



**PUBLIC AGENDA  
STANDING POLICY COMMITTEE  
ON PLANNING, DEVELOPMENT  
AND COMMUNITY SERVICES**

**Monday, December 5, 2016, 9:00 a.m.**

**Council Chamber, City Hall**

**Committee:**

**Councillor D. Hill, Councillor T. Davies, Councillor B. Dubois, Councillor H. Gough, Councillor Z. Jeffries, His Worship, Mayor C. Clark (Ex-Officio)**

**Pages**

**1. CALL TO ORDER**

**2. CONFIRMATION OF AGENDA**

**Recommendation**

That the agenda be confirmed as presented and that the speakers be heard.

**3. DECLARATION OF CONFLICT OF INTEREST**

**4. ADOPTION OF MINUTES**

**Recommendation**

That the minutes of Regular Meeting of the Standing Policy Committee on Planning, Development and Community Services held on November 7, 2016 be approved.

**5. UNFINISHED BUSINESS**

**6. COMMUNICATIONS (requiring the direction of the Committee)**

**6.1 Delegated Authority Matters**

**6.2 Matters Requiring Direction**

**6.2.1 Randy Pshebylo, Executive Director Request for Riversdale Business Improvement District - Rejuvenation of Tree Company in the Riversdale District [File No. CK. 4200-4]**

**6 - 6**

A letter dated November 8, 2016, from Mr. Pshebylo, Riversdale Business Improvement District is attached.

**Recommendation**

That the information be received.

- 6.2.2 Barbara Szpunar - Regarding Shed and Fence on Neighbouring Property [File No. CK. 4352-1] 7 - 21**

An email dated November 8, 2016 from Ms. Barbara Szpunar, forwarding concerns about bylaws and regulations for the construction of a fence and shed on a neighbouring property, is provided.

**Recommendation**

That the information be received.

**6.3 Requests to Speak (new matters)**

- 6.3.1 Zachary Berglund - Servicing Matters North West Sector - Saskatoon Airport [File No. CK. 7820-1] 22 - 22**

A request to speak dated November 7, 2016 from Mr. Zachary Berglund, Skyxe Saskatoon Airport, is provided.

**Recommendation**

That the information be received.

**7. REPORTS FROM ADMINISTRATION**

**7.1 Delegated Authority Matters**

- 7.1.1 20th Street West Art Installation - Information on Request For Proposals Process [File No. CK. 4125-4, x CK 4040-1 and PL 216-1 (BF 029-16)] 23 - 25**

**Recommendation**

That the information be received.

- 7.1.2 Land Use Applications Received for the Period from October 19, 2016 to November 16, 2016 [File No. CK 4000-5, PL 4350-1, PL 4115, PL 4132, PL 4300, PL 4350 and PL 4355-D] 26 - 53**

**Recommendation**

That the information be received.

- 7.1.3 Community Standards Division Progress Update [File No. CK 115-1 and PL 0116-1] 54 - 63**

**Recommendation**

That the information be received.

- 7.1.4 Request for Funding - 2019 IIHF World Junior Hockey Championship - Special Events Policy No. C03-007 [File No. CK. 1870-15 and RS 1870-12-2]** 64 - 78

**Recommendation**

That funding in the amount of \$250,000 for the 2019 International Ice Hockey Federation World Junior Hockey Championships, be approved, subject to:

1. Successful awarding of the bid to host this event; and
2. Submission of a final and complete event application package by Tourism Saskatoon, for satisfactory review by the Administration.

- 7.1.5 License Agreement Renewal at Saskatoon Field House - Saskatoon Health Region Authority [File No. CK 600-3 and RS 290-1]** 79 - 82

**Recommendation**

1. That a renewed license agreement between the City of Saskatoon and the Saskatoon Health Region Authority, from January 1, 2017 to December 31, 2021, as outlined in the December 5, 2016 report of the General Manager, Community Services Department, be approved;
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 the Administration be authorized to extend the renewed agreement with the Saskatoon Health Region Authority for an additional five years, from 2022 to 2027, subject to the parties' agreement upon the fees, which would be based on fair market value.

- 7.1.6 Comparing Infill and Greenfield Development - Scope of Work [Files CK. 4350-63, x4110-2 and PL 4131-45 (BF 032-16 and 004-16)]** 83 - 87

**Recommendation**

That the information be received.

**7.2 Matters Requiring Direction**

- 7.2.1 Paved Lane Policy [File No. CK. 6315-1, x4350-63 and TS.]** 88 - 91

6000-1]

**Recommendation**

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

1. That the Administration continue to work with stakeholders and investigate best practices regarding lane paving for infill developments; and
2. That the Administration bring forward a proposed policy framework that will both remove financial barriers to infill re-development and also ensure that current and future residents receive the level of service they expect from lanes.

**7.2.2 Street Activity Steering Committee - Request to Amend Panhandling Bylaw, 1999, No. 7850 and Streets Use Bylaw No. 2954 [File No. CK 5000-1 and PL 5400-186 (BF 022-16)]** 92 - 101

**Recommendation**

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

1. That the City Solicitor's Office be requested to amend Panhandling Bylaw, 1999, No. 7850, as outlined in the December 5, 2016 report of the General Manager, Community Services Department; and
2. That the Administration consult with the Street Activity Steering Committee upon review of Streets Use Bylaw No. 2954 in 2017.

**7.2.3 Urban Reserves and Community Notification [File No. CK 4000-4 and PL 4010-1]** 102 - 108

**Recommendation**

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

1. That the proposed communication process related to urban reserve creation within Saskatoon, as outlined in the December 5, 2016 report of the General Manager, Community Services Department, be approved; and
2. That the Administration be authorized to amend the process from time to time, as required, in consultation with relevant stakeholders.



- 7.2.4 Business License Program Stabilization Reserve [File No. CK 1815-1 and PL 1720-1] 109 - 113**

**Recommendation**

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

That Reserves for Future Expenditures Policy No. C03-003 be amended to provide for a Business License Program Stabilization Reserve.

- 7.2.5 Willowgrove and Holy Family Schools' Memorandum of Agreement [File No. CK 606-3 and RS 606-4] 114 - 116**

**Recommendation**

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

1. That the proposed terms of the Memorandum of Agreement between the City of Saskatoon, Saskatoon Public Schools, and Greater Saskatoon Catholic Schools, as outlined in the December 5, 2016 report of the General Manager, Community Services 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 Seal.

**8. MOTIONS (notice previously given)**

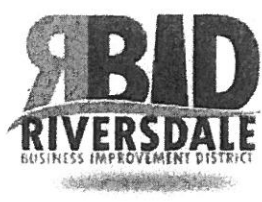
**9. GIVING NOTICE**

**10. URGENT BUSINESS**

**11. IN CAMERA SESSION (If Required)**

**12. ADJOURNMENT**

**RECEIVED**  
NOV 08 2016  
CITY CLERK'S OFFICE  
SASKATOON



Tuesday November 8<sup>th</sup>, 2016

222 3<sup>rd</sup> Avenue North  
Saskatoon, Saskatchewan.  
Canada, S7K 0J5

SPC Planning Development & Community Services,

At the Riversdale Business Improvement District (RBID) Board meeting September 14, 2016 concern was raised by board members, some who have heard from their neighbouring business owners, about the unfortunate setback they are experiencing with the trees dying in front of their storefronts. With the majority being planted in 1994 they have become an imposing and definitive feature on the 20th Street West commercial corridor, and stakeholders are concerned about the lack of attention being paid to this portion of our Urban Forest. Dead and dying tree canopies do not send a welcoming and inviting signal to those living or visiting the Business District and as a result the RBID Board unanimously passed the following motion:

***Motion: The Riversdale Business Improvement District is requesting an action plan from The City of Saskatoon on the rejuvenation of the tree canopy in The Riversdale District.***

May we hear from the City of Saskatoon about the plans for rectifying these trees in the streetscaped areas in 2017.

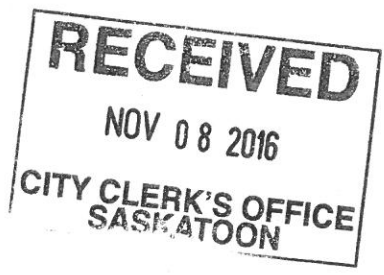
On behalf of the RBID Board of Management

**Randy Pshehko, BDM**  
Executive Director  
Riversdale Business Improvement District

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**Riversdale Business Improvement District**  
Facebook | Twitter | Web | P 306 242 2711 | F 306 242 3012  
Riversdale Business Improvement District  
344 20th Street West, Saskatoon SK S7M 0X2

**From:** City Council  
**Sent:** November 08, 2016 10:50 AM  
**To:** City Council  
**Subject:** Form submission from: Write a Letter to Council



Submitted on Tuesday, November 8, 2016 - 10:49  
Submitted by anonymous user: 128.233.5.91  
Submitted values are:

Date: Tuesday, November 08, 2016  
To: His Worship the Mayor and Members of City Council  
First Name: Barbara  
Last Name: Szpunar  
Address: 138 Copland Crt.  
City: Saskatoon  
Province: Saskatchewan  
Postal Code: S7H 5R3  
Email: issuescom@gmail.com  
Comments:

To:  
City Council, Saskatoon, Meeting on November 28th, 2016, Cynthia Block, Ward 6,  
CC: Saskatoon Fire Department, www.saskatoon.ca  
Prevention and Investigation Division, 125 Idylwyld Drive South, Saskatoon, SK S7M 1L4,  
Richter, Jo-Anne, Randy Grauer, (CY – Planning and Development and Community Services),  
Appeal Board.

We request that the City Council would diligently review our complaint on the Meeting to be hold on November 28th. In summary the deficiency in City bylaws/regulations about a construction of sheds and fences created hazardous situations for our house on 138 Copland Crt., reduced its value and affects our well being. The detailed description of the following concerns is provided in the Appendix:

- 1. Fire hazard.
- 2. Safety hazard.
- 3. Security hazard.
- 4. Blockage of view and sun causing health hazard (depression).
- 5. Diminished property value.

We request that Department of Fire Prevention and Investigation Division Planning and Development and Community Services, Appeal Board and City Council use diligence and address our concerns seriously. We do not want to be ignored as seniors by City also.

Barbara & Jerzy Szpunar

138 Copland Crt., Saskatoon, S7H 5R3  
PS

- We also provide the new administration of Saskatoon with the proposal for a new pool heated by solar energy as we have learned previously that there were plans to purchase the property north of us by City due to feature relocation of theirs users.
- We provide regret letter to our neighbours and the letter with concerns and view of our house before 8.5 feet was constructed.
- The previous location and origin of the design for the shed on 134 Copland Crt...



However we do not agree with his personal conclusion that dry wood of the shed under its roof has the same risk of ignition as a living tree, shrub or even fence. It is due to our experience from using wood fireplace during ice-storm that dry wood is much more flammable. It is also now recommended elsewhere not to plant forest close to houses to prevent fires and the same applies to flammable sheds in bylaws as described below. We request a second opinion from the Prevention and Investigation Division.

Quote:

'A fire inspection was conducted on November 3, 2106 by the writer to determine the extent of fire hazards or contravention to any fire code or bylaw. Upon examination of the shed in question, the fuel load of this structure is representative of any outdoor storage unit constructed of mostly wood supporting elements and finishes. This structure in particular is of a similar risk to ignition as any of the adjacent buildings, fences or shrubs. It is the writer's opinion the structure presented in your photograph does not present an undue fire hazard nor contravene the Fire and Protective Services bylaw or the Nation Fire Code of Canada, and no further action on the part of SFD is warranted. Our file is now closed.

**Wayne Rodger | tel: [306.975.2578](tel:306.975.2578)**

Fire Marshal – Prevention and Investigation Division

The new 9x12x3 (wide) feet shed construction (on 134 Copland Crt.), which started on October 22, 2016, by our property line ~1m from our house is a flammable structure since it is made from dry wood and therefore according to NYC bylaws should be at least 3 feet from our property line: <https://www1.nyc.gov/site/buildings/homeowner/fences-and-backyard-sheds.page>  
:Materials: Sheds made of flammable materials must be at least 3 feet from the property line.  
Additionally there is 8.5 feet wooden fence, which increase fire hazard.

The new 9 feet shed construction (on 134 Copland Crt.), also **poses safety hazard: It is very unstable due to its height to be 9 feet and widths only 3 feet (as evaluated by physicist in the attached excel: 70 km/h wind my overturn it):** It was designed for a different location here it was supported by the wall of house.

Additionally after we sent the letter to 134 Copland Crt. house owner with our concerns on Nov. 3<sup>rd</sup> he ignored it and completed his construction on Nov. 4. The following e-mail was also sent on Nov. 3<sup>rd</sup> to us and 134 copland Crt owner and Stewart, David (CY - Building Standards)"  
<David.Stewart@saskatoon.ca> by: Bradley, Roger (CY - Building Standards)  
<Roger.Bradley@saskatoon.ca> :

'Hello Barbara

Thank you for your enquiry regarding 134 Copland Crescent. It is my understanding that a Zoning Bylaw Officer has already addressed the concerns of the accessory building with respect to the Zoning Bylaw. As for Building Standards a building permit is not required for an accessory building less than 10 m<sup>2</sup>. As this accessory building appears to be only 3.34 m<sup>2</sup> (36 ft<sup>2</sup>), we will not be pursuing a building permit. The owner is still responsible to ensure building standards is followed as required by the



Uniform Building and Accessibility Standards Act. If you have any questions or concerns, please do not hesitate to contact me. **Thank You**

**Rog**

**Roger Bradley, P.Eng | tel 306.657.8718**

Building Inspection Manager

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

Visit [Building Standards](#) for your building permit needs

### ***"Before You Build ..."***

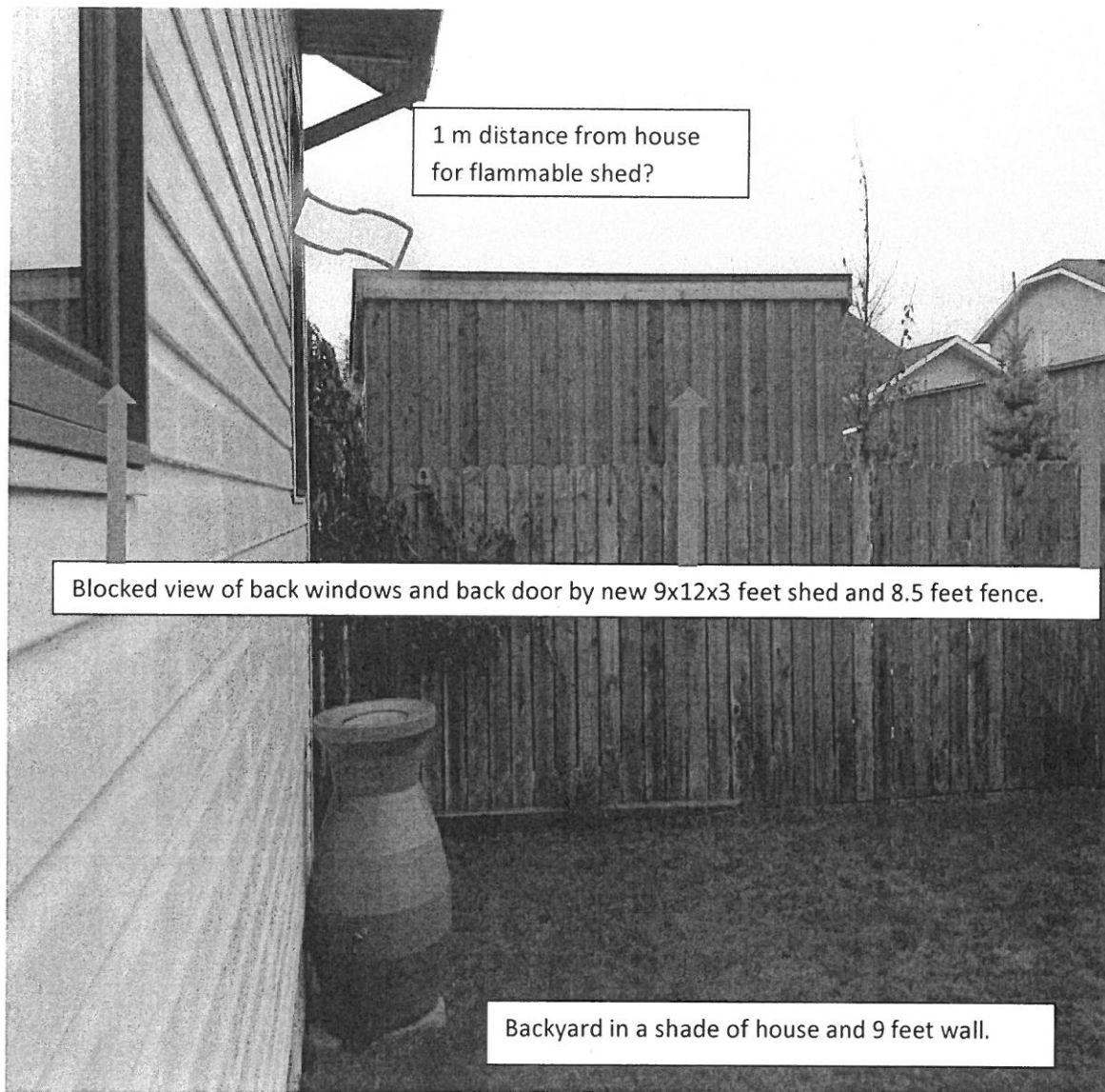
In the new circumstances we also appealing Appealing Board decision (36-2015) about allowing for a violation of bylaw about height of fence to be 6 feet and approving already constructed 8.5 feet fence in 1 feet from the 134 Copland Crt. property line. In the justification it was stated that precedent was used of 138 Copland Crt Appeal (1-2015). Note that Appeal (1-2015) was completed successfully before the construction and not after as in (36-2015). It also can be verified in the documentation that the owners of 138 Copland Crt were rejected by City to built 8 feet fence 1 feet from the property line and had to demolish the fixed structure for growing grapes, which was very costly and also only 8 feet fence was allowed. Please see the pictures used to evaluate property lines distances (138 and 142 are in line). In justification for Appeal (1-2015) the signature of agreement for 8 feet fence was signed by all adjacent neighbor while at the present circumstances all adjacent owners protest the 8.5 feet construction. We also addressed concern by not adjacent neighbor about the view of it by fertilizing and watering cedars in front of the fence, which is therefore not much visible. It is also high quality, sound barrier built by professional while the fence on 13 Copland Crt. already has holes in it due to shrinking cheap pine and it is questionable what protection it provides?

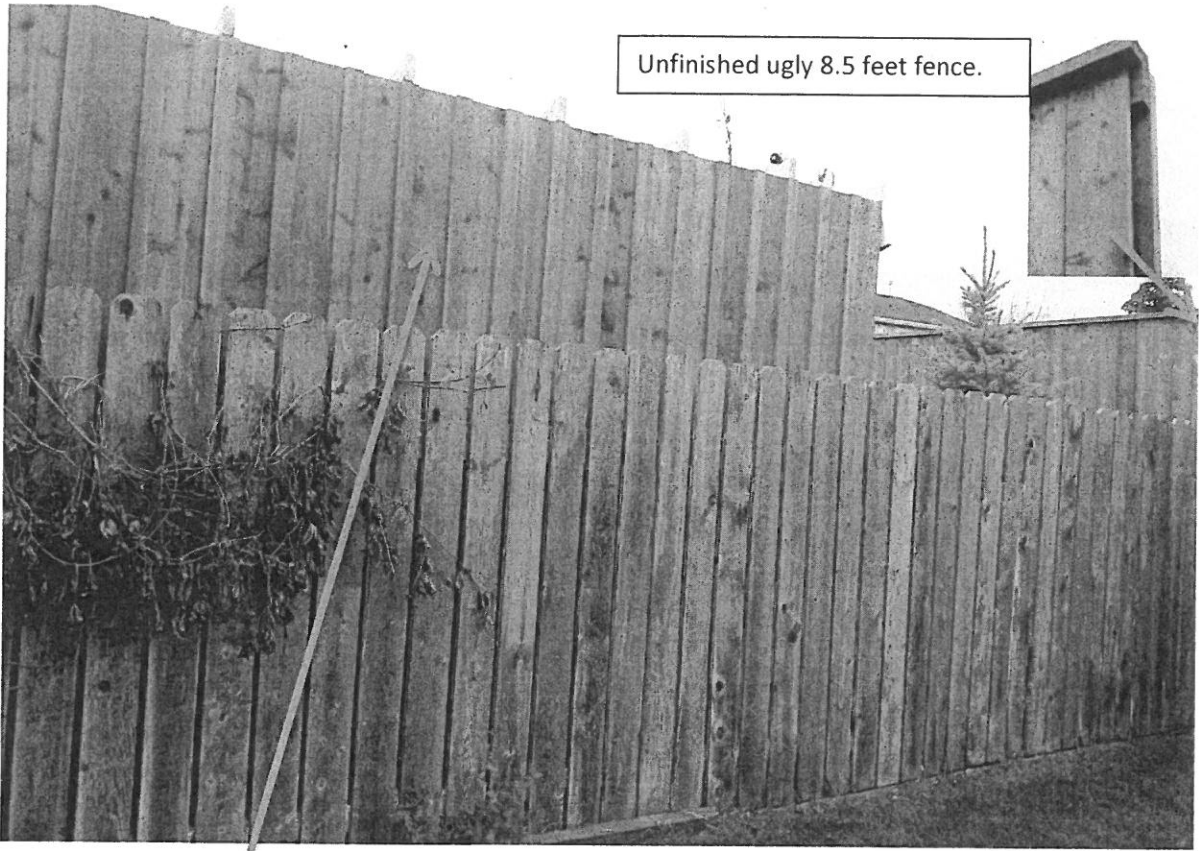
The new constructed wooden structure actually acts as another wall over 9 feet high and 12 feet long by our west side. The built by our property line construction is viewed from our property as a 9 feet fence (see picture) and together with 8.5 feet fence built 1 feet from the north property line of 134 Copland Crt. property blocks the view of back windows and door of our house. Therefore it increases risk of breaking to our house and compromises security of our property. Bylaw allows only 6 feet fences for this location for security.

The structure **creates shade** to our backyard and windows as it is just on our property line and not in at least 2 feet from the property line as per Ontario bylaw:  
<http://www.barrie.ca/Living/Housing-and-Property/renovations-and-projects/Pages/sheds.aspx>.  
We would like to have west sun coming to our backyard and not to have this huge sun blocking structure on the west. It makes us very depressing since the backyard is also on the north side of house and west sun is essential.

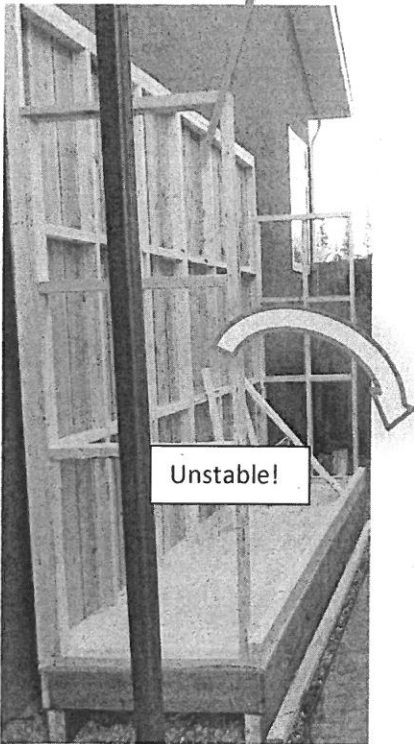
The new 9 feet wall also looks very ugly, it is built from cheap pine wood with rough surface facing us while cedar is used on the other side of shed that is visible from 134 Copland Crt. property. 134 Copland Crt. property owner was assuring us that cedar shed will of very high quality will be build, which is not the case. It not only diminish the value of our property, but it makes us feeling depressing. We had leading real estate agent: Ron Baliski evaluating the effect of the new constructions and please see the attached supportive letter.

## The Illustrative Pictures





Unfinished ugly 8.5 feet fence.

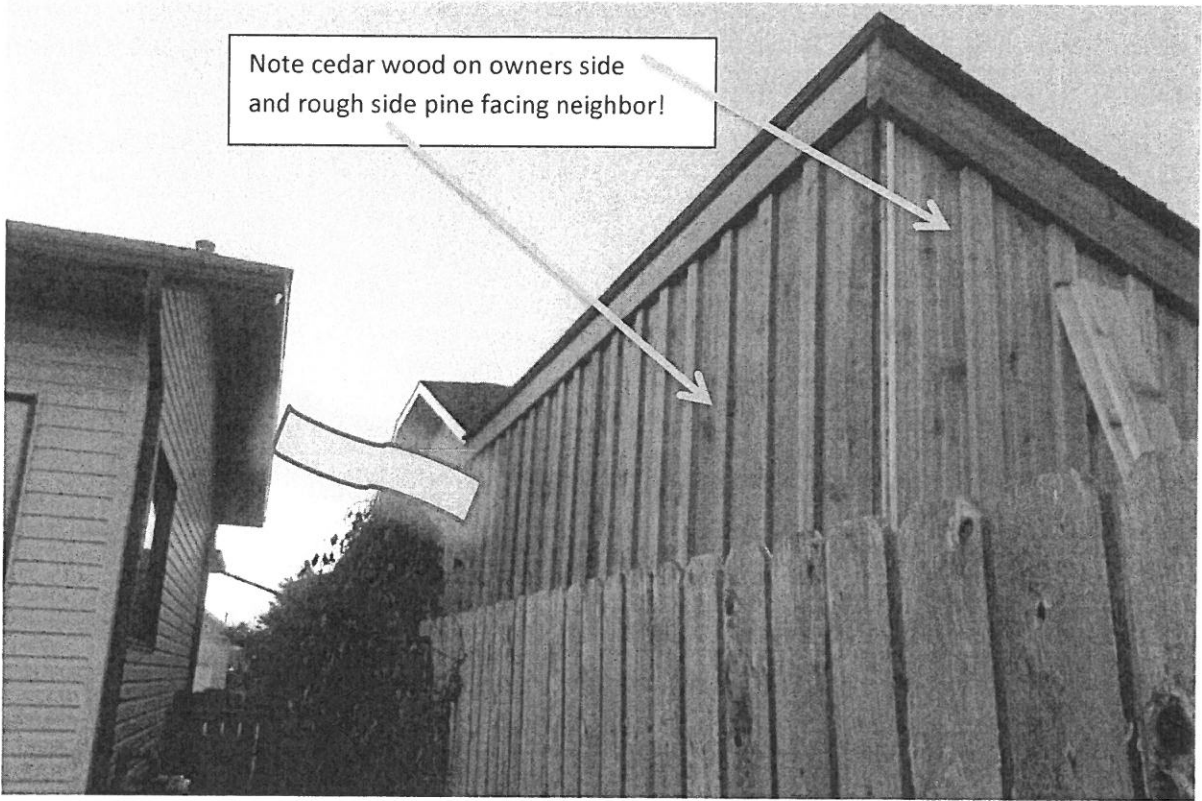


Unstable!

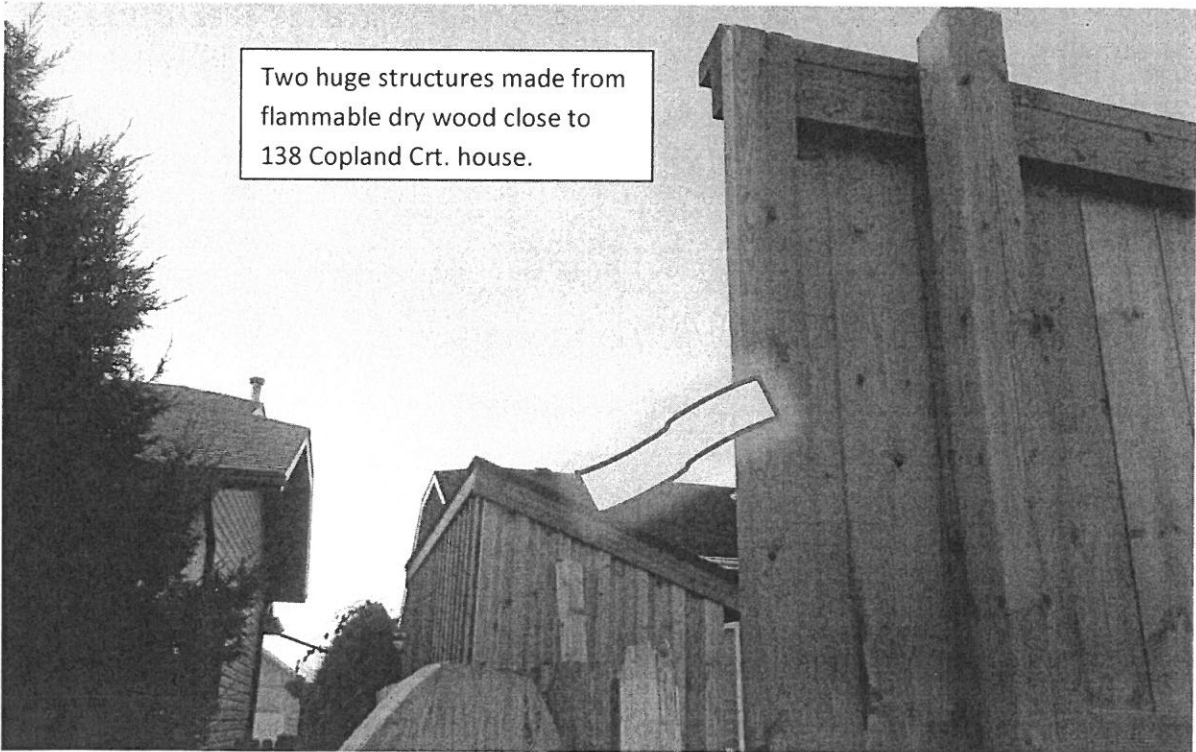
70 km/h or higher winds are very common in Saskatoon!

It was evaluated that it can make this structure unstable.

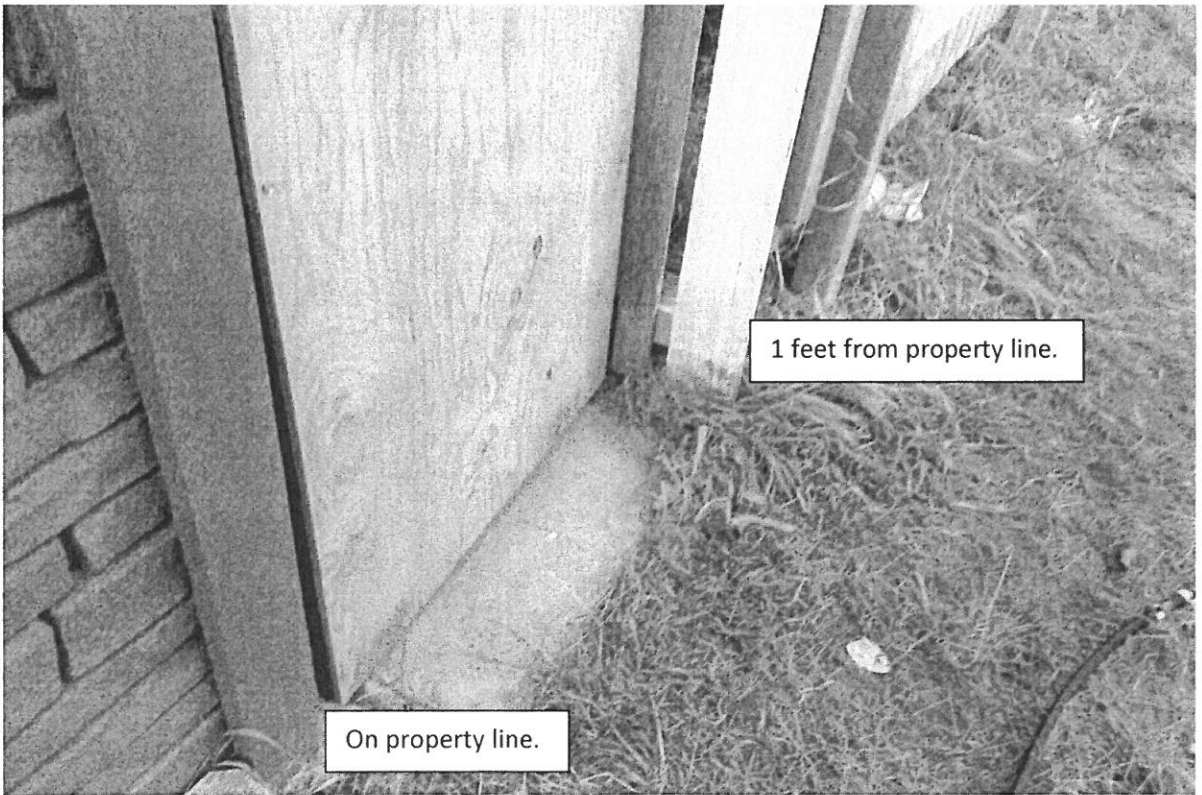
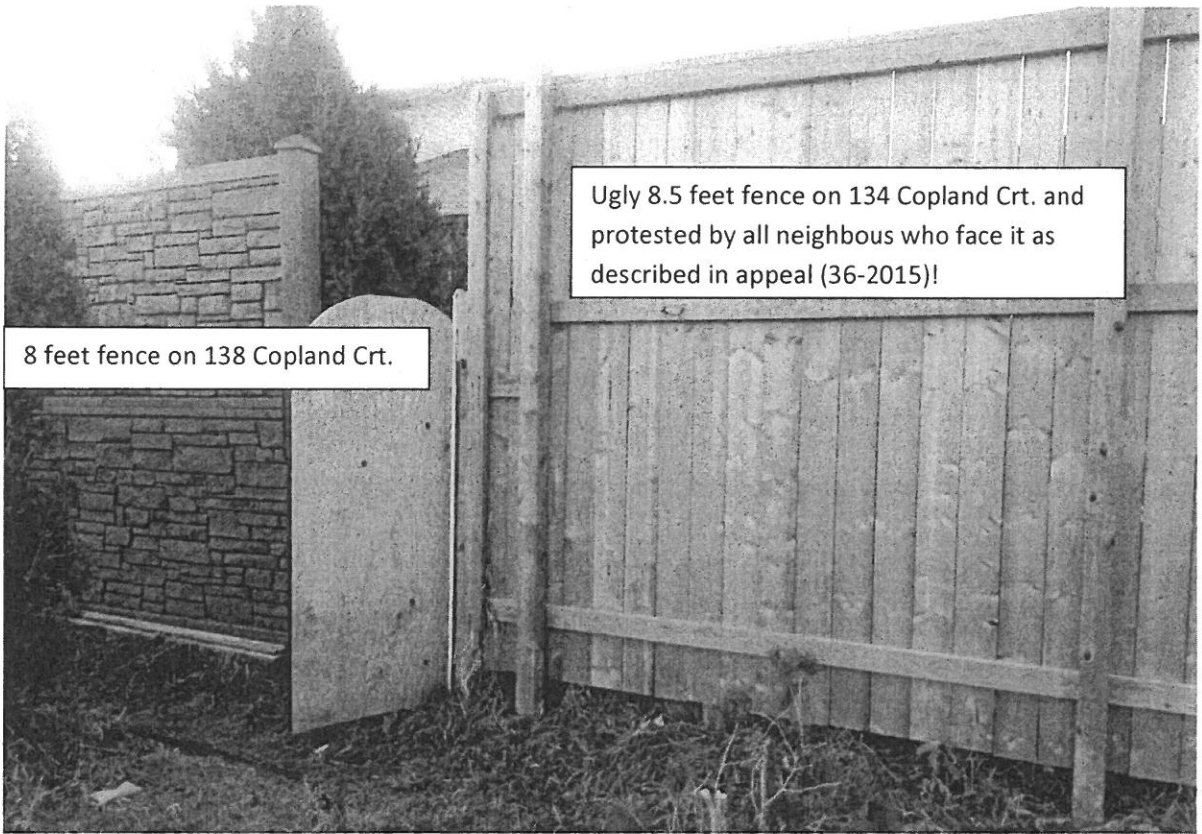


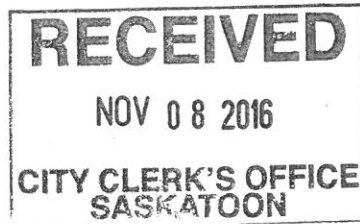


Note cedar wood on owners side  
and rough side pine facing neighbor!



Two huge structures made from  
flammable dry wood close to  
138 Copland Crt. house.





Saskatoon

9/21/2016

To:

Richter, Jo-Anne (CY - Community Standards)  
Randy Grauer, General Manager (CY – Planning and Development and Community Services)

We came home today and found out that during our absence and without any notification Geoff Marshall (134 Copland Crt) started building construction just by our sidewalk.

We do not agree for this wooden construction and we hope it is not up to City of Saskatoon standard.

These are the reasons that we do not agree:

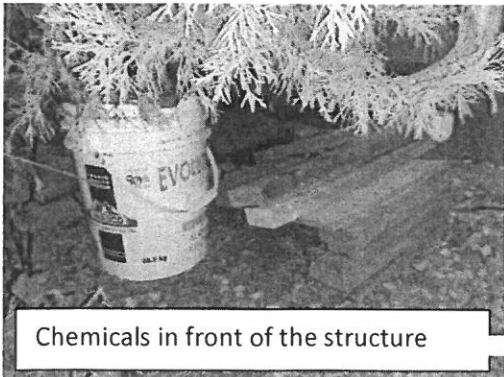
- 1) The access to this construction is only by our side walk and we do not agree for the usage of our sidewalk either for the access to this structure or to complete construction. We only would provide access to dismantle it.
- 2) This structure would make difficult for us to clean snow from sidewalk as our movement will be blocked by wooden structure.
- 3) The wooden structure with possible storage of chemicals in such proximity of our house pose fire hazard.
- 4) The structure is ugly and is visible from front of our house and walking sidewalks, street..

Thank you for your help and urgent action in this case.

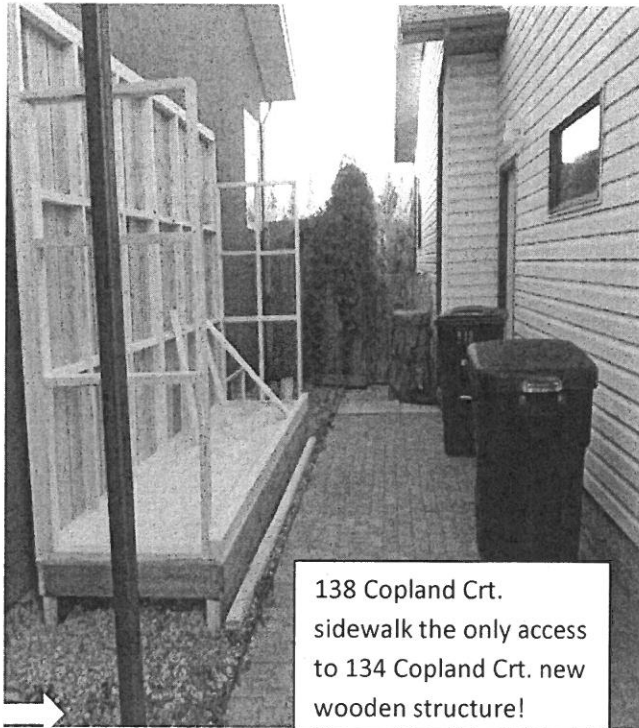
Sincerely yours,

*Szpunar Sz*

Barbara and Jerzy Szpunar  
138 Copland Crt.  
Saskatoon, SK S7H5R3  
Phone: 306-966-6462



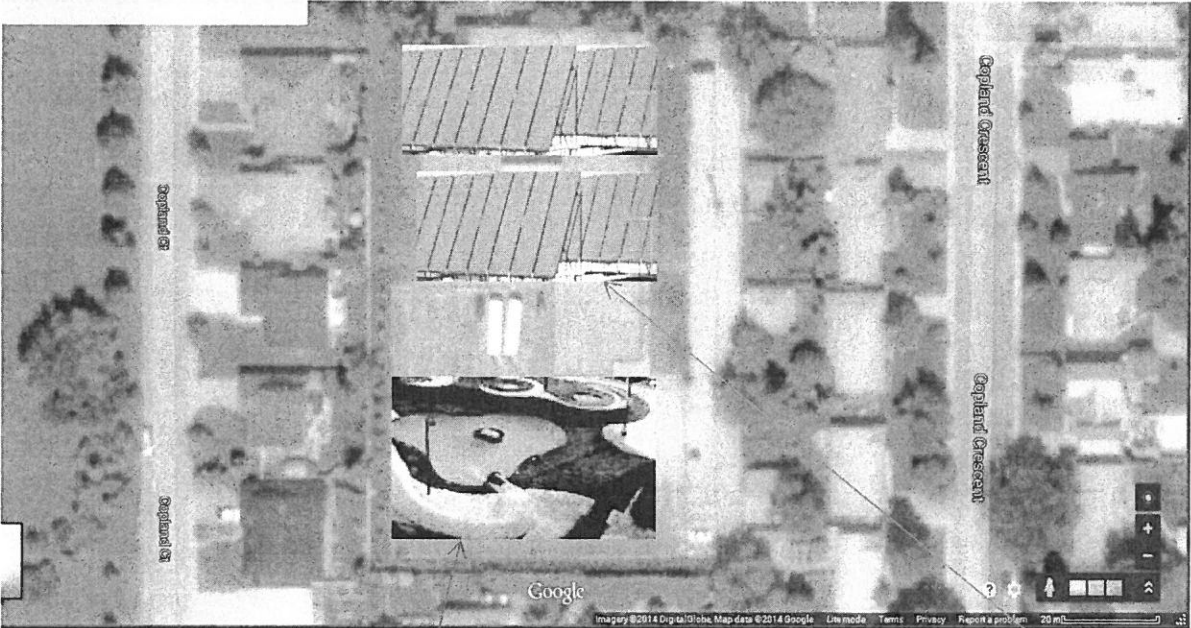
Chemicals in front of the structure



138 Copland Crt. sidewalk the only access to 134 Copland Crt. new wooden structure!

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CITY CLERK'S OFFICE  
SASKATOON

Proposed location (new parking behind 222 Copnd Crescent, currently IAS location in Saskatoon) for outdoor pool solar heated demonstration facility. Note that IAS confirmed on April 14, 2016 that they got building permit and we hope they will move out from current location on residential street as requested by local residents.



Parking area behind currently IAS (old school) can be converted to outdoor, solar heated pool, operating at least half a year here. People in Sakatchewan have the highest nr. of cases of MS disease due to luck of vitamin D and this pool would help.

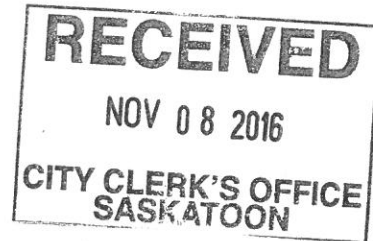
Flat roof area is bigger than the possible size of the pool and therefore enough solar energy can be generated. This could be great demonstration facility for solar energy.

Already great success on solar thermal panels in the nearby residences of UofS.

With the success of the solar thermal panels at Aspen Hall, Cook said additional panels might be considered for the other undergraduate residences, Graduate House and even as retrofits for the older McEown residences just to the south.

“There’s a really big saving that we’ve been able to capture, which ultimately benefits the students because these costs are all passed on in the rents we have to charge.”

November 8, 2016



To Whom It May Concern:

Re: 138 Copland Court

This is a letter of opinion regarding the above noted property.

While the shed may conform to current bylaws, the structure obstructs the owners view and blocks sunlight in the evening hours.

From a real estate view, I believe most buyers would question why the shed is positioned in that location and most would find the shed offensive in its height and appearance. I also believe that some buyers would not want to purchase this property. It may result in a longer sales time and possibly lower offer from prospective buyers.

Should you have any questions please feel free to contact the writer.

Respectfully Yours,

A handwritten signature in cursive script, appearing to read "Ron".

Ron Baliski – Ron Baliski Realty Inc. (Coldwell Banker)

1322 8<sup>th</sup> Street East, Saskatoon, Sk. S7H0S9

1-306-931-7653



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Saskatoon

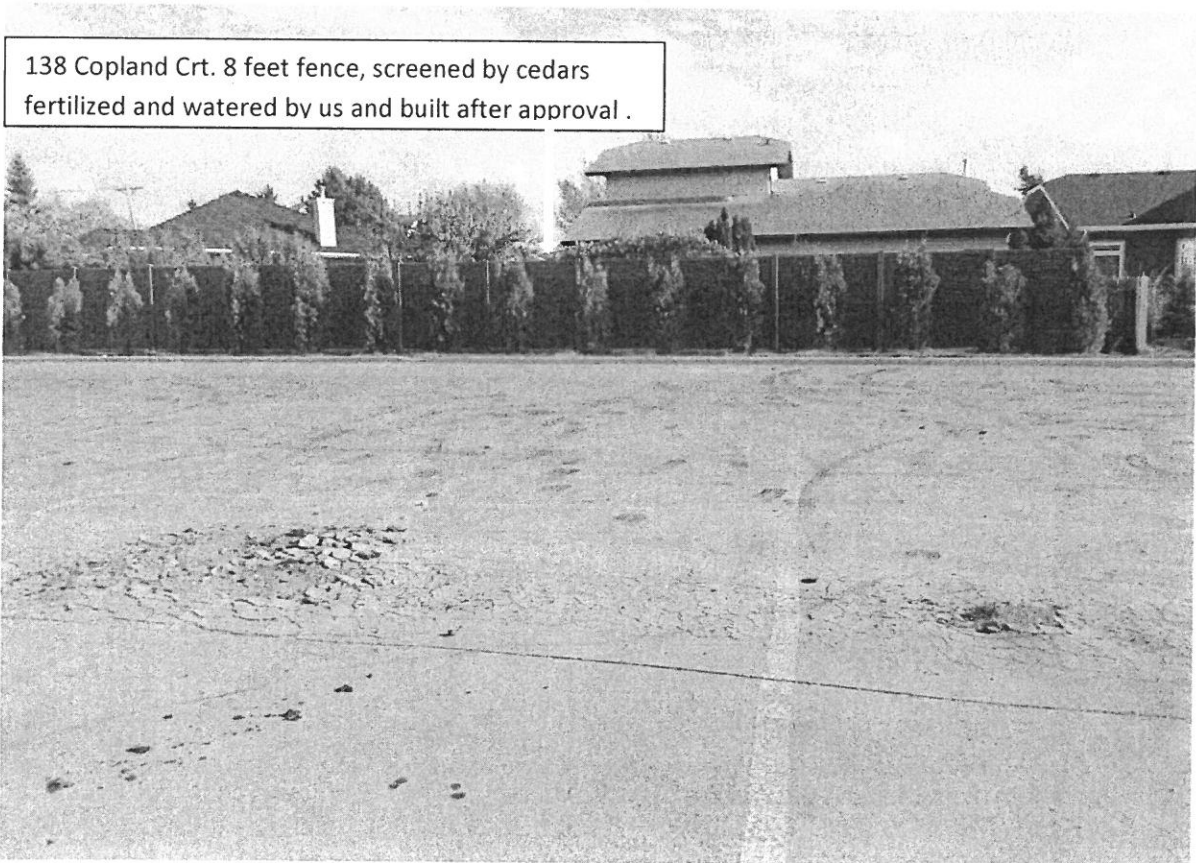
10/30/2016

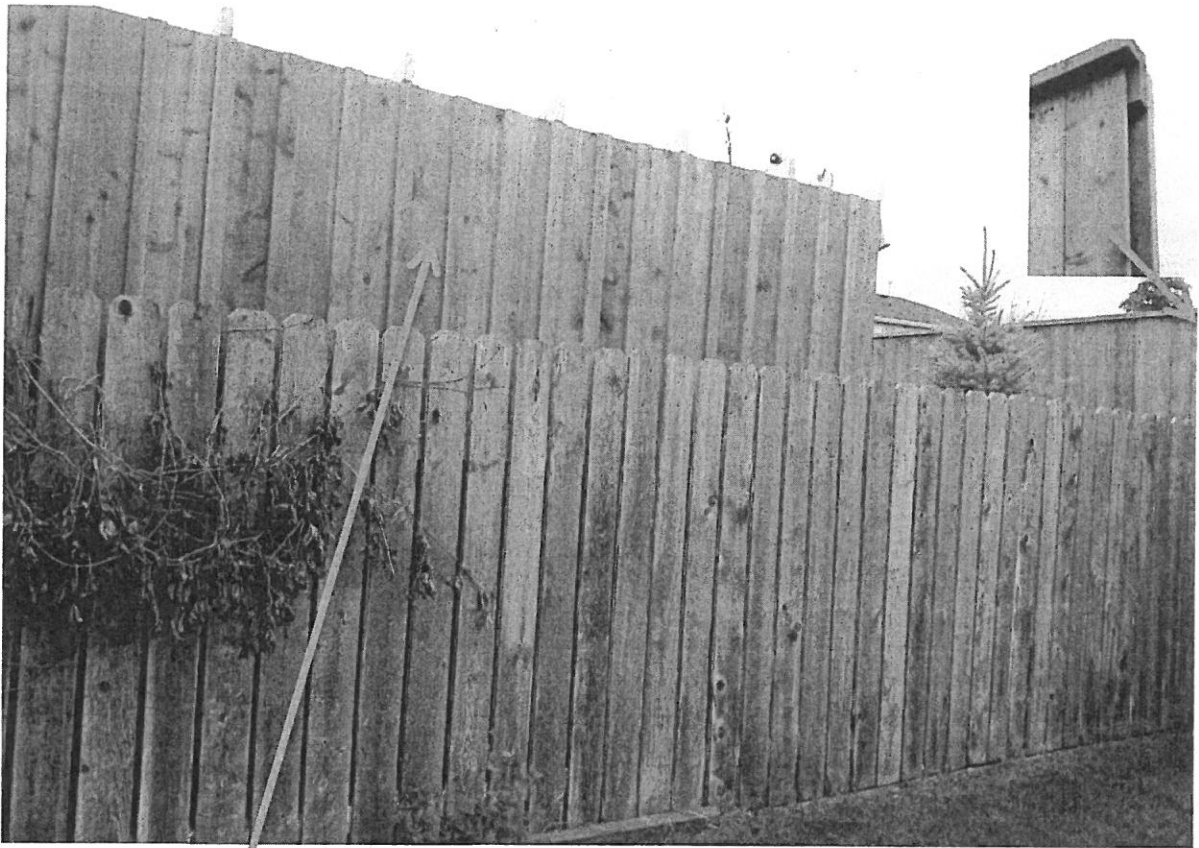
To: Richter, Jo-Anne, Randy Grauer, (CY – Planning and Development and Community Services), Appeal Board.

Supportive pictures to the dated 10/29/2016 summary on complaint on 9 and 8.5 feet walls on 134 Copland Crt. and regrets.

We would like to express our regrets to our neighbours: D. Stark, R. Donison and W.D. Black that City used our professionally built, high quality, 8 feet fence, with screened from neighbours view by cedars , fertilized and watered by us (IAS neglects their plants) for a better growth, as a precedent in appeal No. 36-2015 to approve 8.5 feet fence (left unfinished) and maybe now also the new another ugly 9 feet wall on east side of 134 Copland Crt. that are just in front of all ours direct views. Please see the pictures. The new structure by our west is additionally flammable, unstable due to a huge height to width ratio, and all these wooden structures created on 134 Copland Crt are not only safety risk but also security risk and create shade in our backyard. They also diminish values of our properties. We also support, as we learned about from Geoff , the complaints about the huge, storage unit being kept on 134 Copland Crt.. Sincerely,

B Szpunar





Dr. David E. Stark  
122 Copland Court  
Saskatoon SK S7H 5R3  
February 6, 2015

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SASKATOON

Penny Walter  
Development Appeals Board

IDENTIFICATION  
ONLY  
**B 3**

Dear Ms. Walter

Thanks for the opportunity to comment on the proposed eight foot fence, requested by my neighbour at 138 Copland Court.

I would like to go on record as **OPPOSING** such construction. I feel that such construction would:

- be an eyesore and out of character with the existing sensible structures;
- be unnecessary, given the opportunity to encourage the continued growth of the existing cedar hedge (already at a height of eight feet or more); see the photo;
- encourage "one up-manship", whereby others would feel encouraged, even obliged, to build the same (or higher!) height fence; (again, see the photo – the neighbour to the applicant's west has a fence in bad repair – will they request the same?);

I should point out and remind the neighbour, that while we all may be unhappy with the increased activity, noise, inappropriate use and general annoyance caused by the presence of the mosque, we all knew it was there when we moved in to the neighbourhood. While we will continue to encourage the administrators and users of the mosque to work with their neighbours to address our concerns, I don't feel that the construction of an eight foot fence will do anything but cause more tension in the neighbourhood.

Again, thanks for the opportunity to comment on this. Please contact me if there are other questions of me.

David E. Stark





The wind pressure can be approximated by: Pressure =  $\frac{1}{2} \times (\text{density of air}) \times (\text{wind speed})^2 \times (\text{shape factor})$

The density of air is about 1.25 kg/m<sup>3</sup>.

The shape factor (drag coefficient) depends on the shape of the body. It has order of magnitude 1 and is dimensionless.

The wind speed must be expressed in m/s. In that case the pressure has units kg/m/s<sup>2</sup>, i.e. N/m<sup>2</sup>.

See this table: <http://projects.knmi.nl/hydra/faq/press.html>

Bft	Wind speed (m/s)		Wind pressure (N/m <sup>2</sup> )	Wind km/h	Wind force		Stability ratio
	Lower limit	Upper limit			Assuming center of mass at vol. centre	Unstable for wind to weigh ratio greater than:	
0	0	0.2	0.03	0.72	0.30100585	5.41E-05	0.3333333333
1	0.3	1.5	1.4	5.4	14.04693965	0.002526	
2	1.6	3.3	6.8	11.88	68.22799258	0.01227	
3	3.4	5.4	18	19.44	180.6035098	0.03248	
4	5.5	7.9	39	28.44	391.3076045	0.070374	
5	8	10.7	72	38.52	722.414039	0.129922	
6	10.8	13.8	119	49.68	1193.98987	0.214732	
7	13.9	17.1	183	61.56	1836.135683	0.330218	
8	17.2	20.7	268	74.52	2688.98559	0.483598	
9	20.8	24.4	372	87.84	3732.472535	0.671263	
10	24.5	28.4	504	102.24	5056.898273	0.909453	
11	28.5	32.5	660	117	6622.128691	1.190951	
12	32.6	> 660					

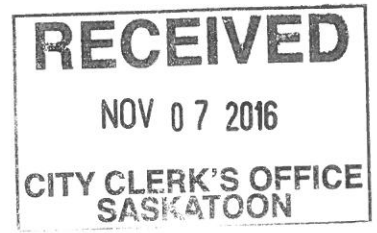
Estimate of weight from internet  
<https://groups.google.com/forum/#imgsg/hfx.general/sLR18f7edD0/OntHfp8GrFKAJ>  
 12 foot lengths of 4" by 4" shed weight  
 I do think you will be over 1,000 lbs. 453.592 kg

Density of wood as apple, ash, cedar, elm and more

Solid	Density (10 <sup>3</sup> kg/m <sup>3</sup> )	(lb/ft <sup>3</sup> ) <sup>1</sup>	feet	m	vol	grav force [N]
Pine, Scots	0.51		3	0.9144	162	5560.37055
Pine, white	0.35 - 0.5	22 - 31	9	2.7432		
Pine, yellow	0.42	23 - 37	12	3.6576		

Assuming 1% wood get what on internet for shed weight.

**From:** City Council  
**Sent:** November 07, 2016 8:30 AM  
**To:** City Council  
**Subject:** Form submission from: Write a Letter to Council



Submitted on Monday, November 7, 2016 - 08:29  
Submitted by anonymous user: 104.255.209.98  
Submitted values are:

Date: Monday, November 07, 2016  
To: His Worship the Mayor and Members of City Council  
First Name: Zachary  
Last Name: Berglund  
Address: #1-2625 Airport Drive  
City: saskatoon  
Province: Saskatchewan  
Postal Code: S7L7L1  
Email: zberglund@skyxe.ca

Comments:  
Skyxe Saskatoon Airport would like the opportunity to speak to the Governance and Priorities Committee meeting November 21.

Skyxe has completed preliminary research on the development of additional aviation facilities on the West side of the airport to spur economic growth. Access to City utilities is required to pursue this development. Preliminary concepts indicate the need for Storm Sewer capacity of 975 l/s, Sanitary Sewer capacity of 16.4 l/s, and Water capacity of 18 l/s with a minimum line size of 150mm.

Through preliminary discussions with City Planning and Development, we understand that there is no availability for any of these utility services in the north west sector of the city at this time.

We request the city to review and prioritize utility servicing to this area to allow for development and economic growth opportunities.

Regards,  
Zach Berglund

The results of this submission may be viewed at:  
<https://www.saskatoon.ca/node/398/submission/128639>

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## 20th Street West Art Installation – Information on Request For Proposals Process

### Recommendation

That the information be received.

### Topic and Purpose

The purpose of this report is to provide details regarding the Request for Proposals issued for the 20<sup>th</sup> Street West art installations for new traffic signal cabinets.

### Report Highlights

1. Request for Proposals (RFPs) are guided by the City of Saskatoon's (City) Corporate Purchasing Procedure Policy No. A02-027.
2. In early 2016, an RFP was issued for artwork as part of the 20<sup>th</sup> Street Streetscape Improvement Master Plan.
3. A Steering and Selection Committee reviewed the submissions, selecting four artists for the project. All work has been completed on time and on budget.

### Strategic Goal

This initiative supports the City's Strategic Goal of Quality of Life by supporting community building through direct investment and community development expertise.

### Background

At its August 15, 2016 meeting, the Standing Policy Committee on Planning, Development and Community Services resolved that:

“the Administration review its decision with respect to the award of the RFP for the traffic signal cabinet artwork project on 20<sup>th</sup> Street West and report back to Committee on a priority basis.”

### Report

#### RFP Process

Corporate Purchasing Procedure Policy No. A02-027 outlines the procedures affecting the purchase of goods, services, and work for the City from outside parties. RFPs with amounts below \$75,000 do not require assistance from Purchasing Services, and the awarding process is at the discretion of the Steering and Selection Committee. The RFP must outline the project requirements and the selection criteria, and the Steering and Selection Committee will select or deny proposals based on these requirements and criteria. RFPs follow corporate procedures and are issued for all community art projects.

#### RFP for 20<sup>th</sup> Street Artwork

Providing public art pieces was a key goal of the 20<sup>th</sup> Street Streetscape Improvement Master Plan. Priority was placed on providing opportunities for local artists to

participate in the rejuvenation of their neighbourhood. Several community art projects have been completed, including poetry engraved into paving stones and two murals, one at Avenue E and one at Avenue F. The 20<sup>th</sup> Street Streetscape Improvement Master Plan Steering Committee identified five new traffic signal cabinets as an opportunity to provide additional public art. A Steering and Selection Committee, comprised of three members of the Riversdale Business Improvement District (BID), three City staff members, and one member of the Public Art Advisory Committee, was formed to develop the cabinet art project.

In early 2016, the Steering and Selection Committee released a comprehensive RFP to enlist local artists to help celebrate the history of the Riversdale neighbourhood, to contemplate its future, and to enliven the public space along 20<sup>th</sup> Street West through the painting of the new traffic cabinets. The RFP was clear in its criteria and followed all requirements of Corporate Purchasing Procedure Policy No. A02-027, requiring the works to:

- a) reflect the local cultural, historical, and environmental context;
- b) present opportunities for Saskatoon artists and residents; and
- c) advance 20<sup>th</sup> Street West and the Riversdale neighbourhood as a city-wide destination.

The RFP advised that priority would be given to proposals that demonstrate at least three of the following:

- a) new, imaginative, and innovative artistic practices that reinforce Saskatoon's reputation as a leading city in public art and vibrant public space;
- b) reflect the unique community character of the Riversdale neighbourhood through its people, history, culture, and future;
- c) celebrate and interpret the many stories of Riversdale residents and events;
- d) encourage collaborations between the community, artists, and businesses; and
- e) celebrate and represent Saskatoon's diverse cultures and communities.

As a community art project, the RFP required the successful artists to:

- a) participate and speak at a "meet the artist" event;
- b) participate in a bicycle tour of the Riversdale neighbourhood;
- c) submit a final report documenting the artwork; and
- d) submit maintenance manuals describing how to maintain the artwork.

### Review and Selection of Artists

The Steering and Selection Committee reviewed all of the submissions, selecting four artists to work on the five traffic cabinets. Of the five traffic cabinets, all have been completed on time and on budget.

### **Public and/or Stakeholder Involvement**

The RFP for the Traffic Cabinet Artwork in the Riversdale BID area was posted on the City's website, and notice of the RFP was sent to all artists and artist groups within the City database.

### **Communication Plan**

Over the past three years, the City has hosted an annual public workshop to educate artists regarding applying for City commissions. Information included a review of Public Art Policy No. C10-025, and submission criteria, including artistic merit, budget, schedule, fair artist fees, and credit to all artists involved in a project. This program was communicated to all artists and artist groups, such as Saskatoon Community Youth Arts Programming Inc., to help provide additional opportunities for local artists and arts groups.

### **Financial Implications**

There are no immediate financial implications as a result of this information report.

### **Other Considerations/Implications**

There are no options, policy, environmental, privacy, or CPTED implications or considerations at this time.

### **Due Date for Follow-up and/or Project Completion**

A follow-up report is not planned at this time.

### **Public Notice**

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

### **Report Approval**

Written by: Paul Whitenect, Senior Planner, Neighbourhood Planning Section  
Reviewed by: Lesley Anderson, Director of Planning and Development  
Approved by: Randy Grauer, General Manager, Community Services Department

S/Reports/2016/PD/PDCS – 20<sup>th</sup> Street West Art Installation – Information on Request for Proposals Process/ks

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## Land Use Applications Received for the Period from October 19, 2016 to November 16, 2016

### Recommendation

That the information be received.

### Topic and Purpose

The purpose of this report is to provide detailed information on land use applications received by the Community Services Department for the period from October 19, 2016 to November 16, 2016.

### Report

Each month, land use applications are received and processed by the Community Services Department; see Attachment 1 for a detailed description of these applications.

### Public Notice

Public notice, pursuant to Section 3 of Public Notice Policy No. C01-02, is not required.

### Attachment

1. Land Use Applications

### Report Approval

Reviewed by: Lesley Anderson, Director of Planning and Development  
Approved by: Randy Grauer, General Manager, Community Services Department

S/Reports/2016/PD/Land Use Apps/PDCS – Land Use Apps – December 5, 2016/lc

## Land Use Applications Received for the Period from October 20, 2016 to November 16, 2016

The following applications have been received and are being processed:

### Condominium

- Application No. 12/16: 135 Wheeler Street  
 Applicant: Webb Surveys for Redivideos Ltd.  
 Legal Description: Lot 13, Block 271, Plan No. 101876092, SE ¼ 22-37-5 W3  
 Proposed Use: 7-unit commercial condominium  
 Current Zoning: IL3  
 Neighbourhood: Marquis Industrial  
 Date Received: October 27, 2016
- Application No. 13/16: 3935 Arthur Rose Avenue (8 units)  
 Applicant: Webb Surveys for TriCore Developments Five Ltd.  
 Legal Description: Lot 1, Block 275, Plan No. 102031186, NE ¼ 22-37-5 W3  
 Proposed Use: 8-unit commercial condominium  
 Current Zoning: IH2  
 Neighbourhood: Marquis Industrial  
 Date Received: October 27, 2016
- Application No. 14/16: 720 Baltzan Boulevard (41 units)  
 Applicant: Webb Surveys for Canaax Developments Inc.  
 Legal Description: c/o Innovative Residential  
 Unit 1, Plan No. 102235889  
 Proposed Use: Residential condominium  
 Current Zoning: RM3  
 Neighbourhood: Evergreen  
 Date Received: October 28, 2016
- Application No. 15/16: 3144 Laurier Drive (75 units)  
 Applicant: Webb Surveys for Various  
 Legal Description: Lots 41 and 42, Block 685, Plan No. 71S05615,  
 SE ¼ 36-36-6 W3 (Condominium Plan No. 91S43618)  
 Proposed Use: Reducing the number of units from 107 to 75  
 Current Zoning: RM3  
 Neighbourhood: Confederation Suburban Centre  
 Date Received: November 1, 2016

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## Discretionary Use

- Application No. D20/16: 502 Webster Street  
Applicant: Meridian Dev. Corp. for Forest Grove Church  
Legal Description: SE ¼ 1-37-5 W3  
Proposed Use: Special needs housing and care home  
Current Zoning: M3  
Neighbourhood: Forest Grove  
Date Received: October 26, 2016
- Application No. D21/16: 735 Atton Crescent  
Applicant: D & S Developments  
Legal Description: Lot 3, Block 607, Plan No. 102048139  
Proposed Use: Residential care home  
Current Zoning: R1A  
Neighbourhood: Evergreen  
Date Received: November 10, 2016

## Official Community Plan

- Amendment No. OCP33/16: Riel Industrial Sector  
Applicant: City of Saskatoon Planning and Development Division  
Legal Description: Block A, Plan No. 77S09024  
Proposed Use: Agricultural equipment service and sales – Flaman Sales Ltd.  
Current Land Use Designation: Under control of the Rural Municipality of Corman Park  
Proposed Land Use Designation: Light Industrial  
Neighbourhood: Riel Industrial Sector  
Date Received: October 27, 2016
- Amendment No. OCP35/16: 1045 Service Road  
Applicant: City of Saskatoon Planning and Development Division  
Legal Description: Block A, Plan No. 101459572  
Proposed Use: Agricultural equipment service and sales – Redhead Equipment Ltd.  
Current Land Use Designation: Under control of the Rural Municipality of Corman Park  
Proposed Land Use Designation: Light Industrial  
Neighbourhood: Riel Industrial Sector  
Date Received: October 27, 2016



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## Official Community Plan

- Amendment No. OCP37/16: 1125 Service Road  
Applicant: City of Saskatoon Planning and Development Division  
Legal Description: Block F, Plan No. 102069389  
Proposed Use: Agricultural equipment service and sales – Cervus Equipment Corporation  
  
Current Land Use Designation: Under control of the Rural Municipality of Corman Park  
Proposed Land Use Designation: Light Industrial  
Neighbourhood: Riel Industrial Sector  
Date Received: October 27, 2016
- Amendment No. OCP39/16: Riel Industrial Sector  
Applicant: City of Saskatoon Planning and Development Division  
Legal Description: Various  
Proposed Use: To apply land use designations for subject lands under the City of Saskatoon Official Community Plan  
  
Current Land Use Designation: Under control of the Rural Municipality of Corman Park  
Proposed Land Use Designation: Urban Holding Area and Special Use  
Neighbourhood: Riel Industrial Sector  
Date Received: October 27, 2016
- Amendment No. OCP41/16: Riel Industrial Sector  
Applicant: City of Saskatoon Planning and Development Division  
Legal Description: Various  
Proposed Use: To apply land use designations for subject lands under the City of Saskatoon Official Community Plan  
  
Current Land Use Designation: Under control of the Rural Municipality of Corman Park  
Proposed Land Use Designation: Light Industrial and Heavy Industrial  
Neighbourhood: Riel Industrial Sector  
Date Received: October 27, 2016

## Rezoning

- Application No. Z34/16: Riel Industrial Sector  
Applicant: City of Saskatoon Planning and Development Division  
Legal Description: Block A, Plan No. 77S09024  
Proposed Use: Agricultural equipment service and sales – Flaman Sales Ltd.  
  
Current Zoning: DAG2  
Proposed Zoning: IL1 by Agreement  
Neighbourhood: Riel Industrial Sector  
Date Received: October 27, 2016

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## Rezoning

- Application No. Z36/16: 1045 North Service Road  
Applicant: City of Saskatoon Planning and Development Division  
Legal Description: Block A, Plan No. 101459572  
Proposed Use: Agricultural equipment service and sales – Redhead Equipment Ltd.  
  
Current Zoning: DAG1  
Proposed Zoning: IL1 by Agreement  
Neighbourhood: Riel Industrial Sector  
Date Received: October 27, 2016
- Application No. Z38/16: 1125 North Service Road  
Applicant: City of Saskatoon Planning and Development Division  
Legal Description: Block F, Plan No. 102069389  
Proposed Use: Agricultural equipment service and sales – Cervus Equipment Corporation  
  
Current Zoning: DAG1  
Proposed Zoning: IL1 by Agreement  
Neighbourhood: Riel Industrial Sector  
Date Received: October 27, 2016
- Application No. Z40/16: Riel Industrial Sector  
Applicant: City of Saskatoon Planning and Development Division  
Legal Description: Various  
Proposed Use: To apply zoning designations for subject lands under City of Saskatoon Zoning Bylaw No. 8770  
  
Current Zoning: DAG1, DAG2, and DAG3  
Proposed Zoning: FUD and AG  
Neighbourhood: Riel Industrial Sector  
Date Received: October 27, 2016
- Application No. Z42/16: Riel Industrial Sector  
Applicant: City of Saskatoon Planning and Development Division  
Legal Description: Various  
Proposed Use: To apply zoning designations for subject lands under City of Saskatoon Zoning Bylaw No. 8770  
  
Current Zoning: DM1, DM2, and DM3  
Proposed Zoning: IL1, IH, and IH2  
Neighbourhood: Riel Industrial Sector  
Date Received: October 27, 2016

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## Subdivision

- Application No. 58/16: 711 Avenue H South  
Applicant: Larson Surveys Ltd.  
Legal Description: Lot 4, Block 39, Plan No. G1684, SE ¼ 29-36-5 W3  
Proposed Use: Creation of three 25-foot lots  
Current Zoning: R2  
Neighbourhood: King George  
Date Received: November 3, 2016
- Application No. 59/16: 335 Veltkamp Crescent  
Applicant: Webb Surveys for 101300036 Saskatchewan Ltd.  
c/o Baydo Developments  
Legal Description: Part of Parcel NN, Plan No. 102116898, SE ¼ 11-36-5 W3  
Proposed Use: Creation of a parcel for multi-family use  
Current Zoning: RM3  
Neighbourhood: Stonebridge  
Date Received: November 3, 2016
- Application No. 60/16: 3210 11<sup>th</sup> Street West  
Applicant: Webb Surveys for Highlands Ridge Development Ltd.  
Legal Description: Parcel J, Plan No. 102222919, SE ¼ 25-36-6 W3  
Proposed Use: Creation of two parcels; one for future condominium development and one for special needs senior's housing  
Current Zoning: RM4  
Neighbourhood: Montgomery Place  
Date Received: November 3, 2016
- Application No. 61/16: Millar Place  
Applicant: Webb Surveys for Matrix Equities Inc., c/o Triovest  
Legal Description: S4 and S6, Lots 5 and 6, Block 940, Plan No. 102175477; Lot 1, Block 929, Plan No. 101932545, E ½ 21-37 W3  
Proposed Use: To accommodate a road closure and the reconfiguration of three existing industrial lots  
Current Zoning: IH  
Neighbourhood: Marquis Industrial  
Date Received: November 3, 2016
- Application No. 62/16: 1513 Prince of Wales Avenue  
Applicant: Webb Surveys for Cohden Holdings Ltd.  
c/o Alair Homes  
Legal Description: Lot 23, Block 6, Plan No. I196  
Proposed Use: Creation of two lots for single-family dwellings  
Current Zoning: R2  
Neighbourhood: North Park  
Date Received: November 3, 2016

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## **Attachments**

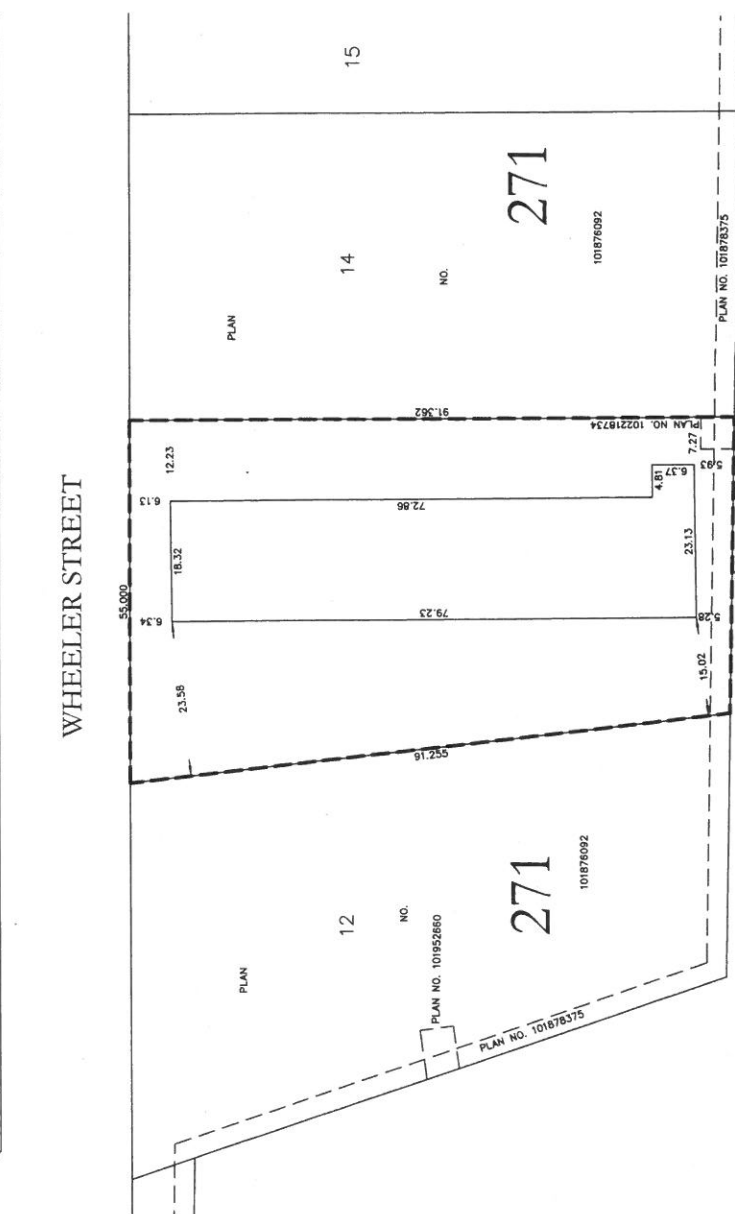
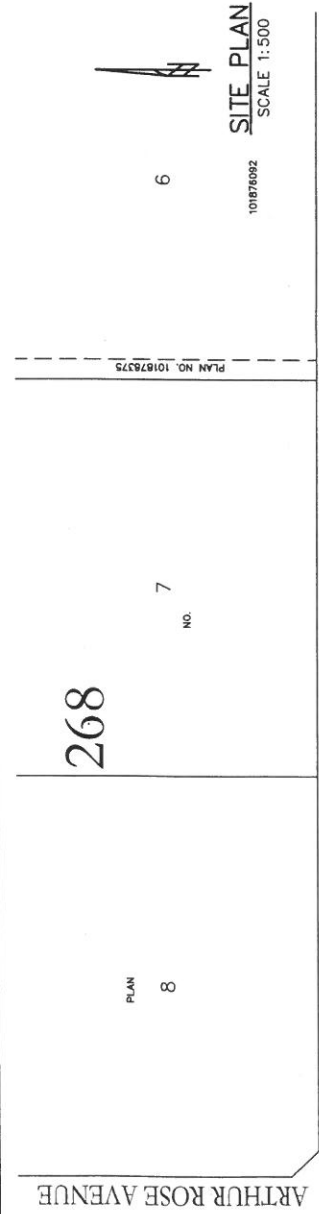
1. Plan of Proposed Condominium No. 12/16
2. Plan of Proposed Condominium No. 13/16
3. Plan of Proposed Condominium No. 14/16
4. Plan of Proposed Condominium No. 15/16
5. Plan of Proposed Discretionary Use No. D20/16
6. Plan of Proposed Discretionary Use No. D21/16
7. Plan of Proposed Official Community Plan No. OCP33/16
8. Plan of Proposed Official Community Plan No. OCP35/16
9. Plan of Proposed Official Community Plan No. OCP37/16
10. Plan of Proposed Official Community Plan No. OCP39/16
11. Plan of Proposed Official Community Plan No. OCP41/16
12. Plan of Proposed Rezoning No. Z34/16
13. Plan of Proposed Rezoning No. Z36/16
14. Plan of Proposed Rezoning No. Z38/16
15. Plan of Proposed Rezoning No. Z40/16
16. Plan of Proposed Rezoning No. Z42/16
17. Plan of Proposed Subdivision No. 58/16
18. Plan of Proposed Subdivision No. 59/16
19. Plan of Proposed Subdivision No. 60/16
20. Plan of Proposed Subdivision No. 61/16
21. Plan of Proposed Subdivision No. 62/16

SHEET NUMBER 1 OF 2  
SITE PLAN & LEGEND

PLAN OF SURVEY SHOWING SURFACE  
BUILDING CONDOMINIUM FOR  
LOT 13, BLOCK 271  
PLAN NO. 101876092  
S.E. 1/4 OF SEC. 22  
TWP. 37, RGE. 5, W. 3rd MER.  
SASKATOON, SASKATCHEWAN  
BY: BRAD J. LUEY, S.L.S.  
DATE: AUGUST 2016  
SCALE: AS SHOWN

LEGEND:

1. Measurements are in metres and decimals thereof.
2. Measurements indicating the position of the building in relation to the outer boundaries of the parcel are taken to the concrete foundation at ground level.
3. Commercial unit numbers are shown as 1, 2, 3, etc. on sheet 2.
4. Regular commercial unit boundaries are shown on sheet 2 by a heavy solid line and are defined as follows:
  - the vertical plane below the midpoint of existing demising trusses.
  - the finished surface of walls.
  - the unfinished surface of floors.
  - the underside of roof trusses.
5. The doors and windows form part of the regular commercial units.
6. All exterior surfaces are common property.
7. Parking spaces are in accordance with Section 11(2)(b) of The Condominium Property Act.
8. All areas not designated with a unit number are common property.
9. Area to be approved is outlined by a heavy dashed line.
10. The parcel within the line of approval has an Extension 0.
11. Standard iron posts found are shown thus unless otherwise shown:  $\circ$  RP1  $\circ$  RP2
12. Reference Points are shown thus:  $\circ$  RP1  $\circ$  RP2
13. The Datum used: NAD83 (CSRS98)
14. The Projection used: UTM Zone13N extended
15. Geo-referenced points were derived from GNS and post processed from the Preci Positioning Service from Natural Resources Canada.



AA  
PLAN NO. 101876092



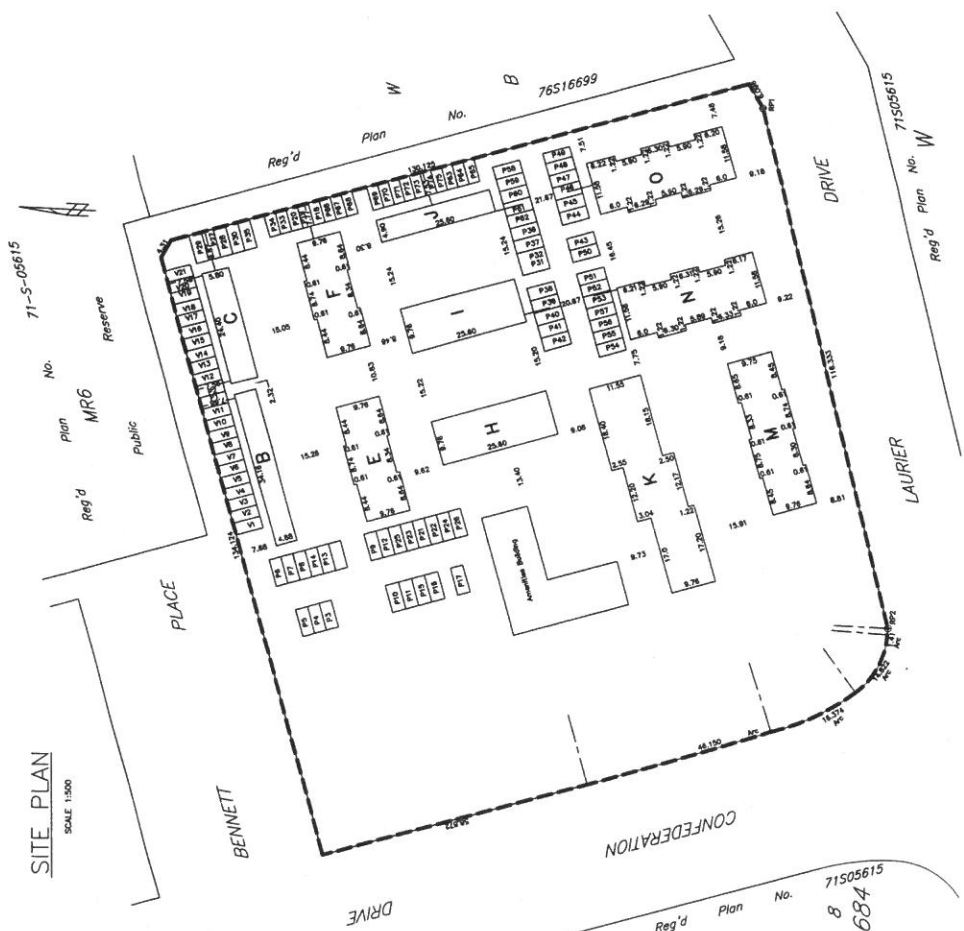


PLAN OF SURVEY SHOWING  
SURFACE BUILDING CONDOMINIUM  
AMENDMENT OF  
CONDOMINIUM PLAN  
NO. 91S43618  
LOTS 41 & 42,  
BLOCK 685,  
REG'D PLAN NO. 71S05615  
IN ACCORDANCE WITH  
SECTION 14 OF THE  
CONDOMINIUM PROPERTY ACT, 1993  
S.E. 1/4 SEC.36-TWP.36-  
RGE.6-W.3rd MER  
SASKATOON, SASKATCHEWAN  
BY: T.R. WEBB, S.L.S.  
SEPTEMBER 1991-OCTOBER 2013  
SCALE: AS SHOWN

- LEGEND**
- Measurements to be taken and already taken.
  - Measurements indicating the position of the building in relation to the lot.
  - Dimensions of the lot and the building.
  - Horizontal and vertical dimensions are shown as follows: 1, 2, 3, 4, 5, 6, 7, 8, 9, 10, 11, 12, 13, 14, 15, 16, 17, 18, 19, 20, 21, 22, 23, 24, 25, 26, 27, 28, 29, 30, 31, 32, 33, 34, 35, 36, 37, 38, 39, 40, 41, 42, 43, 44, 45, 46, 47, 48, 49, 50, 51, 52, 53, 54, 55, 56, 57, 58, 59, 60, 61, 62, 63, 64, 65, 66, 67, 68, 69, 70, 71, 72, 73, 74, 75, 76, 77, 78, 79, 80, 81, 82, 83, 84, 85, 86, 87, 88, 89, 90, 91, 92, 93, 94, 95, 96, 97, 98, 99, 100, 101, 102, 103, 104, 105, 106, 107, 108, 109, 110, 111, 112, 113, 114, 115, 116, 117, 118, 119, 120, 121, 122, 123, 124, 125, 126, 127, 128, 129, 130, 131, 132, 133, 134, 135, 136, 137, 138, 139, 140, 141, 142, 143, 144, 145, 146, 147, 148, 149, 150, 151, 152, 153, 154, 155, 156, 157, 158, 159, 160, 161, 162, 163, 164, 165, 166, 167, 168, 169, 170, 171, 172, 173, 174, 175, 176, 177, 178, 179, 180, 181, 182, 183, 184, 185, 186, 187, 188, 189, 190, 191, 192, 193, 194, 195, 196, 197, 198, 199, 200, 201, 202, 203, 204, 205, 206, 207, 208, 209, 210, 211, 212, 213, 214, 215, 216, 217, 218, 219, 220, 221, 222, 223, 224, 225, 226, 227, 228, 229, 230, 231, 232, 233, 234, 235, 236, 237, 238, 239, 240, 241, 242, 243, 244, 245, 246, 247, 248, 249, 250, 251, 252, 253, 254, 255, 256, 257, 258, 259, 260, 261, 262, 263, 264, 265, 266, 267, 268, 269, 270, 271, 272, 273, 274, 275, 276, 277, 278, 279, 280, 281, 282, 283, 284, 285, 286, 287, 288, 289, 290, 291, 292, 293, 294, 295, 296, 297, 298, 299, 300, 301, 302, 303, 304, 305, 306, 307, 308, 309, 310, 311, 312, 313, 314, 315, 316, 317, 318, 319, 320, 321, 322, 323, 324, 325, 326, 327, 328, 329, 330, 331, 332, 333, 334, 335, 336, 337, 338, 339, 340, 341, 342, 343, 344, 345, 346, 347, 348, 349, 350, 351, 352, 353, 354, 355, 356, 357, 358, 359, 360, 361, 362, 363, 364, 365, 366, 367, 368, 369, 370, 371, 372, 373, 374, 375, 376, 377, 378, 379, 380, 381, 382, 383, 384, 385, 386, 387, 388, 389, 390, 391, 392, 393, 394, 395, 396, 397, 398, 399, 400, 401, 402, 403, 404, 405, 406, 407, 408, 409, 410, 411, 412, 413, 414, 415, 416, 417, 418, 419, 420, 421, 422, 423, 424, 425, 426, 427, 428, 429, 430, 431, 432, 433, 434, 435, 436, 437, 438, 439, 440, 441, 442, 443, 444, 445, 446, 447, 448, 449, 450, 451, 452, 453, 454, 455, 456, 457, 458, 459, 460, 461, 462, 463, 464, 465, 466, 467, 468, 469, 470, 471, 472, 473, 474, 475, 476, 477, 478, 479, 480, 481, 482, 483, 484, 485, 486, 487, 488, 489, 490, 491, 492, 493, 494, 495, 496, 497, 498, 499, 500, 501, 502, 503, 504, 505, 506, 507, 508, 509, 510, 511, 512, 513, 514, 515, 516, 517, 518, 519, 520, 521, 522, 523, 524, 525, 526, 527, 528, 529, 530, 531, 532, 533, 534, 535, 536, 537, 538, 539, 540, 541, 542, 543, 544, 545, 546, 547, 548, 549, 550, 551, 552, 553, 554, 555, 556, 557, 558, 559, 560, 561, 562, 563, 564, 565, 566, 567, 568, 569, 570, 571, 572, 573, 574, 575, 576, 577, 578, 579, 580, 581, 582, 583, 584, 585, 586, 587, 588, 589, 590, 591, 592, 593, 594, 595, 596, 597, 598, 599, 600, 601, 602, 603, 604, 605, 606, 607, 608, 609, 610, 611, 612, 613, 614, 615, 616, 617, 618, 619, 620, 621, 622, 623, 624, 625, 626, 627, 628, 629, 630, 631, 632, 633, 634, 635, 636, 637, 638, 639, 640, 641, 642, 643, 644, 645, 646, 647, 648, 649, 650, 651, 652, 653, 654, 655, 656, 657, 658, 659, 660, 661, 662, 663, 664, 665, 666, 667, 668, 669, 670, 671, 672, 673, 674, 675, 676, 677, 678, 679, 680, 681, 682, 683, 684, 685, 686, 687, 688, 689, 690, 691, 692, 693, 694, 695, 696, 697, 698, 699, 700, 701, 702, 703, 704, 705, 706, 707, 708, 709, 710, 711, 712, 713, 714, 715, 716, 717, 718, 719, 720, 721, 722, 723, 724, 725, 726, 727, 728, 729, 730, 731, 732, 733, 734, 735, 736, 737, 738, 739, 740, 741, 742, 743, 744, 745, 746, 747, 748, 749, 750, 751, 752, 753, 754, 755, 756, 757, 758, 759, 760, 761, 762, 763, 764, 765, 766, 767, 768, 769, 770, 771, 772, 773, 774, 775, 776, 777, 778, 779, 780, 781, 782, 783, 784, 785, 786, 787, 788, 789, 790, 791, 792, 793, 794, 795, 796, 797, 798, 799, 800, 801, 802, 803, 804, 805, 806, 807, 808, 809, 810, 811, 812, 813, 814, 815, 816, 817, 818, 819, 820, 821, 822, 823, 824, 825, 826, 827, 828, 829, 830, 831, 832, 833, 834, 835, 836, 837, 838, 839, 840, 841, 842, 843, 844, 845, 846, 847, 848, 849, 850, 851, 852, 853, 854, 855, 856, 857, 858, 859, 860, 861, 862, 863, 864, 865, 866, 867, 868, 869, 870, 871, 872, 873, 874, 875, 876, 877, 878, 879, 880, 881, 882, 883, 884, 885, 886, 887, 888, 889, 890, 891, 892, 893, 894, 895, 896, 897, 898, 899, 900, 901, 902, 903, 904, 905, 906, 907, 908, 909, 910, 911, 912, 913, 914, 915, 916, 917, 918, 919, 920, 921, 922, 923, 924, 925, 926, 927, 928, 929, 930, 931, 932, 933, 934, 935, 936, 937, 938, 939, 940, 941, 942, 943, 944, 945, 946, 947, 948, 949, 950, 951, 952, 953, 954, 955, 956, 957, 958, 959, 960, 961, 962, 963, 964, 965, 966, 967, 968, 969, 970, 971, 972, 973, 974, 975, 976, 977, 978, 979, 980, 981, 982, 983, 984, 985, 986, 987, 988, 989, 990, 991, 992, 993, 994, 995, 996, 997, 998, 999, 1000.

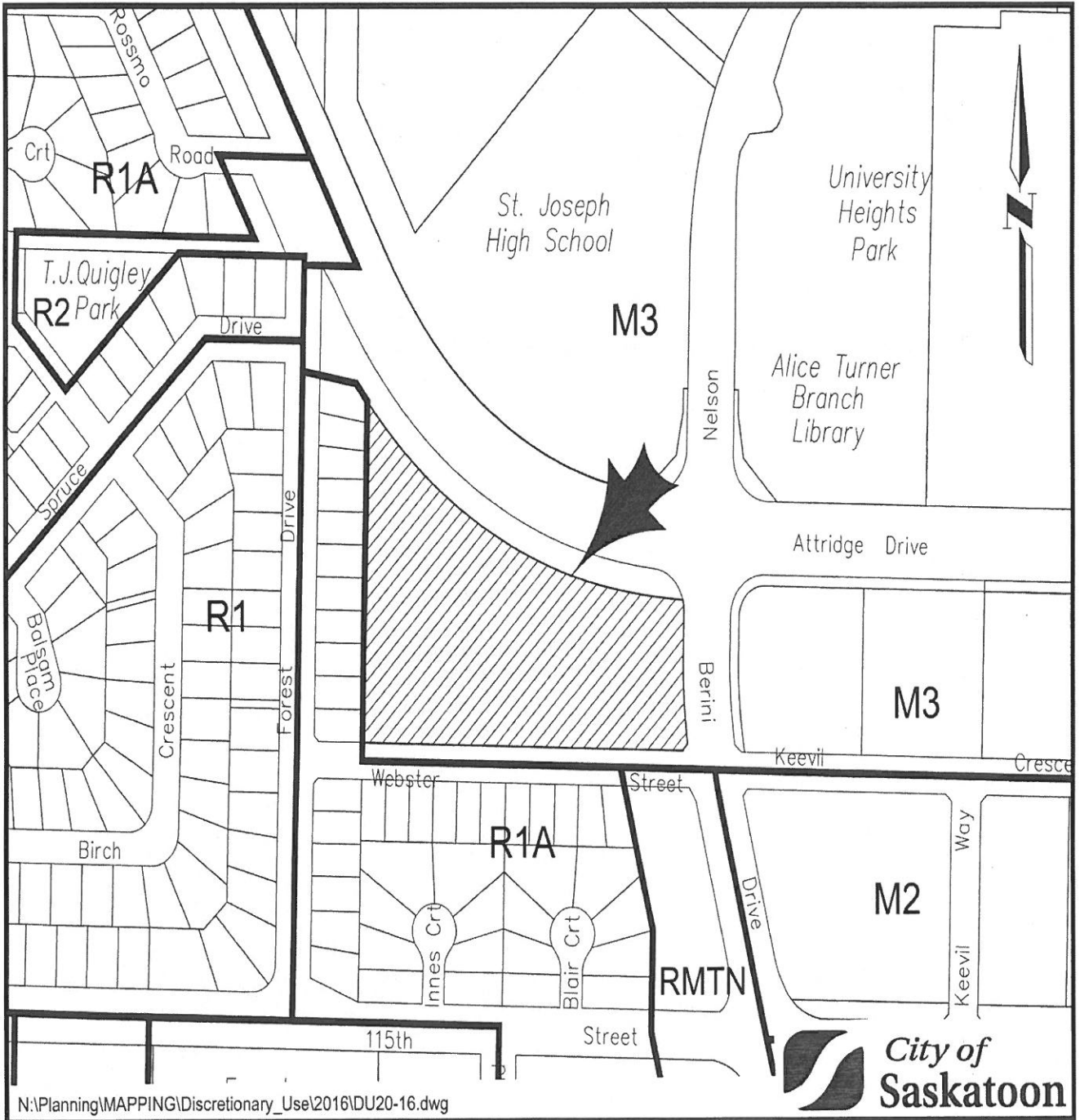


Proposed Condominium No. 15/16

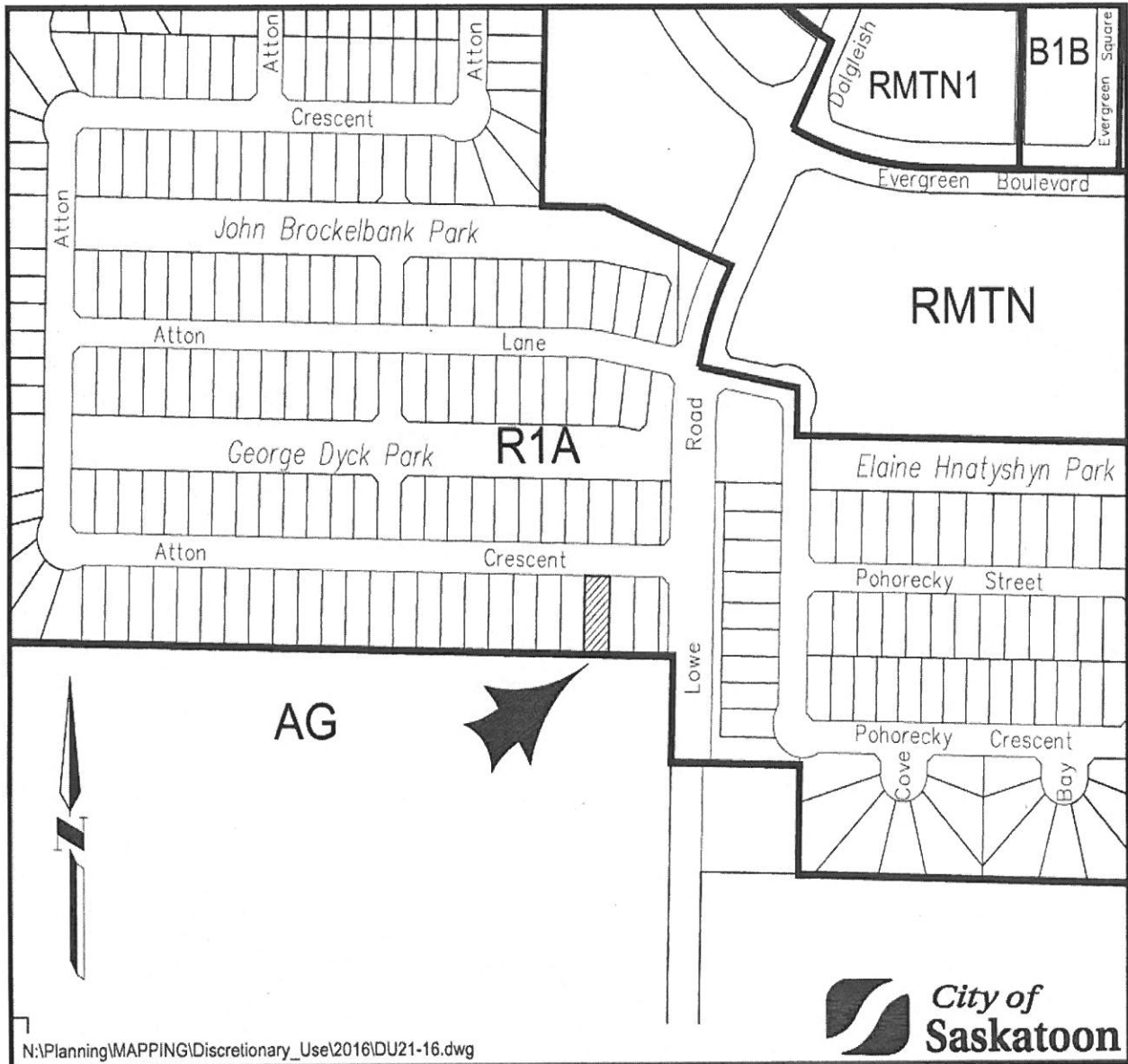




Plan of Proposed Discretionary Use No. D20/16



Plan of Proposed Discretionary Use No. D21/16



Plan of Proposed Official Community Plan Amendment No. OCP33/16



OFFICIAL COMMUNITY PLAN AMENDMENT  
LAND USE MAP




From the Control of the Corman Park-Saskatoon Planning District  
to Light Industrial

Plan of Proposed Official Community Plan Amendment No. OCP35/16



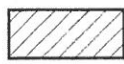
OFFICIAL COMMUNITY PLAN AMENDMENT  
LAND USE MAP

 From the Control of the Corman Park-Saskatoon Planning District to Light Industrial

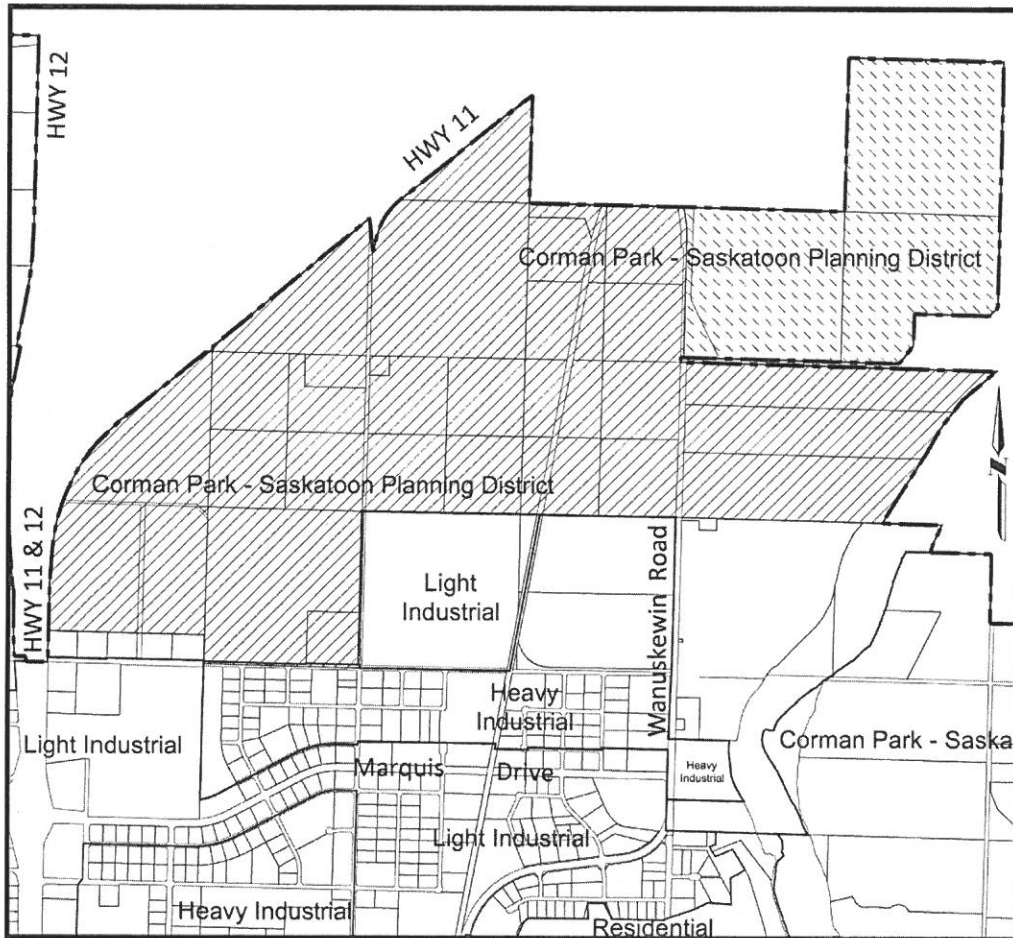
Plan of Proposed Official Community Plan Amendment No. OCP37/16



OFFICIAL COMMUNITY PLAN AMENDMENT  
LAND USE MAP

 From the Control of the Corman Park-Saskatoon Planning District to Light Industrial

Plan of Proposed Official Community Plan Amendment No. OCP39/16

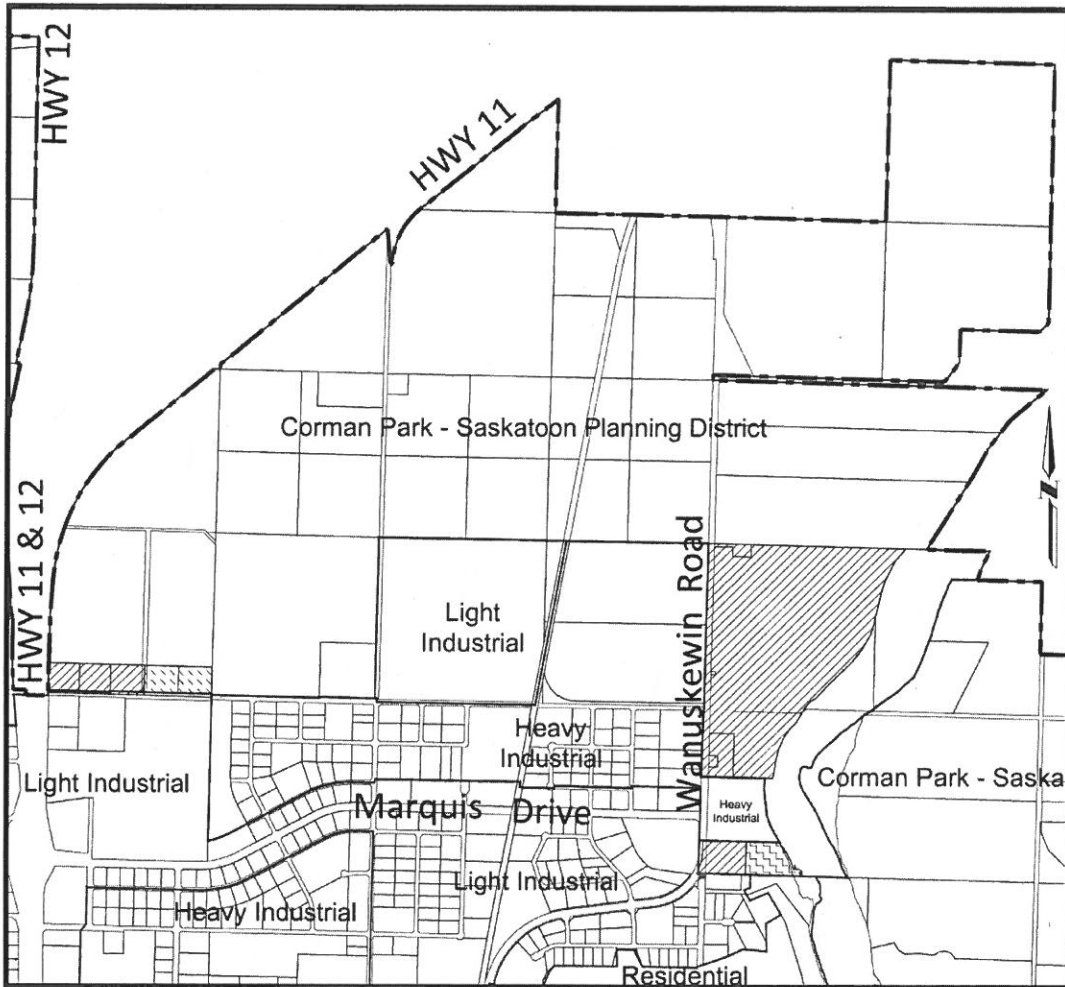


OFFICIAL COMMUNITY PLAN AMENDMENT - LAND USE MAP

North West Development Area

-  From the Control of the Corman Park-Saskatoon Planning District to Urban Holding
-  From the Control of the Corman Park-Saskatoon Planning District to Special Use Area

Plan of Proposed Official Community Plan Amendment No. OCP41/16



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

-  From the Control of the Corman Park-Saskatoon Planning District to Heavy Industrial
-  From the Control of the Corman Park-Saskatoon Planning District to Light Industrial
-  From the Control of the Corman Park-Saskatoon Planning District to Residential
-  From Light Industrial to Heavy Industrial

N:\Planning\MAPPING\Official Comm Plan\2016 OCP\OCP41\_16.dwg



Plan of Proposed Rezoning No. Z34/16



ZONING AMENDMENT



From the Control of the Corman Park-Saskatoon Planning District to IL1 by Agreement

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Plan of Proposed Rezoning No. Z36/16

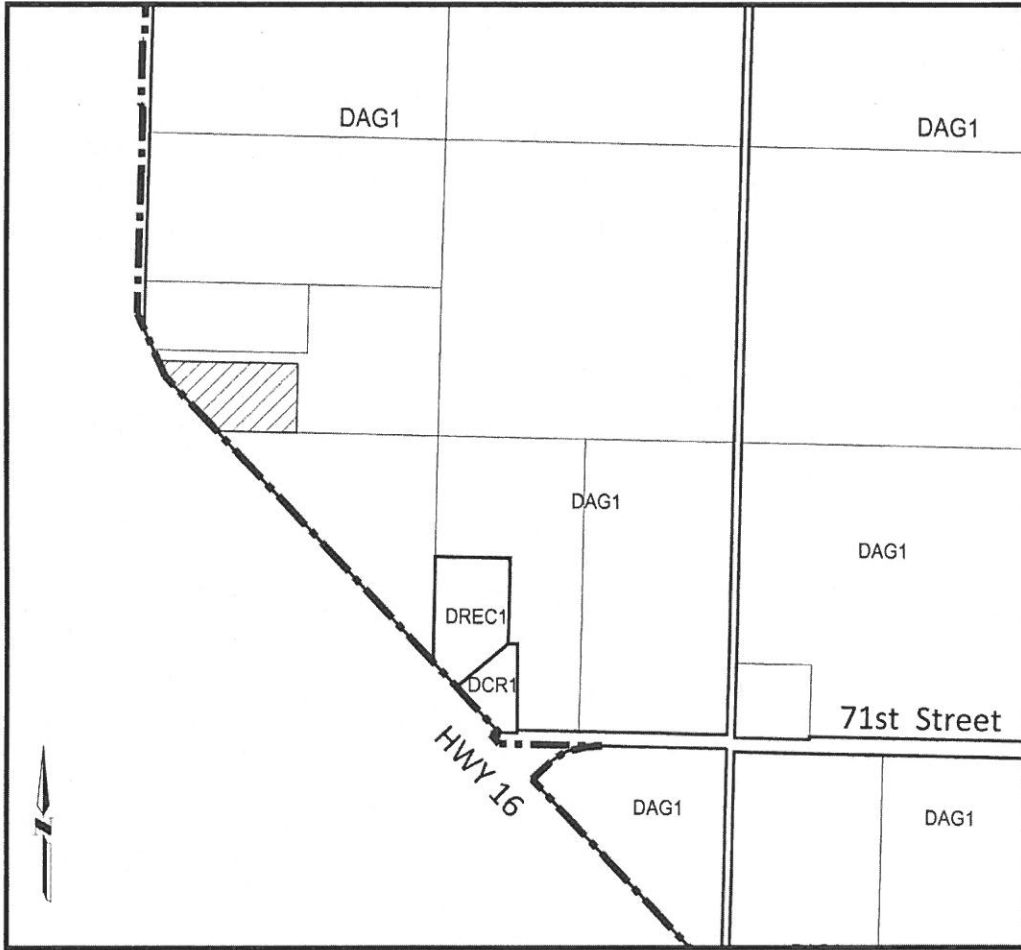


### ZONING AMENDMENT



From the Control of the Corman Park-Saskatoon Planning District to IL1 by Agreement

Plan of Proposed Rezoning No. Z38/16

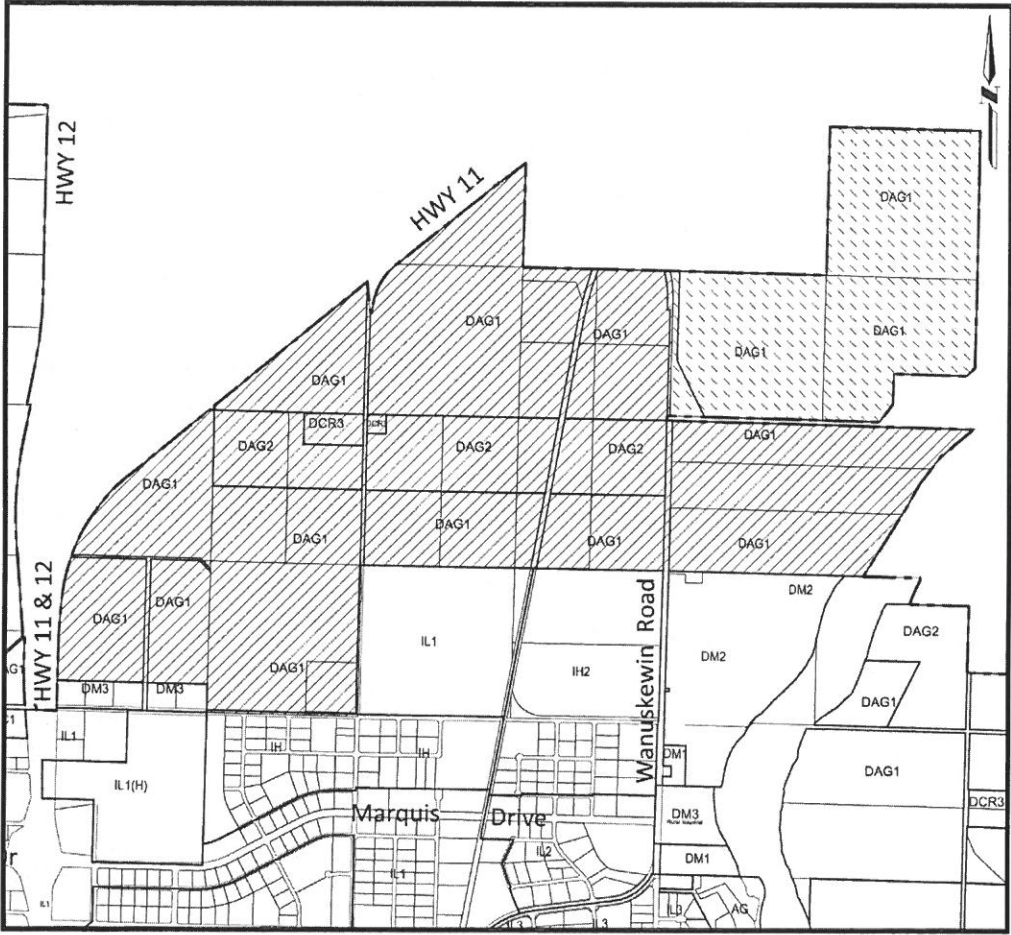


ZONING AMENDMENT



From the Control of the Corman Park-Saskatoon Planning District to IL1 by Agreement

Plan of Proposed Rezoning No. Z40/16



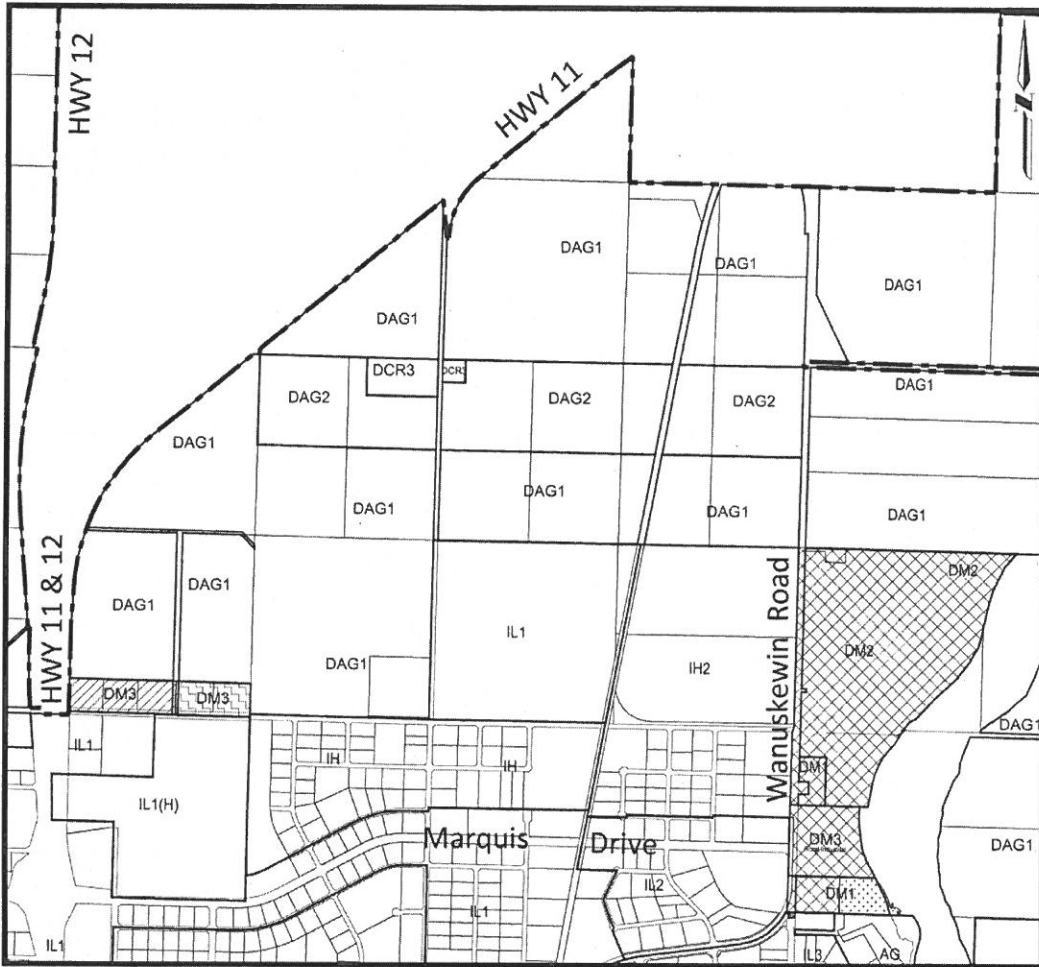
### ZONING AMENDMENT

-  From the Control of the Corman Park-Saskatoon Planning District to FUD
-  From the Control of the Corman Park-Saskatoon Planning District to AG

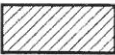

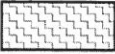


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Plan of Proposed Rezoning No. Z42/16



### ZONING AMENDMENT

- |                                                                                     |                                                                        |                                                                                     |                                                                       |
|-------------------------------------------------------------------------------------|------------------------------------------------------------------------|-------------------------------------------------------------------------------------|-----------------------------------------------------------------------|
|  | From the Control of the Corman Park-Saskatoon Planning District to IH  |  | From the Control of the Corman Park-Saskatoon Planning District to AG |
|  | From the Control of the Corman Park-Saskatoon Planning District to IL1 |  | From IL3 to IH2                                                       |
|  | From the Control of the Corman Park-Saskatoon Planning District to IH2 |                                                                                     |                                                                       |

N:\Planning\MAPPING\Rezoning\2016\Z42\_16.dwg



Saskatoon  
 Plan of Proposed Subdivision  
 of Lot 4, Block 39,  
 Reg'd Plan No. G1684  
 in the S.E. 1/4 Sec. 29,  
 Twp. 36, Rge. 5, W.3 Mer.  
 Saskatchewan  
 by Howard A. Larson, S.L.S.  
 2016

Scale 1:1200

Measurements are in metres  
 Area to be subdivided is outlined thus - - - -

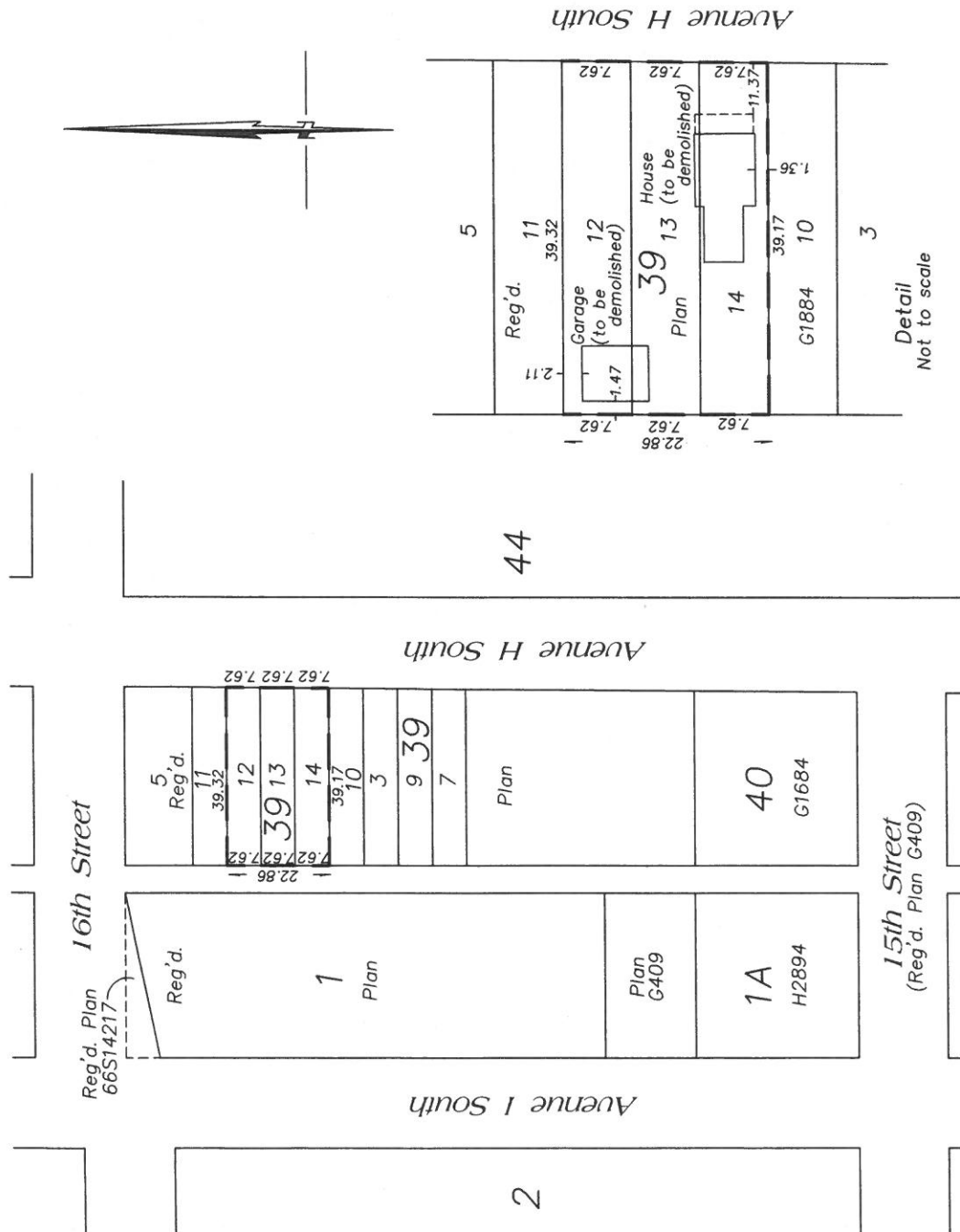
September 22, 2016

*Howard A. Larson*  
 Saskatchewan Land Surveyor

Approved under the provisions of Bylaw  
 number 6537 of the City of Saskatoon.

Community Services Department

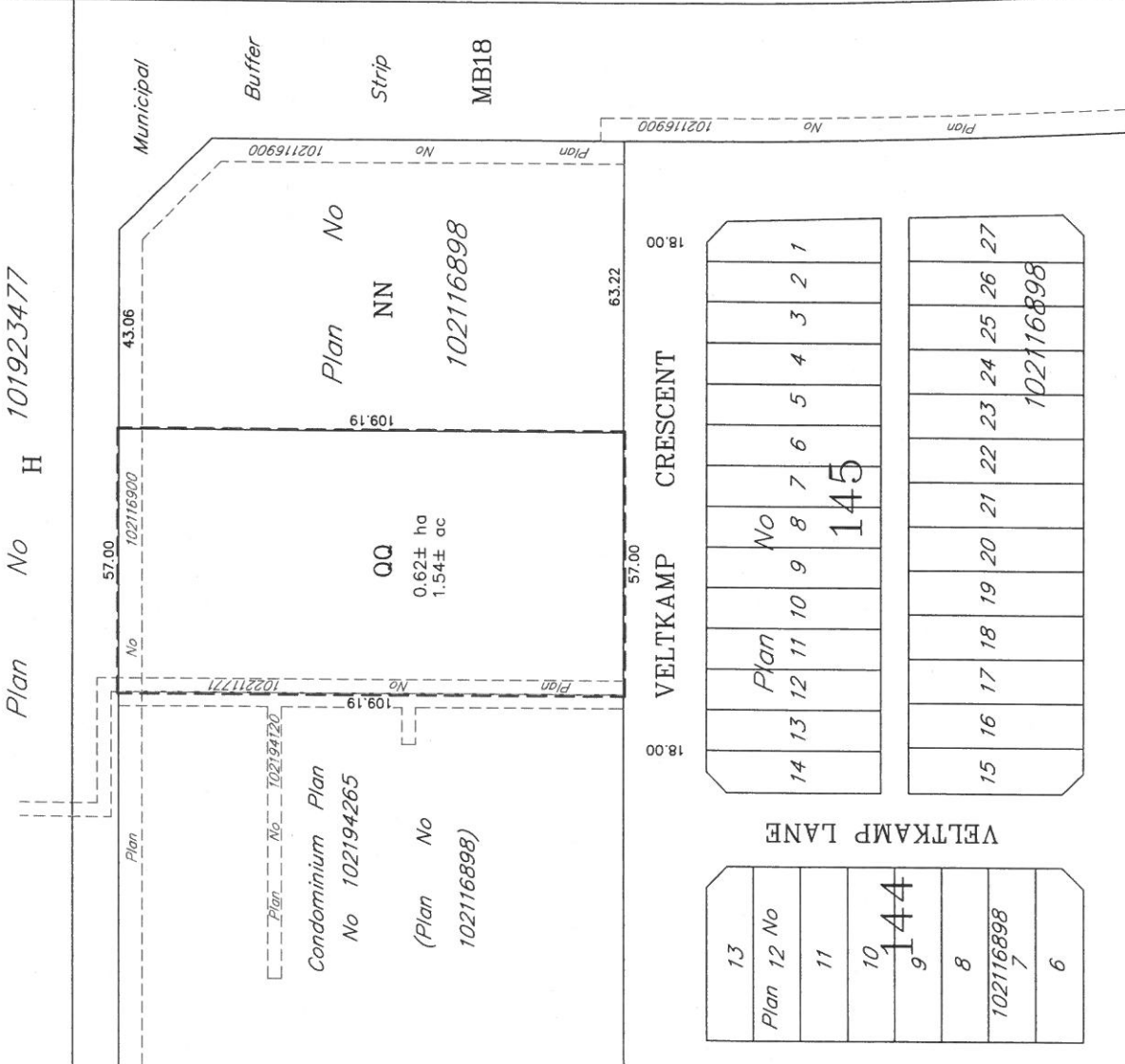
Larson Surveys Ltd., Sa



PLAN OF PROPOSED  
SUBDIVISION OF  
PART OF PARCEL NN  
PLAN NO 102116898  
SE 1/4 SEC 11-  
TWP 36-RGE 5-W 3RD MER  
SASKATOON, SASK.  
SCALE 1:1000



Reg'd Plan No 62506532  
HWY #11



Seal

D.L. Coding Sept 19 2016

Saskatchewan Land Surveyor

Dimensions shown are in metres and decimals thereof and may vary from the final plan of survey by 0.05± metres.

Portion of this plan to be subdivided is outlined in red with a bold, dashed line and contains 0.62± ha (1.54± ac.)

Approved under the provisions of  
Bylaw No. 6537 of the  
City of Saskatoon

Date \_\_\_\_\_

Director of Planning and Development  
Division

Prepared by

16-3035sb CAS

PLAN OF PROPOSED SURFACE  
 BARE LAND CONDOMINIUM FOR  
 PARCEL J,  
 PLAN NO. 102222919  
 S.E. 1/4 SEC. 25  
 TWP. 36, RGE. 6, W. 3RD MER.  
 3210 11th STREET WEST  
 SASKATOON, SASKATCHEWAN  
 BY T.R. WEBB, S.L.S.  
 SCALE 1:500

Dimensions shown are in metres and decimals thereof.  
 Buildings to be constructed are wholly within the proposed  
 unit boundaries as shown.  
 All areas not designated with a unit number are common  
 property.  
 Portion of this plan to be approved is outlined with a bold,  
 dashed line and contains 0.91± ha (2.24± ac).  
 Distances shown are approximate and may vary from the  
 final plan of survey by ± 0.5m.  
 [DB] indicates approximate mailbox location

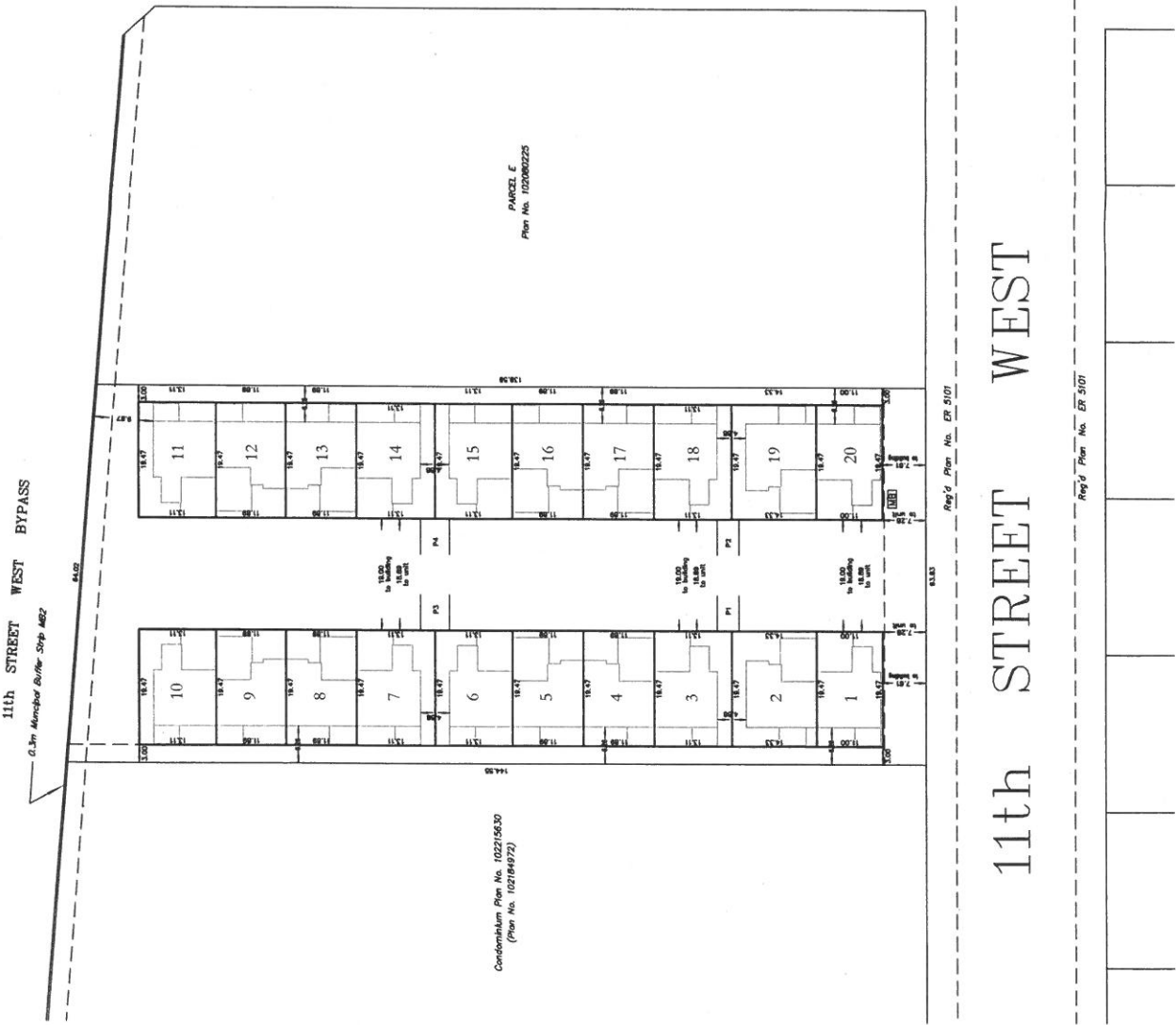
Approved under the provisions of  
 Bylaw No. 9337 of the  
 City of Saskatoon.

Date \_\_\_\_\_  
 Community Services Department

*T.R. Webb*  
 T.R. Webb - November 26, 2015  
 Saskatchewan Land Surveyor



LANCASTER BOULEVARD



Condominium Plan No. 102215630  
 (Plan No. 102184872)

PARCEL E  
 Plan No. 102069225

Reg'd Plan No. EP 5107

Reg'd Plan No. EP 5107

11th STREET WEST



**PLAN OF PROPOSED  
SUBDIVISION OF  
S4 & S6 - MILLAR PLACE,  
LOTS 5 & 6, BLOCK 940  
PLAN NO. 102175477 &  
LOT 1, BLOCK 929  
PLAN NO. 101932545  
E. 1/2 SEC. 21  
TWP. 37, RGE. 5, W. 3RD MER.  
SASKATOON, SASKATCHEWAN  
BY B.J. LUEY, S.L.S.  
SCALE 1:2000**

Proposed Subdivision No. 61/16

Dimensions shown are in metres and decimals thereof.  
Portion of this plan to be approved is outlined  
with a bold, dashed line and contains 10.25± ha  
(25.32± ac.).  
Distances shown are approximate and may vary  
from the final plan of survey by ± 1.0 m

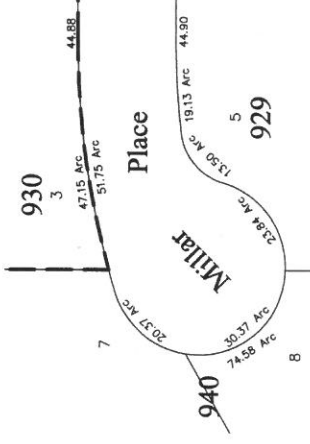
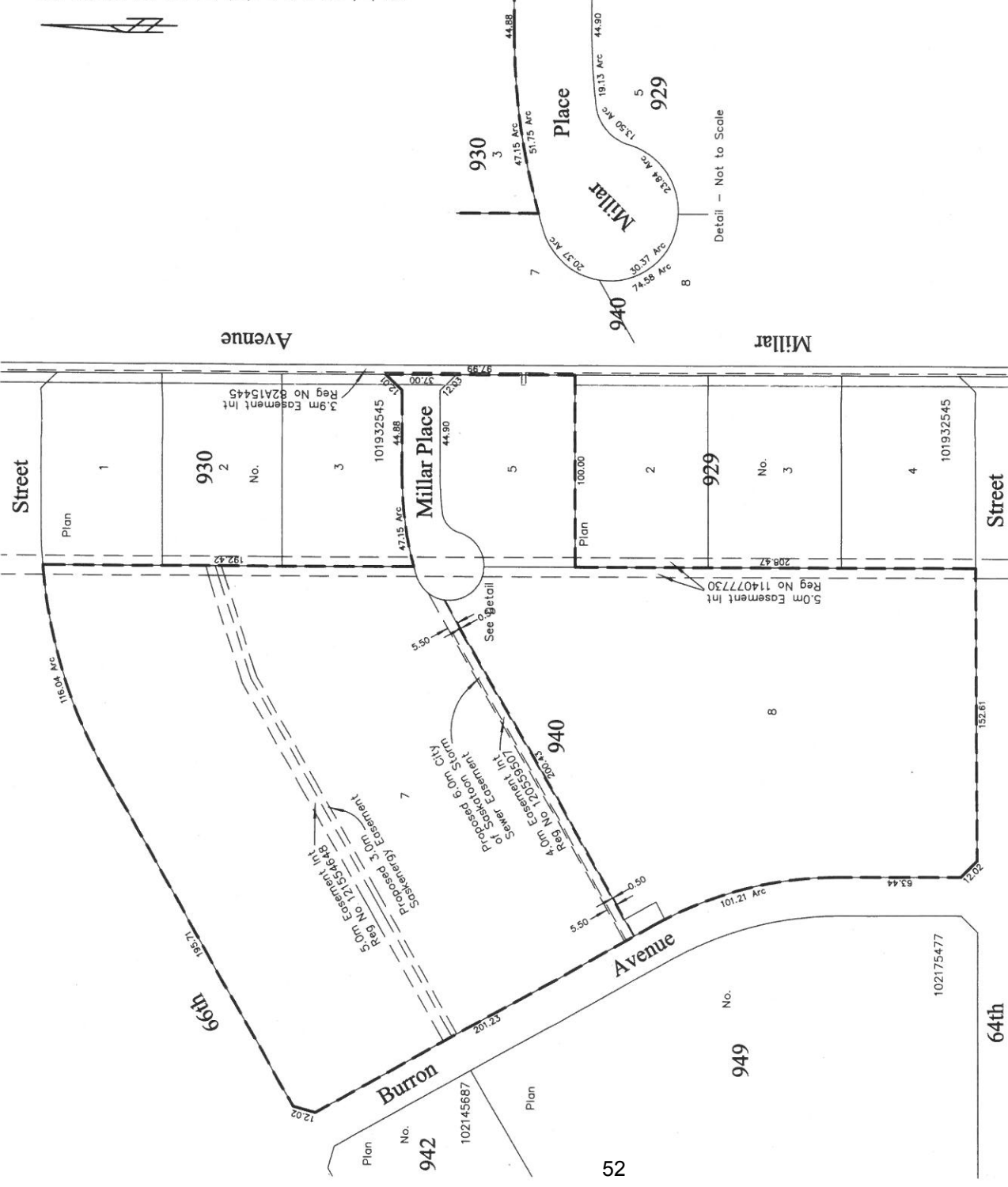
Approved under the provisions of  
Bylaw No. 6537 of the  
City of Saskatoon

Director of Planning &  
Development Division

Date \_\_\_\_\_

*[Signature]*  
B.J. Luey  
November 3rd, 2016  
Saskatchewan Land Surveyor

F  
16--

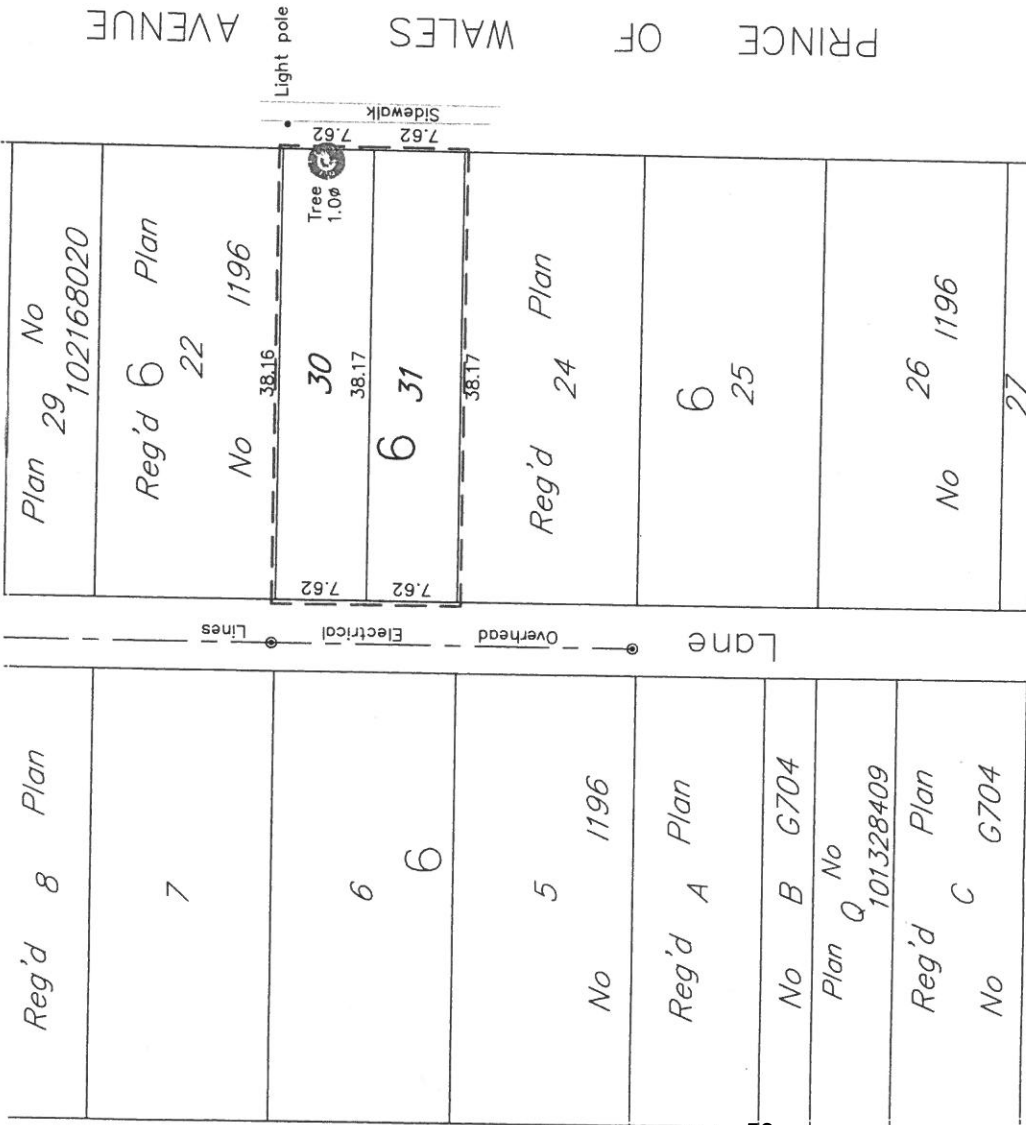


PLAN OF PROPOSED  
SUBDIVISION OF  
LOT 23, BLOCK 6  
Reg'd Plan No. I196  
SW 1/4 SEC 3-TWP 37-  
RGE 5-W 3RD MER  
1513 PRINCE OF WALES AVENUE  
SASKATOON, SASKATCHEWAN  
SCALE 1:500

B.J. Luey *[Signature]* September 29<sup>th</sup>, 2016  
Saskatchewan Land Surveyor Seal

Portion of this plan to be subdivided is outlined with a bold, dashed line and contains 0.06± ha (0.14± ac).  
Dimensions shown are in metres and decimals thereof.  
Dimensions shown are approximate and may vary from the final plan of survey by 0.5± metres.

Approved under the provisions of  
Bylaw No. 6537 of the  
City of Saskatoon  
Date \_\_\_\_\_  
Director of Planning and Development  
Division



BALMORAL STREET

Prepared by  
**Webb Surveys**  
16-3031sa CAS

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# Community Standards Division Progress Update

## Recommendation

That the information be received.

## Topic and Purpose

The purpose of this report is to provide an update on progress of the recently formed Community Standards Division and to outline upcoming key initiatives.

## Report Highlights

1. Established in 2015, the Community Standards (CS) Division operates on a set of founding principles.
2. The CS Division is comprised of three core business sections, each accountable for four basic functions.
3. Within the operating budget, the CS Division is currently represented by two business lines, operates four service lines, and supports four of the corporate Strategic Goals.
4. The development of CS incorporates three high-level priorities of implementation.
5. Specific progress in various areas has been made, and many additional items are identified in the 2017 business plan.

## Strategic Goals

This report supports the City of Saskatoon's (City) Strategic Goals of Continuous Improvement, Sustainable Growth, and Quality of Life by providing coordinated communication and delivery of bylaw services, promoting healthy standards and development practices, providing education, and equipping residents to be engaged in their community.

## Background

The original vision for the CS Division emanated from the 2013 corporate alignment to address improved customer service and alignment for bylaw enforcement across the corporation. It was formed from two existing sections:

- 1) Business Licensing and Bylaw Compliance, Planning and Development Division, Community Services Department, and
- 2) Parking Services, Transportation Division, Transportation and Utilities Department.

Other independent business groups that joined CS at its inception included the Right-Of-Way Bylaw Inspection Section and the Drainage Bylaw Inspection group, both from the Transportation and Utilities Department.

## Report

### Founding Principles

The founding principles of the CS Division are as follows:

- 1) to be the communication focal point for customers seeking assistance in bylaw or regulatory compliance;
- 2) to provide an effective delivery model for bylaw enforcement to ensure the customer is provided a smooth and consistent experience; and
- 3) to be accountable for the stewardship, development, and maintenance of standards, regulations, and bylaws pertaining to maintaining a healthy community.

These founding principles reflect and align with the mandate of Service Saskatoon. In effect, the CS Division is a complete embodiment of the Service Saskatoon vision within the distinct business of bylaw enforcement delivery.

Following the intent of the founding principles, the CS Division developed mission, vision, and mandate statements, as detailed in Attachment 1.

### Core Business Sections

Three general core business sections comprise the CS Division:

- 1) Business Licensing;
- 2) Bylaw Enforcement; and
- 3) Parking Services.

These three sections reflect the founding principles and represent requirements to support the division's mandate. Attachment 2 provides details on each of the business sections, including achievements and challenges.

### Core Functions

Four basic functions guide the business sections, ensuring all aspects of CS work aligns with:

- 1) customer service;
- 2) day-to-day program operations;
- 3) enforcement; and
- 4) policy development.

### Business Lines, Service Lines, and Strategic Goals

At present, the CS Division is represented within two business lines in the operating budget:

- 1) Urban Planning and Development; and
- 2) Transportation.

Service lines within the operating budget include:

- 1) business licensing;
- 2) bylaw compliance;
- 3) parking; and
- 4) Impound Lot.

Within the Strategic Plan, these are represented by the Strategic Goals of:

- 1) Quality of Life;
- 2) Sustainable Growth;

- 3) Economic Diversity and Prosperity; and
- 4) Moving Around.

As the CS Division expands to include environmental compliance and enforcement, it will be further involved with the Strategic Goal of Environmental Leadership and the relevant business and service lines.

#### High-Level Development Priorities

There are three main high-level priorities guiding the CS Division's development. These priorities reflect the founding principles and are being addressed within the CS Division in the order presented below:

**1) Priority 1 – Become the Communication Focal Point**

This priority aligns with the Systems Pillar of the Service Saskatoon model by ensuring the citizens of Saskatoon have ease in accessing information, requesting services, and receiving progress updates on inquiries.

- a) ensure internal/external customers can access various bylaw enforcement business units in a seamless way;
- b) ensure strong internal communication connections for distribution of bylaw-related inquiries; and
- c) provide citizens and customers with a tracking system and follow-up.

Status – underway.

**2) Priority 2 – Develop an Effective Bylaw Delivery Model**

This priority aligns with the Staffing Pillar of the Service Saskatoon model by ensuring civic employees are equipped to deliver high quality, consistent services.

- a) create standardized training and visual identity of bylaw enforcement services;
- b) conduct service reviews of each unit to adjust operations to align with other bylaw services;
- c) provide an overall bylaw business that is unified and consistent across regulation and compliance types; and
- d) create tangible material to educate and empower citizens to be engaged in their community.

Status – underway.

**3) Priority 3 – Become the Stewards of Policy and Regulation Development**

This priority aligns with the Standards Pillar of the Service Saskatoon model by ensuring consistent and effective standards, policies, and bylaws are delivered to the citizens of Saskatoon.

- a) build a nimble bylaw and policy review framework to address aging and irrelevant standards in a rapidly changing world;
- b) take leadership roles as stewards of bylaw content within the corporation; and
- c) expand and enhance licensing services.

Status – not yet initiated.

### Progress and Business Plan Initiatives

During the two years of CS Division's existence, significant progress has been made to understand and establish the division's needs and implement changes to address these needs. Specific business plan initiatives have been developed and aligned with corporate goals to continue achieving the division mandate. Attachment 3 reflects current initiatives identified in each business section to be initiated/addressed in 2017.

### **Policy Implications**

There are no policy implications at this time. A number of existing policies and bylaws have been identified and will be considered for renewal as the business plan is fulfilled.

### **Public and/or Stakeholder Involvement**

Extensive ongoing consultation continues internally to ensure distributed work groups providing services under the CS mandate are well aligned to provide a seamless experience for the public.

### **Communication Plan**

An internal communication plan has been developed and executed (as noted under Stakeholder Involvement). Various external communication strategies will be developed to ensure public awareness of enhanced services. Throughout this process, alignment with the Service Saskatoon deployment will occur to ensure consistent and effective communication.

### **Due Date for Follow-up and/or Project Completion**

The CS Division's progress will be reported annually, beginning early 2018.

### **Public Notice**

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

### **Attachments**

1. Mission, Mandate, and Vision Statements of Community Standards
2. Community Standards Business Section Description
3. 2017 Community Standards Initiatives

### **Report Approval**

Written by: Andrew Hildebrandt, Director of Community Standards  
Approved by: Randy Grauer, General Manager, Community Services Department

S/Reports/2016/CS/PDCS – Community Standards Division Progress Update/ks



## COMMUNITY STANDARDS DIVISION

### MISSION

The Community Standards Division exists to create a healthy and happy community by effectively communicating, upholding, and enforcing the City's standards and bylaws.

Through business licensing, zoning compliance, general bylaw enforcement, and parking management, the division helps to ensure citizens understand their responsibilities to live in harmony with their neighbours and contribute to a prospering society.

### MANDATE

Community Standards provides:

- Accountability in delivering information about regulations, standards, and bylaws;
- A communication focal point to receive customer inquiries and educate citizens;
- An effective delivery model to ensure compliance and achieve resolution.

These mandates are achieved by providing excellence in customer service. Timely responses, accurate information, and resolution-based approaches help to ensure customers are equipped with the knowledge necessary to help them live in harmony with their neighbours.

### VISION

Saskatoon continues to grow and prosper, and is supported by effective communication and delivery of the City's bylaws, standards, and regulations. Citizens in this city know what they need to do to be a good neighbour and they are supported by Community Standards in doing so.

Our team is a well-respected administrative body within the community for the important work we do in effectively achieving compliance with the City's various standards. Our success is demonstrated by setting and maintaining measurable targets.

To our internal stakeholders, we play a critical role in being the focal point that connects the various enforcement units throughout the corporation. We collaborate effectively and, in turn, provide the tools necessary to raise the quality of life for our citizens.





## Community Standards Business Section Description

Community Standards currently consists of three general service sections: Business Licensing, Bylaw Enforcement, and Parking Services.

### 1 Business Licensing

The Business Licensing Section ensures the proper and effective development of the business community through the application of Business License Bylaw No. 8075, and all related policies. This section is also the primary location for detailed bylaw policy review and development. Section responsibilities include:

- a) reviewing applications for new business licenses, as well as annual renewals, and ensuring that development standards are met for the types of businesses involved;
- b) amending related policies and regulations;
- c) collecting and disseminating critical licensing and business profile data for various publications;
- d) publishing the Business Start-Up Guide, submitting annual reports, and creating other information brochures and documents; and
- e) reviewing applications for sign permits and portable sign licenses, outdoor sidewalk cafes, mobile food trucks, and food carts.

#### Achievements at a glance:

In 2015, the Business Licensing Section achieved the following:

- a) 596 portable sign licenses issued;
- b) 90 sign permits issued;
- c) 1,243 new business licenses issued;
- d) 9,416 business licenses renewed;
- e) 10,659 business licenses processed to operate in the City (6,176 in commercial/industrial locations and 4,483 in home-based locations);
- f) 2% increase in the total number of licensed businesses (compared to 2014); and
- g) key policy reviews initiated around short-term accommodations and mobile food trucks.

#### Challenges at a glance:

- a) being prepared for, and adapting to, the “sharing economy”;
- b) maintaining day-to-day licensing activities, while contributing to positive policy review and development;
- c) adapting to the “accept-more licensing” activities distributed throughout the corporation to improve and align the mandate regarding customer experience; and
- d) obtaining appropriate financial and human resources transfers to ensure core operations run efficiently.

## **2 Bylaw Enforcement**

The Bylaw Enforcement Section is the new business unit responsible for delivering an enhanced bylaw enforcement experience to the customer. This section currently encompasses the community bylaw enforcement components that generally promote being a good neighbour in Saskatoon, including: zoning, right-of-way (ROW), and drainage bylaw inspections. Also included are functional working relationships with police, fire inspection, and environmental protection officers to coordinate delivery of these bylaws. This section seeks to establish efficient and effective cross-trained teams, delivering an aligned customer service experience with an accountable single point of communication. Section responsibilities currently include:

- a) providing development permit enforcement, administering the Legalizing Existing Suites (LES) Program, investigating land-use complaints, and enforcing Zoning Bylaw No. 8770 (Zoning Bylaw);
- b) receiving complaints about improper ROW usage and providing appropriate notification, enforcement, and education;
- c) administering Sidewalk Clearing Bylaw No. 8463 and ensuring safe accessible neighbourhoods; and
- d) responding to and inspecting drainage complaints, applying bylaw enforcement, and educating property owners regarding proper grading.

### **Achievements at a glance:**

In 2015, the Bylaw Enforcement Section achieved the following:

- a) 558 landscaping/parking inspections for new commercial/industrial developments;
- b) 456 bylaw complaints addressed;
- c) 77 LES Program files opened;
- d) 5% increase in number of Zoning Bylaw complaint files opened as compared to the previous year (456 in 2015 compared to 432 in 2014);
- e) 416 drainage issues inspected;
- f) 1,896 total ROW complaints received and inspected; and
- g) 250 sidewalk clearing complaints addressed.

### **Challenges at a glance:**

- a) ongoing assessment of bylaw sections to incorporate into the division;
- b) funding and financial constraints to facilitate proper transfer of resources to ensure service levels are maintained;
- c) office space availability to form pooled inspection team;
- d) assessment of enforcement delivery levels of service and alignment between sections; and
- e) growing expectations of the community outpacing resource growth for management of this section.

### **3 Parking Services**

The Parking Services Section provides a coordinated approach to the provision, regulation, enforcement, and collection services related to parking in the City. Section responsibilities include:

- a) managing civic parking inventory;
- b) administering permit types and inventories (e.g. disabled parking permits, veteran permits, and dignitary permits);
- c) maintenance and operation of parking meter infrastructure;
- d) parking meter revenue collection;
- e) managing enforcement compliance via the City's Impound Lot; and
- f) administering various parking policies and bylaws (e.g. Residential Parking Permit [RPP], and meter hooding).

#### **Achievements at a glance:**

In 2015, the Parking Services Section achieved the following:

- a) successfully guided the transition from single-space to multi-space parking systems;
- b) conducted key policy reviews, including RPP Policy, Meter Hooding Policy, Civic Employee Parking Policy, and Disability Permit Policy;
- c) transitioned the meter technician business to respond to the technical aspects of the new pay station terminal system;
- d) navigated and negotiated new contract terms regarding pay station provision and repayment; and
- e) developed an effective business relationship with the River Landing group to provide on-street City parking services to the area.

#### **Challenges at a glance:**

- a) many services are currently provided by temporary staff – need for a long-term resourcing strategy;
- b) financial constraints of the pay station purchase contract and mill rate-supporting funding structure;
- c) regaining customer confidence following implementation of the new pay station system;
- d) adapting to expectations of constantly changing technology, including apps for smart phones; and
- e) effectively communicating the business to the City's broad customer base via an effective marketing and signage campaign.

## 2017 Community Standards Initiatives

### Business Licensing:

<p><b>Policy</b></p> <ul style="list-style-type: none"> <li>• Develop a regulatory option for short-term accommodations (e.g. Airbnb)</li> <li>• Review On-Street Mobile Food Truck Policy No. C09-039 (on-street and off-street)</li> <li>• Update bylaws and policies (Sign Regulations, Parking Patios, and Vending Carts)</li> </ul>	<p><b>Operations</b></p> <ul style="list-style-type: none"> <li>• Review multi-unit dwellings receiving high number of service calls</li> <li>• Explore potential for shared databases within the corporation to facilitate satellite staff location</li> </ul>
<p><b>Enforcement</b></p> <ul style="list-style-type: none"> <li>• Develop a targeted approach to address outstanding businesses with license violations</li> <li>• Upgrade databases and move to a field-accessible, web-based browser</li> <li>• Identify measures to address installation and enforcement of illegal secondary suites</li> </ul>	<p><b>Customer Service</b></p> <ul style="list-style-type: none"> <li>• Establish an online platform for business license closures/change of location notification</li> <li>• Align general licensing functions from the Corporate Revenue Department with division services</li> </ul>

### Bylaw Enforcement:

<p><b>Policy</b></p> <ul style="list-style-type: none"> <li>• Establish the drainage regulation compliance model</li> <li>• Initiate bylaw amendments for Streets Use Bylaw No. 2954</li> </ul>	<p><b>Operations</b></p> <ul style="list-style-type: none"> <li>• Continue development of internal bylaw enforcement oversight committee</li> <li>• Locate all bylaw inspectors within one central office location</li> </ul>
<p><b>Enforcement</b></p> <ul style="list-style-type: none"> <li>• Develop a business model to assume Priority 3 - property maintenance functions</li> <li>• Implement standardized training modules to develop uniform enforcement delivery</li> </ul>	<p><b>Customer Service</b></p> <ul style="list-style-type: none"> <li>• Fully implement and market bylaw enforcement delivery coordinated dispatch model</li> <li>• Complete easy-to-read bylaw guide</li> </ul>

## Parking Services:

<p><b>Policy</b></p> <ul style="list-style-type: none"> <li>• Implement new Civic Parking, Disabled Parking, Meter Hooding, and Residential Parking Permit Programs</li> <li>• Identify a long-term approach to implement parking study recommendations</li> </ul>	<p><b>Operations</b></p> <ul style="list-style-type: none"> <li>• Develop a meter post removal or repurposing plan</li> <li>• Design and implement strategic and efficient coin collection and pay station maintenance operations</li> </ul>
<p><b>Enforcement</b></p> <ul style="list-style-type: none"> <li>• Design and implement strategic and efficient enforcement routes</li> <li>• Pursue mailed ticket implementation</li> </ul>	<p><b>Customer Service</b></p> <ul style="list-style-type: none"> <li>• Fully implement the parking app for smart phones</li> <li>• Develop and implement a new marketing and signage plan to improve communication</li> </ul>

## Division General:

<p><b>Customer Service</b></p> <ul style="list-style-type: none"> <li>• Develop a public education strategy to further engage the community</li> </ul>	<p><b>Operations</b></p> <ul style="list-style-type: none"> <li>• Finalize and develop the division's new organizational structure</li> <li>• Create strong working relationships with overlapping departments and divisions</li> </ul>
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## Request for Funding - 2019 IIHF World Junior Hockey Championship - Special Events Policy No. C03-007

### Recommendation

1. That funding in the amount of \$250,000 for the 2019 International Ice Hockey Federation World Junior Hockey Championships, be approved, subject to:
  - a) successful awarding of the bid to host this event; and
  - b) a final and complete event application package is submitted, by Tourism Saskatoon, for satisfactory review by the Administration.

### Topic and Purpose

The purpose of this report is to seek approval of grant funding for the 2019 International Ice Hockey Federation World Junior Hockey Championships, pending successful awarding of the bid to host this event. Tourism Saskatoon has submitted a bid with Winnipeg, MB, to jointly host this event in both Saskatoon, SK, and Winnipeg, MB, in 2019.

### Report Highlights

1. This event is currently in the bidding process. It is anticipated that Hockey Canada will announce the successful host city in early December 2016.
2. It is anticipated that this event will have significant economic impact and media exposure due to the volume of spectators expected to attend, and the international television exposure that it will garner.
3. The funding request falls within the Special Event category of Special Events Policy No. C03-007 as a sports event. The new Special Events Policy requires a review using the “Major Special Event Evaluation Rating Tool”. The Administration has reviewed the International Ice Hockey Federation (IIHF) World Junior Hockey Championships (WJHC) using this tool. It scores over 350 points, which would qualify it for the maximum grant, and for consideration of an amount beyond the current grant maximum of \$100,000. This rating tool was newly approved by City Council in 2016 and is used to determine funding eligibility based on a score assessment.

### Strategic Goal

Under the City of Saskatoon’s (City) Strategic Goal of Quality of Life, the recommendations in this report support the long-term strategy to support community building through direct investment.

### Background

On August 10, 2016, the Administration received a funding request, in the amount of \$250,000, from Tourism Saskatoon, who is bidding along with Winnipeg, MB, to jointly

host the 2019 IIHF WJHC. The proposed dates for this event are December 26, 2018, to January 6, 2019.

## **Report**

### Bid Submission

Tourism Saskatoon has submitted a bid to Hockey Canada to host this event in Saskatoon, SK, and Winnipeg, MB, in 2019. The successful bid is expected to be announced in early December 2016. Should Tourism Saskatoon be successful in their bid, a detailed event application package will be submitted for the Administration's review.

### Event Overview

The IIHF WJHC features the top ten ranked national junior hockey teams from across the world. This event is held annually, beginning on Boxing Day in December.

Based on actual participation achieved when Saskatoon, SK, and Regina, SK, hosted this event in 2010, it is estimated that 300,000 public participants, between Saskatoon, SK, and Winnipeg, MB, will be attending. Using the Sport Tourism Economic Assessment Model, the 2010 event produced an economic impact to the province of \$86.6 million. It is anticipated that the 2019 event will produce similar participation numbers and economic impact between Saskatoon, SK, and Winnipeg, MB. Final details on the participation numbers and economic impact specific to Saskatoon, SK, will be made available in the final event package to be submitted as a condition of the funding approval.

This event is televised internationally; therefore, garnering significant external media attention world wide.

Further information about this event can be found in Attachment 1.

### Preliminary Review

The Administration met with representatives from Tourism Saskatoon and has determined that this event meets special event eligibility criteria in the sport category by lasting a minimum of two consecutive days and having an operating budget of well over \$100,000.

Although there are no prize purses associated with this event, the three top teams are awarded gold, silver, or bronze medals.

Attachment 2 provides a summary of the objectives and general eligibility criteria of Special Events Policy No. C03-007.

## **Options to the Recommendation**

1. The recommendations outlined in this report could be denied.



2. A grant amount other than the original amount requested by Tourism Saskatoon could be suggested.

### **Public and/or Stakeholder Involvement**

In mid July 2016, Tourism Saskatoon informed the Administration that a bid opportunity existed to host the 2019 IIHF WJHC event. The Administration received a formal funding request for this event from Tourism Saskatoon on August 10, 2016. Further discussions with Tourism Saskatoon took place in September and October 2016 to gain clarification on the funding request.

### **Communication Plan**

The Administration will inform Tourism Saskatoon of the SPC on Planning Development and Community Services Committee's decision regarding the outcome of the recommendations outlined in this report.

### **Financial Implications**

Attachment 3 provides a summary of the Reserve balance for Special Event and Profile Saskatoon event categories. The Administration has outlined a funding schedule for all projected events scheduled from 2017 to 2019, thereby ensuring that there is capacity in the Reserve to fund this event.

### **Other Considerations/Implications**

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

### **Due Date for Follow-up and/or Project Completion**

Should they be successful in their bid to host this event, Tourism Saskatoon will be required to submit a detailed event application package for the Administration's review. Hockey Canada is expected to make this announcement in early December 2016.

### **Public Notice**

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

### **Attachments**

1. 2019 IIHF WJHC – Special Event Grant Application Form – Request for \$250,000 Special Event Funding
2. Summary of Special Events Policy No. C03-007 Objectives and Eligibility Criteria
3. Projected 2017-2019 Special Event Reserve Funding and Expenditures

### **Report Approval**

Written by: Loretta Odorico, Section Manager, Recreation and Community Development  
Reviewed by: Lynne Lacroix, Director, Recreation and Community Development  
Approved by: Randy Grauer, General Manager, Community Services Department



**Organization Mandate and Primary Activity (maximum 150 words):**

Tourism Saskatoon is a membership-based, non-profit visitor and convention bureau marketing Saskatoon and region as a destination of choice for leisure and business travel. Established in 1977, the mission of the organization is to expand our economy through conventions, sports and leisure tourism. Services include convention and events attraction, media relations and membership services advocacy. Tourism Saskatoon is one of only a handful of internationally accredited destination marketing organizations in Canada.

Tourism Saskatoon has been the driving force behind most of Saskatoon's major sport events, including the ISF World Men's Softball Championship, MasterCard Memorial Cup, Tim Horton's Brier, Vanier Cup, University Cup, and countless others.

**1. Provide a brief description of the event. (i.e. what is the event? – maximum 150 words)**

The International Ice Hockey Federation's (IIHF) World Junior Hockey Championship features the top ten ranked national junior hockey teams from across the world. Held annually starting on Boxing Day in December, this event crowns the world junior hockey champion. The competition's profile is particularly high in Canada, which is credited to Canada's strong performance in the tournament (16 gold medals to date), the role of ice hockey in Canadian culture and strong media coverage and fan attendance. As a result, the event is hosted in Canada every second year. Host cities have included Alberta (Edmonton & Calgary), Saskatchewan (Saskatoon & Regina), Vancouver, Toronto, Montreal and Halifax.

**2. What are the goals and objectives of hosting this event? (i.e. what does your organization wish to achieve by hosting this event? – maximum 150 words)**

The goal of each and every sport event hosted in Saskatoon is to provide the athletes, the organizers and the fans with the best sport experience possible. In partnering with Winnipeg, we will strive to bring the most successful IIHF World Junior Hockey Championship to date to the prairies. As host of Team Canada and four international teams during the tournament, Saskatoon will showcase our prairie hospitality and ensure everyone attending the games at SaskTel Centre has a great sport experience.

Not only will Saskatoon provide a great experience to attendees, the city will benefit both socially and economically. Visitors will come from throughout Canada, the United States and Europe, boosting the awareness of both Saskatoon and Saskatchewan as a great vacation destination. In turn, our tourism industry will gain the opportunity to showcase our unbeatable hospitality, setting the standards for other host committees to follow.

**3. How will you accomplish the event goals and objectives? (i.e. what will you do and when will you do it? – maximum 150 words)**

As the host of one of the most successful IIHF World Junior Hockey Championships in history in 2010, Saskatoon will build on the successes of that tournament. As the secondary venue hosting Team Canada games, there is tremendous opportunity to build on national pride and excitement. As we saw in 2010, Team Canada games were a sellout and the atmosphere at SaskTel Centre was electric, particularly for the New Year's Eve game against the United States. Building on that excitement will be an important aspect to the 2019 tournament.

An important aspect of the success of the 2019 tournament lies in the expertise of the host committee. Saskatoon's host committee will be comprised of individuals who were instrumental to the success of the 2010 tournament. Saskatoon will also provide our expertise to Winnipeg, to ensure the overall tournament is a success.

4. In what way does your event meet the City of Saskatoon Strategic Goal of “Quality of Life”? (maximum 150 words) Note: Reference the City of Saskatoon Strategic Plan at <https://www.saskatoon.ca/.../2013-2023%20Strategic%20Plan.pdf>

The City of Saskatoon’s “Quality of Life” Strategic Goal states that a priority of the city is to provide opportunities for activities in a winter city, support community building and volunteerism. Co-hosting the 2019 IIHF World Junior Hockey Championship will help the city work towards those priorities. The championship is one of the largest events that Saskatoon is capable of hosting in the winter.

5. Identify which of the five City of Saskatoon Outcomes your event meets and explain how they are being met. (Note: Refer to Major Special Event Evaluation Rating Tool for description of outcomes). (maximum 150 words)

The IIHF World Junior Hockey Championship is one of the best examples of the fourth outcome. Residents of Saskatoon will experience and be motivated through sporting events. Community identity, spirit and pride will be fostered through the hosting of this event and in turn, citizens will be motivated to participate more often in activities, especially winter activities like hockey and skating.

There is no better way to celebrate winter in Saskatoon than with hockey and the IIHF World Junior Hockey Championship is one of the greatest hockey tournaments in the world. The citizens of Saskatoon will take pride in their community as we showcase it to the world during the Christmas holidays. Four international teams, in addition to Team Canada, will call Saskatoon home and we will have the perfect opportunity to showcase our prairie hospitality to international teams and delegates.

6. Is there a fee for spectators/audience to attend and/or participate in this event?

No  Yes If yes: fee/person \$ TBD

7. Is there a fee for competitors/athletes to participate in this event?

No  Yes If yes: fee/person \$           

8. a) Estimate numbers of athletes, spectators, volunteers, etc.

	Number
Competitors/Athletes	250
Spectators/Audience	300,000
Volunteers	2,400
Officials	25
Other (describe below):	
Media	50
VIP	50
<b>Total</b>	<b>302,775</b>

b) What are the above estimates based on? (e.g. previous years, expressed interest, etc.)

Estimates are based on the 2010 Saskatchewan championship and are consistent with subsequent events. Numbers are for overall event (Saskatoon & Winnipeg). Spectators are based on overall tournament attendance from previous events.

**9. Describe how the community will be able to participate in this event .**

Members of the community will be able to participate in this event both as a spectator and a volunteer.

**10. How will you make the community aware of your event? (check all that apply)**

- newspaper ads—specify which newspapers: Star Phoenix, Winnipeg Free Press, National Post
- TV ads—specify which TV stations: Global, CTV, CBC
- online communications—specify website(s): An event website will be created
- radio ads
- Facebook
- posters
- other \_\_\_\_\_
- Twitter
- brochures

**11. Which of the above awareness tools are an expense in the event expense budget?**

All of the above awareness tools are an expense in the event expense budget.

**12. Which of the above awareness tools are being provided as In-Kind donations?**

Some of the television, radio and newspaper tools will be provided as in-kind donations, TBD at a later date.

**13. How will you measure and evaluate that your event has achieved your objectives? (check all that apply)**

- Number of Participants
- Attendance
- Quality of the event
- Revenue and expense budget is met
- Other \_\_\_\_\_

**14. What results and/or benefits will those in attendance receive from this event?**

**Athletes/Competitors:** Athletes will have the opportunity to compete in one of the best junior hockey rinks in Canada, SaskTel Centre. They will have the opportunity to showcase their skills to an international audience that includes scouts. These scouts are on the lookout for talent to join their junior hockey teams, national teams, and NHL teams.

**Spectators/Audience:** Spectators will have the opportunity to see some the best junior hockey players in the world. Former Team Canada athletes who played in this tournament include Taylor Hall, Jordan Eberle, Sidney Crosby, and many others who have gone on to have successful NHL careers. They'll also be able to cheer on Team Canada as they strive for a world championship.

**Volunteers:** Volunteers will be able to be a part of one of the most successful championships to date. Volunteer benefits include exclusive merchandise and uniforms, food and beverage, a volunteer lounge, and a volunteer appreciation night. They also get to be a key component of the event because without the volunteers, there is no event.

**15. How will you publicly acknowledge the *City of Saskatoon* as a source of funding for your event?** (check all that apply) **Note:** Copies of acknowledgement will be required to be submitted in the Post Event Evaluation Report.

- Posters       Newsletter       Radio       Newspaper
- Banners       TV       Website       Word of Mouth
- Speeches       Facebook       Twitter       Other Programs, ads, etc.

**16. Describe the economic benefit (eg. Direct spending impact of hotels, restaurants, car rentals, etc.) to Saskatoon and region that will be garnered from this event taking place.**  
For all SPORT events, attach a copy of the STEAM (Sport Tourism Economic Assessment Model) Report to this application.

A STEAM was not available at the time of the application submission, as STEAM is in the process of launching a new model. Previous STEAM reports are as follows:

2010 Saskatchewan: \$86.6 million in economic activity  
 2012 Alberta: \$86.2 million in economic activity  
 2015 Toronto/Montreal: \$82.8 million in economic activity

**17. Media Exposure: Specify the specific type of media exposure that will be garnered from this event.**

- National Newspapers (eg. Globe and Mail): \_\_\_\_\_
- National TV Stations (eg. CTV, CBC Global National): \_\_\_\_\_
- National Websites: \_\_\_\_\_
- National Radio Stations: \_\_\_\_\_
- Provincial Websites: \_\_\_\_\_
- Local Newspapers (eg. Star Phoenix, Planet S, etc): \_\_\_\_\_
- Local TV Stations (eg. CTV, CBC, Global Local News): \_\_\_\_\_
- Local Websites: \_\_\_\_\_
- Local Radio Stations: \_\_\_\_\_

**18. Event Scope: Describe the percentage of involvement from International, National, Provincial or Local participants.**

	<b>Athletes/Competitors</b>	<b>Spectators/Audience</b>
<b>International</b>	<b>80%</b>	15%
<b>National</b>	<b>15%</b>	30%
<b>Provincial</b>	5%	25%
<b>Local</b>	0%	30%

**19. Prize Purses—Identify any prize purses (monetary prizes) involved in this event.**

There are no prize purses associated with this event.

**20. Requested City Services**—Detail what City services (eg. Transit, Road closures, etc.) are being requested during the event. Include the costs of these civic services in the event operating budget.

The majority of city services required for the IIHF World Junior Hockey Championship will be supplied by SaskTel Centre (arena rental, staff, set-up and take down, traffic control, security, etc.). As the host of Team Canada, SaskTel Centre will be the home of the five teams that will compete in our city. In addition, TCU Place will be used for banquets and FanFest activities.

**21. Event Operating Budget**

Provide complete expenses and revenue for the entire event. Add additional rows as needed. Do not complete the grey areas unless you are submitting a *Follow-Up Report*.

REVENUE: (* indicate if confirmed)	Amount	Follow-up Actual
Funding requested from this City of Saskatoon grant	\$250,000	
Federal Government Funding Confirmed: <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	See Notes	
Provincial Government Funding Confirmed: <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No	\$1,250,000	
Sport Governing Body Funding Confirmed: <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No		
Contribution from your organization Confirmed: <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	\$100,000	
Sponsorships: List all below.		
Cash	\$1,050,000	
In-Kind	\$850,000	
Registration Fees		
Ticket Sales	\$4,379,620	
Merchandise Sales		
Cash Donations		
Other Funding Sources: List all below		
Anxillary Services	\$798,391	
Team Canada Events/FanFest	\$495,000	
Other:		
<b>Total Revenue:</b>	<b>\$ 59,173,134</b>	

**Provide further explanation of event revenue sources below.**

Event revenues are based on Saskatoon only and do not include revenues generated by the City of Winnipeg. Saskatoon's budget will be combined with Winnipeg's budget to create the overall event budget. This is how we proceeded in 2010 when Saskatoon and Regina hosted. Federal government has confirmed \$500,000 in funding that will apply to the overall combined budget.

Indicate expenses that the grant will be used for with an \* (asterisk).

<b>EXPENSES: (* indicate if confirmed)</b>	<b>Amount</b>	<b>Follow-up Actual</b>
<b>Facilities: SaskTel Centre</b>		
<b>Venue Operations</b>	\$437,000	
<b>Logistics</b>	\$609,550	
<b>Civic Services (list):</b>		
<b>Fees (list):</b>		
<b>Contingency Fund</b>	\$100,000	
<b>Equipment and Supplies (list):</b>		
<b>Marketing (list):</b>		
<b>Marketing &amp; Sales</b>	\$1,237,000	
<b>Media Services</b>	\$101,000	
<b>Staffing:</b>		
<b>Administration &amp; Finance</b>	\$827,684	
<b>Merchandise:</b>		
<b>Other event expenses:</b>		
<b>Volunteers</b>	\$95,000	
<b>Hospitality &amp; Protocol</b>	\$67,500	
<b>Support Services</b>	\$55,500	
<b>Team Canada Events/FanFest</b>	\$383,900	
<b>Total Expenses:</b>	<b>\$ 3,914,134</b>	

List In-kind items separately here (do not include in the project budget):

		An in-kind donation is a gift of goods and services. In-kind goods and services are typically goods and services that your organization would have to otherwise buy if they hadn't been donated. Volunteer hours are not considered in-kind donations.
<b>Total In-Kind</b>	<b>\$ _____</b>	

Provide further explanation of event expenses below.

Event expenses are based on Saskatoon only and do not include the costs incurred by the City of Winnipeg. Saskatoon's budget will be combined with Winnipeg's budget to create the overall event budget. This is how we proceeded in 2010 when Saskatoon and Regina hosted.



**Information Certification**

**Freedom of Information and Protection of Privacy**

The City of Saskatoon is committed to protecting the privacy and confidentiality of people's personal information. All personal information that is collected by the City is done so in accordance with *The Local Authority Freedom of Information and Protection of Privacy Act*. The information collected on this application will be used to administer the *Special Event Grant Program*. De-identified, aggregate information will be used by Community Services for program planning and evaluation.

**Incident Notification**

The Organization shall notify the City of any incident that it becomes aware of that may result in a claim against either the Organization or the City, including, but not limited to such losses as, property damage to City assets, third party property damage, injury or death of any Organization member, employee, instructor or volunteer and any third party bodily injury. The Organization shall provide the notification to the City within 7 days of the Organization becoming aware of the incident.

**Indemnity**

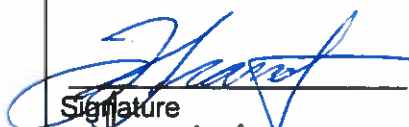
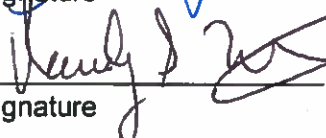
The Organization hereby agrees to save harmless and indemnify the City of Saskatoon, its representatives, successors, assigns, servants, employees and agents against any and all claims, liabilities, demands, damages or rights or causes of action whatever, made or asserted by anyone arising out of or incidental to the application or to the use of any money or services provided to the Organization pursuant to the *Special Event Grant Program*.

**Signature**

In making this application, we the undersigned Board Members/Executive Director/Event Manager hereby represent to the City and declare that to the best of our knowledge and belief, the information provided in this application is truthful and accurate and the application is made on behalf of the above-named organization and with the Board of Director's full knowledge and consent.

**Warning**

Any organization that intentionally or negligently makes or furnishes a false statement or misrepresentation on this application for the purposes of receiving a grant may not only have the grant denied but may be deemed ineligible for funding from any grant program administered by the City of Saskatoon for a length of time and on such terms as the City of Saskatoon, in its sole discretion, deems appropriate.

	Todd Brandt	President & CEO	August 10, 2016
Signature	Print Name	Board Member	Date
	Randy Fernets	Director of Ind. Dev. & Sport	August 10, 2016
Signature	Print Name	Board Member or Executive Director or Event Manager	Date

**2019 World Junior Championships  
Winnipeg - Saskatoon Bid**

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**Financial Budget for the Saskatoon Portion of the Tournament**

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**REVENUES**

Ticket Sales	4,379,620	
Event Sponsorship - Cash	1,050,000	
Event Sponsorship - In Kind	850,000	
Government & Other Support	1,600,000	
Ancillary Services	798,391	
Team Canada Events/FanFest	495,000	
<b>TOTAL REVENUE</b>		<b>9,173,011</b>

**EXPENSES**

Administration and Finance	827,684	
Marketing and Sales	1,237,000	
Logistics	609,550	
Venue Operations	437,000	
Volunteers	95,000	
Hospitality and Protocol	67,500	
Media Services	101,000	
Support Services	55,500	
Team Canada Events/FanFest	383,900	
Contingency Fund	100,000	
<b>Total Expenses</b>		<b>3,914,134</b>
<b>NET SURPLUS</b>		<b>5,258,877</b>

**Summary of Special Events Policy No. C03-007 Objectives and Eligibility Criteria**

Event Purpose

The International Ice Hockey Federation's World Junior Championship features the top ten ranked national junior hockey teams from across the world. Held annually starting on Boxing Day in December, this event crowns the world junior hockey champion.

The competition's profile is particularly high in Canada, which is credited to Canada's strong performance in the tournament with 16 gold medals to date, the role of ice hockey in Canadian culture, and the strong fan attendance and international media coverage. As a result, this event is hosted in Canada every second year.

Special Events Policy No. C03-007 (Policy) Objectives and Eligibility Criteria

The objectives identified in the Policy are as follows:

1. To attract visitors to the city of Saskatoon, and in so doing, generate significant economic benefit for the community;
2. To enhance the profile and visibility of the city of Saskatoon, nationally and internationally;
3. To enhance community spirit and pride and to contribute to a feeling of community identity, inclusion, and cohesion provided through opportunities for spectator/audience experiences; and
4. To develop an awareness, understanding and appreciation of art, culture, and recreation.

In order for an event to be eligible for this grant, the event must be held in Saskatoon, SK, occurring with a frequency no greater than once every two years and lasting a minimum of two consecutive days.

An event must provide a high profile and significant economic benefit for the city through the large number of estimated spectators/participants/audience (including a significant percentage of tourists), and through the expected extent of publicity generated.

This event falls under the sport category of a special event, as it is an event where the athletic skills of individuals or groups are showcased, and where a champion for a level of competition (e.g. provincial, regional, national or international) is determined.

Based on actual participation achieved when Saskatoon, SK, and Regina, SK, jointly hosted this event in 2010, it is estimated that 300,000 public participants will be attending the 2019 event. Using the Sport Tourism Economic Assessment Model, the 2010 event produced an economic impact to the province of \$86.6 million. It is anticipated that the 2019 event will produce similar participation numbers and economic impact between Saskatoon, SK, and Winnipeg, MB.

This event is televised internationally, therefore, garnering significant external media attention worldwide.

The preliminary budget outlines the estimated revenue and expenditure for this event being hosted by Saskatoon, SK, and is based on figures from 2010 when the event was jointly hosted by Saskatoon, and Regina, SK. The figures provided do not include the estimated revenue or expenses for Winnipeg, MB.

A summary of the Saskatoon operating budget is as follows:

<b>Total Income</b>	<b>\$9,173,011</b>
Ticket Sales	\$4,379,620
Sponsorships	\$1,900,000
Governmental Support	\$1,600,000
Ancillary Services	\$798,391
Team Canada Events/FanFest	\$495,000
<b>Total Expense</b>	<b>\$3,914,134</b>
Venue Operations/Logistics	\$1,046,550
Team Canada Events/FanFest	\$383,900
Marketing/Media/Administration	\$2,165,684
Hospitality and Support Services	\$218,000
Contingency	\$100,000

The Federal Government has been asked to contribute \$500,000 towards this event. This amount has been confirmed and will apply to the overall combined event budget for Saskatoon, SK, and Winnipeg, MB.

In utilizing the Major Special Event Evaluation Rating Tool, the Administration has confirmed that this event received a score of over 350, which makes it eligible to request over \$100,000 in funding, and requires approval of the Standing Policy Committee on Planning, Development and Community Services.

Based on the above information garnered from the preliminary application package and discussions with Tourism Saskatoon, it appears that this event meets the objectives and general eligibility requirements as required by the Policy.

**Projected 2019 Special Event Reserve Funding and Expenditures**

	SPECIAL EVENTS	PROFILE SASKATOON	TOTAL RESERVE
2016 Projected Ending Balance	(\$595,000)	(\$545,638)	(\$1,140,638)
2017 & 2018 Annual Provisions \$250,000/year	(\$750,000)	(\$750,000)	(\$1,500,000)
2017 & 2018 Projected Requests	\$115,000	\$0	\$115,000
2019 IIHF Funding Request	\$250,000	\$0	\$250,000
2019 Projected Ending Balance	(\$980,000)	(\$1,295,638)	(\$2,275,638)

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## License Agreement Renewal at Saskatoon Field House – Saskatoon Health Region Authority

### Recommendation

1. That a renewed license agreement between the City of Saskatoon and the Saskatoon Health Region Authority, from January 1, 2017 to December 31, 2021, as outlined in this report, be approved;
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 the Administration be authorized to extend the renewed agreement with the Saskatoon Health Region Authority for an additional five years, from 2022 to 2027, subject to the parties' agreement upon the fees, which would be based on fair market value.

### Topic and Purpose

This report provides an overview of the terms of the license agreement renewal with the Saskatoon Health Region Authority for the lower fitness room at the Saskatoon Field House.

### Report Highlights

1. The City of Saskatoon (City) is seeking approval of a license agreement (agreement) renewal with the Saskatoon Health Region Authority (SHRA) to continue to offer health, wellness, and fitness programs in the lower fitness room at the Saskatoon Field House (SFH).
2. The Administration is requesting authorization to provide for an additional five-year extension, from 2022 to 2027, subject to the parties' agreement upon the fees for this renewal, based on fair market value.

### Strategic Goal

Under the City's Strategic Goal of Quality of life, this report supports the long-term strategy of ensuring existing and future leisure centres, and other recreational facilities, are accessible physically and financially and meet community needs.

### Background

Since 2004, the City has had a license agreement with the SHRA to use the lower fitness room at the SFH. This space has been used as an assessment office and fitness area to provide health and wellness programs to the residents of Saskatoon (see Attachment 1). The SHRA has been permitted use of the lower fitness room 50% of the time during hours the SFH is open to the public, and the schedule has been determined by the parties. When the space and equipment have not been utilized by the SHRA, they have been made available for use by the City. This shared use of

space and equipment has allowed both the City and the SHRA to provide programming for Saskatoon's citizens.

The term of the existing agreement was for five years, which commenced January 1, 2012, and will expire December 31, 2016.

## **Report**

### **Proposed Terms of the Renewal Agreement**

All terms and conditions from the existing agreement will remain the same in the renewal agreement, with the exception of the term of the agreement and the license fees. The term of the proposed agreement is for five years, commencing January 1, 2017, and ending December 31, 2021. The SHRA shall pay the proposed annual licence fees to the City as follows:

- a) \$22,242.00 (\$1,853.50 per month), plus applicable taxes, for 2017;
- b) \$22,687.20 (\$1,890.60 per month), plus applicable taxes, for 2018;
- c) \$23,140.80 (\$1,928.40 per month), plus applicable taxes, for 2019;
- d) \$23,604.00 (\$1,967.00 per month), plus applicable taxes, for 2020; and
- e) \$24,075.60 (\$2,006.30 per month), plus applicable taxes, for 2021.

In consultation with the Real Estate Manager, Saskatoon Land, the proposed fees are based on fair market value with an annual increase of 2%. This percentage increase is based on current rental market values in the area.

### **Five-Year Extension of Renewal Agreement**

The Administration is also seeking approval to provide for an additional five-year extension, from 2022 to 2027, subject to the parties' agreement upon the fees for this renewal, based on fair market value.

### **Options to the Recommendation**

The Standing Policy Committee on Planning, Development and Community Services could propose new terms and/or conditions to the agreement with the SHRA. The Committee could also choose to terminate the existing agreement with the SHRA, and a Request for Proposals to rent out the space could be issued. These options are not recommended as the City and the SHRA have a partnership that offers complementary programs, as well as shared space and equipment, to meet the growing needs of Saskatoon's residents.

### **Public and/or Stakeholder Involvement**

The SHRA has been involved in the negotiations and review of the terms of reference for the renewal agreement.

### **Financial Implications**

In 2017, the City will collect \$22,242.00, which is a 2% increase over \$21,806.16 collected in 2016. In 2021, the City will collect \$24,075.60, which will be applied to the overall operating budget for the SFH.

In addition to the license agreement, the SHRA traditionally rents the track, warm-up area, weight room, courts, multi-purpose room, and meeting rooms; all for the purpose of program delivery. The value of this rent was \$62,800 in 2014, \$71,100 in 2015, and \$65,125 as of November 21, 2016.

**Other Considerations/Implications**

There are no policy, environmental, privacy, or CPTED implications or considerations; a communication plan is not required at this time.

**Due Date for Follow-up and/or Project Completion**

No follow up is required at this time.

**Public Notice**

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

**Attachment**

1. Map of the Saskatoon Field House Showing License Space for the SHRA

**Report Approval**

Written by: Roxane Melnyk, Section Manager, Recreation Facilities

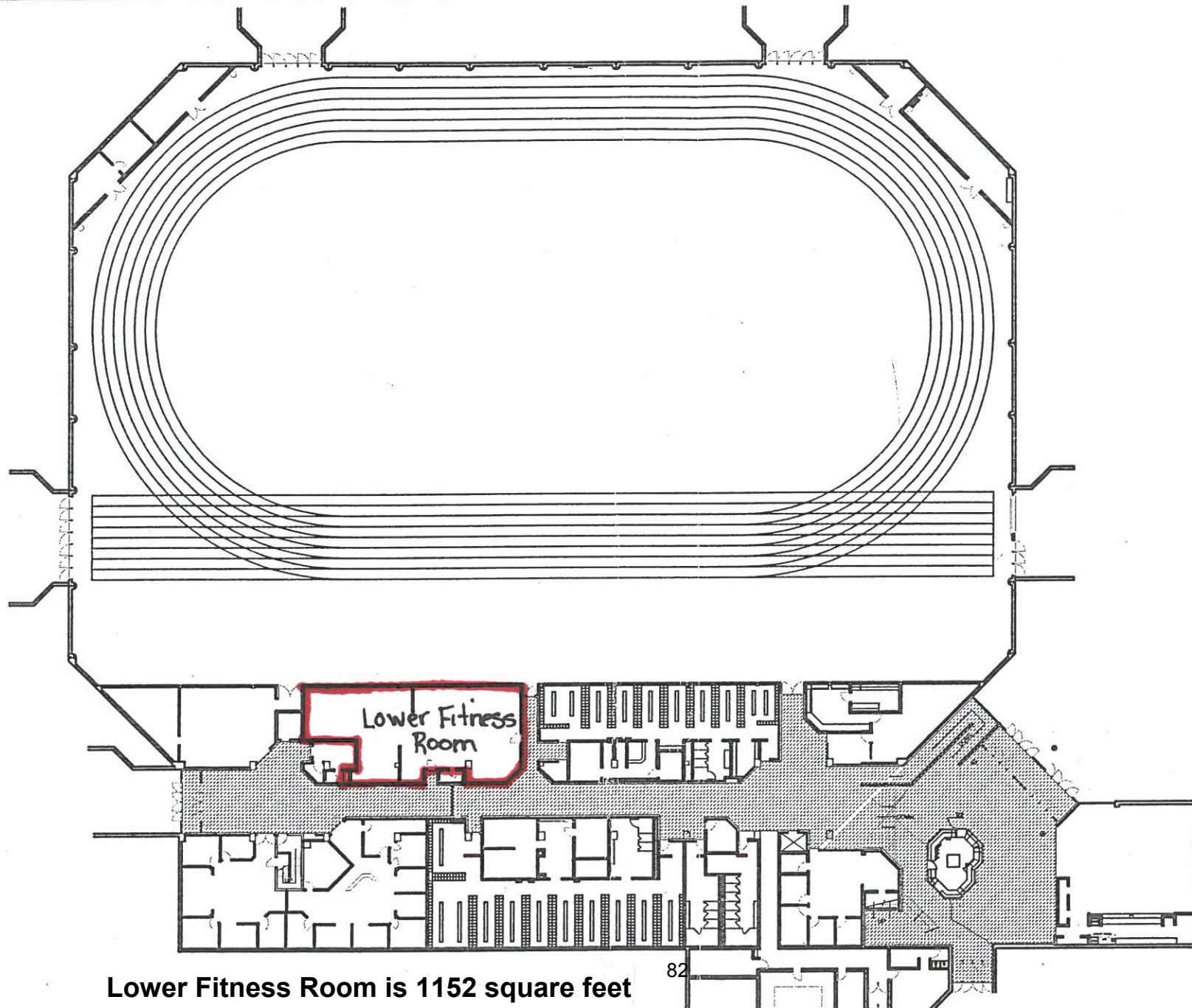
Reviewed by: Kevin Kitchen, Acting Director of Recreation and Community Development

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

S/Reports/2016/RCD/PDCS – License Agreement Renewal at Saskatoon Field House – Saskatoon Health Region Authority/lc



# Map of the Saskatoon Field House Showing License Space for the SHRA



Lower Fitness Room is 1152 square feet



Infrastructure Services  
Department

Facilities Branch  
306-975-3300

- GENERAL NOTES:
1. All drawings to be read in conjunction with the specifications.
  2. Drawings are not to be scaled.
  3. All dimensions are in millimetres unless otherwise noted.
  4. Verify site conditions and location of all utilities prior to the start of construction.
  5. Report all discrepancies to the Consultant.
  6. If in doubt, ask.

FILE: Asbuilt/612/1-fr05.dwg

DESIGNED BY:  
DRAWN BY:  
CHECKED BY:  
REQUESTED BY:  
SCALE: 1:400 (11x17)  
DATE: 08 SEP 2004

APPROVALS

CONSULTANT  
ASSET MANAGEMENT  
PROGRAM DEPARTMENT  
SHEET NAME Asbuilt

Main Floor  
Floor Plan

PROJECT TITLE:  
612  
Field House  
AS-BUILT

PROJECT NO. SHEET

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## Comparing Infill and Greenfield Development – Scope of Work

### Recommendation

That the information be received.

### Topic and Purpose

The purpose of this report is to provide a “scope of work” for a future study and report comparing infill and greenfield development, including the costs associated with these forms of development.

This report will also address a Committee resolution related to incentives for green buildings and infill development.

### Report Highlights

1. The Growth Plan to Half a Million recommends a long-term shift in the balance of future growth to 50% for suburban and 50% for infill development.
2. Understanding the comparison between infill development and greenfield development, and the relative costs, will help to provide a level playing field for infill and greenfield development.
3. The Administration has identified eight broad categories that summarize the challenges to infill development.
4. The Administration will discuss these issues with the development industry and other stakeholders as solutions are explored.

### Strategic Goal

This initiative supports the City of Saskatoon’s (City) Strategic Goal of Sustainable Growth by encouraging infill development and balancing the growth of the city.

### Background

At its April 20, 2015 meeting, the Executive Committee received a report from Hemson Consulting Ltd. (Hemson) on the Financing Growth Study. At that time, the Executive Committee resolved that the Administration report back on the implications of the findings of the Hemson report. An update on this report was provided at the Governance and Priorities Committee meeting in November 2016.

At its March 7, 2016 meeting, the Standing Policy Committee on Planning, Development and Community Services (Committee) considered a presentation by Radiance Cohousing recommending increased incentives for green buildings and infill development. The Committee requested that the matter be referred to the Administration.

A key direction of the Growth Plan to Half a Million, approved in principle by City Council in April 2016, was to balance growth between infill and greenfield locations. Between 2005 and 2015, roughly 17.4% of all dwelling units built in the City were infill units (see

Attachment 1). The Growth Plan to Half a Million recommends that 35% of new growth be dedicated to strategic and neighbourhood infill sites, and an additional 15% be targeted to corridor growth.

At its August 16, 2016 meeting, the Standing Policy Committee on Transportation received two presentations related to lane paving for infill development requesting:

- “1. That the matter be referred to the Administration for a report;
2. That the issue of developing a policy for lane paving around multi-family infill projects be referred to the Administration for a report; and
3. That the Administration bring forward an interim report outlining the scope of work for the development process for predictability and for a level playing field for infill development and greenfield developments in light of the Growth Plan goals.”

This report addresses No. 3 above.

### **Report**

#### Costs and Benefits of Infill Growth

The Hemson report concluded that intensification of existing areas has the potential to achieve some cost savings in terms of both capital and operating costs. The report stated that infill development is very cost effective if existing infrastructure has unused capacity, and can lead to improved transit usage.

However, from a development perspective, there are fewer impediments to greenfield development in terms of time, cost, and risks compared to infill development. In order to balance growth and achieve infill targets, a comprehensive strategy to reduce the challenges inherent to infill development, and help level the playing field, needs to be considered. Without such a strategy, development is likely to focus on greenfield sites and not in the central areas of the city. The first step in this process is to identify the challenges to infill development.

#### Challenges to Infill Development

Through early input from the development industry, as well as internal observations, the Administration has identified a number of challenges to infill development. Although some challenges may also apply to greenfield development, the cost and risks are more significant for infill development. Attachment 2 is provided as a starting point for further discussion with Committee, stakeholders, and the public.

One of the challenges identified in Attachment 2 is the cost associated with paving lanes for multi-unit dwelling developments and the limitations of incentives. Development of a policy for requiring a developer to pave lanes in conjunction with infill development is underway. Although these issues also apply to greenfield development, reducing costs where appropriate for infill development will help achieve the goal of balanced growth.

### Next Steps

The next step is for the Administration to discuss these issues, as well as potential solutions, with the development industry to ensure all challenges have been identified and fully understood. The Administration will provide a report to the Committee in the second quarter of 2017, following the stakeholder consultation. This information will then lead to a formalized action plan to address the challenges of infill development. Future reports will also consider the costs for different development types and associated infrastructure.

### **Public and/or Stakeholder Involvement**

Future consultation efforts will focus on key stakeholders directly involved in infill development and the development industry in general.

### **Policy Implications**

There are no current policy implications; however, a strategy to reduce the challenges to infill development may lead to policy and bylaw amendments in the future.

### **Financial Implications**

There are no immediate financial implications as a result of this information report; however, as possible implementation options are brought forward, any financial implications would also be brought forward at that time.

### **Communication Plan**

The Administration will communicate with stakeholders throughout the study process.

### **Other Considerations/Implications**

There are no environmental, privacy, or CPTED implications or considerations at this time.

### **Due Date for Follow-up and/or Project Completion**

The Administration will bring forward a detailed report in March 2017.

### **Public Notice**

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

### **Attachments**

1. Annual Proportion of Greenfield & Infill Residential Units, 2006-2015
2. Challenges to Infill Development

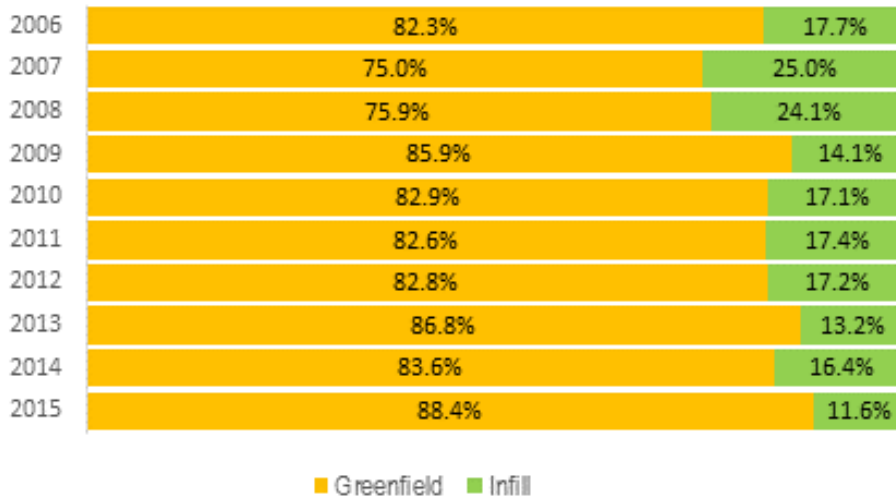
### **Report Approval**

Written by: Paul Whitenect, Manager, Neighbourhood Planning Section

Reviewed by: Lesley Anderson, Director of Planning and Development  
Angela Gardiner, Director of Transportation

Approved by: Randy Grauer, General Manager, Community Services Department  
Jeff Jorgenson, General Manager, Transportation and Utilities Department

**Annual Proportion of Greenfield & Infill Residential Units, 2006-2015**



Year	Greenfield	Infill	Total Dwelling Units Constructed	Infill
2006	891	191	1,082	17.7%
2007	1,342	447	1,789	25.0%
2008	977	310	1,287	24.1%
2009	1,180	193	1,373	14.1%
2010	1,891	391	2,282	17.1%
2011	2,327	489	2,816	17.4%
2012	2,439	506	2,945	17.2%
2013	2,456	374	2,830	13.2%
2014	2,339	458	2,797	16.4%
2015	1,995	262	2,257	11.6%

## Challenges to Infill Development

CATEGORY	CHALLENGES EXPRESSED BY STAKEHOLDERS
Off-Site Levies	<ul style="list-style-type: none"> <li>• Levies are very costly and do not reflect the actual cost of development</li> <li>• Uncertainty about when levies would be applied</li> <li>• Sense of unfairness about levies required in areas where infrastructure already exists</li> <li>• Concerns that levies collected are subsidizing greenfield development</li> <li>• Improved access to information about levies is required</li> </ul>
Site Contamination	<ul style="list-style-type: none"> <li>• Potential for contamination in infill areas</li> <li>• Phase 1 Environmental Site Assessments (ESA) are required on commercial (which includes multi-family) infill sites</li> <li>• Phase 2 ESAs can be expensive</li> <li>• Cost to clean contaminated sites</li> </ul>
Zoning	<ul style="list-style-type: none"> <li>• Parking rates are based on the Zoning District, not site conditions</li> <li>• Time and costs associated with making zoning amendments</li> <li>• Lack of clarity regarding the Zoning Bylaw requirements</li> <li>• Rigidity of zoning requirements can constrain the ability to design projects that respond to the local context</li> </ul>
Civic Administration	<ul style="list-style-type: none"> <li>• Technical and time-intensive approval and repayment processes</li> <li>• Some requirements by the Administration are vague or not properly outlined in policy, and can appear to be ad hoc</li> <li>• Communication delays</li> <li>• Numerous points of contact are required</li> <li>• Although the Strategic Plan includes a civic priority to encourage infill development, the priority is not reflected in other civic policies and work units</li> <li>• Levies are governed by provincial legislation</li> </ul>
Infrastructure Requirements	<ul style="list-style-type: none"> <li>• Upgrades are often required for sidewalks, storm sewers, and related infrastructure due to capacity</li> <li>• Requirement to pave lanes for multi-unit dwelling projects seems arbitrary and adds significant costs to the project</li> <li>• Lack of flexibility to achieve infrastructure requirements</li> <li>• Need infrastructure requirements clearly laid out in advance of development</li> </ul>
Development Costs	<ul style="list-style-type: none"> <li>• Significant costs are associated with development levies, lane paving requirements, parking, demolition, upgrades to infrastructure, zoning applications, building permits, sidewalk and other deposits, environmental assessments, and site remediation</li> <li>• Costs/challenges associated with meeting current national building requirements in older buildings</li> <li>• Need for code equivalencies in older buildings</li> <li>• Sound attenuation measures may be required for certain infill sites</li> </ul>
Limitations of Incentives	<ul style="list-style-type: none"> <li>• Value of incentives are provided as estimates</li> <li>• Potential gaps regarding where incentives could be applied</li> <li>• Consideration of green building incentives in infill areas</li> </ul>
Other Risks	<ul style="list-style-type: none"> <li>• Land assembly can be difficult in infill areas</li> <li>• Civic policies and requirements do not recognize the benefits of infill development in terms of the infrastructure and building the tax base</li> </ul>

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## Paved Lane Policy

### Recommendation

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

1. That the Administration continue to work with stakeholders and investigate best practices regarding lane paving for infill developments; and
2. That the Administration bring forward a proposed policy framework that will both remove financial barriers to infill re-development and also ensure that current and future residents receive the level of service they expect from lanes.

### Topic and Purpose

This report provides an interim update on the current practice and requirements to pave lanes during infill and redevelopment in existing areas, and outlines options being considered for the creation of a formal policy.

### Report Highlights

1. A summary of the City's current practice is provided.
2. Information on practices in other municipalities is provided, and the Administration will continue to gather best-practices.
3. Options being considered for the development of a formal policy are provided.

### Strategic Goal

This report supports the Strategic Goal of Moving Around by providing improved safety for all road users (pedestrians, cyclists, and drivers), and helps provide a great place to live, work, and raise a family.

### Background

Correspondence was received from Jim Siemens regarding paving the back lane on Avenue O South and from Curtis Olson, Shift development Inc. regarding paving gravel back lanes for infill development; the following resolution was made at the Standing Policy Committee on Transportation held on August 16, 2016, in part:

- “2. That the issue of developing a policy for lane paving around multi-family infill projects be referred to the Administration for a report;”

In all new development areas, gravel lanes are not allowed, and developers must fund the cost of lane paving. Because infrastructure costs can be spread across all benefiting property owners and included in the price of the lot, there is a funding mechanism in place that does not require input from the mill rate. Existing neighbourhoods with gravel lanes do not have such a funding mechanism in place.

## **Report**

High traffic volumes on unpaved lanes cause service level problems for adjacent residents, and cause ongoing maintenance liabilities for the City. The intent of the paving requirement is to minimize the impact to adjacent residential neighbours, including dust and increased traffic volumes, resulting from infill and redevelopment.

## Current Practice

When approving infill development, the current practice requires paving of rear lanes adjacent to infill and redevelopment projects in established neighbourhoods when the intensity of development significantly exceeds the current use. There is no formal policy governing this approach, and in the past the Administration required larger infill projects, such as high-rise condominiums or apartments, to pave the lanes adjacent to their development. This provided a benefit to all residents backing the lane, and helped the community accept the development because there was a service level enhancement made possible from the project.

The requirement has been applied as shown in the table below:

Land Use	No. of applications where the requirement to pave the adjacent lane was included	
	2014	2015
Commercial or Industrial sites	1	2
Residential	1	5
Waived requirement	-	1

The Spadina site of the proposed development by Shift Development was screened by the Administration because the developer circulated the concept to the Administration and requested feedback. The initial response from the Administration was that the developer would be required to pave the lane.

Considering all factors, requiring this relatively small-scale development to pave an entire lane is overly onerous on the developer. However, if further densification occurs over time as envisioned with the Growth Plan and as is prone to happen in older neighbourhoods, lane paving may be the appropriate infrastructure solution. There are therefore two issues that will be foundational to any go-forward policy, as follows:

1. When to Pave - At what point does densification or increased traffic in a lane trigger the need to upgrade an existing gravel lane to pavement.
2. Who Pays - Once this trigger is met, what funding mechanism should be used that appropriately incentivizes infill; protects the needs of existing residents; and ensures that all developers are treated fairly.

## Practice in Other Municipalities

Several western Canadian municipalities including Edmonton, Regina and Winnipeg, allow for citizen-initiated local improvements including back lane paving. The process is



## Paved Lane Policy

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initiated by petition and funded by a tax imposed on the properties affected by the project.

For infill or redevelopment projects, there is no consistent application for the requirement to pave lanes in other municipalities. Below are a few examples that the Administration has investigated:

- City of Regina: Case-by-case depending on impact of project. No specific policy.
- City of Edmonton: Case-by-case depending on impact of project. No specific policy and no exemptions. A developer will typically withdraw their development application when paving a lane is seen as cost-prohibitive for the project.
- City of Red Deer: All buried utilities are located in rear lanes and lanes are not paved. No requirements for developers to pave rear lanes.

### Lane Paving Policy Options under Consideration

A number of options are currently being considered to develop a formal policy to address lane paving adjacent to infill or redevelopment projects.

Option 1 – Maintain current practice of assessing requirement for paving on a case-by-case basis.

Option 2 – Eliminate the requirement on all future infill or redevelopment applications to pave adjacent lane, unless the developer deems it as market driven and paves the lane of their own accord and cost.

Option 3 – Lane paving requirement depending on generated traffic:

- a. All commercial and/or industrial developments intending to use an existing gravel lane for staff or visitor parking and/or business purposes will be required to pave the entire length of the lane at the time of development.
- b. For residential infill, if traffic meets or exceeds a threshold (for example a 30% increase in total lane trips), the developer will be required to pave the lane from the furthest property line to the nearest city street at the time of development. The entire development would be considered in this calculation.

Option 4 - Tax Increment Financed lane paving in areas with infill, with the incremental tax used to pave the adjacent lane.

Option 5 - Develop a mill-rate funded capital program to undertake lane paving to support redevelopment and infill.

These options are preliminary and can be combined to form a comprehensive funding strategy. Further investigation, consultation, and policy consideration is required. The Administration will also consider how re-development levies could be used, which would allow incremental funding by all developers. For example, a lane may not require paving with the construction of the first four-plex on the block, but the fourth four-plex may trigger paving. In this scenario, all developments could be required to contribute at the time of development.

**Public and/or Stakeholder Involvement**

The Administration is continuing to discuss the development of a formal policy with the development community. Stakeholder consultation through the Developers Liaison Committee will occur in 2017.

**Communication Plan**

The formal policy, if adopted, will be made available on the City website, and shared with the Saskatoon Home Builder’s Association.

**Policy Implications**

A formal City Council policy for paving lanes will be developed.

**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 will report by April 2017 with recommendations for the development of a paved lane policy for infill development.

**Public Notice**

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

**Report Approval**

Written by: Jeff Jorgenson, General Manager, Transportation & Utilities Dept.  
David LeBoutillier, Senior Transportation Engineer, Transportation  
Reviewed by: Jay Magus, Engineering Manager, Transportation  
Angela Gardiner, Director of Transportation  
Approved by: Jeff Jorgenson, General Manager, Transportation & Utilities Dept.

PDCS DL – Paved Lane Policy.docx

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## **Street Activity Steering Committee – Request to Amend Panhandling Bylaw, 1999, No. 7850 and Streets Use Bylaw No. 2954**

### **Recommendation**

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

1. That the City Solicitor's Office be requested to amend Panhandling Bylaw, 1999, No. 7850, as outlined in this report; and
2. That the Administration consult with the Street Activity Steering Committee upon review of Streets Use Bylaw No. 2954 in 2017.

### **Topic and Purpose**

The purpose of this report is to respond to a letter from the Street Activity Steering Committee to review Panhandling Bylaw, 1999, No. 7850 and Streets Use Bylaw No. 2954.

### **Report Highlights**

1. As a result of an increasing trend in aggressive and/or coercive panhandling and panhandling in groups, the Street Activity Steering Committee (SASC) believes existing Panhandling Bylaw, 1999, No. 7850 (Panhandling Bylaw) requires amendments to address current needs within Saskatoon.
2. In its present form, Streets Use Bylaw No. 2954 (Streets Use Bylaw) does not reflect the current needs of Saskatoon and requires a comprehensive review to bring it up to date.

### **Strategic Goal**

This report supports the City of Saskatoon's (City) Strategic Goal of Quality of Life by ensuring Saskatoon is a safe, welcoming, and well-managed people place. The Community Support Program (CSP) supports this goal by reducing and preventing crime in the city, providing protective services in the Downtown and central business areas, and increasing public perceptions of safety.

### **Background**

At its April 13, 2015 meeting, the Standing Policy Committee on Planning, Development and Community Services (Committee) received a letter presented by the SASC, recommending changes to both the Panhandling and Streets Use Bylaws (see Attachment 1). These recommendations include measures to restrict improper use of streets, lanes, parks, and City property. The Committee resolved that the Administration provide a report considering the recommendations put forward by the SASC regarding these two bylaws.

An information report was subsequently submitted to Committee in May 2016. At that time, the Downtown, Broadway, and Riversdale Business Improvement Districts (BIDs), who are members of the SASC, voiced disappointment that no action had been recommended in the report. This report addresses these concerns.

## **Report**

### The Panhandling Bylaw

The CSP performs highly visible foot patrols that provide public safety assurance to citizens, collaborate with area businesses, and assist community support organizations and the Saskatoon Police Service in the delivery of services. Through the SASC, the CSP also provides information to the Safe Streets Commission to assist in identifying emerging trends and potential long-term solutions to issues arising on the street.

As a result of an increasing trend in undesirable street activity; limitations in these bylaws; and an increasing frustration by businesses, the BIDs, and the CSP in being able to effectively deal with the issues, the SASC decided the Committee needed to identify these issues to City Council. The increase in aggressive or coercive panhandling and people panhandling in groups was a rising trend that was having an undesirable impact on the BID streets. For these reasons, the SASC requested the bylaw amendments.

While an increased ticketing approach may be effective in some circumstances, it is not likely to deter panhandling, and may even be counterproductive in the long term. Panhandlers often do not have the resources to pay a fine; therefore, they panhandle again to obtain the funds or are jailed for failure to pay.

The bylaw does, however, provide a mechanism to allow the CSP and Saskatoon Police Service to interact with those that are panhandling in restricted areas. The CSP's priorities are connecting and gaining compliance without having to write a ticket. However, tickets will be written when required.

The SASC believes the proposed bylaw amendments will help manage undesirable street activity and ensure that all users are being respected. It is essential that the subject matter of a panhandling-related bylaw focus on the competing rights of persons using the street and on regulating the movement of pedestrians, rather than the act of panhandling itself, which is legal. For each of the requested bylaw amendments, see Attachment 2 for the amendment description, the Administration's comments, and corresponding recommendations. The City Solicitor's Office and other civic departments have been consulted regarding the proposed recommendations from the SASC.

### The Streets Use Bylaw

Through BID members' concerns and CSP reports, the SASC is requesting additional options to keep people moving along and prevent groups of people from congregating outside a business and intimidating other users of the sidewalk.

Section 9 (a) of the Streets Use Bylaw states:

“No person or persons shall stand in groups or sit or lounge on a public street in front of a licensed premises, restaurant, poolroom, boarding house, hotel or place of public accommodation or place of public entertainment so as to cause any obstruction to the free use of the street, or by any manner cause any obstruction to the free egress and ingress and use of any doorways abutting on the street, or on the step of or approach to any premises or dwelling open to a street whereby the public are subjected to disturbance or annoyance.”

Currently, this section is only enforceable by the Saskatoon Police Service through the Long Form Summons process, which requires a court appearance. The SASC is seeking to have a Notice of Violation option for enforcement of this provision added to the Streets Use Bylaw. A Notice of Violation ticket allows for early payment to avoid prosecution, and the fine is clearly stated on the ticket. The Streets Use Bylaw would have to be amended to allow this change. The SASC sees this enforcement as a valid option for some incidents in the BIDs and not a blanket solution for every incident.

The Streets Use Bylaw, dating back to 1946, requires a complete update and rewrite. The Administration supports this revision; however, resources will not be allocated until 2017. The SASC’s proposed amendment can be added at that time. In the interim, the Administration will work with the SASC to address concerns.

### **Options to the Recommendation**

City Council may choose to not approve the proposed amendments to the Panhandling Bylaw. In this case, the bylaw would remain unchanged and further direction may be required.

### **Public and/or Stakeholder Involvement**

The City Solicitor’s Office, the Transportation Division, and the SASC were consulted and have reviewed this report. The administrators for the Downtown, Riversdale, and Broadway BIDs have received copies of this report.

### **Communication Plan**

Subject to City Council approval, a communication plan will be established.

### **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 follow-up will be included in the CSP Annual Report in the year the approved bylaw amendments are implemented.

**Public Notice**

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

**Attachments**

1. Public Resolution - Standing Policy Committee on Planning, Development and Community Services
2. Amendments, Comments, and Recommendations to the Panhandling Bylaw

**Report Approval**

Written by: Elisabeth Miller, Senior Planner, Neighbourhood Safety  
Reviewed by: Lesley Anderson, Director of Planning and Development  
Approved by: Randy Grauer, General Manager, Community Services Department

S/Reports/2016/PD/PDCS – Street Activity Steering Committee – Request to Amend Panhandling Bylaw, 1999, No. 7850 and Streets Use Bylaw No. 2954/ks

**PUBLIC RESOLUTION  
STANDING POLICY COMMITTEE ON PLANNING,  
DEVELOPMENT AND COMMUNITY SERVICES**

**Main Category:** 6. COMMUNICATIONS

**Sub-Category:** 6.3 Requests to Speak (new matters)

**Item:** 6.3.1 Request for Review of Panhandling Bylaw and Bylaw No. 2954 (Bylaw to restrict improper use of streets, lanes, parks and City property) [File No. CK. 5000-1]

**Date:** Monday, April 13, 2015

*Any material considered at the meeting regarding this item is appended to this resolution package.*

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Councillor Lorje entered the meeting at 9:06 a.m.

Mr. Brent Penner, Chair, Street Activity Steering Committee, addressed the Committee regarding suggestions for a review of the Panhandling Bylaw, as well as Bylaw No. 2954. A copy of his presentation was provided for the file.

**Moved By:** Councillor Davies

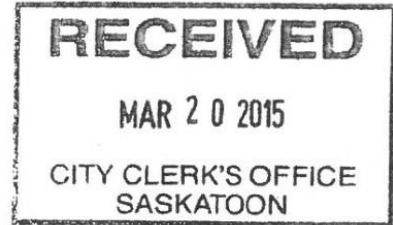
That the matter be referred to the Administration to report back to the Standing Policy Committee on Planning, Development and Community Services regarding the recommendations put forward by the Street Activity Steering Committee regarding reviewing of PanHandling Bylaw No. 7850 and Bylaw No. 2954.

**For:** Councillor Hill, Councillor Davies, Councillor Jeffries, Councillor Lorje, Councillor Paulsen and His Worship the Mayor

**CARRIED UNANIMOUSLY**



**THE PARTNERSHIP**  
Saskatoon Downtown Business Improvement District  
March 20, 2015



Standing Committee on Planning & Development and Community Services  
c/o City Clerk's Office  
222 3<sup>rd</sup> Avenue North  
Saskatoon, SK S7K 0J5

His Worship the Mayor and Members of City Council:

Re: Review of Bylaws 7850 and 2954

I write this letter as Chair of the Street Activity Steering Committee. At a meeting of the Committee held on Wednesday, March 18, there was discussion regarding Bylaw 7850 (The Panhandling Bylaw) and Bylaw 2954 (A Bylaw of the City of Saskatoon to restrict improper use of streets, lanes, parks and City property). There was information presented at the meeting which indicated that the last few months have seen a change in the type of panhandling behaviour in our community. It has been described as being more aggressive or intimidating, and in some cases concentrated at certain locations.

In light of information discussed at the meeting, a motion requesting the City of Saskatoon review these bylaws in light of changes in the type of panhandling that has been identified was made. The motion for this review was unanimous among those members present which included Sarah Marchildon (Broadway BID), Randy Pshebylo (Riversdale BID), Staff Sergeant Ajay Chevli (Saskatoon Police Service), and myself. Vanessa Charles (Anti-Poverty Coalition) was not in attendance at the meeting.

The members of the Street Activity Steering Committee wish to be involved in this review. Members of the Committee request that you confirm a time to meet with us at your earliest opportunity, hopefully either later this month or in April, 2015.

Sincerely,

A handwritten signature in black ink, appearing to read "Brent Penner".

Brent Penner  
Chair – Street Activity Steering Committee

212 Broad Avenue South  
Saskatoon, SK S7K 0J9  
Telephone: (306) 685-2091 Fax: (306) 685-2243  
Email: thepartnership@sask.ca



**RECEIVED**

5000-1

APR 13 2015

CITY CLERK'S OFFICE  
SASKATOON

**From:** Brent Penner <ed@downtownsaskatoon.com>  
**Sent:** April 13, 2015 10:59 AM  
**To:** Web E-mail - City Clerks  
**Cc:** Brown, Richard (Mayor's Office); Miller, Elisabeth (CY- Planning and Development)  
**Subject:** Speaking Notes - Panhandling and Street Use Bylaws  
**Attachments:** Talking points for PD&CS Committee - April 13, 2015.pdf

Good morning,

I appeared at PD & CS this morning and was asked to send along a copy of my speaking notes. They are attached.

If the Committee has any questions or would like something clarified, the key message is that the Street Activity Steering Committee is willing to work with the appropriate civic department in any review that may be undertaken. It is not our intent to pass this to the City to do everything – we are happy to participate in the process.

Thanks,

Brent

**Brent Penner | Executive Director**

The Partnership | Saskatoon Downtown Business Improvement District

t: 306-664-0709 | f: 306-664-2245

[downtownsaskatoon.com](http://downtownsaskatoon.com) | @DowntownStoon | 242 Third Avenue South Saskatoon, SK S7K1L9

- At the last meeting of the Street Activity Steering Committee in March, 2015, members passed two motions after hearing a report from the supervisor of the Community Support Program with information that there had been an increase in aggressive or coercive panhandling and people panhandling in groups. As Chair of that Committee, I bring forward the following for your consideration.
- We were told that the Community Support Officers are working closely with members of the Saskatoon Police Service and in some cases, enforcement action has been taken, yet there are still concerns being reported. I should also mention that concerns regarding panhandling come up in conversation with business owners and respective BID organizations.
- The motions made at the Street Activity Steering Committee meeting called for the City of Saskatoon to review Bylaw 7850, The Panhandling Bylaw and to also review Bylaw 2954, The Street Use Bylaw.
- Committee members have provided me with information which forms the basis for the submissions I am providing to you this morning.
- With respect to Bylaw 7850, the following amendments are requested:
  - Under section 3,
    - add wording to ensure that panhandlers must be stationary when panhandling. The current bylaw describes “coercive behaviour” as following the person being solicited. If the bylaw could clearly state that in order to panhandle, the panhandler must be stationary, it makes the bylaw easier to enforce, and less threatening to someone walking down the sidewalk. It would eliminate someone approaching or walking into someone’s space which may create a sense of vulnerability. This change could help to improve perceptions of safety in the city.
  - Under section 6 (2),
    - add a section to prohibit pannhandling within 10 meters of any theatre, gallery, or performing arts venue (entrance or exit)
    - add a section to prohibit panhandling within 5 meters of any parking pay station either on public or private property
  - Under section 6(4)
    - add a section to prohibit panhandling within 8 meters of any business that is licensed to sell beverage alcohol (currently the bylaw only restricts the activity to liquor stores, or a beer or wine store.)
      - Suggestion here is to reduce the activity around bars, restaurants and not just liquor stores
  - Under section 5,
    - add wording to indicate that panhandling is illegal inside a business or on private property
      - This would make it easier to enforce in a situation when someone comes into a coffee shop and asks customers for money or if someone is panhandling customers in a drive-through lane or on a private parking lot

- With respect to Bylaw 2954, parts of this Bylaw date back to the 1940's. The Committee is of the view that this Bylaw needs to be reviewed and updated to ensure it meets the needs of Saskatoon in 2015 and beyond.
  - Section 9(a) of this Bylaw states that "No person or persons shall stand in groups or sit or lounge on a public street in front of a licensed premise, restaurant, poolroom, boarding house, hotel, or place of public accommodation or place of public entertainment so as to cause any obstruction to the free use of the street, or by any manner cause any obstruction to the free egress and ingress and use of any doorways abutting on the street, or on the step of or approach to any premises or dwelling open to a street whereby the public are subjected to disturbance or annoyance."
    - What the Bylaw doesn't clearly indicate is how this particular section is enforced?
    - At least one BID ED has talked with Police Beat Officers about this section and was told this section of the Bylaw is no longer valid.
    - Perhaps if used, this section could be useful in dealing with certain situations that happen from time to time in our business districts.
    - Bylaw 2954 is not currently a Bylaw that is enforceable by the Community Support Officers – if this specific section is enforceable by ticketing (and not long form summons), perhaps the CSO's could be included and have the ability to enforce it?
  
- In conclusion, members of the Street Activity Steering Committee believe it is good practice to review the existing Bylaws, are willing to be part of the process to improve them, and ultimately are bringing these submissions forward as a result of the Committee of the City to which we are all appointed.

Amendments, Comments, and Recommendations to the Panhandling Bylaw

Proposed SASC Amendments to Panhandling Bylaw	Administration Comments	Administration Recommendations
<p>The SASC recommended expanding the definition of “coercive manner” to include: Section 3 (c) (vi) - any form of panhandling which is not stationery.</p>	<p>Section 5 of the Panhandling Bylaw prohibits any person from panhandling at any time on a street, sidewalk, or other public place in a “coercive manner.” The definition of “coercive manner” includes “to follow the person solicited.”</p> <p>The Panhandling Bylaw dictates that it is “coercive,” and therefore already illegal, to panhandle while following an individual. Further, obligating an individual to remain stationary arguably goes beyond the regulation of streets (which is within the City’s jurisdiction), to regulating people (which may be subject to challenge).</p>	<p>The Administration recommends that this section of the bylaw not be expanded.</p>
<p>Section 5 - The SASC recommended adding: (7) No person shall panhandle inside a business or on private property.</p>	<p>Generally, City bylaws regulate public spaces, not private property. Individual owners and managers can establish the rules and regulations that best fit their operation. Currently, businesses can call the CSP or Saskatoon Police Service if they are experiencing difficulty in dealing with aggressive or coercive panhandlers.</p>	<p>The Administration recommends no change to this section.</p>
<p>Section 6 (2) – Currently requires a 10 metre distance from a number of amenities. The SASC recommended adding: (f) a doorway to a theatre, gallery, or performing arts venue.</p> <p>Section 6 (4) – Currently requires an 8 metre distance from a doorway to a liquor store, or a beer and wine store. The SASC recommended adding “or any business whose main purpose, under the Saskatchewan Liquor and Gaming Authority, is to sell or serve beverage alcohol.”</p> <p>The SASC recommended adding: Section 6 (5) – No person shall panhandle at any parking pay station while an individual is actively engaged in using the station.</p>	<p>The City may expand the areas where panhandling is specifically prohibited. However, overexpansion that results in the general prohibition of an entire area is not permissible. In other words, when all prohibited areas taken together result in nowhere to panhandle on a block face or area of the city, then the prohibition would likely be challenged and held to be unlawful. Therefore, careful consideration of separation distances between prohibited features is important.</p> <p>The parking pay stations are permanent stationary structures where people are particularly vulnerable to panhandling as they work through the instructions and multiple payment options. Where individuals are actively engaged in the use of a pay station, a prohibition may be appropriate. However, the existence or location of licensed restaurants and other establishments may not remain consistent over time. This changing landscape could result in a general prohibition of panhandling in certain areas, and thereby place the bylaw in jeopardy of a challenge.</p>	<p>The Administration recommends two amendments to the Panhandling Bylaw:</p> <ul style="list-style-type: none"> <li>• No person shall panhandle on a street, sidewalk, or other public place within 8 m of a doorway to a cinema, theatre, or performing arts venue.</li> <li>• No person shall panhandle at any public parking pay station while an individual is actively engaged in using the station.</li> </ul> <p>The Administration agrees to further review the issue of panhandling on private parking lots in the vicinity of a parking pay station.</p>

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## Urban Reserves and Community Notification

### Recommendation

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

1. That the proposed communication process related to urban reserve creation within Saskatoon, as outlined in this report, be approved; and
2. That the Administration be authorized to amend the process from time to time, as required, in consultation with relevant stakeholders.

### Topic and Purpose

The purpose of this report is to provide background regarding the creation of new urban reserves in the City of Saskatoon (City) and to recommend an updated community notification process.

### Report Highlights

1. Currently, there are five urban reserves within the city, with two more currently in the designation process.
2. In light of the Calls to Action from the Truth and Reconciliation Commission, the Administration has reviewed the process by which new urban reserve creation is communicated to the community.
3. The Administration is proposing a revised strategy for future communication processes.

### Strategic Goals

This report supports the City's Strategic Goals of Quality of Life and Economic Diversity and Prosperity by strengthening relations with First Nations that have land holdings and reserves located within the city and region. This report also supports the ten-year long-term strategy of strengthening relations with local Aboriginal organizations, and the four-year strategic priority of developing partnerships with Aboriginal organizations that assist in enhancing economic, employment, and training opportunities.

### Background

In 2005, the One Arrow First Nation created Sounding Sky Reserve in the city on the corner of 20<sup>th</sup> Street and Avenue P. During the creation of this urban reserve, the Administration was asked to develop a process for educating the community about urban reserves and making the community aware of potential urban reserves.

City Council received a report at its January 23, 2006 meeting, adopting a new communication process at that time. The process requires communication to the immediate neighbourhood, informing the community that an urban reserve is being created. This is intended to take place prior to the required agreements being brought

to City Council for approval. This process was considered a pilot that was to be revisited and reviewed over time.

### **Report**

#### Current Communication Process

The Administration has adopted the following community communication process for urban reserve creation:

1. Assessed property owners and business owners within a 75 metre radius of the proposed urban reserve property are mailed a letter along with a Frequently Asked Questions brochure regarding urban reserves and the urban reserve creation process (see Attachment 1).
2. Where applicable, information is sent to the business community within Business Improvement District (BID) areas.
3. Community association executives in the adjacent area are contacted.
4. All parties are invited to contact the Planning and Development Division with any questions.

This process resembles the public notification process in place for certain land uses in the City. The public notice provided is intended to allow for public consultation and feedback about the development, which may or may not affect the outcome. Those in opposition of the development then have an opportunity to voice their position before City Council.

In the case of urban reserve creation, there is no public hearing available since the approval of an urban reserve is solely within the jurisdiction of the Federal Government. The role of the City is to enter into good faith negotiations for the required agreements rather than approve or deny the creation of the urban reserve.

#### Future Urban Reserves

Reserve designation is granted by the Federal Government. Prior to the designation, the respective First Nation is required to enter into land use compatibility agreements and servicing agreements with the municipality.

Thunderchild First Nation has applied for urban reserve designation of a gas station they recently purchased (Retro Petro), located at 1135 Idylwyld Drive, while Yellow Quill First Nation has applied for urban reserve designation of the First Nation's Bank building, located at 224 4<sup>th</sup> Avenue South.

The applications for both Thunderchild and Yellow Quill First Nations are located in commercially-zoned areas of Saskatoon. The applications present economic development opportunities that will be beneficial to the First Nation respectively, both locally and on the home reserve. In addition, the city also benefits through a variety of social, cultural, and economic spin-offs.

Negotiations are currently underway with both Thunderchild and Yellow Quill First Nations to enter into the required agreements prior to urban reserve creation.

### Proposed Communication Process

The Truth and Reconciliation Commission's Calls to Action encourages all levels of government to review policies, programs, and services with an Aboriginal diversity and inclusion lens to identify areas of systematic or institutional discrimination. The existing process of public consultation could be viewed as singling out the respective First Nation and unnecessarily subjecting the process to public opinion.

In light of the information contained in this report, it is recommended that the communication process for urban reserve creation be revised to consist of the following:

1. Provide the Frequently Asked Questions brochure to the Ward Councillor and BID, if applicable, at the onset of the urban reserve creation process to help address any questions and raise awareness (see Attachment 1);
2. Provide the Frequently Asked Questions brochure to the Saskatoon Regional Economic Development Authority (SREDA), where applicable, to encourage additional economic partnership opportunities;
3. Issue a joint Public Service Announcement (PSA) on behalf of the First Nation, the City, the BID, and SREDA (where relevant) at the time the item appears before City Council. A collaborative PSA regarding urban reserve creation is an opportunity to build on the relationships between the First Nation, the City, and the business community, and is more in keeping with the spirit of reconciliation. The PSA is also an opportunity to raise awareness and educate the public about what an urban reserve is and to dispel any myths; and
4. Include each First Nation in dialogue regarding its preferences for communicating about the urban reserve.

### **Options to the Recommendation**

City Council could reject the proposed communication process for urban reserve creation. This option is not recommended as the current approach does not represent the intent of the Calls to Action, which the City supported through the declaration of the "Year of Reconciliation" in June 2015.

### **Public and/or Stakeholder Involvement**

No public or stakeholder involvement is required at this time.

### **Policy Implications**

There are no current policy implications; however, this report is recommending a formalized change to the community communication process and the ability for the Administration to adjust the process in the future as required.

### **Communication Plan**

A communication plan is proposed in this report to be used for future urban reserve creation processes.

**Other Considerations/Implications**

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

**Due Date for Follow-up and/or Project Completion**

No further reports are required.

**Public Notice**

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

**Attachment**

1. City of Saskatoon Urban Reserves – Frequently Asked Questions

**Report Approval**

Written by: Blaire Prima, Senior Planner, Regional Planning Section  
Reviewed by: Lesley Anderson, Director of Planning and Development  
Approved by: Randy Grauer, General Manager, Community Services Department

S/Reports/2016/PD/PDCS – Urban Reserves and Community Notification/lc/Solicitors



### 1. What is an urban reserve?

An urban reserve is land within a city which has been purchased on the open market by a First Nation and granted reserve status by the Federal Government. Land does not become a reserve just because it is owned by a First Nation. Reserve status is obtained by going through a process which results in a Federal designation of the land as reserve.

### 2. Why are urban reserves being created?

Approximately 30 First Nations in Saskatchewan have established that they either did not receive the reserve land to which they were entitled when they signed their Treaty, or that reserve land was subsequently taken away from them. In other words, they are owed reserve land by the Provincial and Federal Governments.

In 1992, the Treaty Land Entitlement First Nations, and the Provincial and Federal Governments, signed an agreement to settle these outstanding claims. First Nations received specific sums of money for the purpose of purchasing land on the open market which would then become reserve land. Most of that land is agricultural, but a small portion is urban land.

### 3. What are the benefits of an urban reserve?

There are tremendous economic, social, and cultural development opportunities that benefit the entire community.

Benefits for First Nations:

- Economic opportunities to create new businesses and increased employment opportunities for the growing number of Aboriginal people living in cities.
- Another way for First Nations to create financial resources.

Benefits for the City:

- Investment in new businesses or refurbishing and renewing existing businesses.
- The City also benefits indirectly from economic spin-offs from job creation and investment in the community.

Benefits for both the City and the First Nations:

- Positive relationships between Saskatchewan First Nations and the City.
- Overall, a strengthening of the First Nations community in Saskatoon builds a stronger and more inclusive city.

### 4. What do urban reserves look like?

What you will see is simply a piece of urban property. It can be a vacant lot, an office building, a school, a hotel, a residential subdivision, a gas station, or a commercial or industrial development.

### 5. Does Saskatoon have any urban reserves?

Yes, there are five:

- The “Asimakaniseekan Askiy Reserve” of Muskeg Lake Cree Nation (commercial and industrial development) in Sutherland was created in 1988;
- The “Sounding Sky Reserve” of One Arrow First Nation (Fire Creek Gas and Grill, commercial development) at 20<sup>th</sup> Street and Avenue P was created in 2005;
- ‘Cree Way Gas West’ located at 22nd Street and Witney Avenue (commercial development), was created by the Muskeg Lake Cree Nation in 2011.

- In 2014, the paid parking lot on 4<sup>th</sup> Avenue and 20<sup>th</sup> Street was designated reserve by Yellow Quill First Nation. There are plans to develop an office building on the site in the future.
- As a result of the 2015 boundary alteration, the reserve created by Red Pheasant Cree Nation in 1999 is now inside City limits. It is currently a vacant lot.

**6. What is the difference between Urban Reserve and Urban Holding?**

An Urban Holding is land that has been purchased by a First Nation but not transferred to reserve status, thus remaining under the jurisdiction of the City. Urban Holdings are not exempt from city bylaws or property taxes.

**7. Are there City lands which are identified as Urban Holdings?**

Yes, there are four:

- Avord Towers (office tower and retail space) - on Spadina Crescent - owned by the Canadian First Nations Investment Corporation;
- Canterbury Towers, home of the First Nations Bank on 4th Avenue South - owned by the Yellow Quill First Nation.
- Little Pine First Nation has an urban holding located south of 22<sup>nd</sup> Street West near the Circle Drive overpass; and
- Thunderchild First Nation has purchased the gas station and convenience store located on the corner of 33<sup>rd</sup> Street West and Idylwyld Drive.

**8. Can anyone go on a reserve?**

Yes, it is just like any other urban property.

**9. What is the effect of obtaining reserve status?**

Once land has reserve status, it is under the jurisdiction of the First Nation, rather than the City. For example, City taxes do not apply. The First Nation becomes the taxing authority on the land. Many City bylaws also do not apply. They are replaced with First Nation jurisdiction. Federal laws such as the *Criminal Code* do apply.

Obtaining reserve status is not mandatory. The First Nation may choose to keep the land as an Urban Holding.

**10. Does City Council have the right to approve or deny an urban reserve?**

No. City Council has the right to enter into good faith negotiations for a Municipal Services Agreement before the reserve is created. City Council does not have veto power. If negotiations fail, the matter goes to arbitration. If the arbitrator finds that the City has not negotiated in good faith, the Federal Government may proceed to create the reserve without an agreement.

Saskatoon City Council has successfully concluded Municipal Services Agreements for all reserve land and proposed reserve land in Saskatoon to date.

**11. What is included in a Municipal Services Agreement?**

The two main topics which are negotiated are Fee-for-Service and Bylaw Compatibility.

**12. What is Fee-for-Service?**

Fee-for-service is the annual payment which the City receives from the First Nation in lieu of property taxes. It is calculated in exactly the same way as property taxes and is the exact same amount as would be billed for municipal and library taxes. The fee-for-

service also includes any applicable local improvement charges, business improvement district levies, or special charges. The fee-for-service is billed at the same time, and is payable at the same time, as a property tax bill.

In return, the City is required to provide to the urban reserve all municipal services which would be provided to neighbouring land and at the same level. Municipal services include policing, fire, snow removal, infrastructure repairs, etc.

The First Nation also enters into a separate agreement with the School Boards regarding the education portion of the standard property tax levy.

### **13. What is Bylaw Compatibility?**

The First Nation's independent jurisdiction is clearly recognized, as is the need for compatibility in an urban environment.

The First Nation will ensure, through its bylaws and leases that the urban reserve has the same building standards and business regulations that exist on surrounding non-reserve properties, and that the land use generally complies with the City's land uses.

### **14. Are there any items that the Municipal Services Agreements do not cover?**

Yes, retail taxes, such as taxes on fuel and tobacco, are not covered. Retail taxes are

under either Provincial or Federal jurisdiction. The City has no right to negotiate with the First Nations regarding how much retail tax they will charge on urban reserves. Customers with a Status Card are not required to pay GST or PST for on-reserve purchases. They may also be given a rebate of all or a portion of the Provincial gas tax and the Provincial tobacco tax for on-reserve purchases. The First Nations' store owner pays the full amount of gas tax and tobacco tax when they receive the product. The tax is then rebated by the Province upon proof that the sale was made to someone with a Status Card.

Any gas or tobacco tax which is not rebated to the customer is kept by the First Nation as tax revenue to be used for their own government purposes.

Customers without a Status Card must pay full taxes on reserve. Their taxes are remitted to the Provincial and Federal Governments. They are not retained by the First Nation.

The first urban reserve gas bar and confectionary opened in Saskatoon in 2000, on the Muskeg Lake reserve in Sutherland. A second opened in 2006, on the One Arrow reserve on 20<sup>th</sup> Street and Avenue P.

**For more information, please contact:  
Regional Planning – Planning and Development**  
Email – [regional.planning@saskatoon.ca](mailto:regional.planning@saskatoon.ca)  
Telephone – (306) 975-3340

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## Business License Program Stabilization Reserve

### Recommendation

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

1. That Reserves for Future Expenditures Policy No. C03-003 be amended to provide for a Business License Program Stabilization Reserve.

### Topic and Purpose

The purpose of this report is to recommend amendments to Reserves for Future Expenditures Policy No. C03-003 to include a Business Licensing Program Stabilization Reserve. This will allow excess net revenues within the Business Licensing Program operations, over one year, to be used to offset revenue shortfalls in future years.

### Report Highlights

1. Business license fees for new and renewing businesses are intended to provide for full cost recovery in the operation of this program.
2. A Stabilization Reserve will ensure that funds received through this program are available to offset periods when shortfalls are experienced, or for onetime costs for special project needs that may otherwise not have a funding source.

### Strategic Goal

The recommendation in this report supports the City of Saskatoon's (City) Strategic Goal of Economic Diversity and Prosperity by ensuring that business license fees provide for full cost recovery of program operations.

### Background

*The Cities Act* (Act) authorizes the City to license business activity, including establishing fees to pay for the costs of administering, regulating, and enforcing the system of licenses and approvals. The Act requires that the fees established to raise revenues not exceed the cost to the city of operating and enforcing the licensing program.

In April 1997, City Council approved amendments to The Business License Bylaw No. 7630 to replace a business tax with a business license system. The annual Business License fees are currently set at a rate of \$125 for new business, and \$85 for renewing businesses. This fee was last increased in 2015 to ensure that the licensing fees fully covered the cost of operating the program.

## **Report**

### Business License Fees Intended to Provide Cost Recovery

The City of Saskatoon Business License Program requires that all businesses operating in Saskatoon hold a business license. There are currently 10,800 licensed businesses in Saskatoon. The annual rate of business growth is variable, and in the past 10 years has ranged between 1.86% and 6.4%. With the current economy, it is expected that the rate of business growth will be slow, to moderate for the foreseeable future.

Currently, any losses or gains in the business license program are balanced through the City's general reserve. A review of the business license revenues and expenses since 2000 indicates that the business licensing program has generated a net gain in revenues of approximately \$500,000 (see Attachment 1).

### Stabilization Reserve

A Business Licensing Program Stabilization Reserve (Reserve) will benefit the operation of the business license program in a number of ways:

1. The Reserve will alleviate the need to draw on general revenues to provide a balanced budget during periods of declining business growth. If the program experiences substantial net losses, or net gains, over a sustained period of time, license fees will be reviewed to determine appropriate adjustments.
2. Access to a Reserve will allow business license fees to remain constant for a longer period of time, providing stability for the business community, and limiting the internal costs associated with a rate increase, such as communications and advertising costs, and resources required to re-program the internal accounting system and to provide additional customer support.
3. A Reserve will provide a funding source to finance unexpected or special projects associated with business licensing improvements, such as upgrades to data software, programming needs, new hardware and equipment, or development of additional policy or licensing programs to address new and evolving forms of business.
4. The Reserve Fund will ensure that revenues received through license fees are directed to funding the delivery of the Business License Program, as stipulated in the Act.

Details regarding the amendments to the Reserves for Future Expenditures (RFE Policy) Policy No. C03-003 to establish a reserve for the Business License Program, are included in Attachment 2.

### **Options to the Recommendation**

City Council may choose to further clarify the proposed conditions for the establishment of a Stabilization Reserve for the Business License Program.

**Public and/or Stakeholder Involvement**

No public or stakeholder involvement is required at this time.

**Communication Plan**

Upon approval, the updated RFE Policy will be made available on the City’s website.

**Policy Implications**

The RFE Policy will need to be updated to include details regarding a Business Licensing Reserve.

**Financial Implications**

A review of operating actuals for the Business License Program indicates that a cumulative net total of \$494,033 has been generated through the business license program since the year 2000. A deficit was experienced in three different years during that time period. The Reserve Fund will ensure that program operation costs and revenues are closely monitored, and by allowing fees to remain at a rate, which ensures full program cost recovery, year over year, regardless of occasional short-term revenue shortfalls. Excess revenues will be available to fund one-time costs for non-cyclical program needs.

Creation of the Reserve will not impact the mill rate as the program’s budget is set to be mill rate neutral, meaning revenues are estimated to equal expenditures for budget purposes.

**Other Considerations/Implications**

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

**Due Date for Follow-up and/or Project Completion**

Upon City Council’s approval, the Administration will make the applicable revisions to the RFE Policy.

**Public Notice**

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

**Attachments**

1. Business Licenses Operating Actuals
2. Proposed Amendments to the Reserve For Future Expenditures Policy No. C03-003

**Report Approval**

Written by: Jo-Anne Richter, Business License and Bylaw Compliance Manager, Community Standards

Reviewed by: Andrew Hildebrandt, Director of Community Standards

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

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FINAL/APPROVED – R. Grauer – November 20

**ATTACHMENT 1****Business License Operating Actuals and 2016 Forecast**

<b>Year</b>	<b>Revenues</b>	<b>Expenses</b>	<b>Net</b>	<b>Cumulative</b>
<b>2000</b>	(434,644)	370,419	(64,225)	(64,225)
<b>2001</b>	(416,808)	374,526	(42,282)	(106,507)
<b>2002</b>	(505,896)	404,953	(100,943)	(207,450)
<b>2003</b>	(517,391)	454,463	(62,928)	(270,378)
<b>2004</b>	(534,660)	488,927	(45,733)	(316,111)
<b>2005</b>	(539,957)	529,272	(10,685)	(326,796)
<b>2006</b>	(556,225)	543,960	(12,265)	(339,061)
<b>2007</b>	(587,995)	565,126	(22,869)	(361,930)
<b>2008</b>	(632,465)	593,513	(38,952)	(400,882)
<b>2009</b>	(645,070)	656,828	11,758	(389,124)
<b>2010</b>	(675,395)	683,022	7,627	(381,497)
<b>2011</b>	(706,405)	645,650	(60,755)	(442,252)
<b>2012</b>	(735,325)	735,275	(50)	(442,302)
<b>2013</b>	(768,505)	762,565	(5,940)	(448,242)
<b>2014</b>	(780,954)	783,085	2,131	(446,111)
<b>2015</b>	(970,285)	922,363	(47,922)	(494,033)
<b>2016 Projection*</b>	(1,004,900)	949,000	(55,900)	(549,933)
*2016 Projection based on September 30, 2016 forecast				

**Proposed Amendments to the Reserve For Future Expenditures  
Policy No. C03-003**

Business Licensing Stabilization Reserve

Purpose

1. To accumulate funds for the purpose of offsetting any deficits in the Business License Program due to revenue shortfalls from a decline in number of business license applications.
2. To stabilize the effect annual fluctuations in business growth has on the mill rate.
3. To provide a source of funds to finance unexpected or non-cyclical costs associated with programming requirements and special projects.

Source of Funds

The provision shall be a yearly balancing item which will equal any positive amount arising from the year's operating revenues minus operating expenditures for the Business Licensing program.

Application of Funds

The Business Licensing Program Stabilization Reserve shall be used to finance a deficit in the Business Licensing Program, arising when actual expenditures for the program exceed the actual revenues on a yearly basis. Funds may also be used to finance non-cyclical costs associated with programming needs, equipment, or special projects.

Reserve Balance Limitation

1. The balance of the reserve shall be capped at 100% of the current year's budgeted operating expenses.
2. Should the Reserve surpass the established ceiling for more than three consecutive years, the Administration will revisit the existing Business Licensing fees, review forecast volumes and make appropriate recommendations to modify the fees. During the three-year period the surplus will remain in the Reserve.

Responsibility

The General Manager, Community Services Department or designate shall administer the Reserve.

All expenditures qualifying as capital projects require City Council approval.



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## Willowgrove and Holy Family Schools' Memorandum of Agreement

### Recommendation

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

1. That the proposed terms of the Memorandum of Agreement between the City of Saskatoon, Saskatoon Public Schools, and Greater Saskatoon Catholic Schools, as outlined in this 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

This report is to provide an overview of the terms and conditions of the Memorandum of Agreement between the City of Saskatoon, Saskatoon Public Schools, and Greater Saskatoon Catholic Schools for the multi-purpose spaces located in the joint elementary school facility within the Willowgrove neighbourhood.

### Report Highlights

1. The City of Saskatoon (City) is seeking approval of the Memorandum of Agreement (MOA) for the multi-purpose spaces located in the joint elementary school facility (school facility) within the Willowgrove neighbourhood.

### Strategic Goal

Under the Strategic Goal of Quality of Life, the recommendations of this report support the long-term strategy of ensuring existing and future leisure centres and other recreational facilities are accessible, physically and financially, and meet community needs.

### Background

The City first established a Community Centre Levy (Levy) for all new neighbourhoods to ensure there would always be a facility within each neighbourhood to serve as the community hub for residents. In the event schools are built in a neighbourhood, the funds collected from the Levy are made available to provide additional funding to the schools with the understanding that community space and programming needs will be met at the neighbourhood level.

The Saskatchewan Ministry of Education approved the construction of a new school facility (Willowgrove School and Holy Family School) that opened in March 2015.

### Report

Elementary schools present an opportunity to provide additional publicly-accessible facilities for a variety of compatible uses. For example, as a central meeting place for

the public, and non-profit and private service providers, as well as a program site for community associations.

The City, SPS, and GSCS are committed to the shared use of a school facility in the Willowgrove neighbourhood that reflects greater accessibility and program hours for the neighbourhood community through the provision of multi-purpose spaces.

Terms of the MOA

The MOA sets out the terms and conditions that will apply to the building, maintenance, and utilization of the multi-purpose spaces located in the school facility.

The key terms of the MOA include:

1. The SPS and GSCS will be responsible for all costs associated with the design, construction, subdivision, and operation of the joint elementary schools, including the multi-purpose spaces located in the schools.
2. The parties agree that the terms of any Joint-Use Agreement between the City, SPS, and GSCS will apply regarding the access to, and usage of, the multi-purpose spaces by the City, the community association, or other groups at the Willowgrove and Holy Family Schools.
3. The parties agree that the multi-purpose spaces will be used for the following:
  - a) community association programs and activities, including:
    - i) sport, culture, social, and recreation activities for all ages;
    - ii) general and community meetings;
    - iii) courses, workshops, counselling, or similar activities; and
    - iv) community performances (musical and theatrical);
  - b) City programs and activities, including:
    - i) summer playground programs;
    - ii) fall, winter, and spring programming; and
    - iii) community and public meetings; and
  - c) SPS and GSCS programs, including:
    - i) school-sponsored and supported programs and activities;
    - ii) after school programs; and
    - iii) external organizations' programs and activities.
4. The parties agree that the SPS and GSCS, in consultation with the City, will work together to agree to the schedule for community programs and activities for the multi-purpose spaces.
5. When allocating the multi-purpose spaces to users:
  - a. During the school year, the Willowgrove and Holy Family Schools have designated daytime use of the multi-purpose spaces from 8 a.m. to 4 p.m. The community association can schedule any unused time during the school day to meet its programming needs.
  - b. During the school year, the community association will be given first priority to book the multi-purpose spaces on weekday evenings after

- 4 p.m. and on weekends, as provided for under the terms and conditions of the Joint-Use Agreement.
- c. During the summer and/or holiday times, the City will be given first priority to book the multi-purpose spaces, as provided for under the terms and conditions of the Joint-Use Agreement.
6. The SPS and GSCS will act as the booking agent for the multi-purpose spaces in their respective schools.
7. The MOA shall terminate in the event of substantial damage or destruction of the multi-purpose spaces, which is not subject to an obligation of rebuilding, upon the occurrence of such an event, or upon the giving by a party to the other of not less than one year prior written notice of termination with an effective date not earlier than 25 years.

**Options to the Recommendation**

City Council may choose to not approve the proposed terms and conditions for the MOA. In this case, further direction would be required.

**Public and/or Stakeholder Involvement**

The SPS and GSCS have been involved in the process of drafting the terms and conditions for the MOA.

**Financial Implications**

Through the Levy, the City will contribute \$3,735,000 toward the construction, maintenance, and life-cycle costs of the multi-purpose spaces. This funding is to be proportionally shared by the SPS and GSCS based on the size and life-cycle costs of the multi-purpose spaces.

**Other Considerations/Implications**

There are no policy, environmental, privacy, or CPTED implications or considerations; a communication plan is not required at this time.

**Due Date for Follow-up and/or Project Completion**

No follow-up is required at this time.

**Public Notice**

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

**Report Approval**

Written by: Brad Babyak, Open Space Programming and Development Section Manager,  
Recreation and Community Development

Reviewed by: Lynne Lacroix, Director of Recreation and Community Development

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

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