opportunities.

### *GOAL 3 A Broader Recognition of Heritage*

The City will preserve, protect and interpret significant historical resources that illustrate the broad range of Saskatoon's heritage values.

### *GOAL 4 Neighbourhood Heritage Planning*

The City will plan for the sustainable development of healthy neighbourhoods, based on their historic identity and character.



# ROLE OF THE CITY IN HERITAGE CONSERVATION

The authority for the management of heritage sites is enabled under the Province of Saskatchewan's *Heritage Property Act*. In order to achieve this, the City implements a number of programs, such as incentive programs, to support the conservation of heritage sites in the city. The City relies on its community partners and the Municipal Heritage Advisory Committee to provide support that is complementary to the City's initiatives.

## COMMUNITY PARTNERSHIPS

There are a number of community groups, associations and organizations that provide heritage programming and support services that are complementary to the City's initiatives.

The City's partners include:

- Meewasin Valley Authority
- University of Saskatchewan
- Saskatoon Heritage Society
- Heritage Saskatchewan
- Architectural Heritage Society of Saskatchewan
- Wanuskewin Heritage Park
- Guslin/Trounce Heritage Committee
- Saskatoon Archaeological Society
- Western Development Museum
- Diefenbaker Canada Centre
- Ukrainian Museum of Canada
- Saskatchewan Indian Cultural Centre
- Tourism Saskatoon

## MUNICIPAL HERITAGE ADVISORY COMMITTEE

The *Heritage Property Act* states: "Any Council, by bylaw, may establish a Municipal Heritage Advisory Committee to advise and assist the council on any matters arising out of this Act or the regulations." The Act also states that Council should consult with Municipal Heritage Advisory Committee prior to designating a property or demolishing a designated property.

Saskatoon established a Municipal Heritage Advisory Committee in 1981 under Bylaw No. 6111, with meetings that are open to the public and minutes that are publicly available. Terms for appointment to the Municipal Heritage Advisory Committee are two years, but there are no term limits. The Municipal Heritage Advisory Committee submits an annual report on its activities to City Council through the Planning, Development and Community Services Committee. The most recent report is posted on the Committee's webpage at [www.saskatoon.ca](http://www.saskatoon.ca).

The Committee provides education and awareness programs, subject to budget limitations and in consultation with City Administration. The Municipal Heritage Advisory Committee has undertaken a number of projects to promote heritage including the publication of two books: *Saving Our City* (1995) and *Exploring the "Wonder City"* (2002).

## RELATIONSHIP TO OTHER PLANS, POLICIES AND STRATEGIES

The City of Saskatoon Heritage Program exists within a broad municipal policy framework that





regulates and plans for Saskatoon's development. Where possible and appropriate, new and existing City programs and policies seek to provide the necessary regulations and innovations to support heritage initiatives. Some of the existing policies and plans in place are the Strategic Plan, Official Community Plan, Local Area Plans, Culture Plan, and the City Centre Plan.

### STRATEGIC PLAN

The City of Saskatoon's Strategic Plan was released in January of 2012. It is reviewed every year by City Council. Based on the visioning exercise, Saskatoon Speaks, the Strategic Plan considers what Saskatoon would look like if it grew to half a million people.

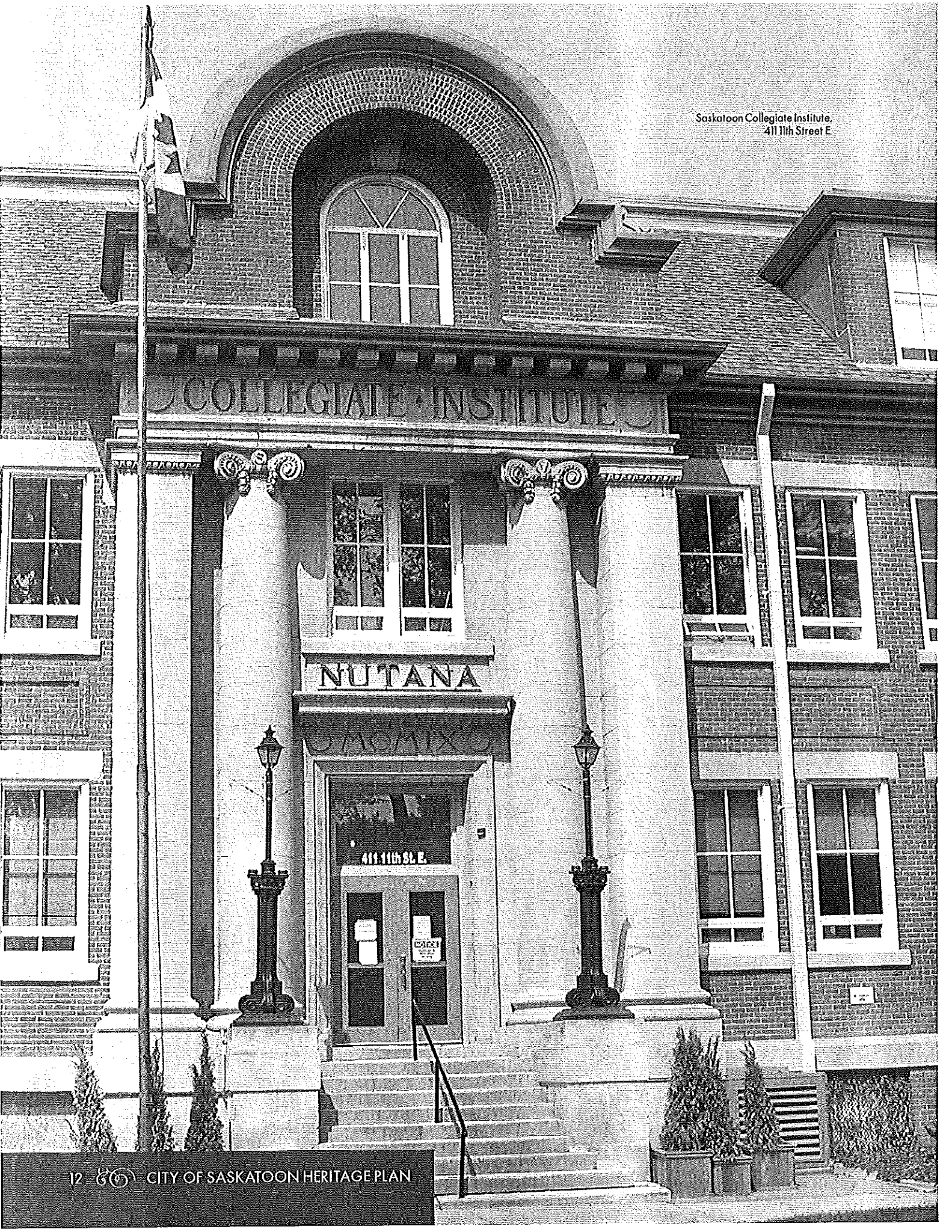


The plan contains Strategic Goals which are based on areas that the community and City Council has identified to realize our vision and accomplish our mission over the next ten years.

The aims and duties of Municipal Heritage Advisory Committee are to provide advice to City Council:

- On any matter arising out of *The Heritage Property Act* or the regulations there under and on the Civic Heritage Policy.
- On any changes to the criteria for evaluation of properties of architectural or historical value or interest with respect to heritage designation.
- With respect to revisions to the list of properties, sites, buildings and areas worthy of conservation as set out in *The Holding Bylaw No. 6770*.
- On buildings, properties and artifacts to be designated under *The Heritage Property Act*.
- On policies related to conserving heritage properties and areas.
- On current heritage conservation legislation and to recommend proposed changes to municipal legislation to conserve heritage properties and areas.
- On ways to increase public awareness and knowledge of heritage conservation issues.
- On any other matters relating to buildings and areas of architectural or historical significance.
- On properties and artifacts owned by the City.
- To prepare and update, in consultation with the City's Administration, a brochure and/or information on the website describing the Committee's mandate, membership, qualifications, recent activities, regular meeting schedule and how the public can contact the Committee.

Saskatoon Collegiate Institute,  
411 11th Street E



Heritage has been included in the strategic goals of Quality of Life & Sustainable Growth.

- *Quality of Life: Culture thrives in Saskatoon where diverse traditions, religions and languages are respected and celebrated. As a community, we find new and creative ways to showcase our city's built, natural and cultural heritage. Every citizen feels a sense of belonging.*
- *Sustainable Growth: Reserve the character of heritage buildings and historical landmarks.*

## OFFICIAL COMMUNITY PLAN

The Official Community Plan (Bylaw No. 8769) is a broad land-use framework intended to guide future growth and development in Saskatoon. The Official Community Plan defines the City's role in conserving and interpreting cultural and built heritage. Policies relating to heritage are intended to be updated as a result of the recommendations from the Heritage Policy and Program Review.

## LOCAL AREA PLANS

Local Area Plans (LAPs) are community-based, long-range plans that focus on the renewal of established neighbourhoods and distinct areas in Saskatoon. By engaging the community in the development of long-range plans, residents, business owners and other stakeholders have a direct and active role in determining the future of their neighbourhood. The LAP process provides the community an opportunity to create a vision, identify issues, develop goals and outline strategies to ensure the long-term success of their neighbourhood. The completed



LAP establishes the objectives and policies that will guide the growth and development of a neighbourhood into the future.

In each LAP, community heritage is examined and included in the report. Recommendations or action items are often included relating to heritage. The following example has been taken from the City Park LAP.

- *City Park Built Heritage Committee:*
- *That the City Park Community Association,*
- *City Park Local Area Planning Committee*
- *and interested stakeholders meet to*
- *discuss the potential of creating a City*
- *Park Built Heritage Committee and that*
- *the Planning & Development Division*
- *attend a meeting in this regard. And, if*
- *created this committee could discuss*
- *issues such as heritage hardware exchange*
- *events, Architectural Control Districts and*
- *renovating older homes.*

## CULTURE PLAN

Saskatoon's Culture Plan was approved by City Council on September 12, 2011. The Plan is the culmination of two years of work that included extensive community engagement. Heritage

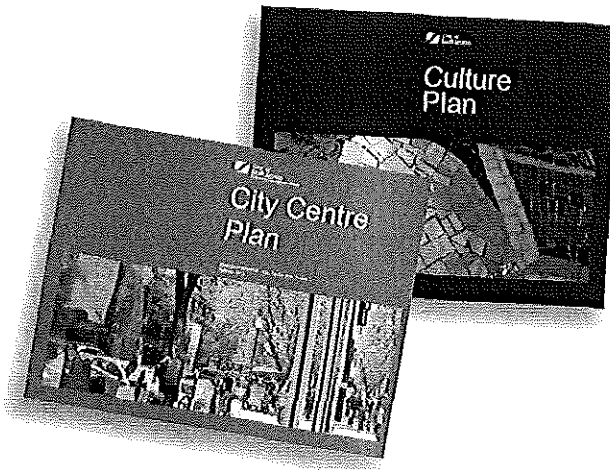


is listed as a key direction in the Plan, which provides a solid basis for further integration of heritage and cultural goals within broader civic planning initiatives.

Key direction 2 of the Culture Plan is to: *Ensure Cultural Heritage is Conserved and Valued*. Under this key direction, three strategies have been identified as follows:

- Strategy 1: Identify and conserve Saskatoon's distinctive natural and built heritage resources.
- Strategy 2: Pilot and promote innovative approaches to interpreting and promoting cultural heritage resources and experiences.
- Strategy 3: Build upon the City and community's capacity to support heritage conservation.

Heritage conservation of the built environment, and cultural heritage in the broader sense, is referenced throughout the Culture Plan. The Plan is a foundational base for tying the Heritage Program to broader civic goals and objectives.



## CITY CENTRE PLAN

Saskatoon's City Centre Plan was approved by City Council on December 16, 2013. The Plan outlines a series of design initiatives and policies that ensure that the City achieves the vision of Saskatoon Speaks and the Strategic Plan. The Plan guides the design of public places, transportation, parking, infrastructure, sustainable design practices, design guidelines, zoning, heritage and culture. Many of Saskatoon's heritage assets are within the city centre and the Plan provides recommendations to ensure that these assets are protected for the long term.

The Heritage and Culture section of the City Centre Plan recommends:

- Expanding the number of assets listed on the Saskatoon Register of Historic Places.
- Explore options for modifications to the Building Bylaw No. 7306 to allow for amendments to provide accommodation for adaptive reuse of heritage assets.
- Designate areas of heritage interest.
- Provide more funding incentives for protection and restoration of heritage assets.
- Review financial obstacles and investment obstacles to adaptive reuse of buildings.
- Establish the City Centre as the central hub for arts and culture in the region.
- Review opportunities for public infrastructure including streetscape improvements to incorporate local craftsmanship and expressions of local culture.
- Support for art both in public spaces as well as for art incorporated into private development.
- An Art Walk is envisioned to celebrate the area's cultural heritage.

## POLICY AND ACTIONS

*“The City has a key role to play in ensuring that Saskatoon’s Heritage resources are conserved.”*

On December 16, 1996, City Council approved the City of Saskatoon’s Civic Heritage Policy. The Civic Heritage Policy was a result of the reactive approach to heritage conservation by the City at that time. The policy committed the City to conserving and interpreting the material, natural and cultural heritage in the community of Saskatoon in a planned, selective and cost feasible manner for the benefit of current and future generations of Saskatoon citizens and visitors.

By 2012, the Civic Heritage Policy no longer reflected the current best practices in heritage conservation. The City’s Heritage Program had been in place since the late 1990s and had achieved many positive results; however, improvements to the program were required. As a result, an updated Civic Heritage Policy was approved by City Council in March of 2014 based on the recommendations of the Heritage Program and Policy Review.

This section of the Heritage Plan links the City’s updated Civic Heritage Policy with implementation actions. Building on the City of Saskatoon Heritage Policy and Program Review completed in August 2012, the Policy and implementation action items support an enhanced and effective municipal Heritage Program that will protect and interpret Saskatoon’s heritage assets into the future.

## A LEADERSHIP IN HERITAGE PRESERVATION

The City has a key role to play in ensuring that Saskatoon’s Heritage resources are conserved. The Authority for the management of heritage sites is enabled under the provincial Heritage Property Act. In order to achieve this goal, the City implements a number of civic initiatives including incentive programs to support the conservation of heritage sites in Saskatoon. The City relies on its community partners and the Municipal Heritage Advisory Committee to provide support that is complementary to civic initiatives.

### A.1 CITY HISTORY

In co-operation with key community partners, the City should set, by example, the standard for other owners of heritage properties.

#### Policy

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

#### Actions

- a) Confirm the City’s leadership role in this significant area of public policy and inform the public of its intentions to achieve high heritage standards.
- b) Explore current best practices (e.g. City of Montreal and New York “Places Matter”) in the treatment of a broader range of heritage resources.
- c) Explore municipal best practice heritage policies regarding sustainability, economic revitalization, tourism and affordable housing.

- d) Integrate heritage initiatives with broader civic goals of economic development, sustainability, quality of life, affordable housing initiatives and neighbourhood planning in all aspects of the municipal planning framework. Revise or develop the City's policy framework to consistently reference what is "heritage" and how it will be conserved.

## A.2 THE CITY AS A PROPERTY OWNER

In 2001, City Council approved the City-owned Heritage Property Program. The purpose of the program is:

- 1) To be proactive in the identification of heritage structures owned by the City.
- 2) To ensure that the City exercises appropriate stewardship over the heritage structures in its care.
- 3) To provide City Council with the comprehensive range of information it needs to make appropriate and effective decisions regarding the stewardship of City heritage structures.
- 4) To integrate heritage conservation into the City's property management plans.

### Policy

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

### Actions

- a) Prepare Conservation Plans and Maintenance Agreements for City-owned

heritage sites, based on the *Standards and Guidelines for the Conservation of Historic Places in Canada*.

- b) Review the protection, management, programming and interpretation of City-owned heritage and potential heritage properties.
- c) Provide the Transportation and Utilities Department with the training and resources to adopt proper heritage conservation procedures for City-owned heritage sites.
- d) Identify and evaluate the full range of City-owned heritage resources, including cultural and natural landscapes.
- e) Undertake the development of a city-wide thematic framework and a historical context statement that will support the evaluation of Saskatoon's heritage resources.

## A.3 CITY ARCHIVES

The City of Saskatoon Archives contains records from the City of Saskatoon and its predecessor bodies dating back to 1902. These maps, plans, letters, reports, agreements, contracts, minutes and directories document the history and growth of the City and its administration, and the decisions that created the Saskatoon that we know today. City Archives is part of the Office of the City Clerk and acts both to support the administrative and legislative functions of the City of Saskatoon as well as to be an information resource for the public.

### Policy

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



Superintendent's Residence of the  
Saskatoon Forestry Farm Park & Zoo

As of 2014, the City of Saskatoon owns several significant heritage resources that form the core of the City's heritage stewardship policy including eight designated heritage sites:

- Marr Residence (currently seeking National Historic Site designation)
- Superintendent's Residence (National Historic Site at the Saskatoon Forestry Farm Park & Zoo)
- Bowerman Residence
- Albert School Community Centre
- Little Chief Service Station
- Nurana Pioneer Cemetery
- Woodlawn Cemetery/Next of Kin Memorial Avenue (National Historic Site)
- City Gardener's Site in Victoria Park



#### A.4 THE MUNICIPAL HERITAGE ADVISORY COMMITTEE

The provincial *Heritage Property Act* states: "Any Council, by bylaw, may establish a Municipal Heritage Advisory Committee to advise and assist the Council on any matters arising out of this Act or the regulations." The Act also states that Council should consult with the Municipal Heritage Advisory Committee prior to designating a property or demolishing a designated property. Saskatoon established a Municipal Heritage Advisory Committee in 1981 under Bylaw No. 6111. Terms for appointment to the Municipal Heritage Advisory Committee are two years, but there are no term limits.

As of March 2014, the Municipal Heritage Advisory Committee currently reports to Council through the Planning and Operations Committee. The Municipal Heritage Advisory Committee does not have an initiating role in bringing issues forward to Council.

##### Policy

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

##### Actions

- a) Evaluate the ability for the Municipal Heritage Advisory Committee to have an initiating role in bringing issues forward to Council.
- b) In consultation with the Municipal Heritage Advisory Committee, the Heritage

Coordinator should lead in implementing heritage strategies and actions identified in the Heritage Policy and Program Review.

- c) Revise the wording of the Heritage Property (Approval of Alterations) Bylaw No. 8356 to exempt repairs and minor alterations from referral to the Municipal Heritage Advisory Committee.

## B PROTECTING OUR BUILT HERITAGE

The heritage conservation movement at the present time represents a broad-based, multi-faceted approach where historic resources promote and support downtown revitalization, neighbourhood stabilization, affordable housing, cultural tourism, education, sustainability and economic development. Heritage conservation, in general, provides stability in the marketplace and helps protect property values. This is especially the case where incentives are offered.

### B.1 HERITAGE EVALUATION

Current best practice for heritage evaluations, defined by the *Standards and Guidelines for the Conservation of Historic Places in Canada* employs values-based criteria based on Historic Context Statements and Thematic Frameworks, with Statements of Significance employed as an analytical tool. A thematic framework organizes and defines historical themes that identify significant sites, persons and events. Historical themes provide a context within which heritage significance can be understood, assessed and compared. Themes help explain why a site exists, how it can be changed and how it relates to other sites linked by the theme. Furthermore, the *Standards and Guidelines for the Conservation of Historic Places in Canada*



provide a common benchmark to guide restoration and rehabilitation of historic places, ensuring that heritage values are preserved and that these historic places continue to be useful resources in the life of a community.

The City will use the *Standards and Guidelines for the Conservation of Historic Places in Canada* as the basis for all heritage project review and the granting of heritage incentives.

#### Policy

- a) The City will evaluate heritage resources considered for municipal designation using a consistent evaluation methodology to determine heritage significance, heritage value and character defining features.
- b) *Standards and Guidelines for the Conservation of Historic Places in Canada* provides advice to achieve good heritage conservation practice. The City will use the *Standards and Guidelines* as a benchmark to assess the conservation interventions proposed for designated municipal heritage buildings.
- c) The City may require developers of large scale projects that include or are adjacent to heritage resources to prepare a heritage impact statement as a way of generating information necessary for designation and a conservation plan.

A **Heritage Impact Assessment** is a study to evaluate the impact a development may have on the heritage resource and recommend options for conservation of the resources.

- d) The City will determine situations where immediate consideration to the designation of any heritage resource should be

considered if that resource is threatened with demolition or adverse impacts, which may impact its heritage value as outlined in *The Heritage Property Act*.

#### Actions

- a) Use the *Standards and Guidelines for the Conservation of Historic Places in Canada* as the basis for all City heritage initiatives and as the basis for all heritage permit applications and the granting of incentives.
- b) Provide City staff and Municipal Heritage Advisory Committee with the training and resources to fully understand the use of the *Standards and Guidelines for the Conservation of Historic Places in Canada*.
- c) Provide improved training and resources for Building Standards staff in the proper application of *Standards and Guidelines for the Conservation of Historic Places in Canada* as well as in flexible responses to the application of building codes and standards in heritage situations.
- d) Review the City's existing heritage evaluation criteria and replace the numerical analysis component with values-based criteria and the use of Statements of Significance.
- e) Require Statements of Significance as the basis of any building/development permit application or review of proposed interventions to heritage sites.

A **Statement of Significance** is a written document that identifies the heritage value of an historic place and lists the *character defining elements* that must be retained to preserve this value. The Statement of Significance allows professionals, planners, and the public at large to understand a community's recognition and valuation of the historic place. More information about the elements contained in the Statement of Significance is contained in Appendix C.

## B.2 HERITAGE INVENTORY

In 2004, the City of Saskatoon created a Built Heritage Database. The purpose of the database was to create an inventory, or broad overview, of Saskatoon heritage to use as a planning and management tool. The criteria set to determine inclusion of properties on the database were broad and general and designed to exclude very little.

In 2014, the City of Saskatoon created the Saskatoon Register of Historic Places as the official listing of sites considered to have heritage value.

The Register is managed under the Heritage Program and includes properties that are designated, properties listed on Holding Bylaw No. 6770 and properties listed on the Built Heritage Database and have achieved the criterion to be eligible for municipal heritage designation.

Properties listed on the Register are monitored by the City's Administration and are flagged in the City's database. Flagging procedures act as a "distant early warning system" to ensure a proactive response to heritage issues. This ensures property owners are aware of potential heritage significance and allow an early City response when appropriate.

### Policy

- a) The City will identify and document the City's Heritage Resources through the development and maintenance of the Built Heritage Database.
- b) The City will create and maintain the Saskatoon Register of Historic Places (Register), which is an official listing of sites considered to have heritage value. Sites listed on the Saskatoon Register of Historic Places are federally, provincially, municipally designated or achieve the criterion to be eligible for Municipal Heritage Designation under the Heritage Conservation Program. The Register will be updated regularly and will be accessible to the public. Monitoring of the sites listed on the Register will provide the opportunity for intervention to achieve better outcomes for protection of heritage.

### Actions

- a) Establish the Register by Council Resolution, which will initially include identified heritage sites. Ensure that the Register is consistently referenced in the City's policy framework.
- b) Initiate an evaluation of the Built Heritage Database, to identify the sites of highest heritage value that can be included on the Register.

The Saskatoon Register of Historic Places is the City of Saskatoon's official listing of sites considered to have heritage value. Three categories of heritage resources are listed on the Register:

- 1) Properties that are federally, provincially or municipally designated.
- 2) Properties listed on the Holding Bylaw No. 6770.
- 3) Properties that are achieved the criterion to be eligible for municipal heritage designation.

- c) Make the Register available on the City of Saskatoon's website.
- d) Use the Register as the basis for eligibility for heritage conservation incentives.
- e) Identify heritage resources other than buildings, such as cultural landscapes, that can be included on the Register.
- f) As it is developed, use the Register as the basis for flagging procedures on the municipal database.
- g) Continue to identify built, natural and cultural heritage resources using an expanded definition of heritage and heritage conservation.

### B.3 INCENTIVES

Incentives provide a means by which legal protection can be secured for heritage sites and also help ensure long-term conservation by supporting ongoing maintenance and financial viability. In general, incentives leverage many times their original value in owner investment, construction and job creation.

Incentives are only available for those properties that are designated as a Municipal Designated Heritage Property. Properties that are municipally designated, by bylaw, require the owner to maintain the property and must have civic approval to alter the heritage elements of the property. This protection is in the form of a bylaw, which is registered against the title of the property and continues to apply when ownership changes.



Albert School  
610 Clarence Avenue



Pettit Sommerville Residence  
870 University Drive



Little Stone School House  
University of Saskatchewan

### Policy

- a) The City will support the conservation of heritage properties through incentives provided to encourage property owners in the conservation of heritage properties.
- b) The City will offer both monetary and non-monetary incentives to Municipal Designated Heritage Properties for the preservation, rehabilitation and restoration of character defining elements.

### Actions

- a) Undertake a review of a range of potential new heritage incentives, including mechanisms for developers to leverage abatements towards securing financing for conservation efforts, providing Statements of Significance and establishing grants for the ongoing maintenance of heritage buildings.
- b) Review the application of building codes and standards on heritage projects. Consult with the Province of Saskatchewan regarding the provision of flexible exemptions and equivalencies. Determine if appropriate equivalencies and exemptions can be consistently offered on heritage projects.
- c) Undertake economic case studies of previous heritage incentive packages, to determine how effective they were in achieving conservation outcomes, and what would be required to improve the heritage response and the resulting community benefit.

## C EDUCATION & AWARENESS

The City will continue to actively support heritage education and awareness initiatives, through community partnerships and as resources allow. This will provide leadership in heritage communication that will raise the profile of heritage by broadly supporting community partners that can inform a wide audience, including community associations, museums and the educational community.

### Policy

- a) The City will support heightened awareness of the value and issues regarding preservation of Saskatoon's historic resources.
- b) The City will provide information on the City's policies, processes and actions for the preservation of historic resources.
- c) The City will promote and publicize the heritage of Saskatoon and provide support to partners who tell the Saskatoon story through both paper and digital formats and other related means.

### Actions

- a) Realize heritage awareness through public programming, including commemoration, interpretation and public art, as well as the ongoing development of community partnerships.
- b) Support and increase the profile of Saskatoon's Heritage Awards Program by advertising the program details and award recipients.
- c) Develop a consistent brand and image for the City's interpretation initiatives.
- d) Encourage collaborations between heritage organizations and schools to enhance the teaching of local history.



The Founders at River Landing.



Story Telling Chairs at Market Square.



- e) Develop a full range of partnership opportunities.
- f) Make information available about Saskatoon's historic resources through a variety of means to enhance public awareness and understanding of local history and heritage resources. This could include:
  - Providing a more coordinated approach to collecting, preserving and interpreting Saskatoon's story.
  - Expanding support for the Local History at the Saskatoon Public Library.
  - Enhancing the profile of the City Archives.
  - Coordinating events such as Doors Open, Heritage Fair and Culture Days.

Policy

- a) The City will incorporate local history interpretive elements through plaques, public art and other opportunities as they present themselves in the public realm.

Actions

- a) Continue partnership initiatives to implement a program of interpretive features, such as commemorative plaques and signs throughout the city for built, natural and cultural heritage using common themes such as pioneer settlement, First Nations settler relations and river history, as well as more recent historical themes such as post-World War II immigration and the boom and bust economy.

## D NEIGHBOURHOOD HERITAGE RESOURCES & HERITAGE CONSERVATION DISTRICTS

Saskatoon's residential neighbourhoods bring history, meaning, identity and a sense of belonging to their residents. The unique identity, character and heritage resources of each neighbourhood should be identified, protected and commemorated.

Policy

- a) Existing housing stock provides a pool of affordable housing in established neighbourhoods. Planning for the sustainable development of established neighbourhoods will be based on their historic identity to ensure that development in residential areas is compatible with existing form and character.
- b) The City may require developers of large scale projects that include or are adjacent to heritage resources to prepare a heritage impact statement as a way of generating information necessary for designation and a conservation plan.

Actions

- a) Support enhanced conservation of neighbourhood heritage character through the Local Area Plan process. Ensure heritage conservation policies are appropriately referenced and potential heritage properties are recognized as plans for heritage neighbourhoods are updated.
- b) Build upon historic integrity and infrastructure when developing infill plans for historic neighbourhoods. Ensure the inclusion of mechanisms that will provide incentives for the retention of historic resources.

- c) Support affordable housing policies through continued and adaptive re-use of existing housing stock.

Policy

- a) The City may establish Heritage Conservation Districts or areas of heritage interest to recognize, protect and enhance the character of distinct heritage areas in Saskatoon.

Actions

- a) Identify, and where appropriate, establish Heritage Conservation Districts as a way of recognizing a wide number and type of heritage resources.



*“ Saskatoon’s residential neighbourhoods bring history, meaning, identity and a sense of belonging to their residents. The unique identity, character and heritage resources of each neighbourhood should be identified, protected and commemorated.*

## E CONSERVATION OF NATURAL AREAS AND ARCHEOLOGICAL SITES

The Province of Saskatchewan is responsible for the protection of archaeological resources in the province. The City of Saskatoon works closely with Provincial authorities to ensure the protection of archaeological resources in the city.

The Civic Heritage Policy ensures the inter-relationship between the conservation of heritage, natural areas and architectural sites is reflected, however, implementation of this policy is completed through the City of Saskatoon’s Official Community Plan and other policies such as the City’s Weiland Policy No. C09-041.

Policy

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

Section 9.2 of the Official Community Plan:

## 9.2 CONSERVATION OF NATURAL AREAS AND ARCHAEOLOGICAL SITES

### 9.2.1 Objectives:

- a) To identify and protect important ecosystems and other natural areas and archaeological sites, as part of the land development process.
- b) To enhance the beauty and enjoyment of the city and region.
- c) To conserve the biodiversity of both plant and animal life for the enjoyment of present and future generations.

### 9.2.2 Policies:

**RESPONSIBILITY** a) The long-term preservation and protection of natural features is a responsibility of local residents, property owners, government agencies and the private sector.

#### IDENTIFICATION OF NATURAL AREAS

b) The City shall maintain a current inventory of remaining natural areas, as well as archaeological and paleontological sites, within the City and immediate area.

**ANALYSIS OF NATURAL AREAS** c) As part of the suburban development area, neighbourhood or industrial area concept plan design process, a general screening shall be undertaken for important natural areas, features or archaeological sites. If deemed appropriate, more detailed analysis of natural areas or features shall be undertaken by a qualified consultant, acceptable to both the City of Saskatoon and the developers, with all costs borne by the affected developers.

#### PROTECTION OF NATURAL AREAS

d) The conservation or mitigation for loss of important natural areas, features or archaeological sites shall be considered in the review of area sector plans, neighbourhood or industrial area concept plans, subdivision applications, and proposals to include lands within Phasing Sequence I of the Official Community Plan.

#### Phasing Policy

**INTERIM USE** e) In advance of a neighbourhood or industrial area concept plan, subdivision plan or development permit for a permanent use being approved for an area, any application to excavate, strip, grade or remove vegetation from the land shall require a development permit issued under the Zoning Bylaw. The Development Officer shall issue a development permit when satisfied that the excavation, stripping, grading or removal of vegetation is necessary for the interim use, development or maintenance of the subject land, considering the need to conserve important natural areas and vegetation, the maintenance of effective drainage patterns, and the health and safety of persons in the area.

**INTEGRATED OPEN SPACE** f) Wherever possible, important natural areas, features and systems shall be integrated into new development areas and form part of the park and open space system, including the retention of natural corridors and natural ponding areas.





Star Phoenix Clock  
5th Avenue near 24th Street

City Hall, 23rd Street East at 3rd Avenue North.  
Photograph LH-6444 by M. Gibson  
Courtesy Saskatoon Public Library – Local History



## F CULTURAL LANDSCAPES

In the past, the City of Saskatoon's Heritage Program has focused primarily on buildings in the downtown and the University of Saskatchewan. However, Saskatoon has inherited a rich and deeply significant legacy that includes many categories of resources in addition to buildings. The City should seek, through leadership and partnerships, to identify, protect and celebrate a broad range of potential heritage resources for the valuable contribution that they make toward a complete understanding of Saskatoon's history.

### Policy

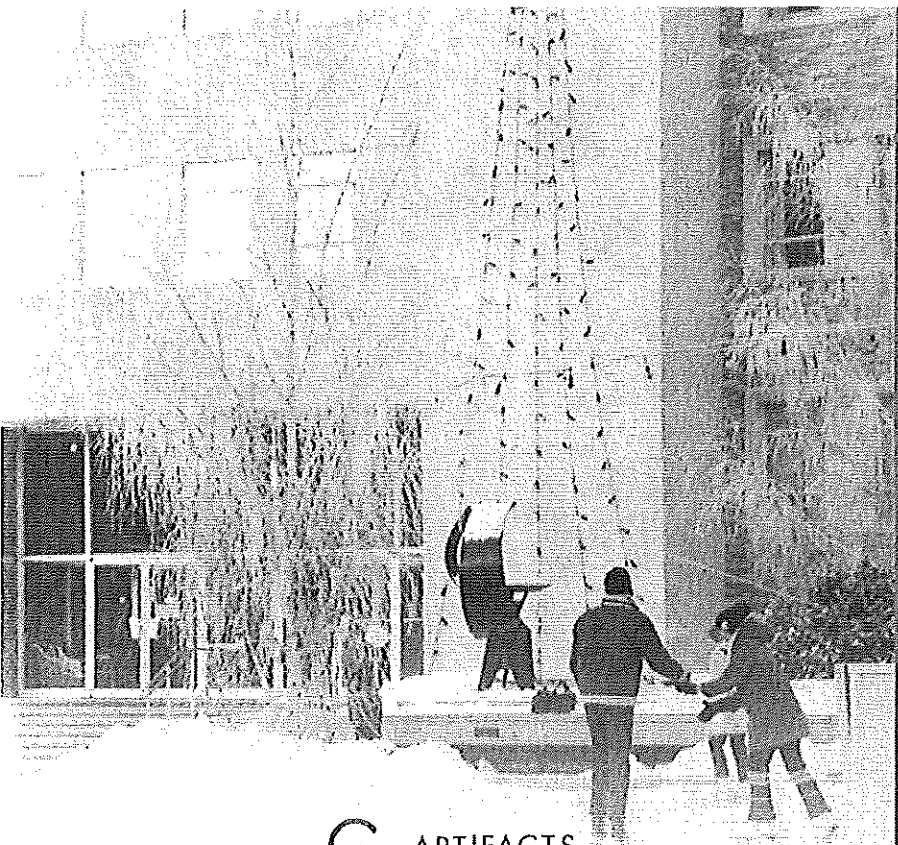
The City will recognize the valuable role cultural landscapes play in preserving the cultural identity of Saskatoon and will work to conserve them.

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

### Actions

- a) Identify heritage resources other than buildings such as cultural landscapes that can be included on the Register.
- b) Identify and evaluate the full range of City-owned heritage resources, including cultural and natural landscapes.
- c) Continue to identify built, natural and cultural heritage resources using an expanded definition of heritage and heritage conservation.





## G ARTIFACTS

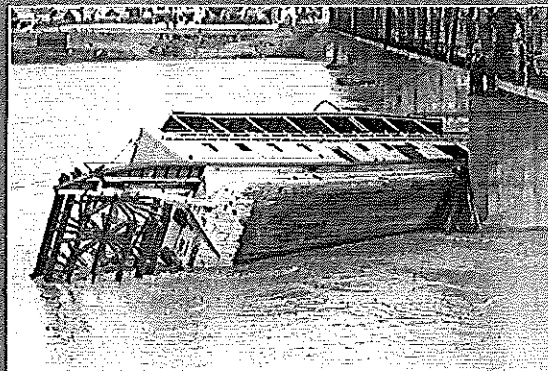
Over the years, the City has become the steward of artifacts and materials that have been salvaged from heritage buildings and sites. Materials have been gathered by either volunteers or by City staff. In some cases and where appropriate, these artifacts can be put on display for the enjoyment of Saskatoon residents. The City will continue to work with its partners to ensure that artifacts are appropriately protected.

### Policy

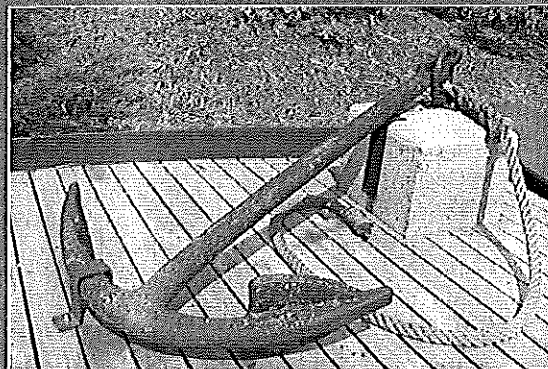
- a) The City will identify, conserve and interpret artifacts that relate to its own history as a municipal government and to the history of the development of Saskatoon.
- b) The City will explore opportunities for permanent display of artifacts.

### Actions

- a) Work with partners to ensure artifacts are identified and conserved.
- b) Support the public display of artifacts where appropriate for the enjoyment of Saskatoon residents and visitors.



The Wreck of the 'City of Medicine Hat' Photograph H49  
Courtesy Saskatoon Public Library – Local History



SS City of Medicine Hat Anchor



SS City of Medicine Hat Anchor



Artifact from SS City of Medicine Hat  
Courtesy Stortec Inc.

## CIVIC PROGRAMS

### SASKATOON REGISTER OF HISTORIC PLACES

The Saskatoon Register of Historic Places is the City of Saskatoon's official listing of sites considered to have heritage value. Sites listed on the register are either designated or achieve the criterion to be eligible for Municipal Designated Properties under the Heritage Conservation Program. The Register will be updated regularly and will be accessible to the public on the City's website.

Three categories of heritage resources are listed on the Register:

- 1) Properties that are federally, provincially or municipally designated.
- 2) Properties listed on the Holding Bylaw No. 6770.
- 3) Properties that have achieved the criterion to be eligible for municipal heritage designation.

All sites listed on the Register are monitored to provide the opportunity for intervention to achieve better outcomes for protection of heritage should the need arise.

### MUNICIPAL HERITAGE PROPERTY DESIGNATION

#### *Why Designate?*

Municipal Heritage Property is recognized as being of major significance to the history of our community. Protected by City bylaw, designated properties must be maintained and the key heritage features cannot be altered without approval from the City.

Designating a property as a Municipal Heritage Property can be of value to an owner. A Municipal Designated Heritage Property will receive:

- Formal public recognition of the heritage value of the property.
- Receive public acknowledgement of your efforts to conserve the heritage property
- Be eligible for the City of Saskatoon's Heritage Conservation Program.

Municipal designation may also provide marketing potential for commercial purposes and possible enhanced economic value of the property.

#### *How to Apply*

City Council is the approving authority for granting Municipal Heritage Property Designation. Each individual request for designation as a Municipal Heritage Property requires an application form, available for pickup from Planning & Development on the 3rd Floor of City Hall or on [www.saskatoon.ca](http://www.saskatoon.ca).

Once the application is received, the property is evaluated using current best practice for heritage evaluations as defined by the *Standards and Guidelines for the Conservation of Historic Places in Canada*. The *Standards and Guidelines for the Conservation of Historic Places in Canada* employs values-based criteria, based on Historic Context Statements and Thematic Frameworks, with Statements of Significance being used as an analytical tool. The evaluation criterion for potential heritage properties is based on significance and integrity criteria and usage.

The Municipal Heritage Advisory Committee will also be consulted prior to Council designating a property, as outlined in *The Heritage Property Act*. Once Council has approved a property for designation as a Municipal Heritage Property, properties are eligible for incentives and owners

must commit to protect the property for the benefit of the community. Additionally, the property will be recognized with a designation plaque or register certificate.

## HERITAGE CONSERVATION PROGRAM INCENTIVES

A number of incentives are available depending on the individual circumstances. Please contact the City of Saskatoon for more information at 306-975-2645.

### *General Eligibility Criteria*

The City may offer financial or tax-based support to projects involving Municipally Designated Properties. The property owner must maintain the property and must have civic approval to alter the character defining elements of the property. The municipal designation is in the form of a bylaw, which is registered against the title of the property and continues to apply when ownership changes. Other conditions might include specific requirements on how the property is to be conserved, restored or adapted to a new use. Examples may include an approved preventative maintenance plan or public access to a commercial property.

## INCENTIVE OPTIONS

### *Fixed Elements*

Incentives are available to property owners of designated properties for fixed elements. Fixed elements provide property owners with a degree of certainty necessary for successful planning and assure the City of a long-term future for the structure. Examples of fixed elements include the replacement of windows or re-roofing.

Fixed element incentives are in the form of a tax abatement of 50% of the costs related

A number of incentive programs are available through the City of Saskatoon including:

- Vacant Lot and Adaptive Reuse Incentive Program
- Façade Conservation and Enhancement Grant

Contact the City of Saskatoon at 306-975-3340 for more information

Incentives are also available through external agencies such as the Saskatchewan Heritage Foundation.

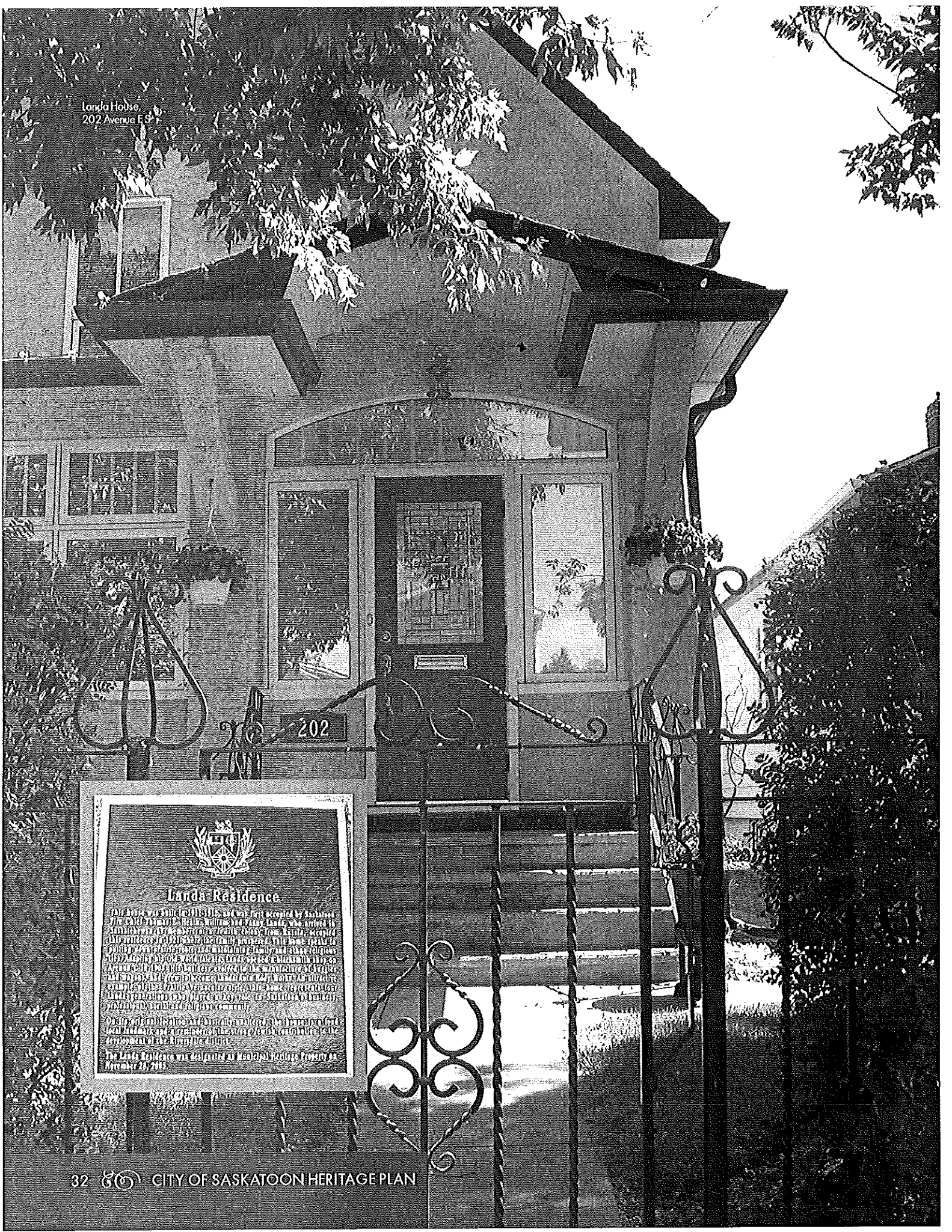
to restoration of architectural elements and renovations to meet building code requirements where it affects heritage elements of the building to a maximum of \$150,000 over a 10 year period. Additional funding may be approved by City Council in exceptional circumstances. The tax abatement may be suspended or revoked if the property owner does not comply with the conditions of the bylaw. Incentives in the form of tax abatements cannot exceed the amount of taxes in any current year. There will be no abatement of outstanding or current taxes.

Within a 10 year period, an owner may make more than one application provided the total amount received does not exceed \$150,000. Where the maximum of \$150,000 has been reached, applicants cannot apply for funding under this program for 10 years after the initial approval date.


On top of the \$150,000 incentive, the property owner is eligible for a refund of 50% of any



Landa House  
202 Avenue E.S.



202

  
**Landa Residence**  
The house was built in 1911. It was first occupied by Saskatoon  
wife CARL ALBERT HALLA and his wife Landa who lived in  
the house until 1921. The house was built by the Landa family  
and was one of the first houses in Saskatoon to have a  
porch. The house was built by the Landa family and was  
one of the first houses in Saskatoon to have a porch.  
The house was built by the Landa family and was one of  
the first houses in Saskatoon to have a porch.  
The Landa Residence was designated as Municipal Heritage Property on  
November 23, 2005.

building permit and development permit fees. In return for the assistance provided, the owner will agree to certain conditions designed to protect and conserve the structure in an appropriate way.

*Heritage Home Incentives*

Heritage Home owners are eligible for the fixed element incentive. In addition, home owners are eligible for Heritage Home designations, which will be applied to dwellings up to four units. The applicant may choose to have funds paid out as a grant for funding under \$10,000 (based on 50% of total project costs). The grant will be issued to the property owner once the project has been completed. In the circumstances where the approved tax abatement is greater than the property taxes, a grant will be provided to the property owner for the difference over the amortization period.

In return for the assistance provided, the owner will agree to certain conditions designed to protect and conserve the structure in an appropriate way.

*Non-Governmental and Non-Profit, Tax Exempt Property Incentives*

Incentives are also available for non-governmental and non-profit, tax-exempt properties. The incentive shall be in the form of a grant to a maximum of \$75,000. Additional funding may be approved by City Council in exceptional circumstances. Grants in excess of \$10,000 will be amortized over a period of up to 10 years.

Tax-exempt properties and property owners can only apply for funding once every 10 years. In return for the assistance provided, the owner will agree to certain conditions designed to protect and conserve the structure in an appropriate way.

“*...the property owner and the City to work together to ensure the unique needs and characteristics of the heritage property itself are addressed.*”

*Flexible Element Incentives*

Incentives are available to property owners for flexible elements. Flexible elements enable the property owner and the City to work together to ensure the unique needs and characteristics of the heritage property itself are addressed.

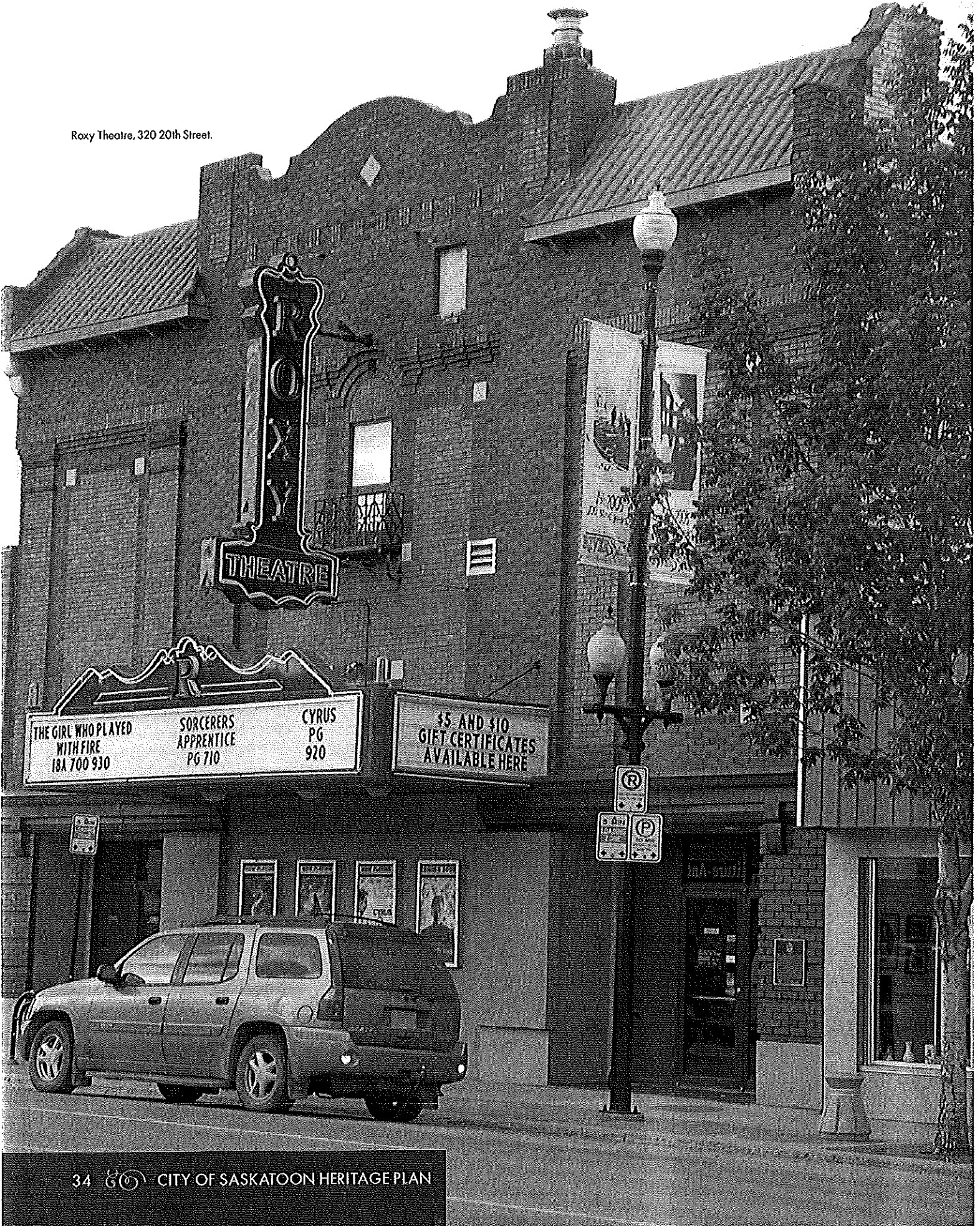
The City will negotiate an appropriate “bundle” of flexible support services for each individual property. This may include working to develop building code equivalencies, providing streetscaping elements which enhance the heritage structure or rezoning by agreement for adaptive reuse of the property.

*Maintenance Grants*

Incentives are available to designated property owners for maintenance. Maintenance grants are available only for designated properties not currently receiving tax abatement. The incentive shall be in the form of a grant of 50% of the cost of the project to a maximum \$5,000. Properties are eligible for a grant once every 10 years.



Roxy Theatre, 320 20th Street.





# CIVIC HERITAGE POLICY

## 1.0 PURPOSE

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

## 2.0 DEFINITIONS

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

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

as the instruments, objects, artifacts, and cultural spaces associated therewith, that communities, groups, and, in some cases, individuals recognize as part of their cultural heritage; constantly recreated by communities and groups in response to their environment, their interaction with nature, and their history which provides them with a sense of identity and continuity, thus promoting respect for cultural diversity and human activity.

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

### 3.0 OBJECTIVES

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

### 4.0 POLICY

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

#### *4.1 Heritage Inventory and Evaluation*

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

- a) Identify and document the City's Heritage Resources through the development and maintenance of the Built Heritage Database.
- b) Create and maintain the Register, which is an official listing of sites considered to have heritage value. Sites listed on the Register are federally, provincially, municipally designated or achieve the criterion to be eligible for Municipal Heritage Designation under the Heritage Conservation Program. The Register will be updated regularly and will be accessible to the public. Monitoring of the sites listed on the Register will provide the opportunity for intervention to achieve better outcomes for protection of heritage.



Cambridge Court,  
129 5th Ave N.

- c) Evaluate heritage resources considered for municipal designation using a consistent evaluation methodology to determine heritage significance, heritage value, and character defining features.
- d) Determine situations where immediate consideration should be given to the designation of any heritage resource if that resource is threatened with demolition or adverse impacts which may affect its heritage value as outlined in *The Heritage Property Act*.

#### **4.2 Conservation of Heritage Resources**

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

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

#### **4.3 Education and Awareness**

The City will:

- a) Support heightened awareness of the value and issues regarding preservation of Saskatoon's historic resources.
- b) Provide information on the City's policies, processes, and actions for the preservation of historic resources.
- c) Promote and publicize the heritage of

Saskatoon and provide support to partners who tell the Saskatoon story through both paper and digital formats and other related means.

- d) Incorporate local history interpretive elements through plaques, public art, and other opportunities as they present themselves in the public realm.

#### **4.4 Neighbourhood Heritage Resource and Heritage Conservation Districts**

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

#### **4.5 Conservation of Natural Areas and Archaeological Sites**

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

#### ***4.6 Cultural Landscapes***

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

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

#### ***4.7 Artifacts***

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

#### ***4.8 City Archives***

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

#### ***4.9 The City as a Property Owner***

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

#### ***4.10 The Municipal Heritage Advisory Committee***

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

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

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

#### ***4.12 Heritage Impact Statements***

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

#### ***4.13 City History***

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

## 5.0 HERITAGE CONSERVATION PROGRAM INCENTIVES

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

### 5.1 *General Eligibility Criteria*

The City may offer financial or tax-based support to projects involving Municipally Designated Properties. The property owner must maintain the property and must have civic approval to alter the character defining elements of the property. The municipal designation is in the form of a bylaw, which is registered against the title of the property and continues to apply when ownership changes. Other conditions might include specific requirements on how the property is to be conserved, restored, or adapted to a new use. Examples may include an approved preventative maintenance plan or public access to a commercial property.

### 5.2 *Incentives for Fixed Elements*

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

- a) The incentive shall be in the form of a tax abatement of 50 percent of the costs related to restoration of architectural elements and renovations to meet building code requirements where it affects heritage elements of the building to a maximum of \$150,000 over a ten-year period. Additional funding may be approved by City Council in exceptional circumstances.
- b) The tax abatement may be suspended or revoked if the property owner does not comply with the conditions of the bylaw.

- c) Incentives in the form of tax abatements cannot exceed the amount of taxes in any current year. There will be no abatement of outstanding or current taxes.
- d) The maximum amortization period is ten years. Within a ten-year period, an owner may make more than one application provided the total amount does not exceed \$150,000.
- e) Where the maximum of \$150,000 has been reached, applicants cannot apply for funding under this program for ten years after the initial approval date.
- f) The property owner is eligible for a refund of 50 percent of any building permit and development permit fees.
- g) In return for the assistance provided, the owner will agree to certain conditions designed to protect and conserve the structure in an appropriate way.

### 5.3 *Incentives for Non-Governmental and Non-Profit, Tax Exempt Properties*

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

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



#### **5.4 Heritage Home Incentives**

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

- a) Heritage Home designations will be applied to one- and two-unit dwellings and residential conversions of up to four units.
- b) The applicant may choose to have funds paid out as a grant for funding under \$10,000 (based on 50 percent of total project costs). The grant will be issued to the property owner once the project has been completed.
- c) In the circumstances where the approved tax abatement is greater than the property taxes, a grant will be provided to the property owner for the difference over the amortization period.
- d) In return for the assistance provided, the owner will agree to certain conditions designed to protect and conserve the structure in an appropriate way.

#### **5.5 Incentives for Flexible Elements**

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

#### **5.6 Maintenance Grants**

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

- a) Maintenance grants are available only for designated properties not currently receiving tax abatement.
- b) Eligible properties are eligible for a grant

once every ten years.

- c) The incentive shall be in the form of a grant of 50 percent of the costs of the project to a maximum \$5,000.

### **6.0 RESPONSIBILITIES**

#### **6.1 General Manager, Community Services**

Shall be responsible for:

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

#### **6.2 Municipal Heritage Advisory Committee**

Shall be responsible for:

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

#### **6.3 Planning and Operations Committee**

Shall be responsible for:

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

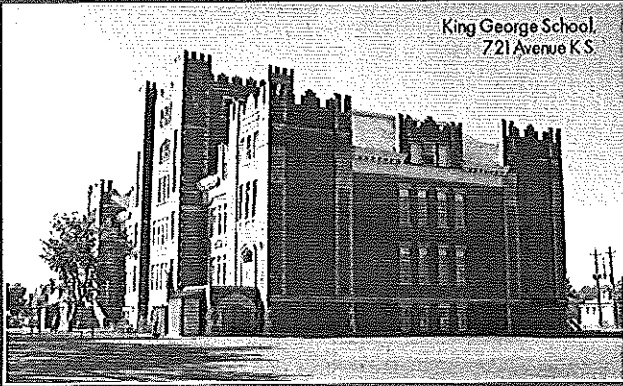
#### **6.4 City Council**

Shall be responsible for:

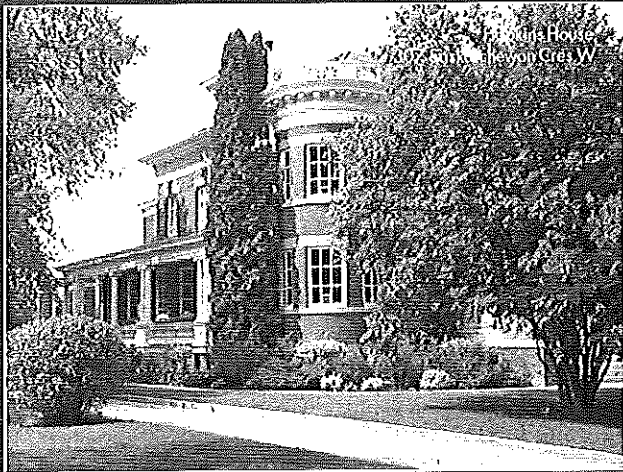
- a) Reviewing and approving any proposed policies and policy revisions as recommended by the Municipal Heritage Advisory Committee and the Planning and Operations Committee.



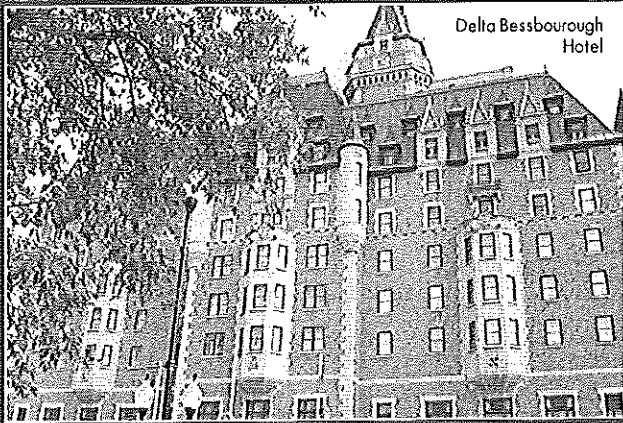
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 78 Wood St / 18 Spalkochevontersaal



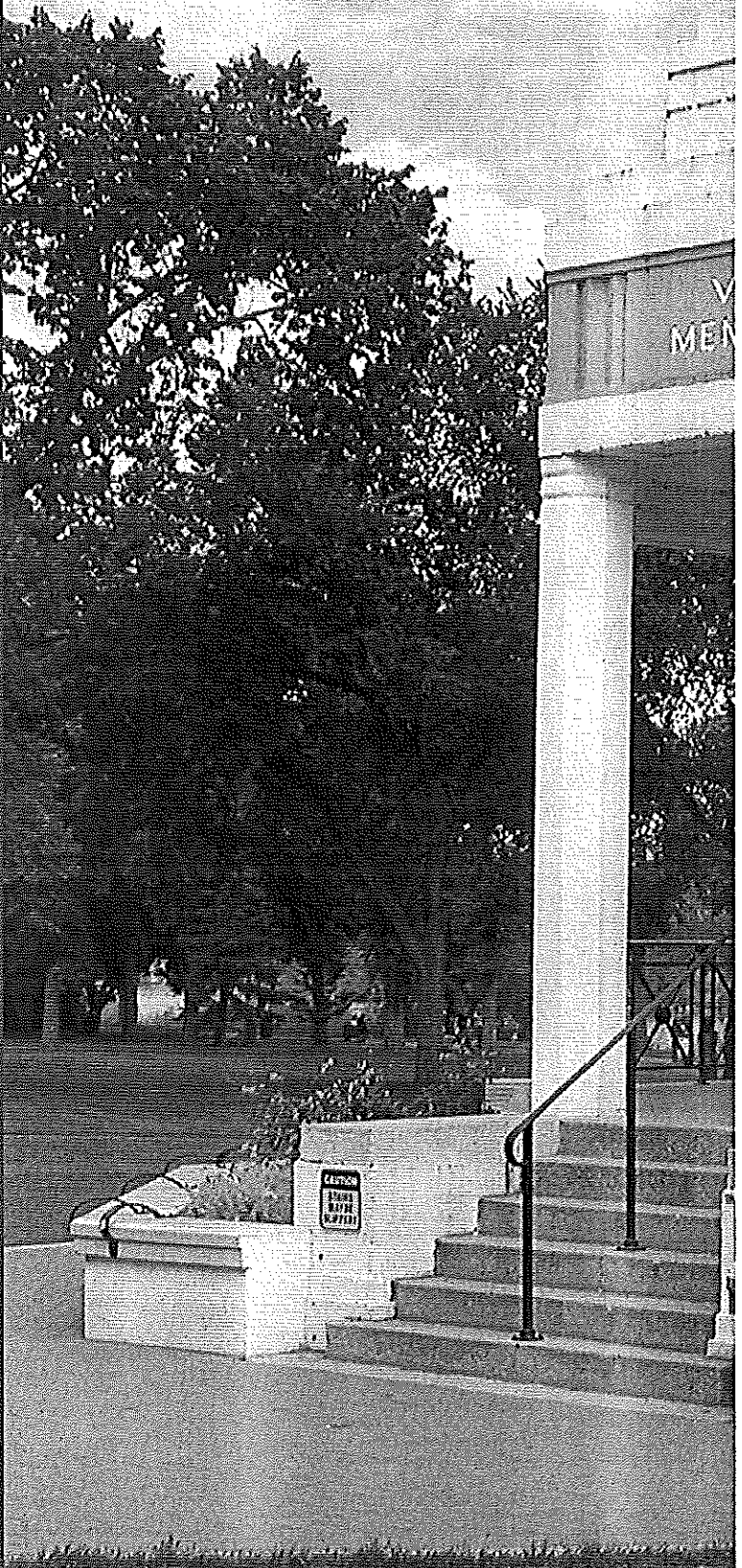
King George School,  
 721 Avenue K S.



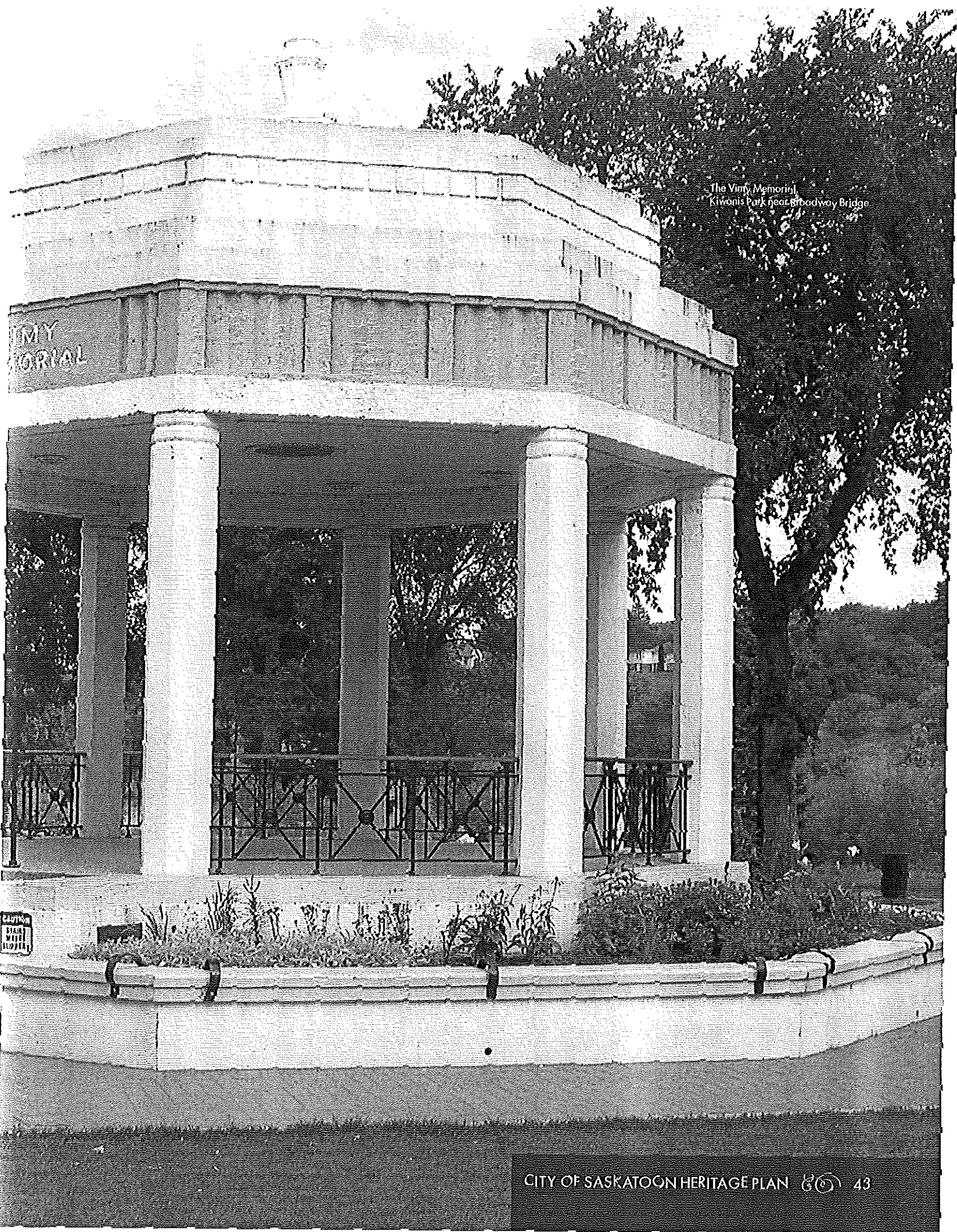
1910  
 1002 Main St  
 The House  
 on Gros V.



Delta Bessborough  
 Hotel







The Viny Memorial  
Kiwonis Park near Broadway Bridge

CAUTION  
WALK  
SLOWLY

## SUMMARY OF ACTIONS

### A LEADERSHIP IN HERITAGE PRESERVATION

#### A.1 CITY HISTORY

- Confirm the City's leadership role in this significant area of public policy and inform the public of its intentions to achieve high heritage standards.
- Explore current best practices (e.g. City of Montreal and New York "Places Matter") in the treatment of a broader range of heritage resources.
- Explore municipal best practice heritage policies regarding sustainability, economic revitalization, tourism and affordable housing.
- Integrate heritage initiatives with broader civic goals of economic development, sustainability, quality of life, affordable housing initiatives and neighbourhood planning in all aspects of the municipal planning framework. Revise or develop the City's policy framework to consistently reference what is "heritage" and how it will be conserved.

#### A.2 THE CITY AS A PROPERTY OWNER

- Prepare Conservation Plans and Maintenance Agreements for City-owned heritage sites, based on the *Standards and Guidelines for the Conservation of Historic Places in Canada*.
- Review the protection, management, programming and interpretation of City-owned heritage and potential heritage properties.
- Provide the Transportation and Utilities Department with the training and resources to adopt proper heritage conservation procedures for City-owned heritage sites.

- Identify and evaluate the full range of City-owned heritage resources, including cultural and natural landscapes.
- Undertake the development of a city-wide thematic framework and a historical context statement that will support the evaluation of Saskatoon's heritage resources.

#### A.4 THE MUNICIPAL HERITAGE ADVISORY COMMITTEE

- Evaluate the ability for the Municipal Heritage Advisory Committee to have an initiating role in bringing issues forward to Council.
- In consultation with the Municipal Heritage Advisory Committee, the Heritage Coordinator should lead in implementing heritage strategies and actions identified in the Heritage Policy and Program Review.
- Revise the wording of the Heritage Property (Approval of Alterations) Bylaw No. 8356 to exempt repairs and minor alterations from referral to the Municipal Heritage Advisory Committee.

### B PROTECTING OUR BUILT HERITAGE

#### B.1 HERITAGE EVALUATION

- Use the *Standards and Guidelines for the Conservation of Historic Places in Canada* as the basis for all City heritage initiatives and as the basis for all heritage permit applications and the granting of incentives.
- Provide City staff and Municipal Heritage Advisory Committee with the training and resources to fully understand the use of the *Standards and Guidelines for the Conservation of Historic Places in Canada*.

- Provide improved training and resources for Building Standards staff in the proper application of *Standards and Guidelines for the Conservation of Historic Places in Canada* as well as in flexible responses to the application of building codes and standards in heritage situations.
- Review the City's existing heritage evaluation criteria and replace the numerical analysis component with values-based criteria and the use of Statements of Significance.
- Require Statements of Significance as the basis of any building/development permit application or review of proposed interventions to heritage sites.

## B.2 HERITAGE INVENTORY

- Establish the Saskatoon Heritage Register (Register) by Council Resolution, which will initially include identified heritage sites. Ensure that the Register is consistently referenced in the City's policy framework.
- Initiate an evaluation of the Built Heritage Database, to identify the sites of highest heritage value that can be included on the Register.
- Make the Register available on the City of Saskatoon's website.
- Use the Register as the basis for eligibility for heritage conservation incentives.
- Identify heritage resources other than buildings such as cultural landscapes that can be included on the Register.
- As it is developed, use the Register as the basis for flagging procedures on the municipal database.
- Continue to identify built, natural and cultural heritage resources using an expanded definition of heritage and heritage conservation.

## B.3 INCENTIVES

- Undertake a review of a range of potential new heritage incentives, including mechanisms for developers to leverage abatements towards securing financing for conservation efforts, providing Statements of Significance and establishing grants for the ongoing maintenance of heritage buildings.
- Review the application of building codes and standards on heritage projects. Consult with the Province of Saskatchewan regarding the provision of flexible exemptions and equivalencies. Determine if appropriate equivalencies and exemptions can be consistently offered on heritage projects.
- Undertake economic case studies of previous heritage incentive packages, determine how effective they were in achieving conservation outcomes, what would be required to improve the heritage response and the resulting community benefit.

## C EDUCATION & AWARENESS

- Realize heritage awareness through public programming, including commemoration, interpretation and public art, as well as the ongoing development of community partnerships.
- Support and increase the profile of Saskatoon's Heritage Awards Program by advertising the program details and award recipients.
- Develop a consistent brand and image for the City's interpretation initiatives.
- Encourage collaborations between heritage organizations and schools to enhance the teaching of local history.

- Develop a full range of partnership opportunities.
- Make historical information available through a variety of means to enhance public awareness and understanding of local history and heritage resources. This could include:
  - Providing a more coordinated approach to collecting, preserving and interpreting Saskatoon's story.
  - Expanding support for the Local History at the Saskatoon Public Library.
  - Enhancing the profile of the City Archives
  - Coordinating events such as Doors Open, Heritage Fair and Culture Days.
- Continue partnership initiatives to implement a program of interpretive features, such as commemorative plaques and signs throughout the city for built, natural and cultural heritage using common themes such as pioneer settlement, First Nations settler relations and river history, as well as more recent historical themes such as post-World War II immigration and the boom and bust economy.

## D NEIGHBOURHOOD HERITAGE RESOURCE & HERITAGE CONSERVATION DISTRICTS

- Support enhanced conservation of neighbourhood heritage character through the Local Area Plan process and ensure heritage conservation policies are appropriately referenced and potential heritage properties are recognized as plans for heritage neighbourhoods are updated.
- Build upon historic integrity and infrastructure when developing infill plans for historic neighbourhoods. Ensure the inclusion

of mechanisms that will provide incentives for the retention of historic resources.

- Support affordable housing policies through continued and adaptive re-use of existing housing stock.
- Identify, and where appropriate, establish Heritage Conservation Districts as a way of recognizing a wide number and type of heritage resources.

## F CULTURAL LANDSCAPES

- Identify heritage resources other than buildings such as cultural landscapes that can be included on the Heritage Register.
- Identify and evaluate the full range of City-owned heritage resources, including cultural and natural landscapes.
- Continue to identify built, natural and cultural heritage resources using an expanded definition of heritage and heritage conservation.

## G ARTIFACTS

- Work with partners to ensure artifacts are identified and conserved.
- Support the public display of artifacts where appropriate for the enjoyment of Saskatoon residents and visitors.

# EVALUATION FOR DESIGNATING A BUILDING

This form is used to evaluate the heritage significance of a resource.

## SECTION 1 - DESCRIPTION OF RESOURCE

- RESOURCE NAME
- ADDRESS
- LEGAL DESCRIPTION
- NEIGHBOURHOOD
- BUILT HERITAGE DATABASE ID
- SITE ID
- YEAR OF CONSTRUCTION
- ARCHITECTURAL STYLE
- ARCHITECT
- BUILDER/CONTRACTOR
- USE TYPE
- ORIGINAL USE

ERA OF DEVELOPMENT (Date of original construction)
Pre 1885 • 1885 - 1905 Railway/Early Settlement 1906 - 1913 (Pre WW I) • 1914 - 1918 (WW I) 1919 - 1929 (Post WWI to Stock Market Crash) 1930 - 1939 (Depression) • 1940 - 1945 (WWII) 1946 - 1960 (Post WWII) • 1961 onward

## SECTION 2 - STATEMENT OF SIGNIFICANCE

- DESCRIPTION OF HISTORIC PLACE
- HERITAGE VALUE  
Drafted from significance criteria
- CHARACTER-DEFINING ELEMENTS  
The materials, forms, location, spatial configurations, uses and cultural associations or meanings that contribute to the heritage value of a historic place and which must be retained in order to preserve its heritage value. (Source: *Canada's Historic Places, Parks Canada*)

Period of Significance — the period of time when the resource acquired its significance. This may be very specific if the resource is significant for a single event or it may span hundreds of years if it is a prehistoric cultural landscape under consideration. If more than one Significance Criterion has been selected, it is possible that the resource may have more than one Period of Significance. The character-defining elements must relate directly to the Period of Significance, not some earlier or later time.

## SECTION 3 - SIGNIFICANCE CRITERIA

The purpose of this section is to outline specifically why the resource is significant. It is answering the question — What is it about this resource that is significant or meaningful to a specific community's history or to our understanding of the history of Saskatoon as a whole?

SIGNIFICANCE CRITERIA (HERITAGE STYLE)	DESCRIPTION	EXAMPLE
ARCHITECTURAL (STYLE)	Is the resource notable, rare, unique or a representative example of an architectural style? How does the style relate to the resource?	Third Avenue United Church is an excellent example of Gothic Cathedral Architecture
ARCHITECTURAL (DESIGN)	Massing, materials and architectural components. Embody the distinctive characteristics of a period or method of construction or exhibit innovative or locally unique construction.	The College Building on the University of Saskatchewan Campus was built in the Collegiate Gothic Style. Evidence of this style can be seen in the vertical lines and symmetrical massing of the building.
CONSTRUCTION	Construction pertains to the structure of the resource and the techniques used to build the resource.	The elevator on 17 <sup>th</sup> Street West was one of the first continuous-pour concrete elevators in Saskatchewan.
ACTIVITY/CULTURAL PRACTICE	Must be associated with an activity that has made a significant contribution to the municipal history.	Kinsmen Park was the original location for the Saskatoon exhibitions.
PERSON/INSTITUTION	How is the person or institution directly related to the resource? And how is the person or institution important?	Person: Bowerman House Institution: Albert School (Community Centre)
LANDMARK	Must be particularly prominent or conspicuous or have special visual value that transcends its function	Memorial Gates at the University of Saskatchewan
SYMBOL	Sentimental or symbolic value that transcends function.	Avenue of Elms at Woodlawn Cemetery



## SECTION 4 - INTEGRITY CRITERIA

This section is used to determine whether the features of the resource have retained its ability to convey its historic significance.

LOCATION		<input type="checkbox"/> Where a historic resource was constructed or where an activity or an even occurred. <input type="checkbox"/> Why it was created or why an event happened there.
PHYSICAL	ARCHITECTURAL STYLE	Structural system, form and massing, arrangement of spaces, pattern of fenestration (doors and window), textures and colours, type amount and style of detailing, arrangement and type of plantings.
	ENVIRONMENT	Physical setting including: topographic features, vegetation, manmade features, character of the street and neighbourhood or area.
	MATERIALS	Physical elements that were combined or deposited during a particular time period or in a particular pattern or configuration.
WORKMANSHIP		Physical evidence of the crafts of a particular culture or people during a period of history. Technological practices and aesthetic principles and can be: <ul style="list-style-type: none"> <li><input type="checkbox"/> Plain or ornamental</li> <li><input type="checkbox"/> Basic or sophisticated</li> <li><input type="checkbox"/> Based on tradition or innovation</li> </ul>
ASSOCIATION & FEELING		Direct link between the resource and the theme, event or activity, institution or person. Alternatively, the ability to convey the aesthetic or historic sense of a particular period.

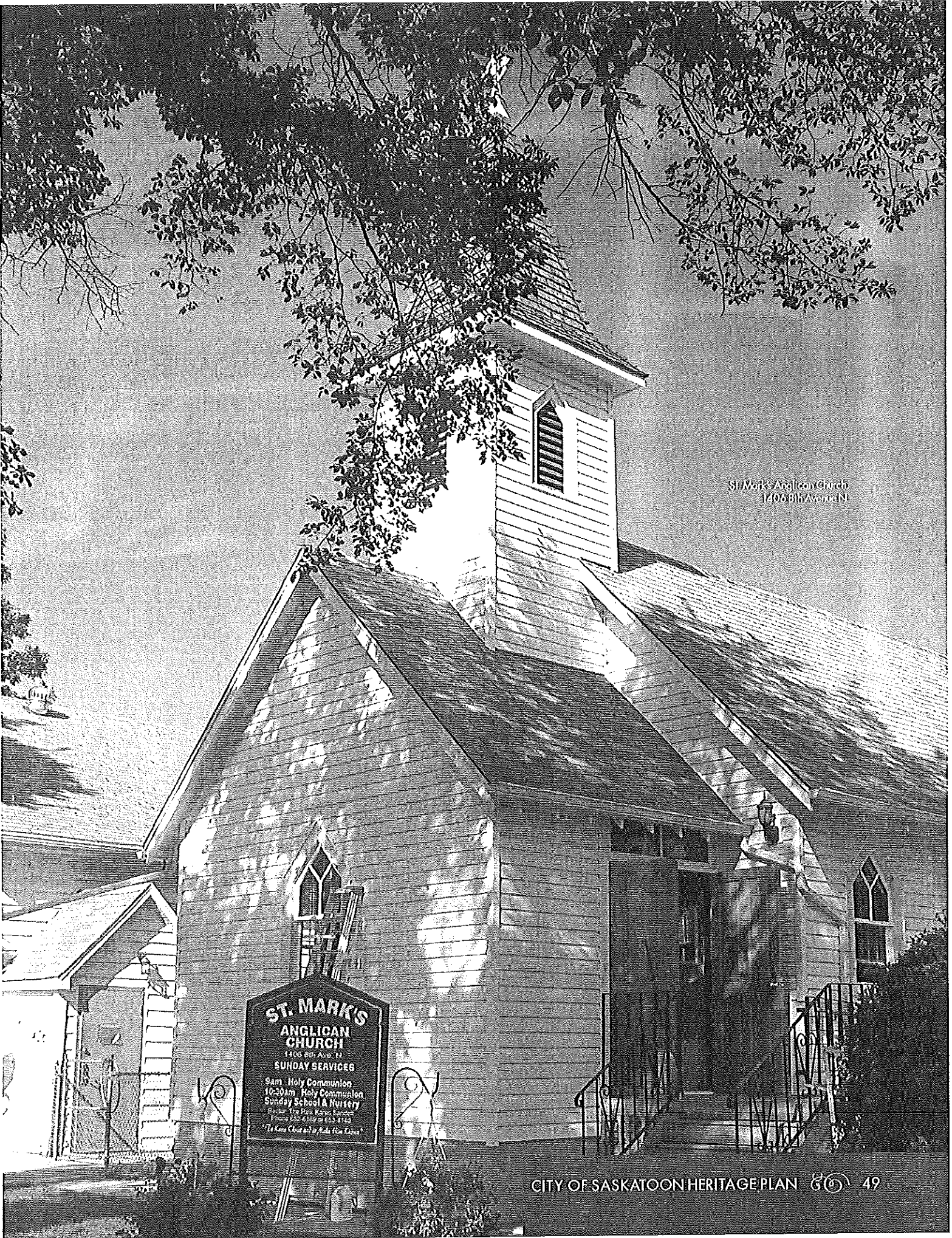
## SECTION 5 - USAGE

Examining the use of resource is important, particularly when there is a change in use proposed.

- |  |   |
|--|---|
| <ul style="list-style-type: none"> <li>• CURRENT USE</li> <li>• PROPOSED USE</li> <li>• COMPATIBILITY<br/>Is the current use compatible with the neighbourhood?</li> <li>• ADAPTABILITY<br/>Can the structure be adapted to a compatible re-use while maintaining the integrity of the character defining elements?</li> </ul> | <ul style="list-style-type: none"> <li>• SERVICES<br/>Do current utilities and development standards meet the requirements for the proposed use?</li> <li>• FINANCIAL VIABILITY<br/>Can the character defining elements be rehabilitated in a manner that does not compromise the character defining elements?</li> </ul> |
|--|---|

Note on Usage Section: the previous numerical evaluation method included usage as a criteria and awarded "points" based on compatibility, adaptability, services and financial viability of the current or proposed use.

The new evaluation will continue to collect this information however this section is not used to determine the heritage value.



St. Mark's Anglican Church  
1403 8th Avenue N



**Build Heritage/Tangible Heritage** – Physical objects and sites including buildings, landscapes, streetscapes, structures, monuments, installations, or physical remains.

**Build Heritage Database** – An inventory of properties that have been identified, based on specific criteria, to have heritage value.

**Cultural Landscape** – A landscape designed and created intentionally by man, an organically evolved landscape which may be a relic (or fossil) landscape or a continuing landscape, or an associative cultural landscape which may be valued because of the religious, artistic, or cultural associates of the natural element.

**Documentary Heritage** – A document that records something with a deliberate intellectual purpose. Elements considered as part of this includes mobile; consists of signs/codes, sounds and/or images; can be conserved (the supports are inert elements); can be reproduced and transported; is the result of a deliberate documentation process. These characteristics exclude elements that are part of a fixed structure.

**Fixed Elements** – Architectural elements of a building that are considered heritage elements.

**Flexible Elements** – Flexible support services which can enhance a heritage structure. This may include, but is not limited to, working to develop building code equivalencies, providing streetscaping elements which enhance the heritage structure, or rezoning by agreement for adaptive reuse of the property.

**Heritage Home** – A municipally designated heritage building that is a residential dwelling for up to four units.

**Heritage Impact Statement** – A study to evaluate the impact a development may have on the heritage resource and recommend options for conservation of the resource.

**Heritage Value** – The aesthetic, historic, scientific, cultural, social, or spiritual importance or significance for past, present, or future generations. The heritage value of a historic place is embodied in its character-defining materials, forms, location, spatial configurations, uses, and cultural associates or meanings.

**Intangible Cultural Heritage** – The practices, representations, expressions, knowledge, skills, as well as the instruments, objects, artifacts, and cultural spaces associated therewith, that communities, groups, and, in some cases, individuals recognize as part of their cultural heritage; constantly recreated by communities and groups in response to their environment, their interaction with nature, and their history which provides them with a sense of identity and continuity, thus promoting respect for cultural diversity and human creativity.

**Municipally Designated Properties** – Municipally Designated Properties are recognized as being of major significance to the history of our community. The owner of a Municipally Designated Property is required to maintain the property and must have civic approval to alter the heritage elements of the property. This protection is in the form of a bylaw, which is registered against the title of the property and continues to apply when ownership changes.

**Natural Heritage** – A resource which has biological, ecological, geological, or similar environmental or scientific significance, and/or an area where there is detectable archeological and paleontological evidence.

**Saskatoon Register of Historic Places (Register)** – A list of sites with qualities or characteristics that are recognized as having significant heritage value. Sites listed on the Register are federally, provincially, municipally designated or achieve the criterion to be eligible for Municipal Heritage Designation under the Heritage Conservation Program.



The Normal School, 1030 Ivywyld Drive North.



*City of*  
**Saskatoon**

Prepared by City of Saskatoon, Planning & Development  
[www.saskatoon.ca](http://www.saskatoon.ca) (look under 'H' for Heritage)

CITY OF SASKATOON

Office of the City Clerk

To: Secretary,  
Planning and Operations Committee

Date: May 27, 2014  
Phone: (306) 975-3240  
Our File: CK. 430-29

From: Joyce Fast, Secretary  
Cultural Diversity and Race Relations Committee      Your File:

Re: 2013 Annual Report – Cultural Diversity and Race Relations Committee

Attached is the 2013 Annual Report of the Cultural Diversity and Race Relations Committee, which the Committee has approved for submission to City Council through the Planning and Operations Committee.

Would you please place this matter before the Planning and Operations Committee at its next meeting.



JF:aam

Attachment

## **ADVISORY COMMITTEE REPORT**

**TO:** Secretary, Planning and Operations Committee  
**FROM:** Chair, Cultural Diversity and Race Relations Committee  
**DATE:** April 23, 2014  
**SUBJECT:** 2013 Annual Report  
Cultural Diversity and Race Relations Committee  
**FILE NO.:** CK. 430-29

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**RECOMMENDATION:** that the information be received and forwarded to City Council as information.

### **Message from the 2013 Chair**

On behalf of the Committee, it is an honor to present the 2013 annual report. I would like to express our appreciation to City Council and Administration for their continued support of the Cultural Diversity and Race Relations Committee with fulfilling its mandate. Our mandate is to provide advice to City Council on matters related to our policy. As our city continues to diversify our committee's role is important. Thanks to people who have served before us, our committee and the City of Saskatoon are leaders in the country in the area of Cultural Diversity and Race Relations.

The Cultural Diversity and Race Relations Committee is involved numerous community based events and celebrations which honor the diversity of our community. We would like to thank the organizations we have worked with on this endeavor and look forward to continued work in 2014.

The Cultural Diversity and Race Relations Committee will continue to support zero tolerance for racism and discrimination and will continue to work with community organizations and embrace the ethno-cultural traditions.

### **BACKGROUND**

#### **Mandate**

The mandate of the Cultural Diversity and Race Relations Committee is to monitor and provide advice to City Council on issues relating to the Cultural Diversity and Race Relations Policy. The Committee also has a mandate to provide education and increase awareness of issues in the community relating to the policy, in consultation with the Administration.

#### **Committee Membership**

Membership on the Cultural Diversity and Race Relations Committee for the year 2013 was as follows:

Ms. Cornelia Laliberte (Greater Saskatoon Catholic School Board Representative);  
 Mr. Michael San Miguel (General Public Representative);  
 Mr. Sam Sambasivam (Saskatchewan Intercultural Association Representative);  
 Ms. Karen Schofield (Public—First Nations Community Representative);  
 Ms. Caroline Cottrell (General Public Representative);  
 Ms. Nayyar Javed (General Public Representative);  
 Ms. Jennifer Hingley (Saskatoon Public School Board Representative);  
 Ms. Sharon Clarke (Saskatoon Health Region Representative);  
 Mr. Brian Morin (Public—Métis Community Representative, January—April, 2013);  
 Mr. Keith Tsang (General Public Representative);  
 Mr. David Santosi (Ministry of Social Services Representative);  
 Ms. Kari Wuttunee (General Public Representative);  
 Dr. Azharul Islam (General Public Representative, May 2013—December 2013);  
 Ms. Tori-Lynn Wanotch (General Public Representative, May 2013—December 2013);  
 Police Chief Weighill (Saskatoon Police Service Representative—Alternate Representative—Inspector Mitch Yuzdepski); and  
 Councillor Troy Davies (City Council Representative).

## **REPORT**

### **Focus for 2013**

In 2013, the Committee continued its focus on the educational and awareness aspect of its mandate through the provision of co-sponsorships to groups in the community for initiatives promoting intercultural harmony and addressing cultural diversity and race relations issues. Through these events, the Committee hoped to increase the awareness about the Committee and to highlight the positive initiatives in the community. The Committee participated in the following education and awareness initiatives:

### **Education and Awareness Initiatives**

#### **Cultural Diversity and Race Relations Month**

City Council proclaimed March as Cultural Diversity and Race Relations Month in Saskatoon. Opening ceremonies were held in the Council Chambers on March 1, 2013.

The Living in Harmony Awards Ceremony was held on March 21, 2013 at E.D. Feehan High School. As in the past, awards were presented for the Living in Harmony Art and Literary Contests. Recognition Awards were also presented to individuals and organizations to recognize their efforts in promoting intercultural harmony in the community. The Committee assisted with the adjudication of these awards.

There were a number of other events held in the community during the month of March to increase the awareness of issues relating to cultural diversity and race relations.

Information about these events was included on the Cultural Diversity and Race Relations webpage.

### **Co-Sponsorship Initiatives**

As part of its education and awareness mandate, the Committee continued to support community groups in their efforts to provide education and increase awareness of cultural diversity and race relations issues. The Committee's intent is to try to expand its reach through these opportunities and to assist others in hosting cultural diversity and race relations events throughout the year.

In considering co-sponsorship requests, the Committee reviewed the following:

- How the request fits in with the Committee's mandate;
- Whether the event takes place in Saskatoon, which is a requirement;
- Participation levels requested by Committee members on the planning committees for the events (to provide an opportunity for the Committee to provide input wherever possible and to create awareness about the Committee and its role);
- The target audience and event outreach (number of people attending, whether it is anticipated there will be attendance by diverse communities in Saskatoon and what is being done to promote the event beyond the organization hosting the event);
- Themes and focuses; and
- Time of year of the event to help raise awareness throughout the year.

The Committee provided co-sponsorship for the following events:

#### **Spring Feast and Round Dance**

The Committee was once again invited to participate in the spring feast and round dance organized through Oskayak High School. The Committee provided co-sponsorship in the amount of \$1000 for the Spring Feast and Round Dance held on March 22, 2013 at Oskayak High School.

#### **African Cultural Gala**

The Committee provided co-sponsorship in the amount of \$1,000 to Communauté des Africains Francophones de Saskatchewan Inc. for the 2013 African Cultural Gala held at Ecole Canadienne Francaise on March 15-16, 2013. The African Cultural Gala is the biggest African event in Saskatchewan.

#### **Contact Conference**

The Committee provided co-sponsorship in the amount of \$1,000 to Saskatoon Industry Education Council who worked with Unified Minds: Youth Action Network for the Contact Conference held on April 24, 2013 at Nutana Collegiate. The keynote speaker,

Ashley Callingbull, worked with young people in the Saskatoon community to discuss relevant and key issues facing young Aboriginal people today.

#### Mobilize! For our Community's Wellbeing

The Committee provided co-sponsorship in the amount of \$1,000 to the University of Saskatchewan/Saskatoon Health Region joint project for the Mobilize! For our Community's Wellbeing event held on May 13, 2013 at Station 20 West. The goal of the event was to raise awareness and understanding about those who are marginalized in our community.

#### National Aboriginal Day

The Committee provided co-sponsorship in the amount of \$1,000 to the Saskatoon Indian and Métis Friendship Centre for National Aboriginal Day held in Friendship Park on June 21, 2013. The goal of the event was to educate the community about the rich culture of the First Nation and Métis.

#### Pleasant Hill Community Association Pow Wow

The Committee provided co-sponsorship in the amount of \$1,000 for the 11th annual Pow Wow held in the Pleasant Hill Community on June 14, 2013. The goal of the event was to bring communities together and provide an opportunity to celebrate and learn about the Aboriginal culture.

#### Hiroshima/Nagasaki Peace Day

The Committee provided co-sponsorship in the amount of \$600 to the Saskatoon Peace Coalition for Hiroshima/Nagasaki Peace Day which was held on August 6, 2013 in Rotary Park.

#### Joanna Miller Peace Award

The Committee provided co-sponsorship in the amount of \$1,000 to the United Nations Association of Canada, Saskatoon Branch, for the Joanna Miller Peace Award. This new award was established in memory of the late Joanna Miller to celebrate her many years of peace activism in the Saskatoon community. The award was presented to Darlene Okemaysim-Sicotte on behalf of Women Walking Together, on September 21, 2013. Women Walking Together is a group that advocates for missing and murdered aboriginal women and their families, organizes walks and marches, and provides support for families of victims.

#### Global Peace Party

The Committee provided co-sponsorship in the amount of \$1,000 to the University of Saskatchewan Global Peace Alliance for the Global Peace Rally on October 3, 2013. One of the goals of the event was to increase dialogue, reduce prejudices, and



encourage understanding of one another among the diverse members of the community both on and off campus.

### University of Saskatchewan Aboriginal Students' Centre Handbook - CD&RR Committee Ad

As an opportunity to increase the awareness of the existence of the Committee and its role, the Committee placed an ad in the University of Saskatchewan Aboriginal Students' Handbook at a cost of \$200.00. The ad included the purpose of the Committee and a link to the City's website regarding additional Cultural Diversity and Race Relations information.

### **Updates from the Cultural Diversity and Race Relations Coordinator**

Through regular updates from the Cultural Diversity and Race Relations Coordinator, the Committee was made aware of initiatives happening at the administrative level regarding the Cultural Diversity and Race Relations Program. This is an important component of Committee meetings to increase awareness of what the administrative priorities are and making the connection with the Committee's focuses.

The Coordinator continues to play a key role in organizing events for Cultural Diversity and Race Relations Month and in engaging youth at the host school in helping to organize the Living in Harmony Ceremony. This was an important element in connecting to the Committee's focus on youth at the elementary and high school levels and creating an awareness of cultural diversity and race relations at an early age.

The Cultural Diversity and Race Relations Coordinator represented the Committee and the City of Saskatoon on the panel at the University of Saskatchewan Leadership Conference; as well as presented at an Anti-Racism conference.

The Committee received updates from the Coordinator on a number of other initiatives, including:

- conversation circles to gather recommendations on how the City of Saskatoon and other community partners could address race relations, racism and guide future activities of the Cultural Diversity and Race Relations Office;
- development of an anti-racism toolkit to be distributed to schools; and
- working with Unified Minds to focus on young people who aren't particularly engaged in civic or cultural diversity and race relations issues.

The Committee was pleased to receive the 2012 Annual Report of the Cultural Diversity and Race Relations Coordinator at its May meeting. The annual report, which was submitted to City Council, addresses priorities and initiatives for the year, along with the progress in terms of the community outcomes of the Cultural Diversity and Race Relations Policy.

## **Updates from Immigration Diversity and Inclusion Consultant**

The Committee continued to receive regular updates from the Immigration Diversity and Inclusion Consultant on immigration initiatives. A few of the many initiatives undertaken by the Immigration Diversity and Inclusion Consultant are highlighted below:

- providing bus tours for international students on campus and newcomers to Saskatoon;
- providing a workshop with Open Door Society to bring women who had been through the programs and women presently in programs together to share stories;
- working with the Greater Saskatoon Catholic School Board on identifying what the needs are for newcomer students and how those needs can be addressed;
- attending Saskatoon Refugee Coalition meetings regularly to keep informed of the situation of refugee residents in Saskatoon as well as those who may be coming in the near future;
- working with the International Student and Study Abroad Centre at the University of Saskatchewan;
- continuing to work with Human Resources on including cultural competency and anti-racism training in the corporate training calendar;
- developing resource materials for use in City programs and for other groups;
- providing information sessions for various departments regarding immigration issues; and
- presenting information to community associations regarding volunteer recruitment and opportunities to engage immigrants.

The Committee appreciates and supports the work of the Immigration Diversity and Inclusion Consultant in continued efforts to address issues faced by immigrants and working with other levels of government and community agencies and organizations in addressing barriers and in creating an inclusive and welcoming community. The Committee was pleased to review the annual update regarding immigration initiatives, as presented to City Council in May.

## **Focus for 2014**

The Committee will continue to focus on youth initiatives and to support learning and awareness opportunities between Aboriginal and immigrant communities. The Committee will also look at ways to involve families and increase awareness and understanding of cultural diversity and race relations issues in our community.

The Cultural Diversity and Race Relations Committee will continue to participate in events during Cultural Diversity and Race Relations Month and to co-sponsor events throughout the year to assist the Committee in achieving its education and awareness mandate.



The Committee, through the organizations represented on the Committee, and through its connections with other groups in the community, hopes to continue to build on the awareness of the four community outcomes.

- The workforce will be representative of the population of Saskatoon;
- There will be zero tolerance for racism and discrimination in Saskatoon;
- Community decision-making bodies will be representative of the whole community of Saskatoon; and
- There will be awareness and understanding in the community regarding the issues, and acceptance of the various cultures that make up Saskatoon.

The Committee will continue to look for more opportunities to share information about the successes of community partners in meeting the above outcomes and in celebrating their efforts in creating 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, as set out in the Cultural Diversity and Race Relations Policy. The Committee looks forward to further opportunities to advise City Council on ways to continue to create an inclusive and welcoming community.

Submitted by,

“J. Fast” for

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Ms. Cornelia Laliberte, 2013 Chair  
Cultural Diversity and Race Relations Committee

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. **Building Better Roads – Communications**  
**(Files CK. 365-1 x 6315-1 and CP. 365-9)**

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

Attached is a report of the General Manager, Corporate Performance Department dated May 21, 2014, giving an overview of the communications plan for the Building Better Roads initiative, including how the repair, maintenance and construction programs under the initiative are being communicated.

Your Committee expressed an interest in the City exploring the use of Google Maps as an interactive map for construction detours.

Following review of this matter, your Committee submits the report for information.

**2. U-Pass Agreement Between the City of Saskatoon and University of Saskatchewan Graduate Students' Association  
(Files CK. 7312-1 and WT. 7314-1)**

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- RECOMMENDATION:**
- 1) that the Administration be directed to finalize an agreement with the Graduate Students' Association (GSA) for a U-Pass Program based on the terms of this report; and
  - 2) that His Worship the Mayor and the City Clerk be authorized to execute the agreement under the corporate seal.

Your Committee has reviewed and supports the attached report of the General Manager, Transportation and Utilities Department dated May 27, 2014, seeking approval to finalize an agreement with the GSA (Graduate Students' Association) for a permanent U-Pass Program. Administrations from both Saskatoon Transit and the GSA have deemed the pilot a success.

**3. Inquiry – Councillor M. Loewen (August 15, 2012)  
Exhibition Residential Parking Permit Program  
(Files CK. 6120-4-2 and CK. 6120-5)**

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- RECOMMENDATION:**
- 1) that the changes to the Exhibition Residential Parking Permit Program, as described in the report of the General Manager, Transportation and Utilities Department dated May 28, 2014, be approved;
  - 2) that Bylaw No. 7200, The Traffic Bylaw be amended to include the changes in the report of the General Manager, Transportation and Utilities Department dated May 28, 2014; and
  - 3) that the City Solicitor be requested to prepare the necessary amendments to Bylaw No. 7200, The Traffic Bylaw for approval by City Council.

Your Committee has reviewed and supports the attached report of the General Manager, Transportation and Utilities Department dated May 28, 2014, recommending modifications to the Exhibition Residential Parking Permit Program to discourage crossover parking within the original permit area. Bylaw No. 7200, The Traffic Bylaw, will be updated to reflect these changes.

**4. Inquiry – Former Councillor B. Pringle (March 1, 2010)  
Veterans Parking  
(File CK. 6120-1)**

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**RECOMMENDATION:** that the City of Saskatoon continue the Veterans Parking Permit program and expand criteria to include Afghanistan Veterans, under the same parameters as the current program.

Attached is a report of the General Manager, Transportation and Utilities Department dated May 12, 2014, providing information on the Veteran Parking Program and an inquiry from former Councillor B. Pringle.

Your Committee expressed it was in support of continuing with the Veterans Parking Permit Program and expanding the criteria to include Afghanistan Veterans and puts forward the above recommendation.

**5. Capital Project #2011 – Transportation Model Development & Design  
2013 Household Travel Survey  
(Files CK. 6330-1 and CK. 6332-28)**

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

Attached is a report of the General Manager, Transportation and Utilities Department dated May 26, 2014, providing follow-up information from the completion of the Saskatoon and Region Household Travel Survey conducted in the fall of 2013.

Your Committee reviewed this matter with the Administration. It was noted that the Travel Demand Model is anticipated to be available early 2015. Your Committee was also interested in receiving information at Council with respect to transit use statistics and if Calgary had also experienced a drop in transit use.

Following review of this matter, your Committee submits the report for information.

**6. Capital Project #2435 – Airport Drive Arterial Expansion  
AND  
Inquiry – Former Councillor G. Wyant (May 25, 2010)  
Possible Widening of 45<sup>th</sup> Street  
(Files CK. 6000-1 x CK. 6000-1 and IS 6330-1)**

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

Attached is a report of the General Manager, Transportation and Utilities Department dated May 17, 2014, providing information on the plans for improving the capacity along Airport Drive and 45<sup>th</sup> Street in the Airport Business Area.

Following review of this matter, your Committee submits the report for information.

**7. Inquiry – Councillor E. Olauson (January 6, 2014)  
Processes to Account for Annual Investment in  
Roadway Infrastructure  
(File CK. 6000-1)**

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

Attached is a report of the General Manager, Transportation and Utilities Department dated May 28, 2014, providing information in response to an inquiry from Councillor E. Olauson regarding the 4.29% tax increase and that is in fact directed to improving the City of Saskatoon roadways.

Following review of this matter, your Committee submits the report for information.

Respectfully submitted,

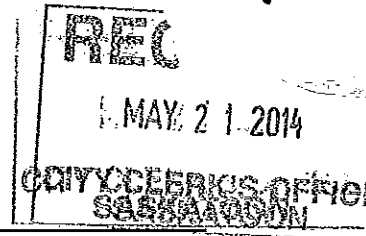
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Councillor T. Paulsen, Chair

365-1  
x6315

1.

**TO:** Secretary, Administration and Finance Committee  
**FROM:** General Manager, Corporate Performance Department  
**DATE:** May 21, 2014  
**SUBJECT:** Building Better Roads – Communications  
**FILE NO:** CP365-9



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

### **TOPIC AND PURPOSE**

The purpose of this report is to give an overview of the communications plan for the Building Better Roads initiative, including how the repair, maintenance and construction programs under the initiative are being communicated.

### **REPORT HIGHLIGHTS**

1. A communications strategy was prepared in February 2014 to provide a framework to guide the more detailed development of a campaign. The overall goal is to develop a continual conservation spanning 2014 and beyond, to familiarize Saskatoon residents with the City's Road Plan, inform citizens of each construction and maintenance project and how these projects will affect how they move around.
2. Building Better Roads – Saskatoon's Road Plan was launched on March 18, 2014 along with the new Report a Pothole tool. The City of Saskatoon (City) is now hosting weekly briefings and distributing news releases to keep the media and public informed on the most timely topics and work progress.
3. The Building Better Roads campaign includes a variety of earned media, service alerts, a microsite, social media, paid advertising, Mayor and City Councillor updates, targeted communication tools specific to construction activities around residential and commercial properties, and construction and maintenance signage.
4. With roadwork comes work zones. In May 2014, a supplementary campaign called "Respect Work Zones" was launched to generate awareness with drivers to keep our workers safe.

### **STRATEGIC GOALS**

The Building Better Roads initiative supports the Strategic Goals of Moving Around, Asset and Financial Sustainability, Quality of Life and Continuous Improvement.

## **BACKGROUND**

At its meeting on May 12, 2014, the Administration and Finance Committee resolved:

- "2) that the Administration report to the Administration and Finance Committee at its next meeting to be held May 26, 2014, providing a general overview of the communications plan for residential, commercial, and general projects."

Building Better Roads - Saskatoon's Road Plan, grew out of the 2013 Civic Services Survey which identified road conditions as the single most important issue facing Saskatoon. City Council responded by introducing the Dedicated Road Levy in this year's budget, providing the necessary funding to launch the Building Better Roads Plan.

The City will invest more than \$50 million on Saskatoon roads this year, 47% more than was spent last year. This will result in more projects, meaning more work zones and traffic detours.

## **REPORT**

### **Communications Strategy**

A communications strategy for the City's Road Plan was prepared in February 2014 to provide the framework to guide the development of a more detailed campaign. The overall goal is to develop a continual conversation, spanning 2014 and beyond, to familiarize Saskatoon residents with the City's Road Plan, inform citizens of each construction and maintenance project and how these projects will affect how they move around.

The communications strategy highlights the need to adopt an overriding theme to identify all public communications related to the Road Plan while ensuring consistent communications. A series of signature events throughout 2014 combined with constant daily communications related to detours, potholes and streets will provide daily focus to the Road Plan.

### **Media Launch: Building Better Roads**

On March 18, 2014, the City launched Building Better Roads – Saskatoon's Road Plan, the most aggressive program of roadwork in this community's history. The programs included within the Building Better Roads initiative include:

- Spring/Summer Pothole Blitz
- Spring/Summer/Fall Street Sweeping
- Line Painting
- Sidewalk Repair and Reconstruction

- Back Lane Maintenance and Reconstruction
- Construction Projects
- Traffic Detours - Know Before You Go!
- Work Zone Safety
- Snow and Ice

See Attachment 1 for Building Better Roads: Launch Materials.

At the same time, the City launched the new Report a Pothole tool which allows the public to report potholes online during the Spring/Summer Pothole Blitz. This Report a Pothole tool is map-based, GPS-enabled and allows anyone to report a pothole from their desktop computer or mobile device. Users are able to see if a pothole has already been flagged and when potholes are repaired. See Attachment 2 for Building Better Roads: Report a Pothole Campaign Materials.

### Building Better Roads Campaign

The Building Better Roads Campaign creates maximum public exposure and understanding for Saskatoon's unprecedented road repair, maintenance and construction programs.

The campaign includes a variety of earned media, service alerts, a microsite, social media, paid advertising, Mayor and City Councillor updates, targeted communication tools specific to construction activities around residential and commercial properties, and construction and maintenance signage.

#### Earned Media: Weekly Media Briefings and News Release

The City hosts weekly media briefings and distributes news releases to keep the media and public informed on specific aspects of the Building Better Roads initiative, including the most timely topics and work progress.

Media briefings provide continual reference to the Building Better Roads microsite as a source for the latest information, schedules, and updates on road construction, detours and potential traffic disruptions. As of May 13, 2014, all media briefings are recorded and posted to YouTube and the Building Better Roads microsite.

In addition, each week the news release is posted to the City's website, Building Better Roads microsite and promoted on Twitter and Facebook. See Attachment 3 for Building Better Roads: 10 Weekly News Releases, issued since the March 18, 2014 launch.

#### Earned Media: Public Service Announcements (PSAs)

PSAs are used to raise awareness and keep the media and citizens informed on program or service schedules, interruptions or changes that may impact the public. PSAs are posted on the City's website and distributed to the media, City



staff and the public who have subscribed. In addition, a link to the PSA is posted on Twitter and Facebook.

All PSAs related to programs under the Building Better Roads initiative include the brand and reference to the Building Better Roads microsite.

Since the launch of Building Better Roads on March 18, 2014 a total of 30 PSAs have been issued. See Attachment 4 for Building Better Roads: Public Service Announcements.

#### Service Alerts

Service Alerts notify residents and visitors about day to day service interruptions like road restrictions and changes to street sweeping schedules. These Service Alerts are automatically posted to Facebook and Twitter, the Building Better Roads microsite, the City's website and through an RSS Feed. See Attachment 5 for Building Better Roads: Road Restrictions Service Alerts.

#### Microsite

An important communications and customer service tool is the new website dedicated to Building Better Roads. The responsive and mobile friendly site was created to make it easier for everyone to find the most up-to-date information on the work the City is doing for all the programs in one convenient location.

Linked from the City's website, the new Building Better Roads microsite is a one-stop-shop for schedules, information and updates related to roadway activities this year. Key points identified in the communications strategy are incorporated into the Building Better Roads microsite (e.g. Built to Last, includes information on design standards).

New tools similar to the online Report a Pothole, are currently under development and will provide more location specific details on road restrictions, construction projects and completed projects. This interactive online mapping system will allow City staff to provide more timely updates and accurate information about ongoing and completed projects directly to the Building Better Roads microsite. Improvements and adjustments will continually be made as needed throughout the season. See Attachment 6 for Building Better Roads Microsite, desktop and mobile device screen shots.

#### Social Media

Social Media is used to educate, notify and remind residents of upcoming work. There are thousands of residents who connect with the City on its social media channels and it is an effective way to share messages instantly to masses. Every news release, PSA and service alert is posted on these channels, along with many other messages.

The Residential Street Sweeping Program issues daily reminders on social media for the following day's neighbourhoods scheduled for sweeping. This

serves as a reminder for residents to move their vehicles and advises people visiting those neighbourhoods to watch for signs.

The hashtag #BetterRoadsYXE was adopted for related posts on Twitter which are displayed on the home page of the microsite, allowing the public to view the most up to date thread of information.

In addition, included in social media promotion is direct, paid advertising on Facebook and Twitter helping to drive the public to the microsite. See Attachment 7 for Building Better Roads: Social Media Posts.

#### Paid Advertising: Radio

The Building Better Roads Campaign also includes radio advertising. Throughout the summer, advertisements will be running three to four times per day on four radio stations for the various programs under Building Better Roads (e.g. Know Before You Go – Traffic Detours, Street Sweeping, etc.). In addition, supplementary advertisements related to campaigns such as the Respect Work Zones will run concurrently. See Attachment 8 for Building Better Roads: Radio Commercials.

#### Print Advertising

To broaden our reach, a weekly quarter page print advertisement are placed in *The StarPhoenix* and *Sunday Phoenix* City Page for various programs under the Building Better Roads initiative. See Attachment 9 for Building Better Roads: Print Advertisements.

#### Updates for Mayor and City Councillors

The Mayor and City Councillors are provided with weekly updates to coincide with weekly media briefings. The information updates not only keep Mayor and City Councillors up to date but can also be shared with their constituents. Weekly updates are available for download from the News and Media page of the Building Better Roads microsite.

#### Targeted Communications: Construction Notices and Letters

In addition to the tools already mentioned, Communications staff and the Project Engineers also work together on more targeted communication materials. Construction notices and letters are used to effectively inform residents and businesses adjacent to construction about the work, the timing, how it will affect them and encourage them to ask questions and voice concerns.

Targeted written communications are used based on the following guidelines:

- Construction Notice
  - Projects of short duration (2-3 days) and low impact (back lane, sidewalk, minor road repairs).

- Hand-delivered a few days before the work is scheduled to begin to ensure timely and accurate information – a closer delivery date, reduces the risk of the schedule changing due to weather conditions or other unforeseen circumstances.
  - Content includes type of work, scheduled start and end dates, impact on residents/businesses and Project Engineer contact information for any questions or concerns residents/businesses may have.
  - Information to be updated on Building Better Roads microsite.
  - Construction Notices are provided to the Ward Councillor for the area.
- Two-Column Construction Letter
    - Projects of long duration (4+ days) and/or high impact (closure of roads, detours/traffic restrictions required, garbage/parking affected, etc.).
    - Initial notification is hand-delivered several weeks before the work begins.
    - Reminder notification is hand-delivered a few days before the work begins.
    - For projects longer than one week in duration, weekly updates are hand-delivered.
    - If needed, additional updates are provided if there are major changes or delays to the project.
    - Content includes type of work, scheduled start and end date, impact on residents/businesses, frequently asked questions, map of the work area showing the traffic restrictions, and Project Engineer contact information for any questions or concerns residents/businesses may have.
    - Information to be updated on Building Better Roads microsite.
    - Construction letters are provided to the Ward Councillor for the area.

See Attachment 10 for a sample of a Construction Notice and Letter.

#### Construction and Maintenance Signage

Construction signage and message boards are used for location-specific work, such as identifying work zones on a road, advance notice of parking enforcement and communicating road closures and detours. For road restrictions at high-traffic locations, electronic signs are placed up to one week in advance, so the public can plan ahead and take a different route or leave earlier to allow more time. The City makes every effort to allow access to residential homes and businesses when placing signage and developing work zones.

Maintenance signage is also a very effective method of notifying residents and visitors to a neighbourhood for the residential street sweeping and snow grading programs. The new reflective “No Parking” sandwich board signs were pilot tested during fall street sweeping and are being used city-wide for the spring sweep.

## Building Better Roads: Respect Work Zones Campaign

With roadwork, comes work zones. Just as important as the work are the people who are doing the work and it's critical that we keep them safe. By driving safely and slowing down in work zones, we can prevent lost time injuries and accidents that put our workers at risk and interfere with work progress

A public awareness campaign called "Respect Work Zones" was launched in May 2014. The campaign includes the use of print, radio and billboard advertisements, as well as some work zone signs, stickers and posters. See Attachment 11 for Respect Work Zones Campaign Materials.

### OPTIONS TO THE RECOMMENDATION

There are no options to the recommendation.

### POLICY IMPLICATIONS

There are no policy implications.

### FINANCIAL IMPLICATIONS

The estimated costs associated with the Building Better Roads communications strategy, implementation plan, temporary staff support and various tools being used throughout the spring and summer is \$300,000. This is less than 1% of the \$50 million investment of work occurring on Saskatoon roads, and is essential to keeping the public informed. The communication costs are shared by the various service providers in each Division and are part of existing budgets.

The costs associated with other programs occurring in the fall and winter are not currently included in the above estimates.

### PUBLIC AND/OR STAKEHOLDER INVOLVEMENT

The Building Better Roads communications plan was developed with the goal of having a continual conversation, spanning 2014 and beyond, to familiarize Saskatoon residents with the City's Road Plan, inform citizens of each construction and maintenance project, how these projects will affect how they move around. Various communication tools, such as the Report a Pothole and online forms on the Building Better Roads microsite offer an opportunity to engage the citizens of Saskatoon.

### COMMUNICATION PLAN

The communications plan for Building Better Roads is included as part of this report.

### **DUE DATE FOR FOLLOW-UP AND/OR PROJECT COMPLETION**

A Building Better Roads report will be completed in late fall to show how the dedicated road levy was spent to dramatically improve road repair, construction and maintenance.

### **ENVIRONMENTAL IMPLICATIONS**

A highly effective microsite can improve information around how programs and services are being shared with the public. The development of the microsite could reduce the need to print and distribute materials, and would likely have a positive net impact on the environment.

### **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.

### **ATTACHMENTS**

1. Building Better Roads: Launch Materials
2. Building Better Roads: Report A Pothole
3. Building Better Roads: 10 Weekly News Releases
4. Building Better Roads: Public Service Announcements
5. Building Better Roads: Road Restrictions Service Alerts
6. Building Better Roads Microsite
7. Building Better Roads: Social Media Posts
8. Building Better Roads: Radio Commercials
9. Building Better Roads: Print Advertisements
10. Construction Notice and Letter
11. Respect Work Zones Campaign Materials

Written by: Karen Grant, Communications Consultant,  
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Reviewed by: Carla Blumers, Director of Communications,  
Corporate Performance Department

Approved by: Kim Matheson For  
Catherine Gryba, General Manager,  
Corporate Performance

Dated: May 21, 2014

# News Release

For Immediate Release: March 18, 2014

CITY OF SASKATOON STRATEGIC PLAN:  
Bridging to Tomorrow ...for a 21st Century City



TU14-189

## **CITY LAUNCHES BUILDING BETTER ROADS PLAN**

Today, The City of Saskatoon launched Building Better Roads – Saskatoon’s Road Plan, the most aggressive program of road work in this community’s history.

“The Building Better Roads Plan demonstrates that we are heading into an action-packed season of roadwork,” Jeff Jorgenson, General Manager of Transportation and Utilities says. “More than \$50 million will be spent on Saskatoon roads this year; that’s 47 per cent more than was spent last year. We want everyone to be ready because the result will be more projects this construction season, meaning more work zones and traffic detours.”

The Building Better Roads Plan grew out of the 2013 Civic Services Survey which identified road conditions as the single most important issue facing Saskatoon.

City Council responded by introducing the Dedicated Road Levy in this year’s budget, providing the necessary funding to launch the Building Better Roads Plan. The Plan supports the City of Saskatoon’s strategic goals of Asset and Financial Sustainability, Quality of Life, Continuous Improvement and Moving Around.

The Dedicated Road Levy is funded by a 4.29% increase in property taxes for 2014 which provides \$6.7 million in new funding to be used exclusively for road repair and road maintenance.

“The Dedicated Road Levy is a key element of investing substantially more in our roads for 2014. The Dedicated Road Levy and added investments will go toward work such as street sweeping, pothole patching, sidewalk rehabilitation, back lane upgrades, road construction and repair, as well as snow and ice management,” Jorgenson says.

“We take this investment seriously. This year citizens will see changes in how we do our work. For example, to minimize the amount of time high-traffic roads are closed for construction, much of the work will either be done at night, or round-the-clock. Continually improving our practices will ensure we get the absolute best value for our citizens’ dollars.”

Jorgenson adds extra workers and equipment have already started with increased snow grading and removal activities and will soon flow into aggressive pothole patching and street sweeping.

In the coming weeks, the City will be launching new ways for people to keep up to date where and when work is being done.

We are also pleased to launch a new "Report a Pothole" tool which allows the public to report potholes online. This Report a Pothole tool is map-based, GPS-enabled and allows anyone to report a pothole from their desktop computer or mobile device. Users will be able to see if the same pothole has already been flagged, and when potholes are repaired. Residents can find this tool on our website at [Saskatoon.ca](http://Saskatoon.ca) under "check this out." It's designed to be easy to use, and a detailed help menu and step-by-step video is also included.

In an emergency or to talk directly to customer service staff, potholes can also be reported by phone 24/7, at 306-975-2476.

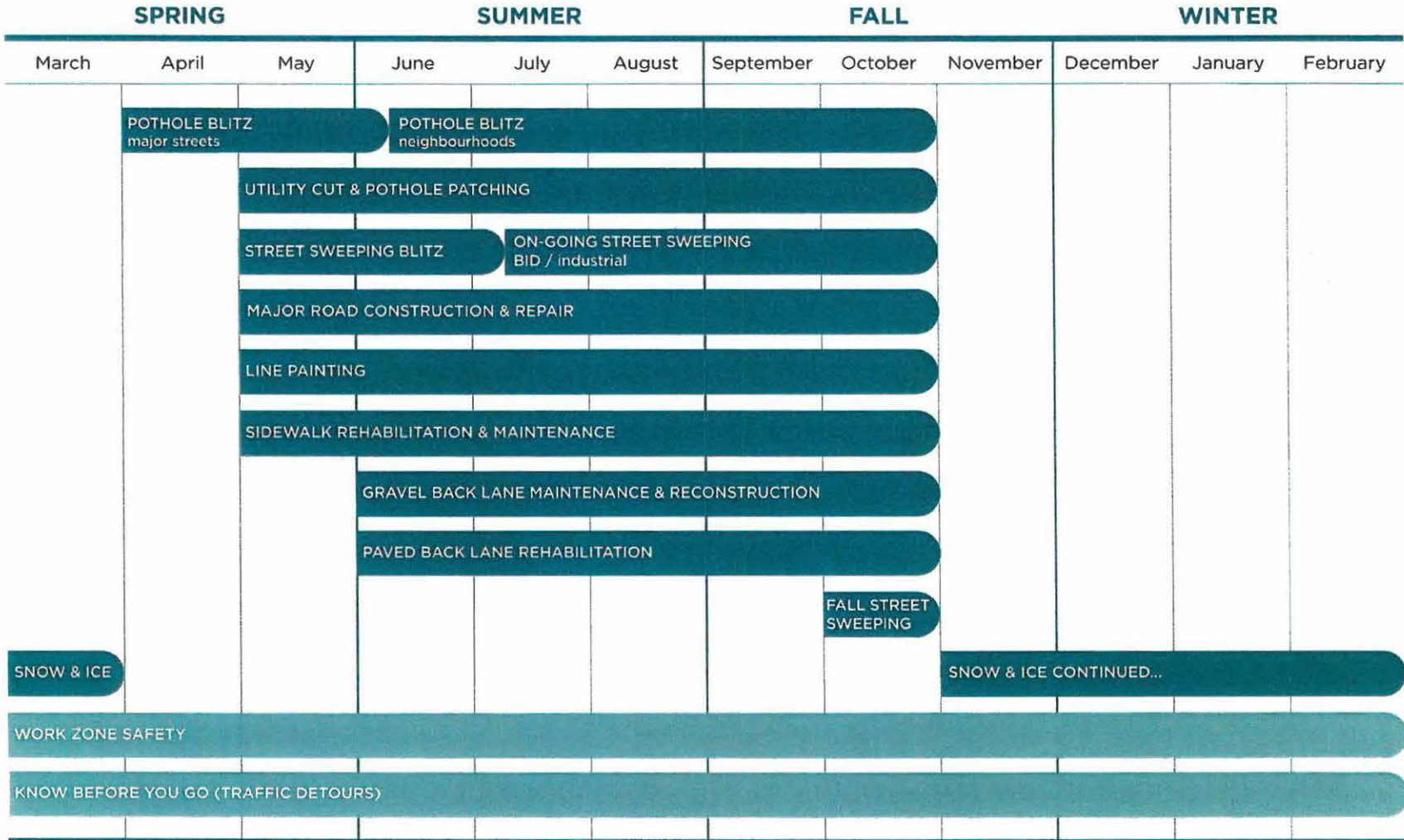
"We've already been repairing the larger potholes since the snow started melting. And as soon as weather permits, the spring pothole blitz will be in full force," Jorgenson says. "We're anticipating the streets will be dry earlier than last year because so much snow and ice along priority roadways was trucked away this winter."

City crews will concentrate on patching potholes in all driving lanes on freeways and other high traffic roads including tackling those larger clusters of potholes. Immediately following spring street sweeping, eight patching crews will constantly patrol Saskatoon throughout the summer, keeping roads smooth, including fixing potholes on residential streets. He says a cold, temporary asphalt mix will be used on potholes until the streets dry and the weather improves, following which a more permanent hot asphalt mix will be used.

The spring pothole blitz is a key component of Building Better Roads – Saskatoon's Roads Plan.

*For more City of Saskatoon Public Service Announcements, News Releases, Traffic Detours and Service Alerts, visit [www.saskatoon.ca](http://www.saskatoon.ca) or connect with the City of Saskatoon on Twitter and Facebook.*





This is generally when programs operate throughout the year; however, start and end times can vary depending on weather conditions and unforeseen circumstances.

For more information visit [saskatoon.ca](http://saskatoon.ca)

## BREAKDOWN OF DEDICATED ROAD LEVY

### ROADWAY ASSET FUNDING GAP

Neighbourhood Network Renewal Program	\$ 2,830,000	
Primary Network Renewal Program	\$ 1,550,000	
Back Lanes and Boundary Roads	\$ 220,000	
	<b>\$ 4,600,000</b>	<b>2.92%</b>

### SERVICE LEVEL INCREASES

Enhanced Street Sweeping Program	\$ 605,000	
Spring Pothole Blitz	\$ 550,000	
Supplemented Summer Pothole Patching	\$ 500,000	
Additional Funds for City-wide Snow Clearing	\$ 500,000	
	<b>\$ 2,155,000</b>	<b>1.37%</b>

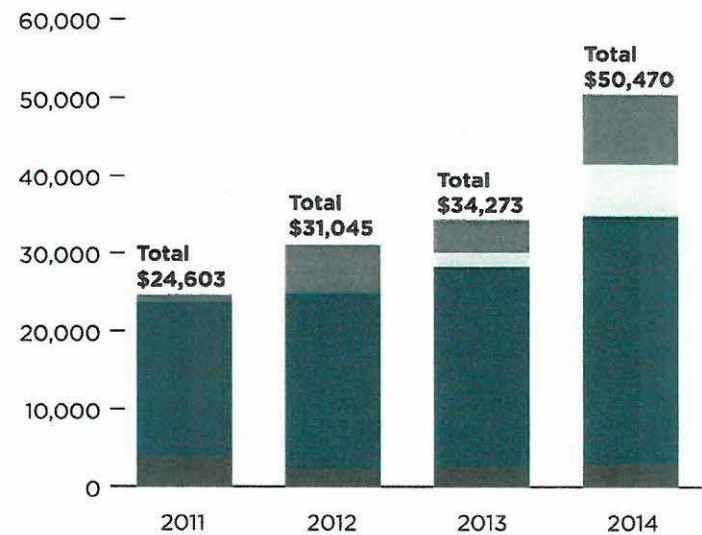
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<b>Total Dedicated Road Levy</b>	<b>\$ 6,755,000</b>	<b>4.29%</b>
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## COMBINED ROAD MAINTENANCE OPERATING & CAPITAL INVESTMENTS

(\$thousands, expenditures only)



One time funding   
  Dedicated tax levy  
 Roadways base funding   
  Transportation base capital

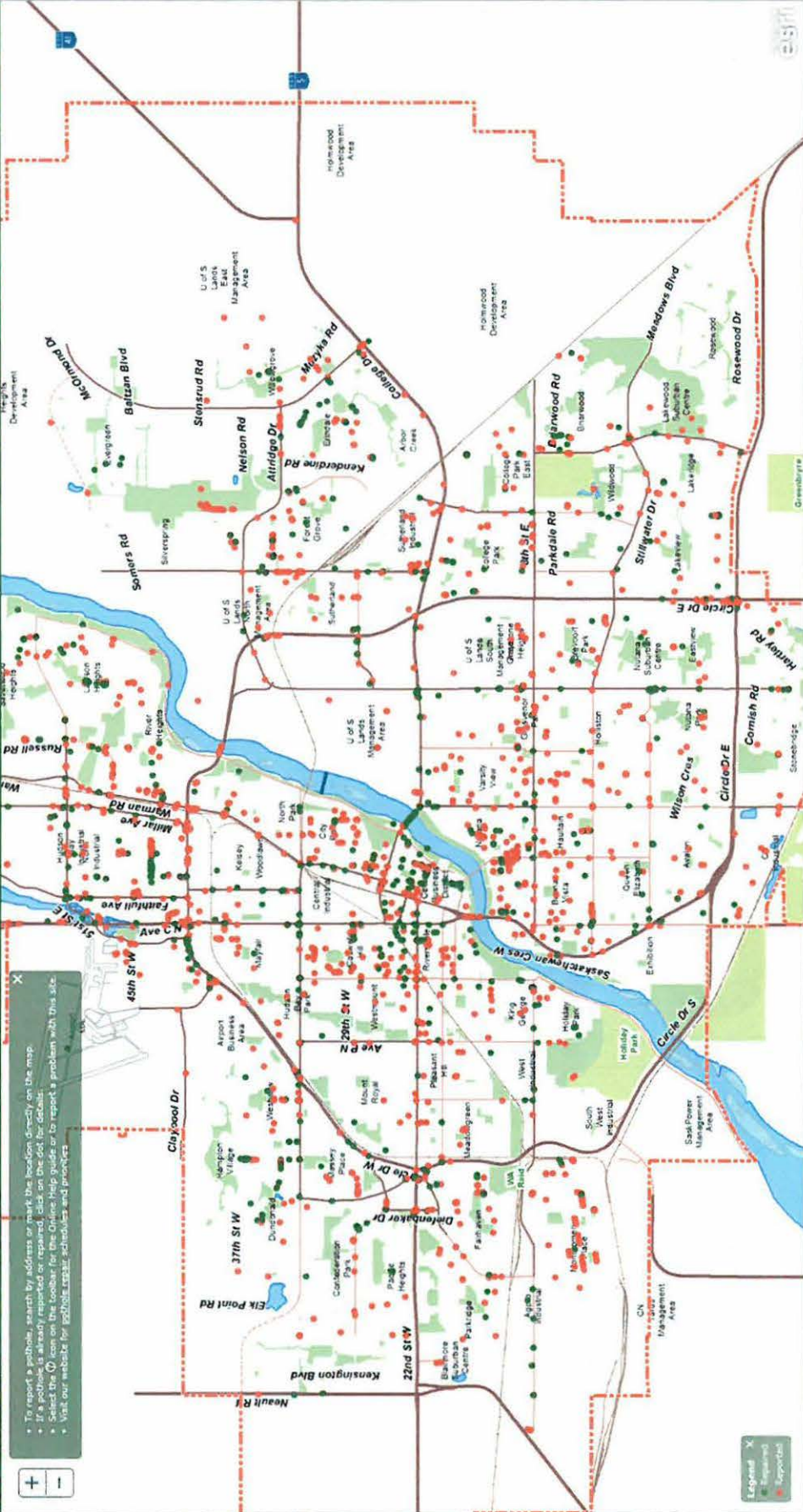
\* Includes Street Sweeping and Snow & Ice Investments

# REPORT A POTHOLE





- To report a pothole, search by address or mark the location directly on the map.
- If a pothole is already reported or repaired, click on the dot for details.
- Select the icon on the toolbar for the Online Help guide or to report a problem with this site.
- Visit our website for pothole repair schedules and priorities.



# City Page Ad – Spring Pothole Blitz

## **BUILDING BETTER ROADS**

Saskatoon's Road Plan, Building Better Roads, is the most aggressive program of road work in our history. More than \$50 million will be spent on Saskatoon roads this year; that's 47 per cent more than was spent in 2013.

Spring and summer in Saskatoon will be packed full of various kinds of road maintenance, construction and rehabilitation projects. We want everyone to be ready because the result will be more work zones and traffic detours.

Building Better Roads grew out of the 2013 Civic Services Survey where residents clearly identified road conditions as the single most important issue facing Saskatoon.

City Council responded by introducing the Dedicated Road Levy in this year's budget. The levy is funded by a 4.29% increase in property taxes for 2014, and provides \$6.7 million in new funding to be used exclusively for road repair and road maintenance.

The Dedicated Road Levy, along with other increased investments, will go toward more street sweeping, pothole patching, sidewalk rehabilitation, back lane upgrades, road construction and repair, as well as snow and ice management.

This year, residents will see changes in how we do our work. For example, to minimize the amount of time high-traffic roads are closed for construction, much of the work will either be done at night, or round-the-clock. Continually improving our practices will ensure we get the absolute best value for our citizens' dollars.

Watch for updates on the exciting projects coming up this spring and visit [Saskatoon.ca](http://Saskatoon.ca) for Building Better Roads.



## **ONLINE REPORT A POTHOLE**

Help us locate potholes by reporting them online! The Report a Pothole online map is GPS-enabled and allows everyone to report a pothole from their desktop computer or mobile device. Before you add a pothole online or call in to report it, you can see if it's already on our map for repair.

In serious instances, where a large pothole can cause safety issues, or to talk directly to customer service staff 24/7, please call 306-975-2476.

It's designed to be easy to use, and a detailed help menu and step-by-step video is available as a guide and to answer any questions.

City crews are repairing the larger potholes causing problems in the driving lanes on freeways and other high traffic roads with a temporary fill. As soon as weather permits, the spring pothole blitz will be in full force and these streets will be patched with hot asphalt.

The spring pothole blitz is a key component of Building Better Roads – Saskatoon's Roads Plan. Visit [saskatoon.ca](http://saskatoon.ca) for more information about the City's pothole repair program and to Report a Pothole online.

# News Release

For immediate release: March 28, 2014



TU14-201

## **COMMUNITY POTHOLE REPORTING MEANS BETTER ROADS**

Hundreds of people are using their mobile devices and desktops to help us find potholes on major streets around the city. Since its launch March 17, there have been **469** trouble locations reported by residents in all areas of the city using the City's [Report a Pothole interactive map](#). While we aren't into the Spring Pothole Blitz yet, we've repaired 247 of the larger reported pothole on major streets, plus hundreds of others!

"While we want people to call Public Works Customer Service to report emergency locations, there are definitely fewer calls for regular pothole reports than three weeks ago before we launched the tool," says Pat Hyde, Director of Public Works. "It's difficult to track the exact number of potholes we repair, but our initial observation is that the online reports represent about 10 per cent of the actual potholes that are out there."

City crews have been repairing potholes in the driving lane of the [Priority 1 & 2 streets](#) since the snow started melting with a temporary cold mix asphalt to prevent damage to vehicles and for safety. The cold mix is a semi-permanent patching material that can be used in temperatures above -10 degrees Celsius (with wind chill) even where moisture exists. The preferred permanent patching material is an hot mix asphalt, which is not available from our suppliers until the warm weather is sustained and overnight lows are above zero.

Approximately 40 per cent of the reported locations on the map are excavation locations from completed City or private underground utility work. These are known as [utility cuts](#) and have a temporary gravel/recycled asphalt cover until they can be properly paved in the summer. Those on Priority 1, 2 and 3 streets are maintained daily and remaining utility cuts are monitored on a less frequent basis and as residents call in reports about issues. While we are monitoring and re-grading these sites regularly, we will be leaving these dots red on the Report a Pothole map until they are permanently patched.

Once a pothole is reported on the map, an inspector checks it out and rates it on the following:

1. Severe/emergency: deep and larger than a tire with potential for damage,
2. Requires repair: large in driving lane of Priority 1 or 2 street, or
3. Can wait for Spring Blitz: small to medium, or outside of driving lanes.

Severe and emergency locations are addressed immediately by the nearest pothole patching unit. Large potholes in the driving lane of priority 1 and 2 streets will be scheduled for repair the next day. The inspector, along with area supervisors and crews, is also on the look-out for unreported severe/emergency potholes. The reported

potholes, represented by red dots on the map, are updated to green dots at the end of the day they are repaired.

“Once the hot mix asphalt is available into the first two weeks of April, the Spring Pothole Blitz will begin and every size of pothole will be repaired on high-traffic, collector and arterial streets,” says Hyde. “Potholes on residential and other streets will be addressed during the summer pothole program, unless they are determined to be severe requiring attention sooner.”

**Please report severe/emergency locations to Customer Service at 306-975-2476 so we can fix them as quickly as possible.** For more information about the pothole and utility cut programs, visit [saskatoon.ca](http://saskatoon.ca) and select “P” for Potholes.

*For more City of Saskatoon Public Service Announcements, News Releases, Traffic Detours and Service Alerts, visit [www.saskatoon.ca/go/traffic](http://www.saskatoon.ca/go/traffic). You can also follow us on Twitter [@cityofsaskatoon](https://twitter.com/cityofsaskatoon) and with [#betterroads](https://twitter.com/betterroads) and like **Saskatoon City News** on Facebook.*



# News Release

For Immediate Release: April 3, 2014



TU14-203

## **BETTER ROADS: FEWER POTHoles AND MORE REPORTING**

If you drive in Saskatoon, you will have noticed there are significantly fewer potholes this year. Some of that is due to weather conditions, but the biggest factor is the increase in our snow and street maintenance operations this year as a result of the dedicated road levy.

Increased snow grading and removal this winter reduced the standing water on the streets that cause potholes. With less moisture on the streets at the start of spring, crews were able to get out and repair the potholes sooner than last year. We were not only out there patching sooner, but we were able to patch the potholes that are causing the biggest problems for drivers. Since its launch March 17, there have been **557** (88 since March 28 news release) locations reported by residents in all areas of the city using the [Report a Pothole interactive map](#). Up to ten new pothole locations are being reported daily by residents and visitors to Saskatoon from their mobile device or desktop.

The weather is also cooperating this year with gradual warm weather that allows the ground frost to come out of the ground slowly. Potholes can be caused by pressure on the asphalt as a result of the ground frost coming out quickly. The temperature spike expected for next week may cause the frost to move very quickly out of the ground and increase the potential for more potholes.

Pothole patching crews repaired 350 (103 since March 28 news release) of the larger reported pothole on major streets, plus hundreds of others! Until the roads are completely dry and the asphalt supplier produces hotmix for our use, the priority is emergency locations and larger potholes in the driving lanes of the high-traffic streets. Beginning mid-April, the Spring Pothole Blitz will address the remaining potholes on higher traffic volume and speed roadways, including arterials, collector and freeway/expressways. The residential streets will be repaired beginning in May and run in conjunction with the Residential Street Sweeping program.

About a third of the locations currently reported on the map are another type of issue resulting from completed City or private underground utility work that required an excavation. These are known as [utility cuts](#) and have a temporary gravel/recycled asphalt cover until they can be properly paved once ground frost is gone. Those on arterial and major streets are monitored and re-grading regularly. Until permanent repairs are made we will be leaving these reported locations as red dots on the Report a Pothole map.

Severe and emergency locations are addressed immediately by the nearest pothole patching unit. Large potholes in the driving lane of Priority 1 and 2 streets will be



scheduled for repair the next day. The inspector, along with area supervisors and crews, is also on the look-out for unreported severe/emergency potholes. The more information supplied by those reporting online the inspectors have, the easier it is to determine the priority of the necessary repairs. The reported potholes, represented by red dots on the map, are updated to green dots at the end of the day they are repaired.

**Please report severe/emergency locations to Customer Service at 306-975-2476 so we can fix them as quickly as possible.** For more information about the pothole and utility cut programs, visit [saskatoon.ca](http://saskatoon.ca) and select "P" for Potholes.

*For more City of Saskatoon Public Service Announcements, News Releases, Traffic Detours and Service Alerts, visit [www.saskatoon.ca/go/traffic](http://www.saskatoon.ca/go/traffic). You can also follow us on Twitter @cityofsaskatoon and with #betterroads and like **Saskatoon City News** on Facebook.*

# News Release

For Immediate Release: April 11, 2014



TU14-210

## **CLEAN ROADS: SPRING SWEEPING AND POTHOLE BLITZ UNDERWAY**

Even though snow is still melting on many residential yards, the warmer temperatures have dried roads and the spring clean-up along major streets can now begin. Beginning Monday, April 14, City and private contractor crews will be engaged on both sides of the river with the Spring Pothole Blitz and the Spring Street Sweeping Blitz.

“We want to get out there and clean things up as quickly as possible, so everyone can put the long, cold winter behind us and we can all enjoy the early benefits of being outside again,” says Director of Public Works Pat Hyde. “Fortunately, the improved snow grading and removal programs this winter were effective in helping to speed up the spring melt and reduce the development of potholes. This, along with the fall street sweep program in October, will help to improve the effectiveness of both the pothole and sweep programs.”

### **Your Tax Dollars at Work – Building Better Roads**

Part of the new 4.29% dedicated tax levy is for improved roadway repairs and maintenance. Residents and businesses will see improvements as a result of an additional \$605,000 for the Spring Street Sweeping Blitz and the Accelerated Residential Sweeping programs; and an additional \$550,000 for the Spring Pothole Blitz program. Learn more about [Building Better Roads](#).

### **Spring Street Sweeping Blitz**

The [Spring Sweeping Blitz](#) is designed to collect as much of the heavy dirt and debris as possible from the Priority 1, 2 and some Priority 3 streets, over the next three weeks. Additional parking restrictions will not be applied and ticketing and relocation towing will not be engaged during the blitz. As a result the sweepers will be going around parked vehicles and focus mainly on the driving lanes of the roadway.

Sweepers will be on the higher traffic volume streets, such as Circle Drive, Idylwyld Drive, 22nd Street, 8th Street and College Drive (Priority 1 streets); and the majority of the priority two streets. The schedule is dependent on the weather, but if time permits, some Priority 3 streets will also be swept.

The purpose of the spring sweep blitz is designed as a quick pass through in order to remove the heavier dirt and debris so that once the Accelerated Residential Sweep program commences in early May, it will enable a more effective and complete curb-to-curb sweep program and cover all streets including those from the Spring Sweeping Blitz.

Civic and private contractor crews will also be cleaning the boulevards areas adjacent to the sidewalks/curbs, and centre medians to remove the debris that collected over the

winter from snow storage. The debris will be swept onto the street and hauled away as part of the clean-up, with any remaining dirt being picked up by the sweepers.

### **Spring Pothole Blitz**

Aggressive pothole patching will also begin Monday, April 14 and will involve both civic and private contractor crews. Hot asphalt mix material is now available and will be used because of its permanent bond and longer lasting patch for potholes. Crews will be focused along many of the same priority one, two and three streets as the sweeping blitz. The Spring Pothole Blitz is designed to patch as many of the potholes within the driving lanes of the priority streets in order to provide a smoother, comfortable ride on these higher traffic volume streets. Pothole patching will also be continued throughout the Accelerated Residential Sweep program and throughout the summer months until winter freeze up as potholes can develop even during the summer months.

Pothole patching will also continue throughout the spring blitz on the non-priority streets for emergency requirements. Residents are encouraged to please continue to report locations with the online Report a Pothole map or call our customer service centre at 306-975-2476 to report any dangerous locations.

### **Accelerated Residential Street Sweeping and Pothole Patching**

Upon completion of the Spring Sweeping Blitz, the Accelerated Residential Street Sweeping program begins, where every street will be swept curb-to-curb by neighbourhood including the business improvement districts. This six-week program will use relocation towing and a \$100 fine will be applied for parking on a scheduled street. The yellow 'sandwich style' No Parking signs will be used and augmented with yellow replica paper signs throughout the program where on-street vehicle parking is an issue.

Weather permitting, the scheduled start of the program is Monday, May 5. Further information will be provided closer to the launch date of the Accelerated Residential Street Sweeping program.

**Schedules and more information are available at [saskatoon.ca](http://saskatoon.ca) as part of the Building Better Roads campaign. Saskatoon's Road Plan is a coordinated approach to repair, maintenance and construction, Building Better Roads in Saskatoon.**

*For more City of Saskatoon Public Service Announcements, News Releases, Traffic Detours and Service Alerts, visit [www.saskatoon.ca/go/traffic](http://www.saskatoon.ca/go/traffic). You can also follow us on Twitter @cityofsaskatoon and with #betterroads and like Saskatoon City News on Facebook.*



# News Release

For Immediate Release: April 17, 2014



TU14-215

## **LONGER-LASTING ROAD MARKINGS ON ROADWAYS THIS YEAR**

The City of Saskatoon is taking a new approach to line painting on major roadways and high-speed freeways this year by expanding the use of durable markings. When these types of roadways are built or rehabilitated, durable markings will be used. Durable markings are more visible and also last longer than regular road paint.

“Winter operations, including the use of gravel and snow clearing, as well as higher traffic volumes, wear off road paint faster,” says Angela Gardiner, Director of Transportation. “This is why we are expanding the use of more durable markings on higher volume roadways. While the upfront cost is higher, these markings last longer and are visible year round.”

The cost of the annual road marking program is \$800,000 per year. In 2014, an additional \$500,000 will be spent on durable markings.

Road marking begins once sweeping is underway and nighttime temperatures are consistently at 5 degrees or warmer (generally late April/early May and until late October).

There are no specific dates for painting road markings as the program is coordinated during or after other road work, and is weather dependent. High-traffic areas (such as downtown and Idylwyld Drive) are generally painted during the night to minimize disruption to traffic.

In 2014, some of the locations where durable markings will be installed include:

- Circle Drive – Circle Drive North to Attridge Drive overpass, eastbound
- Circle Drive – Warman Road to Circle Drive, eastbound
- 51st Street

City crews paint road markings two to three times each year:

- Lane lines, edge lines and centre lines are painted three times a year
- Crosswalks are painted at least twice a year
- Sharrows, chevrons and parking stall lines are painted once a year
- Road markings are re-painted if they have been removed due to paving, patching, etc.

More information about Road Markings is available at [saskatoon.ca](http://saskatoon.ca) as part of the Building Better Roads campaign. Saskatoon's Road Plan is a coordinated approach to repair, maintain and construct better roads in Saskatoon.

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-30-

# News Release

For Immediate Release: April 22, 2014



TU14-217

## **WEEKEND'S LATE BLAST OF WINTER CAUSES MORE POTHOLES, SWEEPING DELAYS**

The moisture from the rain and snow over the past few days is causing many new potholes to form on all Saskatoon streets. The [Spring Pothole Blitz](#) program, which started on Monday, April 14, is an aggressive program to address potholes in the driving lanes of the high-traffic streets. As a result of snow/rain and cooler temperatures, many of those same streets are littered with new holes. This set-back requires crews to start over with the Priority 1 and 2 streets, pushing back the other streets that were scheduled for this week. Inspectors are out checking for changing driving conditions due to new potholes forming and identifying emergency locations on all streets. Asphalt plants were not producing over the weekend due to weather conditions and the Easter weekend; however, crews resumed pothole repairs again on Monday when asphalt was again available.

Drivers continue to report potholes online with the [Report a Pothole](#) map and these locations are inspected daily. At this time, only the severe locations and those on the high-priority, high-traffic streets are being repaired until we can get caught up. Those locations not repaired will be completed once the spring pothole blitz has ended or in conjunction with the Accelerated Residential Street Sweeping program.

About a third of the locations currently reported on the map are another type of issue resulting from completed City or private underground utility work that required an excavation. These are known as [utility cuts](#) and have a temporary gravel/recycled asphalt cover until they can be properly paved once ground frost is gone. Graders are maintaining these regularly until they can be patched with asphalt. Utility cut patching begins today on Priority 1 streets and will continue until winter.

The [Street Sweeping Blitz](#) on high-traffic streets and business improvement districts also started on Monday, April 14. With the rain and snow, sweeping did not occur Thursday through Monday. Sweeping resumes today and the online schedule has been adjusted. Sweeping cannot occur when there are pools of water on the street or when sustained sub-zero temperatures are present although they can still continue with a light rain. Grassy medians and boulevards continue to be swept and sweeping crews are following behind to collect the debris from the street.

The [Spring Sweeping & Pothole Blitz](#) schedules are available at [saskatoon.ca](http://saskatoon.ca) as part of the [Building Better Roads](#) program. The schedules are being adjusted frequently due to the challenges we have been experiencing, most notably the weather. With weather forecasts showing stable, warmer temperatures in the coming week, we hope to establish a more productive and regular schedule.

The Accelerated Residential Street Sweeping program is scheduled to begin on May 5.

**Schedules and more information are available at [saskatoon.ca](http://saskatoon.ca) as part of the Building Better Roads campaign. Saskatoon's Road Plan is a coordinated approach to repair, maintenance and construction, Building Better Roads in Saskatoon.**

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# News Release

For Immediate Release: May 1, 2014



TU14-223

## **POTHOLE PATCHING AND STREET SWEEPING RESUME**

The Spring Pothole and Spring Street Sweeping Blitzes resumed in full force on Wednesday upon the return of warmer weather and dry streets. The moisture from the rain and snow over the past week and a half prevented us from performing much of the planned sweeping and interrupted the repairing of potholes. The snow, rain, cooler temperatures and frost coming out of the ground caused many new potholes to develop on all Saskatoon streets.

### **Spring Pothole Blitz**

The City has been repairing potholes along the high-traffic streets since the start of the Spring Pothole Blitz on April 14. As a result of the recent snow/rain and cooler temperatures, many of those same streets are littered with new holes. Standing water on the streets has a significant impact on the formation of new potholes. In order to make up for the delays due to weather interruptions, additional City and contractor crews will be engaged for the next two weeks patching potholes in the driving lanes of the priority one and two streets. A schedule is available for the [Spring Pothole Blitz](#) on the City's website.

The online Report-a-Pothole map usage was up 40 per cent over the past seven days, as the collection of potholes grew. We thank those who are reporting these locations and remind everyone to please call the Customer Service Call Centre to report the dangerous locations so that we may address them immediately.

"The blitz program for patching potholes in the driving lanes of the major streets and bus routes is designed to improve the safety and ride comfort of motorists," says Director of Public Works Pat Hyde. "Tackling these existing and new locations that arise will prove to be a benefit for all."

### **Gravel-covered areas from construction and water main breaks (Utility Cuts)**

Asphalt patching is occurring along priority streets where water main breaks occurred over the winter months. Other gravel-covered areas caused by construction or other underground utility work will be repaired beginning in June. The utility cuts on the priority streets are monitored daily. Maintenance grading is performed as required and in many cases is done daily. Graders will continue to maintain these gravel areas until they can be permanently repaired with asphalt. Residents are reminded to please call our Customer Service Call Centre at 306-975-2476 to report utility cuts that are severely rutted.

**Your Tax Dollars at Work – Building Better Roads**



Part of the new 4.29% dedicated tax levy is for improved roadway repairs and maintenance. Residents and businesses will see improvements as a result of an additional \$605,000 for the street sweeping program which includes the Spring Street Sweeping Blitz and the Accelerated Residential Sweeping programs; and an additional \$550,000 for the Spring Pothole Blitz program. Learn more about [Building Better Roads](#).

### **Spring Street Sweeping Blitz**

Prior to moving into the residential areas, City and contract street sweeping crews are cleaning up along the high-traffic priority streets. Since April 14, the focus has been sweeping centre medians where grass or trees are located, in order to promote growth and improve street aesthetics, and as well sweeping on the priority one and two streets. The moisture over the past week also impacted and delayed this program. Extra staff are being assigned and contractors were called in to help move the sweeping along.

The [Spring Sweeping Blitz](#) is designed as a quick pass through in order to remove the heavier dirt and debris so that once the Accelerated Residential Area Sweep program commences later in May, it will enable a more effective and complete curb-to-curb sweep program. As a result during the Spring Sweeping Blitz the sweepers will be going around parked vehicles and focus mainly on the driving lanes of the roadway.

### **Accelerated Residential Street Sweeping and Pothole Patching**

Upon completion of the Spring Sweeping Blitz, the Accelerated Residential Area Street Sweeping program begins. This is designed as a six week program where every street will be swept curb-to-curb by neighbourhood including the business improvement districts and also those streets that were done during the Spring blitz. This program will also see applied for the first time a city wide application of parking enforcement. This will include both a relocation towing and a \$100 fine that will be applied for parking on a scheduled street. The yellow 'sandwich style' No Parking signs will be used during day time operations and augmented with yellow replica paper signs throughout the program where on-street vehicle parking is an issue.

Weather permitting, the scheduled start of the program is Monday, May 12. Further information and schedules will be provided closer to the launch date of the Accelerated Residential Area Street Sweeping program.

**Schedules and more information are available at [saskatoon.ca](http://saskatoon.ca) as part of the [Building Better Roads](#) campaign. Saskatoon's Road Plan is a coordinated approach to repair, maintenance and construction, Building Better Roads in Saskatoon.**

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# News Release

For Immediate Release: May 6, 2014



TU14-229

## **CITY CALLS FOR SAFETY IN ROAD WORK ZONES**

The City of Saskatoon today launched a city-wide public awareness campaign urging motorists to respect work zones as crews start repairing and maintaining city infrastructure this summer. The Respect Work Zones campaign will run from May to September, asking citizens to do their part to ensure the safety of work crews during the construction season.

“Our recently announced \$50 million Building Better Roads Plan is the most aggressive program of road construction, road repair and road maintenance in Saskatoon’s history,” said Chris Hallam, Director of Construction & Design. “To complete this work, we need everyone to make safety a priority and respect the construction zones where our crews will be working.”

Building Better Roads, which coordinates a variety of construction projects means more construction this year than last and at times will result in up to 110 active work zones each day. According to Hallam, respecting work zones will allow the crews to focus on the job and safely complete this summer’s projects.

“We care about the safety of our employees and everyone who uses Saskatoon’s roads,” said Hallam. “If everyone does their part, plans ahead and respects construction zones, we will be able to work through the 2014 season safely and successfully.”

Motorists can avoid delays and plan their commutes by clicking on the “Building Better Roads” button at [saskatoon.ca](http://saskatoon.ca) and scanning the locations of current and future road projects.

The Respect Work Zones campaign is launching during North American Occupational Safety and Health Week (May 4-10) which promotes the importance of safety in workplaces, homes and communities.



# News Release

For Immediate Release: May 8, 2014



TU14-224

## **NEIGHBOURHOOD STREET SWEEPING BEGINS**

### **City urges residents to avoid ticket and towing**

City-wide residential street sweeping begins Monday in Holiday Park and is expected to continue for the next six weeks. City and contract crews will be working seven days per week to quickly move through the neighbourhoods each day.

Approximately \$605,000 of additional funding is dedicated from the road levy this year for sweeping programs including the spring sweep blitz and the accelerated residential area sweeping. This allows for additional equipment, contractor resources and maintenance support so that neighborhoods and major roadways can be cleaned quicker, and commercial and business areas will be cleaned more frequently.

### **Parking Enforcement**

In order for sweepers to effectively clean the streets from curb to curb, parking enforcement and tow truck relocating will be used for the entire program. New Yellow No Parking signs and relocation towing were piloted during a smaller scale fall sweep and will be rolled out city-wide to prevent people from parking on scheduled streets.

The new yellow No Parking sandwich board signs and matching yellow paper signs will be posted at the entrance to scheduled neighbourhoods and along streets at least 36 hours in advance of the sweeping. Vehicles that remain on the street at 7:00 a.m. will be ticketed \$100 under the new Street Maintenance parking bylaw and will be relocated to a nearby street or neighbourhood. If your vehicle is relocated, you can find the new location using the [Find My Vehicle!](#) application.

Neighbourhoods with grid streets will be swept in two phases - three days apart – to make parking available for vehicles that need to move.

### **School Zones**

For the safety of students and the convenience of parking for school visitors, school zones will be swept outside the hours of 8:00 a.m. and 5:00 p.m. Sweeping will occur up to two days in advance of or following, the neighbourhood's scheduled date. School zone boundaries are marked with a 30 km/hour speed limit signs. Watch for no parking signs along these streets when sweeping is scheduled.

If poor weather delays sweeping, the neighbourhood will move to the end of the schedule and new No Parking signs will be posted in advance to notify residents.

A schedule, Frequently Asked Questions and map of neighbourhoods is available at [Saskatoon.ca](http://Saskatoon.ca) under the Building Better Roads icon. Drivers are reminded to be patient and to drive carefully when they encounter slow moving street-sweeping vehicles. You may also contact the 24-hour Street Sweeping Hotline at 306-975-2476 or [streetsweep@saskatoon.ca](mailto:streetsweep@saskatoon.ca)

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# News Release

For Immediate Release: May 13, 2014



TU14-235

## **NEW ONLINE SOURCE FOR UP-TO-DATE ROAD REPAIR, MAINTENANCE & CONSTRUCTION PROGRAMS**

The City of Saskatoon launched a new website today that will serve as a one-stop-shop for schedules, information and updates related to our roadway activities this year.

“With more than \$50 million to be spent on Saskatoon roads this season, it will mean more construction projects, work zones and traffic detours than ever before,” says Angela Gardiner, Director of Transportation. “This site is just one of the ways drivers will be able find what they need to know about our progress and the road work that could affect their daily commutes and travel routes.”

Find the new site from the [saskatoon.ca](http://saskatoon.ca) homepage by clicking “Building Better Roads.” From there, users can view updates, schedules and information on road restrictions, pothole repairs, construction projects, street sweeping, back lane upgrades, sidewalk rehabilitation, and line painting.

“With so much more road construction happening this year, we are increasing our communications to help Saskatoon residents and visitors prepare,” Gardiner says. “The site will have steady updates to schedules and display the most current road restrictions for drivers.”

“We encourage everyone to ‘know before you go’ by learning where and when road construction might affect them.”

In addition to the site, there are several other ways for people to keep up-to-date, and follow the City’s progress, through the road construction season.

- Connect with the City of Saskatoon on Facebook or Twitter and follow #BetterRoadsYXE
- Subscribe to Traffic Detour Service Alerts at [saskatoon.ca](http://saskatoon.ca)
- Read our Public Service Announcements and News Releases on the media page.
- Watch the video of our weekly Building Better Roads media briefings every Thursday. These will be posted to our YouTube channel and available to watch on the Building Better Roads media page.

*For more City of Saskatoon Public Service Announcements, News Releases, Traffic Detours and Service Alerts, visit [www.saskatoon.ca/go/traffic](http://www.saskatoon.ca/go/traffic). You can also follow us on Twitter @cityofsaskatoon and with #BetterRoadsYXE and like **Saskatoon City News** on Facebook.*



# News Release

For Immediate Release: Thursday, May 15, 2014



TU14-242

## **CITY LAUNCHES 2014 ROAD CONSTRUCTION SEASON**

The City of Saskatoon today announced the major road and other infrastructure projects that will lead the 2014 season. Saskatoon's most aggressive program of road construction, maintenance and rehabilitation is underway with over \$50 million targeted to projects ranging from major roadwork to residential streets and sidewalks. The investment represents 47 per cent more than was budgeted last year.

"Approximately \$23.8 million will be invested in road and sidewalk rehabilitation alone," said Chris Hallam, Director of Construction & Design for the City of Saskatoon. "That's 178 lane kilometers of road work – which is about the same distance from here to Kindersley and 100 kilometers more than we did last year."

Through the City of Saskatoon's 2013 Civic Services Survey, residents identified road conditions as the single most important issue facing the city.

Although road construction, repair and rehabilitation is the centrepiece of the City's efforts this year, a number of other infrastructure projects will be addressed this season.

Approximately \$8.2 million will be spent on rehabilitating nearly 14 kilometers of water mains, and storm and sanitary sewers, throughout the city. Soundwalls will be constructed along Circle Drive near Preston Avenue. Nearly \$144 million will be spent on building and developing infrastructure for Saskatoon's new neighbourhoods.

"As always, efficiency, quality, and safety will be our focus this construction season," said Hallam, "Working efficiently, and helping residents get around the city as efficiently as possible will be key. Using the best quality materials to fix our roads, and keep them in better condition, for a longer period of time is important. Through it all, the safety of our crews, and everyone approaching or passing work zones, will be our top priority."

Hallam pointed to the city's Building Better Roads website, launched earlier this week, as a way for residents to get the latest information on road restrictions and work zones that could affect their daily commutes. The site also features updates and schedules on other areas like pothole repair, street sweeping and back lane rehabilitation.

Residents can view a list of the city's 2014 construction projects at [Saskatoon.ca](http://Saskatoon.ca) by clicking "Building Better Roads".

**Drivers are reminded to allow extra time when travelling through the orange zone, watch for pedestrians and work crews, and for everyone's safety, please obey all detours, signs and barriers.**

**Know before you go!** Find traffic detour information on our website at [www.saskatoon.ca/go/traffic](http://www.saskatoon.ca/go/traffic). You can also follow us on Twitter **@cityofsaskatoon** and with **#betterroadsYXE** and like **Saskatoon City News** on Facebook.

-30-

Building Better Roads: Public Service Announcements – Attachment 4

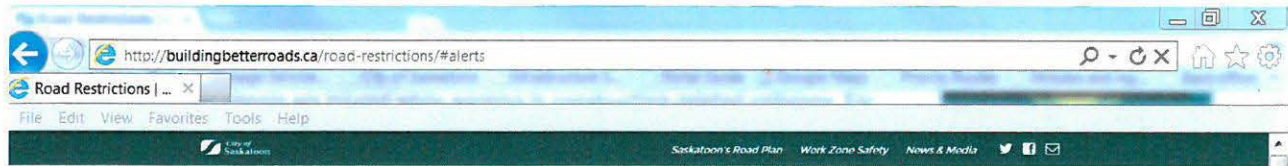


19-Mar	STREET MAINTENANCE UPDATE – WEDNESDAY MARCH 19, 2014
21-Mar	23RD STREET CLOSED BETWEEN 3RD AND 4TH AVENUES ON MARCH 22 & 23
24-Mar	2ND AVE CLOSED BETWEEN 19TH AND 20TH STREET
24-Mar	LANE RESTRICTIONS ON IDYLWYLD FREEWAY APPROACHING RUTH STREET
25-Mar	LANE RESTRICTIONS ON IDYLWYLD FREEWAY APPROACHING ADELAIDE STREET
25-Mar	SNOW & ICE UPDATE – MARCH 25, 2014
2-Apr	IDYLWYLD FREEWAY SOUTHBOUND LANE RESTRICTIONS APRIL 2-3
4-Apr	20TH STREET CLOSED BETWEEN AVENUES B AND C, APRIL 7-8
7-Apr	OVERNIGHT CIRCLE DRIVE LANE RESTRICTIONS, APRIL 7-8
7-Apr	SPADINA CRESCENT CLOSED BETWEEN 21ST AND 22ND STREET, APRIL 7-10
8-Apr	LANE RESTRICTIONS ON IDYLWYLD FREEWAY SOUTHBOUND FROM RUTH STREET TO LORNE AVENUE, APRIL 8
8-Apr	LANE RESTRICTIONS NEAR IDYLWYLD FREEWAY OVERPASS AT 19TH STREET ON APRIL 9
11-Apr	LANE RESTRICTIONS ON CIRCLE DRIVE WESTBOUND APPROACHING AVENUE C, APRIL 14
29-Apr	7TH STREET CLOSED BETWEEN PRESTON AVENUE AND ARGYLE AVENUE APRIL 30-JUNE 27, 2014
30-Apr	11TH STREET WEST BETWEEN CHAPPELL DRIVE AND HIGHWAY 7, THURSDAY MAY 1, 2014
30-Apr	TEMPORARY CLOSURE OF MCORMOND DRIVE BETWEEN 8TH STREET AND COLLEGE DRIVE, MAY 1 – OCTOBER 31
2-May	LANE RESTRICTIONS 8TH STREET EAST BETWEEN CIRCLE DRIVE AND ACADIA DRIVE, MAY 5&6, 2014
2-May	CIRCLE DRIVE CLOSED BETWEEN HIGHWAY 11 AND 11TH STREET WEST, MAY 4, 2014
5-May	MEDIAN LANES ON 11TH STREET WEST TO BE CLOSED STARTING TUESDAY, MAY 6
9-May	WARMAN ROAD CLOSED BETWEEN 7TH AVENUE NORTH AND 33RD STREET EAST FOR PAVING, MAY 11
11-May	TRAFFIC DETOUR REMAINS IN PLACE: WARMAN ROAD NORTHBOUND CLOSED BETWEEN 33RD STREET AND 7TH AVENUE NORTH
12-May	CIRCLE DRIVE OVERNIGHT RESTRICTIONS, MAY 12-13
13-May	OVERNIGHT CIRCLE DRIVE WORK POSTPONED, MAY 14
14-May	ROAD RESTRICTIONS ON COLLEGE DRIVE EASTBOUND, MAY 15
14-May	LANE RESTRICTIONS AT IDYLWYLD DRIVE & 23RD ST INTERSECTION, MAY 14



14-May	OVERNIGHT WORK TO RESUME EAST OF THE CIRCLE DRIVE BRIDGE ON CIRCLE DRIVE, MAY 14
14-May	OVERNIGHT LANE RESTRICTIONS CANCELLED AT IDYLWYLD DRIVE & 23RD STREET INTERSECTION, MAY 14
14-May	RESTRICTIONS AT 22ND STREET AND 3RD AVENUE INTERSECTION WHILE CREWS REPAIR POTHOLES, MAY 15
16-May	LANE RESTRICTIONS REQUIRED ON SECTIONS OF IDYLWYLD DRIVE AND 1ST AVENUE, MAY18-19
16-May	LANE RESTRICTIONS ON 1ST AVENUE NORTH AND CIRCLE DRIVE, MAY 20-28

# Building Better Roads: Road Restrictions Service Alerts – Attachment 5



- Road Restrictions
- Pothole Repair
- Construction Projects
- Street Sweeping
- More ▾

## Road Restrictions

Do lane restrictions or road closures affect your daily route? **Know before you go!**

Plan your route around road work by subscribing to our **Traffic Detour Service Alerts**. An interactive Road Restrictions map is coming soon - this map will highlight the location of construction and the expected duration of a project.

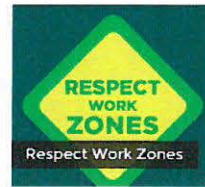
To reduce the amount of time major roads and freeways are closed for construction, crews will be working around the clock, with much of the work being done at night. **Respect work zones**. Every year people are injured while working in construction-related collisions. For everyone's safety, slow down, pay attention and respect work zones.

Help us Build Better Roads! Contact us about issues related to road restrictions by using our **online form** or by calling our Customer Service Centre at 306-975-2476.

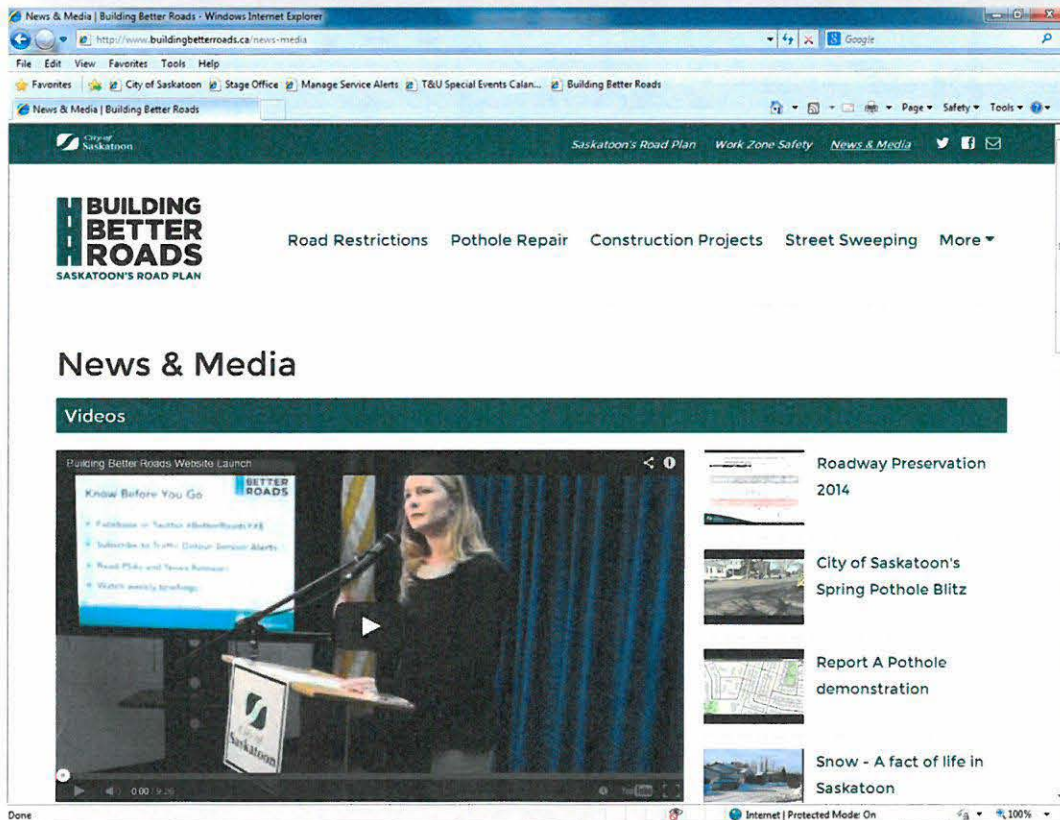
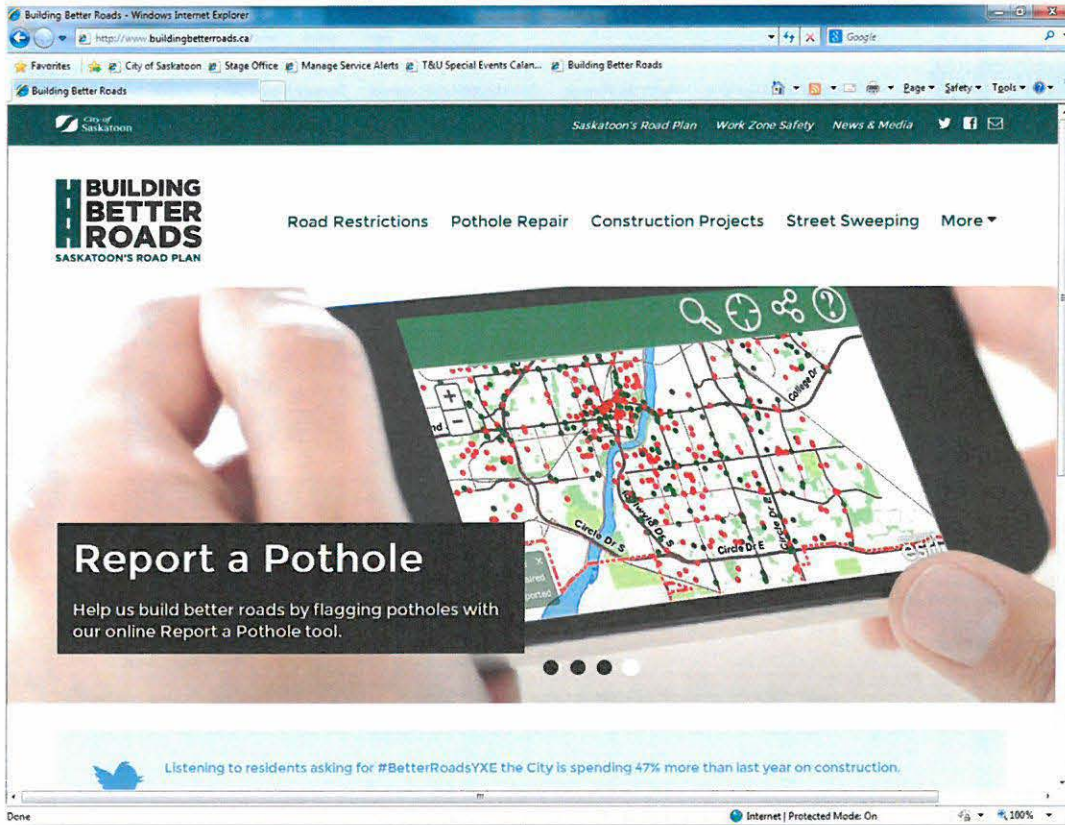
Subscribe to the **Service Alerts RSS feed**.

### ! Road Restrictions

- ROAD RESTRICTIONS - Spadina Cres E closed between 2nd Ave & 3rd Ave, May 16, 6am-3:30pm
- ROAD RESTRICTIONS - College Drive EB lanes closed between University Dr & Munroe Ave, May 15, 9am
- ROAD RESTRICTIONS - College Drive EB lanes closed between University Dr & Munroe Ave, May 16
- ROAD RESTRICTIONS - 3rd Ave & 22nd St E intersection restrictions, May 15, 9am-3pm
- ROAD RESTRICTIONS - Marquis Dr EB & WB median lane between Millar Ave & Siemens Ave, May 15, 8am-3pm
- ROAD RESTRICTIONS - Wall St closed between 24th St E & Pacific Ave, May 15-16



# Building Better Roads Microsite – Attachment 6





Work Zone Safety | Building Better Roads - Windows Internet Explorer

http://www.buildingbetterroads.ca/work-zone-safety


City of Saskatoon

Saskatoon's Road Plan Work Zone Safety News & Media

**BUILDING BETTER ROADS**  
SASKATOON'S ROAD PLAN

Road Restrictions Pothole Repair Construction Projects Street Sweeping More ▾


## Work Zone Safety




Help me build better roads.

City of Saskatoon

Respect work zones.



Construction Projects



Road Restrictions

Internet | Protected Mode: On 100%

Saskatoon's Road Plan | Building Better Roads - Windows Internet Explorer

http://www.buildingbetterroads.ca/saskatoon%E2%80%99s-road-plan

City of Saskatoon

Saskatoon's Road Plan Work Zone Safety News & Media

**BUILDING BETTER ROADS**  
SASKATOON'S ROAD PLAN

Road Restrictions Pothole Repair Construction Projects Street Sweeping More ▾

## Saskatoon's Road Plan


**Building Better Roads** is Saskatoon's most aggressive program of road construction, repairs and maintenance ever. In the 2013 Civic Services Survey, citizens identified road conditions as the single most important issue affecting our city, and told us they support increased investment in our roadways.

City Council responded with a Dedicated Road Levy. This levy is supported by a 4.29% property tax increase that provides \$6.7 million in new funding to be used exclusively for road repairs and maintenance, for both summer and winter programs, and new construction projects.


The Dedicated Road Levy is a key element of investing substantially more in our city's roads for 2014. More than \$50 million will be spent on Saskatoon's roads in 2014, a 47% increase over 2013.

The Dedicated Road Levy covers everything from pothole repair and street sweeping to new road construction, sidewalks, back lanes and snow and ice management.

Help us Build Better Roads! Contact us about Saskatoon's Road Plan by using our online



Built to Last



Construction Projects

Internet | Protected Mode: On 100%

Construction Projects | Building Better Roads - Windows Internet Explorer  
http://www.buildingbetterroads.ca/construction-projects

City of Saskatoon  
Saskatoon's Road Plan Work Zone Safety News & Media

**BUILDING BETTER ROADS**  
SASKATOON'S ROAD PLAN

Road Restrictions Pothole Repair **Construction Projects** Street Sweeping More ▾

## Construction Projects

**Building Better Roads** – workers across the city are improving our roadways, bridges, and water and sewer systems to meet the needs of a growing Saskatoon. Know before you go! Plan your route around road work and detours by subscribing to our [Traffic Detour Service Alerts](#).

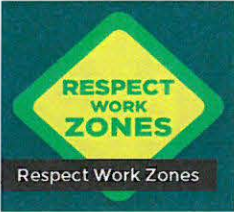
More information is available for current and future **Major Construction Projects**, including the North Commuter Parkway Project.

**Respect Work Zones.** Every year people are injured while working in construction-related collisions. For everyone's safety, slow down, pay attention and respect work zones.


Help us Build Better Roads! Contact us about Construction Projects by using our [online form](#) or by calling our Customer Service Centre at 306-975-2476.

Please check back soon for a full list of construction projects and interactive maps.

[MORE AT SASKATOON.CA](#)



Respect Work Zones



Major Projects

Internet | Protected Mode On 100%







**greatheight** @greatheight · 19h

@cityofsaskatoon how much of that 47% increase to be allocated for new road construction vs repair in core neighbourhoods? #BetterRoadsYXE

[View conversation](#)

[Reply](#) [Retweet](#) [Favorite](#) [More](#)



**City of Saskatoon** @cityofsaskatoon · 20h

Listening to residents asking for #BetterRoadsYXE the City is spending 47% more than last year on construction.

[Expand](#)

[Reply](#) [Retweet](#) [Favorite](#) [More](#)



**City of Saskatoon** @cityofsaskatoon · 20h

This year's #BetterRoadsYXE construction season has three areas of focus: [ow.ly/i/5A9LI](http://ow.ly/i/5A9LI)

[View photo](#)

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**City of Saskatoon** @cityofsaskatoon · 20h

Here are some of the major projects this year [ow.ly/i/5A9DS](http://ow.ly/i/5A9DS) For more info check out [BuildingBetterRoads.ca](http://BuildingBetterRoads.ca) #BetterRoadsYXE

[View photo](#)

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**City of Saskatoon** @cityofsaskatoon · 20h

This year, crews will also be implementing overnight work or 24/7 work - where it's appropriate and safe. #BetterRoadsYXE

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**City of Saskatoon** @cityofsaskatoon · 20h

The total kilometres of roadways being repaired this year is appx. the same distance between #yxe and Kindersley. #BetterRoadsYXE

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[Reply](#) [Retweet](#) [Favorite](#) [More](#)



**City of Saskatoon** @cityofsaskatoon · 20h

The City will be hosting media scrums every Thursday at 1:30 about Building #BetterRoadsYXE. Check [buildingbetterroads.ca](http://buildingbetterroads.ca) for videos.

[Expand](#)

[Reply](#) [Retweet](#) [Favorite](#) [More](#)



**Laurence Nixon** @laurencenixon · May 14

Great job zuCrew on the #BetterRoadsYXE website, I like the "Report a Pothole" application! [buildingbetterroads.ca](http://buildingbetterroads.ca)

[Expand](#)

[Reply](#) [Retweet](#) [Favorite](#) [More](#)



**Pamela Darlene**

hello I am wondering how long Fedoruk Road will be closed?! it is vital for connecting our kids to Silverspring school from evergreen and avoiding the mess that is Attridge!!

Like · Comment · 13 May at 08:42 via Mobile



**Saskatoon City News** Hi Pamela,

This road needs to be closed while crews continue road construction. The closure will be in place from 9 a.m. on Wednesday May 14 to 5 p.m. on Thursday May, 15, barring any unforeseen circumstances. The signs that are out right now are to warn residents of the closure before it happens.

Commented on by Jane Caulfield [?] · 13 May at 09:35 · Like · 1



**Pamela Darlene** thank you for letting me know the length of time. I really appreciate it! im sure you know how bad the Attridge commute has become! and more houses built over east all the time

13 May at 09:40 · Like



Write a comment...



**Kim Kriitmaa**

What phone # do I call to report potholes ? Please post, thanks

Like · Comment · 1 May at 10:36



**Saskatoon City News** Kim, please use the Report a Pothole app <http://owl.li/wo0t4> or call the Public Works customer service 24-hour call centre at 306-975-2476.

Commented on by Tyler Daniel [?] · 1 May at 14:59 · Like · 1



Write a comment...





## **BUILDING BETTER ROADS CAMPAIGN 1: KNOW BEFORE YOU GO**

We're building better roads, Saskatoon, and that will mean work zones, lane restrictions and road closures on our streets this summer.

How can you know before you go?

Subscribe to our Traffic Detour Service Alerts on [Saskatoon.ca](http://Saskatoon.ca).

Follow the City of Saskatoon on Twitter.

Or, visit [Saskatoon.ca](http://Saskatoon.ca) and click "Building Better Roads" for the latest updates and locations of major road work that could affect your daily commute.

We want to help you know before you go.

Visit [Saskatoon.ca](http://Saskatoon.ca) and click on "Building Better Roads" to learn more.

## **BUILDING BETTER ROADS CAMPAIGN 2: STREET SWEEPING**

We're building better roads, and sweeping into Spring, by removing dirt and debris from Saskatoon's roadways and neighbourhoods.

You can do your part by clearing the way for our sweepers and crews.

In May and June, when you see those bright yellow signs pop up in your neighbourhood, remove your vehicles off the street.

Doing so by 7:00 a.m. will help you avoid a ticket and the trouble of finding your vehicle if it gets towed away.

For our sweeping schedule, visit [Saskatoon.ca](http://Saskatoon.ca) and click on "Building Better Roads".

## **BUILDING BETTER ROADS CAMPAIGN 3: UNDERWAY RIGHT NOW**

We're building better roads, Saskatoon.

It is our most aggressive program of road construction, repairs and maintenance ever – and it's underway right now.

We are investing over \$50 million in everything from pothole patching and street sweeping to road construction, sidewalks, back lanes and ice and snow.

This will mean road restrictions on our streets this summer. Visit [saskatoon.ca](http://saskatoon.ca) and click "Building Better Roads" to about Saskatoon's Road Plan and get the latest updates and locations of major roadwork that could affect you.

That's Building Better Roads at [saskatoon.ca](http://saskatoon.ca).



## We're Sweeping into Spring

We have launched our accelerated residential street sweeping program for all neighbourhoods. Help us sweep curb-to-curb by watching for no parking signs and removing vehicles from the street on sweep days.

To see our schedule and follow our progress, visit [saskatoon.ca](http://saskatoon.ca), and click on **Building Better Roads**.

*Vehicles need to be moved by 7:00 a.m. on scheduled sweeping days. Vehicles left on the street will receive a \$100 ticket and will be towed to a nearby street. Owners can use the 'Find My Vehicle' tool at [saskatoon.ca](http://saskatoon.ca) to locate their vehicles.*

## HOW DID WE DO?

When the work in your neighbourhood is complete, please take a moment to fill out this card and either drop it in the mail, or bring it to City Hall. We appreciate your input!

1. Please indicate location of work: \_\_\_\_\_
2. Overall, how would you rate the job we did?  
 Very Good  Good  Average  Poor  Very Poor
3. Was the work completed on time?  
 Yes  No
4. Did you understand the reason for the work?  
 Yes  No
5. Please rate the following:
  - a) Disruption to vehicle traffic.  
 Very Disruptive  Mildly Disruptive  Average  
 Not Very Disruptive  No Disruption
  - b) Environmental conditions (noise, odours, litter, etc.).  
 Very Good  Good  Average  Poor  Very Poor
  - c) Quality of the work completed.  
 Very Good  Good  Average  Poor  Very Poor

Please write any additional comments or suggestions on a separate sheet.

Mail or deliver to:  
"Saskatoon at Work"  
Infrastructure Services Department  
222 - 3rd Avenue North  
Saskatoon, SK  
S7K 0J5



## ON THE ROAD AGAIN

(The kind of road work you can expect)

### Description

**Blade Level** - An asphalt surface patch placed by a motor grader. The final surface may have coarse areas and/or minor depressions that hold water. This work requires a full road closure. Oil will be applied prior to and following the surface patch repairs.

**Deep Patch** - A localized repair involving the removal and replacement of failed asphalt, granular base, and sub-grade as required. The work requires a partial road closure in the vicinity of the repair.

**Micro/Slurry Seal** - A 5 to 10 millimetre surface applied preservation treatment consisting of asphalt, water, and sand to provide a new wearing surface. Minor repairs to potholes and gutters will be performed prior to the seal application. A full road closure will be required to allow for application and curing of the seal.

**Reconstruction** - Complete removal and replacement of the full pavement structure, possibly including subgrade repairs. A full road closure is required.

**Resurfacing** - A repair which includes survey and design to re-profile the gutter to improve drainage and repair failed areas. The top layer of the pavement structure is removed and replaced. A full road closure is required.

**Sanitary Sewer Lining** - Rehabilitates deteriorated sanitary sewers by installing a cured-in-place thermosetting resin pipe.

**Thin Overlay** - A 20 +/- millimetre asphalt overlay is applied to existing surface. A full road closure is required.

**Watermain Replacement** - Replaces deteriorated cast iron water mains with a history of breaks. Work is done either to a segment of the water main, or an entire city block.

### Typical Road Condition

Roads with extensive utility settlements.

Roads where the asphalt surface has structurally failed in localized areas.

Roads that are structurally sound with surface deterioration such as raveling.

Roads with extensive cracking and deformation indicating overall structural failure.

Roads with advanced surface deterioration, rough surface profile and moderate cracking indicating early signs of structural failure.

Road condition does not change.

Roads that are structurally sound with surface deterioration such as raveling.

After underground work is complete, asphalt, concrete and landscaping are restored. Temporary water services are provided during the construction period.

## IMPORTANT INFORMATION ON CONSTRUCTION WORK IN YOUR AREA

**SASKATOON**  
*At Work!*





## IT'S CONSTRUCTION SEASON IN SASKATOON!

Over the short summer months, the City of Saskatoon builds and repairs hundreds of kilometres of streets, roadways, bridges, overpasses, water and sewer pipes, and electrical grid.

This flurry of activity is designed to ensure your city's infrastructure is safe and accessible throughout the year. Unfortunately, the nature and location of this work means the City can not avoid disrupting traffic and some civic services.

You should know that every effort is made to ensure that work is done efficiently, and with the least amount of inconvenience to motorists and residents. For instance, whenever possible, work is done during off-peak periods to avoid rush hour traffic.

Please read the information on the following page. It outlines the work that is being done in your area. The back of this brochure contains a comment card. When the work is complete, let us know how we did. Your input will help us improve and protect your community's assets in the most efficient manner possible.



*Thank you!*

**WHEN DRIVING IN SASKATOON  
SLOW DOWN IN THE ORANGE ZONE!**

- Reduce your speed
- Obey all traffic sign and barriers
- Watch for workers and pedestrians

**Use extra care when driving  
in construction zones and**

**SAVE LIVES!**



## CONSTRUCTION WORK IN YOUR NEIGHBOURHOOD

### Sanitary Sewer Work at the Intersection of Betts Avenue and Hart Road

May 12 to May 19, 2014

The City of Saskatoon (City) will be upgrading the sanitary sewer system at the Betts Avenue and Hart Road intersection near your residence.

This work will consist of removing the asphalt and base material and tying into the existing sanitary manhole. Once this work is complete the road will be constructed with new base material and hot mix asphalt (to be placed at a later date).

The work is scheduled to start at 7 a.m. on Monday, May 12, and is expected to take one week, weather permitting and barring any unforeseen circumstances.

During construction you will have limited access to this intersection.

Please obey all traffic and parking restrictions that may be posted during this time.

The City would like to thank you for your cooperation and patience during this project.

If you have any questions or concerns please contact:

**Jeff Thomson, E.I.T., Project Engineer**  
City of Saskatoon 306-975-2319

**Terry Penner, Project Engineer**  
Hamm Construction Ltd. 306-931-6626

May 1, 2014  
File No. TS 4111-49



### About the Project

The City of Saskatoon (City) will be replacing a section of water main on Spadina Crescent between the Sheraton Cavalier and Bessborough Hotels. The new section will upgrade the water main that was installed in 1931. This water main has been inactive since water was detected in the underground tunnel connecting the two hotels.

The City has contracted this work to Hamm Construction Ltd.

The construction will involve a full closure of Spadina Crescent between the curb by the front entrance of the Sheraton Cavalier, and the curb by the front entrance of the Bessborough Hotel.

The map on the other side of this page indicates where the water main is located, and the work zone area.

The project is scheduled to start on March 31, 2014, weather permitting, and the work is expected to take two to three weeks to complete.

Local access to hotel and parkade driveways will be accommodated during construction.

### Traffic Restrictions

Spadina Crescent will be closed in the area during the water main reconstruction.

No street parking will be allowed on Spadina Crescent leading up to either end of the road closure.

Pedestrian traffic should not be affected by the construction.

### Other Facts about the Project:

- Fencing and signage will be installed around the excavation area (pits).
- Restoration, with the exception of asphalt, will occur once the entire project is complete.
- Asphalt paving will be completed as weather permits.

### Frequently Asked Questions

#### What about traffic management?

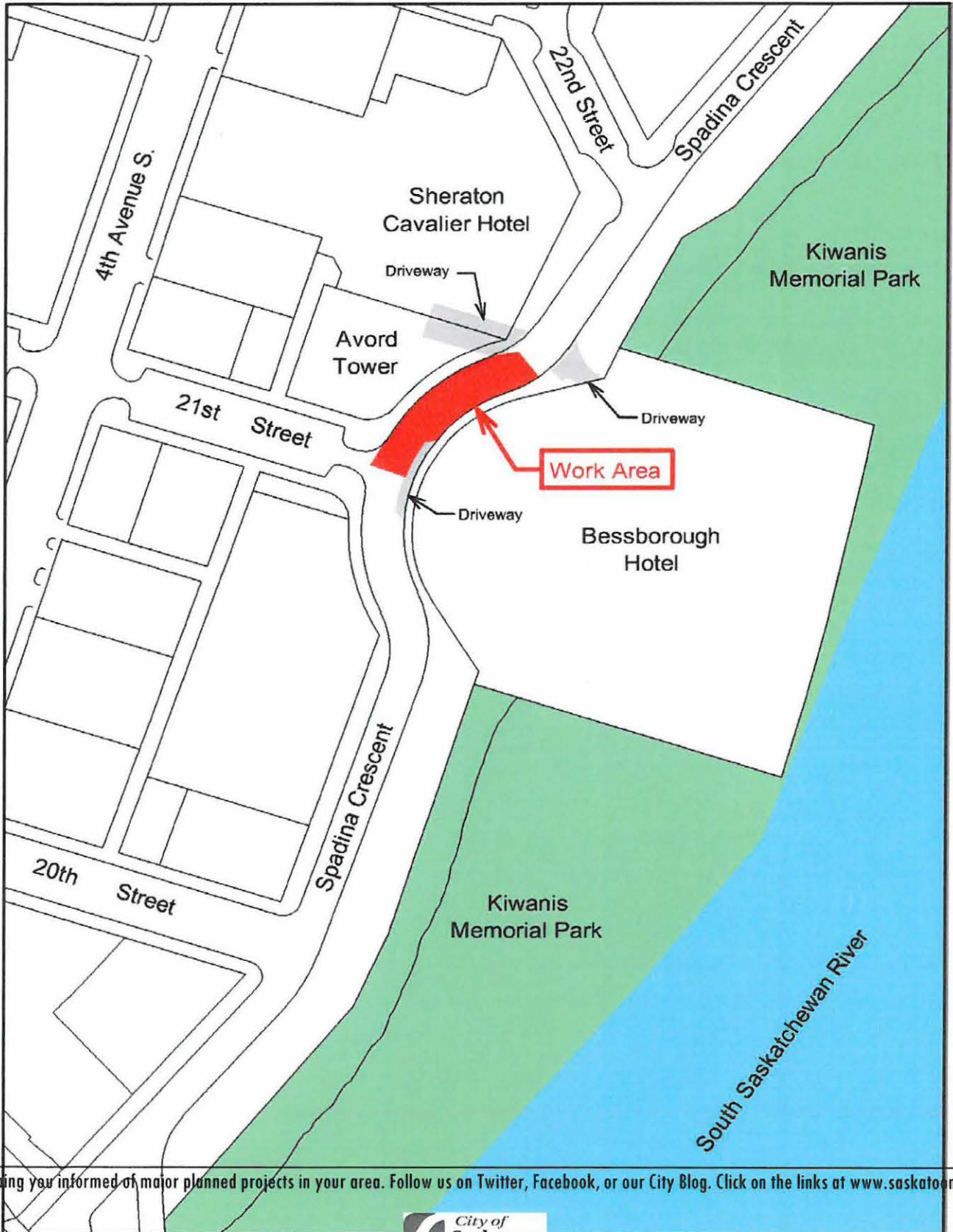
- Northbound Spadina Crescent traffic will be routed via 20<sup>th</sup> Street over to 4<sup>th</sup> Avenue.
- Southbound Spadina Crescent traffic will be routed via 22<sup>nd</sup> Street over to 4<sup>th</sup> Avenue.
- There will be local access to the hotel and parkade driveways for residents and customers.

#### Will the hotel water and sewer service be affected?

- Water and sewer services will not be affected, barring any unforeseen circumstances.
- The Spadina public washrooms located north of the Bessborough will be temporarily shut down.
- See the map on the back of this flyer for project limits.

**Prior to the work commencing and during construction, we would like to hear any concerns you may have regarding this project. Please contact Celene Anger, Project Engineer, at 306-657-8778 or email [Celene.anger@saskatoon.ca](mailto:Celene.anger@saskatoon.ca). You can also write a letter and drop it off at City Hall with attention to Celene Anger.**

**MAP OF THE CONSTRUCTION AREA**



Keeping you informed of major planned projects in your area. Follow us on Twitter, Facebook, or our City Blog. Click on the links at [www.saskatoon.ca](http://www.saskatoon.ca).



## Respect Work Zones Print Advertisements



**Help me build better roads.**

**RESPECT WORK ZONES**

**Carrie**  
Equipment Operator

saskatoon.ca

This summer, our crews will be repairing and paving our roads. For everyone's safety, slow down, pay attention and respect work zones.

 City of Saskatoon

Detailed description: This advertisement features a woman, Carrie, wearing a yellow hard hat with the 'BUILDING BETTER ROADS' logo and a blue work jacket. She is smiling and looking towards the camera. The background is a blurred construction site. A green diamond-shaped sign with the text 'RESPECT WORK ZONES' is positioned in the lower-left corner. The bottom of the ad is a dark green bar containing the website 'saskatoon.ca', a short message about road work, and the City of Saskatoon logo.



**Help me build better roads.**

**RESPECT WORK ZONES**

**Jason**  
Traffic Signals Technician

 City of Saskatoon

saskatoon.ca

This summer, our crews will be repairing and paving our roads. For everyone's safety, slow down, pay attention and respect work zones.

Detailed description: This advertisement features a man, Jason, wearing a yellow hard hat with the 'BUILDING BETTER ROADS' logo and a yellow work shirt. He is smiling and holding a walkie-talkie. The background is a blurred construction site. A green diamond-shaped sign with the text 'RESPECT WORK ZONES' is positioned in the lower-right corner. The bottom of the ad is a dark green bar containing the City of Saskatoon logo, a short message about road work, and the website 'saskatoon.ca'.



# Respect Work Zones Radio Advertising

## **Jesse**

Hi there.

I'm Jesse and I work for the City of Saskatoon.

I'm one of the people who will be out there building better roads this summer.

You can help us get the job done by making safety a priority.

When you pass by road construction – slow down, pay attention and respect the work zone.

You'll help us get the work done and then get home safely at the end of the day.

From me, Jesse, and all of us building better roads, thank you Saskatoon!

## **Carrie**

Hi there.

I'm Carrie, an equipment operator for the City of Saskatoon.

I'm one of the people who will be out there building better roads this summer.

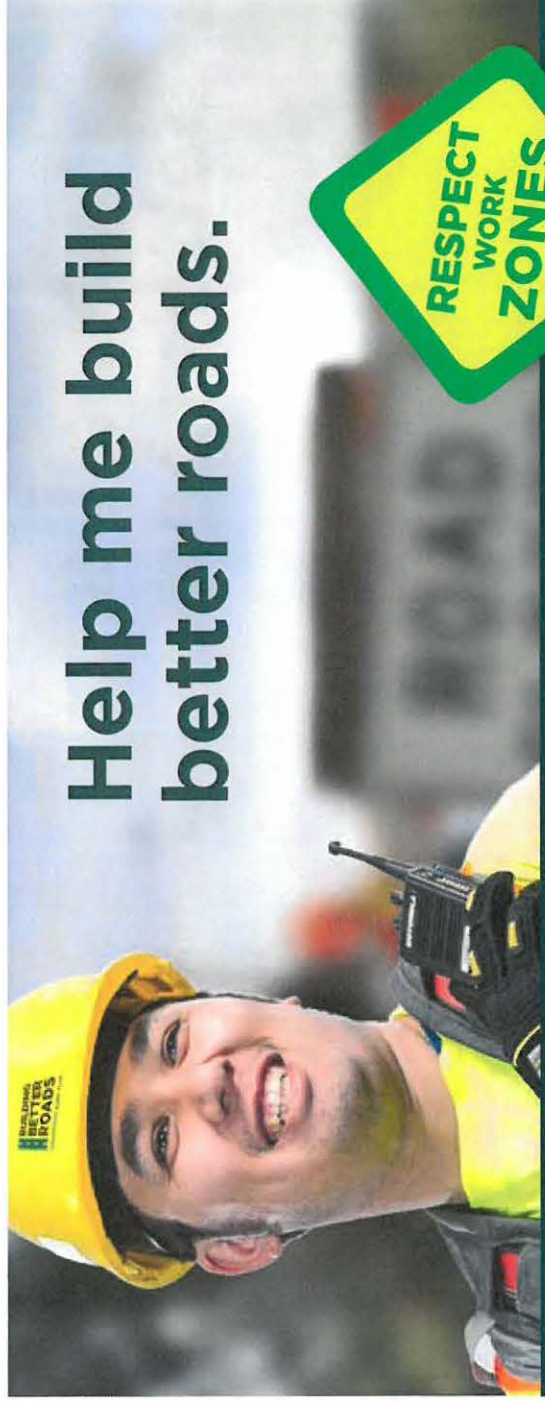
You can help us get the job done by making safety a priority.

When you pass by road construction – slow down, pay attention and respect the work zone.

You'll help us get the work done and then get home safely at the end of the day.


From me, Carrie, and all of us building better roads, thank you Saskatoon!

Respect Work Zones - Billboards



**Help me build  
better roads.**

**RESPECT  
WORK  
ZONES**



City of  
Saskatoon

**Help me build  
better roads.**



  
City of  
Saskatoon



**Help me build  
better roads.**



**TO:** Secretary, Administration and Finance Committee  
**FROM:** General Manager, Transportation & Utilities Department  
**DATE:** May 27, 2014  
**SUBJECT:** U-Pass Agreement Between the City of Saskatoon and University of Saskatchewan Graduate Students' Association  
**FILE NO:** WT 7314-1

---

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

- 1) that the Administration be directed to finalize an agreement with the Graduate Students' Association (GSA) for a U-Pass Program based on the terms of this report, and
- 2) that His Worship the Mayor and the City Clerk be authorized to execute the agreement under the Corporate Seal.

**TOPIC AND PURPOSE**

Administrations from both Saskatoon Transit and the Graduate Students' Association (GSA) have deemed the pilot a success. Your Administration seeks approval to finalize an agreement with the GSA for a permanent U-Pass Program.

**REPORT HIGHLIGHTS**

1. The pilot U-Pass Program with the GSA, approved by City Council on September 9, 2013, was in effect from September 1, 2013 until August 31, 2014. This encompassed three terms (fall, winter and spring/summer) of the past school year.
2. The new agreement would put into place a permanent U-Pass Program for the GSA.

**STRATEGIC GOALS**

The Administration believes that this initiative will assist Saskatoon Transit in attracting and retaining new ridership and build on the Strategic Goals of Moving Around and Environmental Leadership.

**BACKGROUND**

In October 2012, after being approached by the University of Saskatchewan GSA, Saskatoon Transit and the GSA entered into discussions with the intent of establishing a U-Pass Program for the graduate students attending the University of Saskatchewan and to be designed similar in nature to the U-Pass Program currently in place for

undergraduate students attending the University of Saskatchewan. The Administration met with representatives from the GSA to discuss a process for developing a U-Pass Program.

In November of 2012, the Administration conducted a student survey to determine the current ridership trends of students within the GSA in order to establish pricing for the proposed U-Pass Program. A referendum conducted by the GSA Executive was approved by its voting members to implement a U-Pass on a one-year trial basis (September 1, 2013 through August 31, 2014). In February of 2014, the GSA conducted a referendum which approved a permanent U-Pass Program for fall (September through December) and winter (January through April) terms.

## **REPORT**

Administration from both the GSA and Saskatoon Transit convened in January of 2014 to discuss the pilot U-Pass Program and the possibility of moving the program to a permanent basis. Both Administrations agreed that the pilot U-Pass Program was a success and deemed it appropriate to move toward a permanent U-Pass Program for members of the GSA.

According to the GSA constitution, a referendum would need to be passed to give its executive council the authority to implement certain new initiatives. This referendum was presented to the members of the GSA in February of 2014 who, in turn, voted in favour of the permanent U-Pass Program.

Survey results obtained prior to the implementation of the trial pass show that out of the 1127 student respondents, 264 have purchased adult monthly passes, 195 have purchased student semester passes, 638 have purchased either cash or tickets, and 561 use Transit on a weekly basis. If the permanent U-Pass Program is adopted, all GSA students enrolled in on-campus programs would be required to participate. This totalled 2,618 students in the 2013 fall term.

The business terms between Saskatoon Transit and the GSA will be based on the current agreement. The key terms of this agreement are as follows:

- The program is mandatory with exceptions to those: living outside Saskatoon City Limits; enrolled exclusively in distance education courses or extension programs; holding a disabilities parking pass; eligible for a discounted pass under Saskatoon Transit's agreement with Social Services; required to be away from Saskatoon working or doing research for more than half of the term; or living in on-campus residences.
- The rates that will be charged and collected by the institution will be \$102.88 per student per term. This rate includes the U-Pass price of \$99.88 to be remitted to the City of Saskatoon and a \$3.00 administration fee charged by the GSA for its



costs in relation to the U-Pass Program. The U-Pass price will increase yearly by the Consumer Price Index (CPI).

- Either party can terminate the agreement by providing 30-days notice to the other party.
- The program requires either unique passes or stickers on student cards.
- At the point in time a student is no longer a GSA member, they lose the Transit pass privileges.
- The institution is responsible for the handling and distribution of the passes and reporting on this to Saskatoon Transit.

### **OPTIONS TO THE RECOMMENDATION**

The available options would be to discontinue the U-Pass Program with the GSA or extend the trial period for one year. These options are not being recommended at this time since the U-Pass Program with the GSA has proven to be both effective and well received.

### **POLICY IMPLICATIONS**

There are no policy implications.

### **FINANCIAL IMPLICATIONS**

The U-Pass will increase ridership, remain revenue neutral for Saskatoon and provide cost effective transportation for students of the institution. The U-Pass price per term for the GSA will be as follows:

September 1, 2014 – December 31, 2014 (fall term) – \$99.88

January 1, 2015 – April 30, 2015 (winter term) – \$99.88

These values will increase yearly based on increases in the CPI.

During the trial period, there were approximately 2,500 passes sold per term to GSA members. Based on these numbers, it is estimated that \$499,400 in revenue will be earned in the first year of the agreement.

The proposed U-Pass Program for the GSA has been based on an existing template for groups and institutions pursuing similar agreements. These partnerships have the potential to increase ridership for Saskatoon Transit. The U-Pass Program is financially viable because there will be an increase in the passes purchased by graduate students who attend classes at the University of Saskatchewan.

The Administration is confident that, at this time, there will be no incremental cost for bus operations to Transit for implementing a U-Pass Program for the GSA. However, as ridership increases through subsequent U-Pass Programs, additional buses and service

hours may be required subject to the number of new riders, the time of day new riders use the bus, and which part of the city new riders are transporting to and from.

### **PUBLIC AND/OR STAKEHOLDER INVOLVEMENT**

Public engagement is as outlined in the main report.

### **COMMUNICATION PLAN**

Accessible, clear and concise information on Transit routes and schedules, along with the advantages of travelling on transit will help Grad Students realize the full potential of their U-Pass. This information is available on the City's website (visit [www.saskatoon.ca](http://www.saskatoon.ca) and click on "T" for Transit) through Click and Go and Google Transit. Other communications tools used to reach students, including Grad Students, at the U of S will include social media and a staffed information booth during the first week of classes.

### **DUE DATE FOR FOLLOW-UP AND/OR PROJECT COMPLETION**

If approved, consultation with the GSA will occur yearly, starting in a year, to discuss the U-Pass Program's success and determine any possible improvements.

### **ENVIRONMENTAL IMPACT**

The U-Pass Program will provide a positive environmental impact as a result of reducing greenhouse gas emissions.

When looking at the commuting patterns of the 1127 students surveyed, 371 used a motor vehicle as their primary mode of transportation for their daily commute to classes. The result of having 371 fewer vehicles making the daily commute to class would reduce greenhouse gas emissions by 228.5 tonnes annually (this result was based on Statistics Canada's 2006 Census, which indicates the average daily commute in Saskatoon was 5 km one way, Canadian average motor vehicle fuel economy of 21 mpg /City and 200 days of classes for the school year).

### **PUBLIC NOTICE**

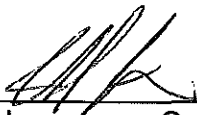
Public Notice pursuant to Section 3 of Policy No. C01-201, Public Notice Policy, is not required.

Written by: Mike Moellenbeck, Business Administration  
Transportation & Utilities Department

Reviewed by: Bob Howe, Director of Saskatoon Transit



Approved by:



Jeff Jorgenson, General Manager  
Transportation & Utilities Department

Dated: June 10/2014

Copy: Murray Tolland, City Manager  
GSA UPass Agreement Report

**TO:** Secretary, Administration and Finance Committee  
**FROM:** General Manager, Transportation & Utilities Department  
**DATE:** May 28, 2014  
**SUBJECT:** Inquiry – Councillor M. Loewen (August 15, 2012)  
 Exhibition Residential Parking Permit Program  
**FILE NO:** CK 6120-5

---

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

- 1) that the changes to the Exhibition Residential Parking Permit Program, as described in this report be approved;
- 2) that Bylaw No. 7200, The Traffic Bylaw be amended to include the changes in this report; and
- 3) that the City Solicitor be requested to prepare the necessary amendments to Bylaw No. 7200, The Traffic Bylaw for approval by City Council.

**TOPIC AND PURPOSE**

This report recommends modifications to the Exhibition Residential Parking Permit Program to discourage crossover parking within the original permit area. Bylaw No. 7200, The Traffic Bylaw, will be updated to reflect these changes.

**REPORT HIGHLIGHTS**

- 1. The Exhibition Residential Parking Permit Program was piloted in 1997 in response to a shortage of on-street parking during the annual Saskatoon Exhibition.
- 2. In 2013, an evaluation was undertaken using coloured permits for each of the three areas to help identify crossover parking permits.
- 3. Modifications to the permit program are recommended to ensure that permits are only valid within their own neighbourhood (or area) within the zone.

**STRATEGIC GOAL**

This report supports the City of Saskatoon Strategic Goal of Quality of Life helping to ensure that Saskatoon continues to be a welcoming people place by providing available parking to residents.

## **BACKGROUND**

The following inquiry was made by Councillor M. Loewen at the meeting of City Council held on August 15, 2012:

“Would the Administration please report back with options for improving the Exhibition Residential Parking Permit Program, specifically in order to avoid displacement of residents close to the Exhibition grounds by other permit holding residents.”

The information was referred to the Administration for a report.

## **REPORT**

### **The Exhibition Residential Parking Permit Program**

The Exhibition Residential Parking Permit Program (Exhibition RPP) was first piloted in 1997 in response to concerns from local area residents living near and around the exhibition grounds. The concerns focused on the increased numbers of transient parking throughout portions of the exhibition grounds area which include Exhibition, Queen Elizabeth and Avalon neighbourhoods during the Saskatoon Exhibition event (Saskatoon Ex).

The Exhibition RPP is a large parking permit zone partially encompassing the three neighbourhoods where two permit hang tags are delivered to each household to be displayed on personal vehicles that require on-street parking during the week of the Saskatoon Ex. The permit is an exemption to the 24 hour parking restriction posted in the zone, and allows qualified residents the opportunity to park anywhere within the permit zone, while displaying a valid permit.

Prairieland Park congestion has resulted from permitted vehicles of residents who reside on the Exhibition RPP zone boundary, as well as other vehicles parking close to the entrance of Prairieland Park.

### **2013 Study**

In 2013, the Administration evaluated the program by dividing the zone into three areas with each area separated by actual neighbourhood boundaries (Attachment 1).

During the evaluation, coloured permits were delivered to residents in order to associate the vehicle to the zone to help identify crossover permit parking. In conjunction with the permit delivery, a uniquely coloured permit was also distributed to residents that required additional parking. The following table summarizes the amount of crossover into Area 1 as observed during the Saskatoon Ex in 2013:

<b>Crossover into Area 1</b>	<b>Total over 6 days</b>	<b>Average/day</b>
Area 2 Permits	177	30
Area 3 Permits	75	13
Additional Permits	65	11
<b>Total Crossover</b>	<b>317</b>	<b>54</b>

The data shows that over the course of the week, 177 vehicles from Area 2 parked in Area 1, and 75 from Area 3 parked in Area 1. In addition, there were 65 additional permits for visitors that were observed within Area 1. As a result, there were 317 transient vehicles in Area 1 occupying the on-street parking.

#### Recommended Improvements to the Program

Based on the observations in 2013, the Administration is recommending changes to Bylaw No. 7200, The Traffic Bylaw to indicate that permits are only valid within their respective areas in the Exhibition Parking Permit zone.

The Administration will continue to monitor the program in 2014 and will bring forward further recommendations if required.

#### OPTIONS TO THE RECOMMENDATION

City Council may choose to maintain the status quo for the program. The Administration does not recommend this option as it will not address the concerns over crossover parking within the zone.

#### POLICY IMPLICATIONS

Schedule 13 of Bylaw No. 7200, The Traffic Bylaw will be updated to reflect the three different areas within the zone.

#### FINANCIAL IMPLICATIONS

There are no financial implications.

#### PUBLIC AND /OR STAKEHOLDER INVOLVEMENT

There was no public or stakeholder involvement.

#### COMMUNICATION PLAN

Residents within the zone will be provided with information regarding the changes to the permit program with the delivery of their permits. Signage is placed on the street to notify non-residents of the area that parking is restricted.

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

The Administration will monitor the impact of the modifications in 2014. If additional changes are recommended to the program, the Administration will present a further report in 2015.

**ENVIRONMENTAL IMPLICATIONS**

There are no environmental implications.

**PRIVACY IMPACT**

There is no privacy impact.

**PUBLIC NOTICE**

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


**ATTACHMENT**

1. Proposed Changes to Schedule 13 (Prairieland Exhibition Residential Parking Permit Zone) of Bylaw No. 7200, The Traffic Bylaw.

Written by: Phil Haughn, Parking Services Manager, Transportation

Reviewed by: Angela Gardiner, Director of Transportation

Approved by:

  
\_\_\_\_\_  
Jeff Jorgenson, General Manager  
Transportation & Utilities Department  
Dated: June 10/2014

Schedule No. 13



**Prairieland Exhibition  
Residential Parking Permit Zone**

Streets Designated as the Prairieland Exhibition Residential Parking Zone

- Adelaide Street E: 100, 200 & 300 Blocks
- Adelaide Street W: 100, 200 & 300 Blocks
- Ash Street E: 100, 200 & 300 Blocks
- Bute Street: 100 & 200 Blocks
- Coy Avenue: 2000, 2100 & 2200 Blocks
- Elm Street: 100, 200 & 300 Blocks
- Hilliard Street E: 100, 200 & 300 Blocks
- Hilliard Street W: 100, 200, 300, 400, 500, 600, 700 & 800 Blocks
- Herman Avenue: 1900, 2000, 2100, 2200 & 2300 Blocks
- Isabella Street E: 100, 200, 300, 400, 500, 600, 700 & 800 Blocks
- Isabella Street W: 100, 200 & 300 Blocks
- Melrose Avenue: 2000, 2100, 2200, 2300, 2400 & 2500 Blocks
- McPherson Avenue: 2000, 2100, 2200, 2300, 2400 & 2500 Blocks
- Niderost Street: 100, 200 & 300 Blocks
- Ruth Street E: 100, 200 & 300 Blocks
- Ruth Street W: 100, 200, 300, 400, 500, 600, 700, & 800 Blocks
- St. Andrews Avenue: 2100, 2200 & 2300 Blocks
- St. Cecilia Avenue: 2100 Block
- St. Charles Avenue: 1900, 2000, 2100 & 2200 Blocks
- St. George Avenue: 2100 & 2300 Blocks
- St. Henry Avenue: 1900, 2000, 2100, 200 & 2300 Blocks
- St. Patrick Avenue: 2200 & 2300 Blocks
- Taylor Street: 600 & 700 Blocks
- Trident Crescent: 000 Block
- Underwood Avenue: 2400 & 2500 Blocks
- Vernon Avenue: 2400 Block
- Victoria Avenue: 2000, 2100, 2200 & 2300 Blocks
- Willow Street: 100, 200 & 300 Blocks
- Wilson Crescent: 100 Block



**TO: Secretary, Administration and Finance Committee**  
**FROM: General Manager, Transportation & Utilities Department**  
**DATE: May 12, 2014**  
**SUBJECT: Inquiry – Councillor B. Pringle (March 1, 2010)**  
**Veterans Parking**  
**FILE NO: CK. 6120-1**

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

**TOPIC AND PURPOSE**

This report provides information on the Veteran Parking Program and an inquiry from former Councillor B. Pringle.

**REPORT HIGHLIGHTS**

1. The Veteran Parking Program was implemented in 2005 as part of the Year of the Veteran.
2. Eligibility for the Veteran Parking Permit Program includes criteria such as having served in WWI, WWII, Korean War, NATO or UN peacekeeping missions and that the applicant reside in a 30 kilometer radius of Saskatoon.

**STRATEGIC GOALS**

The Veteran Parking Program supports the City of Saskatoon Strategic Goal of Moving Around by ensuring turnover to free up parking space to alleviate congestion.

This report also supports the Strategic Goal of Quality of Life, by providing a qualified program to recognize and support Veterans.

**BACKGROUND**

Councillor B. Pringle made the following inquiry at the meeting of City Council held on March 1, 2010:

“Some seniors who are veterans come to Saskatoon frequently for medical appointments and see their doctors downtown. They spend money when in Saskatoon, supporting our local economy. I have been asked if the City would offer them the same free parking that we offer to veterans who are located within Saskatoon and within 30 kilometers of Saskatoon.”

Administration has also received a letter from Lieutenant Colonel Tony Engelberts, Commanding Officer, North Saskatchewan Regiment dated February 2013, requesting the consideration of adjusting the Veteran Parking Program to include Afghanistan

Veterans as they have served their City and their Country with pride alongside the Veterans of other conflicts.

## REPORT

### Implementation of the Veterans Parking Program

In recognition of the Year of the Veteran in 2005, the City of Saskatoon implemented a free parking program at the City meters for any vehicle displaying a registered veteran license plate. The program was originally to be in effect from July 1 to December 31, 2005, and was extended to cover the City of Saskatoon's centennial year in 2006 and the University of Saskatchewan's centennial year in 2007. The original intention was that the program be for a limited amount of time.

City Council at its meeting on December 3, 2007, adopted a report of the General Manager, Infrastructure Services Department recommending the creation of the Veteran Parking Program to provide free meter parking for qualified individuals. Criteria were established to clearly define the eligibility requirements with the intent to have a sunset clause to abolish the program over time.

Within the first year of the Veteran Parking Program, there were 440 qualified applicants. Since then, an additional 86 permits have been issued.

Municipalities across Canada have taken a variety of approaches for providing free metered parking for Veterans by either providing free metered parking throughout the year or on specific days, while some municipalities have chosen to not offer a parking program for Veterans. A recent survey conducted through the Canadian Parking Association resulted in 23 responses from various municipalities across Canada. Out of the responses, 64% were providing some form of Veteran parking with the remaining 36% not providing any special parking consideration for Veterans. The survey including responses and the Veteran parking provisions information is summarized in Attachment 1.

### Veteran Parking Program Criteria

The City of Saskatoon uses the established guidelines prior to parking permits being granted to qualified Veteran Parking Program applicants residing within a 30 kilometer radius of Saskatoon, which includes the communities of Clavet, Dalmeny, Delisle, Dundurn, Martensville and Warman. Given that the lost revenues have a direct impact on the mill rate and city taxpayers, the Administration is not recommending expanding the radius any further outside city limits.

The Veteran Parking Program restricts one permit per qualified individual; valid only to the maximum time of the meter and being invalid when using off-street parking lots which ensures metered parking turnover and availability. The Veteran Parking Program



application form describes the eligibility requirements of the program and is available for download on the city's website (Attachment 2).

To participate in the program, there are eligibility requirements limited only to Veterans who served in WWI, WWII, Korean War, NATO or UN peacekeeping missions. With the original intention of the program being for a defined period of time, with the expectation that the use would diminish over the years, the Administration is not recommending the expansion of the program to include veterans of the Afghanistan war.

### **OPTIONS TO THE RECOMMENDATION**

If Council decides to expand the Veteran Parking Program to include Afghanistan Veterans, while retaining the 30 kilometer radius for qualified applicants, it is estimated that the program would increase by approximately 25% (100 additional permits). The current program costs are estimated at approximately \$32,000 per year to operate. To expand the eligibility of applicants to include Afghanistan War Veterans, the cost estimate of the program would increase to \$40,000 per year.

Expanding the program beyond the 30 kilometer radius would have a larger impact on the parking meter revenues, but the uptake has not been quantified to date.

### **POLICY IMPLICATIONS**

There are no policy implications.

### **FINANCIAL IMPLICATIONS**

There are no financial implications.

### **PUBLIC AND/OR STAKEHOLDER INVOLVEMENT**

There has been no public or stakeholder involvement in the development of this report.

### **COMMUNICATION PLAN**

Information on the program is available on the City's website (Saskatoon.ca).

### **DUE DATE FOR FOLLOW-UP AND/OR PROJECT COMPLETION**

There is no further report.

### **ENVIRONMENTAL IMPLICATIONS**

There are no environmental implications; however, should Council decide to expand the Veteran Parking Program, there may be a slight increase in greenhouse gas emissions

as Veterans may choose to drive downtown as opposed to alternative methods of transportation, including transit.

### **PRIVACY IMPACT**

There are no privacy implications.

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

A CPTED review was not required.

### **PUBLIC NOTICE**

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

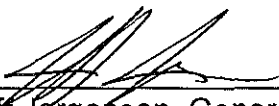
### **ATTACHMENTS**

1. Veteran Parking Survey – Canadian Municipalities
2. Veteran Parking Permit Application

Written by: Phil Haughn, Parking Services Manager, Transportation

Reviewed by: Angela Gardiner, Director of Transportation

Approved by:

  
\_\_\_\_\_  
Jeff Jorgenson, General Manager  
Transportation & Utilities Department  
Dated: June 8/2014

Copy City Manager  
AF PH – Inquiry Councillor B. Pringle-Mar 1-2010-Veterans Parking

**ATTACHMENT 1**

<b>Municipality</b>	<b>Veteran Parking Allowed</b>	<b>Permit Program</b>	<b>Permit Limit</b>	<b>Permit Cost</b>	<b>Recognized</b>
Vancouver, BC	Y (Nov 5-11)	N	Meter Time Limit	Free	Province Wide
Toronto, ON	Y specified dates (3)	N	All Day	Free	Province Wide
Burlington, ON	Y specified dates (4)	Y	Meter Time Limit	Free	Province Wide
Red Deer, AB	Y	Y	Meter Time Limit	Free	Province Wide
Regina, SK	Y	N	Meter Time Limit	N/A	Province Wide
Peterborough, ON	Y	N	Meter Time Limit	Free	Province Wide
Guelph, ON	Y	Y	Meter Time Limit	Free	Province Wide
White Rock, BC	Y	Y	4 hr Meter Zones	Free	Province Wide
Saskatoon, SK	Y	Y	Meter Time Limit	Free	30k Radius
London, ON	Y	N	Meter Time Limit	Free	Province Wide
Hamilton, ON	Y	N	Meter Time Limit	Free	Province Wide
Lethbridge, AB	Y	N	Meter Time Limit	Free	Province Wide
Calgary, AB	Y	Y	Meter Time Limit	\$10 free cell phone pkg/month	Province Wide
Winnipeg, MB	Y specified dates (2)	Y	Meter Time Limit	\$20 hours in free pkg/yr	Province Wide
Fredericton, NB	N	N	N/A	N/A	N/A
Edmonton, AB	N	N	N/A	N/A	N/A
Kitchener, ON	N	N	N/A	N/A	N/A
Burnaby, BC	N	N	N/A	N/A	N/A
Kingston, ON	N	N	N/A	N/A	N/A
Sudbury, ON	N	N	N/A	N/A	N/A
Brampton, ON	N	N	N/A	N/A	N/A
Waterloo, ON	N	N	N/A	N/A	N/A
Victoria, BC	N	N	N/A	N/A	N/A
Montreal, QC	N	N	N/A	N/A	N/A



# Veteran Parking Program Application Form ATTACHMENT 2

Parking Services  
 Infrastructure Services Department  
 222 Third Avenue North  
 Saskatoon, SK S7K 0J5

## Eligibility for City of Saskatoon Veteran Parking Program

Individuals who served overseas in WWI, WWII, Korea during the Korean War as a member of the Canadian Forces; as a member of an allied force; or in the Merchant Navy, Ferry Command or United Nations Peacekeeping.

## Veteran Parking Program Summary

- Limit of one non-transferable parking permit per veteran.
- Parking only valid to the maximum allowable parking time of a parking meter.
- Not valid in off-street metered parking lots.
- Vehicle must be registered to a veteran residing within a 30 kilometer radius of Saskatoon.
- No charge for eligible applicants.

All applicants will be notified by mail as to the status for participation in the Veteran Parking Program.

## Application Information

Veteran's Full Name (Veteran's name must appear on the vehicle registration, although vehicle may be jointly owned)

Address (Street, Municipality, Postal Code)

Mailing Address (if different)

Telephone Number

( )

Vehicle Licence Plate

## Additional Documentation

A photocopy of the following documentation must be attached:

1. Proof of Service:  
 Discharge Certificate/Certificate of Service (both sides) or equivalent for Merchant Navy, allied forces or Canadian Forces identification card, plus personal service record information or letter from applicant's Police Service confirming in NATO or United Nations peacekeeping mission.
2. Vehicle Registration

I \_\_\_\_\_ hereby certify that I understand the eligibility requirements and make application to participate in the City of Saskatoon Veteran Parking Program.

(Print Name)

Applicant's Signature

Date

## City of Saskatoon Office Use Only

Date Received: \_\_\_\_\_

Letter Mailed (date): \_\_\_\_\_

Service Verified: \_\_\_\_\_

Approved: \_\_\_\_\_

**TO:** Secretary, Administration and Finance Committee  
**FROM:** General Manager, Transportation & Utilities Department  
**DATE:** May 26, 2014  
**SUBJECT:** Capital Project #2011 – Transportation Model Development & Design  
2013 Household Travel Survey  
**FILE NO.:** CK. 6332-28; CK.6330-1

---

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

### **TOPIC AND PURPOSE**

This report provides follow-up information from the completion of the Saskatoon and Region Household Travel Survey conducted in the fall of 2013.

### **REPORT HIGHLIGHTS**

1. The Household Travel Survey participation provided samples of households in the region, the University of Saskatchewan students, and the On-Board Transit Survey “census” of weekday peak hour riders.
2. The Household Travel Survey provides a better understanding of how residents move through and around the city today, when compared historically with other municipalities, to determine trends in travel characteristics.
3. The Household Travel Survey data will be used in the development of a Travel Demand Model for Saskatoon and region assisting in current and future transportation infrastructure planning, and as an important foundation and assumption check in the development of the *Growth Plan to Half a Million* through the *Growing Forward! Shaping Saskatoon* initiative.

### **STRATEGIC GOAL**

This report supports the City of Saskatoon Strategic Goal of Moving Around as the information gathered from the Household Travel Survey will assist in the development of an updated transportation model for the City of Saskatoon and the surrounding region, ensuring that the traffic flows efficiently and safely throughout and around the city.

### **BACKGROUND**

City Council awarded a contract to complete the Household Travel Survey to Ipsos Reid at its meeting May 6, 2013.

Household Travel Surveys are a form of public engagement providing quantitative data that assists in making suitable choices on future transportation options. Coordinating transportation options to meet residents’ needs is helpful to understand why and how travel decisions are made, while at the same time helps to minimize the impact of the city’s expansion while supporting the economic growth and development.

## REPORT

### 2013 Household Travel Survey

The development of a transportation plan begins with the completion of a Household Travel Survey, or Origin-Destination study. The Household Travel Survey provides resident input regarding their trip patterns and travel choices which contribute to the Travel Demand Model plan. The contributor to planning for transportation will be from resident feedback, after the conclusion of *Growing Forward! Shaping Saskatoon* initiative. This is to provide a better understanding of the travel demand and behaviour within Saskatoon and throughout the region.

The focus of the survey was on households and residents within the City of Saskatoon; however, the specific over sampling was directed at the University of Saskatchewan students to capture their specific travel needs. The survey also involved residents of the Saskatoon Census Metropolitan Area, which include the Rural Municipalities of Blucher; Colonsay; Corman Park; Dundurn; Vanscoy and all the towns and cities within that geographic region. The survey collected data related to the household size; type of dwelling; an individual's age; gender; driver's licence and trips taken which include the origin, destination, and mode.

An On-Board Transit Survey was also completed along with the Household Travel Survey to better understand the demands of transit users during peak hours and along major routes.

### Summary of Survey Participation

For the main survey, a target sample of 3% households (3,500) was established for the study conducted in September and October of 2013.

There were 29,054 pre-notification letters sent out inviting households to participate in the study with 3,779 surveys retained after the validation process. Households either completed the survey on-line or submitted by mail. Individuals requiring additional assistance to complete the survey were able to use the contractor's call centre to complete the survey. After the survey being reviewed, the sample size households and individuals who participated are considered to be statistically significant, and are representatives of the City's population.

For the survey of University of Saskatchewan students, 5,000 pre-notification e-mails were sent out by the University of Saskatchewan to randomly select students, with 512 surveys being retained after the validation process. This sample size results in findings that are statistically valid. In general, the person trip rate for University students is similar to the person trip rate for Saskatoon. The dominant destination for this category was to "school". University students have a very high transit mode share, with 29% of trips completed using transit, while 53% of trips are still completed as automobile

driver/passenger. In general, student trip lengths are slightly shorter than observed in the main survey.

The On-Board Survey was conducted with a random sample of transit riders on the four DART routes (50/60, 70/80) and Route 2 during the weekday peak periods at the same time as the main Household Travel Survey. The original target was for 1,900 surveys to be completed; however, only 1,070 unique surveys were obtained and the data collected would be considered a "census" of those transit users. Approximately 65% of the respondents in the On-Board Survey reported not having an available automobile. Within the 18 to 24 year age group, it appears the availability of the U-Pass encourages a rise in use of transit by those that do have access to a vehicle.

### Main Survey Statistics

Since the last Household Travel Survey was conducted in 1990, a great deal of change has occurred within the community and in society as a whole. A benefit of this study is that it allowed the City to determine the change in the travel statistics (Table 1). Specific observations are as follows:

- Within the afternoon peak period, the average person's trip rate has almost doubled and the peak period has lengthened.
- Transit's mode share shows a decrease.
- Walking and cycling have increased.
- Other trips occurring when travelling home are becoming dominant and complex, the majority being places between home and work; therefore, trips along the way home will also be linked.

Table 1: How Do We Compare to Ourselves?

	3 Hour Peak Period (3 – 6PM)	2 Hour Peak Period (4 – 6pm)	
Statistic	Saskatoon 2013	Saskatoon 1990	Saskatoon 1977
Average Person Trip Rate	0.95	0.49	0.43
<b>Mode (expressed in percentage)</b>			
Driver	62	86	82
Passenger	18		
Transit	4	7	12
Walk	9	7	6
Bike	4		
Other	3		
<b>Trip Purpose (expressed in percentage)</b>			
Home-Based Work	24	31	39
School	15	54	44
Chauffeur/Drop off	10		
Other	28		
Non-Home-Based Work	23	15	17

Another benefit was our ability to compare to other Western Canadian Cities (Table 2). Specific observations are as follows:

- Our average number of trips per person is lower than both Calgary and Edmonton, but significantly higher than Winnipeg.
- Our dependence on vehicle use is higher than the cities of Alberta, but comparable to Winnipeg.
- Our community has a significantly higher use of cycling than our neighbouring cities, but walking is lower.
- Why we travel is very similar to our neighbouring cities.

Table 2: How Do We Compare to Other Western Canadian Cities?

Statistic	Saskatoon 2013	Calgary 2012	Edmonton 2005	Winnipeg 2007
Average Person Trip Rate (trips/day)	3.39	3.66	3.63	2.83
Average Household Trip Rate (trips/day)	7.41	9.59	8.6	5.92
<b>Mode (expressed in percentage)</b>				
Driver	65	56	57	64
Passenger	17	22	21	16
Transit	4	9	9	8
Walk	8	12	11	10
Bike	4	1	1	1
Other	2		1	1
<b>Trip Purpose (expressed in percentage)</b>				
Home-Based Work	22	15	20	18
School	12	6	10	6
Shopping	8	10	13	13
Social/Recreation/Dining	15	14	13	12
Personal Business	8	11	6	2
Chauffeur/Drop Off	9	10	7	8
Other	2	-	8	3
Return Home	-	34	-	38
Non-Home-Based Work	6	-	6	-
Other	18	-	17	-

### Next Steps

The primary motivation for collection of data is to clearly understand why and how (in terms of mode) people move through and around the City. The information generated by this study is critical input for the development of a Travel Demand Model for Saskatoon and the surrounding region. A Travel Demand Model is a technical tool used by Transportation engineering staff to assist in planning infrastructure (for pedestrians, cyclists, transit, and vehicles) by:

- Providing input on resident's future travel infrastructure needs and adequacy of that infrastructure.
- Supporting policy research and decision making as it affects the ability to move around Saskatoon.

The Travel Demand Model will be used to help plan infrastructure investments for now and in the future. The Travel Demand Model will be an important foundation and assumption check-in with the development of the Interim Transportation Plan, and the



*Growth Plan to Half a Million* that is being developed through the *Growing Forward! Shaping Saskatoon* initiative.

### **OPTIONS TO THE RECOMMENDATION**

There are no other options.

### **POLICY IMPLICATIONS**

There are no policy implications.

### **FINANCIAL IMPLICATIONS**

There are no financial implications.

### **PUBLIC AND/OR STAKEHOLDER INVOLVEMENT**

The Household Travel Survey is an opportunity to involve stakeholders and the public in current and future transportation infrastructure planning, including the *Growing Forward! Shaping Saskatoon* initiative.

### **COMMUNICATION PLAN**

The infographic, executive summary and full-length technical report will be added to the Household Travel Survey webpage available through the [www.saskatoon.ca](http://www.saskatoon.ca) website. In addition, the infographic and related material will be discussed through blog updates on [shapingsaskatoon.ca](http://shapingsaskatoon.ca)

Results from the survey will allow the City to coordinate long-term and medium-term plans on how we make informed decisions to help people get to where they want to go. Financing Growth and *Growing Forward! Shaping Saskatoon* initiative will refer to relevant results from the Household Travel Survey as strategies and plans are developed for new transportation models. These results will help to support future decisions with the development of new transportation models and also ensure citizens' current travel patterns and needs are addressed.

### **DUE DATE FOR FOLLOW-UP AND/OR PROJECT COMPLETION**

In the original award of consulting services report for this project, approved May 6, 2013, the Administration indicated that the study results would be provided to this committee following project completion. As such, this informational item is a follow-up to that report and no further reports are required.

## **ENVIRONMENTAL IMPLICATIONS**

The Travel Demand Mode plan will assist in conserving resources by promoting the use of transit, walking and cycling throughout the city. The ongoing initiatives to promote alternative transportation methods will have a positive impact on greenhouse gas emissions, but have not yet been quantified.

## **PRIVACY IMPLICATIONS**

To protect survey respondents, proponents were required to meet the Protection of Privacy of personal information within the Province of Saskatchewan's *The Local Authority Freedom of Information and Protection of Privacy Act*.

This includes assurance that information in all forms of media (i.e. paper, electronic, etc.) are not available to foreign governments or companies through regulations such as the U.S. Patriot Act. Final data delivered to the City of Saskatoon does not contain records that would permit the identification of individuals - names and addresses were removed.

The survey data is also governed by agreement with the University of Saskatchewan and the Behavioural Research Ethics Review Board about issues of informed consent of participants, voluntary participation, protection of individual privacy (confidentiality and anonymity), and safeguarding participants from any harmful results due to participation or non-participation in the project. For the purposes of this project, the *Health Information Protection Act* also applies to the data collected.

## **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.

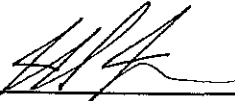
## **ATTACHMENTS**

1. Household Travel Infographic
2. 2013 Household Travel Executive Summary

Written by: David LeBoutillier, Planning Engineer, Transportation

Reviewed by: Angela Gardiner, Director of Transportation

Approved by:

  
\_\_\_\_\_  
Jeff Jorgenson, General Manager  
Transportation & Utilities Department  
Dated: JUN 7/2011

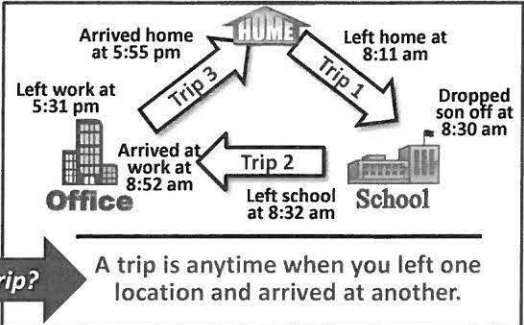
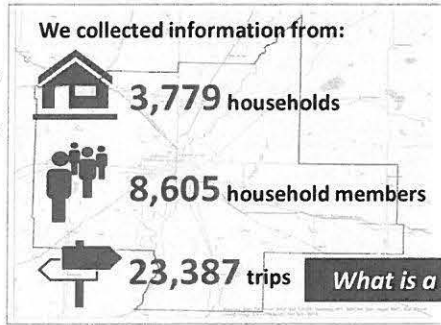
Copy City Manager  
AF DL - Capital Project 2011 – Transportation Model Development & Design – 2013 Household Travel Survey



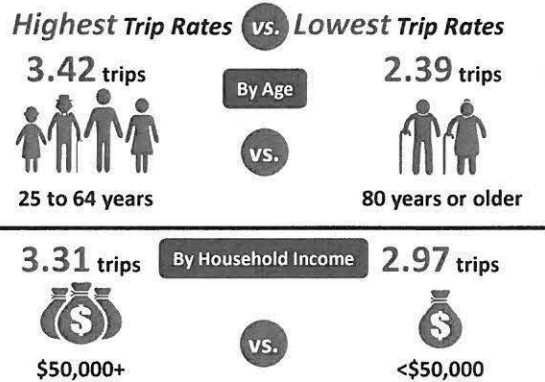
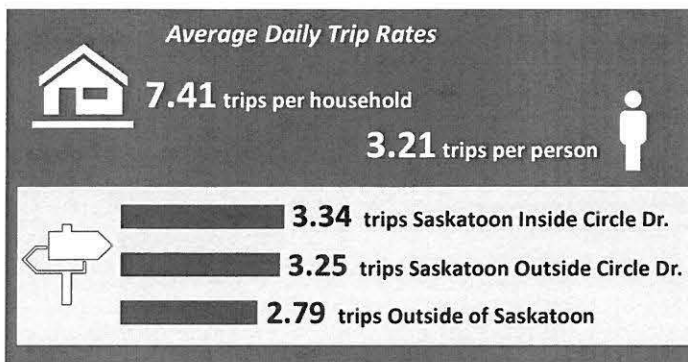
## Shaping Our Region's Future!

### Study Sample

The *One-Day Travel Survey* was conducted in September and October 2013 and collected trip information from Saskatoon CMA households.

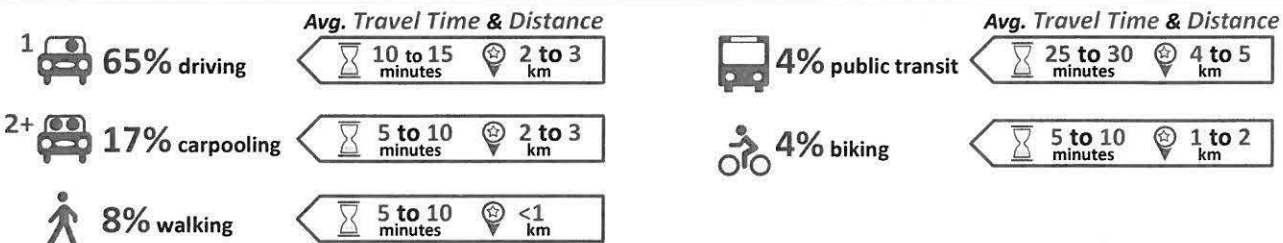


### HOW many trips do you make in a day?



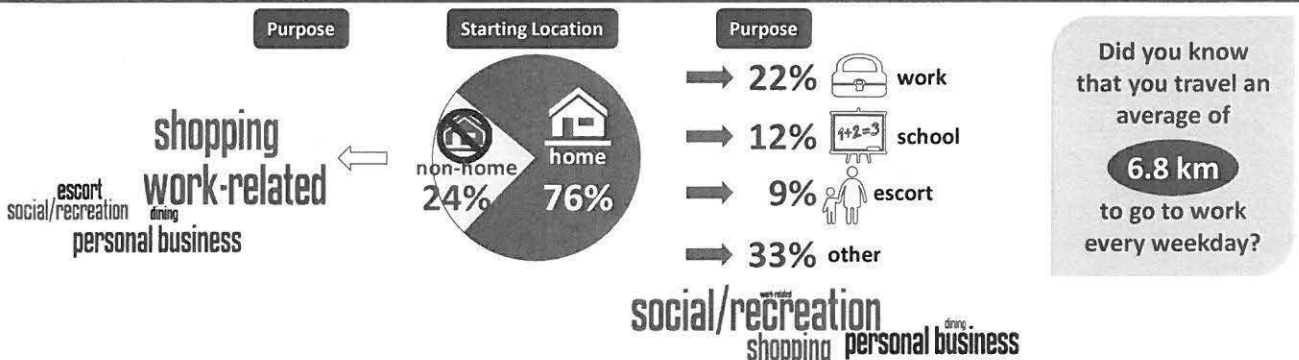
Did you know that households with 3 or 4 persons accounted for over **40%** of the weekday trips?

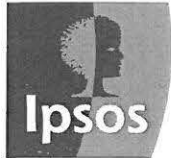
### HOW are you getting there?



On a daily basis, the average travel time is **5 to 10** minutes and distance travelled averages **2 to 3** km.

### WHAT do you do there?





Report for:



*Infrastructure Services Department*

**2013 Household Travel Survey:**

***High Level Overview***

April 14, 2014

Submitted by:

Ipsos Reid  
200 – 1285 West Pender Street  
Vancouver BC V6E 4B1  
[www.ipsos.ca](http://www.ipsos.ca)

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## OVERVIEW

### *Background and Introduction*

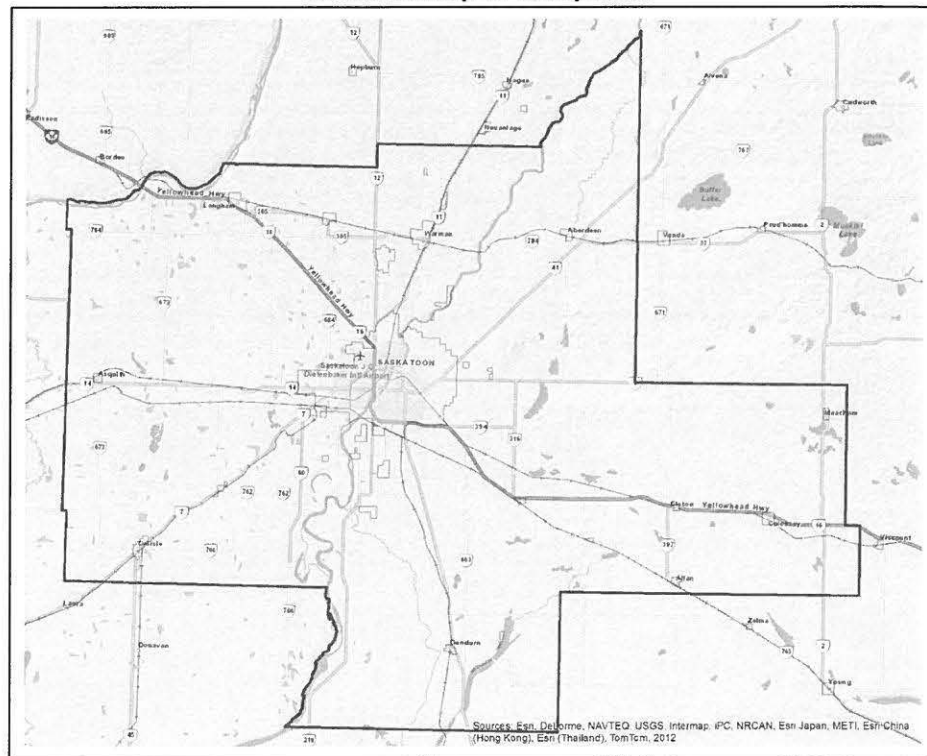
The City of Saskatoon commissioned Ipsos Reid to conduct the 2013 Household Travel Survey. The purpose of the survey was to collection information about:

- ◆ **WHERE** people are going
- ◆ **HOW** people are getting there
- ◆ **WHAT** people are doing there

The information collected helped the City to better understand residents' travel patterns to make informed decisions to help citizens get to where they want to go.

The survey sample area included the entire Saskatoon CMA, *including the area of Martinsville and Warman*. Please see Exhibit 1 for a detailed list of the sub-regions included in this sample area.

**Exhibit 1: Map of Study Area**

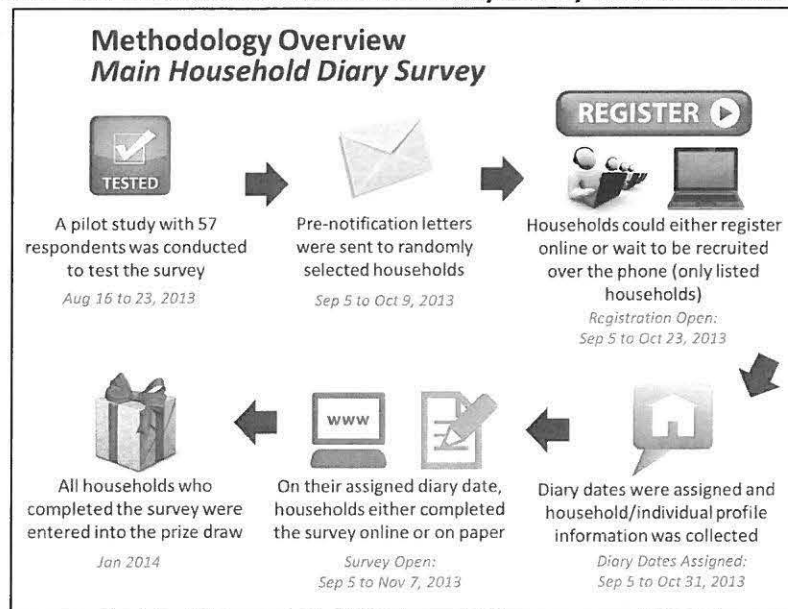


## METHODOLOGY

### Study Design

The Main Household Diary Survey was designed to collect information on travel behaviours with a group of randomly selected households in the sample area during weekdays (Monday to Thursday) over a 24-hour period. Exhibit 2 depicts the general approach followed for this survey. Survey design and preparation took place in May to July 2013. All processes, documents and systems were pre-tested internally and then tested with actual respondents in a pilot study, which took place in mid-August 2013.

**Exhibit 2: Flow Chart of Main Household Diary Survey Data Collection Process**



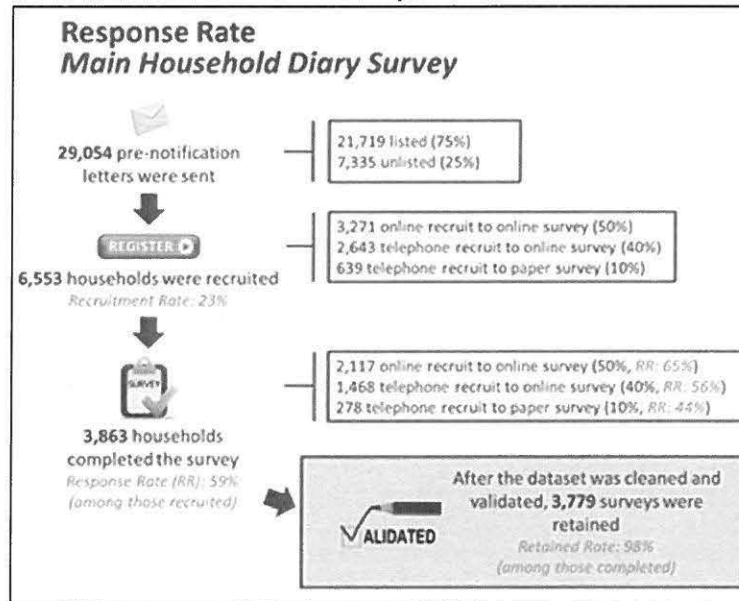


## RESPONSE RATES

### Response Rates

Exhibit 3 depicts the overall response and completion rates for each of the different stages for this survey.

**Exhibit 3: Response Rate**



To review, 29,054 households were sent a pre-notification letter. Of those, 3,271 self-registered online (2,254 household with listed landline and 1,017 without a listed landline). A total of 20,591 households with listed landlines received a telephone recruitment call.

In total, 6,553 households were recruited for the survey: 3,271 (50%) by self-registering online, 3,006 (46%) by telephone and 276 (4%) via our helpline. Exhibit 4 details the outcomes of various recruiting methods. Overall 3,863 (60%) households that registered completed the survey.

**Exhibit 4: Recruiting Method Outcomes**

Recruiting Method	# Recruited/ Self-Registered	# Completed the Diary	Completion Rate (%)
Online	3,271	2,117	65%
Telephone	3,006	1,515	50%
Helpline	276	231	84%
<b>Total</b>	<b>6,553</b>	<b>3,863</b>	<b>60%</b>

### Final Status of Diary Survey Returns

As completed surveys were received, they were checked to ensure that the information was accurate and that the regional survey totals were reflective of the actual population distributions. As a result of the cleaning, 84, or 2.2%, of households were tagged and removed from the original dataset, leaving a final count of 3,779 households (a 58% eligible return rate).

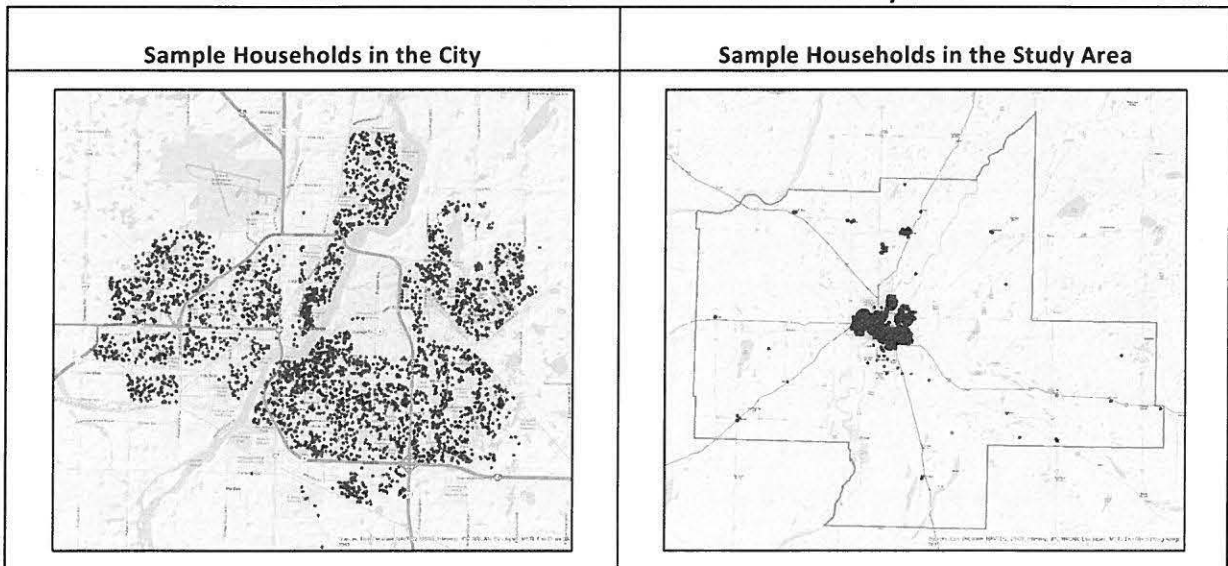
A detailed account of trip diary surveys excluded and returned is shown in Exhibit 5.

**Exhibit 5: Trip Diary Returned and Excluded**

	#	%
Total Diary Surveys Returned	3,863	n/a
Total Diary Surveys Excluded	84	2.2%
Total Retained Diary Surveys	3,779	97.8%
Total Retained Person Diary Surveys	8,605	n/a
Total Retained Trip Diary Surveys	28,387	n/a

The households in the final sample set are distributed throughout the residential portions of the study area as illustrated in Exhibit 6.

**Exhibit 6: Distribution of Households in the Study Area**



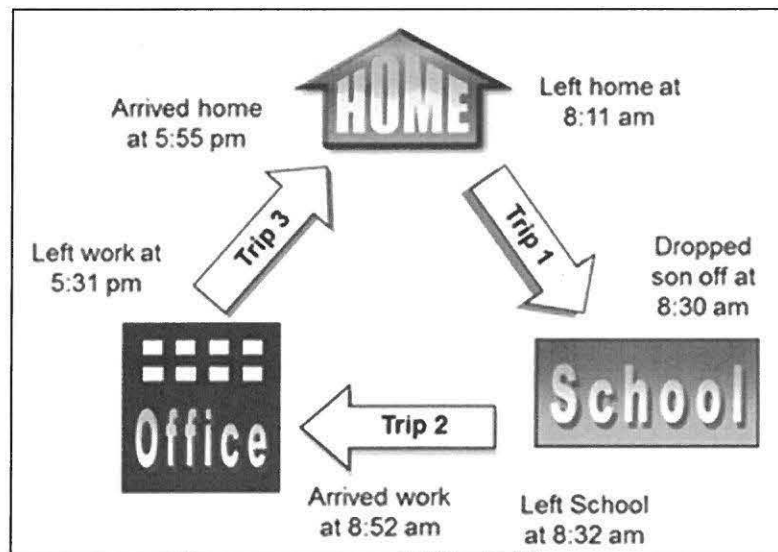
## SURVEY FINDINGS

### *Travel Characteristics of the Expanded Sample*

The final clean dataset is *weighted* (the process of applying mathematical “weights” to ensure the final sample is reflective of City of Saskatoon’s actual population) and then *extrapolated* to represent the total population figures using 2011 Census data. This section of the report presents selected travel characteristics of the expanded sample including person trip rates, trip purposes, and travel mode. These characteristics are calculated at the person level. The characteristics apply to persons 5 years or older unless noted differently. Given that the expanded sample generally matches well to the overall study area on a number of demographic characteristics, the travel characteristics are representative of patterns for a typical fall weekday from 2013.

#### **Understanding what Constitutes “A Trip”?**

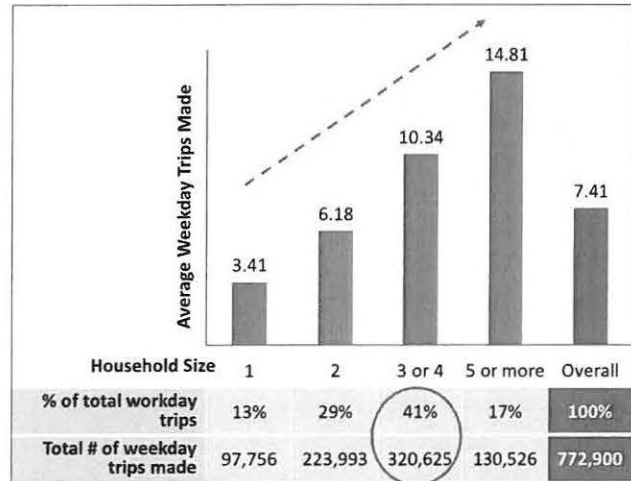
Before getting into the detailed findings, it is important to understand what constitutes as a trip. A “trip” is defined as each (one-way) segment of travel made between one point and another for a specific purpose. In other words, a “trip” is anytime you left one location and arrived at another location. In the example below, if a person drove from home to drop off a child at school, went from the child’s school to work, and then later returned home, that would be counted as 3 “trips”.



## Detailed Findings – Trip Rates

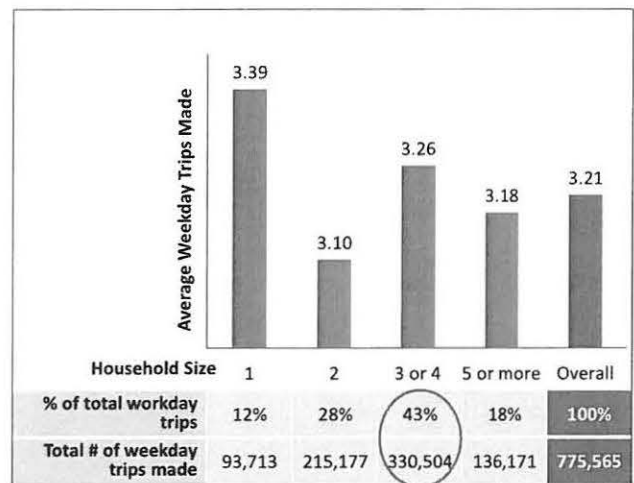
### Household Trip Rates by Household Size

The average trip rate by household across the entire sample was 7.41 trips per day. The key determinant of household trip rate is household size, as illustrated in the chart on the right. Households with 3 or 4 persons accounted for over 40% of the weekday trips (percentages given in the charts are relative to the total weekday trips unless noted otherwise). Single person households accounted for about 13% of the trips.



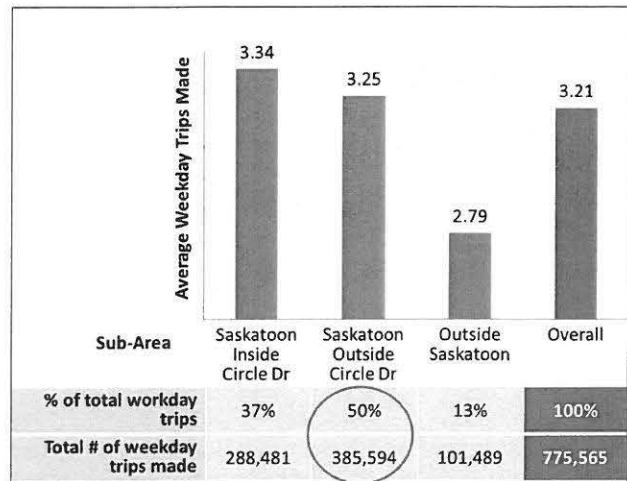
### Person Trip Rates by Household Size

Persons in one person households had the highest average trip rate per person (3.39) but only accounted for 12% of the total trips (the slight differences between household vs. person trips stems from the calculation of separate expansion factors for persons and households). Persons in 2 person households had the lowest trip rate (3.10). *The narrow range of person trip rates (versus an average of 3.21), suggests that household size is not a critical variable for estimating trips.*



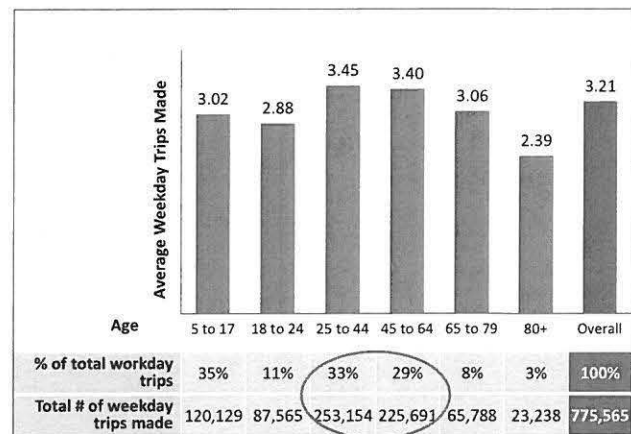
### Person Trip Rates by Sub-Area

Persons living in households within the city had the highest average trip rate (3.34 trips per day or 4% higher than the overall average). The average trip rate for persons living in the rest of the city was 3.25. The lowest trip rate (2.79 or 13% lower than the overall average) was for persons living outside of the city. *Further analysis is required to understand the potential reasons for this lower trip rate.*



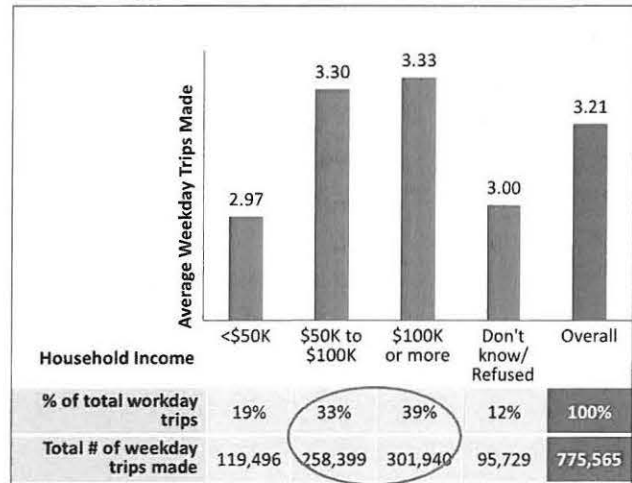
### Person Trip Rates by Age Range

Persons in the 25 to 64 year age range had the highest average trip rates (3.45 trips among those aged 25 to 44 and 3.40 among those aged 45 to 64) and they accounted for over 60% of the trips made in the study area. Not surprisingly, persons in the over 80 age range had the lowest trip rate (2.39). Seniors (aged 65+) accounted for 11% of the trips made in the study area; *this percentage is likely to increase in the short to medium-term with the aging of the baby boom generation.*



### Person Trip Rates by Household Income

Persons living in households with annual incomes under \$50,000 had the lowest average trip rate (2.97 trips per day or 7.5% lower than the overall average). Trip rates for the other two income ranges were not significantly different. The low trip rate (3.00) for the households where income data was not available suggests that most of these households had lower household incomes. *The range of trip rates suggests that income may be an important variable for estimating trips.*

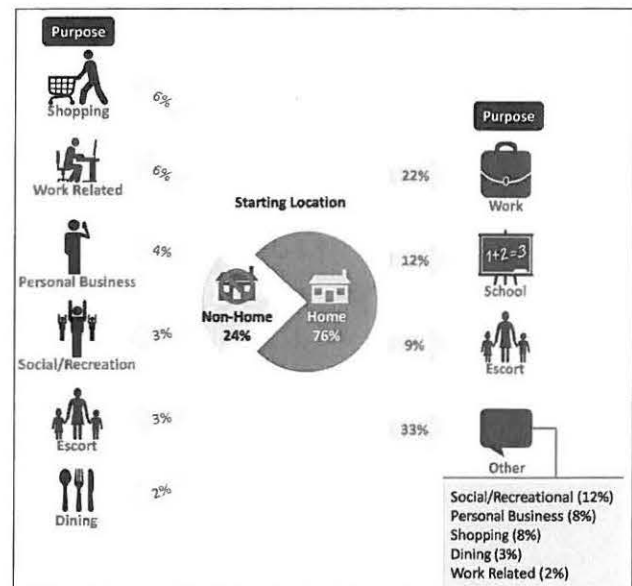


### Detailed Findings – Trip Purpose

#### Trip Purpose

Based on reported trip purposes, the estimate of weekday trips were assigned to five trip purposes, four for travel to and from home and a fifth for non-home-based trips. Only about 22% of weekday trips made by residents were between home and work. Trips between home and school and escort trips (to pick someone up or drop them off) accounted for a further 21%. Most trips were made for other reasons (e.g. shopping, personal business) or were not home-based.

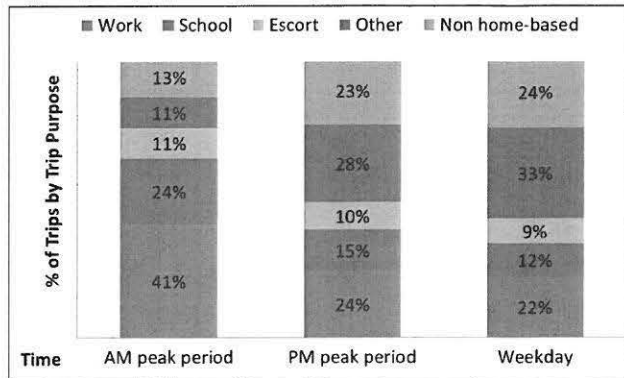
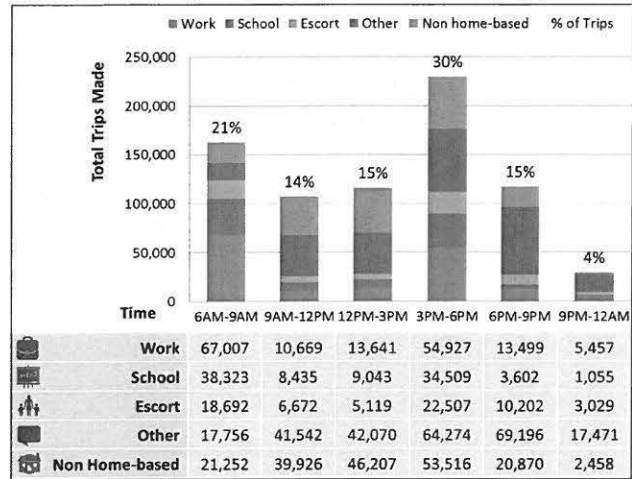
Trips that neither started nor ended at home can also be broken into more detailed categories. Shopping and work related trips (which includes returning to work after lunch out) were equally prevalent, each accounting for about one-quarter of the trips. The remaining trips were distributed among the other purposes.





### Trip Purpose by Time Period

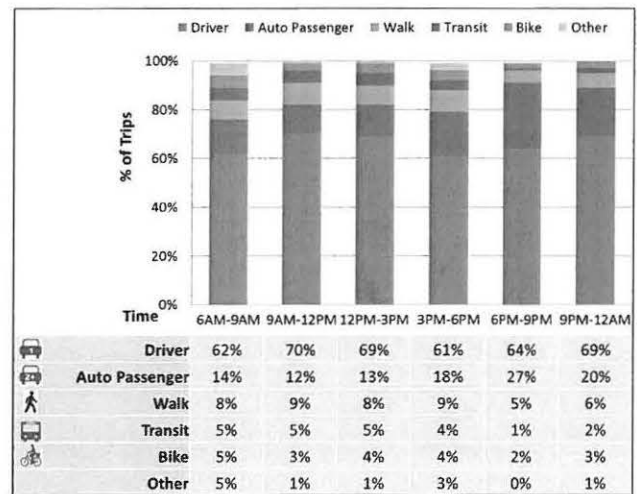
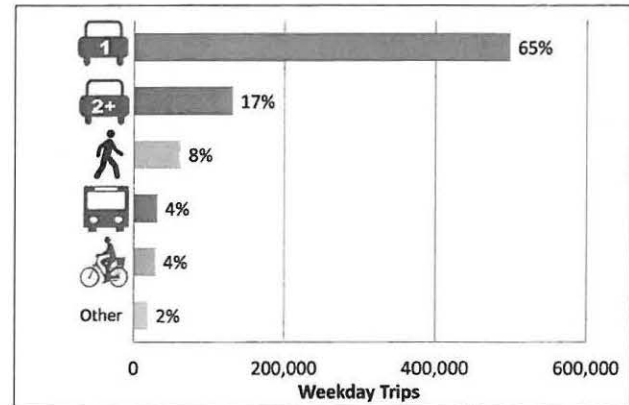
Trip purposes also vary by time of day. Most home-based work, school, and escort trips occurred during the AM and PM peak periods whereas trips for other reasons primarily occurred during the mid-day or evening periods. During the PM peak period, trip purposes are widely distributed. A similar number of trips were made during each of the mid-day and early evening periods. Since only 1% of the trips occurred before 6 AM, they are not shown.



## Detailed Findings – Trip Mode

### Trip Mode

The different modes of travel used by survey respondents were grouped into six categories. The auto driver mode was used most often (65% or just over 500,000 per day), followed by auto passengers (17%) and walking (8%). Transit and bike modes were both around 4%. The weekday estimate of 31,500 transit trips is consistent with an estimated annual ridership of about 10 million. The other mode (2%) includes trips made by school bus.

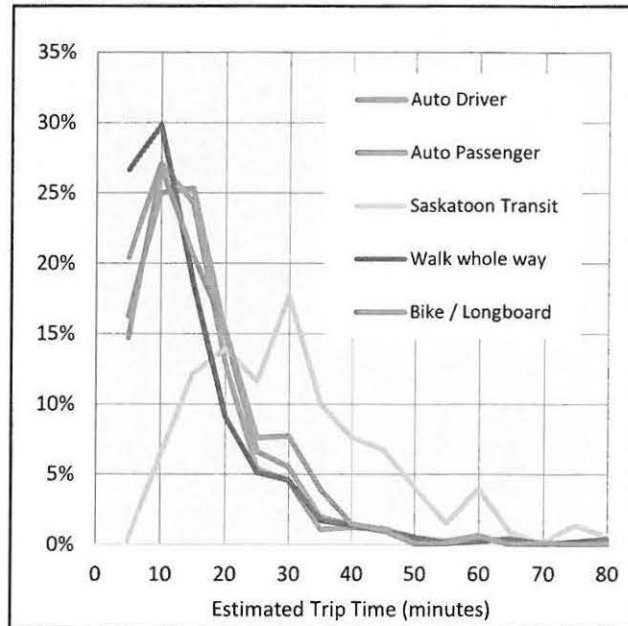




**Trip Duration by Mode**

The chart on the right presents the distribution of trips made within the City of Saskatoon by estimated duration in minutes. Trip duration is based on travel times reported in the survey which tend to round to the nearest 5 minutes.

Somewhat surprisingly, all modes except transit have similar travel time distributions. Transit travel times are likely higher due to the added time required to wait for the bus and to access and egress time to/from the bus stop. Transfers add additional time to the trip as well.



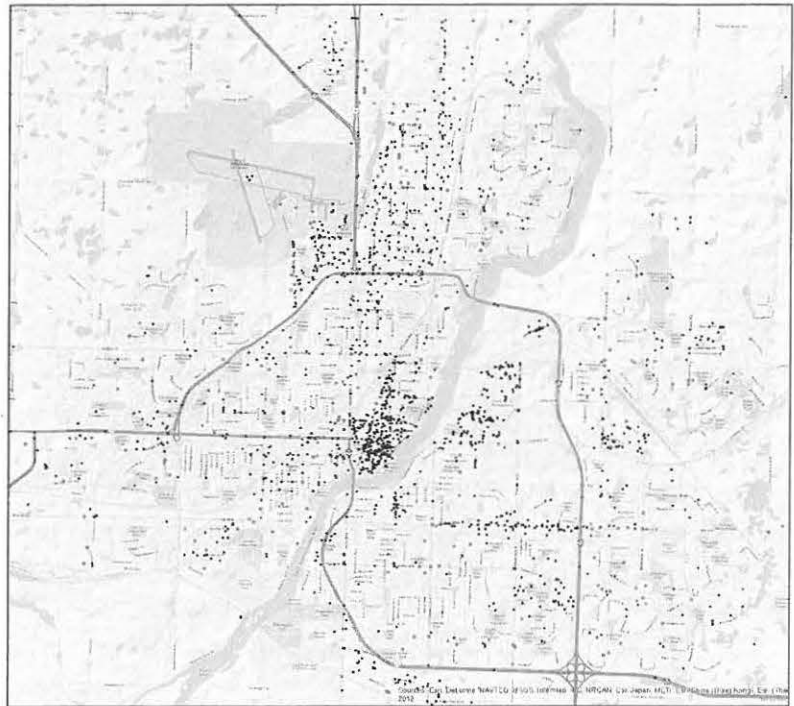
Given the approximate nature of the travel times, means were not estimated. Median times and distance, as well as the most common range for each, are given below.

		Auto Driver	Auto Passenger	Saskatoon Transit	Walk	Bike/ Longboard	All Modes
Duration	Median Time (minutes)	12	11	28	9	12	12
	Most Common Range (minutes)	10 to 15	5 to 10	25 to 30	5 to 10	5 to 10	5 to 10
Distance	Mean Distance (km)	6.8	5.7	2.9	4.7	5.1	4.9
	Median Distance (km)	6.5	5.7	2.5	3.8	4.0	4.0

## ***Detailed Findings – Work Trip Destinations***

### **Map of Work Trip Destinations**

The map on the right illustrates the locations of trips to work made by survey respondents. The work trip destinations are clustered in the downtown area, distributed throughout the main campus of the University of Saskatchewan, concentrated on Broadway Avenue and 8th Street E, and dispersed throughout the industrial and commercial areas near the airport.



**TO:** Secretary, Administration and Finance Committee  
**FROM:** General Manager, Transportation & Utilities Department  
**DATE:** May 17, 2014  
**SUBJECT:** Capital Project #2435 – Airport Drive Arterial Expansion  
 And  
 Enquiry – Former Councillor G. Wyant (May 25, 2010)  
**FILE NO:** CK 6000-1 IS 6330-1

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

**TOPIC AND PURPOSE**

This report provides information on the plans for improving the capacity along Airport Drive and 45<sup>th</sup> Street in the Airport Business Area.

**REPORT HIGHLIGHTS**

1. The intersection of Airport Drive and 45<sup>th</sup> Street is currently experiencing significant delays during the afternoon peak hours as a result of the ongoing residential and employment development in the area.
2. Upcoming modifications of Airport Drive and 45<sup>th</sup> Street will improve capacity and address ongoing safety concerns.
3. A dual left-turn phase is required for eastbound 45<sup>th</sup> Street at Avenue C. The development of this dual left-turn requires the removal of parking along 45<sup>th</sup> Street from 7:00 a.m. to 9:00 a.m. and 3:00 p.m. to 6:00 p.m.
4. The Airport Drive/45<sup>th</sup> Street roadway improvement work was funded in the 2014 Capital Budget at an estimated cost of \$2.72 million. The tender has been awarded and the project will be completed in 2014.

**STRATEGIC GOAL**

This report supports the City of Saskatoon Strategic Goal of Moving Around.

**BACKGROUND**

Airport Drive forms a gateway for travellers between the Saskatoon John G. Diefenbaker International Airport and the City of Saskatoon, and provides an important section of the city's roadway network for general movement of people and goods within the Airport Business Park neighbourhood.

Additionally, the following enquiry was made by former Councillor Wyant at the meeting of City Council held on May 25, 2010:

“With the growth of Hampton Village and the associated traffic increase on 45<sup>th</sup> Street, would the Administration please report on the widening of 45<sup>th</sup> Street West toward Airport Drive in order to accommodate both right and left turns onto Airport Drive from independent traffic lanes. Currently,

there is only one lane for traffic and this causes a significant backlog from time to time.”

City Council received, as information, the Airport Drive Masterplan (or streetscaping plan) at its meeting on November 28, 2005. The Masterplan was prepared in response to an Airport Industrial Local Area Plan recommendation.

## **REPORT**

Airport Drive is a fully developed four-lane, median divided arterial between Circle Drive and Claypool Drive. From Claypool Drive to 45<sup>th</sup> Street (Airport Boundary), the street transitions to a two-lane arterial street.

45<sup>th</sup> Street between Airport Drive and Koyl Avenue is a two-lane rural highway. To the east of Koyl Avenue it has been developed as a two-lane industrial road with parking on each side.

This report deals with alterations to both Airport Drive and to 45<sup>th</sup> Street.

### **Traffic Delays at the Intersection of Airport Drive and 45<sup>th</sup> Street**

The intersection of Airport Drive and 45<sup>th</sup> Street is currently controlled with stop signs for the east-west direction. Traffic on 45<sup>th</sup> Street stops for Airport Drive traffic.

Currently during peak hours, the intersection experiences significant delays for traffic in the westbound direction and long queues for the westbound left-turning traffic. These delays were also identified and quantified during a field investigation done in 2011 of the intersection. In 2011, afternoon peak hours showed westbound vehicles waiting, on average, 96 seconds; the longest wait time being 330 seconds (5.5 minutes). The longest queue was measured at 40 vehicles. Since 2011, average delays have grown; they are now estimated in excess of 300 seconds (5 minutes) leading to a level of service 'F' for the westbound approach. Morning delays remain very low and the intersection functions acceptably.

Growth of the Hampton Village neighbourhood and the Marquis Industrial Area has continued throughout this period. Diefenbaker Airport has undergone significant expansions and increases in passenger volumes over this same period.

### **Solution Being Constructed**

The Administration has designed and tendered upgrades to Airport Drive and 45<sup>th</sup> Street. A plan drawing is included as Attachment 1, which is consistent with the Airport Drive Master plan. This plan illustrates the full development of a four-lane arterial roadway cross-section for Airport Drive and a full access intersection at Airport Drive and 45<sup>th</sup> Street.

A right-turn bay for westbound traffic on 45<sup>th</sup> Street to enter the Airport, as well as a dual left-turn for westbound traffic on 45<sup>th</sup> Street destined for Claypool Drive and Hampton Village are included in the upgrades. The proposed plan also includes the installation of traffic signals at this intersection.

The completion of Airport Drive, and improvements at the intersection of 45<sup>th</sup> Street, will provide significant operational and safety benefits. Provision of accessibility ramps, islands and crosswalks will improve the pedestrian experience and safety at this location. Signals will permit the development of operational changes such as a westbound left-turn phase which will reduce the delay for that movement and shorten queues.

With the intersection improvements and the installation of traffic signals, the intersection is expected to operate at level of service 'C' in the afternoon peak hour, and the westbound approach should improve to level of service 'C'. Northbound and southbound traffic will experience increased delay, but remain at acceptable levels of service.

The Saskatoon Airport Authority has planned and budgeted for improvements to their roadway north of 45<sup>th</sup> Street to the Airport Terminal in conjunction with the project.

#### Future Improvements – Intersection of 45<sup>th</sup> Street and Avenue C North

Changes to this intersection are not prompted by changes in traffic volumes, but rather from observation, safety concerns, and long queues and delays. The longest queues observed in 2011 were 25 vehicles in the eastbound left-turn. Drivers were observed making illegal dual-left turns almost every cycle during peak hours of demand. Eastbound queues have grown from 2011 to 2014 such that in both morning and afternoon peak periods, there are long queues and delays, resulting in a level of service 'F'.

The planned improvements include traffic signal changes at the intersection of 45<sup>th</sup> Street and Avenue C North to accommodate a dual left-turn for eastbound traffic. In order to accommodate this, on-street parking along 45<sup>th</sup> Street between Airport Drive and Avenue C North would need to be prohibited between 7:00 a.m. to 9:00 a.m. and 3:00 p.m. to 6:00 p.m. to facilitate the use of two eastbound and two westbound driving lanes during those hours, following the completion of construction.

With the improvements, the intersection is expected to operate at level of service 'C' throughout the day. The eastbound approach is expected to improve to level of service 'C' in the morning and 'D' in the afternoon.

#### OPTIONS TO THE RECOMMENDATION

Regarding the improvements to traffic flow at the intersection of 45<sup>th</sup> Street and Avenue C, the alternative to peak-hour parking restrictions would be the purchase of property from adjacent businesses, and widening of 45<sup>th</sup> Street to accommodate two driving

lanes in each direction in addition to parking. This widening would reduce off-street parking availability.

### **POLICY IMPLICATIONS**

There are no policy implications.

### **FINANCIAL IMPLICATIONS**

The entire Airport Drive and 45<sup>th</sup> Street project has an estimated cost of \$2.72 million. The Saskatoon Airport Authority's share of the project is estimated at \$720,000, with the City of Saskatoon responsible for the remaining \$2.0 million.

Approximately 0.32 hectares of property will also be required from Her Majesty The Queen (NAV CANADA) to allow the development of the intersection at 45<sup>th</sup> Street and Airport Drive (Attachment 2). The Saskatoon Airport Authority has initiated the process to transfer the ownership of these lands to the City of Saskatoon as public right-of-way.

Capital Project #2435 – Airport Drive Arterial Expansion has been created to fund this project. As outlined in the 2014 Capital Budget, the Property Realized Reserve will be used as an interim source of funding, with the City's portion of the repayment made from the Transportation Infrastructure Expansion Reserve (TIER) in years 2016 through 2018 (\$674,000, \$675,000 and \$651,000 respectively). In addition, a special levy from upcoming adjacent property developments may be used to reduce the funding requirement from TIER. These developments will benefit directly from the roadway improvements being undertaken. The details of the special levy have not been finalized.

### **PUBLIC AND/OR STAKEHOLDER INVOLVEMENT**

Consultation to date has been with the Saskatoon Airport Authority in regard to the intersection of 45<sup>th</sup> Street and Airport Drive. The Administration will arrange public information meetings with businesses affected by potential removal of parking along 45<sup>th</sup> Street. At these meetings, the Administration will seek feedback on how to most effectively implement the proposed parking restrictions.

### **COMMUNICATION PLAN**

Information on the project will be made available on the City's website and to adjacent land owners as design and construction proceeds. Other tools, such as the City Pages in the *StarPhoenix*, Public Service Announcements and Service Alerts will be utilized as the project progresses.

### **DUE DATE FOR FOLLOW-UP AND/OR PROJECT COMPLETION**

A follow up report is not required.

## **ENVIRONMENTAL IMPLICATIONS**

The proposed intersection modifications will result in consumption of resources and greenhouse gas emissions once construction proceeds. However, the project is expected to improve traffic flow and function, and will help to meet transportation demands as the City continues to grow. The overall impact on greenhouse gas emissions has not been quantified at this time.

## **PRIVACY IMPACT**

There are no privacy implications.

## **PUBLIC NOTICE**

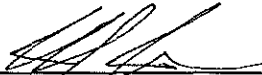
Public Notice pursuant to Section 3 of Policy No. C01-021, Public Notice Policy, is not required.

## **ATTACHMENTS**

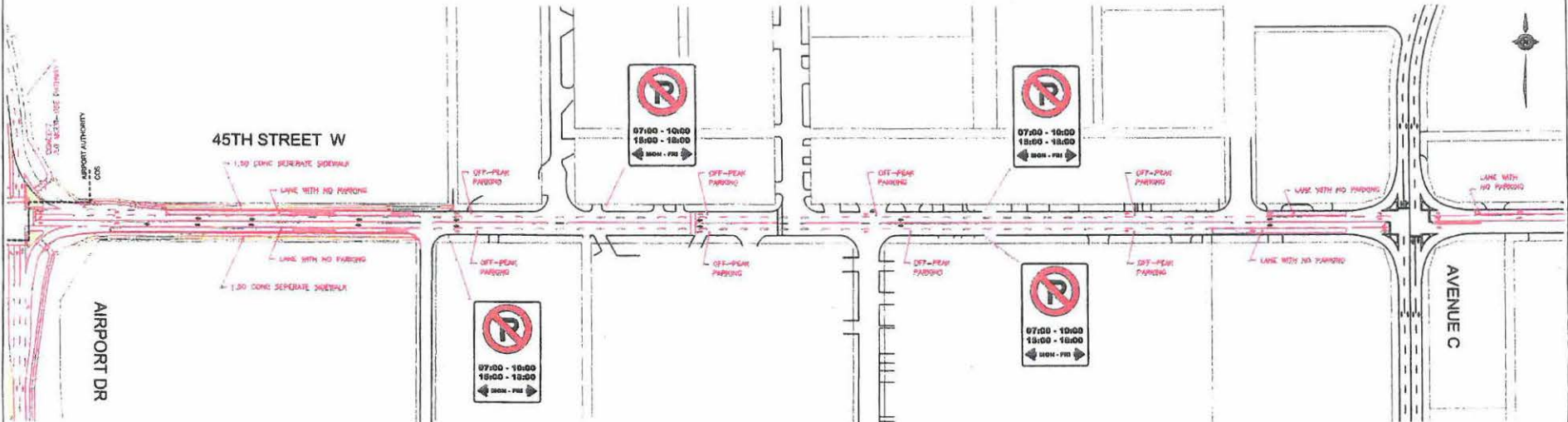
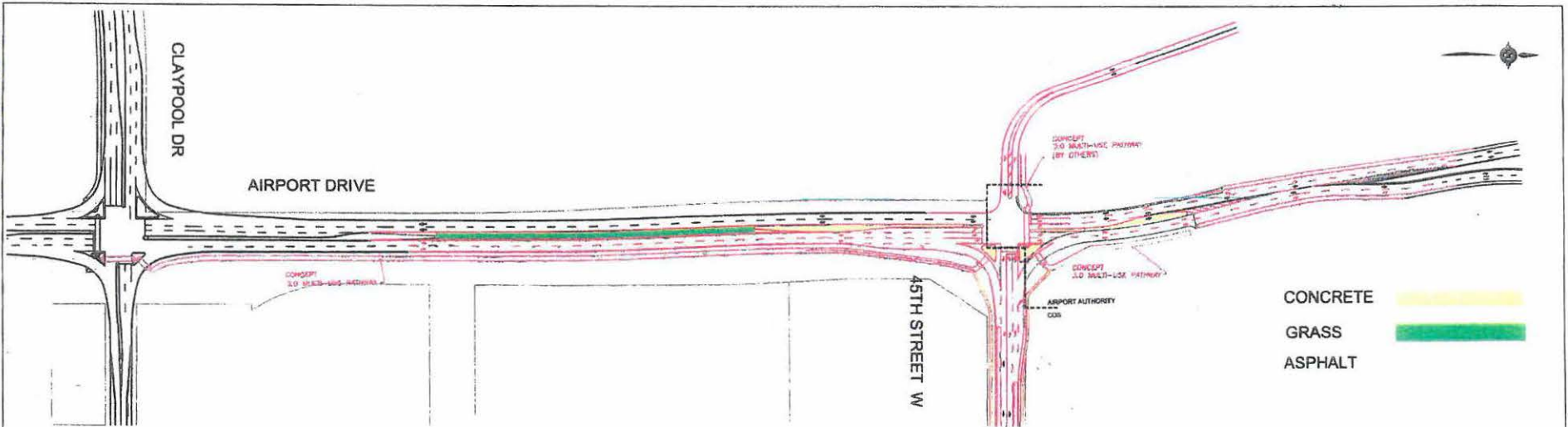
1. 45<sup>th</sup> Street & Airport Drive Study – Proposed Modifications
2. Suggested Property Acquisition at 45<sup>th</sup> Street and Airport Drive

Written by: Don Cook, Transportation Planning Manager  
David Leboutillier, Planning & Design Engineer

Reviewed by: Angela Gardiner, Director of Transportation

Approved by:   
Jeff Jorgenson, General Manager  
Transportation & Utilities Department  
Dated: June 9, 2014

ATTACHMENT 1



**LEGEND**

PROPOSED FINAL MODIFICATIONS TO 45TH STREET AND AIRPORT DRIVE SHOWN IN RED

LANE WITH NO PARKING

CONCRETE  
GRASS  
ASPHALT

TRANSPORTATION BRANCH - FUNCTIONAL			
DESIGNED BY	DATE	SCALE	
CHECKED BY	DATE	SCALE	
APPROVED BY	DATE	SCALE	
DRAWN BY	DATE	SCALE	



45TH STREET & AIRPORT DRIVE STUDY	
PROPOSED MODIFICATIONS COS AND AIRPORT AUTHORITY OVERVIEW FINAL	

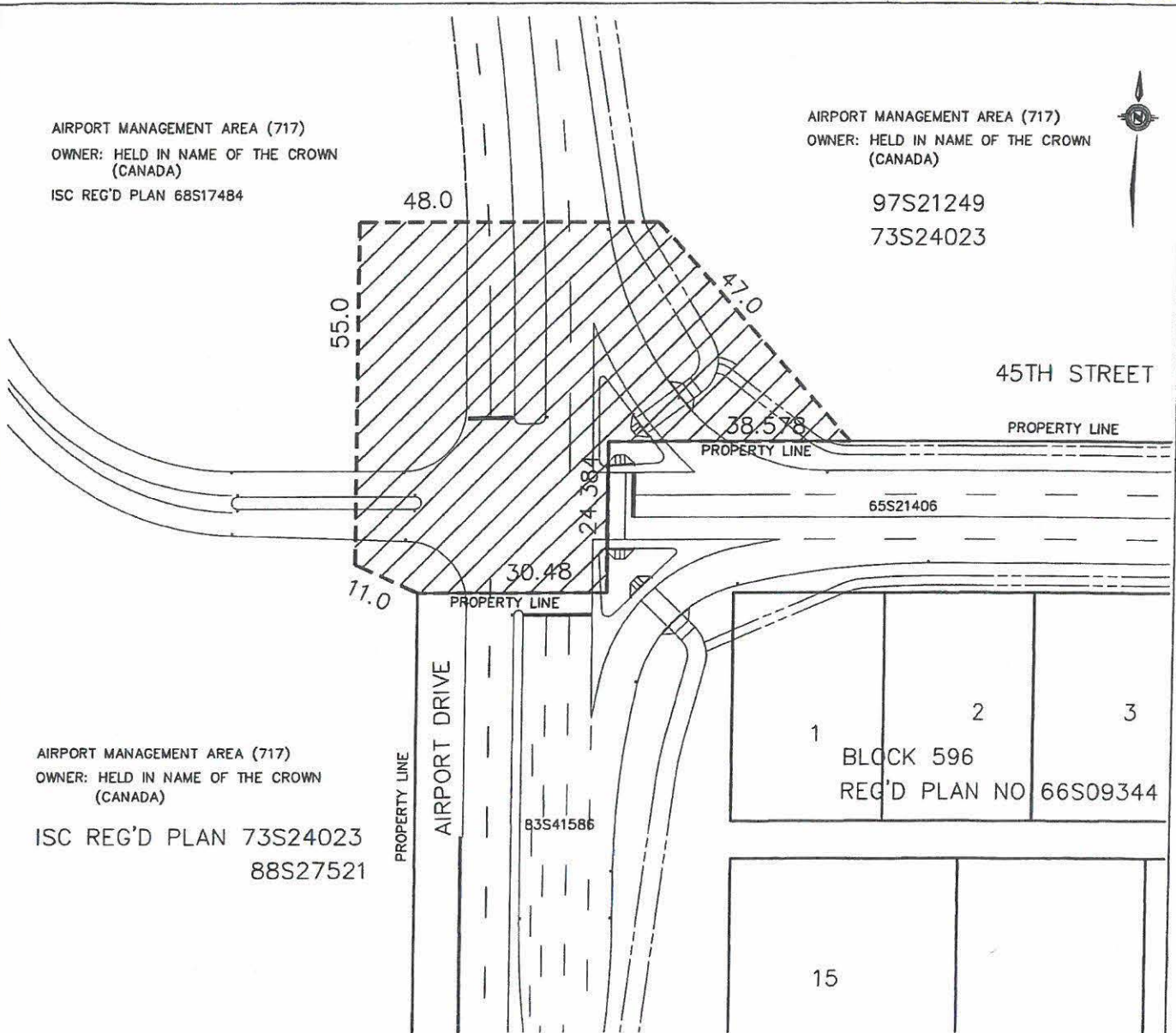
STANDARD DRAWING	
ISSUED	DATE
REV. 1.0000	
DATE	
DRAWN BY	PLAN NO.



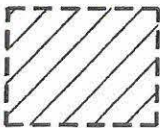
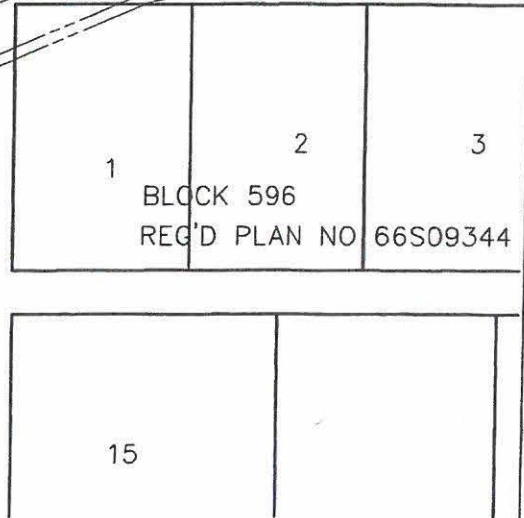
AIRPORT MANAGEMENT AREA (717)  
 OWNER: HELD IN NAME OF THE CROWN  
 (CANADA)  
 ISC REG'D PLAN 68S17484

AIRPORT MANAGEMENT AREA (717)  
 OWNER: HELD IN NAME OF THE CROWN  
 (CANADA)

97S21249  
 73S24023



AIRPORT MANAGEMENT AREA (717)  
 OWNER: HELD IN NAME OF THE CROWN  
 (CANADA)  
 ISC REG'D PLAN 73S24023  
 88S27521



AREA REQUIRED FROM HER MAJESTY THE QUEEN (CANADA)  
 3198.9 sq m      0.3199 ha      0.790 ac

FOR INTERSECTION CHANNELIZATION AND  
 INSTALLATION OF TRAFFIC SIGNALIZATION

PLAN DESCRIPTION/REVISIONS		APPROVED
4 XXX XXX 3 2 1		GENERAL MANAGER 
DRAWN BY LCI DATE 2010-DEC-20 SCALE: HOR. 1:1000 VERT.	SUGGESTED PROPERTY ACQUISITION AT 45TH STREET AND AIRPORT DRIVE OWNER: HER MAJESTY THE QUEEN (CANADA)	ENGINEER PLAN NO. 240-0005-002r001

**TO: Secretary, Administration and Finance Committee**  
**FROM: General Manager, Transportation & Utilities Department**  
**DATE: May 28, 2014**  
**SUBJECT: Inquiry – Councillor E. Olauson (January 6, 2014)**  
**Processes to Account for Annual Investment in**  
**Roadway Infrastructure**  
**FILE NO: CK. 6000-1**

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

**TOPIC AND PURPOSE**

The purpose of this report is to provide an information response to an inquiry from Councillor E. Olauson regarding the 4.29% tax increase and that it is in fact directed to improving the City of Saskatoon roadways.

**REPORT HIGHLIGHTS**

1. An inquiry by Councillor E. Olauson was made to verify that the 4.29% tax increase is indeed dedicated to roadway infrastructure.
2. \$23.9 million will be dedicated to roadway preservation works for the 2014 construction season.
3. With the \$23.9 million, 180 equivalent lane kilometers will be treated with either a preservation treatment, restoration treatment or rehabilitation treatment; a dedicated crack sealing and pavement patching program; improvements to the Pavement Structural Design Guide is also underway, as well as an industry standard approach to create a baseline condition assessment of the entire road network will be completed during the 2014 construction season.
4. A 2014 annual report will be issued to reflect the roadway condition based on the new roadway assessment program, amount of funds toward treatments, and area of treatment completed.
5. Funding of the above projects comes from the Paved Roadway Infrastructure Reserve.

**STRATEGIC GOALS**

The increase in funding directed to improving the City of Saskatoon roadways supports the City of Saskatoon Strategic Goals of Asset and Financial Sustainability and Moving Around.

**BACKGROUND**

The following inquiry was made by Councillor E. Olauson at the meeting of City Council held on January 6, 2014:

"Given the fact that we have asked our citizens to accept a 4.29% tax increase to be targeted to roads, can the Administration please report on the processes we will use to account for our annual investment in our roadway infrastructure, specifically identifying this dedicated component. I would also ask that this be both a financial reporting and a reporting of the overall condition state of our roads in the city."

The 4.29% levy translates to an additional \$6.755 million. This funding is dedicated to roadway infrastructure and roadway service enhancements.

- \$4.6 million (68%) of this funding is dedicated to rehabilitating and restoring our roadway and sidewalk infrastructure. The majority of this funding will be dedicated to the road portion, and sidewalk repairs will be coordinated as needed.
- \$605,000 (9%) is dedicated to enhance street sweeping.
- \$1.05 million (16%) is dedicated to enhanced pothole patching and spot-overlay programs.
- \$500,000 (7%) is dedicated to enhanced snow removal.

## **REPORT**

### **2014 Total Budgeted Program**

With the 4.29% tax increase, one time funding of \$7.5 million from land dividends, and a 2013 carry-over of \$500,000, a total of \$23.915 million will be dedicated to roadway preservation work for the 2014 construction season. The below table provides an indication on how the funds are distributed:

<b>2014 Budget</b>	
2013 Budget Carry-over	\$ 515,000.00
2014 Approved Budget	15,900,000.00
2014 One-time Funding Budget	7,500,000.00
<b>Total 2014 Budget</b>	<b>\$23,915,000.00</b>
<b>2014 Estimated Expenditures</b>	
Roadway Preservation Treatments	\$21,580,000.00
Roadway Crack Sealing	240,000.00
Structural Pavement Patching	1,250,000.00
Pavement Marking	250,000.00
Pavement Structural Design Standards	70,000.00
Roadway Baseline Condition Assessment	525,000.00
<b>Total Projected Costs</b>	<b>\$23,915,000.00</b>

## 2014 Roadway Program Detail

Of the above projects:

- The preservation treatments include work such as micro surfacing, chip sealing, ultra-thin overlays, blade levels, resurfacing and reconstruction works. Approximately 180 equivalent lane kilometers will be treated.
- The crack sealing program is a maintenance activity that involves utilizing a hot applied asphaltic product where approximately 43 kilometres of cracks will be treated.
- The patching program involves repairing of localized structural failures throughout the road network.
- An allotment of funding is set aside to replace permanent pavement markings on treated roads.
- The Pavement Structural Design Standards are being re-evaluated and improved to ensure the citizens are provided with a quality product when new roads are being constructed or reconstructed.
- The 2014 road rating program is a movement towards continuous improvement and standardization of data collection, asset management and reporting. It is intended to collect distress data of the entire roadway network, following industry standard methods, to create a baseline condition report card of the City's network, as well as for properly managing the allocation of treatments and forecasting of funds required.
- Salaries, Administration costs and contingencies to carry out the above projects, are built in the projected costs.

The attached map (Attachment 1) shows the planned 2014 roadway preservation program, excluding the crack sealing and patching locations. It also includes the projected treatment coverage for 2015 and 2016 assuming the 2.92% dedicated tax levy is approved in each respective year.

In addition, to supplement the new condition rating of the entire road network and the work completed in 2014, an annual report will be issued to present the roadway assessment data collected, the amount spent on road preservation treatments, and area of treatment completed during the construction season. It is planned that the 2014 annual report will be issued in January 2015.

### Funding

Funding for the above projects comes from the Paved Roadway Infrastructure Reserve. Bylaw No. 6774, The Capital Reserve Bylaw states, in part:

#### "31.2 Purpose

- (1) The purpose of the Paved Roadways Infrastructure Reserve is to finance the capital costs related to the preservation and rehabilitation of existing paved roadways. The objective is to

minimize the life cycle cost of this infrastructure while providing acceptable service.

#### Expenditures

- (3) Funds in this Reserve shall be utilized for capital expenditures related to improving the condition of paved roadways. Treatment categories include preservation, restoration and rehabilitation.
- (4) Funds in this Reserve may also be utilized for asset management and will include condition rating, planning, quality control and economic analysis of the various treatments.”

### **POLICY IMPLICATIONS**

There are no policy implications.

### **FINANCIAL IMPLICATIONS**

Funding of the roadway preservation program shall be funded through the Paved Roadway Infrastructure Reserve in accordance with Bylaw No. 6774, The Capital Reserve Bylaw.

### **PUBLIC AND/OR STAKEHOLDER INVOLVEMENT**

Any change to current practices regarding the items listed above will continue to be coordinated with Transportation, Water and Sewer, Public Works and other divisions or stakeholders as required.

### **COMMUNICATION PLAN**

As the City continues to develop and improve on roadway assessment strategies, these plans will continue to be communicated to stakeholders and the public through the City's website (Saskatoon.ca), news media, social media, construction notices and the Building Better Roads microsite (buildingbetterroads.ca).

### **DUE DATE FOR FOLLOW-UP AND/OR PROJECT COMPLETION**

No further follow-up is required at this time.

### **ENVIRONMENTAL IMPLICATIONS**

Greenhouse gasses are created in the production of the materials required for roadway treatment. Additional negative environmental consequences including greenhouse gas production results from the actual construction work and the utilization of the roadway by the public.

**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**

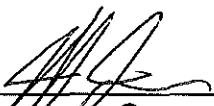
1. 2014-2016 Roadway & Sidewalk Preservation Program

Written by: Mitchell Parker, Manager, Roadways & Sidewalks  
Asset Management Section, Major Projects

Reviewed by: Rob Frank, Manager, Asset Management Section

Reviewed by: Mike Gutek, Director of Major Projects

Approved by:

  
\_\_\_\_\_  
Jeff Jorgenson, General Manager  
Transportation & Utilities Department  
Dated: June 11/2014

Copy City Manager

AF MP - Inquiry - Councillor E. Oluson - Jan 6-2014 - Processes to Account for Annual Investment in Roadway Infrastructure



# 2014-2016 Roadway & Sidewalk Preservation Program

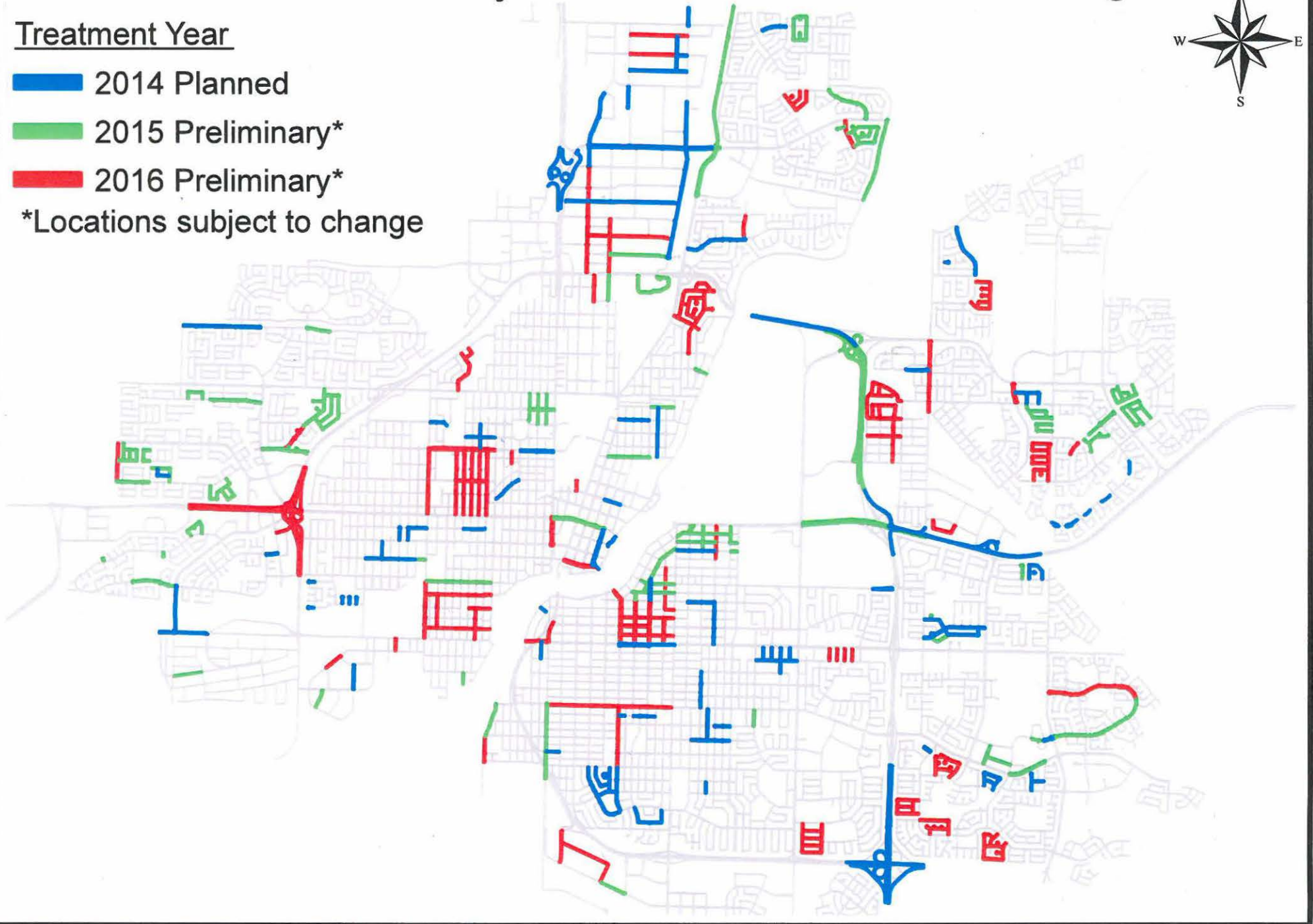
## Treatment Year

2014 Planned

2015 Preliminary\*

2016 Preliminary\*

\*Locations subject to change



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. Dedication of Fire Station No. 7  
3550 Wanuskewin Road  
In Honour of Retired Fire Chief Brian Bentley  
(File No. CK. 630-1)**

**RECOMMENDATION:** that the Saskatoon Fire Department be granted approval to dedicate Fire Station No. 7, 3550 Wanuskewin Road, in honour of retired Fire Chief Brian Bentley.

Your Committee has considered the following report of the Fire Chef dated June 10, 2014, and is pleased to submit the above recommendation.

**"TOPIC AND PURPOSE**

The purpose of this report is to seek approval to dedicate Fire Station No. 7, 3550 Wanuskewin Road, in honour of retired Fire Chief Brian Bentley.



## **REPORT HIGHLIGHTS**

1. In the past, Saskatoon fire stations have been dedicated to retired Fire Chiefs.
2. Currently, only two stations have not been dedicated – Fire Station No. 7 and Fire Station No. 8.
3. Retired Fire Chief Brian Bentley's preference is Fire Station No. 7.

## **STRATEGIC GOAL**

This report supports the Strategic Goal of Quality of Life.

## **BACKGROUND**

Traditionally, Saskatoon fire stations have been dedicated to retired Fire Chiefs. Currently, only two stations in Saskatoon remain undedicated - Fire Station No. 7, 3550 Wanuskewin Road, and Fire Station No. 8, 207 Slimmon Road.

## **REPORT**

Your Administration is not requesting that the facility be named after retired Fire Chief Bentley, but as per past practice, that it be dedicated in his honour recognizing his tenure as Fire Chief.

In consultation with retired Fire Chief Bentley, he has indicated that his preference is Fire Station No. 7. A dedication ceremony will be planned at Fire Station No. 7, with retired Fire Chief Bentley, his family and invited guests. A portrait of Chief Bentley will be displayed in a prominent location in the station.

The two most recent dedications took place in 2004 - Fire Station No. 9, 870 Attridge Drive, in honour of retired Fire Chief Bill Hewitt, and Fire Station No. 6, 3309 Taylor Street East, posthumously in honour of retired Fire Chief Chuck Sebestyen.

## **OPTIONS TO THE RECOMMENDATION**

The option to the recommendation is that the request be denied and Fire Station No. 7 not be dedicated at this time.

**POLICY IMPLICATIONS**

There are no policy implications.

**FINANCIAL IMPLICATIONS**

There are no financial implications.

**PUBLIC AND/OR STAKEHOLDER INVOLVEMENT**

No public and/or stakeholder involvement is required.

**COMMUNICATION PLAN**

If the request is approved by City Council, a dedication ceremony will be planned at a future date. City Council will be advised when the dedication ceremony is scheduled.

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

Summer/Fall of 2014.

**ENVIRONMENTAL IMPLICATIONS**

There are no environmental/greenhouse gas implications.

**PRIVACY IMPLICATIONS**

There are no privacy implications at this time.

**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.”

Report No. 11-2014  
Executive Committee  
Monday, June 23, 2014  
Page 4

Respectfully submitted,

---

His Worship Mayor D. Atchison, Chair

**COMMUNICATIONS TO COUNCIL**

**MEETING OF CITY COUNCIL – MONDAY, JUNE 23, 2014**

**A. REQUESTS TO SPEAK TO COUNCIL**

**1) Brent Northey, dated June 15**

Requesting permission to address City Council with respect to light rail transit. (File No. CK. 150-1)

**RECOMMENDATION:** that Brent Northey be heard.

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

**1) Don Somers, Host Team Member, Dakota Dunes Open Saskatchewan Professional Golf Association (PGA) Tour Canada, dated June 4**

Requesting an exemption of the bylaw prohibiting playing golf in parks for the 5<sup>th</sup> Annual Golf Fest at River Landing on July 2, 2014 (July 3, 2014 as an alternate date). (File No. CK. 205-1)

**RECOMMENDATION:** that the request for an exemption of the bylaw prohibiting playing golf in parks for the 5th Annual Golf Fest at River Landing on July 2, 2014 (July 3, 2014 as an alternate date) be approved subject to any administrative conditions.

**2) Chelsea Wright, Silverwood Heights Community Association dated June 4**

Requesting the temporary closure of Silverwood Road, between the North and South Entrances of Ball Crescent, on September 13, 2014, from 4:30 p.m. to 9:00 p.m. for Fun Day in the Pak event. (File No. CK. 205-1)

**RECOMMENDATION:** that, subject to any administration conditions/concerns, the request be approved.

**3) Dionisio Florida, Answering the Call of the Poor (ANCOP), dated June 9**

Requesting an extension to the time where amplified sound can be heard under the Noise Bylaw, on August 24, 2014, from 8:00 a.m. to 6:00 p.m., at Kiwanis Park, for 7km fundraising walk 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 August 24, 2014, from 8:00 a.m. to 6:00 p.m., at Kiwanis Park, for 7km fundraising walk event be approved subject to any administrative conditions.

**Items Which Require the Direction of City Council**  
**Monday, June 23, 2014**  
**Page 2**

**4) John Orr, Slavic Community Centre Inc., dated June 10**

Requesting the temporary closure of 24<sup>th</sup> Street, between City Hall and 3<sup>rd</sup> Avenue United Church, on 3<sup>rd</sup> Avenue North, including the alley between 3<sup>rd</sup> and 4<sup>th</sup> Avenues, from 6:00 p.m. to 11:00 p.m., for Folkfest 2014, August 14 to 16, 2014.

**RECOMMENDATION:** that, subject to any administration conditions/concerns, the request be approved.

**5) Brian Swidrovich, Volunteer Director, Canada Remembers Our Heros dated June 9**

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Providing information on 2014 tribute project being held on August 9, 2014, in Herzberg Park. (File No. CK. 205-1)

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

**6) Nathan Holowaty, Verb Magazine, dated June 11**

Requesting temporary partial lane closure on Spadina Crescent adjacent to Friendship Park, between Broadway Avenue and the Traffic Bridge on July 1, 2014, from 11:00 a.m. and 10:00 p.m. for the Canada Day Arts and Culture Festival. (File No. CK. 205-1)

**RECOMMENDATION:** that, subject to any administration conditions/concerns, the request be approved.

**7) Jenna Gaube, Captive Audience, dated June 13**

Requesting the temporary closure of 21<sup>st</sup> Street, between Spadina Crescent and 4<sup>th</sup> Avenue South, on August 9, 2014, from 12 Noon to 5:00 p.m. for Sasktel's 25<sup>th</sup> Anniversary event. (File No. CK. 205-1)

**RECOMMENDATION:** that, subject to any administration conditions/concerns, the request be approved.

**Items Which Require the Direction of City Council**  
**Monday, June 23, 2014**  
**Page 3**

**8) Board of Directors, Nuit Blanche Saskatoon Contemporary Arts Festival Inc., dated June 15**

---

Requesting an extension to the time where amplified sound can be heard, under the Noise Bylaw, on September 27, 2014, from 8:00 p.m. to 2:00 a.m. for Nuit Blanche festival event, and also requesting the following temporary road closures on that day:

- 20<sup>th</sup> Street West, between Idylwyld Drive and Avenue E South (3 p.m. to 8 a.m.)
- 19<sup>th</sup> Street West, between Avenue C South and Avenue A South (6 p.m. to 8 a.m.)
- Avenue A South, between 20<sup>th</sup> Street West and Spadina Crescent (6 p.m. to 8 a.m.)
- Avenue B South, between 21<sup>st</sup> Street West and Spadina Crescent (6 p.m. to 8 a.m.)
- Avenue C South, between 19<sup>th</sup> Street West and 21<sup>st</sup> Street West (6 p.m. to 8 a.m.)
- Sonnenschein Way, between Avenue B South and Avenue A South (6 p.m. to 8 a.m.)

- RECOMMENDATION:**
- 1) that the request for an extension to the time where amplified sound can be heard under the Noise Bylaw, on September 27, 2014, from 8:00 p.m. to 2:00 a.m. for Nuit Blanche festival event be approved; and
  - 2) that, subject to any administration conditions/concerns, the request for temporary street closures be approved.

**9) Sharon Elder, dated June 16**

Commenting on Veterans' parking. (File No. CK. 6120-1)

**10) Shirley Dowie, dated June 16**

Commenting on Veterans' parking. (File No. CK. 6120-1)

**11) Donald Field, dated June 16**

Commenting on Veterans' parking. (File No. CK. 6120-1)

12) Michael Grisdale, dated June 17

Commenting on Veterans' parking. (File No. CK. 6120-1)

**RECOMMENDATION:** that the letters be considered with Clause 4, Report No. 10-2014 of the Administration and Finance Committee.

13) Mark Docherty, Minister of Parks, Culture and Sport, dated June 16

Forwarding copy of letter to Myrt Ryhorchuk regarding the Meewasin Valley Authority. (File No. CK. 180-6)

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

14) Don Somers, River Lights Festival Inc., dated June 16

Requesting an extension to the time where amplified sound can be heard, under the Noise Bylaw, to 11:00 p.m. on Friday, July 18, from 9:00 a.m. to 11:00 p.m. on Saturday, July 19, and 10:00 a.m. to 6:00 p.m. on Sunday, July 20, 2014.

**RECOMMENDATION:** that the request for an extension to the time where amplified sound can be heard, under the Noise Bylaw, to 11:00 p.m. on Friday, July 18, from 9:00 a.m. to 11:00 p.m. on Saturday, July 19, and 10:00 a.m. to 6:00 p.m. on Sunday, July 20, 2014 be approved.

15) Verna Boehm, dated June 17

Commenting on Pride Week. (File No. CK. 205-1)

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



**Items Which Require the Direction of City Council  
Monday, June 23, 2014  
Page 5**

**16) Chad Turgeon, dated June 17**

Commenting on solar roadways. (File No. CK. 2000-5)

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

**17) Elaine Long, Secretary, Development Appeals Board, dated June 6**

Submitting Notice of Hearing of the Development Appeals Board respecting the property located at 406 109<sup>th</sup> Street West. (File No. CK. 4352-1)

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

**18) Elaine Long, Secretary, Development Appeals Board, dated June 10**

Submitting Notice of Hearing of the Development Appeals Board respecting the property located at 1410 Byers Crescent. (File No. CK. 4352-1)

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

**19) Elaine Long, Secretary, Development Appeals Board, dated June 10**

Submitting Notice of Hearing of the Development Appeals Board respecting the property located at 1125 Avenue N South. (File No. CK. 4352-1)

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

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

**1) Kathy Rintoul, Executive Director, Ministry of Government Relations  
Government of Saskatchewan, dated June 2**

Providing information on municipal revenue sharing. (File No. CK. 1860-1) (Referred to the Administration for further handling.)

**2) Bonny Bryant, Director of Grants Administration, Ministry of Government  
Relations, Government of Saskatchewan, dated June 2**

Providing information on Grants-in-Lieu. (File No. CK. 1860-1) (Referred to the Administration for further handling.)

**3) Mike Halvorson, dated June 4**

Commenting on odours from business on Miners Avenue. (File No. CK. 375-1) (Referred to the Administration to respond to the writer.)

**4) Kyle Loehndorf, dated June 4**

Commenting on crime in Canada. (File No. CK. 150-1) (Referred to the Board of Police Commissioners for further handling and any response to the writer.)

**5) Michael Howie, Association of Fur-Bearing Animals, dated June 4**

Commenting on recent incidence regarding animal traps. (File No. CK. 151-1) (Referred to the Administration for further handling and to respond to the writer.)

**6) Nasir Muhammad, dated June 5**

Commenting on street cleaning on Rosewood Boulevard. (File No. CK. 6315-3) (Referred to the Administration for further handling and to respond to the writer.)

**7) Elisabeth Guenter, dated June 6**

Commenting on the use of the Field House by various groups. (File No. CK. 600-3) (Referred to the Administration for further handling and to respond to the writer.)

**Items Which Have Been Referred for Appropriate Action**  
**Monday, June 23, 2014**  
**Page 2**

**8) Jonas Kiedrowski, dated June 5**

Commenting on the use of the word "customer". (File No. CK. 150-1) (Referred to the Administration for further handling and to respond to the writer.)

**9) Allan Regehr, dated June 9**

Commenting on bridge funding. (File No. CK. 6050-1) (Referred to the Administration for further handling and to respond to the writer.)

**10) Erica Griffin, dated June 9**

Commenting on construction near Stonebridge. (File No. CK. 4131-27) (Referred to the Administration for further handling and to respond to the writer.)

**11) Denise Beaulieu, dated June 9**

Commenting on infill development. (File No. CK. 4131-1) (Referred to the Administration for further handling and to respond to the writer.)

**12) Mark Symbalysty, dated June 9**

Commenting on cycling. (File No. CK. 6000-5) (Referred to the Administration for further handling and to respond to the writer.)

**13) Joshua Crosby, dated June 10**

Commenting on proposed new bridges. (File No. CK. 6050-8) (Referred to the Administration for further handling and to respond to the writer.)

**14) Vivian Knisley, dated June 10**

Commenting on seniors' rates at leisure centres. (File No. CK. 1720-3) (Referred to the Administration for further handling and to respond to the writer.)

**Items Which Have Been Referred for Appropriate Action  
Monday, June 23, 2014  
Page 3**

**15) Sheri Reddekopp, dated June 13**

Commenting on rates at leisure centres. (File No. CK. 1720-3) (Referred to the Administration for further handling and to respond to the writer.)

**16) Marcus Storey, dated June 12**

Commenting on 19<sup>th</sup> Street. (File No. CK. 6320-1) (Referred to the Administration for further handling and to respond to the writer.)

**17) Sherry Young, dated June 12**

Commenting on street sweeping. (File No. CK. 6120-5) (Referred to the Administration for further handling and to respond to the writer.)

**18) Pat Shinkewski, dated June 11**

Commenting on the sidewalk on Valens Drive. (File No. CK. 6220-1) (Referred to the Administration for further handling and to respond to the writer.)

**19) Brooke Sittler, dated June 16**

Commenting on bus service from Stonebridge to downtown. (File No. CK. 7310-1) (Referred to the Administration for further handling and to respond to the writer.)

**20) Ken Achs, Mid-West Group, dated June 17**

Commenting on protected bike lanes. (File No. CK. 6000-5) (Referred to the Administration for review and join to the file.)

**21) Judee Strickland, dated June 17**

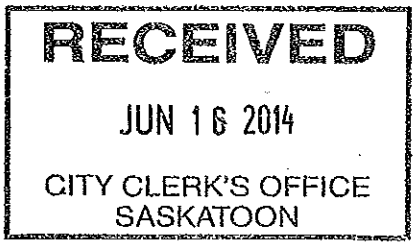
Commenting on boulevard maintenance. (File No. CK. 4070-1) (Referred to the Administration for further handling and to respond to the writer.)

**Items Which Have Been Referred for Appropriate Action**  
**Monday, June 23, 2014**  
**Page 4**

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

150  
A1)

From: CityCouncilWebForm  
Sent: Sunday, June 15, 2014 5:14 PM  
To: City Council  
Subject: Write a Letter to City Council



TO HIS WORSHIP THE MAYOR AND MEMBERS OF CITY COUNCIL.

FROM:

Brent Northey  
138 Nesbitt Crescent  
Saskatoon, Saskatchewan  
S7L 6S7

EMAIL ADDRESS:

[b.northey@shaw.ca](mailto:b.northey@shaw.ca)

COMMENTS:

June 6, 2014

Dear Your Worship the Mayor and Members of Saskatoon City Council,  
Please allow me to present my concept for Saskatoon's city center at Council's June 23rd, 2014 meeting.

The purpose of my presentation is to promote discussion and recommendations with the results being a plan to bring the concept to reality. It is based on some of the recommendations, plans and initiatives that I believe you have discussed in the past. Some of the concerns that will be covered are rapid transit, bike routes, the traffic bridge, the development of parcel Y, a recreation center, an art gallery, a water park on the river, parking, tourism and business development.

I have included below the concept that I will read at the presentation and I will be bringing some pictures.

Sincerely,  
Brent Northey

Good evening Your Worship and Members of Saskatoon City Council, some of the concerns and developments for Saskatoon that I have heard of in recent years are the development of south downtown, moving the Mendel art gallery, the traffic bridge, an arena for the U of S, the urban aboriginal community, a recreation center, cyclists and transit concerns. I have a concept that I think will help deal with some of those concerns and to have Saskatoon downtown become a family friendly tourist attraction and business centre.

Saskatoon has a Circle Drive and the city centre is the hub. A light rail transit (LRT) system could run in the four directions from the hub to terminals on or near circle drive. Tentatively thinking First Avenue, Main Street, Victoria Avenue and Rushholme Road would be the best to adapt because of their size and location. Saving the major roads for vehicular traffic and transit. Exclusive bicycle paths could be placed alongside the LRT system. That would give cyclists an uninterrupted route and they would be in less traffic.

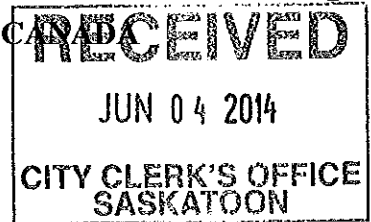
South from the hub would be the new traffic bridge. The new bridge would be used by the LRT and light vehicle traffic. It is also possible to have the new traffic bridge combined with the white water park hydro project on which bicycles and pedestrians would have access. Ideally, the new traffic bridge would be an attraction for the River Landing development.

At the River Landing development, where the Lake Placid development was to go and Victory Majors has said they will build, construct a large multipurpose building in the shape of a Tipi. Similar in design to the Luxor hotel in Las Vegas. I like the idea of a tipi as a symbol of honor for Native people. I also think it is a good shape because it has a large base and it can be high without obstructing much of the sky. The lower level of the tipi would encompass a standard size rink which could be used for sports and trade shows. It would not need an overly large seating capacity, as the Credit Union Center will still be around for the large concerts and shows. This would also provide a rink down town that could be used by the University of Saskatchewan. Due to the LRT system, the tipi would also have better all around public access to it. The skirt of the tipi around the arena would contain a variety of businesses, perhaps an IMAX theatre, the Mendle art gallery and access to underground parking. In the section above the arena there would be a hotel, conference center, condos and business space. A large atrium with an area to view the arena below would be good to reduce building materials and add appeal. Above the hotel there would be a restaurant, a tourist center, a museum and a lookout. The main focus of the building would be affordable family recreation. It will not be a casino. The combined height of the structure would make it so that Saskatoon could see and be seen all over the world. With this vision my hope would be to attract people to the centre of the city through easy access and world wide appeal.

Thank-you for your time,

205-1  
BI)

DAKOTA DUNES OPEN SASKATCHEWAN  
PROFESSIONAL GOLF ASSOCIATION (PGA) TOUR CANADA



June 4, 2014

Your Worship the Mayor and Members of City Council,

I am writing to you on behalf of the host team of the Dakota Dunes Casino Saskatchewan Open, Professional Golf Association (PGA) Tour Canada stop in Saskatchewan. Although the tour golf competition begins on Thursday, July 3<sup>rd</sup> with the final round on Sunday, July 6<sup>th</sup>, 2014, the host committee has planned a number of events during the week to coincide with the Open and introduce these golfers to our community.


In conjunction with the 2014 Schedule of Events at the Dakota Dunes, we would like to host the 5<sup>th</sup> Golf Fest at River Landing. This activity would be held over the noon hour on Wednesday, July 2<sup>nd</sup> (July 3<sup>rd</sup> as backup for inclement weather). The program will bring 5 or 6 members from the PGA Tour Canada to River Landing to put on a golf demonstration – speak about their golf experience, club selection and for each of them to hit several golf balls across the South Saskatchewan River to a selected target in Rotary Park. The golf presentation platform will be located on the flat grassed area of the serpentine walk. The target landing zone in Rotary Park will be between the Traffic Bridge and parking lot, a distance of approximately 300 yards. It is also our intent to include a small number (6 – 8) of ‘celebrity golfers’ to participate in the event.

There will be a small selection of food trucks at the site and CTV will carry the event live on their noon program. We have spoken to or will speak with, civic administration, Saskatchewan Crescent residents, and the various groups that are involved with the river use and river front activities. Roadways and walkways will be barricaded and volunteers will be stationed throughout the area, on both sides of the river. A Rental Contract / Permit has been obtained from the City of Saskatoon.

Therefore, we are asking Council to grant a temporary exemption from By Law 7767 which states that “no person shall play golf in any park”, for the time period of the Golf Fest activity, 10:00 a.m. to 3:00 p.m.

I would like to thank you for your consideration of this matter. If you have any questions or concerns, please feel free to contact me by email ([dsomers@sasktel.net](mailto:dsomers@sasktel.net)) or telephone (306 222-0283) or Hugh Vassos ([hvassos@sasktel.net](mailto:hvassos@sasktel.net)) or telephone (306 222-5392).

Sincerely,

  
Don Somers  
Host Team Member

Dr. Don Somers.  
131 White shore Cr  
Saskatoon S7S 3W3

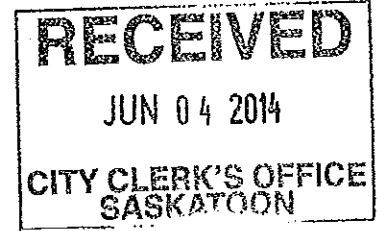
Cc: Hugh Vassos



B2)

205-1

From: CityCouncilWebForm  
Sent: Wednesday, June 04, 2014 9:33 AM  
To: City Council  
Subject: Write a Letter to City Council



TO HIS WORSHIP THE MAYOR AND MEMBERS OF CITY COUNCIL.

FROM:

Chelsea Wright  
434 Perreault Ln  
Saskatoon, Saskatchewan  
S7K6B6

EMAIL ADDRESS:

[social@silverwoodcommunity.org](mailto:social@silverwoodcommunity.org)

COMMENTS:

On behalf of the Silverwood Heights Community Association, I am writing to request a temporary Road Closure.

On Saturday, September 13, 2014 we intend to host our annual Fun Day in the Park. Every year, our Community Association hosts this Event in the Park for families in our area. This event includes a BBQ, entertainment and activities for children. In years past, a portion of Silverwood Rd has been closed during the event, and we wish to do so this year also.

We would like to request to close the portion of Silverwood Road that is situated between the North and South entrances of Ball Crescent, from approximately 16:30 to 21:00 on Saturday, September 13. I have been in touch with a Roadways Activity Coordinator in the Transportation and Utilities Department, and she advised that my next step was to write to City Council with my request.

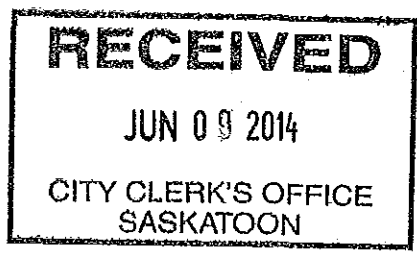
If anything further is required of me or the Association, please let me know.

Thank you for your consideration.

Chelsea Wright on behalf of/  
Silverwood Heights Community Association

B3)  
185-9

From: CityCouncilWebForm  
Sent: June 09, 2014 11:29 AM  
To: City Council  
Subject: Write a Letter to City Council



TO HIS WORSHIP THE MAYOR AND MEMBERS OF CITY COUNCIL.

FROM:

Dionisio Florida  
934 McCormack road  
saskatoon, Saskatchewan  
S7M5W4

EMAIL ADDRESS:

[floridacdj@sasktel.net](mailto:floridacdj@sasktel.net)

COMMENTS:

Greetings!

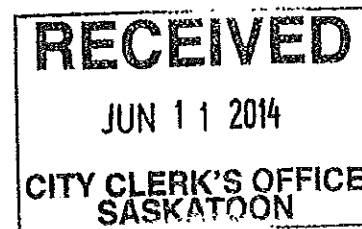
I'm Dionisio C. Florida I'm the ANCOP coordinator assigned in Saskatoon ,In behalf of ANCOP Camnada (Answering the Cry Of the Poor Canada)Were holding a 7km fundraising walk that will commence this coming August 24,2014 to be held in Vimmy memorial Kiwanis Park program start at 8:00am followed by a walk at 9:00am along Spadina Mewasin sidewalk up to 33rd street and back to Vimmy Memorial Kiwanis Park and a get together refreshment and snack after the walk our contract # for this event 43657.

In view of this activity were applying thru your good office Noise Bylaw Extension on August 24,2014 from 8:00am to 6:00pm under approve contract # 43657 City of Saskatoon.

Your Truly  
Dionisio C. Florida  
ANCOP CANADA/ SASKATOON  
COORDINATOR  
306-371-9597\305-382-9525  
[floridacdj@sasktel.net](mailto:floridacdj@sasktel.net)  
934 McCormack Road  
S7M 5W4

B4)  
205-1

From: CityCouncilWebForm  
Sent: Tuesday, June 10, 2014 8:17 PM  
To: City Council  
Subject: Write a Letter to City Council



TO HIS WORSHIP THE MAYOR AND MEMBERS OF CITY COUNCIL.

FROM:

John Orr  
11 Delaronde Bay  
Saskatoon, Saskatchewan  
S7J3Z3

EMAIL ADDRESS:

[johnorrsk@yahoo.ca](mailto:johnorrsk@yahoo.ca)

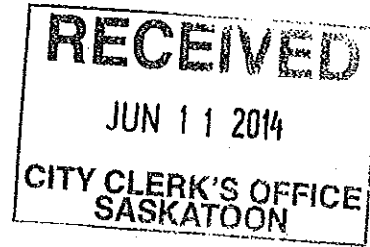
COMMENTS:

On behalf of the Slavic Community Centre Inc who is operating the Russian Matryushka Pavilion at Folkfest 2014 I would like to ask mayor and council 2 things.

- 1) if you would visit our pavilion and enjoy some Russian culture/food and hospitality.
- 2) if they could authorize a road closure of 24th street in between city hall and 3rd ave church between 3rd Ave n and the alley between 3rd and 4th. We would like to use this area for a food service and a beer garden. We had submitted to transportation in April and had mistakenly thought our submission would go to council. we now understand that we need to ask council with this letter. Transportations initial thoughts on this were

I have been thinking about your closures. I am was thinking that we would close 24th St between 3rd Ave and the lane at 6:00PM - 10:00/11:00PM on Thursday night. I know that Folkfest starts at 5:00PM but the majority of traffic is gone by 6:00PM. We would close at 6:00PM on Friday and leave closed until your event wraps up on Saturday night.

thank you for your consideration



205-1  
B5)

June 9th, 2014

MEMO TO: City of Saskatoon, Mayor's Office & City Council  
FROM: Brian Swidrovich, Volunteer Director, Canada Remembers Our Heroes  
RE: Courtesy Advisory, Salute to Veterans Event, Sat. Aug. 9th, 2014, Herzberg Park

On behalf of all participating Veterans and Cadet Organizations, Volunteers and Supporters, please accept this memo as an advisory of a 'mini' tribute project being planned for Sat. Aug. 9th in Herzberg Park (Acadia Dr.). This single-afternoon event will act as a 2014 substitute for the annual Canada Remembers Tribute to Veterans Project, that is not being held this summer due to conflicting Canadian Forces HQ scheduling decisions.

Since 1995, a part of the annual 'Air Show' was to also host an activity in Herzberg Park (behind Sherbrooke Veterans Home) that would allow aging Veterans, their families, staff and residents of the city, to gather and enjoy a simplified version of what the primary event was all about. This year, without the Air Show taking place, our intent is to host a slightly enhanced activity for Sherbrooke and the community.

Aside from the traditional Parade of Veterans, Act of Remembrance Ceremony, ceremonial Fly-Past, messages of appreciation, a few displays, entertainment., etc., Sat. Aug. 9th is also National Peacekeepers Day which will involve all Peacekeepers Members in this all-inclusive gathering of respect, appreciation and honour.

Although the Canada Remembers Tribute has long included recognition for the service of Law Enforcement, Fire and EMS personnel, this summer's Salute will carry another reminder of the sacrifices from Police and Emergency Services; the tragedy of Moncton's fallen RCMP raises the ugly remembrance of Spiritwood and Mayerthorpe ... meaning this year's ceremony will carry an even greater sense of sorrow for the families of the fallen, be they from the Military or Emergency Services. We hope to ensure their sacrifices are not forgotten.

The daily activities of this one-day event will be passed through applicable City Departments for input and assistance as required; the Canada Remembers Project has a respected 18 year relationship with all City Departments and our intent is to continue along that trusted and mutually appreciated path.

Should anyone have any questions or a desire to learn more about this 2014 Tribute, please feel free to contact me directly. While the Tribute carries the participation of many Veterans and their families, I will continue to do my very best and act on their behalf so as to limit the need for their direct involvement ... it is the opinion of many that our Heroes and their families have done -- and continue to do, enough ... now it's our turn.

Regards,

A handwritten signature in black ink, appearing to read "B. Swidrovich".

Brian Swidrovich

Member, Royal Canadian Legion #362

Member, Royal Canadian Air Force Assoc., 602 Lynx Wing

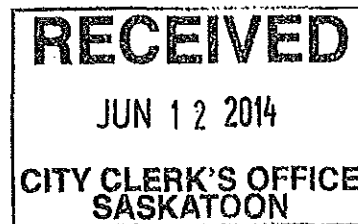
Honorary Member, Snowbirds 431 Air Demonstration Squadron, RCAF

Board Member, Saskatoon Crime Stoppers / Committee Chair, Saskatchewan C.S. Anti-Bullying Task Force

b.swid@sasktel.net / Cell: 306-222-9901

B6)  
205-1

From: CityCouncilWebForm  
Sent: Wednesday, June 11, 2014 5:10 PM  
To: City Council  
Subject: Write a Letter to City Council



TO HIS WORSHIP THE MAYOR AND MEMBERS OF CITY COUNCIL.

FROM:

Nathan Holowaty  
#412-1022 Hampton Circle  
Saskatoon, Saskatchewan  
S7R 0K4

EMAIL ADDRESS:

[nholowaty@verbnews.com](mailto:nholowaty@verbnews.com)

COMMENTS:

Hello,

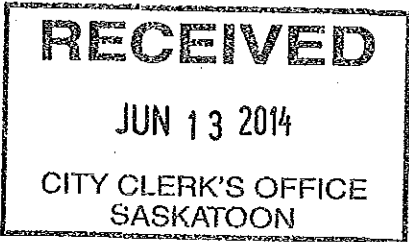
I am involved with helping put on an event in Friendship Park this year called the Canada Day Arts and Culture Festival. I work for Verb Magazine and we are one of the promotional sponsors of this free event. We are requesting a partial lane closure on Spadina Crescent adjacent to Friendship park between the Broadway and Victoria Bridge on July 1st in order so that we can have a food truck and portable toilets brought in. The event starts at noon so if possible we would like the lane closed off starting at 11:00 am July 1st in order to accomodate the set up. The event ends at 9:00 pm and we would like to have the food truck(s) and portable toilets removed at that time.

Thank You.

Nathan Holowaty

B1) 205-1

From: CityCouncilWebForm  
Sent: Friday, June 13, 2014 11:02 AM  
To: City Council  
Subject: Write a Letter to City Council



TO HIS WORSHIP THE MAYOR AND MEMBERS OF CITY COUNCIL.

FROM:

Jenna Gaube  
5-505 23rd St. E  
Saskatoon, Saskatchewan  
S7K 4K7

EMAIL ADDRESS:

[jennag@captive.ca](mailto:jennag@captive.ca)

COMMENTS:

Good Morning,

My name is Jenna and I work for Captive Audience. I am contacting you on behalf of one our clients, SaskTel. SaskTel is celebrating their 25th Anniversary this summer and they are looking to plan a 25th Anniversary party on Saturday Aug. 09 in downtown Saskatoon. I have submitted the provision of civic services request earlier this morning to the City of Saskatoon and I was informed that I need to get approval from City Council. Please accept this as my formal request.

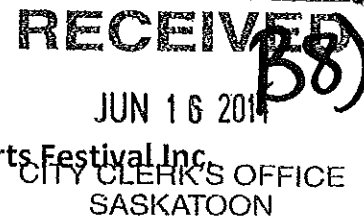
SaskTel is looking to plan their special event on 21st street between Spadina Cres and 4th Ave S. SaskTel has a 40x30 Trailer that they would like to have on location. The trailer is equipped with TV's, video games and other electronic games. There will be music and the SaskTel Street Team will be on site entering people into contests, encouraging everyone to participate in our games and activities while handing out information on SaskTel's products and services. The event would take place from 12-5. This would be a free, fun, family friendly event for all downtown patrons to attend.

If City Council requires that I submit additional information or if you have any questions about the event please do not hesitate to contact me.

Jenna Gaube



205-1  
Nuit Blanche Saskatoon Contemporary Arts Festival Inc.  
www.nuitblanchesaskatoon.ca



His Worship the Mayor and Members of City Council:

Nuit Blanche Saskatoon is a free night-time arts festival that showcases and celebrates art and culture. Not only is this festival a chance for citizens of all ages to enjoy Saskatoon's thriving arts scene, it offers the unique experience of exploring Saskatoon's public space late into the night in a safe and fun environment.

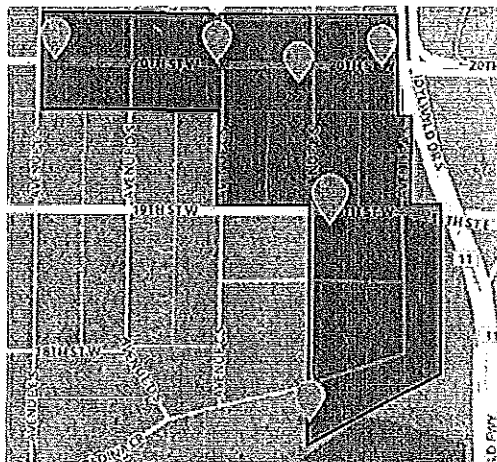
Toronto, Montreal, Winnipeg and other Canadian and International cities already delight their citizens with Nuit Blanche. It's time for Saskatoon to join these leading cities in artistic celebration and wonderment!

Saskatoon's first Nuit Blanche will take place starting on Saturday, September 27<sup>th</sup>, 2014 and will run between 8pm and 2am. The event is organized by Saskatoon Nuit Blanche Contemporary Arts Festival Inc. The centre hub of the event will be at the Farmer's Market and the festival grounds will spill out northward onto 20<sup>th</sup> St. W. and southward towards the river.

In order to facilitate the safe movement of festival go'ers and to allow for setup and takedown of the event, Nuit Blanche Saskatoon respectfully requests that the following streets be closed to vehicular traffic between Saturday, September 27<sup>th</sup> and Sunday, September 28<sup>th</sup> (time of closures in brackets):

- 20<sup>th</sup> St. W. between Idylwyld Dr and Ave E S (3pm to 8am)
- 19<sup>th</sup> St. W. between Ave C S. and Ave A S. (6pm to 8am)
- Ave A S. between 20<sup>th</sup> St. W. and Spadina Cres (6pm to 8am)
- Ave B S. between 21<sup>st</sup> St W. and Spadina Cres (6pm to 8am)
- Ave C S. between 19<sup>th</sup> St. W. and 21<sup>st</sup> St. W. (6pm to 8am)
- Sonnenschein Way between Ave B S. and Ave A S. (6pm to 8am)

The following figure illustrates the planned extent of the festival:





**Nuit Blanche Saskatoon Contemporary Arts Festival Inc.**  
[www.nuitblanchesaskatoon.ca](http://www.nuitblanchesaskatoon.ca)

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Additionally, as the event is scheduled to run beyond the allowed hours of 11am and 10pm on Saturday and 1pm and 6pm on Sunday for Outdoor Public Events under the City of Saskatoon's Noise Bylaw (No. 8244), Nuit Blanche Saskatoon respectfully requests that the event be given an exemption to operate between the hours of 8pm and 3am between Saturday the 27<sup>th</sup> and Sunday the 28<sup>th</sup>. While the event will officially end no later than 2am, additional time is required for takedown of festival infrastructure to facilitate the re-opening of closed streets.

We greatly appreciate the assistance of the City of Saskatoon in helping to make our city's first ever Nuit Blanche a success. Our Board of Directors has been working hard to ensure that this exciting and awe-inspiring event becomes a permanent fixture in our strong cultural and artistic scene!

Should you require any further information on our event or requests for street closures and a noise bylaw exemption, please don't hesitate to get in touch with our organizing committee.

Best Regards,

**Board of Directors**

**Nuit Blanche Saskatoon Contemporary Arts Festival Inc.**

732 8<sup>th</sup> Ave N.

Saskatoon, SK, S7K 2W9

(306) 370-7709

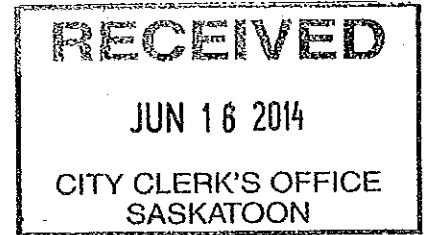
[www.nuitblanchesaskatoon.ca](http://www.nuitblanchesaskatoon.ca)

[nuitblanchesaskatoon@gmail.com](mailto:nuitblanchesaskatoon@gmail.com)



B9)  
6120-1

From: CityCouncilWebForm  
Sent: Monday, June 16, 2014 11:51 AM  
To: City Council  
Subject: Write a Letter to City Council



TO HIS WORSHIP THE MAYOR AND MEMBERS OF CITY COUNCIL.

FROM:

Sharon Elder  
1704 shannon cr  
saskatoon, Saskatchewan  
s7h5n9

EMAIL ADDRESS:

[bselder@usa.net](mailto:bselder@usa.net)

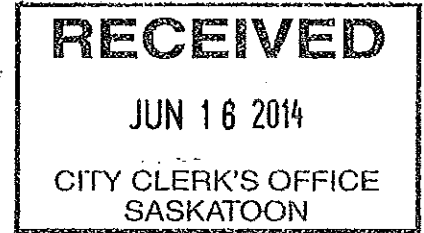
COMMENTS:

I am very disappointed in council and administration for not providing free parking to our veterans, no matter what wars they represented Canada in. Parking meter change being considered over supporting our soldiers!

How very short sighted. I am embarrassed to be from Saskatoon!

BIO)  
6120-1

**From:** City Council  
**Sent:** Monday, June 16, 2014 11:50 AM  
**To:** City Council  
**Subject:** Veterans' Parking Program



**From:** [shirley.dowie@gmail.com](mailto:shirley.dowie@gmail.com) [mailto:[shirley.dowie@gmail.com](mailto:shirley.dowie@gmail.com)]  
**Sent:** June 16, 2014 9:27 AM  
**To:** Web E-mail - City Clerks  
**Subject:** Veterans' Parking Program  
**Importance:** High

## City of Saskatoon Website 'Contact Us' Message

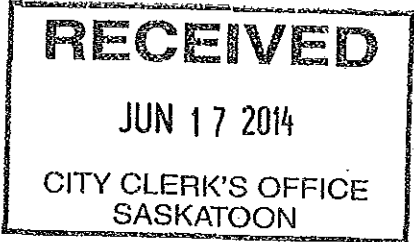
**To:** City Clerk's Office  
**From:** Shirley Dowie "[shirley.dowie@gmail.com](mailto:shirley.dowie@gmail.com)"  
**Subject:** Veterans' Parking Program

**Message:** It would be a Brutal Statement if City Council approves the administration recommendation to NOT include Afghan War Veterans from the parking program. Either eliminate the program in its entirety or recognize that devaluing a segment of veterans is a value judgement and therefore INCLUDE ALL VETERANS. Thank you for consideration.

Shirley Dowie  
315 Jan Crescent  
Saskatoon, Sk.  
S7J4T8

B11)  
6120-1

From: CityCouncilWebForm  
Sent: Monday, June 16, 2014 6:22 PM  
To: City Council  
Subject: Write a Letter to City Council



TO HIS WORSHIP THE MAYOR AND MEMBERS OF CITY COUNCIL.

FROM:

Donald Field  
318 Coben Cres  
Saskatoon, Saskatchewan  
S7S1B3

EMAIL ADDRESS:

[Avro@shaw.ca](mailto:Avro@shaw.ca)

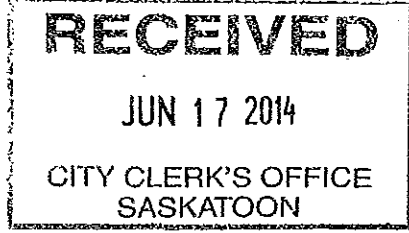
COMMENTS:

Thank you Councillors for making sure I know that my 25yrs of Service in the Military mean absolutely nothing.  
A Veteran is a Veteran no matter when they served check with the Federal government.

Donald F Field Sgt CD1 (ret)

B12)  
6120-1

From: CityCouncilWebForm  
Sent: Tuesday, June 17, 2014 11:06 AM  
To: City Council  
Subject: Write a Letter to City Council



TO HIS WORSHIP THE MAYOR AND MEMBERS OF CITY COUNCIL.

FROM:

Michael Grisdale  
PO Box 507  
Saskatoon, Saskatchewan  
S7K3L6

EMAIL ADDRESS:

[mgrisdale@hotmail.com](mailto:mgrisdale@hotmail.com)

COMMENTS:

Vets parking should include Afghanistan vets, without question. Distance from the city shouldn't come into it, and a Provincial licence plate should be sufficient. A lot of them have to come to the City for appointments, and don't need the parking hassle downtown. Their parking should be free without time limits. Vets are usually of limited resources, so it should apply to the car, not who is driving it.

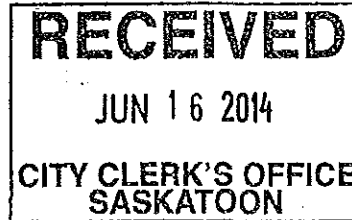
Minister of Parks,  
Culture and Sport



Legislative Building  
Regina, Saskatchewan S4S 0B3

180-6  
B13

June 16, 2014



2014-150

Myrt J. Ryhorchuk  
212 – 2730 Main Street  
SASKATOON SK S7H 0M3

Dear Myrt Ryhorchuk:

The concerns you relayed to Premier Brad Wall were forwarded to me for response.

Your letter expressing concern about the funding of Meewasin Valley Authority (MVA) demonstrates your strong support for Meewasin. You make the point that MVA is crucial to the City of Saskatoon and the province at a time when concern about conservation and the diminishing prospects for the welfare of both flora and fauna, as well as more general concern in terms of ecology and the environment, is growing.

One of our challenges as government is to be able to keep pace with the number of requests for enhanced funding support associated with infrastructure, public services and key programs that accompany growth in the population and economy overall. We consider each of the needs, balance them against available resources, and make choices about the most appropriate way to allocate public funding. While we were not able to increase funding to Meewasin Valley Authority in the 2014-15 fiscal year, we were able to maintain it at the same level as last year, which is \$909,000.

In 2012, the Government of Saskatchewan was very pleased to assist the Meewasin Valley Authority to enhance the trail system through a grant of \$1.7 million from the Building Communities Program. This \$1.7 million is in addition to the \$909,000 that is provided by the Ministry of Parks, Culture and Sport in funding every year. This trail enhancement project is underway and expected to be completed in 2014. These improvements will be enjoyed by Saskatoon residents and visitors for years to come.

You may be interested to note that government is currently engaged with Meewasin, the City of Saskatoon and the University of Saskatchewan in a review of the funding arrangements for Meewasin. Our intention is to ensure that the roles and responsibilities of the three partners are clarified and confirmed, and to then ensure that funding levels for coming years are appropriately aligned to support each partner's participation.

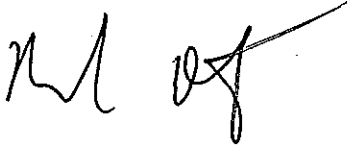
... 2

Myrt Ryhorchuk  
Page 2  
June 16, 2014

---

Thank you for bringing your concerns to my attention.

Sincerely,

A handwritten signature in black ink, appearing to be 'M. Docherty', written in a cursive style.

Mark Docherty  
Minister of Parks, Culture and Sport

cc: Honourable Brad Wall, Premier of Saskatchewan  
Lloyd Isaak, Chief Executive Officer, Meewasin Valley Authority  
Jack Vicq, Meewasin Valley Authority, Board Chair  
Cam Broten, Leader of the Opposition  
Gordon Barnhart, A/President, University of Saskatchewan  
His Worship Don Atchison, Mayor of Saskatoon and City Council  
Tammy Roberts, Saskatoon Express  
Cam Hutchinson, Saskatoon Express

205-1

**RECEIVED**  
JUN 16 2014  
CITY CLERK'S OFFICE  
SASKATOON

B14

**RIVER LIGHTS FESTIVAL INC.**  
**4<sup>th</sup> ANNUAL FAMILY FESTIVAL AT RIVER LANDING**  
**JULY 18 - 20, 2014**

June 16, 2014

Your Worship the Mayor and Members of City Council,

I am writing to you on behalf of the Organizing Committee of the 4th Annual *River Lights Festival*. This year's River Lights Family Festival is being held on the July 18-20, 2014 weekend.

The *River Lights Festival* weekend's on-water activities are designed to highlight and show case some of Saskatoon's 'river users' which will include (i) frequent river users: Saskatoon Racing Canoe Club, Saskatoon Rowing Club, Marathon Canoe Club, White Water Canoe Club, Rotary Duck Derby, Wake Board and Water Ski Clubs and (ii) developing river users activities: Paddle Board and Water Motor Cross using personal water craft.

The dry-land activities will include an 'artisan market place', 'several mobile eating location' and 'static boat display by Saskatoon boat dealers'. The River Landing back-drop will be enhanced by some of the colourful light scenes from the BHP Billiton Enchanted Forest.

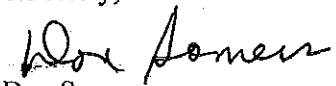
The Water Sports demonstrations will be scheduled on (i) Friday between 4 p.m. to 11 p.m., (ii) Saturday between 9 a.m. to 11 p.m. and (iii) Sunday from 10 a.m. to 6 p.m. Opening Ceremonies will be held at River Landing on Friday, July 18 at 5 p.m. The Saskatchewan Water Cross Association will host the Water Cross Nationals. It is anticipated that many personal water craft professionals from western Canada and California will attend this second event. These professionals, driving modified 'seadoos', compete on the North American and International Water Cross circuit and again, we will have several world champions in attendance as well as their event announcer from Denver.

Therefore, we are asking Council to grant temporary exemption from By Law 8244 "amplified noise before 11 a.m. and after 10 p.m." for the time period of the River Lights Festival on-water and dry-land activities for Friday, July 18, 4 p.m. to 11 p.m.; Saturday, July 19, 9 a.m. to 11 p.m.; and Sunday, July 20, 10 a.m. to 6 p.m.

I would like to thank you for your consideration of this matter. If you have any questions or concerns, please feel free to contact myself by email ([dsomers@sasktel.net](mailto:dsomers@sasktel.net)) or telephone (306 222-0283) or Hugh Vassos ([hvassos@sasktel.net](mailto:hvassos@sasktel.net)) or telephone (306 222-5392).

We will again work with Saskatoon Fire and Protective Services for on-water support and Saskatoon City Police for on-land protection. The organization will provide toilet facilities, hire the Boys and Girls Club for site litter control and if required, have private security. The City of Saskatoon will provide trash receptacles and barricades for street closure.

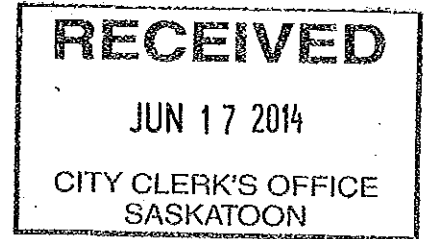
Sincerely,



Don Somers  
Executive Committee Member  
Cc: Hugh Vassos

B15)  
205-1

From: CityCouncilWebForm  
Sent: Tuesday, June 17, 2014 3:28 PM  
To: City Council  
Subject: Write a Letter to City Council



TO HIS WORSHIP THE MAYOR AND MEMBERS OF CITY COUNCIL.

FROM:

Verna Boehm  
410 3102 Louise Place S7J4X4  
Saskatoon, Saskatchewan  
S7H4H1

EMAIL ADDRESS:

[ernvern123@gmail.com](mailto:ernvern123@gmail.com)

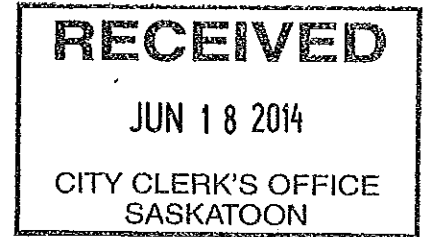
COMMENTS:

To, His Worship the Mayor and Members of City Council  
Thank you for flying the Rainbow flag for Pride Week. A special thanks to Darren Hill and Charlie Clark for attending the flag raising on Monday morning. Also, thanks to Charlie Clark for explaining that most of the counselors would not know about the Flag raising and therefore could not be in attendance. Thank you for the work you do and keep smiling!  
- Ernie & Verna Boehm



B16)  
2000-5

From: CityCouncilWebForm  
Sent: Tuesday, June 17, 2014 10:49 PM  
To: City Council  
Subject: Write a Letter to City Council



TO HIS WORSHIP THE MAYOR AND MEMBERS OF CITY COUNCIL.

FROM:

chad turgeon  
box 476  
vanscoy, Saskatchewan  
s0l3j0

EMAIL ADDRESS:

[chad.turgeon@gmail.com](mailto:chad.turgeon@gmail.com)

COMMENTS:

I'm all for solar / renewable resources. But if the City is looking into a "solar community", instead, reserch solar roadways. (I got a link urging me to write a letter to you, about a solar community)  
Thanks for your time.



*City of*  
**Saskatoon**

Saskatoon Development  
Appeals Board

B17)

---

c/o City Clerk's Office      ph 306•975•3240  
222 - 3rd Avenue North      fx 306•975•2784  
Saskatoon, SK S7K 0J5

June 6, 2014

His Worship the Mayor  
and Members of City Council

Ladies and Gentlemen:

Re:    Development Appeals Board Hearing  
      Order to Remedy Contravention  
      Two-Unit Dwelling Converted to a Multiple-Unit Dwelling  
      (Requiring Removal of Two Basement Dwelling Units)  
      406 - 109<sup>th</sup> Street West  
      Marlene Jacob

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, June 24, 2014	TIME:	4:00 p.m.
PLACE:	Committee Room "E", City Hall (Please enter off 4th Avenue, using Door #1)		
RE:	Order to Remedy Contravention Two-Unit Dwelling Converted to a Multiple-Unit Dwelling (Requiring Removal of Two Basement Dwelling Units) 406 - 109 <sup>th</sup> Street West Marlene Jacob (Appeal No. 16-2014)		

TAKE NOTICE that Marlene Jacob has filed an appeal under Section 219(1)(c) of *The Planning and Development Act, 2007*, in connection with the Order to Remedy Contravention dated May 7, 2014.

The Order to Remedy Contravention was issued for this property on May 7, 2014, pursuant to Section 242(4) of *The Planning and Development Act, 2007*, and the Order states as follows:

**"Contravention:**

Building Permit No. 2836/11 was issued for a New Two Unit Dwelling – c/w Covered Front Entry & Rear Deck – Each Side. Building Permit #3313/11 was issued for Alteration to Two Unit Dwelling – Basement Rooms – (2 Bedroom, Bath, Mechanical Room, Family Room). Building Permit #3314/11 was issued for Alteration to Two Unit Dwelling – Basement Rooms – (2 Bedrooms, Bath, Mechanical Room, Family Room). The legal use of the site is a two-unit dwelling.

The form of development at 406 109<sup>th</sup> Street West has been altered into a multi-unit dwelling consisting of four dwelling units. Such a development is illegal.

The basement has been developed into two separate dwelling units containing sleeping facilities, sanitary facilities and kitchens with kitchen cabinets, kitchen sinks, refrigerators and table and chairs.

**You are hereby ordered to:**

*On or before July 15<sup>th</sup>, 2014*, cease using or permitting the use of 406 109<sup>th</sup> Street West for the purposes of a multi-unit dwelling by removing the basement occupants, and

*On or before August 15, 2014*, alter the form of development so as to remove the contravention by removing the two basement dwelling units. All upper and lower kitchen cabinets except for the cabinet direct beneath the kitchen sink, refrigerators, stove outlets (wires capped off behind the wall, covered over and wires removed from electrical panel), stoves, any other cooking appliances and kitchen tables and chairs are to be removed and provide unrestricted free interior access throughout the entire dwelling by removing any locking passage sets that separate living spaces.

**Section:**

4.2(1); 4.3.1(1); 8.4 and 2.0 "dwelling unit", "dwelling, two-unit" of the zoning Bylaw No. 8770"

**The Appellant is appealing the above-referenced Order to Remedy Contravention.**

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](mailto:development.appeals.board@saskatoon.ca). Anyone wishing to obtain further information can contact the Secretary at (306) 975-2780.

Dated at SASKATOON, SASKATCHEWAN, this 6th day of June, 2014.

**Elaine Long, Secretary**  
Development Appeals Board



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

B18)

June 10, 2014

His Worship the Mayor  
and Members of City Council

Ladies and Gentlemen:

**Re:    Development Appeals Board Hearing  
      Refusal to Issue Development Permit  
      Proposed Fence for Caroline Robins Elementary School  
      (Proposed Fence Height Greater than Allowable)  
      1410 Byers Crescent – R2 Zoning District  
      Kindrachuk Agrey Architecture on behalf of  
      Saskatoon Public School Division  
      (Appeal No. 17-2014)**

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,

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

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, June 24, 2014	TIME:	4:00 p.m.
PLACE:	Committee Room "E", Ground Floor, South Wing, City Hall		
RE:	Refusal to Issue Development Permit Proposed Fence for Caroline Robins Elementary School (Proposed Fence Height Greater than Allowable) 1410 Byers Crescent – R2 Zoning District Kindrachuk Agrey Architecture on behalf of the Saskatoon Public School Division (Appeal No. 17-2014)		

TAKE NOTICE that Kindrachuk Agrey Architects, on behalf of the Saskatoon Public School Division, has filed an appeal under Section 219(1)(b) of *The Planning and Development Act, 2007* in connection with the refusal to issue a Development Permit for a fence at Caroline Robins Elementary School, located at 1410 Byers Crescent.

The property is zoned R2 under Zoning Bylaw 8770.

Section 5.13(1) of the Zoning Bylaw states that no wall, fence or other structure not otherwise permitted shall be erected in a required front yard or on a site line adjacent to a required front yard, to a height of more than 1.0 metres above grade level. The required front yard for an elementary school is 6 metres from the property line.

Based on the information provided, the proposed fence is 1.5 metres away from the front property line, at a height of 1.5 metres, resulting in a deficiency of 0.5 metres over the allowed fence height in the required front yard.

The Appellant is seeking the Board's approval for the development permit as submitted.

Anyone wishing to provide comments either for or against this appeal can do so by writing to the Secretary, Development Appeals Board, City Clerk's Office, City Hall, Saskatoon, Saskatchewan, S7K 0J5 or email [development.appeals.board@saskatoon.ca](mailto: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 10th day of June, 2014.

Elaine Long, Secretary  
Development Appeals Board



City of  
**Saskatoon**

Saskatoon Development  
Appeals Board

B19)

---

c/o City Clerk's Office      ph 306•975•3240  
222 - 3rd Avenue North      fx 306•975•2784  
Saskatoon, SK S7K 0J5

June 10, 2014

His Worship the Mayor  
and Members of City Council

Ladies and Gentlemen:

**Re:    Development Appeals Board Hearing  
      Refusal to Issue Building Permit  
      Conversion of Existing One-Unit Dwelling  
      Into a Two-Unit Dwelling  
      (With Side Yard Setback Deficiency)  
      1125 Avenue N South – R2 Zoning District  
      Claudio Iula, First Class Homes  
      (Appeal No. 18-2014)**

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

<b>DATE:</b>	Tuesday, June 24, 2014	<b>TIME:</b>	4:00 p.m.
<b>PLACE:</b>	Committee Room "E", Ground Floor, South Wing, City Hall		
<b>RE:</b>	Refusal to Issue Building Permit Conversion of Existing One-Unit Dwelling Into a Two-Unit Dwelling (With Side Yard Setback Deficiency) 1125 Avenue N South – R2 Zoning District Claudio Iula, First Class Homes (Appeal No. 18-2014)		

TAKE NOTICE that Claudio Iula, First Class Homes, has filed an appeal under Section 219(1)(b) of *The Planning and Development Act, 2007* in connection with the refusal to issue a Building Permit for the conversion of a one-unit dwelling to a two-unit dwelling located at 1125 Avenue N South.

The property is zoned R2 under Zoning Bylaw 8770.

Section 8.4.2(1) of the Zoning Bylaw states that the minimum side yard setback in the R2 District is 0.75 metres.

Based on the information provided, the existing home is currently 0.61 metres from the south side property line, which is a deficiency of 0.14 metres. Section 3.6.2 of the Zoning bylaw states that any building site for a one-unit dwelling lawfully existing at the time of the passing of the Bylaw shall be considered a fully conforming building site, regardless whether it contains a dwelling. However, with the proposed addition of a second unit, the use of the site will change from a one-unit to a two-unit dwelling and must conform to the Zoning Bylaw.

The Appellant is seeking the Board's approval for the building permit as submitted.

Anyone wishing to provide comments either for or against this appeal can do so by writing to the Secretary, Development Appeals Board, City Clerk's Office, City Hall, Saskatoon, Saskatchewan, S7K 0J5 or email [development.appeals.board@saskatoon.ca](mailto: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 10th day of June, 2014.

Elaine Long, Secretary  
Development Appeals Board





Government  
— of —  
Saskatchewan

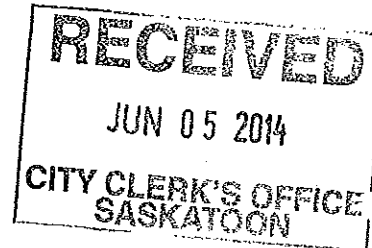
18601  
Ministry of Government Relations

Municipal Infrastructure and Finance  
410 – 1855 Victoria Avenue  
Regina, Saskatchewan S4P 3T2

Phone: (306) 787-8887  
Fax: (306) 787-3641

June 2, 2014

Joanne Sproule, Clerk  
City of Saskatoon  
222 - 3rd Ave. N.  
SASKATOON SK S7K 0J5



Dear Joanne Sproule:

In 2014-15, the provincial government has committed to provide nearly \$257 million to municipalities in municipal revenue sharing. Of the \$257 million, \$123.2 million will be allocated to the cities.

The 2014-15 revenue sharing grant for your municipality is **\$45,954,721**. The distribution formula will provide \$206.83 per capita to each city based on 2011 census populations.

Grant payments to the cities will be made in eight equal installments. Payments will be made on the 15<sup>th</sup> day of the month, with the eighth and final payment made on December 31, 2014.

Should you have any questions regarding your revenue sharing grant, please contact Sheri Gabel, Program and Policy Advisor, at (306) 787-3619 or email at [sheri.gabel@gov.sk.ca](mailto:sheri.gabel@gov.sk.ca).

Sincerely,

Kathy Rintoul, CMA  
Executive Director

cc: Laurent Mougeot, Chief Executive Officer, SUMA



Government  
of  
Saskatchewan

(8/55)

Ministry of Government Relations

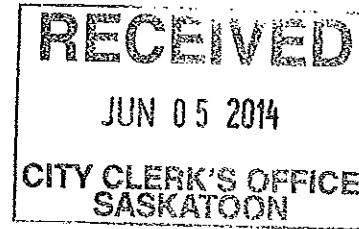
Municipal Infrastructure and Finance  
410 - 1855 Victoria Avenue  
Regina, Saskatchewan S4P 3T2

Phone: (306) 787-7994

Fax: (306) 787-3641

June 2, 2014

Joanne Sproule, Clerk  
City of Saskatoon  
222 - 3rd Ave. N.  
SASKATOON SK S7K 0J5



Dear Joanne Sproule:

As part of its 1998-99 Budget, the Provincial Government announced that it would begin payment of Grants-in-Lieu (GIL) for properties owned or managed by the Ministry of Central Services.

The total 2014-15 GIL of Taxes for the City of Saskatoon is **\$1,239,007**. Please be advised that a payment is made for each eligible property; municipalities do not receive one lump sum payment.

Payments for each property are rounded to the nearest dollar to accommodate our database system and are expected to be made by the end of June 2014, subject to Cabinet approval.

Payments are based on actual tax notices provided to Central Services for the previous calendar year (i.e. 2014-15 GIL payments are for 2013 tax notices). GIL is a grant based on tax notices, not an actual payment of taxes. Since the payments are grants, **the government is not in arrears on taxes at any time.**

To see a breakdown of your municipalities 2014-15 GIL payments, please visit our website at: <http://www.municipal.gov.sk.ca/Funding/Grants-in-Lieu/>.

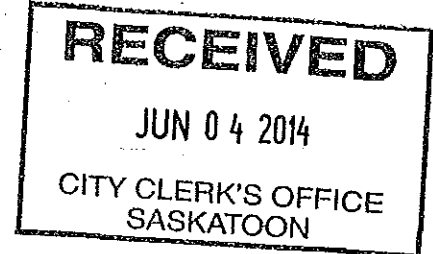
Should you have any questions regarding your 2014-15 GIL grant, please contact Sheri Gabel, Program and Policy Advisor, at (306) 787-3619 or email at [sheri.gabel@gov.sk.ca](mailto:sheri.gabel@gov.sk.ca).

Sincerely,

Bonny Bryant, BA, MPA  
Director Grants Administration

375-4 (3)

**From:** CityCouncilWebForm  
**Sent:** June 04, 2014 12:00 PM  
**To:** City Council  
**Subject:** Write a Letter to City Council



TO HIS WORSHIP THE MAYOR AND MEMBERS OF CITY COUNCIL.

FROM:

Mike Halvorson  
246 Bornstein Ct  
Saskatoon, Saskatchewan  
S7N3y3

EMAIL ADDRESS:

[mhalvorson@tcindustrialfire.ca](mailto:mhalvorson@tcindustrialfire.ca)

COMMENTS:

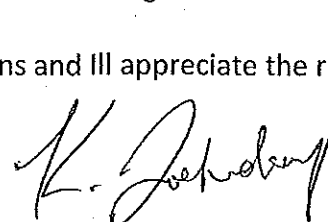
I am sure this has been brought to the attention of council in the past, but as I have recently opened a business on Miners ave in the northend, I need to know what the situation is with the rendering plant located there. The overpowering bad smell produced by the plant is to the point where my employees request to go home ill. This is not a localised issue to a couple of blocks, it affects the area all the way from 51st street to 60th. Can you explain what is or has been done to address this?

JUN 04 2014  
CITY CLERK'S OFFICE  
SASKATOON

150-1  
C4)

To whom it may concern, I am Kyle Loehndorf, an eighteen year old born and raised in Saskatoon, Saskatchewan. Growing up in the province with the highest crime rate per-capita has raised some thoughts on dilemmas I believe Canada should be focusing on instead of the way it is being dealt with currently.

In the last decade, crime seems to be one of the most major concerns in Canada. According to StatsCan crime has decreased approximately twenty-eight percent in the last ten years due to the programs and policies that have been put in place to prevent further crime. It also states that only thirty-one percent of crimes are being reported due to the fact that people do not have trust in our law enforcement. These programs are costing Canada billions to enforce in a time when many other areas of the world are not financially stable. Though the decrease is significant and should be celebrated, the fact that the "Tough on Crime" policy has been doubled down on while crime is at such a low point may not be a smart move. There are other problems that this money and time can be focused on such as subsidizing schooling for young citizens, infrastructure across provinces, healthcare, and assessing the needs of people living in poverty. Canada is lucky to be in such a stable position and should take advantage of this by improving as a whole. The citizens of Canada are what make this country what it is, being a democratic society; the needs of the people are what should be focused on. Crime prevention could be handled much more effectively and cheaply if the people of Canada would get more involved. This can be achieved by creating a trusting government and law enforcement by listening to what people have to say. Is this major decreasing in crime just another long-term trend or has it been worth spending billions to get where we are today? Thank you for taking the time to read about my concerns and Ill appreciate the response.

  
Kyle Loehndorf  
235 Trimble La  
STW OE1

151-5

From: CityCouncilWebForm  
Sent: June 04, 2014 2:46 PM  
To: City Council  
Subject: Write a Letter to City Council

**RECEIVED**  
JUN 04 2014  
CITY CLERK'S OFFICE  
SASKATOON

TO HIS WORSHIP THE MAYOR AND MEMBERS OF CITY COUNCIL.

FROM:

Michael Howie  
-  
-, Saskatchewan  
-

179 w. Broadway  
Vancouver, B.C.  
V5Y 1P4

EMAIL ADDRESS:

[michael@furbearerdefenders.com](mailto:michael@furbearerdefenders.com)

COMMENTS:

The Association for the Protection of Fur-Bearing Animals heard of the troubling incident involving a cat caught in a leg-hold trap in a public park. While this particular trap may be illegal, others like it are still legal - and commonly used - throughout Canada.

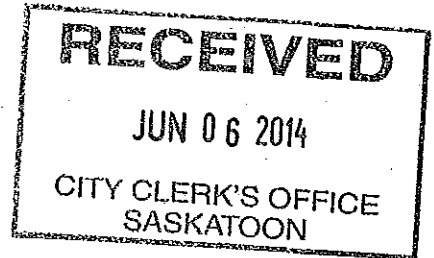
Our organization has worked with municipalities in the past to develop co-existence strategies that negate the need for body-gripping, Conibear or snare-type traps in urban settings and create a safer environment for all.

We are very ready and willing to offer our assistance in any way possible - and we are currently contacting members of the media to let them know we are putting a \$1,000 reward on the table for information leading to the arrest and conviction of the person(s) responsible for this act of cruelty.

If you would like to hear how we can assist the City, your options for regulating or eliminating the use of such-traps on public property, or more about our organization, please contact Adrian Nelson, Wildlife Conflict Manager, at [adrian@furbearerdefenders.com](mailto:adrian@furbearerdefenders.com) or 604-435-1850.

63153 (6)

From: CityCouncilWebForm  
Sent: June 05, 2014 5:51 PM  
To: City Council  
Subject: Write a Letter to City Council



TO HIS WORSHIP THE MAYOR AND MEMBERS OF CITY COUNCIL.

FROM:

nasir muhammad  
714 rosewood blv  
saskatoon, Saskatchewan  
s7v0c2

EMAIL ADDRESS:

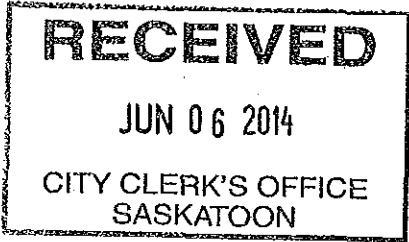
[hastyasif@gmail.com](mailto:hastyasif@gmail.com)

COMMENTS:

In the respect of City council , I live at rosewood Blvd and I want to know when City is going to clean my street its too much mud on the street thanks if someone reply At 306 2626786 or 306 8819000  
Thanks

600-5 (C7)

From: CityCouncilWebForm  
Sent: June 05, 2014 11:08 PM  
To: City Council  
Subject: Write a Letter to City Council



TO HIS WORSHIP THE MAYOR AND MEMBERS OF CITY COUNCIL.

FROM:

Elisabeth Guenter  
#601- 425- 5th Ave. North  
Saskatoon, Saskatchewan  
S7K 6Z4

EMAIL ADDRESS:

[guentere@shaw.ca](mailto:guentere@shaw.ca)

COMMENTS:

From the mid 1990's until approximately 2000, some ten Evangelical Protestant Churches from the west side of Saskatoon, joined for annual Good Friday morning services at the Centennial Auditorium, which is now called the Teachers' Credit Union Place. We did not receive a discount on the rental rate for using the facilities. We were also required to cover the holiday pay for the personnel who operated the lighting and sound equipment, etc. We greatly appreciated having access to facilities large enough to accommodate all the congregations, and did not oppose the rental fees. Most participants used nearby parking facilities at their own expense.

Circumstances changed, and we no longer required such spacious accommodations. We now meet at a participating local church for our Good Friday meetings that generously accommodates us at their facilities at cost.

News reports last week indicated the Muslim community has requested the use of the U. of S. Field House for their Ramadan prayer services to eliminate the noise issues in the neighbourhood where their mosque is located. I think they should be commended for trying to prevent inconveniences and problems with their neighbours. I am not opposed that the Muslim community may be given the privilege of renting the Field House where they will also have free public parking.

News reports indicated the Muslim community is requesting a substantial reduction in the rental rate for use of the Field House.

I am very concerned that the Christian community was required to pay full rental costs to use a public facility, and another religious community may receive a reduced rental rate as well as free parking. That would indicate one religious organization is receiving preferential treatment at a time when most people very readily recognize and speak up for equality for all. I believe that decision would go against all the principles that our city, province, and country represents and enjoys.

I would encourage you, our elected City Council, to continue making fair decisions for all of your constituents. That would mean the Muslim Community would pay the full rental fees for the space they will need at the Field House.

Thank you for considering this matter.

Elisabeth Guenter

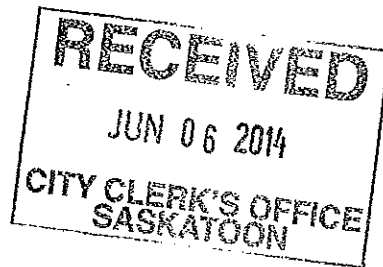


Jonas Kiedrowski  
4 - 834 6<sup>th</sup> Avenue North  
Saskatoon, SK S7K 2T2

130-1  
C8)

June 5<sup>th</sup>, 2014

His Worship the Mayor and Members of City Council  
City of Saskatoon  
222 - 3<sup>rd</sup> Avenue North  
Saskatoon, SK S7K 0J5



Dear Your Worship:

re: City of Saskatoon 24-hour Customer Service Centre

I recently telephoned Public Works with regard to a small sinkhole that was forming on a neighbourhood street. I certainly have no complaints with the attention I received: city staff was courteous and friendly (as I always find them) and for that they deserve commendation.

However, I was disappointed at the phone line's recorded message thanking me for "calling the City of Saskatoon's 24-hour customer service centre."

The primary current-use Oxford definition of customer is "One who frequents any place of sale for the sake of purchasing." Is this the meaning that Council wishes to attach to civic services? Council and civic employees are mere peddlers; city inhabitants more valued the more cash they wave at city hall? (Unfortunately, I suppose one could validly debate both those premises, especially the latter.)

While managerial language may seem empowering, it is devoid of basic understandings of the origin and theory of the state. Consequently, it distorts the purpose of municipal government. Municipal government is created by and exists to respond to and serve, as the mayor says, "all of us, from all walks of life and with all points of view." Municipal government serves citizens, not customers.

I hope that the city will consider this aspect of the language used for its services. The connotation as it exists—at least in the context of the "customer service centre"—grossly distorts the purpose of municipal government.

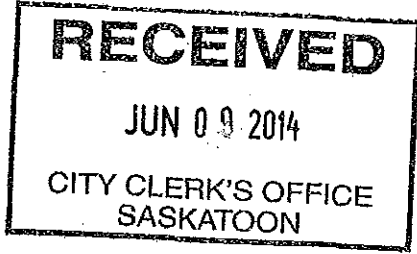
Best regards,

  
Jonas Kiedrowski

jfk

C9)  
6050-10

From: CityCouncilWebForm  
Sent: June 09, 2014 1:13 PM  
To: City Council  
Subject: Write a Letter to City Council



TO HIS WORSHIP THE MAYOR AND MEMBERS OF CITY COUNCIL.

FROM:

Allan Regehr  
207-405 Nelson Rd  
Saskatoon, Saskatchewan  
S7S 1P2

EMAIL ADDRESS:

[aregehr@sasktel.net](mailto:aregehr@sasktel.net)

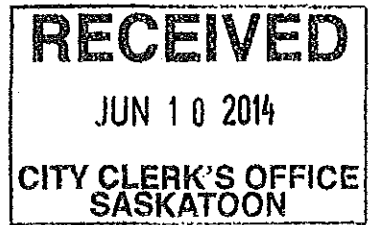
COMMENTS:

Good afternoon.  
Today is a fantastic day in the history and future of this great city of Saskatoon. As I understand it the 2 bridge projects now have the funding to proceed and with some good luck in about 3 years we will reduce the traffic congestion for the entire north half of Saskatoon.  
I write this letter to ask of council and the administration to also learn from the South Bridge Project and provide much better ongoing information to the public as to exactly where the projects stand against the planned completion dates. I feel that the South Bridge project was poorly communicated to the public and that the delays which cost the usage of the project by close to a year were very poorly communicated to us the public.  
I also wish to say thanks for the viewing platforms which allowed those with an interest to go and see for themselves and watch our city grow in real time.  
I ask that you consider the above comments more as questions than as criticism.

Thank You  
Allan Regehr

C10)  
4/31-27

From: CityCouncilWebForm  
Sent: Monday, June 09, 2014 9:16 PM  
To: City Council  
Subject: Write a Letter to City Council



TO HIS WORSHIP THE MAYOR AND MEMBERS OF CITY COUNCIL.

FROM:

Erica Griffin  
202 senick place  
Saskatoon, Saskatchewan  
S7T 0P4

EMAIL ADDRESS:

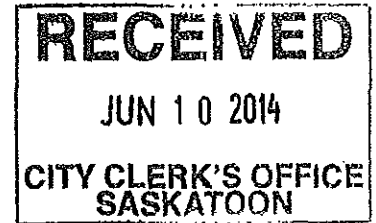
[giligin@sasktel.net](mailto:giligin@sasktel.net)

COMMENTS:

Greetings! Just to let you know the residents of Saskatoon, and especially Stonebridge Area are very disappointed with the SLOW DISORGANIZED SERVICE of road construction that is going on near PRESTON SOUTH by the THREE WAY onto HARTLY ROAD. For your information there is basically only one way out of Stonebridge and that is it! It really fires me up every time I have to drive over that bumpy rough gravel washboard stretch of road every day, several times a day. The CITY planners all need to be fired, and replaced with capable persons that can get a project done on time. Things could possibly be better if there was at least another access available to exit the area instead of bottle-necking all the traffic to one area. For example an exit onto circle drive directly from near the Regina highway access would be a help. I know that is under the works....but very disappointed with the time period this is taking to complete. Stonebridge is growing incredibly fast and there is no roads made available that are accessible to the residents of this area to use in order to exit the area in a timely and efficient way. Mornings and evenings are horrible with cars backed up all the way to Dickson and sometimes even further waiting to access the 3-way at Preston South on Hartly. It does not impress me to pay such high taxes and travel over that rough pothole mess everyday and not even have a choice in the matter...good day folks!

C11  
4131-1

From: CityCouncilWebForm  
Sent: Monday, June 09, 2014 9:17 PM  
To: City Council  
Subject: Write a Letter to City Council



TO HIS WORSHIP THE MAYOR AND MEMBERS OF CITY COUNCIL.

FROM:

Denise Beaulieu  
1527 Empress Ave  
Saskatoon, Saskatchewan  
S7K 3G4

EMAIL ADDRESS:

[denise.beaulieu@usask.ca](mailto:denise.beaulieu@usask.ca)

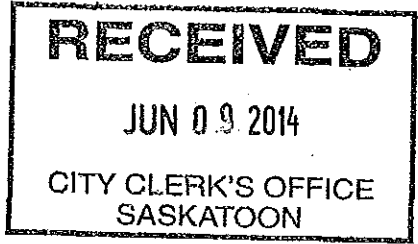
COMMENTS:

Dear Mr. Hill and other city of Saskatoon Councillors

I am writing to express my concern about the in-fill development occurring in my neighborhood, my ward and throughout the city of Saskatoon. I have been troubled by this issue for months but, - like others don't often take time to voice my opinions. However, this evening two events encouraged me to write. As I was driving home from work I heard a report on CBC about the monetary value of trees in a community. I wasn't surprised about the value of trees, but happy that somehow had put a number on it. Some people respond much better to numbers, especially when dollars are concerned. And then, out for a walk through my neighborhood, - and past a new in-fill (1500 block of Empress Ave) where they have paved over the entire front yard. This of course follows the removal of every tree on the lot. I am not against development, and there are several new homes, including duplexes on small lots, in my neighborhood which prove that it can be done right. Unfortunately these tend to be the exception. Most developers are apparently unwilling to expend the time or imagination required to conserve some trees, some green space, and ensure their homes fit into the neighborhood. It is too bad, because I know it hinders development, - but I encourage you to place some controls on what passes for development in this area. I moved into this area primarily because I wanted an established area which included trees and the accompanying flora and fauna. The report tonight only serves to reinforce how important these are to our health, our well-being, and the economic sustainability of our city.

C12)  
6000-5

From: CityCouncilWebForm  
Sent: June 09, 2014 2:46 PM  
To: City Council  
Subject: Write a Letter to City Council



TO HIS WORSHIP THE MAYOR AND MEMBERS OF CITY COUNCIL.

FROM:

Mark Symbalsty  
1435 Byers cres.  
Saskatoon, Saskatchewan  
s7l4h5

EMAIL ADDRESS:

[archieandme@hotmail.com](mailto:archieandme@hotmail.com)

COMMENTS:

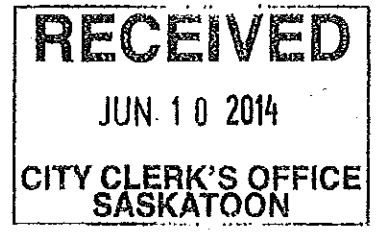
Hi, in regards to designated bike lanes, to get an accurate number of bike users the city would introduce a bike registration program. This would give an accurate number of bike users and a source of funds to help cover the costs. The number of bikes registered would have to be of a certain amount to ensure that the program is viable. i.e too few registered bikes , no bike lanes.

C13)

6050-8

Jenkins, Sandy (Clerks)

From: CityCouncilWebForm  
Sent: Tuesday, June 10, 2014 12:30 PM  
To: City Council  
Subject: Write a Letter to City Council



TO HIS WORSHIP THE MAYOR AND MEMBERS OF CITY COUNCIL.

FROM:

Joshua Crosby  
901 7th Street East  
Saskatoon, Saskatchewan  
S7H0Y5

EMAIL ADDRESS:

[joshua.crsb@usask.ca](mailto:joshua.crsb@usask.ca)

COMMENTS:

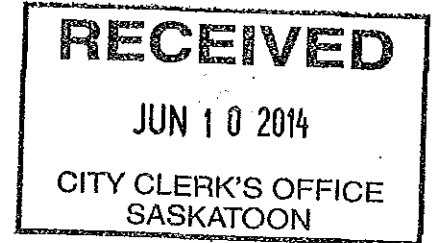
Honourable Mayor and City Councillors alike,

I have live in Saskatoon 22 of my 24 years. I love this city more than I can express. Recently, as news broke of the P3 project/funding I saw what could be the beginnings of a better Saskatoon with more access to downtown and the North Industrial areas alike. However, I am reminded of the three models (to replace the Traffic Bridge) shown to the public a year or so ago, these models all reflected elements of Saskatoon. However, due to the historic nautre and image of the traffic bridge I would plead with you to choose one that reflects that history and does not change the image of that region too terribly much. I'm sure that other residents would appreciate the gesture of replacing the bridge while paying homage to the history of Saskatoon with the new bridge.

Thank-you,  
Joshua Crosb

C14  
1700B

From: CityCouncilWebForm  
Sent: June 10, 2014 4:00 PM  
To: City Council  
Subject: Write a Letter to City Council



TO HIS WORSHIP THE MAYOR AND MEMBERS OF CITY COUNCIL.

FROM:

Vivian Knisley  
103-934 Heritage View  
Saskatoon, Saskatchewan  
S7H 5R9

EMAIL ADDRESS:

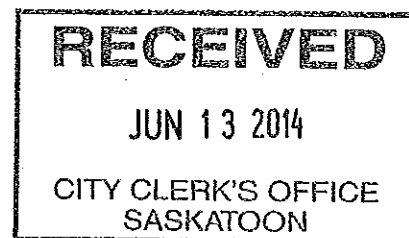
[vivk@sasktel.net](mailto:vivk@sasktel.net)

COMMENTS:

I moved to Saskatoon from Edmonton, AB. 4 years ago, and was excited to find a Leisure Center close to me. However my excitement waned when I realized there were no senior rates. I managed to do my workouts for a few years until retirement income no longer allowed it. I noticed that not many seniors seemed to use the Cardio and Weight Rooms, and I wondered if lack of finances were also depriving them of the opportunity to remain fit. Most recreation facilities (and entertainment such as Cineplex), have special rates for seniors 65 and over, and often the rates are the same as for youth. Has the City of Saskatoon ever discussed the implementation of senior rates for the Civic Centers? I notice the article in the recent Saskatoon Express, where Mayor Atchison is questioning the drop in revenues from leisure-service facilities. And he states "we always have to look at innovative ways to get more people involved...not only for revenues but for personal health reasons" As a low income senior, I would prefer to pay my way in the city-operated facilities, than in the many private gyms. Thank you for your consideration. Vivian

C15)  
1720-3

From: CityCouncilWebForm  
Sent: Friday, June 13, 2014 8:41 AM  
To: City Council  
Subject: Write a Letter to City Council



TO HIS WORSHIP THE MAYOR AND MEMBERS OF CITY COUNCIL.

FROM:

Sheri Reddekopp  
1804 Belfast ave  
Saskatoon, Saskatchewan  
S7M0L8

EMAIL ADDRESS:

[sheri000@outlook.com](mailto:sheri000@outlook.com)

COMMENTS:

What, if any, measures have taken place in order to lower the admission prices for leisure centres?  
More people would likely attend our leisure centres if the prices weren't so expensive.

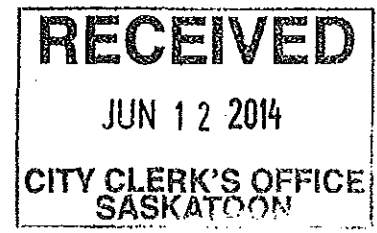
Thank-you



C16)

6320-1

From: CityCouncilWebForm  
Sent: Thursday, June 12, 2014 10:38 AM  
To: City Council  
Subject: Write a Letter to City Council



TO HIS WORSHIP THE MAYOR AND MEMBERS OF CITY COUNCIL.

FROM:

Marcus Storey  
614 3rd St E  
Saskatoon, Saskatchewan  
S7H1M1

EMAIL ADDRESS:

[info@escapesports.ca](mailto:info@escapesports.ca)

COMMENTS:

Hi there City Council. I am writing to raise serious concern over the speed and mindset of drivers using 19th St. As you already know another accident took place yesterday when two individuals were struck by a car after crossing at a crosswalk. My brother and I have owned Escape Sports (located on 19th St and Ave A) for 10 years now and have watched traffic on that street very closely. Because of its use as a thoroughfare, we have all noticed a different attitude from motor vehicle drivers towards 19th St. Excess speed, lack of respect towards cyclist and even sidewalk pedestrians are all daily issues we see on that street. Its as though drivers feel that 19th St is a freeway. This is a very big issue going forward with the development in Riversdale. How can we expect to link the Riverlanding development to the new and exciting happenings on 20th if we have a "freeway" running between the two. The new south bridge was designed for the very reason to pull traffic away from downtown. Now that it is finished, it is time for the city to take charge of 19th St and make it the beautiful, safe and pedestrian friendly street that it needs to be for the future. With the opening of the new restaurant in our building on 19th, the constant growth of the Farmers Market and the building of the new Banks project, this issue needs to be dealt with. Putting parking or the development of a bike lane are two very simple intelligent solutions. Lets take charge and be a city of the future and not a city where people are afraid to walk on the sidewalks or bike safely on the street.

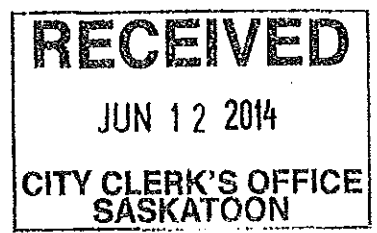
Thanks for your time.

Marcus Storey  
Owner of Escape Sports

C17)

6120-5

From: CityCouncilWebForm  
Sent: Thursday, June 12, 2014 12:19 PM  
To: City Council  
Subject: Write a Letter to City Council



TO HIS WORSHIP THE MAYOR AND MEMBERS OF CITY COUNCIL.

FROM:

Sherry Young  
PO Box 366  
Langham, Saskatchewan  
S0k2i0

EMAIL ADDRESS:

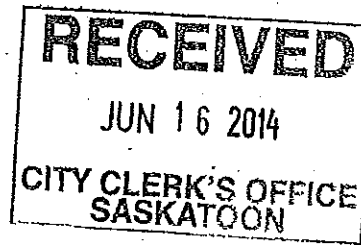
COMMENTS:

Why would the city choose to do street sweeping downtown mid week??? The parking here is already brutal, And to top it off you block of the streets within a 4 block radius!!! Unless you start work at 7am there is no parking!!!! On top of that, with 2 hr parking limits and I work job that gives me a break every 3 hrs almost garaunteeing me a daily ticket!! This truly needs to be looked at and addressed quickly as I plan to start a petition where I WILL have enough signitures that you won't be able to ignore the issue. Stop robbing people with unfair parking tickets. Feels like it is designed to make money!!

Signed a very angry citizen.

6220-1  
C18)

225-530 Hooke Rd NW  
EDMONTON AB T5A 5J5  
pshinkewski@shaw.ca



June 11, 2014

Saskatoon City Council  
City Hall  
222 3<sup>rd</sup> Ave North  
SASKATOON SK S7K 0J5

To Whom It May Concern,

**Re: Sidewalk around St. Joseph's Home, 33 Valens Dr, Saskatoon SK**

We recently moved my mother to St. Joseph's Home. We were impressed with the home and the residential area in which it is located.

We took my mother for a ride in her wheelchair and, unfortunately, almost tipped the wheelchair twice! The sidewalk surrounding the home is very dangerous. There are cracks in the sidewalk and parts of the sidewalk have been dug up and replaced with gravel, both which make it treacherous for pushing a wheelchair.

I also understand that it's the 50<sup>th</sup> Anniversary of St. Joseph's Home. There will be many people who will be visiting and participating in the celebration. It's unfortunate that the condition of the sidewalk may prevent residents from going for wheelchair rides with their families.

Could you please forward this letter to the appropriate department?

Thank you for taking the time to read this letter.

Sincerely,

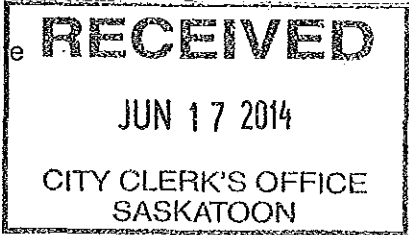
A handwritten signature in cursive script that reads "Pat Shinkewski".

Pat Shinkewski

C19)

7310-1

**From:** City Council  
**Sent:** Tuesday, June 17, 2014 9:37 AM  
**To:** City Council  
**Subject:** City Council Meeting -- Stonebridge Downtown Direct Bus Route



**From:** B Sittler [<mailto:bbsittler@sasktel.net>]  
**Sent:** Monday, June 16, 2014 10:21 PM  
**To:** City Council  
**Cc:** Loewen, Mairin (City Councillor)  
**Subject:** City Council Meeting -- Stonebridge Downtown Direct Bus Route

To His Worship the Mayor and Members of City Council:

I write in anticipation of the possibility of a Downtown Direct bus route from Stonebridge to Downtown. If this an item that may be considered by council at an upcoming meeting, please accept this letter in support of a Stonebridge Downtown Direct route. In the interest of preserving your time, I do not ask to speak to council at the upcoming meeting. Please feel free to share this letter with any committee with the authority to determine resources for downtown direct bus routes.

I am presently a very happy downtown commuter from Lakeview. I am a lawyer and I generally keep regular business hours. Since the Downtown Direct was introduced in Lakeview, it has truly changed my life. I have given up my precious downtown parking spot and started riding the bus full time again. I love it, and it is so nice each day to see the bus filled with more and more regular riders.

I just purchased a house in Stonebridge and we move in on July 17. Very excited about the move! For 19 of the last 22 years, I have taken the bus to work. So naturally, I immediately contacted city transit about my bus options from Stonebridge. I was shocked to find out that the #17 Stonebridge is a real milk run: It goes from Stonebridge to Market Mall to the University to Downtown. Therefore, while it takes 8 minutes to drive from my new location to my downtown office, but it will take me up to 50 minutes to get there by bus. Both ways, that is an additional 86 minutes in transit each day. Unfortunately, with this option, I will end up driving. I can't afford to spend an additional 400+ minutes each week because of riding the bus. That's nearly a full work day each week, and almost a full work week every month.

Is there any way there will be a Downtown Direct from Stonebridge? I've just written to my new city councillor and to Mr. Bob Howe, and my former councillor Tiffany can attest that I am very enthusiastic about the subject of getting white collar commuters out of their vehicles and onto the bus. I have always believed, and I still believe, that the first place to start is by making it a reasonable choice.

Thanks so much for your time and consideration. I am happy to chat with you any time. Take care.

Brooke Sittler  
H) 978-1293  
W) 975-4455  
767 Kingsmere Boulevard  
Saskatoon, SK S7J 4H9

C20)



# MID-WEST GROUP

OF COMPANIES

**RECEIVED**

JUN 17 2014

 CITY CLERK'S OFFICE  
 SASKATOON

June 17, 2014

His Worship, Mayor Don Atchison  
 and members of City Council  
 City Hall  
 222 3<sup>rd</sup> Avenue North  
 Saskatoon SK S7K 0J5

 Via email [city.clerks@saskatoon.ca](mailto:city.clerks@saskatoon.ca)

Dear Mayor Atchison and Council members:

**Re: Bike Lane Plans for the Downtown Core**

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I was pleased to see the City defer this issue for further study. I would suggest that whoever is doing the study drive through the downtown area on a Sunday afternoon. The majority of the retail businesses are closed but there is not an empty parking stall anywhere in the core.

The fact that there are parking/bike lane studies, that suggest that bike traffic is good for business is a far-fetched theory given that there is no parking available even on a Sunday and stores are closed.

During the week, parkers lap the blocks looking for an empty stall.

I hope common sense prevails and bike traffic is looked after on the many bike trails and if anything, parking is expanded in the core. No parking, no business! Parking is the major reason urban shopping centres "kill" the city core. Please don't let this happen to our city.

Yours truly,

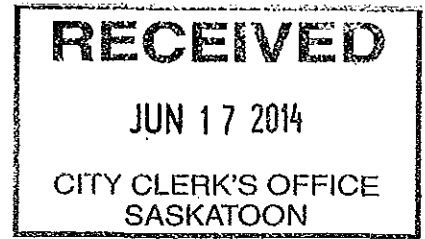
Ken Achs  
 President and CEO  
[midwest@mwdc.ca](mailto:midwest@mwdc.ca)

KA/lp



C21  
4070-1

From: CityCouncilWebForm  
Sent: Tuesday, June 17, 2014 2:31 PM  
To: City Council  
Subject: Write a Letter to City Council



TO HIS WORSHIP THE MAYOR AND MEMBERS OF CITY COUNCIL.

FROM:

Judee Strickland  
1117 Aird Street  
Saskatoon, Saskatchewan  
S7N 0T2

EMAIL ADDRESS:

[j.strickland@sasktel.net](mailto:j.strickland@sasktel.net)

COMMENTS:

To His Worship Mayor Atchison and Members of City Council

I have recently built an addition onto my small house at 1117 Aird Street and as a result have had to redo the landscaping. In my choice of landscaping I wanted something that was sustainable, eco friendly and low maintenance. I have completed my yard and took it one step further and also xeroscaped the boulevard. I have gotten many nice compliments to date but have been informed that there has been one complaint about the boulevard. My choice of landscaping is not precedent setting as there are three other boulevards with a two block radius who have elected to remove the grass and xeroscape with a combination of rock, mulch, large rocks and plants. I also elected to place a stone pathway that would make it much easier to access my car. Another house on this block has had a pathway on the boulevard for approximately 22 years now. An inspector name Sandy came to my door and informed me about the complaint and to take pictures. I told her then that I plan to green it up by planting Day lillies along the path and a Virginia creeper that should almost completely cover the stones in about 2 year. Mr. Mayor I have faithfully looked after that boulevard for 25 years and I am still prepared to continue to do so but in this day and age when energy and water wastage lay heavy on peoples minds I find it hard to believe that there has not been any other condserderation for the boulevards except for inefficient grass. I have asked what Bylaw I am breaking and one could one could quote me one. I was told that the "Engineering Department" had been called by the inspector and they have a concerns about gravel getting on the road and that gravel is "unsafe" for pubic use.

I have been told to comply by July 7 but I am hoping that we can come to some compromise. I am dishearted to think than one person, the complainant, who gets to remain anonymous can wield such individual power and I am at loss to understand how it is satisfactory for other homes in this neighbourhood to have grassless boulevards but my boulevard seems to be a problem in the eyes of the Infrastructure department.

There are many other citizens in this area who are getting on in years but want to stay in their home as long as possible. Looking for sustainable and low maintenance landscaping is going to go a long way for us to achieve that goal. Please Mr Mayor would you please look into this situation and

consider changing or tweaking whatever Bylaw covers residential boulevards to contain a choice of landscaping that we who have to maintain them can live with.

I look forward to hearing from your office soon regarding this matter.

Sincerely,

Judee Strickland