



AGENDA REGULAR BUSINESS MEETING OF CITY COUNCIL

Monday, December 15, 2014, 1:00 p.m.
Council Chamber, City Hall

Pages

1. NATIONAL ANTHEM AND CALL TO ORDER
2. CONFIRMATION OF AGENDA
3. ADOPTION OF MINUTES
 - 3.1 Minutes of Regular Meeting of City Council held on November 24, 2014
4. PUBLIC ACKNOWLEDGMENTS
5. UNFINISHED BUSINESS
6. QUESTION PERIOD
7. CONSENT AGENDA

Recommendation

That the Committee recommendations contained in the reports of Items 7.1 to 7.26, be adopted as one motion.

- 7.1 **Service Saskatoon - Progress Report [Files CK 374-1, CK 261-20 and CP 374-2] (EU&CS)** 13 - 35

Recommendation of the Committee

That the information be received.

- 7.2 New On-line Street Light Outage Reporting System [Files CK 6300-1 and WT 6300-1] (EU&CS) 36 - 39**
- Recommendation of the Committee
- That the information be received.
- 7.3 Leasing of Civic Facility at 1502 2nd Avenue North - Woodlawn Cemetery Office [Files CK 600-3, AF 4225-1 and LA 4225-014-001] (FIN) 40 - 43**
- Recommendation of the Committee
1. That a Lease Renewal Agreement with Russell Boyko, on behalf of Eternal Memorials, for use of the old Woodlawn Cemetery office located at 1502 – 2nd Avenue North for a term of five years (July 1, 2014 to June 30, 2019), based on the terms as set out in the December 1, 2014 report of the CFO/General Manager, Asset and Financial Management Department, be approved; and
 2. That the City Solicitor be requested to prepare the appropriate agreement and that His Worship the Mayor and the City Clerk be authorized to execute the agreement under the corporate.
- 7.4 SREDA - Business Incentives - 2014 Tax Abatements [Files CK 3500-13, AF 3500-1 and 1965-1] (FIN) 44 - 52**
- ** Requests to Speak - Alex Fallon, President/CEO and Jim George, COO with SREDA
- Recommendation of the Committee
- That the tax incentive abatements as determined by the Saskatoon Regional Economic Development Authority (SREDA) be approved.
- 7.5 City of Saskatoon - Debt Limit Increase [Files CK 1750-1, AF 1750-1 and AF 1702-1] (FIN) 53 - 55**
- Recommendation of the Committee
- That the report of the CFO/General Manager, Asset and Financial Management Department, dated December 1, 2014, be received as information.
- 7.6 Communications to Council - Mel McKnight, Operations/Real Estate Manager, Saskatchewan CBS Outdoor - April 10, 2014 - Proposal to Add Billboard Locations on City-Owned Land [Files CK 4225-1, AF 4225-1 and LA 4225-01-1] (FIN) 56 - 63**
- Recommendation of the Committee
1. That a lease for one billboard location with CBS Outdoor be approved;
 2. That Real Estate Services enter into a lease agreement, with a term of five years, for the proposed site; and
 3. That the Office of the City Solicitor be requested to prepare the appropriate agreement and that His Worship the Mayor and the City Clerk be authorized to execute the agreement under the Corporate Seal.

- 7.7 Banking Services Request for Proposal - Award of Contract [Files CK 1660-3 and AF 1660-3] (FIN)** 64 - 67
- Recommendation of the Committee
1. That the Royal Bank of Canada be awarded the contract to supply banking services to the City of Saskatoon for a five-year term with an option to extend for an additional two years; and
 2. That the City Solicitor be requested to prepare the appropriate agreement and that His Worship the Mayor and the City Clerk be authorized to execute the agreement under the Corporate Seal.
- 7.8 Appointment of Internal Audit Services - Request for Proposal - Five-Year Contract [File No. CK 1600-37] (FIN)** 68 - 71
- Recommendations of the Committee
1. That PricewaterhouseCoopers LLP (PWC) serve as internal auditor for the City of Saskatoon for a five-year term beginning January 1, 2015; and
 2. That the City Solicitor prepare the necessary Agreement and that His Worship the Mayor and the City Clerk be authorized to execute the Agreement under the Corporate Seal.
- 7.9 Purpose-Built Rental Projects at 402 Manek Road and 1809 Edmonton Avenue [Files CK. 750-4, PL 952-6-24 and PL 952-6-22] (PD&CS)** 72 - 87
- Recommendation of the Committee
1. That the City Solicitor be requested to prepare the necessary tax abatement and incentive agreements for the purpose-built rental project being built at 402 Manek Road, previously approved for incentives by City Council; and
 2. That the City Solicitor be requested to prepare the necessary tax abatement and incentive agreements for the purpose-built rental project being built at 1809 Edmonton Avenue, previously approved for incentives by City Council

- 7.10 Distribution of Support Services and Separation Distance Between Social Agencies [Files CK 4350-1, CK 4131-31, PL 4110-18-26 and PL 4350-1] (PD&CS)** 88 - 115
- Recommendation of the Committee
1. That the Administration be directed to present the report of the General Manager, Community Services Department dated December 1, 2014 and discuss the various approaches and options with the Business Improvement Districts and service providers;
 2. That the “Humanitarian Service Facility” (Regina) definition and “Mainstreet Designation” (Ottawa) approach be investigated by the Administration in more detail and report back on feasibility, workplan, and timeline for implementation; and
 3. That information be provided on the impact on the Business Improvement District Levy when a Commercial property is purchased by a non-tax paying agency
- 7.11 Bishop James Mahoney Park Playground Donation [Files CK 4205-1 and RS 4205-7] (PD&CS)** 116 - 123
- Recommendation of the Committee
1. That the donation of a playground structure in Bishop James Mahoney Park by the Saskatoon Christian Centre be accepted by the City of Saskatoon; and
 2. That a letter of appreciation be sent to the Saskatoon Christian Centre for their donation.
- 7.12 Allotment Garden Information [Files CK. 4205-1 and PK 4208-3] (PD&CS)** 124 - 133
- Recommendation of the Committee
- That the report of the General Manager, Community Services Department, dated December 1, 2014, be received as information.
- 7.13 Disabled Parking and Communications to Council - James Boswell (January 26, 2012) - Use of Handicapped Parking Placards [File No. CK. 6120-4] (TRANS)** 134 - 137
- Recommendation of the Committee
- That the information be received.
- 7.14 Communications to Council - Yvonne Trainer (September 8, 2012) - Street Closures for Special Events [Files CK 205-1 and CK 6295-1] (TRANS)** 138 - 142
- Recommendation of the Committee
- That the information be received.

- 7.15 Condition of Paved Local Streets - Koyl Avenue [File No. CK. 6315-1] (TRANS)** 143 - 150
- A letter received from Everett Kearley is also provided.
- Recommendation of the Committee
- That the information be received.
- 7.16 Residential Parking Permit Expansion and Creation [File No. CK. 6120-4-2] (TRANS)** 151 - 158
- Recommendation of the Committee
1. That a Limited Residential Parking Permit Program be implemented on both the 400 block of Avenue C South, and the 400 block of Avenue D South in the Riversdale neighbourhood;
 2. That the Pleasant Hill Limited Residential Parking Permit Program be expanded to include the 300 block of Avenue P South;
 3. That the Varsity View Residential Parking Permit Program be expanded to include the 800 block of Temperance Street, the 100 block of Albert Avenue, the 500 block of Saskatchewan Crescent East and the 500 and 600 blocks of 12th Street East; and
 4. That the City Solicitor be requested to prepare the amendments to Bylaw No. 7862 – Residential Parking Program Bylaw, 1999.
- 7.17 Secondary Truck Routes [File No. CK. 6320-1] (TRANS)** 159 - 163
- Recommendation of the Committee
- That the information be received.
- 7.18 Update Report - Transit Digital Program [Files CK 7300-1, 261-20 and x 1402-1] (TRANS)** 164 - 168
- Recommendation of the Committee
- That the information be received.
- 7.19 Standing Policy Committee on Transportation - Outstanding List [File No. CK. 225-78] (TRANS)** 169
- Recommendation of the Committee
- That the inquiry from Councillor Donauer, Stop Signs - Whiteswan Drive and Pinehouse Drive, be removed from the Outstanding List.
- 7.20 Idylwyld Drive - Circle Drive Functional Design Study Report [Files CK 6330-1 and x6001-1] (TRANS)** 170 - 174
- Recommendation of the Committee
- That the matter be referred to the Administration to include in the list of priority projects that Council will determine for the 2016 Budget, and that a report be provided prior to budget deliberations.

7.21	The Partnership, Saskatoon Downtown BID - Board Resignation and Updated Board Composition [File No. CK. 1870-1] (EXEC)	175 - 176
	Recommendation of the Committee	
	That the information be received.	
7.22	SREDA - 2015 Key Performance Indicators [File No. CK. 1870-10] (EXEC)	177 - 178
	Recommendation of the Committee	
	That SREDA's 2015 Key Performance Indicators and Targets be approved.	
7.23	Tourism Saskatoon - 2015 Operating Budget [File No. CK. 1870-10] (EXEC)	179 - 181
	Recommendation of the Committee	
	That the information be received.	
7.24	Aboriginal Engagement [Files CK 5615-1 and CP 0364-185] (EXEC)	182 - 219
	Recommendation of the Committee	
	That the information be received.	
7.25	General Superannuation Plan - Revised Cost Certificate - Actuarial Valuation Report as at December 31, 2012 [File No. CK. 4730-6] (EXEC)	220 - 224
	Recommendation of the Committee	
	That the information be received.	
7.26	General Superannuation Plan - Actuarial Valuation Report as to December 31, 2013 [File No. CK. 4730-6] (EXEC)	225 - 282
	Recommendation of the Committee	
	That the information be received.	

8. REPORTS FROM ADMINISTRATION AND COMMITTEES

8.1 Asset & Financial Management Department

- 8.1.1 Acquisition of Land Owned by Akzo Nobel Chemicals Ltd. for North Commuter Parkway Project [Files CK 4020-1, CK 6050-10, AF 4020-1 and LA 4024-012-001] 283 - 286

Recommendation

1. That the Real Estate Manager be authorized to acquire a portion of Parcel A, Plan 63S09313, Extension 0, comprising approximately 11.19 acres from Akzo Nobel Chemicals Ltd.;
2. That the City Solicitor be requested to prepare the appropriate agreement and that His Worship the Mayor and the City Clerk be authorized to execute the agreement under the Corporate Seal; and
3. That all costs associated with the land acquisition be charged to the Capital Project Land Acquisition account for the North Commuter Parkway project.

- 8.1.2 Acquisition of Land Owned by P.R. Developments for North Commuter Parkway Project [Files CK 4020-1, CK 6050-10, AF 4020-1 and LA 4024-012-008] 287 - 289

Recommendation

1. That the Real Estate Manager be authorized to purchase portions of Parcel A, Plan No. 65S22382, Extension 0; Parcel B, Plan No. 101392354 Extension 3; and Parcel C, Plan No. 101392680, Extension 2, comprising approximately 1.75 acres from P.R. Developments Ltd. at a purchase price of \$101,500;
2. That the City Solicitor be requested to prepare the appropriate agreement and that His Worship the Mayor and the City Clerk be authorized to execute the agreement under the Corporate Seal; and
3. That all costs associated with the land acquisition be charged to the Capital Project Land Acquisition account for the North Commuter Parkway Project.

- 8.1.3 Acquisition of Land Owned by University of Saskatchewan for North Commuter Parkway Project [Files CK 4020-1, CK 6050-10, AF 4020-1 and LA 4024-012-006] 290 - 294

Recommendation

1. That the Real Estate Manager be authorized to purchase portions of SE 11-37-05 W3, Extension 127; Parcel A, Plan No. 86S45475, Extension 0; and Parcel B, Plan No. 76S21090, Extension 0, comprising approximately 1.312 acres from the University of Saskatchewan at a purchase price of \$76,096;
2. That the City Solicitor be requested to prepare the appropriate agreement and that His Worship the Mayor and the City Clerk be authorized to execute the agreement under the Corporate Seal; and
3. That all costs associated with the land acquisition be charged to the Capital Project Land Acquisition account for the North Commuter Parkway Project.

- 8.1.4 Acquisition of Land Owned by Norseman Inc. for North Commuter Parkway Project [Files CK 4020-1, CK 6050-10, AF 4020-1 and LA 4024-012-008]** 295 - 297

Recommendation

1. That the Real Estate Manager be authorized to purchase a portion of Block CC, Plan 102102725, Extension 0, comprising approximately 150 square metres from Norseman Inc. at a purchase price of \$18,600;
2. That the City Solicitor be requested to prepare the appropriate agreement and that His Worship the Mayor and the City Clerk be authorized to execute the agreement under the Corporate Seal; and
3. That all costs associated with the land acquisition be charged to the Capital Project Land Acquisition account for the North Commuter Parkway project.

- 8.1.5 Listing Agreement - Former Saskatoon Police Service Headquarters Property - 130 and 140 - 4th Avenue North [Files CK 600-5, CK 4215-1 and AF 600-1]** 298 - 300

Recommendation

That a listing agreement with ICR Commercial Real Estate for the marketing and sale of the former Saskatoon Police Service Headquarters properties situated at 130 and 140 – 4th Avenue North, for a period of six months with the list prices of \$11.5M and \$5.0M respectively, be approved.

8.2 Community Services Department

8.3 Corporate Performance Department

8.4 Transportation & Utilities Department

- 8.4.1 Capital Project #2407 - North Commuter Parkway and Traffic Bridge - Issuance of Request for Proposals [Files CK 6050-10, CK 6050-8, CS 6050-10 and IS 6050-104-044]** 301 - 305

Copies of the North Commuter Parkway and Traffic Bridge Project Request for Proposals and Project Agreement can be viewed in the City Clerk's Office and on the City's website at www.saskatoon.ca, click "C" for City Council, and look under Reports and Publications.

Recommendation

That the Request for Proposals for the procurement of the North Commuter Parkway and Traffic Bridge be issued, in substantially the form as referenced within this report, subject to non-substantive amendments as reviewed and approved by the City Engineer and the City Solicitor's Office.

8.5 Office of the City Clerk

8.6 Office of the City Solicitor

- 8.6.1 **Street Name Change from 59th Street East to Faithfull Place [File No. CK. 6310-1]** 306 - 308

Recommendation

1. That City Council consider proposed Bylaw No. 9239, A bylaw of The City of Saskatoon to change the name of a certain street in the City of Saskatoon as shown on Plan No. 84S41976; and
2. That the City Solicitor be requested to prepare the documents required to change the Plans and that His Worship the Mayor and the City Clerk be authorized to execute these documents under corporate seal.

- 8.6.2 **Proposed 2015 Electrical Rates [File No. CK. 1905-3]** 309 - 319

Recommendation

That City Council consider Bylaw No. 9240, *The Electric Light and Power Amendment Bylaw, 2014*.

- 8.6.3 **Independent Review Commission: Code of Conduct, Conduct of Municipal Elections, Total Compensation for Members of Council [File No. CK 255-18]** 320 - 336

Recommendation

That City Council consider Bylaw No. 9242.

- 8.6.4 **Parking Meter Upgrade Project - Traffic Bylaw Amendment [File No. CK. 6120-3]** 337 - 346

Recommendation

That City Council consider Bylaw No. 9237, *The Traffic Amendment Bylaw, 2014*.

- 8.6.5 **Friends of the Bowl Foundation Inc. - Amendment to Articles of Incorporation and Corporate Bylaws [File No. CK. 4205-7-2]** 347 - 353

Recommendation

That City Council approve amending the Friends of the Bowl Foundation Inc. Articles of Incorporation and corporate bylaws pertaining to the purposes of the Foundation in the manner set forth in this report.

8.7 Standing Policy Committee on Environment, Utilities And Corporate Services

- 8.7.1 **Solar Power Addition at the Landfill Gas Power Generation Facility [Files CK 2000-5 and WT 2000-10]** 354 - 357

Recommendation

That the information be received.

- 8.7.2 Capital Project #778-16 - CN Industrial Sanitary Forcemain Extension Project - Award of Engineering Services [Files CK 7820-4 and IS 4111-24]** 358 - 361

Recommendation

1. That the proposal for engineering services, submitted by Stantec Consulting Ltd., for the detailed trenchless and open cut design options and construction management of the CN Industrial Sanitary Forcemain on a time and expense basis, at an estimated cost of \$134,332.80 (including GST), be accepted; and
2. That the City Solicitor be requested to prepare the appropriate agreement and that His Worship the Mayor and the City Clerk be authorized to execute the agreement under the Corporate Seal.

8.8 Standing Policy Committee on Finance

8.9 Standing Policy Committee on Planning, Development And Community Services

- 8.9.1 Application for Municipal Heritage Property Designation 803 9th Avenue North [Files CK 710-63 and PL 907-1]** 362 - 368

Recommendation

1. That the City Solicitor be requested to prepare and bring forward a bylaw to designate the property at 803 9th Avenue North as a Municipal Heritage Property under the provision of The Heritage Property Act, with such designation limited to the exterior of the building (excluding the addition completed in 2012);
2. That the General Manager, Community Services Department, be requested to prepare the required notices for advertising the proposed designation; and
3. That \$2,500 be allocated from the Heritage Reserve Fund for supply and installation of a recognition plaque for the property.

- 8.9.2 Application for Municipal Heritage Designation and Tax Abatement Funding Under the Heritage Conservation Program - 1102 Spadina Crescent East [Files CK 710-62 and PL 907-1]** 369 - 378

**Requests to Speak - Richard and Elaine Maj

Recommendation

1. That the following recommendations regarding the proposed Municipal Heritage Designation be approved:

- a. That the City Solicitor be requested to prepare and bring forward a bylaw to designate the property at 1102 Spadina Crescent East as a Municipal Heritage Property, under the provision of The Heritage Property Act with such designation limited to the exterior of the building;
- b. That the General Manager, Community Services Department, be requested to prepare the required notices for advertising the proposed designation;
- c. That \$2,500 be allocated from the Heritage Reserve Fund for supply and installation of a recognition plaque for the property; and
- d. That the City Solicitor be requested to prepare the appropriate agreement and that his Worship the Mayor and the City Clerk be authorized to execute the agreements, under the Corporate Seal; and

2. That the following recommendation regarding the proposed tax abatement and funding under the Heritage Conservation Program be approved:

That the owners of 1102 Spadina Crescent East receive a tax abatement, to a maximum of \$84,400 and a refund of the building permit fee of \$289.11, commencing in the year following satisfactory completion of the rehabilitation project; and

8.10 Standing Policy Committee on Transportation

8.11 Executive Committee

- 8.11.1 Independent Review Commission: Code of Conduct, Conduct of Municipal Elections, Total Compensation for Members of Council [File No. CK. 255-18] 379 - 385**

Recommendation

1. That the City Solicitor be instructed to prepare the appropriate bylaw for consideration by City Council; and

2. That the Committees convene on or before March 1, 2015 and report to Council on or before May 31, 2015 with the following order of priority:

- Municipal Elections Committee
- Code of Conduct Committee
- Remuneration Committee

- 8.11.2 Outstanding Appointments to Boards and Committees [Files CK. 225-1 and 175-1] 386 - 387**

Recommendation

That the outstanding 2015 appointments and reappointments, as outlined in the attached, be approved.

8.11.3	Investigation Report - Code of Conduct - Breach [File No. CK. 255-1]	388
--------	--	-----

Recommendation

That the Investigation report received on September 22, 2014 regarding breaches under *The Code of Conduct* be released in due course following appropriate review, as outlined in this report.

8.11.4	Investigation Report - Code of Conduct - Breach [File No. CK. 255-1]	389
--------	--	-----

Recommendation

That the Investigation report received on November 5, 2014, regarding a breach under *The Code of Conduct* be released in due course following appropriate review, as outlined in this report.

8.12 Other Reports

9. INQUIRIES

10. MOTIONS (NOTICE PREVIOUSLY GIVEN)

10.1	Implementation of Electronic Voting for City Council and Committee Meetings - Councillor Randy Donauer [File No. CK. 255-2]	390
------	---	-----

Recommendation

That the direction of Council issue.

10.2	Revision of Saskatoon's Procurement Policy - Councillor Randy Donauer [File No. CK. 577-1]	391
------	--	-----

Recommendation

That the direction of Council issue.

11. GIVING NOTICE

12. URGENT BUSINESS

13. IN CAMERA SESSION (OPTIONAL)

14. ADJOURNMENT



STANDING POLICY COMMITTEE ON ENVIRONMENT, UTILITIES & CORPORATE SERVICES

Service Saskatoon – Progress Report

Recommendation of the Committee

That the information be received.

History

At the December 8, 2014, Standing Policy Committee on Environment, Utilities and Corporate Services meeting, a report of the General Manager of Corporate Performance, dated December 8, 2014, was considered regarding the above matter.

Attachment

Report of General Manager, Corporate Performance Department [File CK. 374-1, x CK. 261-20 and CP. 374-2]

Service Saskatoon – Progress Report

Recommendation

That the information be received.

Topic and Purpose

Customer Service is a priority for the City of Saskatoon. This report provides a progress update on some of the 2014 Service Saskatoon accomplishments and 2015 initiatives.

Report Highlights

1. Service Saskatoon is a coordinated approach to providing a great customer experience to build public confidence and trust.
2. The new website will offer a menu based on citizen's needs rather than our organizational structure.
3. Saskatoon Transit customers can look forward to an improved "Click & Go" Trip Planner in 2014 and real-time mapping in early 2015.
4. Work has started on a Service Saskatoon 311/Customer Relationship Management strategy.
5. Special event organizers now have one point of contact to successfully plan large scale and City-wide events hosted in City parks. Additional customer service support is available throughout the organization to help manage complex inquiries.
6. We are continuing to find ways to engage citizens and employees to improve our customer service.

Strategic Goal

This report supports the Strategic Goal of Continuous Improvement, with a focus on providing reliable and responsive information to the citizens of Saskatoon. Service Saskatoon is one of the 4-Year Priority items in the Strategic Plan.

Background

In late 2013, City Council adopted a new corporate alignment and the Communications Division was established under the Corporate Performance Department. Inter-related functions were relocated under Communications which includes the Corporate Communications, Customer Service, Community Engagement, and Digital Programs. This has allowed for improved collaboration not only within and between divisions, but also across departments.

Report

Service Saskatoon is a coordinated approach to responding to citizens' calls and inquiries on programs and services. Our goal is to build public confidence and trust by providing great customer experience. We strive to accomplish our goal through excellent service delivery.

Excellent service delivery includes taking a citizen centered approach, providing one-stop personalized access, having skilled people committed to service excellence, engaging citizens to improve service outcomes, and employee engagement.

The following are some highlights of 2014 accomplishments achieved, or work-in-progress, related to Service Saskatoon.

Citizen Centered Service: Base our services on citizens' needs rather than organizational structure or requirements.

- **Building Better Roads** – A temporary, responsive and mobile friendly website made it easier for everyone to find the most up-to-date information in one convenient location. It also provided online services including “Report a Pothole” and an interactive Road Restrictions and Construction Projects map.
- **Website Redesign Project** – The project offered an opportunity to create a menu structure based on the needs of our citizens.
- **Service Alerts** – Three new Service Alerts were added to keep residents informed about cancellations or service disruptions for the landfill, garbage collection and Transit. In 2015, residents will have more options to receive Service Alert messages by email, text message and phone calls.
- **Saskatoon Transit** – By the end of 2014, Saskatoon Transit customers will be introduced to an improved “Click & Go” which offers a more intuitive trip planner and updated interface. By February 2015, Transit customers will not only have a new user-friendly website but will also be able to see where their bus is in real time.

Personalized Access: Citizens will have one-stop, personalized access of their choice: phone (including mobile), Internet or in-person.

- **Service Saskatoon 311/Customer Relation Management (CRM)** – City Council approved a recommendation for a 311/CRM system. Foundational work has started in the areas of people, process and technology primarily in the area of Public Works.
- **Transit Extensions & Refund Stations** – The City offered customers Transit pass extensions or refunds for the month of September. For refunds, a variety of options were made available to make it as convenient as possible for customers.

Service Delivered by People Committed to Service Excellence: Skilled people are able to deliver services in an empathetic, knowledgeable, professional, and consistent manner.

- **Customer Service Point of Contacts** – At least one point of contact in each Department is available to assist citizens with complex inquiries. A Customer Service Section for Transportation and Building Standards were established with a manager who acts as a main point of contact. Recreation and Sport now offers special event organizations with one point of contact to successfully plan large scale and City-wide events.

Engage Citizens to Improve Service Outcomes: Engage citizens to comment on how to eliminate red tape and improve our services.

- **Website Redesign** – Two members of the community serve on the committee to represent the broader community interests and encourage engagement throughout the process. The *new.saskatoon.ca* engagement site has provided a great deal of citizen input and feedback to improve our service.

- **Property Tax Notices** – Feedback from citizens and front-line customer service staff resulted in a much improved Property Tax Notice.

Engaging Employees: Engage employees at all levels of the corporation to improve the customer experience for all citizens and staff.

- **IT Alerts** – Information Technology introduced a new online service for City employees which allows staff to check on issues related to corporate applications, by email or phone. This saves employees time, and in turn our staff can provide better customer service to our citizens if there is a service disruption.

The above information briefly highlights some of the accomplishments for 2014 and ongoing initiatives in 2015. For more details on various Service Saskatoon initiatives please see Attachment 1.

Public and/or Stakeholder Involvement

There is no requirement for a public and, or stakeholder involvement as a result of this report.

Communication Plan

There is no requirement for a communications plan as a result of this report.

Other Considerations/Implications

There are no policy, financial, environmental, privacy, or CPTED implications or considerations.

Due Date for Follow-up and/or Project Completion

A further update will be provided on the Service Saskatoon 311/Customer Relationship Management System in Spring 2015.

Public Notice

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

Attachment

1. Service Saskatoon Progress Report (2014-2015)

Report Approval

Written by:

Carla Blumers, Director of Communications

Reviewed and Approved by:

Catherine Gryba, General Manager, Corporate Performance Department

SERVICE SASKATOON PROGRESS REPORT (2014-2015)

Customer Service is a priority for the City of Saskatoon. The following is a listing of some of the 2014 accomplishments and 2015 initiatives.

CITIZEN CENTRED SERVICE

We base our services provided on the needs of our citizens' needs rather than on our organizational structure or requirements.

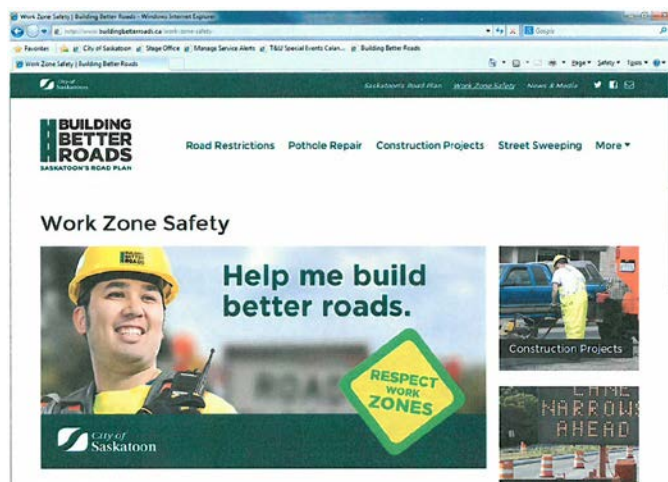
1. Communications On Call Staff

- We recognize citizens' need for information about service disruptions that impact their daily lives extends beyond City Hall office hours.
- In February 2014, Communication Consultants began working on an on-call rotation to better serve the needs of our customers when unexpected service disruptions occur.

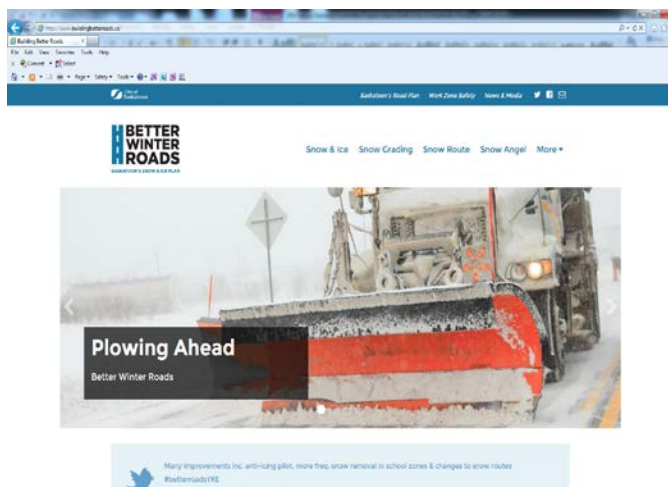
2. 2014 Building Better Roads Branding & Microsite

- In 2014, Communications and the Transportation & Utilities Department launched the brand "Building Better Roads – Saskatoon's Road Plan".
- The brand took a coordinated approach by packaging all activities across the various Divisions related to road construction and maintenance.
- The programs included within the Building Better Roads initiative are:
 - 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
- The new temporary Building Better Roads website is an important customer service tool to inform citizens of how these projects will affect how they move around.
 - Since the new City of Saskatoon website was in the redesign process, this responsive and mobile friendly site was created to make it easier for everyone to find the most up-to-date information on road activities in one convenient location.
 - The temporary site was designed using the new Drupal content management system to ensure the content could be easily integrated into the new website.

- Linked from the City of Saskatoon website, the Building Better Roads site is a one-stop-shop for schedules, information and updates related to roadway activities.
- New online communication and customer service tools used on the Building Better Roads site this construction season included the Report-a-Pothole map and the Road Restrictions and Construction Projects interactive map.
- This interactive online mapping system allowed City staff to provide accurate and timely updates about ongoing and completed projects directly to the Building Better Roads website.
- In total, there were 11,000 site visits and 4,000 locations reported on the Report-a-Pothole map, 6,500 site visits were made to the Road Restrictions and Construction Projects Map.



- For the winter season, the brand has been adjusted to “Better Winter Roads” to reflect the snow and ice program relevant to citizens.



3. City of Saskatoon Website Redesign

Communications is relying on the collaboration of all departments in the Website Redesign Project.

- The project offered an opportunity to identify services based on citizens' needs and online user preferences.
- Although small adjustments may be made prior to the January 2015 launch, the table below outlines the menu structure created from public engagement exercises on new.saskatoon.ca.
- The menu illustrates how the website experience will be based on citizens' needs rather than the organizational structure.

Main Menu	Sub Menu's
Home Page	<ul style="list-style-type: none"> • Menu link to 7 Landing Pages outlined below • Popular Services for Residents • Popular Services for Businesses • Service Status • My.Saskatoon.Ca • Announcements • Service Alerts • News • Social Media • Performance Indicators • Contact Service Saskatoon • Search Menu
1.0 Services for Residents	2.1 Housing & Property 2.2 Property Tax & Assessments 2.3 Renovations & Permits 2.4 Power & Water 2.5 Waste & Recycling 2.6 Police, Fire & Emergency 2.7 Pet Licensing & Animal Services 2.8 Make a Request/Complaint
2.0 Moving Around	3.1 Accessibility 3.2 Transit 3.3 Cycling 3.4 Driving & Roadways 3.5 Bridges 3.6 Parking 3.7 Walking
3.0 Parks, Recreation & Attractions	4.1 Events & Attractions 4.2 Recreational Activities & Fitness 4.3 Leisure Guide

	4.4 Drop-in Schedules 4.5 Recreational Facilities & Sportsfields 4.6 Parks
4.0 Community, Culture & Heritage	5.1 Get Involved 5.2 Cultural Diversity 5.3 Arts & Creativity 5.4 Heritage Properties & Programs 5.5 Neighbourhoods & Community Associations 5.6 Saskatoon History & Archives 5.7 Food & Gardens 5.8 Our Environment
5.0 Business & Development	6.1 Economic Profile 6.2 Planning 6.3 Business Licences & Permits 6.4 Land Development 6.5 Major Roadway & Construction Projects 6.6. Provide Services to the City
6.0 New to Saskatoon	7.1 Life in Saskatoon 7.2 Moving to Saskatoon 7.3 Finding a Job in Saskatoon 7.4 Education in Saskatoon 7.5 Welcoming Newcomers
7.0 City Hall	8.1 Careers at the City 8.2 Send Comments & Concerns to the City 8.3 Find a Department or Contact 8.4 Mayor & City Councillors 8.5 City Council, Boards & Committees 8.6 City Bylaws & Policies 8.7 Budget & Finances 8.8 Voting & Elections 8.9 Corporate Performance

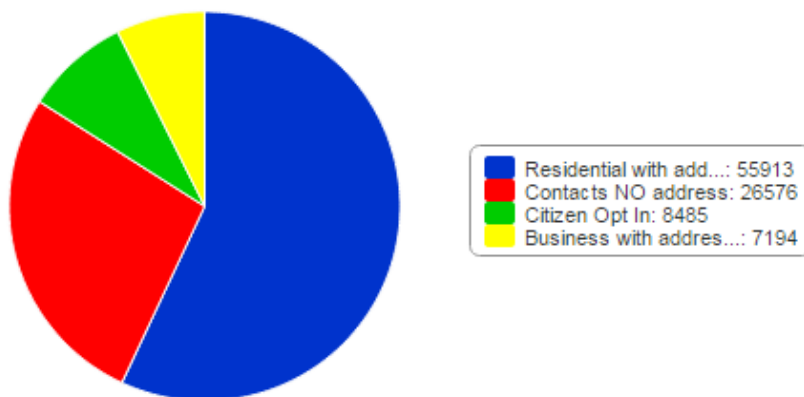
- Online applications are an important customer service feature and must be easy to find. The majority of online services will appear under “Services for Residents” but some will appear in the category which is most intuitive to the users.

4. Service Alerts - Additions and Improvements

- In 2013, the City launched Service Alerts for Traffic Detours, Power Outages & Updates and Leisure Facilities. Service Alerts can be accessed on the City's homepage at www.saskatoon.ca. Residents can subscribe to receive alerts on topics they wish to follow in their web browser or Really Simple Syndication (RSS) reader application and they can share the alerts via Twitter.
- In 2014, the City added three new Service Alerts to help keep residents informed of cancellations or service disruptions:
 - a) Landfill
 - b) Garbage Collection
 - c) Saskatoon Transit
- A number of additional improvements were made in 2014:
 - a) Each Service Alert now has its own landing page within the City's website. Information is immediately expanded to include all of the relevant details, making it easier for citizens to find what they are looking for.
 - b) The new Service Alert landing pages means that Facebook and Twitter users will also experience improvements. The link associated with social media posts now leads to the appropriate new landing page, as opposed to the more general Service Alerts landing page.
 - c) Recent upgrades to some of the online tools will help ensure that all Service Alerts are promoted faster on social media sites, such as, Twitter and Facebook.
 - d) On September 11, 2014, the City also introduced a new Twitter Feed for Service Alerts (@YXEServiceAlert) aimed at improving customer service.
 - Previously after each alert was issued it was automatically posted to Twitter and Facebook, which often cluttered the City's main Twitter feed – @CityofSaskatoon.
 - By pushing Service Alert tweets to their own feed, followers are now able to access the information they need about service disruptions with greater ease.
 - This switch does not affect the delivery of the RSS feeds, which residents can subscribe to by following the links on Saskatoon.ca.

5. **notifynow**: Emergency Mass Notification System

- In March 2014, the City of Saskatoon Emergency Measures Organization (EMO) launched **notifynow**, a new mass notification system.
- The system allows Saskatoon residents to receive information by text, phone, and e-mail messages in emergency situations that could affect them, or their property.
- **notifynow** provides the EMO with the capacity to reach tens of thousands of residents within seconds of an emergency occurring in Saskatoon.
- An emergency may include situations where residents would be required to take some form of precautionary action as a result of a major blizzard, tornado warning, plane crash, hazardous goods spill, etc.
- To create its contact database used only in emergency situations, the EMO purchased the phone numbers listed in the 2013-2014 Saskatoon SaskTel Phonebook.
- Residents who do not have a phone number listed in this phonebook, or who wish to customize how they receive messages, can sign up on the City's website.
- Currently, over 98,000 Saskatoonians are in the **notifynow** service database.



- In 2014, the EMO partnered with the Saskatoon Public School Board to expand the **notifynow**, mass notification system to improve overall community customer service.
- In 2015, EMO is working to expand this important customer service tool through partnering with other community service providers including the Greater Saskatoon Catholic School Board, Saskatoon Airport Authority, and Saskatoon Health Region.

6. Using **notifynow** Technology for Other Services

- The City will build on the benefits of the **notifynow** technology to provide residents with more options to receive Service Alert messages including by email, text messages or phone calls.
- The planned launch date for implementing the ability for citizens to receive Power Outage Service Alerts by email, text messages and phone is the end of February 2015.
- There are approximately 8,400 citizens who have opted in and are accessible for non-emergency utility disruption notifications. Prior and during the launch we will promote this with the public to increase participation.
- The planned 2014 launch was delayed due to limitations identified with our existing website.
- As a result, the enhanced Service Alert for power outages will be better addressed after the launch of the new website has taken place in late January 2015.

7. Service Saskatoon Digital Transit Plan

Saskatoon Transit is leading a number of Service Saskatoon digital initiatives. Each of these initiatives supports providing services based on citizen's needs.

a) Transit Microsite Development & Engagement (November – December 2014)

- The Transit Microsite is currently in the development process with a planned launch before the end of January 2015. The Transit site will link to and from the new City of Saskatoon website.
- Public engagement for the Transit site will take place through late November and early December. This is a critical component to ensure the site is built to meet the needs Transit customers.


b) New & Improved *Click & Go*

- An improved *Click & Go* online service will be launched in mid-December 2014.
- Transit users will have a more intuitive trip planner and updated interface.

Existing *Click & Go* Trip Planner

Plan A Trip

To plan your next trip follow steps **1** through **4** below. Examples have been provided to help guide you. For further instructions on submitting your request, see our [Help files](#).



- 1 Starting From** where? [Help](#)
 Use an address, intersection, landmark or bus stop number.
 Examples: "3130 Laurier" or "Clarence & Taylor" or "Market Mall" or "5501"

 - or - -- Select from Landmarks--
- 2 Going To** where? [Help](#)
 Use an address, intersection, landmark or bus stop number.
 Examples: "3130 Laurier" or "Clarence & Taylor" or "Market Mall" or "5501"

 - or - -- Select from Landmarks--
- 3 Enter a Date/Time** for departure or arrival [Help](#)
 Date: 11-20-2014 [Select Date](#) Time: 8:17 am pm
 Direction: Departure Arrival
- 4 Options** [Help](#)
 Sort Results by
 Fare

[Clear All / Reset Form](#)

New & Improved Click & Go Trip Planner

The screenshot displays the 'Click & Go Trip Planner' interface. On the left, there is a form with the following sections:

- FROM:** Address, Landmark, Stop. Input field: "Enter Address, Intersection, or Landmark".
- TO:** Address, Landmark, Stop. Input field: "Enter Address, Intersection, or Landmark".
- WHEN:** Depart (selected), Arrive. Date: 11-20-2014. Time: 8:15 am.
- Advanced Options:** Sort by Trip Time.
- Buttons: Reset, Get Trip Plan.
- Bottom sidebar: Route Schedules, Bus Stop Schedules, Landmarks.

On the right, a map of Saskatoon shows a highlighted transit route in orange and yellow. The map includes labels for various streets and areas like "Saskatoon", "Central Industrial", and "River Heights". A "Recenter" button is visible on the map.

Sample only the final version may slightly vary

c) Launch of the Transit Microsite

- The Transit Microsite will be launched by the end of January 2015.

d) Real Time Mapping Enhancement

- A real time component for Transit trip planning will be launched by early February 2015.
- This upgrade will allow customers to see where their bus is in real time.

8. Redesign City Pages to “Service Saskatoon”

- Leveraging the work completed by the Website Redesign Project, we identified a way to improve the current City Page weekly ads which appear in The StarPhoenix and Sunday Phoenix.
- We are currently working on redesigning the City Pages and packaging the information under a menu similar to that being used on the website.
- The menu structure is based on citizen’s needs and was created following significant public engagement.
- In 2015, the City Pages will be branded under the “Service Saskatoon” name, and advertisements regarding various City programs and services will be placed under the same menu structure being used on the website.
- This consistent approach to customer service and communications will create a similar user experience when citizens are looking for information in print or on our website.

9. 2015 SaskTel Blue Pages

- Again, building on the work completed by the Website Redesign Project, we are in the process of redesigning the City of Saskatoon Blue pages for 2015.
- The City of Saskatoon Blue pages will be branded under the “Service Saskatoon” name and phone numbers will be placed under the same menu structure being used on the website.
- This consistent approach to customer service and communications will create a similar user experience when citizens are looking for information in print or on our website.

PERSONALIZED ACCESS

Citizens will have one-stop, personalized access of their choice: phone (including mobile devices), Internet or in-person.

1. Service Saskatoon 311/CRM

- On June 23, 2014, City Council adopted recommendations for a Service Saskatoon 311/Customer Relationship Management System.
- A 311 call centre is where citizen inquiries for non-emergency local municipal government information can be made through one convenient, easy to remember phone number, 24-hours a day, seven days a week.
- The project plan to begin work for a 311/CRM system focuses on people, processes and technology.
- The work is beginning with Public Works as it receives a high number of customer calls and already is a 24 hour customer service area.

a) People:

- Project Manager – The City has been exploring opportunities to pursue unique partnerships with experts in the delivery of excellent customer service.
- Steering Committee – A Steering Committee has been established to guide the overall approach to a 311/CRM system. The Steering Committee is adopting a Project Charter to clearly identify the purpose, scope of the project, project goals, etc.
- Advisory Committee – The Steering Committee is working on establishing the Corporate Advisory Committee which will generally include key customer service positions and digital program functions required to operate the City's online services.
- Public Works "People" Initiatives – Public Works has undertaken many initiatives which immediately assist with improving overall customer services and begin establishing a foundation to build upon for a 311/CRM System.
 - Public Works Support Services Superintendent – This position provides additional support for the ongoing changes and monitors daily operations within the Customer Service Centre.
 - Public Works Customer Service Representatives (CSR's) – Three additional customer service representatives were added to the team allowing for the creation of a new rotating staff schedule, additional weekend and evening coverage and to accelerate process changes.

- Customer Service Training – An overall customer service training standard was developed that includes systems, technology, program information and field orientation to ensure the CSR's are equipped with the necessary tools and knowledge to answer the citizens requests. Customer services courses, in-house workshops, individual review of call recordings, staff mirroring and Interactive Voice Response (IVR) queue assignments for phone and email inquiries have also been integrated into the training program.

b) Processes and Technology

Establishing processes and implementing the effective use of technology are important for a fully implemented 311/CRM solution to be successful. Public Works has undertaken many initiatives which immediately assist with improving overall customer service and begin establishing a foundation to build upon for a 311/CRM System.

- Process Mapping - Public Works has begun work related to process mapping.
 - This includes identifying all the Divisions and Sections that the Public Works Customer Service Centre is taking calls for. Each area is being further broken down into activities that require a civic action or general service information.
 - The next steps will including reviewing the information for accuracy, identifying any gaps in information, creating a template for level of service documents, review existing levels of service and develop levels of service that are not completed.
 - The process mapping will go forward in this format within the Roadways Section and will also incorporate recommendations that were brought forward from the Roadways Civic Service Review.
- Centralized Hub of Information & Programs (CHIP) - Public Works developed an interim process for tracking information.
 - All information is stored in a Centralized Hub of Information & Program.
 - This system was created using Microsoft One-Note and is the start of a knowledge base for CRS's.
 - The program is set up by Division or Section and has the ability to do quick searches for information, contains schedules, emergency contact numbers, etc.
 - It also includes links to go directly to reference material and information housed on the City of Saskatoon website or microsities.
- Hosted Contact Centre (HCC) – Public Works implemented a new HCC phone system.
 - The detailed call reporting has improved the ability for analytics such as tracking peak times, call transaction types, setting service level alerts, etc.

- All reporting information is monitored on a daily basis to better define the needs of our customers.
 - This new phone technology also has an email, chat and CRM component.
 - At this time Public Works has only incorporated email requests in order to better track the chain of responses, assign to appropriate Sections and generate reports to ensure email chains are completed to provide a good customer experience.
 - Emails present themselves to the CSR's in the same fashion as a phone call and are designated a queue in order to provide the same level of customer service.
- Customer Follow-Up & Call Back Process – Although Public Works aims for first contact resolution, CSR's are not able to provide answers for more complex inquiries or elevated situations that require further investigation.
 - Public Works created a new designation in their Work Request system to identify these types of calls and ensure customer follow-up and call backs are completed.
 - An additional group of staff called the “Customer Service Information Team” was formed.
 - The team includes the Customer Service Acting Supervisor, Supervisor and Superintendent. This team works directly with superintendents, project engineers or program leads to problem solve and determine work completion times.
 - The team then follows up with the customer in order to close the loop. The resolutions are communicated to the CSR's for future reference.

2. Transit Extensions & Refund Stations

- On September 20, 2014 Transit service was suspended due to an ongoing labour dispute.
- Consequently, a number of people who held passes for the months of September (active one-month and longer, UPass and EcoPass) were not able to fully utilize their pass.
- In October 2014, City Council approved a plan to allow Transit customers who held a valid pass to receive a full month extension or a refund of the cost of their pass for the month of September.
- The City implemented a plan for handling Transit pass refunds which incorporated a variety of options to make it as convenient as possible for customers.
 - Pass Extensions: a convenient option for Transit customers was to choose a pass extension to eliminate the need to do anything immediately. Customers simply kept their current pass and when Transit service resumed, they produced their card to receive an extension.
 - Refunds or a credit on a utility bill account were offered through a mail-in option.

- Refunds were available through a variety of locations, including City Hall, Transit Customer Service Centre, and Leisure Centres. To broaden the access for citizens, a mobile transit refund location was also made available.
- The mobile transit refund station was located in the following areas:
 - a) Market Mall Bus Terminal
 - b) Alice Turner Public Library
 - c) White Buffalo Youth Lodge
 - d) Edmonton Ave & Avenue P (behind Co-op)
 - e) Stonebridge Bus Terminal
- The City also provided a special drop-off and pickup program through the Saskatoon Public Schools and Greater Saskatoon Catholic schools to help facilitate the refund process and reduce line ups.
- For UPass and EcoPass holders, arrangements were made to issue a cheque or future credit to the participating organization so they can coordinate refunds directly to their participants, in accordance with agreements with these organizations.
- The variety of options for an extension or refund provided as many opportunities for personalized access.

A Message to Saskatoon Transit Customers

If you hold a valid pass, you can receive a one-month extension, or a full refund, for the month of September.

Extensions

Avoid line-ups by keeping your current pass. We will honour your pass when service resumes. Senior Annual Passes will be refunded but not extended.

Refunds

Cash card, cheque, or credit on your utility bill.

In-Person:

Starting Wednesday, October 8 – Bring your current pass to City Hall, Transit Customer Service Centre, or a City Leisure Centre.

We are also setting up a temporary mobile refund station on various days and locations.

By Mail:

Starting Friday, October 3 - Visit Saskatoon.ca, download and complete a short form and send it in the mail. Forms are also available at all refund locations.

You can choose a cheque or have the cost of your September pass applied to your City of Saskatoon Utility Bill.

You will be compensated for out-of-pocket expenses such as postage and banking or service fees.

UPass and EcoPass holders should contact the Administrators of their programs to learn about extensions or reimbursements.

Refund Locations

City Hall

October 8 - 17 8:00 a.m. - 5:00 p.m.
(Closed weekends and Thanksgiving holiday Monday)

Downtown Bus Mall

October 8 - 11 7:00 a.m. - 3:00 p.m.
October 12 10:00 a.m. - 3:00 p.m.

Leisure Centres

(Cosmo Civic Centre, Harry Bailey Aquatic Centre, Lakewood Civic Centre, Lawson Civic Centre, Saskatoon Field House, Shaw Centre)

October 8 - 10 12:00 (noon) - 8:00 p.m.
October 11 10:00 a.m. - 5:00 p.m.

Mobile Refund Stations

Market Mall Bus Terminal
October 8 11:00 a.m. - 7:00 p.m.

Alice Turner Library
October 9 10:30 a.m. - 4:30 p.m.

White Buffalo Youth Lodge
October 10 11:00 a.m. - 7:00 p.m.

Edmonton Ave. & Avenue P (behind Co-op)
October 11 11:00 a.m. - 7:00 p.m.

Stonebridge Bus Terminal (Cape Crescent)
October 14 11:00 a.m. - 7:00 p.m.







SERVICE 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.

1. Customer Service Brand

- Elements of a memorable brand include the name and the tagline.
- In 2014, the City of Saskatoon began the Customer Service branding process by establishing the brand name as Service Saskatoon.
- The brand name will begin appearing in more public spaces including the new website being launched in January 2015.

Contact Service Saskatoon	Address	Phone	Social
<input type="text" value="Name"/>	City Hall 222 3rd Ave North Saskatoon, SK Canada S7K 0J5	City Hall 306-975-1234 Saskatoon Police 306-975-1234 Saskatoon Light & Power 306-975-1234 Saskatoon Transit 306-975-1234 Forestry Farm 306-975-1234 Library 306-975-1234	 Twitter  Facebook  YouTube
<input type="text" value="Email Address"/>			
<input type="text" value="Message"/>			
<input type="button" value="SUBMIT"/>			

 © Copyright 2014 City of Saskatoon

- Another important component of our Customer Service brand is the tagline – which are approximately 3-7 powerful words to let our customers know our values and commitments around customer service and what they can expect from us.
- A tagline is for the life of a brand and it should not change. So, it is important that care and attention be given in creating this element of the Service Saskatoon brand.
- We must live up to the brand identity we are creating, and engaging staff is an important part of our success.
- The tagline must be meaningful to staff. It is vital they understand how their work directly serves customers.
- In 2015, we will engage staff throughout our organization and establish a tagline to be used with the Service Saskatoon name and complete the visual elements of the Customer Service brand.

2. Establishing Customer Service Point of Contacts

Various Departments and/or Divisions that have established at least one point of contact to assist citizens with complex inquiries and/or inquiries where multiple divisions may be involved.

a) Community Services Department

- Recreation & Sport - Special Events
 - The Recreation & Sport Division implemented a Special Projects position to offer one point of contact for special event organizers that host events in City parks.
 - The position serves as a central coordinator who helps organizers navigate the internal organization to successfully plan large scale or City-wide events hosted in City parks.
 - This may include coordinating the needs over various Divisions for road closures, Special Duty Police Officers, access to parks, various permits and licenses, etc.
- Customer Service Manager, Building Standards
 - This position ensures the provision of improved customer service through supervision, guidance and tools provided to the Customer Service section.
 - The Customer Service Section provides a central point of contact for all building permits and inspections, business licenses, and other permits as required by phone, online or in person.

b) Transportation & Utilities Department

- Customer Advocate and Liaison
 - The Customer Advocate and Liaison works with all Divisions within Transportation & Utilities to resolve customer issues which are complex and may cross over various Divisions and Departments. This position takes the customer's perspective and helps them get answers from the Administration.
- Public Works Division
 - A Public Works Technical Operations Supervisor has also been delegated increased customer service responsibilities in dealing with customer concerns.
- Customer Service Section, Transportation Division
 - In 2014 the Customer Service Section for Transportation was established.
 - A Customer Service Manager was put in place to act as a main point of contact for the public, City Council and the corporation for matters related to transportation.

- A Customer Support Coordinator was also hired to respond to internal and external transportation-related inquiries, and to identify opportunities to improve customer service and operational efficiencies.
- Transit Service Supervisor, Saskatoon Transit Division
 - In 2014, Saskatoon Transit assigned one Service Supervisor the responsibility to address complex customer complaints and issues.

3. Hiring the Right People

- Human Resources is collaborating with various departments to ensure consistency in duties and qualifications for Customer Service Manager-related positions.
- Common job descriptions for these key positions help ensure a consistent approach to service delivery.

4. A Coordinated Approach

- With a variety of new Customer Service Managers in place, a formal Service Saskatoon Corporate Customer Service Team was established in November 2014.
- Led by Communications, the goal of the Service Saskatoon Corporate Team is to enhance our efforts around a more coordinated approach to customer service.
- The Corporate Team currently includes representation from the following Departments and Division:



ENGAGE CITIZENS TO IMPROVE SERVICE OUTCOMES

Engage citizens to comment on how to eliminate red tape and improve our services.

1. Website Project Steering Committee

- The Project Steering Committee is comprised of eight civic staff representing various Departments, and two members of the community to represent broader community interests and encourage community engagement throughout the process.

2. New.saskatoon.ca engagement site

- Public participation continues to be a key step to the successful redesign of saskatoon.ca. We have tried to engage citizens frequently to gather their input and test this online customer service tool.
- Our engagement site (new.saskatoon.ca) was busy in September and provided a great deal of citizen input and feedback. We received 2,864 site visits from 2,372 users – this was the peak monthly amount of traffic since the launch.
- The online engagement site for this project (new.saskatoon.ca) will continue to be used to during the final design and development stages of the website.
- The engagement site will also be used for the development and testing of the new Transit microsite.

3. Property Tax Notices

- In 2014, the Asset & Financial Management Department worked with Communications on redesigning a new and simpler format for the Property Tax Notices.
- To arrive at the new format, the City considered previous feedback from citizens and from our front-line customer services staff, incorporated the goals of City Council, and also included elements of best practises from other municipalities.
- A sample of the new format for the 2014 Property Tax Notice was placed on the **shapingsaskatoon.ca** community engagement webpage.
- The online engagement tool provided an opportunity for more citizen input and feedback on the new Property Tax Notice format to improve our service.

ENGAGED EMPLOYEES

Engaged employees at all levels of the corporation improve the customer service experience for all citizens and staff. In order to provide a great customer experience, employees must see what they do as important to our customers.

1. IT Alerts

- In October 2014, Information Technology introduced a new online service for City of Saskatoon employees.
- The IT Alerts allow City employees to easily check on the status of Information Technology services within the corporation.
- Staff can simply use on a shortcut available on all City desktop computers.



- If staff are experiencing an issue with IT services such as a corporate application, email or their phone, they can see if the issue has already been reported using IT Alerts.
- If the issue has been reported, IT may also include information on when to expect the problem to be resolved.
- IT Alerts improves internal customer service by saving our employees time by having easy access to information on IT disruptions and status. In turn, our staff can provide better customer service to our citizens by keeping them informed when our ability to provide them with services may be disrupted.



STANDING POLICY COMMITTEE ON ENVIRONMENT, UTILITIES & CORPORATE SERVICES

New On-line Street Light Outage Reporting System

Recommendation of the Committee

That the information be received.

History

At the December 8, 2014, Standing Policy Committee on Environment, Utilities and Corporate Services meeting, a report of the General Manager of Transportation and Utilities, dated December 8, 2014, was considered regarding the above matter.

Attachment

Report of General Manager, Corporate Performance Department [File CK. 6300-1 and WT. 6300-1]

New On-line Street Light Outage Reporting System

Recommendation

That the report of the General Manager, Transportation & Utilities Department dated December 8, 2014, be forwarded to City Council for information.

Topic and Purpose

The purpose of this report is to provide notification of a new on-line tool developed for reporting issues with street lights in the City of Saskatoon (City). Saskatoon Light & Power (SL&P) has partnered with Saskatchewan Power Corporation (SaskPower) to provide an improved service for dealing with street light problems.

Report Highlights

1. A new on-line map-based tool is available for reporting street light issues.
2. Reporting a street light issue is now much simpler.
3. The new system is part of a province-wide cooperative effort.

Strategic Goal

The ability to report issues with street lights using a simple on-line tool supports the City's Strategic Plan for Continuous Improvement.

Background

There are more than 30,000 street lights within the City, owned and operated by multiple entities. While the street lights are inspected and maintained on a regularly scheduled basis, it is not feasible to locate or identify all issues immediately. The owners of the street lights rely on feedback from citizens to identify street light outages or other issues.

Until recently, the process to report a problem with a street light required a citizen to know who owns the street light and contact the owner with a description of the location and the nature of the problem. There is no easy way for the public to know the owner of a street light, so concerns can easily be directed to the incorrect owner. Describing the location can be difficult when there is no related civic address or street intersection. This process frequently resulted in frustration for the person reporting the problem, as there are often multiple phone calls required.

Report

New On-Line Map-Based Tool

On September 11, 2014, a new on-line map-based tool was made available to the public on both the City's and SaskPower's web sites. The tool is based on an interactive map showing all public street lights. To report a problem, users select the street light on the map and fill out a simple form describing the problem.

New On-line Street Light Outage Reporting System

Reporting Street Light Issue Made Simpler

The new system will update the map to indicate the issue has been reported and route the information to the correct owner of the street light for resolution. SaskPower or SL&P are then notified of the issue and will schedule crews for repair. Once repairs are complete, the system will update the map and notify the citizen of the completed repair, if requested.

New System Province-Wide Cooperative

This new system is much simpler for users and it works the same regardless of which web site (SaskPower or City) is used to report the problem. This system also works for those who phone in concerns, as staff from either utility can receive the information and use the web-based tool to report the street light issue to either owner.

The City of Regina and the City of Swift Current have also partnered with SaskPower, making this the first province-wide system in Canada for reporting street light issues.

Options to the Recommendation

There are no options to the recommendation.

Public and/or Stakeholder Involvement

There is no public and/or stakeholder involvement planned for this phase of the project.

Communication Plan

The City's and SaskPower's communications divisions will work together to build awareness about the map including where to find it and how to use it. The communications measures may include traditional communication methods (i.e. web updates, news release, etc.) as well as a paid advertising campaign.

Financial Implications

An annual partnership is required by SaskPower in the amount of approximately \$2,500 (\$0.10 per mapped street light), which will be paid from SL&P's operating accounts.

Other Considerations/Implications

There are no policy, environmental, privacy, or CPTED implications or considerations.

Due Date for Follow-up and/or Project Completion

The on-line service has been in place since September 11, 2014. No follow-up is required at this time.

Public Notice

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

Report Approval

Written by: Brendan Lemke, Engineering Manager, Saskatoon Light & Power
Reviewed by: Trevor Bell, Director of Saskatoon Light & Power

New On-line Street Light Outage Reporting System

Approved by: Jeff Jorgenson, General Manager, Transportation & Utilities
Department

EUCS BL - New On-line Street Light Outage Reporting System



STANDING POLICY COMMITTEE ON FINANCE

Leasing of Civic Facility at 1502 – 2nd Avenue North Woodlawn Cemetery Office

Recommendation of the Committee

1. That a Lease Renewal Agreement with Russell Boyko, on behalf of Eternal Memorials, for use of the old Woodlawn Cemetery office located at 1502 – 2nd Avenue North for a term of five years (July 1, 2014 to June 30, 2019), based on the terms as set out in the December 1, 2014 report of the CFO/General Manager, Asset and Financial Management Department, be approved; and
2. That the City Solicitor be requested to prepare the appropriate agreement and that His Worship the Mayor and the City Clerk be authorized to execute the agreement under the corporate.

History

At the December 1, 2014 Standing Policy Committee on Finance meeting, a report of the CFO/General Manager, Asset & Financial Management Department dated December 1, 2014, regarding the above matter, was considered.

Attachment

December 1, 2014 Report of the CFO/General Manager, Asset & Financial Management, Files CK. 600-3, AF. 4225-1, and LA. 4225-014-001

Leasing of Civic Facility at 1502 – 2nd Avenue North Woodlawn Cemetery Office

Recommendation

That the Standing Policy Committee on Finance recommend to City Council:

1. That a Lease Renewal Agreement with Russell Boyko, on behalf of Eternal Memorials, for use of the old Woodlawn Cemetery office located at 1502 – 2nd Avenue North for a term of five years (July 1, 2014 to June 30, 2019), 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 agreement and that His Worship the Mayor and the City Clerk be authorized to execute the agreement under the corporate seal.

Topic and Purpose

To receive approval for a five-year lease renewal of the City of Saskatoon-owned property located at 1502 – 2nd Avenue North, which is currently occupied by Eternal Memorials.

Report Highlights

1. The tenant wishes to renew their existing lease of the civic facility at 1502 – 2nd Avenue North.
2. The terms of the Lease Agreement entail a five-year period for the old Woodlawn Cemetery office.

Strategic Goal

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

Background

The old Woodlawn Cemetery office is located at 1502 – 2nd Avenue North. The property is a single-storey, wood-frame structure with a concrete basement. This civic facility was no longer being utilized for civic operations; therefore, in 2004, the City issued a tender for lease of the former cemetery office stipulating that bidders must be firms actively involved in the funeral-related industry.

Eternal Memorials was the only business that submitted an offer and has been leasing the old Woodlawn Cemetery office from the City since 2004. The lease agreement has since been renewed in 2009, and the current lease term expired on June 30, 2014.

Report

Tenant Wishes to Continue Leasing City Facility

Russell Boyko of Eternal Memorials has been leasing the old Woodlawn Cemetery office from the City for ten years and would like to continue the lease for another five-year term expiring on June 30, 2019. Continued leasing of this civic facility generates a stable source of income and ensures the building is maintained over the foreseeable future, until such time that the City is ready to use it or dispose of it.

Terms of the Lease Agreement

Noteworthy details of the Lease Agreement are as follows:

Annual Basic Rent:

- \$15,000 annually for Years 1 and 2 (\$1,250 per month)
- \$18,000 annually for Years 3 to 5 (\$1,500 per month)

Leased Area:

- 744 square feet of main floor retail/office space plus full basement

Lease Term:

- Five-year lease term: July 1, 2014 to June 30, 2019

Other Terms of the Lease Agreement:

- Tenant shall maintain general liability insurance of \$2M
- Tenant is responsible for paying property taxes
- City is responsible for paying utility charges

Options to the Recommendation

An option would be to not approve the lease renewal and instead, reissue a tender for lease of the property. This option is not recommended as Eternal Memorials has been a good, long-term tenant who maintained the property well and, in turn, has provided a continued source of revenue to the City. The proposed renewal rate is considered reflective of market value for the property; therefore, it is expected issuance of a new tender would not realize any additional financial benefit to the City.

Public and/or Stakeholder Involvement

Discussions took place with Woodlawn Cemetery Administration and they are in support of the lease renewal.

Financial Implications

Continuing to lease the old Woodlawn Cemetery Office will ensure a continued source of income and maintenance of the building until 2019.

Other Considerations/Implications

There are no policy, environmental, privacy, or CPTED implications or considerations, and a communication plan is not required.

Due Date for Follow-up and/or Project Completion

If approved, the proposed lease renewal will expire on June 30, 2019.

Public Notice

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

Report Approval

Written by: Linda Lei, Property Agent, Real Estate Services
Reviewed by: Keith Pfeil, Manager, Real Estate Services
Frank Long, Director of Saskatoon Land
Approved by: Kerry Tarasoff, CFO/General Manager, Asset & Financial
Management Department

Lease of 1502 2nd Ave N - Woodlawn Cemetery Office.doc



STANDING POLICY COMMITTEE ON FINANCE

SREDA – Business Incentives 2014 Tax Abatements

Recommendation of the Committee

That the tax incentive abatements as determined by the Saskatoon Regional Economic Development Authority (SREDA) be approved.

History

At the December 1, 2014 Standing Policy Committee on Finance meeting, a report of the CFO/General Manager, Asset & Financial Management Department dated December 1, 2014, regarding the above matter, was considered.

Mr. Alex Fallon, President and Chief Executive Officer, and Mr. Jim George, Chief Operating Officer, Saskatoon Regional Economic Development Authority, have submitted a revised tax abatement statistical report for 2004-2014, as part of Attachment 1 of the Business Development Incentive Program report, and have advised that they will be in attendance to speak to City Council to discuss the report and address any questions.

Attachment

December 1, 2014 Report of the CFO/General Manager, Asset & Financial Management, Files CK. 3500-13, AF. 3500-1 and 1965-1

SREDA – Business Incentives 2014 Tax Abatements

Recommendation

That the Standing Policy Committee on Finance recommend to City Council that the tax incentive abatements as determined by the Saskatoon Regional Economic Development Authority (SREDA) be approved.

Topic and Purpose

To receive City Council's approval to process tax abatements to businesses approved under City of Saskatoon Council Policy No. C09-014, Business Development Incentives.

Report Highlights

1. SREDA has confirmed that nine eligible businesses have fulfilled the agreed upon terms and conditions to receive their 2014 tax incentive abatements.

Strategic Goal

This report supports the long-term strategy of working collaboratively with economic development authorities to promote Saskatoon as a great place to live, work and raise a family, under the Strategic Goal of Economic Diversity and Prosperity.

Background

Council Policy No. C09-014, Business Development Incentives, makes incentives available to business meeting the eligibility requirements. Throughout the year, as applications are received, SREDA requests City Council to approve tax abatements for business incentive purposes. The incentives are based on the value of new construction, the creation of a specified number of jobs, and the maintenance of certain financial requirements. On an annual basis, following the approval of the incentive, staff from SREDA meet with each company to ensure that all of the requirements are being fulfilled.

Report

Staff from SREDA have met with each of the businesses eligible to receive a tax abatement for 2014. Reviews were conducted to determine if the terms and conditions outlined in the individual agreements were met. Attachment 1 is a letter from SREDA with the results of its 2014 audit. The letter identifies those companies that have met all conditions of their incentive agreements for 2014, and also includes a 10-year Statistics Report grouped by policy objective.

Options to the Recommendation

There are no options as the incentives are identified within the agreements between the City of Saskatoon and the applicable business.

Public and/or Stakeholder Involvement

Public and/or stakeholder involvement is not required.

Financial Implications

Property tax abatements approved under Council Policy No. C09-014 result in the deferral of the increased taxes that the new construction creates. As a result, there is no immediate impact, other than deferral. The abatements decline over a five-year period.

Other Considerations/Implications

There are no environmental, privacy, policy, or CPTED implications or considerations, and a communication plan is not required.

Safety/Crime Prevention Through Environmental Design (CPTED)

A CPTED review is not required.

Due Date for Follow-up and/or Project Completion

City Council's approval to process tax abatements is required by December 31 in order to apply the abatement to the current tax year.

Public Notice

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

Attachment

1. Letter from Bernie Ness, Director, Business Development, SREDA - dated November 7, 2014.

Report Approval

Written by: Joanne Stevens, Manager, Assessment & Tax Administration
Reviewed by: Les Smith, Director of Assessment & Taxation
Approved by: Kerry Tarasoff, CFO/General Manager, Asset & Financial Management Department

November 7, 2014

Ms. Marlys Bilanski
 General Manager, Corporate Services Department
 City of Saskatoon
 222 3rd Avenue North
 Saskatoon, SK S7K 0J5

Dear Ms. Bilanski:

RE: 2014 Property Tax Abatements

This letter will confirm that the following companies comply with the terms and conditions outlined in each of their incentive agreements with the City of Saskatoon, therefore qualifying for tax abatements in 2014:

Cameco Corporation	1131 Avenue W South
Crestline Coach Ltd.	126 Wheeler Street
Deca Industries Ltd.	310 & 322 Robin Way, and 111 Robin Cres.
DynaIndustrial Inc.	3326 Faithfull Avenue
Federated Co-operatives Limited	607 46 th Street East
Industrial Machine & Mfg. Inc.	3315 Miners Avenue
Lean Machine Metal Fabrication Inc.	3607 Wheeler Avenue
Maple Leaf Foods Inc.	100 McLeod Avenue
WBM Office Systems	104-3718 Kinnear Place

Lastly, please find attached the original copies of this year's company visits along with key documentation for your review. I kindly request you forward this information back to my attention once your review is complete.

If you have any questions regarding the 2014 Property Tax Abatements, please contact me at 664-0728.

Regards,



Bernie Ness
 Senior Director, Business Development

Enclosure

copy: Joanne Stevens, Manager, Assessment & Property Tax Administration


 Excellence

Trust

Partnerships

Success

Statistics Report - SREDA Administered Incentives

Business Development Incentive Policy C09-014

Policy Objective	Measure	2004	2005	2006	2007	2008	2009	2010	2011	2012	2013	2014	
Encourage businesses to locate or expand their operations in Saskatoon in order to create long term, skilled or semi-skilled jobs	Number of applications:	Number received					4	0	7	4	2	2	
		Number approved	7	9	6	8	0	0 ¹	0	4	3	2	0
		Number declined	0	0	2	0	0	0	0	2 ²	1 ³	0	2 ⁴
		Number of approved applications related to:											
	Location (i.e., new to Saskatoon)	2	2	1	2	N/A	2	0	0	0	0	0	
	Expansion	5	7	5	6	N/A	2	0	4	3	2	2	
	Number of jobs created:												
	Proposed at time of application	537	612	175	437	N/A	95	0	32	N/A	236	140	
	Actual jobs created	592 est.	590 est.	TBD	TBD	N/A	TBD	0	0	903	450	243	
Provide tax relief that will flow to companies creating new jobs	Total value of abatements applied to current year	\$1.17M	\$941K	\$997K	\$692K	N/A	\$699K	0	N/A	N/A	N/A	N/A	
Place Saskatoon in a competitive position in attracting businesses that it would not otherwise occupy	GDP growth in Saskatoon (Conference Board of Canada)	Annual	3.9%	4.4%	3.8%	4.9%	5.4%	0.8%	3.8%	3.9%	2.9%	6.5%	2.9% ^f
		Ranking in Canada (Out of 28CMAs)	4	3	3	1	1	6	13	2	5	1	4

¹ Alstom Power, BHP Billiton, Infraready Products, and Standard Machine were recommended for approval by SREDA's Incentive Sub-Review Committee in February, 2010

² One of the two declined is due to an assessment that was done on expansion improvements and these resulted in no new incremental increase in property tax values.

³Not approved due to applicant applied for program after construction was completed.

⁴Both applications declined due to applying for Tax Abatement Program after construction was completed.

Increase the long term viability of a project	Total value of new investment											
	Proposed at time of application	\$26.9M	\$18.11	\$10.3M	\$53.5M	N/A	\$255M	0	\$49.53M	\$78.45M	\$114.3M	81.62M
	• Actually invested	\$26.45	\$18.11	\$10.3M	\$53.5M	N/A	N/A	0	N/A	N/A	\$114.3M	81.62M
	Number of businesses											
	• Complied with ongoing conditions	12	15	18	20	21	22	19	13	12	10	9
	• Did not comply with ongoing conditions	1	1	1	1	1	2	1	1	1	1	0
Demonstrate the City's commitment to a business or industry	Number of approved applications related to:											
	• Manufacturing	4	5	5	7	N/A	N/A	0	2	9	8	5
	• Processing	1	0	0	1	N/A	N/A	0	0	1	1	1
	• Technology	0	0	0	0	N/A	N/A	0	0		1	1
	• Telecommunications	0	0	0	0	N/A	N/A	0	0			
	• Data processing	0	1	0	0	N/A	N/A	0	0			
	• Mining	~	~	~	~	~	~	~	0	1	1	1
	• Energy	~	~	~	~	~	~	~	0			
	• Oil & Gas	~	~	~	~	~	~	~	0			
	• Transportation & Logistics								2	1	2	1

Tax Abatement Statistics for 2004-2014 – SREDA Administered Incentives – Business Development Incentive Policy C09-014 – Revised Report

Policy Objective	Measure	2004	2005	2006	2007	2008	2009	2010	2011	2012	2013	2014
Encourage Businesses to locate or expand their operations in Saskatoon in order to create long-term, skilled or semi-skilled jobs	Number of applications											
	• Number declined in the year	0	0	0	0	0	0	0	2	1	0	2
	• Number approved in the year	6	8	6	7	2 ¹	2 ²	1	4	4	2	0
	• Cumulative approved	6	14	20	27	27	27	28	32	36	38	38
	Total value of new investment											
	• Proposed at time of application	\$26.9M	\$19.4M	\$19.2M	\$45.2M	\$5.5M	\$255M	\$0.4M	\$49.5M	\$29.8M	\$8.1M	\$6.5M
	• Actually invested ³	\$26.9M	\$19.4M	\$19.2M	\$45.2M	\$0M	\$0M	\$0.4M	\$49.5M	\$29.8M	\$8.1M	\$0M
	• Cumulative actual investment	\$26.9M	\$46.3M	\$65.5M	\$110.7M	\$110.7M	\$110.7M	\$111.1M	\$160.6M	\$190.4M	\$198.5M	\$198.5M
	Number of net new jobs created ⁴ (estimate)											
	• Net Year/Year job creation ⁵	394	188	605	168	626	-108	-506	190	230	-167	29
• Cumulative job creation	394	582	1187	1355	1981	1873	1367	1557	1787	1620	1649	
Provide tax relief that will flow to companies creating new jobs	Total value of abatements applied to current year (actuals from City)	\$1.03M	\$0.87M	\$1.00M	\$0.69M	\$0.71M	\$0.70M	\$0.72M	\$0.31M	\$0.30M	\$0.32M	\$0.49M
	Cumulative value of abatements	\$1.03M	\$1.90M	\$2.90M	\$3.59M	\$4.30M	\$5.00M	\$5.72M	\$6.03M	\$6.33M	\$6.65M	\$7.14M
To expand Saskatoon's economy	Number of businesses in compliance with tax abatement requirements											
	• Complied	12	15	18	20	21	22	19	12	11	8	9
	• Did not comply	1	1	1	1	2	2	1	1	1	1	0
	New/Existing											
	• Location (i.e. new to Saskatoon)	2	2	1	1	0	2	0	0	0	0	0
• Expansion	4	6	5	6	2	0	1	4	4	2	2	

¹ Standard Machine withdrew their application & InfraReady Products did not proceed

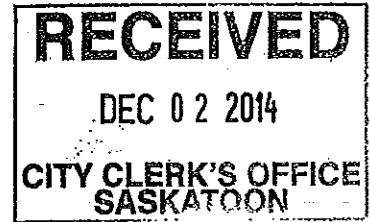
² Alstom Canada Thermal Services did not proceed & BHP Billiton withdrew their application

³ Actually invested refers to those projects that did proceed – the actual value of projects that did proceed must be verified by cross-checking with building permits; for this report they are only an estimate

⁴ To qualify for a tax abatement the applicant must generate at a minimum 5 net jobs; the majority of applicants use this minimum number as the default number of proposed jobs to be created by the project.

⁵ This report includes a new metric called “Net Year over Year job creation”; it is a calculation based on the number of jobs that an applicant has created each year under the program – this data is collected during the annual tax abatement audit. This statistic presents a picture of the company's job creation effort but more importantly it highlights how a company is performing under varying economic conditions.

From: CityCouncilWebForm
Sent: Tuesday, December 02, 2014 4:39 PM
To: City Council
Subject: Write a Letter to City Council



TO HIS WORSHIP THE MAYOR AND MEMBERS OF CITY COUNCIL

FROM:

Alex Fallon
Suite 103, 202 Fourth Ave N
Saskatoon, Saskatchewan
S7K 0K1

EMAIL ADDRESS:

afallon@sreda.com

COMMENTS:

As the President and CEO of SREDA, myself and SREDA COO, Jim George, would like the opportunity to attend the December 15 Council meeting so that we may address any questions related to the summary report submitted for the City of Saskatoon Business Development Incentives Program.



STANDING POLICY COMMITTEE ON FINANCE

City of Saskatoon – Debt Limit Increase

Recommendation of the Committee

That the report of the CFO/General Manager, Asset and Financial Management Department, dated December 1, 2014, be received as information.

History

At the December 1, 2014 Standing Policy Committee on Finance meeting, a report of the CFO/General Manager, Asset & Financial Management Department dated December 1, 2014, regarding the above matter, was considered.

Attachment

December 1, 2014 Report of the CFO/General Manager, Asset & Financial Management, Files CK. 1750-1, AF. 1750-1 and AF. 1702-1

City of Saskatoon - Debt Limit Increase

Recommendation

That the report of the CFO/General Manager, Asset and Financial Management Department, dated December 1, 2014, be forwarded to City Council for information.

Topic and Purpose

The purpose of this report is to advise City Council of the Saskatchewan Municipal Board's decision regarding the debt limit increase request.

Report Highlight

The Saskatchewan Municipal Board (SMB) has advised the Administration that the Local Government Committee has established a new debt limit for the City of Saskatoon (City) at \$558M.

Strategic Goal

Managing debt and the current debt limit relates to the long-term strategy of protecting the City's credit rating under the Strategic Goal of Asset and Financial Sustainability.

Background

The SMB re-established the previous debt limit of \$414M on December 21, 2012.

At its August 21, 2014 meeting, City Council resolved:

“that pursuant to Section 133 of *The Cities Act*, the Administration be authorized to request an increase to the debt limit to accommodate planned borrowing and Public Private Partnership (P3) debt.”

Report

On September 8, 2014, the Administration submitted an application to the SMB requesting authorization to increase the maximum amount of debt, which may be incurred by the City and be outstanding at any given time.

On October 15, 2014, the SMB advised the Administration that the debt limit was established at \$558M and it will be in effect until December 31, 2017. Prior to December 31, 2017, the Administration will be required to submit a request to the Local Government Committee to have the debt limit established for a further period effective January 1, 2018.

Establishing a term expiration date provides the SMB an opportunity to determine if the debt limit it has established continues to be fiscally sustainable for the municipality. It also provides assurance to the financial institutions that rely on the Board's establishment of the debt limit that the debt limit is periodically reviewed.

Public Notice

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

Report Approval

Written by: Kari Smith, Financial Analyst
Reviewed by: Linda Andal, Director of Financial Planning
Approved by: Kerry Tarasoff, CFO/General Manager, Asset & Financial
Management Department

Debt Limit Increase 2014 Followup Council Report.doc



STANDING POLICY COMMITTEE ON FINANCE

Communications to Council

**From: Mel McKnight, Operations/Real Estate Manager,
Saskatchewan CBS Outdoor**

Date: April 10, 2014

**Subject: Proposal to Add Billboard Locations on City-Owned
Land**

Recommendation of the Committee

1. That a lease for one billboard location with CBS Outdoor be approved;
2. That Real Estate Services enter into a lease agreement, with a term of five years, for the proposed site; and
3. That the Office of the City Solicitor be requested to prepare the appropriate agreement and that His Worship the Mayor and the City Clerk be authorized to execute the agreement under the Corporate Seal.

History

At the December 1, 2014 Standing Policy Committee on Finance meeting, a report of the CFO/General Manager, Asset & Financial Management Department dated December 1, 2014, regarding the above matter, was considered.

Attachment

December 1, 2014 Report of the CFO/General Manager, Asset & Financial Management, Files CK. 4225-1, AF. 4225-1 and LA. 4225-01-1

Communications to Council

**From: Mel McKnight, Operations/Real Estate Manager,
Saskatchewan CBS Outdoor**

Date: April 10, 2014

**Subject: Proposal to Add Billboard Locations on City-Owned
Land**

Recommendation

That the Standing Policy Committee on Finance recommend to City Council:

1. That a lease for one billboard location with CBS Outdoor be approved;
2. That Real Estate Services enter into a lease agreement, with a term of five years, for the proposed site; and
3. That the Office of the City Solicitor be requested to 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

To receive approval for a five-year lease with CBS Outdoor (CBS) for a static billboard structure on City of Saskatoon-owned land.

Report Highlights

1. One of the three billboard locations proposed by CBS is to be considered.
2. The billboard lease would generate approximately \$33,130 in revenue over the duration of the five-year term.
3. Billboard installation would not impede the current or future use of the recommended location.

Strategic Goal

This report supports the long-term strategies of reducing reliance on residential property taxes and protecting the City's credit rating under the Strategic Goal of Asset and Financial Sustainability.

Background

In a letter dated April 10, 2014 (Attachment 1), CBS addressed His Worship the Mayor and Members of City Council proposing three new billboard locations on City-owned land. This proposal was received and forwarded to Real Estate Services to review and make a recommendation.

The City has been leasing billboard locations to CBS for over a decade and has other similar agreements in place with other billboard companies. The 2014 per-poster-face fee is \$3,075. This rate, along with a 2.5% increase every year over a five year term, was previously negotiated and came into effect on January 1, 2013. This rate was based on a comparison of billboard rates in other Canadian cities.

There are an estimated 158 billboards located in Saskatoon, with Circle Drive North having approximately 20 structures. Current zoning allows for billboards to be located within most industrial and commercial areas. The majority of billboards are located on privately-owned land.

Report

One Billboard Location for Consideration

Three billboard locations have been requested by CBS; the first two locations are on the south side of Circle Drive North near Airport Drive (Attachment 2), and the third location is on the south side of 25th Street East, west of Ontario Avenue (Attachment 3). Due to separation requirements, only one location along Circle Drive could be accommodated, as shown on Attachment 2.

The location along 25th Street East was not supported by the Partnership, and concerns were raised by civic staff as not being a good fit within the North Downtown and City Centre Plans.

Billboard Lease Revenue

In 2015, revenue from the two recommended poster faces (one double-sided billboard) could generate approximately \$6,300. This revenue would increase to approximately \$6,460 in 2016, and amount to approximately \$33,130 over the duration of the five-year term.

Revenue would be deposited into the City's General Revenue Account until the Administration can report back to the Standing Policy Committee on Planning, Development & Community Services regarding linking billboard revenues to improving public space and completing a review of how revenue is generated.

Billboard Installation/Future Use of Land

The billboard would be installed in accordance with Appendix A of Zoning Bylaw No. 8770; CBS is responsible to ensure compliance. A billboard installed at this location along Circle Drive would be installed within an IL1 zoning district, and be on vacant City-owned land being held to accommodate a future interchange. Due to this intended future use, CBS has agreed to a clause in the agreement that would require them to remove the structure and restore land to its original condition, at their cost, given 60 days' notice of termination.

The billboard at the corner of 25th Street East and Ontario Avenue would be located in a parking lot zoned RA1 within The Partnership boundaries; a billboard at this location is not supported by The Partnership.

Options to the Recommendation

One option would be to approve the installation of a billboard at the downtown location in addition to the supported location along Circle Drive. With this option, the City would maximize revenue but ignore the stance of The Partnership.

A second option is to not approve any of the locations and forego all potential revenue.

Public and/or Stakeholder Involvement

City of Saskatoon Bylaw Compliance Officers have been contacted to address the separation requirements, and have no further concerns with the revised site location along Circle Drive.

The Transportation and Utilities Department has been contacted as a proposed location is to be located within right of way for a future interchange. They would approve a billboard at this location subject to verbiage in the agreement for removal of the structure at the proponents cost when the interchange project proceeds.

Saskatoon Light & Power has no concerns with the Circle Drive location.

In regard to the potential installation of a billboard along 25th Street East, The Partnership has indicated that they do not support the construction of any billboard structures in the area as it is believed to create visual clutter.

City representatives heading the North Downtown and City Centre projects have expressed concern with a new billboard installation in the 25th Street East area.

Financial Implications

Adopting the recommended lease agreement would yield yearly revenue of approximately \$6,500. No cost is to be borne by the City for this project.

Other Considerations/Implications

There are no policy, environmental, privacy, or CPTED implications or considerations, and a communication plan is not required.

Due Date for Follow-up and/or Project Completion

In the event that an agreement is established, the renewal of such would be presented in five years' time.

The Administration is also to report back to the Standing Policy Committee on Planning, Development & Community Services by January 30, 2015 regarding linking billboard revenues to improving public space and completing a review of how revenues are generated.

Public Notice

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

Attachments

1. Letter from CBS to City Council, dated April 10, 2014
2. Map - Proposed Circle Drive Locations
3. Map - Proposed 25th Street East Location

Proposal to Add Billboard Locations on City-Owned Land

Report Approval

Written by: Jeremy Sibley, Property Coordinator, Real Estate Services
Reviewed by: Keith Pfeil, Manager, Real Estate Services
Frank Long, Director of Saskatoon Land
Approved by: Kerry Tarasoff, CFO/General Manager, Asset & Financial
Management Department

CBS Proposal_Billboard Locations on CoS Land.docx



April 10th, 2014

To: His Worship the Mayor and Members of City Council

From: CBS Outdoor Canada 127 Cardinal Crescent Saskatoon SK S7L 6H5

Per: Mel McKnight Operations/Real Estate Manager Saskatchewan

CBS OUTDOOR PROPOSAL to ADD BILLBOARDS LOCATION on CITY OWNED LAND

I (Mel McKnight) have been consulting with the City Land Branch to lease 3 sites on City owned land for the installation of back to back 10' x 20' static billboard displays and have been asked to present CBS Outdoor's proposal to City Council.

Location 1 & 2 are South of Circle Drive near Airport Drive intended for viewing by Circle Drive traffic heading in both directions, these billboards will have a separation of at least 200 metres and will conform to the City of Saskatoon Sign Bylaws. (See Attached Site Plan)

Location 3 is on the corner property South of 25th Street and West of Ontario Avenue intended for viewing by traffic on 25th Street heading in both directions and will conform to the City of Saskatoon Sign Bylaws. (See Attached Site Plan)

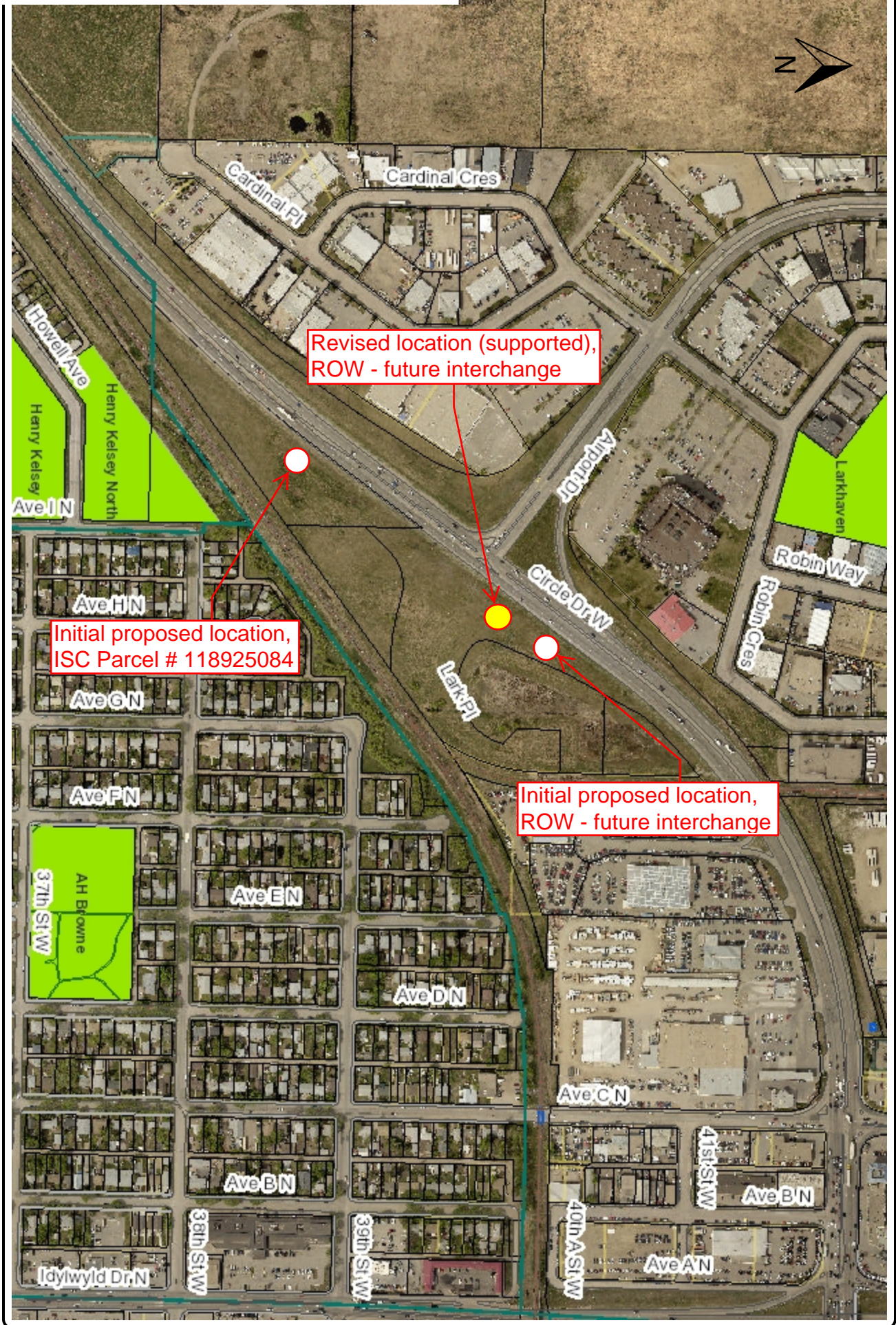
CBS Outdoor has other agreements with the City of Saskatoon and the 2014 rental per billboard faces is \$3075.00 and increases 2.5% annually, this proposal is for 6 faces x \$3075.00 = \$18,450.00 revenue in 2014 for the City of Saskatoon, we normally have a 5 year agreement with The City of Saskatoon, so over the 5 year term of the agreement CBS Outdoor would provide \$117,854.07 in revenues to the City of Saskatoon.

CBS Outdoor is asking for approval to proceed with a lease agreement for this proposal.

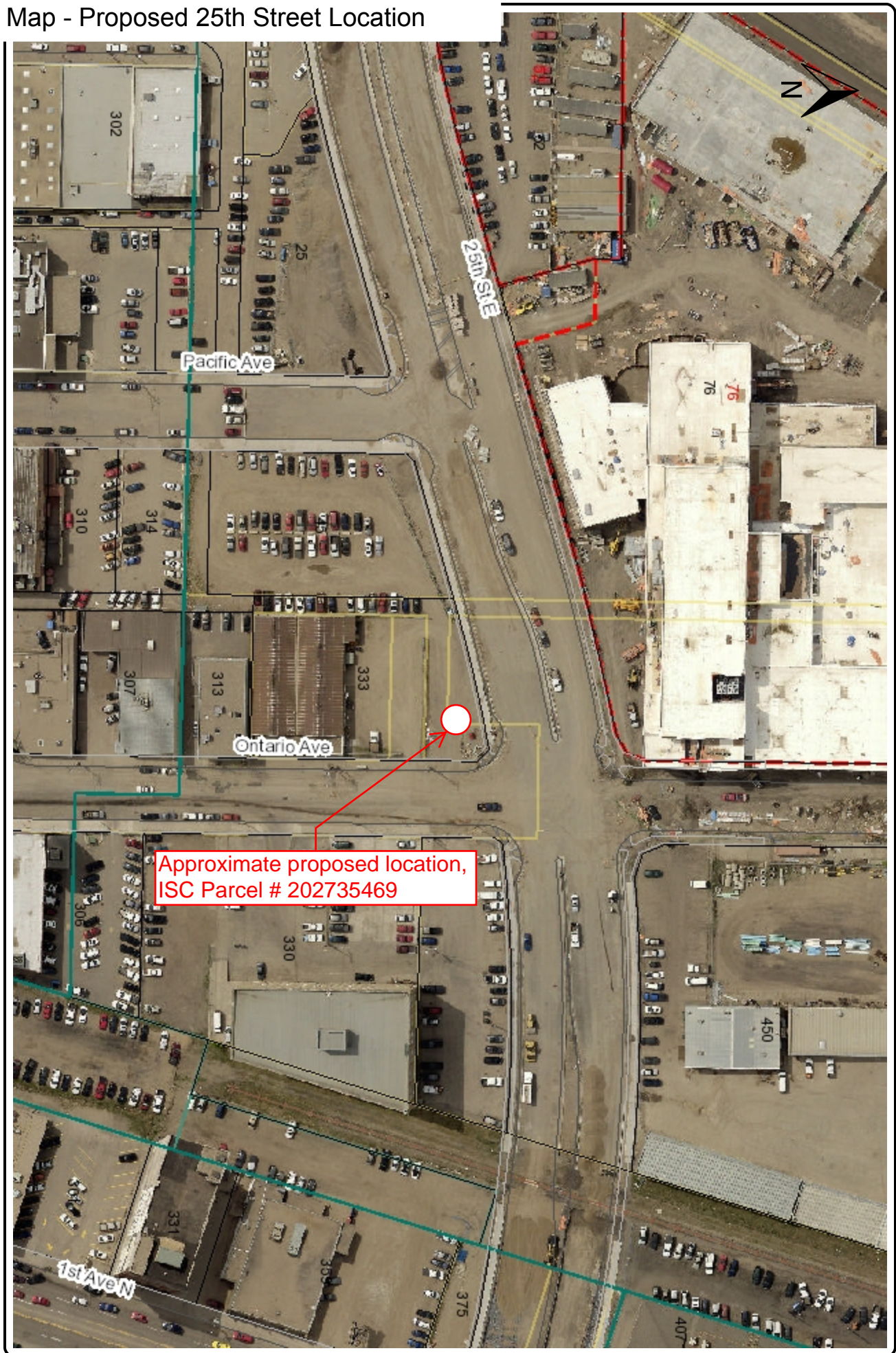
Thank you for your consideration of CBS Outdoor's proposal, should there be any questions raised please contact me at 306-244-6114 or mmcknight@cbsoutdoor.ca.

A handwritten signature in black ink, appearing to read "Mel McKnight", written in a cursive style.

Map - Proposed Circle Drive Locations



Map - Proposed 25th Street Location



Approximate proposed location,
ISC Parcel # 202735469



STANDING POLICY COMMITTEE ON FINANCE

Banking Services Request for Proposal – Award of Contract

Recommendation of the Committee

- 1) That the Royal Bank of Canada be awarded the contract to supply banking services to the City of Saskatoon for a five-year term with an option to extend for an additional two years; and
- 2) That the City Solicitor be requested to prepare the appropriate agreement and that His Worship the Mayor and the City Clerk be authorized to execute the agreement under the Corporate Seal.

History

At the December 1, 2014 Standing Policy Committee on Finance meeting, a report of the CFO/General Manager, Asset & Financial Management Department dated December 1, 2014, regarding the above matter, was considered.

Attachment

December 1, 2014 Report of the CFO/General Manager, Asset & Financial Management, Files CK. 1660-3 and AF. 1660-3

Banking Services Request for Proposal - Award of Contract

Recommendation

That the Standing Policy Committee on Finance recommend to City Council:

- 1) That the Royal Bank of Canada be awarded the contract to supply banking services to the City of Saskatoon for a five-year term with an option to extend for an additional two years; and
- 2) That the City Solicitor be requested to 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

To receive approval from City Council to secure banking services for the City of Saskatoon (City) for a term of five years with an option to extend the contract for an additional two year term.

Report Highlights

1. The duration of the banking services contract has been extended from a three-year term to a five-year term; the option to extend the contract for an additional two years remains intact.
2. The Evaluation Committee issued a Request for Proposal (RFP) for Banking Services, evaluated, and provided a recommendation.

Strategic Goal

The recommendation in this report supports the long-term strategy of increasing productivity by being more efficient in the way we do business under the Strategic Goal of Continuous Improvement.

In addition, this report also supports the long-term strategy of protecting the City's credit rating under the Strategic Goal of Asset and Financial Sustainability.

Background

The City's current banking services contract with the Royal Bank of Canada was approved by City Council on November 30, 2009. The contract, commencing April 1, 2010, was structured as a three-year contract with an option to extend the term of the contract for an additional two years. The option to extend the contract was subject to the mutual agreement of both parties. In October 2012, the City and the Royal Bank of Canada mutually agreed to extend the term of the contract for an additional two years. This decision was based upon:

- no change in pricing for the two-year extension; and
- a high level of customer service demonstrated by the Royal Bank of Canada during the previous three years. The two-year extension is set to expire on March 31, 2015.

Report

Duration of Banking Services Contract Extended

Your Administration has extended the term of the banking services contract to five years from three years. The option to extend the term of the contract for an additional two years by mutual agreement of both parties remains.

The decision to extend the term of the banking services contract was based upon:

- an expectation of a minimal change in the pricing of bank services by extending the contract term from three to five years; and
- increased resources required for transitioning core banking services and electronic banking services between financial institutions.

It has been your Administration's experience that during previous banking contracts, the pricing of the two-year extension has resulted in no change or a minimal adjustment in the pricing of bank services. Therefore, by extending the contract from three to five years, it is your Administration's expectation that there would be a limited price risk to the City.

Issuance of RFP, Evaluation, and Recommendation

An RFP for Banking Services was issued on September 3, 2014. Two submissions were received, from the Toronto Dominion Bank and the Royal Bank of Canada, before the closing date and time. In early October, an Evaluation Committee, comprised of civic staff from Corporate Revenue, began reviewing the Proposals received. Following this review, and with input from representatives of Corporate Revenue, Purchasing Services, and the City Solicitor's Office, it was determined that the Toronto Dominion Bank submission was non-compliant. As a result, the Evaluation Committee is recommending that the other proponent, the Royal Bank of Canada, be awarded the banking services contract.

Options to the Recommendation

The alternative to the recommended action would be to reject all proposals and re-issue the RFP for this service, but as the Royal Bank was found to be compliant, this is not a recommended course of action.

Public and/or Stakeholder Involvement

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

Financial Implications

Over the five-year term, the recommended action is estimated to result in a net credit to the City for \$437,000, calculated as shown below.

Gross Banking Charge	\$1,754,000
Interest Credited	<u>(\$2,191,000)</u>
Net Banking Charge	(\$437,000)

Banking Services Request for Proposal – Award of Contract

This is the result of an expected interest credit to be received on the average cash balances in the City's combined operating accounts, which ends up being more than the fees related to the banking contract.

The gross banking charge is the total cost of all banking services (core and electronic) supplied to the City. The net banking charge is the residual charge remaining when the interest credited is applied against the gross banking charge.

Other Considerations/Implications

There are no policy, environmental, privacy, or CPTED implications or considerations, and a communication plan is not required.

Due Date for Follow-up and/or Project Completion

Following City Council's approval of the recommendation, the next due date for follow-up will be in late 2019. At that time, your Administration will decide on whether to solicit the Royal Bank of Canada for pricing for a two-year extension or to issue a new RFP for Banking Services.

Public Notice

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

Report Approval

Written by: Murray Gronsdal, Investment Manager

Reviewed by: Kerry Tarasoff, CFO/General Manager, Asset & Financial Management
Department

Approved by: Murray Totland, City Manager

RFP for Banking Services 2014.docx



STANDING POLICY COMMITTEE ON FINANCE

Appointment of Internal Audit Services Request for Proposal – Five-Year Contract

Recommendation of the Committee

1. That PricewaterhouseCoopers LLP (PWC) serve as internal auditor for the City of Saskatoon for a five-year term beginning January 1, 2015; and
2. That the City Solicitor prepare the necessary Agreement and that His Worship the Mayor and the City Clerk be authorized to execute the Agreement under the Corporate Seal.

History

At the December 1, 2014 Standing Policy Committee on Finance meeting, a report of the CFO/General Manager, Asset & Financial Management Department dated December 1, 2014, regarding the above matter, was considered.

Attachment

December 1, 2014 Report of the CFO/General Manager, Asset & Financial Management, Files CK. 1600-37

Appointment of Internal Audit Services Request for Proposal – Five-Year Contract

Recommendation

That the Standing Policy Committee on Finance recommend to City Council:

1. That PricewaterhouseCoopers LLP (PWC) serve as internal auditor for the City of Saskatoon for a five-year term beginning January 1, 2015; and
2. That the City Solicitor prepare the necessary 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 request authorization to engage PricewaterhouseCoopers LLP (PWC) as the City of Saskatoon's (City) internal auditor for a five-year contract beginning January 1, 2015.

Report Highlights

1. On October 7, 2014, the City issued a Request for Proposal (RFP) for Internal Audit Services.
2. Your Administration, on behalf of the Standing Policy Committee on Finance, is recommending PricewaterhouseCoopers LLP (PWC), the Preferred Proponent, be awarded the contract for the Internal Audit Services.

Strategic Goals

Internal audit and risk management programs support the Strategic Goal of Asset and Financial Sustainability by reviewing costs and revenues to ensure smart spending in all programs, as well as identifying risk in ongoing planning and operations.

Internal audit and risk management programs also support the long-term strategy of creating and encouraging a workplace culture of continuous improvement that encourages innovation and forward-thinking under the Strategic Goal of Continuous Improvement.

Background

At its meeting of October 6, 2014, the Standing Policy Committee on Finance extended the current internal auditing contract to December 31, 2014. At the same meeting, the Administration received authorization to issue an RFP for Internal Audit Services on behalf of the Standing Policy Committee on Finance.

Report

The RFP for Internal Audit Services was issued on October 7, 2014, with a closing date of November 7, 2014.

**Appointment of Internal Auditor
Request for Proposal – Five-Year Contract**

The Administration received five responses to the RFP from the following firms:

- Deloitte LLP;
- Garman, Weimer & Associates Ltd.;
- KPMG LLP;
- MNP LLP; and
- PricewaterhouseCoopers LLP (PWC).

The RFP Review Committee and the Standing Policy Committee on Finance evaluated the proposals received based upon the following criteria as detailed in the RFP:

1. The Proponents demonstrated knowledge and experience in the internal audit of similar size municipalities and other large entities. This includes qualifications and expertise of partners and staff to be assigned to the internal audit. Education, position in firm, years and type of experience will be considered from the résumés submitted.
2. The Proponents internal audit plan and philosophy related to the City and related entities, including financial system audits and risk based program audits and evaluating and auditing exposures to risk.
3. Total internal audit fees based upon the 1,400 hours of work per year.
4. Interview.

The RFP award was not based solely on one factor. All four factors were considered in the determination of the successful candidate.

After reviewing the scores, the RFP Review Committee and the Standing Policy Committee on Finance determined the proposal submitted by PricewaterhouseCoopers LLP (PWC) best meets the selection criteria as detailed in the RFP. Therefore, your Administration, on behalf of the Standing Policy Committee on Finance, is recommending that the City engage the services of PricewaterhouseCoopers LLP (PWC) as internal auditor for a service fee of \$223,650 (plus applicable taxes and special assignment fees) for the first year of service, plus an increase of 2% for each subsequent year of the five-year contract.

The key business terms that will be in the Agreement are:

- auditing financial systems;
- auditing in conjunction with the Risk Based Management Program;
- auditing special projects;
- suggesting and assisting with modifications and improvements to risk management programs; and
- identifying and evaluating exposures to risk and audit management.

Options to the Recommendation

There are no other options.

**Appointment of Internal Auditor
Request for Proposal – Five-Year Contract**

Financial Implications

The service fee of \$223,650 is within the current budget in the Corporate Governance and Finance Business Line.

Other Considerations/Implications

There are no policy, environmental, privacy, or CPTED implications or considerations, and a communication plan is not required.

Due Date for Follow-up and/or Project Completion

Pending City Council's approval, the contract will commence January 1, 2015, for a five-year term.

Public Notice

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

Report Approval

Written by: Kari Smith, Financial Analyst

Reviewed by: Linda Andal, Director of Financial Planning

Approved by: Kerry Tarasoff, CFO/General Manager, Asset & Financial Management
Department

Approved by: Murray Totland, City Manager

Internal Audit Contract Award.docx



STANDING POLICY COMMITTEE ON PLANNING, DEVELOPMENT AND COMMUNITY SERVICES

Purpose-Built Rental Projects at 402 Manek Road and 1809 Edmonton Avenue

Recommendation of the Committee

1. That the City Solicitor be requested to prepare the necessary tax abatement and incentive agreements for the purpose-built rental project being built at 402 Manek Road, previously approved for incentives by City Council; and
2. That the City Solicitor be requested to prepare the necessary tax abatement and incentive agreements for the purpose-built rental project being built at 1809 Edmonton Avenue, previously approved for incentives by City Council

History

At the December 1, 2014 Standing Policy Committee on Planning, Development and Community Services meeting, a report of the General Manager, Community Services Department dated December 1, 2014, regarding the above matter, was considered.

Attachment

December 1 2014 Report of the General Manager, Community Services, Files CK 750-4, PL 952-6-24 and PL 952-6-22

Purpose-Built Rental Projects at 402 Manek Road and 1809 Edmonton Avenue

Recommendation

That the Standing Policy Committee on Planning, Development and Community Services recommend to City Council:

1. That the City Solicitor be requested to prepare the necessary tax abatement and incentive agreements for the purpose-built rental project being built at 402 Manek Road, previously approved for incentives by City Council; and
2. That the City Solicitor be requested to prepare the necessary tax abatement and incentive agreements for the purpose-built rental project being built at 1809 Edmonton Avenue, previously approved for incentives by City Council.

Topic and Purpose

The purpose of this report is to provide appropriate instructions for preparing tax abatement and incentive agreements for two purpose-built rental projects, previously approved for financial incentives.

Report Highlights

1. The directions provided to the City Solicitor regarding the purpose-built rental project at 402 Manek Road need to be amended.
2. The directions provided to the City Solicitor regarding the purpose-built rental project at 1809 Edmonton Avenue need to be amended.

Strategic Goal

This report supports the City of Saskatoon's (City) long-term Strategic Goal of Quality of Life by increasing the supply and range of affordable housing options.

Background

On May 20, 2014, City Council approved financial incentives, including a five-year incremental property tax abatement and a cash grant of \$381,372 for the construction of 80 purpose-built rental units at 402 Manek Road by Innovative Residential Investments Inc. City Council directed the City Solicitor to prepare the necessary tax abatement and incentive agreements with Innovative Residential Investments Inc. A copy of the full report approved by City Council is provided in Attachment 1.

On September 29, 2014, City Council approved financial incentives, including a five-year incremental property tax abatement and a matching cash grant estimated at \$166,158 for the construction of 56 purpose-built rental units at 1809 Edmonton Avenue by Villa Royale Residential Group. City Council directed the City Solicitor to prepare the

necessary tax abatement and incentive agreements with Villa Royale Residential Group. A copy of the full report approved by City Council is provided in Attachment 2.

Report

Amended Directions for the Project at 402 Manek Road

Innovative Residential Investments Inc. is developing the housing project located at 402 Manek Road in partnership with Parkside Townhomes Inc. who is the owner of the land. The City Solicitor's Office advises that the necessary tax abatement and incentive agreements must be with the land owner in order to be enforceable. The previous resolution specifically directed the City Solicitor to prepare the agreement with Innovative Residential Investments Inc. who is the builder and not the owner of the land.

The Administration is recommending that the directions be amended so that the necessary tax abatement and incentive agreements can be prepared.

Amended Directions for the Project at 1809 Edmonton Avenue

Villa Royale Residential Group is developing the housing project located at 1809 Edmonton Avenue in partnership with NCO Holding Ltd. who is the owner of the land. The City Solicitor's Office advises that the necessary tax abatement and incentive agreements must be with the land owner in order to be enforceable. The previous resolution specifically directed the City Solicitor to prepare the agreement with Villa Royale Residential Group who is the builder and not the owner of the land.

The Administration is recommending that the directions be amended so that the necessary tax abatement and incentive agreements can be prepared.

Public and/or Stakeholder Involvement

There is no public or stakeholder involvement.

Other Considerations/Implications

There are no options, policy, communication, environmental, financial, privacy, or CPTED implications or considerations.

Due Date for Follow-up and/or Project Completion

The project at 402 Manek Road is scheduled to be complete by December 31, 2014, and the project at 1809 Edmonton Avenue is scheduled to be complete by October 31, 2015.

Public Notice

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

Attachments

1. 402 Manek Road Report
2. 1809 Edmonton Avenue Report

Report Approval

Written by: Daryl Sexsmith, Housing Analyst, Planning and Development

Reviewed by: Alan Wallace, Director of Planning and Development

Approved by: Randy Grauer, General Manager, Community Services Department

S/Reports/2014/CP/PDCS – Purpose-Built Rental Projects at 402 Manek Road and 1809 Edmonton Avenue/ks

TO: Secretary, Planning and Operations Committee
FROM: General Manager, Community Services Department
DATE: April 24, 2014
SUBJECT: Innovative Housing Incentives Applications – New Rental Construction Land Cost Rebate Program - Innovative Residential Inc. 402 Manek Road
FILE NO.: PL 952-6-22

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

- 1) that funding of \$381,372 for the construction of 80 purpose-built rental units to be built at 402 Manek Road by Innovative Residential Inc., be approved;
- 2) that a five-year tax abatement of the incremental 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 Innovative Residential Inc., and that His Worship the Mayor and the City Clerk be authorized to execute these agreements under the corporate seal.

TOPIC AND PURPOSE

Innovative Residential Inc. submitted an application to the New Rental Construction Land Cost Rebate Program to create 80 purpose-built rental units in the Evergreen neighbourhood.

REPORT HIGHLIGHTS

1. Innovative Residential Inc. is proposing to build 80 purpose-built rental units in Evergreen.
2. These units are in an area of the City of Saskatoon (City) with a need for rental housing.
3. This project qualifies for a grant and an Incremental Property Tax Abatement.
4. Innovative Residential Inc. 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 1,308 units under this agreement.

REPORT

On March 7, 2014, the City received an application from Innovative Residential Inc. for funding assistance under the New Rental Construction Land Cost Rebate Program.

Innovative Residential is Proposing to Build 80 Purpose-Built Rental Units in Evergreen
The proposal calls for the construction of five, two and a half storey, stacked townhouse buildings on the site located at 402 Manek Road in the Evergreen neighbourhood (see Attachment 1). Each building contains 16 residential townhouse units with three-bedroom townhouses stacked on top of two-bedroom ground level walkout units (see Attachment 2). Parking stalls and garages are located in the interior of the site, with each three-bedroom townhouse unit having a detached garage and a parking stall and each two-bedroom unit having one parking stall (see Attachment 2). The homes will be modular built and the expected completion date is December 31, 2014.

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 northeast section of the City, which includes the Evergreen neighbourhood, has a 1.8 percent apartment vacancy rate (Canada Mortgage and Housing Corporation).

There are currently limited options for rental units within the Evergreen neighbourhood or the neighbouring Erindale, University Heights, and Willowgrove neighbourhoods; therefore, demand for these units is expected to be high.

This Project Qualifies for a Grant and Incremental Property Tax Abatement

After a thorough review of this application, the Administration has concluded that this project will qualify for an Incremental Property Tax Abatement and a cash grant of up to \$5,000 per unit under Innovative Housing Incentives Policy No. C09-002. The

Assessment and Taxation Division estimates the value of this abatement to be approximately \$71,833 annually or \$381,372 over five years (presuming average tax increases of 3 percent annually).

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 incremental property tax of \$381,372 or \$4,767.15 per unit.

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. The Incentive Agreement will include the requirement that construction of the units be complete no later than March 31, 2016. 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. 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

There are no policy implications.

FINANCIAL IMPLICATIONS

The funding source for the cash grant of \$381,372 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 \$213,568 as a result of the proposed Incremental Property Tax Abatement.

Budgeted	Affordable Housing Reserve	External Funding	Foregone Tax Revenue
\$381,372	\$381,372	\$381,372	\$213,568

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 December 31, 2014.

ENVIRONMENTAL IMPLICATIONS

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

PRIVACY IMPACT

There are no privacy implications.

SAFETY/CRIME PREVENTION THROUGH ENVIRONMENTAL DESIGN (CPTED)

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 – 402 Manek Road
2. Site Plan for 402 Manek Road with Rendering

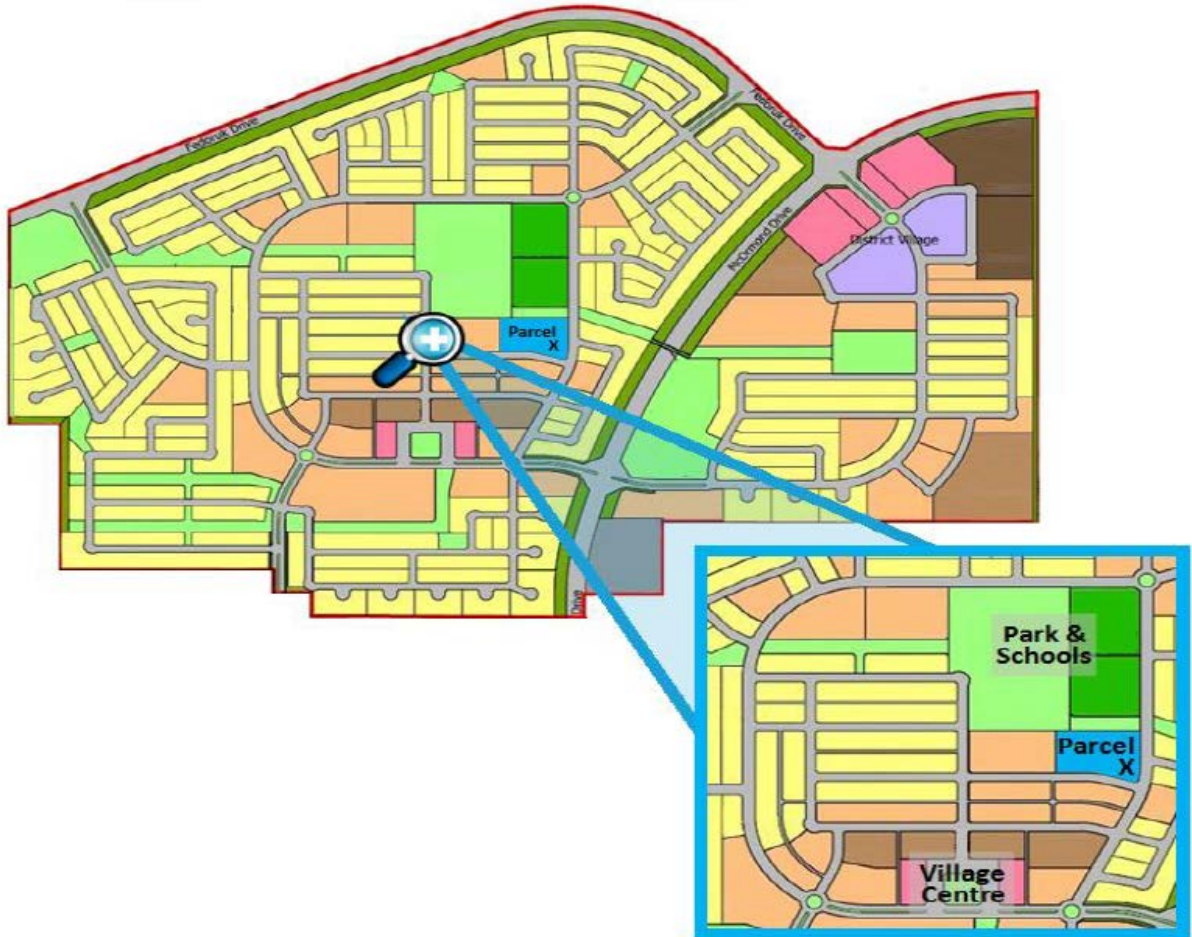
Written by: Keith Folkersen, Planner

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

Approved by: “Lynne Lacroix”
 For Randy Grauer, General Manager
 Community Services Department
 Dated: “April 29, 2014”

Approved by: “Murray Totland”
 Murray Totland, City Manager
 Dated: “May 3, 2014”

Map of Proposed Project Location – 402 Manek Road



Site Plan for 402 Manek Road with Rendering



Innovative Housing Incentives Application – New Rental Construction Land-Cost Rebate Application – Villa Royale Residential Group - 1809 Edmonton Avenue

Recommendation

That the Standing Policy Committee on Planning, Development and Community Services recommend to City Council:

1. That a five-year incremental tax abatement of the residential taxes be applied to the 56-unit purpose-built rental expansion at 1809 Edmonton Avenue, commencing the next taxation year, following the completion of the project;
2. That a matching cash grant equal to the value of the five-year incremental tax abatement, to a maximum of \$5,000 per unit, estimated at \$166,158, be approved for this project; and
3. That the City Solicitor be requested to prepare the necessary tax abatement and incentive agreements with Villa Royale Residential Group, and that His Worship the Mayor and the City Clerk be authorized to execute these agreements under the Corporate Seal.

Topic and Purpose

Villa Royale Residential Group submitted an application to the New Rental Construction Land-Cost Rebate Program to create 56 purpose-built rental units in the Hudson Bay Park neighbourhood as an expansion on a special care home.

Report Highlights

1. Villa Royale Residential Group is proposing to build a 56-unit purpose-built rental expansion, in an area of Saskatoon with a need for seniors' housing and located on a lot well suited for the use.
3. This project is eligible to receive an incremental property tax abatement and cash grant.
4. Villa Royale Residential Group 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 for seniors.

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

Innovative Housing Incentives Application – New Rental Construction Land-Cost Rebate Application – Villa Royale Residential Group - 1809 Edmonton Avenue

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 1,500 units under this agreement.

On July 17, 2013, City Council approved a Rezoning Agreement to facilitate the expansion of the current Villa Royale facility to include an additional 56 purpose-built rental units.

Report

On June 11, 2014, the Villa Royale Residential Group submitted an application to the New Rental Construction Land-Cost Rebate Program to help fund the 56-unit expansion consistent with the Rezoning Agreement.

Proposal To Build a 56-Unit Purpose-Built Rental Expansion

These 56 units will be apartment style with full kitchens. These units will be in addition to the existing 99 apartment units and 21 bed intermediate care home on the site (see Attachment 1 and 2). Services will include five meals per week, linen and housekeeping services, and activities. Construction started in early summer 2014, with a completion date scheduled for October 2015.

This site is located in Hudson Bay Park, adjacent to Circle Drive to the west and north, a shopping centre to the east, and a park to the south (see Attachment 3). This proposal will expand an existing seniors' facility that offers close proximity to amenities and services that residents require including transit, grocery store, coffee shop, and beauty salon.

Incremental Property Tax Abatement

The Administration has concluded that this project will qualify for an incremental property tax abatement and a cash grant of up to \$5,000 per unit under Innovative Housing Incentives Policy No. C09-002. The Assessment and Taxation Division, Asset and Financial Management Department, estimates the value of this abatement to be approximately \$166,158 or \$2,967.10 per unit over five years (presuming average tax increases of 3% annually).

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 of \$166,158.

Entering Into An Incentive Agreement

In order to ensure that the units 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 rental, City Council could deny approval of any condominium conversion application for these units while the incentive agreement is in effect.

Innovative Housing Incentives Application – New Rental Construction Land-Cost Rebate Application – Villa Royale Residential Group - 1809 Edmonton Avenue

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.

Public and/or Stakeholder Involvement

A public information meeting was held for the rezoning by agreement from RM4 to RM3 on Wednesday, May 29, 2013. This application is intended to implement the planned development. Further public and/or stakeholder involvement is not required.

Communication Plan

A communication plan is not required.

Financial Implications

The funding source for the cash grant of \$166,158 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 equalling approximately \$93,048.48 as a result of the proposed incremental property tax abatement.

Budgeted	Unbudgeted	Capital	Operating	Non-Mill Rate	External Funding
\$166,158	0	\$166,158	0	0	\$166,158

Other Considerations/Implications

There are no policy, environmental, privacy, or CPTED implications or considerations.

Due Date for Follow-up and/or Project Completion

This project is slated to finish in October 2015, at which point the Administration will ensure the work has been completed. Funding will be provided upon completion of the project and closure of all building permits.

Public Notice

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

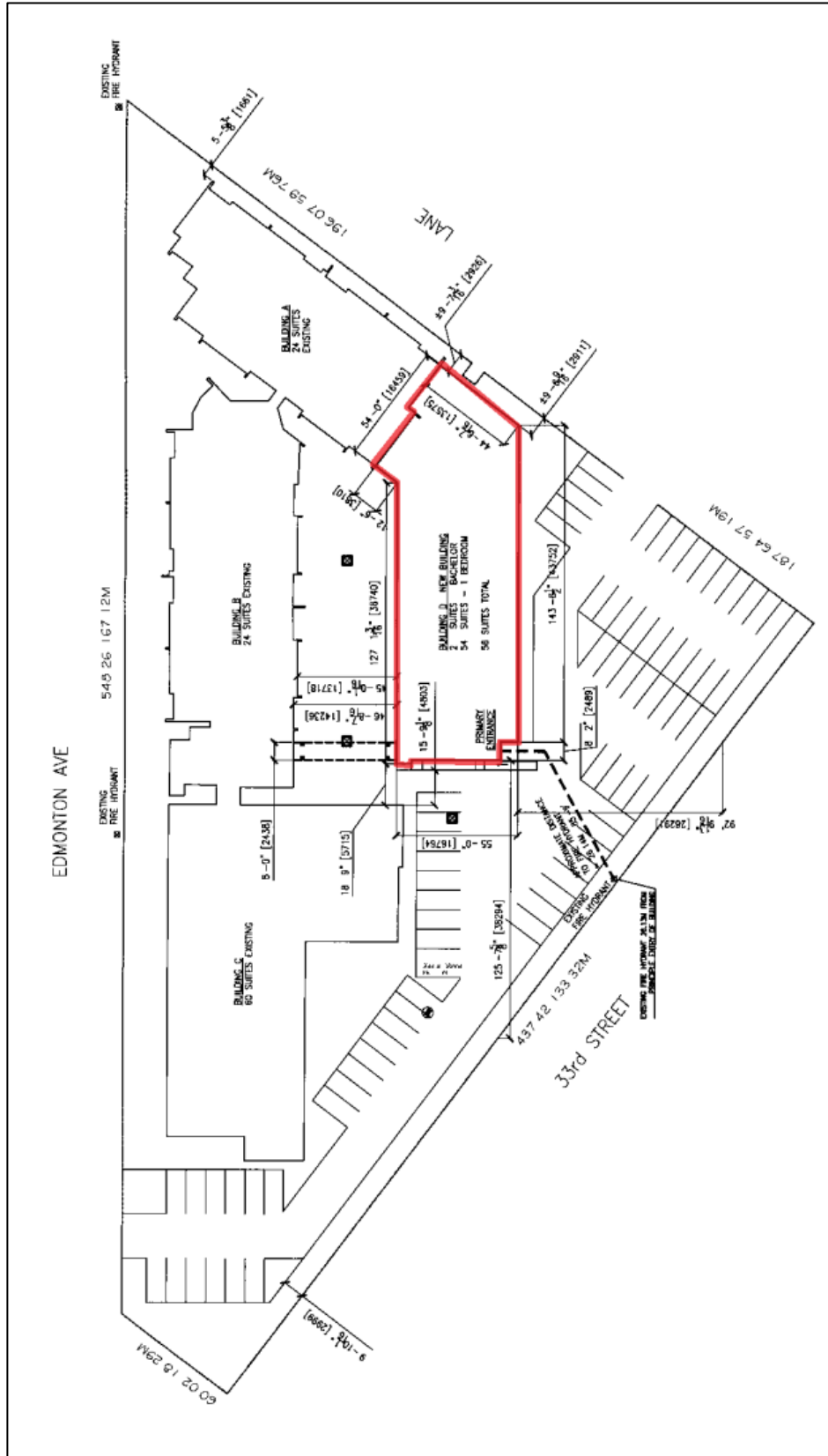
Attachments

1. Site Plan
2. Rendering
3. Site Location Map

Report Approval

Written by: Keith Folkersen, Planner, Neighbourhood Planning Section
Reviewed by: Lesley Anderson, Acting Director of Planning and Development
Approved by: Randy Grauer, General Manager, Community Services Department

Site Plan

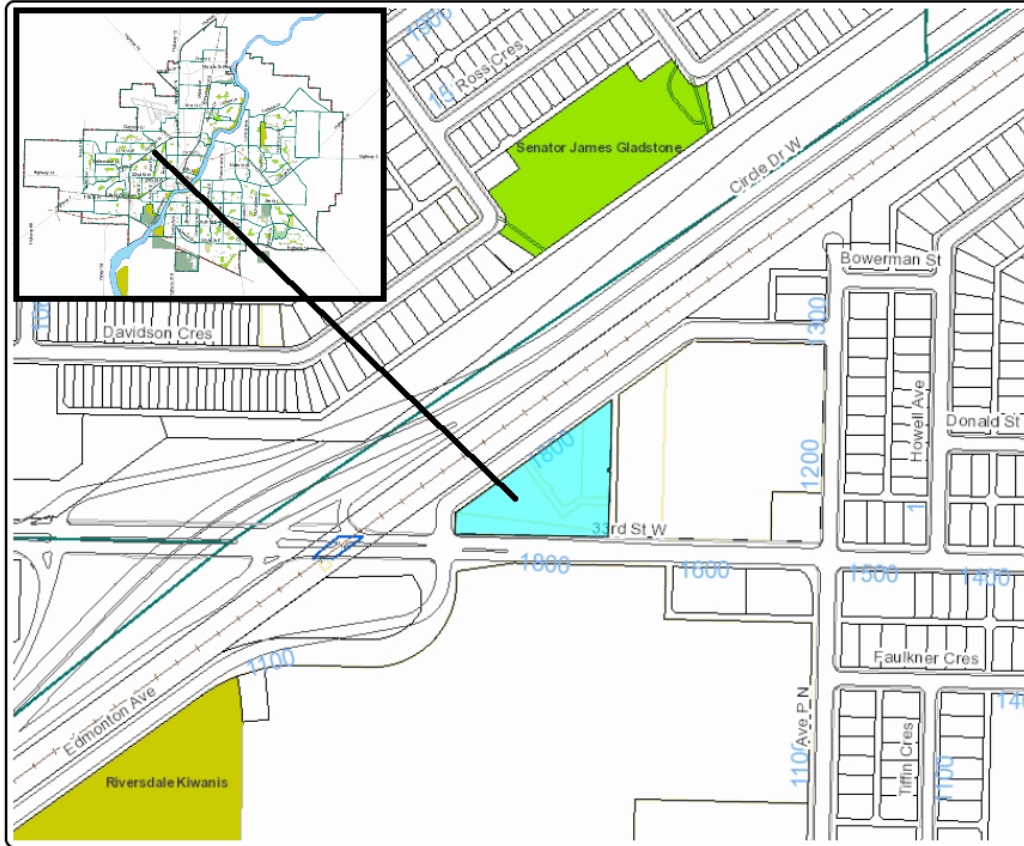


Rendering



Site Location Map

1809 Edmonton Avenue



City of Saskatoon
Corporate GIS

LEGEND

- Curb and Pavement
 - 1
 - 3
- Sidewalks
 - 1
 - 3
- Walkways and Paths
 - 1
 - 3
- Curb and Walk Other
 - 1
 - 3
- Railway - Main
- Railway - Spur
- Pond
- Sandbar
- River
- Neighbourhood
- Ownership
 - Proposed Ownership
 - Lease
 - Utility
 - Retired Ownership
- Parks
 - Neighbourhood
 - District Park

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.

© Copyright 2012 City of Saskatoon



STANDING POLICY COMMITTEE ON PLANNING, DEVELOPMENT AND COMMUNITY SERVICES

Distribution of Support Services and Separation Distance Between Social Agencies

Recommendation of the Committee

1. That the Administration be directed to present the report of the General Manager, Community Services Department dated December 1, 2014 and discuss the various approaches and options with the Business Improvement Districts and service providers;
2. That the “Humanitarian Service Facility” (Regina) definition and “Mainstreet Designation” (Ottawa) approach be investigated by the Administration in more detail and report back on feasibility, workplan, and timeline for implementation; and
3. That information be provided on the impact on the Business Improvement District Levy when a Commercial property is purchased by a non-tax paying agency.

History

At the December 1, 2014 Standing Policy Committee on Planning, Development and Community Services meeting, a report of the General Manager, Community Services Department dated December 1, 2014, regarding the above matter, was considered. The Committee recommends discussion with all Business Improvement Districts, as well as service providers. The Committee has also asked for information be provided on the Business Improvement District Levy when a Commercial property is purchased by a non-tax paying agency.

Attachment

December 1, 2014 Report of the General Manager, Community Services, Files CK 4350-1, CK 4131-31, PL 4110-18-26 and PL 4350-1

Distribution of Support Services and Separation Distance Between Social Agencies

Recommendation

That the Standing Policy Committee on Planning, Development and Community Services recommend to City Council:

1. That the Administration be directed to present this report and discuss the various approaches and options with the Riversdale Business Improvement District; and
2. That the “Humanitarian Service Facility” (Regina) definition and “Mainstreet Designation” (Ottawa) approach be investigated by the Administration in more detail and report back on feasibility, workplan, and timeline for implementation.

Topic and Purpose

The purpose of this report is to present updated information regarding the concentration of Support Service Organizations in Saskatoon, as well as to respond to an inquiry from Councillor P. Lorje regarding the possibility of introducing a separation distance requirement between such agencies.

Report Highlights

1. A wide range of social support agencies exist in Saskatoon and provide many necessary services in the community. Some agencies blend in to their area easily, but a concentration of such uses can have a negative impact on the neighbourhood.
2. In order to use a zoning strategy to address this concentration, a specific use must be defined and the approach must be applied equitably throughout the city.
3. A review of the 2014 Institutional Survey (Survey) indicates there are 142 non-accommodation based agencies and 42 accommodation-based agencies currently known to be operating in Saskatoon.
4. A variety of regulatory approaches are used by other municipalities in North America to address similar concerns about a concentration of support services and associated negative impacts to the community.
5. A range of potential regulatory tools are outlined for consideration.

Distribution of Support Services and Separation Distance Between Social Agencies

Strategic Goal

This report supports the City of Saskatoon's (City) Strategic Goal of Quality of Life by ensuring Saskatoon is a warm, welcoming, and well-managed people place. This goal is supported by increasing public perceptions of quality of life and safety and by ensuring a wide range of community facilities are accessible to those that need them.

Background

At its February 27, 2012 City Council meeting, Councillor P. Lorje made the following inquiry:

“Will the Administration please provide updated information and performance comparisons with the October 29, 2007, report regarding the concentration of Support Service Organizations in Pleasant Hill? Further, can information and comparative data also be provided for the neighbourhood of Riversdale?”

Both communities have Local Area Plans with recommendations that speak to the impact of over-concentration of such services on their neighbourhoods so a report on support service organizations for both neighbourhoods would be useful, especially in light of the planning and consultation work currently being conducted as part of the “Junction study.”

At its June 9, 2014 City Council meeting, Councillor P. Lorje made the following inquiry:

“Will the Administration please report on the possibility of introducing a “separation distance” between social agencies such as soup kitchens and missions in a manner similar to the very successful separation distance that was adopted for the location of pawn shops.

That measure was of great assistance in reducing the geographic concentration of pawn shops and resulted in opportunities for revitalization of neighbourhoods that had previously been home to several pawn shops. Perhaps this approach may assist in certain issues that appear to be the result of concentration of missions and similar social agencies.

Any other suggestions for dealing with concentrations of social agencies would also be appreciated.”

Further background is provided in Attachment 1.

Distribution of Support Services and Separation Distance Between Social Agencies

Report

Range of Social Support Agencies

Concerns continue to be expressed by the community and the Riversdale Business Improvement District (BID) regarding the concentration of support service agencies. These concerns tend to focus on uses like soup kitchens and missions and on behaviours that are occurring on public streets, sidewalks, and other communal areas. Some of these agencies can blend in to a neighbourhood or business district easily; however, the issue in the Pleasant Hill and Riversdale neighbourhoods is one of concentration.

Zoning Bylaw No. 8770 – Strengths and Limitations

While a zoning strategy cannot specifically address behaviours, it can influence the location of land uses that may attract unwanted behaviours. Zoning cannot be used to target particular client groups; therefore, any changes in zoning must be applied equally across the range of social support agencies that exist in Saskatoon.

Zoning Bylaw No. 8770 does not contain one specific definition that applies to all of these uses; a variety are used, depending on individual applications.

Accommodation-based agencies tend to be categorized as a Special Care Home or Boarding House/Apartment. The most commonly applied definitions for non-accommodation based agencies include:

- a) office;
- b) community centre; or
- c) place of worship.

2014 Update

The Administration has prepared an update to the 2007 report and shows locations of social support agencies throughout the city, Riversdale, Pleasant Hill, Downtown, and the Broadway BID (see Attachment 2). Using the City's Survey, which records employment and operational data on governmental and institutional agencies that don't require a business license, 142 non-accommodation based, and 42 accommodation-based agencies, were identified city-wide.

Review of Municipal Regulatory Approaches

The concentration and perceived impacts of such concentrations has prompted many North American municipalities to adopt a variety of regulatory regimes. Commonly used regulations include distance separations, limitations on size, good neighbour or management plans, mandatory licensing, council use permits, and inclusionary zoning (see Attachment 3).

Potential Regulatory Tools

The Administration reviewed the following approaches (see Attachment 4):

1. Establish a business license requirement for institutional agencies under Business Licensing Bylaw No. 8075 and apply a separation distance to particular uses.

Distribution of Support Services and Separation Distance Between Social Agencies

2. Create a definition in Zoning Bylaw No. 8770 to apply to specific uses that appear to attract the most off-site impacts and review appropriate locations city-wide for these uses.
3. Establish a system of corridor designations, via Official Community Plan Bylaw No. 8769 and prohibit the establishment of social support organizations along particular corridors, while still allowing them within the zoning district.
4. Engage social service providers to discuss Good Neighbour and/or Management Plans. This is a non-regulatory approach, but could yield greater benefits in a shorter period of time.
5. Enact an Interim Development Control Bylaw. This approach is not recommended without the creation of a specific definition for uses that are considered to be concentrated.

After reviewing various approaches, it is the opinion within the Community Services Department that the City of Regina's definition of "Humanitarian Services Facilities" and the City of Ottawa's approach to concentration through the designation of "Mainstreets" warrants further investigation.

Options to the Recommendation

City Council has the option to direct the Administration to pursue further investigation into any of the other approaches identified in this report.

Public and/or Stakeholder Involvement

At this time, no formal public or stakeholder involvement has occurred. Should City Council wish to pursue any of these approaches, appropriate involvement of the public and stakeholders will be identified and undertaken.

Communication Plan

The Administration will prepare a communication plan if City Council provides direction to proceed with any of the proposed regulatory approaches outlined in this report.

Financial Implications

There are no financial implications associated with the recommendations.

Other Considerations/Implications

There are no policy, environmental, privacy, or CPTED implications or considerations.

Due Date for Follow Up and/or Project Completion

The Administration will present this report to the Riversdale BID Board for discussion in early 2015.

A further report on feasibility, timeline, and workplan for implementation will be brought back to Committee by Summer 2015.

Distribution of Support Services and Separation Distance Between Social Agencies

Public Notice

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

Attachments

1. Background on the Distribution of Support Services
2. Distribution of Support Service Organizations in Saskatoon Map
3. Review of North American Municipal Policies Addressing Support Services
4. Consideration of Regulatory Options

Report Approval

Written by: Lesley Anderson, Manager, Neighbourhood Planning Section
Reviewed by: Alan Wallace, Director of Planning and Development Division
Approved by: Randy Grauer, General Manager, Community Services Department

S:\Reports\CP\2014\PDSCS – Distribution of Support Services and Separation Distance Between Social Agencies\kt
BF 10-12, BF 66-14

Background on the Distribution of Support Services

In Saskatoon, social support agencies serve a wide variety of purposes. These can range from emergency relief, basic literacy, and food provision to mentorship, health promotion, employment training, and social advocacy.

The Pleasant Hill Local Area Plan (LAP) was adopted by City Council on June 24, 2002. During the Pleasant Hill LAP process, residents identified that they felt in a direct or indirect way, high concentrations of support service organizations impact on the community in a negative way.

A report was presented to City Council in November 2007, which included a review of best practices, results of a community survey conducted in cooperation with the University of Saskatchewan, a policy review of other jurisdictions, and a comprehensive list of support services in existence at that time.

The findings of the report suggested that there are both positive and negative impacts on neighbourhoods due to the concentration of support service organizations. Positively, support service organizations may locate in an area as a reaction to existing neighbourhood socio-economic conditions and service needs. Negatively, a concentration of such organizations is viewed by some as a negative influence on the overall character of the neighbourhood.

The Riversdale LAP was approved by City Council on May 20, 2008. It included a section on Community Based Organizations (another term that can be used for Support Service Organizations). The recommendation from the Riversdale LAP was:

“That the Community Services Department work in cooperation with the Saskatoon United Way, Community-University Institute of Social Research (CUISR), Regional Intersectoral Committee, Saskatoon Health Region, and the Riversdale Business Improvement District, to create a system of tracking and mapping of community, social, health, and government services in Saskatoon that would be easily accessible by the public.”

A report on this recommendation was received by City Council on December 15, 2008.

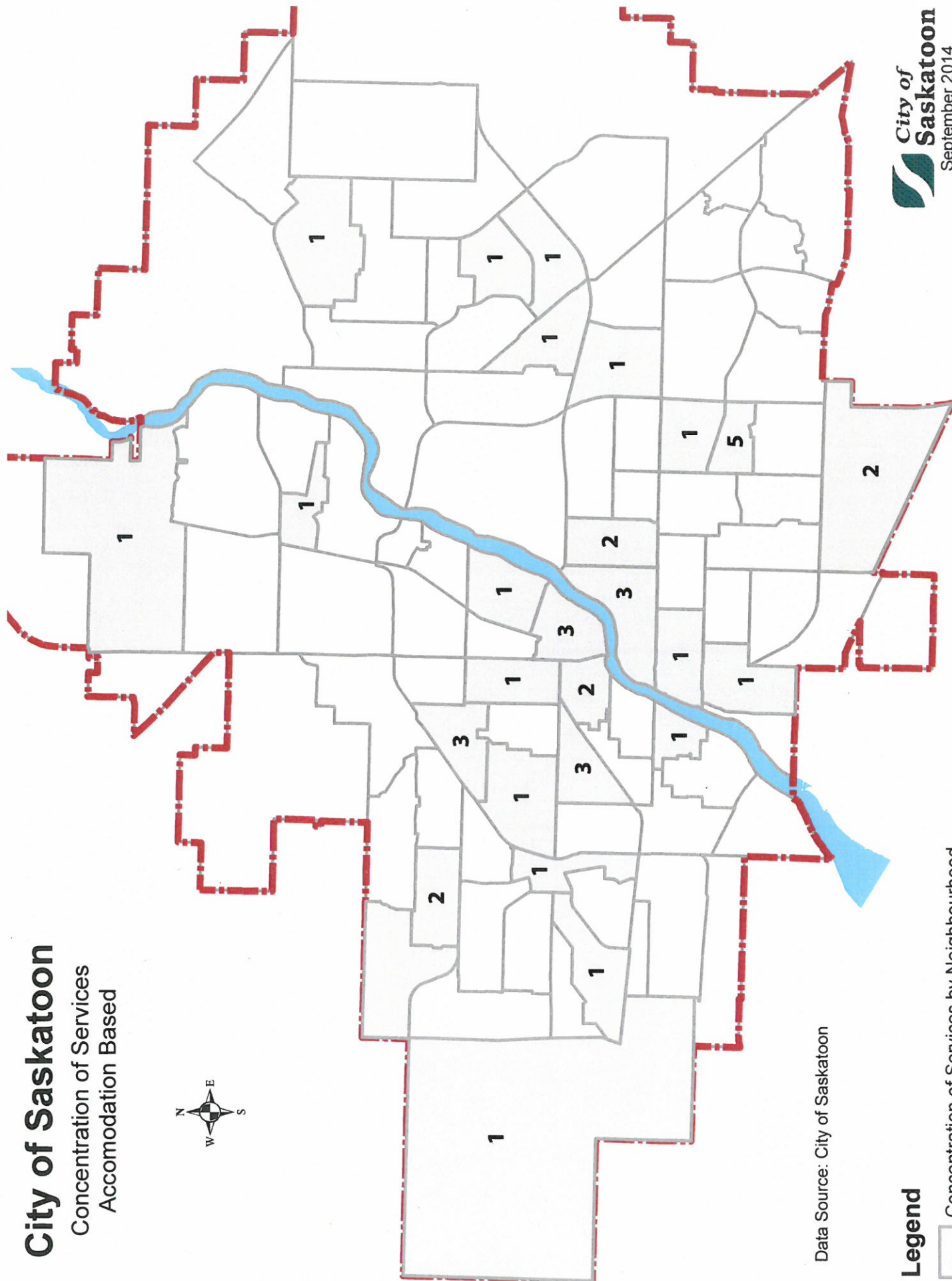
2014 City Institutional Survey

The Institutional Survey (Survey) is undertaken by the Business License and Bylaw Compliance Section, Planning and Development, on a bi-annual basis. It is intended to capture employment and space information related to all types of organizations operating in Saskatoon that do not currently require a business license. This includes non-governmental organizations, government offices, and institutions such as schools, universities, etc. The Survey was first conducted in 2006 and formed the basis for the information included in the Administration's 2007 report on the geographic concentration of support services in Saskatoon. At that time, 155 agencies were identified as support services.

The 2014 Survey was reviewed and 142 non-accommodation based uses, and 42 accommodation-based social support uses were identified. It is important to note that this cannot necessarily be considered an increase in agencies from the 2007 report, as each time the Survey is conducted more agencies are identified and added to the list; however, they may have been in existence for several years prior. In addition, the Survey may not have captured every agency in operation, at the time the Survey is conducted. Changing definitions for industry classifications (the North American Industry Classification System) has also meant that tracking increases/decreases is less reliable.

City of Saskatoon

Concentration of Services
Accommodation Based



Data Source: City of Saskatoon

Legend

□ Concentration of Services by Neighbourhood

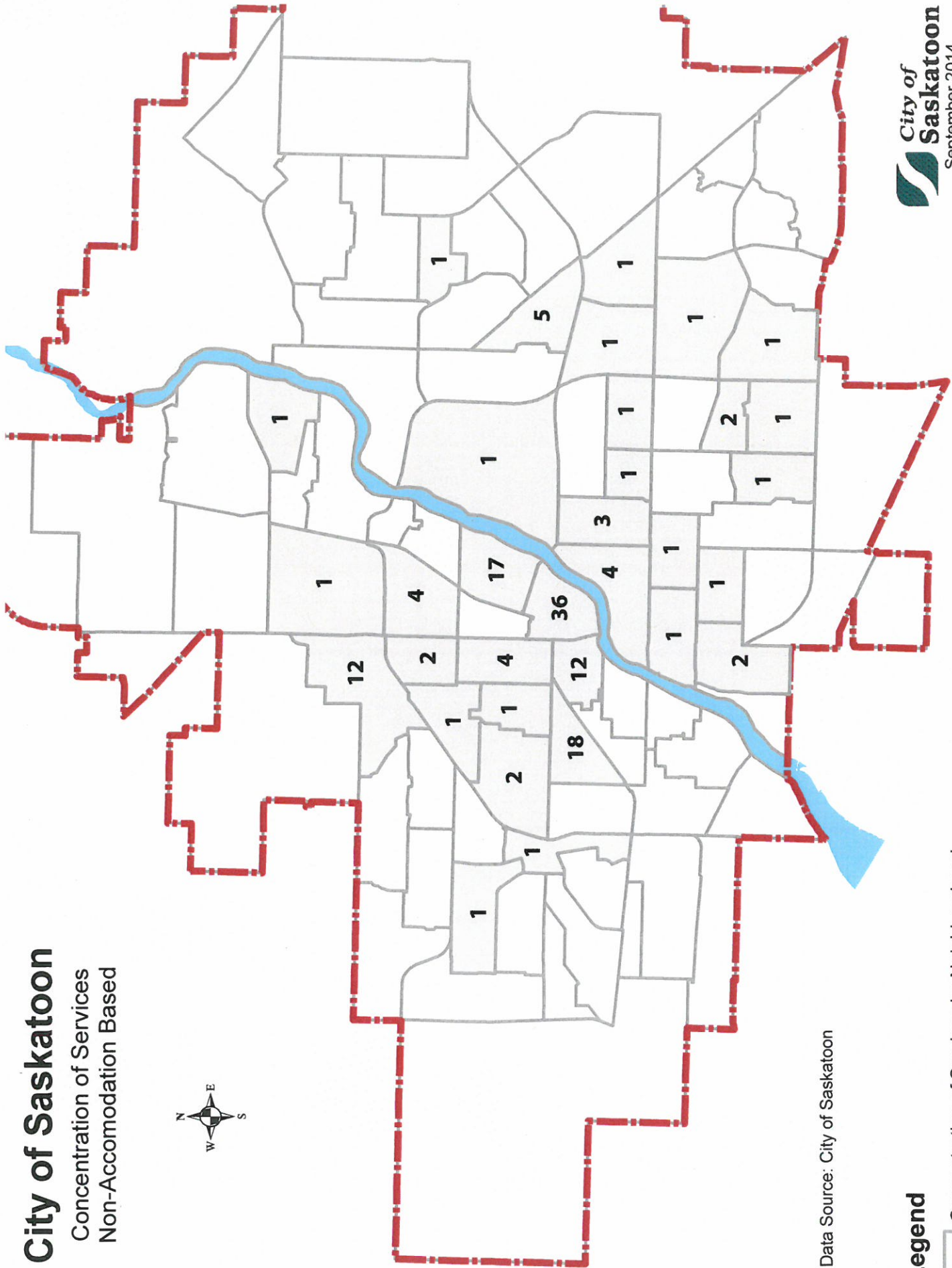


September 2014

N:\Planning\ESR\Requests\Conc_Services\2014\Services_2014.mxd

City of Saskatoon

Concentration of Services
Non-Accommodation Based



Data Source: City of Saskatoon

Legend

Concentration of Services by Neighbourhood



September 2014

City of Saskatoon

Concentration of Services in Pleasant Hill - Accommodation Based



Legend

- Concentration of Services
- Ownership Parcels

Data Source: City of Saskatoon

City of Saskatoon

Concentration of Services in Pleasant Hill - Non-Accommodation Based



Legend

Concentration of Services

- 1
- 2 - 3
- 5

Ownership Parcels

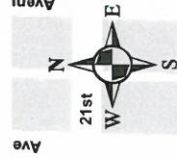
Data Source: City of Saskatoon



September 2014

City of Saskatoon

Concentration of Services in Riversdale - Accomodation Based



Legend

Concentration of Services

- 1 (Red dot)
- Ownership Parcels (Grey rectangle)

Data Source: City of Saskatoon



N:\Planning\ESR\Requests\Conc_Services\2014\Services_2014.mxd

City of Saskatoon

Concentration of Services in Riversdale - Non-Accommodation Based



Legend

- Concentration of Services
- Ownership Parcels

Data Source: City of Saskatoon

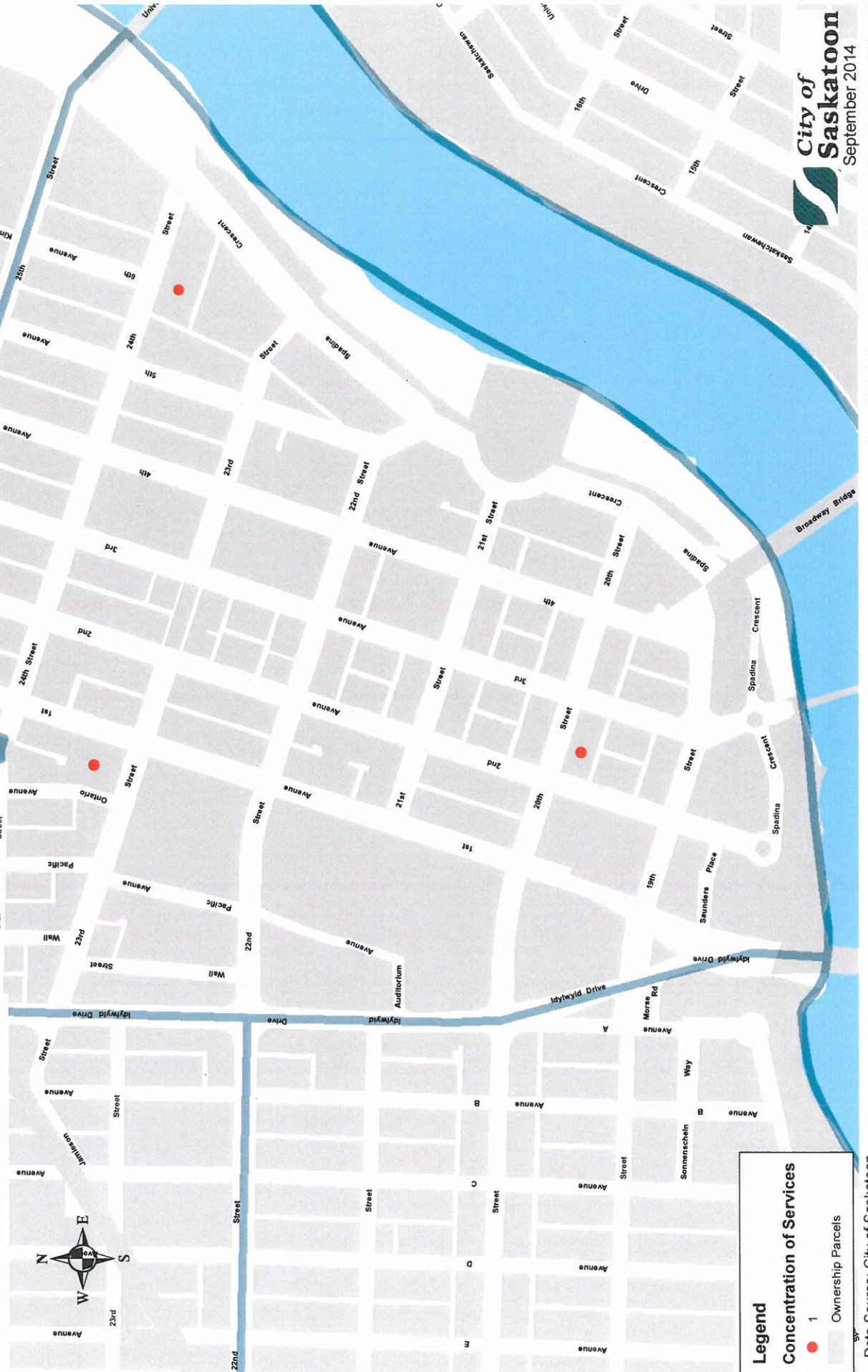


September 2014

N:\Planning\ESRI\Requests\Conc_Services\2014\Services_2014.mxd

City of Saskatoon

Concentration of Services in Central Business District Accomodation Based



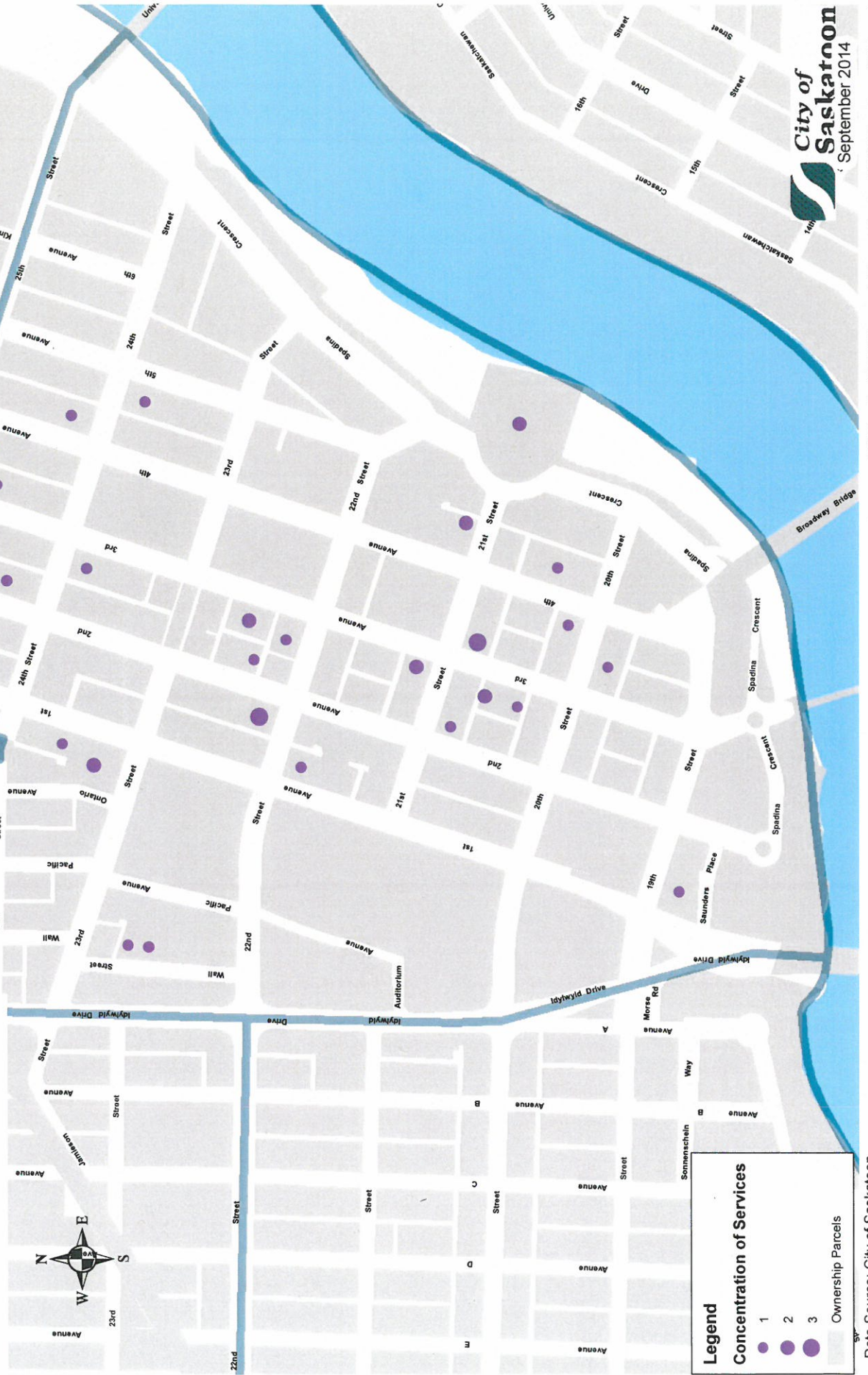
Legend

Concentration of Services

- 1 ● Ownership Parcels

City of Saskatoon

Concentration of Services in Central Business District Non-Accommodation Based



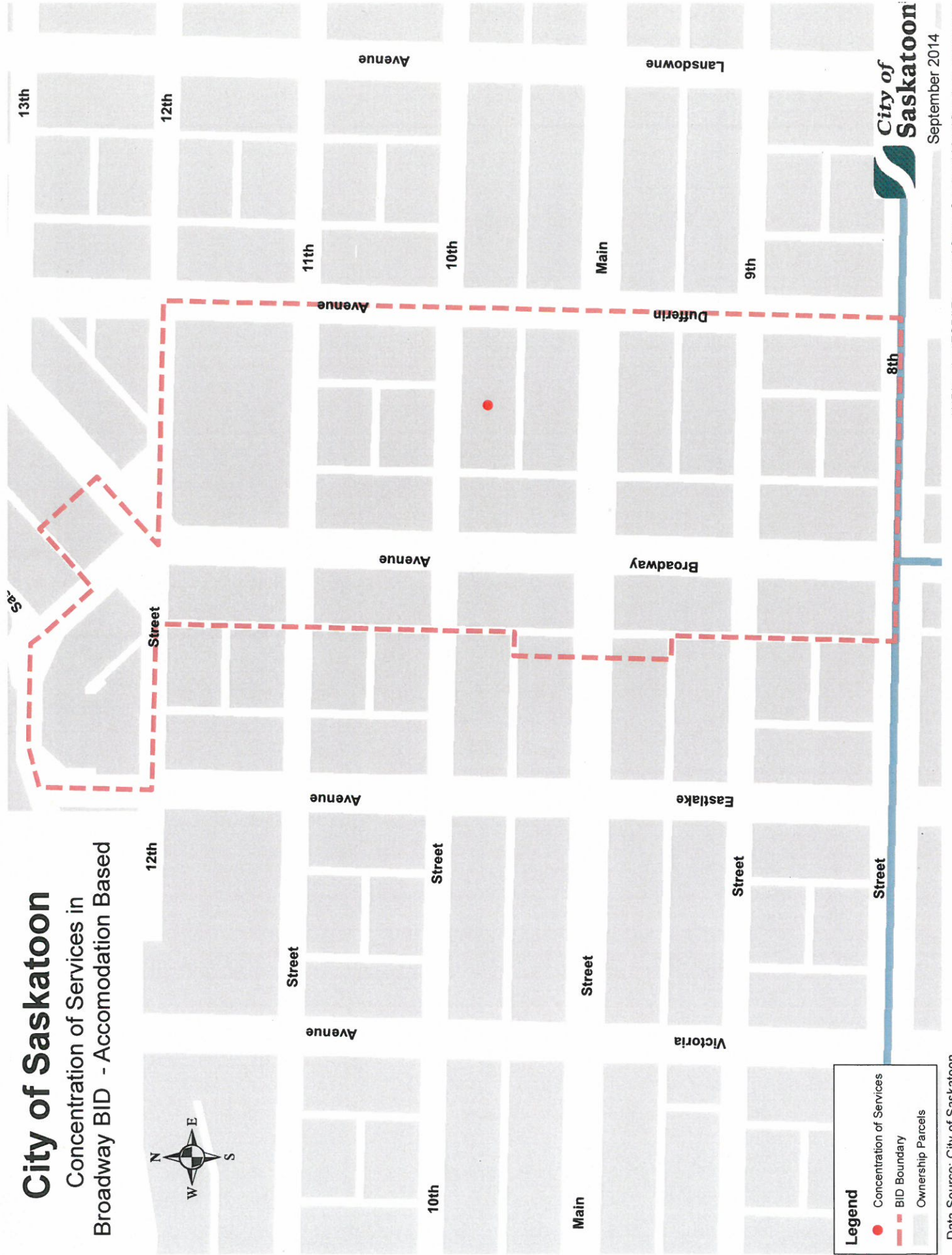
Legend

Concentration of Services

- 1 (Small purple circle)
- 2 (Medium purple circle)
- 3 (Large purple circle)
- Ownership Parcels (Grey rectangle)

City of Saskatoon

Concentration of Services in
Broadway BID - Accommodation Based



Legend

- Concentration of Services
- - - BID Boundary
- Ownership Parcels

Data Source: City of Saskatoon



September 2014
N:\Planning\ESRI\Requests\Conc_Services\2014\Services_2014.mxd

City of Saskatoon

Concentration of Services in
Broadway BID - Non-Accommodation Based



Legend

Concentration of Services

- 1
-
- BID Boundary
- Ownership Parcels

Data Source: City of Saskatoon



September 2014

N:\Planning\ESRI\Requests\Conc_Services\2014\Services_2014.mxd

Review of North American Municipal Policies Addressing Support Services

Municipality	Ottawa, Ontario
Approval Mechanism	Separation Distance and Limit on Number of Shelters
Type of Use	Residential Care Facilities and Community Health and Resource Centres
<ul style="list-style-type: none"> • The City of Ottawa completed a study in 2008, to attempt to find a land use solution to the over-concentration of social services within a particular ward, and the current distribution of shelters, drop-in centres (community health and resource centres), and residential care facilities. The study was undertaken as a result on the passage of an interim control bylaw. Under <i>The Ontario Planning Act</i>, the municipality is authorized to adopt an interim control study that is to apply to a specific geographic area. • The study resulted in regulations that restricted any further development of shelters in the Ward 12 area by placing a cap of four shelters, and: <ul style="list-style-type: none"> ○ adding a prohibition against any new shelters locating on streets designated Mainstreet in the Official Plan; ○ prohibiting residential care facilities, shelters, and community health and resource centres in all Residential Zones throughout the city; ○ prohibiting residential care facilities and shelters in all Local Commercial Zones throughout the city; ○ increasing the general pool of lands available city-wide to permit shelters, residential care facilities, and community health and resource centres by permitting these uses in Commercial (non-Mainstreet and non-Local Commercial), Mixed Use and Institutional Zones, subject to regulations; and ○ increasing the minimum separation area required between shelters to 500 metres. • Developed a definition for residential care facilities: an establishment providing supervised or supportive in-house care for those who need assistance with daily living, that may also provide on-going medical or nursing care or counselling and social support services, which may include services such as medical, counselling, and personal services. • Community Health and Resource Centre: a place where members of the public are provided with health services, social support services, cultural, social, or recreational programs or life/work skills training programs and where neither overnight care nor living accommodation is available. • Community Health and Resource Centres, which include day programs, methadone clinics, needle exchanges, etc., are permitted in all commercial zones, except those designated Mainstreet or Local Commercial Areas. • The recommended zoning strategy for community health and resource centres is that the use should be permitted only as an ancillary use within a place of worship or community centre when located in a Minor Institutional or Community Leisure Zone. The ancillary use would be subject to a maximum size of 30% of the gross floor area of the building in which it is located, although the whole of a basement may be used as a community health and resource centre. This will limit the size of the use and require that it be within another building, rather than stand-alone, to minimize any land use impacts between it and the residential neighbourhood surrounding places of worship and community centres. 	

Municipality	San Diego, California
Approval Mechanism	Separation Distance and Conditional Use Permit
Type of Use	Social Service Institution
<ul style="list-style-type: none"> • Social Service Institution: an organization engaged in activities that promote social welfare, including philanthropic assistance to the sick, needy, or unfortunate. This term does not include residential care facilities, provisions for on-site residence or confinement, adult day care, alcohol recovery facilities, and parolee rehabilitation services. • Social service institutions, emergency shelters, and homeless day centers require Conditional Use Permits. The intent of these procedures is to review these uses on a case-by-case basis to determine whether and under what conditions the use may be approved at a given site. Further, the intent is that each use be developed to fully protect the public health, safety, and welfare of the community. To provide this protection, conditions may be applied to address potential adverse effects associated with the proposed use. • Homeless facilities include congregate meal facilities, emergency shelters, and homeless day centers. • No more than one congregate meal facility may be permitted within ¼ mile of an emergency shelter, a homeless day center, or another congregate meal facility, measured from property line to property line. 	

Municipality	Riverside, California
Approval Mechanism	Separation Distance
Type of Use	Shelters and Supportive Housing
<ul style="list-style-type: none"> • Zoning provisions for shelters and supportive housing have additional requirements to provide information regarding support services to be provided on-site and projected staffing levels; and rules of conduct and/or management plan. • A 5,000 foot separation distance is also required between similar uses. 	

Municipality	Burlington, Ontario
Approval Mechanism	Separation Distance
Type of Use	Residential Social Service Facilities
<ul style="list-style-type: none"> • 400 m minimum separation distance between residential social services property and/or emergency shelter property, and/or group home, and/or correctional group home. • Residential Social Service facilities are supervised by staff on a daily basis, which provides special care to persons for physical or mental deficiency, physical handicap, or other such cause. A residential service facility shall be funded, licensed, approved, or supervised by the Province of Ontario under a general or specific <i>Act</i>, for the accommodation of nine or more residents, exclusive of staff. 	

Municipality	Hamilton, Ontario
Approval Mechanism	Separation Distance
Type of Use	Residential Social Service Facilities and Emergency Shelters
<ul style="list-style-type: none"> • Emergency Shelters and Residential Care Facilities shall be situated on a lot having a minimum radial separation distance of 300 m from any lot line of such lot measured to the lot line of any other lot occupied by a Residential Care Facility, Emergency Shelter, Corrections Residence, or Correctional Facility. • No separation distances between social service establishments. 	

Municipality	Cincinnati, Ohio
Approval Mechanism	Certificate of Zoning Compliance and Social Service Committee
Type of Use	Integrated Social Service Campus
<ul style="list-style-type: none"> • An integrated social service campus called CityLink (provides a variety of integrated resources from various ministries and agencies at a single location, including services for education, mentoring, workforce development, transportation, health, wellness, and financial education). The campus faced serious opposition while in its development stages. • Following the legal battle that allowed CityLink to proceed, City Council passed a resolution to direct the City Manager to use his authority to adhere to the policy “that social service agencies and programming shall not be concentrated in a single geographic area and shall not locate in an area that is deemed impacted.” • A Cincinnati Social Service Committee (Committee) was established to develop zoning text amendments that would address definitions, location, and concentration of social service agencies in the city. The Committee consisted of a broad representation of social service providers and concerned citizens who provided feedback to city officials. • Conclusions that came out of the Committee: not all social service facilities that provide programs for the needy have negative impacts on neighbourhoods. The negative impacts repeatedly identified by residents and municipalities are more related to drug abuse and mental illness. The social service facilities providing services to chronically homeless individuals are more likely to have negative behaviours or activities occurring in close proximity. The types of uses that largely provide programs for chronically homeless individuals include addiction treatment facilities, halfway houses, homeless shelters, supportive housing, offender transitional housing, and food and meal distribution. • Identification of the uses to be regulated, precise definition of these uses, and documentation of their impacts are necessary elements in substantiating the regulations. 	

Municipality	San Antonio, Texas
Approval Mechanism	Specific Use Authorization
Type of Use	“Single Stop Facility” - Integrated Social Service Campus
<ul style="list-style-type: none"> • Human services campus: A use in which multiple structures and related grounds or portions thereof are used to provide a multitude of services, including but not limited to, the following: emergency food, medical, or shelter services; animal care facilities; schools, including educational, business, and vocational; community health care clinics, including those that provide mental health care; alcohol or drug abuse services; information and referral services for dependent care, housing, emergency services, transportation assistance, employment, or education; multi-family housing; consumer and credit counseling; or day care services for children and adults. • Haven for Hope is a community medical clinic with business and vocational programs, day care services, etc. It required C-3NA-S zoning classification. (C-3 = commercial district; NA = restricts alcoholic beverage sales; S = special use authorization). • Prior to opening, Haven for Hope did a study about homeless facilities. They found that “single-stop” facilities were the best option. The study indicated that treating the root causes of homelessness (unemployment, mental illness, substance abuse, domestic violence, poverty, a lack of affordable housing, and limited life skills) with a wide array of social services in a single and central location resulted in a 60% success rate (success is defined as a year of totally self-sufficient living). • Specific use authorizations are those uses that are generally compatible with the land uses permitted by right in a zoning district, which require individual review of their location, design, and configuration and the imposition of conditions in order to ensure the appropriateness of the use at a particular location within a given zoning district. As may be specified within each zoning district, uses permitted subject to specific use authorization review criteria may be considered only if the applicant demonstrates that: <ol style="list-style-type: none"> 1. The proposed specific use authorization shall be in compliance with all regulations of the applicable zoning district; and 2. The proposed specific use authorization shall conform to the character of the neighborhood within the same zoning district in which it is located. The proposal, as submitted or modified, shall have no more adverse effects on health, safety, or comfort of persons living or working in the neighborhood, or shall be no more injurious to property or improvements in the neighborhood than would any other use generally permitted in the same district. In making such a determination, consideration shall be given to the location, type, and height of buildings or structures, the type and extent of landscaping and screening on the site, and whether the proposed use is consistent with any policy of the master plan, which encourages mixed uses and/or densities. 	

Municipality	Mesa, Arizona
Approval Mechanism	Council Use Permit and Social Service Facility Guidelines
Type of Use	Social Service Facilities
<ul style="list-style-type: none"> • A Council Use Permit is required in some cases. When required, one component is a "Good Neighbor Policy." • Facilities are also subject to Social Service Facility Guidelines, requiring a number of operational guidelines to be met, including loitering control policy, security provisions, screening, and adequate waiting areas, both inside and outside of facilities. 	

- Mesa’s General Policy also specifies that in general, these facilities will not be located along Main Street in the Downtown Core Zoning District.

Municipality	Phillipsburg, New Jersey
Approval Mechanism	Homeless Shelter License
Type of Use	Homeless Shelter
<ul style="list-style-type: none"> • Homeless Shelter is a temporary housing facility, which may provide temporary housing for up to one month per person, for no more than 15 homeless persons at any one time. • Homeless Shelters are permitted accessory uses to any church, synagogue, mosque, or other similar place of organized worship. They shall not be permitted principal uses in any zone. • Requires homeless shelters to obtain an annual \$700 license. • Standards for denial of a license include the nature and development of the surrounding property; the proximity of churches, schools, public buildings, or other places of public gathering; the effect such business may have upon traffic conditions; the number of such other entities; the health, safety, and general welfare of the public; and the suitability of the applicant to establish, maintain, and operate a homeless shelter. 	

Municipality	Surrey, British Columbia
Approval Mechanism	Business License Requirement and Community Impact Statement
Type of Use	Community Service Uses
<ul style="list-style-type: none"> • In 2005, amendments to the Business License Bylaw were approved that required a Business License for Community Service Uses in the City Centre. • Applicants were also required to prepare a Community Impact Statement (CIS) and related study as part of a business license application for the establishment of a community service use in City Centre and required that Council approve the issuance of such a business license. • The "Terms of Reference For Preparing a CIS" call for the preparation, by the applicant, of a CIS and related study that documents the potential effects of the proposed use on the city in general, and the immediate neighbourhood within which the facility is being proposed. It must be prepared by a consultant who is not directly linked to the organization and who can complete the study in a professional and impartial manner. • The CIS must include, but is not limited to, the following elements: <ul style="list-style-type: none"> - a business/community services plan for the proposed program(s) or service(s); - a description and location of other community services in the area of the proposed use; - a description of the potential benefits and impacts of the use on the neighbourhood and on the broader community; - a summary of the consultation that was undertaken with the owners of the immediately adjacent properties and with representatives of the broader community and business sector; and - recommendations as to how the community service will be operated to ensure its continued acceptance, and regarding a means for ongoing dialogue and problem resolution with the community. • In 2008, the requirement for a CIS and study was removed and replaced with a requirement for a Good Neighbour Agreement. The removal of the CIS requirement 	

was based on experience that it was an impediment to many organizations, based on the broad definition of community services uses in the Business License Bylaw. As it was a unique requirement in Surrey, it added an extra step for non-profit organizations in Surrey that may have been competing for federal/provincial funding.

Municipality	Portland, Oregon
Approval Mechanism	Community Residential Siting Program
Type of Use	Residential Social Services
<ul style="list-style-type: none"> • In 2001, the City of Portland, Multnomah County, and City of Gresham, established a Community Residential Siting Program (Program) to advocate for an ongoing proactive exchange of information and education among providers of residential social services and community members. • The Program was discontinued in 2012, due to funding constraints and that it transitioned into a program to assist with mediation. • Best practices of the program are available, including Site Selection Guidelines for Post-Incarceration Facilities, as well as Community Involvement Strategies, Resources, and Tools. 	

Municipality	New York City, New York
Approval Mechanism	Fair Share Siting Criteria
Type of Use	Municipal Facilities and Residential Facilities
<ul style="list-style-type: none"> • New York City established "Fair Share Siting Criteria" in 1991. The process required "site planners to balance program needs and cost-effective service delivery with the effect of facilities on neighborhoods and the goal of broad geographic distribution." • The commission concluded that it could make more appropriate decisions and that siting decisions would be accepted more readily if communities were informed and consulted during the planning process. Consequently, the criteria established procedures for notifying communities early, discussing site proposals with them, and granting them the opportunity to monitor a sited facility's performance. • The criteria applied to all kinds of municipal facilities with special rules for waste management and transportation facilities, which pose unique environmental concerns and for residential facilities, which have tended to concentrate in the city's lowest income neighborhoods. • By 1993, the criteria were found to be a challenge to implement and did not assist in locating facilities or in improving community acceptance, as had been thought. 	

Municipality	Vancouver, British Columbia
Approval Mechanism	Conditional Approval Use
Type of Use	Social Service Centre or Community Resource Centre
<ul style="list-style-type: none"> • Classified as an Institutional Use, "Social Service Centre, which means the use of premises by a non-profit society: <ul style="list-style-type: none"> (a) providing information, referral, counselling, advocacy, or health care services; (b) dispensing aid in the nature of food or clothing; or (c) providing drop-in or activity space; but does not include premises used for residential 	

- purposes or Detoxification Centre.”
- Social Service Centres are generally a **Conditional Approval Use**, in multiple dwelling, commercial, and industrial zoning districts, subject to condition that the use is to be “carried on wholly within a completely enclosed building.” This condition is not unique to Social Service Centres.
 - An **operational letter** may be required during the development permit process. This would need to include a description of the operation, hours, name of operator, projected number of clients, and number of staff. An operational letter can be required for many types of uses, not limited to Social Service Centres. The letter is used during the internal review process.
 - In the West End of Vancouver, Social Service Centres are a permitted use in the commercial zoning districts, but cannot be located within 2 m of the street grade, except for their entrance. This condition also applies to any dwelling unit, club, or child care facility in these commercial districts. This area is very pedestrian oriented, and the regulation appears to be in place to ensure an active and animated street front is maintained.

Municipality	Regina, Saskatchewan
Approval Mechanism	Permitted Use
Type of Use	Humanitarian Service Facilities
<ul style="list-style-type: none"> • Humanitarian Service Facilities – the use of premises by an organization to provide social or welfare services to those in need for no fee or compensation, or at a fee recognized as being significantly less than that charged by profit-making organizations. Services typically provided by a Humanitarian Service Facility include: <ul style="list-style-type: none"> (a) information and referral services; (b) counselling; (c) skill development; (d) aid in the nature of food or clothing; (e) life skill and personal development programs; (f) alcohol, drug or substance abuse counselling or rehabilitation; and/or (g) drop-in or activity space. <p>This does not include premises used for residential accommodation. Humanitarian Service Facilities provide services directly to a client group on the premises, rather than serve only administrative functions.</p> • These facilities are permitted in a wide variety of zoning districts in Regina, discretionary in the Neighbourhood Convenience and Institutional Zones, and prohibited in the Highway Commercial and Heavy Industrial Zones. 	

Review of Best Practices

A review of best practices reveals that although many municipalities express concerns with social service agencies, little in the way of documentation of the effects of these agencies has been undertaken. In A Sound Approach to Regulating Social Service Facilities, the author, Margaret Wuerstle, suggests that jurisdictions considering new regulations should undertake to identify the uses to be regulated, precisely define the uses, and document their impacts in order to substantiate the creation of new regulations.

Consideration of Potential Regulatory Options

Each option has a range of implications, including policy and/or financial implications that affect the feasibility of the approach. These implications are outlined in brief below.

Option to License Social Support Agencies Under Business Licensing Bylaw No. 8075 and Apply a Separation Distance	
What would this accomplish?	
<ul style="list-style-type: none"> • Business licenses for institutional agencies would be required in order to impose a distance requirement similar to pawn shops. • This requirement could assist in preventing further concentration of support services. • This would also enable better data regarding agencies operating in Saskatoon. 	
Implication	Details
Financial	<p>Non-profit, government, and other institutional agencies could be required to be licensed with or without a license fee. The Business Licensing Program is self-funded, and licensing these agencies without a fee or with a subsidy may have cost implications for the program.</p> <p>This will require a community and stakeholder engagement process prior to implementation.</p> <p>The 2014 Institutional Survey identified a total of 985 agencies, which is almost 1/10 of the total number of active business licenses. It required a significant investment of staff time and is currently completed once every two years. Additional staff resources would likely be required to maintain such a database on an ongoing basis.</p>

Create a Specific Definition to Apply to the Use	
What would this accomplish?	
<ul style="list-style-type: none"> • A specific definition(s) would allow the desired uses to be regulated in a more direct manner. • Development regulations could be applied via Zoning Bylaw No. 7880 (Zoning Bylaw) to the new use. This could help identify and address typical land use impacts for new applications. • All zoning districts could be reviewed and the newly defined use could be removed from the list of permitted uses, made discretionary or specifically prohibited in particular zoning districts, as appropriate. 	
Implication	Details
Financial	This requires a community and stakeholder engagement process as it will involve amendments to the Zoning Bylaw.
Policy	This approach requires amendments to the Zoning Bylaw to create a new

	<p>definition of the use or uses in the bylaw. This may also have implications for existing uses that would fit the new definition. The existing commonly-used definitions apply to a range of organizations, so it would not be recommended to simply remove or prohibit these uses in any area of the city.</p> <p>This may create some level of controversy if there was a desire to try to define uses in a manner that would effectively regulate based on users.</p> <p>New development regulations could be added to the Zoning Bylaw to address typical land use issues that are associated with existing establishments. It cannot address off-site land use impacts.</p>
--	--

Designate specific corridor types throughout the City where these uses would not be permitted (Main Street Designation)	
What would this accomplish?	
<ul style="list-style-type: none"> • This would create an additional level of control that recognizes the particular physical context of an area. • This approach also requires the addition of specific definitions in the Zoning Bylaw, in order to regulate their uses in these designated corridor areas. 	
Implication	Details
Financial	This requires a community and stakeholder engagement process as it will involve amendments to Official Community Plan No. 8769 (OCP).
Policy	This approach has not been used in Saskatoon. As part of Growing Forward! Shaping Saskatoon, the concept of corridor types may be brought forward. However, there would be significant staff resources required to implement this approach as it would need to apply city-wide, and associated community engagement would be required. This approach is successfully applied elsewhere, such as the City of Ottawa, who includes the designations in their Official Plan and uses them to guide urban form, transition, and urban design. This would be a new policy approach and would form a new component of the OCP.

Undertake a Management/Good Neighbour Forum with Non-Profit Agencies	
What would this accomplish?	
<ul style="list-style-type: none"> • This engagement would help communicate the desire for all community members and organizations to support efforts to strengthen neighbourhoods. • It may also help to open lines of communication with various agencies and share information and best practices. The idea is to promote discussions between the City, Riversdale Business Improvement District, and existing 	

support service agencies to discuss the goals and objectives of each organization. The goal is to identify solutions that serve to revitalize the area for everyone.	
Implication	Details
Financial	This would require stakeholder and community engagement.
Policy	A Good Neighbour Agreement or Management Plan has no legal status. It enables discussion and seeks to create problem-solving mechanisms for stakeholders.

Enact an Interim Development Control Bylaw and Conduct Study	
What would this accomplish?	
<ul style="list-style-type: none"> • This would allow for an in-depth study of this as a land use planning matter for a period of up to two years. • It may also help to open lines of communication with various agencies through the course of the study. • It would be difficult to enact prior to creating more specific definitions for uses of concern, as any prohibitions based on the broad definitions currently used could also prevent the development of desired new uses in the area. 	
Implication	Details
Financial	This would likely require in depth stakeholder and community engagement over the period of up to two years.
Policy	<i>The Planning and Development Act</i> permits the use of an interim control bylaw to allow for a land use planning matter study and amendments. A likely outcome of the study would be to propose a range of land use and/or zoning options. At this time, the Administration is not aware of any further approaches, beyond what is included in this report, that would be permitted under current legislation.



STANDING POLICY COMMITTEE ON PLANNING, DEVELOPMENT AND COMMUNITY SERVICES

Bishop James Mahoney Park Playground Donation

Recommendation of the Committee

1. That the donation of a playground structure in Bishop James Mahoney Park by the Saskatoon Christian Centre be accepted by the City of Saskatoon; and
2. That a letter of appreciation be sent to the Saskatoon Christian Centre for their donation.

History

At the December 1, 2014 Standing Policy Committee on Planning, Development and Community Services meeting, a report of the General Manager, Community Services Department dated December 1, 2014, regarding the above matter, was considered.

Attachment

December 1, 2014 Report of the General Manager, Community Services, Files CK 4205-1 and RS 4205-7

Bishop James Mahoney Park Playground Donation

Recommendation

That the Standing Policy Committee on Planning, Development and Community Services recommend to City Council:

That the donation of a playground structure in Bishop James Mahoney Park by the Saskatoon Christian Centre be accepted by the City of Saskatoon.

Topic and Purpose

The purpose of this report is to seek approval to accept the donation of a playground structure valued at approximately \$120,000. This playground would provide a safe and accessible place for children to play in Bishop James Mahoney (BJM) Park.

Report Highlights

1. As per Gifts and Memorials Policy No. C09-027, a programming review has been conducted. The Administration considers a playground structure an appropriate fit in BJM Park.
2. As per Gifts and Memorials Policy No. C09-027, City Council approval is required for contributions to the City of Saskatoon (City) with a total value greater than \$100,000.
3. The Saskatoon Christian Centre has selected Canadian Recreation Solutions to design and install a customized playground structure in Spring 2015.

Strategic Goal

Under the City's Strategic Goal of Quality of Life, the recommendations in this report support the long-term strategy to ensure existing and future leisure centres and other recreational facilities are accessible, physically and financially, and meet community needs. Playgrounds provide safe and accessible opportunities for children to play and be active.

Background

The Saskatoon Christian Centre submitted a Letter of Intent to the City on November 14, 2013, stating their intention to donate and install a new playground structure at an estimated cost of \$120,000 (see Attachment 1). The Saskatoon Christian Centre is requesting that the donated playground structure be located in the southwest corner of BJM Park.

Report

Playground Structure Appropriate Fit in BJM Park

The donation of a new playground structure would be a welcomed program amenity in BJM Park. A programming review of the area was conducted, and it was determined

there are no programming issues, thus, an appropriate fit for the space (see Attachment 2). The proposed playground structure is designed and supplied by Canadian Recreation Solutions for the age range of 18 months to 12 years of age. Intended users are the general community, users of the park, newcomers living in apartments on Pinehouse Drive, and students attending the Christian Centre Academy School.

City Council Approval Required as per Gifts and Memorials Policy No. C09-027

The proposed gifting of the playground to the City by the Saskatoon Christian Centre falls under Gifts and Memorials Policy No. C09-027. This policy provides guidelines for the donation of such items to the City to enhance programs, civic facilities, equipment, public parks, and open spaces. Specifically, this proposed gift would comply with the following policy guidelines:

- i. Section 3.1: Contributions
 - “c) The donor will be responsible for the cost of the item, its installation, and any applicable on-site recognition.”
- ii. Section 3.2: Location
 - “b) The City reserves the right to determine final location.”
- iii. Section 3.3: Maintenance of Contributions
 - “a) Regular maintenance will be provided by the City to keep the contribution in a safe and useable condition. Items that are contributed will not be replaced if they have deteriorated beyond repair, or if they are damaged due to theft or vandalism. The donor will be informed of this condition as part of the terms of acceptance of the contribution.”
- iv. Section 3.4: Recognition
 - “b) A plaque may be allowed where it can be incorporated into the item that is contributed. The City shall not allow plaques for recognition of donor trees, except in the case of the Veteran’s Memorial at Woodlawn Cemetery. The plaque design and text must be submitted to the City for approval.”

Given that this playground structure has an estimated value of \$120,000 and is being donated to the City, acceptance of the donation requires City Council approval.

Structure and Design

The proponent has worked diligently with the Administration to finalize the proposed playground structure and landscaping plans, based on the City’s specifications for new park developments (see Attachment 3).

The Letter of Intent submitted November 14, 2013, by the Saskatoon Christian Centre included a request for a rope climbing apparatus in the design of the playground structure. Certain materials within the original apparatus’ design did not meet the City’s specifications. As of Fall 2014, the Saskatoon Christian Centre has indicated that the supplier has found a material for the climbing apparatus that does fit within City specifications.

Options to the Recommendation

City Council may choose not to accept the donation of a playground structure in BJM Park. The Administration does not recommend this option because the addition of a playground structure to BJM Park is a positive amenity to the area and would be of great benefit to the surrounding community.

Communication Plan

The Community Association and BJM High School will be informed about the project and kept up-to-date on construction timelines in the Park.

Policy Implications

This recommendation is in accordance with Gifts and Memorials Policy No. C09-027.

Financial Implications

Operating implications to the City for this playground structure will be \$3,500 per year and has been included in the 2015 operating budget. This amount will cover the cost for mandated monthly inspections, vandalism, graffiti, maintenance, repairs, and garbage removal.

Operating	External Funding
\$3,500	\$120,000

Safety/Crime Prevention Through Environmental Design (CPTED)

The CPTED Review Committee assessed the playground structure designs and site layout. All recommendations brought forward by the Review Committee have been addressed and accommodated.

Other Considerations/Implications

There are no public and/or stakeholder involvement, environmental, or privacy implications or considerations.

Due Date for Follow-up and/or Project Completion

If approved, the playground structure will be installed in BJM Park in the Spring of 2015.

Public Notice

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

Attachments

1. Letter of Intent
2. Map of Proposed Location
3. Canadian Recreation Solutions – Playground Design

Report Approval

Written by: Kara Lackie, Open Space Consultant, Recreation and Sport
Reviewed by: Cary Humphrey, Director of Recreation and Sport
Approved by: Randy Grauer, General Manager, Community Services Department



Saskatoon
Christian Centre

Letter of Intent

Thursday, November 14, 2013

Ms. Chelsie Schafer
City of Saskatoon – Leisure Services
222 – 3rd Avenue North
Saskatoon, SK S7K 0J5



Dear Ms. Shafer:

RE: Playground Donation – Saskatoon Christian Centre

Thank you so much for your email of September 18, and for meeting with us that same day.

Please take this letter as our formal confirmation that we wish to proceed with the donation and installation of playground apparatus, to be located at B.J.M. Park.

- It is our intention to donate the equipment and installation.
- The cost of the equipment is approximately \$62 460.00, plus site prep.
- It is our intention that our contribution be final with the donation, and that the City assume ongoing maintenance.
- A Concept Plan of the Playground Equipment is attached – according to City of Saskatoon standards. (* see note below).
- Images of the Concept Plan are attached.
- Site Concept Plan – it is our preference that the City suggest a preferred site, based on our discussions. We wish to minimize any unnecessary alterations to the existing park, such as conflicts with irrigation, trees, or other vegetation. Existing trees can fall within the footprint of our plan, and we can work the equipment around them as much as possible.

*NOTE: We have enclosed a letter from Canadian Recreation Solutions confirming Little Tikes Commercial Equipment Compliance with City of Saskatoon standards, with

Saskatoon Christian Centre

102 Pinehouse Drive, Saskatoon, Saskatchewan, S7K 5H7, Canada

Telephone: 306.242.2844 Facsimile: 306.242.8229 E-Mail: info@christiancentre.ca

one exception. The City's standards specify that a rope apparatus is unacceptable. Our original plan includes a rope apparatus. Would you consider waiving this requirement, as we are advised that the equipment we are purchasing meets CSA standards, and we believe other playground structures in the city include rope apparatus? Please advise.

The intended age range is from toddler to teen. Intended users are the community in general, users of the park, newcomers who live in the apartments on Pinehouse Drive, and of course, the kids attending our school. Our intention is to donate this playground to the city as a gift, for public use.

Please advise me of any concerns or questions you may have as soon as possible, and notify me if you require anything else to proceed to the next step. Otherwise, we request that you proceed with obtaining whatever approvals are necessary. We would like to order the equipment this month (for 2013 pricing), so the sooner we get a green light from you, the better.

Should you have any questions or concerns regarding this matter, I would be pleased to assist you. I may be reached at 306-242-2844, or by email at cmacewan@christiancentre.ca.

Thank you for your assistance in this matter.

Sincerely,

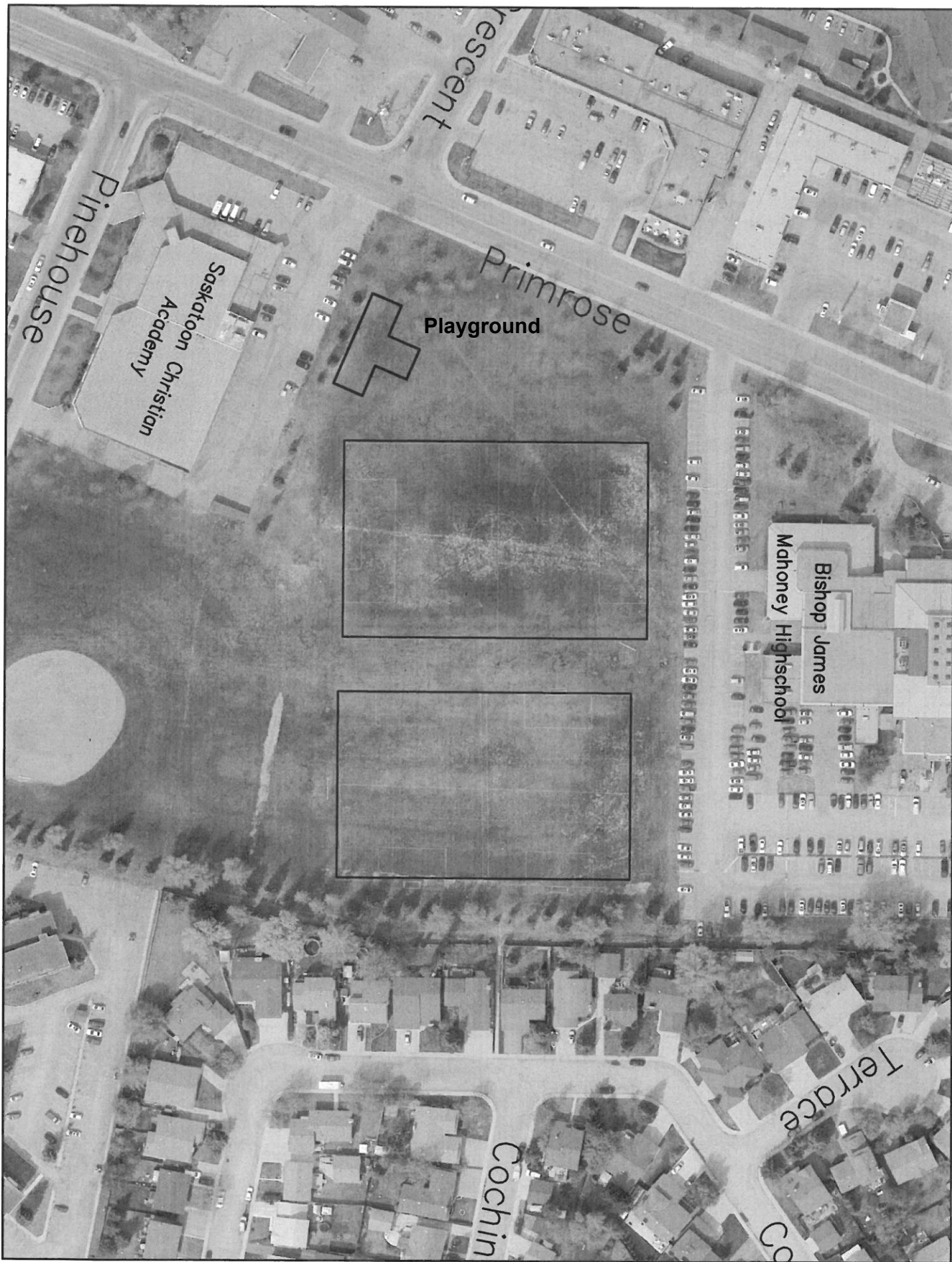


Chris Macewan
Administrator

Cc: Brad Babyak,
City of Saskatoon - Leisure Services

Attachments:

- Play equipment design
- Warrnty
- 3d pictures/design
- Layout drawing
- Compliance letter





Project:
Saskatoon
Christian Centre
Project No.
LH762_41706772905_2
Drawn: 2014-11-03
Presented By:



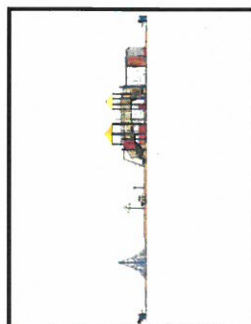
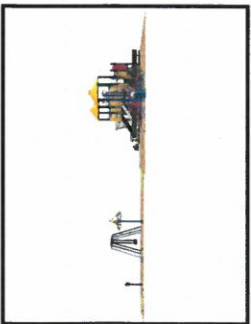
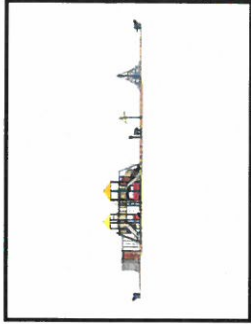
Jedd Russell
Canadian Rec Solutions Inc
(780) 570-1123



This play equipment meets the requirements of CSA Z614-07 for children 18m-12 years old. Not all equipment may be appropriate for all children. Supervision is required.



PlayPower LT Canada, Inc.
800-265-9953 www.litcps.com





STANDING POLICY COMMITTEE ON PLANNING, DEVELOPMENT AND COMMUNITY SERVICES

Allotment Garden Information

Recommendation of the Committee

That the report of the General Manager, Community Services Department, dated December 1, 2014, be received as information.

History

At the December 1, 2014 Standing Policy Committee on Planning, Development and Community Services meeting, a report of the General Manager, Community Services Department dated December 1, 2014, regarding the above matter, was considered.

Attachment

December 1, 2014 Report of the General Manager, Community Services, Files CK 4205-1 and PK 4208-3

Allotment Garden Information

Recommendation

That the report of the General Manager, Community Services Department, dated December 1, 2014, be forwarded to City Council for information.

Topic and Purpose

To provide City Council with information about the City of Saskatoon's (City's) allotment garden program, specifically: the decommissioning of the existing allotment garden, possible future relocation plans for the existing allotment garden, potential program expansion to multiple locations, and to outline the capital costs and operating impacts associated with establishing a new allotment garden.

Report Highlights

1. Since 1980, Parks has offered garden plot rentals through an Allotment Garden Program located in the Westview neighbourhood, which will continue through 2015 with approximately 85 plots available for rent.
2. The Administration has reviewed the current Allotment Garden Program and identified potential future locations, as well as approximate costs for future allotment garden development.
3. The Administration has identified strategies that will move the allotment garden program closer to 100% cost recovery.

Strategic Goals

Under the City's Strategic Goal of Culture of Continuous Improvement, the information in this report supports the long-term goal of improving customer service. The information also supports the long-term goal of community building initiatives and community investment under the Strategic Goal of Quality of Life. Also, the information received will support the long-term strategy to increase revenue sources and reduce reliance on residential property taxes under the Strategic Goal of Asset and Financial Sustainability.

Report

Allotment Garden Program

Since 1980, Parks Division has offered garden plot rentals through an Allotment Garden Program and will continue in its current location through 2015, with approximately 85 plots available for rent.

The program operates on a 2.5 acre parcel of land in the Westview neighbourhood (see Attachment 1) that is fenced and fully irrigated with a gravel roadway and parking lot that supports the gardeners' operations. Only 71 plots were rented in 2014 due to

Allotment Garden Information

some plot areas being too wet to support gardening activities. Currently, there is a waiting list of 13 gardeners who wish to obtain a plot for the 2015 season.

The City provides maintenance and administration necessary to operate a successful Allotment Garden Program, including initial spring rototilling, demarcation of plots, maintaining the irrigation system, phone/mail out communication to gardeners, cleaning abandoned plots, fence line trimming and winterizing the site in the fall.

The City administers the Allotment Gardening Program on a fee for service basis. City Council has approved that allotment gardens will achieve 100% cost recovery; however, given the current layout, drainage issues and resources required to maintain the gardens, the plot rental rates are not currently sufficient to meet this goal.

The Allotment Garden Program provides individuals with relatively large (1,000 square feet) garden plots for the purpose of food production. Allotment gardeners are able to grow exactly what they want, when they want, and how they want. The food that is produced is consumed by the gardener and his/her family and friends. This is a distinct style of gardening that is not served by the current Community Gardening Program.

Saskatoon Land intends to develop the land currently being occupied by the allotment gardens. Development of the area will require the closure of the current garden area in the fall of 2015.

Future Allotment Garden Development

The Parks, Community Development, Recreation and Sport, and Saskatoon Land Divisions have reviewed the feasibility and availability of viable land to construct a new allotment garden.

The Administration investigated two scenarios to secure land to support a new allotment garden, including land purchase or utilizing City-owned land.

Utilization of City-owned land was found to be a better option which would result in an accessible and cost-effective provision of the allotment garden service. Consideration was given to operating the allotment gardens on various parcels of City-owned land, such as right-of-way's (ROW), buffers, utility corridors, and Municipal Reserve (MR) that is being developed, as well as existing park sites. Securing land for allotment garden development on MR is a good option due to:

- a) lower costs of development;
- b) gardening activity in otherwise underutilized areas of MR; and
- c) many accessible locations could be considered.

The City Solicitor's Office has confirmed that under sections 192 and 199 of *The Planning and Development Act, 2007*, allotment gardens could be developed and operated on MR.

Allotment Garden Information

The Administration has reviewed potential locations for future allotment gardens and confirmed that the Allotment Garden Replacement Strategy needs to consider long-term, well-planned, permanent locations. The criteria used when considering locations included:

- a) cost to develop;
- b) safety;
- c) community acceptance;
- d) long-term accessibility;
- e) good current access;
- f) adequate parking;
- g) potential for expansion;
- h) good soil quality and drainage;
- i) timing to support allotment garden operations in 2016; and
- j) recognition of best practices relating to allotment gardens.

Many sites were considered and assessed with respect to the above criteria. The following three locations were recommended as the preferred sites for future allotment gardens:

- a) Silverwood Industrial Park MR (see Attachment 2);
- b) MR north of Richardson Road (see Attachment 3); and
- c) undeveloped district or industrial MR in the Holmwood sector.

All locations are in various stages of development with Silverwood Industrial Park being the only location that could support allotment garden operations as soon as 2016. Saskatoon Land confirmed the earliest an allotment garden could be developed on MR in the north east corner of Hampton Village would be in 2016 with operations starting in 2017. An allotment garden in the Holmwood sector would be a longer-term initiative with development and construction not occurring for another two to four years.

The demand for allotment garden plots will require review on an annual basis to determine if there is a requirement for additional garden plots or if an expansion of the program to include multiple allotment garden locations throughout the city is necessary.

The cost to develop a new allotment garden on City-owned land has been estimated at about \$110,000 per acre (see Attachment 4) given a site with grades that support good drainage and a location where a water source is within close proximity.

Proposed Capital Project No. 1578 (Silverwood Industrial Park Area) has been initiated in response to the need for a replacement allotment garden area for the 2016 season. The allotment garden will be developed in conjunction with park development that will include an athletic field, parking lot, as well as other amenities. The 2015 Capital Project No. 1578 budget includes \$378,000 for the design and construction of a 2.5 acre allotment garden and \$125,000 to design the remaining 8.3 acres of park space. The remaining park space will be constructed in 2016. A higher cost of garden development is expected at this site as current grades are low and drainage concerns will have to be

Allotment Garden Information

mitigated with installation of fill, topsoil, and drainage infrastructure to ensure site conditions provide an adequate soil environment for gardening.

Operating Impact of Allotment Garden Program

City Council has approved a 100% cost recovery rate for the Allotment Garden Program. Currently, the program is not at 100% cost recovery. The cost to operate the Allotment Garden Program in 2014 was approximately \$7,200. Revenues received from rentals totaled \$5,500. Parks will fund the shortfall of approximately \$1,700 through approved operating budgets (mill rate).

The Administration is considering the following initiatives to minimize the operating impact of this program:

- a) increasing current rental rates of \$77 per plot, per season, and ensuring rates are reviewed on an annual basis; and
- b) designing and constructing new allotment gardens in a way that will minimize the City's maintenance requirements.

Public and/or Stakeholder Involvement

Current allotment gardeners have been notified of the closure of the current location in the fall of 2015.

Communication Plan

Allotment gardening plans for 2016 will be communicated to existing and potential new gardeners as new location(s) are developed. A meeting with gardeners will be called in early 2015 to review the plans for the City's Allotment Garden Program and solicit feedback that could help with the future development. Residents in the vicinity of the MR in Silverwood Industrial will be engaged on the design and construction of the proposed allotment garden and sports field development.

Financial Implications

The proposed funding source for the 2015 allotment garden design and construction at the Silverwood Industrial Park location is the Dedicated Lands Reserve. Refer to Capital Project Number 1578. A combination of increased fees and lower maintenance requirements will be implemented and will move the program closer towards 100% cost recovery.

Other Considerations/Implications

There are no policy, environmental, privacy, or CPTED implications or considerations.

Due Date for Follow-up and/or Project Completion

There will be a need to bring forward detailed cost recovery strategies for the program prior to the 2015 allotment gardening season.

Public Notice

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

Allotment Garden Information

Attachments

1. Current Allotment Garden Location
2. Allotment Garden Location in Silverwood Industrial Park
3. Potential Allotment Garden Location in Hampton Village
4. Estimate for Development of Allotment Garden

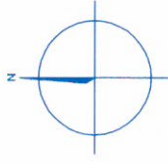
Report Approval

Written by: Darren Crilly, Director of Parks, Community Services Department

Approved by: Randy Grauer, General Manager, Community Services Department

S:\Reports\PK\2014\Allotment Garden Information\kt

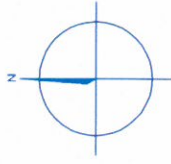
Attachment 1: Current Allotment Garden Location



Existing Garden Plots



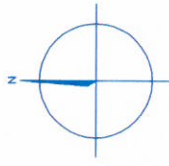
Attachment 2: Allotment Garden
Location in Silverwood Industrial
Park



Silverwood Industrial Garden Plots



Attachment 3: Potential Allotment Garden Location in Hampton Village



Hampton Village Garden Plots



Estimate for Development of Allotment Gardens

Development Item		Cost per Acre
Parking Lot Expansion		\$12,000
Road Construction		\$12,000
Irrigation System		\$24,000
Irrigation Service Connection		\$12,000
Soils and Compost Addition		\$18,000
Tilling		\$1,500
Soil Testing		\$1,800
Fence		\$3,600
Site Survey		\$1,800
Grading		\$2,800
Design		\$7,600
Contingency		\$9,600
	Total	\$106,700



STANDING POLICY COMMITTEE ON TRANSPORTATION

Disabled Parking and Communications to Council - James Boswell (January 26, 2012) - Use of Handicapped Parking Placards

Recommendation of the Committee

That the information be received.

History

At the December 8, 2014 Standing Policy Committee on Transportation meeting, a report of the General Manager of Transportation and Utilities, dated December 8, 2014, was considered regarding the above matter.

Attachment

Report of the General Manager, Transportation and Utilities Department, dated December 8, 2014 (File No. CK. 6120-4)

Disabled Parking AND Communications to Council – James Boswell (January 26, 2012) – Use of Handicapped Parking Placards

Recommendation

That the report of the General Manager, Transportation & Utilities Department dated December 8, 2014, be forwarded to City Council for information.

Topic and Purpose

The purpose of this report is to inform City Council regarding on-street metered parking options afforded to persons with a disability.

Report Highlights

On-street disability parking is provided in three different ways: 1) loading zone parking, 2) metered stall parking, and 3) City owned off-street metered parking lots. The scope of the Comprehensive Downtown Parking Study includes a review of the current program.

Strategic Goal

This report supports the Strategic Goal of Quality of Life as it improves the quality of life for those affected.

Background

The Saskatoon Accessibility Advisory Committee, at its meeting held November 25, 2011, expressed the need for increased enforcement of disabled parking spaces. It was resolved that the matter of possibly increasing fines for disabled parking infractions with no reduction for early payment be referred to Executive Committee for consideration.

The Executive Committee, at its meeting held on December 12, 2011, resolved that the letter from the Saskatoon Accessibility Advisory Committee be referred to the Administration to report to the Planning and Operations Committee.

City Council, at its meeting held on February 6, 2012, considered a letter from James Boswell expressing concerns regarding the all day parking of vehicles that are displaying a valid handicap placard, in conjunction with a valid disabled parking permit issued by the City of Saskatoon. City Council passed a motion that the information be received and that the matter be referred to the Administration for consideration and response to the writer.

Report

Currently, Bylaw No. 7200 – The Traffic Bylaw allows for accessible on-street parking for disabled persons in the City of Saskatoon in three different ways:

- Any vehicle displaying a valid disabled parking placard issued from the Saskatchewan Abilities Council, may park in a loading zone for the length of time allowed by the signed time limit for the block.
- Any vehicle displaying a valid disabled parking placard issued from the Saskatchewan Abilities Council, and a valid City of Saskatoon disabled parking permit, may, without payment, park at any metered stall for a period greater than the signed time limit for the block.
- Any vehicle displaying a valid disabled parking placard issued from the Saskatchewan Abilities Council, and a valid City of Saskatoon disabled parking permit, may, without payment, park in any stall in a City owned off-street metered parking lot. In addition, some lots have designated parking stalls for disabled parking.

The City of Saskatoon Disabled Person's Parking Permits are available for purchase at an annual cost of \$20 plus tax.

In conjunction with the ongoing Comprehensive Downtown Parking Study, there will be a review of current and best practices for providing a viable parking program for person's with a disability. The report, including recommendations, is expected to be completed by December of 2015.

Public and/or Stakeholder Involvement

Transportation reports are provided annually to the Accessible Advisory Committee regarding disabled persons parking.

Environmental Implications

Providing parking opportunities for person's with a disability reduces vehicles circling the block looking for available parking which then reduces greenhouse gas emissions.

Other Considerations/Implications

There are no options, communication plan, policy, financial, privacy or CPTED considerations or implications.

Due Date for Follow-up and/or Project Completion

The Comprehensive Downtown Parking Study is expected to be completed by December 2015.

Public Notice

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

Report Approval

Disabled Parking AND Communications to Council – James Boswell (January 26, 2012) – Use of Handicapped Parking Placards

Written by: Phil Haughn, Parking Services Manager, Transportation
Reviewed by: Angela Gardiner, Director of Transportation
Approved by: Jeff Jorgenson, General Manager, Transportation & Utilities
Department

TRANS PH – Disabled Parking AND CC – James Boswell (January 26- 2012) – Use of Handicapped Parking Placards



STANDING POLICY COMMITTEE ON TRANSPORTATION

Communications to Council - Yvonne Trainer (September 8, 2012) - Street Closures for Special Events

Recommendation of the Committee

That the information be received.

History

At the December 8, 2014 Standing Policy Committee on Transportation meeting, a report of the General Manager of Transportation and Utilities, dated December 8, 2014, was considered regarding the above matter.

Attachment

Report of the General Manager, Transportation and Utilities Department, dated December 8, 2014 (Files CK. 205-1 and x6295-1)

Communications to Council – Yvonne Trainer (September 8, 2012) - Street Closures for Special Events

Recommendation

That the report of the General Manager, Transportation & Utilities Department dated December 8, 2014, be forwarded to City Council for information.

Topic and Purpose

The purpose of this report is to provide information on the City's procedure for closing streets for special events and a review of the Provision of Civic Services Program.

Report Highlights

1. The process for facilitating special events is administered under the Provision of Civic Services (POCS) Program and involves a group filling out an application, submitting it for approval, and holding the event in compliance with any requirements of the City.
2. Facilitation of the street closure is done to minimize the impact to adjacent property owners and the travelling public, balanced with allowing the event to proceed.

Strategic Goal

This report supports the Strategic Goal of Quality of Life by focusing on services that are of high importance to our citizens.

Background

City Council, at its meeting held on September 17, 2012, considered the letter from Yvonne Trainer (Attachment 1) with respect to street closures for special events. The event referred to in the letter is the yearly Broadway Street Fair which does not require police assistance. Council passed a motion that the matter be referred to the Administration to report to the Planning and Operations Committee.

Report

Provision of Civic Services

Council Policy C03-026, Provision of Civic Services outlines the criteria for providing civic services at no charge, or at a reduced charge, for special events meeting the criteria. In January 2013, the program was reviewed as part of a Grants Administration Audit and a number of recommendations were made to improve the process. The Administration is working towards implementing those recommendations and will be reporting to the Standing Policy Committee on Finance in 2015.

Street Closures for Special Events

Requests for street closures for special events are currently managed by the Transportation Division to ensure coordination with other street closures impacting travel through the city. In addition, many other civic divisions are involved with special events and have a role in facilitating the event.

As part of the review of the POCS Program, the current process for facilitating special events will be reviewed in order to find efficiencies and streamline the process for all stakeholders.

Public and/or Stakeholder Involvement

As the POCS is reviewed, impacted stakeholders will be engaged and the public will be notified of any improvements to the process.

Communication Plan

Currently, road closures related to special events are communicated through the following methods:

- Service Alerts & Social Media: if the closures are taking place along important routes or will have significant impact to traffic flows.
- Daily Road Report: if the closures are taking place along important routes or will have significant impact to traffic flows. The Daily Road Report is sent to a list of subscribers and is also used by media in their traffic report sections.
- Road Restrictions & Construction Map: any road closure related to City business (including special events where the City coordinates closures) are input here. This map is a reference tool used both internally and externally (media and general public).
- Public Service Announcement (PSA): if a special event is expected to have a city-wide impact on traffic flows, a PSA is issued.

A communication plan will be developed to communicate any changes made to the current process. The audiences will include the general public and targeted stakeholders.

Some of the communication methods may include: notices (i.e. mailed postcard style) to festival organizers and other entities that hold special events annually, an email notification to the City's special event partners, updates to the City website, updates to special event forms and applications, a PSA, and an ad in The StarPhoenix City Pages.

Other Considerations/Implications

There are no options, policy, financial, environmental, privacy or CPTED considerations or implications.

Due Date for Follow-up and/or Project Completion

A further report will be presented in 2015 outlining changes to the POCS Program and how it pertains to special events.

Public Notice

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

Attachment

1. Letter – Yvonne Trainer (September 8, 2012) – Street Closures for Special Events

Report Approval

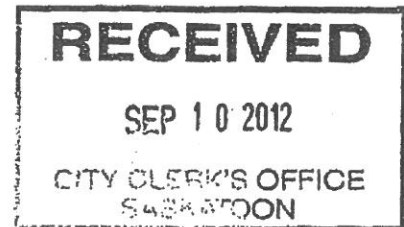
Written by: Cory Funk, Traffic Operations and Control Manager, Transportation

Reviewed by: Angela Gardiner, Director of Transportation

Approved by: Jeff Jorgenson, General Manager, Transportation & Utilities
Department

TRANS CF – Communications to Council – Yvonne Trainer (September 8, 2012) - Street Closures for Special Events

From: CityCouncilWebForm
 Sent: September 08, 2012 11:45 AM
 To: City Council
 Subject: Write a Letter to City Council



TO HIS WORSHIP THE MAYOR AND MEMBERS OF CITY COUNCIL

FROM:

Yvonne Trainer
 #8 920 4th Ave. N
 Saskatoon
 Saskatchewan
 S7K 2N6

EMAIL ADDRESS:

ytrainer@hotmail.com

COMMENTS:

I am writing to you about the persistent problems on Broadway Ave. Today, Sept. 8, I drove across the bridge to Broadway planning to have a quiet breakfast and go to some yard sales, do shopping etc. Instead, I had to detour about ten times, because the entire Broadway area was closed off so that a bunch of people dressed in lime green could jump up and down. I finally parked the car, because it was early morning, the sun was directly in my eyes and it was as though everyone had lost their senses. People on Broadway were caught up in the mood and I suspect half drunk in many cases. I got out of my car and this group of people surrounded me, wearing these green suits. They rained in age from about 30-60. The one guy kept leaping up and down in front of me. I told him I didn't appreciate his behavior, and he just kept leaping in front of me. I turned to walk away, tripped over crap boards etc. they had pt on the sidewalk, hurt both knees, my shoulder, and hand. I have no idea how I'm going to walk to work at SIAST on Tues. as I have to walk blocks and blocks--bad enough on damaged knees at the best of times and worse now, because people on Broadway were acting "stupid" and rude. I asked one what was going on there, and why they were blocking the roads. She said if you don't like it move. I have lived in Alberta, Manitoba and now here. I am sick of being told to move by people who are behaving like three year olds. I have a right to live in any city in this country, under the universal charter of human rights, and I should have a right to safety on the streets etc. I was here for 13 months before finding a short-term contract that is actually out of another city. I have never met so many rude people in my life. If Saskatoon is going to have these constant street parties, then why are the police not controlling them, and why is the city not making sure that the sidewalks are properly kept clear of crap that people can all over. It will likely be weeks before the pain goes out of my hand, arm, and knees. it's time people faced reality in this city, and started acting like adults rather than three year old children. Please post police on Broadway to put a stop to harrasment by the very people running these events, and please put some safety codes for the sidewalks there in place.



STANDING POLICY COMMITTEE ON TRANSPORTATION

Condition of Paved Local Streets - Koyl Avenue

Recommendation of the Committee

That the information be received.

History

At the December 8, 2014 Standing Policy Committee on Transportation meeting, a report of the General Manager of Transportation and Utilities, dated December 8, 2014, was considered regarding the above matter.

Attachment

Report of the General Manager, Transportation and Utilities Department, dated December 8, 2014 (File No. CK. 6315-1)

Condition of Paved Local Streets – Koyl Avenue

Recommendation

That the report of the General Manager, Transportation & Utilities Department dated December 8, 2014, be forwarded to City Council for information.

Topic and Purpose

The purpose of this report is to provide information regarding the current status of Koyl Avenue.

Report Highlights

1. Koyl Avenue is located in the Airport Industrial neighbourhood and extends from 45th Street to 47th Street.
2. Prior to 2013, Koyl Avenue was pothole ridden and considered in very poor condition state.
3. During the spring of 2013, Koyl Avenue received a blade-level asphalt surface treatment, and the roadway is now considered to be, in good, to very good condition state.
4. The road will be monitored and rated amongst all other roadways for future treatments. When a treatment is warranted, it will be addressed either through the City's maintenance program or the asset preservation program.
5. The City has put in place a funding strategy to appropriately fund roadway maintenance and rehabilitation. As such, a Local Improvement approach is not recommended.

Strategic Goal

The work completed on bettering the condition of Koyl Avenue, during the spring of 2013, supports the Strategic Goal of Moving Around.

Background

During consideration of the Inquiry – Former Councillor G. Penner (May 14, 2012) – Condition of Paved Local Streets – Koyl Avenue AND Communications to Council – Everett J. Kearley, Millenium III Group of Companies (May 10, 2012) – Condition of Koyl Avenue report, the Planning and Operations Committee, at its meeting held on April 16, 2013 resolved:

“that the matter be referred to the Administration for further reporting on possible options to address the condition of Koyl Avenue, including funding by adjacent property owners with repayment by the City at a later date and a Local Improvement Program.”

Report

History and Location of Koyl Avenue

Koyl Avenue is located in the Airport Industrial neighbourhood and extends from 45th Street to 47th Street. This roadway was constructed in 1947 by the Federal Government and later transferred to the City.

Surfacing Treatment

During the spring of 2013, the Public Works division carried out a blade-level surfacing treatment to Koyl Avenue from 45th Street to 47th Street. This treatment corrected the condition and ride quality of the road as well as added additional structure.

Upon visual inspection of this roadway in 2014, the treatment is holding up well and is considered to be in, good, to very good condition state. Attachment 1 provides a visual of Koyl Avenue's current condition.

Koyl Avenue Rated amongst other Roads for Future Treatment

Moving forward, Koyl Avenue is considered as treated and will be monitored and rated amongst all other roadways for future treatments. When a future treatment is warranted, it will either be addressed through the City's maintenance program which maintains roadways in a safe condition, or the asset preservation program which treats longer segments of roadways.

Local Improvement Program

The City has significantly increased funding for roadway rehabilitation over the past three years. A Local Improvement program is a funding strategy alternative which would see adjacent property owners contribute financially to roadway rehabilitation of their street. Because a strategy for increasing base funding for roadway preservation and rehabilitation is in place, a Local Improvement strategy for roadway repairs is not required.

Communication Plan

A communication plan is not required at this point on the condition of the roadway. Communications priorities will be assessed if required in the future.

Other Considerations/Implications

There are no options, public and/or stakeholder involvement, policy, environmental, financial, privacy, or CPTED implications or considerations.

Due Date for Follow-up and/or Project Completion

No due date for follow-up.

Public Notice

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

Attachment

1. 2014 Photos of Koyl Avenue

Report Approval

Written by: Mitchell Parker, Manager, Asset Preservation for Roads
Reviewed by: Rob Frank, Manager, Preservation Services
Reviewed by: Mike Gutek, Director of Major Projects
Approved by: Jeff Jorgenson, General Manager, Transportation & Utilities

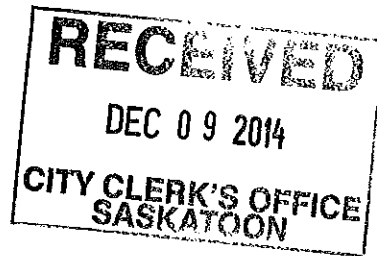
TRANS MP – Condition of Paved Local Streets – Koyl Avenue

2014 Photos of Koyl Avenue



2014 Photos of Koyl Avenue





December 8, 2014

City of Saskatoon
222 3rd Avenue North
Saskatoon SK S7K 0J5

COPY

Attn: Mr. Jeff Jorgenson, General Manager, Transportation & Utilities

Dear Mr. Jorgenson:

**Re: Condition of Paved Local Streets – Koyl Avenue
Your File No.: CK.6315-1**

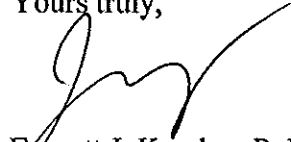
Thank you for your letter of December 3, 2014 on the subject matter that was received in our office on December 4, 2014 advising us of the meeting of the Standing Policy Committee on Transportation on December 8, 2014.

Unfortunately, the short notice allowed for in this letter did not enable us to send a representative to the committee meeting but we would like to advise you as follows. Thanks again for the work and temporarily resurfacing of Koyl Avenue which was done somewhat in response to our letter of May 10, 2012. In follow-up correspondence of June 10, 2013, however, we pointed out that in order to preserve this surface, a bituminous seal coat to prevent the percolation of water into the asphalt topping should be applied thereto. This surface has now survived for over a year, but is subject to a lot of runoff water from surrounding parking areas and under the freeze/thaw conditions in a typical Saskatchewan spring can quickly break up due to ingress of water. This will be exacerbated by additional airport traffic using Koyl Avenue as access to the west end of Wayne Hicks Lane to the airport area has been cut off by security fencing for some time now. It would obviously be a wise policy for the City to secure the existing surface on Koyl Avenue for as long as possible before permanent rebuilding and widening can take place.

As a secondary issue, it is noted that there has been no snow clearing observed to date this winter on Koyl Avenue or other streets in the Airport Industrial area. Although not as vocal as some residential subdivisions, airport area businesses still represent a significant portion of the wealth generated by the industrial community of the City of Saskatoon and deserve at least the same amount of priority snow clearing as other important areas.

Thank you for your consideration and cooperation in this matter and we look forward to improved City services in the future.

Yours truly,

A handwritten signature in black ink, appearing to read 'E. Kearley', written over a horizontal line.

Everett J. Kearley, P. Eng.
Chairman of the Millennium III Group of Companies

cc: Councillor Randy Donauer
cc: Shellie Bryant, Deputy City Clerk



STANDING POLICY COMMITTEE ON TRANSPORTATION

Residential Parking Permit Expansion and Creation

Recommendation of the Committee

1. That a Limited Residential Parking Permit Program be implemented on both the 400 block of Avenue C South, and the 400 block of Avenue D South in the Riversdale neighbourhood;
2. That the Pleasant Hill Limited Residential Parking Permit Program be expanded to include the 300 block of Avenue P South;
3. That the Varsity View Residential Parking Permit Program be expanded to include the 800 block of Temperance Street, the 100 block of Albert Avenue, the 500 block of Saskatchewan Crescent East and the 500 and 600 blocks of 12th Street East; and
4. That the City Solicitor be requested to prepare the amendments to Bylaw No. 7862 – Residential Parking Program Bylaw, 1999.

History

At the December 8, 2014 Standing Policy Committee on Transportation meeting, a report of the General Manager of Transportation and Utilities, dated December 8, 2014, was considered regarding the above matter.

Attachment

Report of the General Manager, Transportation and Utilities Department, dated December 8, 2014 (File No. CK. 6120-4-2)

Residential Parking Permit Expansion and Creation

Recommendation

That the Standing Policy Committee on Transportation recommend to City Council:

1. That a Limited Residential Parking Permit Program be implemented on both the 400 block of Avenue C South, and the 400 block of Avenue D South in the Riversdale neighbourhood;
2. That the Pleasant Hill Limited Residential Parking Permit Program be expanded to include the 300 block of Avenue P South;
3. That the Varsity View Residential Parking Permit Program be expanded to include the 800 block of Temperance Street, the 100 block of Albert Avenue, the 500 block of Saskatchewan Crescent East and the 500 and 600 blocks of 12th Street East; and
4. That the City Solicitor be requested to prepare the amendments to Bylaw No. 7862 – Residential Parking Program Bylaw, 1999.

Topic and Purpose

The purpose of this report is to obtain approval for the creation of a new Limited Residential Parking Permit (LRPP) Program to be implemented on the 400 blocks of both Avenue C South and Avenue D South, as well as to obtain approval for expansions to the Pleasant Hill and Varsity View Residential Parking Permit (RPP) Programs.

Report Highlights

1. Petitions were received from the affected residents in Riversdale and a new LRPP is recommended.
2. Petitions were received from affected residents in Pleasant Hill. An expansion of the Pleasant Hill LRPP is recommended.
3. Petitions were received from affected residents in Varsity View. An expansion of the Varsity View RPP is recommended.

Strategic Goal

This report supports the Strategic Goal of Quality of Life as it will improve the quality of life for those affected.

Background

City Council, at its meeting on November 7, 2011, considered a letter from Elliot Boyko requesting permit parking for the 400 block of Avenue C South. City Council passed a motion that the information be received and that the matter be referred to the Administration for consideration and response to the writer.

In 2013, City Council approved an amendment to Policy C07-014 – Residential Parking Permit Program to include the residential areas within 150 metres of the Central Business District and River Landing boundary.

Residential Parking Permit Expansion and Creation

Report

Riversdale LRPP Creation

Residents on the 400 block of Avenue C South and the 400 block of Avenue D South have submitted a petition to create an LRPP Program to address the increasing influx of parking in front of their residences, due to their proximity to the Central Business District and River Landing. An LRPP would provide residents who live in the zone the ability to purchase an annual permit for \$15, to allow the zone residents' vehicles to be parked on the street for a period longer than the two-hour posted parking restriction.

The results of the petitions are shown in the below table:

Riversdale	Resident Addresses	Number of Signatures	Percentage of Support
400 block Avenue C South	16	12	75%
400 block Avenue D South	38	30	79%

Considering the confirmed parking shortage on these blocks and the results of the petition, the Administration has confirmed that this location meets the requirements as set out in Section 3.3 (a-e) of Policy C07-014 – Residential Parking Permit Program and is recommending that an LRPP Program be created and implemented on the 400 block of Avenue C South and the 400 block of Avenue D South from Monday to Friday (8:00 a.m. to 4:00 p.m.). Attachment 1 outlines the area to be included in the LRPP zone. Enforcement within the zone would occur on a complaint driven basis as set out in the Policy.

Pleasant Hill RPP Expansion

Residents on the 300 block of Avenue P South have submitted a petition to be included in the Pleasant Hill LRPP Program as a result of the increasing influx of transient parking in front of their residences due to their proximity to St. Paul's Hospital. An LRPP would provide residents who live in the zone the ability to purchase an annual permit for \$15 to allow the zone residents' vehicles to be parked on the street for a period longer than the two-hour posted parking restriction.

The results of the petition are shown in the below table:

Pleasant Hill	Resident Addresses	Number of Signatures	Percentage of Support
300 Avenue P South	18	10	56%

The Administration has confirmed that this location meets the requirements as set out in Section 3.3 (a-e) of Policy C07-014 – Residential Parking Permit Program and is recommending that the Pleasant Hill LRPP be expanded to include the 300 block of Avenue P South from Monday to Friday (8:00 a.m. to 4:00 p.m.).

Attachment 2 outlines the area to be included in the LRPP zone. Enforcement within the zone would occur on a complaint driven basis as set out in the Policy.

Residential Parking Permit Expansion and Creation

Varsity View RPP Expansion

Residents on the 800 block of Temperance Street, the 100 block of Albert Avenue, the 500 block of Saskatchewan Crescent East and the 500 and 600 blocks of 12th Street East have submitted petitions. These petitions request to be included in the Varsity View RPP Program as a result of the increasing influx of transient parking in front of their residences, due to their proximity to the University of Saskatchewan and the Cental Business District. Inclusion into the Varsity View RPP would provide residents who live in the zone the ability to purchase an annual permit for \$25, to allow the zone residents' vehicles to be parked on the street for a period longer than the two-hour posted parking restriction.

The results of the petitions are shown in the below table:

Varsity View	Resident Addresses	Number of Signatures	Percentage of Support
833 - 851 Temperance Street	11	8	73%
100 Albert Avenue	15	12	80%
500 Saskatchewan Crescent	36	26	72%
500 12 th Street East	8	6	75%
600 12 th Street East	5	4	80%

The Administration has confirmed that this location meets the requirements as set out in Section 3.2 (a-e) of Policy C07-014 – Residential Parking Permit Program, and is recommending that the Varsity View RPP be expanded to include the 800 block of Temperance Street, the 100 block of Albert Avenue, the 500 block of Saskatchewan Crescent East and the 500 and 600 blocks of 12th Street East from Monday to Friday (8:00 a.m. to 4:00 p.m.). Regular enforcement will be provided as part of the existing Varsity View RPP. Attachment 3 outlines the area to be included in the RPP zone.

Public and/or Stakeholder Involvement

The residents impacted by the LRPP and RPP Programs were involved in the petition to create the program.

Communication Plan

Brochures outlining the details of the program, including information on where to purchase permits and the associated costs, will be provided to all places of residence that qualify for parking within the LRPP and RPP zones. The City's website will also be updated to reflect the addition of these areas. Additionally, Transportation will place signs around the perimeter of the newly demarcated parking zone to alert local residents, as well as those that regularly park in the neighbourhood, of the changes.

Policy Implications

The recommendations in this report are consistent with the requirements in the Council Policy C07-014 – Residential Parking Permit Program.

Financial Implications

RPP Programs have traditionally been revenue neutral, whereby the annual purchase price of the permit covers the costs to implement, administer and enforce the program. The cost of the parking permits for the LRPP and RPP programs in these areas will be \$15 and \$25 respectively, including all applicable taxes.

Environmental Implications

The implementation of and expansion to the above LRPP and RPP programs would reduce the frequency of drive by traffic searching for available parking spaces, which will reduce greenhouse gas emissions for this area.

Other Considerations/Implications

There are no options, privacy or CPTED considerations or implications.

Due Date for Follow-up and/or Project Completion

Subject to approval, the program will be implemented by January 30, 2015.

Public Notice

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

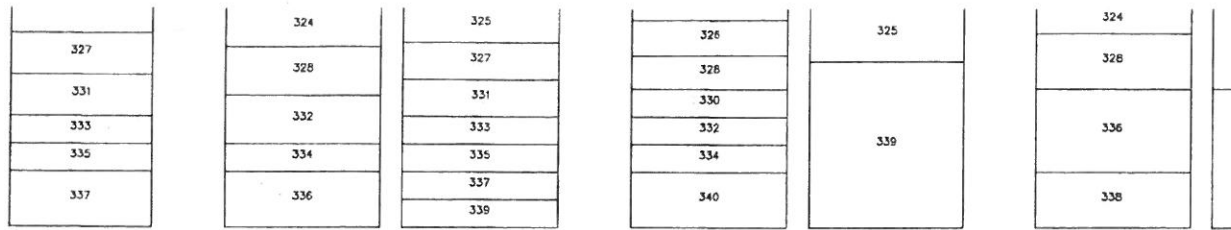
Attachments

1. Limited Residential Parking Permit Zone Riversdale
2. Residential Parking Permit Zone Pleasant Hill
3. Residential Parking Permit Zone Varsity View

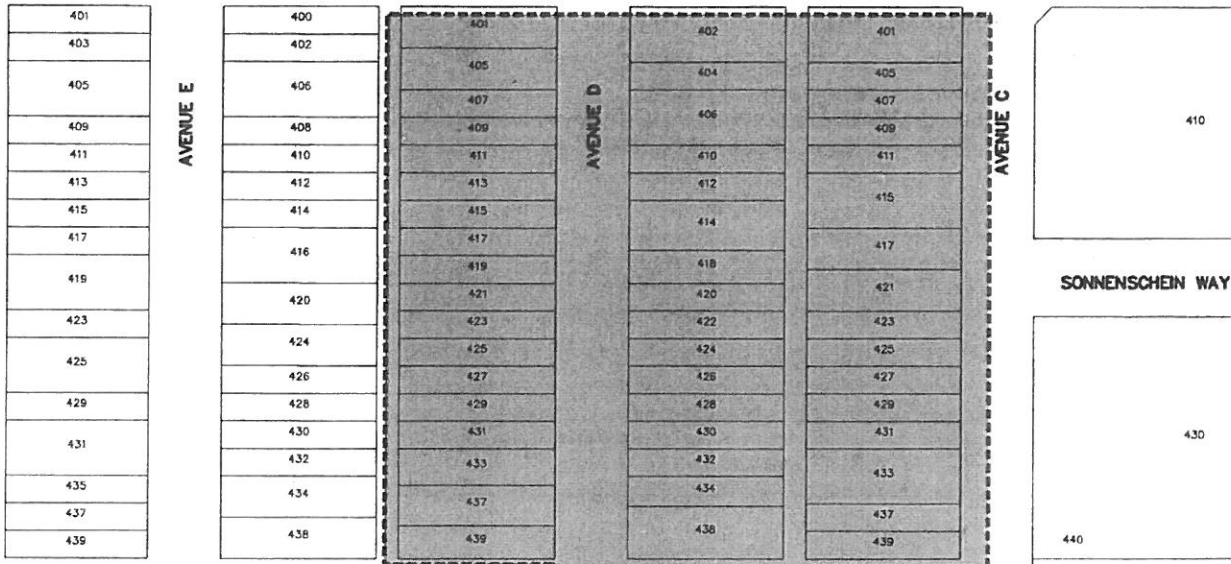
Report Approval

Written by: Phil Haughn, Parking Services Manager, Transportation
Reviewed by: Angela Gardiner, Director of Transportation
Approved by: Jeff Jorgenson, General Manager, Transportation & Utilities
Department

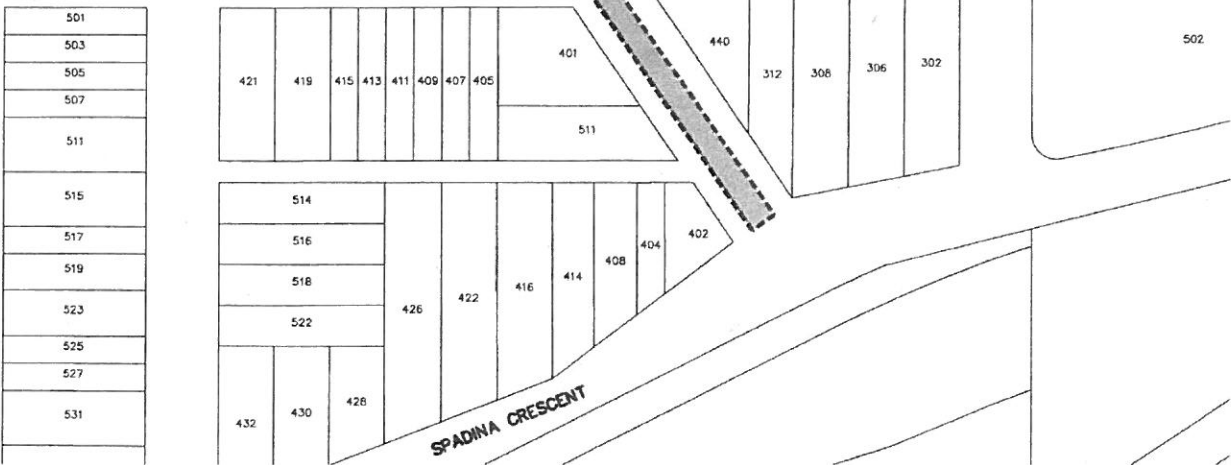
TRANS PH - Residential Parking Permit Expansion and Creation



20TH STREET



SONNENSCHEN WAY



19TH STREET

SPADINA CRESCENT

 PROPOSED PERMIT ZONE

PLAN DESCRIPTION/REVISIONS		 City of Saskatoon Transportation & Utilities Department	APPROVED
4			 CHIEF ENGINEER
3		LIMITED RESIDENTIAL PARKING PERMIT ZONE RIVERSDALE	ENGINEER
2			PLAN NO. 260-0042-001r001
1	PROPOSED PERMIT ZONE		
DRAWN BY <u>T.J.L.</u>			
DATE <u>2014-NOV-07</u>			
SCALE : HOR. <u>N.T.S.</u> VERT. <u>-</u>			



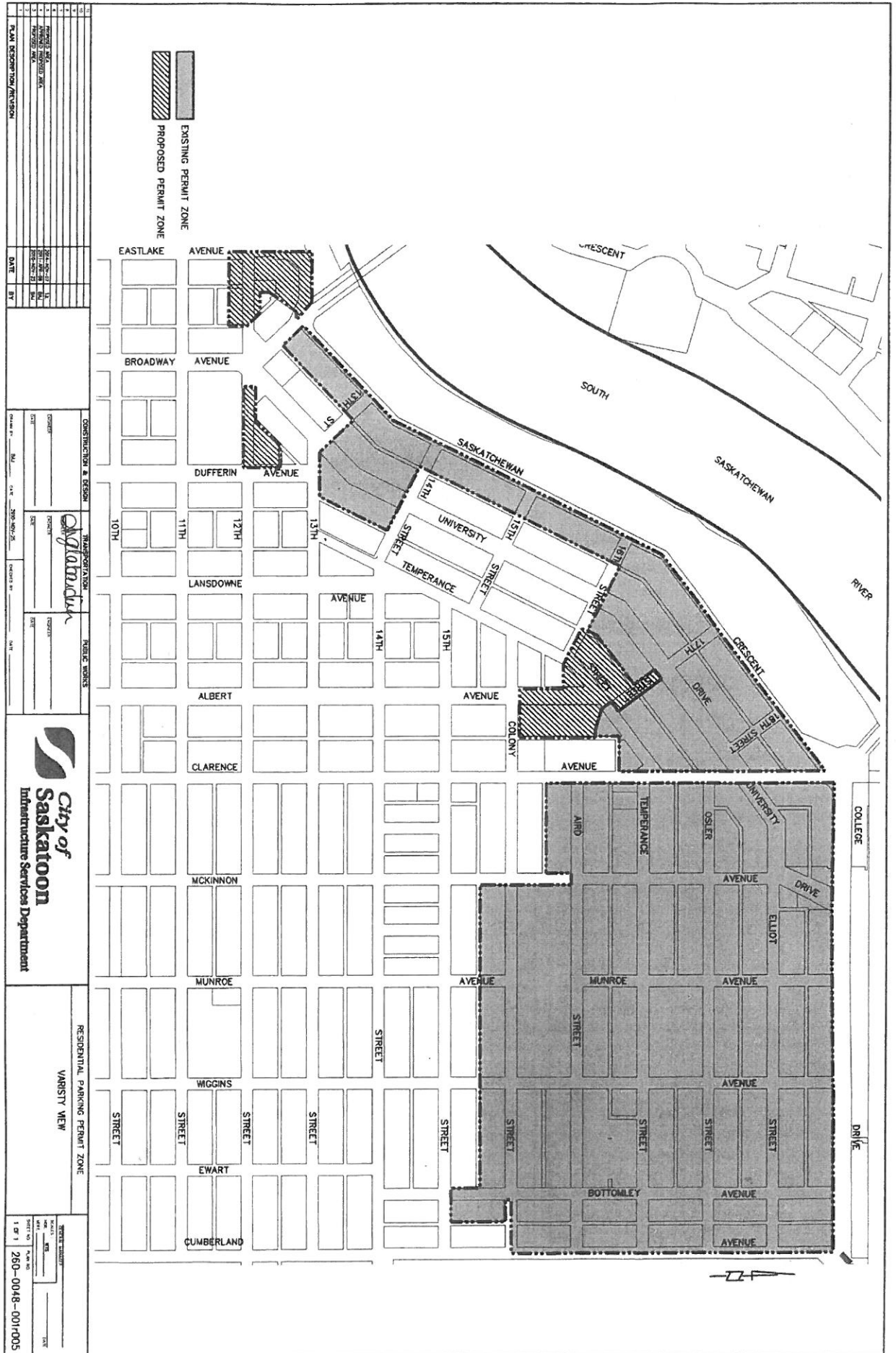
- PROPOSED PERMIT ZONE
- PROPOSED PERMIT ZONE ADDITION/REMOVAL

PLAN DESCRIPTION/REVISIONS	
4	
3	
2	ADD 300 BLOCK OF AVENUE P SOUTH
1	BASE PLAN
DRAWN BY <u>JMR</u>	
DATE <u>2013-APR-24</u>	
SCALE : HOR. <u>NTS</u> VERT. _____	



**RESIDENTIAL PARKING PERMIT ZONE
PLEASANT HILL**

APPROVED	
GENERAL MANAGER	<i>Anglabaudine</i>
ENGINEER	
ENGINEER	
PLAN NO.	260-0041-001r002





STANDING POLICY COMMITTEE ON TRANSPORTATION

Secondary Truck Routes

Recommendation of the Committee

That the matter information be received,

History

At the December 8, 2014 Standing Policy Committee on Transportation meeting, a report of the General Manager of Transportation and Utilities, dated December 8, 2014, was considered regarding the above matter.

Attachment

Report of the General Manager, Transportation and Utilities Department, dated December 8, 2014 (Files CK. 6320-1)

Secondary Truck Routes

Recommendation

That the report of the General Manager, Transportation & Utilities Department dated December 8, 2014, be forwarded to City Council for information.

Topic and Purpose

This report provides City Council with information regarding traffic impacts from Circle Drive South, current planning projects considering Canadian National Railway (CN) freight access, truck route changes, and the Administration's progress in reviewing and updating truck movement policy.

Report Highlights

1. The Administration presented a report to the Administration and Finance Committee on April 29, 2014, regarding traffic pattern changes resulting from the opening of the Circle Drive South project.
2. The Administration is assessing alternative access to the CN Freight Yard as part of two major studies.
3. The Administration presented a report to the Administration and Finance Committee on January 13, 2014 outlining changes to truck routes.
4. The Administration will recommend modifications to Bylaw No. 7200 – The Traffic Bylaw in a future report to the Standing Policy Committee on Transportation.

Strategic Goals

This report supports the Strategic Goal of Moving Around as truck movement policies ensure people and goods flow efficiently and safely throughout the city, while supporting the Goal of Continuous Improvement by improving customer service.

Background

During consideration of the Inquiry – Councillor Pat Lorje (August 14, 2013) Impact of Circle Drive South Truck Traffic AND Communications to Council – William Smith (October 1, 2009) Semi-trucks in the City report, City Council, at its meeting held on March 3, 2014 resolved:

- “1) that the Administration provide a further report once the traffic impacts from Circle Drive South are known; and
- 2) that the Administration enter into discussions with CN and Provincial Ministry of Highways regarding the possibility of extending freight yard road to exit directly onto Highway 7.”

During consideration of the Traffic Bylaw Modifications report, City Council, at its meeting held on March 30, 2009, resolved, in part:

- “5) that the matter of specific locations for secondary truck routes be referred to the Administration for further review and report to Planning and Operations Committee.”

Report

Traffic Impacts from Circle Drive South

A report was presented to the Administration and Finance Committee on April 29, 2014, regarding traffic pattern changes resulting from the opening of the Circle Drive South project in August 2013. Report highlights are:

1. Changes to traffic patterns that have been observed are very similar to what had been expected.
2. Senator Sid Buckwold Bridge, Idylwyld Drive and 22nd Street West have seen the largest decreases in traffic volumes.
3. Overall river crossing volumes have remained constant, suggesting a re-distribution of trips.

CN Freight Yard Road to Exit Directly onto Highway 7

The Administration is assessing access to the CN Freight Yard as part of two major studies. Partnering with the Government of Saskatchewan Ministry of Highways and Infrastructure, and the Rural Municipality of Corman Park, the West Connector Route Feasibility Study will present options to accommodate traffic, including trucks, between Highway 16 and Circle Drive South. The Administration is also beginning to work on the Southwest Sector Plan which will examine transportation needs related to the CN Freight Yard. Both of these studies are planned for completion at the end of 2015.

Specific Locations for Secondary Truck Routes

A report was presented to the Administration and Finance Committee on January 13, 2014, outlining changes to truck routes throughout the City with the opening of Circle Drive South. Part of the changes were to remove Idylwyld Drive from the primary route system (long-haul route system) that was previously required to provide access in the absence of Circle Drive South. A portion of Avenue P was removed from the secondary route system (pick-up and delivery routes). Eighth Street will continue to be a pick-up and delivery route by providing access for vehicles delivering to locations along the route.

Future Modifications to Bylaw No. 7200 – The Traffic Bylaw

The Administration has completed a review of current bylaws and administrative policies governing truck movement to identify the need for updates or additions. Several key recommendations are:

1. Update Bylaw No. 7200 – The Traffic Bylaw to amend references and allowable vehicle configurations, weights and dimensions to match Provincial regulations (updated in 2014) to improve inter-jurisdictional compliance. In addition, a review of slow moving vehicles will be undertaken and restrictions may be recommended, if warranted.
2. Update the existing truck route brochure and create an online interactive map that better communicates vehicle restrictions. The map includes routes regulated

Secondary Truck Routes

as well as structure clearances, bridge maximum allowable weights, and any other restrictions.

The Administration is in the process of an internal review of the truck permitting process and over-dimensional vehicles accommodation, to identify opportunities, improve efficiency, and enhance customer service. The long-term goal is to provide access to an online permit application and payment options.

Public and/or Stakeholder Involvement

As the policy update progresses, internal and external stakeholders will be consulted. Engagement will include the North Saskatoon Business Association and representatives from major truck traffic generators in Saskatoon. Also involved will be the CN Freight Yard, Saskatoon Fire Department and Saskatoon Police Service.

Communication Plan

The communication plan will include notifying stakeholders and impacted parties of the bylaw changes as well as implementation of online tools. The methods used to reach key audiences may include:

- City website (including interactive maps or portals);
- Mail-outs, informational brochures;
- Key messages and answers to FAQs for City customer service staff;
- Road signage; and
- Presentations or participation at stakeholder events.

Policy Implications

The Administration will recommend modifications to Bylaw No. 7200 – The Traffic Bylaw in a future report to Standing Policy Committee on Transportation.

Other Considerations/Implications

There are no options, financial, environmental, privacy, or CPTED considerations or implications.

Due Date for Follow-up and/or Project Completion

The Administration anticipates that the policy update, stakeholder consultation, and update of the truck route brochure will be completed by the end of 2015. A further report will be submitted at that time.

Public Notice

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

Report Approval

Written by: Marina Melchiorre, Infrastructure Engineer, Transportation
Reviewed by: Jay Magus, Engineering Section Manager, Transportation
Angela Gardiner, Director of Transportation

Secondary Truck Routes

Approved by: Jeff Jorgenson, General Manager, Transportation & Utilities
Department

TRANS MM – Secondary Truck Routes.docx



STANDING POLICY COMMITTEE ON TRANSPORTATION

Update Report – Transit Digital Program

Recommendation of the Committee

That the information be received.

History

At the December 8, 2014 Standing Policy Committee on Transportation meeting, a report of the General Manager of Transportation and Utilities, dated December 8, 2014, was considered regarding the above matter.

Attachment

Report of the General Manager, Transportation and Utilities Department, dated December 8, 2014 (Files CK. 7300-1, x261-20 and x1402-1)

Update Report – Transit Digital Program

Recommendation

That the report of the General Manager, Transportation & Utilities Department dated December 8, 2014, be forwarded to City Council for information.

Topic and Purpose

The purpose of this report is to provide information on the Transit Digital Program, including the Intelligent Transportation System and the new Transit Microsite.

Report Highlights

1. At the May 21, 2013, City Council meeting, it was adopted to implement a full-scale installation of ITS units in the majority of the Saskatoon Transit fleet. On December 2, 2013, City Council also approved a new Transit Microsite to be developed in conjunction with the main City website project.
2. The Transit Microsite is currently in the development process with a planned launch before the end of January 2015.
3. It is necessary to upgrade the internal software that Saskatoon Transit uses for operation in order to implement a new customer trip planner and move towards real-time mapping. The 'go live' date for this is December 8, 2014.
4. An improved *Click & Go* online service will be launched in late December 2014. Transit users will have a more intuitive trip planner, an updated interface and mobile capability.
5. The real-time mapping enhancement for the upgraded trip planner is expected to be launched by January 31, 2014, and the Transit microsite will be launched mid February 2015.

Strategic Goals

This report supports the Strategic Goal of Continuous Improvement through continually increasing and improving Saskatoon Transit communications and engagement with the citizens of Saskatoon. It also supports the Strategic Goal of Moving Around by implementing Customer Service tools to increase Transit ridership.

Background

At the May 21, 2013, City Council meeting, it was adopted to implement a full scale installation of ITS units in the majority of the Saskatoon Transit fleet. This project also included a complete upgrade to the internal technology architecture and customer facing upgrades, such as a new Trip Planner including real-time information. On December 2, 2013, City Council also approved a new Transit Microsite to be developed in conjunction with the main City website project.

Report

Saskatoon Transit is leading a number of Service Saskatoon digital initiatives. Each of these initiatives supports providing services based on citizen's needs. These initiatives are as outlined below:

Transit Microsite Development & Engagement (November – December 2014)

The Transit Microsite is currently in the development process with a planned launch before the end of January 2015. The Transit site will link to and from the new City of Saskatoon website. Public engagement for the Transit site began on November 26 and will continue until December 10. This is a critical component to ensure the site is built to meet the needs of Transit customers.

Trapeze Software Upgrade (December 8, 2014)

Trapeze is the internal software that Saskatoon Transit uses for all facets of operation, including route planning, fleet management, customer service, payroll etc. Upgrading the Trapeze software from Version 8 to Version 13 is necessary in order to move towards real-time mapping. Staff have successfully tested the individual software pieces of this upgrade. A testing environment is now operational, and they are working on a fully integrated system test to make sure the individual pieces work together. The 'go live' date for this upgrade is December 8, 2014.

New & Improved Click & Go (late December 2014)

An improved *Click & Go* online service will be launched in late December 2014. Transit users will have a more intuitive trip planner and updated interface. The new trip planner will also be mobile compatible, with functionality similar to an app, but without the customer having to download an app to access it. This upgrade does not include the 'real-time' functionality. During this phase, communications will focus on the upgraded Click & Go and introduce the real-time piece as 'coming soon'. From a customer service perspective, transit users will have an opportunity to become comfortable with the new trip planner prior to the launch of the new Transit microsite.

Real-Time Mapping Enhancement (January 31 2015)

This phase will add the real-time component to our new upgraded trip planning software. Barring any unforeseen issues in the Trapeze upgrade and the new trip planner launch, the real-time component for Transit trip planning will be launched by January 31 2015. This upgrade will allow customers to see where their bus is in real-time.

Launch of the Transit Microsite (mid February 2015)

The Transit Microsite will be launched by mid February 2015. The launch of this website is dependent on the main City website launch in late January 2015.

Real-Time Open Data

This phase of the project is currently in the contract stage with the vendor. An update on this phase will be provided as we progress through each of the above stages.

Public and/or Stakeholder Involvement

Public engagement and stakeholder involvement has been conducted with each of the 2 projects related to this report.

Financial Implications

There are no financial implications associated with this updated report. The ITS project is funded through the approved capital budget P2320 – Transit Dart System Improvement Project and the Transit microsite through P2323 – Transit Ridership Initiative Project.

Communication Plan

The communications plan for the two projects in this report will take a phased approach, based on the launch timelines for each of the components listed in this report. Residents will be informed through a mixed media approach, including print, web and radio advertising, social media, news releases and through announcements on buses.

Communications for the new Transit microsite and real-time mapping enhancement will be developed in late December/early January.

Other Considerations/Implications

There are no policy, financial, environment, privacy, or CPTED implications or considerations.

Due Date for Follow-up and/or Project Completion

Project completion information is included in the report above.

Public Notice

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

Attachment

1. Sample Trip Planner

Report Approval

Written by: Alysha Hille, Marketing Manager, Saskatoon Transit
Reviewed by: Bob Howe, Director of Saskatoon Transit
Approved by: Jeff Jorgenson, General Manager, Transportation & Utilities
Department

Trans AH – Update Report – Transit Digital Program

Existing Click & Go Trip Planner

Plan A Trip

To plan your next trip follow steps 1 through 4 below. Examples have been provided to help guide you. For further instructions on submitting your request, see our [Help files](#)

1 Starting From where? [Help](#)
 Use an address, intersection, landmark or bus stop number.
 Examples: "3130 Laurier" or "Clarence & Taylor" or "Market Mall" or "5501"

- or - -- Select from Landmarks--

2 Going To where? [Help](#)
 Use an address, intersection, landmark or bus stop number.
 Examples: "3130 Laurier" or "Clarence & Taylor" or "Market Mall" or "5501"

- or - -- Select from Landmarks--

3 Enter a Date/Time for departure or arrival [Help](#)
 Date: 11-20-2014 [Select Date](#) Time: 8:17 am pm
 Direction: Departure Arrival

4 Options [Help](#)
 Sort Results by
 Fare

[Clear All / Reset Form](#)

New & Improved Click & Go Trip Planner

Contact Us | Help

Trip Planner

FROM:

Enter Address, Intersection or Landmark
[Reverse](#)

TO:

Enter Address, Intersection or Landmark

WHEN: Depart Arrive
 Date: 11-20-2014
 Time: 8:15 am

Advanced Options:
 Sort by Trip Time

[Route Schedules](#)
[Bus Stop Schedules](#)
[Landmarks](#)

Sample only the final version may slightly vary



STANDING POLICY COMMITTEE ON TRANSPORTATION

Standing Policy Committee on Transportation – Outstanding List

Recommendation of the Committee

That the inquiry from Councillor Donauer, Stops Signs – Whiteswan Drive and Pinehouse Drive, be removed from the Outstanding List.

History

Councillor Donauer made the following inquiry at the City Council meeting held on December 10, 2012:

“Would the Administration please report back on the possibility of eliminating the stop signs on Whiteswan, at Pinehouse, as there are no stop signs on Whiteswan or Spadina at Lenore Drive, Ravine, or Pembina.

I have received complaints on traffic flow, and concerning excessive noise caused by vehicles accelerating from a stop that may not be required.”

At the December 8, 2014 Standing Policy Committee on Transportation meeting, during consideration of the Committee’s outstanding list, Councillor Donauer advised that his Inquiry of December 10, 2012 regarding Stop Signs – Whiteswan Drive and Pinehouse Drive could be removed from the outstanding list as the matter had been resolved through the Noise Bylaw.



STANDING POLICY COMMITTEE ON TRANSPORTATION

Idylwyld Drive - Circle Drive Functional Design Study Report

Recommendation of the Committee

That the matter be referred to the Administration to include in the list of priority projects that Council will determine for the 2016 Budget, and that a report be provided prior to budget deliberations.

History

At the December 8, 2014 Standing Policy Committee on Transportation meeting, a report of the General Manager of Transportation and Utilities, dated December 8, 2014, was considered regarding the above matter.

Attachment

Report of the General Manager, Transportation and Utilities Department, dated December 8, 2014 (Files CK. 6330-1 and x6001-1)

Idylwyld Drive – Circle Drive Functional Design Study Report

Recommendation

That the Standing Policy Committee on Transportation recommend to City Council:

1. That the information be received; and
2. That the Administration report back by December 2020 regarding the feasibility and cost of constructing a Single Point Urban Interchange at this location.

Topic and Purpose

This report provides an update on the recommendations arising from an earlier report to City Council dated February 13, 2012, regarding the Circle Drive and Idylwyld Drive Interchange Functional Plan.

Report Highlights

1. The February 2012 report identified five recommendations for additional reporting. Updates to those recommendations are provided within this report.
2. The completion of the South Bridge has improved the level of service at this interchange, and the completion of the North Commuter Parkway Project will further improve its performance.

Strategic Goals

This report supports the Strategic Goal of Moving Around.

Background

In February 2012, the Administration reported to City Council the results of a functional planning study completed for the interchange of Circle Drive and Idylwyld Drive. At that time, City Council adopted, in part:

- “2) that the Administration report further with respect to the funding and/or timing of the implementation of the recommendations from the Idylwyld Drive – Circle Drive Functional Design Study – Final Report, as outlined in the report of the General Manager, Infrastructure Services Department dated February 13, 2012.”

Report

There were five recommendations identified in the report. The recommendations, along with their status, are presented below.

Recommendation One

That the Administration, in conjunction with the Province, update the long range transportation planning studies for Perimeter Highway to function as the preferred commercial vehicle (truck) route.

The Administration continues to work with the Saskatchewan Ministry of Highway and Infrastructure on the planning of the Perimeter Highway. In addition, the Administration, partnering with the Ministry and the Rural Municipality of Corman Park, will commence the West Connector Route Feasibility Study. This work will determine the feasibility of a West Connector Road within and near the western edge of the City. The Expression of Interest is currently open to industry. This study is expected to be completed by the end of 2015.

Recommendation Two

That the Administration investigate the potential to improve Warman Road and 51st Street corridors in the short-term, as a means to relieve the operational problems being experienced at the Circle Drive/Idylwyld Drive interchange and the Circle Drive North Corridor, between Avenue C and Millar Avenue.

Since the earlier report investigating the functional needs at the interchange at Circle Drive and Idylwyld Drive, the City has advanced the delivery of the North Commuter Bridge at Marquis Drive. The North Commuter Parkway Project will open in 2018, and, will result in significant improvements to both the distribution of turning vehicles and actual volumes of vehicles using the interchange at Circle Drive and Idylwyld Drive.

The opening of Circle Drive South in 2013 also resulted in significant changes in both the distribution of turning vehicles and actual volumes of vehicles using this interchange. Overall, there has been an improvement in the level of service at the interchange. There remain movements, however, that continue to operate poorly, including southbound thru and left-turn movements, eastbound left-turns and northbound left-turns. Details of the analysis are included in Attachment 1.

Recommendation Three

That the Administration creates a capital budget submission to undertake short-term ramp improvements at the Circle Drive/Idylwyld Drive interchange including:

- *Widening the southbound exit ramp to adequately separate the left and right turning traffic and converting the southbound shared through a left-turn lane to dedicated left-turn lanes; and*
- *In conjunction with the above, eliminate the local access on both southbound ramps.*

Given the emergence of new initiatives since 2012, this design work will not proceed until after the North Commuter Parkway Project opens.

In order to inform decisions made regarding accesses on roads throughout the City, the Administration is developing Access Management Guidelines. The Access Management Guidelines will be based on peer reviews and best practices and will:

- Assist the planning of vehicular access for development or redevelopment of land parcels;

- Guide the location, type, and configuration of accesses in consideration of factors such as safety, adjoining land use, traffic and transit operations, convenience, roadway character, and adjoining roadway classification; and
- Be used by Administration, the land development industry, and landowners that wish to create or modify access to a parcel of land.

The Administration will complete developing these Guidelines by March 31, 2015, and recommends waiting until this technical document is in place in order to best inform decisions made regarding access management.

Recommendation Four

That the Administration undertake further investigations into the design of a “Single Point Urban Interchange” at the Circle Drive/Idylwyld Drive interchange, including refining preliminary costs estimates associated with the construction of these works and relocating existing utilities and if appropriate, incorporating these works into a single capital plan.

The Administration has completed a preliminary feasibility assessment of the existing structure for conversion to the proposed Single Point Urban Interchange.

The estimated construction cost is \$11.9 Million, not including the design of the detour and traffic accommodation plan to support traffic operations during construction. This capital investment is not currently included in the City’s priority list for major projects, and the Administration recommends that this location be evaluated for upgrade upon completion of the North Commuter Parkway Project.

Recommendation Five

That the Administration continues to monitor and assess the effects on traffic patterns arising from the completion of the south bridge and alternate routing.

The Administration continues to monitor traffic operation at this interchange as part of the regular monitoring program of the transportation network.

Other Considerations/Implications

There are no options, public and/or stakeholder involvement, communication plan, policy, financial, environmental, privacy, or CPTED considerations or implications.

Due Date for Follow-up and/or Project Completion

No further reporting is required.

Public Notice

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

Attachment

1. Traffic Analysis Summary

Report Approval

Written by: David LeBoutillier, Planning and Design Engineer, Transportation
Jay Magus, Engineering Manager, Transportation
Reviewed by: Angela Gardiner, Director of Transportation
Approved by: Jeff Jorgenson, General Manager, Transportation & Utilities
Department

TRANS DL - Idylwyld Drive – Circle Drive Functional Design Study.docx

Traffic Analysis Summary

Interchange Operating Conditions – Prior to Circle Drive South

Movement		AM Peak Hour			PM Peak Hour		
		Traffic Volumes	Operating Conditions		Traffic Volumes	Operating Conditions	
			LOS	Delay (s)		LOS	Delay (s)
EB	Left	230	E	70.5	173	F	98.1
	Through-Right	2,002	A	2.4	1,937	A	3.7
WB	Left	114	D	44.9	216	F	87.9
	Through-Right	1,283	A	6.3	1,816	A	7.5
NB	Left	197	F	124.1	205	F	110.3
	Right	202	F	117.9	203	F	97.5
SB	Left	314	E	70.2	411	F	95.1
	Through	13	E	70.2	8	F	94.3
	Right	47	C	22.8	57	C	29.6
Intersection Summary		4,402	C	24.2	5,026	C	28.0

Interchange Operating Conditions – After Circle Drive South Opening

Movement		AM Peak Hour			PM Peak Hour		
		Traffic Volumes	Operating Conditions		Traffic Volumes	Operating Conditions	
			LOS	Delay (s)		LOS	Delay (s)
EB	Left	230	E	72.4	169	F	98.1
	Through-Right	1,878	A	2.4	1,052	A	2.6
WB	Left	111	D	41.0	43	D	36.0
	Through-Right	1,041	A	4.7	1,683	A	5.6
NB	Left	115	E	71.6	134	E	71.7
	Right	161	E	71.5	193	C	21.2
SB	Left	305	E	68.0	184	E	55.4
	Through	6	E	68.0	7	E	55.3
	Right	33	C	23.2	43	B	18.4
Intersection Summary		3,880	B	18.6	3,508	B	15.8

How to read the table? A simple approach to measuring the capacity at an intersection is to *measure delay in seconds*. The software used to analyze the intersection calculates an average delay to each lane based on the number of vehicles moving through the intersection, and the permitted movement from the lane (i.e. only left turn, versus shared left turn or through). This 'average delay' then corresponds with a Level of Service, or LOS (the shorter the delay the better the LOS, and the longer the delay the worse the LOS). The LOS can range from A to F. Generally, the City prefers to avoid LOS and E or F. However, a LOS of E or F does not simply indicate, or trigger, improvements. Other considerations include: the number of vehicles performing the movement with a LOS E or F, intersection spacing, classification of the road, availability of alternate routes, pedestrian accommodation, access management, type of adjacent land use, future development in the area, and of course cost.



EXECUTIVE COMMITTEE

The Partnership, Saskatoon Downtown BID – Board Resignation and Updated Board Composition

Recommendation of the Committee

That the information be received.

History

At the December 9, 2014 meeting of Executive Committee, a communication from Mr. Brent Penner, Executive Director, The Partnership was considered regarding the above and received as information.

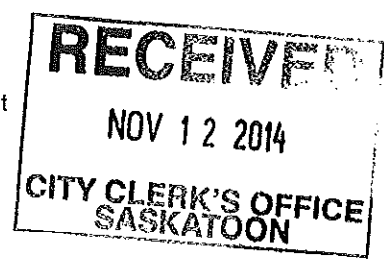
Attachment

Letter from Brent Penner, Executive Director, The Partnership, Saskatoon Downtown BID dated November 7, 2014 (File No. CK. 1870-1)



THE PARTNERSHIP

Saskatoon Downtown Business Improvement District



November 7, 2014

Ms. Joanne Sproule, City Clerk
City Clerks Office
2nd Floor, City Hall
222 3rd Avenue North
Saskatoon, Sask. S7K 0J5

Dear Ms. Sproule,

Re: Board Resignation

This is to advise that Mr. Shaun Grinde has resigned his position as a member of the Board of Management for The Partnership. Mr. Grinde served on the Board for 8 years.

At this time, there is no replacement for his position. The current composition of the Board of Management includes the following individuals:

- Mr. Dave Denny, Chair
- Mr. Christopher Ryder
- Ms. Jacqueline Gallagher
- Mr. Derrek Fahl
- Mr. Shea Ferster
- Ms. Roxanne Woodley
- Ms. Tamara Bowman
- Ms. Della Keen & Mr. Terry Napper (shared position representing Midtown Plaza)
- Councillor Charlie Clark
- Mr. Chris Beavis

Sincerely,

Brent Penner
Executive Director



EXECUTIVE COMMITTEE

SREDA – 2015 Key Performance Indicators

Recommendation of the Committee

That SREDA's 2015 Key Performance Indicators and Targets be approved.

History

At the December 9, 2014 meeting of Executive Committee, SREDA's 2015 Key Performance Indicators were considered and received as information.

Attachment

2015 SREDA Key Performance Indicators (KPIs) (File No. CK. 1870-10)

	City of Saskatoon Service Goals	Key Projects/Activities & Measurements		Weight
1.Business Attraction	2, 3, 4, & 7	1.1	12 Qualified Business Attraction Leads	10%
		1.2	\$2M of Business Attraction Wins	10%
		1.3	80 Investment Attraction Clients	10%
		1.4	\$12M of Investment Attracted	10%
2.Business Retention & Expansion	2, 3, 4 & 7	2.1	3 Businesses Utilizing the City of Saskatoon Business Development Incentives Policy (\$22.8M)	5%
		2.2	50 new jobs created under the City of Saskatoon Business Development Incentives Policy (\$2.75M)	5%
		2.3	Assist 2 Companies with Expansion Strategies	10%
		2.4	Deliver 2 Breaking Barriers to Growth sessions for SREDA Members to Support Growth and Expansions by Local Companies	3%
3.Economic Forecasting & Analysis	1, 3, & 9	3.1	Deliver 2 Saskatoon Economic Forums (115+ attendees) and Provide Timely Economic Development Information	3%
		3.2	Publish 2 SREDA Insights Reports to Assist Companies to Make Decisions Based on Economic Data /Trends and Opportunities/Challenges in the Saskatoon Market	3%
		3.3	Host 2 Industry Roundtables to Address Barriers to Growth and Make Recommendations to the City of Saskatoon on Areas for Policy Consideration	3%
		3.4	Complete Quarterly and Annual Economic Indicator Reports	3%
4.Marketing, Communications & Investor Relations	1, 5, 6, 7 & 8	4.1	Complete Private Sector Satisfaction Survey and Grow Baseline Results by 10% by End of Year	3%
		4.2	Deliver 15 SREDA Overview Presentations to Key Stakeholders	3%
		4.3	Market Saskatoon & Area to Support an Increase of Population Growth by at Least 2.5% (\$5.8M)	3%
5.Regional Economic Development Planning & Affairs	4	5.1	Coordinate the development of an Economic Impact Study Regarding the Perimeter Highway for Consideration by the Department of Highways & Transportation	4%
		5.2	Chair 3 Regional Economic Development Committees to Ensure Coordination Across Regional Economic Development Committees and Complete Community Approved Projects (eg: Saskatoon Regional Housing Study Phase 2)	3%
6.Entrepreneurship	2, 4, 7, & 9	6.1	Maintain our Contract with Western Economic Diversification to Operate Square One; Providing Support to Entrepreneurs Across Saskatchewan at no cost to the City of Saskatoon (\$566k)	3%
		6.2	Provide 4,000 Entrepreneurs (across SK) With Support to Establish or Grow a Business	3%
7.Organizational Effectiveness	4, 6, 8, & 9	7.1	Implement Cost Control Review of 2015 General & Administration expenses (excluding labour costs) and reduce costs by 5%	3%

Approved by:

TOTAL: /100



EXECUTIVE COMMITTEE

Tourism Saskatoon – 2015 Operating Budget

Recommendation of the Committee

That the information be received.

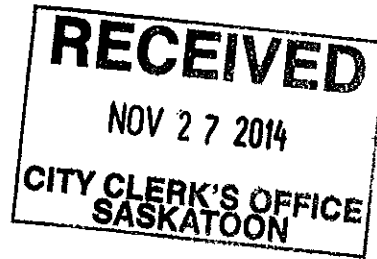
History

At the December 9, 2014 meeting of Executive Committee, a communication from Ms. Angela Wallman, Finance and Personnel Officer, Tourism Saskatoon, was considered regarding the above and received as information.

Attachment

Letter from Angela Wallman, Finance and Personnel Officer, Tourism Saskatoon dated November 21, 2014 (File No. CK. 1870-10)

Mayor Don Atchison & City Council
Mayor's Office
City of Saskatoon
222 – 3rd Avenue North
Saskatoon, SK
S7K 0J5



November 21, 2014

Dear Mayor Atchison:

Re: Tourism Saskatoon 2015 Operating Budget

Please find enclosed our proposed budget recap for the year 2015 as requested by your department.

Please note the Tourism Saskatoon Board of Directors will receive this budget on December 9, 2014. Should there be any significant changes, we will notify you following the meeting.

You may contact Todd Brandt at (306) 931-7574 should you have any questions pertaining to the proposed budget.

Yours truly,



Angela Wallman
Finance and Personnel Officer

Enclosure

cc: Marlys Bilanski

TOURISM SASKATOON 2015 OPERATING BUDGET RECAP - COMBINED DEPARTMENTS					November 21, 2014		
		2015 BUDGET	2014 Projected	2014 BUDGET			
REVENUE							
ADMINISTRATION		425,315	427,969	408,000			
MEMBERSHIP		113,380	94,593	113,385			
LEISURE MARKETING		30,000	16,720	100,000			2015 Budget
VISITOR SERVICES		27,500	26,975	22,500	TS Projected		Total TS only
CONVENTIONS		59,000	28,830	67,700	631,194		688,415
DMP - Marketing		2,944,508	2,729,358	2,983,527			
DMP - Administration (net of DMF hotel memberships)		33,220	36,107	34,535			
DMP - SST		254,764	348,597	195,597			
TOTAL REVENUE		3,887,687	3,709,149	3,925,244			
EXPENSE							
ADMINISTRATION		186,476	183,976	193,580			
MEMBERSHIP		16,700	13,700	24,400			
LEISURE MARKETING		0	5,446	5,725			
VISITOR SERVICES		29,570	27,007	32,900	TS Projected		2015 Budget
CONVENTIONS		27,400	7,100	7,400	666,627		Total TS only
CORE - Staff Costs		428,269	429,398	482,115			
DMP - Marketing		2,373,143	2,204,180	2,509,942			688,415
DMP - Staff Costs		571,365	525,178	473,585			
DMP - SST		254,764	348,597	195,597			
						(35,433)	0
TOTAL EXPENSES		3,887,687	3,744,582	3,925,244			
PROFIT (LOSS)		-	(35,433)	-			
Approved Ranges							
		% of total revenues 2015					
Administration		5 - 10%	4.80%				
Personnel		25 - 35%	25.71%				
Marketing		55 - 70%	68.30%				
M-Ship & Visitor Services		2 - 5%	1.19%				



EXECUTIVE COMMITTEE

Aboriginal Engagement

Recommendation of the Committee

That the information be received.

History

At the December 9, 2014 meeting of Executive Committee, a report of the General Manager, Corporate Performance Department dated December 9, 2014 was considered regarding the above.

Attachment

Report of the General Manager, Corporate Performance Department, December 9, 2014 (Files CK. 5615-1 and CP. 0364-185)

Aboriginal Engagement

Recommendation

That the Executive Committee recommend to City Council:
That the information be received.

Topic and Purpose

This report provides an overview of 2014 Aboriginal engagement initiatives held in collaboration with Aboriginal stakeholders and community members, and identifies key initiatives for continued collaboration and for moving forward.

Report Highlights

1. Two significant Aboriginal engagement initiatives in 2014 include:
 - Kitaskinaw Project – An environmental scan of programs and services serving Aboriginal people in Saskatoon
 - Urban Aboriginal Community Gathering
2. Key findings include:
 - The City of Saskatoon (the City) provides positive experiences for Aboriginal people in the areas of physical activity, sport and recreation programs.
 - Additional effort is needed to address Aboriginal employment levels and to build cultural competencies within organizations.
 - Racism continues to be prevalent in Saskatoon.
 - Aboriginal people are disproportionately affected by homelessness in Saskatoon
3. The results will assist the City and other organizations to enhance policies and programs and services for Aboriginal people.

Strategic Goal

The report supports “Quality of Life” by identifying priorities for enhancing Aboriginal employment, safe affordable housing, culture, and anti-racism education programs.

Report

- A) Kitaskinaw Project.** Conducted to discover the “lay of the land” for programs and services for Saskatoon’s First Nations, Métis, and Inuit people. See Attachment 1 for the full report. Kitaskinaw means “*our land*” in Plains Cree. The report includes:
- A demographic snapshot of Saskatoon’s Aboriginal community.
 - A comprehensive inventory of programs and services for Aboriginal people.
 - Preferences of Aboriginal programs/service users in terms of accessibility and quality of service.
 - Information for human service providers to help avoid duplication of services and identify gaps.

The Kitaskinaw Project, the first of its kind for Saskatoon, takes a holistic approach to better understand Saskatoon’s Aboriginal community in relation to programs and services. The project is a collaborative effort led by a technical committee with representation from the Saskatoon Tribal Council, the United Way of Saskatoon and Area, the City of Saskatoon, and Gabriel Dumont Institute (GDI).

B) Urban Aboriginal Community Gathering: Organized by the City in partnership with the Saskatoon Tribal Council (STC) and the Central Urban Métis Federation Inc. (CUMFI). See Attachment 2 for the summary of the results. The City has a long-standing collaboration with these organizations to improve quality of life for Saskatoon Aboriginal people. The gathering on June 12, 2014 had 132 people in attendance with a good cross-section of Saskatoon's Aboriginal community. The desired outcomes of the gathering include:

- To better inform Aboriginal people living in Saskatoon about City programs, services and partnerships.
- To obtain input from Aboriginal residents about City programs and services to inform future policy, program and service delivery.

Key Findings from the two Initiatives:

- Positive comments were received regarding sport, culture and recreation programs which typically had an Aboriginal focus such as Little Sisters in Action, Me Ta We Tan program and programs held at White Buffalo Youth Lodge. It was also noted that additional programs for youth and elders/seniors, recognizing financial barriers to participation, need to be developed in cooperation with community partners.
- Aboriginal unemployment rates are twice as high as general population rates. Enhanced initiatives are needed in the areas of Aboriginal recruitment and retention.
- Racism in Saskatoon needs to be addressed through cultural and anti-racism education, enabling City staff and the community to increase their understanding, creating a positive interaction with Aboriginal people.
- Housing and homelessness: in 2012 the United Way reported 66% of participants in the *Saskatoon Homelessness Study* were Aboriginal. There is a need for increased safe affordable housing in Saskatoon to address various types of housing needs – homeless teens, large families, single adults.

Next Steps

Directly connected to addressing a number of key findings, the City has already identified the following major initiatives in the 2015 Corporate Business Plan:

- Enhance and develop new partnerships and programs for the Urban Aboriginal Leadership Program to enhance economic, employment and training opportunities.
- Promote existing cultural education and awareness programs.
- Establish an anti-racism, anti-discrimination education strategy aimed at increasing inter-cultural competencies.
- Enhance activities for youth to increase positive race relations and civic engagement among the young adult community.
- Undertake initiatives to strengthen relations and partnerships with Aboriginal organizations and focus the provision of programs and services on identified gaps.
- Address the issue of housing for large families. An allocation of \$250,000 will support the creation of ten affordable 3- or 4-bedroom units for large low-income families under the Mortgage Flexibilities Support Program (MFSP). The City will

Aboriginal Engagement

be receiving proposals in 2015 aimed at home ownership for the last three development sites in Pleasant Hill Village with larger family units being an evaluation criteria.

The City is also currently developing an Aboriginal Employment Strategy to enhance the recruitment and retention of Aboriginal employees in the corporation. Potential strategies identified in the Urban Aboriginal Gathering include:

- Enhanced partnerships with the City and educational institutions including GDI, Saskatchewan Indian Institute of Technologies, and University of Saskatchewan.
- Presentation to high school students about City jobs and youth internships.
- A partnership with Social Services to create pathways from social assistance to employment.
- Creating a welcoming environment for Aboriginal workers by hiring more Aboriginal frontline workers so the community sees Aboriginal faces at City Hall.
- Utilizing Aboriginal models in City ads and recruiting posters and featuring First Nation and Metis protocols at City events.

The findings from these reports will continue to inform future policy and the provision of programs and services as it pertains to the Aboriginal community. Administration will continue to work with our community partners to address the needs and gaps identified.

Communication Plan

The summary of the Urban Aboriginal Gathering and Kitsakinaw reports will be posted on the City's webpage and on our partner webpages.

Other Considerations/Implications

There are no policy, financial, environmental, privacy, or CPTED implications or considerations.

Due Date for Follow-up and/or Project Completion

The Administration will provide an update in late 2015 on the programs and services that were enhanced and/or developed as a result of this input.

Public Notice

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

Attachments

1. Kitaskinaw Project: An Environmental scan of programs and services serving Aboriginal People in Saskatchewan 2013-2014
2. Urban Aboriginal Community Gathering Summary

Report Approval

Written by: Gilles Dorval, Director of Aboriginal Relations
Shannon Hanson, Community Development

Reviewed by: Catherine Gryba, General Manager, Corporate Performance
Department
Lynne Lacroix, Community Development

Approved by: Murray Totland, City Manager

Saskatoon

Urban Aboriginal Community Gathering

June 12, 2014

A Summary



City of Saskatoon

Table of Contents

1.0 Introduction	1
1.1 – Overview of This Report.....	1
1.2 – Sponsorship of the Gathering	1
1.3 – Purpose of the Urban Aboriginal Community Gathering.....	1
1.4 – Desired Outcomes of the Gathering	1
1.5 – Attendance at the Saskatoon Urban Aboriginal Community Gathering.....	1
2.0 Activities at the Gathering	2
2.1 – Agenda for the Gathering.....	2
2.2 – Program for the Gathering.....	3
3.0 Important Themes From the Gathering.....	5
3.1 – General Themes	5
3.2 – Affordable Housing, Economic Development, Urban Reserves.....	6
3.3 – Saskatoon Police Service	6
3.4 – Sport, Culture, Recreation, Youth Leadership Initiatives, Racism Education.....	7
3.5 – Aboriginal Employment, Recruitment and Retention.....	7
3.6 – Growing Forward	8
4.0 Possible Recommendations for the Future	9
5.0 Moving Forward	10
Appendix A – Planning and Organizing the Gathering.....	11
Appendix B – Presentation Notes for Table Discussion	13
Appendix C – Evaluation of the Gathering.....	22

Prepared by:

Lorraine Thompson

#509 – 2305 Victoria Avenue, Regina, Saskatchewan S4P 0S7

Phone/Fax: (306) 757-3206 Text/Cell: (306) 535-7157 E-mail: LTISL@sasktel.net

1.0 Introduction

1.1 – Overview of This Report

This report provides a summary of the Urban Aboriginal Community Gathering held at the Saskatoon Inn on June 12, 2014 from 5:30 p.m. to 8:30 p.m. It describes the activities that took place, identifies the main themes that emerged during discussions at the Gathering, and presents possible recommendations for future action. A description of the process used to plan and organize the Gathering is provided in Appendix A.

1.2 – Sponsorship of the Gathering

The Urban Aboriginal Community Gathering was organized by the City of Saskatoon in partnership with the Saskatoon Tribal Council (STC) and the Central Urban Métis Federation Inc. (CUMFI). The City of Saskatoon has long-standing partnerships with both these organizations and has worked with them in the past to improve quality of life for urban Aboriginal people.

1.3 – Purpose of the Urban Aboriginal Community Gathering

The purpose of the Gathering was:

- To provide participants with an overview of City of Saskatoon Aboriginal programs and services.
- To give Aboriginal residents an opportunity for input on City policy, program and service delivery.
- To profile City of Saskatoon staff who support Aboriginal initiatives to the Aboriginal community.
- To give City staff an opportunity to connect with members of the Aboriginal community.
- To profile the partnership between the City of Saskatoon, STC and CUMFI.

1.4 – Desired Outcomes of the Gathering

The desired outcomes of the gathering were:

- That Aboriginal people living in Saskatoon will be better informed about City programs, services and partnerships.
- That the City will receive input from Aboriginal residents about City programs and services and about what is working and what is not, in order to inform future policy, program and service delivery.

1.5 – Attendance at the Saskatoon Urban Aboriginal Community Gathering

About 132 people attended the Gathering. This was a very good turnout. The City and its partners had expected an attendance of about 80 people. Those attending represented a good cross-section of Saskatoon's Aboriginal community – male and female, people of all ages, and people of all economic situations. Some young parents brought their children so there was a lively group of babies, preschoolers and school age children in attendance.

2.0 Activities at the Gathering

The agenda for the Gathering appears below. Information about the activities that took place starts on the next page, after the agenda.

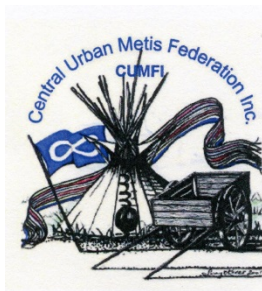
2.1 – Agenda for the Gathering

Agenda

Saskatoon Urban Aboriginal Community Gathering

June 12th, 2014 – 5:30 p.m. to 8:30 p.m. – Saskatoon Inn

- 5:30 Welcome – MC – Milt Tootoosis – Director of Livelihood and Economic Independence, Office of the Treaty Commissioner
Opening Prayer – Elder Mike Maurice
- 5:35 – 5:40 Greetings – His Worship, Mayor Don Atchison, City of Saskatoon
- 5:40 – 5:45 Greetings – Tribal Chief Felix Thomas, Saskatoon Tribal Council
- 5:45 – 5:50 Greetings – President Shirley Isbister, CUMFI
- 5:50 – 5:55 Overview of process – Milt Tootoosis
- 5:55 – 6:05 Attainable housing, economic development, urban reserves – Laura Hartney and Leslie Anderson – Neighbourhood Planning Branch, City of Saskatoon
- 6:05 – 6:15 Saskatoon Police Services – Police Chief Clive Weighill
- 6:15 – 6:45 Small group discussion. Participants will have a choice of one of the above two topics to discuss.
- 6:45 – 6:55 Sport, culture and recreation, youth leadership initiatives, racism education – Lynne Lacroix – Manager, Community Development City of Saskatoon
- 6:55 – 7:05 Aboriginal employment recruitment and retention, Aboriginal relations, intergovernmental affairs – Gilles Dorval – Director of Aboriginal Relations, City of Saskatoon
- 7:05– 7:35 Small group discussion. Participants will have a choice of one of the above two topics
- 7:35 – 7:55 Growing Forward – transit, core bridges, major corridors development – Don Cook – Transportation Planning Engineer, City of Saskatoon
- 7:55 – 8:15 Small group discussion
- 8:15 – 8:30 Closing remarks and next steps – Gilles Dorval



2.2 – Program for the Gathering

The master of ceremonies for the Gathering was Milt Tootoosis, Director of Livelihood and Economic Independence, Office of the Treaty Commissioner. Mr. Tootoosis' participation was the OTC's contribution to the Gathering.

The Gathering began with a blessing of the food and a prayer by Elder Mike Maurice; then there was a series of welcomes and greetings from representatives of the three partners that participated in organizing and presenting the Gathering.

The information/discussion portion of the meeting consisted of a series of presentations by City of Saskatoon staff followed by group conversations. This is consistent with the format used for Saskatoon Speaks, a community visioning process where citizens told the City what matters to them, what they value about Saskatoon, what they want to improve, and what they aspire to achieve in the future.

The first two presentations were:

- Attainable housing, economic development and urban reserves – Laura Hartney and Leslie Anderson – Neighbourhood Planning Branch, City of Saskatoon
- Saskatoon Police Services – Police Chief Clive Weighill

Participants had 25 minutes to discuss the two presentations and provide feedback. They could discuss one presentation or both, as each table group wished. Discussion leaders sat at each table to guide the conversation and to record comments.

Participants were asked to respond to three questions:

1. What did you like about what you heard?
2. How could programs and services in this area be improved?
3. Who else could we be working with to provide these programs and services?

The third and fourth presentations were:

- Sport, culture and recreation; youth leadership initiatives, racism education – Lynne Lacroix – Manager Community Development, City of Saskatoon
- Aboriginal/employment recruitment and retention; Aboriginal relations, intergovernmental affairs – Gilles Dorval – Director of Aboriginal Relations, City of Saskatoon

The discussion process was repeated after the second set of presentations. Participants responded to the same three questions, and a discussion leader/recorder wrote down the comments.

The fifth and last presentation was:

- Growing Forward – Transit, core bridges, major corridors development – Don Cook – Transportation Planning Engineer, City of Saskatoon

After the last presentation, participants again had an opportunity to discuss what they heard and their comments were recorded on comment sheets.

As well as listening to the five presentations, participants were able to review written notes that emphasized the main points made during the presentations. A copy of the presentation notes appears in Appendix B.

During the table discussions, discussion leaders recorded the comments made. There were also comment sheets on each table, so that participants could provide comments on any topic important to them.

As well, participants completed an evaluation form giving their perceptions of the Gathering itself. The evaluation form addressed four topics.

1. How did you hear about this event?
2. Was the information that was displayed and/or presented easy to understand?
3. Did you feel that you had an opportunity to share your opinions, thoughts and concerns?
4. Please comment on the facility chosen for the event.

A summary of the evaluations is provided in Appendix C.

3.0 Important Themes From the Gathering

During the discussions participants were asked to respond to three questions.

1. What did you like about what you heard?
2. How could programs and services in this area be improved?
3. Who else could we be working with to provide these programs and services?

In actual practice, however, participants sometimes responded to all three questions in the same sentence or the same comment. Therefore the important themes listed below are organized according to topic.

3.1 – General Themes

The themes below were not specific to any group or any topic. They arose during all discussions and were mentioned by most groups.

- **Racism** – Some (perhaps many) of the participants have experienced racism in the Saskatoon community. This was a comment about society in general, not about City of Saskatoon staff or programs in particular. The examples given include medical personnel who diagnose based on stereotypes, discrimination in housing, and racism by police.
- **Need for racism education**—Participants used various terms: “racism education,” “anti-racist education,” “anti-oppressive education,” “learning about white privilege.” They talked about the need for “cultural competency.” In all discussions the message was clear – City staff, including the police, need training so they have a better understanding of Aboriginal people and Aboriginal culture and so they interact with Aboriginal people more respectfully.
- **Increased hiring of Aboriginal people** – Most of the groups talked about the need for the City to hire more Aboriginal people in all capacities including police officers, recreation and youth workers, frontline workers and managers. The purpose of this hiring would be two-fold: to create more job opportunities for Aboriginal people, and to make City services more welcoming to Aboriginal people.

3.2 – Affordable Housing, Economic Development, Urban Reserves

Nearly all the comments during this discussion focussed on housing. There were only a few comments about economic development and urban reserves and some of the comments on these topics were within the context of housing.

- **More affordable housing needed** – The strongest and most predominant theme emerging from this discussion was the need for more affordable housing. This concern referred to both rental housing and home ownership. Overall, there simply isn't enough affordable housing for all the people who need it. Sometimes lack of housing forces people into unsafe, unhealthy or dangerous situations, for example, seriously overcrowded homes, couch surfing, or women who want to leave a dangerous situation but have nowhere to go.

There are many dimensions to this issue:

- Support is needed for the transition from shelters to housing and from rental housing to home ownership.
 - People who need housing are diverse – large families, single moms, homeless youth, single men, individuals or families who need support with aspects of daily life – and different housing options are needed. Housing isn't one-size fits all.
 - Bureaucracy is a problem. Waiting lists for housing are too long, application processes are too complicated and rules are too inflexible.
 - Low income housing should be distributed throughout the city, not centralized in one or two areas.
- **Existing housing initiatives not enough** – Participants liked the five percent down payment grant available through the Mortgage Flexibilities Program and mentioned positive housing initiatives by groups such as Quint, CUMFI, STC and others, but also emphasized that these programs are not enough to provide all the affordable housing needed.
 - **Innovative approaches to housing needed** – Innovative approaches mentioned include rent-to-own, lower rents for people who are saving for a down payment, housing on urban reserves, co-op housing, assistance from Band or government to raise down payments, and sweat equity.

3.3 – Saskatoon Police Service

- **Appreciation for Police Chief** – Participants expressed appreciation for the Police Chief as an individual, said that he is honest, understands the issues and is trying to change the profile of the police. They appreciated that he acknowledged the problems of the past.
- **Police Service now more engaged in community than in the past** – Participants recognized that the police service is more engaged in the community than it used to be. Police officers participate in cultural activities and community gatherings, the police service has established community partnerships and officers have more cultural awareness than in the past.
- **More Aboriginal police officers needed** – It was noted repeatedly that 11 percent of Saskatoon police officers are Aboriginal. Some participants said that the percentage should be higher and that the process used to recruit Aboriginal police officers should be expanded or improved.
- **Areas for improvement** – Some areas for improvement were also noted. Some participants said that the police practice racial profiling and that Aboriginal people experience racism, prejudice and discrimination daily at the hands of the police. Some participants said that police need more cultural, anti-racism, anti-oppression training and need to truly engage with this training.
- **Specific issues** – Specific issues or problems that participants want the police to address more fully included support for women who experience domestic violence, a range of other types of women's programs, gangs, missing and murdered women, and a more extensive repertoire of strategies for dealing with youth.

3.4 – Sport, Culture, Recreation, Youth Leadership Initiatives, Racism Education

Most of the comments during this session were about sports, culture and recreation programming and about racism education. There were few comments specifically about youth leadership. However, it is important to note that youth can develop leadership skills through participation in sports and cultural activities.

- **More recreation programs needed** – Participants noted some positive initiatives relating to sports, culture and recreation such as the Leisure Guide, the Shaw Centre, the Little Sisters in Action program and programs at White Buffalo Youth Lodge. There were positive comments about the Mē Ta Wē Tān program. However, the great majority of comments were about the need for additional youth recreation programs, an expanded range of programs, and more funding for programs. The range of programs suggested was very broad and included all types of sports, culture and recreation activities, indoor and outdoor activities, and programs for adults and children.
- **Barriers to participation** – Most of the barriers to participation identified were financial. Participants said there should be more free programs and were concerned about people who are not eligible for leisure pass discounts or KidSport support because their income is slightly above the cut-off.
- **Reducing racism** – Comments about racism and racism education fell into two broad categories:
 - Promote pride, among all Saskatoon citizens, in the city’s Aboriginal heritage. There were many suggestions for doing this ranging from street names in Cree/Michif/Dakota, to featuring Aboriginal art in City facilities, to regularly highlighting Aboriginal events in City communications.
 - Strengthen racism education, anti-racism education, anti-oppression education for City staff and the community in general.
- **Potential partners** – Participants recognized that sports, culture and recreation programs and racism education will reach more people if offered in cooperation with other organizations. Suggestions for partners included schools, KidSport, SaskSport (particularly the Dreambroker program), SIAST, SIIT, CUMFI, STC, Friendship Centres, CLASSIC, Boys and Girls Clubs, U of S, reserves around Saskatoon, and White Buffalo Youth Lodge. It was noted that programs that serve youth should have Aboriginal mentors for Aboriginal children.

3.5 – Aboriginal Employment, Recruitment and Retention

Participants mentioned a few employment initiatives that are going well such as the Potash Corporation’s commitment to hire Aboriginal people and Radius Employment Programs. However, most of the comments were about improvements they would like to see in the future.

- **Potential partnerships** – Participants at the Gathering offered many suggestions for enhancing Aboriginal employment and there was recognition that the City needs to work with other organizations to achieve this goal. Educational organizations were mentioned including Gabriel Dumont Institute, Saskatchewan Indian Institute of Technologies and the University of Saskatchewan. New or innovative partnerships were mentioned as well. For example, participants said that City staff could be talking with Aboriginal high school students about jobs with the City, there could be more youth internships with the City, and the City could be partnering with Social Services to create pathways from social assistance to employment.
- **Welcoming environment for Aboriginal workers**—Participants said that the City of Saskatoon can be more welcoming to potential Aboriginal employees by hiring more Aboriginal frontline workers so the community sees Aboriginal faces at City Hall, using Aboriginal models in City ads and recruiting posters and featuring First Nation and Metis protocols at City events.
- **Preparation for the workforce** – Supports that would enable Aboriginal people to participate more fully in the workforce include educational upgrading of all types including help getting Grade 12 and missing credits, driver training to get a driver’s license, help with resume preparation and interview skills, and clothes for interviews.
- **Barriers to employment** – Barriers to employment that some Aboriginal people experience include lack of child care, lack of transportation and struggles with addiction. Removing some of these barriers by, for example, locating a daycare at the workplace would facilitate employment.

3.6 – Growing Forward

Growing Forward is a City of Saskatoon public planning initiative to manage City of Saskatoon infrastructure so the City is ready for a population of half a million people 30 – 40 years from now. Transit is just one dimension of Growing Forward, but transit was the main focus of both the presentation and the discussions at the Gathering.

- **Travel time** – The majority of comments were about travel time and frequency of buses. Participants wanted reduced travel times, waits that do not exceed 10 -15 minutes, more express buses, more direct routes and better adherence to the posted bus schedule.
- **Other issues** – Many other issues were mentioned less frequently including a desire for heated bus shelters, concerns about safety on buses especially at night, the high price of transit (\$3.10 per trip), rude bus drivers, more respect for seniors on buses, shuttle buses specially for seniors, and crowded buses (or alternately, buses that run empty).

4.0 Possible Recommendations for the Future

Below are six possible recommendations arising out of discussions at the Saskatoon Urban Aboriginal Community Gathering held on June 12, 2014. A rationale is provided for each possible recommendation.

It is recommended that the City of Saskatoon:

1. **Recommendation**—Continue to provide cultural and anti-racism education to City staff and police officers.

Strategic Alignment – Quality of Life

Rationale – Cultural and anti-racism education will enable City staff to interact more respectfully with Aboriginal citizens. City staff members' increased understanding and more respectful behaviour will carry over into their personal lives and so the community will be enhanced. Also, City staff will be role models for other adults and youth and the City itself will be an example for other cities.

2. **Recommendation** –Expand its hiring of Aboriginal people, particularly in highly visible roles such as police officers, frontline staff and managers and, when necessary, partner with education and social service agencies to support Aboriginal people in getting the qualifications they need for employment and movement up the career ladder.

Strategic Alignment – Continuous Improvement

Long term strategy to offer an inclusive workplace that embraces diverse backgrounds

Rationale – The goal is a representative workforce in which Aboriginal people are represented in the same proportion as in Saskatoon as a whole. A representative workforce means that Aboriginal people are employed at all levels (management, administration, police, frontline, labourer) in the same proportions as in the general population. This is a matter of basic fairness. It is also a way of making City services and facilities more welcoming to Aboriginal citizens and of providing role models for Aboriginal youth, so they will aspire to a career with the City someday.

3. **Recommendation** – Ensure that Aboriginal people, culture and history are represented in the City of Saskatoon. Many other actions can be taken in addition to hiring more Aboriginal staff. These include using Aboriginal names for streets and subdivisions, placing Aboriginal art in public locations, including information about Aboriginal events in City ads and publications, and increasing the Aboriginal content in public library collections.

Strategic Alignment - Quality of Life

Rationale – Aboriginal people make up a significant and growing percentage of the Saskatoon's population. It is important to recognize the contributions of Aboriginal citizens and the value of Aboriginal culture and history.

- 4. Recommendation** – Find ways to provide more free or low-cost sports, culture and recreation programs for low or low-middle income citizens.

Strategic Alignment - Quality of Life

Long term strategy to ensure existing and future leisure centres, and other recreational facilities, are accessible physically and financially and meet community needs.

Rationale – Children and youth learn leadership skills through participation in sports programs and valuable cultural and personal skills through participation in all types of cultural and recreation programs. Young people enjoy these programs and want to participate. They are in a constructive environment having positive experiences that enhance their life now and increase their potential for success as adults. Many sports and recreation program include physical activity and opportunities to learn new skills, and thus contribute to healthy lifestyles and improved quality of life.

- 5. Recommendation** – Reduce travel times and wait times for City transit and ensure closer adherence to the transit schedule.

Strategic Alignment - Moving Around

Short term priority of increasing transit ridership by changing attitudes around public transit, and provide service that is safe, convenient, reliable and affordable.

Rationale – Quicker trips and shorter wait times make transit more convenient and user-friendly which, in turn, makes people’s lives easier and serves as an incentive for people to use transit.

- 6. Recommendation** – Increase the amount of safe affordable housing in Saskatoon and ensure that various types of housing needs are recognized, for example, the housing needs of homeless teens, big families and single adults are all quite different.

Strategic Alignment - Quality of Life

Long Term strategy of increase the supply and range of affordable housing options.

Rationale – Safe adequate housing is a basic human need. When individuals and families have a secure place to live, they have a foundation that enables them to move forward and focus on other aspects of life such as education and employment.

5.0 Moving Forward

This summary of the Saskatoon Urban Aboriginal Community Gathering held June 12, 2014 will be shared with STC and CUMFI (the City’s partners in the event), people who attended the event and the broader community. The information in this summary will be used by the City of Saskatoon and its partners to set direction for future policy, program and service delivery and to inform decision making in these areas.

Appendix A – Planning and Organizing the Gathering

Responsibilities

The City of Saskatoon was financial host for the Gathering and assumed responsibility for most aspects of planning and organization. City staff sought advice from STC and CUMFI on organization of the Gathering and on the program for the event.

City of Saskatoon staff:

- booked space at the Saskatoon Inn and worked with Inn staff to plan the meal that preceded the Gathering
- worked with STC and CUMFI to plan the program
- sought advice from STC and CUMFI on appropriate ways of inviting the Aboriginal community to the event and organized all publicity for the event
- collaborated with STC and CUMFI to organize information displays about each of the three partners – staff from the partners were available at their organization’s display to answer questions from Gathering participants
- arranged for follow-up to the Gathering including a thank you to those attending on the City of Saskatoon website and preparation of this summary of the event.

Promotion of the Event

The Saskatoon Urban Aboriginal Community Gathering was widely publicized in order to reach as many people as possible. Publicity included:

- ad on the website of *Eagle Feather News*
- ad in the *Indigenous Times* newspaper
- notice on the City of Saskatoon’s page in the *Star Phoenix* newspaper
- notice on the City of Saskatoon’s website
- announcements on CBC radio
- posters at the three partners’ facilities and other locations around the city
- e-mails to individuals on various e-mail lists including those of the three partners and some community associations
- flyers provided in specific areas of the city
- Facebook and Twitter announcements with staff assigned to respond to questions and comments about location, time purpose, etc. of the Gathering
- news releases to all news media in Saskatoon and area.

In addition to the promotional methods listed above, staff of the three partner organizations played a very active role in informing the public about the Gathering. They talked about when they gave presentations and attended meetings. They also invited people they talked to during their daily work.

Removing Barriers to Participation

The three partners in the Gathering tried to remove or reduce some of the barriers that may prevent people from participating in community meetings. Actions taken to remove barriers included the following:

- A meal was provided immediately before the Gathering, so that people who came directly from work did not have to worry about getting supper.
- A shuttle bus from Cosmo Civic Centre to the Saskatoon Inn (and back) was organized, because people without cars might find it difficult to get to the Saskatoon Inn.
- CUMFI facilitated the attendance of people who live in nine of the rental buildings they administer by providing daycare at one of these buildings and organizing transportation from the buildings to the Saskatoon Inn.

Follow Up

This summary provides detailed information about the Gathering. In addition there were other shorter follow-ups.

- The City of Saskatoon posted a note of thanks on its website expressing appreciation to everyone who attended and to STC and CUMFI for their partnerships.
- The *Eagle Feather News* posted an article about the event on its website.

Appendix B – Presentation Notes for Table Discussion

Urban Aboriginal Community Meeting Presentation Notes for Table Discussions

1. What did you like about what you heard?
2. How could programs and services in this area be improved?
3. Who else could we be working with to provide these programs and services?

Presentation #1: Attainable Housing, Economic Development, Urban Reserves

Mortgage Flexibilities Program

- 5% down payment grant
- Contact builder if interested
- Projects are listed at www.saskatoon.ca/go/housing

Equity Building Program

- Borrowed down payment
- May choose any home in Saskatoon
- Partner: Affinity Credit Union 306-934-4000

Housing Handbook

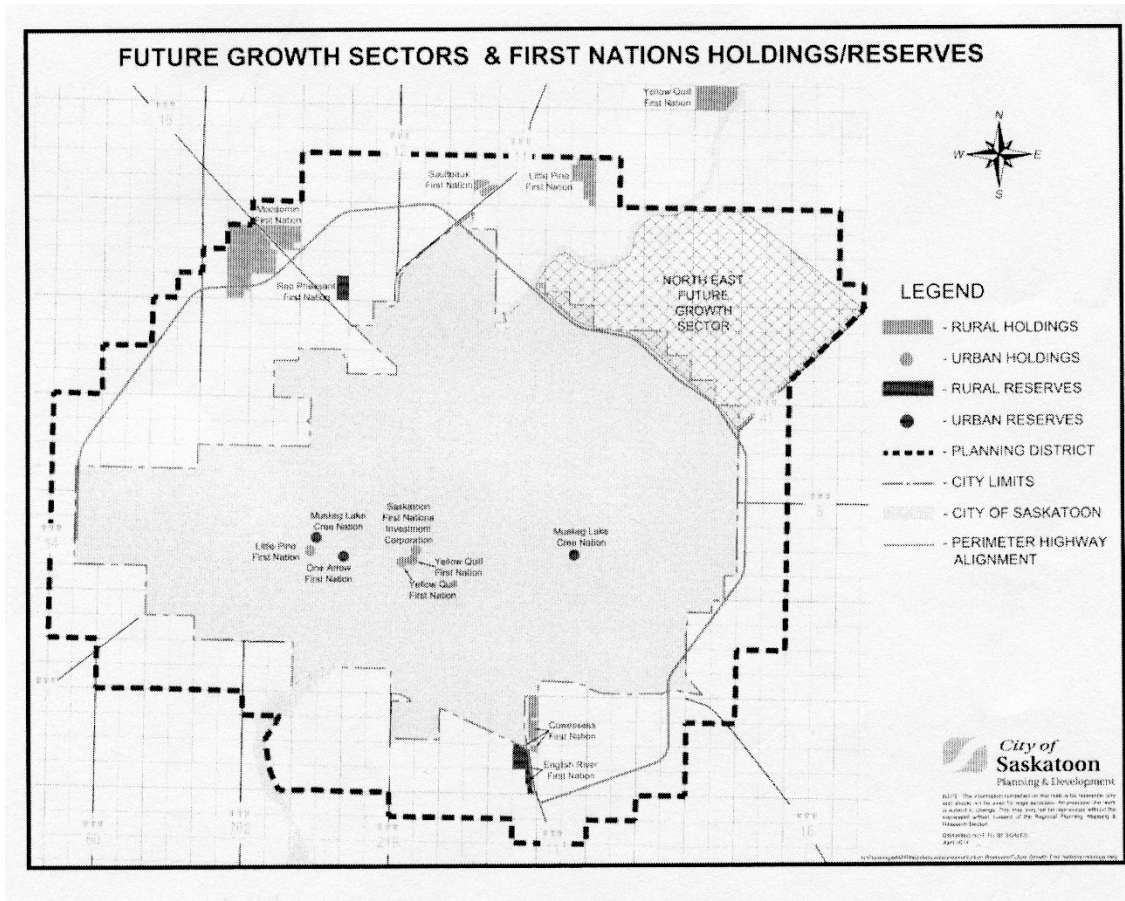
Please refer to the Handbook for more information:

- Rental agreements
- Mortgage calculators
- Help with unsafe rental units
- Tenant rights and responsibilities
- Contact listings

Urban Reserves: City and First Nations Partnerships

Reserve Creation

- First Nation and Municipality agree to:
 - Fee for service
 - Compatible bylaws
- Governor General of Canada creates Reserve



Please refer to the blue brochure "Treaty Land Entitlement" for more information.

Presentation #2: Saskatoon Police Service

Police Service Positions Specifically Created to Serve the Aboriginal Community

- Aboriginal Victim Services – 2 positions
- Aboriginal Missing Person Coordinator – 1 position
- Aboriginal Recruiting Office – 1 position, Police Service 11% Aboriginal
- Cultural Resource Officers – 1 Sergeant, 4 Constables
- Aboriginal Relations Consultant – 1 position
- Aboriginal Summer Employment and Mentorship Program – 2 positions

Aboriginal Partnerships

- Saskatoon Tribal Council – Action Accord Memorial for Missing and Murdered Women at new police headquarters, Regional Inter-Sectoral Committee, Aboriginal Employment Strategy, regular meetings with the Tribal Chief and Police Chief
- Committee work with CUMFI, meetings with Shirley Isbister and Métis President Robert Doucette
- Chief's Advisory Committee on First Nations and Métis – Elder Advisory and Sweat Lodge Ceremony – held four times per year
- Chief's Youth Advisory Committee
- Aboriginal Police Preparation Course SIAST
- Saskatoon Police Advisory Committee on Diversity
- Treaty 4 Police Academy

Police Sponsored Functions

- Diversity Breakfast on the international day for the Elimination of Racial Discrimination
- Cadet Program – beginning this fall
- Annual Race Against Racism
- Aboriginal Achievement Awards
- Aboriginal Graduation Awards and Celebration

Police Supported Initiatives

- Missing Women Awareness Marches
- Annual Day of Mourning – murdered or missing women
- National Aboriginal Day
- Cody Bear Annual Cultural Camp and Peacekeeper Summer Camp
- Back to Batoche Days
- Pow Wows/Cultural Days – FSIN, Dakota Dunes, Saskatoon Public and Saskatoon Catholic School Boards, SIAST, U of S
- Louis Riel Day

Police Cultural Training

- Recruit training at Saskatchewan Police College – large segment focusing on Aboriginal history and culture relating to First Nations and Métis
- Intensive internal training to every member of the Service. Main consultants John Lagimodiere (*Eagle Feather News*), Justice Lafond, and Helen Smith-McIntyre
- Cultural Diversity Course – Saskatchewan Police College
- Yearly Aboriginal Victim Services – 2 positions
- Aboriginal cultural teachings – Elders and Sweat Lodges
- Truth and Reconciliation Commission

Presentation #3: Sport, Culture and Recreation; Youth Leadership Initiatives; Racism Education

Leadership

The City has a number of initiatives focused on developing the leaders of tomorrow. Many of these initiatives are to encourage more urban Aboriginal young people to become leaders in sport, culture, and recreation opportunities.

Strategic initiatives include:

1. Atoske Youth Leadership Camps;
2. Aboriginal lifeguard and fitness leader training;
3. Youth leadership summits;
4. Unified Minds – Youth Action Network; and
5. Community leadership program initiative in partnership with the United Way of Saskatoon and Area, Saskatoon Health Region, and the U of S

Education and Awareness

The City is committed to working with community organizations, business and labour, all orders of government, and other stakeholders to create an inclusive community, where ethno-cultural diversity is welcomed and valued, and where everyone can live with dignity to their full potential, without facing racism or discrimination. A big part of this includes creating awareness and understanding in the community regarding the issues and acceptance of the various cultures that make up Saskatoon.

Anti-racism and education strategic initiatives include:

1. Worked with the Truth and Reconciliation Commission Saskatoon event to deliver community education sessions;
2. Advising City Council through the Cultural Diversity and Race Relations Advisory Committee;
3. Providing education session and materials targeted at bridging the gap between Aboriginal and Newcomer community including working with our community partners such as the Office of the Treaty Commissioner and settlement agencies;
4. Developed a protocol for evacuees from First Nations northern communities to ensure services delivered are culturally appropriate and to promote increased cultural awareness between the host community and the evacuees;
5. Promoting Aboriginal awareness and understanding racism sessions for City employees;
6. Develop and strengthen partnerships with other community entities involved in anti-racism public education;
7. Promoting Race Relations Month and associated program activities;
8. Developing an anti-racism education tool kit; and
9. In partnership with Core Neighbourhood Youth Co-op, Unified Minds is an open forum for people ages 13-19 to share their ideas on subjects of racism and discrimination, youth engagement and civic participation.

Recreation and Sport

The City believes that to promote a healthy society it is important to provide access to basic recreation programs and services to all residents within the city, including those where cost is a barrier to participation. The benefits of recreation are well documented and include skill development, as well as improved emotional, physical, and social health and well-being.

Strategic initiatives include:

1. A dedicated Aboriginal Programmer position overseeing sport, culture, and recreation activities showcasing the Aboriginal culture, traditions, and traditional games. (MĒ TA WĒ TĀN programs)
2. White Buffalo Youth Lodge;
3. MĒ TA WĒ TĀN Leisure Guide;
4. Aboriginal Resource Directory;
5. MĒ TA WĒ TĀN summer cultural van program;
6. Little Sisters in Action event; and
7. Leisure Access Program for low-income residents

Arts and Culture

The City of Saskatoon is working to value and celebrate Aboriginal arts and culture and strengthen opportunities for cultural interaction and representation.

Strategic initiatives included:

- Public Art installations:
 - Land of Berries (in partnership with Tribe)
 - Spirit of Alliance, War of 1812 (commissioned by Whitecap Dakota First Nation)
- Support for the 2014 Aboriginal Artists Symposium
- Building capacity within the artists community to submit proposals to City of Saskatoon and other calls for submissions
- Moose Jaw Trail public art opening and ceremonial unveiling to celebrate the preservation of the Moose Jaw Trail
- Annual funding to Wanuskewin Heritage Park

Presentation #4: Aboriginal Employment Strategy, Aboriginal Relations and Intergovernmental Affairs

The City of Saskatoon is committed to working with the Aboriginal community to identify programs and services for Aboriginal residents.

The City has developed a variety of programs and initiatives that have been designed to:

1. Engage the Aboriginal community
2. Increase the quality of life for Aboriginal people
3. Increase the number of Aboriginal people working for the City

Aboriginal Employment Strategy

- The City of Saskatoon is committed to achieving employment equity goals, building a diverse workforce, and ensuring the civic workforce is representative of the public it serves
- The City has identified an “Inclusive Workforce” as a strategic priority, which includes the development of an Aboriginal Employment Strategy and Intercultural and Inclusion Awareness opportunities

Key strategic initiatives include:

1. Aboriginal Pre-employment Heavy Equipment Operator Training
2. Employee Development workshops on cultural bridging, Aboriginal awareness and intercultural competency
3. Recruitment efforts such as career fairs, recruitment events, and strategic employment advertising

Aboriginal Relations and Intergovernmental Affairs

- Programs and initiatives often rely on partnerships with Aboriginal government and community-based service providers to ensure that the needs of Aboriginal residents in Saskatoon are well understood and being addressed
- Partner organizations include:
 - Saskatoon Tribal Council
 - Central Urban Métis Federation Inc.
 - Saskatoon Indian and Métis Friendship Centre
 - Gabriel Dumont Institute
 - Métis Nation of Saskatchewan
 - Federation of Saskatchewan Indian Nations
 - Saskatchewan Indian Institute of Technologies
- The recent flag-raising ceremony for the Treaty Six Territory and Métis Nations flags at City Hall was a formal recognition of the Integral role Aboriginal peoples have in the history and future development of Saskatoon
- The newly created senior level position, Aboriginal Relations Director, will help the City to strengthen relations with the Aboriginal community and government

Presentation #5: Growing Forward! Shaping Saskatoon

Please refer to the Growing Forward Summer 2014 Fact Sheet for your table discussions.

What is Growing Forward Shaping Saskatoon?

Growing Forward! Shaping Saskatoon is a specific public planning initiative to help guide investments to accommodate growth to half a million people.

It is the next step after Saskatoon Speaks to begin implementing some of the input we received from that important public engagement. Saskatoon has a need for a new way of planning to help us navigate challenges associated with rapid population growth. The resulting growth plan will ensure Saskatoon continues to be a great place to live by creating opportunities for prosperity and a high quality of life where everyone in our community benefits.

What are the outcomes of Growing Forward! Shaping Saskatoon?

The Growth Plan to Half a Million will guide investments to create options for citizens to move around, work, shop and play closer to home while improving access throughout the entire city. By creating more transportation choices and building places that bring people together, our city will be a healthier, more sustainable, accessible and attractive place to live.

What work will be done through Growing Forward! Shaping Saskatoon?

We will build upon recent and ongoing initiatives to develop the Growth Plan to Half a Million, and will focus on answering the following three questions:

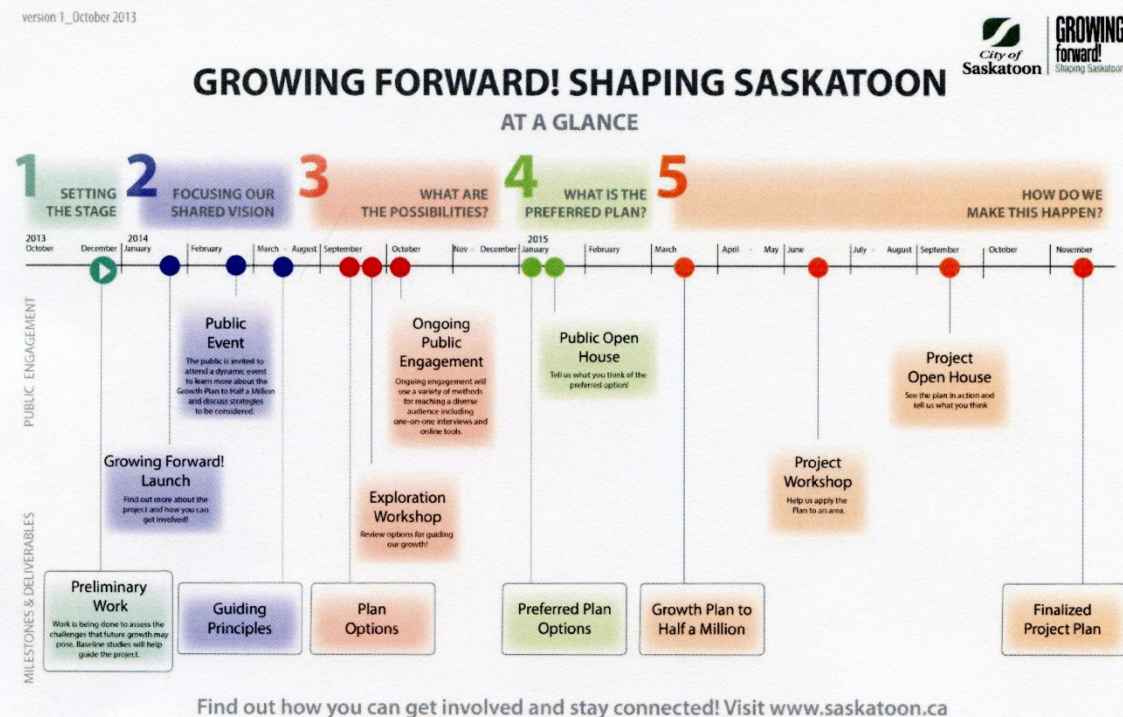
- **How does Saskatoon accommodate half a million people within existing city limits?** We will need to consider recent neighbourhood and strategic growth plans (i.e. downtown, north downtown, and university lands) to accommodate growth. We will also need to consider how to build-up existing areas of our city and grow development near main transit corridors.
- **How can transit become an attractive option for moving around?** Choices for getting around Saskatoon easily and affordably are necessary components in achieving a high quality of life for our citizens. We will explore transit service options that will appeal to more citizens.
- **Does Saskatoon have the right bridge network capacity?** To support travel and transportation choices within strategic growth areas, existing bridge and adjacent road networks need to be assessed. A combination of modifications may be considered to improve moving around Saskatoon now and in the future.

In addition to each of these key areas, the City will explore utility and infrastructure enhancements to support growth, as well as evaluate the resources needed to invest in these improvements.

What is the process for Growing Forward! Shaping Saskatoon?

Saskatoon belongs to you and this is your opportunity to have your say. Over the next two years, we will work closely with the community to determine risk factors for a do-nothing approach; define success for possible improvements; and, seek input on new ways of developing neighbourhoods, transit systems, and bridge and adjacent road networks.

The following diagram provides an overview of the process:



When and how can the public become involved in this project?

Growing Forward! Shaping Saskatoon invites input from all citizens to help us grow in a way that is balanced, responsible, and creates opportunities for our city. Each phase of the process will provide ample opportunities to provide input and ask questions. This will ensure the Plan considers the needs and ambitions of our community.

The project webpage will be launched in the New Year to provide up-to-date information and opportunity for digital engagement. The first community engagement event is planned for February 2014, where citizens will have the opportunity to ask questions and provide input. Public consultation will be ongoing and several opportunities will be provided for the public to engage in the project.



How much is this going to cost?

The budget for this project is about \$1.5 million. While this is a significant investment, developing an accurate detailed growth plan is necessary in order to create opportunities for prosperity and quality of life so Saskatoon continues to be a great place to live.

Does Growing Forward! Shaping Saskatoon discourage the use of cars?

No. Growing Forward! Shaping Saskatoon is about providing attractive and viable transportation choices. This project will consider opportunities for improving public transit options, including potentially creating a rapid transit service.

What is rapid transit?

Initially, the City of Saskatoon will consider a bus rapid transit (BRT) service. BRT allows faster, more convenient and direct trips for riders using features such as limited and enhanced stops, priority at intersections, real-time information, and various types of dedicated facilities.

Will this study alter the direction of existing projects?

Recently completed and ongoing projects will be considered as part of Growing Forward! Shaping Saskatoon. Land-use plans for the City Centre, North Downtown and University will be considered, along with other projects such as the Traffic Bridge, North Commuter Parkway and Perimeter Highway.

Will this study determine what will happen with the Traffic Bridge?

No. City Council has decided the Traffic Bridge will be replaced at its current location. The new bridge will consist of two travel lanes and wide multi-use pathways on both sides to accommodate pedestrians and cyclists.

How is this different from the Regional Plan project currently underway?

Growing Forward! Shaping Saskatoon is focused on supporting growth to half a million people within existing city limits. The Regional Growth Plan is aimed at coordinating development plans amongst the City's regional partners to manage urban and rural growth to one million people or more.

Appendix C – Evaluation of the Gathering

Participants at the Saskatoon Urban Aboriginal Community Gathering were asked to complete an evaluation form giving their perceptions and opinions about the Gathering. About 20 percent of the adults attending completed the evaluation form, so their comments cannot be considered representative of everyone who was there. As well, some participants did not answer every question on the evaluation form. Nevertheless, these comments gave useful information about participants' experiences of the event.

The evaluation form included four questions:

1. How did you hear about this event?

The majority of people who answered this question said that they were made aware of the event through an e-mail. E-mails came from the City of Saskatoon, community associations or specific City staff. Several participants were told about the event by staff of STC or CUMFI. A couple of people heard about it through CBC radio and the *Star-Phoenix*.

The answers to this question illustrate the need to use a range of methods and media to inform the public about events. Traditional media such as newspapers, radio and television remain important, but e-mail, Facebook and Twitter are of equal importance. In addition, face-to-face communications are of significant value, especially when an event is designed for a specific group within the community.

2. Was the information that was displayed and/or presented easy to understand?

Of the 14 people who responded to this question, 13 answered "yes" and one answered "no." Three themes were evident in the comments:

- Participants enjoyed hearing about everything being done to make the City a better place.
- The speakers did a good job.
- The presentations were rushed and there should have been more time to answer questions.

3. Did you feel that you had an opportunity to share your opinions, thoughts and concerns?

Of the 15 people who answered this question, 13 said "yes" and two said "no." Participants shared their opinions by talking to City staff and filling out a comment form as well as by participating in discussions.

4. Please comment on the facility chosen for this event.

The Gathering was held at the Saskatoon Inn which is on the edge of the city, near the airport. Participants said that a central location would have been better and would have allowed more people to participate. They also said that the Saskatoon Inn is a very nice facility and the food is good. A couple of people specifically mentioned the attractiveness of the Inn's garden in the centre of the facility.



KITASKINAW

An Environmental Scan of Programs and Services
serving Aboriginal People in Saskatoon

2013-2014



GABRIEL DUMONT INSTITUTE
of Native Studies and Applied Research



Page210



United Way
Saskatoon & Area





OPENING MESSAGE

Along with our project partners, we are very pleased to present the Kitaskinaw Project report. Thank you to all of the Elders, partners, and community participants that helped make this report possible.

Through this report, we have provided a comprehensive inventory of programs and services valued by the Aboriginal community and captured the preferences of Aboriginal service consumers through a survey. This report will influence policy as it pertains to Aboriginal service delivery as part of our commitment to Aboriginal engagement. By working with our partners, we hope to build a community that is great for everyone.

*Saskatoon Tribal Council
City of Saskatoon*

*Gabriel Dumont Institute
United Way of Saskatoon and Area*

INTRODUCTION

KITASKINAW MEANS “OUR LAND”, IN THE PLAINS CREE LANGUAGE.

The Kitaskinaw project was conducted to discover the “lay of the land” for programs and services that serve Aboriginal people (First Nations, Métis, and Inuit) in Saskatoon in 2013-2014.

Specifically, the project will help us:

- » Provide a demographic snapshot of the Aboriginal community in Saskatoon.
- » Provide a comprehensive inventory of programs and services used by Saskatoon’s Aboriginal community.
- » Capture the preferences of Aboriginal human service consumers in terms of accessibility and quality of service.
- » Provide human service providers with information to avoid the duplication of services and identify gaps in services
- » Influence policy as it pertains to the Aboriginal community and the provision of programs and services through community based organizations and government.

This project is the first of its kind for Saskatoon. It takes a holistic approach, grounded in an Aboriginal framework called the Aboriginal Life Promotion Framework (ALPF©), to better understand Saskatoon’s Aboriginal community in relation to programs and services. Through the intersection of the community voice, an inventory of programs and services, and the gathering of existing community information, the links between program and service delivery across Saskatoon may be better understood.

The Kitaskinaw Project has been a collaborative project led by the Saskatoon Tribal Council, United Way of Saskatoon and Area, the City of Saskatoon and Gabriel Dumont Institute forming the Technical Committee. An Advisory Committee comprised of Aboriginal Affairs and Northern Development Canada, Central Urban Métis Federation Inc., Saskatoon Indian and Métis Friendship Centre, University of Saskatchewan, Saskatoon Health Region, Greater Saskatoon Catholic School Division, Saskatoon Public School Division and the YMCA provided additional support. Prairie Wild Consulting performed the research for the Kitaskinaw Project.

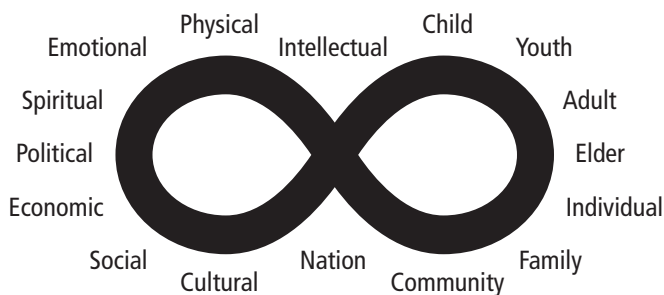
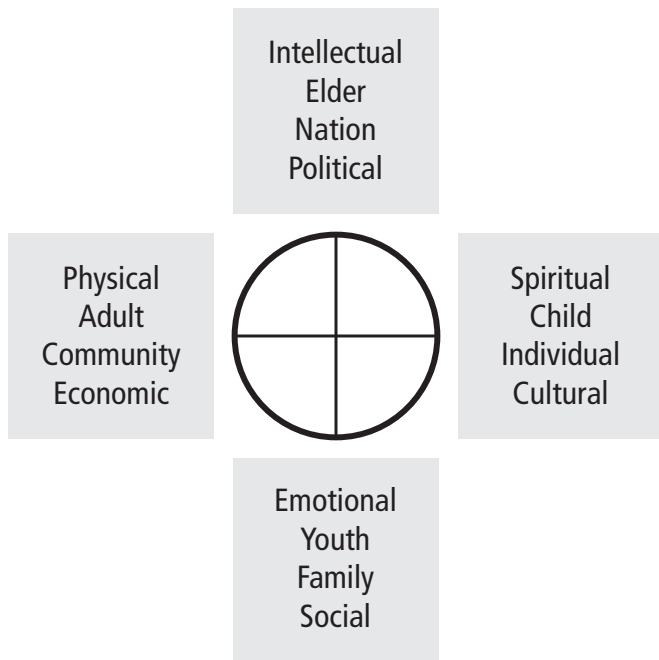
By working with our partners, we hope to build a community that is great for everyone.



PROJECT FRAMEWORK

Members of the Technical Committee felt it was important this report be presented from an indigenous perspective utilizing an indigenous framework: The Aboriginal Life Promotion Framework® (ALPF®) developed by Dr. Judith Bartlett, a Métis physician from Manitoba.

The ALPF® is a holistic tool used for organizing and thinking about life, health, and wellness. Based on medicine wheel teachings, the framework uses sixteen important areas of life to organize thoughts, ideas, and information. Health and wellness occur when there is balance between the different elements. The framework can be presented as a medicine wheel, an infinity symbol or even a grid.



The tool was used by the Kitaskinaw Team to help identify and organize information about Saskatoon’s Aboriginal community, to sort information collected which describes Aboriginal and non-Aboriginal community members, to identify opportunities for further information gathering, and to guide the presentation of the findings.

Health is a balance of the spiritual, emotional, physical and intellectual aspects of a child, youth, adult, or Elder who live as individuals, families, communities and nations within various cultural, social, economic and political environments.

Dr. Judith Bartlett, ALPF® Workshop, 2012

PROJECT METHODOLOGY

In order to develop a unique, “homegrown” Saskatoon understanding for each of the 16 determinants of life, as identified in the ALPF® framework, the Kitaskinaw Project used input obtained from a variety of sources.

1. Community Overview

Demographic information collected for the community profile came from sources including:

- » Census data provided by Statistics Canada.
- » Current opinion-based findings of Aboriginal community members from Saskatoon and Saskatchewan.
- » Relevant statistics from community and government agencies in Saskatoon and Saskatchewan (e.g. Saskatoon Health Region, Community University Institute for Social Research-CUISR, and Greater Saskatoon Catholic and Public School Boards).
- » Relevant statistics from academic research in Saskatoon (e.g. University health researchers).



2. Program and Service Inventory 2013-2014

An inventory of over 1,000 programs and services intended for, or accessed by, Saskatoon's Aboriginal community in 2013-2014, was gathered from sources including:

- » The City of Saskatoon MeTaWeTan Directory
- » United Way of Saskatoon and Area
211Saskatchewan service directory - sk.211.ca
- » University of Saskatchewan Aboriginal Engagement Directory
- » Saskatchewan Ministry of the Economy Aboriginal Business Directory
- » Clarence Campeau Métis Economic Development Sector Métis Business Directory
- » Advice from the Technical and Advisory Committee members
- » An internet search
- » Literature search
- » Media articles
- » Scan of the Saskatoon environment (events, poster boards, pamphlets, and word of mouth)

The inventory provided key program and service information including the resource name, description, provider, physical location, and contact information.

3. Program and Service User Survey

Members of the local Aboriginal community (people who self-identified as Aboriginal including First Nations, Métis, and Inuit people) were surveyed to gather information on types of programs and services Aboriginal people used in Saskatoon in 2013-2014, what they value about the programs and services they are using, how they find out about programs and services, and how these local resources can better support Aboriginal voter participation and engagement.

The survey was administered online, in-person by a team of volunteers who self-identified as Aboriginal community members and was available at various locations throughout Saskatoon. Posters and cards were used to advertise the web survey link.

A total of 526 surveys were completed by Aboriginal individuals living in almost every neighbourhood in Saskatoon. The table on page 6 depicts survey participation by Saskatoon neighbourhood.

Based on Statistics Canada's (2013) estimated population of 21,335 Aboriginal people in Saskatoon, this response rate is considered to be within general statistically valid parameters with a 95% confidence level, and with a confidence interval of 4.2%.

4. Old People's Gathering

A focus group was held to ensure insight was obtained from seniors and Elders in Saskatoon's Aboriginal community regarding their experience accessing programs and services in Saskatoon. The focus group was facilitated by a Technical Committee member which led participants through the Kitaskinaw user survey. Nineteen Elders participated in the focus group.

5. Aboriginal Life Promotion Framework® Community Workshop

To give meaning and a unique context to the ALPF® for Kitaskinaw, Dr. Bartlett led a workshop on October 10-11, 2013, the goals of which were to:

- » Help people develop personal meanings for the sixteen elements of the ALPF®.
- » Allow the community to create collective (not singular) understandings of the sixteen elements for Saskatoon.
- » Show the community a method for holistic health and social planning.
- » Explain Wellness Area creation for future work in thinking about health and social information.

Participants were asked to define the meanings of each determinant for themselves, and to use the framework to examine the balance between the areas both in their own lives, and collectively as a community. The meanings were then used to guide thinking about programs and services as part of the Kitaskinaw project.

The sixteen ALPF® determinants of life can be grouped into eight wellness areas. When grouped, these wellness areas

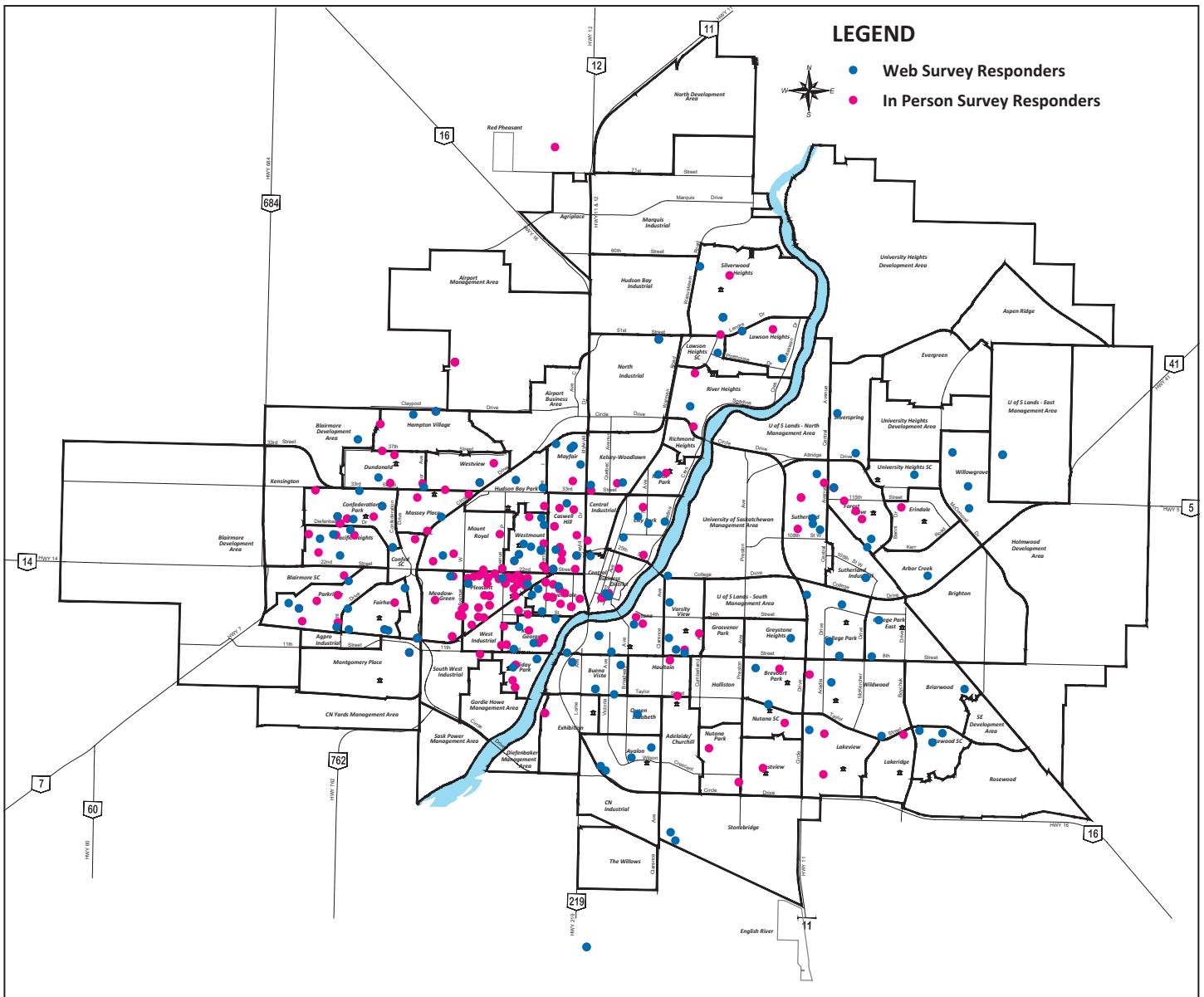


provide a way to think about what the determinants of life mean together. They are viewed reading left to right. For example, Spiritual, Emotional, Physical and Intellectual form one wellness area that encompasses 'Holistic Wellbeing' for the Saskatoon community. They can also be viewed top to bottom. For example, Intellectual, Elder, Nation and Political form a wellness area that the Saskatoon community defined

as 'Direction'.

Based on the community-generated definitions of the sixteen determinants of life, the Advisory Committee met in November 2013 to sort the programs and services identified in the inventory. The results were the used to categorize programs and services.

Distribution of Aboriginal Responders to Kitaskinaw Survey in Saskatoon



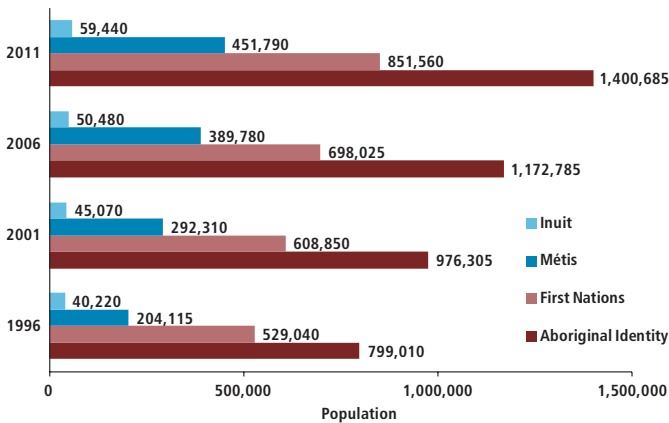


KEY FINDINGS

1. The programs and services most often accessed by the Aboriginal community in each of the determinants of life in 2013 are outlined on the following page.
2. Saskatoon's Aboriginal population continues to grow and is much younger in comparison to the general population. This trend has public policy implications for Aboriginal program and service delivery.

The chart below shows how First Nations, Métis, and Inuit populations in Canada increased between 1996 and 2011.

Aboriginal Identity in Canada

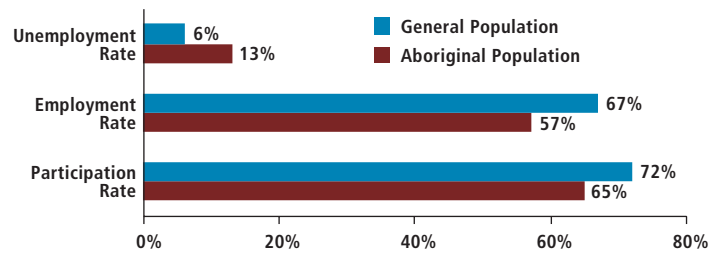


Source: Statistics Canada 1996-2011

Saskatchewan Learning (2004) expects that by 2016 close to 45% of students entering kindergarten will be of Aboriginal ancestry.

3. Aboriginal organizations are an important component of the program and service delivery landscape in Saskatoon, and Aboriginal people want to see themselves within the organizations that serve them.
73% of those you participated in the Kitaskinaw survey said they prefer to use Aboriginal organizations when looking for programs and services.
4. The unemployment rate among the Aboriginal population is much higher than that of the general population.
The Aboriginal community experiences 13% unemployment as compared to 6% seen in the general population. Opportunities exist to narrow employment gaps between Aboriginal and general populations in Saskatoon.

Participation in the Labour Market Saskatoon
General and Aboriginal Communities



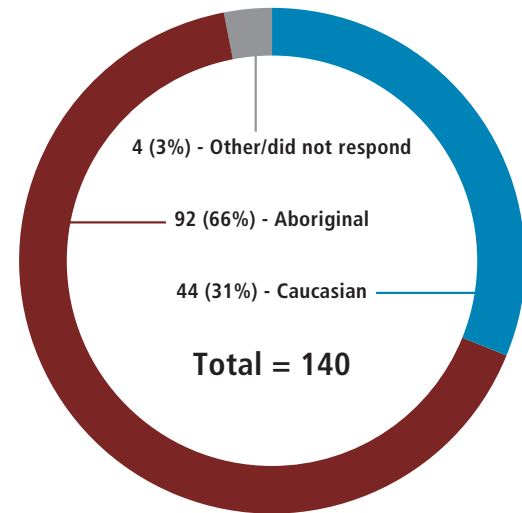
Source: Statistics Canada 2013b; 2013c

5. Aboriginal people are disproportionately affected by homelessness in Saskatoon.

In 2012 the United Way reported that 66% of participants in a Saskatoon homeless study were Aboriginal.

When asked to name, in their own words, programs and services Aboriginal individuals would like to see in Saskatoon, Aboriginal focused programs, housing initiatives and cultural activities were among the top three programs and services mentioned.

Identity of Homeless Study Participants



Source: United Way of Saskatoon & Area 2012

6. While voter engagement among the Aboriginal community is encouraging, individuals would like more information on candidates and political platforms in ways they can access and understand it. Voting access and options for transportation to get to polling stations also need to be improved.
7. There are few programs and services available for Elders and Aboriginal Seniors in Saskatoon.



Kitaskinaw Survey: Top 5 Programs, Services, or Resources Mentioned by ALPF® Category

<p>Spiritual</p> <ul style="list-style-type: none"> Round Dances Sweats Elders White Buffalo Youth Lodge Church 	<p>Emotional</p> <ul style="list-style-type: none"> Counselling Services Addictions Counselling Elders Mental Health Services Saskatchewan Indian Institute of Technologies (SIIT) 	<p>Physical</p> <ul style="list-style-type: none"> Gyms City of Saskatoon Leisure Facilities City of Saskatoon Leisure Facilities (Swimming) Boot Camp Doctor 	<p>Intellectual</p> <ul style="list-style-type: none"> Saskatchewan Indian Institute of Technologies (SIIT) Saskatchewan Institute of Applied Science and Technology (SIASST) University of Saskatchewan Gabriel Dumont Institute Schools K-12
<p>Child</p> <ul style="list-style-type: none"> White Buffalo Youth Lodge Day Care Schools K-12 Community Associations Saskatoon Indian and Métis Friendship Center 	<p>Youth</p> <ul style="list-style-type: none"> White Buffalo Youth Lodge Saskatoon Indian and Métis Friendship Center Sports Youth Care Program Saskatoon Community Youth Arts Programming (SCYAP) 	<p>Adult</p> <ul style="list-style-type: none"> Alcoholics Anonymous Central Urban Métis Federation Inc. Métis Addictions Council of Saskatchewan Inc. Quint Development Corporation Saskatoon Food Bank and Learning Center 	<p>Elder</p> <ul style="list-style-type: none"> Saskatoon Tribal Council Saskatoon Indian and Métis Friendship Center Family and Friends (Elder Care) Home Care Saskatchewan Indian Institute of Technologies (SIIT)
<p>Individual</p> <ul style="list-style-type: none"> Saskatoon Indian and Métis Friendship Center University of Saskatchewan (Aboriginal Student's Center) Schools K-12 Central Urban Métis Federation Inc. (CUMFI) Station 20 West 	<p>Family</p> <ul style="list-style-type: none"> Parenting Programs Central Urban Métis Federation Inc. (CUMFI) Student Wellness Initiative Toward Community Health (SWITCH) Schools K-12 (Family Fun Nights) Saskatoon Indian and Métis Friendship Center 	<p>Community</p> <ul style="list-style-type: none"> Saskatoon Indian and Métis Friendship Center University of Saskatchewan (Aboriginal Student's Center) Schools K-12 Central Urban Métis Federation Inc. (CUMFI) Station 20 West 	<p>Nation</p> <ul style="list-style-type: none"> Saskatoon Tribal Council Federation of Saskatchewan Indian Nations (FSIN) Saskatoon Indian and Métis Friendship Center Back to Batoche Days Central Urban Métis Federation Inc. (CUMFI)
<p>Cultural</p> <ul style="list-style-type: none"> Saskatoon Indian and Métis Friendship Center Round Dances White Buffalo Youth Lodge Pow Wow Saskatchewan Indian Cultural Centre (SICC) 	<p>Social</p> <ul style="list-style-type: none"> White Buffalo Youth Lodge Saskatoon Indian and Métis Friendship Center Central Urban Métis Federation Inc. (CUMFI) Church Internet 	<p>Economic</p> <ul style="list-style-type: none"> Quint Development Corporation Saskatchewan Career and Employment Services (CanSask) Saskatoon Tribal Council Saskatoon Tribal Council (Labour Force Development) Gabriel Dumont Institute 	<p>Political</p> <ul style="list-style-type: none"> Métis Nation - Saskatchewan Idle No More Federation of Saskatchewan Indian Nations (FSIN), Connecting With MP or MLA Central Urban Métis Federation Inc. (CUMFI)



OTHER FINDINGS

- » Saskatoon has many programs and services that focus on helping people learn (Intellectual). This finding was shown in both the survey and the inventory of programs and services. It is also reflected in community statistics, which show that education levels, particularly in youth, are going up.
 - » Saskatoon has many programs to help people stay healthy physically fit (Physical). This finding was shown in both the survey and the inventory. For fitness, Gyms and City of Saskatoon Leisure Centers were the two service providers most often mentioned when people were asked what programs and services they use for physical health. Family swimming at City Leisure Centers and Boot Camps were popular as well.
 - » Saskatoon has many programs and services in Saskatoon to develop economic and employment skills (Economic), and these are accessed often. This finding was shown in both the survey and the inventory.
 - » Cultural and spiritual activities are important and people participate in them often, through both formal and informal programs and services. This finding was shown in both the survey and the inventory.
 - » Supports for families and parents are important. Parenting programs were mentioned often in the survey, and statistics tell us that 49% of children in the Saskatoon Aboriginal community are being raised in a single-parent family. Grandparents play an important role in supporting their adult children and their families.
 - » Saskatoon has few programs and services to support older persons (Elders). Though the community relies heavily on Elders in many ways, in the survey very few people reported accessing programs that directly support older persons, and few programs were found in the inventory search.
- » Saskatoon has few programs and services in the areas of Adult and Individual. This finding was shown in both the survey and the inventory. This may be because people tend to think of individual needs within the holistic context of all elements of life - programs and services for Adults and Individuals are found throughout all the other determinants, rather than isolated in their own areas. Though the Adult category was small, the most often mentioned programs tended to be for counselling and addictions. This may speak to the healing process that is ongoing within the Aboriginal population from the effects of residential schools, as shared by some survey participants and Elders.
 - » Both the survey and inventory found few programs and services related to the Political and Nation determinants of life. Despite this, voter engagement results from the survey are encouraging.
 - » When asked if they typically vote in municipal, provincial, and federal elections, people reported voting levels that were better than those of the general population for municipal elections and very similar to those of the general population for provincial and federal elections.
 - » When asked what program and service providers could do to make voting easier, the answers for almost all types of elections were most often increased information on candidates, political platforms, and where and when to vote, and improved access to polling stations, including transportation and Aboriginal-friendly polling stations. In First Nation home community elections, transportation and having urban polling stations were the top priorities.



RECOMMENDATIONS FROM THE TECHNICAL COMMITTEE

Based on the Project findings, the Kitaskawin Technical Committee identified four main recommendations that, if implemented, would enhance the well-being of the Aboriginal community in Saskatoon:

- » More effort must be made to address Aboriginal employment levels and to building cultural competencies within organizations.
- » An Aboriginal-led housing initiative must be developed to address the housing needs of Saskatoon's Aboriginal population.
- » Organizations must tailor information regarding voting to the Aboriginal community.
- » Organizations must offer more programs and services for Aboriginal Elders and seniors.





EXECUTIVE COMMITTEE

General Superannuation Plan – Revised Cost Certificate – Actuarial Valuation Report as at December 31, 2012

Recommendation of the Committee

That the information be received.

History

At the December 9, 2014 meeting of Executive Committee, a communication from Mr. Raymond Parsley, Chair, Board of Trustees, General Superannuation Plan, was considered regarding the above and received as information.

Attachment

Letter from Raymond Parsley, Chair, Board of Trustees, General Superannuation Plan dated December 1, 2014 (File No. CK. 4730-6)

December 1, 2014

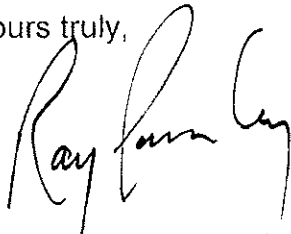
His Worship the Mayor and Members of City Council

**Re: Revised Cost Certificate - Actuarial Valuation Report
as at December 31, 2012
General Superannuation Plan ("the Plan")
(File No. CK. 4730-6)**

The Board of Trustees of the General Superannuation Plan advises City Council that Bylaw No. 9224, *The General Superannuation Plan Amendment Bylaw, 2014* was forwarded to the Saskatchewan FCAA Superintendent of Pensions for registration as an amendment to the General Superannuation Plan. Further the Board of Trustees has also filed with the Superintendent a revised Cost Certificate from the Actuary (attached) for the 2012 Actuarial Valuation that indicates that as at December 31, 2012 the Plan had a surplus of \$617,000 and that the funding provisions contained in Bylaw 9224 are adequate at this time. No special payments into the Plan are recommended.

The Board received confirmation from the Saskatchewan FCAA Superintendent of Pensions that Bylaw No. 9224 was registered pursuant to subsection 17(3) of *The Pension Benefits Act, 2992* on October 29, 2014.

Yours truly,



Raymond Parsley, Chair
Board of Trustees, General Superannuation Plan

Attachment

cc: Plan Sponsor



Section 5: Actuarial Certification

REVISED

Actuarial Opinion, Recommendations and Certification for the General Superannuation Plan for City of Saskatoon Employees Not Covered by the Police and Fire Departments' Superannuation Plans at December 31, 2012

Opinion

This actuarial certification has been revised from our actuarial certification contained in our actuarial valuation report dated June 12, 2014, to reflect the financial impact of the changes made to the Plan's benefits and contributions by Bylaw No. 9224.

I Hereby Recommend That:

1. The employees and the employer should each contribute as follows:
 - a) Prior to January 1, 2014, 7.5% of pensionable earnings up to the YMPE and 9.1% of pensionable earnings in excess of the YMPE;
 - b) Effective January 1, 2014, 7.8% of pensionable earnings up to the YMPE and 9.4% of pensionable earnings in excess of the YMPE;
 - c) Effective January 1, 2015, 8.1% of pensionable earnings up to the YMPE and 9.7% of pensionable earnings in excess of the YMPE; and
 - d) Effective January 1, 2016, 8.4% of pensionable earnings up to the YMPE and 10.0% of pensionable earnings in excess of the YMPE, until the next funding recommendation is certified;

2. The next actuarial valuation for the purpose of developing a funding recommendation be performed no later than December 31, 2015.



Section 5: Actuarial Certification

I Hereby Certify That, In My Opinion:

1. With respect to the purposes of determining the Plan's financial position on a going concern basis as at the valuation date:
 - a) The Plan has a going concern surplus of \$617,000 (i.e. excess of assets over liabilities) as at the valuation date, based on total assets of \$807,672,000 and total liabilities of \$807,055,000.
 - b) There is no excess surplus as defined by Section 147.2(2) of the Income Tax Act in the Plan at valuation date.
2. With respect to the purpose of determining the Plan's financial position on a solvency basis:
 - e) The Plan has a solvency deficiency of \$282,604,000 as at valuation date, determined as solvency assets of \$577,166,000 less solvency liabilities of \$859,770,000.
 - b) The solvency ratio is 0.64 at valuation date.
 - c) The liabilities of the Plan would exceed the Plan's assets by \$305,253,000 if the Plan was terminated and wound-up as at valuation date.
3. With the respect to the purpose of determining the Plan's funding requirements:
 - a) The Plan's going concern current service cost for the Plan year commencing January 1, 2013 is estimated to be 14.0% of pensionable earnings.
 - b) For the Plan year commencing January 1, 2013 and for each Plan year thereafter until the next actuarial valuation is certified, the Plan's going concern current service cost is determined as 14.0% of pensionable earnings for active members.
 - c) The contributions as recommended in this report are expected to be sufficient to satisfy the Plan's funding requirements.
 - d) The employer contributions recommended in this report are eligible contributions under Section 147.2(2) of the Income Tax Act.
4. For the purposes of the valuation:
 - The data on which this valuation is based are sufficient and reliable;
 - The assumptions used are, in aggregate, appropriate; and
 - The actuarial cost methods and the asset valuation methods used are appropriate.
5. This report and its associated work have been prepared, and our opinion given, in accordance with accepted actuarial practice in Canada and in compliance with the requirements outlined in subparagraphs 147.2(2)(a)(iii) and (iv) of the Income Tax Act.



Revised: Summary of Going-Concern Results

The financial position of the Plan on a going concern basis is measured by comparing the actuarial value of assets to the actuarial value of liabilities assuming the Plan continues indefinitely for the existing members. The difference between the actuarial value of assets and liabilities is a funding excess or surplus if positive and an unfunded liability if negative.

The going concern actuarial position of the Plan as at December 31, 2012 using the attained age actuarial cost method is summarized in the following table as revised to reflect the changes made to the Plan's benefits and fixed rate contributions by Bylaw No. 9224. For comparison purposes, the results as at December 31, 2009 are also shown. Further information concerning the asset data and assumptions, membership data, assumptions and methods used to determine the going concern actuarial position, and plan provisions that have been valued, is contained in the Appendices of our actuarial valuation report dated June 12, 2014.

	December 31, 2012	December 31, 2009
Assets		
Market value of invested assets	\$ 555,017,000	\$ 462,407,000
Actuarial smoothing adjustment	(10,437,000)	46,241,000
Present value of future employee contributions	131,546,000	112,949,500
Present value of future employer contributions	<u>131,546,000</u>	<u>112,949,500</u>
Total actuarial value of assets	\$ 807,672,000	\$ 734,547,000
Actuarial Liabilities		
Liability for service accrued to the valuation date for active and disabled members	\$ 295,691,000	\$ 292,614,000
Future liability for active and disabled members	202,563,000	225,899,000
Pensioners and survivors	264,396,000	198,865,000
Deferred pensioners	960,000	1,203,000
Inactive members	7,475,000	6,285,000
Transfer deficiency holdbacks	1,362,000	0
Provision for adverse deviations ¹	<u>34,608,000</u>	<u>0</u>
Total actuarial value of liabilities	\$ 807,055,000	\$ 724,866,000
Assets over Liabilities	\$ 617,000	\$ 9,681,000
Contingency Reserve	<u>(617,000)</u>	<u>(9,681,000)</u>
Surplus/(Unfunded Liability)	\$ 0	\$ 0

¹ An explicit provision for adverse deviation of 5% has been included in the going concern financial position as at December 31, 2012. While there was no explicit provision for adverse deviations in the December 31, 2009 valuation, the assumption basis included an implicit provision for adverse deviations.



EXECUTIVE COMMITTEE

General Superannuation Plan – Actuarial Valuation Report as at December 31, 2013

Recommendation of the Committee
--

That the information be received.

History

At the December 9, 2014 meeting of Executive Committee, a communication from Mr. Raymond Parsley, Chair, Board of Trustees, General Superannuation Plan, was considered regarding the above and received as information.

Attachment

Letter from Raymond Parsley, Chair, Board of Trustees, General Superannuation Plan dated December 1, 2014 (File No. CK. 4730-6)

December 1, 2014

His Worship the Mayor and Members of City Council

**Re: Actuarial Valuation Report
as at December 31, 2013
General Superannuation Plan ("the Plan")
(File No. CK. 4730-6)**

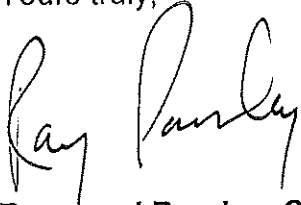
The Board of Trustees of the General Superannuation Plan advises City Council of the filing of the December 31, 2013 Actuarial Valuation Report. Enclosed with this letter is a copy of the Actuarial Valuation Report on the General Superannuation Plan for the City of Saskatoon as at December 31, 2013. The report and the accompanying Actuarial opinion were prepared by Aon Hewitt Inc. and have been filed with the Financial and Consumer Affairs Authority (Superintendent of Pensions).

As seen in the report it is the opinion of the Actuary that the terms of the Pension Plan and the contribution rates, as contained in City Bylaws 8226 and 9224, are expected to be sufficient to satisfy the Plan's funding requirements. In particular please direct your attention to page 2 of the enclosed report where the key assumptions used in the valuation are tabled. Two assumptions that had a negative effect on the Pension Plan in this valuation include a change to the mortality table, projecting greater life expectancy, which increases the total pension liability by approximately 5%; and a slight decrease in the discount rate from 7.0% to 6.9%. While the Pension Plan achieved an exceptional rate of return on its assets in 2013, the valuation process utilized by the Board employs a smoothing methodology which distributes gains or losses greater than expected over a five year period in an effort to more accurately reflect the value of plan assets. The Board recognizes that expectations for the future must be guided by historical return rates and should reflect slower global growth rates.

It should also be noted in the Actuary's opinion (pages 16 and 17 of the enclosed report) that "emerging experience differing from the assumptions will result in gains or losses that will be revealed in subsequent valuations." In order to help absorb the negative impact of any possible losses to the Pension Plan, the margin (provision for adverse deviation) in this valuation has been increased from 5.0% to 6.7%. As advised in last year's report, it is the intention of the Board of Trustees to prepare future valuations to include a minimum margin of 10% as a means to aid in stabilizing contribution rates while insuring benefit security.

December 1, 2014
Page 2

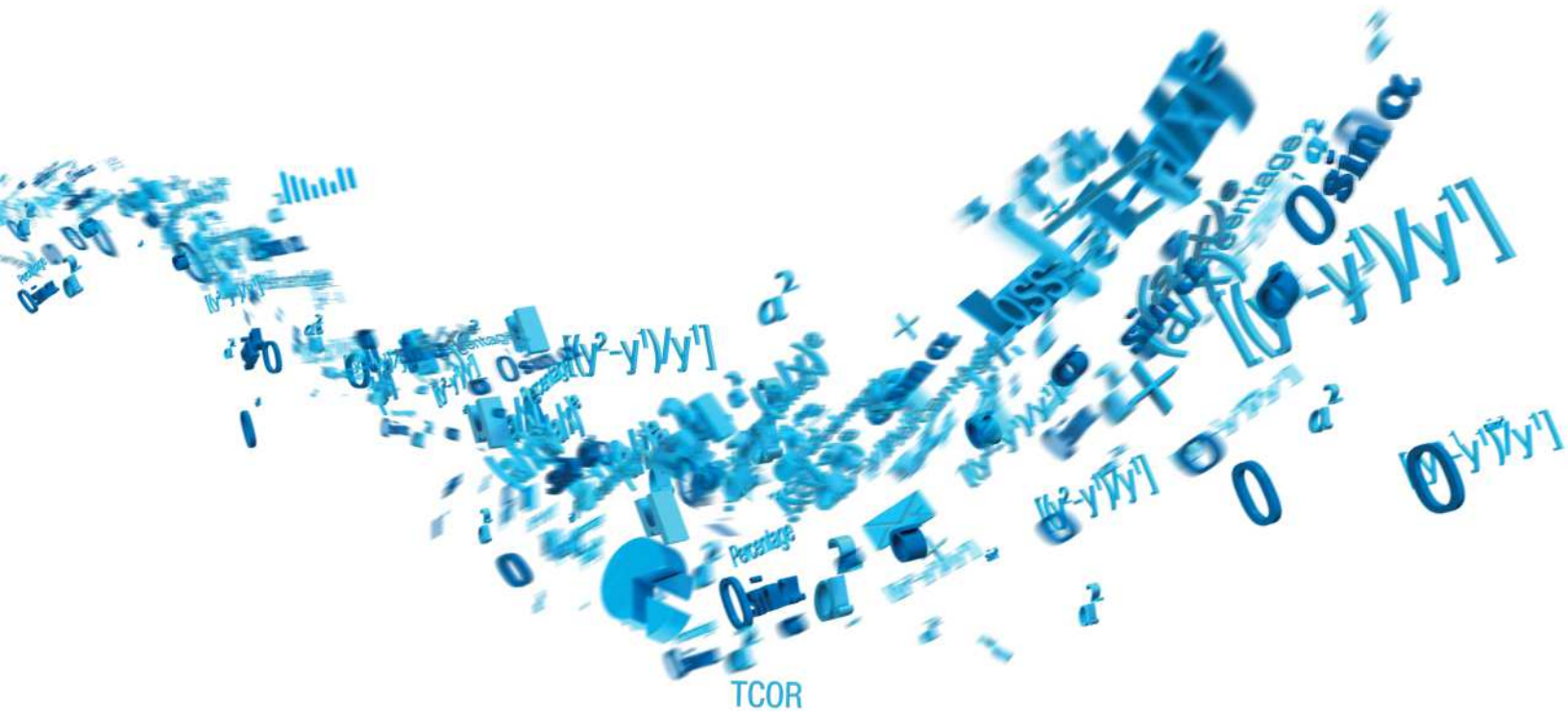
Yours truly,

A handwritten signature in black ink, appearing to read "Ray Parsley". The signature is written in a cursive style with a large initial "R".

Raymond Parsley, Chair
Board of Trustees, General Superannuation Plan

Attachment

cc: Plan Sponsor



Actuarial Valuation Report on the General Superannuation Plan for the City of Saskatoon Employees Not Covered by the Police and Fire Departments' Superannuation Plans as at December 31, 2013

Registration Number: 0234237

October 31, 2014

Table of Contents

Executive Summary	1
Section 1: Introduction	4
Section 2: Going Concern Results	7
Section 3: Solvency Results	10
Section 4: Contribution Requirements	14
Section 5: Actuarial Certification	16
Appendix A: Assets	18
Appendix B: Membership Data	22
Appendix C: Going Concern Assumptions and Cost Methods	26
Appendix D: Solvency Assumptions and Methods	40
Appendix E: Summary of Plan Provisions	44
Appendix F: Plan Administrator's Certification	51

Executive Summary

An actuarial valuation has been prepared as at December 31, 2013 for the primary purpose of establishing a funding recommendation for the General Superannuation Plan for City of Saskatoon Employees Not Covered by the Police and Fire Departments' Superannuation Plans (the "Plan") until the next actuarial valuation is performed. This section provides an overview of the important results and the key inputs to the valuation process. The next actuarial valuation for the purpose of developing funding requirements should be performed no later than as at December 31, 2016.

Summary of Valuation Results

	December 31, 2013		December 31, 2012	
	Going Concern	Solvency	Going Concern	Solvency
Assets	\$ 877,610,000	\$ 694,927,000 ¹	\$ 807,672,000	\$ 577,166,000 ²
Liabilities	<u>877,610,000</u>	<u>810,245,000</u>	<u>807,055,000</u>	<u>859,770,000</u>
Surplus/(Deficit)	\$ -	\$ (115,318,000)	\$ 617,000	\$ (282,604,000)
Funded/Solvency ratio	1.00	0.81	1.01	0.64

Contribution Requirements

The annual employer contributions recommended in this report are summarized in the following table. It is noted that, despite the Plan having a solvency deficiency at December 31, 2013, the requirement to make special payments to fund this deficit no longer applies to the Plan following the proclamation of the *Pension Benefits Amendment Regulations, 2013* on June 25, 2013.

	2014	2015	2016 and thereafter
Employer current service cost:	5.40%	5.10%	4.80%
Employer contributions attributed to funding past service benefits ³ :	<u>2.80%</u>	<u>3.40%</u>	<u>4.00%</u>
Total employer contribution:	8.20%	8.50%	8.80%

¹ The solvency assets include \$41,392,000 for the present value of future unfunded liability payments, which are not included in the calculation of the solvency ratio.

² The solvency assets include \$22,649,000 for the present value of future unfunded liability payments, which are not included in the calculation of the solvency ratio.

³ This represents the difference between the average contribution rate for the employer and portion of the current service cost attributed to the employer. The portion of the current service cost attributed to the employer is equal to the total current service cost for the Plan of 13.6% of pensionable earnings less the average employee contribution rate.

Basic Membership Information as at December 31, 2013

	Active and Disabled Members	Inactive Members	Deferred Pensioners	Pensioners	Survivors
Percentage of going concern liabilities ⁴	61.1%	0.7%	0.1%	35.8%	2.1%
Percentage of solvency liabilities ⁵	49.1%	0.7%	0.1%	47.2%	2.6%
Number	2,534	324	24	1,043	206
Average age	44.2	37.1	66.2	69.8	79.4
Average earnings/payout/lifetime pension	\$66,370	\$23,000	\$3,087	\$25,366	\$10,307

Key Assumptions

The principal assumptions to which the valuation results are most sensitive are outlined in the following table.

	December 31, 2013		December 31, 2012	
	Going Concern	Solvency	Going Concern	Solvency
Discount Rate	6.90%	Annuity purchases: 3.9% Transfers: 3.0% for first 10 years, 4.6% thereafter	7.00%	Annuity purchases: 3.0% Transfers: 2.4% for first 10 years, 3.6% thereafter
Inflation Rate	2.5%	Implicit in discount rates	2.5%	Implicit in discount rates
Pensionable Earnings	Contractual and 3.5% per annum thereafter	n/a	3.5% per annum	n/a
Mortality Table	CPM 2014 Private (unadjusted)	UP94 Generational	UP94 Generational	UP94 Generational
Retirement Rates	Same as previous valuation, but grading up 1 year by 2021 and grading up 2 years by 2029	Over age 55 – immediate Under 55 – Age that maximizes value	5% from age 52-59, 50% at age 60, 10% from age 61-64, 100% at age 65+	Over age 55 – immediate Under 55 – Age that maximizes value


⁴ Transfer deficiency holdbacks account for 0.2% of going concern liabilities.

⁵ Transfer deficiency holdbacks account for 0.3% of solvency liabilities.

Summary of Recommended Action

- i) This actuarial valuation report, prepared as at December 31, 2013, be filed with the regulatory authorities.
- ii) The employer should make contributions equal to the contributions made by employees.
- iii) The next actuarial valuation, for the purpose of developing a funding recommendation, be performed no later than as at December 31, 2016.

Respectfully submitted,
Aon Hewitt Inc.



Troy Milnthorp, FSA, FCIA
Associate Partner



Johanan Schmuecker, ASA, ACIA
Consultant

October 31, 2014

Section 1: Introduction

Purpose and Terms of Engagement

We have been engaged by the Board of Trustees (the "Board") for the *General Superannuation Plan for City of Saskatoon Employees Not Covered by the Police and Fire Departments' Superannuation Plans* (the "Plan") to conduct an actuarial valuation of the Plan as at December 31, 2013 for the purposes of:

- determining the financial position of the Plan on a going concern basis as at December 31, 2013;
- determining the financial position of the Plan on a solvency basis as at December 31, 2013;
- determining the going concern current service cost for 2014;
- determining the rule to be used to determine the current service cost for the Plan years after 2013 and prior to the certification of the next actuarial funding recommendation; and
- providing a recommendation on the funding that is necessary to ensure the Plan will have sufficient assets to pay benefits with the understanding that:
 - such funding is to exclude amounts relating to any solvency deficiency as defined by *The Pension Benefits Act, 1992* (Saskatchewan) (the "Act"); and
 - any funding deficits are to be amortized over a period no greater than the maximum period permitted under the Act.

Subsequent to the valuation date, an amendment was made to the Plan (Bylaw No. 9224) with effect from January 1, 2014. As per our engagement, the financial impact of this amendment has been incorporated in our actuarial valuation. We have summarized the results of this actuarial valuation along with the ensuing opinions and recommendations in this report to the Board. The results of this report may not be appropriate for accounting purposes, or any other purpose not listed above.

While we have been engaged by the Board to conduct this actuarial valuation, we note that the users of our work may well extend to parties external to the Board, notably the provincial and federal pension regulators and the Plan members. Out of respect for the Board's confidentiality, however, we shall not undertake to communicate the terms of our engagement or results of our work with such other users unless so directed by the Board.

Summary of Changes since the Last Valuation

The last actuarial valuation report and corresponding funding recommendation that was filed under the Act and the Income Tax Act was prepared as at December 31, 2012. Subsequent to filing the December 31, 2012 valuation, the Plan was amended as per Bylaw 9224 and a revised actuarial opinion and cost certificate was filed to reflect the amendment. The results in this report have been reconciled with the revised actuarial opinion and cost certificate dated September 26, 2014.

Since the time of the last filed valuation and subsequent revised cost certificate, the following changes have been made:

- The going concern and solvency assumptions and methods used to prepare the results as at December 31, 2013 have changed from those used as at December 31, 2012. Details on the assumptions can be found in Appendices C and D. More specifically, the following changes were made to the Best Estimate Basis as at December 31, 2013:
 - The mortality table assumption was changed from the Uninsured Pensioner 1994 mortality table with generational mortality improvements to the unadjusted 2014 Canadian Pensioner Mortality Table (Private Sector) with mortality improvements in accordance with CPM Improvement Scale B;
 - The discount rate was changed from 7.00% per annum to 6.90% per annum; and
 - The retirement rates were changed to start from the same table as the previous valuation, but grade up one year by 2021 and grade up two years by 2029.

Information and Inputs

In order to prepare our valuation, we have relied upon the following information:

- Asset data as at December 31, 2013 extracted from the Plan's audited financial statements, as summarized in Appendix A;
- Membership data as at December 31, 2013 obtained from the City of Saskatoon, as summarized in Appendix B;
- Plan text up to and including Bylaw No. 9224, as summarized in Appendix E; and
- Information concerning events subsequent to the effective date of the valuation and prior to the date of this report as identified below.

Furthermore, our actuarial assumptions and methods have been chosen to reflect our understanding of the funding objectives that have been established for the Plan with due respect to accepted actuarial practice and regulatory constraints.

Subsequent Events

On February 13, 2014, the Canadian Institute of Actuaries (CIA) released its final report on Canadian Pensioners' Mortality experience and trends. This mortality report provides important information about the Plan as it was at the valuation date. More specifically, based on the data from the experience studies conducted by the CIA, a number of base mortality tables and improvement scales were developed to be used for actuarial valuations for funding and/or financial reporting purposes for a broad range of Canadian pension plans.

The mortality assumption as at December 31, 2013 has been modified to reflect the information contained in the CIA report on Canadian Pensioners' Mortality.

On September 22, 2014, the City of Saskatoon passed a bylaw amendment (i.e. Bylaw 9224) enacting certain changes to plan benefits and fixed rate contributions with effect from January 1, 2014. As per the terms of our engagement, the financial impact of Bylaw 9224 was reflected in the revised cost certificate as at December 31, 2012, dated September 26, 2014, and the December 31, 2013 valuation results.

Apart from the above listed events, we have not been made aware of any subsequent events as at the date of this report which would have an effect on the results of this valuation. However, the following points should be noted in this regard:

- Actual experience deviating from expected since December 31, 2013 to the date of this report will result in gains or losses.
- To the best of our knowledge, the results contained in this report are based on the regulatory and legal environment in effect at the date of this report and do not take into consideration any potential changes that are currently the subject of debate, review and/or court appeal. To the extent that actual changes in the regulatory and legal environment transpire, any financial effect on the Plan as a result of such changes will be reflected in future valuations.

Section 2: Going Concern Results

Going Concern Financial Position of the Plan

The financial position of the Plan on a going concern basis is measured by comparing the actuarial value of assets to the actuarial value of liabilities assuming the Plan continues indefinitely for the existing members. The difference between the actuarial value of assets and liabilities is a funding excess or surplus if positive and an unfunded liability if negative.

The going concern actuarial position of the Plan as at December 31, 2013 using the attained age actuarial cost method is summarized in the following table. For comparison purposes, the results as at December 31, 2012⁶ are also shown. Further information concerning the asset data and assumptions, membership data, assumptions and methods used to determine the going concern actuarial position, and plan provisions that have been valued, is contained in the Appendices.

	December 31, 2013	December 31, 2012
Assets		
Market value of invested assets	\$ 654,035,000	\$ 555,017,000
Actuarial smoothing adjustment	(58,261,000)	(10,437,000)
Present value of future employee contributions	140,918,000	131,546,000
Present value of future employer contributions	<u>140,918,000</u>	<u>131,546,000</u>
Total actuarial value of assets	\$ 877,610,000	\$ 807,672,000
Actuarial Liabilities		
Liability for service accrued to the valuation date for active and disabled members	\$ 297,570,000	\$ 295,691,000
Future liability for active and disabled members	209,995,000	202,563,000
Pensioners and survivors	312,051,000	264,396,000
Deferred pensioners	866,000	960,000
Inactive members	5,400,000	7,475,000
Transfer deficiency holdbacks	2,047,000	1,362,000
Provision for adverse deviations ⁷	<u>49,681,000</u>	<u>34,608,000</u>
Total actuarial value of liabilities	\$ 877,610,000	\$ 807,055,000
Assets over Liabilities	\$ 0	\$ 617,000
Contingency Reserve	<u>0</u>	<u>(617,000)</u>
Surplus/(Unfunded Liability)	\$ 0	\$ 0

⁶ Based on revised cost certificate dated September 26, 2014.

⁷ An explicit provision for adverse deviation of 5.0% has been included in the going concern financial position as at December 31, 2012. An explicit provision for adverse deviation of 6.7% has been included in the going concern financial position as at December 31, 2013.

Change in Financial Position

During the period from December 31, 2012 to December 31, 2013, the going concern financial position of the Plan, before contingency reserve, changed from a surplus of \$617,000 to a surplus of nil. The major components of this change are summarized in the following table:

Surplus at Dec. 31, 2012 (before reserve)	\$ 617,000
Removal of explicit provision for adverse deviation	<u>34,608,000</u>
Best Estimate Surplus at Dec. 31, 2012 (before reserve)	\$ 35,225,000
Expected interest on best estimate surplus	<u>2,466,000</u>
Expected Best Estimate Surplus at Dec. 31, 2013 (before reserve)	\$ 37,691,000
Gains and losses in the inter-valuation period:	
▪ Investment returns greater than expected	\$ 20,248,000
▪ Gain on new entrants	8,284,000
▪ Salary increases different than expected	2,691,000
▪ Pensioner mortality experience	(1,788,000)
▪ Active retirement experience	(2,255,000)
▪ Active termination experience	(1,587,000)
▪ Change in assumptions	
- Change in retirement rates assumption	10,860,000
- Change in general salary scale increase assumption due to collective agreements	3,941,000
- Change in discount rate assumption	(9,242,000)
- Change in mortality assumption	(19,162,000)
Best Estimate Surplus at Dec. 31, 2013 (before reserve)	\$ 49,681,000
▪ Addition of explicit provision for adverse deviation	<u>(49,681,000)</u>
Surplus at December 31, 2013 (before reserve)	\$ 0

In order to be consistent with the going-concern basis and methodology used as at December 31, 2012, the gain/loss analysis was calculated under the best estimate assumption basis.

Current Service Cost

The annual going-concern cost of benefits in respect of service accruing after the valuation date is known as the normal cost or current service cost. The table below presents the development of the current service cost as a percentage of pensionable earnings

Best estimate current service cost	13.0%
Provision for adverse deviations	<u>0.6%</u>
Total current service cost	13.6%

Going Concern Valuation Sensitivity Results

The table below presents the sensitivity of the going concern liabilities and the total current service cost of using a discount rate 1% lower than that used for the going concern valuation.

	Valuation Basis	Based on Rate of	Effect	
	December 31, 2013	1% Lower	\$	%
Going concern liabilities	\$ 877,610,000	\$ 1,035,683,000	\$ 158,073,000	18.0%
Current service cost	\$ 21,996,000	\$ 28,441,000	\$ 6,445,000	29.3%

Note that using a discount rate 1% higher than that assumed would result in a comparable reduction in the Plan's going concern liabilities and current service cost.

Section 3: Solvency Results

Solvency Financial Position of the Plan

The solvency valuation is a financial assessment of the Plan that is required by the *Act* and is performed in accordance with requirements prescribed by the *Act*. It is intended to provide an assessment of the Plan's financial position at the valuation date on the premise that the obligations of the Plan are settled on the valuation date for all members.

The financial position of the Plan on the solvency basis is measured by comparing the market value of the assets with the actuarial liability for benefits earned for service up to the valuation date assuming the Plan is being terminated on the valuation date. Presented below is a balance sheet showing the financial position of the Plan determined on the solvency basis as at December 31, 2013. For comparison purposes, the results as at December 31, 2012 are also shown. Further information concerning the asset data and assumptions, membership data, assumptions and methods used to determine the solvency position, and plan provisions that have been valued, is contained in the Appendices.

	December 31, 2013	December 31, 2012
Assets		
Market value of fund	\$ 654,035,000	\$ 555,017,000
Present value of 5 years of fixed rate contributions attributed to funding past service benefits	41,392,000	22,649,000
Provision for wind-up expenses	<u>(500,000)</u>	<u>(500,000)</u>
Total	\$ 694,927,000	\$ 577,166,000
Actuarial Liabilities		
Actuarial present value of benefits for:		
▪ Active members	\$ 398,069,000	\$ 459,781,000
▪ Pensioners and survivors	403,635,000	389,755,000
▪ Deferred pensioners	1,094,000	1,397,000
▪ Inactive members	5,400,000	7,475,000
▪ Transfer deficiency holdbacks	<u>2,047,000</u>	<u>1,362,000</u>
Total	<u>\$ 810,245,000</u>	<u>\$ 859,770,000</u>
Excess Assets/(Solvency Deficiency)	\$ (115,318,000)	\$ (282,604,000)
Solvency Ratio	0.81	0.64

It is important to note that the Plan's solvency position is highly sensitive to a number of factors, notably:

- changes in the Government of Canada bond yield curve upon which the prescribed discount rate for computing commuted values is based;
- changes in the basis used by commercial insurers to price annuities;
- increases in pensionable earnings; and
- the rate at which active members fall into the category where they are assumed to have their plan termination obligation settled by way of annuity purchase.

Consequently, the Plan's solvency position can change significantly (both positively and negatively) within any given time frame.

Notional Solvency Contributions

Generally, when a solvency deficiency exists, the Act prescribes that special contributions be made to amortize the solvency deficiency over, at most, five years. However, as the Plan is classified as a "Specified Plan" under the Act, these solvency funding requirements do not apply and consequently no such additional funding is required. Regardless, the Act does require disclosure of the minimum special contributions that would be required if the Plan was not a Specified Plan.

To this end, if the Plan was not a Specified Plan, the minimum special contributions required to amortize the Plan's solvency deficiency in accordance with the Act, and in addition to the going concern past service unfunded liability payments, would be 15.1% of pensionable earnings per month paid at the end of each month from January 2014 through December 2018⁸.

⁸ The special contribution was calculated assuming the special payments would be remitted monthly in arrears and using the weighted average solvency interest rate of 3.75% per annum.

Solvency Ratio

The solvency ratio is the lesser of 1.0 or the ratio of the solvency assets (excluding the present value of special payments) to the solvency liabilities. If the solvency ratio is less than 1.0, certain conditions and restrictions, as prescribed by *the Act*, must be applied to the transfer of the commuted value of benefits from the Plan. Essentially, a transfer equal to the solvency ratio times the total commuted value can be made. The residual amount cannot be transferred out until either:

- a) a special payment in the amount of the residual has been made to the Plan;
- b) a subsequent valuation of the Plan discloses a solvency ratio of 1.0; or
- c) five years have elapsed.

If the residual amount is less than 5% of the YMPE ($\$52,500 \times 5\% = \$2,625$ for 2014), then the above restrictions do not apply.

The solvency ratio is determined as follows:

	Dec. 31, 2013
Market value of fund	\$654,035,000
Wind-up expenses	<u>(500,000)</u>
Total solvency assets	\$653,535,000
Total solvency liabilities	\$810,245,000
 Solvency Ratio	 0.81

Solvency Valuation Sensitivity Results

The table below presents the sensitivity of the solvency liabilities to using a discount rate of 1% lower than that used for the solvency valuation.

	Valuation Basis December 31, 2013	Based on Rate of 1% Lower	\$	Effect %
Solvency liabilities	\$ 810,245,000	\$ 930,166,000	\$ 119,921,000	14.8%

Note that using a discount rate 1% higher than that assumed would result in a comparable reduction in the solvency liabilities.

Incremental Cost on a Solvency Basis

The incremental cost on a solvency basis represents the present value at December 31, 2013 of the expected aggregate change in the solvency liabilities between December 31, 2013 and the next calculation date, which is December 31, 2016. Appendix E gives more details on the calculation methodology and on assumptions.

Based on this methodology and on these assumptions, the incremental cost on a solvency basis, for the period from December 31, 2013 to December 31, 2016, is \$86,801,000.

Section 4: Contribution Requirements

Combined employee and employer contributions must be sufficient to fund the current service costs and to amortize any going concern unfunded liability over a period that does not exceed the maximum permitted under the Act.

The total contributions as a percent of pensionable earnings required to satisfy the Plan's funding needs on a going concern basis are broken down in the following table, along with the required additional employer special payments. Note that these amounts are sufficient to cover both the current service costs and provide the additional contributions necessary so as to eliminate any unfunded liability relating to past service in the going concern balance sheet:

	2014		2015		2016	
	% of Earnings	\$ Per Year	% of Earnings	\$ Per Year	% of Earnings	\$ Per Year
Current Service						
Members	8.20%	\$13,262,000	8.50%	\$14,229,000	8.80%	\$15,246,000
Employer	<u>5.40%</u>	<u>\$8,734,000</u>	<u>5.10%</u>	<u>\$8,537,000</u>	<u>4.80%</u>	<u>\$8,316,000</u>
	13.60%	\$21,996,000	13.60%	\$22,766,000	13.60%	\$23,562,000
Past Service						
Members	0.00%	\$0	0.00%	\$0	0.00%	\$0
Employer	<u>2.80%</u>	<u>\$4,529,000</u>	<u>3.40%</u>	<u>\$5,691,000</u>	<u>4.00%</u>	<u>\$6,930,000</u>
Total	16.40%	\$26,525,000	17.00%	\$28,457,000	17.60%	\$30,492,000
Estimated earnings		\$161,735,000		\$167,396,000		\$173,255,000

The following should be noted in relation to the above going concern contribution rates:

- the present value of the portion of the employer's fixed rate contribution attributed to past service is sufficient to meet the minimum going concern past service contribution requirement prescribed by the Pension Benefits Act;
- in the event that an updated funding recommendation is not prepared before January 1, 2017, the rule for determining the current service cost provided in the above table will continue to be appropriate for 2017; and
- the contributions determined by applying these rates are payable monthly in arrears.

The total going concern current service cost at the previous valuation was 14.0% of pensionable earnings.

As the Act does not require the plan to fund the solvency deficiency and as the purpose of this valuation does not extend to recommending necessary contributions to fund the solvency deficiency, no funding recommendation has been made in this regard. Section 3 does provide information as to the level of additional contributions that would be required if the solvency deficit were to be funded.

Excess Surplus

The *Income Tax Act* prescribes the maximum going concern surplus that may be retained by the Plan while employer contributions continue. In general, this maximum is defined as 25% of the going concern actuarial liability. The nil surplus as at December 31, 2013 is less than the maximum surplus and consequently there is no excess surplus.

Minimum Employer Contributions

Under applicable legislation, the minimum amount that an employer must contribute is equal to:

- the employer's fixed rate contributions; plus
- the employer's share of any special amortization payments required to amortize any going concern unfunded liability over at most 10 years from the valuation date the unfunded liability first arose; less
- where applicable, any portion of the going concern surplus which is used to meet the employer's current service costs.

The employer contributions recommended in this valuation report are at least equal to the legislated minimum requirements.

Maximum Employer Contributions

Under applicable legislation, the maximum amount that an employer is allowed to contribute is equal to:

- the current service cost less the employee required contributions in respect of service accruing after the valuation date; plus
- the lump sum amount to eliminate any deficiencies that exist at the valuation date; less
- any excess surplus as permitted.

The employer contributions recommended in this valuation report do not exceed the legislated maximum requirements.

Section 5: Actuarial Certification

Actuarial Opinion, Recommendations and Certification for the General Superannuation Plan for City of Saskatoon Employees Not Covered by the Police and Fire Departments' Superannuation Plans at December 31, 2013

Opinion

This actuarial certification forms an integral part of the actuarial valuation report as at December 31, 2013. I confirm that I have prepared an actuarial valuation as at December 31, 2013 for the purposes outlined in the Introduction section of this report and consequently:

I Hereby Recommend That:

1. The employer make contributions equal to the contributions made by employees as required by the Plan terms; and
2. The next actuarial valuation for the purpose of developing a funding recommendation be performed no later than December 31, 2016.

I Hereby Certify That, In My Opinion:

1. With respect to the purposes of determining the Plan's financial position on a going concern basis as at the valuation date:
 - a) The Plan has a going concern surplus of nil (i.e. liabilities equal to assets) as at the valuation date, based on total assets of \$877,610,000 and total liabilities of \$877,610,000.
 - b) There is no excess surplus as defined by Section 147.2(2) of the Income Tax Act in the Plan at valuation date.
2. With respect to the purpose of determining the Plan's financial position on a solvency basis:
 - a) The Plan has a solvency deficiency of \$115,318,000 as at valuation date, determined as solvency assets of \$694,927,000 less solvency liabilities of \$810,245,000.
 - b) The solvency ratio is 0.81 at valuation date.
 - c) The liabilities of the Plan would exceed the Plan's assets by \$156,710,000 if the Plan was terminated and wound-up as at valuation date.

3. With the respect to the purpose of determining the Plan's funding requirements:
 - a) The Plan's going concern current service cost for the Plan year commencing January 1, 2014 is estimated to be 13.6% of pensionable earnings.
 - b) For the Plan year commencing January 1, 2014 and for each Plan year thereafter until the next actuarial valuation is certified, the Plan's going concern current service cost is determined as 13.6% of pensionable earnings for active members.
 - c) The contributions as recommended in this report together with employee contributions as required by the Plan's terms are expected to be sufficient to satisfy the Plan's funding requirements.
 - d) The employer contributions recommended in this report are eligible contributions under Section 147.2(2) of the Income Tax Act.

4. For the purposes of the valuation:
 - The data on which this valuation is based are sufficient and reliable;
 - The assumptions used are appropriate; and
 - The actuarial cost methods and the asset valuation methods used are appropriate.

5. This report and its associated work have been prepared, and my opinion given, in accordance with accepted actuarial practice in Canada and in compliance with the requirements outlined in subparagraphs 147.2(2)(a)(iii) and (iv) of the Income Tax Act.

6. Notwithstanding the above certifications, emerging experience differing from the assumptions will result in gains or losses that will be revealed in subsequent valuations.



Troy Milnthorp
Fellow, Society of Actuaries
Fellow, Canadian Institute of Actuaries

October 31, 2014

Appendix A: Assets

Trustee/Investment Manager

Contributions and benefit payments are invested in the General Superannuation Plan Fund. RBC Investor and Treasury Services is the custodian for the fund as at December 31, 2013. The investment of the assets is managed by a number of investment management firms.

This type of arrangement governs only the investment of the assets deposited into the fund and in no way guarantees the benefits provided under the Plan or the costs of providing such benefits. Any excess income or, in fact, any other profit caused by the actual Plan experience varying from the actuarial assumptions will accrue to the fund. It is, of course, equally true that any losses due to variations of actual experience from the actuarial assumptions will emerge as a liability of the Plan, which will either cause a reduction in the surplus generated from other sources or require an increase in contributions to maintain the same benefit level.

Necessary asset data required for the valuation was taken from the Plan's audited financial statements provided by the City of Saskatoon. The valuation included an examination of the asset data to test for general reasonableness, internal consistency, consistency with asset data provided in prior years, a comparison of the contributions and disbursements reported with those expected to be made, as well as a reconciliation with the previous valuation's asset data. These tests demonstrated that the asset data is sufficient and reliable for the purposes of the valuation.

Asset Allocation

Based on the Plan's financial statements received from the City, the composition of the fund, including payments in transit at the valuation date, is as follows:

	December 31, 2013		December 31, 2012	
	Market Value (\$000)	% of Total	Market Value (\$000)	% of Total
Real Estate	56,494	8.64	52,705	9.50
Bonds and GIC's	160,640	24.56	158,070	28.48
Equities *	431,962	66.04	340,618	61.37
Accrued interest	833	0.13	890	0.16
Cash	4,036	0.62	2,458	0.44
Receivables less accounts payable	<u>70</u>	<u>0.01</u>	<u>276</u>	<u>0.05</u>
Total Fund	654,035	100.00%	555,017	100.00%

* Includes foreign equities.

Target Asset Mix

The long-term target asset mix for the Plan's invested assets as in the Plan's Statement of Investment Policies and Goals is as follows:

	% of Total
Canadian Equities	20.0%
U.S. Equities	17.5%
Non – North American Equities	17.5%
Private Equities	5.0%
Canadian Bonds	30.0%
Real Estate	10.0%
Total	100.0%

Actuarial Value of Assets

The calculation of the actuarial value of assets is shown on the following page. A smoothing method is used which amortizes the excess/shortfall of actual net investment income over required net investment income over five years.

A complete description of the method used for this valuation appears in Appendix C. The method used to determine the accrued actuarial asset value is the same method that was used in the previous valuation. The table on the following page outlines the calculation of the accrued actuarial asset value.

	2009	2010	2011	2012	2013
Reported Market value at beginning of year	411,325,000	462,407,000	497,816,000	504,980,000	555,017,000
Employee contributions	9,854,000	10,563,000	11,240,000	11,781,000	12,341,000
Employer contributions	9,712,000	10,302,000	11,024,000	11,506,000	11,969,000
Actual investment income	53,094,000	38,431,000	11,849,000	57,686,000	108,115,000
Pensions	(18,521,000)	(20,242,000)	(22,475,000)	(24,617,000)	(27,578,000)
Termination / death payments	(614,000)	(1,197,000)	(1,074,000)	(2,266,000)	(1,465,000)
Net transfers to and from other plans	(1,507,000)	(1,526,000)	(1,726,000)	(2,250,000)	(2,203,000)
Investment and administration expenses	<u>(936,000)</u>	<u>(922,000)</u>	<u>(1,674,000)</u>	<u>(1,803,000)</u>	<u>(2,161,000)</u>
Reported market value at end of year	462,407,000	497,816,000	504,980,000	555,017,000	654,035,000
Net Rate of Return – Market value	12.7%	8.1%	2.1%	11.1%	19.2%
Expected actuarial return	6.25%	6.75%	6.75%	7.00%	7.00%
Net Investment Income	52,158,000	37,509,000	10,175,000	55,883,000	105,954,000
Expected Actuarial Investment Income	25,668,000	31,142,000	33,501,000	35,144,000	38,608,000
Excess/(Shortfall)	26,490,000	6,367,000	(23,326,000)	20,739,000	67,346,000
20% of current year excess/(shortfall)	5,297,000	1,273,000	(4,665,000)	4,148,000	13,469,000
20% of current year, less 1 excess/(shortfall)	(21,713,000)	5,297,000	1,273,000	(4,665,000)	4,148,000
20% of current year, less 2 excess/(shortfall)	(5,309,000)	(21,713,000)	5,297,000	1,273,000	(4,665,000)
20% of current year, less 3 excess/(shortfall)	6,506,000	(5,309,000)	(21,713,000)	5,297,000	1,273,000
20% of current year, less 4 excess/(shortfall)	<u>2,580,000</u>	<u>6,506,000</u>	<u>(5,309,000)</u>	<u>(21,713,000)</u>	<u>5,297,000</u>
Total adjustment to expected actuarial investment income	(12,639,000)	(13,946,000)	(25,117,000)	(15,660,000)	19,522,000
Actuarial value at beginning of year	498,514,000	510,468,000	525,565,000	530,942,000	544,580,000
Employee contributions	9,854,000	10,563,000	11,240,000	11,781,000	12,341,000
Employer contributions	9,712,000	10,302,000	11,024,000	11,506,000	11,969,000
Net actuarial investment income	13,030,000	17,196,000	8,388,000	19,484,000	58,130,000
Pensions	(18,521,000)	(20,242,000)	(22,475,000)	(24,617,000)	(27,578,000)
Termination\Deaths	(614,000)	(1,197,000)	(1,074,000)	(2,266,000)	(1,465,000)
Net transfers to and from other plans	<u>(1,507,000)</u>	<u>(1,526,000)</u>	<u>(1,726,000)</u>	<u>(2,250,000)</u>	<u>(2,203,000)</u>
Actuarial value at end of year (before corridor)	510,468,000	525,565,000	530,942,000	544,580,000	595,774,000
10% corridor adjustment ⁹	<u>(1,820,000)</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>
Actuarial value at end of year (after corridor)	508,648,000	525,565,000	530,942,000	544,580,000	595,774,000
Net Rate of Return – Actuarial value	12.7%	3.8%	1.6%	3.7%	10.7%

⁹ The actuarial value of assets is restricted to be no less than 90% or more than 110% of the market value of assets.

Rates of Return

The net rates of return on the market and accrued actuarial asset value (after the corridor) were as follows:

Year	Market Value	Actuarial Value
	%	%
2003	10.2	5.3
2004	9.6	5.0
2005	9.4	4.9
2006	13.7	7.8
2007	0.9	8.8
2008	(15.9)	(6.4)
2009	12.7	12.7
2010	8.1	3.8
2011	2.1	1.6
2012	11.1	3.7
2013	19.2	10.7
Geometric Average 2003 – 2013	7.0	5.1

Appendix B: Membership Data

Source of Data

Data as to the membership of the Plan was compiled as at December 31, 2013 and provided by the City of Saskatoon. The relevant data required as of December 31, 2013 to carry out this valuation was extracted from these records. The data was checked for consistency with the previous valuation, general reasonableness, internal consistency, and reconciled with the previous valuation's membership data. Data testing did not include an independent audit from source records to test for completeness and accuracy.

Various tests on the membership data were conducted to ensure its validity to the best of our knowledge. Tests performed included the following:

- Membership reconciliation with prior valuation data;
- Comparison of changes in pensionable earnings, credited service, etc.;
- Comparison of pensions in pay, birthdates, spousal status, etc.; and
- Validation with the City of all deviations we observed in information compared to data provided for the previous valuation.

The results of the tests performed demonstrated that the membership data is sufficient and reliable for the purposes of this valuation.

Reconciliation of Membership

	Active and Disabled Members	Deferred Pensioners	Inactive Members	Pensioners	Survivors	Total
Number as at December 31, 2012	2,483	29	331	987	203	4,033
Corrections	1	0	(1)	0	0	0
New Hires	270	0	13	0	0	283
Terminations – paid out	(80)	(3)	(63)	0	0	(146)
Terminations – to Inactive	(46)	0	46	0	0	0
Deaths – no further payments	(4)	0	0	(19)	(16)	(39)
Deaths – new survivors	(3)	0	0	(16)	19	0
Retirements	(89)	(2)	0	91	0	0
To Active	<u>2</u>	<u>0</u>	<u>(2)</u>	<u>0</u>	<u>0</u>	<u>0</u>
Number as at December 31, 2013	2,534	24	324	1,043	206	4,131

Summary of Membership Data

Active Members

	Males	Females	Total 31-Dec-2013	Total 31-Dec-2012
Membership	1,530	1,004	2,534	2,483
Average age	44.3 years	44.0 years	44.2 years	44.3 years
Average pensionable service	9.8 years	10.5 years	10.1 years	10.5 years
Average contributions accumulated with interest	\$42,057	\$32,900	\$38,429	\$38,773
Expected average remaining service lifetime	13.8 years	11.2 years	12.7 years	12.3 years
Average base earnings ¹⁰	\$64,438	\$59,126	\$62,334	\$60,495
Average pensionable earnings ¹¹	\$69,702	\$61,292	\$66,370	\$64,538

Pensioners

	December 31, 2013	December 31, 2012
Number	1,043	987
Average annual pension	\$25,366	\$23,879
Average age	69.8 years	70.1 years
Average period since retirement	10.5 years	10.7 years
Percent female	29%	29%

The oldest pensioner is 100 years old and has been receiving a pension for 38 years.

¹⁰ This is the average base earnings expected for 2014, after annualizing earnings for members with less than one year of service and increasing the 2013 reported earnings by the actual general salary increases granted to members as per the ratified collective agreements. Similar adjustments were made in order to estimate the 2012 earnings using an additional increase of 3.5%.

¹¹ This is the average pensionable earnings expected for 2014, after annualizing earnings for members with less than one year of service and increasing the 2013 reported earnings by the actual general salary increases granted to members as per the ratified collective agreements. Similar adjustments were made in order to estimate the 2012 earnings using an additional increase of 3.5%.

Survivors

	December 31, 2013	December 31, 2012
Number	206	203
Average annual pension	\$10,307	\$9,317
Average Age	79.4 years	79.8 years
Percent female	92%	92%

The oldest survivor is 102 years old.

Inactive Members

	December 31, 2013	December 31, 2012
Number	324	331
Average age	37.1 years	36.5 years
Average lump sum payout	\$17,000	\$23,000
Percent female	39%	40%

Inactive members are members who have terminated employment but who have not been paid out as of the valuation date.

Deferred Pensioners

	December 31, 2013	December 31, 2012
Number	24	29
Average age	66.2 years	66.0 years
Average annual pension	\$3,087	\$2,920
Percent female	63%	59%

Membership Distributions

Active and Disabled Members

The distribution by age and service of the active membership (including disabled members, if any) at December 31, 2013 is as follows:

Age Group		Years of Credited Service							Total (\$)	
		Under 5 (\$)	5-9.99 (\$)	10-14.99 (\$)	15-19.99 (\$)	20-24.99 (\$)	25-29.99 (\$)	30-34.99 (\$)		35 or more
Under 20	Number	14								14
	Average Salary	39,510								39,510
20 to 24	Number	117	4							121
	Average Salary	48,488	56,757							48,761
25 to 29	Number	200	52							252
	Average Salary	58,371	69,025							60,570
30 to 34	Number	176	83	8						267
	Average Salary	62,453	66,597	73,183						64,063
35 to 39	Number	132	110	33	2					277
	Average Salary	64,916	68,002	70,012	75,522					66,825
40 to 44	Number	122	101	52	34	6	1			316
	Average Salary	62,166	66,828	72,171	73,031	62,700	N/A			66,467
45 to 49	Number	94	87	51	45	51	11			339
	Average Salary	61,833	66,710	75,942	72,596	65,891	63,080			67,287
50 to 54	Number	76	91	55	63	58	47	25		415
	Average Salary	63,250	63,215	66,659	69,202	72,403	85,722	84,960		69,730
55 to 59	Number	50	68	48	51	50	41	48	7	363
	Average Salary	64,035	65,196	69,476	69,741	73,173	81,867	93,967	63,986	73,004
60 to 64	Number	24	26	15	24	20	18	21	4	152
	Average Salary	55,313	61,898	66,785	63,333	74,954	84,827	82,243	68,964	68,997
Over 64	Number	2	1	3	5	4	3			18
	Average Salary	54,169	N/A	45,882	68,767	60,157	79,820			61,640
TOTAL	Number	1,007	623	265	224	189	121	94	11	2,534
	Average Salary	59,883	66,152	70,424	70,006	70,552	81,846	88,952	65,796	66,370

The average salary figures represent the expected 2014 pensionable earnings. Note that salary amounts for categories with less than 2 members have been omitted for confidentiality reasons.

Appendix C: Going Concern Assumptions and Cost Methods

Going Concern Actuarial Assumptions

A member's entitlements under a pension plan are generally funded during the period over which service is accrued by the member. In other words, the cost of a pension plan's benefits is allocated in some fashion over the member's service. An actuarial valuation provides an assessment of the extent to which allocations relating to periods prior to a valuation date (often referred to as the actuarial liabilities) are covered by the Plan's assets.

The going concern valuation provides an assessment of a pension plan on the premise that the Plan continues on into the future indefinitely. In order to prepare a going concern valuation, two important elements need to be established:

- going concern assumptions in respect of future events upon which the Plan's benefits are contingent; and
- going concern methods which effectively determine the way in which the Plan's costs will be allocated over the members' service.

Together, the going concern assumptions and methods provide a basis from which a plan's cost can be estimated and also help establish an orderly program for meeting the ultimate cost of the Plan. The true cost of a plan, however, will emerge only as experience develops, investment earnings are received, and benefit payments are made.

This appendix summarizes the going concern assumptions and methods that have been adopted for the going concern valuation of the Plan at December 31, 2013. It is important to note that these assumptions and methods should be reviewed periodically to ensure that they adequately reflect the experience of the Plan and continue to satisfy the Plan's funding objectives.

Provision for Adverse Deviation

The provision for adverse deviation has been addressed by establishing an explicit dollar reserve rather than building conservatism into the going concern assumptions. Consequently, for this valuation:

- the going concern assumptions used for this valuation represent best estimate assumptions (i.e. they contain no provision for adverse deviation);
- the going concern liabilities determined using the best estimate assumptions (known as best estimate liabilities) contain no provision for adverse deviation;
- the provision for adverse deviation is shown explicitly in the going concern balance sheet;
- the provision for adverse deviation to be included in the going concern liabilities has been determined as 6.7% of the best estimate liabilities¹²; and
- the provision for adverse deviation to be included in the current service cost has been determined as 6.7% of the best estimate current service cost rate.

The provision for adverse deviation for this valuation has been chosen based on discussions with the Trustees regarding the preferred level of margins in relation to the need for financial security for existing plan members against overly conservative contribution requirements that potentially results in both intergenerational inequities among members and unnecessary financial strain on the employer. To this end, the Plan's funding objectives have been referred to for guidance and only adverse events that are plausible in usual operations have been contemplated.

The provision for adverse deviation for the previous valuation was addressed by establishing an explicit dollar reserve of 5.0% of best estimate liabilities.

Going Concern Assumptions

The actuarial assumptions and methods used in the December 31, 2012 valuation were reviewed for appropriateness, and based on this review a number of assumptions have changed. The following table summarizes the assumptions used for this valuation, along with the assumptions used as at December 31, 2012.

¹² If the provision for adverse deviation of 6.7% of best estimate liabilities established for this valuation was reflected in the form of a reduced going concern discount rate assumption, the going concern discount rate assumption would reduce from 6.90% per annum to approximately 6.50% per annum.

	December 31, 2013	December 31, 2012																																				
Demographic																																						
Mortality	CPM Private (unadjusted)	UP94 Generational																																				
Termination of employment	<table border="1"> <thead> <tr> <th><u>Age</u></th> <th><u>Male</u></th> <th><u>Female</u></th> </tr> </thead> <tbody> <tr> <td>20</td> <td>7.5%</td> <td>12.6%</td> </tr> <tr> <td>30</td> <td>4.2%</td> <td>9.4%</td> </tr> <tr> <td>40</td> <td>1.5%</td> <td>5.0%</td> </tr> <tr> <td>50</td> <td>0.5%</td> <td>1.2%</td> </tr> <tr> <td>60</td> <td>0.1%</td> <td>0.2%</td> </tr> </tbody> </table>	<u>Age</u>	<u>Male</u>	<u>Female</u>	20	7.5%	12.6%	30	4.2%	9.4%	40	1.5%	5.0%	50	0.5%	1.2%	60	0.1%	0.2%	<table border="1"> <thead> <tr> <th><u>Age</u></th> <th><u>Male</u></th> <th><u>Female</u></th> </tr> </thead> <tbody> <tr> <td>20</td> <td>7.5%</td> <td>12.6%</td> </tr> <tr> <td>30</td> <td>4.2%</td> <td>9.4%</td> </tr> <tr> <td>40</td> <td>1.5%</td> <td>5.0%</td> </tr> <tr> <td>50</td> <td>0.5%</td> <td>1.2%</td> </tr> <tr> <td>60</td> <td>0.1%</td> <td>0.2%</td> </tr> </tbody> </table>	<u>Age</u>	<u>Male</u>	<u>Female</u>	20	7.5%	12.6%	30	4.2%	9.4%	40	1.5%	5.0%	50	0.5%	1.2%	60	0.1%	0.2%
<u>Age</u>	<u>Male</u>	<u>Female</u>																																				
20	7.5%	12.6%																																				
30	4.2%	9.4%																																				
40	1.5%	5.0%																																				
50	0.5%	1.2%																																				
60	0.1%	0.2%																																				
<u>Age</u>	<u>Male</u>	<u>Female</u>																																				
20	7.5%	12.6%																																				
30	4.2%	9.4%																																				
40	1.5%	5.0%																																				
50	0.5%	1.2%																																				
60	0.1%	0.2%																																				
Retirement (active members)	Table based on age	Table based on age																																				
Retirement (deferred members)	100% at age 55	100% at age 55																																				
Disability	Nil	Nil																																				
Economic																																						
Discount rate	6.90% per annum net of all expenses	7.00% per annum net of all expenses																																				
Inflation rate	2.50% per annum	2.50% per annum																																				
Salary increase	Contractual and 3.50% per annum thereafter	3.50% per annum																																				
Seniority, merit, and promotion increases	Table based on age (see below)	Table based on age (see below)																																				
Overtime adjustment	Table based on union (see below)	Table based on union (see below)																																				
YMPE increase	3.50% per annum	3.50% per annum																																				
ITA maximum pension limit	\$2,770 in 2014, and 3.50% increase per annum thereafter	\$2,697 in 2013, and 3.50% increase per annum thereafter																																				
Other																																						
Expenses	Included in discount rate (35 bps)	Included in discount rate (30 bps)																																				
Interest rate credited on employee contributions	Inflation plus 2.0%	Inflation plus 2.0%																																				
Proportion with spouses of opposite gender	80%	80%																																				
Age of female spouse	3 years younger than male spouse	3 years younger than male spouse																																				

Demographic Assumptions

Mortality

Benefits paid from the Plan in respect of a particular member are contingent on the survival of the member and/or the member's spouse. For example:

- If an active member dies prior to retirement, pre-retirement death benefits are triggered;
- A pension is paid to a pensioner only while the pensioner is alive;
- Where a member has elected a joint and survivor form of benefit, a pension is paid to the pensioner's spouse in the event the pensioner predeceases the spouse.

Consequently, an assumption regarding the survival of members and, where applicable, spouses to each age into the future has been made.

For this valuation, the gender-distinct mortality rates have been assumed to be in accordance with the 2014 Canadian Pensioner Mortality Table (Private Sector), unadjusted with mortality improvements in accordance with CPM Improvement Scale B. The previous valuation used the Uninsured Pensioner 1994 mortality table with generational mortality improvements.

The CPM 2014 Private table is derived from the mortality experience of Canadian pensioners who have retired from public sector plans with a large representation from retired teachers. This table is considered a best estimate representation of the mortality of such pensioners. Applying the CPM-B projection scale generationally provides allowance for improvements in mortality after 2014 and is expected to represent the rate of improvement for Canadian pensioners.

Generational improvement in mortality as per CPM Improvement Scale B was implemented to reflect projected improved mortality. Generational mortality rates depend on the year of birth of a member and vary by age. For example, at the valuation date, the mortality rate at age 80 for a member age 70 at the valuation date (i.e. 36.76 expected deaths per 1,000 lives for males in the table below) will be higher than the mortality rate at age 80 for a member age 60 at the valuation date (i.e. 33.34 expected deaths per 1,000 lives for males in the table below). The mortality rates decline due to projected mortality improvements over time.

Mortality rates per 1,000 lives at selected ages are shown on the following page.

Mortality per 1,000 lives – Male

Current age	Mortality per 1,000 lives at each future age				
	80	85	90	95	100
60	33.34	63.96	122.16	226.47	332.68
70	36.76	68.47	128.18	234.31	342.83
80	45.07	76.19	135.05	242.43	353.29
90	n/a	n/a	145.87	248.36	363.20

Mortality per 1,000 lives – Female

Current age	Mortality per 1,000 lives at each future age				
	80	85	90	95	100
60	23.86	45.98	91.78	177.10	287.21
70	26.08	49.22	96.31	183.24	295.97
80	30.00	54.56	101.47	189.58	304.99
90	n/a	n/a	109.60	194.23	313.55

Termination of Employment

A member's benefit entitlement under the Plan is affected by whether the member terminates employment prior to retirement for reasons other than death. In order to account for this in the calculation of the actuarial liability, an assumption regarding the probability that a member will terminate employment for reasons other than death has been made.

The termination rates were developed based on a review of Plan experience. Subsequent actuarial valuations indicate that these rates remain appropriate as the resulting actuarial gains and losses have been relatively small. Consequently, the termination rates are considered to be best estimate. The rates used in this valuation are unchanged from the previous valuation and are shown in the following table:

Age	Annual Termination Rate	
	Male	Female
20	7.5%	12.6%
25	7.5%	12.6%
30	4.2%	9.4%
35	2.6%	7.0%
40	1.5%	5.0%
45	1.0%	3.0%
50	0.5%	1.2%
55	0.3%	0.7%
60	0.1%	0.2%

If a member is vested on termination, the member is assumed to commence the deferred pension at the age that maximizes the value of the deferred pension.

Retirement Ages

A member's benefit entitlement under the Plan is dependent on when the member decides to commence, or is deemed to commence to receive, a pension from the Plan (referred to as "retirement from the Plan"). The terms of the Plan determine the pension that is payable to a member on retirement from the Plan and is dependent on whether the member retires, dies or terminates from active employment. Accordingly, an assumption with respect to when a member is expected to retire from the Plan has been made. The rates were developed from actual Plan experience.

In accordance with Bylaw 9224, changes were made to the early retirement subsidies provided to members. More specifically, the age at which a member is entitled for an unreduced pension has been increased by two (2) years for service earned on or after January 1, 2015. It is anticipated that this change in the early retirement subsidies will result in members gradually delaying their retirement in the future. In order to capture this anticipated change in retirement behavior of members, retirement rates for the December 31, 2013 valuation have been assumed to be in accordance with the same rates as the previous valuation, but gradually increasing by two (2) years by 2029.

The following table summarizes sample retirement rates for the December 31, 2013 valuation based on age and year of retirement:

Year	Age	Retirement Rate
2014 - 2021	52 to 59	5%
	60	50%
	61 to 64	20%
	65	100%
2022 - 2028	53 to 60	5%
	61	50%
	62 to 64	20%
	65	100%
2029 and thereafter	54 to 61	5%
	62	50%
	63 to 64	20%
	65	100%

Deferred members are assumed to retire at age 55, which is unchanged from the previous valuation.

Disability

For this valuation, the probability of future disability of current active members was assumed to be nil. Members who become disabled continue to accrue benefits based on earnings in effect from time to time for the member's regular employment classification, and therefore are included in the active data.

Proportion with Spouses and Age of Spouse

The Plan provides for certain survivor benefits to be paid to the surviving spouse of a member. Specifically, for pre-2015 service, if a member has a spouse at the time the member commences to receive a pension and if the spouse survives the member, a lifetime pension will continue to the surviving spouse at the rate of 60% of that payable to the member at the time of the member's death. If, however, a member does not have a surviving spouse at retirement, the member's pension will cease on the member's death. If the member had not received at least 60 monthly payments, any remaining balance of the 60 monthly payments will be paid to the member's beneficiary.

As a member's benefit is dependent on whether there is a spouse at the time of pension commencement, an assumption has been made in this regard. Specifically, 80% of members are assumed to have a spouse of the opposite sex at their assumed retirement age. The remaining 20% of members are assumed to not have a spouse. Spouses are assumed to be three years older than members if the member is female, and three years younger if the member is male. These assumptions have been based on an analysis of retirements over the last several years and are considered best estimate. They are unchanged from the previous valuation.

Economic Assumptions

Discount Rate

The actuarial present value of a future stream of benefit payments represents an estimate of the assets required at the valuation date that, together with future investment income, will be sufficient to provide for the future benefit stream. Therefore, in calculating actuarial present values, it is necessary to make an assumption with respect to the future expected investment returns that will be earned by the assets. This future investment rate of return is called the discount rate.

In selecting the going concern discount rate assumption, the following factors are typically taken into consideration:

- The Plan's investment policy;
- Long-term historical trends;
- The expected return on the invested assets; and
- The pattern of future expected benefit payments.

The discount rate for this valuation has been established as the long-term rate of investment return that the Plan is expected to earn, net of all expenses paid from the plan. More specifically, the discount rate has been established based on:

- the current asset mix of the plan's invested assets;
- an underlying long-term inflation rate of 2.5% per annum;
- expected long-term passively managed asset class returns which are represented by the mean return over a 30 year period resulting from a Monte Carlo simulation applied to Aon's proprietary multi-variable asset model;
- an expense rate of 0.35% being charged to the plan in the future which is consistent with historical experience; and
- an additional net return expectation of 0.20% per annum that is expected from employing an actively managed investment strategy and is consistent with the historical investment management expenses charged to the plan less estimated passively managed costs.

The following table illustrates the development of the discount rate assumption:

Expected long-term passively managed asset class return	7.05% per annum
Expenses paid from plan	(0.35%) per annum
Additional net return from active management	<u>0.20%</u> per annum
Discount rate assumption	6.90% per annum

As described previously, the going concern assumptions represent best estimate assumptions and, therefore, the discount rate assumption has been set equal to the best estimate rate of return on assets of 6.90% per annum. If the investment policy should target less equity exposure in the future, the discount rate assumption would need to be lowered. Furthermore, it is noted that the actual rate of return over the lifetime of the plan could vary significantly from the assumed rate of 6.90% per annum. The previous valuation used an assumed discount rate of 7.00% per annum net of all expenses.

Underlying Inflation Rates

Long-term inflation is expected to be 2.50% per annum. This reflects our best estimate of future inflation considering current economic and financial market conditions. This is unchanged from the previous valuation.

Increases in Pensionable Earnings

As the benefits paid to a member from the Plan are dependent on the member's future pensionable earnings, it is necessary for a going concern valuation to make an assumption regarding the future increases in such earnings.

As per the Plan's terms, pensionable earnings for the purpose of determining a member's pension at retirement and the required employee and City contributions includes all remuneration received by a member, including overtime earnings. The following table summarizes the unions who had members participating in the Plan as at December 31, 2013, along with a code indicating whether or not members within a specific union are allowed to earn overtime earnings:

Union	Overtime Earnings Allowed?
47	Yes
59	Yes
222	No
230	No
292	No
300	Yes
319	Yes
615	Yes
701	No
705	No
710	No
715	No
720	No
859	Yes
2669	Yes

In order to determine a member's future pensionable earnings, the following methodology was used:

1. Each active member's 2014 base earnings (i.e. excluding overtime earnings) are assumed to increase up until the time the member retires, dies or terminates from active employment, first with contractual increases, and then at the rate of 3.5% per annum (which consists of 2.5% for inflation and 1.0% for productivity). The contractual increases are shown in the following table.

Year	Contractual Increase in Year
2014	2.20%
2015	2.65%
2016	2.65%

In addition, a merit and promotional increase is provided based on age, in accordance with the following table.

Age	Expected Increase in Year Following Age
Under age 28	2.28%
28 to 32	1.83%
33 to 37	1.50%
38 to 42	1.25%
43 to 47	0.87%
48 to 52	0.29%
53 to 57	(0.22%)
58 to 62	(0.69%)
Over age 62	(1.00%)

This is unchanged from the previous valuation.

2. To account for overtime earnings, the base earnings as determined in 1) above are adjusted as follows:

- For active members under the age of 48 as at valuation date, base earnings are increased by the following one-time increases:

Union	% Increase in Base Earnings On Valuation Date to Account for Overtime Earnings	% Increase in Base Earnings At Age 48 to Account for Overtime Earnings
47	10%	5%
59	2.5%	2%
222	0%	0%
230	0%	0%
292	0%	0%
300	20%	0%
319	13%	7%
615	10%	10%
701	0%	0%
705	0%	0%
710	0%	0%
715	0%	0%
720	0%	0%
859	10%	10%
2669	2%	0%

- For active members age 48 and over as at valuation date, base earnings are increased by the following one-time increase on the valuation date:

Union	% Increase in Base Earnings On Valuation Date to Account for Overtime Earnings
47	15%
59	4%
222	0%
230	0%
292	0%
300	20%
319	20%
615	20%
701	0%
705	0%
710	0%
715	0%
720	0%
859	20%
2669	2%

The above adjustments for overtime earnings were the same in the previous valuation.

The 2013 annualized base earnings provided were increased by the actual amount agreed to in the applicable collective agreement to estimate each member's expected annualized base earnings for 2014. Note that the percentage increases above were based on historical earnings information.

Year's Maximum Pensionable Earnings (YMPE) Levels

As the benefits paid to a member from the Plan are dependent on the future YMPE, it is necessary for a going concern valuation to make an assumption regarding the future increases in the YMPE.

The 2014 YMPE of \$52,500 is assumed to increase at 3.50% per annum, which consists of 2.50% for inflation and 1.0% for productivity. This is unchanged from the previous valuation.

Maximum Pension Limit

The *Income Tax Act* maximum annual pension of \$2,770.00 per year of pensionable service for 2014 is assumed to increase by 3.50% per annum thereafter. This is unchanged from the previous valuation.

Interest on Member Contributions

As the Plan's benefits are dependent to some degree on the member contribution account balances (for example, the Plan must refund the portion of the member's accumulated contribution account balance that exceeds 50% of the value of the pension on termination, pre-retirement death or retirement), it is necessary

to make an assumption regarding the interest rate that will be credited to member contribution account balances in the future.

It has been assumed that member contribution account balances will be credited with interest at the assumed inflation rate plus 2.0% per annum. This is based on our expected long-term rates of return for 5-year term deposits. This is unchanged from the previous valuation.

Other Assumptions

Expenses

Expenses relating to investment management fees and certain administration and consulting fees incurred in relation to the Plan are paid from the Plan's assets. Consequently, it is appropriate that an assumption regarding such expenses be made.

Expenses expected to be paid from the Plan are assumed to be 35 basis points. Investment management expenses are expected to be 25 basis points, of which 5 basis points relates to passive management expenses. Administrative expenses are expected to be 10 basis points. It is also assumed that the active investment management expenses will be offset by the value added by active management in the total return on invested assets. These expenses are taken into account in the discount rate assumption and are considered best estimate. The previous valuation assumed total expenses to be 30 basis points.

Going Concern Actuarial Cost Method

An actuarial cost method is a technique used to allocate in a systematic and consistent manner the expected cost of a pension plan over the years of service during which plan members earn benefits under the Plan. By funding the cost of a pension plan in an orderly and rational manner, the security of benefits provided under the terms of the Plan in respect of service that has already been rendered is significantly enhanced.

The Attained Age Actuarial Cost Method has been used for this valuation. Under this method, the actuarial present value of benefits in respect of past and future service is compared with the actuarial asset value (which includes the present value of future fixed rate contributions), revealing either a surplus or an unfunded liability. The surplus or unfunded liability includes a reserve for future service deficiency costs that results from the Plan's fixed rate contributions being less than the current service cost.

The actuarial present value at the valuation date of benefits for all future service accruing after the valuation date is expressed as a level percentage of the actuarial present value at the valuation date of the pensionable earnings for these future years. This level percentage is then applied to the estimated pensionable earnings in the year following the valuation date to determine the current service cost for that year.

When calculating the actuarial present value of benefits at the valuation date, the present value of all retirement, termination and pre-retirement death benefits are included. For each member, the retirement, termination and pre-retirement death benefits for a particular period of service are first projected each year into the future taking into account future vesting, early retirement entitlements and minimum pension/value entitlements. These projected benefits for each future year are then capitalized, multiplied by the probability of the member leaving the Plan in that year and discounted with interest and survivorship to the valuation date. The actuarial present value of benefits for the particular period of service is then determined by summing the present values of these projected benefits.

The pattern of future contributions necessary to fund future benefit accruals is a level percentage of pensionable earnings.

In the event of future adverse experience, contributions in addition to the current service cost calculated under the Attained Age Method may be required to ensure that the Plan's assets are adequate to provide the benefits. Conversely, favorable experience may generate surplus, which may serve to reduce future contribution requirements and/or improve benefits. The previous valuation also used the Attained Age Actuarial Cost Method.

Going Concern Actuarial Asset Value Method

The actuarial asset value consists of two components: an asset value for invested assets, calculated based on the invested assets in the trust fund, and the present value of future fixed rate contributions.

To determine the actuarial value of the invested assets, a smoothing methodology is applied to the market value of the Plan's invested assets at the valuation date.

Under this method, the actuarial value of the investment income for each year, net of all expenses, is determined as the sum of the actuarially required net investment income on the market value of assets and an amortization adjustment. The actuarially required net investment income is determined as the amount of net investment income that results in a net rate of return on the market value of assets equal to the assumed valuation discount rate for the year.

The amortization adjustment is determined by amortizing over a five-year period, the difference between the actual net investment income over the actuarially required net investment income for that year.

Following determination of the smoothed value of assets as described above, a further constraint is applied. The actuarial value of assets is restricted to be no less than 90% or more than 110% of the market value of assets.

The previous valuation used the same methodology to determine the actuarial value of assets.

Contingency Reserve

The Plan requires the establishment of a reserve for contingencies. The amount of the contingency reserve is calculated as the lesser of:

- a) 5% of the actuarial value of the invested assets plus 5% of the total of the accrued liabilities and the future service deficiency;
- b) the maximum surplus as contemplated in Section 147.2(2) of the *Income Tax Act*; and
- c) the actual amount of surplus, or nil if there is no surplus.

Appendix D: Solvency Assumptions and Methods

The Act requires that the Plan's financial position at the valuation date be assessed under the premise that the Plan is terminated and wound up on the valuation date. The Plan's liabilities calculated under this premise (known as the solvency basis) are determined using assumptions and methods prescribed by the *Act*. If the Plan's liabilities under the solvency basis exceed the assets of the Plan then additional funding contributions may be required.

The following summarizes the prescribed assumptions and methods that make up the solvency basis for the Plan at the valuation date. It is important to note that while the solvency valuation has been performed using assumptions prescribed by the *Act*, such legislation requires judgement to be exercised in setting certain assumptions, especially as it relates to determining:

- the proportion of the Plan's benefits expected to be settled by way of annuity purchase and by way of lump sum settlement; and
- the hypothetical annuity purchase rates at the valuation date.

Consequently, if the Plan was terminated on the valuation date, the solvency liabilities may be different than the actual Plan liabilities. Such differences may be attributed to:

- differences between the actual and assumed proportion of benefits being settled by annuity purchase and lump sum benefits; and
- an actual annuity purchase rate that is different than the rates assumed to be representative of the annuity market on the valuation date.

Solvency Assumptions

Proportion of benefits settled by lump sum settlement and annuity purchase	<p>The following members are assumed to have their benefit entitlement settled by way of annuity purchase on plan termination:</p> <ul style="list-style-type: none"> ▪ all members receiving a monthly pension at the valuation date; and ▪ all other members who are entitled to retire and commence an immediate unreduced pension on the valuation date. <p>All other members are assumed to have their benefit entitlement settled by way of a lump sum settlement</p>
Discount rate – annuity purchase	<p>The discount rate assumed to apply to benefits that are settled by way of annuity purchase is 3.9% per annum. This discount rate assumption is representative of the rate that, together with the UP94 Generational Mortality Table, approximates annuity purchase rates at the valuation date, in accordance with guidance on solvency valuations provided by the Canadian Institute of Actuaries.</p>
Discount rate – lump sum settlements	<p>The discount rate assumed to apply to benefits that are settled by way of lump sum settlement is 3.0% per annum for 10 years and 4.6% per annum thereafter in accordance with accepted actuarial practice as at the valuation date.</p>
Salary, YMPE and Maximum Pension Limits	<p>No future increase is assumed since no future salary, YMPE or maximum pension limit increases are taken into account in the Plan termination benefits.</p>
Expenses	<p>It was assumed that wind-up expenses, if the Plan were terminated, would be \$500,000.</p>

Mortality – annuity purchases	For benefits that are settled by way of annuity purchase, mortality is assumed to be in accordance with the gender-distinct rates of the UP94 Generational Mortality Table. This mortality assumption is representative of the mortality rates that, together with the discount rate assumption of 3.9%, approximate annuity purchase rates at the valuation date, in accordance with guidance on solvency valuations provided by the Canadian Institute of Actuaries.
Mortality – lump sum settlement	For benefits that are settled by way of lump sum settlement, mortality is assumed to be in accordance with the unisex rates generated from the UP94 Generational Mortality Table in accordance with the accepted actuarial practice as at the valuation date.
Termination rates	All members who are actively employed by the City on the valuation date are assumed to terminate their employment on this date and subsequently retire from the Plan in accordance with the retirement age assumption summarized below.
Retirement Age	<p>The age at which members are assumed to retire from the Plan varies depending on the specifics of each member as follows:</p> <ul style="list-style-type: none"> ▪ Members entitled to retire from the Plan and commence an immediate unreduced pension on the valuation date are assumed to do so (age 60, rule of 80 or 35 years of service); ▪ Members entitled to retire from the Plan and commence an immediate reduced pension on the valuation date (at least age 55) are assumed to do so; ▪ Members who are not entitled to retire and receive an immediate pension are assumed to retire from the Plan at age 65.

Proportion with a spouse upon retirement from the Plan and spousal age	80% of the members who have not retired from the Plan on the valuation date are assumed to have a spouse of the opposite gender upon retirement from the Plan. The remaining 20% of members are assumed not to have a spouse. Such spouses are assumed to be three years older than the member if the member is female and three years younger if the member is male.
--	---

Solvency Valuation Methods

The solvency liabilities have been calculated as the actuarial present value of the benefits prescribed to be valued under the *Act*. These prescribed benefits are those benefits to which a Member would be entitled if the Plan was terminated on the valuation date.

It is further noted that the solvency liabilities do not take into consideration any benefit reductions that may be required in the event of Plan termination on the valuation date.

For purposes of the solvency valuation, assets have been valued at market value.

Appendix E: Summary of Plan Provisions

The following is a summary of the provisions of the Plan that materially affect the valuation. This summary reflects all plan amendments up to and including Bylaw 9224.

Eligibility

Eligible employees include employees of the City of Saskatoon not covered by the Saskatoon Police Pension Plan, the Saskatoon Firefighters Pension Plan and the Defined Contribution Pension Plan for Seasonal and Non-Permanent part-time Employees. Eligible employees join the Plan on the date they become an employee.

Members' Contributions

All active members are required to contribute in accordance with the following table.

	Earnings up to YMPE	Earnings above YMPE
Prior to January 1, 2014	7.5%	9.1%
Effective January 1, 2014	7.8%	9.4%
Effective January 1, 2015	8.1%	9.7%
Effective January 1, 2016	8.4%	10.0%

Employer's Contributions

The Plan provides that the City is obligated to contribute the following amounts:

1. an amount equal to the employee required contributions; and
2. any additional amounts necessary, as determined by the Actuary, to maintain the fund at a level to meet the minimum funding requirements prescribed by applicable legislation.

Retirement Date

The normal retirement date is the first day of the month immediately following the attainment of age 65.

A member can retire with an immediate pension on the first day of the month on or after the earlier of:

1. age 55;
2. 35 years of contributory service; or
3. the date on which the sum of the member's age and years of contributory service equals at least 80.

A member may elect to retire without reduction at any time after the earlier of:

- For service prior to January 1, 2015, age 60, 35 years of contributory service, or the date on which the sum of the member's age and years of contributory service equals at least 80; and
- For service after December 31, 2014, age 62, 35 years of contributory service, or the date on which the sum of the member's age and years of contributory service equals at least 85.

If a member is not eligible for an unreduced pension, the member may retire and receive a pension that is reduced by 0.3% for each month that the early retirement date precedes the date when the member would have been entitled to an unreduced pension. Employment is assumed to continue for the 35 rule for the purposes of determining this reduction while employment is not assumed to continue for the 80 rule or the 85 rule.

In the case of early retirement on grounds of ill health, the retirement benefit is payable without reduction.

A member may work beyond the normal retirement date while continuing to accrue future service and making required contributions to the Plan. Retirement cannot be deferred beyond the latest age permitted by the *Income Tax Act* for a pension to commence from the Plan.

Retirement Income

Upon retirement, a member will receive a retirement benefit based on contributory service, Best Average Earnings (BAE), and the final three-year average YMPE in the year of retirement and the previous two years as follows:

1. Amount payable prior to age 65:
 - 2% of BAE multiplied by the number of years of contributory service;
2. Amount payable after age 65:
 - (a) For years of contributory service prior to 1966, January 1, 1990 to December 31, 1993, and after December 31, 2013:
 - (i) 1.4% of the portion of the BAE up to the final three-year average YMPE, multiplied by the number of years of contributory service;
 - PLUS
 - (ii) 2% of the portion of the BAE in excess of the final three-year average YMPE, if any, multiplied by the number of years of contributory service.
 - (b) For years of contributory service from January 1, 1966 to December 31, 1989, and from January 1, 1994 to December 31, 2013, 2% of BAE multiplied by the number of years of contributory service.

Best Average Earnings (BAE) for members is defined as follows:

- i. For service prior to January 1, 2015, the average earnings, including overtime earnings, for the 48 consecutive months of employment with the City during which the member's earnings (including overtime earnings) were the highest.
- ii. For service after December 31, 2014, the lesser of:
 - (i) above, and
 - The sum of:
 - (a) The average earnings, excluding overtime, for the 60 consecutive months of employment with the City during which the member's earnings (excluding overtime) were the highest; and
 - (b) the average overtime earnings received by a member on or after January 1, 2015, for the 84 consecutive months of employment with the City during which the member's overtime earnings were the highest. For greater clarity, overtime earnings prior to January 1, 2015 shall not be included in determining the BAE for service on or after January 1, 2015.

A test is done at retirement to determine whether the member's accumulated contributions with interest provide more than 50% of the value of the pension benefit. In the event that there are excess contributions these may be used to provide additional pension benefits to the member on a defined contribution basis or be payable in cash.

Indexing

Members who were active in the Plan as at December 31, 2000, and who retire from employment on or after January 1, 2001, shall receive annual indexing commencing the January 1 on or after having been retired for at least one full year. Indexing for a given year shall be at 100% of the increase in the Consumer Price Index (CPI) for the year immediately preceding the given year until such time as the annual increase in CPI is greater than the following:

A – B

where A is equal to 7.2% multiplied by the ratio of the Member's contributory service accrued prior to January 1, 2001, to the Member's total contributory service at the retirement date, accumulated with interest from the date of retirement to the January 1 of the given year at the going concern interest rate used in the actuarial valuation; and

B is equal to the aggregate of the percentage increases of CPI granted each prior January 1 accumulated with interest at the same going concern interest rate to the January 1 of the given year.

At the time the annual increase in the CPI is greater than A – B above, an increase equal to a percentage of such annual increase in the CPI shall be provided such that the resulting increase equals A – B above. Thereafter, no further indexing shall be provided.

Indexing is also provided for pensions in pay at December 31, 2000, using the same basis as used for active members described in the above paragraph except that A and B are determined as follows:

A is equal to 7.2% multiplied by the ratio of the Member's Contributory Service accrued prior to January 1, 1998, to the Member's total Contributory Service at the retirement date, accumulated with interest from the later of January 1, 1998, and the Member's retirement date to the January 1 of the given year at the going concern interest rate used in the actuarial valuation, and A is further increased by 1.35% at January 1, 2001; and

B is equal to the aggregate of the percentage increases of CPI granted each prior January 1 since January 1, 1999, accumulated with interest at the same going concern interest rate.

The table on the following page shows the maximum percentage increases granted under this indexing provision.

Date	Percentage
January 1, 2003	4.3%
January 1, 2004	1.6%
January 1, 2005	2.4%
January 1, 2006	2.0%
January 1, 2007	1.4%
January 1, 2008	2.5%
January 1, 2009	2.0%
January 1, 2010	1.0%
January 1, 2011	2.0%
January 1, 2012	2.9%
January 1, 2013	0.8%
January 1, 2014	0.9%

Disability Provisions

Periods during which a member is in receipt of long-term disability benefits provided by the City count as contributory service. A disabled member is not required to contribute to the Plan, and deemed earnings are used in applying the pension formula.

Death Benefits before Retirement

Upon the death prior to retirement of an active or disabled member, or a terminated member who is vested, an amount equal to the greater of:

- 1) two times the member's required contributions with interest plus the member's transfer-in account with interest at the date of death shall be paid to the member's spouse or beneficiary, as the case may be; and
- 2) the commuted value of the pension benefits plus any excess contributions (where the commuted value calculation excludes the 7.2% indexing provision).

Upon the death of a terminated member who is not vested, an amount equal to the member's required contributions with interest plus the member's transfer-in account with interest shall be paid to the member's spouse or beneficiary.

Normal Form of Pension

The normal form of pension for a member who does not have a spouse and who retires on or after January 1, 1998, is a lifetime pension with a 10 year guarantee. For retirements before January 1, 1998 the normal form was a lifetime pension with a five year guarantee.

The normal form of pension for a member who has a spouse is equal to:

- a) For service prior to January 1, 2015, a joint and survivor pension which provides that benefits will be made for the lifetime of the member with 60% of the member's pension continuing to the member's surviving spouse upon the member's death, with the member's pension guaranteed for 60 months from the date of retirement.
- b) For service after December 31, 2014, a joint and survivor pension which provides that benefits will be made for the lifetime of the member with 60% of the member's pension continuing to the member's surviving spouse upon the member's death, with the member's pension guaranteed for 60 months from the date of retirement. The normal form of pension for a member who has a spouse shall be actuarial equivalent to the normal form of pension for a member without a spouse for service accrued after December 31, 2014.

Optional forms of pension are available to all members on an actuarial equivalent basis.

Termination of Employment

A member is vested the earlier of:

1. completion of two years of continuous employment with the City; or
2. attaining age 65.

In the event of termination of employment before the member is vested, an amount equal to the member's accumulated required contributions with interest and the member's transfer-in account with interest will be refunded.

In the event of termination of employment after the member has become vested, the value of the benefit shall be the greater of:

- 1) the commuted value of the accrued deferred pension benefit plus any excess contributions where the commuted value excludes the 7.2% indexing provision; and
- 2) a multiple of the member's accumulated required contributions with interest as determined in the following table:

<u>Years of Contributory Service</u>	<u>Multiple of Required Contributions</u>
25 years or more	2.0
24 years (<25)	1.9
23 years (<24)	1.8
22 years (<23)	1.7
21 years (<22)	1.6
20 years (<21)	1.5
< 20 years	1.0

In addition, the member will receive the member's transfer-in account with interest.

Appendix F: Plan Administrator's Certification

With respect to the *General Superannuation Plan for City of Saskatoon Employees Not Covered by the Police and Fire Departments' Superannuation Plans* and forming part of an actuarial report on an valuation of this plan as at December 31, 2013:

I hereby certify that to the best of my knowledge and belief,

- a) the summary of the Plan provisions contained in this report is a complete and accurate summary of the terms of the Plan;
- b) the membership data supplied to the actuary provides a complete and accurate description of all persons who are entitled to benefits under the terms of the Plan in respect of service up to the date of the valuation;
- c) the asset data supplied to the actuary provides a complete and accurate description of the market value of the pension fund assets as of the valuation date; and
- d) all events subsequent to the valuation date that may have an impact on the results of the valuation have been communicated to the actuary.

Date September 26, 2014

Signed Richard Heusdens

Name Richard Heusdens

Authorized signature for the General Superannuation Plan for City of Saskatoon Employees Not Covered by the Police and Fire Departments' Superannuation Plans

Contact Information

Troy Milnthorp

Associate Partner

Aon Hewitt

Retirement

+1.306.934.8698

troy.milnthorp@aonhewitt.com

Joe Schmuecker

Consultant

Aon Hewitt

Retirement

+1.306.934.8684

johanan.schmuecker@aonhewitt.com

About Aon Hewitt

Aon Hewitt is the global leader in human capital consulting and outsourcing solutions. The company partners with organizations to solve their most complex benefits, talent and related financial challenges, and improve business performance. Aon Hewitt designs, implements, communicates and administers a wide range of human capital, retirement, investment management, health care, compensation and talent management strategies. With more than 30,000 professionals in 90 countries, Aon Hewitt makes the world a better place to work for clients and their employees.

For more information on Aon Hewitt, please visit aonhewitt.com/canada.

About Aon

Aon plc (NYSE:AON) is the leading global provider of risk management, insurance and reinsurance brokerage, and human resources solutions and outsourcing services. Through its more than 66,000 colleagues worldwide, Aon unites to empower results for clients in over 120 countries via innovative and effective risk and people solutions and through industry-leading global resources and technical expertise. Aon has been named repeatedly as the world's best broker, best insurance intermediary, best reinsurance intermediary, best captives manager, and best employee benefits consulting firm by multiple industry sources. Visit aon.com for more information on Aon and aon.com/manchesterunited to learn about Aon's global partnership with Manchester United.

© 2014 Aon Hewitt Inc. All Rights Reserved.

This document contains confidential information and trade secrets protected by copyrights owned by Aon Hewitt. The document is intended to remain strictly confidential and to be used only for your internal needs and only for the purpose for which it was initially created by Aon Hewitt. No part of this document may be disclosed to any third party or reproduced by any means without the prior written consent of Aon Hewitt.

Acquisition of Land Owned by Akzo Nobel Chemicals Ltd. for North Commuter Parkway Project

Recommendation

1. That the Real Estate Manager be authorized to acquire a portion of Parcel A, Plan 63S09313, Extension 0, comprising approximately 11.19 acres from Akzo Nobel Chemicals Ltd.;
2. That the City Solicitor be requested to prepare the appropriate agreement and that His Worship the Mayor and the City Clerk be authorized to execute the agreement under the Corporate Seal; and
3. That all costs associated with the land acquisition be charged to the Capital Project Land Acquisition account for the North Commuter Parkway project.

Topic and Purpose

To receive approval for the purchase of a portion of Parcel A, Plan 63S09313, Extension 0, comprising approximately 11 acres of land, a portion of which is required for the North Commuter Parkway (NCP) project.

Report Highlights

1. The City of Saskatoon (City) requires a portion of land from Akzo Nobel Chemicals Ltd.'s (Akzo Nobel) property at 3910 Wanuskewin Road to accommodate construction of the future NCP project.

Strategic Goals

This report supports the long-term strategy of optimizing the flow of people and goods in and around the city under the Strategic Goal of Moving Around.

This report also supports the long-term strategy of protecting the City's credit rating and the four-year priority of exploring alternate sources of revenue to pay for ongoing operations under the Strategic Goal of Asset and Financial Sustainability.

Background

The Growing Forward! Shaping Saskatoon planning process identified the need for an additional river crossing in the northeast to accommodate increased commuter traffic between east residential neighbourhoods and the north end employment area. The functional plan for a new river crossing and connecting arterial road system as part of the NCP project was approved at the May 21, 2013, meeting of City Council.

This requires the south portion of Akzo Nobel's site located at 3910 Wanuskewin Road (Parcel A, Plan 63S09313, Extension 0), encompassing an area of approximately 11.19 acres.

Report

Land for Future North Commuter Parkway Project

As shown on Attachment 1, the proposed alignment of the NCP project roadway and bridge will connect Marquis Drive west of the river with McOrmond Drive on the east side of the river. To accommodate this alignment, acquisition of the south 11.19 acres of Akzo Nobel's site situated at 3910 Wanuskewin Road (Parcel A, Plan 63S09313, Extension 0) is required.

Subdivision of these lands result in operational impacts to Akzo Nobel's site that must be amended to make them whole again. The following modifications are to be made to the site by the City at its expense:

- move the Seller's railway spur line to a suitable location on the Seller's remaining land;
- undertake modifications to the Seller's parking lot required to replace a portion of the parking lot; and
- construct a wire security fence and plant trees along the south property line of the Seller's remaining land; and

The estimated cost of these expenses is \$660,000. In addition, the City will provide a payment of \$250,000 to Akzo Nobel for completion of onsite modifications to its chemical production facility to reduce odors, improve appearance, and increase safeguards regarding hazardous materials consumed on the site.

Other than the above-noted costs, there is no additional payment for the land. Akzo Nobel agrees to transfer the lands to the City in its "as is", "where is" condition "with all faults". The City in turn agrees to indemnify Akzo Nobel in respect to the environmental condition of the land.

Portions of the 11.19 acre site are environmentally contaminated with a variety of contaminants that require remediation. Corrective action options and related cost estimates provided indicate remediation costs of approximately \$3.5M, while the estimated market value of the 11.19 acre site, as if environmentally clean, is \$2.8M.

Initially, this would indicate a shortfall in values of \$700,000, however, once the lands required for the Right-of-Way and the undevelopable riverbank lands have been subdivided, a remnant parcel approximately 4.25 acres in size will remain. This development parcel will be sold after the project has been completed with the expectation that any initial shortfall will be recaptured through the sale.

Other Terms and Conditions of the Agreement include:

- Adjustment of taxes shall be as of the Possession Date.
- The City, at its cost, will undertake the survey and subdivision of the Land.

- Closing Date shall be 30 business days following notification from the City to the Seller that a Transform Approval Certificate has been received pursuant to the subdivision application.
- After the Possession Date, the City will take remedial action with respect to the environmental condition of the Land to the appropriate standards as required by the Ministry of the Environment (Saskatchewan).

Options to the Recommendation

There are no options to the recommendation as this land is required to accommodate the approved roadway.

Public and/or Stakeholder Involvement

Real Estate Services has discussed this purchase with the City's Transportation and Utilities Department.

Financial Implications

All costs related to this purchase will be funded by the NCP project (Capital Project 2407).

Other Considerations/Implications

There are no policy, environmental, privacy, or CPTED implications or considerations, and a communication plan is not required.

Due Date for Follow-up and/or Project Completion

At this time, no date has been identified for follow-up or project completion.

Public Notice

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

Attachment

1. Drawing Indicating Land for Acquisition

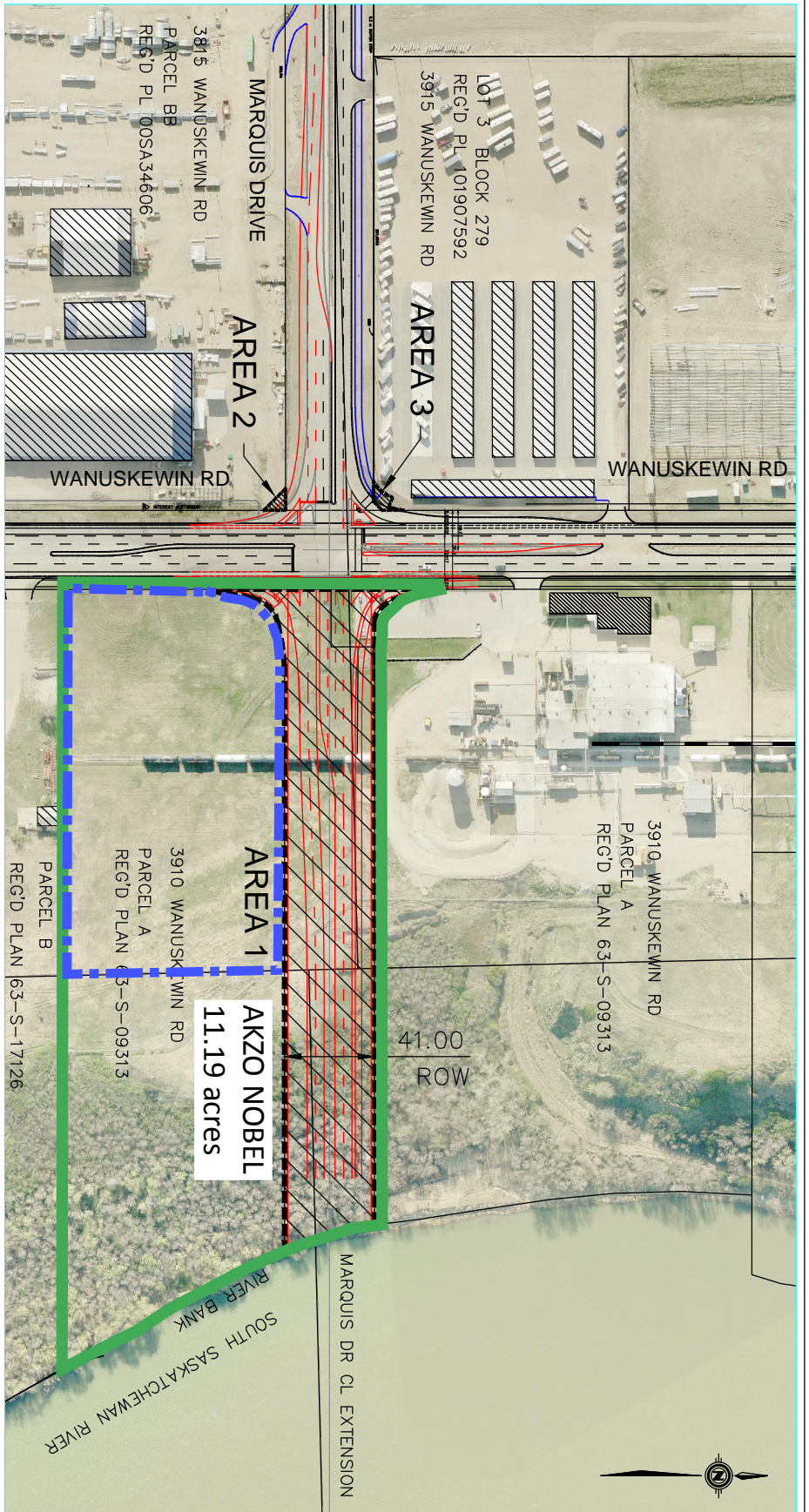
Report Approval

Written by: Keith Pfeil, Manager, Real Estate Services

Reviewed by: Frank Long, Director of Saskatoon Land

Approved by: Kerry Tarasoff, CFO/ General Manager, Asset & Financial Management
Murray Totland, City Manager

Akzo Nobel Land Acquisition_NCP



PROPERTY ACQUISITION AREA
FUTURE DEVELOPMENT PARCEL

highlighted in green
 outlined in blue



FUTURE ROADWAY

PLAN DESCRIPTION/REVISIONS
4 XXX XXX
3
2
1

DRAWN BY LCI
 DATE 2012-MAR-07
 SCALE : HOR. 1:3000 VERT. _____



CONCEPT PROPERTY ACQUISITION
 MARQUIS DRIVE EXTENSION
 2011 AERIAL IMAGE SHOWN

APPROVED

GENERAL MANAGER

ENGINEER

ENGINEER

PLAN NO. 240-0032-003r001

Acquisition of Land Owned by P.R. Developments for North Commuter Parkway Project

Recommendation

1. That the Real Estate Manager be authorized to purchase portions of Parcel A, Plan No. 65S22382, Extension 0; Parcel B, Plan No. 101392354 Extension 3; and Parcel C, Plan No. 101392680, Extension 2, comprising approximately 1.75 acres from P.R. Developments Ltd. at a purchase price of \$101,500;
2. That the City Solicitor be requested to prepare the appropriate agreement and that His Worship the Mayor and the City Clerk be authorized to execute the agreement under the Corporate Seal; and
3. That all costs associated with the land acquisition be charged to the Capital Project Land Acquisition account for the North Commuter Parkway Project.

Topic and Purpose

To receive approval for the purchase of portions of Parcel A, Plan No. 65S22382, Extension 0; Parcel B, Plan No. 101392354, Extension 3; and Parcel C, Plan No. 101392680, Extension 2, comprising approximately 1.75 acres of vacant land required for construction of part of the North Commuter Parkway Project.

Report Highlights

1. The City of Saskatoon (City) requires these lands for the North Commuter Parkway Project.
2. Terms of the Agreement include access to surrounding land during the construction period.

Strategic Goal

The North Commuter Parkway Project supports the City's long-term strategy of optimizing the flow of people and goods in and around the city under the Strategic Goal of Moving Around.

Background

At its meeting of May 21, 2013, City Council approved the functional plan for the North Commuter Parkway Project. The proposed plan includes widening and extending Central Avenue to accommodate construction of a four-lane arterial roadway. P.R. Developments Ltd. owns a portion of the land required for the widening.

Report

Land for North Commuter Parkway Project

Portions of Parcel A, Plan No. 65S22382, Extension 0; Parcel B, Plan No. 101392354, Extension 3; and Parcel C, Plan No. 101392680, Extension 2, are required to accommodate the proposed alignment of the North Commuter Parkway (Attachment 1).

Terms of the Agreement

Real Estate Services has negotiated a purchase agreement with the property owner, P.R. Developments Ltd. Noteworthy details of the Agreement are as follows:

- Purchase Price: \$101,500 due upon Closing (subsequent to subdivision).
- Conditions Precedent: City Council approval by December 16, 2014.
- Temporary Working Easement: Access Agreement for lands shown on Attachment 1 as the work area – access will be permitted throughout the construction period.

Options to the Recommendation

The option is to not approve the acquisition of the lands, which is not recommended as use of the lands is an integral part of the North Commuter Parkway Project.

Public and/or Stakeholder Involvement

Real Estate Services has discussed this purchase with the City's Transportation and Utilities Department.

Financial Implications

In December 2012, City Council, through budget deliberations, approved the use of \$10 million currently allocated towards the Traffic Bridge replacement as an interim source of funding to begin the land assembly process for the North Commuter Parkway Project.

Other Considerations/Implications

There are no policy, environmental, privacy, or CPTED implications or considerations.

Due Date for Follow-up and/or Project Completion

At this time, no date has been identified for follow-up or project completion, and a communication plan is not required at this time.

Public Notice

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

Attachment

1. Drawing Indicating Land for Acquisition

Report Approval

Written by: Jeremy Sibley, Property Coordinator, Real Estate Services

Reviewed by: Frank Long, Director of Saskatoon Land

Approved by: Kerry Tarasoff, CFO/General Manager, Asset & Financial Management
Department
Murray Totland, City Manager



OWNER: P.R. DEVELOPMENTS LTD.
 SITE ID: 1051143
 ISC SURFACE PARCEL: 135805406
 PLAN NO.: REG'D PLAN NO. 101392680 PARCEL C

ACQUISITION AREA
 3,317.0m²
 0.820 ACRES

WORK AREA
 3862.9m²
 0.955 ACRES

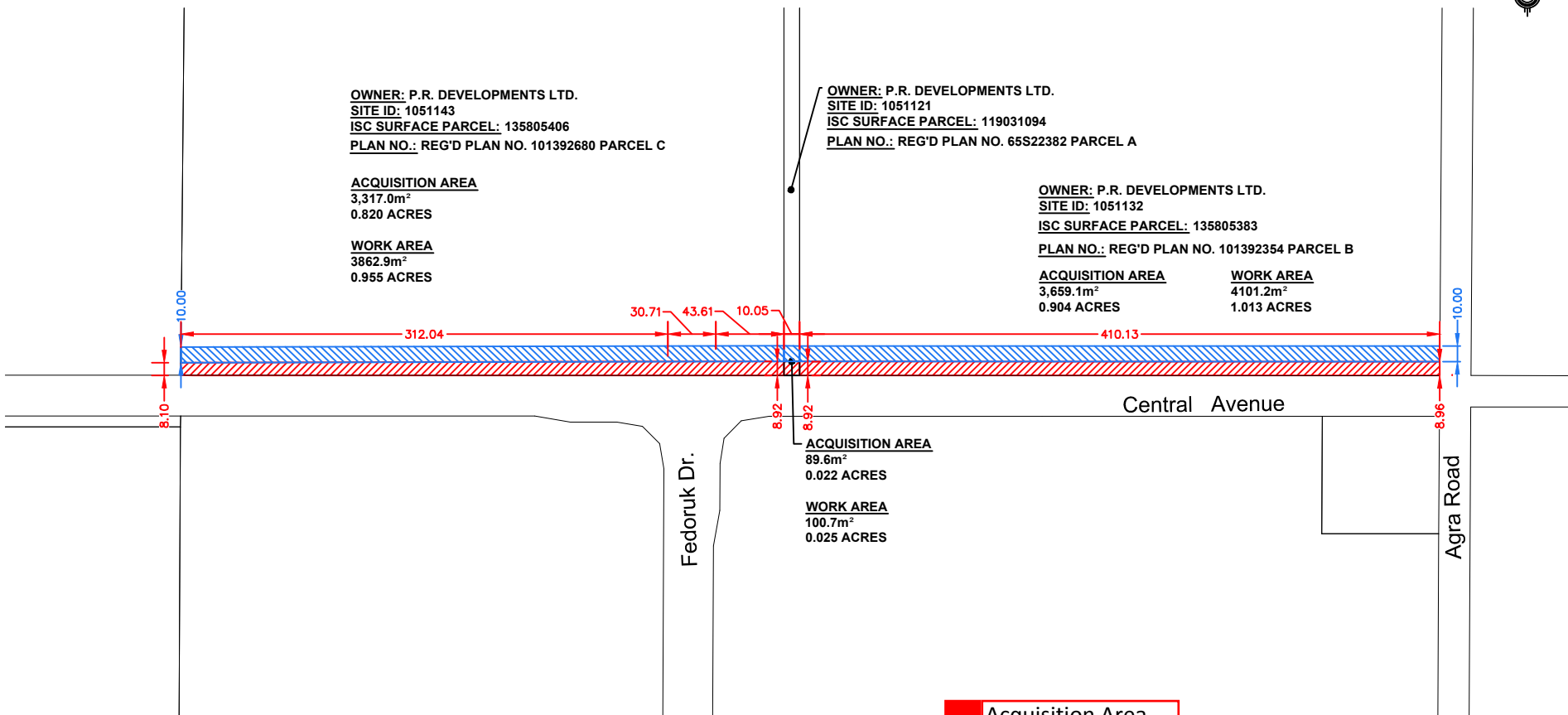
OWNER: P.R. DEVELOPMENTS LTD.
 SITE ID: 1051121
 ISC SURFACE PARCEL: 119031094
 PLAN NO.: REG'D PLAN NO. 65S22382 PARCEL A

OWNER: P.R. DEVELOPMENTS LTD.
 SITE ID: 1051132
 ISC SURFACE PARCEL: 135805383
 PLAN NO.: REG'D PLAN NO. 101392354 PARCEL B

ACQUISITION AREA **WORK AREA**
 3,659.1m² 4101.2m²
 0.904 ACRES 1.013 ACRES

ACQUISITION AREA
 89.6m²
 0.022 ACRES

WORK AREA
 100.7m²
 0.025 ACRES



TOTALS FOR PR DEVELOPMENTS

ACQUISITION AREA	WORKING EASEMENT
3,317.0	3862.9
89.6	100.7
<u>3,659.1</u>	<u>4101.2</u>
7,065.7m ² (1.75 ACRES)	8064.8m ² (1.99 ACRES)

Acquisition Area

Working Easement

PLAN DESCRIPTION/REVISIONS
4
3
2
1
DRAWN BY <u> RKG </u> DATE <u> 2014-JUN-06 </u>
SCALE : HOR. <u> 1:4000 </u> VERT. <u> </u>



City of Saskatoon
 Infrastructure Services Department

CENTRAL AVENUE
 PROPOSED PROPERTY ACQUISITION
 FROM PR DEVELOPMENTS

APPROVED
GENERAL MANAGER _____
ENGINEER _____
PLAN NO. _____

Acquisition of Land Owned by University of Saskatchewan for North Commuter Parkway Project

Recommendation

1. That the Real Estate Manager be authorized to purchase portions of SE 11-37-05 W3, Extension 127; Parcel A, Plan No. 86S45475, Extension 0; and Parcel B, Plan No. 76S21090, Extension 0, comprising approximately 1.312 acres from the University of Saskatchewan at a purchase price of \$76,096;
2. That the City Solicitor be requested to prepare the appropriate agreement and that His Worship the Mayor and the City Clerk be authorized to execute the agreement under the Corporate Seal; and
3. That all costs associated with the land acquisition be charged to the Capital Project Land Acquisition account for the North Commuter Parkway Project.

Topic and Purpose

To receive approval for the purchase of portions of SE 11-37-05 W3, Extension 127; Parcel A, Plan No. 86S45475, Extension 0; and Parcel B, Plan No. 76S21090, Extension 0, comprising approximately 1.312 acres of vacant land required for construction of part of the North Commuter Parkway (NCP) project.

Report Highlights

1. The City of Saskatoon (City) requires the lands for the NCP project.
2. Terms of the Agreement include access to surrounding land during the construction period.

Strategic Goal

The NCP project supports the City's long-term strategy of optimizing the flow of people and goods in and around the city under the Strategic Goal of Moving Around.

Background

The Growing Forward! Shaping Saskatoon planning process identified the need for an additional river crossing in the northeast to accommodate increased commuter traffic between east residential neighbourhoods and the north end employment area. The functional plan for a new river crossing and connecting arterial road system as part of the NCP project was approved at the May 21, 2013, meeting of City Council.

The proposed plan includes the widening of Central Avenue and extending it to connect with McOrmond Drive which leads to the new bridge. The University of Saskatchewan (U of S) owns a portion of the land required for the NCP project.

Report

Land for NCP Project

Portions of SE 11-37-05 W3, Extension 127; Parcel A, Plan No. 86S45475, Extension 0; and Parcel B, Plan No. 76S21090, Extension 0, encompassing an area of approximately 1.312 acres are required to accommodate the proposed alignment of the NCP project (Attachment 1).

Terms of the Agreement

Real Estate Services has negotiated a purchase agreement with the property owner, U of S. Noteworthy details of the Agreement are as follows:

Purchase Price

- \$76,096 due upon Closing (subsequent to subdivision).

Conditions Precedent

- City Council approval by December 16, 2014.
- U of S Board of Governor approval by December 17, 2014.
- Order in Council from the Province by February 27, 2015, or the first meeting subsequent to that date.

Temporary Working Easement

- Access Agreement for lands shown on Attachment 1 as the work area – access will be permitted throughout the construction period.

Options to the Recommendation

One option is to not approve the acquisition of the lands, which is not recommended as use of the lands is an integral part of the NCP project.

Public and/or Stakeholder Involvement

Real Estate Services has discussed this purchase with the City's Transportation and Utilities Department.

Financial Implications

In December 2012, City Council, through budget deliberations, approved the use of \$10 million currently allocated towards the Traffic Bridge replacement as an interim source of funding to begin the land assembly process for the NCP project.

Other Considerations/Implications

There are no policy, environmental, privacy, or CPTED implications or considerations, and a communication plan is not required.

Due Date for Follow-up and/or Project Completion

At this time, a date has not been identified for follow-up or project completion.

Public Notice

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

Attachment

1. Drawing Indicating Land for Acquisition

Report Approval

Written by: Jeremy Sibley, Property Coordinator, Real Estate Services

Reviewed by: Keith Pfeil, Manager, Real Estate Services

Approved by: Frank Long, Director of Saskatoon Land
Kerry Tarasoff, CFO/General Manager, Asset & Financial Management
Department
Murray Totland, City Manager

UofS Land Acquisition NCP.doc



OWNER: UNIVERSITY OF SASKATCHEWAN
SITE ID: 1064553
ISC SURFACE PARCEL:
 131676420
PLAN NO.: PT SE 1/4 SEC
 11-TWP 37-RGE 5
 W 3RD EX PL 76S21090

ACQUISITION AREA
 544.8m²
 0.135 ACRES

WORK AREA
 1,436.2m²
 0.355 ACRES

OWNER: UNIVERSITY OF SASKATCHEWAN
SITE ID: 1064564
ISC SURFACE PARCEL: 119031106
PLAN NO.: REG'D PLAN NO. 76S21090 - PARCEL B

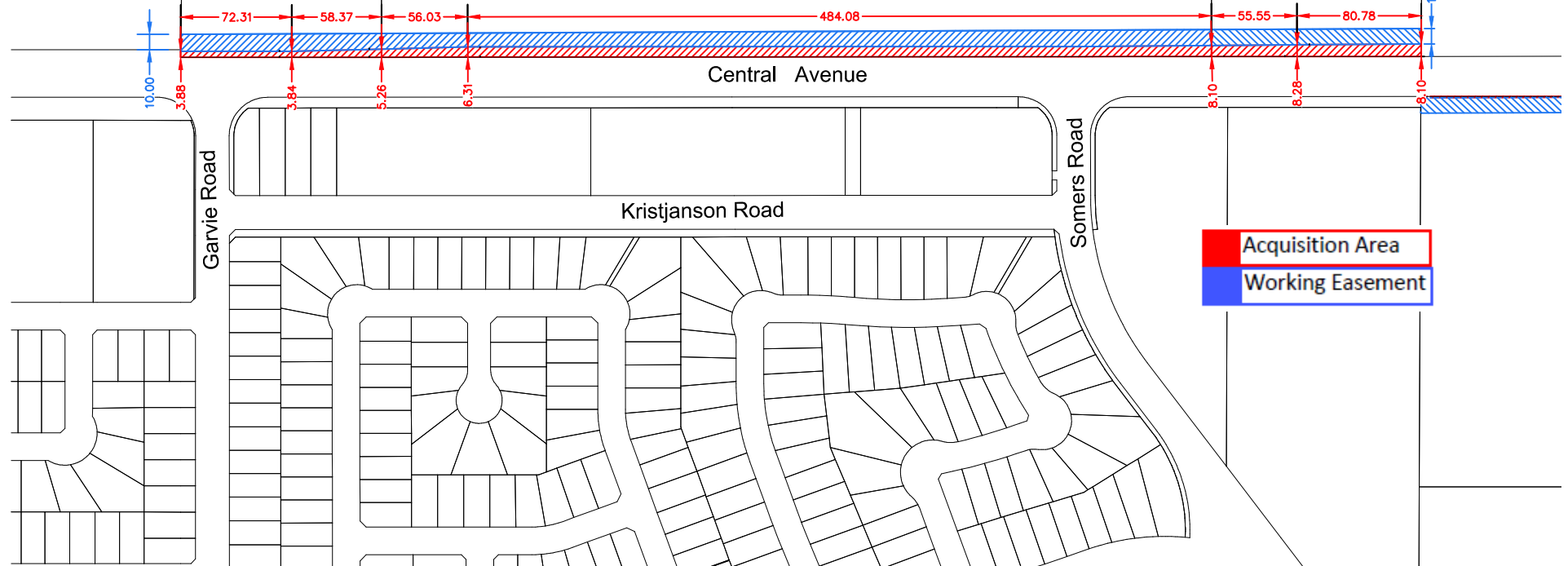
ACQUISITION AREA
 3,563.4m²
 0.881 ACRES

WORK AREA
 5,348.4m²
 1.322 ACRES

OWNER: UNIVERSITY OF SASKATCHEWAN
SITE ID: 1064553
ISC SURFACE PARCEL:
 131676420
PLAN NO.: PT SE 1/4 SEC
 11-TWP 37-RGE 5 W 3RD EX
 PL 76S21090

ACQUISITION AREA
 1,044.1m²
 0.258 ACRES

WORK AREA
 1,390.1m²
 0.344 ACRES



TOTALS FOR UNIVERSITY OF SASKATCHEWAN	
ACQUISITION AREA	WORKING EASEMENT
544.8	1,436.2
3,563.4	5,348.4
1,044.1	1,390.1
158.2	2496.9
5,310.5m ² (1.312 ACRES)	10,671.6m ² (2.637 ACRES)

PLAN DESCRIPTION/REVISIONS	
4	
3	
2	
1	
DRAWN BY	RKG
DATE	2014-JUN-06
SCALE : HOR.	1:4000
VERT.	



City of Saskatoon
Infrastructure Services Department

CENTRAL AVENUE
 PROPOSED PROPERTY ACQUISITION
 FROM U of S (PT 1 OF 2)

APPROVED	
GENERAL MANAGER	_____
ENGINEER	_____
PLAN NO.	_____

Acquisition of Land Owned by Norseman Inc. for North Commuter Parkway Project

Recommendation

1. That the Real Estate Manager be authorized to purchase a portion of Block CC, Plan 102102725, Extension 0, comprising approximately 150 square metres from Norseman Inc. at a purchase price of \$18,600;
2. That the City Solicitor be requested to prepare the appropriate agreement and that His Worship the Mayor and the City Clerk be authorized to execute the agreement under the Corporate Seal; and
3. That all costs associated with the land acquisition be charged to the Capital Project Land Acquisition account for the North Commuter Parkway project.

Topic and Purpose

To receive approval for the purchase of portion of Block CC, Plan No. 102102725, Extension 0, comprising approximately 150 square meters of vacant land required for construction for part of the North Commuter Parkway (NCP) project.

Report Highlights

1. The City of Saskatoon (City) requires the lands for the NCP project.
2. Terms of the Agreement include access to surrounding land during the construction period.

Strategic Goal

This report supports the City's long-term strategy of optimizing the flow of people and goods in and around the city under the Strategic Goal of Moving Around.

Background

The Growing Forward! Shaping Saskatoon planning process identified the need for an additional river crossing in the northeast to accommodate increased commuter traffic between east residential neighbourhoods and the north end employment area. The functional plan for a new river crossing and connecting arterial road system as part of the NCP project was approved at the May 21, 2013, meeting of City Council.

Report

Land for NCP project

A portion of Block CC, Plan 102102725, Extension 0 is required to accommodate the proposed alignment of the NCP project (Attachment 1).

Terms of the Agreement

Real Estate Services has negotiated a purchase agreement with the property owner, Norseman Inc. Noteworthy details of the Agreement are as listed on the following page.

Acquisition of Land Owned by Norseman Inc. for North Commuter Parkway Project

Purchase Price:

- \$2,600 deposit with \$16,000 due upon Closing (subsequent to subdivision).

Conditions Precedent:

- City Council approval by December 16, 2014.

Other Noteworthy Terms:

- Final area to be confirmed by Plan of Survey.
- Relocation of impacted fences at City's expense.
- Ensure site conditions are left in a satisfactory state.

Options to the Recommendation

Another option would be to not approve the acquisition of this land, which is not recommended as use of the lands is an integral part of the NCP project.

Public and/or Stakeholder Involvement

Real Estate Services has discussed the purchase of this land with the City's Transportation Division, and the NCP Project Manager.

Financial Implications

In December 2012, City Council, through budget deliberations, approved the use of \$10 million currently allocated towards the Traffic Bridge replacement as an interim source of funding to begin the land assembly process for the NCP project.

Other Considerations/Implications

There are no policy, environmental, privacy, or CPTED implications or considerations, and a communication plan is not required.

Due Date for Follow-up and/or Project Completion

At this time, a date has not been identified for follow-up or project completion.

Public Notice

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

Attachment

1. Norseman Structure Property and the Commuter Parkway

Report Approval

Written by: Scott McCaig, Real Estate Advisor, Real Estate Services

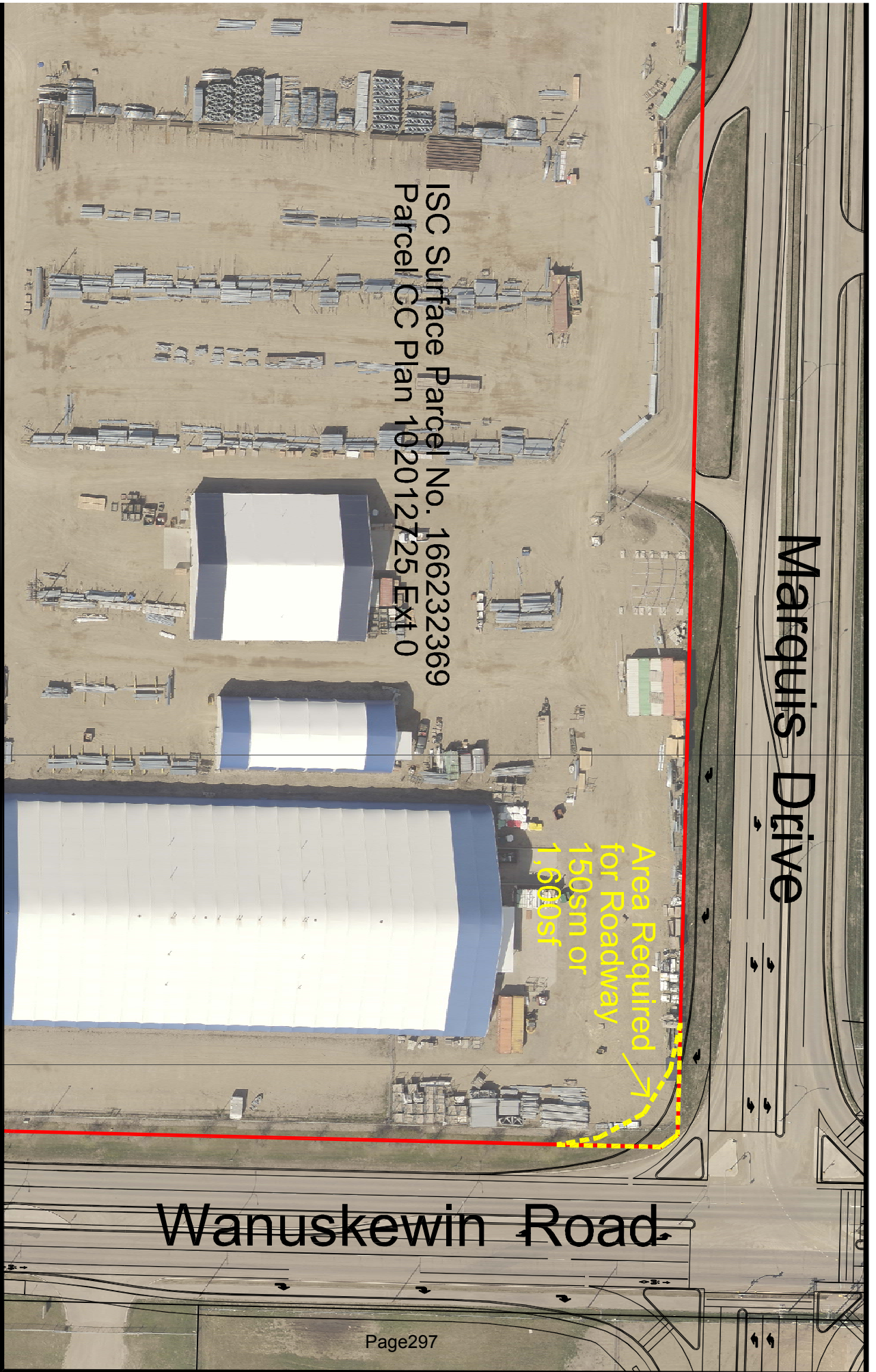
Reviewed by: Keith Pfeil, Manager, Real Estate Services

Approved by: Frank Long, Director of Saskatoon Land

Kerry Tarasoff, CFO/General Manager, Asset & Financial Management
Department

Murray Totland, City Manager

Norsman Inc Land Acquisition NCP.docx



Marquis Drive

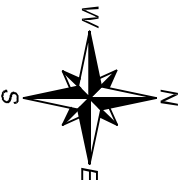
Wanuskewin Road

ISC Surface Parcel No. 1666232369
Parcel CC Plan 102012725 Ext 0

Area Required
for Roadway
150sm or
1,600sf

Norseman Structure's Current Property Line

Area Required for Roadway 150sm or 1,600sf
Area to be confirmed by plan of Survey



NOTE: The information contained on this map is for reference only and not to be used for legal purposes. This map is for informational purposes only. The map may not be reproduced without the expressed written consent of Real Estate Services.

Listing Agreement – Former Saskatoon Police Service Headquarters Property – 130 and 140 - 4th Avenue North

Recommendation

That a listing agreement with ICR Commercial Real Estate for the marketing and sale of the former Saskatoon Police Service Headquarters properties situated at 130 and 140 – 4th Avenue North, for a period of six months with the list prices of \$11.5M and \$5.0M respectively, be approved.

Topic and Purpose

To request that City Council approve a listing agreement with ICR Commercial Real Estate (ICR) whereby the properties at 130 and 140 - 4th Avenue North would be marketed separately for a period of six months with list prices of \$11.5M and \$5.0M respectively.

Report Highlights

1. Colliers International's extensive marketing effort achieved considerable interest in the property, however, sale of the property was not realized.
2. The Sale Listing Agreement with Colliers International expired on September 17, 2014.
3. An Exclusive Listing Agreement – For Sale has been agreed upon with ICR, subject to City Council approval.

Strategic Goal

The sale of 130 and 140 – 4th Avenue North supports the Strategic Goal of Asset and Financial Sustainability by developing a funding strategy for expenses related to new capital expenditures.

Background

At its meeting held on August 14, 2013, City Council resolved, in part:

- “3) that Administration issue a tender for sale for 130 and 140 - 4th Avenue North with a reserve bid of \$15.6 million, and that the proceeds from this sale replenish the City's cash holdings and the excess funds be used for the fit-up of 202 – 4th Avenue North.”

Subsequent to City Council adopting the above recommendation, a Request for Proposals (RFP) was issued on September 5, 2013, for provision of commercial real estate brokerage services for the marketing and sale of 130 and 140 - 4th Avenue North. The RFP closed on September 11, 2013, and based on the submissions received, Colliers International (Colliers) was chosen, and subsequently awarded the listing by City Council at its meeting held on September 21, 2013.

**Listing Agreement – Former Saskatoon Police Service Headquarters Property –
130 and 140 - 4th Avenue North**

The initial exclusive listing was for a period of six months which commenced on October 15, 2013, and expired on March 14, 2014.

At its meeting held on June 9, 2014, City Council resolved that the reserve price set at \$15.6M for the property at 130 and 140 – 4th Avenue North be removed, and the property be relisted for sale through Colliers for a period of three months with a list price of \$15.6M. The listing agreement expired on September 17, 2014.

Report

The Property has not Sold

Over the past year, Colliers has marketed the property extensively, both locally and throughout the country. Considerable interest was expressed and numerous discussions were held with a number of interested parties. However, despite the comprehensive marketing plan and the best efforts undertaken by Colliers' assigned sales team, a sale of the property has not yet been completed.

Sale Listing Agreement with Colliers in Effect until September 17, 2014

The Sale Listing Agreement made with Colliers expired on September 17, 2014. As of that date, the City of Saskatoon (City) was in a position to extend the agreement for a further period, or alternatively, list the property with another broker.

As per the listing agreement with Colliers, should a sale of the property be completed with any party who had discussions with Colliers regarding the property during the contract period, the City is obligated to pay the applicable sale commissions for a period of six months. Colliers is to provide a list to the City identifying the parties to which this clause applies. This is a standard clause in this type of agreement and the City's obligation in this regard has been confirmed by the City Solicitor's Office.

Proposed Listing Agreement with ICR

An exclusive listing agreement has been agreed upon with ICR, subject to approval by City Council. The significant terms of the listing agreement are as follows:

- Commencement January 1, 2015; expires June 30, 2015
- List price of \$11.5M for 130 – 4th Avenue North
- List price of \$5.0M for 140 – 4th Avenue North
- The properties may be sold separately: however 130 – 4th Avenue must be sold first, and thereafter 140 – 4th Avenue North.
- Commission payable based on 2% of the sale price, to be split 50/50 between the listing broker (ICR) and the successful buyer's brokerage.
- City agrees to demolish interior improvements to clean shell on a minimum of one floor, specific demolition floor to be agreed upon.

Options to the Recommendation

An option to the recommendation would be to offer a listing renewal to Colliers based on the same terms agreed to by ICR.

Public and/or Stakeholder Involvement

Stakeholder involvement has included discussions with Saskatoon Land, Colliers, ICR, and the Administration.

Communication Plan

Overall communications for the marketing and sale of 130 and 140 – 4th Avenue North will be handled by ICR.

Financial Implications

Commission fees payable upon the sale of the property as per the agreement with ICR will be 2% of the selling price, with 1% going to ICR as the listing agent, and 1% going to the selling agent. The 50/50 split is considered beneficial in attracting interest from agents from other brokerage firms. Based on the list prices of \$11.5M for 130 – 4th Avenue North and \$5.0M for 140 – 4th Avenue North, the total commission payable would amount to \$330,000. Costs incurred to demolish interior improvements will be covered by parking revenues being realized by the property.

Other Considerations/Implications

There are no policy, environmental, privacy, or CPTED implications or considerations.

Due Date for Follow-up and/or Project Completion

Once a conditional agreement is reached or an offer for consideration is received, City Council will be presented with a recommendation report from the Administration.

Public Notice

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

Report Approval

Written by: Keith Pfeil, Manager of Real Estate Services

Reviewed by: Frank Long, Director of Saskatoon Land

Approved by: Kerry Tarasoff, CFO/General Manager, Asset & Financial Management
Department
Murray Totland, City Manager

Listing Agreement_Former Police HQ.docx

Capital Project #2407 – North Commuter Parkway and Traffic Bridge – Issuance of Request for Proposals

Recommendation

That the Request for Proposals for the procurement of the North Commuter Parkway and Traffic Bridge be issued, in substantially the form as referenced within this report, subject to non-substantive amendments as reviewed and approved by the City Engineer and the City Solicitor's Office.

Topic and Purpose

This report is to obtain City Council's approval to issue the Request for Proposals (RFP) seeking a Proponent that will Design, Build, Finance, Operate and Maintain the North Commuter Parkway and Traffic Bridge.

Report Highlights

1. The City has shortlisted the following three teams to participate in the RFP process: Bridge City Infrastructure Group, Bridge City Partners, and Graham Commuter Partners.
2. The RFP process for the project will use a Public-Private Partnership (P3) method of procurement.
3. The RFP will be issued in mid-December 2014, and is expected to close in Summer 2015, with Commercial Close of the Project Agreement 60 days following City Council resolution regarding the preferred Proponent in Fall 2015.
4. Substantial completion of the project is anticipated by Fall 2018.
5. The honorarium for the unsuccessful Proponents is \$500,000.

Strategic Goal

The construction of the North Commuter Parkway supports the Strategic Goal of Moving Around four-year priority of working on the North Commuter Parkway Project. The North Commuter Parkway and the Traffic Bridge project also supports the long-term Strategic Goal of Moving Around as it will optimize the flow of people and goods in and around the city.

Background

At its meeting held on March 31, 2014, City Council approved that the North Commuter Parkway and Traffic Bridge project use a P3 delivery model, subject to the City's approval of a funding application to PPP Canada.

On June 9, 2014 the Government of Canada, through the P3 Canada Fund, announced a contribution of up to \$66M and the Province of Saskatchewan announced a contribution of \$50M for the project.

Capital Project #2407 – IS North Commuter Parkway and Traffic Bridge – Issuance of Request for Proposals

At its meeting held on June 9, 2014, City Council approved the funding plan for the project and that Administration be authorized to proceed with issuing a Request for Qualifications for the procurement of the project.

The Request for Qualifications was issued on July 21, 2014 and closed on September 10, 2014. Three proponents were shortlisted for the RFP stage on October 3, 2014.

Report

Three Teams Shortlisted to Participate in the RFP Process

The City has shortlisted the following three teams to participate in the RFP process:

- Bridge City Infrastructure Group
- Bridge City Partners
- Graham Commuter Partners

The RFP process will enable the City to select the highest value solution based on the Proponent's demonstration of capacity (both technical and financial) to Design, Build, Finance, Operate and Maintain the North Commuter Parkway and Traffic Bridge. A copy of the RFP is available on the City's website www.saskatoon.ca under "Reports and Publications", and a copy is available in the City Clerk's office.

RFP Process

The RFP process for the project will use a Public-Private Partnership (P3) method of procurement.

The RFP requires the teams to respond to the technical and financial specifications regarding how they will Design, Construct, Finance, Operate and Maintain the project over a 30-year operations/maintenance period. The RFP will include a draft Project Agreement that will contain all of the terms and conditions related to the design, construction, financing, and maintenance of the project.

The RFP was developed with the City's external consultants based on the City's functional plans and industry best practices. During a normal tender process, the City would provide detailed specifications for construction of the asset. As a P3, the City provides performance-based output specifications for the construction, which allows for innovation and creativity from the private sector. For this project, the City also needs to detail performance/output specifications for the 30-year maintenance/operations period.

RFP Timeline

The RFP will be issued in mid-December 2014, and is expected to close in Summer 2015, with Commercial Close of the Project Agreement 60 days following City Council resolution regarding the preferred Proponent in Fall 2015.

The technical proposals will be scored based on the following criteria that will be detailed in the RFP:

Capital Project #2407 – IS North Commuter Parkway and Traffic Bridge – Issuance of Request for Proposals

- General Technical Plans: 25%
- Design Submission: 30%
- Construction Submission: 25%
- Operations, Maintenance and Rehabilitation Submission: 20%

The City's project team will evaluate each technical submission on a scored pass/fail basis, with a passing threshold of 70% to ensure compliance with the RFP specifications. This means that a Proponent will need to reach at least 70% on their technical submission to proceed to the next stage of the RFP process, which is the submission of the financial proposal.

The financial proposal consists of two components: 1) a financing plan which is scored on a pass/fail basis, with a passing threshold of 70%; and 2) a price submission. Only those Proponents that have a passing financing plan will have their price submission evaluated. The price submission includes capital construction costs, operating and maintenance costs, and renewal costs over the 30-year term of the project. The Preferred Proponent will be the Proponent that, having passed both the technical submission and the financing plan, has the lowest price submission, on a net present value basis.

The project's Fairness Monitor will be involved in every step of the RFP process to ensure that the City conducts the RFP process in accordance with the RFP documents. The Fairness Monitor has reviewed the RFP documents, and will review every interaction the City has with the Proponents, including reviewing Requests for Information, reviewing any addenda that will be issued, attending the Commercially Confidential Meetings (CCMs) with Proponents, and assisting with any Conflicts of Interest that arise, to ensure there is consistency in the treatment of the Proponents.

The RFP and draft Project Agreement, that will be released following approval of City Council, will be in substantially the form of the documents referenced within this report, subject to non-substantive amendments as reviewed and approved by the City Engineer and the City Solicitor's Office. PPP Canada is also providing feedback which may require modification of these documents prior to issuance.

During the open period of the RFP process, the project team will be conducting a series of CCMs with each Proponent, where the City will receive feedback on the draft Project Agreement including the technical specifications. Based on this feedback, the City may amend the draft Project Agreement during the RFP process, prior to the submission of proposals by the Proponents. This process of receiving feedback on the terms and conditions of the Project Agreement during the RFP open period is very common in P3 projects and permits the City to ensure that the technical, commercial, and legal terms of the Project are acceptable to the market, including the lenders who will be financing the Project. In addition, this feedback process allows for little or no negotiation following the selection of the Preferred Proponent.

As a result of the feedback process and the potential for changes to the technical, commercial, and legal terms and conditions of the Project, the final version of the Project Agreement that will be presented to City Council for award in Fall 2015 may be slightly different than the version that is referenced within this report.

Substantial completion of the project is anticipated by Fall 2018.

Improvements to Attridge Drive

On the recommendation of the Transportation division, construction of a new westbound curb lane on Attridge Drive from Central Avenue to the Circle Drive northbound on ramp will proceed in the 2015 construction season. This work will be completed under the same Capital Project, but will be out-of-scope for the P3 Project Agreement.

The remaining work to accommodate the full improvements along Attridge Drive, in accordance with the approved functional plan, will be part of the P3 Project Agreement. Administration shares the goal of City Council to complete these roadway improvements as quickly as possible, and Administration, with the input of the project advisors and PPP Canada, is exploring ways to have this roadway work completed in the 2016 construction season. Additional through lanes on Attridge Drive from Central Avenue to Berini Drive are subject to optional pricing by the Proponents in accordance with City Council's direction when the functional plan was approved.

Financial Implications

The funding plan for the project was approved by City Council at its meeting held on June 9, 2014. The funding for this project will come from a variety of sources, including substantial support from PPP Canada in the amount of 25% of the eligible project costs up to \$66M, and the Province of Saskatchewan in the amount of \$50M.

As noted in the P3 business case, which was presented to Council at its March 31, 2014 meeting, the honorarium for the unsuccessful Proponents has been selected to be \$500,000. The honorariums are only paid to unsuccessful Proponents who submit a compliant final submission, and are intended to partially offset their pursuit costs. This amount is consistent with industry standards. In comparison, the Disraeli Bridges project in Winnipeg had a capital budget of approximately \$200M, and an honorarium of \$500,000; the Regina Bypass project has a capital cost of approximately \$1.2B, and an honorarium of \$1.5M. This amount has been included in the approved budget for this project.

Public and/or Stakeholder Involvement

Stakeholder involvement will be required at various stages of the project. Community events will be planned in order to engage and educate the citizens. The Administration will coordinate with applicable stakeholders as necessary.

Communication Plan

A communications agency has been retained through the Technical Advisor for the project, and a phased-in communications plan has been developed for the life of the

project. Regular project updates will be provided to City Council by the Project Manager, be posted to the website, and more broadly to the general public through the media.

Safety/Crime Prevention Through Environmental Design (CPTED)

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

Other Considerations/Implications

There are no options, policy, environmental or privacy implications or considerations.

Due Date for Follow-up and/or Project Completion

The Administration is currently operating on a realistic target completion date for the North Commuter Parkway Project of October 2018.

Public Notice

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

Report Approval

Written by: Dan Willems, Special Projects Manager, Major Projects
Reviewed by: Mike Gutek, Director of Major Projects
Approved by: Jeff Jorgenson, General Manager, Transportation & Utilities Department
Approved by: Murray Totland, City Manager

Street Name Change from 59th Street East to Faithfull Place

Recommendation

- 1) That City Council consider proposed Bylaw No. 9239, *A bylaw of The City of Saskatoon to change the name of a certain street in the City of Saskatoon as shown on Plan No. 84S41976*; and
- 2) That the City Solicitor be requested to prepare the documents required to change the Plans and that His Worship the Mayor and the City Clerk be authorized to execute these documents under corporate seal.

Topic and Purpose

The purpose of proposed Bylaw No. 9239 is to change registered Plan No. 84S41976 (the "Plan"); to rename 59th Street East adjacent to Faithfull Avenue to Faithfull Place.

Report

On October 27, 2014 City Council adopted the report of the General Manager of Community Services dated September 11, 2014, where it was recommended that 59th Street East adjacent to Faithfull Avenue be renamed to Faithfull Place.

In order to achieve this result, the Plans will need to be changed requiring an application to ISC. Part of the application is a bylaw to amend the street name.

Accordingly, the passing of proposed Bylaw No. 9239 is required in order to complete the steps necessary to make the required change.

Attachment

1. Proposed Bylaw No. 9239, *A bylaw of the City of Saskatoon to change the name of a certain street in the City of Saskatoon as shown on Plan No. 84S41976*.

Report Approval

Written by: Jodi Manastyrski, Solicitor
Approved by: Patricia Warwick, City Solicitor

191-1502-jlm-1.docx

BYLAW NO. 9239

A bylaw of The City of Saskatoon to change the name of a certain street in the City of Saskatoon as shown on Plan No. 84S41976

The Council of The City of Saskatoon enacts:

1. The public street in the City of Saskatoon which is shown on Plan Number 84S41976 in the Land Surveys Directory of Information Services Corporation of Saskatoon, attached hereto as Schedule "A" and consisting of "59th Street East" adjacent to Faithfull Avenue, shall have its name changed to "Faithfull Place".
2. On the passing of this Bylaw, all proper officers of The City of Saskatoon shall take the appropriate action to carry the said change into effect and have the registered plans affected properly amended.
3. This Bylaw shall come into force on its final day of 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

Proposed 2015 Electrical Rate Increase

Recommendation

That City Council consider Bylaw No. 9240, *The Electric Light and Power Amendment Bylaw, 2014*

Topic and Purpose

The purpose of this report is to provide City Council with Bylaw No. 9240, *The Electric Light and Power Amendment Bylaw, 2014*, which implements City Council's decision to increase electrical rates effective January 1, 2015.

Report

At the 2015 Business Plan and Budget Review meetings held on December 2, 3 and 9, 2014, City Council received a report of the Accounting Coordinator, Business Administration, requesting approval to increase electrical rates by an average 3% overall to offset SaskPower's interim 4.38% system average rate increase. City Council resolved that electrical rates be increased as outlined in the Accounting Coordinator's report and that the City Solicitor prepare the necessary bylaw amendment.

Attachment

1. Proposed Bylaw No. 9240, *The Electric Light and Power Amendment Bylaw, 2014*.

Report Approval

Written by: Derek Kowalski, Solicitor
Approved by: Patricia Warwick, City Solicitor

210-0320-djk-2.docx

BYLAW NO. 9240

The Electric Light and Power Amendment Bylaw, 2014

The Council of The City of Saskatoon enacts:

Short Title

1. This Bylaw may be cited as *The Electric Light and Power Amendment Bylaw, 2014*.

Purpose

2. The purpose of this Bylaw is to amend Bylaw No. 2685, *A bylaw to regulate the sale of electric light and power in the City of Saskatoon and fixing the rates and deposits therefor*, to conform with the rates set by SaskPower for 2015.

Bylaw No. 2685 Amended

3. Bylaw No. 2685 is amended in the manner set forth in this Bylaw.

Section 6.(1) Amended

4. Section 6.(1) is repealed and the following substituted:

“6.(1) From and after the 1st day of January, 2015, the following shall be the rates for the supply of electric current for light and/or power by The City of Saskatoon and all charges for electric current consumed on and after the said date shall be computed on the following applicable rates:

Rates

All rates apply to individual customers on a monthly basis, and The City of Saskatoon reserves the right to:

- (a) require separate metering for each customer; and
- (b) specify the service voltage.

Residential

To apply to all residential customers for domestic use only.

Service Charge \$22.24 per month

Energy Charge 13.58¢ per kWh

Minimum Bill the service charge

NOTE: The bulk metered rate option is closed to new customers

Where one meter supplies more than one family dwelling unit, all rate blocks, the service charge and the minimum charge shall be multiplied by 100% of the total number of dwelling units in the premises.

General Service II

To apply to all non-residential customers to which no other rates apply and having a monthly demand less than 15 kVA.

Service Charge \$30.29 per month

Energy Charges

First 14,500 kWh per month..... 12.99¢ per kWh

Balance over 14,500 kWh per month.... 6.85¢ per kWh

Minimum Bill the service charge

If the customer's demand is 15 kVA or greater, the customer will advance to the General Service III rate.

General Service III

To apply to all non-residential customers to which no other rates apply and having billing demands from 15 kVA to 75 kVA inclusive.

Service Charge \$30.29 per month

Energy Charges

First 14,500 kWh per month..... 12.99¢ per kWh

Balance over 14,500 kWh per month.... 6.85¢ per kWh

Demand Charges

First 50 kVA of
billing demand per month..... no charge

Balance over 50 kVA of
billing demand per month..... \$14.41 per kVA

Minimum Bill

The service charge plus \$4.66 per kVA of maximum billing demand over 50 kVA recorded in the previous 11 months.

Billing Demand

The billing demand shall be the maximum demand registered in the current billing period. If such demand exceeds 75 kVA, then the customer advances to General Service IV rate.

If a customer's billing demand is less than 15 kVA, then the customer reverts to General Service II rates.

General Service IV

To apply to all non-residential customers to which no other rates apply and having billing demands greater than 75 kVA and up to and including 500 kVA.

Service Charge \$54.54 per month

Energy Charges

First 16,750 kWh per month..... 11.50¢ per kWh

Balance over 16,750 kWh per month.... 7.40¢ per kWh

Demand Charges

First 50 kVA of
billing demand per month..... no charge

Balance over 50 kVA of
billing demand per month..... \$14.74 per kVA

For those customers who own the supply transformer and receive service at primary voltages of 4,160 volts or higher:

Service Charge \$224.18 per month

Energy Charges 6.99¢ per kWh

Demand Charges

\$13.18 per kVA of billing demand per month

Minimum Bill

The service charge plus \$4.66 per kVA of maximum billing demand over 50 kVA in the previous 11 months.

For those customers who own the supply transformer and receive service at primary voltages of 4,160 volts or higher, the service charge plus \$4.66 per kVA of maximum billing demand in the previous 11 months.

Billing Demand

The billing demand shall be the maximum demand registered in the current billing period.

If the billing demand exceeds 500 kVA, then the customer advances to General Service V rate.

If a customer's billing demand is equal to, or less than 75 kVA, then the customer reverts to General Service III rate.

General Service V

To apply to all non-residential customers to which no other rates apply and having billing demands greater than 500 kVA and up to and including 2,000 kVA.

Service Charge \$54.54 per month

Energy Charges

First 16,750 kWh per month..... 11.50¢ per kWh

Balance over 16,750 kWh per month.... 7.40¢ per kWh

Demand Charges

First 50 kVA of
billing demand per month..... no charge

Balance over 50 kVA of
billing demand per month..... \$14.74 per kVA

For those customers who own the supply transformer and receive service at primary voltages of 4,160 volts or higher:

Service Charge \$224.18 per month

Energy Charges 6.99¢ per kWh

Demand Charges

\$13.18 per kVA of billing demand per month

Minimum Bill

The service charge plus \$4.66 per kVA of maximum billing demand over 50 kVA in the previous 11 months.

For those customers who own the supply transformer and receive service at primary voltages of 4,160 volts or higher, the service charge plus \$4.66 per kVA of maximum billing demand in the previous 11 months.

Billing Demand

The billing demand shall be the maximum demand registered in the current billing period;

or

For those services with approved time-of-day metering (costs to be borne by the customer), the greater of the maximum kVA demand registered between the hours of 07:00 to 22:00 local time Monday through Friday excluding statutory holidays or 75% of the maximum kVA demand registered at any other time during the current month.

If the billing demand exceeds 2,000 kVA, then the customer advances to General Service VI rate.

If the customer's billing demand is equal to, or less than 500 kVA, then the customer reverts to General Service IV rate.

General Service VI

To apply to all non-residential customers to which no other rates apply and having billing demands greater than 2,000 kVA and up to and including 15,000 kVA.

Service Charge \$6,040.10 per month

Energy Charges 6.59¢ per kWh

At the customer's request, an alternative energy charge is available. If a customer registers for this energy charge, the customer must remain on this energy charge for a period of at least one year. To be eligible, the customer must have approved time-of-day metering (costs to be borne by the customer).

On-Peak Energy Consumption – monthly energy consumed between the hours of 07:00 to 22:00 hours Monday through Friday excluding statutory holidays (“on-peak hours”).

Off-Peak Energy Consumption – monthly energy consumed in all hours excluding on-peak hours.

On-Peak Energy Charge 7.22¢ per kWh

Off-Peak Energy Charge 6.12¢ per kWh

Demand Charges

\$11.21 per kVA of billing demand per month

For those customers who own the supply transformer and receive service at primary voltages of 4,160 volts or higher, the demand charge shall be \$10.46 per kVA of billing demand.

Minimum Bill

The demand charge plus the service charge.

Recorded Demand

The monthly recorded demand shall be the maximum kVA demand registered during the current month.

Billing Demand

The billing demand shall be the monthly recorded demand or 75% of the maximum billing demand in the previous 11 billing periods, whichever is the greater.

If a customer's billing demand is equal to, or less than 2,000 kVA, then the customer reverts to General Service V rate.

Unmetered Services

To apply to all unmetered services where the electrical consumption is constant and predictable. Examples of this type of load are SaskTel telephone booths, crosswalk lighting, school warning lights, automated railway crossing protection, street traffic counters, traffic lights, Public Library bookmobiles, and other miscellaneous services. This rate is not applicable to decorative lighting, dusk to dawn lighting where the City owns and maintains the equipment, SaskEnergy rectifiers, and cable television power supply units.

Rate

Charge per 100 watt of calculated average demand per month \$9.48

Minimum Bill \$18.82 per month

Decorative Lighting

To apply to all unmetered electricity used for decorative lighting operated by Timer control between the hours of 07:00 to 09:00 and 18:00 to 24:00 in any day during a Christmas season, being from the first Monday in December through to and including the 14th day of January.

Rate

Charge per 100 watt of calculated
Average demand per month \$4.11

Minimum Bill \$18.82 per month

Street Lighting and Off-Street Floodlighting

To apply to all unmetered lighting operated dusk to dawn by photo control where the City owns and maintains the lighting equipment. These rates apply to all City and Department of Highway street lighting, and to the floodlighting of public areas, lanes and private parking areas. With the exception of City accounts, these rates are closed to both existing and new customers for the purpose of off-street floodlighting.

Fixture Wattage and Type

Rate Code	Ornamental HPS	HPS	Ornamental MH	LED	MH	Monthly Rate
SL13	50 W					\$13.47
SL14	70 W					\$14.02
SL15	100 W					\$14.44
SL16	150 W					\$18.04
SL17	250 W					\$20.75
SL18		100 W				\$13.75
SL19		150 W				\$15.28
SL20		250 W				\$18.98
SL21		400 W				\$23.07
SL22		1000 W				\$39.56
SL23	400 W					\$24.81
SL24					400 W	\$23.61
SL25		200 W				\$20.36
SL26			50 W			\$16.67
SL27			100 W			\$19.40
SL28			250 W			\$24.39
SL29				100 W		\$14.82

SaskEnergy Rectifiers

To apply to all unmetered Cathodic Protection rectifiers.

Rate

Charge per rectifier per month..... \$26.59

Minimum Bill

Charge per rectifier..... \$26.59 per unit

Cable Television Power Supply Units

To apply to all unmetered Cable Television power supply units.

Rate

Charge per power supply unit per month..... \$69.96

Independent Review Commission: Code of Conduct, Conduct of Municipal Elections, Total Compensation for Members of Council

Recommendation

- 1) That City Council consider Bylaw No. 9242.

Topic and Purpose

Executive Committee, at its meeting of November 17, 2014, resolved:

“That a report be forwarded to City Council recommending:

1. That the City Solicitor be instructed to prepare the appropriate bylaw for consideration of City Council; and
2. That the Committees convene on or before March 1, 2015 and report to Council on or before May 31, 2015 with the following order of priority:
 - Municipal Elections Committee
 - Code of Conduct Committee
 - Remuneration Committee.”

The purpose of this report is to provide City Council with Bylaw No. 9242, *The Saskatoon Municipal Review Commission Bylaw, 2014*, for consideration.

Report Highlights

The bylaw establishes a Commission to inquire into and make recommendations to Council with respect to: the conduct of municipal elections including the disclosure of election expenses and contributions and campaign spending limits; the Code of Conduct for members of Council; and the remuneration and benefits and the reimbursement or allowances for expenses of members of Council.

The Commission establishes Committees - the Municipal Elections Committee, Code of Conduct Committee and Remuneration Committee - with specific mandates to complete their inquiries. The bylaw states that the Committees complete their work before May 31, 2015 or report back to Council with an estimated time of completion.

The bylaw provides that Council may refer additional matters to the Commission for review and recommendations at any time.

Strategic Goal

The establishment of a Commission to inquire into these various matters supports the strategic goal of Continuous Improvement.

Report

Establishment of Commission

The bylaw establishes a Commission to inquire into and make recommendations to Council on the conduct of all matters related to municipal elections including disclosure requirements for campaign contributions and expenses, campaign spending limits; the Code of Conduct for members of Council; and, the remuneration and benefits, allowances and expenses paid to members of Council.

The Commission would:

- be comprised of not less than five members with expertise and credentials in one or more of the following areas:
 - finance and/or accounting;
 - business and economics;
 - labour relations and/or human resources;
 - law; or
 - community or public service;
- be comprised of members appointed for four-year terms, with a chance for further re-appointment for further terms. Also, a member may be appointed to act for a limited term not exceeding six months;
- hold office under Council's pleasure;
- allow for members to be suspended, by Council, at any time and allow for another to be appointed in that person's place;
- not be permitted to contain any member of Council or any City employee;
- contain provisions should a vacancy occur;
- allow for the chairperson and vice-chairperson to be chosen within the membership of the Commission, by the membership of the Commission. The chairperson shall direct and supervise all actions of the Commission and shall preside at meetings;
- allow for quorum to be established by a majority of members;
- provide for remuneration for performance of their duties and the reimbursement for any applicable expenses as approved by Council; and
- provide for a secretary who shall be the City Clerk, or whoever the City Clerk delegates, to keep and care for all applicable records, call meetings, and any other applicable proceedings.

It is contemplated that the Commission would convene to choose a chairperson or vice-chairperson and to establish the committees to do their work and to set timelines for the Committees to do their work. The bylaw allows flexibility for the Commission to appoint

three or more members to the Committees to do their work. Also, there is flexibility for the Committees to sit concurrently or independently to do their work.

Committees

The bylaw empowers the Commission to set up three committees: the Municipal Elections Committee, Code of Conduct Committee and the Remuneration Committee.

A summary of the mandates of each Committee is attached to this report.

Report Back to Council

The Committees are required to report back to Council with their recommendations for Council's consideration. The bylaw states that the Municipal Elections Committee's work shall be completed first and shall convene on or before March 1, 2015, with a report to Council by May 31, 2015. The bylaw states the Code of Conduct Committee's work should be completed second, that it shall convene on or before March 1, 2015 and report to Council by May 31, 2015. The bylaw states the Remuneration Committee's work should be completed third, that it shall convene on or before May 1, 2015, and report back to Council on or before May 31, 2015. If these deadlines cannot be reached, the bylaw states the Committees shall report back to Council with the estimated dates of completion.

The bylaw allows the committees to work concurrently.

Once it receives a report, Council could accept the recommendations in whole or in part, modify the recommendations in whole or in part or reject the recommendations in whole or in part and remit the matter back to the Commission or Committee for further recommendations.

The bylaw provides that the Commission could be asked to inquire into and make recommendations with respect to any matter of significance to Council.

Financial Implications

While a firm estimate of the cost to operate the Independent Commission is a bit elusive, it is estimated that each Committee may expend approximately 40 to 50-person days to examine and formulate its recommendations. The appropriate per diem rate for members of the Independent Commission is suggested to be approximately \$400. This rate would be similar to the per diem rate paid to members of the Saskatchewan Municipal Board and the Saskatchewan Labour Relations Board. It follows that each Committee would have a budget of approximately \$16,000 to \$20,000 for each four-year cycle, and the Independent Commission's total budget per four-year cycle would be \$48,000 to \$60,000.

Independent Review Commission: Code of Conduct, Conduct of Municipal Elections, Total Compensation for Members of Council

For 2015, \$35,000 has been budgeted for the Committees/Advisory Boards Costing Centre in the City Clerk's Budget. Should the Commission's work cost more than \$35,000 in 2015, additional funds will be required.

Attachments

1. Municipal Elections Committee Draft Mandate
2. Code of Conduct Committee Draft Mandate
3. Remuneration Committee Draft Mandate
4. Bylaw No. 9242, *The Saskatoon Municipal Review Commission Bylaw, 2014*

Report Approval

Written and Approved by: Patricia Warwick, City Solicitor

102-0422-pjw-6.docx

Attachment No. 1

Municipal Elections Committee Draft Mandate

The Municipal Elections Committee shall inquire into and make recommendations with respect to any or all of the following:

- disclosure requirements of campaign contributions and expenses;
- campaign spending limits;
- accounting records regarding campaign contributions and expenses;
- auditing of candidate's statement of campaign contributions and expenses;
- the retention of records regarding campaign contributions and expenses;
- the election contribution period;
- the rules for fund-raising events;
- the reporting of surplus campaign funds;
- the reporting of campaign expenses incurred outside the election expense period;
- the commencement and duration of the campaign period;
- the publication of a candidate's election expenses and contributions;
- the appointment of a returning officer other than the City Clerk;
- the proper use of a member of Council's communication allowance prior to an election in which the member is a candidate;
- the rules for deferring election expenses;
- the enumeration of the names of electors and the preparation of a voter's list;
- the offences and penalties for candidates in contravention of *The Campaign Disclosure and Spending Limits Bylaw, 2006*, including the role and duties of the Election Disclosure Complaints Officer;
- the public financing of municipal election campaigns including reimbursement of candidates expenses for specific forms of spending, tax benefits for contributors and allowances to candidates for expenses;
- any proposed amendments to *The Local Government Election Act*; and
- any matters relating to a municipal election.

Attachment No. 2

Code of Conduct Committee Draft Mandate

The Code of Conduct Committee shall inquire into and make recommendations with respect to any or all of the following:

- the roles and obligations of members of Council;
- the standards of conduct for members of Council;
- the procedures for the investigation and enforcement of code of conduct standards;
- the disclosure, use and access to confidential information;
- the use of City assets and services;
- the receipt of gifts or benefits by members of Council;
- the conduct of members of Council during a general municipal election or by-election campaign, including the use of City assets and services; and
- the conduct of members of Council campaigning for election in a general federal or provincial election or by-election.

Attachment No. 3

Remuneration Committee Draft Mandate

The Remuneration Committee shall inquire into and make recommendations with respect to any or all of the following:

- the salaries to be paid to the mayor and councillors;
- the remuneration to be paid to a councillor appointed as deputy mayor;
- professional allowances;
- vacation leave;
- health and disability benefits;
- pension benefits and additional retirement benefits;
- general, in-town and out-of-town expenses;
- the support staff, facilities and equipment for members of Council; and
- communication allowances.

BYLAW NO. 9242

The Saskatoon Municipal Review Commission Bylaw, 2014

The Council of The City of Saskatoon enacts:

Short Title

1. This Bylaw may be cited as *The Saskatoon Municipal Review Commission Bylaw, 2014*.

Purpose

2. The purpose of this Bylaw is to establish an independent commission to periodically review:
 - (a) the conduct of all matters relating to municipal elections including the disclosure requirements respecting campaign contributions and expenses and campaign spending limits for municipal elections;
 - (b) the Code of Conduct for members of Council; and
 - (c) the remuneration and benefits and any reimbursement or allowances for expenses to be paid to members of Council.

Interpretation

3. In this Bylaw,
 - (a) "**City**" means The City of Saskatoon;
 - (b) "**City Clerk**" means the City Clerk of the City of Saskatoon, appointed pursuant to section 85 of *The Cities Act*;
 - (c) "**Commission**" means the Saskatoon Municipal Review Commission;
 - (d) "**Council**" means the council of The City of Saskatoon;

- (e) **"Councillor"** means a member of Council other than the Mayor;
- (f) **"Mayor"** means the Mayor of the City of Saskatoon.

Commission Established

- 4. The Saskatoon Municipal Review Commission is hereby established.

Appointment, Terms of Office, etc., of Members

- 5. (1) Council shall appoint not less than five persons to constitute the Commission for the City.
- (2) Appointments shall be made based upon the experience and credentials of the applicants in one or more of the following areas:
 - (a) financial services;
 - (b) business and economics;
 - (c) labour and employment relations;
 - (d) human resources;
 - (e) accounting;
 - (f) law;
 - (g) community or public service;
 - (h) other related disciplines affording the applicant expertise pertinent to the mandate of the Commission.
- (3) A member of the Commission may be appointed to hold office for a term not exceeding four years.
- (4) Notwithstanding subsection (3), Council may appoint a person to act as a member of the Commission for a limited term, not to exceed six months, or with respect to a particular matter.
- (5) A member of the Commission whose term expires is eligible for reappointment.
- (6) A member of the Commission holds office at the pleasure of Council.

- (7) A member of the Commission may be suspended by Council at any time and another person may be appointed by Council to act in place of the suspended member.

Certain Persons Ineligible as Members

6. No person who is a member of Council or any employee of the City shall be appointed or hold office as a member of the Commission.

Vacancies

7. (1) Subject to the requirement of a quorum, a vacancy in the membership of the Commission shall not impair the power of the remaining members to act.
- (2) A vacancy caused by death, resignation or otherwise may be filled by Council for the remainder of the term of the member being replaced.
- (3) If a member of the Commission is unable at any time to perform the duties of the office by reason of absence or temporary incapacity, Council may, on any terms and conditions that it may prescribe, appoint a temporary substitute member to act in the place of that member, and that substitute member may complete any unfinished matter in which he or she has taken part even if the member again becomes able to act.
- (4) Subject to the requirement of a quorum, in case of the absence of a member of the Commission, or the member's inability to act, the remaining members shall exercise the powers of the Commission.
- (5) A member of the Commission continues to hold office until the end of the member's term unless it is sooner terminated by death or the written and signed resignation of the member.
- (6) Where a member resigns, the resignation takes effect on the date it is received by the chairperson of the Commission unless a later time is specified in the resignation, in which case it takes effect at the time specified.

Chairperson and Vice-Chairperson

8. (1) The members of the Commission shall choose a chairperson from among themselves.

- (2) The members of the Commission may choose a vice-chairperson, who may act in place of the chairperson.
- (3) The chairperson of the Commission shall direct and supervise all of its activities and shall preside at meetings of the Commission.
- (4) The chairperson of the Commission or of a committee shall have a vote in all matters.
- (5) A majority of the members of the Commission constitutes a quorum for the purpose of conducting the business of the Commission.
- (6) A decision of a majority of the members of the Commission in relation to any power or duty exercised or performed by the Commission is the decision of the Commission.

Remuneration and Allowance for Expenses

9. (1) The members of the Commission shall be paid any remuneration for performing their duties that may be approved by Council.
- (2) The members of the Commission shall be reimbursed for any expenses incurred in the discharge of their duties as members that may be approved by Council.

Secretary

10. (1) The City Clerk, or a person to whom the City Clerk has delegated the responsibility, shall be appointed as the secretary of the Commission.
- (2) The secretary shall:
 - (a) keep a record of all proceedings conducted before the Commission or members of the Commission;
 - (b) have the custody and care of all records and documents belonging to or pertaining to the Commission, or filed with the Commission;
 - (c) call meetings and any other proceedings of the Commission and any of its committees on the instructions of the chairperson or vice-chairperson.

Committees

11. (1) The Chairperson of the Commission may appoint:
 - (a) three or more members of the Commission to sit as a committee of the Commission for the purposes of section 12;
 - (b) three or more members of the Commission to sit as a committee of the Commission for the purposes of section 13; and
 - (c) three or more members of the Commission to sit as a committee of the Commission for the purposes of section 14.
- (2) The Commission may appoint one or more committees of the Commission, in addition to those pursuant to subsection (1), consisting of three or more members of the Commission, for the purposes of investigating, making any reports and making recommendations respecting any other matter referred to the Commission by Council.
- (3) The chairperson of the Commission may designate a member of the Commission to act as the chairperson for a committee, and while so acting he or she has all the powers and shall perform all of the duties of the chairperson pertinent to that committee.
- (4) Any number of committees may sit concurrently and conduct a review of the various matters assigned to it.
- (5) A majority of the members of a committee constitutes a quorum for the purposes of conducting the business of the committee.
- (6) A decision of a majority of the members of a committee in relation to any power or duty exercised or performed by the committee is the decision of the Commission.
- (7) The chairperson of a committee shall have a vote on all matters before the committee.

Municipal Elections Committee

12. (1) The Municipal Elections Committee shall inquire into and make recommendations with respect to any or all of the following:
 - (a) the disclosure requirements respecting campaign contributions and expenses;

- (b) the election campaign spending limits;
- (c) the accounting records respecting campaign contributions and expenses;
- (d) the auditing of candidate's statement of campaign contributions and expenses;
- (e) the retention of records respecting campaign contributions and expenses;
- (f) the election contribution period;
- (g) the election expense period;
- (h) the rules for fund-raising events;
- (i) the reporting of surplus campaign funds;
- (j) the reporting of campaign expenses incurred outside the election expense period;
- (k) the commencement and duration of the campaign period;
- (l) the publication of a candidate's election expenses and contributions;
- (m) the appointment of a returning officer other than the City Clerk;
- (n) the proper use of a member of Council's communication allowance prior to an election in which the member is a candidate;
- (o) the rules for deferring election expenses;
- (p) the enumeration of the names of electors and the preparation of a voter's list;
- (q) the offences and penalties for candidates in contravention of *The Campaign Disclosure and Spending Limits Bylaw, 2006*, including the role and duties of the Election Disclosure Complaints Officer;
- (r) the public financing of municipal election campaigns including reimbursement of candidates expenses for specific forms of spending, tax benefits for contributors and allowances to candidates for expenses;

- (s) any proposed amendments to *The Local Government Election Act*;
 - (t) any other matter relating to a municipal election in the City.
- (2) The Municipal Elections Committee shall be the first Committee of the Commission to be convened and shall convene on or before March 1, 2015, and shall prepare and submit a report to Council containing its recommendations with respect to the matters mentioned in subsection (1) on or before May 31, 2015.
 - (3) Notwithstanding subsection (2), should the Municipal Elections Committee be unable to report within the time limits found in subsection (2), the Committee shall report to Council at its earliest opportunity and provide the date upon which it will be able to submit its report to Council.
 - (4) The Municipal Elections Committee shall thereafter prepare and submit a report to Council containing its recommendations with respect to the matters mentioned in subsection (1) on or before June 30, 2017, and thereafter at intervals of every four years on or before the 30th day of June.

Code of Conduct Committee

13. (1) The Code of Conduct Committee shall inquire into and make recommendations with respect to any or all of the following:
 - (a) the roles and obligations of members of Council;
 - (b) the standards of conduct for members of Council;
 - (c) the procedures for the investigation and enforcement of code of conduct standards;
 - (d) the disclosure, use and access to confidential information;
 - (e) the use of City assets and services;
 - (f) the receipt of gifts or benefits by members of Council;
 - (g) the conduct of members of Council during a general municipal election or by-election campaign, including the use of City assets and services;
 - (h) the conduct of members of Council campaigning for election in a general federal or provincial election or by-election.

- (2) The Code of Conduct Committee shall be convened concurrently to the Municipal Elections Committee or shall be the second of the Committees of the Commission to be convened and shall convene on or before March 1, 2015, and shall prepare and submit a report to Council containing its recommendations with respect to the matters mentioned in subsection (1) on or before May 31, 2015.
- (3) Notwithstanding subsection (2), should the Code of Conduct Committee be unable to report within the time limits found in subsection (2), the Committee shall report to Council at its earliest opportunity and provide the date upon which it will be able to submit its report to Council.
- (4) The Code of Conduct Committee shall prepare and submit a report to Council containing its recommendations with respect to the matters mentioned in subsection (1) on or before December 31, 2017, and thereafter at intervals of every four years on or before the 31st day of December.

Remuneration Committee

14. (1) The Remuneration Committee shall inquire into and make recommendations with respect to any or all of the following:
 - (a) the salaries to be paid to the Mayor and Councillors;
 - (b) the remuneration to be paid to a Councillor appointed as deputy mayor;
 - (c) professional allowances;
 - (d) vacation leave;
 - (e) health and disability benefits;
 - (f) pension benefits and additional retirement benefits;
 - (g) general, in-town and out-of-town expenses.
- (2) The Remuneration Committee may inquire into and make recommendations with respect to the following:
 - (a) the support staff, facilities and equipment for members of Council;
 - (b) communication allowances.

- (3) The Remuneration Committee shall be convened concurrently to the Municipal Elections Committee and the Code of Conduct Committee or shall be the third of the Committees of the Commission to be convened and shall convene on or before March 1, 2015, and shall prepare and submit a report to Council containing its recommendations with respect to the matters mentioned in subsection (1) on or before May 31, 2015.
- (4) The report mentioned in subsection (3) may be accompanied by a report containing any recommendations of the Committee with respect to the matters mentioned in subsection (2).
- (5) Notwithstanding subsection (2), should the Remuneration Committee be unable to report within the time limits found in subsection (2), the Committee shall report to Council at its earliest opportunity and provide the date upon which it will be able to submit its report to Council.
- (6) The Remuneration Committee shall prepare and submit a report to Council containing its recommendations with respect to the matters mentioned in subsection (1) on or before June 30, 2018 and thereafter at intervals of every four years on or before the 30th day of June.
- (7) The report mentioned in subsection (6) may be accompanied by a report containing any recommendations of the Committee with respect to the matters mentioned in subsection (2).

Decisions

15. After receiving a report from the Commission or a committee pursuant to this Bylaw, Council shall, within 30 days, consider the recommendations of the Commission or committee and may:
 - (a) accept the recommendations, in whole or in part;
 - (b) modify the recommendations, in whole or in part; or
 - (c) reject the recommendations, in whole or in part, and remit the matter back to the Commission or committee for further investigation and recommendations.

Other Issues

- 16. (1) At the request of Council made at any time during the term of the members of the Commission, the Commission may inquire into and make recommendations with respect to any matter of significance to Council.
- (2) Subject to subsection (3), within six months after the day on which the matter is referred to the Commission pursuant to subsection (1), the Commission shall submit a report to Council containing any recommendations of the Commission with respect to the matter.
- (3) If a matter referred to the Commission pursuant to subsection (1) is of an urgent nature, Council may request that the Commission submit its report within the time specified in the referral.

Coming Into Force

17. 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

Parking Meter Upgrade Project – Traffic Bylaw Amendment

Recommendation

That City Council consider Bylaw No. 9237, *The Traffic Amendment Bylaw, 2014*.

Topic and Purpose

This report concerns changes to Bylaw No. 7200, *The Traffic Bylaw* (the “Bylaw”) required to:

1. make the Bylaw correspond with the equipment and operational changes involved in implementing the Parking Meter Upgrade Project;
2. implement the Car Share Pilot Program; and
3. make housekeeping amendments to enhance enforceability of certain Bylaw provisions.

Report

At its meeting on October 27, 2014, City Council received a report from the Standing Policy Committee on Transportation recommending a further report on changes required to the Bylaw in order to implement the Parking Meter Upgrade Project. City Council passed a resolution which, in part, directed the administration to report further on the changes required to the Bylaw.

Transportation advises that under the new system, pay stations will be installed along streets and in some parking lots. Boundaries of parking stalls will not be painted on streets and may not be painted in some parking lots. There will be no poles or markers delineating stalls on streets. Therefore, rather than indicating reserved parking areas by hooding meters, these reserved areas will be indicated by posting temporary “No Parking” signs.

These operational changes require a number of amendments, including changes to the definition of “parking pay station”, and the offence section for “parking in a pay station zone”, as well as sections referring to the former hooding process, Veteran Parking Permits, the designation of parking places, and new permits to allow for reserving parking areas.

At its meeting of December 2, 2013, City Council instructed that amendments to the Bylaw be made to include a violation for parking in a stall designated for the Car Share Program.

We are pleased to submit for City Council’s consideration, Bylaw 9237, *The Traffic Amendment Bylaw, 2014*. The proposed Bylaw makes the above-noted changes

Parking Meter Upgrade Project – Traffic Bylaw Amendment

required to implement the Parking Meter Upgrade Project. In addition, the proposed Bylaw amends the street maintenance provisions in order to improve their enforcement. It also updates the fine for over-dimension commercial vehicles in accordance with Council's direction from August 14, 2013 which was inadvertently missed from an amendment to the Bylaw in September of 2013. Finally, the proposed Bylaw updates the provisions respecting display of unrestricted parking permits to comply with current procedures.

Attachment

1. Proposed Bylaw No. 9237, *The Traffic Amendment Bylaw, 2014*.

Report Approval

Written by: Kim Bodnarchuk
Approved by: Patricia Warwick, City Solicitor

224-0139-kmb-1.docx

BYLAW NO. 9237

The Traffic Amendment Bylaw, 2014

The Council of The City of Saskatoon enacts:

Short Title

1. This Bylaw may be cited as *The Traffic Amendment Bylaw, 2014*.

Purpose

2. The purpose of this Bylaw is to amend Bylaw No. 7200, *The Traffic Bylaw*, to:
 - (a) regulate parking in pay station zones;
 - (b) provide exemptions from certain provisions of *The Traffic Bylaw* for vehicles used in the Car Share Program;
 - (c) enhance the offence section for street maintenance to improve enforcement;
 - (d) increase the fine amounts for over dimension commercial trucks in accordance with City Council's previous direction; and
 - (e) update provisions describing how to display unrestricted parking permits.

Bylaw No. 7200 Amended

3. Bylaw No. 7200 is amended in the manner set forth in this Bylaw.

Section 2 Amended

4. Subsection 2(1) is amended by:
 - (a) adding the following after clause e):
 - "e.1) "car share" means a car rental program registered with the City and designed for persons to rent cars for short periods of time;

e.2) “car share parking space” means a parking space designated by sign for the exclusive use of car share vehicles; and

e.3) “car share vehicle” means a vehicle that:

(i) is used exclusively in the provision of the car share program; and

(ii) bears a decal from the City designating it as a car share vehicle associated with a car share parking space;” and

(b) in clause ff.2):

(i) adding “parking” after “collecting”;

(ii) adding “and controlling the use of” after “for”;

(iii) striking out “parking in” before “parking stalls”; and

(iv) striking out “stalls and controlling the use of parking stalls” and substituting “spaces within a pay station zone”.

Section 10 Amended

5. Section 10 is amended by:

(a) adding the following after subsection (6.2):

“(6.2.1) No person shall park in a pay station zone for longer than the amount of time purchased.”;

(b) adding “10(6.2.1),” after “10(6.2),” and striking out “j” after “10(6.4)” in subsection (7); and

(c) adding the following section after section 10(7):

“Car Share Parking

(8) No person shall park a vehicle in a car share parking space other than a car share vehicle designated for that car share parking space.”.

Section 12.5 Amended

6. Section 12.5 is amended by:
 - (a) in subsection (5), adding “and shall remain in effect until the sandwich boards and signs are removed by the City” after “in accordance with subsection (4)”;
 - (b) repealing subsection (7).

New Section 18.1

7. The following is added after section 18:

“Effect of Temporary Signage

18.1 Notwithstanding any other provision of this Bylaw, where temporary signage designating a street maintenance area, parking restriction, or parking prohibition has been posted by the City, it shall supersede any other signage, meters, or parking controls.”.

Part X Amended

8. The heading for Part X is amended by striking out “**Parking Meters**”.

Section 55 Amended

9. Section 55 is repealed and replaced with the following:

“Parking Places

55. The General Manager shall install parking meters, pay stations, or ticket dispensers on specified streets and on those parking lots established and designated pursuant to Section 58 as Council may direct from time to time. The following provisions shall apply to metered parking areas, pay station zones and ticket controlled zones:
 - (a) The General Manager
 - (i) shall lay out the space along the curbs of streets within metered parking areas into parking stalls, each with sufficient area for one vehicle; and

- (ii) may lay out any of the parking lots listed in Section 58 and the space along the curbs of streets within ticket controlled zones and pay station zones into parking stalls, each with sufficient area for one vehicle;
- (b) Within a metered parking area, each parking stall shall be equipped with a parking meter. Where double head parking meters are used, the parking meter on the side towards the parking stall shall be the parking meter for that particular stall.
- (c) A minimum of one pay station shall be installed in each pay station zone;
- (d) Where parking stalls are marked in a pay station zone, each parking stall shall clearly display an assigned number; and
- (e) A minimum of one ticket dispenser shall be installed in each ticket controlled zone.”.

New Section 55.1

10. The following is added after clause 55(1)(d):

“Payment for Parking Space

- 55.1 (1) The driver of a vehicle who parks in a parking stall or a parking space within a metered parking area, pay station zone or ticket controlled zone shall forthwith:
- a) deposit sufficient coins of Canada or the United States of America;
 - b) use an approved City Card which is accepted for electronic payment; or
 - c) direct the authorized parking by cell phone service provider
- to pay for the time the driver wishes to park in accordance with the instructions on the meter, pay station or ticket dispenser.
- (2) The fees for parking in a metered parking area, pay station zone or ticket controlled zone are those listed in Schedule No. 9.

- (3) The provisions of Subsection (1) shall not apply:
 - a) on any day between 1800 hours and 0900 hours the next day;
 - b) on a Sunday; or
 - c) on New Year's Day, Good Friday, Victoria Day, Canada Day, Labour Day, Thanksgiving Day, Remembrance Day, Christmas Day or any civic holiday.
- (4) The provisions of Subsection (1) shall not apply to a vehicle displaying a valid parking permit issued pursuant to Sections 56, 56.1, 56.2, or 56.3.”.

New Section 55.2

11. The following is added after section 55.1:

“Additional Information Required

- 55.2 (1) In addition to the requirements set out in Subsection 55.1(1), the driver of a vehicle parked in a pay station zone shall forthwith enter the license plate number of the vehicle or the stall number in which the vehicle is parked, in accordance with the instructions on the pay station.
- (2) Incorrect entry of the information required in Subsection (1) shall result in it being deemed that payment was not made for the parking stall or parking space.”.

Section 56 Amended

12. Section 56 is amended by:

- (a) in subsection (1):
 - (i) striking out “The owner of a vehicle” and substituting “A person”;
 - (ii) striking out “ upon” after “No. 9”; and
 - (iii) striking out “both vehicle ownership and”;

- (b) in subsection (2):
 - (i) striking out “The user of an unrestricted parking permit” and substituting “The owner of a motor vehicle”; and
 - (ii) adding the following after “signs”: “if:
 - (a) a valid unrestricted parking permit issued pursuant to Subsection (1) is displayed in accordance with Subsection (6); and
 - (b) the vehicle is being used to transport the person to whom the unrestricted parking permit was issued.”; and
- (c) adding the following after subsection (6):

“Additional Conditions

- (7) When parking at a pay station, the holder of an unrestricted parking permit shall use an approved City Card to activate the permit.
- (8) Failure to comply with the requirements of Subsection (7) shall result in the permit being deemed not to be displayed.”.

Section 56.1 Amended

13. Section 56.1 is amended by:

- (a) striking out “metered” from clause (2)(b); and
- (b) striking out “on the parking meter” and substituting “by signs” in clause (2)(c).

New Sections 56.2 and 56.3

14. The following is added after section 56.1

“Reserved Parking Permit

- 56.2 (1) The owner of a vehicle may apply for a reserved parking permit from the City. The permit holder shall comply with all

conditions and directions endorsed on the permit. Non-compliance with any condition or direction shall render the permit invalid.

- (2) Reserved parking shall be indicated on a street or in a parking lot established and designated pursuant to Section 58 of this bylaw by one of:
 - (a) hooding one or more meters; or
 - (b) posting temporary "No Parking" signs.
- (3) The holder of a valid reserved parking permit may park at the reserved parking area associated with that reserved parking permit.
- (4) The holder of a valid reserved parking permit is exempted from the requirements of Subsections 10(5), (6), (6.2), (6.2.1), (6.3) and (6.4), and Sections 11, 55.1 and 55.2.

Pre-paid Parking Permit

- 56.3 (1) The owner of a vehicle may apply for a pre-paid parking permit from the City. The permit holder shall comply with all conditions and directions endorsed on the permit. Non-compliance with any condition or direction shall render the permit invalid.
- (2) The holder of a valid reserved parking permit is exempted from the requirements of Subsections 10(5), (6), (6.2), (6.2.1), (6.3) and (6.4), and Sections 11, 55.1 and 55.2."

Schedule No. 9 Amended

15. Schedule No. 9 is amended by:

- (a) striking out "a parking stall" after "or" in section 1 and by adding ", or a ticket controlled zone" after "zone"; and
- (b) adding ", ticket dispensers" after "meters" and ", ticket dispenser" after "meter" in section 2.

Schedule No. 10 Amended

- 16. (a) Section 1 of Schedule No. 10 is amended by:
 - (i) renumbering clause 10(6.1) as “10(6.2)” and adding “when time purchased for that stall has expired” after “stall”;
 - (ii) renumbering clause “10(6.2)” as “10(6.2.1)”; and
 - (iii) adding the following after clause 10(6.4):
 - “10(8) Parking in car share parking space 50.00 n/a”.
- (b) Section 2 of Schedule No. 10 is amended by striking out “\$150.00 in clause 47 and substituting “\$200.00”.

Coming Into Force

17. 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

Friends of the Bowl Foundation Inc. Amendment to Articles of Incorporation and Corporate Bylaws

Recommendation

That City Council approve amending the Friends of the Bowl Foundation Inc. Articles of Incorporation and corporate bylaws pertaining to the purposes of the Foundation in the manner set forth in this report.

Topic and Purpose

The Friends of the Bowl Foundation Inc. (the “Foundation”) is currently in the process of submitting a charitable status application with Canada Revenue Agency (“CRA”). CRA requires that the Foundation’s Articles of Incorporation and corporate bylaws are in a specific format.

The Administration requests that City Council approve the amendment of the Articles of Incorporation and corporate bylaws to match the required CRA format.

Report

The Foundation is a volunteer, not-for-profit group assembled to raise funds and implement upgrades, in partnership with the City, to the Bowl at Gordon Howe Park. The Foundation desires to obtain charitable status for tax purposes. At its January 24, 2013 Board meeting, the Foundation passed a motion to retain MacPherson, Leslie and Tyerman to manage the charitable status application with CRA.

In order for the charitable status application to be successful, CRA requires that the Foundation’s Articles of Incorporation and corporate bylaws conform to a specific format. Specifically, the purposes of the Foundation must be directly linked to a charitable function.

The proposed amendment to the Articles of Incorporation and corporate bylaws will clarify the Foundation’s charitable purpose and provide the Foundation with broadened ancillary powers to fulfill its charitable functions.

Public Notice

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

Attachment

1. Resolution of the Members of Friends of the Bowl Foundation Inc. for proposed amendment to Articles of Incorporation and corporate bylaws.

Report Approval

Written by: Derek Kowalski, Solicitor
Approved by: Patricia Warwick, City Solicitor

188-0045-djk-1.docx

RESOLUTION OF THE MEMBERS OF FRIENDS OF THE BOWL FOUNDATION INC.,
PASSED BY THE SIGNATURES OF ALL OF THE MEMBERS, AS OF THE _____ DAY OF
DECEMBER, 2014, PURSUANT TO THE PROVISIONS OF *THE NON-PROFIT
CORPORATIONS ACT, 1995* (SASKATCHEWAN)

AMENDMENT TO BY-LAWS

WHEREAS it is desirable that the Corporation repeal and replace Section 3.1 of its current By-Laws;

AND WHEREAS it is required that the members of the Corporation approve the repeal and replacement of Section 3.1 of the By-Laws of the Corporation.

NOW, THEREFORE, BE IT RESOLVED THAT:

1. Section 3.1 of the By-Laws of the Corporation be repealed and replaced with the following:

"3.1 Foundation Purpose

The purpose of the Corporation is to improve the sports facilities within Gordon Howe Park for the benefit of the residents of the City of Saskatoon and surrounding area.

Without restricting the foregoing, for the attainment of the above-noted purpose and as incidental and ancillary thereto, the Corporation may exercise any of the following powers:

- (a) to accumulate from time to time part of the fund or funds of the Corporation and income therefrom subject to any statutes or laws from time to time applicable;
- (b) to invest and re-invest the funds of the Corporation in such manner as determined by the directors, and in making such investments, the directors shall not be limited to investments authorized by law for trustees, provided such investments are reasonable, prudent and sagacious under the circumstances and do not constitute, either directly or indirectly, a conflict of interest;
- (c) to solicit and receive donations, bequests, legacies and grants and to enter into agreements, contracts and undertakings incidental thereto;
- (d) to acquire by purchase, contract, donation, legacy, gift, grant, bequest or otherwise, any personal property and to enter into and carry out any agreements, contracts or undertakings incidental thereto, and to sell, dispose of and convey the same or any part thereof, as may be considered advisable;

- (e) to acquire by purchase, lease, devise, gift, or otherwise, real property, and to hold such real property or interest therein necessary for the actual use and occupation of the Corporation or for carrying on its objects, and when no longer so necessary, to sell, dispose of and convey the same or any part thereof;
- (f) to employ and pay such assistants, clerks, agents, representatives, independent contractors and employees, and to procure, equip and maintain such offices and other facilities and to incur such reasonable expenses, as may be necessary;
- (g) to co-operate, liaise, and contract with other charitable organizations, institutions or agencies which carry on similar objects to that of the Corporation;
- (h) to demand and compel payment of all sums of money and claims to any real or personal property in which the Corporation may have an interest and to compromise any such claims, and generally to sue and be sued in its corporate name;
- (i) to draw, make, accept, endorse, execute and issue cheques and other negotiable or transferable instruments; and
- (j) to pay all costs and expenses of, or incidental to, the incorporation."

AMENDMENT TO ARTICLES

WHEREAS it is desirable that the Corporation amend its Articles;

AND WHEREAS it is required that the members of the Corporation approve the amendment of the Articles of the Corporation.

NOW, THEREFORE, BE IT RESOLVED THAT:

1. The Articles of the Corporation be amended in the manner set out in the attached form of Articles of Amendment.

FURTHER AUTHORITY AND COUNTERPARTS

BE IT RESOLVED THAT:

1. Any director or officer be and is fully authorized, in the name and on behalf of the Corporation, under its corporate seal or otherwise, to execute and deliver all agreements and instruments as may be necessary or desirable to give effect to this resolution and the transactions contemplated hereby, all with such alterations, additions, modifications and changes as such person may approve (the approval of such alterations, modifications and changes (if any) to be conclusively deemed to be approved by the execution of such agreement or instrument by such person) and such execution shall be conclusive evidence

that such agreement or instrument so executed is the agreement or instrument authorized by this resolution.

2. Any officer or director of the Corporation is hereby authorized to do such further acts and things and to execute and deliver such other agreements and instruments as may be necessary or desirable to give effect to this resolution and the transactions contemplated hereby.
3. These resolutions may be executed in counterparts and may be signed by facsimile or other means of electronic communication producing a printed copy, each of which so signed shall be deemed to be an original, and such counterparts together shall constitute one and the same instrument and, notwithstanding the date of execution, shall be deemed to bear the date first written above.

WITNESS the signatures of all of the members as of the date first written above.

THE CITY OF SASKATOON

Per: _____
His Worship Donald J. Atchison, Mayor

Per: _____
Joanne Sproule, City Clerk

1. Name of Corporation: Friends of the Bowl Foundation Inc.	Entity No.: 101221462
---	---------------------------------

2. The articles of the corporation are amended as follows:

- (a) by deleting section 6 of the Articles of the Corporation, and replacing the text thereof with:

"The activities of the Corporation are to improve the sports facilities within Gordon Howe Park for the benefit of the residents of the City of Saskatoon and surrounding area.

Without restricting the foregoing, for the attainment of the above-noted objects and as incidental and ancillary thereto, to exercise any of the following powers:

- (a) to accumulate from time to time part of the fund or funds of the Corporation and income therefrom subject to any statutes or laws from time to time applicable;
- (b) to invest and re-invest the funds of the Corporation in such manner as determined by the directors, and in making such investments, the directors shall not be limited to investments authorized by law for trustees, provided such investments are reasonable, prudent and sagacious under the circumstances and do not constitute, either directly or indirectly, a conflict of interest;
- (c) to solicit and receive donations, bequests, legacies and grants and to enter into agreements, contracts and undertakings incidental thereto;
- (d) to acquire by purchase, contract, donation, legacy, gift, grant, bequest or otherwise, any personal property and to enter into and carry out any agreements, contracts or undertakings incidental thereto, and to sell, dispose of and convey the same or any part thereof, as may be considered advisable;
- (e) to acquire by purchase, lease, devise, gift, or otherwise, real property, and to hold such real property or interest therein necessary for the actual use and occupation of the Corporation or

for carrying on its objects, and when no longer so necessary, to sell, dispose of and convey the same or any part thereof;

- (f) to employ and pay such assistants, clerks, agents, representatives, independent contractors and employees, and to procure, equip and maintain such offices and other facilities and to incur such reasonable expenses, as may be necessary;
- (g) to co-operate, liaise, and contract with other charitable organizations, institutions or agencies which carry on similar objects to that of the Corporation;
- (h) to demand and compel payment of all sums of money and claims to any real or personal property in which the Corporation may have an interest and to compromise any such claims, and generally to sue and be sued in its corporate name;
- (i) to draw, make, accept, endorse, execute and issue cheques and other negotiable or transferable instruments; and
- (j) to pay all costs and expenses of, or incidental to, the incorporation."

(b) by deleting section 7 of the Articles of the Corporation, and replacing the text thereof with:

" Upon the liquidation, dissolution or winding-up of the Corporation, after payment of all of the liabilities of the Corporation, the remaining assets of the Corporation shall be transferred to one or more "eligible donees" described in subsection 188(1.3) of the *Income Tax Act* (Canada) as determined by the Board of Directors from time to time, provided that each such "eligible donees" are also listed in subsection 209(5) of *The Non-Profit Corporations Act, 1995* (Saskatchewan). "

3. Each amendment has been duly authorized pursuant to the requirements of the Act.

December , 2014

Date	Name	Office Held	Signature
------	------	-------------	-----------



STANDING POLICY COMMITTEE ON ENVIRONMENT, UTILITIES & CORPORATE SERVICES

Solar Power Addition at the Landfill Gas Power Generation Facility

Recommendation of the Committee

That the information to be received.

History

At the December 8, 2014, Standing Policy Committee on Environment, Utilities and Corporate Services meeting, a report of the General Manager of Transportation & Utilities, dated December 8, 2014, was considered regarding the above matter.

Attachment

Report of General Manager, Corporate Performance Department [File CK. 2000-5 and WT. 2000-10]

Solar Power Addition at the Landfill Gas Power Generation Facility

Recommendation

That the report of the General Manager, Transportation & Utilities Department dated December 8, 2014, be forwarded to City Council for information.

Topic and Purpose

The purpose of this report is to provide information about a proposed solar photovoltaic (PV) system to be installed at the Landfill Gas (LFG) Power Generation Facility. This proposed project will offset power purchased from SaskPower for operation of the facility and will allow Saskatoon Light & Power (SL&P) to evaluate three competing solar technologies.

Report Highlights

1. A grid-tied photovoltaic system is proposed for the LFG Power Generation Facility, and is expected to provide 40% of the facility's annual power requirements.
2. Three competing solar technologies will be evaluated to determine the most appropriate technology for a future utility-scale solar farm.

Strategic Goals

This report supports the long-term strategy to increase use of renewable energy in City operations, and to reduce greenhouse gas (GHG) emissions tied to City operations under the Strategic Goal of Environmental Leadership.

Background

On March 1, 2010, City Council approved a concept for a Green Energy Park in the area adjacent to the landfill. A Solar Power facility was included in the original concept plan.

Report

Proposed grid-tied photovoltaic system for the LFG Power Generation Facility

SL&P is working on several initiatives to achieve a diverse and environmentally sustainable energy system by developing local renewable energy supplies. The Green Energy Park, located adjacent to the Saskatoon Landfill, is proposed to include several renewable and/or low-impact electrical generation facilities.

A grid-tied solar power system is planned for the LFG Power Generation Facility. The electricity produced will be used to offset the electricity purchased from SaskPower to operate the facility. The total solar power capacity is expected to be 40 kilowatts -

enough to provide 40% of the annual power requirements for the landfill gas power generation facility.

Solar Power Technology Evaluation

Three competing technologies will be installed and evaluated for cost and performance, to determine the most appropriate technology for a larger-scale deployment at the Green Energy Park. A fixed roof-mount system will be installed on the existing building, as well as ground-based single-axis and dual-axis tracking systems in the area adjacent to the building. A Request for Proposals (RFP) will be issued in early 2015 for the supply and installation of the solar power system, and construction is planned for the summer of 2015.

Timing for a larger-scale solar power project has not yet been determined.

Options to the Recommendation

SL&P could discontinue plans to install these small-scale solar installations and continue to monitor advances in solar technology and economic viability. This is not recommended as SaskPower is currently offering a Net Metering Rebate that may not be available in the future.

Financial Implications

The estimated cost for the photovoltaic system is \$150,000. A Net Metering Program application was submitted to SaskPower and this project is eligible for a 20% rebate of capital costs to a maximum of \$20,000. The remaining capital cost will be funded from Capital Project No. 1281: Sustainable Power Generation Options. By reducing the electricity purchased from SaskPower at the facility the simple payback of the capital cost is estimated at 16 years.

Environmental Implications

By generating electricity using solar panels rather than buying it from SaskPower, this project is estimated to reduce annual GHG emissions by 35 tonnes CO₂e, which is the equivalent of removing 7 vehicles from the road each year.

Other Considerations/Implications

There are no public and/or stakeholder involvement, communication plan, policy, privacy CPTED implications or considerations.

Due Date for Follow-up and/or Project Completion

An RFP for supply and installation of the solar power system is planned for early 2015. A recommendation for award of the successful proposal will be presented to City Council at that time.

Public Notice

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

Report Approval

Written by: Nathan Ziegler, Sustainable Electricity Engineer
Reviewed by: Trevor Bell, Director of Saskatoon Light & Power
Approved by: Jeff Jorgenson, General Manager, Transportation & Utilities

EUCS NZ - Solar Power Addition at the Landfill Gas Power Generation Facility



STANDING POLICY COMMITTEE ON ENVIRONMENT, UTILITIES & CORPORATE SERVICES

Capital Project #778-16 – CN Industrial Sanitary Forcemain Extension Project – Award of Engineering Services

Recommendation of the Committee

1. That the proposal for engineering services, submitted by Stantec Consulting Ltd., for the detailed trenchless and open cut design options and construction management of the CN Industrial Sanitary Forcemain on a time and expense basis, at an estimated cost of \$134,332.80 (including GST), be accepted; and
2. That the City Solicitor be requested to prepare the appropriate agreement and that His Worship the Mayor and the City Clerk be authorized to execute the agreement under the Corporate Seal.

History

At the December 8, 2014, Standing Policy Committee on Environment, Utilities and Corporate Services meeting, a report of the General Manager, Transportation & Utilities, dated December 8, 2014, was considered regarding the above matter.

Attachment

Report of General Manager, Transportation & Utilities Department [File CK. 7820-4 and IS. 4111-24]

Capital Project #778-16 – CN Industrial Sanitary Forcemain Extension Project – Award of Engineering Services

Recommendation

That the Standing Policy Committee on Environment, Utilities and Corporate Services recommend to City Council:

1. That the proposal for engineering services, submitted by Stantec Consulting Ltd., for the detailed trenchless and open cut design options and construction management of the CN Industrial Sanitary Forcemain on a time and expense basis, at an estimated cost of \$134,332.80 (including GST), be accepted; and
2. That the City Solicitor be requested to 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 request City Council approval for the award of engineering services to provide two design options (trenchless and shallow open cut) and construction management for the CN Industrial Sanitary Forcemain Extension Project.

Report Highlights

1. There is a need to extend the existing 350mm high-density polyethylene (HDPE) sanitary forcemain within the CN Industrial Area to relocate its current discharge location at Melville Street, west of Brand Road, to the Jasper Avenue Lift Station.
2. A Request for Proposal (RFP) was posted on Sasktenders asking for consulting services to design the forcemain for trenchless and open cut construction and to provide contract Administration Services.
3. Based on a systematic evaluation, the Administration rated the proposal from Stantec Consulting Ltd. (Stantec) as being superior regarding scope-of-work and cost estimates.

Strategic Goals

The recommendations in this report support the Strategic Goals of Asset and Financial Sustainability, and Sustainable Growth as work completed under this contract will ensure that the sanitary system will continue to effectively serve the Stonebridge development area.

Background

The receiving gravity sanitary sewer system is nearing its capacity as Stonebridge continues to grow; therefore, a forcemain extension is required to discharge the sewer directly into the Jasper Avenue Lift Station. This extension is the second of a two-phase plan to install the forcemain from the Stonebridge Lift Station to the Jasper Avenue Lift Station.

This project was previously designed and tendered for a deep open cut installation but was cancelled due to bids being higher than budget and non-compliant with specifications.

Report

The existing 350mm HDPE sanitary forcemain, within the CN Industrial Area, needs to be extended from Melville Street, west of Brand Road, to the Jasper Avenue Lift Station. This installation is part of the staged servicing strategy for the Stonebridge neighbourhood.

An RFP was posted on Sasktenders asking for consulting services to design the forcemain for trenchless and a shallow open cut construction and to provide contract Administration Services. After evaluation, the Administration rated the proposal from Stantec as being superior based on scope-of-work and cost estimates.

The Administration is recommending that the City enter into an Engineering Services Agreement to complete the forcemain design and tender the project once more with allowance for both open cut and trenchless bids for construction in 2015.

Options to the Recommendation

The Stantec proposal meets the expectations of the Administration and is within budget.

Communication Plan

This project will have an impact on traffic in the CN Industrial area. A construction notice will be provided to affected businesses so they may plan accordingly for any impact to their operations. This project will be included in the Road Restrictions and Construction Projects Interactive Map, with a brief description, as part of the 2015 Building Better Roads Campaign. Traffic restrictions will be communicated through service alerts and daily Road Report PSAs.

Financial Implications

The proposal from Stantec was priced on a time and expense basis, at an estimated cost of \$134,332.80 (including GST). The estimated net cost to the City for the engineering services would be as follows:

Base Fee	\$127,936.00
GST	<u>6,396.80</u>
Total Fee	\$134,332.80
Less GST Rebate	<u>(6,396.80)</u>
Net Cost to the City	<u>\$127,936.00</u>

Capital Project #778-16 – Forcemain – Brand to Jasper Lift Station is funded by the Trunk Sewer Reserve and has sufficient funds for the provision of the engineering services and future construction.

Environmental Implications

Trenchless construction work will cause less traffic disruption and the equipment used would produce less greenhouse gas emissions than open cut methods. The forcemain extension is required to avoid future surcharging and potential sewer spills.

Other Considerations/Implications

There are no public and/or stakeholder involvement, policy, privacy, or CPTED implications or considerations.

Due Date for Follow-up and/or Project Completion

The project will be completed by the end of the 2015 construction season.

Public Notice

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

Report Approval

Written by: M. Nisar Khan, Senior Design Engineer, Engineering & Planning
Reviewed by: AJ McCannell, Manager, Engineering & Planning
Reid Corbett, Director of Saskatoon Water
Approved by: Jeff Jorgenson, General Manager, Transportation & Utilities
Department

EUCS NK – Cap Proj 778-16 – CN Industrial Sanitary Forcemain Extension Project – Award of Engineering Services



STANDING POLICY COMMITTEE ON PLANNING, DEVELOPMENT AND COMMUNITY SERVICES

Application for Municipal Heritage Property Designation 803 9th Avenue North

Recommendation of the Committee

That the following recommendations regarding the proposed Municipal Heritage Designation be considered by City Council:

1. That the City Solicitor be requested to prepare and bring forward a bylaw to designate the property at 803 9th Avenue North as a Municipal Heritage Property under the provision of The Heritage Property Act, with such designation limited to the exterior of the building (excluding the addition completed in 2012);
2. That the General Manager, Community Services Department, be requested to prepare the required notices for advertising the proposed designation; and
3. That \$2,500 be allocated from the Heritage Reserve Fund for supply and installation of a recognition plaque for the property.

History

At the December 1, 2014 Standing Policy Committee on Planning, Development and Community Services meeting, a report of the General Manager, Community Services Department dated November 5, 2014, regarding the above matter, was considered. The recommendations have also been reviewed and supported by the Municipal Heritage Advisory Committee.

Attachment

November 5, 2014 Report of the General Manager, Community Services, Files CK 710-63 and PL 907-1.

Application for Municipal Heritage Property Designation – 803 9th Avenue North

Recommendation

That a report be forwarded to the Standing Policy Committee on Planning, Development and Community Services with a recommendation to City Council:

1. That the City Solicitor be requested to prepare and bring forward a bylaw to designate the property at 803 9th Avenue North as a Municipal Heritage Property under the provision of *The Heritage Property Act*, with such designation limited to the exterior of the building (excluding the addition completed in 2012);
2. That the General Manager, Community Services Department, be requested to prepare the required notices for advertising the proposed designation; and
3. That \$2,500 be allocated from the Heritage Reserve Fund for supply and installation of a recognition plaque for the property.

Topic and Purpose

The purpose of this report is to consider an application by the property owner requesting 803 9th Avenue North be designated as a Municipal Heritage Property.

Report Highlights

1. This property is eligible for designation as a Municipal Heritage Property. It is an excellent example of Tudor-style architecture. The property was once home to Andrew N. Boyd, an auto dealership owner and prominent member of the Knox United Church and Dr. Lorne McConnell, a pioneer in the field of neurosurgery in Western Canada and former Chief of Surgery at Saskatoon City Hospital.

Strategic Goal

The 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

The two-story dwelling located in City Park at 803 9th Avenue North was built in 1929. The Tudor-style dwelling was originally home to Andrew N. Boyd, who founded the auto dealership Boyd Bros. (located at the corner of 24th Street and 2nd Avenue). Mr. Boyd came to Saskatoon from Radisson and North Battleford in 1922 and was a prominent figure in the Knox United Church and past president of the Saskatoon Club from 1930 to 1931.

The home was later purchased by Dr. Lorne McConnell who began his medical practice in Saskatoon in 1912. Mr. McConnell had served with the British Army Medical Corps during World War I, and in the early 1930's studied at McGill University's Neurological Institute before continuing his studies at the Mayo Clinic in Rochester, Minnesota. Mr. McConnell

Application for Municipal Heritage Property Designation – 803 9th Avenue North

was a pioneer in the field of neurosurgery in Western Canada and before his retirement in 1967 served as Chief of Surgery at Saskatoon City Hospital for a number of years.

The dwelling continues to be used as a private residence and the owner of the property has requested designation as a Municipal Heritage Property.

Report

The Administration conducted a formal evaluation of the exterior of the building and is of the opinion that the property is eligible for designation as a Municipal Heritage Property for the following reasons:

1. The dwelling was once home to two prominent citizens in Saskatoon: Andrew N. Boyd and Dr. Lorne McConnell.
2. The dwelling is an excellent example of a traditional 1920's Tudor-style home, which is a relatively unique style of architecture in Saskatoon. Architectural elements featured on this home's exterior, and those of which are characteristic of the Tudor-style, include a steeply pitched roof with a projecting front-gabled extension, brick exterior with stucco cladding on the upper level, an arched front doorway with stone trim, and a large brick chimney (with decorative chimney pots). The bricks used on the exterior of the building appear to be similar to those on other brick buildings built during this era.
3. The dwelling is in excellent condition, and all features of the Tudor architectural style have been retained. An addition to the rear of the property was completed in 2012; however, all materials used were chosen to compliment the exterior finishes and is sympathetic to the existing architecture.

The Administration is recommending that only the exterior original structure be designated as a Municipal Heritage Property. Once the property is designated it will be eligible for funding under the Heritage Conservation Program. The applicant is not applying for funding at this time; however, restoration work will likely be required in the future in order to make repairs to the roof, along with replacement of the shingles and windows. Any future funding requests under the Heritage Conservation Program would not apply to the recent addition completed in 2012.

Options to the Recommendation

City Council has the option of not designating this building as a Municipal Heritage Property.

Public and/or Stakeholder Involvement

Public and/or stakeholder consultations are not required.

Communication Plan

All municipal heritage properties are marked with a bronze plaque on site that describes the heritage significance of the property. If designation is approved, the property will also be added to the Heritage Registry.

Application for Municipal Heritage Property Designation – 803 9th Avenue North

Policy Implications

The proposal complies with Civic Heritage Policy No. C10-020.

Financial Implications

The amount of \$2,500 from the Heritage Reserve Fund would be allocated for the fabrication of the bronze plaque and installation on the property.

Other Considerations/Implications

There are no environmental, privacy, or CPTED implications or considerations.

Due Date for Follow-up and/or Project Completion

If City Council recommends the site designation, a date for a public hearing will be set. This date will be set in accordance with the provisions in *The Heritage Property Act*.

Public Notice

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

If designation as a Municipal Heritage Property is recommended, the designation will be advertised in accordance with the provisions in *The Heritage Property Act*, which requires that the Notice of Intention to Designate be advertised at least 30 days prior to the public hearing.

Attachments

1. Location Plan
2. Heritage Evaluation Summary
3. Photographs of Subject Property

Report Approval

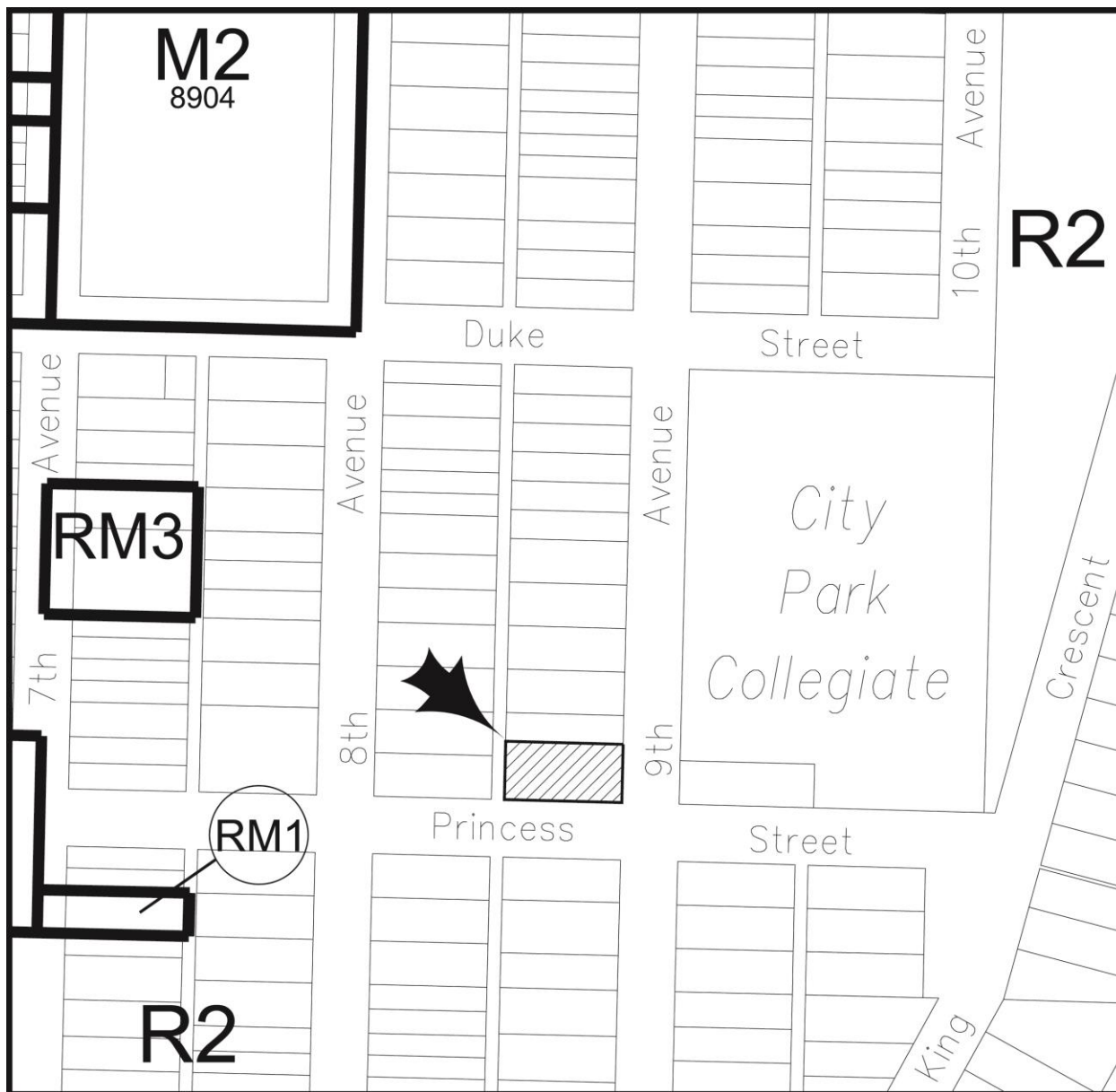
Written by: Catherine Kambeitz, Heritage and Design Coordinator, Planning and Development

Reviewed by: Alan Wallace, Director of Planning and Development

Approved by: Randy Grauer, General Manager, Community Services Department

S:\Reports\DS\2014\MHAC – Application for Municipal Property Designation – 803 9th Avenue North\kt

Location Plan



MUNICIPAL HERITAGE PROPERTY

803 9th Avenue North



N:\Planning\MAPPING\Requests\Internal\Heritage\Heritage Site 803 9th Ave N.dwg

Heritage Evaluation Summary

Resource Name: 803 9th Avenue North

Resource Address: 803 9th Avenue North

Neighbourhood: City Park

Year Built: 1929

Use Type: Residence

Heritage Significance

Architectural Style

Tudor

Architectural Design

The property exhibits these distinct features:

- steeply pitched roof;
- projecting front-gabled extension;
- tall narrow windows with small window panes;
- grouping of windows;
- arched doorways with decorative trim;
- use of brick on the first story and stucco cladding on upper level; and
- large brick chimney with decorative chimney pots.

Construction

Material used includes dark brown/red brown bricks, stucco, concrete and stone for trim/accents. Cedar shingles and wood framed windows.

A fence, presumed to be the original, is located on the entire perimeter of the property and incorporates the same brick and stone work visible on the home.

Significant Persons/Institutions

Person: Andrew N. Boyd (Auto Dealership Owner and Prominent figure in the Knox United Church)

Person: Lorne McConnell (Neurosurgeon and Chief of Surgery at Saskatoon City Hospital; WWI Veteran - Army Medical Corps)

Integrity

All features of the Tudor architectural style have been retained. Kitchen addition on rear of property was completed in 2012 - materials used were chosen to be sympathetic to the existing architecture of the building.

Photographs of Subject Property



Source: Local History, Saskatoon Public Library. PH-96-163-4 (Created by Saskatoon Real Estate Board, 1989).



Brick Exterior with Tall Narrow Windows (2014)



Front Door with Decorative Trim (2014)



Chimney with Decorative Chimney Pots (2014)



Steeply Pitched Roof (2014)



STANDING POLICY COMMITTEE ON PLANNING, DEVELOPMENT AND COMMUNITY SERVICES

Application for Municipal Heritage Designation and Tax Abatement Funding Under the Heritage Conservation Program - 1102 Spadina Crescent East

Recommendation of the Committee

1. That the following recommendations regarding the proposed Municipal Heritage Designation be considered by City Council:
 - a. That the City Solicitor be requested to prepare and bring forward a bylaw to designate the property at 1102 Spadina Crescent East as a Municipal Heritage Property, under the provision of The Heritage Property Act with such designation limited to the exterior of the building;
 - b. That the General Manager, Community Services Department, be requested to prepare the required notices for advertising the proposed designation;
 - c. That \$2,500 be allocated from the Heritage Reserve Fund for supply and installation of a recognition plaque for the property; and
 - d. That the City Solicitor be requested to prepare the appropriate agreement and that his Worship the Mayor and the City Clerk be authorized to execute the agreements, under the Corporate Seal; and
2. That the following recommendation regarding the proposed tax abatement and funding under the Heritage Conservation Program be considered by City Council:

That the owners of 1102 Spadina Crescent East receive a tax abatement, to a maximum of \$84,400 and a refund of the building permit fee of \$289.11, commencing in the year following satisfactory completion of the rehabilitation project; and

History

At the December 1, 2014 Standing Policy Committee on Planning, Development and Community Services meeting, a report of the General Manager, Community Services Department dated November 5, 2014, regarding the above matter, was considered. The recommendations have also been reviewed and supported by the Municipal Heritage Advisory Committee. The Committee has also received a presentation from Mr. Don Greer opposing the proposed tax abatement for the property.



STANDING POLICY COMMITTEE ON PLANNING, DEVELOPMENT AND COMMUNITY SERVICES

Attachment

November 5, 2014 Report of the General Manager, Community Services, Files CK 710-62 and PL 907-1.

Application for Municipal Heritage Designation and Tax Abatement Funding Under the Heritage Conservation Program – 1102 Spadina Crescent East

Recommendations

That a report be forwarded to the Standing Policy Committee on Planning, Development and Community Services with a recommendation to City Council:

1. That the City Solicitor be requested to prepare and bring forward a bylaw to designate the property at 1102 Spadina Crescent East as a Municipal Heritage Property, under the provision of *The Heritage Property Act* with such designation limited to the exterior of the building;
2. That the General Manager, Community Services Department, be requested to prepare the required notices for advertising the proposed designation;
3. That \$2,500 be allocated from the Heritage Reserve Fund for supply and installation of a recognition plaque for the property;
4. That the owners of 1102 Spadina Crescent East receive a tax abatement, to a maximum of \$84,400 and a refund of the building permit fee of \$289.11, commencing in the year following satisfactory completion of the rehabilitation project; and
5. That the City Solicitor be requested to prepare the appropriate agreement and that his Worship the Mayor and the City Clerk be authorized to execute the agreements, under the Corporate Seal.

Topic and Purpose

The purpose of this report is to consider an application by the property owner requesting 1102 Spadina Crescent East be designated as a Municipal Heritage Property and to approve the request for funding for a project to rehabilitate the exterior of the property, under the Heritage Conservation Program.

Report Highlights

1. This property is eligible for designation as a Municipal Heritage Property. It is a one and a half-story house that exhibits typical characteristics of homes built during the boomtime period, and has been home to several prominent people, including Dr. Richard A. Wilson and Angus McGill Mowat. The property owner is undertaking a rehabilitation project to the exterior of the dwelling.

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.

Application for Municipal Heritage Designation and Tax Abatement Funding Under the Heritage Conservation Program – 1102 Spadina Crescent East

Background

The one and a half-story dwelling, located in City Park at 1102 Spadina Crescent East, was built in 1914. It has been home to several prominent Saskatoon citizens, including Dr. Richard A. Wilson, the Mowat Family, Rupert David Ramsey, and Issac P. Friesen (see Attachment 2).

The dwelling continues to be used as a private residence, and the owner of the property has requested designation as a Municipal Heritage Property.

Report

Municipal Heritage Designation

The Administration conducted a formal evaluation of heritage significance, and is of the opinion that the property's exterior is eligible for designation as a Municipal Heritage Property for the following reasons:

1. The dwelling was home to several prominent citizens, including Dr. Richard Wilson, the Mowat Family, Rupert David Ramsey, and Issac P. Friesen.
2. The dwelling exhibits typical characteristics of homes built during the boomtime period. The dwelling is one and a half stories with a large sunroom. The exterior of the house is stucco with wood accents.
3. The dwelling remains relatively unaltered and is on its original site. The property owner is committed to a large rehabilitation project.

The Administration is recommending that only the exterior building be designated as a Municipal Heritage Property. Once the property is designated, it is eligible for funding under the Heritage Conservation Program.

Heritage Conservation Program for Designated Municipal Heritage Properties

Financial assistance for designated Municipal Heritage Properties includes a property tax abatement of up to 50% of costs related to the restoration of architectural elements and renovations to meet building code requirements where it affects the character defining elements of the building. Additional assistance includes a refund of 50% of the building and development permit fees. Heritage home owners may also choose to receive funding as a grant, rather than tax abatement, if the application for funding is less than \$10,000.

The Heritage Conservation Program provides funding for up to 50% of costs related to restoration of the heritage elements of the property. For this project, the owner qualifies for a maximum of \$84,400, in the form of a tax abatement amortized over a ten-year period. Should the approved tax abatement be greater than the property taxes, a grant will also be issued to the property owner for the difference over the amortization period. The final amount of the tax abatement will be determined once the approved work has been completed and the associated receipts submitted.

Application for Municipal Heritage Designation and Tax Abatement Funding Under the Heritage Conservation Program – 1102 Spadina Crescent East

Based on the estimates provided by the property owner, the following elements of the project are eligible:

Roof	\$ 20,000
Exterior Finish	\$ 48,200
Windows and Frames	\$ 36,700
Foundation Repairs	\$ 46,400
Side Entrance Stair Repair	\$ 17,500
TOTAL	\$168,800
Tax Abatement Available	\$ 84,400

Options to the Recommendation

City Council has the option of not designating the site as a Municipal Heritage Property or approving the funding request.

Communication Plan

All municipal heritage properties are marked with a bronze plaque on site that describes the heritage significance of the property. If designation is approved, the property will also be added to the Heritage Registry.

Policy Implications

This proposal complies with Civic Heritage Policy No. C10-020 (Policy).

Financial Implications

The total estimated cost of the eligible expenses of this project is \$168,800 and under the Policy, the project would qualify for 50% of eligible costs. A tax abatement, to a maximum amount of \$84,400, would be amortized over a ten-year period and will begin in the year following the completion of the project.

The applicant is also eligible for a refund of \$298.11 for the building permit fees of the project.

The source of funding is the Heritage Reserve Fund. The current balance is \$199,609.06. Funding of this project will not impact the ability of the Heritage Reserve Fund to continue funding existing property tax abatements or other previously approved programs. The Heritage Reserve Fund receives an annual transfer of \$57,600.

The amount of \$2,500 from the Heritage Reserve Fund would be allocated for the fabrication of the bronze plaque and installation on the property.

Other Considerations/Implications

There are no environmental, privacy, or CPTED implications or considerations.

Application for Municipal Heritage Designation and Tax Abatement Funding Under the Heritage Conservation Program – 1102 Spadina Crescent East

Due Date for Follow-up and/or Project Completion

If City Council recommends the site designation, a date for a public hearing will be set. This date will be set in accordance with the provisions in *The Heritage Property Act*.

Public Notice

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

If designation as a Municipal Heritage Property is recommended, the designation will be advertised in accordance with the provisions in *The Heritage Property Act*, which requires that the Notice of Intention to Designate be advertised at least 30 days prior to the public hearing.

Attachments

1. Location Plan
2. Heritage Evaluation Summary
3. Photographs of Subject Property

Report Approval

Written by: Catherine Kambeitz, Heritage and Design Coordinator, Planning and Development Division

Reviewed by: Alan Wallace, Director of Planning and Development

Approved by: Randy Grauer, General Manager, Community Services Department

S:\Reports\DS\2014\PDCS – Application for Municipal Heritage Designation and Tax Abatement Funding Under the Heritage Conservation Program – 1102 Spadina Crescent East\kt

Location Plan



PROPOSED MUNICIPAL HERITAGE PROPERTY

1102 Spadina Crescent East



N:\Planning\MAPPING\Requests\Internal\Heritage\Heritage Site - 1102 Spadina Crescent East.dwg

Resource Name: 1102 Spadina Crescent East

Resource Address: 1102 Spadina Crescent East

Neighbourhood: City Park

Year Built: 1914

Use Type: Residence

Heritage Significance

Architectural Style

Vernacular with Craftsman Influences

Architectural Design

The property exhibits these features:

- Two low-pitched front-facing gables with multiple roof planes;
- Stucco wall cladding with half-timbered detailing;
- Wide, enclosed eave overhang; and
- Groupings of windows (i.e. ribbon windows) located on front and rear façade.

Construction

Material used includes stucco and wood for trim/accents. North side of the predominant roof was reshingled approximately ten years ago. Cedar shakes cover the remaining portions of the roof. Most of the wood framed windows are not considered original and were presumably replaced sometime in the 1960's.

Significant Persons/Institutions

Person: Richard A. Wilson (English Professor and Head of English Department from 1915 to 1940, University of Saskatchewan)

Person(s): Angus McGill Mowat (Head Librarian at Saskatoon Public Library from 1932 to 1937); Farley Mowat (Canadian Author – "Owls in the Family" set in Saskatoon)

Person: Rupert David Ramsey (Professor of Agriculture; Director, Extension Division, University of Saskatchewan)

Person: Issac P. Friesen (Minister in the Mennonite Church; Author; Missionary)

Integrity

Features of the original home have for the most part been retained. Windows, shingles, and stucco have been replaced/redone.

Photographs of Subject Property



Front Exterior (2014)



Back Exterior (2014)

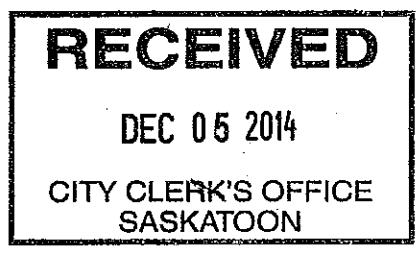


Side Entrance Stairs (2014)



Roof / Shingles (2014)

From: Richard & Elaine Maj <richardmaj@rogers.com>
Sent: Friday, December 05, 2014 3:22 PM
To: City Council
Subject: Request to speak before City Council



Hello:

My wife (Elaine) and I would like to speak before City Council at the next meeting on December 15th. The specific agenda item is the "Application for Municipal Heritage Designation and Tax Abatement Funding Under the Heritage Conservation Program – 1102 Spadina Crescent East". We are the owners of the property in question, and would like to make a brief presentation in support of the application.

Regards,

Richard Maj
1102 Spadina Cres. East
Saskatoon, SK S7K 3H7

H: 306-244-4695
M: 306-850-1575



EXECUTIVE COMMITTEE

Independent Review Commission: Code of Conduct, Conduct of Municipal Elections, Total Compensation for Members of Council

Recommendation of the Committee

1. That the City Solicitor be instructed to prepare the appropriate bylaw for consideration by City Council; and
2. That the Committees convene on or before March 1, 2015 and report to Council on or before May 31, 2015 with the following order of priority:
 - Municipal Elections Committee
 - Code of Conduct Committee
 - Remuneration Committee

History

At the November 17, 2014 meeting of Executive Committee, a report of the City Solicitor dated November 17, 2014 was considered regarding the above.

Attachment

Report of the City Solicitor dated November 17, 2014 (File No. CK. 255-18)

Note

To be considered with Item 8.6.3.

Independent Review Commission: Code of Conduct, Conduct of Municipal Elections, Total Compensation for Members of Council

Recommendation:

- 1) That the City Solicitor be instructed to prepare the appropriate bylaw for consideration by City Council.
- 2) That direction be given by Executive Committee on the timing of the Committees to convene and report to City Council.

Topic and Purpose

This report introduces to Executive Committee the concept of establishing an Independent Commission by way of bylaw. There is precedent for establishing an Independent Commission in this way at the Provincial and Municipal level (Edmonton).

The report summarizes the proposed contents of such a bylaw.

Report Highlights

The report proposes that an Independent Commission be established by bylaw to inquire into and make recommendations to Council with respect to: the conduct of municipal elections including the disclosure of election expenses and contributions and campaign spending limits; the Code of Conduct for members of Council; and the remuneration and benefits and the reimbursement or allowances for expenses of members of Council.

The Independent Commission would establish Committees with specific mandates to complete their inquiries. The Committees would report to Council with their recommendations at least once every four years.

The bylaw would provide that Council may refer additional matters to the Independent Commission for review and recommendations at any time.

Strategic Goal

The establishment of an Independent Commission supports the strategic goal of Continuous Improvement.

Background

At its meeting held on June 24, 2013, Council resolved:

- “1) that City Council establish one independent commission for:
 - a) election rules;
 - b) total compensation;
 - c) code of conduct; and
- 2) that the Administration bring forward a mandate for an independent commission to Executive Committee for review.”

Report

Establishment of Commission

The bylaw would establish an Independent Commission to inquire into and make recommendations to Council on the conduct of all matters related to municipal elections including disclosure requirements for campaign contributions and expenses, campaign spending limits, the Code of Conduct for members of Council; and, the remuneration and benefits, allowances and expenses paid to members of Council. The Independent Commission would:

- be comprised of not less than five members with expertise and credentials in one or more of the following areas:
 - finance and/or accounting;
 - business and economics;
 - labour relations and/or human resources;
 - law; or
 - community or public service;
- be comprised of members appointed for four-year terms, with a chance for further re-appointment for further terms. Also, a member may be appointed to act for a limited term not exceeding six months;
- hold office under Council's pleasure;
- allow for members to be suspended, by Council, at any time and allow for another to be appointed in that person's place;
- not be permitted to contain any member of Council or any City employee;
- contain provisions should a vacancy occur;
- allow for the chairperson and vice-chairperson to be chosen within the membership of the Commission, by the membership of the Commission. The chairperson shall direct and supervise all actions of the Commission and shall preside at meetings;
- allow for quorum to be established by a majority of members;
- provide for remuneration for performance of their duties and the reimbursement for any applicable expenses as approved by Council; and
- provide for a secretary who shall be the City Clerk, or whoever the City Clerk delegates, to keep and care for all applicable records, call meetings, and any other applicable proceedings.

Committees

The bylaw would empower the Independent Commission to set up three committees: the Municipal Elections Committee, Code of Conduct Committee and the Remuneration Committee.

1. The draft mandate of the Municipal Elections Committee is set out on Attachment No. 1.
2. The draft mandate of the Code of Conduct Committee is set out on Attachment No. 2.

3. The draft mandate of the Remuneration Committee is set out on Attachment No. 3.

Report Back to Council

The Committees would be required to report back to Council with their recommendations for Council's consideration. The bylaw would set out when the first reports are to be submitted to Council. Thereafter, the Committees would be required to report at least once every four years.

The suggestion is that the Municipal Elections Committee would meet and do its work in the first part of 2015. The other two Committees could follow in 2015 and early 2016.

Once it receives a report, Council could accept the recommendations in whole or in part, modify the recommendations in whole or in part or reject the recommendations in whole or in part and remit the matter back to the Commission or Committee for further recommendations.

The bylaw would provide that the Commission could be asked to inquire into and make recommendations with respect to any matter of significance to Council.

Financial Implications

While a firm estimate of the cost to operate the Independent Commission is a bit elusive, it is estimated that each Committee may expend approximately 40 to 50-person days to examine and formulate its recommendations. The appropriate per diem rate for members of the Independent Commission is suggested to be approximately \$400. This rate would be similar to the per diem rate paid to members of the Saskatchewan Municipal Board and the Saskatchewan Labour Relations Board. It follows that each Committee would have a budget of approximately \$16,000 to \$20,000 for each four-year cycle, and the Independent Commission's total budget per four-year cycle would be \$48,000 to \$60,000.

For 2015, \$35,000 has been budgeted for the Committees/Advisory Boards Costing Centre in the City Clerk's Budget. This would allow for the Commission to run approximately two Committees in 2015.

Attachment

1. Municipal Elections Committee Draft Mandate.
2. Code of Conduct Committee Draft Mandate.
3. Remuneration Committee Draft Mandate.

Report Approval

Written by Patricia Warwick, City Solicitor
Reviewed by Joanne Sproule, City Clerk

102-0422-pjw-3.docx

**Municipal Elections Committee
Draft Mandate**

The Municipal Elections Committee shall inquire into and make recommendations with respect to any or all of the following:

- disclosure requirements of campaign contributions and expenses;
- campaign spending limits;
- accounting records regarding campaign contributions and expenses;
- auditing of candidate's statement of campaign contributions and expenses;
- the retention of records regarding campaign contributions and expenses;
- the election contribution period;
- the rules for fund-raising events;
- the reporting of surplus campaign funds;
- the reporting of campaign expenses incurred outside the election expense period;
- the commencement and duration of the campaign period;
- the publication of a candidate's election expenses and contributions;
- the appointment of a returning officer other than the City Clerk;
- the proper use of a member of Council's communication allowance prior to an election in which the member is a candidate;
- the rules for deferring election expenses;
- the enumeration of the names of electors and the preparation of a voter's list;
- the offences and penalties for candidates in contravention of *The Campaign Disclosure and Spending Limits Bylaw, 2006*, including the role and duties of the Election Disclosure Complaints Officer;
- the public financing of municipal election campaigns including reimbursement of candidates expenses for specific forms of spending, tax benefits for contributors and allowances to candidates for expenses;
- any proposed amendments to *The Local Government Election Act*; and
- any matters relating to a municipal election.

It is proposed the first Municipal Elections Committee convene on or before March 1, 2015 and report to Council on or before May 31, 2015.

Attachment No. 2

Code of Conduct Committee Draft Mandate

The Code of Conduct Committee shall inquire into and make recommendations with respect to any or all of the following:

- the roles and obligations of members of Council;
- the standards of conduct for members of Council;
- the procedures for the investigation and enforcement of code of conduct standards;
- the disclosure, use and access to confidential information;
- the use of City assets and services;
- the receipt of gifts or benefits by members of Council;
- the conduct of members of Council during a general municipal election or by-election campaign, including the use of City assets and services; and
- the conduct of members of Council campaigning for election in a general federal or provincial election or by-election.

Council can direct proposed dates for the Code of Conduct Committee to do its work and report to Council.

Attachment No. 3

Remuneration Committee Draft Mandate

The Remuneration Committee shall inquire into and make recommendations with respect to any or all of the following:

- the salaries to be paid to the mayor and councillors;
- the remuneration to be paid to a councillor appointed as deputy mayor;
- professional allowances;
- vacation leave;
- health and disability benefits;
- pension benefits and additional retirement benefits;
- general, in-town and out-of-town expenses;
- the support staff, facilities and equipment for members of Council; and
- communication allowances.

Council can direct proposed dates for the Remuneration Committee to do its work and report to Council.



EXECUTIVE COMMITTEE

Outstanding Appointments to Boards and Committees

Recommendation of the Committee

That the outstanding 2015 appointments and reappointments, as outlined in the attached, be approved.

History

At its Regular Business Meeting held on November 24, 2014, City Council approved the appointments and reappointments as presented, to several Boards and Committees, and was advised that outstanding appointments would be brought forward in due course.

Report

The attached table deals with vacancies for the following:

- Public Art Advisory Committee
- Saskatoon Environmental Advisory Committee
- Advisory Committee on Animal Control
- Board of Revision/License Appeals Board
- Development Appeals Board
- Cultural Diversity and Race Relations Committee
- Municipal Heritage Advisory Committee
- Saskatoon Airport Authority

It does not include current members whose terms have not expired. Unless otherwise indicated, all appointments commence January 1, 2015.

Attachment

1. 2015 Annual Appointments Table(2) – City Council

ADVISORY COMMITTEES

COMMITTEE	APPOINTEE	REPRESENTING	TERM EXPIRY
Advisory Committee on Animal Control <i>That the following be appointed for the term indicated:</i>	Ms. Melissa Gieni	Public	2015
Cultural Diversity and Race Relations Committee <i>That the following be reappointed for the term indicated:</i>	Mr. Sam Sambasivam	Saskatchewan Intercultural Association	2016
Municipal Heritage Advisory Committee <i>That the following be appointed for the term indicated:</i>	Mr. Lloyd Moker	Sutherland BID	2016
Public Art Advisory Committee <i>That the following be appointed for the term indicated:</i>	Mr. Jeremy Morgan	Public	2016
	Ms. Joan Borsa	Public	2016
	Ms. Anne McElroy	Public	2016
	Mr. Ian Grove	Public	2016
	Ms. Anahit Falihi	Public	2016
Saskatoon Environmental Advisory Committee <i>That the following be appointed for the term indicated:</i>	Mr. Don Gallo	Public	2016
	Garg Aditi	Public	2016
	Saeed Moshiri	Public	2016
	Brian Sawatzky	Public	2016

APPEALS BOARDS

BOARD	APPOINTEE	REPRESENTING	TERM EXPIRY
Board of Revision/License Appeals Board <i>That the following be appointed for the term indicated:</i>	Colin Butler	Public	2015
Development Appeals Board <i>That the following be appointed for the term indicated:</i>	Leanne DeLong <i>(resignation of Brandon Snowsell)</i>	Public	2015

EXTERNAL BOARDS

BOARD	APPOINTEE	REPRESENTING	TERM EXPIRY
Saskatoon Airport Authority <i>That the following be nominated for reappointment for the term indicated:</i>	Mr. Leslie Prosser	Public	2018 AGM



EXECUTIVE COMMITTEE

Investigation Report – Code of Conduct – Breach

Recommendation of the Committee

That the Investigation report received on September 22, 2014 regarding breaches under *The Code of Conduct* be released in due course following appropriate review, as outlined in this report.

History

City Council, at its meeting held on November 24, 2014 considered a report dealing with a complaint of a breach under *The Code of Conduct* for members of City Council.

The report related to potential breaches of confidentiality reported to Executive Committee on April 28, 2014 and May 26, 2014. Executive Committee decided to have the alleged breaches investigated by an independent investigator. The investigator's report was considered by Executive Committee on September 22, 2014.

On November 24, 2014, City Council resolved, in part, that the matter be referred to Executive Committee (In Camera) for consideration of releasing the investigation report as a public document.

Report

Executive Committee has considered City Council's resolution regarding the release of the investigation report received on September 22, 2014. In this regard, Executive Committee is prepared to release the referenced report in due course following appropriate review for removal of any personal information, information which may be subject to solicitor-client privilege, any third party information, or any information which may be injurious to the City in the conduct of existing or anticipated legal proceedings.



EXECUTIVE COMMITTEE

Investigation Report – Code of Conduct – Breach

Recommendation of the Committee

That the Investigation report received on November 5, 2014, regarding a breach under *The Code of Conduct* be released in due course following appropriate review, as outlined in this report.

History

City Council, at its meeting held on November 24, 2014 considered a report dealing with a complaint of a breach under *The Code of Conduct* for members of City Council.

The report related to a potential breach of confidentiality reported to Executive Committee on September 22, 2014. Executive Committee decided to have the alleged breach investigated by an independent investigator. The investigator's report was considered by Executive Committee on November 5, 2014. The investigator's report was provided to Councillor Lorje's legal counsel on November 10, 2014.

On November 24, 2014, City Council resolved, in part, that the matter be referred to Executive Committee (In Camera) for consideration of releasing the investigation report as a public document.

Report

Executive Committee has considered City Council's resolution regarding the release of the investigation report received on November 5, 2014. In this regard, Executive Committee is prepared to release the referenced report in due course following appropriate review for removal of any personal information, information which may be subject to solicitor-client privilege, any third party information, or any information which may be injurious to the City in the conduct of existing or anticipated legal proceedings.

NOTICE OF MOTION:**Implementation of Electronic Voting for City Council and Committee Meetings****Councillor Randy Donauer (Ward 5)**

WHEREAS the City of Saskatoon recently implemented Bylaw 9170 The Procedure and Committees Bylaw;

WHEREAS Bylaw 9170 updates and modernizes the governance framework for Council and Committee meetings;

WHEREAS part of this new framework, the City of Saskatoon will be implementing a new electronic meeting management system;

WHEREAS votes on motions during the City of Saskatoon's Council and Committee meetings are indicated by a show of hands;

WHEREAS recorded votes on motions during the City of Saskatoon's Council and Committee meetings occur if requested by a Member.

NOW THEREFORE BE IT RESOLVED THAT Bylaw 9170 be amended so that all votes on motions during Regular Business Meetings and Public Hearing meetings of Saskatoon City Council are recorded votes

BE IT FURTHER RESOLVED THAT Bylaw 9170 be amended so that all votes on motions during the public portion of Council Committee Meetings, specifically the Executive Committee and Standing Policy Committee (SPC) Meetings, are recorded votes;

BE IT FURTHER RESOLVED THAT Council direct the Administration to report on the possibility of implementing and electronic voting for all Saskatoon Regular Business Meetings of City Council, Public Hearing Meetings of City Council and all Public Meetings of City Council Committee meetings (Executive Committee and SPC meetings);

BE IT FURTHER RESOLVED THAT Council direct the Administration report on the costs, benefits, best practices in other jurisdictions, and a recommended timeline for implementation of an electronic voting system for Saskatoon Council and Committee meetings.

NOTICE OF MOTION:**Revision of Saskatoon's Procurement Policy****Councillor Randy Donauer (Ward 5)**

WHEREAS the City of Saskatoon is subject to the procurement rules and thresholds enunciated in the Agreement on Internal Trade (AIT) and the New West Partnership Trade Agreement (NWPTA);

WHEREAS each year, the City of Saskatoon issues millions of dollars in the procurement of construction projects and goods and services;

WHEREAS the City of Saskatoon has open and transparent procurement process, but does not have a local preference procurement policy;

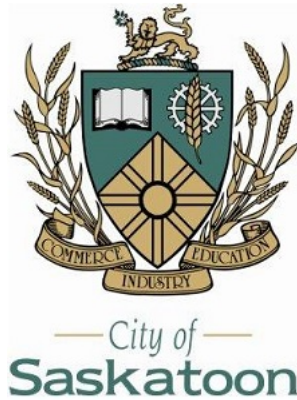
WHEREAS other provinces and cities in Canada have local preference procurement policies and/or incentives to benefit provincial or local industries;

WHEREAS several industries and business in Saskatoon are placed at a competitive disadvantage relative to businesses operating in other Canadian jurisdictions;

NOW THEREFORE BE IT RESOLVED THAT Council direct the Administration to investigate options and opportunities to improve the City of Saskatoon's procurement policy to ensure that the process:

- (a) is fair and equitable to local businesses;*
- (b) provides local businesses with similar advantages to those businesses operating in other Canadian cities and provinces; and/or*
- (c) penalizes businesses from other Canadian jurisdictions who are not in compliance with the AIT procurement rules.*

BE IT FURTHER RESOLVED THAT Council direct the Administration to report on the extent and nature of the procurement policies/incentives being offered in other Canadian jurisdictions and how such policies/incentives impact the awarding of procurement contracts by the City Saskatoon.



AGENDA

PUBLIC HEARING MEETING OF CITY COUNCIL

Monday, December 15, 2014, 6:00 p.m.
Council Chamber, City Hall

Pages

1. CALL TO ORDER
2. CONFIRMATION OF AGENDA
3. ADOPTION OF MINUTES
 - 3.1 Minutes of Public Hearing Meeting of City Council held on November 24, 2014
4. PUBLIC HEARINGS
 - 4.1 Land Use, etc.
 - 4.1.1 Proposed Zoning Bylaw Amendment - Rezoning from B6 to B6 by Agreement - 309 and 319 22nd Street East and 116 and 130 3rd Avenue South - City Centre Tower, Central Business District (File No. CK. 4351-014-020)

- Letter from the Committee Assistant, Municipal Planning Commission dated November 6, 2014;
- Report of the General Manager, Community Services Department dated November 4, 2014;
- Notice published in local press November 29 and 30, 2014; and
- Copy of Proposed Bylaw No. 9236, The Zoning Amendment Bylaw, 2014 (No. 28)

Recommendation
That City Council consider Bylaw No. 9236.
 - 4.2 Public Notice Matters

3 - 33

5. PROCLAMATIONS AND FLAG RAISINGS

5.1 Flag Raising Requests

- 5.1.1 St. John Ambulance, Volunteer First Aid Group - June 24, 2014 (File No. CK. 205-1) 34**

Recommendation

That the request to fly the St. John Ambulance flag at City Hall on St. John Day on June 24, 2015, be approved subject to any administrative conditions.

5.2 Proclamation Requests

- 5.2.1 Saskatoon Crime Stoppers - Month of January 2015 - 'Crime Stoppers Month' (File No. CK. 205-5) 35**

Recommendation

1. That City Council approve the proclamation as set out in Section 5.2; and
2. That the City Clerk be authorized to sign the proclamation, in the standard form, on behalf of City Council.

6. URGENT BUSINESS

7. ADJOURNMENT

November 6, 2014

City Clerk

Dear City Clerk:

**Re: Municipal Planning Commission Report for Public Hearing
Propose Rezoning from B6 to B6 by Agreement
309 and 319 22nd Street East and 116 and 130 3rd Avenue South
City Centre Tower [File No. CK. 4351-014-020]**

The Municipal Planning Commission considered a report of the General Manager, Community Services Department, dated November 4, 2014, on the above application and supports the following recommendation of the Community Services Department:

That the proposed amendment to Zoning Bylaw No. 8770 to rezone 309 and 319 22nd Street East and 116 and 130 3rd Avenue South from B6 – Downtown Commercial District to B6 – Downtown Commercial District, subject to a Zoning Agreement, be approved.

The Commission respectfully requests that the above report be considered by City Council at the time of the public hearing with respect to the above proposed rezoning.

Yours truly,



Penny Walter, Committee Assistant
Municipal Planning Commission

PW:sj

Proposed Rezoning From B6 to B6 by Agreement – 309 and 319 22nd Street East and 116 and 130 3rd Avenue South – City Centre Tower

Recommendation

That at the time of the public hearing, City Council consider the Administration's recommendation that the proposed amendment to Zoning Bylaw No. 8770 to rezone 309 and 319 22nd Street East and 116 and 130 3rd Avenue South from B6 – Downtown Commercial District to B6 – Downtown Commercial District, subject to a Zoning Agreement, be approved.

Topic and Purpose

The purpose of this report is to consider an application from AODBT Architecture and Interior Design, on behalf of North Prairie Developments Ltd., requesting to rezone 309 and 319 22nd Street East and 116 and 130 3rd Avenue South from B6 – Downtown Commercial District (B6 District) to B6 – Downtown Commercial District, subject to a Zoning Agreement (see Attachment 1). The proposed Zoning Agreement will facilitate the construction of the City Centre Tower Project.

Report Highlights

1. The City Centre Tower Project consists of three phases of development:
 - a) the existing office building located at 116 and 130 3rd Avenue South;
 - b) a proposed commercial and residential tower at 309 22nd Street West designed to be approximately 105 metres; and
 - c) a commercial and office tower located at 319 22nd Street West designed to be approximately 87 metres tall in height.
2. The project incorporates commercial and retail uses on the ground floor and architectural designs to encourage walkable streets while providing a significant increase in density in the City Centre.
3. The proposed Zoning Agreement will provide for 309 and 319 22nd Street East and 116 and 130 3rd Avenue South to be developed as one development site, in a manner that is consistent with the regulations contained in the B6 District.

Strategic Goal

Under the Strategic Goal of Sustainable Growth, this report supports the long-term strategy of encouraging development in our City Centre, ensuring it is a vibrant hub for culture, commerce, and civic life.

Background

309 and 319 22nd Street East and 116 and 130 3rd Avenue South are currently zoned B6 District and are developed with office buildings and surface parking. The B6 District provides for a wide range of commercial, institutional, and residential uses in a high-density form, in the downtown area.

Proposed Rezoning From B6 to B6 by Agreement – 309 and 319 22nd Street East and 116 and 130 3rd Avenue South – City Centre Tower

Report

Proposed Development

The City Centre Tower project involves three phases of development:

- a) Phase One consists of the existing office building located at 116 and 130 3rd Avenue South and will be connected to Phase Two by an above-grade walkway across a lane;
- b) Phase Two consists of a proposed commercial and residential tower at 309 22nd Street West designed to be approximately 105 metres; and
- c) Phase Three of the development consists of a commercial and office tower located at 319 22nd Street West designed to be approximately 87 metres tall in height.

A proposed site plan is included in Attachment 2.

City Centre Goals

The project supports the City Centre Plan by providing commercial and retail uses on the ground floor and architectural designs to encourage walkable streets. The development will also increase density by replacing low-rise low density uses and a surface parking lot.

The development also supports the City's long-range goal of increasing the population of Downtown to 15,000 people by providing approximately 290 residential units.

Design Guidelines

New design guidelines are being developed for the Downtown. The design of Phase 2 of the proposed City Centre project has been influenced by the consultation process to ensure general consistency with design objectives. For example, wind mitigation, building wall relief, and street level amenities have been addressed. It is expected that further discussion and review of Phase 3 will take place prior to construction, which is not expected for a few years.

Parking

The City Centre Tower project will provide approximately 805 additional structured parking spaces located below and above grade (310 spaces in Phase Two and 495 in Phase Three). Architectural treatments on the façade of the above grade parking structure ensure that it is appropriately screened and attractive.

Provisions for public parking will be used for height bonusing for the development, resulting in up to 55 public parking spaces in the development.

Proposed Zoning Agreement

The proposed Zoning Bylaw No. 8770 amendment is intended to change the zoning designation to a B6 District by agreement. The Zoning Agreement will provide for 309 and 319 22nd Street East and 116 and 130 3rd Avenue South to be developed as one development site in a manner that is consistent with the regulations contained in the B6

Proposed Rezoning From B6 to B6 by Agreement – 309 and 319 22nd Street East and 116 and 130 3rd Avenue South – City Centre Tower

District. Elevations of the proposed City Centre Tower project are included in Attachment 3.

It is recommended that the Zoning Agreement include the following provisions:

- a) a minimum of 50% open volume be provided for the entire development site (309 and 319 22nd Street East and 116 and 130 3rd Avenue South) and a minimum open volume of 35% be provided for Phase Two and Three combined (309 and 319 22nd Street East);
- b) building height to exceed 76 metres by providing height bonusing requirement through provision of publicly available parking spaces (40 publicly available parking spaces for Phase Two and 15 publicly available parking spaces for Phase Three).
- c) minimum of 1 metre building setback from property line for floors containing dwelling units;
- d) balconies are a permitted obstruction in the entire front, side, and rear yard; and
- e) Phase Two and Three may each include two electronic message centres.

All other development standards shall be those required in the B6 District.

Comments from Other Divisions

No significant issues were identified through the Administrative referral process.

The Transportation and Utilities Department have noted that a Traffic Impact Study will be required, prior to construction, to ensure safe and efficient operation of adjacent streets, sidewalks, and lane.

Options to the Recommendation

City Council could choose to deny this application. This option is not recommended as this proposal provides for development that is consistent with the City Centre Plan and the B6 District. If denied, the Administration would request further direction.

Public and/or Stakeholder Involvement

The Partnership was consulted regarding this proposal. As the development is consistent with land uses and development in the B6 District and consistent with the City Centre goals and objectives, no further consultation was considered necessary.

Communication Plan

No further communication is planned beyond the stakeholder involvement noted above and the required notice for the public hearing detailed below.

Other Considerations/Implications

There are no policy, financial, environmental, privacy, or CPTED implications or considerations.

Proposed Rezoning From B6 to B6 by Agreement – 309 and 319 22nd Street East and 116 and 130 3rd Avenue South – City Centre Tower

Due Date for Follow-up and/or Project Completion

Future reports concerning requests for an encroachment agreement (for link between Phase 1 and 2 across lane) and development incentives for housing, structured parking, and office development will be forthcoming after the rezoning process.

Public Notice

Public Notice is required for consideration of this matter, pursuant to Section 11 (a) of Public Notice Policy No. C01-021.

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

Attachments

1. Location Map
2. Proposed Site Plan
3. Elevations of Proposed Development

Report Approval

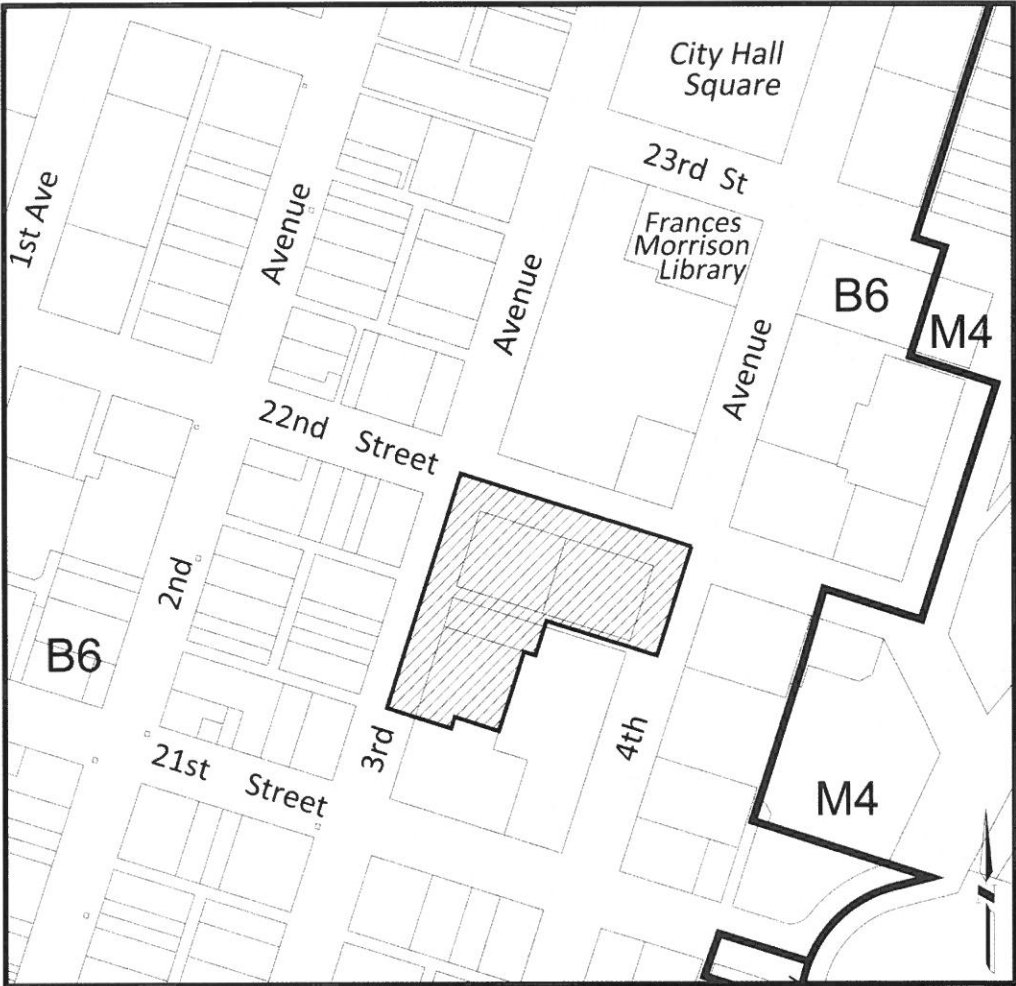
Written by: Darryl Dawson, Manager, Development Review Section,
Planning and Development Division

Reviewed by: Alan Wallace, Director of Planning and Development


Approved by: Randy Grauer, General Manager, Community Services Department

S:\Reports\DS\2014\MPC – Proposed Rezoning From B6 to B6 by Agreement – 309 and 319 22nd Street East and 116 and 130 3rd Avenue South – City Centre Tower\kt

Location Map



ZONING AMENDMENT

 From B6 to B6 by Agreement



N:\Planning\MAPPING\Rezoning\2014\RZ42_14.dwg



PROJECT TOTAL

All other site plan modifications are the property of aodbt, and will be made available to the public upon request. The City of Saskatoon is not responsible for the accuracy of the information provided in this site plan. The City of Saskatoon is not responsible for the accuracy of the information provided in this site plan.

1. PROJECT NAME: CITY CENTRE
2. PROJECT NUMBER: 13-26
3. DRAWING NAME: OVERALL SITE PLAN

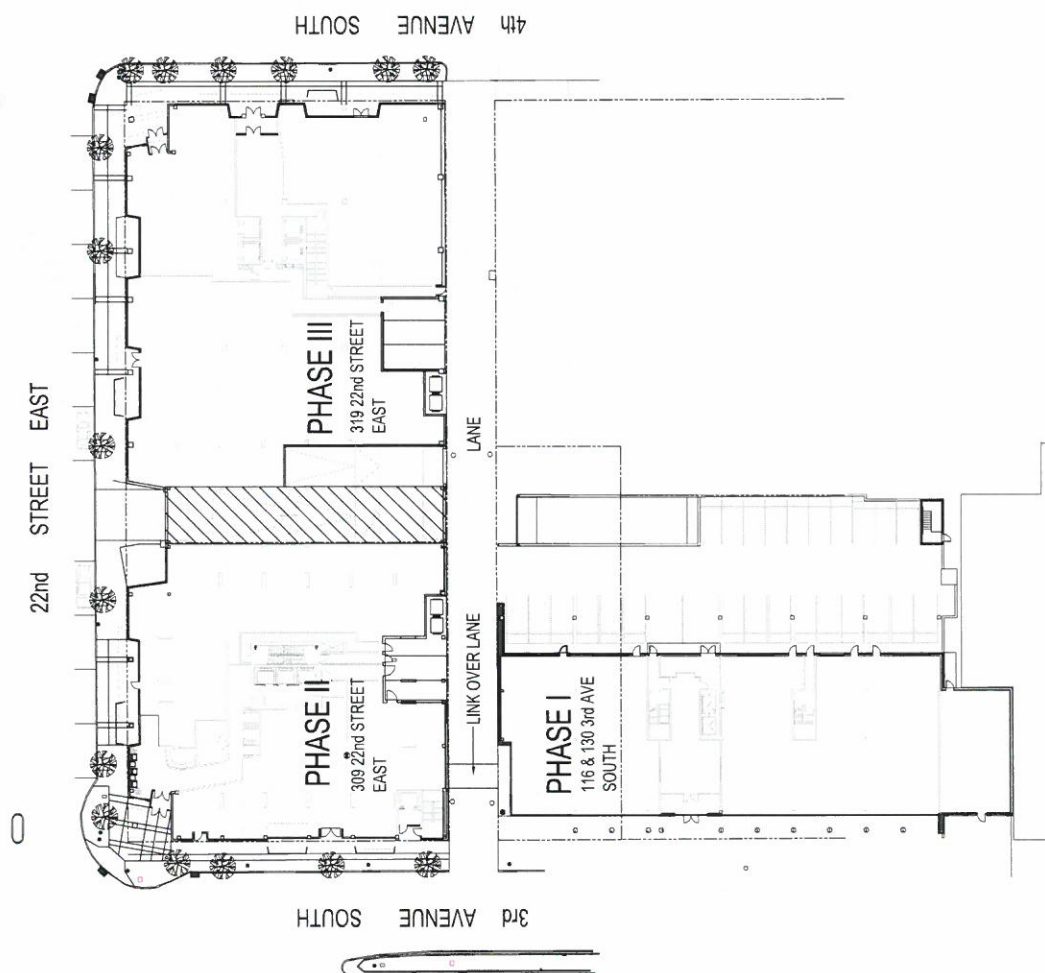


CITY CENTRE TOWER LTD.
Saskatoon, SK

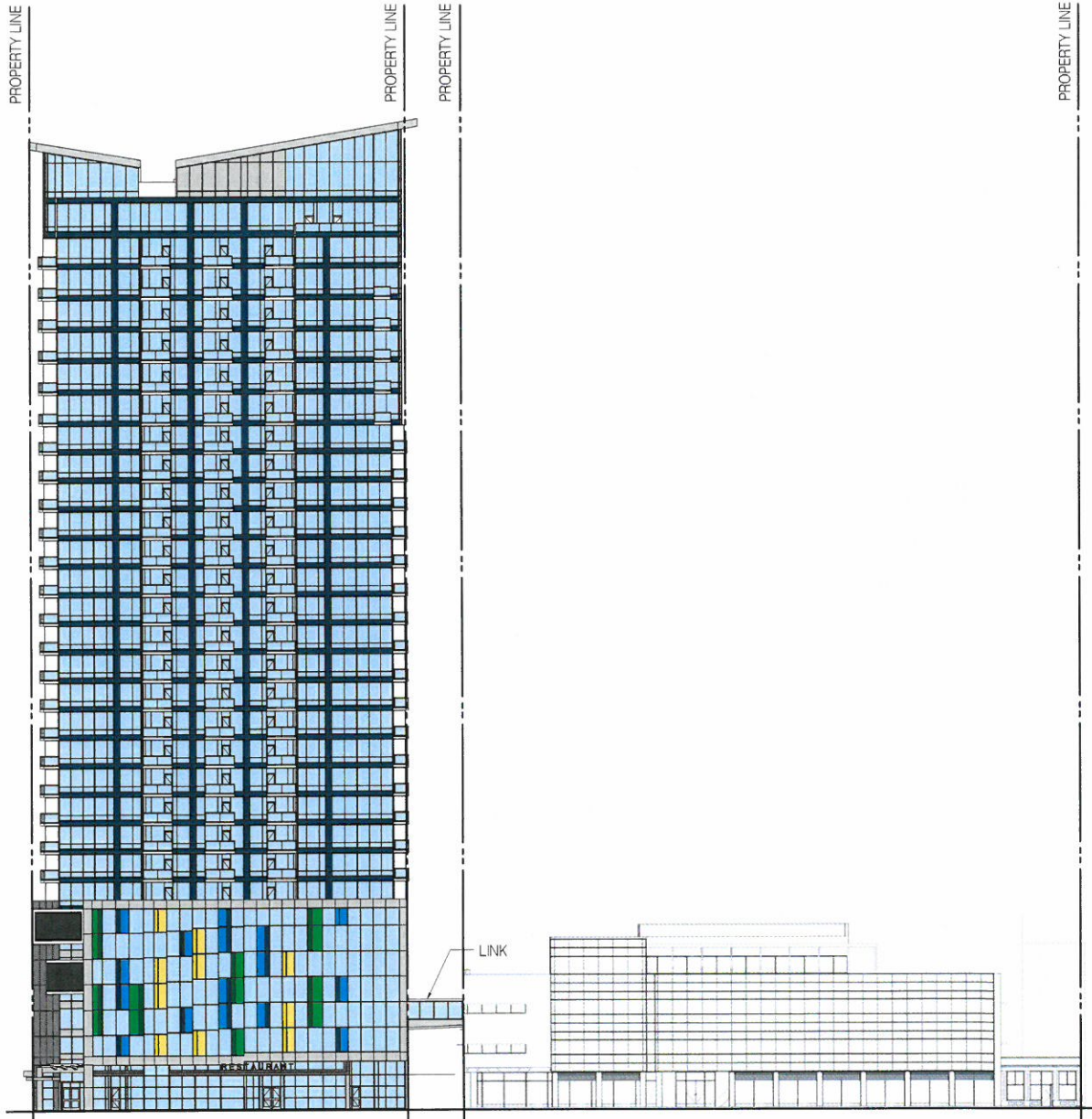
PROJECT NUMBER: 13-26
DRAWING NAME: OVERALL SITE PLAN

DRAWN: L.A.S.
CHECKED: L.A.

A1.03



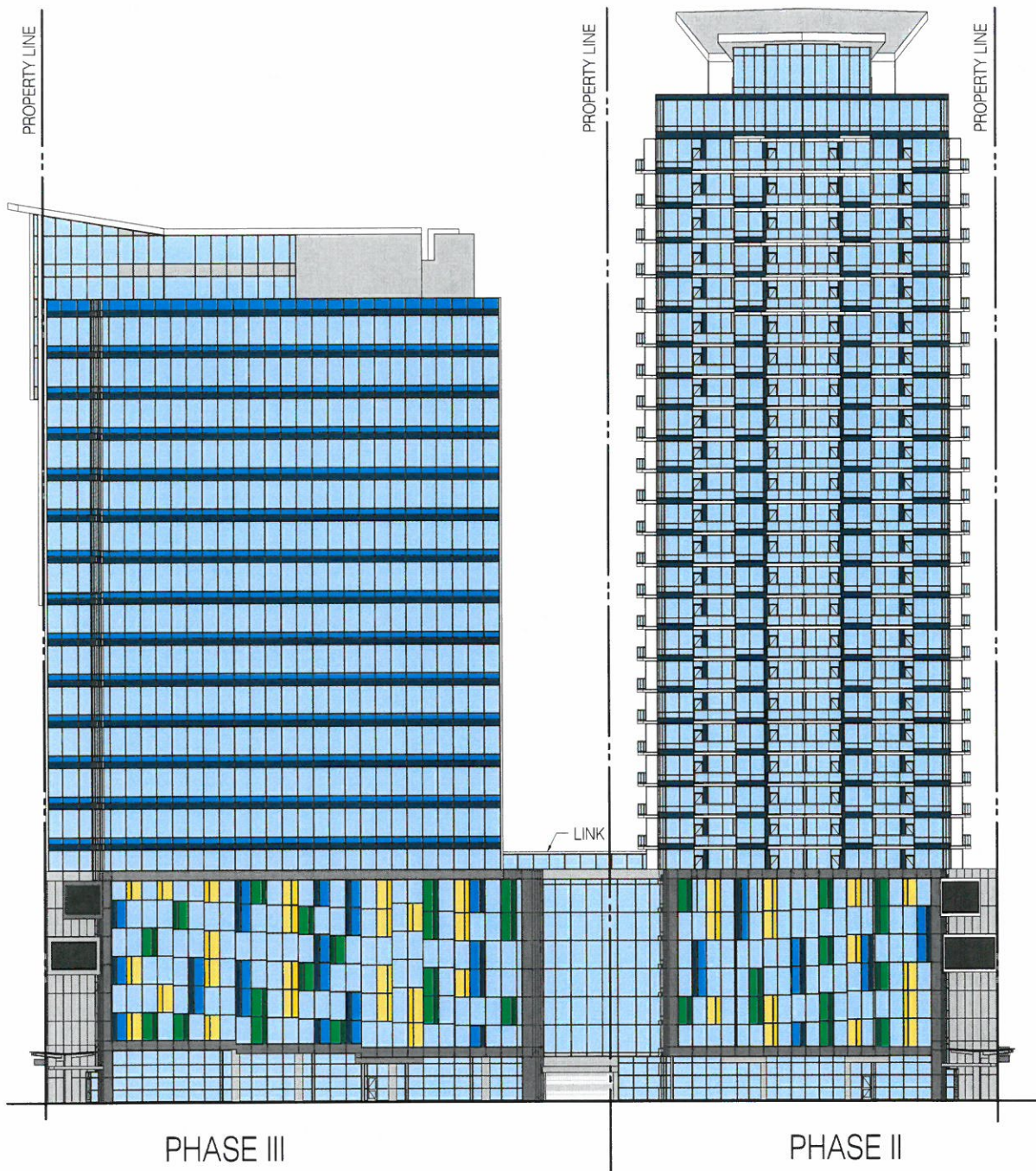
10/20/2015 10:51 AM C:\Users\laser\Documents\Projects\13-26\13-26-03.dwg (13-26-03.dwg)



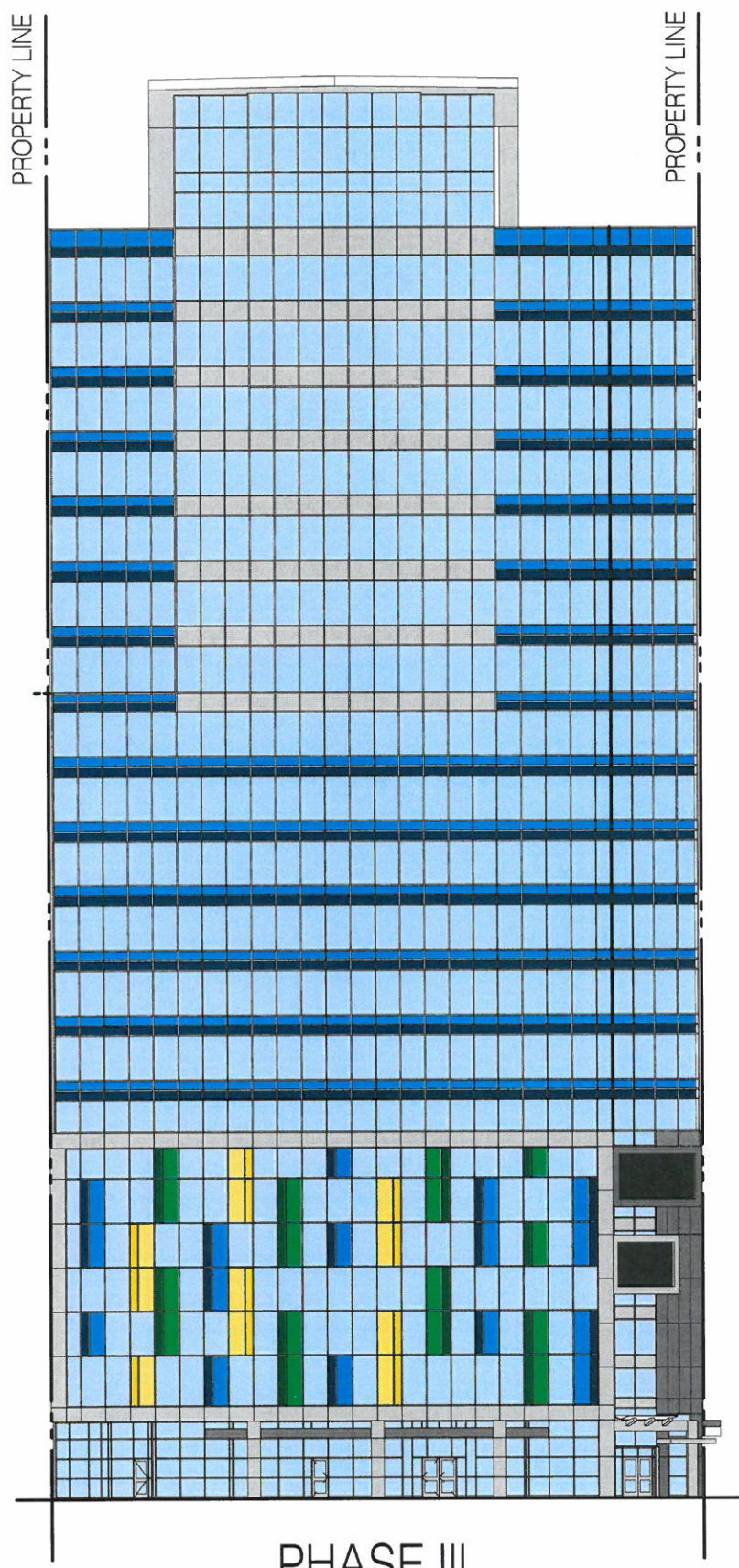
PHASE II

PHASE I

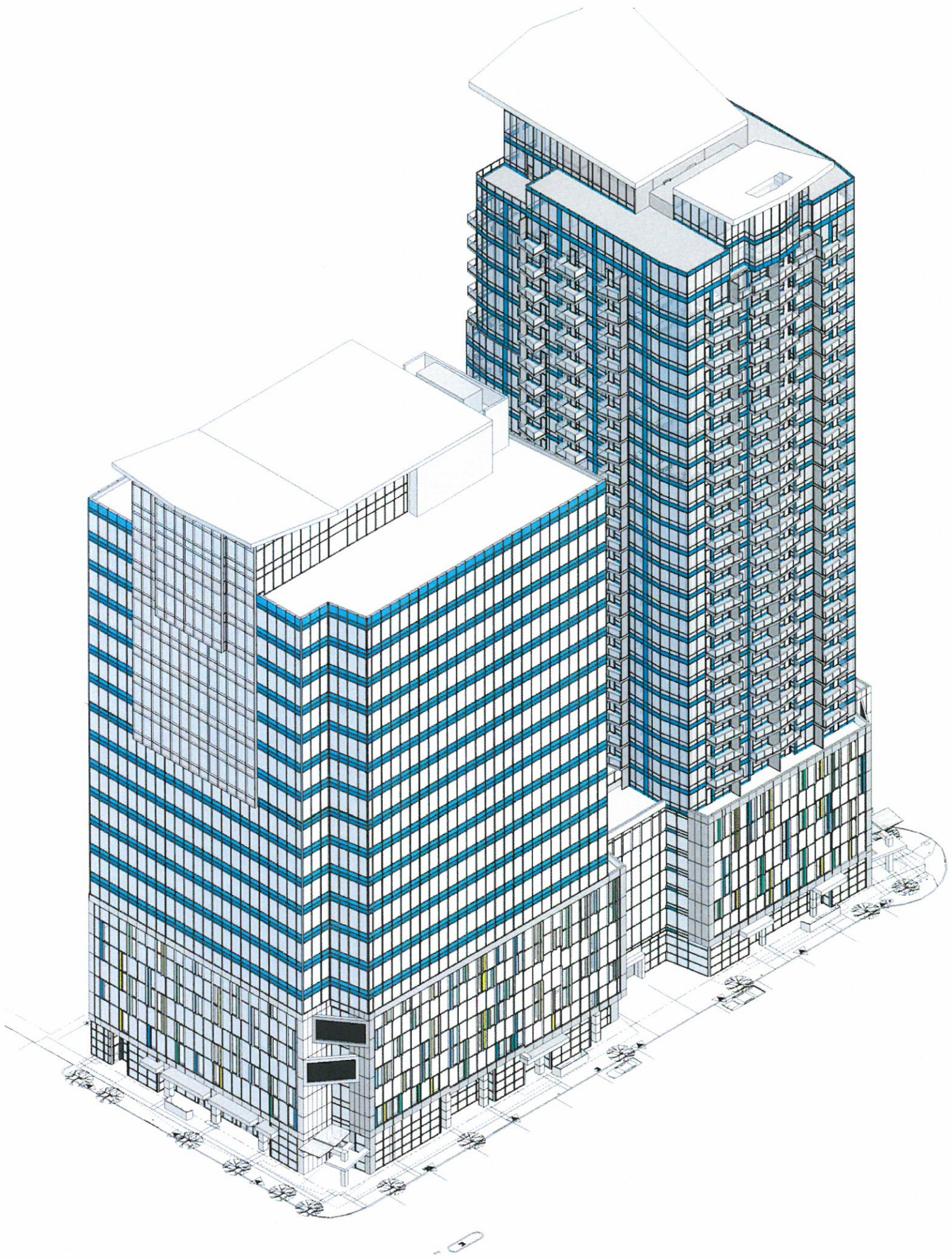
WEST ELEVATION - 3rd AVENUE SOUTH

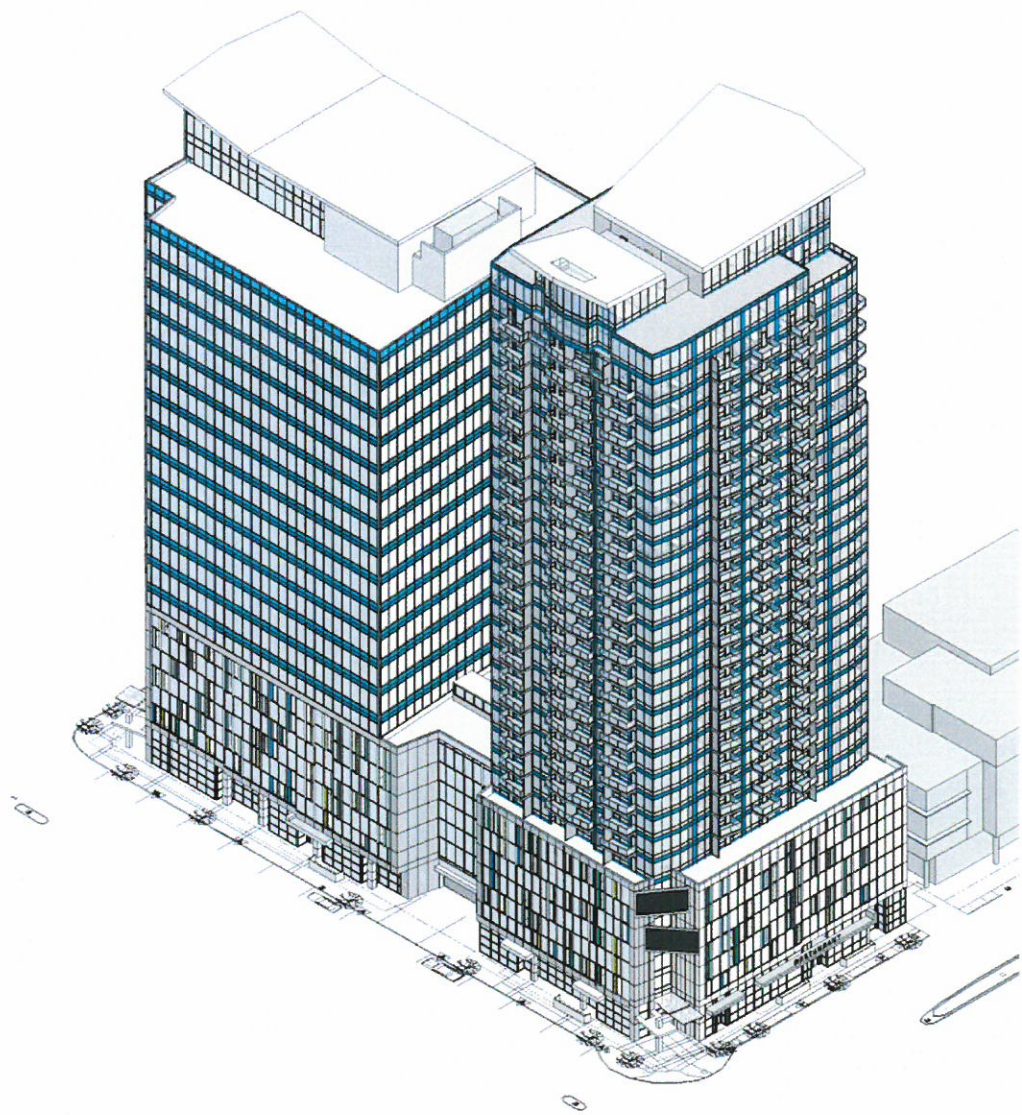


NORTH ELEVATION - 22nd STREET EAST



EAST ELEVATION - 4th AVENUE SOUTH





THE STARPHOENIX, SATURDAY, NOVEMBER 29, 2014 and
SUNDAY PHOENIX, NOVEMBER 30, 2014

ZONING NOTICE

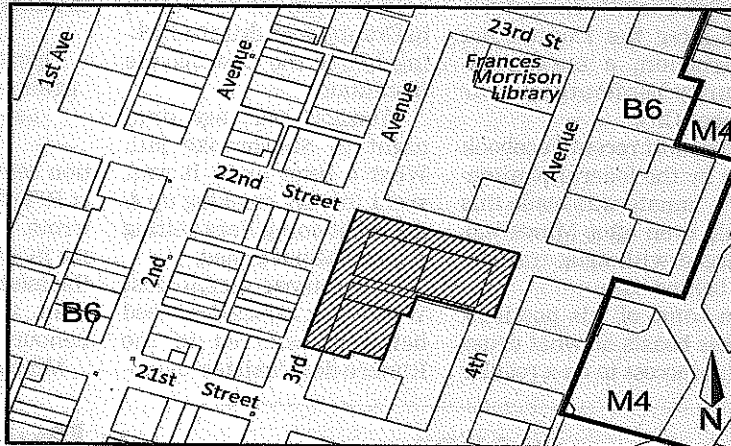
CENTRAL BUSINESS DISTRICT

PROPOSED ZONING BYLAW AMENDMENT – BYLAW NO. 9236


Saskatoon City Council will consider an amendment to the City's Zoning Bylaw (No. 8770). By way of Bylaw No. 9236, the Zoning Amendment Bylaw 2014 (No. 28), 309 and 319 22nd Street East, and 116 and 130 3rd Avenue South in the Central Business District, as shown in the map below will be rezoned from B6 – Downtown Commercial District, to B6 – Downtown Commercial District, subject to a Zoning Agreement.

LEGAL DESCRIPTION – Lot 43, Block 157, Plan No. 99SA35105; Lots 21-32, Block 157, Plan No. C195; and Lot C, Block 157, Plan No. 00SA30408

CIVIC ADDRESS – 309 and 319 22nd Street East; and 116 and 130 3rd Avenue South



PROPOSED ZONING AMENDMENT

 From B6 to B6 by Agreement

File No. R42-2014

REASON FOR THE AMENDMENT – The proposed Zoning Agreement will provide for the development of the City Centre Tower Project, a high density mixed-use development combining residential, commercial, and office uses.

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: 306-986-0902 (Brent McAdam)

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, December 15, 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, December 15, 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. 9236

The Zoning Amendment Bylaw, 2014 (No. 28)

The Council of The City of Saskatoon enacts:

Short Title

1. This Bylaw may be cited as *The Zoning Amendment Bylaw, 2014 (No. 28)*


Purpose

2. The purpose of this Bylaw is to authorize a rezoning agreement which is annexed hereto as Appendix "B".

Zoning Bylaw Amended

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

Zoning Map Amended

4. The Zoning Map, which forms part of Bylaw No. 8770 is amended by rezoning the lands shown as  on Appendix "A" to this Bylaw and described in this Section from a B6 District to a B6 District subject to the provisions of the Agreement annexed as Appendix "B" to this Bylaw:

- (a) Civic Address: 309 22nd Street East
Surface Parcel No.: 120288056
Legal Land Description: Lot 27, Block 157, Plan C195 Ext 10
As described on Certificate of Title 96S09034;

Surface Parcel No.: 120288067
Legal Land Description: Lot 28, Block 157, Plan C195 Ext 11
As described on Certificate of Title 96S09034;

Surface Parcel No.: 120288078
Legal Land Description: Lot 29, Block 157, Plan C195 Ext 6
As described on Certificate of Title 96S09034;

Surface Parcel No.: 120288089
 Legal Land Description: Lot 30, Block 157, Plan C195 Ext 7
 As described on Certificate of Title 96S09034;

Surface Parcel No.: 120288090
 Legal Land Description: Lot 31, Block 157, Plan C195 Ext 5
 As described on Certificate of Title 96S09034;
 and,

Surface Parcel No.: 120288113
 Legal Land Description: Lot 32, Block 157, Plan C195 Ext 4
 As described on Certificate of Title 96S09034;

(b) Civic Address: 319 22nd Street East
 Surface Parcel No.: 120288102
 Legal Land Description: Lot 21, Block 157, Plan C195 Ext 12
 As described on Certificate of Title 87S12006;

Surface Parcel No.: 120288001
 Legal Land Description: Lot 22, Block 157, Plan C195 Ext 1
 As described on Certificate of Title 87S12006;

Surface Parcel No.: 120288012
 Legal Land Description: Lot 23, Block 157, Plan C195 Ext 3
 As described on Certificate of Title 87S12006;

Surface Parcel No.: 120288023
 Legal Land Description: Lot 24, Block 157, Plan C195 Ext 2
 As described on Certificate of Title 87S12006;

Surface Parcel No.: 120288034
 Legal Land Description: Lot 25, Block 157, Plan C195 Ext 8
 As described on Certificate of Title 87S12006;
 and,

Surface Parcel No.: 120288045
 Legal Land Description: Lot 26, Block 157, Plan C195 Ext 9
 As described on Certificate of Title 87S12006;

(c) Civic Address: 116 3rd Avenue South
 Surface Parcel No.: 120288663
 Legal Land Description: Lot 43, Block 157, Plan 99SA35105 Ext 0
 As described on Certificate of Title 99SA35105AK; and

(d) Civic Address: 130 3rd Avenue South
 Surface Parcel No.: 120292084
 Legal Land Description: Lot C, Block 157, Plan 00SA30408 Ext 0
 As described on Certificate of Title
 00SA30408.

Execution of Agreement Authorized

6. The Mayor and Clerk are authorized to execute the Agreement annexed as Appendix "B" to this Agreement.

Coming into Force

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

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

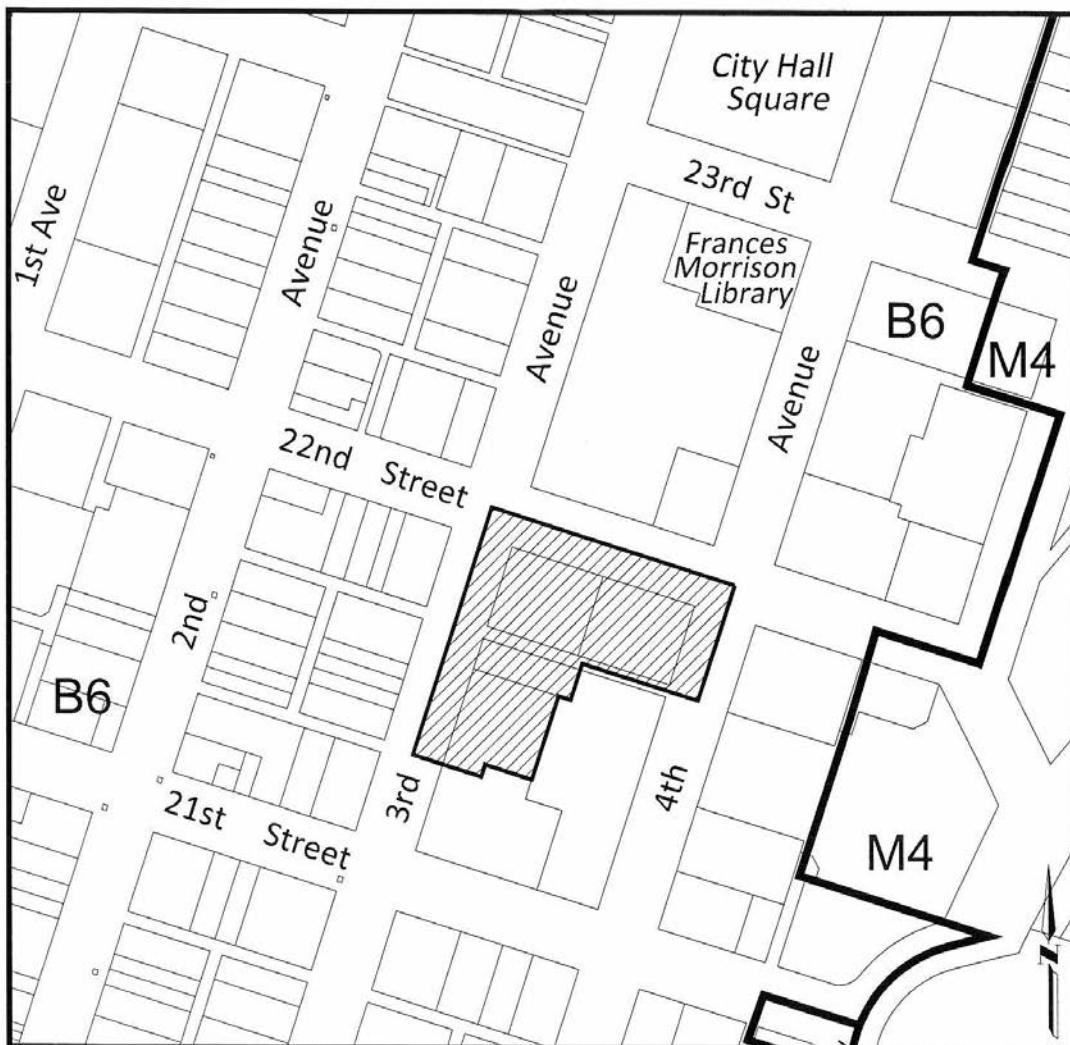
Read a second time this _____ day of _____, 2014.

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


Mayor

City Clerk

Appendix "A"



ZONING AMENDMENT

 From B6 to B6 by Agreement

N:\Planning\MAPPING\Rezoning\2014\RZ42_14.dwg



Rezoning Agreement

This Agreement made effective this 15th day of December, 2014.

Between:

The City of Saskatoon, a municipal corporation pursuant to *The Cities Act*, S.S. 2002 Chapter C-11.1 (hereinafter referred to as "the City")

- and -

City Centre Tower I Ltd., a body corporate incorporated under the laws of the Province of Saskatchewan with offices in the City of Saskatoon, in the Province of Saskatchewan (hereinafter referred to as "City Centre")

- and -

101211249 Saskatchewan Ltd., a body corporate incorporated under the laws of the Province of Saskatchewan with offices in the City of Saskatoon, in the Province of Saskatchewan (hereinafter referred to as "101211249")

- and

Discovery Plaza Inc., a body corporate incorporated under the laws of the Province of Saskatchewan with offices in the City of Saskatoon, in the Province of Saskatchewan (hereinafter referred to as "Discovery")

(City Centre, 101211249 and Discovery are hereinafter collectively referred to as "the Owners")

Whereas:

A. The Owners are the registered owners of the lands described as follows:

(1) City Centre:

(a) Civic Address:	309 22 nd Street East
Surface Parcel No.:	120288056
Legal Land Description:	Lot 27, Block 157, Plan C195 Ext 10 As described on Certificate of Title 96S09034;

Surface Parcel No.: 120288067
Legal Land Description: Lot 28, Block 157, Plan C195 Ext 11
As described on Certificate of Title
96S09034;

Surface Parcel No.: 120288078
Legal Land Description: Lot 29, Block 157, Plan C195 Ext 6
As described on Certificate of Title
96S09034;

Surface Parcel No.: 120288089
Legal Land Description: Lot 30, Block 157, Plan C195 Ext 7
As described on Certificate of Title
96S09034;

Surface Parcel No.: 120288090
Legal Land Description: Lot 31, Block 157, Plan C195 Ext 5
As described on Certificate of Title
96S09034; and

Surface Parcel No.: 120288113
Legal Land Description: Lot 32, Block 157, Plan C195 Ext 4
As described on Certificate of Title
96S09034;

(2) 101211249 Saskatchewan Ltd.:

(a) Civic Address: 319 22nd Street East
Surface Parcel No.: 120288102
Legal Land Description: Lot 21, Block 157, Plan C195 Ext 12
As described on Certificate of Title
87S12006;

Surface Parcel No.: 120288001
Legal Land Description: Lot 22, Block 157, Plan C195 Ext 1
As described on Certificate of Title
87S12006;

Surface Parcel No.: 120288012
Legal Land Description: Lot 23, Block 157, Plan C195 Ext 3
As described on Certificate of Title
87S12006;

Surface Parcel No.: 120288023
Legal Land Description: Lot 24, Block 157, Plan C195 Ext 2
As described on Certificate of Title
87S12006;

Surface Parcel No.: 120288034
Legal Land Description: Lot 25, Block 157, Plan C195 Ext 8
As described on Certificate of Title
87S12006; and

Surface Parcel No.: 120288045
Legal Land Description: Lot 26, Block 157, Plan C195 Ext 9
As described on Certificate of Title
87S12006;

(3) Discovery:

(a) Civic Address: 116 3rd Avenue South
Surface Parcel No.: 120288663
Legal Land Description: Lot 43, Block 157, Plan 99SA35105
Ext 0
As described on Certificate of Title
99SA35105AK; and

(b) Civic Address: 130 3rd Avenue South
Surface Parcel No.: 120292084
Legal Land Description: Lot C, Block 157, Plan 00SA30408
Ext 0
As described on Certificate of Title
00SA30408

(hereinafter referred to as “the Land”);

- B. The Owners have applied to the City for approval to rezone the Land from a B6 District to a B6 District subject to an agreement to allow the development of the proposal as specified in this Agreement.
- C. The City has an approved Official Community Plan which, pursuant to Section 69 of *The Planning and Development Act, 2007*, contains guidelines respecting the entering into of agreements for the purpose of accommodating requests for the rezoning of land;
- D. The City has agreed, pursuant to the provisions of Section 69 of *The Planning and Development Act, 2007*, to rezone the land from a B6 District to a B6 District, subject to this Agreement.

Now therefore this Agreement witnesseth that the Parties hereto covenant and agree as follows:

Land to be Used in Accordance with Agreement

1. The Owners agree that, upon the Land being rezoned from a B6 District to a B6 District subject to this Agreement, none of the Land shall be developed or used except in accordance with the terms and conditions set out in this Agreement.

Use of Land

2. The Owners agree that the use of the Land will be restricted to that of a development constructed substantially in accordance with the Site Plan and Elevations attached as Schedules "A" and "B" to this Agreement and the Project Plans dated September 5, 2014 prepared by AODBT Architecture and Interior Design and Zeidler Bkdi which have been filed with the City's Community Services Department. It is understood and agreed that the development has been planned to be built in phases, the sequence of which is at the discretion of the Owners. It is further understood and agreed that nothing in this Agreement obligates the Owners to construct the development, but if constructed, the development must comply with this Agreement.

Development Standards

3.
 - (1) Except as otherwise provided in this Section, the development standards applicable to the Land shall be those applicable to a B6 District.
 - (2) In this section:
 - (a) "open volume" means the percentage of the building site cube not occupied by a building; and
 - (b) "building site cube" means the volume of the cube established by multiplication of the site area by the building height.
 - (3) A minimum of 50% open volume shall be provided for the entire development area and a minimum of 35% open volume shall be provided for the development occurring on 309 and 319 22nd Street East. The 35% open volume requirement for 309 and 319 22nd Street East is for the sites combined.

- (4) Building height may exceed 76 metres in accordance with the height bonusing regulations in the B6 District through the provision of structured parking. The provision of structured parking will permit an additional 5% of building height beyond 76 metres for each 5 spaces permanently allocated for public parking. Building height bonusing may also be obtained through other provisions of the height bonusing regulations applicable to the B6 District. In such case, the Owners may be required to enter into a density bonus agreement to document such additional bonus provisions.
- (5)
 - (a) Except as provided in clause (b), no front, side or rear yard setbacks are required.
 - (b) For multiple unit dwellings or where dwelling units are to be located above other uses, a 1 metre front and rear yard and a 3.5 metre side yard shall be provided for the portion of the building containing such units.
- (6) Raised patios and decks shall not be considered an obstruction in any required yard.
- (7) No parking spaces are required other than those that are to be provided for height bonusing. Parking spaces provided for height bonusing must comply with the requirements for parking spaces contained in section 6 of Zoning Bylaw No. 8770.

Signs

4.
 - (1) Except as provided in Subsection (2), signs shall be regulated in accordance with the regulations pertaining to Signage Group No. 5 in The Sign Regulations.
 - (2) Four (4) electronic message centres are permitted as shown on Schedule "C". The face area of each electronic message centre shall not exceed 15 metres square.

Joint and Several Obligations

5. City Centre, 101211249 and Discovery covenant and agree that each is jointly and severally bound by the provisions of Clauses 2 and 3 of this Agreement. In all other respects, each Owner's obligations under this Agreement are limited to that portion of the Land owned by such Owner.

Application of Zoning Bylaw

6. The Owners covenant and agree that, except to the extent otherwise specified in this Agreement, the provisions of The City of Saskatoon Zoning Bylaw No. 8770 as amended from time to time shall apply.

Compliance with Agreement

7. The Owners covenant and agree not to develop or use the Land unless such development, use and construction complies with the provisions of this Agreement.

Dispositions Subject to Agreement

8. The Owners covenant and agree that any sale, lease or other disposition or encumbrance of the Land or part thereof shall be made subject to the provisions of this Agreement. Where the Land or any part thereof is transferred, the transferring Owner is released from the obligations contained in this Agreement with respect to the Land or part thereof which has been transferred.

Definitions

9. Any word or phrase used in this Agreement which is defined in Zoning Bylaw No. 8770 shall have the meaning ascribed to it in that Bylaw.

Departures and Waivers

10. No departure or waiver of the terms of this Agreement shall be deemed to authorize any prior or subsequent departure or waiver, and the City shall not be obliged to continue any departure or waiver or permit subsequent departure or waiver.

Severability

11. If any covenant or provision of this Agreement is deemed to be void or unenforceable in whole or in part, it shall not be deemed to affect or impair the validity of any other covenant or provision of this Agreement.

Governing Law

12. This Agreement shall be governed and interpreted in accordance with the laws of the Province of Saskatchewan.

Effective Date of Rezoning

13. It is understood by the Owners that the Land shall not be effectively rezoned from a B6 District to a B6 District subject to this Agreement until:
- (a) the Council of The City of Saskatoon has passed a Bylaw to that effect; and
 - (b) this Agreement has been registered by the City, by way of Interest Registration, against the Titles to the Land.

Use Contrary to Agreement

14. (1) The Council of The City of Saskatoon may declare this Agreement void where any of the Land or buildings thereon are developed or used in a manner which is contrary to the provisions of this Agreement, and upon the Agreement being declared void, the Land shall revert to the district to which it was subject to before rezoning.
- (2) If this Agreement is declared void by the Council of The City of Saskatoon, the City shall not, by reason thereof, be liable to the Owners or to any other person for any compensation, reimbursement or damages on account of loss or profit, or on account of expenditures, or on any other account whatsoever in connection with the Land.

Registration of Interest

15. (1) The Parties hereto acknowledge that this Agreement is made pursuant to Section 69 of *The Planning and Development Act, 2007* and the Owners agree that this Agreement shall be registered by way of an Interest Registration against the Titles to the Land. As provided in Section 236 of *The Planning and Development Act, 2007*, Section 63 of *The Land Titles Act, 2000* does not apply to the Interest registered in respect of this Agreement.
- (2) This Agreement shall run with the Land pursuant to Section 69 of *The Planning and Development Act, 2007*, and shall bind the Owners, their successors and assigns.

Enurement

- 16. This Agreement shall enure to the benefit of and be binding upon the Parties hereto and their respective heirs, executors, administrators, successors and assigns.
- 17. This Agreement, including Schedules, contains the entire agreement between the parties and supersedes all prior agreements, information, reports, memoranda, arrangements and understandings, whether oral or written, express or implied with respect to the subject matter of this Agreement.

The City of Saskatoon

Mayor

c/s

City Clerk

City Centre Tower I Ltd.

c/s

101211249 Saskatchewan Ltd.

c/s

Discovery Plaza Inc.

c/s

Affidavit Verifying Corporate Signing Authority

Canada)
Province of Saskatchewan)
To Wit:)

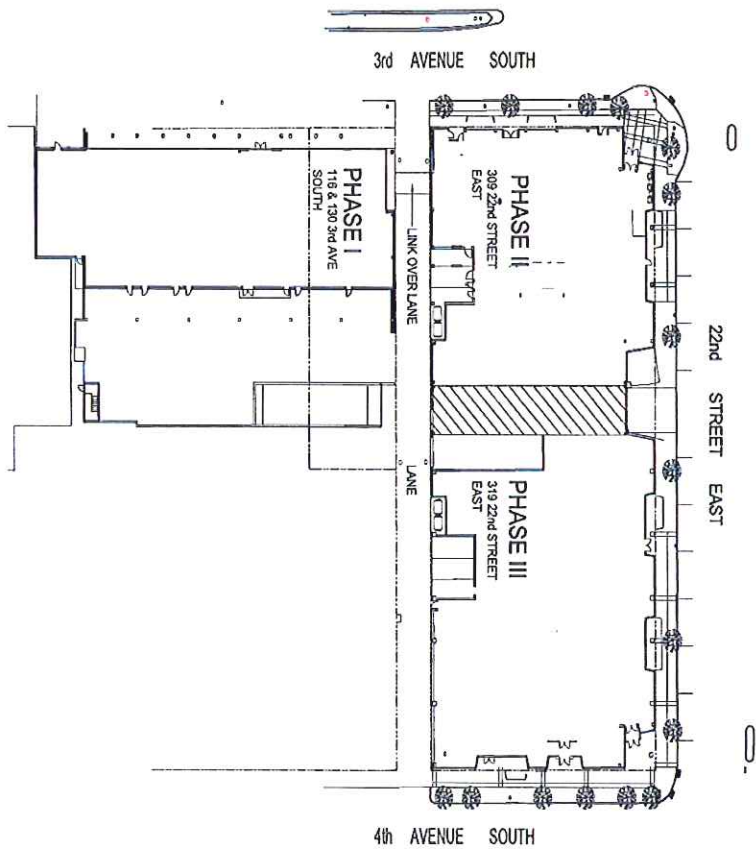
I, _____, of the City of Saskatoon, in the
(Name)
Province of Saskatchewan, _____, make oath and say:
(Position Title)

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"



1.03

A1.03

- 1.03
- 1.04
- 1.05
- 1.06
- 1.07
- 1.08
- 1.09
- 1.10
- 1.11
- 1.12
- 1.13
- 1.14
- 1.15
- 1.16
- 1.17
- 1.18
- 1.19
- 1.20
- 1.21
- 1.22
- 1.23
- 1.24
- 1.25
- 1.26
- 1.27
- 1.28
- 1.29
- 1.30
- 1.31
- 1.32
- 1.33
- 1.34
- 1.35
- 1.36
- 1.37
- 1.38
- 1.39
- 1.40
- 1.41
- 1.42
- 1.43
- 1.44
- 1.45
- 1.46
- 1.47
- 1.48
- 1.49
- 1.50
- 1.51
- 1.52
- 1.53
- 1.54
- 1.55
- 1.56
- 1.57
- 1.58
- 1.59
- 1.60
- 1.61
- 1.62
- 1.63
- 1.64
- 1.65
- 1.66
- 1.67
- 1.68
- 1.69
- 1.70
- 1.71
- 1.72
- 1.73
- 1.74
- 1.75
- 1.76
- 1.77
- 1.78
- 1.79
- 1.80
- 1.81
- 1.82
- 1.83
- 1.84
- 1.85
- 1.86
- 1.87
- 1.88
- 1.89
- 1.90
- 1.91
- 1.92
- 1.93
- 1.94
- 1.95
- 1.96
- 1.97
- 1.98
- 1.99
- 2.00

1.03



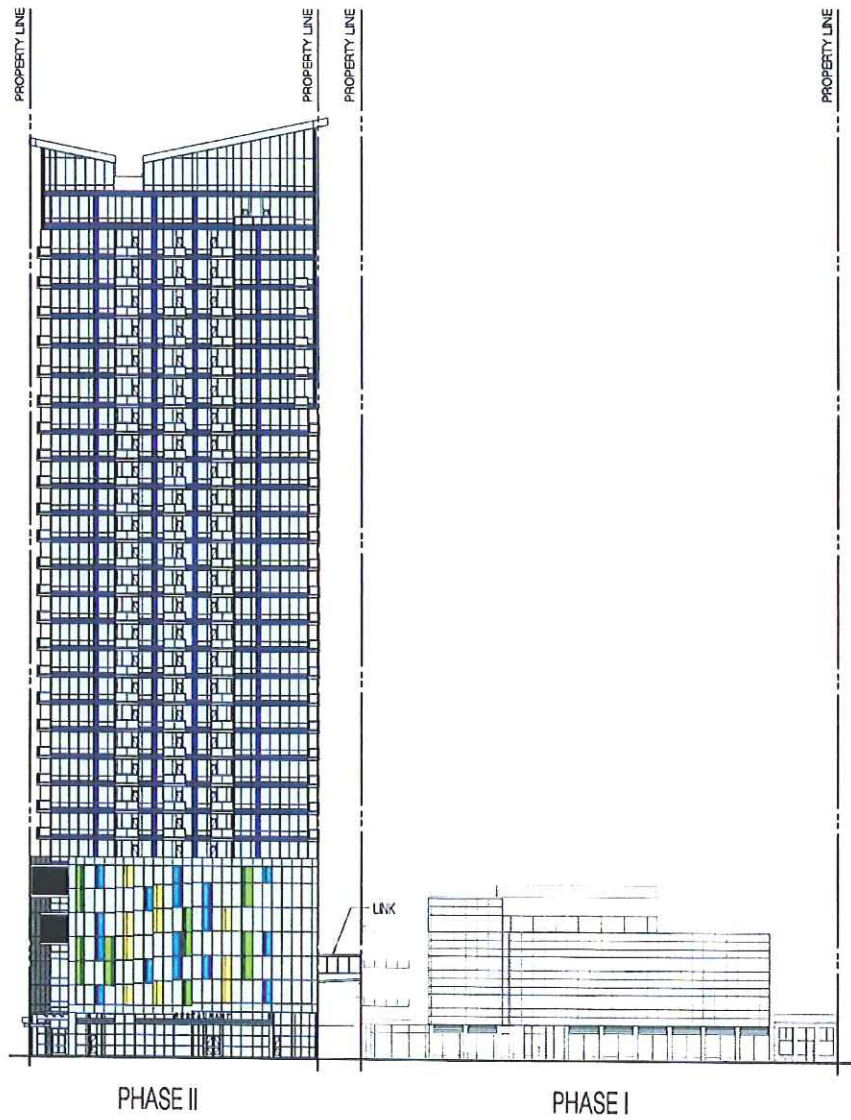
 architecture + interior design



 zeidler

 bkdil

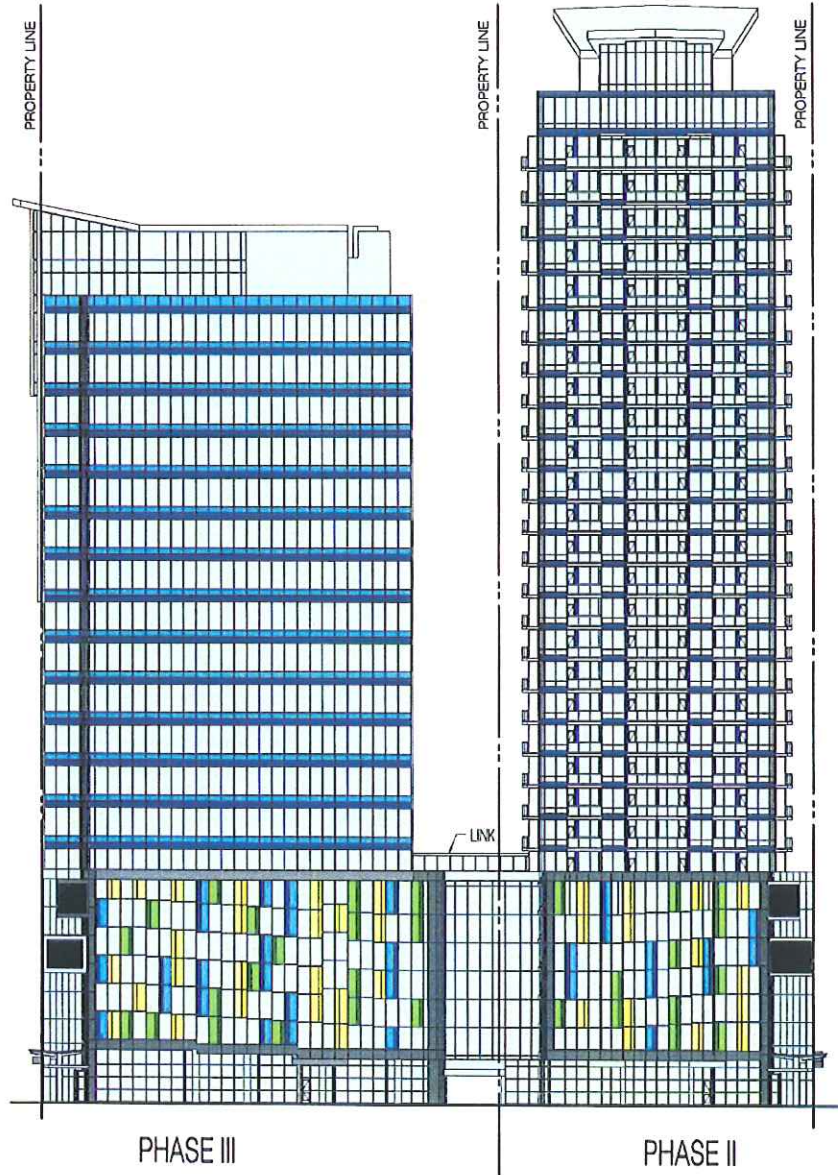
Schedule "B"



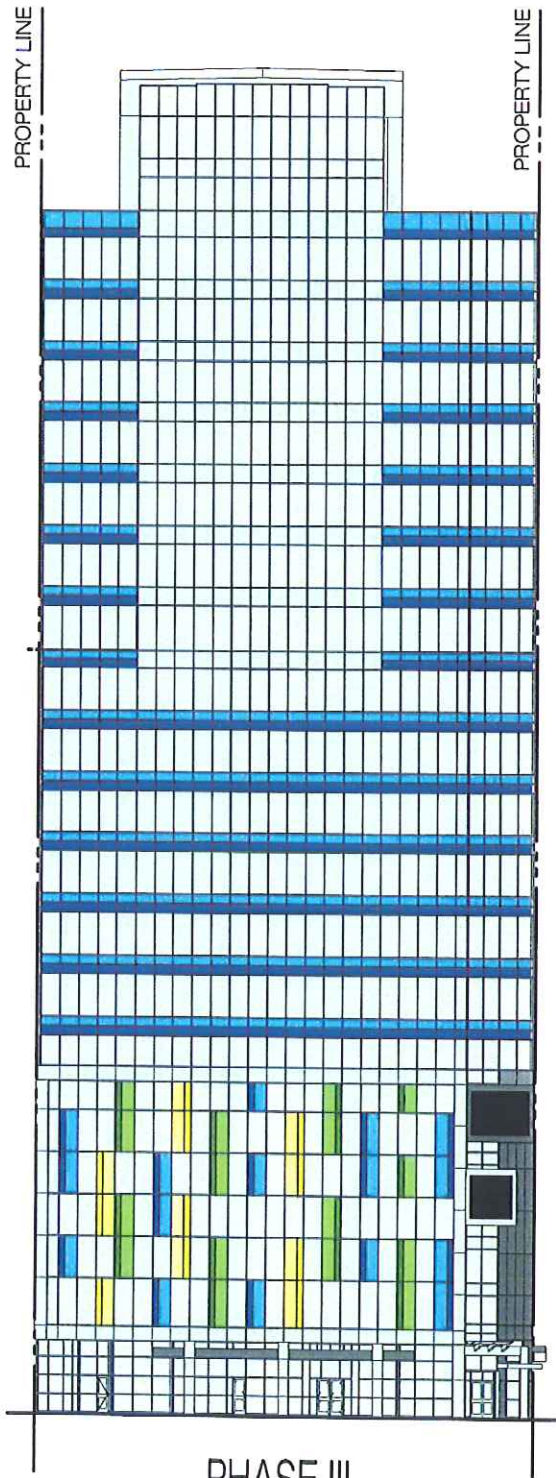
PHASE II

PHASE I

WEST ELEVATION - 3rd AVENUE SOUTH

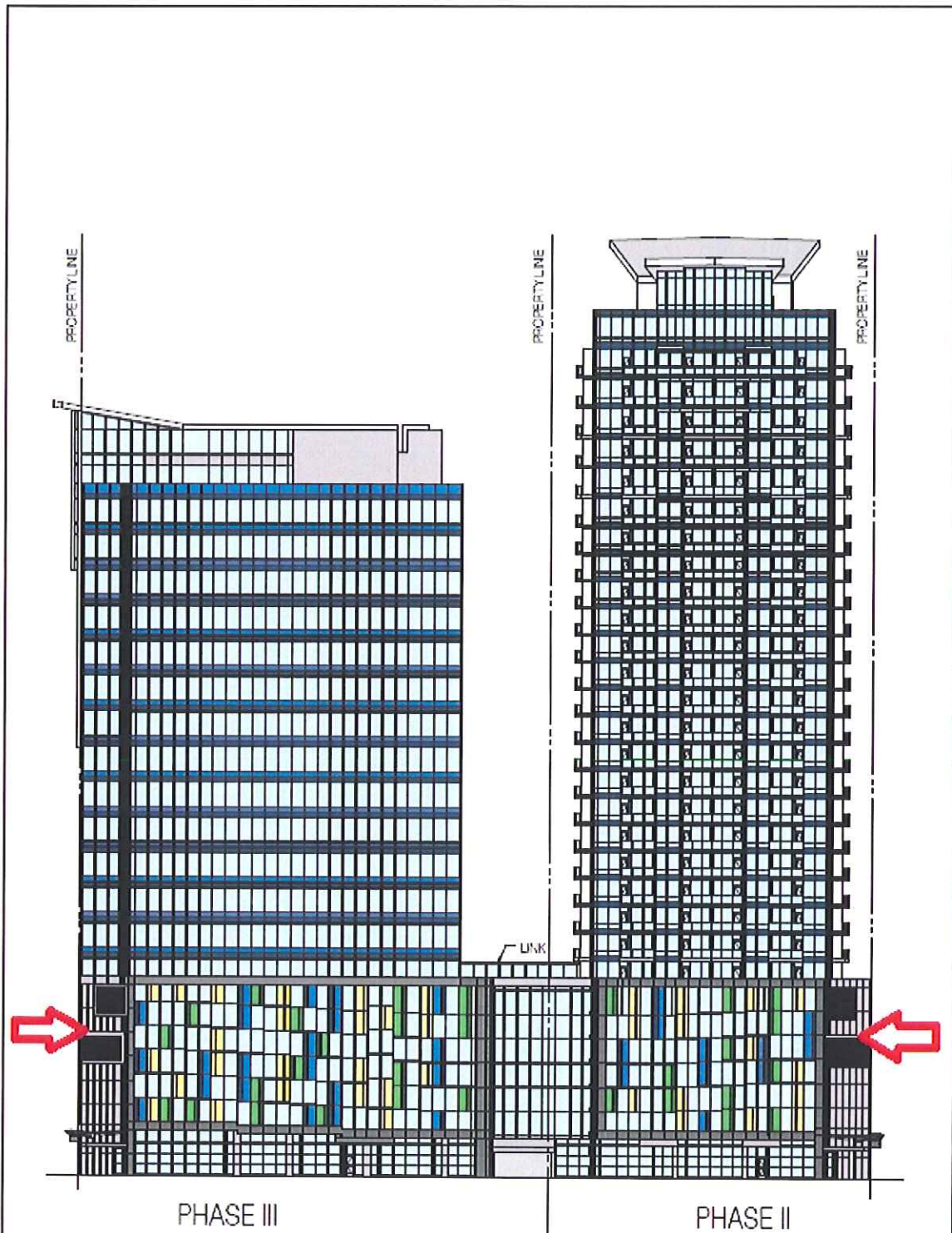


NORTH ELEVATION - 22nd STREET EAST



PHASE III
EAST ELEVATION - 4th AVENUE SOUTH

Schedule "C"



PHASE III

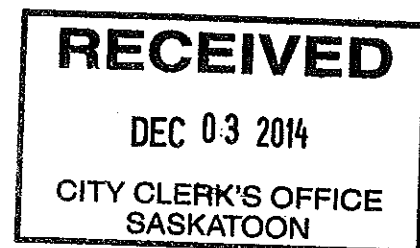
PHASE II

NORTH ELEVATION - 22nd STREET EAST

LOCATION OF ELECTRONIC MESSAGE CENTRES

205-1

From: CityCouncilWebForm
Sent: December 03, 2014 3:15 PM
To: City Council
Subject: Write a Letter to City Council



TO HIS WORSHIP THE MAYOR AND MEMBERS OF CITY COUNCIL

FROM:

Josh Haugerud
2625- 3rd avenue
Regina, Saskatchewan
S4T 0C8

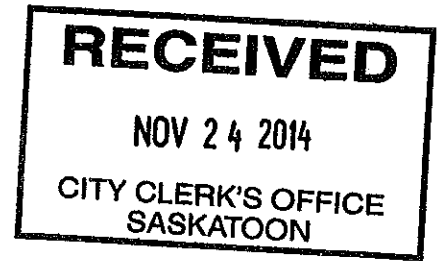
EMAIL ADDRESS:

community.services@sk.sja.ca

COMMENTS:

St. John Ambulance's Volunteer First Aid group based in Saskatoon, that covers first aid at events throughout the city, is celebrating their 100 year anniversary. As the group has been a fixture of community service to the City of Saskatoon, we thought it would be a great opportunity to raise the St. John Ambulance flag at City Hall on St. John Day, June 24th. This letter is to formally request approval of the flag raising ceremony in 2015.

205-5



November 24, 2014

His Worship the Mayor and
Members of City Council
City Hall
222 3rd Avenue North
Saskatoon SK S7K 0J5

Dear Mayor Atchison,

Re: January is Crime Stoppers Month

The idea of Crime Stoppers month was officially adopted at the annual Crime Stoppers International conference in Edmonton in September of 1986. Since then, programs around the world have been encouraged to mark January as Crime Stoppers Month.

Since inception, Saskatoon Crime Stoppers has received more than 25,000 tips leading to the recovery of over \$10 million in stolen property and drugs. With 4,141 cases cleared and 2,018 arrests, Crime Stoppers is making Saskatoon a safer place to live.

To celebrate, we respectfully ask His Worship and members of City Council to declare January as Crime Stoppers month in an effort to unite the community, law enforcement, and local media in helping to continue solve crimes.

Sincerely,

Cst. Bill Bergeron
Police Coordinator
Saskatoon Crime Stoppers

/lr