

— City of —
Saskatoon

ORDER OF BUSINESS

REGULAR MEETING OF CITY COUNCIL

MONDAY, JANUARY 21, 2013, AT 6:00 P.M.

1. **Approval of Minutes** of meeting held on January 7, 2013.

2. **Hearings (6:00 p.m.)**
 - a) **Discretionary Use Application – D13/11
Residential Care Home – Type II
1006 Whitewood Crescent
R1A District
Applicant: Delia Mavragani
(File No. CK. 4355-012-2)**

The purpose of this hearing is to consider the above-noted discretionary use application.

The City Planner has advised that notification posters have been placed on site and letters sent to all adjacent landowners within 75 metres of the site.

Attached is a copy of the following material:

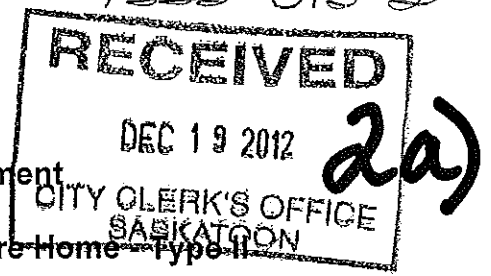
- Report of the General Manager, Community Services Department dated December 17, 2012 recommending that the application submitted Delia Mavragani requesting permission to use the property located at 1006 Whitewood Crescent for the purpose of a Residential Care Home – Type II (containing seven residents) be approved subject to the following conditions:
 - a) the applicant obtains a Development Permit and all other relevant permits and licenses; and

- b) the final plans submitted be substantially in accordance with the plans submitted in support of this Discretionary Use Application.
 - Letter dated January 11, 2013 from the Secretary of the Municipal Planning Commission advising the Commission supports the above-noted recommendation.
 - Letter dated November 27, 2012 from Lindsay Haeusler submitting comments.
- 3. Reports of Administration and Committees:**
- a) Administrative Report No. 2-2013;
 - b) Report No. 2-2013 of the Planning and Operations Committee;
 - c) Report No. 2-2013 of the Administration and Finance Committee;
 - d) Report No. 1-2013 of the Audit Committee; and
 - e) Report No. 2-2013 of the Executive Committee.
- 4. Communications to Council – (Requests to speak to Council regarding reports of Administration and Committees)**
- 5. Communications to Council (Sections B, C, and D only)**
- 6. Question and Answer Period**
- 7. Enquiries**
- 8. Giving Notice**

9. **Introduction and Consideration of Bylaws**

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

4355-010-2



TO: Secretary, Municipal Planning Commission
FROM: General Manager, Community Services Department
DATE: December 17, 2012
SUBJECT: Discretionary Use Application – Residential Care Home – Type II
1006 Whitewood Crescent
FILE NO.: PL 4350 – D13/11

- RECOMMENDATION:**
- 1) that a report be forwarded to City Council, at the time of the public hearing, recommending that the application submitted by Delia Mavragani requesting permission to use the property located at 1006 Whitewood Crescent for the purpose of a Residential Care Home – Type II (containing seven residents) be approved subject to the following conditions:
 - a) the applicant obtains a Development Permit and all other relevant permits and licenses; and
 - b) the final plans submitted be substantially in accordance with the plans submitted in support of this Discretionary Use Application.

TOPIC AND PURPOSE

The purpose of this report is to consider the application from Delia Mavragani to operate a Residential Care Home – Type II (accommodating seven residents) at 1006 Whitewood Crescent.

REPORT HIGHLIGHTS

- 1. This property has operated as a Residential Care Home – Type I (five residents) for senior citizens since early 2012.
- 2. Approval of this Discretionary Use Application will allow the property to accommodate seven residents.
- 3. This proposal meets all relevant provisions of Zoning Bylaw No. 8770.

STRATEGIC GOAL

This application supports the City of Saskatoon’s (City) strategic goal of Quality of Life as the proposal offers more housing options for senior citizens in a residential setting.

BACKGROUND

An application has been submitted by Delia Mavragani requesting City Council’s approval to use the property located at 1006 Whitewood Crescent, in the Lakeview neighbourhood, for the purpose of a Residential Care Home – Type II for senior citizens accommodating seven

residents. This property is zoned R1A District in Zoning Bylaw No. 8770. In this district, a Residential Care Home – Type II is a discretionary use.

REPORT

Introduction

A "Residential Care Home" means a licensed or approved group care home governed by Provincial regulations that provides, in a residential setting, 24 hour care of persons in need of personal services, supervision or assistance essential for sustaining the activities of daily living or for the protection of the individual.

A "Residential Care Home – Type II" means a residential care home in which the number of residents, excluding staff, is more than 5 and not more than 15.

Parking

The off-street parking requirement for a residential care home is one space for every five residents, plus 0.75 spaces per staff member on duty. Approval for a care home with seven residents and one full-time staff requires two off-street parking spaces.

Plans submitted by the applicant indicate four off-street parking spaces have been provided.

Roadway Access

Access to the site is available from Whitewood Crescent, which is designated as a local street in the City's Roadway Classification System. This proposal is not expected to impact traffic flows in the area.

Compatibility with Adjacent Land Uses

The subject site is surrounded by residential land use. According to the City's Residential Care Home Database, this would be the fourth Residential Care Home in the Lakeview neighbourhood. The closest residential care home is located approximately 1.2 kilometres away on Delaronde Road.

This site is currently operating as a Residential Care Home – Type I. The Administration anticipates that the proposal will have no significant impact on surrounding land uses.

Zoning Bylaw No. 8770 Requirements

This proposal meets all relevant Zoning Bylaw No. 8770 requirements.

Comments from Other Branches

No concerns were noted by other branches with respect to this proposal. Refer to Attachment 4 – Comments from Other Branches for their full remarks.

Conclusion

The proposed Residential Care Home – Type II at 1006 Whitewood Crescent accommodating seven residents meets all relevant Zoning Bylaw No. 8770 provisions and is not expected to impact surrounding land uses.

OPTIONS TO THE RECOMMENDATION

City Council could deny the Discretionary Use Application. This option is not recommended as the proposal complies with all relevant Zoning Bylaw No. 8770 requirements and has been evaluated as a discretionary use subject to the provisions of Section 4.7 of said Bylaw.

POLICY IMPLICATIONS

There are no policy implications.

FINANCIAL IMPLICATIONS

There are no financial implications.

PUBLIC AND/OR STAKEHOLDER INVOLVEMENT

Notices to property owners within a 75 metre radius of the site were mailed out in December 2011 to solicit feedback on the proposal. The Lakeview Community Association was also advised of the proposal.

A Public Information Meeting was held in February 2012 with seven neighbouring residents in attendance. Concerns were identified with respect to the potential for the care home to be used for residents other than seniors in the future, potential impacts on property values, and the residential character of the neighbourhood. In light of the concerns raised at the meeting, the applicant decided to operate as a permitted Type I care home with five residents and delay the Discretionary Use Application for a Type II care home until a later date.

In November 2012, the process resumed, at the request of the applicant, with a second Public Information Meeting being held. Two neighbouring residents attended the meeting, both of whom expressed support for the proposal.

COMMUNICATION PLAN

No further consultation is planned beyond the stakeholder involvement noted above, and the required notice for the public hearing.

ENVIRONMENTAL IMPLICATIONS

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

PRIVACY IMPACT

There are no privacy implications.

PUBLIC NOTICE

Public Notice is required for consideration of this matter, pursuant to Section 11 (b) of Public Notice Policy No. C01-021.

Once this application has been considered by the Municipal Planning Commission, a date for a public hearing will be set and the Community Services Department will give notice by ordinary mail to assessed property owners within 75 metres of the subject site and to the Lakeview Community Association. Notification posters will also be placed on the subject site.

ATTACHMENTS

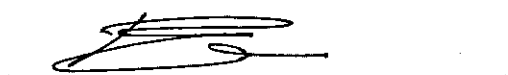
1. Fact Summary Sheet
2. Location Plan – 1006 Whitewood Crescent
3. Site Plan
4. Comments from Other Branches

Written by: Brent McAdam, Planner

Reviewed by:


 Alan Wallace, Manager
 Planning and Development Branch

Approved by:

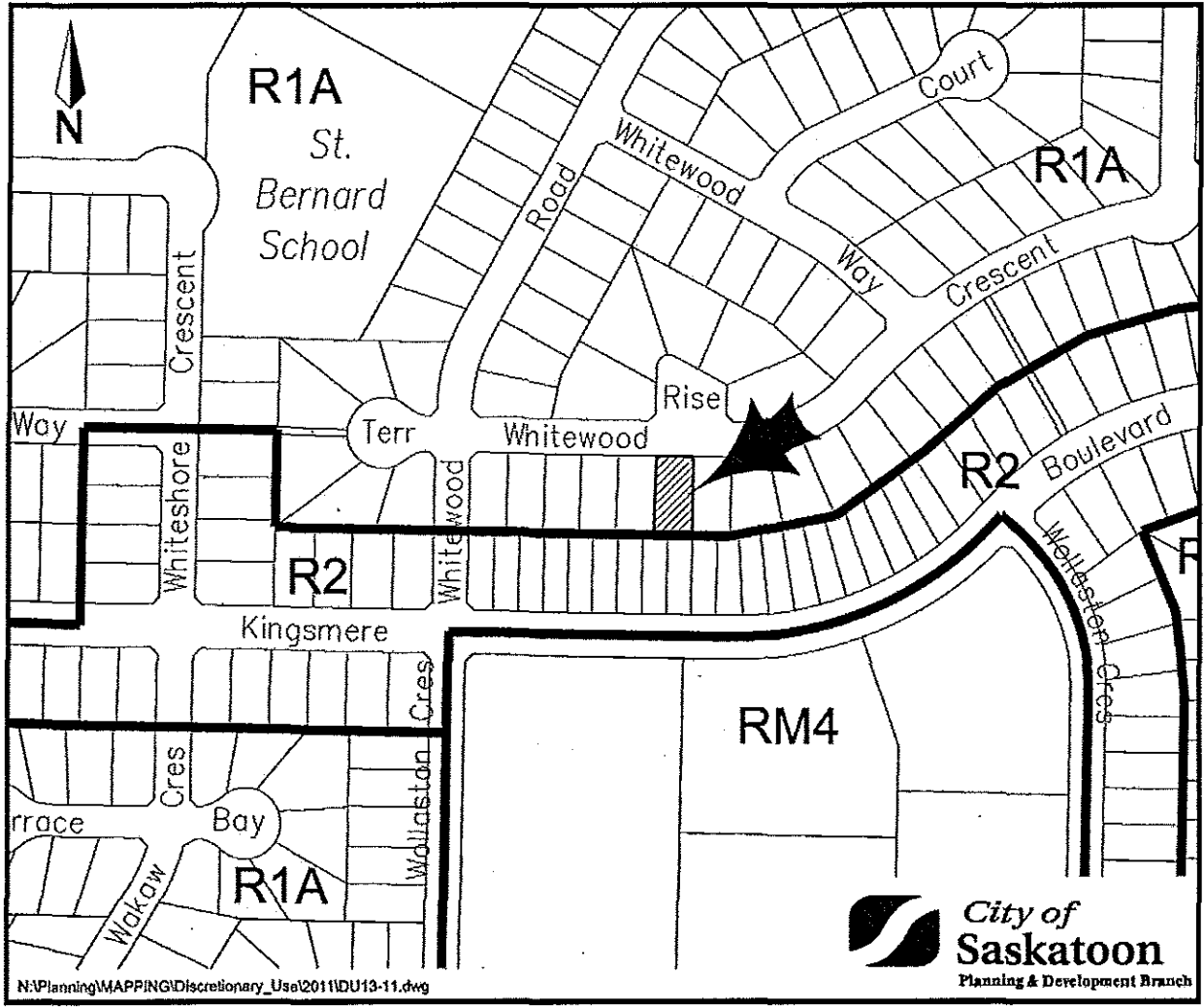

 Randy Grauer, General Manager
 Community Services Department
 Dated: December 18/12

cc: Murray Totland, City Manager

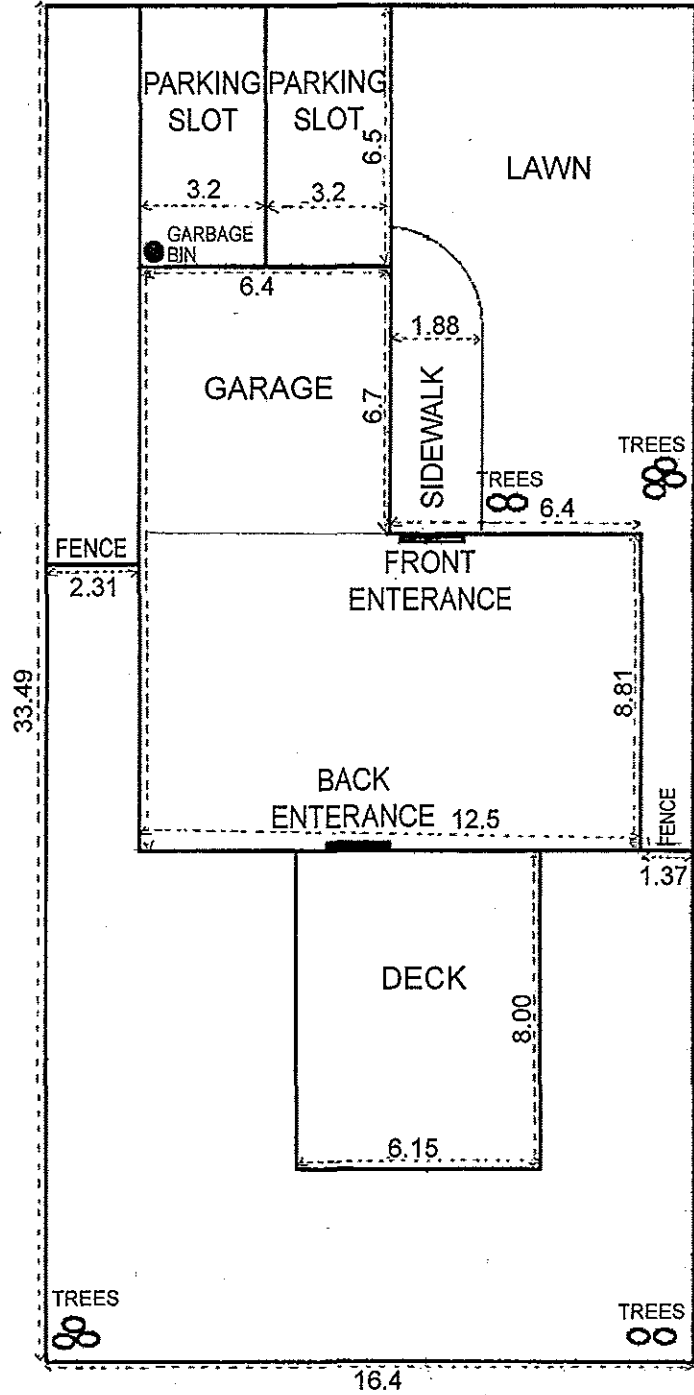
ATTACHMENT 1

FACT SUMMARY SHEET		
A. Location Facts		
1.	Municipal Address	1006 Whitewood Crescent
2.	Legal Description	Lot 6, Block 117, Plan No. 83S15063
3.	Neighbourhood	Lakeview
4.	Ward	9
B. Site Characteristics		
1.	Existing Use of Property	Residential Care Home – Type I
2.	Proposed Use of Property	Residential Care Home – Type II
3.	Adjacent Land Uses and Zoning	
	North	One-Unit Dwelling – R1A
	South	One-Unit Dwelling – R1A
	East	One-Unit Dwelling – R1A
	West	One-Unit Dwelling – R1A
4.	No. of Existing Off-Street Parking Spaces	4
5.	No. of Off-Street Parking Spaces Required	2
6.	No. of Off-Street Parking Spaces Provided	4
7.	Site Frontage	16.4 m
8.	Site Area	549.24 m ²
9.	Street Classification	Local
C. Official Community Plan Policy		
1.	Existing Official Community Plan Designation	Residential
2.	Existing Zoning District	R1A

Location Plan – 1006 Whitewood Crescent



ROAD



1006 WHITEWOOD CRAS
S7 2 4L1
ALL MEASUREMENTS ARE
IN METERS

Comments from Other Branches

a) Infrastructure Services Department Comments

The proposed Discretionary Use Application is acceptable to the Infrastructure Services Department.

b) Transit Services Branch, Utility Services Department Comments

Transit Services has no concerns with the proposal.

At present, Saskatoon Transit's closest bus stop is located 200 metres from the above referenced property on the south side of Kingsmere Boulevard, just east of Wollaston Crescent.

Bus service is at 30 minute intervals Monday to Saturday and at 60 minute intervals after 6 p.m. Monday to Saturday, early Saturday mornings, Sundays, and statutory holidays.



City of
Saskatoon
Office of the City Clerk

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

January 11, 2013

City Clerk

Dear City Clerk:

**Re: Municipal Planning Commission Report for Public Hearing
 Discretionary Use Application – Residential Care Home – Type II
 1006 Whitewood Crescent
 Applicant: Delia Mavragani
 (File No. CK. 4355-012-2)**

The Commission, at its meeting held on January 8, 2013, considered a report of the General Manager, Community Services Department dated December 17, 2012, with respect to an application from Delia Mavragani to operate a Residential Care Home - Type II (accommodating seven residents) at 1006 Whitewood Crescent. As noted in the report, this property has operated as a Residential Care Home – Type I (five residents) for senior citizens since 2012. The Discretionary Use Application is to allow the property to accommodate seven residents.

The Commission has reviewed the report with the Administration. The following is a summary of issues reviewed by the Commission and clarification provided by the Administration:

- The closest residential care home is located about 1.2 kilometers from this home and is the fourth one in the Lakeview neighbourhood.
- The additional residents will be able to be accommodated within the existing dwelling.
- Two off-street parking spaces are required. Four are being provided -- two in the front driveway and two in the garage. There is one full-time staff member on duty at a time at this location. This is taken into consideration in the parking requirements. While there is no requirement in the bylaw to restrict parking on the street, if there is an issue, the Administration will try to work with the people.
- The requested change is to operate a Residential Care Home – Type II with seven residents. The Residential Care Home - Type II could be between 6 and 15 residents. A Residential Care Home – Type I allows for up to five residents.
- The discretionary use approval runs with the property. If approved, this discretionary use approval for the Residential Care Home – Type II would restrict the number of residents to seven. Another discretionary use application would be required if the number of residents was to increase. If the use discontinued for a period of two years, the discretionary use approval would lapse. To resume as this type of use, another application would be required.

- In terms of the concerns raised by neighbouring residents regarding the potential for the home to be used for residents other than seniors, the type of resident cannot be regulated through zoning. The Administration reported that in a review of care homes in 2010, it was found that once operating, there are generally no issues or concerns with any of these types of homes. The concerns prior to opening often relate to perception of issues that might arise. The results of the study conducted in 2010 indicated that the impact on the neighbourhood is not visible once operating.
- The Administration reviewed the notification process for discretionary use applications. In new neighbourhoods, designated care home sites are set aside, with large signs placed on the site, and information about the sites is included in any sales information. In existing neighbourhoods, these applications do tend to generate more concerns, so they are often taken through the public information meeting process.
- In light of the concerns raised at the first public information meeting, the applicant decided to operate as a permitted Type I care home with five residents and delay the Discretionary Use Application until a later date. In the meantime, they met with their neighbours and invited them to their home to get to know them and to provide a better understanding of their residential care home. When the applicant was ready to proceed further, an additional public information meeting was held with no concerns identified.
- The Administration indicated that they would have supported the application when initially proposed.
- In terms of density of residential care home sites in new neighbourhoods, there are typically two or three lots situated together at about six different locations in the neighbourhood. If there is no demand for care home sites, they would be sold as regular sites. There was discussion of the need for these types of homes and balancing this with consideration in terms of density and related issues.

Following review of this matter, the Commission is supporting the following recommendation of the Community Services Department:

“that the application submitted by Delia Mavragani requesting permission to use the property located at 1006 Whitewood Crescent for the purpose of a Residential Care Home – Type II (containing seven residents) be approved subject to the following conditions:

- a) the applicant obtains a Development Permit and all other relevant permits and licences; and
- b) the final plans submitted be substantially in accordance with the plans submitted in support of this Discretionary Use Application.”

January 11, 2013
Page 3

The Commission respectfully requests that the above report be forwarded to City Council for consideration at the time of the public hearing with respect to the above Discretionary Use Application.

Yours truly,

A handwritten signature in cursive script that reads "Diane Kanak".

Diane Kanak, Deputy City Clerk
Municipal Planning Commission

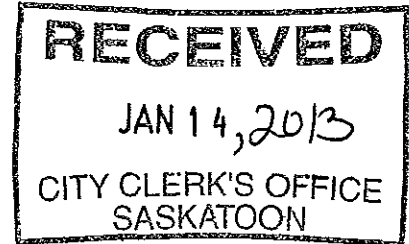
DK:sj

Attachment

Brent McAdam
Planning and Development Branch
City of Saskatoon
brent.mcadam@saskatoon.ca

Tiffany Paulsen
Ward 9 – Councillor
City of Saskatoon
tiffany.paulsen@saskatoon.ca

November 27, 2012



Brent,

I do not support the re-zoning of 1006 Whitewood Crescent to a residential Care Home - Type II. As I understand, the home/business owner has already obtained approval for a residential Care Home – Type I with five or fewer residents. I understand that everyone young or old needs a home but I chose to purchase my house in a specific location because I knew it was a quiet, safe and an established neighborhood. I would not endorse the care of any more than five individuals that require constant care so close to my property. It's not that the individuals that are being cared for are causing any problems but with increased residents at the Care Home there is definitely the probability for increased traffic around my property and in the area.

Additionally, it is my understanding that once the property is re-zoned it can be used as a transition home, treatment centre, special care home, etc. Should Delia Mavragani not be successful in her business efforts as a home care provider, the house could be sold with its granted status (whether that be Type I or II), which could house individuals that I would not support in such close proximity to my property. If re-zoning is granted I have no control over what happens in the future should Delia decide that the Care Home is not for her and sell the property. I understand that many people would not have an issue living near/next to a quiet residential care home which houses elderly residents. Should the property be used as a transition home or special care center this decision could have a significant impact on my property value because of the stigma associated with such facilities.

I moved into the Lakeview Area because it was an established neighborhood where I knew what the surrounding properties looked like. Many of my neighbors have worked extremely hard to establish an attractive well maintained community. Part of the decision to move to my current location was because of the feel and attraction to the quiet and maintained area. It is very different to choose to live by a differently zoned property (condo, school, care home, etc) than being forced into this matter. I purchased my property specifically for the 'family feel' and I hope that it will remain as such. Delia has chosen to move a business into a residential family friendly area and I hope that she can respect the wishes of her neighbors as this is not a commercial area.

His Worship the Mayor and City Council
The City of Saskatoon

ADMINISTRATIVE REPORTS

Section A – COMMUNITY SERVICES

**A1) Land Use Applications Received by the Community Services Department
For the Period Between December 24, 2012 and January 9, 2013
(For Information Only)
(Files CK. 4000-5, PL. 4132, PL. 4350, and PL. 4300)**

RECOMMENDATION: that the information be received.

The following applications have been received and are being processed:

Condominium

- Application No. 1/13: 1132 College Drive (2 New Commercial Units)
Applicant: Webb Surveys for Kolisnek Developments
Legal Description: Condo Unit 1, Plan No. 102084533
Current Zoning: M2
Neighbourhood: Varsity View
Date Received: January 2, 2013
- Application No. 2/13: 125 Willis Crescent (20 New Residential Units)
Applicant: Webb Surveys for Newrock Devs. (Sask) Ltd.
Legal Description: Condo Unit 1, Plan No. 102113176
Current Zoning: M2
Neighbourhood: Stonebridge
Date Received: January 2, 2013

Rezoning

- Application No. Z26/12: Rosewood Boulevard West and East
Applicant: Boychuk Investments/Lakewood Estates Inc.
Legal Description: Part NE ¼ 18-36-4-W3M; Parcel EE, Parcel BB, Parcel V
Current Zoning: FUD
Proposed Zoning: R1A, RMTN, B1B, M1, and RM3
Neighbourhood: Rosewood
Date Received: December 17, 2012

Rezoning

- Application No. Z27/12:
Applicant: Bentley Lane and Court and Kensington Road
City of Saskatoon Land Branch and
West Canadian Development Corporation
Legal Description: Lots 1 to 14, Block 104; Lots 1 to 14, Block 105;
Lots 21 to 37, Block 106; Lots 1 to 15, Block 113;
Plan Not Yet Registered
Current Zoning: R1A
Proposed Zoning: R1B
Neighbourhood: Kensington
Date Received: December 24, 2012
- Application No. Z28/12:
Applicant: Boykovich Street; Marlatte Crescent/Lane/Street
City of Saskatoon Land Branch
Legal Description: Baltzan Boulevard; Akhtar Bend
Part of Blocks 669, 674, 675, 676, 677 and 678;
Part of Parcels II, KK, JJ and QQ;
Parcels PP and NN; Parcels LL, MM, and OO
Plan Not Yet Registered
Current Zoning: R1A
Proposed Zoning: R1B, RMTN, RMTN1, and RM3
Neighbourhood: Evergreen
Date Received: December 31, 2012
- Application No. Z2/13:
Applicant: 126 Idylwyld Drive North
Kerr Capital Fund Ltd.
Legal Description: Lots 50 and 51, Block 6, Plan No. 00SA15145
Current Zoning: B3
Proposed Zoning: B5
Neighbourhood: Central Business District
Date Received: January 3, 2013

Subdivision

- Application No. 1/13:
Applicant: 715 Werschner Street
Webster Surveys for Vantage Development
Corporation
Legal Description: Block 21, Plan No. 10203779
Current Zoning: RMTN
Neighbourhood: Rosewood
Date Received: December 24, 2012

Subdivision

- Application No. 2/13: Evergreen District Village – Area 2
Applicant: George, Nicholson, Franko for City of Saskatoon
Legal Description: Part NE, SE, SW and NW ¼ 7-37-4-W3M
Current Zoning: R1A
Neighbourhood: Evergreen
Date Received: January 2, 2013

- Application No. 3/13: 1541 Spadina Crescent East
Applicant: Webb Surveys for Gary Young, c/o Britwood Interiors Ltd.
Legal Description: Lot 21, Block 4, Plan No. G4947
Current Zoning: R2
Neighbourhood: North Park
Date Received: January 7, 2012

PUBLIC NOTICE

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

ATTACHMENTS

1. Plan of Proposed Condominium No. 1/13
2. Plan of Proposed Condominium No. 2/13
3. Plan of Proposed Rezoning No. Z26/12
4. Plan of Proposed Rezoning No. Z27/12
5. Plan of Proposed Rezoning No. Z28/12
6. Plan of Proposed Rezoning No. Z2/13
7. Plan of Proposed Subdivision No. 1/13
8. Plan of Proposed Subdivision No. 2/13
9. Plan of Proposed Subdivision No. 3/13

**A2) Enquiry – Councillor P. Lorje (July 18, 2012)
Planning Criteria for Off-Leash Recreation Areas in New Areas
(Files CK. 4205-1 and LS. 4205-17)**

RECOMMENDATION: that the information be received.

TOPIC AND PURPOSE

The purpose of this report is to provide information on planning criteria for the establishment of Off-Leash Recreation Areas in new areas.

REPORT HIGHLIGHTS

1. The City of Saskatoon (City) currently plans for the location, size and programming of Off-Leash Recreation Areas (OLRAs) on a case-by-case basis.
2. There is little consensus across municipalities in Canada regarding planning criteria for the establishment of OLRAs.
3. The Administration has prepared a Program Plan Review (Review) for OLRAs and will be working on an implementation plan for planning and programming of existing and future OLRAs. The Review will include criteria and process for the possible establishment of OLRAs within new and existing neighbourhoods and elsewhere in the city.

STRATEGIC GOAL

This report supports the long-term strategy to ensure existing and future leisure centres, and other recreation facilities, are accessible physically and financially and meet community needs under the City's Strategic Goal of Quality of Life.

BACKGROUND

The following enquiry was made by Councillor P. Lorje during City Council's July 18, 2012 meeting:

"Will the Administration please review the planning criteria of new neighbourhoods in order to include off-leash recreation areas, also known as dog parks, as a standard amenity in neighbourhoods?"

During its July 18, 2012 meeting, City Council adopted a recommendation to transfer the responsibility for planning and programming of OLRAs from the Revenue Branch, Corporate Services Department, to the Leisure Services Branch, Community Services Department.

REPORT

Current Approach to Planning OLRAs

The City presently operates five off-leash areas throughout Saskatoon with two currently under construction; one in the Montgomery Place neighbourhood, and one in Hyde Park (Rosewood neighbourhood). In the past, most off-leash areas have been located on available “residual” parcels of undeveloped City-owned land, ranging in size between 4 and 22 hectares. The intent has been that OLRAs be relatively evenly distributed throughout the city. Due to the tendency towards very large sites, typically in undeveloped areas of the city, most OLRAs are accessed mainly by automobiles. With an increasing demand for OLRAs in the city, there is a need to develop a more systematic approach for inclusion of these areas in new and existing areas of the city.

Best Practices Review for OLRAs

The Administration has completed a review of practices being used by other cities including Calgary, Edmonton, Hamilton, Surrey, Toronto, and Markham. There is little consensus across municipalities in Canada regarding planning criteria for the establishment of OLRAs. Each municipality’s criteria seems to be tailored to address specific circumstances or concerns in their respective communities. However, there are similarities in the general approaches used.

Below are some criteria and approaches that were relatively consistent amongst the municipalities studied; however, there are no standard best practices. Attachment 1 contains a detailed list of the planning criteria used by each of the municipalities in the review.

1. Many cities have a minimum off-leash area size, though this size varies.
2. Different types of off-leash areas are typically designed to serve different needs such as:
 - a) neighbourhood/local level parks;
 - b) regional parks; and
 - c) city-wide/destination parks.
3. In the municipalities surveyed, off-leash areas can be located within any or a combination of the following areas:
 - a) neighbourhood parks;
 - b) multi-use parks;
 - c) river valley parks;
 - d) undeveloped land; and

- e) quasi-public land with compatible uses/natural areas.
- 4. Separation requirements when locating within neighbourhood or multi-use areas include the following:
 - a) cannot be located within a specified distance from residential or commercial property; and
 - b) must be a specified distance away from, or avoid altogether, playgrounds, sports fields, or other potentially conflicting uses.
- 5. Fencing may be required for off-leash areas below a certain size when they are located within a larger city park or when children and/or high traffic are likely to be nearby. Where natural barriers surround an area or where a site is very large and/or is surrounded by predominately rural land uses, fencing may not be required.
- 6. Crime Prevention Through Environmental Design (CPTED) Principles are implemented in the design to promote safety and positive site activity.
- 7. Proposed off leash parks in existing areas often require a request be submitted by a community group or dog owners' group. Sites may need to meet specific criteria and a process may be required to determine the community's support for the proposal. Additionally, some cities rely on volunteer groups to organize and maintain off-leash areas.

OLRA Program Plan Review

The Leisure Services Branch has prepared an OLRA's Program Plan Review (see Attachment 2) that provides an outline for the planning and programming of OLRA's in the city. The Review was compiled by a review of best practices and feedback gathered from the City's Off-leash Recreation Area Study conducted by Insightrix Research Inc. (see Attachment 3). The Review provides insight from perspective dog owners into needs for current and future OLRA's.

The Review provides a number of program objectives for OLRA's in the city focused on enhancing opportunities for dog owners while minimizing negative attributes and perceptions associated with OLRA's. In order to achieve these objectives, the Review recommends:

1. OLRA Classification and Program Components – New and existing OLRA's are proposed to be treated as park program amenities and classified according to accessibility and features in the following categories:

- a. Neighbourhood Level – within walking distance of users;
- b. Suburban Level – typically driven to by users; and
- c. City-wide Level – a destination location identified by natural and/or man-made amenities, and typically driven to by users.

Each of these classifications has a proposed base level of program components.

2. Application Process for New, Revised, or Removal of OLRAs. It is not expected that planning criteria for locating OLRAs in new neighbourhoods will differ substantially from the criteria for locating them in existing neighbourhoods. Rather, criteria will differ depending on the type of OLRA that is proposed (e.g. Neighbourhood level versus Suburban level). For example:
 - a. A community application process, similar to the process for establishing community gardens, is proposed as the “trigger” for establishing Neighbourhood level OLRAs. This process will give users input into location of the OLRA and help with community support for the project.
 - b. Suburban level OLRAs could be established in a similar process as other amenities in District and Multi-District parks – through consultation with user groups. Details of these processes are to be determined as part of the Implementation Plan which is currently under development within Leisure Services.
3. Operational Measures – Based on the following feedback from users, the Review proposes a number of measures to improve the Off-Leash Recreation Program:
 - a. An education/enforcement component is intended to improve compliance with applicable bylaws by informing users about them and improving enforcement;
 - b. Feedback from users indicates that while additional program components and trail enhancements are not necessary, there is a desire to improve operation and maintenance of existing OLRAs; and
 - c. Additional OLRAs should be considered after operational improvements are made to existing OLRAs including:
 1. prevalence of garbage cans
 2. more frequent emptying of garbage cans

3. improved signage; and
4. more frequent cutting of trails.

POLICY IMPLICATIONS

There are no policy implications at this time. The forthcoming OLRA Implementation Plan Report may contain recommendations that impact policies.

FINANCIAL IMPLICATIONS

There are no financial implications at this time. The forthcoming OLRA Implementation Plan Report will include consideration of the financial impact of the proposed strategy.

ENVIRONMENTAL IMPLICATIONS

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

SAFETY/CRIME PREVENTION THROUGH ENVIRONMENTAL DESIGN (CPTED)

As civic-owned and operated facilities, OLRAs must comply with the principles of CPTED and must undergo a CPTED review prior to being established.

PUBLIC NOTICE

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

ATTACHMENTS

1. Off-Leash Recreation Areas Best Practices Review
2. Off-Leash Recreation Area Program Plan Review
3. City of Saskatoon - Off-Leash Recreation Area Study (Executive Summary)

Section B – CORPORATE SERVICES

B1) Request for Proposal for Cellular Telephone and Data Services (Files CK. 231-1, CS.231-1 and CS.1000-1)

- RECOMMENDATION:**
- 1) that the proposal submitted by SaskTel for the supply of cellular telephone and data services at an estimated cost of \$2,096,419.60, including G.S.T. and P.S.T., be accepted (subject to final contract negotiations) for the term of five years, with the option of up to three one-year extensions; and
 - 2) that the Materials Management Branch, Corporate Services Department, issue the appropriate purchase order.

TOPIC and PURPOSE

To receive City Council approval to award the cellular telephone and data services contract to SaskTel for a five-year term with an option to extend the contract for up to three one-year terms.

REPORT HIGHLIGHTS

1. Managing the City's cellular telephone and data services through a contract provides cost savings and allows the Administration to ensure the devices are managed in the most efficient manner.
2. SaskTel is the recommended proponent for a five-year contract with the option of up to three one-year extensions.

STRATEGIC GOALS

Cellular telephone and data services are extremely useful tools used by the City and managing them through a single point of contact provides the most efficient use of City resources. This is consistent with the City's Strategic Goal of Asset and Financial Sustainability.

REPORT

In November 2012, the Administration issued a Request for Proposals (RFP) for the supply of cellular telephone and data services for the 1,150 devices currently in use by the City, and for future devices that will be added during the term of the contract. A contract provides lower costs for these services compared to selecting individual service providers and plans for each device and allows the City to manage the overall use and cost of cellular devices. The City issued an RFP on Friday, November 23, 2012.

Proposals were received from two vendors before the closing date of the tender on Tuesday, December 11, 2012, and included the following proponents:

- Bell Mobility Inc. Calgary, AB
- SaskTel Saskatoon, SK

The members of the evaluation team were the IT Corporate Support Services Manager and an independent contractor. Both vendors were able to demonstrate that they could meet all of the requirements as laid out in the RFP and that they would be able to provide the City with robust cellular telephone and data services, including incremental growth as required. Each proposal was evaluated against the evaluation criteria which included cost; technical, functional, operational, and implementation requirements; and optional features.

After a careful evaluation process, the team recommends that the contract be awarded to SaskTel who is the highest ranked bidder and who also offers the lowest cost to the City.

A breakdown of the estimated SaskTel cost over five years is shown below:

Total	\$1,905,836.00
G.S.T. @5%	95,291.80
P.S.T. @5%	95,291.80
Total Cost to the City	\$2,096,419.60
Less G.S.T. Rebate (100%)	(95,291.80)
Net Cost to the City	\$2,001,127.80

OPTIONS TO THE RECOMMENDATIONS

The option to a contract for cellular telephone and data services is individual service providers and plans for each device. This is not recommended as it will result in a higher cost (estimated at over \$3,300,000, including G.S.T. and P.S.T.) for these services and makes it more difficult to manage the overall use and cost of cellular devices.

POLICY IMPLICATIONS

There are no policy implications.

FINANCIAL IMPLICATIONS

The annual cost for the 1,150 cellular devices is \$419,283.92, including GST and PST. The cost will be funded from the operating budgets of the various departments whose staff are using these devices.

PUBLIC AND/OR STAKEHOLDER INVOLVEMENT

Public and/or stakeholder involvement is not required.

COMMUNICATIONS PLAN

There is no communications plan required.

ENVIRONMENTAL IMPLICATIONS

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

PRIVACY IMPACT

There are no privacy implications.

SAFETY/CRIME PREVENTION THROUGH ENVIRONMENTAL DESIGN (CPTED)

A CPTED review is not required.

PUBLIC NOTICE

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

B2) Contract Award Report
September 1, 2012 to December 31, 2012
(Files CK. 1000-1 and CS.1000-1)

RECOMMENDATION: that the information be received.

STRATEGIC GOAL

This report supports the City of Saskatoon's Strategic Goal of Asset and Financial Sustainability through the open, accountable and transparent disclosure of the award of contracts.

REPORT

In accordance with Policy C02-030, Purchase of Goods, Services and Work, the Administration is required to report three times a year on the award of contracts and requests for proposals between \$50,000 and \$75,000. The attached report has been prepared detailing the contract awards for the period September 1, 2012 to December 31, 2012.

ENVIRONMENTAL IMPLICATIONS

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

PUBLIC NOTICE

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

ATTACHMENT

1. Contract Award Report September 1, 2012 to December 31, 2012.

Section E – INFRASTRUCTURE SERVICES

E1) Annual Water and Sewer Connection Replacement Program Proposed Increase to Cap on Residential Property Owners' Portion of Service Connection Replacements (Files CK. 7780-1 and IS. 7721-4)

RECOMMENDATION: that the cap on the residential property owners' portion of service connection replacements be increased from \$2,250 to \$2,540, plus applicable taxes, effective January 22, 2013.

The Administration is submitting three reports regarding the annual Water and Sewer Connection Replacement Program. It is requested that this report be considered first.

TOPIC AND PURPOSE

This report is to obtain City Council's approval to increase the cap on the residential property owners' portion of service connection replacements.

REPORT HIGHLIGHTS

1. Bylaw 8880, The Private Sewer and Water Service Connection Bylaw, states that the City is responsible for the water and sewer connections to the property line, and that the replacement program is limited to the City's portion of the connection only.
2. It is an administrative practice for the City of Saskatoon to provide the homeowner with the option to have their portion of the connection replaced at the same time as the City's portion, and that the City pay 60% of the replacement costs, while the homeowner pays 40%, with a cap on the homeowner's costs.
3. The 2013 contract prices for water and sewer connection replacement require an increase to the cap on the homeowner's portion of the replacement costs.

STRATEGIC GOALS

The recommendation in this report supports the City of Saskatoon Strategic Goal, Asset and Financial Sustainability, as it will help to reduce the gap in the funding required to rehabilitate and maintain our infrastructure.

BACKGROUND

Bylaw 8880, The Private Sewer and Water Service Connection Bylaw which was approved by Council in 2010; and Policy C07-008 – Emergency Sanitary Sewer Maintenance Service, which was adopted in 1982, govern the construction, installation, replacement and maintenance of service connections. The Bylaw states that the City is

responsible for the water and sewer connections to the property line and that the replacement program is limited to the City's portion of the connection only.

It is an administrative practice for the City of Saskatoon to provide the homeowner with the option to have their portion of the connection replaced at the same time as the City's portion, and that the City pay 60% of the replacement costs, while the homeowner pays 40%, with a cap on the homeowner's costs.

This cap has increased annually. It was originally set in 2009, at \$1,984. In 2010 it was increased to \$2,112 and in 2011 it was increased to the current amount of \$2,250. The homeowner can choose to pay their portion directly to the contractor, or to have the cost added to their property taxes.

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

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

REPORT

On December 6, 2012, Requests for Proposals for the 2013 replacement of failed water and sewer connections; and the 2013 homeowners requests for lead line replacements were issued. The proposals received require an increase to the homeowner's portion of the replacement, from \$2,250 to \$2,540 per replacement. The City's portion has been increased to \$3,808, with the total per replacement, before taxes, being \$6,348.

The Administration is recommending that the cap of \$2,250 for the residential property owners' portion of service connection replacements be increased to \$2,540, plus applicable taxes, effective January 22, 2011.

OPTIONS TO THE RECOMMENDATION

An option would be to not increase the cap. The Administration does not recommend this option as the number of failed water and sewer connections, and lead connection replacements in 2013 would need to be reduced.

POLICY IMPLICATIONS

There are no policy implications.

FINANCIAL IMPLICATIONS

The program allows for the homeowner to pay their portion of the replacement directly to the contractor or have it deferred to their taxes, therefore, there are no financial implications.

PUBLIC AND/OR STAKEHOLDER INVOLVEMENT

Public and/or stakeholder involvement is not required.

COMMUNICATION PLAN

The new cap, if approved, will be incorporated into the documents sent to the affected homeowners.

ENVIRONMENTAL IMPLICATIONS

There are no environmental implications.

PRIVACY IMPACT

There are no privacy implications.

SAFETY/CRIME PREVENTION THROUGH ENVIRONMENTAL DESIGN (CPTED)

A CPTED Review is not required.

PUBLIC NOTICE

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

**E2) Annual Water and Sewer Connection Replacement Program
Award of Contract
Connection Rehabilitation for 2013
(Files CK. 7780-1 and IS. 7780-1)**

- RECOMMENDATION:**
- 1) that the proposal submitted by Brunner's Construction Ltd. for the connection rehabilitation contract, for work to be completed in 2013, at a total estimated cost of \$702,469.95 (including G.S.T. and P.S.T.), be accepted; and
 - 2) that His Worship the Mayor and the City Clerk be authorized to execute the contract documents, as prepared by the City Solicitor, under the corporate seal.

The Administration is submitting three reports regarding the annual Water and Sewer Connection Replacement Program. It is requested that this report be considered second.

TOPIC AND PURPOSE

This report is to obtain City Council's approval to award the contract for the connection rehabilitation program, for work to be completed in 2013.

REPORT HIGHLIGHTS

1. The Connection Rehabilitation Program consists of replacing failing water and/or sewer connections.
2. Recommendation for the acceptance of the proposal for the 2012 connection rehabilitation program submitted by Brunner's Construction Ltd.

STRATEGIC GOALS

The recommendations in this report support the City of Saskatoon Strategic Goal, Asset and Financial Sustainability.

BACKGROUND

The Connection Rehabilitation Program consists of the replacement of failed water lines and/or failed sewer connections. The connection rehabilitation contract is intended to address emergency replacements, which are prioritized to insure that connections are replaced in an acceptable timeframe.

If required, the contractor will also replace the homeowner's portion of the connection (i.e. the portion from the property line to the home foundation), with the City paying 60% of the total replacement, and the homeowner paying 40%, to a maximum of \$2,540 (proposed 2013 cap, which is recommended in the first report being submitted regarding the Water and Sewer Connection Program.). The homeowner can either pay the contractor directly or have it added to their property taxes

REPORT

On December 6, 2012, a Request for Proposals for the replacement of failed water and sewer connections, for the period of December 31, 2012 to December 31, 2013, was issued. One proposal was received, from Brunner's Construction Ltd.

The proposal was reviewed following the criteria listed below, with 1 being the most important and 5 the least important:

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

After a review, the Administration has determined that the proposal from Brunner's Construction Ltd., at a total cost of \$702,469.95 (including G.S.T. and P.S.T.) to be acceptable.

OPTIONS TO THE RECOMMENDATION

An option would be to not accept the proposal from Brunner's Construction Ltd. This option is not recommended as the proposal is acceptable.

POLICY IMPLICATIONS

There are no policy implications.

FINANCIAL IMPLICATIONS

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

Base Fees	\$669,019.00
G.S.T.	<u>\$ 33,450.95</u>
Total Fees	\$702,469.95
Less Home Owner Costs (External Funding)	\$190,104.00
Less G.S.T. Rebate	<u>\$ 33,450.95</u>
Net Cost to the City	\$478,915.00

There is sufficient funding for this program within the Operating Budget and Capital Project 1615 - Water Distribution Preservation Program.

Budgeted	Unbudgeted	Capital	Operating	Non-Mill Rate	External Funding
X		240,000	\$238,915		\$190,104

PUBLIC AND/OR STAKEHOLDER INVOLVEMENT

Public and/or stakeholder involvement is not required.

COMMUNICATIONS PLAN

Information will be provided to the homeowners who's connections are to be replaced, to advise them of the option of having their portion replaced at the same time as the City's, and the costs.

ENVIRONMENTAL IMPLICATIONS

The recommendation is expected to have greenhouse (GHG) emissions implications once construction proceeds. Construction activities will require an estimated 6,715 litres of diesel fuel, contributing to estimated GHG emissions of 20 tonnes CO₂e.

PRIVACY IMPACT

There are no privacy implications.

SAFETY/CRIME PREVENTION THROUGH ENVIRONMENTAL DESIGN (CPTED)

A CPTED review is not required.

PUBLIC NOTICE

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

E3) Annual Water and Sewer Connection Replacement Program Award of Contract Homeowner Requests for Connection Rehabilitation - 2013 (Files CK. 7780-1 and IS. 7780-1)

- RECOMMENDATION:**
- 1) that the proposal submitted by Brunner's Construction Ltd. for the homeowner requests for connection rehabilitation contract, for work to be done in 2013, at a total estimated cost of \$704,401.95 (including G.S.T. and P.S.T.), be accepted; and
 - 2) that His Worship the Mayor and the City Clerk be authorized to execute the contract documents, as prepared by the City Solicitor, under the corporate seal.

The Administration is submitting three reports regarding the Water and Sewer Connection Replacement Program. It is requested that this report be considered third.

TOPIC AND PURPOSE

This report is to obtain City Council approval to award the homeowner requests for connection rehabilitation contract, for work to be done in 2013, to Brunner's Construction Ltd.

REPORT HIGHLIGHTS

1. The Homeowner request for connection rehabilitation program consists of replacing the lead water and sanitary connection, with the City being responsible for 60% of the costs and the homeowner being responsible for 40%, up to a maximum of \$2,540 (proposed 2013 cap).
2. Recommendation for the acceptance of the proposal for the 2012 homeowner requests connection rehabilitation program submitted by Brunner's Construction Ltd.

STRATEGIC GOAL(S)

The recommendations in this report support the City of Saskatoon Strategic Goal, Asset and Financial Sustainability.

BACKGROUND

Capital Project 1615 - Water Distribution Preservation Program includes funding for the lead replacement program.

The lead replacement program consists of replacing lead water lines and sewer lines with trenchless technology. Most houses built prior to 1949 (approximately 6,000 homes in Saskatoon) have this type of connection. There are currently approximately 174 homes where the homeowners have requested their lead water line be replaced, which are prioritized based on importance, rehabilitation work being done in the area, etc.

The lead replacement program is limited to the City's portion of the connection only. The cost is substantially reduced when the private portion is done in conjunction with the City's portion, with the City paying 60% of the total cost and the homeowner paying 40%, to a maximum of \$2,540 (proposed 2013 cap which is recommended in the first report being submitted regarding the Water and Sewer Connection Replacement Program). The homeowner can either pay the contractor directly, or have it added to their property taxes.

REPORT

On December 6, 2012, Infrastructure Services issued a Request for Proposals for homeowner requests for connection rehabilitation contract, which will run from December 31, 2012 to December 31, 2013.

The contract includes the replacement of approximately 90 full water and sewer connections which were requested by homeowners, and may also include the replacement of lead lines in conjunction with water main rehabilitation locations.

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

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

After a review, the Administration has determined that the proposal from Brunner's, at a total cost of \$704,401.95 (including G.S.T. and P.S.T.) to be acceptable.

OPTIONS TO THE RECOMMENDATION

An option would be to not accept the proposal from Brunner's Construction Ltd. for the lead line replacement work. This option is not recommended as the proposal received from Brunner's Construction Ltd. is acceptable, and it would mean that the homeowners' requests for replacement of their lead lines would not be able to be done.

POLICY IMPLICATIONS

There are no policy implications.

FINANCIAL IMPLICATIONS

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

Base Fees	\$670,859.00
G.S.T.	<u>\$ 33,542.95</u>
Total Fees	\$704,401.95
Less Home Owner Costs (External Funding)	\$225,360.00
Less G.S.T. Rebate	<u>\$ 33,450.95</u>
Net Cost	\$445,591.00

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

Budgeted	Unbudgeted	Capital	Operating	Non-Mill Rate	External Funding
X		\$445,591			\$225,360

PUBLIC AND/OR STAKEHOLDER INVOLVEMENT

Public and/or stakeholder involvement is not required.

COMMUNICATION PLAN

Information will be provided to the homeowners scheduled for rehabilitation in 2013, explaining the program and costs.

ENVIRONMENTAL IMPLICATIONS

The recommendation is expected to have greenhouse gas (GHG) emissions implications once construction proceeds. Construction activities will require an estimated 6,043 litres of diesel fuel, contributing to estimated GHG emissions of 18 tonnes CO₂e.

PRIVACY IMPACT

There are no privacy implications.

SAFETY/CRIME PREVENTION THROUGH ENVIRONMENTAL DESIGN (CPTED)

A CPTED review is not required.

PUBLIC NOTICE

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

**E4) Capital Project 0625-18 and 0625-22
WWTP – The Design and Construction Services of Northeast Sector
Lift Station and Force Main
Award of Engineering Services
(Files CK. 7820-3 and IS. 7990-92)**

- RECOMMENDATION:**
- 1) that the proposal submitted by Associated Engineering Ltd. for engineering services for the design and construction of a new lift station and force main in the northeast sector of Saskatoon, for a total upset fee of \$396,620 (including P.S.T. and G.S.T.), be accepted; and
 - 2) that the City Solicitor be instructed to prepare the necessary Engineering Services Agreement for execution by His Worship the Mayor and the City Clerk under the corporate seal.

TOPIC AND PURPOSE

The services of an engineering consulting firm are required to provide a conceptual design, detailed design, tendering and construction engineering services for a sanitary sewer lift station and force main in the northeast sector. City Council approval is required to commission a consultant to proceed with the deliverables of the project.

REPORT HIGHLIGHTS

1. A new sanitary sewer lift station and force main is required in the northeast sector of the city.
2. A Request for Proposal was posted on the City of Saskatoon's website on November 7, 2012.
3. The original service area was increased from 223 hectares (ha) to 423 ha, impacting proposal costs.

STRATEGIC GOAL

This report supports the City of Saskatoon Strategic Goal, Asset and Financial Sustainability, through the construction of significant infrastructure to serve neighbourhood development in the northeast sector of the city.

BACKGROUND

Capital Project 0625 – Trunk Sewers – Northeast Sector, includes approved funding in 2013 in the amount of \$3,130,000 for a new lift station and \$5,322,000 for a new force main, both in the northeast sector.

REPORT

A new sanitary sewer lift station and force main is required in the northeast sector of the city

Due to continued growth in the northeast sector of the city, a new sanitary sewer lift station and force main is required in the near future to serve approximately 423 hectares of future development located northeast of the Evergreen neighbourhood. The force main will discharge into the Central Avenue sanitary sewer trunk system at the intersection of Central Avenue and Somers Road.

The project will be completed in two phases. Phase I will include the conceptual and detail designs to be completed before the end of May 2013, and the tender for the construction contract to be awarded by the end of June 2013. Phase II, construction management of the lift station and force main, will commence the first week of July 2013, and will be completed before the end of June 2014.

A Request for Proposal was posted on the City of Saskatoon's website on November 7, 2012

A Request for Proposal was posted on City of Saskatoon's website on November 7, 2012, and eight proposals were received on December 6, 2012 from the following consultants:

- AECOM Canada Ltd.;
- Allnorth Consultants Limited;
- Associated Engineering (Sask) Ltd.;
- Bullée Consulting Ltd.;
- Catterall & Wright Consulting Engineers;
- CH2M HILL Canada Limited;
- Stantec Consulting Ltd.; and
- Worley Parsons Canada.

After a systematic evaluation of all proposals, the Administration rated the proposal from Associated Engineering (Sask) Ltd. as superior, and confirmed it met the scope of work defined within the Terms of Reference.

The original service area was increased from 223 ha to 423 ha impacting proposal costs

After receiving the proposals, the lift station service area was increased from 223 ha to 423 ha. This will increase the peak design flow to 256 litres/second and the force main length to 4.36 kilometres. Due to the post-proposal addendum, there is an additional fee of \$30,000 (not including P.S.T. and G.S.T.) for extended engineering services. Also, a Computational Fluid Dynamic Model (CFD) of the wet well will be added as an additional design task, at a cost of \$25,000 (not including P.S.T. and G.S.T.).

OPTIONS TO THE RECOMMENDATION

There are no options as the recommended proponent, Associated Engineering (Sask) Ltd., received the highest score and was responsive to the Request for Proposal.

POLICY IMPLICATIONS

There are no policy implications.

FINANCIAL IMPLICATIONS

The net cost to the City of Saskatoon for the engineering services, as described above, including additional services, and within the proposal submitted by Associated Engineering Ltd. is as follows.

Base fee	\$340,703
Extended engineering fees	30,500
CFD Modelling	<u>25,417</u>
Sub-Total Upset Fee (incl. PST)	\$396,620
GST (5%)	<u>19,831</u>
Total upset fee	\$416,451
GST Rebate	<u>(19,831)</u>
Net cost to City	<u>\$396,620</u>

There is sufficient approved funding within in the 2013 Capital Project 625 – Trunk Sewers North East Sector.

Budgeted	Unbudgeted	Capital	Operating	Non-Mill Rate	External Funding
X		\$396,620			

PUBLIC AND/OR STAKEHOLDER INVOLVEMENT

Public and/or stakeholder involvement is not required.

COMMUNICATIONS PLAN

The system will be designed and constructed to have no adverse impact on the residential neighbourhood in terms of traffic flow, aesthetics, noise or odour; therefore, a communications plan is not required.

ENVIRONMENTAL IMPLICATIONS

An environmental study, Northeast Swale Development Guidelines (2012), has been conducted by Stantec which identifies guidelines and acceptable construction practices to mitigate impact on existing wetlands and its habitat. Stantec engaged a Technical Advisory Committee consisting of staff from MVA, Native Plant Society of Saskatchewan, Ducks Unlimited Canada, Saskatoon Nature Society, Environment Canada, Wildlife Federation, University of Saskatchewan and City of Saskatoon. This report has been approved by City Administration and MVA and will be submitted to Council in a separate report. This report will be forwarded to Associated Engineering Ltd. pending approval of this award for engineering services.

The lift station pumps will be selected for maximum efficiency based on the required system head and flow rates. The estimated annual greenhouse gas emissions related to the electrical consumption by the pumps would be 195 tonnes CO₂e.

PRIVACY IMPACT

There are no privacy implications.

SAFETY/CRIME PREVENTION THROUGH ENVIRONMENTAL DESIGN (CPTED)

The design of the lift station will be submitted for a CPTED review.

PUBLIC NOTICE

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

**E5) Award of Engineering Services
Capital Project 1678 – West Weather Inflow Remediation
Brevoort Park and Lakeview Sanitary Sewer Storage Facilities
(Files CK. 7820-3 and IS. 7820-01)**

- RECOMMENDATION:**
- 1) that the proposal submitted by AECOM Canada Ltd. for engineering services for detailed design, tendering and construction of the Brevoort Park and Lakeview Sanitary Sewer Storage Facilities, on a time and expense basis, at an estimated total cost of \$138,130.50 (including G.S.T. and applicable P.S.T.), be accepted; and
 - 2) that the City Solicitor be instructed to prepare the necessary Engineering Services Agreement for execution by His Worship the Mayor and the City Clerk under the Corporate Seal.

TOPIC AND PURPOSE

This report is to obtain City Council's approval for the award of engineering services for detailed design, tendering and construction of the Brevoort Park and Lakeview Sanitary Sewer Storage Facilities to AECOM Canada Ltd.

REPORT HIGHLIGHTS

1. The Brevoort Park and Lakeview neighbourhoods require sanitary sewer storage facilities to alleviate basement flooding.
2. This project is funded, in part, by the Building Canada Fund.
3. The Administration is recommending that the engineering services agreement for the design, tendering and construction of these facilities be awarded to AECOM Canada Ltd.

STRATEGIC GOALS

The recommendations in this report support the following City of Saskatoon Strategic Goals:

- Asset and Financial Sustainability, as the City will be investing in the long-term functional sustainability of the sanitary sewer system and the award to AECOM Canada Ltd, will ensure the best value for delivery of this project; and
- Quality of Life, as construction of these facilities will help alleviate basement flooding in the surrounding areas, thereby improving the quality of life for those residents.

BACKGROUND

Capital Project 1678 – Wet Weather Inflow Remediation includes funding in 2013 in the amount of \$1,395,000 to support the engineering services related to the construction of the Brevoort Park and Lakeview sanitary sewer storage facilities. This funding is made possible, in part, through assistance provided by the Building Canada Fund. The agreements of this funding require that all construction be completed by January 31, 2015.

REPORT

The neighbourhoods of Brevoort Park and Lakeview have experienced basement flooding in the past due to overloaded sanitary sewer systems during major rainstorms. The method of alleviating this problem is the implementation of sanitary sewer storage facilities or “super pipes”. Eight of these facilities have been constructed over the past five years throughout the city, which have been successful in reducing basement flooding.

The City of Saskatoon has received funding through the Building Canada Fund to construct sanitary sewer storage facilities. The total funding received for the entire project was \$7.75 million, which, to date, has funded the construction of the Westview and Sutherland facilities. The remaining funding will be used to construct the proposed Brevoort Park and Lakeview facilities, which will complete the requirements of the funding agreement. The timeline for completion of these projects under the agreement is January 31, 2015. Timely award of this project will ensure this timeline is met.

A Request for Proposals for engineering services for design, tendering and construction of the storage facilities was issued and closed on December 20, 2012. Six proposals were received as follows:

- AECOM Canada Ltd.;
- Associated Engineering Ltd.;
- Bullée Consulting Ltd.;
- Catterall & Wright Consulting Engineers;
- Stantec Consulting Ltd.; and
- WorleyParsons Canada Services Ltd.

The six proposals were reviewed and evaluated by the Project Review Committee based on the evaluation matrix laid out in the Request for Proposals. It was determined that AECOM Canada Ltd, on a time and expense basis, at an estimated total cost of \$138,130.50 (including G.S.T. and applicable P.S.T.), delivered the best overall proposal. As well as having the lowest total cost, they were the unanimous choice of the Review Team in terms of qualifications and ability to deliver the project effectively.

OPTIONS TO THE RECOMMENDATION

There are no other options.

POLICY IMPLICATIONS

There are no policy implications.

FINANCIAL IMPLICATIONS

The estimated net cost to the City of Saskatoon for the proposal from AECOM Canada Ltd. is as follows:

Estimated Cost	\$129,700.00
P.S.T (5% of 30%)	\$ 1,945.50
G.S.T.	<u>\$ 6,485.00</u>
Sub-Total	\$138,130.50
G.S.T. Rebate	<u>\$ (6,485.00)</u>
Net Cost to City	\$131,645.50

There is sufficient funding available within approved 2013 Capital Project 1678 – Wet Weather Inflow Remediation.

Budgeted	Unbudgeted	Capital	Operating	Non-Mill Rate	External Funding
X		\$43,881.83			\$87,763.67

PUBLIC AND/OR STAKEHOLDER INVOLVEMENT

Public and/or stakeholder involvement is not required.

COMMUNICATION PLAN

If approved, the Administration will work with the Communications Branch to issue any necessary notices to the public.

ENVIRONMENTAL IMPLICATIONS

For the recommendations of this report there are no environmental implications. The environmental impact of the construction to follow is estimated at this time to produce 35,000 litres of diesel fuel, contributing to estimated greenhouse gas emissions totalling 105 tonnes CO₂.

PRIVACY IMPACT

There are no privacy implications.

SAFETY/CRIME PREVENTION THROUGH ENVIRONMENTAL DESIGN (CPTED)

A CPTED review is not required.

PUBLIC NOTICE

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

**E6) Request for Award of Engineering Services Agreement
Capital Project 1527 – University Bridge Rehabilitation Design
(Files CK. 6050-7 and IS. 650-104-03)**

- RECOMMENDATION:**
- 1) that the proposal submitted by CH2M Hill, for engineering services for rehabilitation work required for the University Bridge, at a total estimated cost, on a time and materials basis, to an upset limit of \$1,266,225.40 (including P.S.T. and G.S.T.), be accepted; and
 - 2) that His Worship the Mayor and the City Clerk be authorized to execute the engineering services agreement, as prepared by the City Solicitor, under the corporate seal.

TOPIC AND PURPOSE

This report is to obtain City Council's approval to award an engineering services agreement for necessary rehabilitation work required for the University Bridge, to CH2M Hill.

REPORT HIGHLIGHTS

1. The University Bridge requires rehabilitation work be completed by the end of 2014.
2. The project requires the design of the rehabilitation work to be completed in 2013, so that construction can commence in early 2014, subject to capital budget approval.
3. The Administration is recommending that the engineering services agreement for the design of the rehabilitation work be awarded to CH2M Hill.

STRATEGIC GOAL(S)

The recommendations in this report support the City of Saskatoon Strategic Goal, Asset and Financial Sustainability, as the project will help reduce the gap in funding required to maintain the University Bridge over the long term, by extending the service life of the structure.

The project also supports the Strategic Goal, Moving Around, as it will ensure that the bridge remains in working order and in a good state of repair.

BACKGROUND

Capital Project 1527 – University Bridge Rehabilitation includes funding in the amount of \$1,788,000 in 2013 for engineering services related to the rehabilitation of the University Bridge.

REPORT

The University Bridge, which spans the South Saskatchewan River, between 25th Street and College Drive/Clarence Avenue, is a 10-span, 4-lane concrete arch and girder bridge, originally constructed in 1916.

Recent studies have recommended that the following rehabilitation work be completed by the end of 2014:

- Remove asphalt wearing surface, membrane, and expansion joints;
- Spot repairs to approximately 10% of the concrete deck;
- Provide new membrane and asphalt wearing surface or replace with concrete driving surface;
- Spot repairs to approximately 30% of the arches and abutments; and
- Provision of a galvanic protection system over the arches and abutments.

It is estimated that repairs to the piers will be required within the next 10 to 15 years.

A Request for Proposals for engineering services to design and prepare the tender for the rehabilitation work closed on December 20, 2012. Nine proposals were received as follows:

- AECOM;
- Allnorth;
- Associated Engineering;
- CH2M Hill;
- Genivar;
- Hatch Mott MacDonald;
- ISL Engineering and Land Services;
- Stantec Consulting Ltd.; and
- Tetra Tech.

After a comprehensive review, the proposal from CH2M Hill was determined to be the preferred proposal, at a total estimated cost, on a time and materials basis, to an upset limit of \$1,208,669.70 (including G.S.T. and P.S.T.). If approved, work will commence in January 2013.

It is the Administration’s opinion that the timely completion of the design of this project is urgent, in order for tendering and construction of the rehabilitation work in 2014, however, funding shortfalls may result in delays.

OPTIONS TO THE RECOMMENDATION

No other options were considered.

POLICY IMPLICATIONS

There are no policy implications.

FINANCIAL IMPLICATIONS

The estimated net cost to the City of Saskatoon for the proposal from CH2M Hill is as follows:

Base Fees	\$1,208,669.70
G.S.T.	\$ 57,555.70
Sub-Total	\$1,266,225.40
G.S.T. Rebate	\$ (57,555.70)
Net Cost to City	\$1,208,669.70

There is sufficient funding available within approved 2013 Capital Project 1527 – University Bridge Rehabilitation.

Budgeted	Unbudgeted	Capital	Operating	Non-Mill Rate	External Funding
X		\$1,788,000			

PUBLIC AND/OR STAKEHOLDER INVOLVEMENT

Public and/or stakeholder involvement is not required.

COMMUNICATION PLAN

If approved, the Administration will work with the Communications Branch to issue any necessary notices to the public.

ENVIRONMENTAL IMPLICATIONS

There are no environmental implications.

PRIVACY IMPACT

There are no privacy implications.

SAFETY/CRIME PREVENTION THROUGH ENVIRONMENTAL DESIGN (CPTED)

A CPTED review is not required.

PUBLIC NOTICE

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

Section F – UTILITY SERVICES

F1) Landfill Gas Project – SaskPower Green Options Partners Program Saskatoon Light & Power Capital Project #2305 Electrical Supply Options – Landfill Gas (Files CK. 2000-5 and US. 2000-10-7)

- RECOMMENDATION:**
- 1) that a Power Purchase Agreement for the purchase and supply of electrical energy and environmental credits from the landfill gas facility at the Saskatoon Landfill be accepted;
 - 2) that a Generator Interconnection Agreement for the purpose of interconnecting the landfill gas generating facility with SaskPower's Distribution System for a fixed cost of \$634,000.00 be accepted; and,
 - 3) that His Worship the Mayor and the City Clerk be authorized to execute the agreements, as prepared by the City Solicitor under the Corporate Seal.

TOPIC AND PURPOSE

Your Administration is requesting that City Council accept the terms and conditions set forth in a Power Purchase Agreement and a Generator Interconnection Agreement, as part of SaskPower's Green Options Partners Program, for the Landfill Gas Project.

REPORT HIGHLIGHTS

1. The Landfill Gas Project was selected in SaskPower's 2011 Green Options Partners Program Lottery.
2. The Power Purchase Agreement is a 20-year contract based on published prices that include an allowance for environmental emission credits.
3. The Generator Interconnection Agreement covers the connection of 2 generators with a cumulative production capacity of 1.63 megawatts.

STRATEGIC GOAL

This report supports the following City of Saskatoon Strategic Goals:

1. Environmental Leadership – create new sources of green energy where feasible.
2. Asset and Financial Sustainability – increase revenue sources and reduce reliance on residential property taxes.

BACKGROUND

Saskatoon Light & Power (SL&P) and the Environmental Services Branch have been working since 2008 to develop a landfill gas collection system at the Saskatoon Landfill. This project was identified as an Action in the City's Energy and Greenhouse Gas Management Plan adopted by City Council in June 2009, to achieve a diverse and environmentally sustainable energy system using local renewable energy supplies.

This facility will capture landfill gas that is generated by the decomposition of organic waste in the landfill; pipe the gas to a generating station west of the landfill, and burn the gas in engine-generators to produce electrical energy.

REPORT

SaskPower's Green Options Partners Program

The Landfill Gas Project was selected in the SaskPower Green Options Partners Program Lottery in June of 2011. This program allows power producers to generate and sell environmentally preferred electricity to SaskPower with generator capacities between 100 kilowatts and 10 megawatts. Environmentally preferred electricity includes technologies such as biogas, heat recovery, low-impact hydro, solar, and wind. This program was offered as a lottery in 2011 with a total of 20 projects selected for a combined capacity of approximately 50 megawatts.

Power Purchase Agreement

A Power Purchase Agreement must be entered into with SaskPower, and is a 20-year contract based on a published price that escalates annually, as per the table below. The facility is expected to produce 13 gigawatt-hours of electrical energy annually, resulting in anticipated revenue of \$1.325 million in the first full year of production in 2014.

Year	Energy Price (per megawatt-hour)
2013	\$99.98/MWh
2014	\$101.98/MWh
2015	\$104.02/MWh
2016	\$106.10/MWh
2032	\$148.56/MWh

Under the agreement, SaskPower is entitled to environmental emissions credits that may result from replacing fossil fuels (i.e. natural gas) with landfill gas in the production of electricity. The City of Saskatoon will retain all rights to any environmental emissions credits that may result from methane capture and destruction from the landfill gas.

Generator Interconnection Agreement

A Generator Interconnection Agreement must be entered into with SaskPower for interconnecting with their distribution system. The agreement sets out specific requirements and practices, and includes all costs to be paid to SaskPower to design, construct, commission, and maintain all facilities and upgrades required to interconnect to their distribution system.

Two generators will be interconnected with a cumulative production capacity of 1.63 megawatts (or 815 kilowatts each). Under the terms of the agreement, the City of Saskatoon will pay to SaskPower a fixed cost of \$634,000.00 for this interconnection.

OPTIONS TO THE RECOMMENDATION

1. SL&P could interconnect the generating facility with their own distribution system. This option is not recommended as the initial price paid for this environmentally preferred electricity through SaskPower's Green Options Partners Program is above the current bulk reseller rate paid by SL&P to SaskPower for purchase of bulk electricity. A 20-year economic analysis indicates it is advantageous to sell this electrical energy to SaskPower rather than interconnect with SL&P's distribution system.
2. Rather than paying a fixed cost under the Generator Interconnection Agreement, SaskPower offers an option to pay the actual cost of interconnection as determined by final project costs calculated 8 months after the in-service date. This option is not recommended due to the financial risk associated with unpredictable material and labour costs at the time of construction.

POLICY IMPLICATIONS

There are no known policy implications.

FINANCIAL IMPLICATIONS

The project is partially funded through the Canada-Saskatchewan Provincial-Territorial Base Fund, in the amount of \$6.75 million toward the overall budget, with the remainder

funded from internal reserves. A Financial Analysis indicates a positive cash flow of \$8.4 million over the first 20 years of operation after repayment of reserves. Repayment of all reserve funding will be complete after the first 9 years of operation. The 20-year Internal Rate of Return (IRR) for the project is 8.2% and meets the target 'hurdle rate' of 8%.

Budgeted	Unbudgeted	Capital	Operating	Non-Mill Rate	External Funding
\$634,000.00		\$634,000.00			

PUBLIC AND/OR STAKEHOLDER INVOLVEMENT

SL&P hosted an open house on November 24, 2010 at Montgomery School. The open house provided participants with information, answered questions, addressed concerns, and gathered input on the project. Approximately 30 people attended the open house.

COMMUNICATION PLAN

A number of communication activities have been completed over the last three years while developing this project. Information on the project, blog articles, a City Beat video, an animation of the technology, as well as Frequently Asked Questions articles have been developed and are available on the City's website.

Working with Reach Communications, a communication plan has been developed, and it covers all communication activities through project completion.

ENVIRONMENTAL IMPLICATIONS

The Landfill Gas Project will generate electricity by combusting the methane emitted from the landfill, producing electricity and converting the gas to carbon dioxide (CO₂), which is 21 times less harmful for the environment than methane.

The recommendation has positive greenhouse gas (GHG) implications. The GHG emissions reductions through landfill gas capture and combustion to produce electricity are estimated at 47,300 tonnes CO_{2e}, which is the equivalent of removing 9,460 cars from the road each year.

PRIVACY IMPACT

There are no privacy implications.

Administrative Report No. 2-2013
Section F – UTILITY SERVICES
Monday, January 21, 2013
Page 5

SAFETY/CRIME PREVENTION THROUGH ENVIRONMENTAL DESIGN (CPTED)

The design of the Landfill Gas Power Generation facility was presented to the CPTED Review Committee on April 5, 2012. The committee completed its review on May 5, 2012.

PUBLIC NOTICE

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

Section G – CITY MANAGER

G1) Business Achievements and Renewal of Business Resolution (Files CK. 3500-1 and CC. 3500-1)

RECOMMENDATION: that City Council adopt the resolution proposed by the Greater Saskatoon Chamber of Commerce and the North Saskatoon Business Association, “That the City of Saskatoon continue to work with the Saskatoon business community to maintain Saskatoon’s position as Canada’s Business Friendliest City over this City Council’s elected term between 2012 and 2016.”

TOPIC AND PURPOSE(S)

The purpose of this report is to highlight the initiatives that are undertaken by the City of Saskatoon, many in partnership with the Saskatoon business community, to maintain Saskatoon’s position as Canada’s Business Friendliest City.

REPORT HIGHLIGHTS

1. The Canadian Federation of Independent Business (CFIB) named Saskatoon as the top Canadian big city with the most business friendly policies.
2. Saskatoon is also noted by CFIB as one of the top three Canadian cities with a business friendly perspective – as a place where optimism among business owners also rates high.
3. In a recent national audit conducted by KPMG, Saskatoon was rated as the most tax competitive city in Canada.
4. The City of Saskatoon has a number of initiatives that are business friendly.

STRATEGIC GOAL(S)

This report supports the Strategic Goal of Economic Diversity and Prosperity where Saskatoon is known as a business friendly city.

BACKGROUND

At its meeting held on November 13, 2012, City Council considered a request that Council consider and endorse the following resolution: “That the City of Saskatoon continue to work with the Saskatoon business community to maintain Saskatoon’s position as Canada’s Business Friendliest City over this City Council’s elected term between 2012 and 2016.”

City Council referred this request to the Administration for a report.

In 2002, 2007, and 2009, similar resolutions were asked to be considered by the business community, and subsequently approved by City Council.

In response to the 2009 request, the Administration tabled the first annual *Report on Service, Savings, and Sustainability: How the City of Saskatoon is Improving its Productivity* to quantify how the City of Saskatoon has become more entrepreneurial, creative, and innovative. This report is tabled annually with City Council and demonstrates how the City of Saskatoon is becoming more goal-oriented, responsive, and adaptive in our approach to municipal government.

In addition to the annual *Service, Savings, and Sustainability Report*, this report will highlight the initiatives that the City of Saskatoon is undertaking to maintain Saskatoon's position as Canada's Business Friendliest City.

REPORT

CFIB Names Saskatoon as One of the Top Business Friendly Canadian Cities

The Canadian Federation of Independent Business (CFIB) named Saskatoon as the top Canadian big city with the most business friendly policies.

The CFIB has pointed to the City of Saskatoon as one of the best places in Canada conducive to business. In its 2012 *Communities in Boom* survey of 103 Census Metropolitan Areas, the Federation revealed its ranking of Canadian cities. Narrowly edged out by Grand Prairie, Alberta, Saskatoon was ranked as having the second best overall business climate.

The CFIB ranked Canada's major urban areas based on three key guidelines:

- Presence - high rate of business start-up and concentration of business-minded people;
- Perspective - high level of business optimism; and
- Policy - supportive local tax rates and business rules.

The CFIB lists five Saskatchewan big and mid-sized cities within the Canadian top ten overall standings, and Saskatoon leads the group.

Saskatoon is also noted as one of the top three Canadian cities with a business friendly perspective – as a place where optimism among business owners also rates high.

Most Tax Competitive City in Canada

In a recent national audit conducted by KPMG, Saskatoon was rated as the most tax competitive city in Canada. Sixteen cities were surveyed nationwide, and Saskatoon ranked first in its Total Effective Tax Rate, which is a calculation comprised of levies and fees on business and statutory labour costs.

This can be attributed, in part, to:

- a strategy to reduce the gap between business and residential tax from 2.36% to 1.75%;
- a five-year tax exemption for qualified manufacturers, processors, and other businesses that commit to job creation targets; and
- the elimination of a 14.5% business tax which was valued at \$10 million and rolled into non-residential property assessments.

According to *Blacklock's Reporter*, an Ottawa-based news publication, "Saskatoon also charges the lowest water rates of any major Prairie city."

City of Saskatoon Business Friendly Initiatives

The City of Saskatoon has a number of initiatives and practices that are business friendly. They range from the Administration meeting monthly with the Government Affairs Committee of the Greater Saskatoon Chamber of Commerce, to streamlining processes to improve the turnaround time for building permit plan reviews and inspections, to ensuring there is an adequate supply of serviced land for the Saskatoon market.

See Attachment 1 for a list of the business friendly initiatives from the City of Saskatoon.

OPTIONS TO THE RECOMMENDATION

The option is to not approve the recommended resolution.

POLICY IMPLICATIONS

There are no policy implications.

PUBLIC AND/OR STAKEHOLDER INVOLVEMENT

The City of Saskatoon will continue to work with the business community to make Saskatoon business friendly.

COMMUNICATION PLAN

A news release was issued in October 2012 in response to the CFIB's naming of Saskatoon as the top Canadian big city with the most business friendly policies.

ENVIRONMENTAL IMPLICATIONS

There are no environmental implications.

PRIVACY IMPLICATIONS

There are no privacy implications.

SAFETY/CRIME PREVENTION THROUGH ENVIRONMENTAL DESIGN (CPTED)

Not applicable.

PUBLIC NOTICE

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

ATTACHMENT

1. City of Saskatoon – Business Friendly Initiatives.

Administrative Report No. 2-2013
Section G – CITY MANAGER
Monday, January 21, 2013
Page 5

Respectfully submitted,

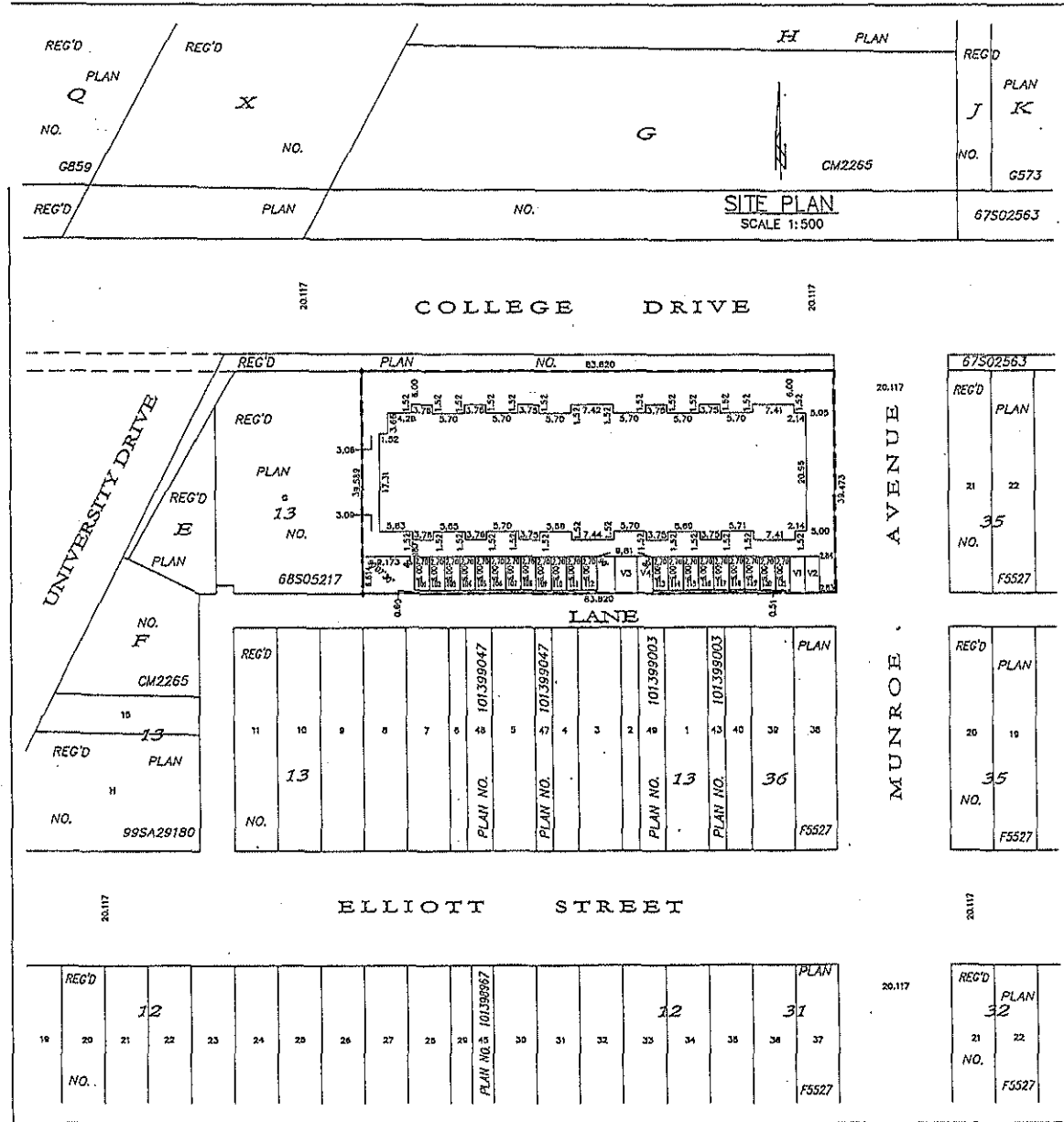
Randy Grauer, General Manager
Community Services Department

Marlys Bilanski, General Manager
Corporate Services Department

Mike Gutek, General Manager
Infrastructure Services Department

Jeff Jorgenson, General Manager
Utility Services Department

Murray Totland
City Manager



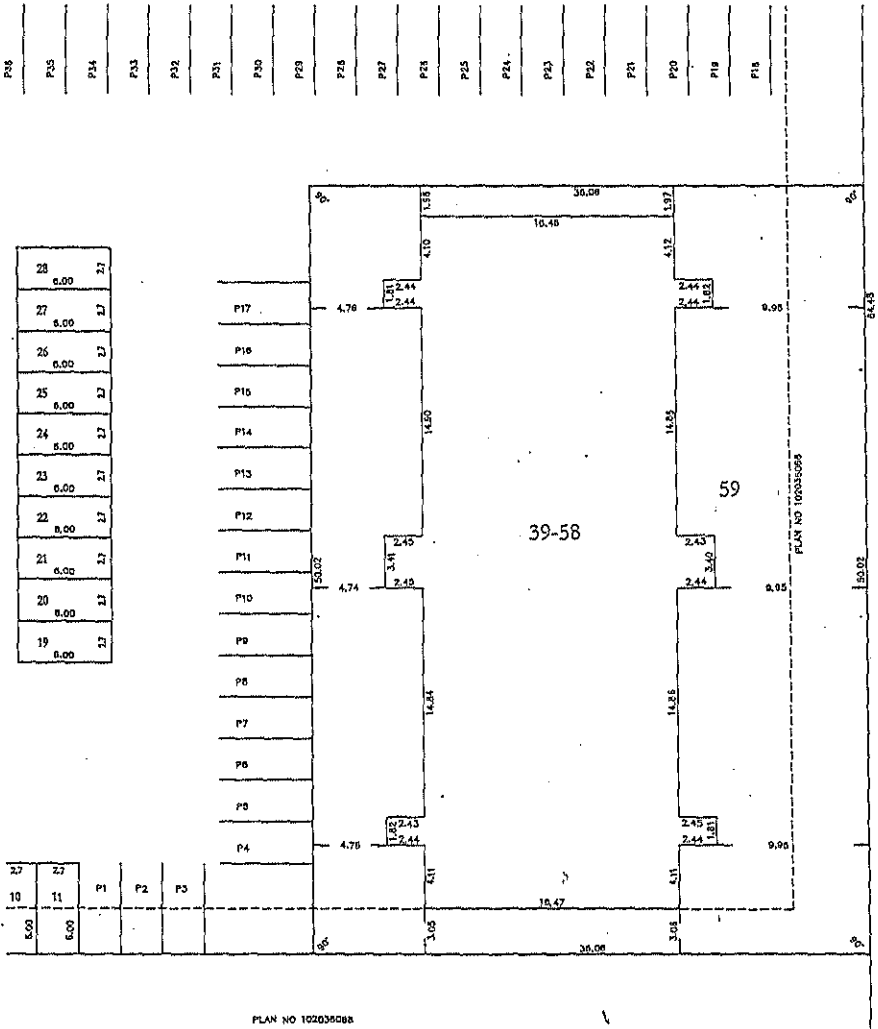
PLAN OF SURVEY SHOWING
SURFACE BUILDING
CONDOMINIUM FOR
LOTS 27-34, BLOCK 13
REG'D PLAN NO. F5527
LOTS 35-37, BLOCK 36
REG'D PLAN NO. F5527
LOT 42, BLOCK 36
PLAN NO. 101399036
LOT 44, BLOCK 13
PLAN NO. 101399115
LOT 45, BLOCK 13
PLAN NO. 101399104
LOT 46, BLOCK 13
PLAN NO. 101399069
N.W 1/4 OF SECTION 27
TWP. 36, RGE. 5, W.3rd MER.
SASKATOON, SASKATCHEWAN
BY T.R. WEBB, S.L.S.
SCALE AS SHOWN
NOVEMBER 2010 - JUNE 2011

LEGEND.

- Dimensions shown are in metres and decimals thereof.
- 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.
- Commercial, Residential and Parking unit numbers are shown as 1, 2, 3, etc. on sheets 1, 2 & 3.
- Regular Commercial and Residential unit boundaries are shown on Sheets 2 & 3 by a heavy solid line and are defined as follows:
 - the exterior surface of any interior finishing material that forms the surface of any common and exterior wall, floor, or ceiling.
- For parking units 34 to 100 inclusive unit boundaries are shown on Sheet 2 by a heavy solid line and are defined by measurements on the floor from the foundation walls.
- For parking units 101 to 121 inclusive unit corners are marked with 0.013 X 0.100 iron posts.
- Monuments on the south side of parking units 101 to 121 inclusive are offset 0.300 metres north, due to site conditions.
- Standard iron posts found are shown thus: ♦
- The doors and windows form part of the regular residential and commercial units.
- All exterior surfaces are common property.
- The owner of each regular residential unit shall have exclusive use of that balcony to which that unit has sole access.
- Parking spaces are in accordance with Section 11(1)(b) of The Condominium Property Act.
- Visitor parking spaces shown on Sheet 1 are designated as V1, V2, V3 and V4.
- All areas not designated with a unit number are common property.
- Area to be approved is outlined by a heavy dashed line.
- The parcel within the line of approval has an Extension G.
- Storage spaces shown on Sheet 2 are designated as S1, S2, S3, etc.

Proposed Condominium No. 1/13
ATTACHMENT 1

Prepared by
T.R. Webb
Surveys
© 2011
06-1701ak B.



PLAN OF SURVEY SHOWING
 RE-DIVISION OF
 BARE LAND CONDOMINIUM UNIT 1
 PLAN 102113176, IN ACCORDANCE WITH
 SECTION 25 OF THE CONDOMINIUM
 PROPERTY ACT, 1993 INTO
 CONDOMINIUM UNITS 39-59 INCLUSIVE
 BY T.R. WEBB, S.L.S.
 SCALE AS SHOWN
 DECEMBER 2012

NEW UNITS 39-58 are Regular Residential Units
 NEW UNIT 59 is a Service Unit

LEGEND

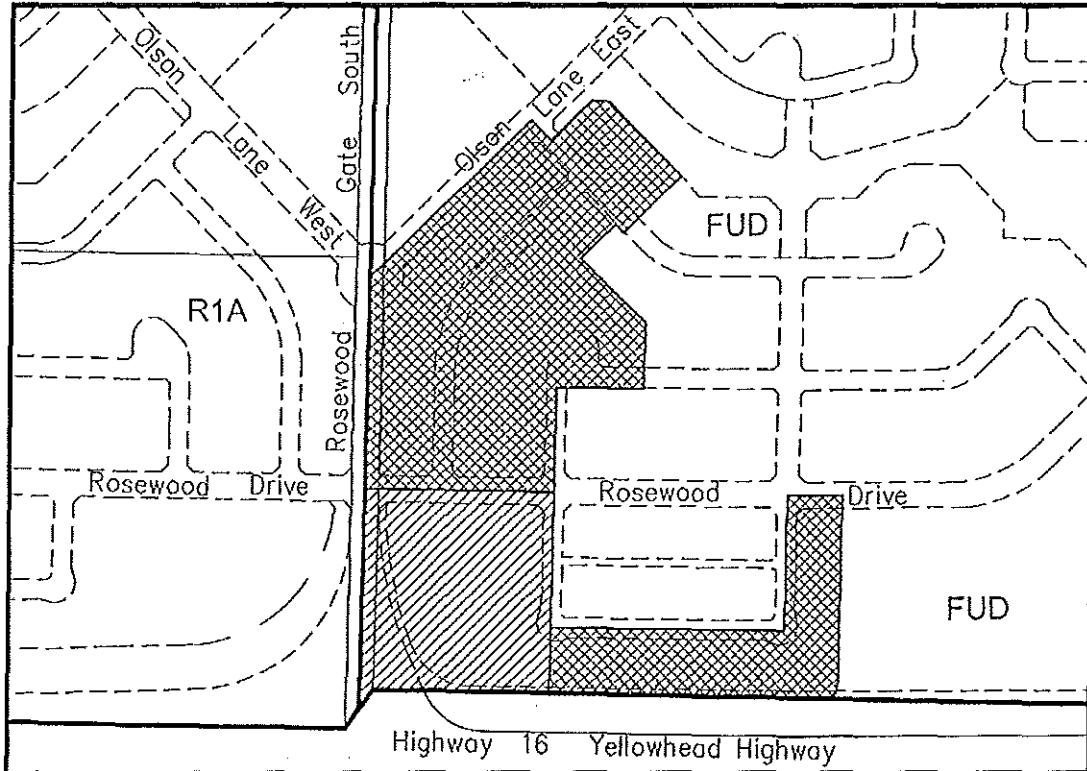
1. Dimensions shown are in metres and decimals thereof.
2. Measurements indicating the position of the building in relation to the outer boundaries of the parcel are taken to the concrete foundation of ground level.
3. Unit numbers are shown as 39, 40, 41, etc.
4. Unit boundaries are shown on Sheet 3 by a heavy solid line and are defined as follows:
 - the exterior surface of any interior finishing material that forms the surface of any common and exterior wall, floor, or ceiling.
5. The doors and windows form part of the unit.
6. All exterior surfaces are common property.
7. For the assignment of exclusive use parking stalls, see attached parking schedule of Sheet 3.
8. Parking spaces are identified on P1 - P20 and are designated for exclusive use of units as shown in the Parking Schedule.
10. Parking spaces are in accordance with Section 11(1)(a) of The Condominium Property Act except for Service Unit No. 39.
11. All portions of building and lands not designated as a regular condominium form Service Unit No. 59.

Prepared by

 © 2011
 12-2334en (s) D.P.

Plan of Proposed Rezoning No. Z26/12

ATTACHMENT 3



PROPOSED REZONING



From FUD to R1A



From FUD to RMTN

File No. RZ26-2012

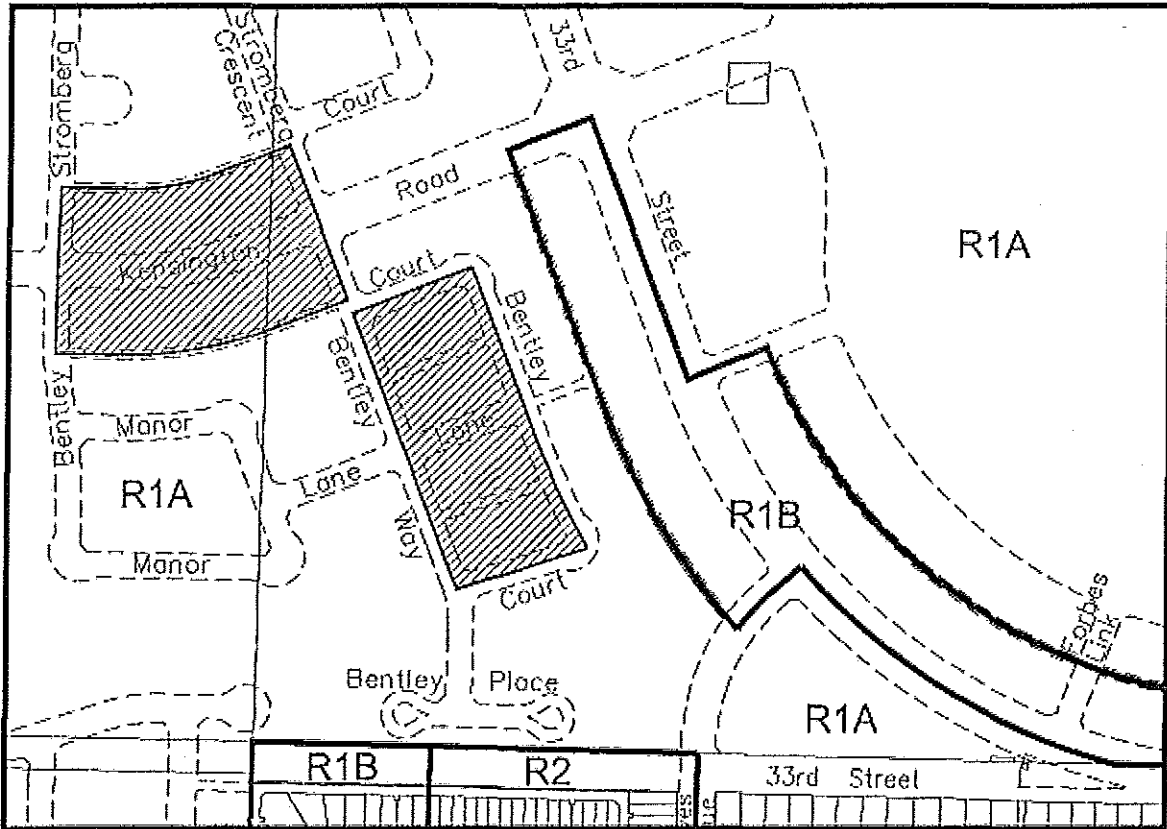


City of
Saskatoon

Planning & Development Branch



Proposed Rezoning No. Z27/12
ATTACHMENT 4



PROPOSED REZONING

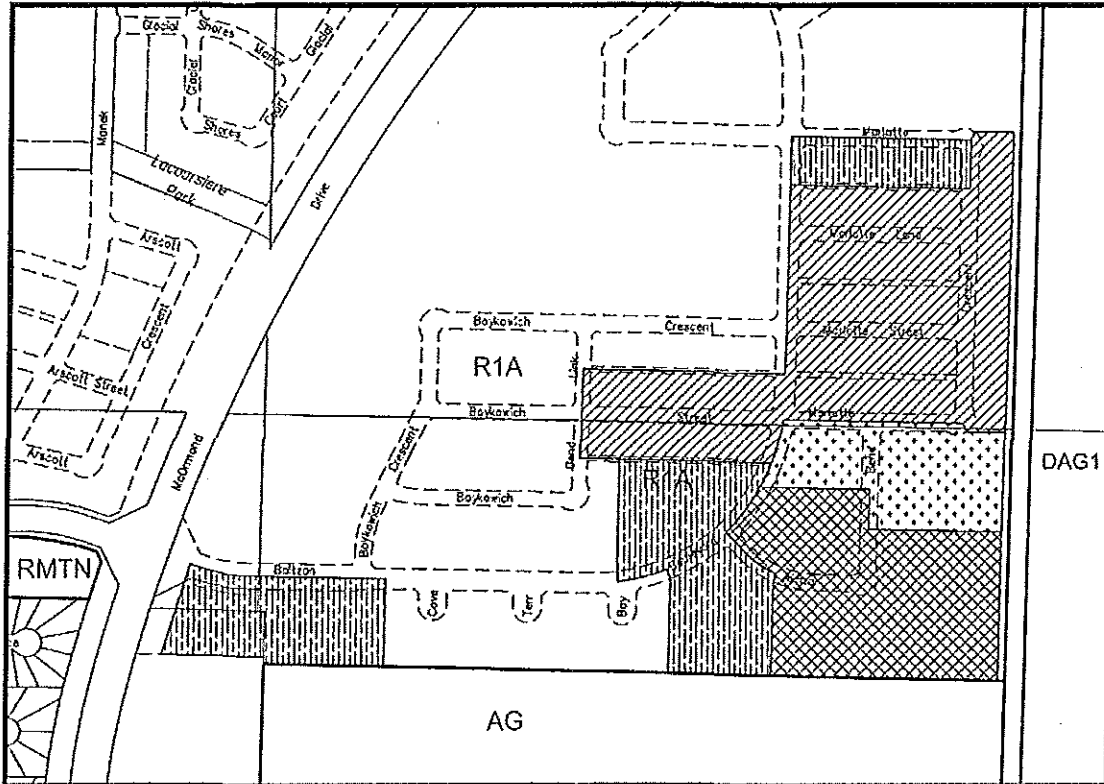
 From R1A to R1B

File No. RZ27-2012



Proposed Rezoning No. Z28/12

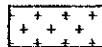
ATTACHMENT 5



PROPOSED REZONING



From R1A to R1B



From R1A to RMTN



From R1A to RM3



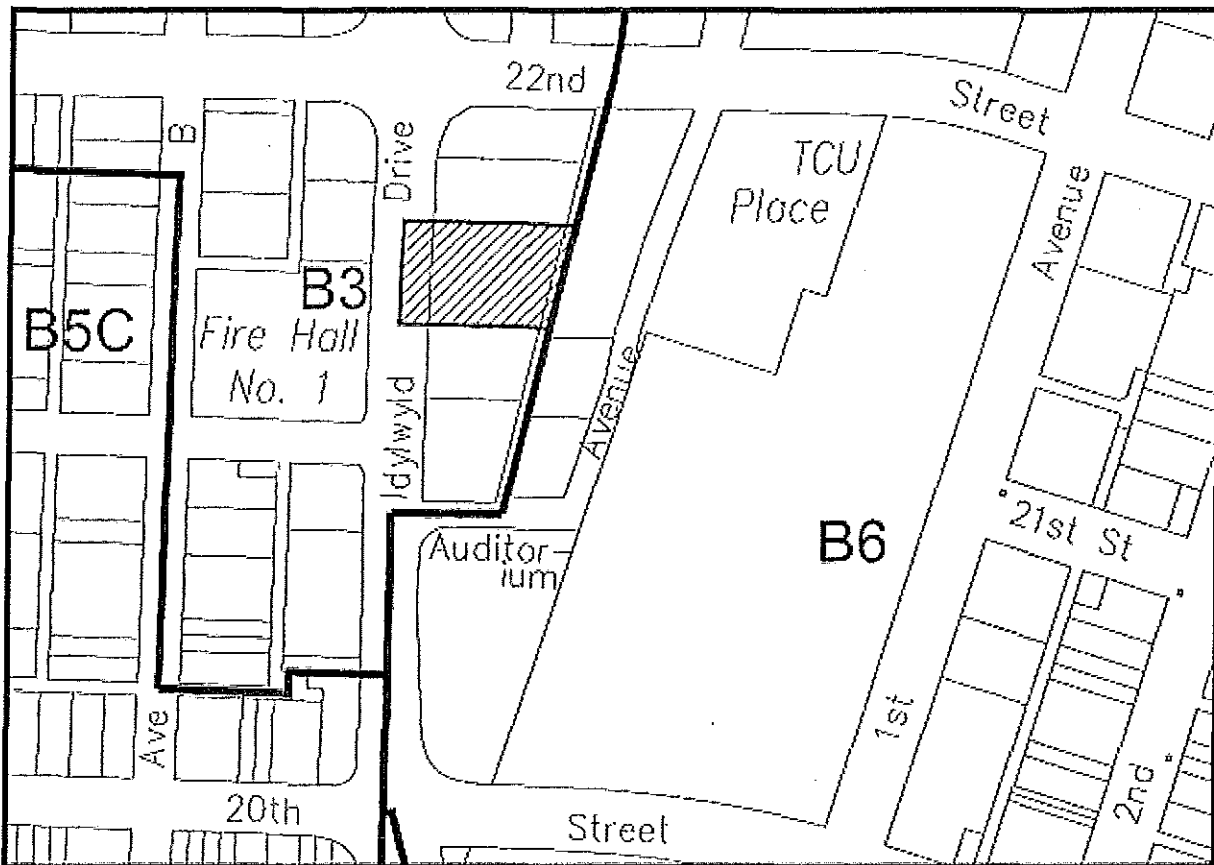
From R1A to RMTN1



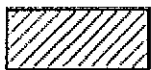
File No. RZ28-2012

Proposed Rezoning No. Z2/13

ATTACHMENT 6



PROPOSED REZONING



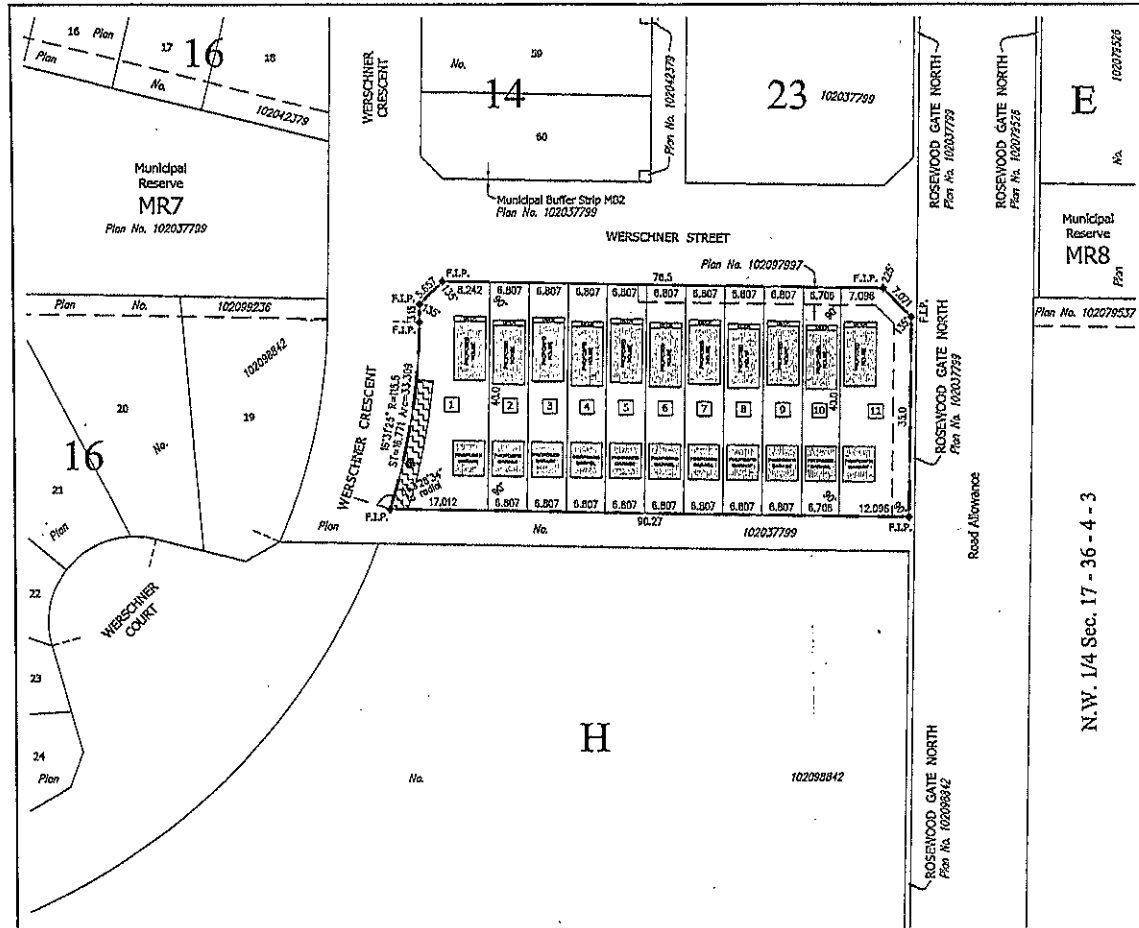
From B3 to B5



City of
Saskatoon

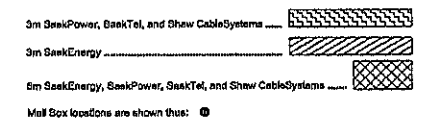
Planning & Development Branch

File No. RZ02-2013



PROPOSED PLAN OF SURVEY
 SHOWING
SURFACE BARE LAND
CONDOMINIUM
 OF
BLOCK 21
PLAN NO. 102037799
 N.E. 1/4 SEC. 18 -
 TWP. 36 - RGE. 4 - W. 3rd MER.
SASKATOON, SASKATCHEWAN
 BY: R.A. WEBSTER, S.L.S.
NOVEMBER 2012
 SCALE 1 : 500

- LEGEND**
- (1) Measurements are in metres and decimals thereof. Distances may vary by ±0.5 metres.
 - (2) Bare Land Unit numbers are shown thus:
 - (3) ♦ Indicates found iron post.
 - (4) ♦ Indicates planted standard iron posts.
 - (5) The unique Identifier of 5029 for this survey firm has been stamped on all established standard iron posts.
 - (6) Unit corners are marked by 0.013 by 0.450 long, small iron posts.
 - (7) Areas to be approved is outlined by a heavy dashed line. Area = 0.345 ha. (0.853 acres)
 - (8) All parcels within the line of approval have an Extension of 0.
 - (9) All areas not designated with a unit number are common property.
 - (10) Parking spaces are in accordance with Section 11 (2) (e) of the Condominium Property Act.



UNIT FACTOR SCHEDULE			
UNIT NUMBER	UNIT FACTOR	Approximate Bare Land Site Area in Square Metres	UNIT TYPE
1	910	933	Bare Land/Res
2	909	272	Bare Land/Res
3	908	272	Bare Land/Res
4	909	272	Bare Land/Res
5	909	272	Bare Land/Res
6	909	272	Bare Land/Res
7	900	272	Bare Land/Res
8	900	272	Bare Land/Res
9	909	272	Bare Land/Res
10	906	288	Bare Land/Res
11	906	471	Bare Land/Res

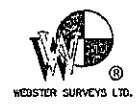
EXAMINED : CITY OF SASKATOON
 : Approved under the provisions of Bylaw No. 6537 of the City of Saskatoon.

 : General Manager of the Community Services Department
 Date : _____, A.D. 2013.

R.A. Webster
 R. A. Webster, Saskatchewan Land Surveyor
 Date: Nov 20/12, A.D. 2012.

Owner: _____

N.W. 1/4 Sec. 17 - 36 - 4 - 3



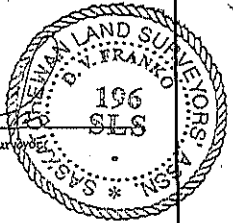
FILE: wwebster_dwg.dwg drawn by: g.m.

N.E. 1/4 Sec. 7 Twp. 37 Rge. 4 W3Mer.

Evergreen District Village- Area 2
Plan Showing Proposed
Surface Subdivision
of Part of
N.E., S.E., S.W. & N.W. 1/4 Sec.7
Twp. 37 Rge. 4 W3Mer,
Saskatoon Saskatchewan.

By: D.V. Franko S.L.S.
October 2012 Scale 1:2000

Measurements are in metres and decimals thereof.
Area to be subdivided is outlined in a bold dashed
line and contains ±15.43 ha. (±38.12 acres)
Date of preliminary survey October 9th, 15th, 2012.
Distances are approximate and may vary by ± 1.0 m

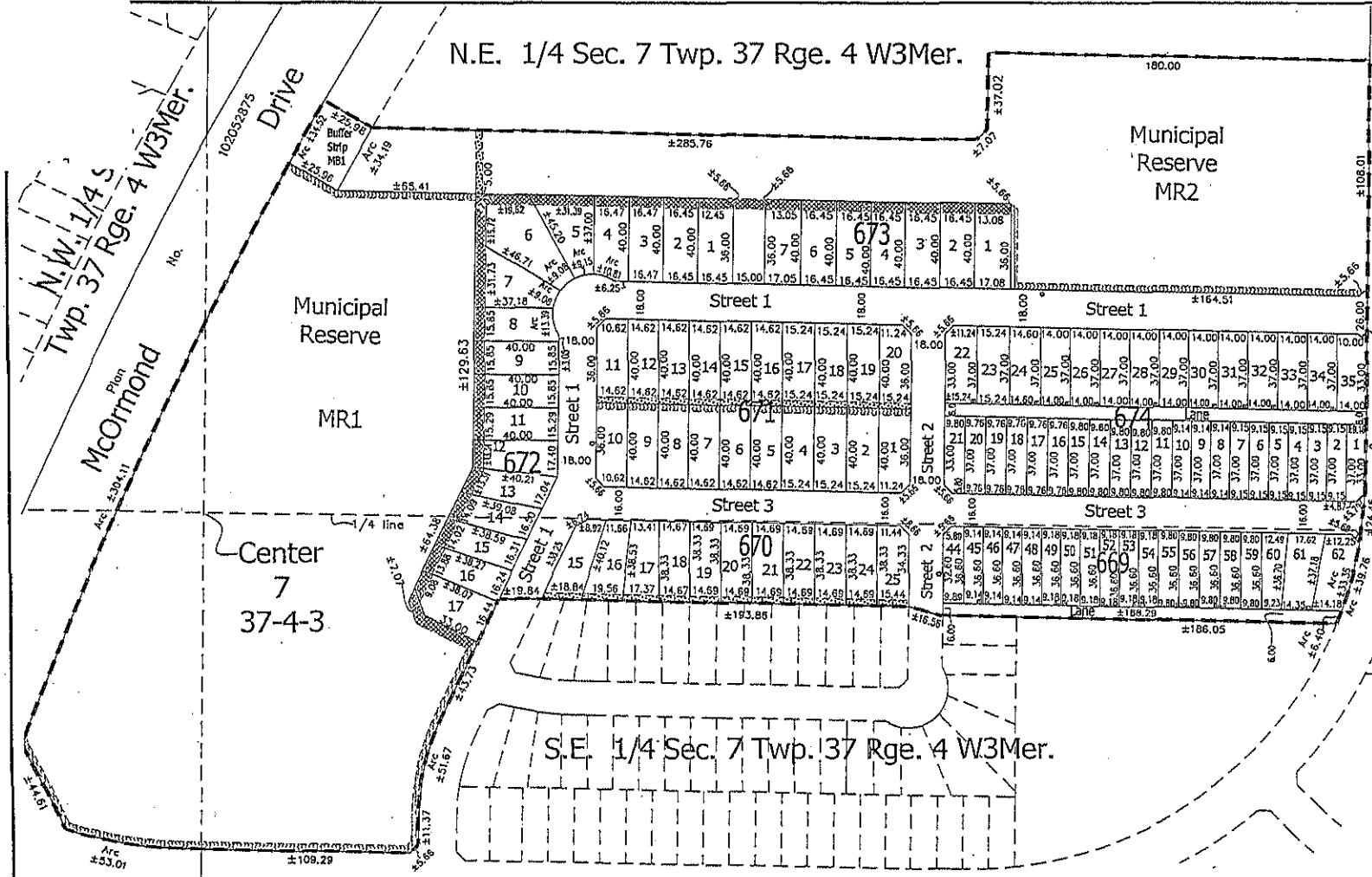


City of Saskatoon
Approved under the provisions of Bylaw
No. 6537 of the City of

General Manager of
or Designate.

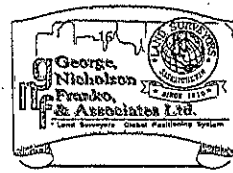
ATTACHMENT 8

Proposed Subdivision No. 2/13

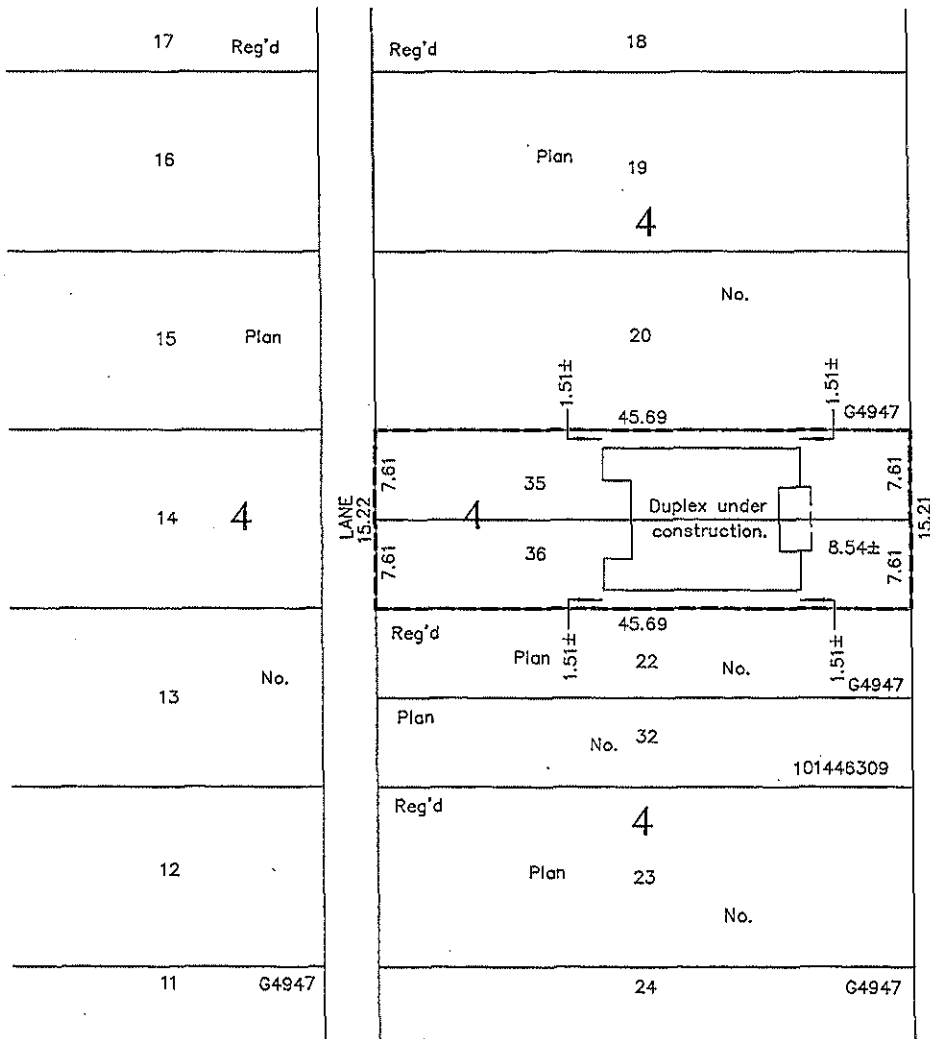


Proposed Easements:

- 5.0m Joint Use: SaskEnergy, SaskPower, SaskTel, Shaw Cable.....
- 3.0m SaskEnergy.....
- 3.0m Joint Use: SaskPower, SaskTel, Shaw Cable.....
- 2.0m x 2.0m (SaskPower).....
- 2.75 x 2 m Pedestal (SaskPower).....
- Proposed Location of Mailboxes.....



REVISION DATE	BY	DRAWN BY:	DATE:
December 27th-2012		V.Matt	October
		CHECKED BY: D.V.F	DRAWING NO.:
		JOB NO.: Evergreen2012-PP.dwg	SHEET 1 OF



CRESCENT

SPADINA

PLAN OF PROPOSED
 SUBDIVISION OF
 LOT 21, BLOCK 4
 REG'D PLAN NO. G4947
 S.W. 1/4 SEC. 3
 TWP. 37, RGE. 5, W. 3RD MER.
 1541 SPADINA CRESCENT EAST
 SASKATOON, SASKATCHEWAN
 BY T.R. WEBB, S.L.S.
 SCALE 1:500

Dimensions shown are in metres and decimals thereof.

Portion of this plan to be approved is outlined in red with a bold, dashed line and contains 0.07± ha (0.17± ac.).

Distances shown are approximate and may vary from the final plan of survey by ± 0.5 m

T.R. Webb
 T.R. Webb November 28, 2012
 Saskatchewan Land Surveyor

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

_____ Date _____
 Community Services Department

Prepared by

 © 2012
 12-2430sb

ATTACHMENT 9

Proposed Subdivision No. 3/13

Off Leash Recreation Areas Best Practices Review

A2

There is no consistent Off Leash Recreation Area planning best practices when it comes to incorporating them into new neighbourhoods or sectors. Most of the research found was with respect to new off leash areas in existing neighbourhoods. Philosophies and standards regarding best practices for developing, operating and maintaining, vary and are still evolving. Many of the documents reviewed gave the same criteria for location and design in existing and new neighbourhoods.

City	Best Practices
Surrey, B.C.	<ul style="list-style-type: none"> • Recommends provisions and location guidelines to inform selection of new off leash areas when adjacent to residential areas including: setback distance, a buffer and possible visual screening • Recommends a minimum size of 1 hectare for off leash areas although 0.5-1 hectares may be considered • 3 different park sizes to serve different needs: Neighbourhood, Community and Destination Parks • OLRA located to minimize potential environmental impact. Wetlands, riparian areas and old field habitats will be avoided. Soils that are poorly drained or potentially toxic be avoided. • Sites that connect to existing pedestrian routes and developed at a lower cost will be preferred. • CPTED principals will be implemented in the design to promote safety and positive site activity • Any site located adjacent to places occupied by children, sport recreational uses, and high traffic areas will be fully enclosed with minimum 1.4m high fencing and double entry gates. • Off-street parking provided where feasible. Neighbourhood parks will not require parking if well connected to walking paths. Community parks will have on or off-street parking available and Destination parks will provide off-street parking • Off-leash areas in new neighbourhoods will be identified using a similar process as used for in existing neighbourhoods • Site selection informed by public consultation
Calgary, AB	<ul style="list-style-type: none"> • 3 different OLRA sizes to serve different needs: Neighbourhood (< 4.3 ha), Community(4.3-19.9 ha) and Destination (>19.9 ha) • Regional OLRA serve 20 minute driving distance, Community cluster OLRA serve 8 minute driving distance, Neighbourhood OLRA serve 800m walking distance • No parking required for neighbourhood OLRA, on-site parking only when necessary and feasible for community OLRA, and off/on street parking required for regional OLRA • Partial or fully enclosed fencing or natural barriers to separate use where necessary and feasible in all OLRA's types • OLRAs to accommodate multi-use functions in public parks, not for exclusive off-leash activity • At least 0.5 hectares in size • Majority of off-leash areas are located on Parks land, but some are on other city-owned or provincially leased land
Toronto, ON.	<ul style="list-style-type: none"> • New off-leash areas will be considered with capital redevelopment of existing parks or new park development • Off leash areas 2 acres or less need to be fenced • Criteria for off-leash areas in new neighbourhoods the same as new off leash areas in established neighbourhoods • Most OLRA' s located in Multi-Use parks
Markham, ON.	<ul style="list-style-type: none"> • Umbrella volunteer group formed to establish, organize and maintain off-leash areas • Staff representative would liaison between the group and the town • Has a specific set of guidelines that have to be met before a considering an area • Min. 120m from residential and commercial property lines. Avoid playgrounds, sports fields or other conflicting uses • Min. 0.5 ha (1.2 acres) in size • Provide parking for minimum 12 vehicles

City	Best Practices
Prince George, B.C.	<ul style="list-style-type: none"> • Minimum 1 acre with 2-10 acres preferred • Fencing or natural barriers around perimeter • Double gate entry and exit • Open areas away from active play or high maintenance/intensive use areas • Accessible from major transportation route • Areas of high residential densities
Salt Lake County, UT.	<ul style="list-style-type: none"> • Regional off leash areas generally located on quasi-public land with compatible uses or in natural areas. Can be located within or adjacent to sensitive natural areas, however, steps to prevent or minimize any potential impacts. • Community and neighbourhood off leash may be located within other recreational areas. Off leash areas should be balanced with other recreational uses. Compatible adjacent land uses provide opportunity for shared uses (parking, restrooms, security, etc) • Community and neighbourhood off leash areas should be fenced. Regional off leash do not have to be fenced off. • Regional OLRA to be a minimum of 10 acres • Residential adjacencies to be avoided • Regional OLRA serve entire county, Community OLRA serve 8 km area, Neighbourhood OLRA serve 3 km area • Provide parking for regional parks. Neighbourhood parks may not require off street parking if well connected to pedestrian routes • States that new dog parks be located in new areas being developed based on the community level dog park • Recommends a small section within the off leash area is for small dogs only
Denver, CO.	<ul style="list-style-type: none"> • Most of the off leash areas have a perimeter fence with a double gate. A couple have posts to outline perimeter but no fence. • Minimum park size 0.4 ha, but preferably 0.8-1.2 ha • 30m setback from playgrounds, 60m setback from arterial streets unless site it completely fenced • OLRA should provide access to on street parking • New facilities site criteria include: clear separation (fence, vegetation), 100 ft from playground/children's facility, access to parking and no other dog park within 2 miles.
Portland, OR.	<ul style="list-style-type: none"> • OLRA near schools have hours of operation the are scheduled opposite of school times • Consider areas with current high dog off leash use • Avoid OLRA adjacent to streets with heavy traffic streets • Sites are geography distributed
San Francisco, CA.	<ul style="list-style-type: none"> • OLRA will be sufficiently distant from residences so that noise and activity levels are not disruptive to neighbours than typical park uses. Some noise is expected and will not be a reason to disallow the establishment of OLRAs • OLRAs should be at least 30,000 sq/ft but min. size is 10,000 sq/ft • Some fencing required to separate land uses. At least 4 ft tall and should use landscaping features such as shrubs and vines • Has an Advisory Committee that reviews requests for new OLRA and goes out to consult with the community • Works closely with community associations for the location of OLRA within the neighbourhood

City	Best Practices
Edmonton, AB	<ul style="list-style-type: none"> • OLRA located in river valley parks, undeveloped land and neighbourhood parks • All sites have boundaries but are not fenced • City has multi-use policy, OLRA are shared use (not exclusively for dogs) • New OLRA sites – is a City of Edmonton Parks Property, provides unstructured recreation opportunities, variety of natural terrain, easily accessible by public, easily accessed by service vehicles, provides safe exercising of dogs while protecting safety of others, history of use as an ad-hoc OLRA and in a community with high density of licensed dogs • If all the above criteria are met, survey taken of all residents adjacent to proposed site. Door to door survey carried out by person proposing site. Support of 66% or more before a site can be further considered. • To establish a new OLRA in your neighbourhood, work with your community association to establish one. • Does not have any criteria for establishing OLRA in new neighbourhoods.
Hamilton, ON.	<ul style="list-style-type: none"> • Has different criteria for Dog parks and Free running areas (OLRA) • Free Running Area: regulated by time restrictions, sites not less than 1 acre, land given on an as is basis and no additional amenities provided, sites not permitted in 'environmentally significant areas', will not be allowed in park sites containing sports facilities, sites will not be permitted along trails, and time and seasonal restrictions will be placed on areas located near school board land or play equipment/splash pads. • Dog Parks: sites not less than 2 acres and not more than 5 acres, sites restricted to particular geographical areas and should not be located in high density residential areas, not permitted in 'environmentally significant areas', site fenced (4 feet high) and double gate entry system, adequate onsite parking,
Kingston, ON.	<ul style="list-style-type: none"> • OLRA's shall be included in neighbourhood and community parks as well as alternative sites of a minimum of 1.5 acres but no more than 4 acres in size. • Must be at least 15 meters away from playgrounds, splash pads/wading pools, ice or toboggan hills, skateboard parks, tennis courts or other sport facilities • Alternative sites may be considered where neighbourhood and community parks do not meet criteria established, these include: reservoir properties, vacant lots, hydro corridors • Area will be completely fenced (4 feet high) with double gate entry and provide combination of on-street and off-street parking
Medicine Hat, AB	<ul style="list-style-type: none"> • Off-leash areas should have clear and discernable boundaries. • Signs should be clearly posted at the formal entrances indicating the boundaries of the area and referencing the Responsible Animal Ownership Bylaw. • Areas should be located at least 50m from commercial or residential property. • Areas should be at least 1 hectare in size. • Adequate parking should be available.



OFF LEASH RECREATION AREA

Program Plan Review



Leisure Services Branch
LS 4205-17

December 5, 2012

Introduction

The intent of this report is to provide a program plan for the expansion of Off Leash Recreation Area (OLRA) capital project areas within the City of Saskatoon (City). This report provides a series of recommendations regarding the program planning opportunities for OLRAs.

While it is understood that the OLRA is a capital project, it is strongly felt that the recommendations of operating and maintaining OLRAs, at the end of this report, be applied before any additional OLRAs are constructed.

Methodology

There were three primary ways data was gathered for this program plan:

1. Reviewed existing amenities, recent City Council reports, and feedback received from user groups.
2. Reviewed best practices from other municipalities and organizations across North America, such as Vancouver, BC; Kingston, ON; Calgary, AB; New York, NY; and through the Trust for Public Land (an American national non-profit, land conservation organization that conserves land for people to enjoy as parks, historic sites, rural lands and other natural places).
3. Conducted a survey of city of Saskatoon dog owners by Inshtrix Research, Inc. in December, 2011 (see Attachment 1).

The predominant theme that was uncovered during the best practice data gathering is that there is no clearly defined best practice in existence for establishing OLRAs or program amenities. Most municipalities struggle with the mixing of multiple user groups of a park or naturalized area, and/or finding an appropriate location for an OLRA. However, the municipalities recognize the need for this recreational pursuit.

The Inshtrix Research, Inc. survey provided the insight that the City is on the correct path regarding the type of amenities offered at the existing and future OLRAs. The survey also provides guidance on priorities of capital funding, operational funding, and program enhancements.

Off Leash Recreation Area Current Location/Amenities and Descriptions

Currently, there are five OLRAs operating in Saskatoon and two OLRAs that are currently under construction. Below is a list of the current OLRA locations and existing amenities (see map Attachment 2).

- **Avalon** - At the south end of Broadway Avenue and adjacent to Glasgow Street
 - Amenities: ten regular garbage cans; parking; fencing
- **North of Hampton Village** - Between Junor Avenue and the airport. Access by taking Hampton Circle to Hampton Gate North
 - Amenities: four regular garbage cans
- **Near Silverwood** - Adjacent to the northeast corner of the Silverwood Golf Course, along the riverbank north to the City limits. Access off Kinnear Avenue or the east end of Adilman Drive
 - Amenities: four regular garbage cans; one large barrel
- **Near Briarwood** - 0.4 km North of 8th Street on the east side of McOrmond Drive adjacent to the City's Compost Depot (south of Wilson's Greenhouse on McOrmond Drive)
 - Amenities: eight regular garbage cans; parking
- **Sutherland Beach** - Across Circle Drive from Preston Crossing (at the northeast corner of the Circle Drive Bridge). Access off Central Avenue just north of Attridge Drive, or from Spadina Crescent by taking the pedestrian walkway under the Circle Drive Bridge
 - Amenities: 13 regular garbage cans; parking; one donated memorial bench
- **Montgomery** – Under construction. Expected to open early 2013.
- **Hyde Park** – Under construction. Expected to open in June 2014.

The City has established an OLRA user group for each of the existing five OLRAs. These user groups work to enhance the OLRA in terms of both educating users on proper conduct, improving the layout, and improving current amenities.

Program Plan Review Process

The Leisure Services Branch prepared the program plan review process (see Attachments 3 and 4). The overall intent of the OLRA Program Plan is to provide a standard when incorporating OLRAs within the City. By having a standard, a consistent message can be delivered to all stakeholders. The three key components the program plan is to deliver:

1. Quality – amenities, surface, maintenance, number;
2. Cost – identifying basic and above basic services, to assist with appropriate budgeting for capital and operating budgets; and
3. Size –at a neighbourhood, suburban, and city-wide level. These terms are used in order to keep the language similar to Park Guidelines.

Each of these key components is further described in the Off Leash Recreation Area Program component of this report.

Off Leash Recreation Program Objectives

Based on the methodology, the following program objectives were derived. By having clear program objectives, this will enhance the OLRA user experience and minimize the negative attributes of OLRAs. There are two main categories for program objectives:

1. Enhancement of opportunities for dog owners to:
 - foster human socialization through the interaction of the dog owners at OLRAs;
 - increase sense of community and enhance leisure experiences of dog owners;
 - reduce incidence of unauthorized off leash activity in parks and open spaces;
 - provide additional opportunities for people with dogs to be active outdoors resulting in safer parks/areas (e.g. eyes on the street theory);
 - improve dog health; and
 - increase public awareness around responsible dog ownership.
2. To minimize negative attributes of OLRAs:
 - risk of conflicts between people and dogs;

- noise and smell associated with dogs and dog waste;
- land use conflicts (e.g. if the land is used for a dog park, it cannot be ecologically restored or used to site other recreational facilities); and
- potential impact on other area/park programming.

The above objectives can be met by implementing the following suggestions:

- 1) consistent OLRA program components;
- 2) OLRA Application Process as outlined below; and
- 3) additional operating and maintaining recommendations of OLRAs to be considered.

1. Off Leash Recreation Program Components

There is a variation across North America in what is standard for an OLRA. The following suggested guidelines are a compilation of the research, what currently exists, and suggested areas of improvement based on the survey results. It is important to note that based on the survey results, current OLRA users are pleased with the current amenities provided at the OLRAs and that there is not an appetite for anything beyond base service levels.

The following base requirements are recommended to be incorporated into OLRAs:

Neighbourhood Level – within walking distance by users.

1. Waste Receptacles – currently the City's Parks Branch does not have a standard on amount of waste receptacles needed in a park. In 2012, the Parks Branch is completing a review and developing Standard Park Development Guidelines, which may outline an appropriate number of waste receptacles based on size and use of a park. It is recommended OLRAs follow the same guidelines.
2. Waste Removal – bi-weekly basis; Thursday/Monday pick-up schedule – Thursday, preparation for busier weekend time; Monday, clean-up after busy weekend.
3. Turf Management – cut turf and maintain pathways at a minimum once per month; if located within a municipal reserve maintained at the same level as a neighbourhood park.

4. Signage - user friendly, positive messaging, plain language and not too many words; way finding signs located throughout the OLRA for safety; consistent signage that is used in parks; see attached Park signage as an example (Attachment 5).

Suburban Level – typically driven to by users, fenced by either manmade fencing or by natural barriers such as trees or steep grades.

1. Parking - minimum 20 stalls
2. Fencing - double gated entrance
3. Waste Receptacles – currently the City's Parks Branch does not have a standard on amount of waste receptacles needed in a park. In 2012, the Parks Branch is completing a review and developing Standard Park Development Guidelines, which may outline an appropriate number of waste receptacles based on size and use of a park. It is recommended OLRAs follow the same guidelines.
4. Waste Removal – bi-weekly basis; Thursday/Monday pick-up schedule – Thursday, preparation for busier weekend time; Monday, clean-up after busy weekend.
5. Turf Management – cut turf and maintain pathways at a minimum once per month; if located within a municipal reserve maintain at same level as a district park.
6. Signage - user friendly, positive messaging, plain language and not too many words; way finding signs located throughout the OLRA for safety; consistent signage that is used in parks; see attached Park signage as an example (Attachment 5).
7. Education Program - minimum twice per year and continued attendance at Pets Day in the Park.
8. Community Support – may be multiple communities

City-wide Level – a destination location identified by amenities either natural or manmade.

1. Same base-level services as Suburban Level plus:

- i. Parking - minimum 50 stalls
- ii. Waste Removal - bi-weekly basis; Thursday/Monday pick-up schedule – Thursday, preparation for busier weekend time; Monday, clean-up after busy weekend.

Important Notes:

- Currently the City's size standards for parks has a range of .25 ha for a pocket park; 5.7 ha for a neighbourhood park; and 20.8 ha for a district park. These standards may not always be applicable or practical when defining an OLRA. Some future OLRAs may be a program amenity within a park; therefore, the size would need to be conducive to overall land mass availability and/or other program amenities within the park. It is suggested that the range of size standards for parks could be used as guidelines, but other features of the OLRA should be the defining tool (e.g. walking versus driving, special features, etc.).
- Research shows the standard of practice for maintaining OLRAs follows the guidelines municipalities use for the maintenance of parks.
- Educations Programs at each location will assist in the Enforcement/Education component (described later in this report). These programs should be held a minimum of two times per year at each location, along with continued participation at the Pets Day in the Park event. Education programs may enhance the support needed from the general community if an OLRA is being suggested or requested for a certain location.
- The intent was to identify the number of OLRAs within the city of Saskatoon, but at this point the Leisure Services Branch is not able to suggest the number. Survey results indicated more OLRAs are preferred by current users over an increase in types of amenities. However, the same survey suggests existing services at the current OLRAs need to be operationally maintained on a more regular basis. Additional OLRAs will need to be dependent on both capital and operating funding available.

2. **Develop an Application Process for New/Revised/Removal of OLRAs**

It was discovered through the best practice review that the City of Calgary has an application process that could be used as a template (see Attachment 6). The idea behind the application process is that it puts the OLRA into the hands of the users and the community. The potential users need to gather support from their neighbours and assist with the initial community buy in. This process would be particularly useful at the neighbourhood level, where residents should know the usage patterns of unused space (e.g. berms) or unused park space. By community members providing upfront community support, the hope is to alleviate the "not in my backyard syndrome" that often accompanies any new type of development. In addition to the City of Calgary's example for developing a template, the City of Saskatoon's Community Development Branch has an application process for Community Gardens. The Community Garden Applications are received once a year, and are reviewed by an administrative committee consisting of Leisure Services Branch staff, Community Development Branch staff, and Parks Branch staff, and final approval is provided by the Community Services Department Senior Staff.

3. **Off Leash Recreation Program Operational Recommendations to Consider**

As briefly stated in the introduction, it is understood that this report is to address a capital expenditure program. However, in order for any expansion of a program to be successful, the following recommendations to Educate/Enforce, Enhance, and Expand, need to be considered. The intent of each recommendation is to ensure a successful program is in place and can be used to provide the necessary support of any additional OLRA, whether located at a neighbourhood, suburban, or city-wide level. Each recommendation is explained in more detail below.

Education/Enforcement

According to the research compiled by Insightrix Research, Inc., a number of dog owners are not fully apprised of the existing City's Animal Control Bylaws. The infractions range from dog owners using city parks, pathways, and/or

neighbourhood streets to run and play with their dogs, to OLRA users being unaware of their responsibility to clean-up after their pet during their visit. In fact, 90% of respondents did not know they were required to clean-up after their dog while visiting an OLRA. The lack of knowledge and/or the abuse of existing Animal Control Bylaws create conflict in other program areas, such as parks, pathways, or streets that are currently not conducive to pets off leash.

Education is woven into the OLRA program components as outlined earlier in this report. More focus on education and enforcement of the Animal Control Bylaw will be required to successfully expand the OLRA program. The survey provides ample evidence of what the focus needs to be. Through education/enforcement there is hope that inappropriate behaviours are transformed or at least noticeably minimized. Enforcement lays the foundation that inappropriate use or behaviour will not be tolerated, and education provides the public with knowledge of alternative options.

Enhance Existing OLRAs

The Inshightrix Research, Inc. survey suggests that regular and ongoing maintenance of OLRAs is critical for a successful OLRA program. It does not mean including additional services or programs. For example, there is not a strong interest in improving pathways within the OLRAs. The current format of unstructured paths is an acceptable form, although increased maintenance to the areas are desired. Regular turf management, increased number and the frequency of emptying of waste receptacles, and increased signage throughout the OLRA is necessary to satisfy users.

Expansion

In an ideal world where funding is unlimited, the number one item to do is increase the number of OLRAs. Current users do not want additional services beyond the base-level service already provided. However, the survey results also strongly indicate the lack of satisfaction of the base services in existence. Therefore, additional OLRAs should come after enhancement, or at least enhancement of existing and addition of new OLRAs should happen simultaneously, should funding exist.

Next Steps

Incorporate a Pilot Municipal Reserve OLRA Process

The premise of this recommendation is that there needs to be an attitude of mutual respect amongst all users of open spaces. Non-dog owners need to feel comfortable that their park will not be ruined by dog owners who choose not to clean-up after their pet, be mowed over by uncontrollable dogs, or generally feel unwelcome in their neighbourhood park. Dog owners need to feel welcomed in their park with their pet. There is no clearly defined best practice in existence when it comes to determining where to place an OLRA. Most municipalities have struggled with the mixing of the multiple user groups within an open space. One group has typically felt unheard; therefore, it will take a considerable amount of time and effort to ensure proponents and opponents of OLRAs are heard and concerns are addressed. Intense education, for both groups, will need to be focused on ensuring each user group feels comfortable in the shared space. The realization that this is a complete philosophical shift in thinking of what a park is to be used for is paramount. By focusing on one test pilot location, resources will not be stretched thin and a best practice approach can be created for Saskatoon.



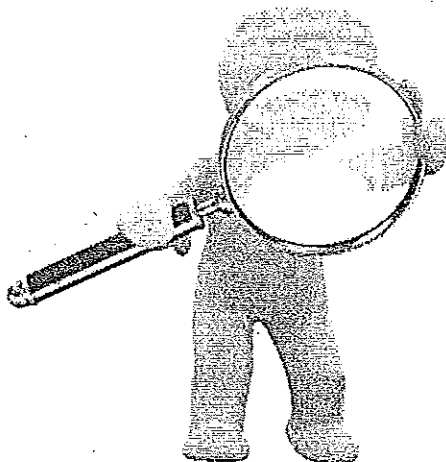
CITY OF SASKATOON

OFF-LEASH RECREATION

AREA STUDY

January

2012



Report compiled by
Insightrix Research, Inc.
1-3223 Millar Avenue
Saskatoon, Saskatchewan

Executive Summary

Objectives

The City of Saskatoon contracted Inshightrix Research to conduct a study with a random selection of dog owners within the city to understand dog owners' awareness, usage and opinion of City-run off-leash recreational areas (OLRAs).

Methodology

Using Inshightrix Research's online panel, SaskWatch Research™, a total of 202 respondents participated in the study with 101 respondents who use OLRAs and 101 who do not. Data were collected from December 16th to 20th, 2011. A margin of error is not applicable in this study because an online panel was used to collect the data.

SUMMARY OF RESULTS

- Nearly two thirds (64%) of OLRA users walk their dog(s) in public places once per day or more, versus only one quarter (26%) of non-OLRA users who do the same.
- Most commonly, respondents walk or run their dog(s) sometimes or all the time in their own neighbourhood (90% OLRA users, 82% non-users), followed by OLRAs (58% among users) and city parks (47% among users, 36% among non-users). Fully 10% of users say they take their dog(s) to Kiwanis Memorial park at least sometimes and 5% do so at Kinsmen Park.
- Among those who rarely or never walk their dog(s), most believe their dog(s) receives sufficient exercise in their back yard (52%). Two in ten (19%) say they are infrequently walking their dog(s) because of difficulty controlling the animal(s) in public.

Dog Walking

Off-Leash Activities

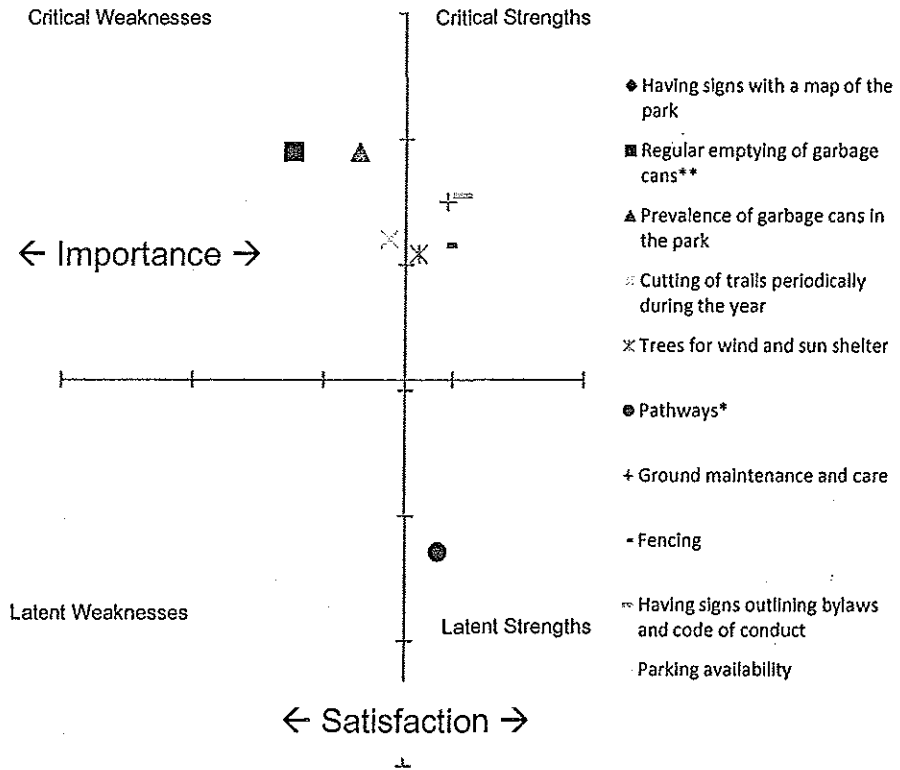
- When asked how often owners take their dog(s) off-leash in each of a number of public areas, there are sizeable numbers admitting to having their dog(s) off-leash at least some of the time in several locations that are designated as on-leash only. Most notably, dog owners have their dog(s) off-leash rarely or more often in their neighbourhood (34%), in city parks (25%) and along hiking and biking trails (21%).
- When quizzed on their knowledge of City dog bylaws, dog owners' assumptions are correct in many areas. However, 90% falsely believe that dogs are allowed off-leash in city parks. Similar proportions believe that it is not necessary for owners to remove dog droppings at OLRAs (87%) or that dogs need to be on a leash in OLRA parking lots (86%). Further, knowledge that dogs are not allowed in Kiwanis Memorial Park and Kinsmen Park, even when on a leash, is moderate (only 65% and 64%, respectively, believe this to be the case).

- Among those who use OLRAs, Sutherland Beach (47%) and Avalon (44%) are most prominently visited. Equal proportions (18%) have visited either Briarwood or Silverwood OLRAs, only 9% have visited Hampton Village and another 9% cite other OLRAs in and around the city.
- Six in ten (60%) of OLRA users say they visit such sites at least once every two or three weeks with one in ten (11%) reporting that they visit OLRAs daily.
- Primary motivators for visiting OLRAs include canine exercise (89% list this as one of their top three reasons), or for dog socialization (66%). Fewer note going for personal fitness (41%) or for convenience (33%).
- The primary barrier among those who do not visit OLRAs is concerns regarding canine to canine altercations (45%). Several other barriers are noted by roughly one quarter of respondents; most notably site cleanliness (28%), dislike of OLRAs in general (27%) and concerns that their dog(s) might acquire ticks or other parasites (27%).

OLRA Behaviours

OLRA Impressions & Satisfaction

- A comprehensive list of OLRA attributes was asked of respondents, both in terms of importance and satisfaction. A summary of ratings for these two questions is highlighted below. Critical weaknesses (areas of high importance and weaker satisfaction) can be considered key items to focus on in the future.



- When prompted with two development strategies, one half (49%) of OLRA users are supportive of a focus on building more ORLAs but having fewer amenities at each. One quarter (25%) support the opposite: building fewer OLRA's but having more amenities at each. A majority of non-OLRA users are indifferent on the matter (58%, versus 26% among users).
- Seven in ten (70%) OLRA users say they support an increase in dog licencing fees to assist in maintaining and funding OLRA's. Non-users however, are less supportive of this notion (39% strongly oppose increasing dog licencing fees).
- Most of those who support or only moderately oppose increased licencing fees are willing to pay an additional 10% per year (69% of respondents).

Future Planning

CONCLUSIONS

- Education: Knowledge of City bylaws is high in some areas but notably weak in others. Specific areas to focus on include on-leash requirements in city parks and parking lots of OLRAs, cleaning up after dogs in OLRAs and greater clarity as to where dogs are allowed and not allowed in Kiwanis Memorial Park and Kinsmen Park.
- Although not directly asked, awareness of existing OLRAs within the City may not be completely widespread. An awareness campaign, combined with the educational messages noted above may help divert off-leash activities in other areas of the city and increase patronage at OLRAs.
- Although there is a small sample size in this study, based on the results, a strategy of offering more OLRAs with basic services is supported over the building of fewer OLRAs with more amenities at each. This is confirmed in both the strategic question asked of respondents and through lower importance ratings noted for several potential amenities that could be offered at OLRAs. Having said this, satisfaction with the current level of service offered at OLRAs is weak for many base-level services. It is strongly recommended that programs and initiatives be established or enhanced to offer an improved experience at existing locations before resources are deployed to the building of new OLRAs; in particular: prevalence of garbage cans, regular emptying of garbage cans, signage and cutting of trails periodically.
- Results indicate that dog owners place minimal importance on the building of paved, woodchip or crusher dust pathways. Investment in other areas is recommended before the City considers developing these types of pathways in OLRAs.
- As to be expected, any licencing fee increases to support OLRA activities will be greeted more warmly among users of the sites. Some static among non-users is anticipated if increased fees are implemented.
- Further research opportunities exist to provide additional insights on dog owners within the city. Such options could include focus groups to flesh out satisfaction and amenity needs in OLRAs, input on new OLRA locations, trending knowledge levels of canine bylaws and/or a census-style study to estimate the population of dogs within the city by breed, size, etc.

CONTRACT AWARD REPORT
Contracts \$50,000 - \$75,000
For the Period September 1, 2012 to December 31, 2012

Date	Project Title	Department	Contractor/Supplier	Contract Amt	Purchase Method
Sept 20/12	Furnace	Infrastructure Services	Peak Mechanical Ltd.	\$ 65,639.70	Competitive
Oct 17/12	Grader Blades/Cutting Edge/Curb Runners	Infrastructure Services	Triod Supply (N.B.) Ltd.	\$ 53,006.53	Competitive
Oct 21/12	Snow Route Towing Service	Infrastructure Services	Astro Towing 1988 Ltd.	\$ 60,000.00	Competitive
Oct 25/12	Motorola Parts	Infrastructure Services	Motorola Solutions Canada Inc.	\$ 75,000.00	Competitive
Nov 01/12	Impact Attenuator	Infrastructure Services	Guardian Traffic Services Inc.	\$ 64,764.09	Sole Source
Nov 08/12	Steelcase Chairs	Police	Business Furnishings (Sask) Ltd.	\$ 62,000.00	Competitive
Nov 14/12	Compact Sedan	Infrastructure Services	Merlin Ford Lincoln	\$ 58,116.60	Competitive
Nov 19/12	Trucking - Snow Removal	Infrastructure Services	McKnight Enterprises Inc.	\$ 50,000.00	Competitive
Nov 19/12	Trucking - Snow Removal	Infrastructure Services	Nelson Rupchan	\$ 50,000.00	Competitive
Nov 19/12	Trucking - Snow Removal	Infrastructure Services	Big G Trucking	\$ 60,000.00	Competitive
Nov 19/12	Trucking - Snow Removal	Infrastructure Services	T & M Janzen Farms Inc.	\$ 75,000.00	Competitive
Nov 22/12	Fibre Install	Utility Services	Sask Tel CMR	\$ 53,025.50	Sole Source
Nov 28/12	Moyno Pump Repairs	Utility Services	Wajax Industrial Components LP	\$ 56,490.64	Sole Source
Dec 05/12	Butterly Valves	Infrastructure Services	Wolseley Waterworks Group	\$ 51,015.58	Competitive
Dec 19/12	Arcserve Licensing	Corporate Services	Acrodex Inc.	\$ 64,444.32	Competitive

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91

CITY OF SASKATOON BUSINESS FRIENDLY INITIATIVES

Property Assessment staff in regular contact with the business community. The Assessment Branch of the City of Saskatoon is a member of the Chamber of Commerce. The Assessment Branch Manager attends the regular monthly meetings of the Government Affairs Committee, as a means to address assessment and taxation concerns of the Chamber. The Assessment Branch Manager also attends meetings with the Saskatoon Regional Association of Realtors (SRAR). The Chamber has a commercial focus whereas SRAR is mainly a residential focus (with some limited commercial aspects). This monthly meeting provides an opportunity for the business community to discuss assessment and property tax related concerns of the broader group of commercial property owners.

A representative of the Combined Business Group meets with the Administration annually for a discussion on the dollar amount of the contingencies held in anticipation of commercial property appeals. In a reassessment year, discussion also occurs in relation to any tax increase/decrease phase-in. Once a decision is made on these issues, the information is distributed to the members of the Combined Business Group.

Increased staff to meet demands in the building permit plan review and inspection program. This will allow the City to continue to provide excellent turnaround times for building and plumbing permit issuance, as well as next business day building and plumbing inspections service.

Improved Customer Service for residential building permits. Reorganization of the Customer Service section of the Building Standards Branch has now been completed. This reorganization will allow the Branch to provide better service to the City's in-person customers as well as those who phone the office. This initiative will also have a positive impact on the turnaround time for issuance of residential building permits.

Booking building inspections online. Building contractors can now book their building inspections online at the City of Saskatoon's website, as an alternative to phoning into the office to book the inspection. Using this method, inspection bookings can now be done any time of day or night, 365 days a year. If booked prior to 3:00 p.m. on any business day, the inspection will be performed on the next business day. Contractors will now also be able to view inspection reports online as soon as they are uploaded into the database, thus eliminating the wait for a fax or letter.

Building and plumbing permit information available on the website. In early 2013, the Building Standards Branch will start making building and plumbing permit information available on the City of Saskatoon's website for any property in the city. This initiative is in keeping with the City's goal of proactive disclosure of information that can and should be made available to the public. Contractors, realtors, and prospective home buyers will be able to view building permit and plumbing permit information on a property at any time and without charge. Information will also include the legal description and zoning designation of the property.

His Worship the Mayor and City Council
The City of Saskatoon

REPORT

of the

PLANNING AND OPERATIONS COMMITTEE

Composition of Committee

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

- 1. Enquiry – Councillor P. Lorje (November 13, 2012)
Cell Phone Tower Application Process
Antenna Systems Policy
(Files CK.230-3 and PL.185-3-6)**

RECOMMEDATION: that Radiocommunication Towers Policy No. C01-020 be replaced by the proposed Antenna Systems Policy.

Attached is a report from the General Manager, Community Services Department dated December 31, 2012, outlining the roles and process involved in the installation of antenna systems in Saskatoon, and proposing a new Antenna Systems Policy for City Council's consideration.

Your Committee has reviewed the report with the Administration and has received a presentation from representatives from SaskTel in support of the proposed Antenna Systems Policy, including the public consultation process.

Following review of this matter, your Committee is supporting the above proposed Antenna Systems Policy to replace Radiocommunication Towers Policy No. C01-020.

**2. 20th Street West Streetscape Improvement
(Files CK.4125-4 and LA.217-112)**

RECOMMENDATION: that City Council approve the streetscape improvement design for 20th Street West between Avenue E and Avenue H.

Attached is a report of the General Manager, Community Services Department dated December 6, 2012, regarding the proposed streetscape improvement design for 20th Street West between Avenues E and H.

Your Committee has reviewed the report with the Administration and has received a presentation from Mr. Randy Pshebylo, Executive Director, Riversdale Business Improvement District, in support of the proposed improvements.

Following consideration of this matter, your Committee supports approval of the streetscape improvement design, as outlined in the submitted report.

**3. Innovative Housing Incentives Application
Mortgage Flexibilities Support Program
Innovative Residential Inc. – Victor and Hunter Road
Parcel JJ - Stonebridge
(Files CK.750-4 and PL.951-116)**

RECOMMENDATION: 1) that 24 affordable housing units, to be constructed at Victor and Hunter Road (Parcel JJ – Stonebridge), be designated under the Mortgage Flexibilities Support Program, as defined in Section 3.8 of Innovative Housing Incentives Policy No. C09-002, contingent upon this housing project being fully approved for mortgage loan insurance flexibilities by either Genworth Financial Canada and/or Canada Mortgage and Housing Corporation; and

- 2) that the City Solicitor be instructed to amend the Tax Sponsorship Agreement with Innovative Residential Inc. to include the project located at Victor and Hunter Road and to prepare the necessary incentive agreement, and that His Worship the Mayor and the City Clerk be authorized to execute the Agreement under the Corporate Seal.

Attached is a report of the General Manager, Community Services Department dated December 13, 2012, requesting approval to designate 24 affordable ownership units in the Stonebridge neighbourhood, under the Mortgage Flexibilities Support Program, and to allocate financial support for this project.

Your Committee has reviewed and supports the above recommendations of the Community Services Department with respect to this application.

**4. Innovative Housing Incentives Applications –
Mortgage Flexibilities Support Program
Innovative Residential Inc. – Richardson Road and McClocklin Road,
Hampton Village
(Files CK. 750-4 and PL.951-117)**

- RECOMMENDATION:**
- 1) that 28 affordable housing units to be constructed at Richardson Road and McClocklin Road (Hampton Village) be designated under the Mortgage Flexibilities Support Program, as defined in Section 3.8 of Innovative Housing Incentives Policy No. C09-002, contingent upon this housing project being fully approved for mortgage loan insurance flexibilities by Genworth Financial Canada and/or Canada Mortgage and Housing Corporation;
 - 2) that capital funding of \$40,000 be approved under Innovative Housing Incentives Policy No. C09-002 for the construction of two barrier-free, affordable units in this project; and

- 3) that the City Solicitor be instructed to amend the Tax Sponsorship Agreement with Innovative Residential Inc. to include the project located at Richardson Road and McClocklin Road and to prepare the necessary incentive agreements, and that His Worship the Mayor and the City Clerk be authorized to execute the Agreement under the Corporate Seal.

Attached is a report of the General Manager, Community Services Department dated December 14, 2012, requesting approval to designate 28 affordable ownership units under the Mortgage Flexibilities Support Program and for incentives for this project which is to include two barrier-free units.

Your Committee has reviewed and supports the above recommendations of the Community Services Department regarding this application.

5. Saskatoon Field House Rental Space
(Files CK.612-2 and LS.290-25)

- RECOMMENDATION:**
- 1) that the proposal submitted by Saskatoon Council on Aging for the Saskatoon Field House Rental Space at a total projected revenue of \$129,991.72 be accepted; and
 - 2) that the City Solicitor be instructed to prepare the required contract documents, and that His Worship the Mayor and the City Clerk be authorized to execute the documents under the Corporate Seal.

Attached is a report of the General Manager, Community Services Department dated December 17, 2012, requesting approval to enter into a contract with Saskatoon Council on Aging to lease vacant space at the Saskatoon Field House as the prior tenant exercised the right to terminate the lease contract.

Your Committee has considered the above report and is supporting the above recommendations of the Community Services Department.

**6. Friends of the Bowl Foundation – Gordon Howe Bowl Upgrades –
Repayable Loan Request
(Files CK.4205-7-2 and LS.4206-GO1-2)**

- RECOMMENDATION:**
- 1) that up to \$100,000 be advanced to the Friends of the Bowl Foundation Inc. to launch and manage a Capital Campaign to secure funds for upgrading the Gordon Howe Bowl;
 - 2) that the source of funding be Capital Project No. 2349 – Gordon Howe Bowl Upgrades;
 - 3) that the advance, in an amount up to \$100,000, be repaid to the City of Saskatoon from the proceeds generated by the Friends of the Bowl Foundation Inc. Capital Campaign;
 - 4) that the City Solicitor be requested to prepare the appropriate loan agreement;
 - 5) that His Worship the Mayor and the City Clerk be authorized to execute the agreement on behalf of the City of Saskatoon; and
 - 6) that City Council endorse the principles of ownership and future asset management of Gordon Howe Bowl as outlined in Attachment 2 of the December 24, 2012 report of the General Manager, Community Services Department.

Attached is a report of the General Manager, Community Services Department dated December 24, 2012, with respect to a request from the Friends of the Bowl Foundation Inc. for a repayable loan of up to \$100,000 to proceed with a Request for Proposal to hire fundraising expertise and associated costs to plan and manage a Capital Campaign for upgrading Gordon Howe Bowl.

Your Committee has reviewed the matter with the Administration and is supporting the above recommendations, as outlined in the report of the Community Services Department.

7. Golf Cart Lease – Award of Tender
(Files CK.4135-1; LS.290-32 and LS.290-44)

- RECOMMENDATION:**
- 1) that the tender submitted by Oakcreek Golf and Turf for the four year lease of 120 golf carts, with a lowest qualified bid submission cost of \$348,480 (excluding G.S.T.) be approved; and
 - 2) that the City Solicitor be instructed to prepare the required contract documents, and that His Worship the Mayor and the City Clerk be authorized to execute the documents under the Corporate Seal.

Attached is a report of the General Manager, Community Services Department dated December 21, 2012, with respect to the proposed award of tender for the lease of 120 golf carts from Oakcreek Golf and Turf. As noted in the submitted report, the golf carts are to be used at the Holiday Park and Wildwood Golf Courses. Revenues from these golf cart rentals will increase the golf courses' contribution to the Golf Course Capital Reserve that funds golf course capital improvements.

Your Committee has considered and supports the above proposed award of tender for the lease of golf carts.

Respectfully submitted,

Councillor R. Donauer, Chair

TO: Secretary, Planning and Operations Committee
FROM: General Manager, Community Services Department
DATE: December 31, 2012
SUBJECT: Enquiry - Councillor P. Lorje (November 13, 2012)
Cell Phone Tower Application Process
Antenna Systems Policy
FILE NO.: CK 230-3 and PL 185-3-6

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

- 1) that Radiocommunication Towers Policy No. C01-020 be replaced by the proposed Antenna Systems Policy.

TOPIC AND PURPOSE

This report outlines the roles and process involved in the installation of antenna systems in Saskatoon, and proposes a new Antenna Systems Policy for City Council's consideration.

REPORT HIGHLIGHTS

1. The City of Saskatoon (City) is not the approving authority for antenna systems within the municipal boundaries of Saskatoon.
2. The City's current policy regarding antenna systems is outdated and inadequately addresses the realities of the present day wireless communications industry.
3. A new Antenna Systems Policy is proposed to provide a clear and consistent review process.
4. Revised public consultation requirements ensure potentially controversial proposals for antenna systems are handled in a sensitive manner.
5. Antenna systems are required to emit radiofrequency fields at levels safe for human exposure as outlined in Health Canada's Safety Code 6.

STRATEGIC GOALS

The proposed policy supports the Strategic Goals of Economic Diversity and Prosperity and Quality of Life. Establishing a process that allows for an effective and efficient expansion of the wireless communications network has positive implications for our continued economic competitiveness. Addressing relevant public concerns and mitigating the impact of new communications infrastructure on their surroundings ensures that this expansion occurs in an equitable manner.

BACKGROUND

Radiocommunication Towers Policy No. C01-020 was adopted by City Council in March 1999. Subsequently, transformative growth in the wireless communications

industry, driven by consumer demand, has required additional infrastructure to support the expansion.

The recent installation of new antenna systems and antenna-supporting structures (commonly referred to as cell towers) in or near residential neighbourhoods has created public concern regarding the location, appearance, and safety of such facilities.

Additionally, the following enquiry was made by Councillor Lorje at City Council's November 13, 2012 meeting:

"Will the Administration please report on the process for reviewing applications for cell phone towers (also called monopoles) that we receive for installation on City rights of way, and any other similar applications such as additions to existing utility poles."

REPORT

Jurisdiction Over Antenna Systems

The City is not the approving authority for antenna systems within Saskatoon. Industry Canada, through the Federal Minister of Industry, is the approving authority for such communications infrastructure across Canada, as set out in the *Radiocommunication Act*.

Industry Canada grants municipalities the ability to establish protocol regarding when and how public consultation is to take place, and set proposal evaluation criteria prior to issuing a statement of concurrence or non-concurrence regarding a proposed antenna system.

Industry Canada believes it is important that antenna systems be deployed in a manner that considers local circumstances and input. However, the City cannot prevent a proponent from obtaining permission from Industry Canada to install an antenna system.

Current City Policy

Radiocommunication Towers Policy No. C01-020 was adopted in March 1999 and establishes the public consultation process that the proponent of a new antenna system must follow. Consultation is required under the policy if a proposed antenna-supporting structure (cell tower) is:

- within 200 metres of a residential area; and
- greater than 15 metres in height.

A public meeting is held with notices delivered to households within the 200 metre radius. The proponent is required to organize and facilitate the consultation, with the City overseeing the process to ensure policy compliance. Upon conclusion, the City

reviews the proponent's submission that details all public comments on the matter, and issues a letter of concurrence or non-concurrence for Industry Canada's consideration.

Towers less than 15 metres in height are exempt from consultation. This is consistent with Industry Canada's recommended public consultation process. It also provides the basis for many of the municipal protocols established across Canada (see Attachment 1). Consequently, a number of policies, including Saskatoon's, reflect the 15 metre cut-off point.

Limitations of the Current Policy

The expansion of the wireless communications industry has resulted in several recent submissions for new antenna systems within Saskatoon. In administering the existing policy, it has become clear to the Administration that the existing policy does not meet the needs of the expanding industry in a way that is satisfactory to proponents, the public, and the City.

Proposed New Policy

The proposed new Antenna Systems Policy is included in Attachment 2. In the proposed policy, the Administration has addressed the weaknesses of the current policy in the following ways:

A. Roles and Responsibilities

The roles and responsibilities of those involved in the review process are identified, including federal agencies and applicable departments and branches of the City.

B. Submission Types

There are 3 submission types proposed. Types A and B are in the existing policy; Type C is recommended as new:

- | | |
|--------------|--|
| Type A | Antenna-supporting structures 15 metres or greater in height located more than 200 metres from residential areas <u>do not</u> require public consultation; |
| Type B | Antenna-supporting structures 15 metres or greater in height and located less than 200 metres from or directly within residential areas <u>require</u> public consultation; and |
| Type C (new) | Antenna-supporting structures less than 15 metres in height and located 30 metres or less from a site containing a residential dwelling unit <u>require</u> public consultation. |

Type C is an attempt to address public concerns over submissions previously exempt from consultation. For reference, the approximate width of an arterial road right-of-way is 30 metres.

C. Fees

A fee has been established for each submission type based on the anticipated complexity of the submission and the amount of time required for review. The fees are intended to be a 100 percent cost recovery measure.

D. Consultation Process

The public consultation process outlined in the new policy is intended to hold proponents' consultation efforts to a consistent standard that is similar to the City's own public engagement practices.

Greater detail is provided with respect to the proponent's requirements to provide initial notification by mail, how they are to address all reasonable and relevant concerns, and the requirements for holding a public information meeting if the need should arise.

E. Exclusions

In addition to antenna systems not expressly requiring consultation as per the submission types, the policy lists other installations exempt from consultation, including those:

- buffered from residential by a roadway classified as a major arterial or higher;
- affixed on top of buildings five stories or higher; and
- affixed to street light poles, parking lot light poles, power poles, or similar structures.

Saskatoon Light and Power has considered the possibility of using existing infrastructure, including poles and light standards, as part of the solution to network expansion needs. Although there will be a number of details to resolve, there is clearly merit in pursuing a relationship with wireless service providers that mutually benefits both utilities and the citizens of Saskatoon. The Administration has requested that interested proponents provide a more detailed proposal, which will be the starting point for formal negotiations. Any agreement between the two utilities will be brought forward to City Council for consideration and approval prior to execution.

F. Preferred Structures and Locations

The policy specifies roof-top installations, stealth poles, monopoles and co-location on existing structures (e.g. light poles) as the City's preferred antenna-supporting structures. The preferred location for such installations is on private land a minimum of 200 metres away from residential.

The City may consider allowing antenna-supporting structures on City-owned land or infrastructure. Revenue can be generated by the City in such cases through the collection of lease payments. It will be up to the proponent to negotiate the terms of each lease arrangement with the relevant department. Riverbank and conservation/naturalized areas will not be considered as possible locations.

G. Identifying Future Locations in Undeveloped Areas

Proponents will be required to identify locations for future antenna-supporting structures at the sector plan and neighbourhood concept plan stage wherever possible.

H. Design and Site Guidelines

The policy outlines design and siting guidelines to ensure that an installation's impact on its surroundings is minimized. Recommendations with respect to setbacks, screening, materials used, massing, lighting, and signage are provided.

Safety Concerns

A common concern regarding antenna systems is the perceived risk to public health and safety posed by exposure to radiofrequency fields (RF) emitted by these facilities. Health Canada maintains limits for safe and acceptable human exposure to RF in their document Limits of Human Exposure to Radiofrequency Electromagnetic Energy in the Frequency Range from 3 kHz to 300 GHz, Safety Code 6 (2009), commonly referred to as "Safety Code 6." These safety limits are based on an ongoing review of published scientific studies on the health impacts of RF.

Industry Canada requires that all antenna systems must comply with the limits set out in Safety Code 6. Provided that an installation complies with these limits, there is no evidence that a person will experience adverse health effects from exposure to RF.

OPTIONS TO THE RECOMMENDATION

1. City Council may choose to not adopt the Antenna Systems Policy and maintain the status quo.
2. City Council may request revisions to the proposed new policy.

POLICY IMPLICATIONS

If City Council adopts the recommendation of this report the existing Radiocommunication Towers Policy No. C01-020 will be replaced with the Antenna Systems Policy.

FINANCIAL IMPLICATIONS

Adoption of the Antenna Systems Policy will allow the City to levy a fee for antenna system submissions.

A projection of the total amount of fees that may be collected in a given year was based on submissions received in 2012. Applying the provisions of the new policy to these submissions, approximately 8 Type A, and 12 Type B and C submissions can be expected, for a total fee revenue equalling \$10,800.

PUBLIC AND/OR STAKEHOLDER INVOLVEMENT

In drafting this policy, staff of the Leisure Services Branch, Community Services Department; Parks Branch, Facilities Branch, and Construction and Design Branch, Infrastructure Services Department; Corporate Projects Team, City Manager's Office; and SLP were consulted.

Drafts of this policy have been shared with Industry Canada and SaskTel for review and comments.

COMMUNICATION PLAN

If adopted, the new policy will be shared with Industry Canada, wireless service providers, and agencies that act on behalf of service providers in the acquisition and establishment of sites for antenna systems.

ENVIRONMENTAL IMPLICATIONS

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

PRIVACY IMPACT

There are no privacy implications.

SAFETY/CRIME PREVENTION THROUGH ENVIRONMENTAL DESIGN (CPTED)

There are no safety or CPTED issues.

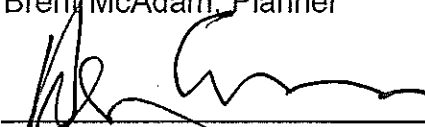
PUBLIC NOTICE

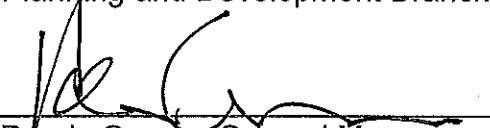
Public Notice, pursuant to Section 3 of Public Notice Policy No. C01-021, is not required.

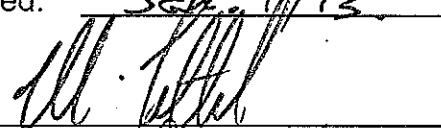
ATTACHMENTS

- 1. Policies from Other Cities
- 2. Proposed Antenna Systems Policy

Written by: Brent McAdam, Planner

Reviewed by: 
Alan Wallace, Manager
Planning and Development Branch

Approved by: 
for Randy Grauer, General Manager
Community Services Department
Dated: June 7/13

Approved by: 
Murray Totland, City Manager
Dated: June 7/13

Policies from Other Cities

There are many consistencies among cities' policies across Canada as they reflect Industry Canada's CPC-2-0-03, which provides a regulatory base for antenna systems.

The main components of these policies that were examined include standards to determine when public consultation is required for a new freestanding antenna-supporting structure, and the required distance for notification to residents in such an event. A representative sample of these policies is outlined in the table below along with Industry Canada's default requirements.

City	Public Consultation Required (structure height and proximity to residential)	Notification Radius
Calgary	Any height located within 100 metres of residential	300 metres
Edmonton	15 metres or higher located within a radius of six times the structure's height from residential	six times the structure height
Toronto	15 metres or higher located within 120 metres of residential	120 metres, or three times the height, whichever is greater
Winnipeg	15 metres or higher located within a radius of three times the structure's height from residential	three times the structure height
Industry Canada	15 metres or higher	three times the structure height
Regina	Does not have its own policy in place. Proponents defer to Industry Canada's default requirements.	

Proposed Antenna Systems Policy

1.0 PURPOSE

- a) To establish a policy that is consistent with Industry Canada's requirements regarding the development of antenna-supporting structures within Saskatoon;
- b) To provide a set of requirements for proponents regarding the public consultation process; and
- c) To establish guidelines which the City of Saskatoon (City) will use to evaluate submissions of all antenna-supporting structures in a timely manner that is consistent and transparent.

2.0 DEFINITIONS

Antenna	means a device or combination of devices that is used to receive and/or transmit signals for the purpose of radiocommunications.
Antenna-supporting structure	the supporting structure used to support an antenna. This may include any rooftop, ground-mounted or building-mounted pole, tri-pole, monopole, lattice or guyed tower, or other structures used to support an antenna for the purpose of radiocommunications.
Co-location	means the sharing of a single antenna-supporting structure by several proponents.
Concurrence	means a letter from the City supporting a proponent's proposal to locate an antenna-supporting structure.
Non-Concurrence	means a letter from the City indicating no support for a proponent's proposal to locate an antenna-supporting structure.
Proponent	means a party who is planning to install or modify an antenna and/or supporting structure, regardless of the type of installation or service. This includes, amongst others, Personal Communication Services and cellular, fixed wireless, broadcasting, land-mobile, license exempt and amateur radio operators, exclusive of personal and household users.
Residential Area	means an area of the city where residential uses are either permitted or discretionary in Zoning Bylaw No. 8770.

3.0 OBJECTIVES

The objectives of this policy are to:

- a) Ensure the orderly development of antenna-supporting structures within Saskatoon that is consistent with the requirements set out by Industry Canada and this policy;
- b) Establish a public consultation process that ensures those who feel affected by the installation or maintenance of antenna-supporting structures are informed and have an opportunity to comment on the proposal;
- c) Minimize the impact of antenna-supporting structures through:
 - i. minimizing the number of antenna-supporting structures required through encouraging co-location wherever reasonably possible; and
 - ii. minimizing the visual impacts of antenna-supporting structures through identifying design guidelines and preferred system types and locations;
- d) Clearly outline submission requirements to establish an efficient and consistent review process;
- e) Clearly define the roles of each party involved in the process; and
- f) Provide a set of criteria upon which the City's position for letter of concurrence or non-concurrence will be determined.

4.0 JURISDICTION

The City is not the approving authority for antenna systems and antenna-supporting structures.

The federal Minister of Industry is the approving authority for all antenna systems and antenna-supporting structures as set out in Section Five of the *Radiocommunication Act*. As such, while federal regulations require the proponent to consult the local land use authority and the general public, the City cannot prevent the proponent from obtaining permission from Industry Canada for the installation of antenna systems.

5.0 ROLES

Industry Canada – The Federal Minister of Industry issues radio authorizations and approves each site on which radio apparatus, including antenna systems, may be located.

Health Canada – maintains its guideline document entitled *Limits of Human Exposure to Radiofrequency Electromagnetic Energy in the Frequency Range from 3 kHz to 300 GHz*, which is commonly referred to as Safety Code 6.

City of Saskatoon – the local land use authority within the municipal boundaries of Saskatoon.

Community Services Department, Development Review Section – receives all submissions for proposed antenna-supporting structures within the municipal boundaries of Saskatoon and circulates the proposal to other civic departments and government agencies for comment and review where applicable. The Development Review Section will assist the proponent in

executing the requirements contained within this policy and will provide a letter of concurrence or non-concurrence upon completion of the requirements set out in this policy.

Community Services Department, Leisure Services Branch – is responsible for all development located within parks, designated Municipal Reserve, and other leisure facilities owned by the City. They have authority over the development of any antenna-supporting structures within their respective area of ownership. Submissions will be circulated to the Leisure Services Branch for their review where applicable.

Infrastructure Services, Parks Branch – is responsible for the maintenance and preservation of the City's parks and civic open spaces. All submissions for antenna-supporting structures near or within City parkland will be circulated to Parks Branch for their review.

Infrastructure Services, Facilities Branch – is responsible for the City's buildings and structures. All submissions for antenna-supporting structures on or within civic buildings will be circulated to the Facilities Branch for their review.

Infrastructure Services Department, Construction Services Section – reviews all submissions for antenna-supporting structures on City Right-of-Way, which will be circulated to them when applicable.

Administration – is comprised of all departments and branches within the City that may be involved in the review of the proponent's submissions as required.

Planning & Operations Committee – review reports submitted by the Community Services Department, Development Review Section and provide recommendations to City Council. Review and recommend updates to this policy.

City Council – review and approve amendments to this policy and consider reports and recommendations submitted by the Planning & Operations Committee and direct the Administration to undertake required actions as may be necessary.

6.0 SUBMISSION TYPES

- Type A Antenna-supporting structures 15 metres or greater in height located more than 200 metres from residential areas – do not require public consultation;
- Type B Antenna-supporting structures 15 metres or greater in height and located less than 200 metres from or directly within residential areas – require public consultation; and

Type C Antenna-supporting structures less than 15 metres in height and located 30 metres or less from a site containing a residential dwelling unit – require public consultation.

7.0 EXCLUSIONS

Proponents conducting the following maintenance or installations shall submit a letter notifying the City's Development Review Section of the size, type and location of the antenna-supporting structure but are not required to submit an antenna-supporting structure submission as outlined in Section 8.0 or conduct public consultation as per Section 10.0:

- i. New antenna-supporting structures with a height of less than 15 metres above ground level and located greater than 30 metres from a site containing a residential dwelling unit;
- ii. Installation, for a limited duration (typically not more than 3 months, to a maximum of 12 months) of an antenna-supporting structure that is used for a special event, or one that is used for emergency operations, and is removed within 3 months after the emergency or special event;
- iii. Maintenance of existing radio apparatus including the antenna system, transmission line, mast tower or other antenna-supporting structure;
- iv. Antenna systems affixed on top of buildings, unless the building is 4 stories or less and the combined height of the building and tower exceeds 23 metres;
- v. Antenna systems affixed to street light poles, parking lot light poles, power poles, or similar structures;
- vi. Antenna-supporting structures where their location is separated from a residential area by a major arterial roadway, expressway, or freeway.
- vii. Addition or modification of an antenna-supporting structure (including improvements designed to facilitate sharing of the structure) provided the addition or modification does not result in an overall height increase above the existing structure of 25 percent of the original structure's height.

8.0 SUBMISSION REQUIREMENTS

The following must be included in the submission for an antenna-supporting structure identified as Type A:

- a) A cover letter clearly indicating the contact for the proposal and contact information, the civic address of the proposed location, and the type of proposed structure;

- b) Applicable fee;
- c) A letter from the property owner of the site attesting to their agreement to lease or sell the site;
- d) Proof co-location is not reasonably feasible (see Section 9.0); and
- e) A site plan, drawn to scale with appropriate dimensions showing the location and size of proposed antenna structure and any accessory buildings, including all front, side and rear yard setback dimensions.

In addition to the requirements outlined above, the following must be included in the submission for an antenna-supporting structure identified as Type B or C:

- a) A map showing all existing antenna-supporting structures within a 500 metre radius of the proposed facility;
- b) An image showing the type of proposed structure to scale within the existing surroundings; and
- c) A landscaping plan indicating the type of fencing, screening, structural materials, type and location of all vegetation.

The Community Services Department, Development Review Section, will receive all submissions and will circulate the proposal to other civic departments and branches of the Administration and other government agencies, where applicable, for their review and comment. Upon completion of the review of the proposal, the Administration will respond to the contact identified in the cover letter to provide comments regarding the proposal.

The proponent will be notified, in writing, of any conditions resulting from the review of the submission. Once all conditions and comments have been addressed to the satisfaction of the Community Services Department, Development Review Section, the proponent may proceed with the public consultation process, if required.

The submission of the above requirements shall indicate the commencement of the 120 day review period.

9.0 FEES

- a) The proponent must submit the appropriate fee indicated below with the submission for an antenna system.

Type A	\$150
Types B and C	\$800

- b) It is the responsibility of the proponent to cover any additional costs associated with any permits or applications required by other civic departments in association with the development of the proposed antenna-supporting structure.

10.0 CONSULTATION PROCESS

10.1 Initial Contact with the City

The proponent shall contact the Community Services Department, Development Review Section to notify the Administration that an area of Saskatoon is being considered for an antenna system and identify specific sites under consideration. The Administration will discuss site options, address any potential concerns or contentious issues, and provide the proponent with a copy of this policy and related information.

Prior to initial contact with the City, proponents must explore the following options:

- a) Consider co-locating on an existing antenna-supporting structure, modifying, or replacing a structure if necessary;
- b) Locate, analyze and attempt to use any feasible existing infrastructure such as rooftops, water towers, or similar structures; and
- c) Locate, analyze and attempt to use any feasible existing infrastructure such as street light poles, parking lot light poles, power poles, or similar structures.

Where co-location is not an option, proponents are required to provide in their submission a detailed list of structures considered and/or parties they have contacted and an explanation of why sharing is not possible.

10.2 Public Consultation Process

Proponents wishing to locate an antenna system where the antenna-supporting structure can be defined as Type B or C (see Section 8.0) shall submit the requirements outlined in Section 7.0. Upon confirmation that the requirements have been met to the satisfaction of the Community Services Department, Development Review Section, the following procedures shall be followed:

1. The proponent shall arrange for a notification package to be sent to the Community Services Department, Industry Canada, the Ward Councillor, the Community Association President and property owners located within 200 metres of the proposed antenna system, measured from the system base or the outside perimeter of the supporting structure, whichever is greater. Sites not located within the 200 metre radius may also require notification at the discretion of the Community Services Department, Development Review Section.

The City shall provide mailing addresses to the proponent for the sole purpose of notifying all property owners within the required public notice area as set out within this policy.

The notification package shall include, at minimum:

- a) Why an antenna-supporting structure is being proposed;

- b) Who the proponent is and a contact name, phone number, and email address of the proponent's representative whom residents may contact for more information or to comment on the proposal;
- c) A representative at the City who may be contacted for information on this policy;
- d) A detailed site plan showing existing and proposed structures;
- e) The civic address of the proposed location;
- f) A detailed description of the type of antenna-supporting structure and related accessory structures proposed including, but not limited to, height, diameter, material, color, and the number of antennas to be located on the supporting structure;
- g) A rendering of the proposed antenna system within the context of the location proposed;
- h) An attestation that the proposed antenna system will comply with Health Canada's Safety Code 6;
- i) Any additional information the City or proponent deems to be of significance to the proposal; and
- j) Indicate that comments may be submitted up to 30 days past the date of the public notification package being sent.

Notices are to be sent by regular mail, and should clearly state on the exterior of the envelope, "A CELL TOWER IS PROPOSED WITHIN YOUR AREA. IMPORTANT INFORMATION IS ENCLOSED" (depending on the nature of the proposed antenna system, a term other than "cell tower" may be more appropriate).

In addition to the requirements noted above, proponents of antenna-supporting structures that are proposed to be 30 metres or more in height must place a notice in the Saskatoon Star Phoenix. The notice must be synchronized with the distribution of the public notification package.

Proponents are to address all reasonable and relevant concerns that may arise as a result of the public notification, keeping a record of all associated communications. If a member of the general public or municipality has a question or concern related to the proposed antenna system, the proponent is required to:

- a) respond to the party in writing within 14 days acknowledging receipt of the question and keep a record of the communication;
- b) address in writing all reasonable and relevant concerns within 60 days of receipt or explain why the question, comment or concern is not, in the view of the proponent, reasonable or relevant;
- c) in the written communication referred to in the preceding point, clearly indicate that the party has 21 days from the date of the correspondence to reply to the proponent's response. The proponent must provide the Community Services Department with a copy of all public reply comments and recorded communications.

2. Where a proposed antenna-supporting structure has resulted in substantive public concern or has been recognized as a contentious issue by the Community Services Department, the proponent must arrange to hold a public information meeting. In facilitating the public information meeting, the proponent shall:
 - a) Contact the Community Services Department, Development Review Section, Ward Councillors, and Community Association President to coordinate a date for the public meeting;
 - b) Arrange to hold a public meeting in the area where the proposed antenna system is to be located. All details of the public meeting are to be arranged by the proponent to the satisfaction of the Community Services Department, Development Review Section and all costs associated are the responsibility of the proponent. The Administration expects the following, at minimum, will be addressed by the proponent with respect to the public meeting:
 - a. The meeting will conform to the overall objectives of the City's Community Engagement process:
 - i. Provide practical and appropriate opportunities for participation by citizens and stakeholders regarding proposed developments, services, programs or other governmental decisions that impact their quality of life; and
 - ii. Provide sufficient access to information to allow stakeholders to become well-informed and thus capable of participation in the dialogue;
 - b. An appropriate format and location be chosen for the public meeting;
 - c. Information available at the meeting shall include but is not limited to:
 - i. Details about the specific proposal;
 - ii. If options available regarding the site, design, height, etc., those options are to be presented and images of the different options are to be provided;
 - iii. Information on sites that were examined but could not be obtained and reasons why the sites could not be obtained;
 - iv. A map showing the catchment area in which the proponent can locate the proposed antenna structure;
 - v. Comment sheets are to be provided at the public meeting for those in attendance to submit written comments; and
 - vi. Names and addresses of all those who attended the public meeting are to be recorded;
 - d. The City shall provide:

- i. Mailing addresses for the sole purpose of notifying all property owners within the required public notice area as set out within this policy;
 - ii. Suggestions for meeting locations; and
 - iii. Assistance on interpreting the requirements outlined within this policy.
- c) Arrange for a public meeting notice to be mailed to all property owners within a minimum of 200 metres of the base of the proposed antenna system, or a greater distance as may be determined Community Services Department. Notices must include, at minimum:
 - a. A date, time and location for the public meeting;
 - b. An agenda or itinerary of the meeting;
 - c. A contact name, phone number, and email address of the proponent's representative whom residents may contact for more information or to comment on the proposal;
 - d. A representative at the City who may be contacted for information on this policy; and
 - e. Any additional information the City or proponent deems to be of significance to the proposal.
- d) Notices are to be sent by regular mail, a minimum of 21 days prior to the meeting date and should clearly state on the exterior of the envelope, "A CELL TOWER IS PROPOSED WITHIN YOUR AREA. IMPORTANT INFORMATION IS ENCLOSED" (depending on the nature of the proposed antenna system, a term other than "cell tower" may be more appropriate).; and
- e) Place a notice poster on site (minimum size 1'x2') at least 14 days in advance of the meeting. This notice should indicate:
 - a. What the proposal is for;
 - b. Where the tower is to be located (map);
 - c. Meeting location, time, date;
 - d. Who the proponent is;
 - e. A contact number the public may call for more information.

10.3 Concluding Public Consultation Process

Upon conclusion of the public consultation process, the proponent shall submit to the Community Services Department, Development Review Section, the following:

- A copy of the notice that was delivered to households and a statement regarding the manner by which they were delivered;
- All correspondence between the proponent and the public; and

- An accurate record of proceedings of the meeting, which shall include a list of the names and addresses of all persons attending, a summary of the issues, and details as to how unresolved issues will be handled.

10.4 Confirmation of Consultation Concurrence

Upon receipt and review of all material submitted by the proponent, the Community Services Department, Development Review Section shall either:

- a) Issue the proponent a letter of concurrence, noting that the proponent has fulfilled the requirements described within this policy and any questions or concerns have been adequately addressed; or
- b) Where the proponent has not fulfilled the requirements of this policy, the Community Services Department shall submit a letter of non-concurrence to Industry Canada for their consideration; or
- c) Where the proponent has fulfilled the requirements of this policy, but the proposal remains a contentious issue, the Community Services Department shall submit a letter of non-concurrence to Industry Canada for their consideration.

11.0 IMPLEMENTATION TIMELINE

The proponent shall begin construction of the antenna-supporting structure at the proposed location within a period of 24 consecutive months after receiving concurrence.

12.0 PROPOSED ANTENNA-SUPPORTING STRUCTURES IN UNDEVELOPED AREAS

Proponents are encouraged to identify locations for future antenna-supporting structures at the sector plan stage (major installations) and the neighbourhood concept plan stage (minor installations).

13.0 DESIGN AND SITING GUIDELINES

13.1 Preferred Antenna-Supporting Structures

The City encourages the use of antenna-supporting structures that are unobtrusive and in character with the surrounding landscape. Roof top installations, stealth poles, and monopoles are preferred antenna-supporting structures within Saskatoon.

Antenna-supporting structures equipped for co-location are preferred in locations more than 200 metres from residential areas.

13.2 Preferred Locations

The City prefers antenna-supporting structures to be located on privately-owned land a minimum of 200 metres from any residential area, wherever feasible.

Where it can be demonstrated that locating an antenna-supporting structure on private land is not reasonably feasible, or where the location of the antenna-supporting structure on City-owned land or infrastructure can be demonstrated to be conducive with the operations of the City, the Administration may consider allowing antenna-supporting structures on City-owned land or infrastructure.

Municipal Reserve (MR) may be considered for antenna-supporting structures (excluding the types of MR noted below) if it can be reasonably demonstrated that the location of the antenna-supporting structure does not impact the operations of the City and the proponent agrees to any conditions that may be requested by the City as part of the license or lease agreement.

The following locations will not be considered:

- Riverbank Areas
- Conservation/naturalized Areas

13.3 Siting Guidelines

The City recommends that antenna-supporting structures be located on sites that minimize the impact on surrounding development. It is expected that all efforts will be made by the proponent to ensure the proposed antenna-supporting structure will blend into the surrounding area as seamlessly as possible. To achieve this transition, it is expected the proponent will acknowledge the following recommendations for locating antenna-supporting structures:

a) **Setbacks**

The City strongly recommends the base of the antenna-supporting structure be located a distance of at least the height of the proposed antenna-supporting structure from the property line of any site zoned for residential development.

Where it is reasonably feasible, it is preferred that the antenna-supporting structure be located as close as possible to an existing building on site to minimize the visual impact of the antenna and supporting structure.

b) Screening

Screening is meant to mitigate or reduce the incompatibility between different land uses through the use of landscaping or other features. The degree or intensity of the screening is dependent on the level of incompatibility between the adjacent uses. Screening may include the use of such materials as: decorative fencing or walls, shrubs, trees and other plant materials. Soft landscaping should be provided in conjunction with fences or walls to provide a more visually appealing development. The antenna-supporting structure and any related structures on site are to be properly screened and landscaped to mitigate visual impacts and create a buffer between potentially incompatible uses.

Appropriate screening as outlined above is stressed and expected especially where an antenna-supporting structure is proposed in close proximity to a residential area, such as that of a Type B or C submission (outlined in Section 6.0).

c) Materials

The selection of materials to be used for the antenna supporting structure and any related accessory buildings shall take into consideration the character of the surrounding area. In general, materials used for the antenna supporting structure should be non-reflective and be neutral in color (e.g. white or grey) so as to blend in with the sky and surroundings.

Materials used to construct any accessory building should complement the surrounding area. Materials such as brick or stone are preferred for their durability and maintenance free qualities.

The City encourages innovative designs and materials that are complementary to the surrounding area.

d) Massing

The antenna-supporting structure and any related structures should be proportional to and take into consideration the surrounding development and character of the existing area.

e) Lighting

Lighting of an antenna-supporting structures or related structure is prohibited unless required by Transport Canada.

f) Signs

Identification signs or signs related to the safe operations of the antenna-supporting structure are to be placed on site for no other purpose than to indicate the

owner/operator and a contact number. Third party advertising and/or advertising of the proponent is prohibited.

TO: Secretary, Planning and Operations Committee
FROM: General Manager, Community Services Department
DATE: December 6, 2012
SUBJECT: 20th Street West Streetscape Improvement Project
FILE NO: LA217-112

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

- 1) that City Council approve the streetscape improvement design for 20th Street West between Avenue E and Avenue H.

TOPIC AND PURPOSE

The purpose of this report is to address the outstanding streetscape improvements recommended in the 20th Street Streetscape Improvement Master Plan (Master Plan), and to present the design and funding information necessary to complete the next phase of streetscape improvements.

REPORT HIGHLIGHTS

1. The Master Plan, approved by City Council in 1993, called for streetscape improvements from Idylwyld Drive to Avenue H.
2. To date, streetscaping from Idylwyld Drive to Avenue E has been completed.
3. Increased funding from parking meter revenue has accelerated the timing of the streetscaping project and the next phase (Avenue E to Avenue F) can commence in 2013.
4. The Administration is recommending steps to complete the streetscape improvements to 20th Street West from Avenue E to Avenue H by the end of 2015.
5. Proposed costs are \$1.25 million in each of the next three years.

STRATEGIC GOALS

This report supports the City of Saskatoon's Strategic Goals of Quality of Life and Sustainable Growth by directing expenditures towards neighbourhood amenities that will enhance and protect property values, encourage private investment and support the ongoing revitalization of Riversdale.

BACKGROUND

The Riversdale Business Improvement District (BID) was established in 1990, with the goal to create and maintain a vision for the commercial district, identify opportunities for economic growth, and address impediments to business growth.

In 1991, the City of Saskatoon initiated the 20th Street Special Area Plan. The Plan highlighted the need for public improvements in the area to improve public safety, economic activity, and the overall aesthetics of the area.

In 1992, a special committee was formed to prepare a master plan for streetscape improvements on 20th Street West. The committee consisted of representatives from the Riversdale BID and various civic departments. The committee produced the 20th Street Streetscape Improvement Master Plan, which set the framework for physical improvements to 20th Street West, from Idylwyld Drive to Avenue H. During its October 12, 1993 meeting, City Council approved the 20th Street Streetscape Improvement Master Plan.

The Master Plan stated, that due to the cost of the improvements and needs identified in the other BID areas, that the work should be completed in stages over the next five to ten years. Construction began in 1994, and by 1998, streetscape improvements were completed up to Avenue E. The blocks between Avenue E and Avenue H have yet to be completed.

REPORT

Steps to Complete the 20th Street Streetscape Improvement Master Plan

Your Administration is requesting approval of the streetscape design for 20th Street West from Avenue E to Avenue H (see Attachment 1). The design will continue the theme developed for 20th Street West between Idylwyld Drive and Avenue E and will focus on an improved pedestrian environment. Due to the cost and complexity of streetscape improvements, your Administration recommends that construction should occur over a three-year period, with one block (north and south sides) to be completed each year. This would complete the streetscape improvements recommended in the Master Plan by the end of 2015.

Project Scope

The first phase of the 20th Street Streetscape Improvement Project will include new sidewalks with corner bulbs, an amenity strip, street trees, tree grates, public art, new sidewalk furniture, waste receptacles, bike racks, and benches (see Attachment 2). Although the design theme will be consistent with the theme and colors used in the previous blocks, the Planning and Development Branch's Urban Design Team will work with the Riversdale BID and individual property owners to determine whether minor changes would improve the overall design.

Bus loading bulbs, like those built on 3rd Avenue, have been requested by the Riversdale BID, the Riversdale Community Association and Saskatoon Transit (see Attachment 3). The option to install bus loading bulbs is being reviewed by the Administration to determine if there will be significant impacts on traffic. Once the traffic impact study is completed in January 2013, stakeholders and civic departments will be consulted to finalize the corner bulbing design.

There are existing benches on Avenues A, B, and C, between 19th Street West and 20th Street West. Benches were not part of the original Master Plan; however feedback received from stakeholder groups and from the public at the open house has indicated a

desire to plan and install benches when there has been enough business development in the area. The streetscape will be designed to accommodate benches, and the Administration will work with the Riversdale BID and the Riversdale Community Association to determine when to install benches. Costs to supply and install benches will be included in the project budgeting for a 2015 installation if the stakeholder groups determine it is appropriate.

The option to add parking meters along 20th Street between Avenue E and Avenue F will also be discussed with the stakeholders and civic departments.

OPTIONS TO THE RECOMMENDATION

The proposed streetscape design is consistent with the vision of the 1993 20th Street Streetscape Improvement Master Plan. There are no practical or viable options being suggested.

POLICY IMPLICATIONS

There are no policy implications.

FINANCIAL IMPLICATIONS

The 20th Street Streetscape Improvements from Avenue E to Avenue F will be funded by the Streetscape Reserve – BID. The uncommitted balance of the Reserve in 2013 is \$2.5 million. Operating impacts have been identified by the related civic departments and are as follows:

- \$10,000 snow clearing;
- \$1,500 irrigation and water supply;
- \$1,500 tree and shrub maintenance;
- \$2,500 furniture, pavers, and special streetscape features; and
- street and sidewalk lights have already been upgraded so there is no additional operating impact for lighting.

Budgeted	Unbudgeted	Capital	Operating	Non-Mill Rate	External Funding
\$1,250,000	\$0	\$1,250,000	\$15,500	\$1,250,000	\$0

PUBLIC AND/OR STAKEHOLDER INVOLVEMENT

The Urban Design Committee (UDC) was established to facilitate the coordination of urban design projects. The UDC consists of representatives and experts from the relevant departments, utilities, Meewasin Valley Authority, and the BIDs. During its December 19, 2011 meeting, the UDC decided to move the streetscaping plan for 20th Street (Avenue E to Avenue H) ahead of the remaining 3rd Avenue streetscaping work. The reason for this shift in priority was to allow time for the development at River Landing and completion of the City Centre Plan. The Reserve Sufficiency Worksheet (see Attachment 4), reflects the timing of these significant streetscape projects.

The Urban Design Team presented the proposed streetscape design to the Riversdale BID at their October 17, 2012 meeting, and to the Riversdale Community Association Executive Board at their October 18, 2012 Board Meeting. A public open house was held on November 14, 2012 at the Underground Cafe (see Attachment 5).

COMMUNICATION PLAN

Notification of the City Council meeting to consider this report will be sent to the Riversdale BID and Riversdale Community Association. Businesses in the construction zone will be hand-delivered notification of construction start-up, road closures, and other significant construction dates.

ENVIRONMENTAL IMPLICATIONS

Streetscape improvements on 20th Street between Avenue E and Avenue H will have environmental implications once construction proceeds, including fuel consumption by construction equipment and resource consumption for streetscaping materials and furniture. Overall impacts will be minimized through construction specifications relating to waste management and erosion and sediment control practices. The impacts on resources and associated greenhouse gas emissions are unknown at this time and will be included in future reports, where applicable.

PRIVACY IMPACT

There is no privacy impact.

SAFETY/CRIME PREVENTION THROUGH ENVIRONMENTAL DESIGN (CPTED)

A Crime Prevention Through Environmental Design (CPTED) review occurred on November 1, 2012. The CPTED review identified no safety concerns with the design.


PUBLIC NOTICE


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

ATTACHMENTS

1. 20th Street Avenue E to Avenue H Streetscape Improvement
2. 20th Street Avenue E to Avenue F Streetscape Improvement Project – Phase One
3. Visualizations
4. Reserve Sufficiency Worksheet
5. 20th Street West Streetscape Avenues E to H Open House Comment Summary

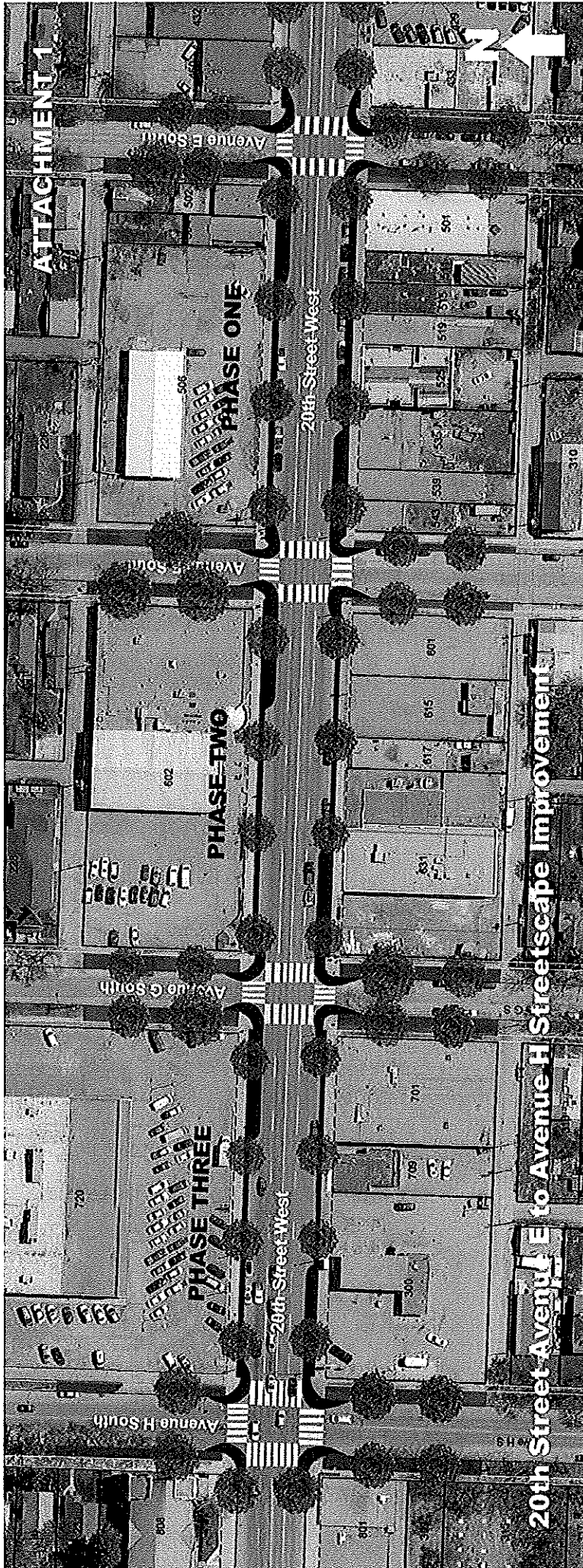
Written by: Genevieve Russell, Senior Planner; and
Paul Whitenect, Senior Planner

Reviewed by: 
Alan Wallace, Manager,
Planning and Development Branch
Dated: Dec. 6/12

Approved by: 
Randy Grauer, General Manager
Community Services Department
Dated: December 6, 2012

cc: Murray Totland

S:/REPORTS/CP/2012/P&O 20TH STREET WEST STREETScape IMPROVEMENT PROJECT.DOC/JK



ATTACHMENT 1

PHASE ONE

PHASE TWO

PHASE THREE

20th Street - Avenue E to Avenue H Streetscape Improvement

CORNER BULBS
STREET FURNITURE
STREET TREES
FLOWER POTS
AMENITY STRIPS

ATTACHMENT 2

Avenue F South

Avenue F South

PHASE ONE

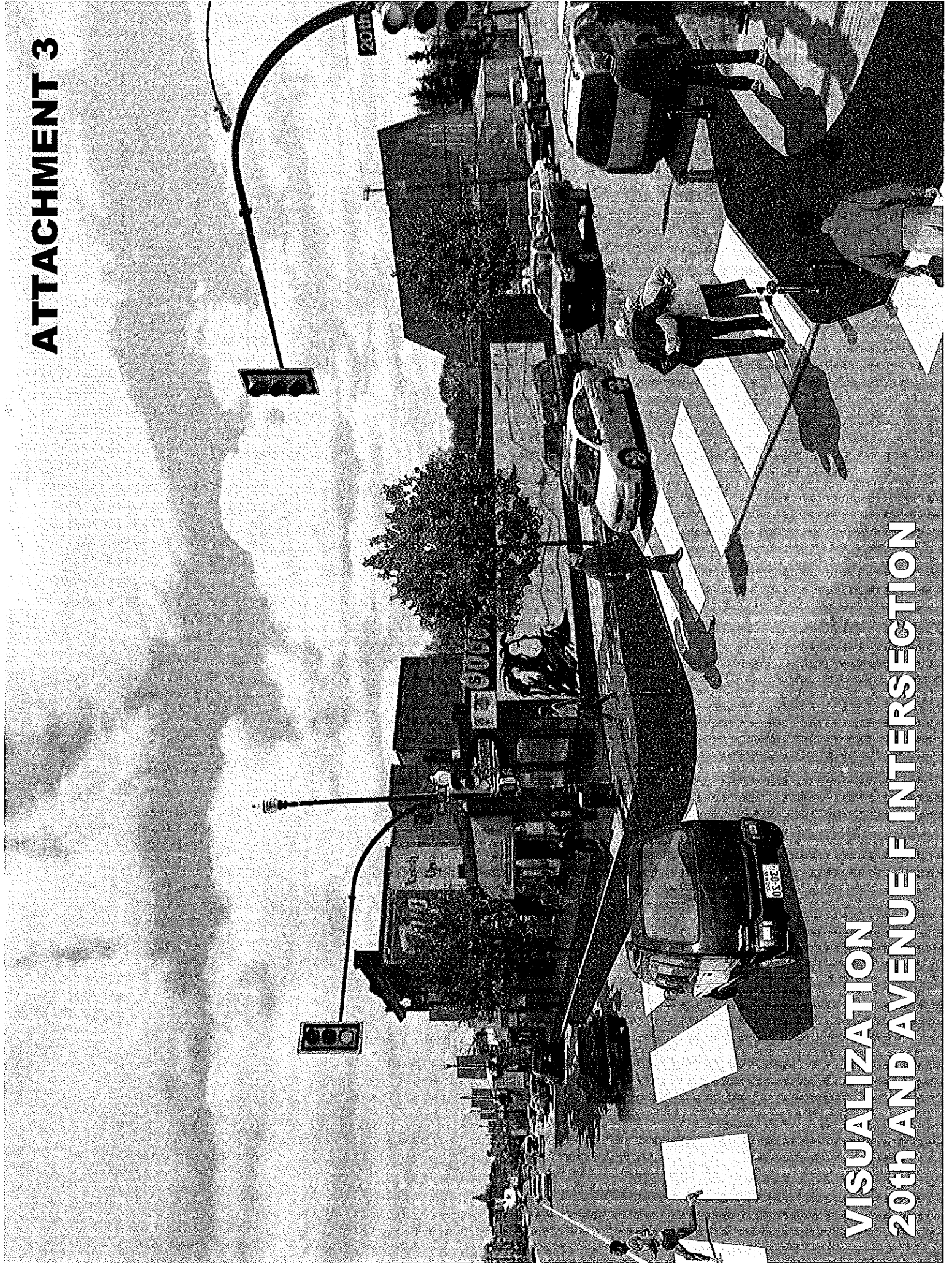
20th Street West



20th Street from Avenue E to F Streetscape Improvement - Phase One

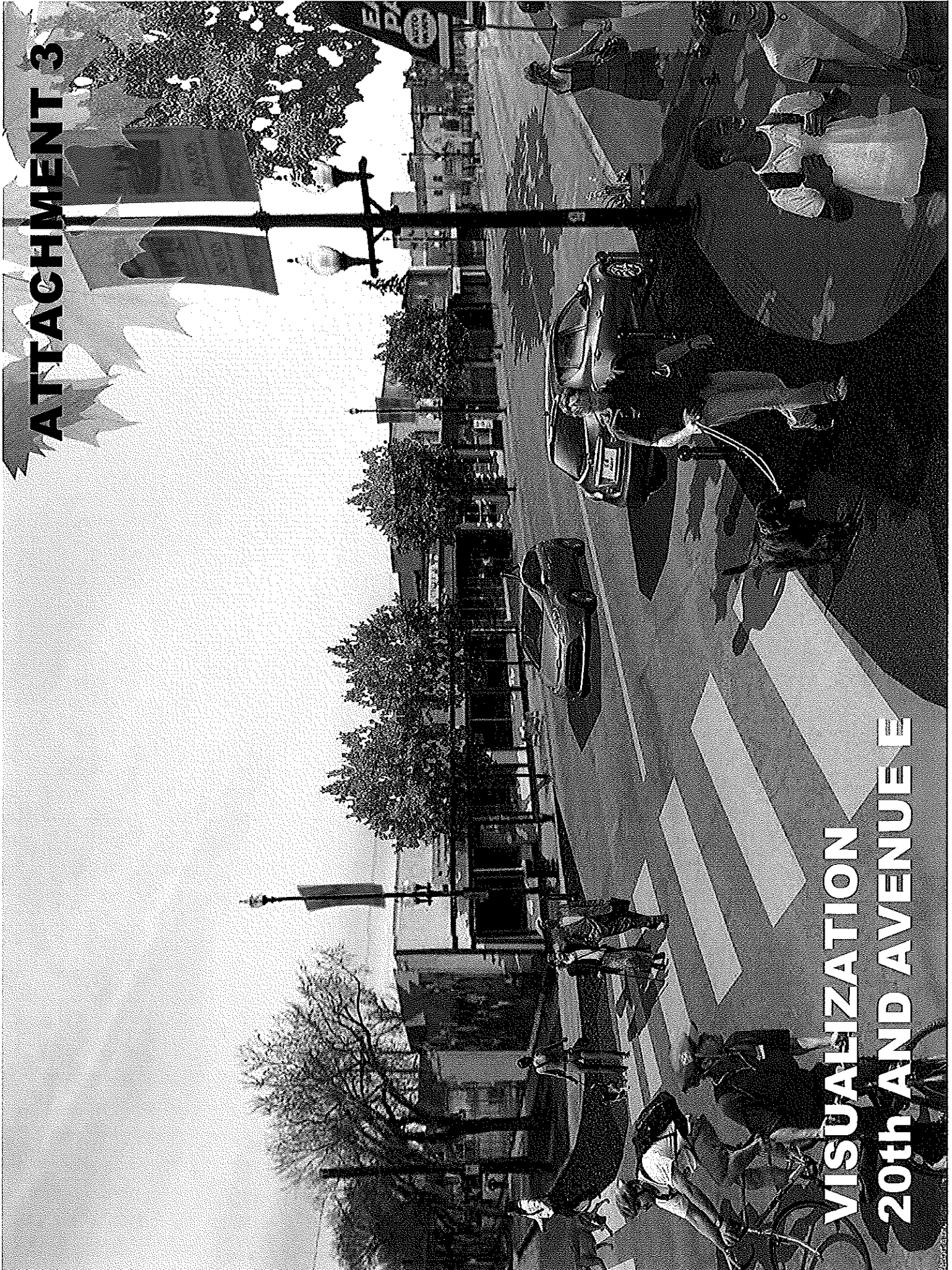


ATTACHMENT 3



**VISUALIZATION
20th AND AVENUE F INTERSECTION**

ATTACHMENT 3



**VISUALIZATION
20th AND AVENUE E**

Reserve Sufficiency Worksheet

Attachment 4

Land Branch

Streetscape Reserve - BID 10-3716-008

Updated August 31, 2012

Debit (Credit)

Capital Reserve Bylaw No. 6774:

Source: 44.33% of revenues from parking meters, parking meter hooding fees, parking permits, smart cards, taxicab stand fees, and billboard leases on civic parking lots, after deducting the \$30K contribution to the Downtown Housing Reserve and the annual operating grants to any established business improvement districts

Applications: capital expenditures for the construction of streetscape projects within the limits of Downtown, Broadway or Riversdale BIDs

Year	Sources	Applications	Total	Notes
	(2,253,192.21)	3,090,374.00	(1,163,703.64)	
2012 Estimates:				
Parking Revenue (01/739)	(2,219,700.00)			Based on 2012 Budget (last year of dedicated 50 cent increase - 2010 to 2012, approved Nov 16/09) - increased by \$22,200 from prev. est.
P2162 - Est RTS	(3,017.00)			Broadway Placemaker - 20/840
Urban Design operating		392,044.00		Per 2012 Budget
New Operating Program		550,000.00		Civilian Uniformed Community Support Officers - 01-596
Estimated Y/E adj.		(206,485.00)		Civilian Uniformed Community Support Officers - 01-596
P2162 Streetscaping		150,000.00		Bollard Replacement
P2162 Streetscaping		100,000.00		20th Street - E to H - Design
P2162 Streetscaping		60,000.00		Broadway Streetscape (Bicycle Parking) (Operating Impact \$1,000)
	(2,222,717.00)	1,045,559.00	(2,340,861.64)	
2013 Estimates:				
Parking Revenue (01/739)	(2,242,200.00)			Per 2013 Budget (confirmed by Kari Smith, Sept 25/12) 50 cent increase to stay in Reserve - approved Dec/11
Urban Design operating		407,700.00		Per 2013 Budget
Contribution - 01-596		367,396.00		Civilian Uniformed Community Support Officers - contribution per agreement
P2162 Streetscaping		1,250,000.00		20th Street - E to F (operating Impact \$1,500)
	(2,242,200.00)	2,025,096.00	(2,557,965.64)	
2014 Estimates:				
Parking Revenue (01/739)	(2,242,200.00)			Per 2013 Budget
Urban Design operating		420,000.00		(3% inc from previous year)
Contribution - 01-596		91,929.00		Civilian Uniformed Community Support Officers - contribution per agreement
Contribution - 01-596		297,160.00		Unallocated commitment - \$550,000 x 2 less agreement of \$802,840
P2162 Streetscaping		1,250,000.00		20th Street - F to G (operating Impact \$1,500)
	(2,242,200.00)	2,059,089.00	(2,741,076.64)	
2015 Estimates:				
Parking Revenue (01/739)	(2,242,200.00)			Per 2013 Budget
Urban Design operating		433,000.00		(3% inc from previous year)
P2162 Streetscaping		1,250,000.00		20th Street - G to H (operating Impact \$1,500)
	(2,242,200.00)	1,683,000.00	(3,300,276.64)	
2016 Estimates:				
Parking Revenue (01/739)	(2,242,200.00)			Per 2013 Budget
Urban Design operating		446,000.00		(3% inc from previous year)
P2162 Streetscaping		2,672,000.00		3rd Ave Streetscaping - 22nd to 23rd Street (Operating Impact - \$3,000)
	(2,242,200.00)	3,118,000.00	(2,424,476.64)	
2017 Estimates:				
Parking Revenue (01/739)	(2,242,200.00)			Per 2013 Budget
Urban Design operating		459,400.00		(3% inc from previous year)
	(2,242,200.00)	459,400.00	(4,207,276.64)	

Note: timing of 19th Street Intersection TBD (est cost \$2,035,000)

Project Name: 20th Street Streetscape Improvements Avenues E to H

File: UD217-112

Open House Comments Summary

Project Description

The purpose of the proposed streetscape improvement project is to continue enhancement and rejuvenation of the vibrant Riversdale Business Improvement District as recommended in the City's 20th Street Streetscape Master Plan. Through the creation of street corner bulbs, a paved amenity strip, street trees and new sidewalk furniture, the unique character and diverse cultures of the area will be celebrated in this project. Construction is currently scheduled for Summer 2013.

The meeting was held at the Underground Cafe, 430 20th Street West on Wednesday, November 14th, 2012 from 6 to 9 PM.

Community Engagement Strategy

- Purpose: For the public to view information and comment on the proposed streetscape improvements to 20th Street West from the intersections of Avenue E to F.
- Form of community engagement used: A come-and-go event with civic staff available to answer questions.
- Level of input or decision making required from the public: Comments and opinions were sought from the public.
- Who was involved: The Riversdale Community Association and the Riversdale Business Improvement District were contacted in addition to mail-outs to residents.

Summary of Community Engagement Input

- 23 comment sheets were returned. The following is a summary, organized by subject matter:
 - there was overall support for the proposal.
 - 1 comment not to provide benches; 2 requests for benches. Further discussion with people attending the open house requested that the benches be planned for and installed when the Business District is a little more developed, possibly during phase 3 of the streetscape project, and they pointed out that there is a desire to have the same amenities as other streetscaped streets.
 - requests for bus shelters including 1 request for heated bus shelters and 1 for video conferencing/monitoring opportunities in bus shelters. Further discussion with people attending the open house pointed out that improving transit stops and providing amenities at those stops are important.
 - 1 request for banners
 - 1 concern about access to businesses during construction

Attachment 5

- requests that arts and culture be included in the development including visual art, performance space, heritage awareness and recognition of the diverse character of the community. Further discussions with business owners and local artists attending the public open house showed a willingness to be involved with developing and providing art.
- support and requests to improved pedestrian crossings including the addition of zebra crosswalks and greater control of the crosswalk lights.
- support for bus bulbs as long as traffic flow is not impacted and motorists are still able to turn on to 20th Street from the side streets.
- requests to improve cycling safety including providing signage to make motorists aware of cyclists, dedicated bike lanes and allowing cyclists on empty sidewalks.
- 1 request to add a center median and reduce traffic to 1 lane in each direction
- requests to include fruiting trees and shrubs and support for adding street trees on 20th Street and on the side streets.
- Discussions with people at the open house brought up the importance of adaptability, flexibility and innovation as part of the streetscape design.
- overall feedback about the open house and the venue was supportive.
- How will input be used to inform the project/issue? The input received will be used to prioritize work and will inform detail design as the project proceeds to construction document preparation.

Completed by: Genevieve Russell, Urban Design, 975-2620

Date: November 15, 2012

Please return a copy of this summary to
Lisa Thibodeau, Community Engagement Consultant
Communications Branch, City Manager's Office
Phone: 975-3690 Fax: 975-3048 Email: lisa.thibodeau@saskatoon.ca

TO: Secretary, Planning and Operations Committee
FROM: General Manager, Community Services Department
DATE: December 13, 2012
SUBJECT: Innovative Housing Incentives Application
 Mortgage Flexibilities Support Program
 Innovative Residential Inc. – Victor and Hunter Road
 Parcel JJ – Stonebridge
FILE NO.: PL 951-116

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

- 1) that 24 affordable housing units, to be constructed at Victor and Hunter Road (Parcel JJ – Stonebridge), be designated under the Mortgage Flexibilities Support Program, as defined in Section 3.8 of Innovative Housing Incentives Policy No. C09-002, contingent upon this housing project being fully approved for mortgage loan insurance flexibilities by either Genworth Financial Canada and/or Canada Mortgage and Housing Corporation; and
- 2) that the City Solicitor be instructed to amend the Tax Sponsorship Agreement with Innovative Residential Inc. to include the project located at Victor and Hunter Road and to prepare the necessary incentive agreement, and that His Worship the Mayor and the City Clerk be authorized to execute the Agreement under the Corporate Seal.

TOPIC AND PURPOSE

The purpose of this report is to request City Council's approval to designate 24 affordable ownership units in the Stonebridge neighbourhood, under the Mortgage Flexibilities Support Program (MFSP) and allocate financial support for this project.

REPORT HIGHLIGHTS

1. The Administration recommends the approval of an affordable home ownership project by Innovative Residential Inc. under the MFSP.
2. The down payment grants will be cost-shared by the builder, the Province of Saskatchewan (Province) and the City of Saskatoon (City).
3. Innovative Residential Inc. will provide builder-sponsored monthly assistance programs.
4. This proposal helps de-concentrate the supply of affordable housing in Saskatoon.

STRATEGIC GOAL

This report supports the City's long-term strategic goal of Quality of Life by increasing the supply and range of affordable housing options.

BACKGROUND

During its June 22, 2009 meeting, City Council approved the MFSP, which provides a 5 percent down payment grant to low- and moderate-income homebuyers who purchase a home in a designated project. It has proven to be one of the most successful municipally sponsored, affordable homeownership programs in Canada. To date, City Council has approved ten projects under the MFSP which combined will provide over 500 affordable ownership units.

During its June 28, 2010 meeting, City Council approved the Tax Sponsorship Program in partnership with Innovative Residential Inc. Under this program, the developer makes a lump sum payment to the City that is credited to the homebuyer's property tax account over a number of years, making the home more affordable for low-income purchasers.

City Council also approved a Cost-Sharing Agreement with the Province during its September 26, 2011 meeting to help fund and set targets for the MFSP until 2015.

Changes to the MFSP were approved by City Council on August 15, 2012. Builders are now encouraged to contribute three percent towards the cost of the down payment grants with the City and the Province each contributing one percent.

REPORT

Innovative Residential Inc. Affordable Home Ownership Proposal

Innovative Residential Inc. plans to construct a 56-unit housing development on a site located at Victor and Hunter Road in the Stonebridge neighbourhood. The project includes 28 two-bedroom units, and 28 three-bedroom units in a stacked townhouse format (see Attachment 1).

The two-bedroom units are 760 square feet on one level and will include one surface parking stall. These units range in price between \$190,000 and \$200,000. The three-bedroom units are 1,254 square feet over two levels and include two parking stalls, one of which will be in a detached garage. Three-bedroom units range in price between \$260,000 and \$275,000. The homes are modular built with construction beginning in June 2014 and completion expected by September 2014. The stacked townhouse design improves energy efficiency and the homes will include argon-filled triple pane windows, increased insulation, and heat recovery ventilators. The site also features accessible walking trails and sidewalks around the buildings as well as a playground (see Attachment 2). Warranty coverage will be provided by Blanket Home Warranty Limited.

Down Payment Grants Will Be Cost Shared

Innovative Residential Inc. has requested that 24 of the 56 units be designated under the City's MFSP and be eligible for down payment assistance when purchased by low- and moderate-income households qualifying under the program. Twelve of these units will be three-bedroom units and twelve will be two-bedroom units. The current income limit is \$59,000 for families without dependants and \$66,500 for families with dependents.

The cost of financing the five percent down payment incentives for the 24 units will be shared between Innovative Residential Inc., the Province, and the City. Innovative Residential Inc. will provide three percent, the Province will contribute one percent through their Affordable Homeownership Program, and the City will contribute one percent.

The City's portion will be recovered through the re-direction of property taxes back into the Affordable Housing Reserve over a period of approximately two years.

Builder-Sponsored Monthly Assistance Programs

Grants to assist residents with monthly payments of up to \$600 per month will be made available by Innovative Residential Inc. based on financial need to households with incomes significantly below the maximum income limits. The amount of these grants will decline each year over an eight-year period.

When the homebuyer qualifies for monthly support that is less than or equal to the property taxes, the support will be administered by the City through the Tax Sponsorship Program, which is an existing partnership between Innovative Residential Inc. and the City. In cases where the monthly support is greater than the property taxes, it will be administered by the National Affordable Homeownership Corporation (NAHC).

This Proposal Helps De-concentrate the Supply of Affordable Housing in Saskatoon

If this project is approved by City Council, it will be the second MFSP project to be built in the Stonebridge neighbourhood. The first project is a 12 unit condominium built by New Rock Developments; the project is currently under construction and all units are now spoken for.

Real estate data for Stonebridge shows that the average sale price in the neighbourhood is currently \$404,665. The listed prices for the affordable and entry-level units that are proposed in this report are significantly below the average for Stonebridge and range from \$190,000 to \$275,000.

OPTIONS TO THE RECOMMENDATION

The only option would be to deny the request to designate and fund these affordable housing units. Choosing this option would represent a departure from Innovative Housing Incentives Policy No. C09-002.

POLICY IMPLICATIONS

There are no policy implications.

FINANCIAL IMPLICATIONS

The financing source of the 24 down payment grants (\$112,320) is the Affordable Housing Reserve. The City has a commitment from the Province to contribute 50 percent towards these grants. The balance of the grant amount (\$56,160) will be returned to the Affordable Housing Reserve over a period of approximately two years through the re-direction of municipal and library property taxes.

Budgeted	Unbudgeted	Capital	Operating	Non-Mill Rate	Tax Re-Direction	External Funding
\$112,320	\$ 0	\$ 0	\$ 0	\$ 0	\$56,160	\$56,160

PUBLIC AND/OR STAKEHOLDER INVOLVEMENT

There is no public and/or stakeholder involvement.

COMMUNICATION PLAN

There is no communication plan.

ENVIRONMENTAL IMPLICATIONS

The homes proposed in this report will be built equivalent to Energy Star standards which will reduce operating cost and long-term environmental impacts. The savings in utility costs are estimated at 25 percent below that of conventional construction.

PRIVACY IMPACT

There is no privacy impact.

SAFETY/CRIME PREVENTION THROUGH ENVIRONMENTAL DESIGN (CPTED)

A CPTED review is not required for this project.

PUBLIC NOTICE

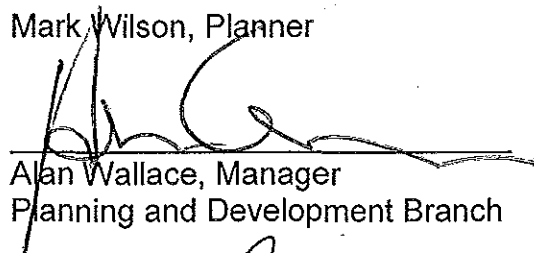
Public Notice, pursuant to Section 3 of Public Notice Policy No. C01-021, is not required.

ATTACHMENTS

1. Rendering of Innovative Residential Inc. Stacked Townhouse Design
2. Site Plan of Proposed Development
3. Neighbourhood Map showing location of Parcel JJ

Written by: Mark Wilson, Planner

Reviewed by:


Alan Wallace, Manager
Planning and Development Branch


Approved by:

for

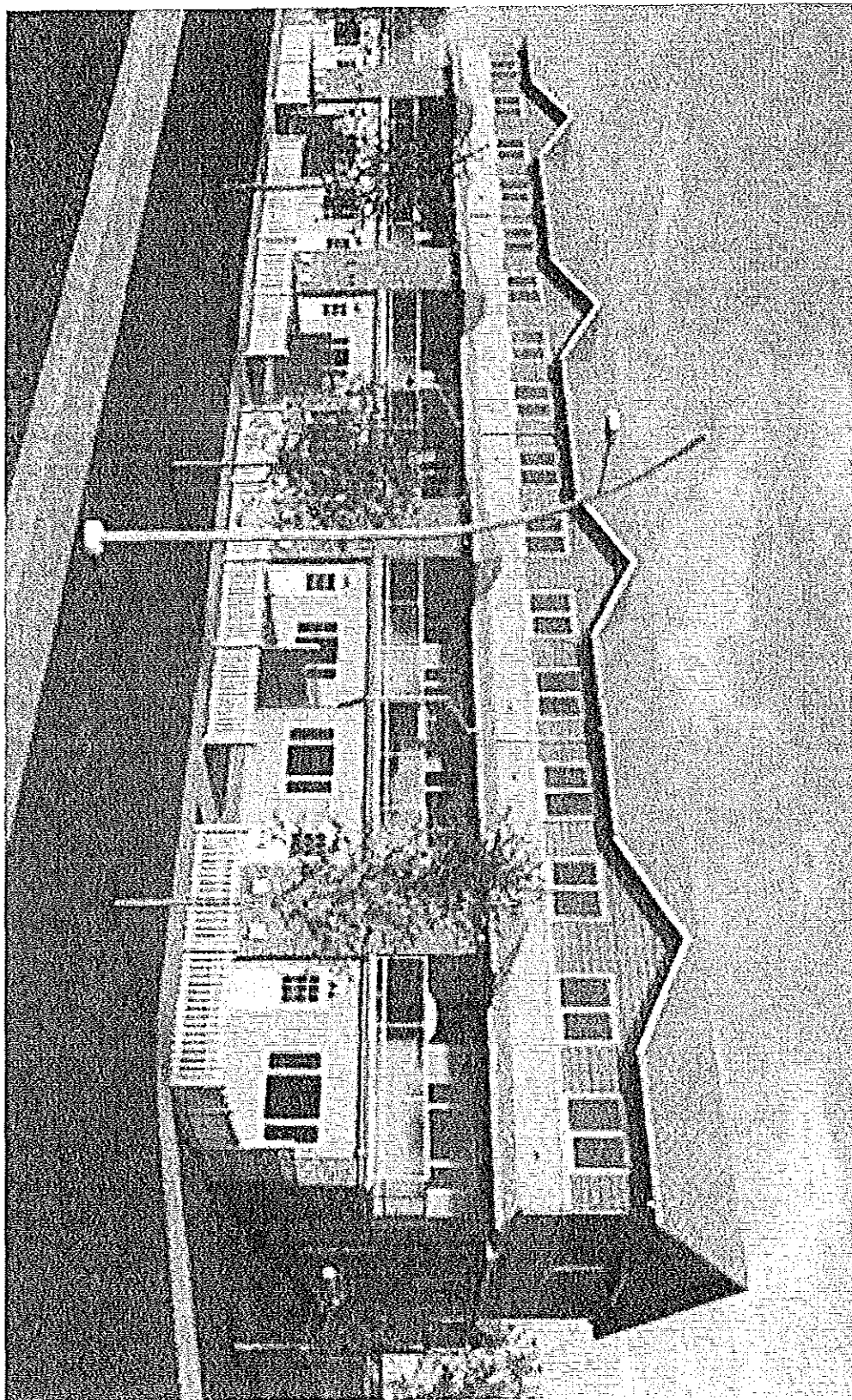

Randy Grauer, General Manager
Community Services Department

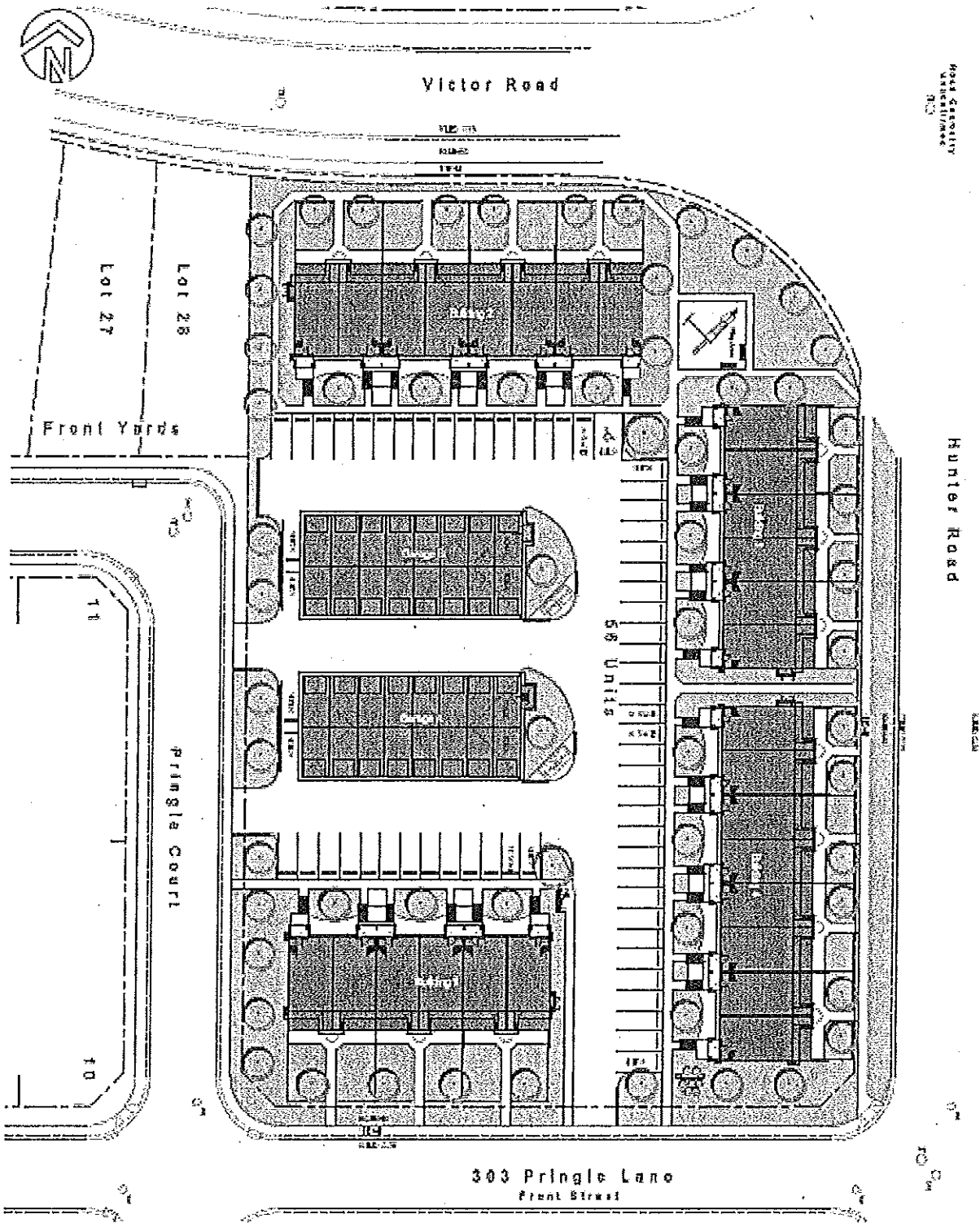
Dated: Dec 20, 2012

Approved by:


Murray Totland, City Manager

Dated: Dec 21/12





4

TO: Secretary, Planning and Operations Committee
FROM: General Manager, Community Services Department
DATE: December 14, 2012
SUBJECT: Innovative Housing Incentives Applications – Mortgage Flexibilities Support Program
Innovative Residential Inc. - Richardson Road and McClocklin Road, Hampton Village
FILE NO.: PL 951-117

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

- 1) that 28 affordable housing units to be constructed at Richardson Road and McClocklin Road (Hampton Village) be designated under the Mortgage Flexibilities Support Program, as defined in Section 3.8 of Innovative Housing Incentives Policy No. C09-002, contingent upon this housing project being fully approved for mortgage loan insurance flexibilities by Genworth Financial Canada and/or Canada Mortgage and Housing Corporation;
- 2) that capital funding of \$40,000 be approved under Innovative Housing Incentives Policy No. C09-002 for the construction of two barrier-free, affordable units in this project; and
- 3) that the City Solicitor be instructed to amend the Tax Sponsorship Agreement with Innovative Residential Inc. to include the project located at Richardson Road and McClocklin Road and to prepare the necessary incentive agreements, and that His Worship the Mayor and the City Clerk be authorized to execute the Agreement under the Corporate Seal.

TOPIC AND PURPOSE

The purpose of this report is to recommend designation of 28 affordable ownership units under the Mortgage Flexibilities Support Program (MFSP) and approve incentives for this project including two barrier-free units.

REPORT HIGHLIGHTS

1. The Administration recommends the approval of an affordable home ownership project by Innovative Residential Inc. under the MFSP in Hampton Village.
2. This project will include two barrier-free units.
3. The down payment grants will be cost shared by the builder, the Province of Saskatchewan (Province), and the City of Saskatoon (City).

4. Innovative Residential Inc. will provide builder-sponsored monthly assistance programs.
5. This proposal does not contribute to an over concentration of affordable housing.

STRATEGIC GOAL

This report supports the City's long-term strategic goal of Quality of Life by increasing the supply and range of affordable housing options.

BACKGROUND

During its June 22, 2009 meeting, City Council approved the MFSP, which provides a 5 percent down payment grant to low- and moderate-income homebuyers who purchase a home in a designated project. It has proven to be one of the most successful municipally sponsored, affordable home ownership programs in Canada. To date, City Council has approved ten projects under the MFSP, which combined will provide over 500 affordable ownership units.

During its June 28, 2010 meeting, City Council approved the Tax Sponsorship Program in partnership with Innovative Residential Inc. Under this program, the developer makes a lump-sum payment to the City that is credited to the homebuyer's property tax account over a number of years, making the home more affordable for low-income purchasers.

City Council also approved a Cost-Sharing Agreement with the Province during its September 26, 2011 meeting, to help fund and set targets for the MFSP until 2015.

Changes to the MFSP were approved by City Council during its August 15, 2012 meeting. Builders are now encouraged to contribute 3 percent towards the cost of the down payment grants with the City and the Province each contributing 1 percent.

REPORT

Innovative Residential Inc. Affordable Home Ownership Proposal

Innovative Residential Inc. plans to construct an 88 unit housing development on a site located at Richardson Road and McClocklin Road in the Hampton Village neighbourhood. The project includes 44 two-bedroom units and 44 three-bedroom units in a stacked townhouse format (see Attachment 1).

The two-bedroom units are 760 square feet on one level and will include one surface parking stall. These units range in price between \$190,000 and \$200,000. The three-bedroom units are 1,254 square feet over two levels and include two parking stalls, one of which will be in a detached garage. The three-bedroom units range in price between \$260,000 and \$270,000. The homes are modular built with construction beginning in April 2013 and completion is expected by April 2014. The stacked townhouse design improves energy efficiency and the homes will include argon-filled

triple pane windows, increased insulation and heat recovery ventilators. The site also features accessible walking trails and sidewalks around the buildings as well as a playground (see Attachment 2). Warranty coverage will be provided by Blanket Home Warranty Ltd.

Increasing the Supply of Barrier-Free Housing

Innovative Residential Inc. is proposing to include two barrier-free, two-bedroom units in this project. These two units will remain open as show homes for a minimum of two months as a demonstration project to help assess the demand for barrier-free units. The results of the demonstration project will be used to help determine how many barrier-free units should be included in future projects supported by the MFSP.

To support the additional design and construction costs, Innovative Residential Inc. has applied for an Innovative Housing Incentive from the City equal to 10 percent of the capital cost of the barrier-free units. Ten percent of one barrier-free unit cost is estimated to be \$20,000, which is the maximum grant payable for a two-bedroom unit under Innovative Housing Incentives Policy No. C09-002.

This project supports the priority identified in the City's Housing Business Plan to increase the supply of barrier-free housing.

Cost Shared Down Payment Grants

Innovative Residential Inc. has requested that 28 of the 88 units be designated under the City's MFSP and be eligible for down payment assistance when purchased by low- and moderate-income households qualifying under that program. There will be 13 three-bedroom units and 15 two-bedroom units designated under the MFSP; out of the two-bedroom units, two will be a barrier-free design. Current Maximum Income Limits (MILs) are \$59,000 for families without dependants and \$66,500 for families with dependents.

The cost of financing the 5 percent down payment incentives for the 28 units will be shared between Innovative Residential Inc., the Province and the City. Innovative Residential Inc. will provide 3 percent, the Province will contribute 1 percent through their Affordable Homeownership Program, and the City will contribute 1 percent. The City's portion will be recovered through the redirection of property taxes back into the Affordable Housing Reserve over a period of approximately two years.

Builder Sponsored Monthly Assistance Programs

Grants to assist residents with monthly payments of up to \$600 per month will be made available by Innovative Residential Inc. based on financial need to households with incomes significantly below the MILs. The amount of these grants will decline each year over an eight year period.

When the homebuyer qualifies for monthly support that is less than or equal to the property taxes, the support will be administered by the City through the Tax Sponsorship Program, which is an existing partnership between Innovative Residential Inc. and the City. In cases where the monthly support is greater than the property taxes, it will be administered by the National Affordable Homeownership Corporation.

Not Contributing to an Over Concentration of Affordable Housing

If this project is approved by City Council, it will be the second MFSP project to be built in the Hampton Village neighbourhood. The first project was an 84 unit stacked townhouse design developed by Innovative Residential Inc. in which 15 units were sold to households outside of the MFSP. Recently, New Rock Developments and Vantage Developments have completed entry-level projects in the neighbourhood.

Despite the affordable and entry-level housing projects already in the neighbourhood, real estate data for Hampton Village shows that the average sale price is currently \$358,868, which is above average for Saskatoon, indicating that there is not an over concentration of affordable housing in the neighbourhood.

OPTIONS TO THE RECOMMENDATION

The only option is to deny the request to designate and fund these affordable housing units. Choosing this option would represent a departure from Innovative Housing Incentives Policy No. C09-002.

POLICY IMPLICATIONS

There are no policy implications.

FINANCIAL IMPLICATIONS

The financing source of the 28 down payment grants (\$127,400) is the Affordable Housing Reserve. The City has a commitment from the Province to contribute 50 percent towards these grants. The balance of the grant amount (\$63,700) will be returned to the Affordable Housing Reserve over a period of approximately two years through the redirection of municipal and library property taxes.

The Affordable Housing Reserve is also the funding source for the \$40,000 capital grant for the two barrier-free units. The Affordable Housing Reserve has an uncommitted balance of \$175,462 due to recent projects being completed below budget, in addition to the \$250,000 allocated for homelessness initiatives by City Council on December 10, 2012. If this project is approved, the uncommitted balance will be reduced to \$135,462, which should be sufficient to cover contingencies.

Budgeted	Unbudgeted	Capital	Operating	Non-Mill Rate	Tax Redirection	External Funding
\$167,400	\$ 0	\$40,000	\$ 0	\$ 0	\$63,700	\$63,700

PUBLIC AND/OR STAKEHOLDER INVOLVEMENT

There is no public and/or stakeholder involvement.

COMMUNICATION PLAN

There is no communication plan.

ENVIRONMENTAL IMPLICATIONS

The homes proposed in this report will be built equivalent to Energy Star standards to reduce operating cost and long-term environmental impacts. The savings in utility costs are estimated at 25 percent below that of conventional construction.

PRIVACY IMPACT

There is no privacy impact.

SAFETY/CRIME PREVENTION THROUGH ENVIRONMENTAL DESIGN (CPTED)

A CPTED review is not required for this project

PUBLIC NOTICE

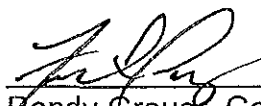
Public Notice, pursuant to Section 3 of Public Notice Policy No. C01-021, is not required.

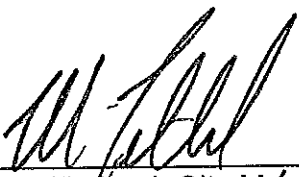
ATTACHMENTS

1. Rendering of Innovative Residential Inc. Stacked Townhouse Design
2. Site Plan of Proposed Development
3. Neighbourhood Map of Hampton Village

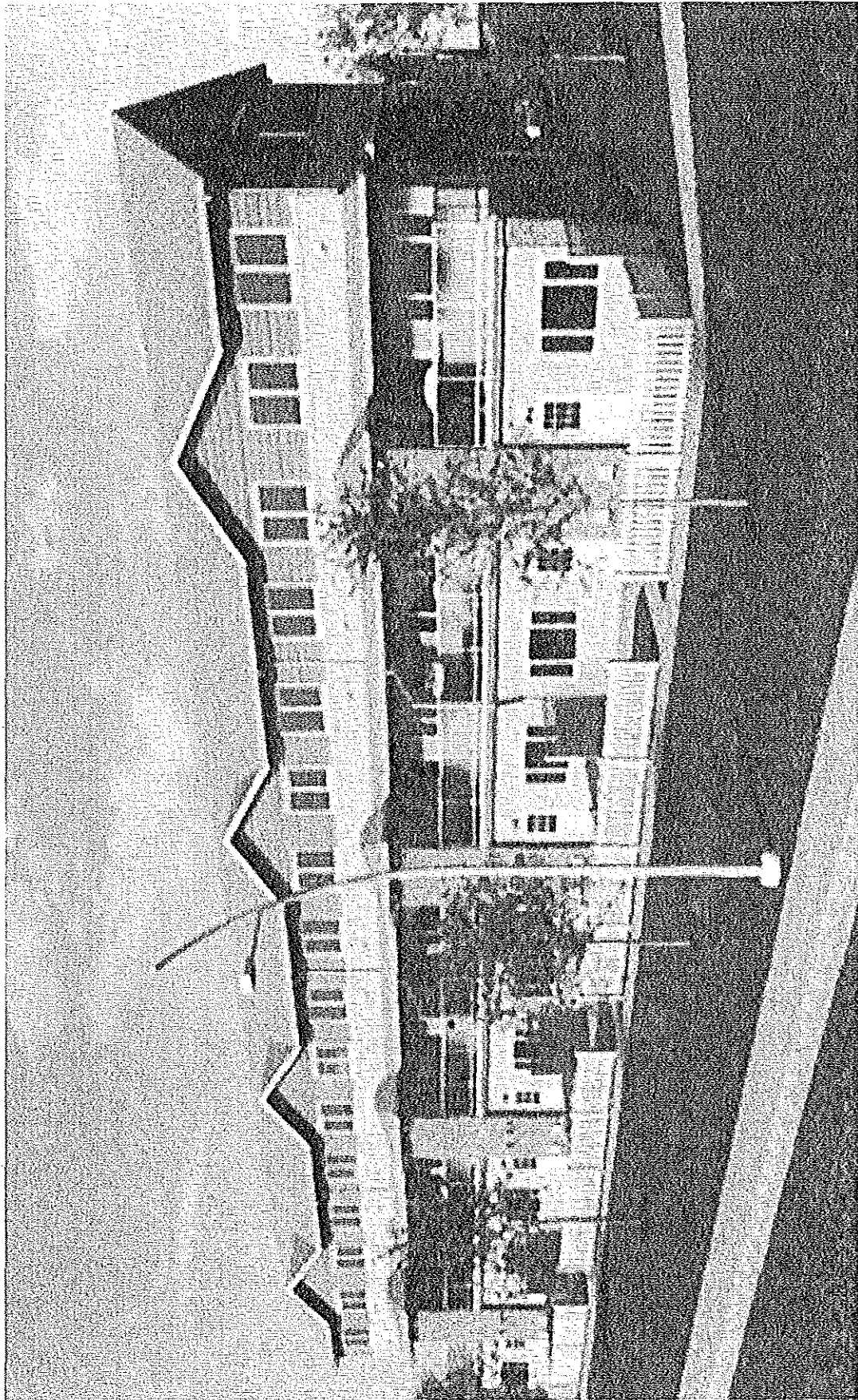
Written by: Mark Wilson, Planner

Reviewed by: 
 Alan Wallace, Manager
 Planning and Development Branch

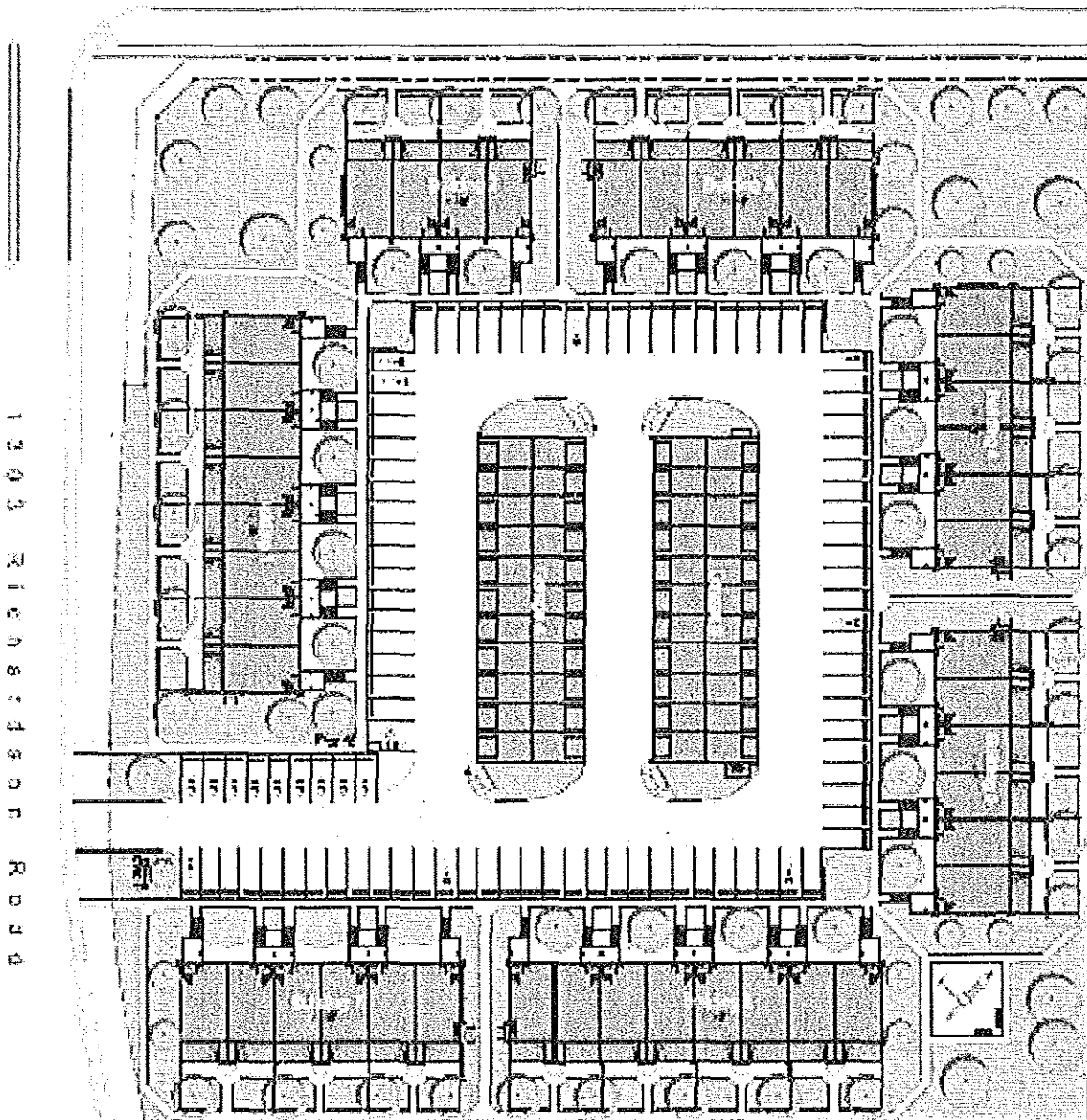
Approved by: 
 for Randy Grauer, General Manager
 Community Services Department
 Dated: Dec 20, 2012

Approved by: 
Murray Tolland, City Manager
Dated: Dec 21/12

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McClellin Road



1303 RIGNSFORD ROAD



TO: Secretary, Planning and Operations Committee
 FROM: General Manager, Community Services Department
 DATE: December 17, 2012
 SUBJECT: Saskatoon Field House Rental Space
 FILE NO.: LS 290-25

- RECOMMENDATION:** that a report be submitted to City Council recommending:
- 1) that the proposal submitted by Saskatoon Council on Aging for the Saskatoon Field House Rental Space at a total projected revenue of \$129,991.72 be accepted; and
 - 2) that the City Solicitor be instructed to prepare the required contract documents, and that His Worship the Mayor and the City Clerk be authorized to execute the documents under the Corporate Seal.

TOPIC AND PURPOSE

The purpose of this report is to request approval to enter into a contract with Saskatoon Council on Aging (SCOA) to lease vacant space at the Saskatoon Field House as the prior tenant exercised the right to terminate the lease contract.

REPORT HIGHLIGHTS

- 1. On Track Massage Therapy, the previous tenant, terminated their lease agreement with the Saskatoon Field House.
- 2. A review of the existing space was conducted to determine if the Leisure Services Branch could use it to expand existing or offer new programming. It was determined that this space continues to be unsuitable for active physical activity programming.
- 3. A Request for Proposals (RFP) was advertised in The StarPhoenix and two submissions were received and reviewed against selection criteria.

STRATEGIC GOALS

The recommendations support the long-term strategy to increase revenue sources and reduce reliance on residential property taxes under the Strategic Goal of Asset and Financial Sustainability. The recommendations also support the long-term strategy to ensure existing and future leisure centres, and other recreations facilities, are accessible physically and financially and meet community needs under the Strategic Goal of Quality of Life.

BACKGROUND

The owner of On Track Massage Therapy had operated this business at the Saskatoon Field House since January 1, 2008. On September 9, 2012, the owner confirmed in

writing the required contract notice of 30 days that the business would vacate the premises effective September 30, 2012. This prompted the Administration to determine if the space was suitable for programming or lease to a suitable tenant.

REPORT

Program Review of Available Space

The Administration evaluated the space to determine if new or expanded programming was possible at this time. Based on this review, it was determined that this space continues to be unsuitable for active physical activity programming. The programs offered at the Saskatoon Field House use rooms that are more conducive with mirrors, higher ceilings, and better flooring. The Administration concluded this space is not suitable for programming and decided to issue a RFP from potential organizations to lease this space.

Request For Proposals

An RFP was prepared in consultation with Purchasing Services, Corporate Services Department, and was advertised in The StarPhoenix. The RFP closed on October 31, 2012, and two submissions were received. An administrative committee reviewed the submissions against selection criteria:

- 1) work experience of proponent;
- 2) business plan;
- 3) objectives and purposes of the business and their impact on the Saskatoon Field House operations;
- 4) goals and outcomes of the business and their impact on Saskatoon Field House operations;
- 5) additional space requirements for meeting rooms and program space; and
- 6) references.

The SCOA will provide programs and services at the Saskatoon Field House that focus on health promotion, wellness, and active aging that complements their mission of promoting dignity, health, and independence of older adults. SCOA offers opportunities for versatile programming, partnerships, and collaboration with community organizations that promote positive healthy aging. Based on the review against the selection criteria, the Administration is recommending acceptance of the SCOA proposal.

The revenue to be generated from the SCOA proposal is similar to the previous lease agreement that was in place, and includes the annual 4 percent increases required by Recreation Facilities – Rental Fees Policy No. C03-030. In addition, there is potential for additional rental revenue to satisfy the needs of SCOA's programming and social activities.

OPTIONS TO THE RECOMMENDATION

The only option is to decline the proposal from SCOA. The Administration is not recommending this option because SCOA has met all the selection criteria and has committed to a five-year lease agreement.

POLICY IMPLICATIONS

There are no policy implications.

FINANCIAL IMPLICATIONS

The recommended submission by SCOA provides the same lease revenue as the previous tenant and also indicates a potential for additional rental income. The chart below shows rental revenue without GST included.

Year	2013	2014	2015	2016	2017
Lease Revenue	\$24,000	\$24,960	\$25,958	\$26,997	\$28,077

PUBLIC AND/OR STAKEHOLDER INVOLVEMENT

There was no public and/or stakeholder involvement. The RFP was publicly advertised in The StarPhoenix.

COMMUNICATION PLAN

The RFP was publicly advertised in The StarPhoenix.

ENVIRONMENTAL IMPLICATIONS

The recommendation will have resource consumption and waste implications once development proceeds. The impact on resources is unknown at this time.

PRIVACY IMPACT

There is no privacy impact.

SAFETY/CRIME PREVENTION THROUGH ENVIRONMENTAL DESIGN (CPTED)

There are no safety or CPTED impacts.

PUBLIC NOTICE

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

Written by: Barry Carlson, Supervisor, Facility Services

Reviewed by: Cary Humphrey
Cary Humphrey, Manager,
Leisure Services Branch

Approved by: Randy Grauer
for Randy Grauer, General Manager
Community Services Department
Dated: Dec 20, 2012

Approved by: Murray Totland
Murray Totland, City Manager
Dated: Dec 21/12

TO: Secretary, Planning and Operations Committee
FROM: General Manager, Community Services Department
DATE: December 24, 2012
SUBJECT: Friends of the Bowl Foundation - Gordon Howe Bowl Upgrades - Repayable Loan Request
FILE NO.: LS 4206-GO1-2

- RECOMMENDATION:** that a report be submitted to City Council recommending:
- 1) that up to \$100,000 be advanced to the Friends of the Bowl Foundation Inc. to launch and manage a Capital Campaign to secure funds for upgrading the Gordon Howe Bowl;
 - 2) that the source of funding be Capital Project No. 2349 – Gordon Howe Bowl Upgrades;
 - 3) that the advance, in an amount up to \$100,000, be repaid to the City of Saskatoon from the proceeds generated by the Friends of the Bowl Foundation Inc. Capital Campaign;
 - 4) that the City Solicitor be requested to prepare the appropriate loan agreement;
 - 5) that His Worship the Mayor and the City Clerk be authorized to execute the agreement on behalf of the City of Saskatoon; and
 - 6) that City Council endorse the principles of ownership and future asset management of Gordon Howe Bowl as outlined in Attachment 2.

TOPIC AND PURPOSE

This report supports a request from the Friends of the Bowl Foundation Inc. (Foundation) for a repayable loan of up to \$100,000 to proceed with a "Request for Proposal" (RFP) to hire fundraising expertise and associated costs to plan and manage a Capital Campaign for upgrading Gordon Howe Bowl.

REPORT HIGHLIGHTS

1. The Foundation is ready to proceed with a fundraising strategy that requires professional expertise and leadership necessary to plan and manage a Capital Campaign intended to begin as early as spring 2013.
2. The Foundation is requesting a repayable loan from the City of Saskatoon (City) in the amount of \$100,000 to launch and manage the Capital Campaign.

3. The source of funding for the repayable loan is Capital Project No. 2349 – Gordon Howe Bowl Upgrades. The Foundation will repay the loan from proceeds generated in the Capital Campaign.
4. The Foundation, in its correspondence dated December 13, 2012, requested the City to clarify five issues that are important to the development of the Capital Campaign communication material.

STRATEGIC GOALS

This report supports the long-term strategy to increase revenue sources and reduce reliance on residential property taxes, and develop funding strategies for expenses related to new capital expenditures under the Strategic Goal of Asset and Financial Sustainability. This report also supports the long-term strategy to ensure existing and future leisure centres, and other recreational facilities, are accessible physically and financially and meet community needs under the Strategic Goal of Quality of Life.

BACKGROUND

During its November 13, 2012 meeting, City Council approved a report from the General Manager, Community Services Department, which recommended:

- "1) that the Memorandum of Understanding between the City of Saskatoon and the user organizations on the charitable corporation, Friends of the Bowl Foundation Inc., be approved as outlined in Attachment 1 of this report;
- 2) that the City of Saskatoon approve the appointment of the Friends of the Bowl Foundation Inc.'s first Board of Directors, as follows:
 - a) to appoint five founding organization representatives to a two-year term that will expire at the October 31, 2014 Annual General Meeting as outlined in Attachment 2; and
 - b) to appoint five members at large to a one-year term that will expire at the October 31, 2013 Annual General Meeting as outlined in Attachment 2;
- 3) that City Council declare the Gordon Howe Bowl Upgrades as a municipal project in order to provide for the issuance of charitable donation receipts for donations received from the community;
- 4) that the Corporate Services Department, Revenue Branch, be authorized and directed to accept donations for this project and to issue appropriate receipts to donors who contribute to the project; and

- 5) that the Mayor and City Clerk be authorized to execute, on behalf of the City of Saskatoon, the Memorandum of Understanding and other incorporation documents and resolution to appoint the Board noted above, in relation to the Friends of the Bowl Foundation Inc., as prepared by the Office of the City Solicitor.”

REPORT

Foundation Fundraising Strategy and Steps

The Foundation is now focused on the development of a fundraising strategy that will seek government, corporate, business, alumni and individual donations, and sponsorships to be used to fund upgrades to the Gordon Howe Bowl. The estimated cost for the capital upgrades are as follows:

- Phase 1 – Design and construction for the artificial turf football field, field lights, scoreboard and sound system. The estimated cost to complete Phase 1 is \$4.4 million; and
- Phase 2 – Design and construction for the multi-purpose building, landscaping, and entrance plaza. The estimated cost to complete Phase 2 is \$6.6 million.

The Foundation anticipates launching the campaign as early as spring 2013 with a goal of having the funds in place to begin Phase I construction in 2014. The Foundation has confirmed that in order to meet this ambitious schedule, fundraising expertise is required to provide the necessary leadership to plan and manage a fundraising program of this magnitude (\$11 million). The Foundation's next steps to formalize a campaign strategy are as follows:

- 1) secure a source of funds to hire fundraising expertise to begin the campaign assessment and planning phase;
- 2) hire through an RFP, fundraising expertise to plan and manage the campaign on behalf of the Foundation. Develop a case through support documents that will be used to engage potential donors;
- 3) establish a campaign leadership team to cultivate and solicit funds in consultation with the fundraising expert; and
- 4) complete a campaign assessment and plan (3 months) and launch and implement a fund raising campaign (12 months).

Foundation Repayable Loan Request

The Foundation is requesting a repayable loan (see Attachment 1) from the City in the amount of \$100,000 to start the process of hiring fundraising expertise to plan and manage the Capital Campaign. The funds will also provide start-up money to develop associated professional communication material that will be used during the initial solicitation phase of the fundraising campaign.

The Foundation anticipates that should City Council approve this request, an agreement will be developed between the City and the Foundation that will identify the terms and conditions for repayment of the funds over an agreed period of time. The Foundation is confident that the funds generated through the Capital Campaign will be sufficient to cover all costs required for the campaign, including the start-up funds provided by the City.

The Foundation remains committed to a renewed Gordon Howe Bowl to better serve community needs, which include the secondary high schools and Saskatoon Hilltops football programs, and expand capacity to reach out to many new minor and local adult sports.

Funding Source for Repayable Loan

The Foundation has identified that Phase 1 construction of the artificial turf football field is the highest priority. The fundraising Capital Campaign will focus on securing the necessary donations and sponsors to begin construction of Phase 1 in 2014 estimated at \$4.4 million.

The design costs for Phase I are estimated at \$450,000. At its December 5, 2012 meeting, City Council approved \$600,000 for Capital Project No. 2349 towards the design costs to the capital upgrades at Gordon Howe Bowl. The Administration is recommending the source of funding for a repayable loan up to \$100,000 be Capital Project No. 2349.

In the event the fundraising campaign is not successful, the City is at risk of not recovering the \$100,000. A repayable loan agreement will be developed between the City and the Foundation that will identify the terms and conditions for the release and repayment of the approved funds. Should the Foundation fundraising not proceed as anticipated, the Administration will report back to City Council with a revised funding strategy for the upgrades to Gordon Howe Bowl.

Foundation Correspondence Dated December 13, 2012

The Foundation, in its correspondence dated December 13, 2012, requested the Administration clarify the following five issues important to securing a Campaign Chairperson and developing communication material for potential donors:

1. Who owns the assets that are funded by the Foundation?
2. Who maintains the assets on an on-going basis?
3. Who is responsible for the capital replacement costs of the assets, in the future, when it is time for replacement? Is it the City? Or the Foundation?

4. What is the fundraising goal, expected by the City, to be raised in the community? Should the community fundraising goal fall short, what happens to the future of the project?
5. In addition to the City funding Phase 1 design, would the City also consider funding Phase 2 design and demolition and off-site disposal of material?

Refer to Attachment 2 for the Administration's response to the Foundation's enquiry.

OPTIONS TO THE RECOMMENDATION

City Council may choose not to approve the recommendations contained within this report. The Administration is not recommending this option, as the Foundation requires fundraising expertise to plan and manage the Capital Campaign which is anticipated to begin in spring 2013. The Foundation does not have funding in place to launch the Capital Campaign; therefore, requires funding assistance from the City in order to proceed.

POLICY IMPLICATIONS

There are no policy implications.

FINANCIAL IMPLICATIONS

City Council approved \$600,000 in Capital Project No. 2349 – Gordon Howe Bowl Upgrades, as part of the 2013 Business Plan and Budget review. As outlined in Table 1 below, in 2013 the capital project will begin design of the first phase of the project that includes the artificial turf football field, scoreboard, sound system and outdoor field lighting. Estimated cost for the design of the first phase is \$450,000.

Table 1

Approved Capital	Phase 1 Design	Balance	Foundation Request
\$600,000	\$450,000	\$150,000	\$100,000

A balance of \$150,000 is available to fund the Foundation's request for a repayable loan of up to \$100,000.

PUBLIC AND/OR STAKEHOLDER INVOLVEMENT

The Foundation is currently holding meetings with potential stakeholders and community groups providing progress reports on the establishment of the Foundation.

COMMUNICATION PLAN

The Foundation, in consultation with the Marketing Section, Community Services Department, has started the development of a communication plan.

ENVIRONMENTAL IMPLICATIONS

The recommendation has resource and/or waste implications that have not been quantified at this time and will be included in a future report.

PRIVACY IMPACT

There are no privacy implications.

SAFETY/CRIME PREVENTION THROUGH ENVIRONMENTAL DESIGN (CPTED)

A CPTED review will be conducted as part of the design process.

PUBLIC NOTICE

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

ATTACHMENT

1. Letter from the Friends of the Bowl Foundation Inc., dated December 13, 2012
2. Administration's Responses to the Foundation's Questions

Written by: Cary Humphrey, Manager, Leisure Services Branch

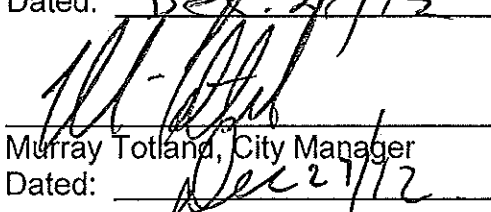
Approved by:

Jor


Randy Grauer, General Manager
Community Services Department

Dated: Dec. 27/12

Approved by:


Murray Totland, City Manager

Dated: Dec 27/12

cc: His Worship the Mayor

December 13, 2012

City of Saskatoon
222 – 3rd Avenue North
Saskatoon, SK S7K 0J5
Attention: Randy Grauer, General Manager, Community Services Department

Re: Friend of the Bowl Foundation Inc. - Request for Repayable Loan

Dear Mr. Grauer,

As you are aware activities surrounding the development and the implementation strategies are complete with the recent announcement of the new "The Friends of the Bowl Foundation Inc". The partnerships within the Foundation provides a drive by user groups to work together in direct consultations with the City of Saskatoon to establish a strategy to bring Gordon Howe Bowl up to the standards that will increase daily activities for kids and adults in multiple sports . A great focus of the Board of Directors is the development of a fundraising strategy that will seek government, corporate, business, alumni/individual donations and sponsorships to be used to fund upgrades to the Gordon Howe Bowl. For the past 30 days the Board of Directors have solely focused their vision in developing strategy to launch a capital campaign as early as Spring of 2013 to fund the Gordon Howe Bowl upgrades.

In order to meet an ambitious fundraising Capital Campaign plan, projected Phase 1 costs of 4.4 Million and Phase 2 costs of 6.6 Million dollars. The Phase 1 Capital Expenditures would see the installation of an artificial turf football field, installation of new lighting & sound systems, along with the installation of a new scoreboard in 2014 within the Phase 1 activities. To move this mandate forward the Board of Directors of the Friends of the Bowl Foundation is requesting a repayable loan from the City of Saskatoon in the amount of \$100,000 to start the process of forwarding a Request for Proposals for the management services in launching the Communications, Marketing & Fundraising Campaign.

The funds received from the City of Saskatoon will be in a form of a repayable program agreement with payables secured over an agreed time frame. The Foundation 's highest priority is to secure expertise to provide the leadership necessary to plan the fundraising strategy, execute the strategy, and provide ongoing counsel throughout the campaign.

The Foundation would like to thank the City of Saskatoon for approving \$600,000, as part of the 2013 Capital Budget, to begin design of Phase 1 of the Capital upgrades at the Gordon Howe Bowl. The funding is another important milestone in moving this project forward.

The Foundation is very interested in meeting with the City Administration to discuss the following questions that will form important information used to develop the campaign

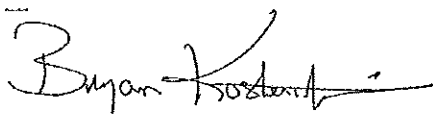
strategy, set the fundraising goal, and provide communication material content that will be given to potential donors at the time of solicitation.

The questions are as follows:

1. Who owns the assets that are funded by the Friends of the Bowl Foundation?
2. Who maintains the assets on an ongoing basis?
3. Who is responsible for the capital replacement costs of the assets, in the future, when it is time for replacement? Is it the City? Or the Foundation?
4. What is the fundraising goal, expected by the City, to be raised in the community? Should the community fundraising goal fall short, what happens to the future of the project?
5. In addition, to the City funding phase 1 design, would the City also consider funding phase 2 design and demolition and off-site disposal of material?

The Friends of the Bowl Foundation thanks the City of Saskatoon for its continued support and looks forward to developing a dialogue of communications regarding the funding request. Please contact myself anytime to discuss this matter.

Regards,



Bryan Kosteroski
Chairperson,
Friends of the Bowl Foundation Inc.
Office 306 975 6851
Cellular 306 229 8986
Email: kosteroskib@agclouncil.ca

cc: Friends of the Bowl Foundation Board of Directors

Administration's Responses to the Foundation's Questions

1. Who owns the assets that are funded by the Foundation?

Administration's Response – The City is the owner of any assets (i.e. capital improvements) at the Gordon Howe Bowl and Gordon Howe Park that are funded by the Foundation. This does not preclude the negotiations of mutually beneficial agreements between the City and other organizations in the future.

2. Who maintains the assets on an on-going basis?

Administration's Response - The City will maintain the assets on an on-going basis. The Memorandum of Understanding identifies that the Foundation and/or any participating partner of the Foundation may explore a management model for the operation of the Gordon Howe Bowl and/or other facilities within the Park for consideration by the City.

3. Who is responsible for the capital replacement costs of the assets, in the future, when it is time for replacement? Is it the City? Or the Foundation?

Administration's Response – The City is responsible for replacement costs associated with assets as a result of Phase 1 and Phase 2 of the capital upgrades. The Administration indentified in the 2013 Capital Project No. 2349 – Gordon Howe Bowl Upgrades an operating budget impact of \$100,000 (artificial turf replacement) in 2015 and \$200,000 (service building) in 2017 for a contribution to the Civic Building Comprehensive Maintenance Reserve.

4. What is the fundraising goal, expected by the City, to be raised in the community? Should the community fundraising goal fall short, what happens to the future of the project?

Administration's Response – Should fundraising efforts fall short of the anticipated goal, the Administration will prepare alternate funding strategies to address the potential shortfall and present to City Council for consideration.

5. In addition to the City funding Phase 1 design, would the City also consider funding Phase 2 design and demolition and off-site disposal of material?

Administration's Response - The Administration is prepared to recommend the same funding model for Phase 2 as was proposed for Phase 1, subject to City Council approval; this would include Phase 2 design costs.

Final demolition and disposal costs have yet to be determined and City funding for this aspect of the project will be addressed in a future report.

TO: Secretary, Planning and Operations Committee
 FROM: General Manager, Community Services Department
 DATE: December 21, 2012
 SUBJECT: Golf Cart Lease - Award of Tender
 FILE NO.: LS 290-32 and LS 290-44

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

- 1) that the tender submitted by Oakcreek Golf and Turf for the four year lease of 120 golf carts, with a lowest qualified bid submission cost of \$348,480 (excluding G.S.T.) be approved; and
- 2) that the City Solicitor be instructed to prepare the required contract documents, and that His Worship the Mayor and the City Clerk be authorized to execute the documents under the Corporate Seal.

TOPIC AND PURPOSE

This report recommends awarding a tender for the lease of 120 golf carts from Oakcreek Golf and Turf. The golf carts are to be used at the Holiday Park and Wildwood Golf Courses. Revenues from these golf cart rentals will increase the golf courses' contribution to the Golf Course Capital Reserve that funds golf course capital improvements.

REPORT HIGHLIGHTS

1. Golf cart rental revenues generated at Holiday Park and Wildwood Golf Courses will contribute to the Golf Course Capital Reserve, which is used to fund capital improvements.
2. Leasing instead of purchasing golf carts outright is beneficial as it is cost effective due to the short lifecycle of the carts and it provides patrons with a new cart fleet every four years.
3. A Request for Proposals (RFP) was advertised in The StarPhoenix, and five submissions were received and reviewed against selection criteria.

STRATEGIC GOALS

This report supports the long-term strategy to increase revenue sources under the Strategic Goal of Asset and Financial Sustainability. The recommendation in this report also supports the long-term strategy to reduce greenhouse gas emissions (GHG) under the Strategic Goal of Environmental Leadership.

BACKGROUND

In March 2009, City Council adopted a recommendation to revise the operating structure at the municipal golf courses. In 2013, the new operating structure transfers

the responsibility to supply powered golf carts from the Golf Professional contract at Holiday Park and Wildwood Golf Courses to the City of Saskatoon (City). The justification to revise the operating structure is that additional net revenue will be generated, increasing contributions to the Golf Course Capital Reserve.

REPORT

Golf Cart Rental Revenue

The current Golf Course Capital Reserve is funded by net revenues generated by green fees and is insufficient to finance necessary golf course capital improvements. Net revenues generated by golf cart rentals at Holiday Park and Wildwood Golf Courses are estimated to be an additional \$207,880 annually and \$831,520 over a four year lease period (excluding G.S.T.). The additional net revenues will contribute to the Golf Course Capital Reserve that is used to finance golf course capital improvement projects and replace golf course maintenance equipment. Attachment 1 summarizes the golf cart revenue and expenses projections over the four year lease period.

Benefit of Leasing Golf Carts

The leasing of golf carts has the following benefits:

1. Annual lease payments do not require the upfront cash outlay that an outright purchase would require, allowing capital reserve funds to be allocated to necessary equipment purchases and golf course capital improvements.
2. Leasing does not require any capital funding as a down payment.
3. Leasing allows the matching of golf cart rental revenue with the lease expense, as payments occur each year from May through October while the golf carts are utilized to generate revenue.
4. At the conclusion of the four year lease, the City would exchange the golf carts for a new fleet. As a result, the golf cart fleet would be maintained inside the golf cart lifecycle of four to six years, and patrons would benefit from a new fleet every four years.

Request for Proposals

An RFP was prepared in consultation with Purchasing Services, Corporate Services Department, and was advertised in The StarPhoenix. The RFP closed on December 13, 2012, and five submissions were received. The Administration reviewed the submissions against the following selection criteria:

- a) lease fee per golf cart;
- b) degree of meeting golf cart specifications;
- c) warranty and serviceability of the golf carts; and
- d) experience and past performance.

Based on the review against the selection criteria, the Administration is recommending the acceptance of the Oakcreek Golf and Turf proposal at an annual lease rate of \$87,120 (excluding G.S.T.).

OPTIONS TO THE RECOMMENDATION

There are no options.

POLICY IMPLICATIONS

There are no policy implications.

FINANCIAL IMPLICATIONS

As outlined in Chart 1, the cost to lease the 120 golf cart fleet from Oakcreek Golf and Turf is \$87,120 per year (excluding G.S.T.). The fuel and maintenance cost to operate the fleet is \$110,000 per year (excluding G.S.T.). The total golf cart rental revenue per year, based on 2012 rates and 2012 actual volumes, is \$405,000 (excluding G.S.T.). The net revenue result for golf course operations is \$207,880 per year (excluding G.S.T.).

Chart 1	Lease Cost	Operating Cost	Rental Revenue	Contribution To Reserve
Annual Revenue and Expenses	\$87,120	\$110,000	\$405,000	\$207,880

PUBLIC AND/OR STAKEHOLDER INVOLVEMENT

In 2008, the private contractors, who previously supplied power carts, were informed they had four operating seasons before the provision of power carts transferred to the City. The change in operations was negotiated into the contracts.

COMMUNICATION PLAN

The RFP was publically advertised in The StarPhoenix. This change will have no impact on the customer services provided. Therefore, no communication plan is required.

ENVIRONMENTAL IMPLICATION

The operation of the City's golf cart fleet is associated with fuel use and related GHG emissions. However, the new fleet of 120 units is anticipated to have improved fuel consumption performance over the existing fleet, resulting in a net decrease in annual GHG emissions. The impact on resources and related GHG emissions is unknown at this time and will be included in a future report, where applicable.

PRIVACY IMPACT

There are no privacy implications.

SAFETY/CRIME PREVENTION THROUGH ENVIRONMENTAL DESIGN (CPTED)

A CPTED review is not applicable.

PUBLIC NOTICE


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

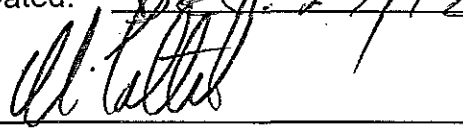
ATTACHMENT

- 1. Golf Cart Revenue and Expenses per Year for the Four Year Lease Period

Written by: Andrew Roberts, Supervisor, Golf Course Operations

Reviewed by: 
 Cary Humphrey, Manager
 Leisure Services Branch

Approved by: 
for Randy Grauer, General Manager
 Community Services Department
 Dated: Dec. 27/12

Approved by: 
 Murray Totland, City Manager
 Dated: Dec 28/12

Golf Cart Revenue and Expenses per Year for the Four Year Lease Period

- All Revenue and Expenses Exclude G.S.T.

	2013	2014	2015	2016	Total
Revenue Holiday Park	\$292,500	\$292,500	\$292,500	\$292,500	\$1,170,000
Revenue Wildwood	112,500	112,500	112,500	112,500	450,000
Total Revenue	\$405,000	\$405,000	\$405,000	\$405,000	\$1,620,000
Lease Cost	\$ 87,120	\$ 87,120	\$ 87,120	\$ 87,120	\$348,480
Operating Expense	110,000	110,000	110,000	110,000	440,000
Total Cost	\$197,120	\$197,120	\$197,120	\$197,120	\$788,480
Net Revenue	\$207,880	\$207,880	\$207,880	\$207,880	\$831,520

His Worship the Mayor and City Council
The City of Saskatoon

REPORT
of the
ADMINISTRATION AND FINANCE COMMITTEE

Composition of Committee

Councillor T. Paulsen, Chair
Councillor D. Hill
Councillor A. Iwanchuk
Councillor Z. Jeffries
Councillor E. Olauson

1. Changing Environmental Regulations in Saskatchewan
(Files CK. 7550-1 x 127-1 and WT. 7550-23)

RECOMMENDATION: that the information be received.

Attached is a report of the General Manager, Utility Services Department dated November 15, 2012, providing information on the implications of changes to environmental regulations in Saskatchewan as a result of two new Acts to be implemented through the Saskatchewan Environmental Code.

Your Committee has reviewed the report with the Administration, including the capital improvements and operational changes that have already been initiated or are in progress to ensure the City meets these new environmental regulations. Your Committee has been advised that further reporting will be provided highlighting environmental performance and providing further clarification and information as appropriate.

**2. Enquiry – Former Councillor M. Heidt (September 12, 2011)
Possible Removal of Side Boulevards – 33rd Street
AND
Communications to Council
From: Bruce and Elaine Thomas, Mayfair Hardware
Date: September 1, 2007
Subject: Parking on 33rd Street West
(Files CK. 6320-1 x 6120-2 and IS. 6320-1)**

- RECOMMENDATION:**
- 1) that left turn restrictions be implemented during peak hours at the intersections of 33rd Street and Avenues B and C as part of the Phase 1 improvements outlined in the December 21, 2012 report of the General Manager, Infrastructure Services Department; and
 - 2) that the Administration proceed with public consultation for Phase 2, and report back to City Council.

Attached is a report of the General Manager, Infrastructure Services Department dated December 21, 2012, providing information regarding proposed changes to parking and traffic operations along 33rd Street West to improve traffic flow along the corridor.

Your Committee has reviewed the report with the Administration. As outlined in the submitted report, two phases are proposed. Phase 1 includes left turn restrictions during peak hours at the intersections of 33rd Street and Avenues B and C, two-hour parking restrictions from Avenue B to D, and an active pedestrian corridor at 33rd Street West and Avenue K North. The active pedestrian corridor has already been installed.

Your Committee has reviewed the matter of enforcement of current and proposed parking restrictions along 33rd Street. While there is the ability within the existing Bylaw provisions for ticketing and towing if a vehicle is parked in an area where parking is restricted, the Administration has advised that they would want to ensure that appropriate warning and awareness periods are provided.

Your Committee has been advised that Phase 2 will involve further parking restrictions and turning movements, as well as the installation of pedestrian-actuated crossing facilities. Further public consultation with the Mayfair and Caswell Hill communities will occur with respect to Phase 2. The Administration will look at co-ordination with the review of the traffic portion of the Mayfair Local Area Planning process and with a review of the Caswell Residential Parking Permit Program.

Following consideration of this matter, your Committee is supporting the above recommendations of the Infrastructure Services Department.

**3. Preston Avenue Corridor Review (14th Street to Circle Drive South)
(Files CK. 6320-1 and IS. 6280-1)**

RECOMMENDATION: that the information be received.

Attached is a report of the General Manager, Infrastructure Services Department dated December 21, 2012, providing information regarding the results of a comprehensive review of the Preston Avenue Corridor (14th Street to Circle Drive South) and improvements that are required.

Your Committee has reviewed this report with the Administration, including the proposal for a roundabout at Preston Avenue and Main Street, the proposed closing of the median at the mid-block location, and further parking restrictions identified.

Your Committee has also received a presentation from Mr. Daniel Guenther, Derby Management Ltd., asking to be involved in further consultations regarding the matter. He reviewed the impact of the proposed median closing between Main and Eighth Streets on access to the Grosvenor Park Centre, particularly for those travelling northbound on Preston Avenue. Mr. Guenther has also suggested that there be increased enforcement of current parking restrictions along Preston Avenue, as noted by the Administration.

Your Committee has been advised that further consultation and public notice would be required to proceed with this recommendation. In addition, the Administration has indicated that a funding strategy will have to be identified to support improvements at this location, which are planned for 2014. Your Committee has reviewed additional future improvements along Preston Avenue, as set out in the submitted report. Also discussed by your Committee were opportunities to improve safety and efficiency for pedestrians and cyclists, including further exploration of options to connect to the mixed use path along 14th Street.

Following consideration of this matter, your Committee is forwarding the report to City Council for information.

**4. Lease of City-Owned Space at 325 – 3rd Avenue North
Leisure Travel 2000 Inc.
(Files CK. 600-3 and LA. 4225-010-3)**

- RECOMMENDATION:**
- 1) that City Council approve a Lease Agreement renewal, with the terms as set out in the December 20, 2012 report of the City Manager, between the City of Saskatoon and Leisure Travel 2000 Inc. for Bay No. 1 in the City-owned building located at 325 - 3rd Avenue North, for a term of four years (December 1, 2012, to November 30, 2016); and
 - 2) that the City Solicitor be requested to have the appropriate agreements executed by His Worship the Mayor and the City Clerk, under the Corporate Seal.

Your Committee has reviewed and supports the following report of the City Manager dated December 20, 2012, with respect to the above proposed Lease Agreement renewal:

“TOPIC AND PURPOSE

To receive approval for the lease renewal of Bay No. 1 in the City-owned building located at 325 - 3rd Avenue North for a period of four years.

REPORT HIGHLIGHTS

1. Long-term tenant in City-owned building wishes to renew lease.
2. Lease revenues from the main floor will be used to subsidize the on-going costs associated with the Assessment Branch occupancy of the second floor.

STRATEGIC GOAL

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

BACKGROUND

At its meeting held on August 18, 2010, City Council approved the purchase of 325 - 3rd Avenue North. The building was purchased to house the Assessment Branch on an interim basis and allow flex space for the reconfiguring of City Hall. The Assessment Branch currently resides on the second floor of the building. The main floor of the building is divided into three commercial rental units for external commercial tenants.

It was also approved at the same meeting, that this City-owned building at 325 - 3rd Avenue North would be managed by Colliers McClocklin. Property management fees are recovered from the shared occupancy costs paid by the tenants. The lease payments from the three main-floor tenants will fund the on-going occupancy, heating, and janitorial costs for the Assessment Branch's occupancy of the second floor.

REPORT

Lease Renewal

The long-term tenant in Bay No. 1 at 325 - 3rd Avenue North has indicated they would like to renew their lease in the City-owned building, and Colliers McClocklin has, subsequently, worked out a lease renewal offer with Leisure Travel 2000 Inc. Lease renewals are ideal as landlord improvements to the space are seldom required.

Lease Revenues Subsidize Assessment Branch's Occupancy of the Second Floor

Revenues of \$71,000 will be generated from the net lease of this space to Leisure Travel 2000 Inc. over the four-year lease period. These revenues will be used to offset the costs associated with the Assessment Branch occupying the second floor of this building.

Negotiated terms of the renewal require the landlord to complete no interior improvements to the space.

OPTIONS TO THE RECOMMENDATION

An option would be to not approve the execution of this lease renewal and have Colliers McClocklin notify the tenant that they must vacate the space immediately. In this scenario, the space would need to be marketed for a new tenant; this option would more than likely also include landlord improvement costs.

POLICY IMPLICATIONS

There are no policy implications.

FINANCIAL IMPLICATIONS

Renewing the lease for this space will significantly add to the marketability and value of the property, an important factor should the City decide to sell the property at some point in the future.

PUBLIC AND/OR STAKEHOLDER INVOLVEMENT

None required.

COMMUNICATION PLAN

None required.

ENVIRONMENTAL IMPLICATIONS

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

PRIVACY IMPACT

There are no privacy implications.

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

This lease space is for a separate commercial enterprise. A CPTED review is not required.

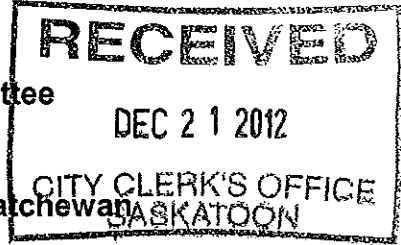
PUBLIC NOTICE

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

Respectfully submitted,

Councillor Paulsen, Chair

7550-1
x 127-1 1.



TO: Secretary, Administration and Finance Committee
FROM: General Manager, Utility Services Department
DATE: November 15, 2012
SUBJECT: Changing Environmental Regulations in Saskatchewan
FILE NO: WT-7550-23

RECOMMENDATION: that the following report be submitted to City Council for its information.

TOPIC AND PURPOSE

Environmental regulations are changing in Saskatchewan as a result of two new Acts to be implemented through the Saskatchewan Environmental Code. This report reviews the implications of these changes.

REPORT HIGHLIGHTS

The City of Saskatoon is well-positioned to comply with changing environmental regulations and has already incorporated any necessary changes into current financial and operational plans.

STRATEGIC GOALS

The recommendations in this report support the Strategic Goals of Environmental Leadership and Asset and Financial Sustainability by ensuring civic operations continue to comply with environmental regulations.

BACKGROUND

Operations by the City of Saskatoon that have environmental implications are regulated by the Saskatchewan Ministry of Environment. Some operations are currently subject to permits to operate including a *Permit To Operate a Waterworks*, a *Permit To Operate a Sewage Works*, a *Permit To Operate a Waste Disposal Ground*, and a *Permit To Operate a landfill gas collection system and compressor/flare station*. These permits and other regulated activities fall under *The Environmental Management and Protection Act, 2002*, *The Clean Air Act*, and *The Municipal Refuse Management Regulations*.

REPORT

The Province of Saskatchewan has granted Royal Assent to two (2) new acts that are not yet in force:

- *The Environmental Management and Protection Act, 2010* focuses on the protection of air, land and water resources through regulation and control of potentially harmful activities and substances. The Act, once proclaimed, will repeal and replace *The Environmental Management and Protection Act, 2002*,

The Clean Air Act, The State of the Environment Report Act and The Litter Control Act.

- *The Management and Reduction of Greenhouse Gases Act* is a new act aimed at harmonizing Federal and Provincial greenhouse gas emissions reduction targets. The Act, once proclaimed, will mandate reductions for regulated activities, or Final Emitters, having point-source emissions greater than 50,000 tonnes CO₂e. The Province expects to also address non-point-source emissions (which comprise two-thirds of the emissions in Saskatchewan) through Performance Agreements that will assist in the achievement of greenhouse gas emissions reduction targets as well as promote investments in low-carbon technologies.

The Province will implement these two new acts through the *Saskatchewan Environmental Code*. The Code shall repeal a number of regulations that currently address the above-noted acts that are to be repealed.

It is expected that these changes to environmental regulations will come into force in the spring.

A list of the Code chapters and their implications for the City of Saskatoon are reviewed in Attachment 1.

POLICY IMPLICATIONS

As an information report, no policy implications have been identified at this time.

FINANCIAL IMPLICATIONS

A number of capital improvements and operational changes that will ensure the City of Saskatoon meets new environmental regulations have been initiated, or are progressing. These expenditures have been incorporated into existing budgets and financial plans.

PUBLIC/STAKEHOLDER COMMUNICATION PLAN

A public information report highlighting environmental performance will include many of the regulatory implications outlined in this report. A communications plan will be included with the report that accompanies this educational document.

ENVIRONMENTAL IMPLICATIONS

As an information report, no environmental and/or greenhouse gas implications have been identified at this time.

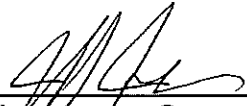
PUBLIC NOTICE

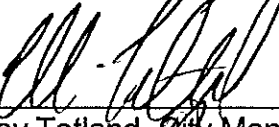
Public Notice, pursuant to Section 3 of Policy No.C01-021, Public Notice Policy, is not required.

ATTACHMENTS

1. Saskatchewan Environmental Code Chapters

Written by: Brenda Wallace, Manager, Environmental Services Branch

Approved by: 
Jeff Jorgenson, General Manager
Utility Services Department
Dated: Dec 20/2012

Approved by: 
Murray Totland, City Manager
Dated: Dec 21/12

SASKATCHEWAN ENVIRONMENTAL CODE CHAPTERS

The Code contains chapters that govern activities having a variety of environmental implications. The following highlights the chapters having direct impact on City of Saskatoon operations:

Environmental Implication: Air Management and Protection

Code Chapter: Baseline Emission Level and Annual Return Chapter (Greenhouse Gas Management and Reduction)

The Ministry of Environment will seek to negotiate a Performance Agreement with the City of Saskatoon with respect to greenhouse gas emissions reporting and reductions. The City is well-positioned to participate based on the current Energy and Greenhouse Gas Management Plan. Significant benefits that may result from such an Agreement include the ability to avoid emissions penalties and to create carbon credits for sale into a local or regional marketplace.

Environmental Implication: Air Management and Protection

Code Chapter: Halocarbon Chapter (Air Quality)

The Halocarbon Chapter applies to contractors and suppliers to the City of Saskatoon.

Environmental Implication: Air Management and Protection

Code Chapter: Industrial Air Source Chapter (Air Quality)

The Wastewater Treatment Plant is the only facility that currently reports criteria air contaminants to the National Pollutant Release Inventory (NPRI) that may be subject to the Industrial Air Source Chapter. The City keeps abreast air quality matters through participation in the new air management zone.

Environmental Implication: Air Management and Protection

FUTURE Code Chapter: Airshed Management Zones

The City of Saskatoon currently participates on the board of directors of the newly-established West Yellowhead Air Management Zone (WYAMZ) stretching from the Alberta border to just east of Saskatoon, bounded to the south by the South Saskatchewan River and to the north by the Meadow Lake Provincial Park.

Environmental Implication: Land Management and Protection

Code Chapter: Substance Characterization (Environmentally Impacted Sites)

The City of Saskatoon has been using the detectable limits for substances of concern as identified by the Canadian Council for the Ministers of the Environment (CCME) for a number of years. This list will be brought into the Code officially within this chapter.

Environmental Implication: Land Management and Protection

Code Chapter: Discharge and Discovery Reporting (Environmentally Impacted Sites)

The City of Saskatoon follows and is in the process of strengthening internal processes related to environmental spills. All spill events currently follow The Environmental Spill

Control Regulations. The City also undertakes site assessments prior to development and reports the discovery of all historical impacts.

Environmental Implication: Land Management and Protection

Code Chapter: Site Assessment (Environmentally Impacted Sites)

The City of Saskatoon contracts site assessments to Qualified Persons, within the meaning of the new Environmental Code, and requires the assessments be completed on the basis of existing CSA Standards. Under the new requirements of this Code chapter, sites will be scored against the National Classification System for Contaminated Sites and added to an impacted sites registry.

Environmental Implication: Land Management and Protection

Code Chapter: Corrective Action Plan and Corrective Actions (Environmentally Impacted Sites)

A Corrective Action Plan (CAP), prepared by the Qualified Person and approved by the Ministry of Environment, is in place before ground disturbance proceeds on any City-owned site known to contain environmental impacts as a result of site assessment, or having other risk factors leading the City to think there is potential to contain environmental impacts. Implementation of the approved CAP is also monitored to protect the City's interests. City staff coordinate the entire process to ensure contractors and any companies hired to monitor the activity implement the Plan.

Recent Corrective Action Plans have allowed for the responsible management of environmental impacts on City-owned land. An example includes the containment of impacted soils within the roadway of Circle Drive South. City staff are developing and providing training related to the ongoing responsible management of these impacts.

Environmental Implication: Land Management and Protection

Code Chapter: Transfer of Responsibility (Environmentally Impacted Sites)

This Code chapter outlines the provisions under which environmentally impacted sites may be sold and the liability of risk associated with the environmental impacts transferred to the new owner. Application of these new provisions, along with the City's Vacant Lot Incentive Program, provide tools by which it may be possible to achieve City goals related to the Integrated Growth Plan.

Environmental Implication: Water Management and Protection

Code Chapter: Water Main (Drinking Water)

The Saskatchewan Environmental Code will allow the City of Saskatoon to develop its own plans for the Drinking Water Distribution System based on acceptable solutions already approved by the Ministry (many of which have been developed with input from City of Saskatoon Engineers), or based on alternative solutions the City may wish to advance with supporting evidence pertaining to the performance of the proposed solution. This replaces an existing redundant and time-intensive process requiring Ministry approval of construction or alterations to the water works. The focus of regulations will instead be on expected outcomes related to water quality parameters delivered to citizens.

Environmental Implication: Water Management and Protection

Code Chapter: Sewage Main (Waste Water)

Similar in approach to the Water Main Chapter, the Code will allow the City to develop and manage its own plans for the Sewage Main Collection System.

Environmental Implication: Water Management and Protection

Code Chapters: Work In or Near Water

The Saskatchewan Environmental Code will only contain a chapter on Hydrostatic Testing (relates to the oil and gas industry) at the time of enactment. Under development are chapters related to discharges into water that results from alterations to the bed, bank, or boundary of a surface water body.

Environmental Implication: Natural Resource Management and Environmental Protection

Five (5) Forestry chapters have been developed. These chapters apply to the forestry industry and not the urban forest managed by the City of Saskatoon.

Environmental Implication: Waste Management

Code Chapter: Landfill

The Saskatoon Regional Waste Management Centre (Landfill) has been pro-active in developing an Optimization Strategy that anticipates the future requirements of the Saskatchewan Environmental Code. While the current *Permit To Operate a Waste Disposal Ground* will continue to be extended until July 1, 2017, the Ministry of Environment has begun to review City of Saskatoon management plans related to future cell development and the placement of waste, limiting litter, dust, and nuisance to adjacent land uses, limiting vector attraction, minimizing exposure for safety, employing environmental control systems, diverting or controlling stormwater run-on and run-off, conducting monitoring, and conducting post-closure care.

Environmental Implication: Waste Management

Code Chapter: Transfer Station

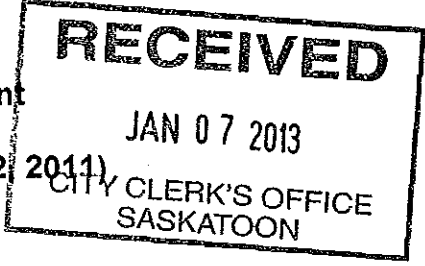
The City of Saskatoon does not currently operate Transfer Stations. Recovery Park may apply under this chapter. Recovery Park is a facility being developed adjacent to the Landfill including a 'Take-It or Leave-It' household item reuse centre, recycling depot, and processing areas for soil, stone, bricks, concrete, asphalt, wood, metal, drywall, and glass.

Environmental Implication: Waste Management

Code Chapter: Liquid Domestic Waste Disposal

The focus of this chapter is on the spreading of untreated liquid domestic waste on lands. The City of Saskatoon currently provides treated biosolids to agricultural producers for direct injection on the basis of a nutrient management plan. This practice is not subject to the Code.

6320-1 2.
x 6120-J



TO: Secretary, Administration and Finance Committee
FROM: General Manager, Infrastructure Services Department
DATE: December 21, 2012
SUBJECT: Enquiry – Former Councillor M. Heidt (September 12, 2011)
Possible Removal of Side Boulevards – 33rd Street
AND
Communications to Council
From: Bruce and Elaine Thomas, Mayfair Hardware
Date: September 1, 2007
Subject: Parking on 33rd Street West
FILES: CK. 6120-2 and IS. 6320-1

RECOMMENDATION: that the following report be submitted to City Council recommending:

- 1) that left turn restrictions be implemented during peak hours at the intersections of 33rd Street and Avenues B and C as part of the Phase 1 improvements outlined in this report; and
- 2) that the Administration proceed with public consultation for Phase 2, and report back to City Council.

TOPIC AND PURPOSE

This report is to provide the Committee and City Council with information regarding changes to parking and traffic operations along 33rd Street West, in order to improve traffic flows along the corridor.

REPORT HIGHLIGHTS

1. It is estimated that the costs to provide additional driving lanes on 33rd Street West, between Confederation Drive and Idylwyld Drive would be in excess of \$7 million, plus additional costs to purchase and demolish buildings that currently abut the property line.
2. It is anticipated that population growth and the development of the Kensington and Blairmore 2 neighbourhoods will result in an increase in traffic volumes on 33rd Street of approximately 200 to 300 vehicles during the afternoon peak hours.
3. Improvements to 33rd Street will be undertaken in two phases, with Phase 1 to be completed in 2013.
4. The Administration will proceed with public consultation for the changes outlined in Phase 2, and will report back to City Council.

STRATEGIC GOALS

The implementation of traffic and parking restrictions outlined in this report supports the City of Saskatoon Strategic Goal, Moving Around, as they will help to ensure that 33rd

Street will be a practical transportation route into the future, useful for vehicles, buses, bikes and pedestrians.

BACKGROUND

City Council, at its meeting held on September 17, 2007, considered correspondence and a presentation from Bruce and Elaine Thomas, Mayfair Hardware, requesting a two-hour parking restriction along 33rd Street West, between Avenue B North and Avenue D North, to facilitate improved parking turnover for local businesses. Council passed a motion that the matter be referred to the Administration to report to the Planning and Operations Committee.

The following enquiry was made by former Councillor Heidt at the meeting of City Council held on September 12, 2011:

“As we all know, the traffic on the west side is increasing and there is only 22nd Street and 33rd Street that carry all of this traffic from west of Circle Drive to Spadina Crescent. Would the Administration please look at removing the boulevard from street to sidewalk from Confederation Drive to Idylwyld Drive. This could be looked at from Confederation Drive to Circle Drive, Circle Drive to Avenue H and Avenue H to Idylwyld Drive and done in phases. Please report on the possibility and cost of this activity, which would provide another lane and much needed safety.”

REPORT

For most of its length, 33rd Street, west of Idylwyld Drive, consists of one driving and one parking lane in each direction, with residential development and front street garbage pickup. However, between Avenue F and Idylwyld Drive, parking restrictions are in place during the peak hours (7:00 a.m. to 9:00 a.m. eastbound; and 4:00 p.m. to 6:00 p.m. westbound), making the road two driving lanes per direction. Right-of-way widths and cross-sectional elements vary, as shown in Attachment 1.

It is estimated that the direct construction costs (including concrete curbing and pavement) for additional driving lanes on 33rd Street West, between Confederation Drive and Idylwyld Drive, would be approximately \$3 to \$4 million. A cost breakdown of the two sections (Avenue W to Confederation Drive and Idylwyld Drive to Avenue D) is provided in attached Table 1 (Attachment 2). The cost of property acquisition, relocation of City utilities, amenities and infrastructure would require detailed analysis, however, it is estimated that the total cost of creating four lanes of traffic with parking on both sides would exceed \$7 million, plus additional costs to purchase and demolish buildings which currently abut the property line.

It is anticipated that population growth and the development of the Kensington and Blairmore 2 neighbourhoods will result in an increase in traffic volumes on 33rd Street of approximately 200 to 300 vehicles during the afternoon peak hour (at approximately 5:00 p.m.). This would mean a 17% increase in traffic near Idylwyld Drive and a 36%

increase near Confederation Drive. Both the existing and future traffic volumes are directional, and only prevalent during the peak traffic hours.

Table 2 (Attachment 2) outlines existing and future levels of service along 33rd Street for a two lane and a four lane configuration (two travel lanes plus directional peak hour parking restrictions). The table indicates a small improvement in the level of service by having four travel lanes along the corridor during the peak hours. These improvements can be accomplished either by implementing parking restrictions during the peak hours, or making the capital investment to construct new parking lanes as outlined above. For reference, Attachment 3 shows a visual display of the levels of services among varying roadway classifications.

Given the anticipated demand for increased capacity during the peak hours from the expanding west side neighbourhoods, the Administration will be taking steps to provide for additional capacity during these peak hours, while still maintaining a safe environment for pedestrians. The improvements will be undertaken in two phases, with details of each outlined in Attachment 4:

- Phase 1: Two-Hour Parking Restrictions (Avenue B to D); Peak-Hour Left Turning Movement Restrictions (Avenues B and C); and Active Pedestrian Corridor (Avenue K); and
- Phase 2: Peak Hour Parking Restrictions (Avenue F to Confederation Drive); Avenue D turning movement restriction.

Phase 1 will be completed in 2013, subject to approval of the left turn restrictions at Avenues B and C. The Administration will proceed with public consultation for Phase 2, and will report back to City Council.

OPTIONS TO THE RECOMMENDATION

Complete conversion of 33rd Street to a four lane cross section is an option should additional capacity be required beyond the peak hours in the future. The Administration does not recommend this option at this time as the increased traffic demands do not require an increase in capacity outside of the peak traffic hours. The Administration will continue to monitor the traffic conditions to determine if additional capacity is required, keeping in mind a balance between roadway construction, improvements in transit and other opportunities to move people to and from the west side of the City.

POLICY IMPLICATIONS

There are no policy implications.

FINANCIAL IMPLICATIONS

The costs associated with Phase 1 of this plan are \$30,000. Adequate funding is allocated within Capital Project 631 - Traffic Safety Program.

Capital Project 631 will also fund Phase 2 of the plan, which is estimated to be \$100,000. Given the priorities within the Traffic Safety Reserve, it is estimated that this work could proceed in 2015, if approved.

	Budgeted	Unbudgeted	Capital	Operating	Non-Mill Rate	External Funding
Phases 1, 2	\$30,000	\$100,000	\$130,000			

PUBLIC AND/OR STAKEHOLDER CONSULTATION

The modifications outlined in Phase 1 were presented at an Open House which was held in relation to the Mayfair Traffic Management Plan, on June 16, 2011, and were generally supported by those in attendance. In addition, the properties along 33rd Street between Avenues B and D were surveyed regarding the planned peak hour parking restrictions, to gauge the level of support for such measures. Over 20 surveys were distributed, with only 1 response opposed to the proposal.

The turning movement restrictions at Avenue D, outlined in Phase 2, were also presented at the Open House on June 16, 2011, with minimal opposition. The Administration will initiate consultation with adjacent residents regarding the specifics of the proposed peak hour parking restrictions, as outlined in Phase 2.

Saskatoon Transit has been consulted regarding the proposed operational changes and is in favour of the proposed peak hour left-turn restrictions; however, they have several routes that will require signed exemptions to the left-turn restrictions. Transit is also supportive of the proposed parking restrictions identified for Phase 2.

Preliminary discussions have been held with the Environmental Services Branch to determine the impact of the peak hour parking restrictions on blocks that have front street garbage pickup. Further discussions will be required and public consultation will be undertaken.

COMMUNICATIONS PLAN

An information sheet will be distributed to residents and business owners with information on the modifications. Details will be shared with the general public through Public Service Announcements and on the City's website. Signage will also be in place to advise motorists and pedestrians of the changes.

ENVIRONMENTAL IMPLICATIONS

The plan outlined in this report balances vehicular and alternative modes of transportation, which is consistent with the Strategic Goal of Environmental Leadership.

PRIVACY IMPACT

There are no privacy implications.

SAFETY/CRIME PREVENTION THROUGH ENVIRONMENTAL DESIGN (CPTED)

A CPTED Review will not be conducted as part of the design process.

PUBLIC NOTICE

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

ATTACHMENTS


1. Existing and proposed cross sections;
2. Tables 1 and 2;
3. Traffic Level of Service; and
4. Phasing of Planned Modifications – 33rd Street West.

Written by: David LeBoutillier, Planning and Design Engineer
Transportation Branch

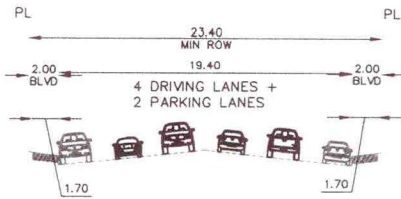
Lana Dodds, Traffic Program Coordinator
Transportation Branch

Reviewed by: Don Cook, Planning and Design Engineer
Transportation Branch

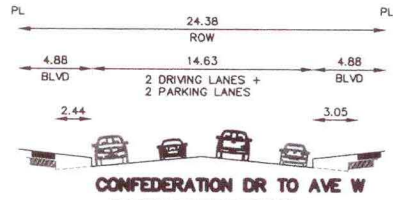
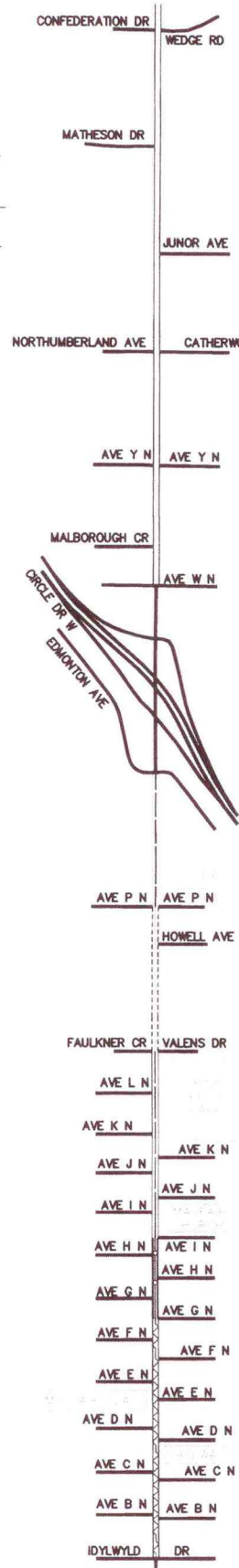
Approved by:  Angela Gardiner, Manager
Transportation Branch

Approved by:  Mike Gutek, General Manager
Infrastructure Services
Dated: JAN 7, 2013

Copy to: Murray Totland
City Manager



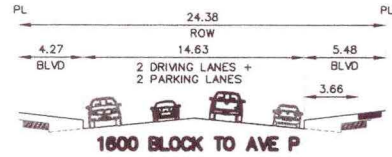
COMBINED WALK & CURB EACH SIDE
MINIMUM REQUIRED CROSS SECTION
TO ACCOMMODATE 4 DRIVING LANES
(3.60m) & 2 PARKING LANES (2.50m).



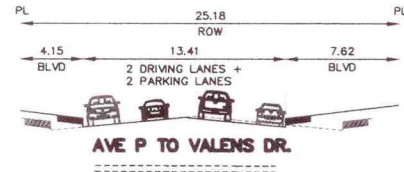
CONFEDERATION DR TO AVE W

NOTE:
EXISTING PARKING RESTRICTIONS
M-F
0700 - 0900 NO PARKING
EB FROM AVE F TO IDYLWYLD DR

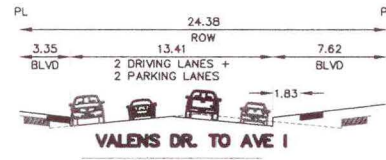
M-F
1600-1800 NO PARKING
WB FROM IDYLWYLD DR TO AVE G



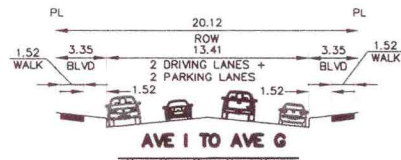
1600 BLOCK TO AVE P



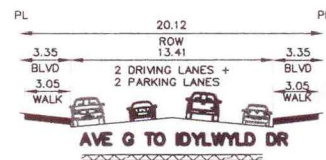
AVE P TO VALENS DR.



VALENS DR. TO AVE I



AVE I TO AVE G



AVE G TO IDYLWYLD DR

City of Saskatoon
Infrastructure Services Department

33RD STREET
CONFEDERATION DR TO IDYLWYLD DR
EXISTING CROSS SECTIONS

TRANSPORTATION BRANCH
FUNCTIONAL

DESIGNER: []
SCALE: []
DATE: []

SHEET NO. [] PLAN NO. []
249-0050-200r001

Tables 1 and 2**Table 1: Cost Breakdown**

Costs	Idylwyld Drive to Avenue W	Avenue W to Confederation Drive
Construction	\$2.7 Million	\$1.3 Million
Property Acquisition/Utility Relocation	\$3.0 Million	\$0.5 Million
Purchase/Demolish Buildings	TBD	N/A

Table 2: Level of Service for Various Scenarios

Scenario	AM		PM	
	EB	WB	EB	WB
33rd Street west of Circle Drive (Avenue W to Confederation Drive)				
<u>Existing</u> conditions: 2011 Traffic Volumes, 1 lane each direction + parking	C	A	B	C
<u>Proposed</u> conditions: 2011 Traffic Volumes, 1 lane each direction + peak hour parking restrictions (2 lanes each direction)	B	A	A	A
<u>Existing</u> conditions: Future Traffic Volumes, 1 lane each direction + parking	D	B	B	D
<u>Proposed</u> conditions: Future Traffic Volumes, 1 lane each direction + peak hour parking restrictions (2 lanes each direction)	B	A	A	A
33rd Street east of Circle Drive (Idylwyld Drive to Avenue D North)				
<u>Existing</u> conditions: 2011 Traffic Volumes, 1 lane each direction + peak hour parking restrictions (2 lanes each direction)	C	B	B	A
<u>Proposed</u> conditions: Future Traffic Volumes, 1 lane each direction + peak hour parking restrictions (2 lanes each direction)	C	B	B	A

Attachment 3

Level-of-Service (LOS)

	A	B	C	D	E	F
<p>42ND STREET & FAITHFULL AVENUE Eastbound/Westbound (looking west)</p> <p>Weekday non-peak – early morning (6:00 am)</p>	<p>Weekday non-peak – early morning (6:15 am)</p>	<p>Weekday non-peak – evening (6:30pm)</p>	<p>Weekday PM Peak – afternoon (4:45pm)</p>	<p>Weekday PM Peak – afternoon (5:00pm)</p>	<p>Weekday PM Peak – afternoon (5:15 pm)</p>	
<p>Signalized Intersections</p>	<p>Low control delay, up to 10 s/veh. Progression is extremely favourable and most vehicles arrive during the green phase. Many vehicles do not stop at all.</p>	<p>Control delay is in the range 10 – 20 s/veh. Good progression and/or short cycle lengths. More vehicles stop than with LOS A, causing higher levels of delay.</p>	<p>Control delay is in the range 20 – 35 s/veh. These higher delays may result from only fair progression, longer cycle lengths, or both. Individual cycle failures may begin to appear at this level (a given green phase does not serve queued vehicle, and overflows occur). The number of vehicle stopping is significant, though many still pass through the intersection without stopping.</p>	<p>Control delay is in the range 35 – 55 s/veh. The influence of congestion becomes more noticeable. Longer delays may result from some combination of unfavourable progression, long cycle lengths, high v/c ratios. Many vehicles stop, and the proportion of vehicles not stopping declines. Individual cycle failures are noticeable.</p>	<p>Control delay is in the range 55 – 80 s/veh. Poor progression, long cycle lengths, and high v/c ratios. Individual cycle failures are frequent.</p>	<p>Control delays in excess of 80 s/veh. Unacceptable to most drivers, often occurs with oversaturation (when arrival flow rates exceed the capacity of lane groups). It may also occur at high v/c ratios with many individual cycle failures. Poor progression and long cycle lengths may also contribute significantly to high delay levels.</p>
<p>42ND STREET & FAITHFULL AVENUE Southbound (looking north)</p> <p>Weekday non-peak – 6:00 am</p>	<p>Weekday non-peak – 7:00pm</p>	<p>Weekday non-peak – 6:30pm</p>	<p>Weekday PM Peak – 4:45pm</p>	<p>Weekday PM Peak – 5:00pm</p>	<p>Weekday PM Peak – 5:15pm</p>	
<p>Urban Streets (Arterials)</p>	<p>Travel speed is better than 90% of free-flow speed. Primarily free-flow operations at average travel speeds. Vehicles are completely unimpeded in their ability to manoeuvre within the traffic stream. Control delay at signalized intersections is minimal.</p>	<p>Travel speed is better than 70% of free-flow speed. Reasonably unimpeded operations at average travel speeds. The ability to manoeuvre within the traffic stream is only slightly restricted, and control delays at signalized intersections are not significant.</p>	<p>Travel speeds are about 50% of free-flow speed. Stable operations; ability to manoeuvre and change lanes is midblock locations may be more restricted than at LOS B, and longer queues, adverse signal coordination, or both may contribute to lower average travel speeds.</p>	<p>Travel speeds are about 40% of free-flow speed. Small increases in flow may cause substantial increases in delay and decreases in travel speed. LOS D may be due to adverse signal progression, inappropriate signal timing, high volumes, or a combination of these factors</p>	<p>Travel speeds are about 33% of free-flow speed. Characterized by significant delays and low average travel speeds. Such operations are caused by a combination of adverse progression, high signal density, high volumes, extensive delays at critical intersections, and inappropriate signal timing.</p>	<p>Travel speeds are 25% - 33% of free-flow speed. Characterized by urban street flow at extremely low speeds. Intersection congestion is likely at critical signalized locations, with high delays, high volumes, and extensive queuing</p>
<p>CIRCLE DRIVE AT WARMAN ROAD Westbound (looking east)</p> <p>Weekday non-peak – 6:30 am</p>	<p>Weekday non-peak – 7:00pm</p>	<p>Weekday non-peak – 6:50am</p>	<p>Weekday AM Peak – 7:20am</p>	<p>Weekday AM Peak – 7:40am</p>	<p>Weekday AM Peak – 7:50am</p>	
<p>Multi-lane Expressways</p>	<p>Completely free-flow conditions. The operation of vehicles is virtually unaffected by the presence of other vehicles, and operations are constrained only by the geometric features of the highway and by driver preferences. Manoeuvrability within the traffic stream is good. Minor disruptions to flow are easily absorbed with a change in travel speed.</p>	<p>Free-flow, although the presence of other vehicles becomes noticeable. Average travel speeds are the same as in LOS A, but drivers have slightly less freedom to manoeuvre. Minor disruptions are still easily absorbed, although local deterioration in LOS will be more obvious.</p>	<p>The influence of traffic density on operations becomes marked. The ability to manoeuvre within the traffic stream is clearly affected by other vehicles. (minor disruptions can cause serious local deterioration in service, and queues will form behind any significant traffic disruption).</p>	<p>The ability to manoeuvre is severely restricted due to traffic congestion. Travel speed is reduced by the increasing volume. Only minor disruptions can be absorbed without extensive queues forming and the service deteriorating. Drivers experience reduced physical and psychological comfort levels.</p>	<p>Operations at or near capacity, an unstable level. Vehicles are operating at with the minimum spacing for maintaining uniform flow, operations are volatile. Disruptions cannot be dissipated readily, often causing queues to form and service to deteriorate to LOS F. Passenger car speeds are highly variable and unpredictable. Disruption waves can propagate throughout the upstream flow.</p>	<p>Forced or breakdown flow. It occurs either when vehicles arrive at a rate greater than the rate at which they are discharged or when the forecast demand exceeds the computed capacity of a planned facility. Although operations at these points – and on sections immediately downstream – appear to be at capacity, queues form behind these breakdowns. Operations within queues are highly unstable, with vehicle experiencing brief periods of movement followed by stoppages.</p>

Phasing of Planned Modifications – 33rd Street West

Phase 1: Two-Hour Parking Restrictions, Peak-Hour Turning Movement Restrictions and Active Pedestrian Corridor

The Administration will be installing two-hour parking restrictions along 33rd Street, from Avenue B to Avenue D, to accommodate sufficient parking turnover for the businesses on 33rd Street West. Currently, in order to facilitate improved traffic flow during peak hours, parking is prohibited along 33rd Street West, from Avenue B to Avenue F, Monday through Friday, on the south side from 7:00 a.m. to 9:00 a.m.; on the north side from 4:00 p.m. to 6:00 p.m.; and on both sides, from Avenue B to Idylwyld Drive, at all times.

Additionally, to improve traffic flow near Idylwyld Drive during the peak hours, the Administration will be implementing left-turn restrictions along 33rd Street West, Monday through Friday, at Avenues B and C eastbound during the morning peak hours of 7:00 a.m. to 9:00 a.m.; and westbound during the evening peak hours of 4:00 p.m. to 6:00 p.m. In order to increase pedestrian safety, pedestrian pavement markings and signage will be enhanced along 33rd Street West, from Avenues B to E.

An active pedestrian corridor was installed at the intersection of 33rd Street West and Avenue K North, to improve pedestrian safety across 33rd Street leading to Henry Kelsey Park. Active pedestrian corridors are enhanced pedestrian crossings that utilize amber flashing beacons to notify motorists that a pedestrian is at the crosswalk and intending to cross.

The remainder of Phase 1 improvements, as shown in Attachment 5, will be completed in 2013.

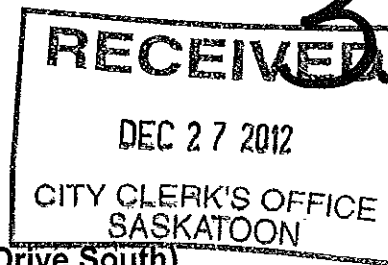
Phase 2: Further Restriction of Parking and Turning Movements, and Installation of Pedestrian-Actuated Crossing Facilities

Phase 2 will involve the implementation of parking restrictions west of Avenue F to Confederation Drive during peak hours, Monday through Friday, as shown in Attachment 6. Westbound parking will be prohibited between 4:00 p.m. and 6:00 p.m. on weekdays; and eastbound parking will be prohibited between 7:00 a.m. and 9:00 a.m. on weekdays. The removal of on-street parking in front of residential properties has been used along Clarence Avenue to effectively create a four-lane arterial street to improve capacity, while maintaining reasonable crossing opportunities for pedestrians.

In addition, left turn movements will be further restricted at Avenue D, with the use of small islands (right turns in and out only). To accommodate the turning restrictions and to improve pedestrian safety, the existing traffic signals at Avenue D will be removed and active pedestrian corridors will be installed at Avenues C and D.

A Public Hearing is required to physically restrict turning movements at Avenue D, which will be undertaken upon funding approval.

Phase 2 will be implemented in 2015, upon approval of funding.



TO: Secretary, Administration and Finance Committee
FROM: General Manager, Infrastructure Services Department
DATE: December 21, 2012
SUBJECT: Preston Avenue Corridor Review (14th Street to Circle Drive South)
FILE: IS 6280-1

RECOMMENDATION: that the information be received.

TOPIC AND PURPOSE

The purpose of this report is to provide the Committee and City Council with information regarding the results of a comprehensive review of the Preston Avenue Corridor (14th Street to Circle Drive South), and the improvements that are required.

REPORT HIGHLIGHTS

1. A comprehensive review of the Preston Avenue Corridor (14th Street to Circle Drive South) was completed to examine opportunities to improve safety and efficiency for pedestrians, cyclists and motorists.
2. The total cost for all upgrades is estimated at \$1.15 million and priority for construction is given to modifications which address significant congestion and/or safety concerns.
3. Based on current traffic conditions, the top three priority improvements required along the corridor are Preston Avenue and Main Street; Preston Avenue and Taylor Street; and Preston Avenue and 7th Street.
4. A funding strategy will be submitted for 2014 for the improvements at Preston Avenue and Main Street. Adequate funding to begin addressing the remaining improvements will not be available until 2016.

STRATEGIC GOALS

The improvements to the Preston Avenue Corridor outlined in this report support the following City of Saskatoon Strategic Goals:

- Moving Around, as they will ensure that the flow of people and goods in and around the city is optimized; and
- Sustainable Growth, as the plan provides an integrated approach to growth related to transportation.

BACKGROUND

Infrastructure Services has completed a comprehensive review of the Preston Avenue Corridor (14th Street to Circle Drive South). The objective was to examine opportunities to improve safety and efficiency for pedestrians, cyclists and motorists along the corridor, and to identify solutions that balance the community's needs of today and the future growth of the City.

The review process included:

- A collection of pedestrian, cyclist and motorized vehicle data to create a snapshot of present traffic conditions;
- An evaluation of traffic operations and future development; and
- A summary of identified needs and priorities.

REPORT

Preston Avenue South is a major arterial roadway intended to serve daily trips across the city as well as within the neighbourhood.

- The capacity of the roadway is approximately 20,000 vehicles per day.
- On average, 13,000 vehicles per day travelled along the corridor in 2010.
- Traffic composition is approximately:
 - 98% cars and light trucks;
 - 0.3% buses;
 - 1.5% single unit trucks (delivery, utility and service trucks); and
 - 0.2% tractor semi-trailers.

All intersections along the corridor were reviewed and analyzed using current data, including traffic and pedestrian volumes as well as collision statistics. The study design facilitated the evaluation of three primary areas: intersection geometry, intersection operation and collision history.

An overview of the planned improvements is shown in Attachment 1, and a detailed report is attached as Appendix A (Attachment 2).

Specific recommendations for modifications and estimated costs are summarized in Table 1 below:

Table 1- Summary of Modifications

Location	Primary Concerns	Recommended Modifications	Estimated Cost
Preston Avenue and 14 th Street	Concrete barrier poses a hazard	Replace temporary barrier with concrete island	\$150,000
Preston Avenue and Main Street	Long queues at peak travel times	Construct a single lane roundabout	\$300,000
Between Main Street and 8 th Street	Median opening causes delays in through traffic	Close the median and restrict parking	\$40,000
Preston Avenue and 7 th Street	Delays and high collision rate	Construct a single lane roundabout	\$300,000
Preston Avenue and Taylor Street	Delays, pedestrian safety, unsafe turning movements	Reconfigure, add left-turn lanes/arrows	\$200,000
Preston Avenue and Adelaide Street	Difficult for pedestrians to cross, turning movements, seniors	Install full traffic signal	\$130,000

The total estimated cost for all recommended modifications to this corridor is \$1.15 million. Capital Project 2550 – Preston Avenue Corridor Updates has been created to fund these modifications, with priority given to those modifications which address safety and significant congestion concerns.

Based on current traffic conditions, the top three priority improvements required along this corridor are:

1. Preston Avenue and Main Street;
2. Preston Avenue and Taylor Street; and
3. Preston Avenue and 7th Street.

A public hearing, and subsequent Council approval will be required for the closure of the median opening between Main Street and 8th Street. Council approval will also be required for the installation of traffic signals at the intersection of Adelaide Street and Preston Avenue.

The Administration has a priority list of existing intersections that are considered for the installation of traffic signals and/or traffic control upgrades. The criteria used to prioritize the locations include vehicular and pedestrian volumes, roadway characteristics, speed, traffic conflicts, pedestrian demographics, crossing exposure, etc. At this time, Preston Avenue and Main Street is considered the top priority intersection for traffic control upgrades. Conversely, the intersection of Preston Avenue and Adelaide Street does not rank in the top 10 on the priority list. The Administration will continue to report the priorities for traffic control upgrades on an annual basis.

OPTIONS TO THE RECOMMENDATION

There are no other options.

POLICY IMPLICATIONS

There are no policy implications.

FINANCIAL IMPLICATIONS

Funding for these types of projects is typically sought from the Transportation Infrastructure Expansion Reserve and the Traffic Safety Reserve. Currently, neither of these reserves has adequate funding available to allocate to this entire project.

Given that the improvements to Preston Avenue and Main Street are a priority, the Administration will identify a funding strategy to proceed with the improvements at this location in 2014. Adequate funding will not be available before 2016 to begin to address the remaining locations.

PUBLIC AND/OR STAKEHOLDER INVOLVEMENT

A public open house was held in March 2011 to obtain input into existing concerns along the corridor. The open house was well attended, with approximately 175 participants filling out comment forms and notes. The feedback obtained from this open house was used to help identify concerns and develop the modifications as outlined in this report.

Preston Avenue is a transit corridor servicing multiple routes during the peak hours. Consideration will be made to ensure that the detailed design of all modifications address ride quality, bus stop locations and accessibility. Public consultations will be conducted, if relocations of bus stops are required.

COMMUNICATIONS PLAN

Flyers will be distributed to residents in the area advising them of the outcome of the open house and the planned modifications as outlined in this report.

ENVIRONMENTAL IMPLICATIONS

There are no environmental and/or greenhouse gas implications.

PUBLIC NOTICE

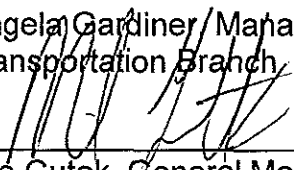
Public Notice, pursuant to Section 3 of Policy C01-021, Public Notice Policy, is not required.

ATTACHMENT

1. Planned Modifications of Preston Avenue Corridor; and
2. Appendix A

Written by: Lanre Akindipe, Traffic Systems Engineer
Transportation Branch

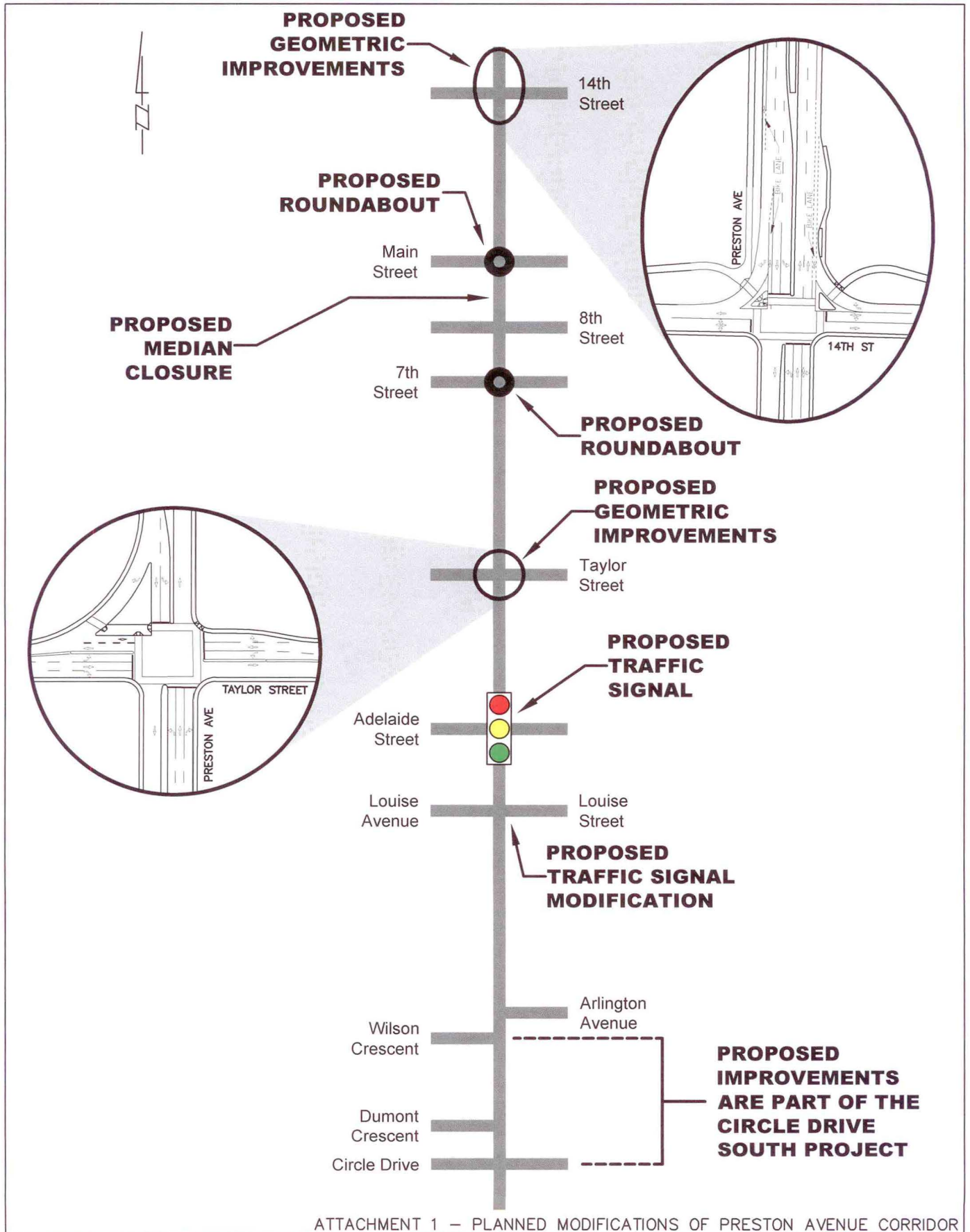
Approved by: Angela Gardiner, Manager
Transportation Branch

Approved by: 
Mike Gutek, General Manager,
Infrastructure Services Department
Dated: DEC 20, 2012

Copy to: Murray Totland
City Manager

PO LA Preston Avenue

PRESTON AVENUE CORRIDOR REVIEW



ATTACHMENT 1 – PLANNED MODIFICATIONS OF PRESTON AVENUE CORRIDOR

APPENDIX A

All the intersections along the Preston Avenue corridor were reviewed and analyzed using current data, including traffic and pedestrian volumes as well as collision statistics. The study design facilitated the evaluation of the three primary areas along the corridor. These include intersection geometry, intersection operation and collision history. On completion of the review, specific recommendations and countermeasures were identified and are outlined below:

Countermeasures and Specific Recommendations

A) Preston Avenue and 14th Street

The existing concrete Jersey barrier on the south west corner prevents vehicles from travelling through the intersection in the southbound right turn lane, however the barrier is not very aesthetically pleasing and it also poses a hazard to unwary motorists. The Administration is recommending the replacement of the Jersey barrier with a permanent concrete island in order to properly channelize the southbound right turn.

Estimated cost is \$150,000.

B) Preston Avenue and Main Street

The current traffic volume experienced at this intersection at peak times exceeds the capacity of the existing four-way stop control to effectively service the demand. As a result, the intersection needs to be upgraded to improve its efficiency. A detailed traffic analysis was conducted to ascertain the most efficient traffic control for both vehicular and pedestrian traffic movement. Some of the options considered include: installation of a traffic signal, a single lane roundabout, and a single lane roundabout with a bypass lane.

Based on the traffic analysis, this intersection currently operates at a level of service (LOS) E during the morning peak period and a LOS of E during the afternoon peak period. With the installation of a traffic signal, the intersection will operate at a LOS C during the morning peak period and a LOS C during the afternoon period. The construction of a single lane roundabout will improve the LOS to B during the morning and afternoon peak periods. The administration is therefore recommending the construction of a single lane roundabout at this intersection.

The proposed roundabout will be more efficient than the traffic signal alternative primarily due to the fact that high volumes of traffic at this location last for relatively short periods of time and are not sustained throughout the entire of the day. Traffic signals typically work best at intersections with high traffic volumes for longer periods of day.

A roundabout also provides added safety benefits such as a reduction in excessive speeds by forcing drivers to slow down as they proceed into and through the intersection. In addition, limited or no electrical cost and lower maintenance costs translate in long-term operational savings compared to signals. They are often more aesthetically pleasing and provide opportunities for landscaping adding more character to streets. Traffic signals are also not recommended due to the close proximity of the intersection to the traffic signals on 8th Street & Preston Avenue.

Estimated cost is \$300,000.

C) Preston Avenue (between Main Street and 8th Street)

The existing median opening between Main Street and 8th Street results in delays for northbound traffic in the AM peak and delays for southbound traffic in the PM peak. Given that this median opening is located within a left turn bay for southbound traffic, there are physically no opportunities to provide a northbound left turn bay into the adjacent property. Additionally, parking is currently prohibited in the northbound curb lane to provide relief for north bound vehicles, yet queuing remains an issue. To improve the traffic flows along Preston Avenue, the Administration is recommending the closure of the median and parking restrictions on this section.

Access to and from the shopping centre will not be severely affected as drivers can utilize alternate access points off 8th Street and Preston Avenue. Northbound traffic on Preston Avenue wishing to access the commercial centre can access directly from 8th Street or can utilize the roundabout at Main Street to make a legal U-turn. As per the Policy Number C01-021 - Public Notice, the Administration will consult with the adjacent property owners and undertake the public notice process. A further report will be submitted to Council before closing the median opening.

Estimated cost is \$40,000.

D) Preston Avenue and 7th Street

The existing 2-way Stop at this intersection results in significant delays for left turning traffic on 7th Street and Preston Avenue especially during the peak periods. Traffic and pedestrian safety is also a major concern at this intersection. The collision history shows predominantly rear end and right angle collisions. Rear end and right angle collisions accounts for 41% and 33% of collisions respectively at this intersection.

To address the safety concerns, the Administration is recommending the construction of a four leg single lane roundabout at this intersection. In addition to

improving the intersection safety, the proposed roundabout will also improve the overall efficiency of the intersection while maintaining all movements.

Other options were also investigated. The most viable alternative entails geometric modifications to construct left turn bays for the northbound and southbound approaches on Preston Avenue while prohibiting east-west left-turn and through movements on 7th Street (i.e. right turns only). Due to its restrictive nature, this option is not recommended. Traffic signals are also not recommended because of the proximity to 8th Street and potential excessive delays/queuing.

Estimated cost is \$300,000.

E) Preston Avenue and Taylor Street

The nonexistence of left turn bays especially for the southbound movement at this intersection results in significant traffic delays. Delays are also experienced by the westbound and eastbound traffic particularly during the peak hours due to lack of left turn lanes and signal phases.

Pedestrian safety and on street parking are also a concern at this intersection while the conflict between the westbound through movement and the bus stop on the northwest corner of the intersection results in delays, especially at the peak periods.

The Administration is recommending geometric modifications and reconfiguration as illustrated in the attachment. Both intersection safety and efficiency will be significantly improved by better alignment and the addition of designated left-turn lanes in all directions. For example, the southbound left turn movement will experience an improvement from LOS D to LOS B.

Estimated cost is \$200,000.

F) Preston Avenue and Adelaide Street

Safety concerns exist at this intersection due to its proximity to the major shopping mall and seniors' residences. There is a significant delay for traffic on Adelaide Street especially the westbound traffic during the peak periods. Pedestrians also experience delays in accessing the adjacent shopping mall during this period.

The installation of a full traffic signal is recommended at this intersection to reduce the traffic delays on Adelaide Street and to improve the safety of pedestrians. Signals will operate at an acceptable level of service for all movements.

Estimated cost is \$130,000.

G) Preston Avenue (Wilson Crescent to Dumont Crescent)

With the completion of the new overpass at the intersection of Preston Avenue and Circle Drive, this section of Preston Avenue requires geometric improvements to effectively and safely accommodate the proposed traffic volumes. The improvements are illustrated in the attachment. The median closure at Dumont Crescent (only southbound U-turn allowed) is required because of the proximity to the overpass and existing safety concerns. Cutting into the centre median is necessary to properly accommodate a second northbound lane from the overpass while maintaining the on-street parking on the east side. However, no trees will need to be removed. Geometric modifications at Wilson Crescent and Preston Avenue are intended to reduce the existing delays for the eastbound left turning traffic from Wilson Crescent during the peak periods.

Estimated cost is \$320,000.

His Worship the Mayor and City Council
The City of Saskatoon

REPORT

of the

AUDIT COMMITTEE

Composition of Committee

Councillor M. Loewen, Chair
Councillor C. Clark
Councillor R. Donauer
Councillor A. Iwanchuk
Councillor Z. Jeffries

1. Additional Audit Fees – External Auditor
(File No. CK. 1610-9)

RECOMMENDATION: that the invoice for additional fees for the completion of audit of the 2011 consolidated financial statements be approved for payment.

Attached is a report of the General Manager, Corporate Services Department dated January 3, 2013 regarding the payment of additional fees for the completion of the 2011 audit.

Your Committee has reviewed this report with Administration, and supports the payment of this invoice.

2. Audit Report – Grants Administration
(File No. CK. 1600-14)

RECOMMENDATION: that the information be received.

In accordance with the process that was developed for release of summary reports on in-camera audits, the one-page summary reports are released once the Executive Committee has completed its review of the audit report.

Attached is a one-page summary of the Audit – Grants Administration, which was completed in October, 2012 and which was recently reviewed and received by the Executive Committee.

All audit reports that have been reviewed by City Council, including the summary reports, are available for viewing on the City's website under "A" for Audit Reports.

3. Audit Report – Transit Services Branch – Revenue Collection System
(File No. CK. 1600-18)

RECOMMENDATION: that the information be received.

In accordance with the process that was developed for release of summary reports on in-camera audits, the one-page summary reports are released once the Executive Committee has completed its review of the audit report.

Attached is a one-page summary of the Audit – Transit Services Branch – Revenue Collection System which was completed in October, 2012 and which was recently reviewed and received by the Executive Committee.

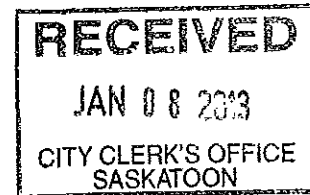
All audit reports that have been reviewed by City Council, including the summary reports, are available for viewing on the City's website under "A" for Audit Reports.

Respectfully submitted,

Councillor M. Loewen, Chair

1610-97.

TO: Secretary, Audit Committee
FROM: General Manager, Corporate Services Department
DATE: January 3, 2013
SUBJECT: Additional Audit Fees – External Auditor
FILE NO: CS.1610-1



RECOMMENDATION: that the Audit Committee recommend to City Council that the invoice for additional fees for the completion of audit of the 2011 consolidated financial statements be approved for payment.

TOPIC AND PURPOSE

The purpose of this report to have the Audit Committee approve the payment of two invoices for additional work required during the 2011 audit by Deloitte and Touche for the City of Saskatoon and the Saskatoon Public Library audits. Both invoices cover work that is out of scope of the contract with the external audit.

REPORT HIGHLIGHTS

1. The City of Saskatoon audit required an additional amount equivalent to \$11,600.00 to complete the necessary audit work as outlined in the report. With administrative costs and taxes the total invoice payable is \$13,525.60.
2. The Saskatoon Public Library audit required an additional amount equivalent to \$8,250.00 to complete the necessary audit work as outline in the report. With administrative costs and taxes the total invoice payable is \$9,619.50.

STRATEGIC GOAL

This report supports the Asset and Financial Sustainability strategic goal and the long-term strategy of protecting the City's credit rating by ensuring sound financial policies and practices.

BACKGROUND

The external auditors, Deloitte & Touche, are under an agreement that is awarded through a Request for Proposal process to fulfill the annual audit for the City of Saskatoon's consolidated financial statements. The fees to conduct the audit are included as part of the audit agreement. These fees are based on a normal scope of the work required to complete the annual audit. Any additional work outside of this scope is billed on an exception basis.

REPORT

City of Saskatoon Audit

During the audit of the 2011 consolidated financial statements for the City of Saskatoon, additional external audit time and resources were required to complete the audit for both the City of Saskatoon audit and the Saskatoon Public Library Audit.

The increase for the City's audit was attributable to a number of issues including:

- Restatement of revenue for industrial Land Receivable Program (long-term leases);
- Post-budget capital adjustments improperly recorded as revenue from government grants not fully expensed in capital projects, as well as prepaid levies applied to capital projects not fully expensed;
- Evergreen lots draws recorded too early;
- Sponsorship revenue recognition misstatements related to Kinsmen Park Master Plan and Shaw Center; and
- Additional testing related to tangible capital assets.

Deloitte did provide a discount and removed a few items that collectively was agreed between the Administration and the Auditor that should have been in-scope.

The Administration believes the additional cost is reasonable for the work provided and recommends payment of the invoices. The Finance Branch has taken steps to increase the review of the draft financial statements by adding a review step in the process to help reduce errors prior to the external audit. In addition, the external auditors made a number of recommendations that are being implemented, including increased training of all civic accounting staff regarding revenue recognition principles and increased reviews, especially with respect to government grants and unspent capital grants.

Saskatoon Public Library Audit

For the Saskatoon Public Library Audit, the major impact was from a multi prior-year restatement required to correct the City's share of the shared assets of the Saskatchewan Information and Library Services Consortium (SILS). During the audit, the Auditor identified that the process to consolidate the financial information of the SILS was inaccurate. This impacted certain financial statement accounts, including the accumulated surplus balance, which resulted in the Library having to restate its 2010 consolidated financial statements.

The library consolidation process in 2010 did not include accruals for specific expenditures in the consolidated financial statements. In addition, certain payments from government grants received in 2010 were not eligible to be recognized in revenue until 2011. The impacts of these misstatements in aggregate were considered material to the library consolidated financial statements and the comparative 2010 balances were restated.

OPTIONS TO THE RECOMMENDATION

The options are to negotiate further on the amount payable, however, the Administration has already negotiated these amounts downwards. Deloitte has discounted the City audit invoice and agreed to split the difference on the Saskatoon Library invoice as partial recognition that the restatements from prior years may have been avoided had both parties found the issue in previous audits.

POLICY IMPLICATIONS

There are no policy implications.

FINANCIAL IMPLICATIONS

Both invoices are considered out-of-scope from the original contract and, therefore, unbudgeted and will impact the 2012 operating statements.

Budgeted	Unbudgeted 2012 Operating
\$0	\$22,093.05 (net of GST)

PUBLIC AND/OR STAKEHOLDER INVOLVEMENT

Public and/or stakeholder involvement is not required.

COMMUNICATION PLAN

A communication plan is not required.

ENVIRONMENTAL IMPLICATIONS

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

PRIVACY IMPACT

There are no privacy implications.

SAFETY/CRIME PREVENTION THROUGH ENVIRONMENTAL DESIGN (CPTED)

A CPTED review is not required.

PUBLIC NOTICE

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

ATTACHMENTS

1. Deloitte & Touche Invoice 3159830 \$13,525.60 (City Audit)
2. Deloitte & Touche Invoice 3159831 \$9,619.50 (Saskatoon Library Audit)

Written by: Kerry Tarasoff, Finance Manager

Approved by: MBilanski
Marlys Bilanski, General Manager
Corporate Services Department
Dated: Jan 7/13.

Approved by: M. Toland
Murray Toland, City Manager
Dated: Jan 7/13.

c/c Kerry out 4

Deloitte

Deloitte & Touche LLP
122 1st Ave S
Suite 400, PCS Tower
Saskatoon SK S7K 7E5
Canada

Tel: 306-343-4400
Fax: 306-343-4480
www.deloitte.ca

Attention: Kerry Tarasoff

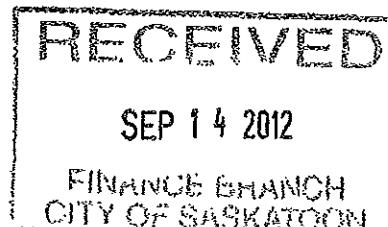
City of Saskatoon
222 Third Avenue N
Saskatoon SK S7K 0J5

Date: September 12, 2012
Invoice No: 3159830
Client No: 821051
Partner: Coulls

GST Registration No: 133246290

Invoice

Professional services rendered	
Additional time spent on auditing accounting issues and adjustments outside the scope of our original audit service plan.	11,600.00
Total	\$ 11,600.00
Administration fee to cover expenses such as photocopying, telecommunications, courier/postage, etc.	696.00
	12,296.00
GST @ 5%	614.80
PST @ 5%	614.80
Amount Payable	\$ 13,525.60





Deloitte & Touche LLP
 122 1st Ave S
 Suite 400, PCS Tower
 Saskatoon SK S7K 7E5
 Canada

Tel: 306-343-4400
 Fax: 306-343-4480
 www.deloitte.ca

Attention: Kerry Tarasoff

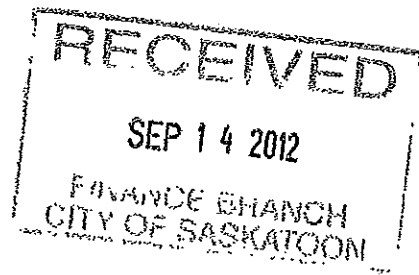
City of Saskatoon
 222 Third Avenue N
 Saskatoon SK S7K 0J5

Date: September 12, 2012
 Invoice No: 3159831
 Client No: 821051
 Partner: Coutts

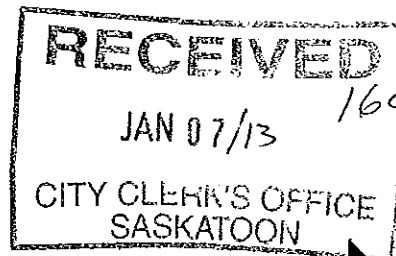
GST Registration No: 133245290

Invoice

Professional services rendered	
Additional time spent on auditing the revised consolidation workbooks and other accounting issues outside the scope of our original audit service plan for the Saskatoon Public Library.	8,250.00
Total	\$ 8,250.00
Administration fee to cover expenses such as photocopying, telecommunications, courier/postage, etc.	495.00
	8,745.00
GST @ 5%	437.25
PST @ 5%	437.25
Amount Payable	\$ 9,619.50



Payable upon receipt to: Deloitte & Touche LLP.
 A receipt will only be issued if specifically requested. Charges of 1.5% per month (18% per annum), after 30 days
 Membre de / Member of Deloitte Touche Tohmatsu Limited



January 4, 2013

City of Saskatoon – City Clerk’s Office
Attention: Secretary – Audit Committee
222-3rd Avenue North
Saskatoon, Saskatchewan S7K 0J5

Audit Report – Grants Administration

The 2011-2012 Corporate Audit Plan included provision to conduct a financial system audit of Grants Administration. This area had not been subject to internal audit in the past.

The City of Saskatoon provides financial assistance in the form of cash grants and tax abatements to a variety of sport, culture and social-serving community groups for the delivery and coordination of programs meeting the expressed needs of residents. Outside organizations can also receive certain civic services, at no cost, to facilitate their event or activity. In addition, the City provides cash grant support and incentives for cultural and heritage facilities, the stewardship of the natural and heritage resources along the river edges, tourism and economic development in Saskatoon.

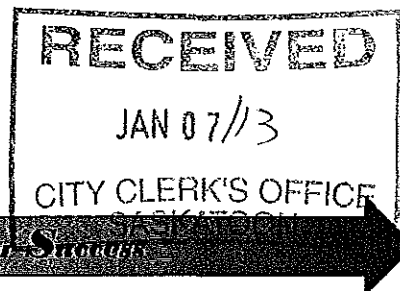
Over the past three years, the budgeted dollars for the City’s grant programs have increased over 9%, with the 2012 operating budget exceeding \$7.9 million. The audit focused largely on those grants administered by the Community Services Department that follow an application-based grant process (e.g., cultural grants, community grants, sport participation grants, youth sports subsidy, special events, etc.). The audit also included an examination of the process surrounding specific stand-alone grant agreements (e.g., Downtown Youth Centre (EGADZ), Saskatoon Crisis Intervention Service, Detoxification Centre, etc.), the Leisure Access Program and Provision of Civic Services program.

The overall objective of the audit was to determine whether adequate systems, practices and controls are in place to ensure grants are effectively managed during all stages of the grant life-cycle (i.e., program design, selection and approval, monitoring, and measuring and reporting results).

Management is currently working on implementation of the recommendations.

Respectfully submitted,

Nicole Garman, CA, CIA
Garman, Weimer & Associates Ltd.
(306) 373-7611



January 4, 2013

City of Saskatoon – City Clerk’s Office
Attention: Secretary – Audit Committee
222-3rd Avenue North
Saskatoon, Saskatchewan S7K 0J5

Audit Report – Transit Services Branch – Revenue Collection System

The 2011-2012 Corporate Audit Plan included provision to conduct a financial system audit of the Transit Services Branch Revenue Collection System. This financial system was last subject to internal audit by Robert Prosser & Associates Inc. in September 2004.

Transit Services Branch provides passengers with a variety of fare options including monthly passes, annual passes, ten- and twenty-ride packages, semester passes, day passes and cash fares. In early 2010, the Branch implemented BEA, an automated fare collection system (i.e., electronic fare boxes and smart card technology) from BEA Transit Solutions, which has automated many aspects of the revenue collection system.

Smart cards, also called Go Passes, are electronically “loaded” with product (i.e., passes, tickets) through the use of a value-add terminal. These terminals are connected to the BEA system and regularly upload and download information (e.g., new products, new prices, sales transactions, etc.). Passengers pass their smart cards over the electronic fare box upon boarding the bus and the electronic fare box can determine whether the smart card is valid (i.e., the pass is current).

The overall objective of the audit was to determine whether adequate systems, practices and controls are in place to ensure:

- Complete, accurate and timely billing and collection of revenue.
- Adjustments are valid and accurately processed.
- Opportunities for theft, fraud and misappropriation are minimized.

Management is currently working on implementation of the recommendations.

Respectfully submitted,

Nicole Garman, CA, CIA
Garman, Weimer & Associates Ltd.
(306) 373-7611

His Worship the Mayor and City Council
The City of Saskatoon

REPORT

of the

EXECUTIVE COMMITTEE

Composition of Committee

His Worship Mayor D. Atchison, Chair
Councillor C. Clark
Councillor T. Davies
Councillor R. Donauer
Councillor D. Hill
Councillor A. Iwanchuk
Councillor Z. Jeffries
Councillor M. Loewen
Councillor P. Lorje
Councillor E. Olauson
Councillor T. Paulsen

1. **Appointment – Albert Community Centre Management Committee
(File No. CK. 225-27)**
-

RECOMMENDATION: that Mr. Rene Stock be reappointed to the Albert Community Centre Management Committee for 2013.

Your Committee has considered and approved the above-noted reappointment for a one-year term to the Albert Community Centre Management Committee.

**2. Delegation of Head Duties - Access to Information Requests –
The Local Authority Freedom of Information and Protection of Privacy Act
(File No. CK. 415-3)**

- RECOMMENDATION:**
- 1) that the delegation of the duties of “Head” under *The Local Authority Freedom of Information and Protection of Privacy Act*, as outlined in this report be received as information;
 - 2) that the remuneration for Dr. Gordon Barnhart be set at \$12,000 for the one-year term, commencing February 1, 2013, as a retainer, plus an additional per diem of \$1000 for work performed.

The Local Authority Freedom of Information and Protection of Privacy Act specifies that the Mayor is the “head” for all purposes of the *Act*. Section 50 gives the Mayor the power to delegate all or part of his powers and duties as head. The delegation must be in writing and is subsequently reported to City Council, as information. Historically, the delegation has been made in accordance with the wishes of Executive Committee.

Your Committee has undertaken a review of the delegation of Head duties described above and is recommending the separation of the functions for administrative records and records of members of City Council.

In this regard, His Worship the Mayor has made the following delegations:

- a) delegate to Joanne Sproule the duties of “Head” under *The Local Authority Freedom of Information and Protection of Privacy Act* for all civic administration records, effective October 29, 2012; and
- b) delegate to Dr. Gordon Barnhart, for a one-year term, commencing February 1, 2013, the duties of “Head” under *The Local Authority Freedom of Information and Protection of Privacy Act* for all records of members of City Council.

**3. Purchase of Additional Land for Land Bank Program
(File No. CK. 4020-1)**

- RECOMMENDATION:**
- 1) that the Real Estate Manager be authorized to purchase the NE ¼ section of 17-37-04 W3 comprising of approximately 159.83 acres from Dale and Bryan Wilson at a purchase price of \$2,050,000;
 - 2) that the Solicitors Office administer the required documentation to complete this transaction; and
 - 3) that this purchase price be funded from the Property Realized Reserve as well as legal and administration costs, plus disbursements also withdrawn from the Property Realized Reserve.

Your Committee has reviewed and supports the following report of the City Manager dated December 20, 2012, detailing the purchase of vacant land for future development.

“TOPIC AND PURPOSE

To receive approval for the purchase of the NE ¼ section of 17-37-04 W3 comprising of 159.83 acres of vacant land for future development.

REPORT HIGHLIGHTS

1. A portion of the proposed 159.83 acre parcel is within the next neighbourhood being developed in the city’s North East by the Land Branch.
2. Terms of the Agreement include payments phased over three years.

STRATEGIC GOAL

The Land Bank Program supports the City’s Strategic Goal of “Asset and Financial Sustainability” by using profits from land development to support alternative ways of financing community projects and services, it also helps to maintain the City’s AAA credit.

BACKGROUND

The City’s Land Branch is in the process of designing and seeking approval for the development of a future neighbourhood in the North East of Saskatoon. As shown on

Attachment 1, this neighbourhood includes a portion of the NE ¼ section of 17-37-04. The development of this future neighbourhood is intended to commence as the Evergreen neighbourhood is nearing its final phase of completion.

REPORT

A Portion of the Proposed Parcel is Within the Next Neighbourhood Being Developed by the Land Branch

The NE ¼ section of 17-37-04 W3 has been identified as a strategic purchase for the City of Saskatoon's Land Bank program. A portion of this ¼ section resides within the Land Bank's next neighbourhood development in the North East after Evergreen. As shown on Attachment 1, the Provincial Perimeter Highway is shown to cross this ¼ section. The balance of the parcel will be held as a longer term land holding.

Terms of the Agreement

The City's Real Estate Services has negotiated a purchase agreement with the property owners to acquire the land. Noteworthy details of the Offer to Purchase Agreement are as follows:

Purchase Price

- Purchase price is \$2,050,000 with an initial deposit of \$50,000.

Conditions Precedent

- City Council approval by January 22, 2013.
- Satisfactory review by the Buyer of any Environmental, Geotechnical, and Drainage Study reports on or before January 31, 2013.

Other Terms and Conditions of the Agreement

- Closing date of the transaction being January 31, 2013.
- Adjustment of all taxes, insurance, utilities, expenses, rents, and other incoming and outgoings' levied against the Lands shall be as of the Closing Date.
- City will contribute \$2,200 towards the Seller's legal costs.
- Seller has the option to lease the lands not required for development. The City has the option to terminate or reduce the area of the lease upon 12 months notice.

OPTIONS TO THE RECOMMENDATION

The only other option would be to not approve the purchase of this parcel of land.

POLICY IMPLICATIONS

There are no identified policy implications.

FINANCIAL IMPLICATIONS

Sufficient funds for this purchase exist in the Property Realized Reserve. The funds in the Property Realize Reserve originated from land development profits.

PUBLIC AND/OR STAKEHOLDER INVOLVEMENT

Public and/or stakeholder involvement is not required.

COMMUNICATION PLAN

Once a neighbourhood concept plan is approved for this area, a marketing and communication plan will be prepared.

ENVIRONMENTAL IMPLICATIONS

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

PRIVACY IMPACT

There are no privacy implications.

SAFETY/CRIME PREVENTION THROUGH ENVIRONMENTAL DESIGN (CPTED)

A CPTED review will be completed as part of the neighbourhood concept plan for this development area.

Report No. 2-2013
Executive Committee
Monday, January 21, 2013
Page 6

PUBLIC NOTICE

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

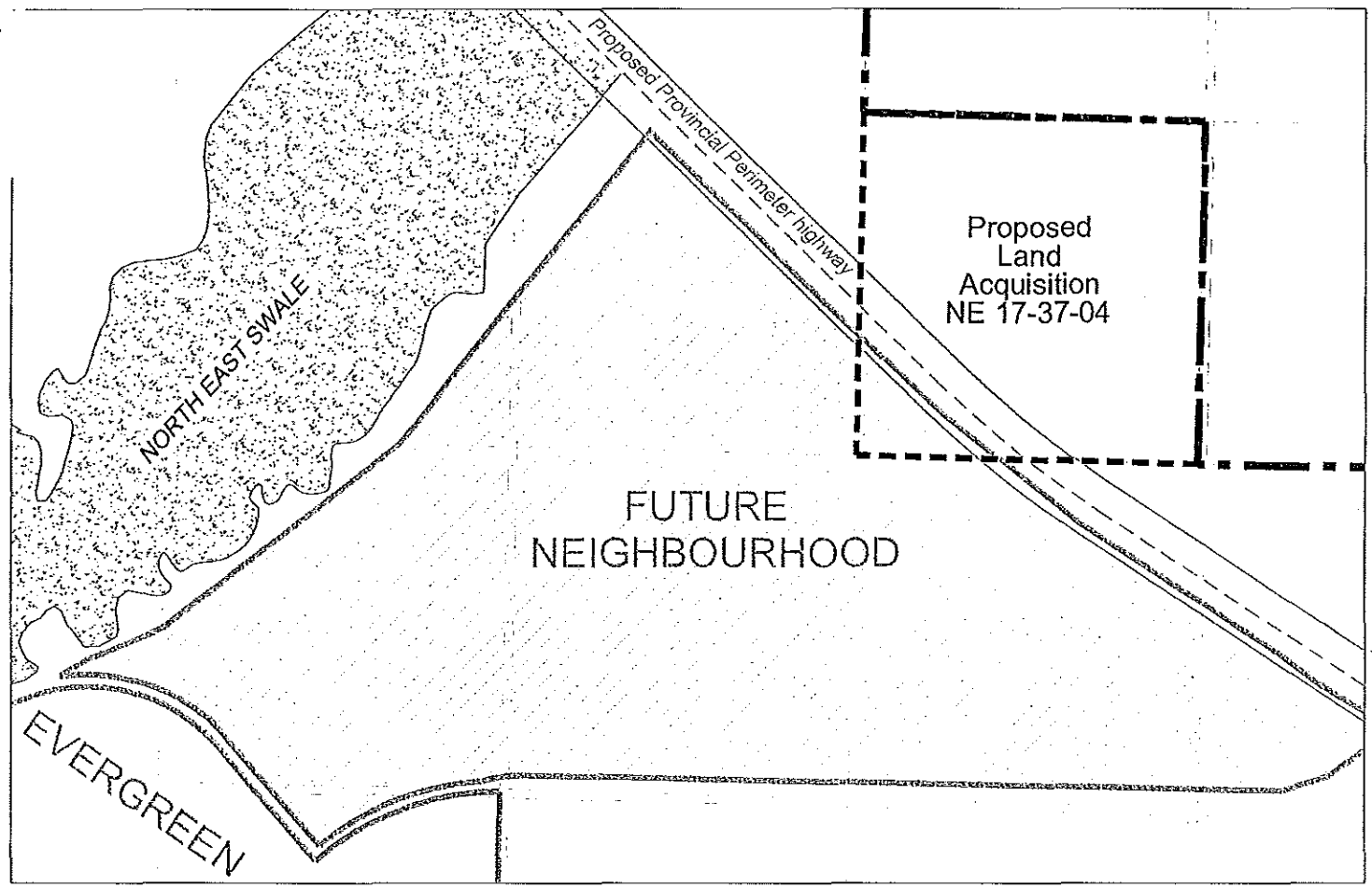
ATTACHMENT




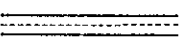
1. Drawing Indicating Proposed Land Acquisition.”

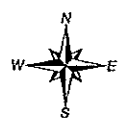
Respectfully submitted,

His Worship Mayor D. Atchison, Chair

Drawing Indicating Proposed Land Acquisition



- Future Neighbourhood 
- City Limits 
- Proposed Land Acquisition 
- Proposed Provincial Perimeter Highway 



City of Saskatoon
 Real Estate Services - January 2013
NOTE: The information contained on this map is for reference only and not to be used for legal purposes. This map may not be reproduced without the expressed written consent of Corporate Projects Team, Real Estate Services. Do not Scale.

COMMUNICATIONS TO COUNCIL

MEETING OF CITY COUNCIL – MONDAY, JANUARY 21, 2013

A. REQUESTS TO SPEAK TO COUNCIL

1) Shane Olson, Shercom, dated January 7

Requesting permission to address City Council with respect to recycling tires. (File No. CK. 7830-5)

RECOMMENDATION: that Shane Olson be heard.

2) Frank Regier, dated January 14

Requesting permission to address City Council with respect to donating blood. (File No. CK. 150-1)

RECOMMENDATION: that Frank Regier be heard.

B. ITEMS WHICH REQUIRE THE DIRECTION OF CITY COUNCIL

1) Sarah Marchildon, Executive Director, Broadway Business Improvement District, dated January 14

Requesting permission to be sole agents for allocation of vending and concession locations for Broadway Art Fest 2013, being held on Saturday, June 22, 2013.

RECOMMENDATION: that the request to be sole agents for allocation of vending and concession locations for Broadway Art Fest 2013, being held on Saturday, June 22, 2013 be granted.

2) Sarah Marchildon, Executive Director, Broadway Business Improvement District, dated January 14

Requesting permission to be sole agents for allocation of vending and concession locations for Broadway Street Fair 2013, being held on Saturday, September 7, 2013.

RECOMMENDATION: that the request to be sole agents for allocation of vending and concession locations for Broadway Street Fair 2013, being held on Saturday, September 7, 2013 be granted.

3) Sarah Marchildon, Executive Director, Broadway Business Improvement District, dated January 14

Requesting permission to be sole agents for allocation of vending and concession locations for Broadway Spirit of Christmas 2013, being held on Saturday, December 7, 2013.

RECOMMENDATION: that the request to be sole agents for allocation of vending and concession locations for Broadway Spirit of Christmas 2013, being held on Saturday, December 7, 2013 be granted.

Items Which Require the Direction of City Council
Monday, January 21, 2013
Page 2

4) Graham MacDonald, dated January 15

Commenting on keeping chickens in the city. (File No. CK. 151-1)

RECOMMENDATION: that the direction of Council issue.

5) Shellie Bryant, Secretary, Development Appeals Board, dated January 10

Advising of Notice of Appeal to the Development Appeals Board respecting the property located at 513 Empress Street. (File No. CK. 4352-1)

RECOMMENDATION: that the information be received.

C. ITEMS WHICH HAVE BEEN REFERRED FOR APPROPRIATE ACTION

1) Alan Manson, dated January 2

Commenting on snow and ice control. (File No. CK. 6290-1) (Referred to Administration to respond to the writer.)

2) Hon. Jim Reiter, Minister of Government Relations and Minister Responsible for First Nations, Metis and Northern Affairs, dated December 20

Commenting on asbestos in municipal buildings. (File No. CK. 600-1) (Referred to the Administration for appropriate action.)

3) Robert Bone, dated January 6

Commenting on rapid transit on 8th Street. (File No. CK. 150-1) (Referred to Administration to respond to the writer.)

4) Byron Studer, dated January 8

Commenting on assessment values and property taxes. (File No. CK. 1616-1) (Referred to Administration to respond to the writer.)

5) Karalasingham Sadadcharam, dated January 8

Commenting on the bus shelter at 5th Avenue and 25th Street. (File No. CK. 7311-1) (Referred to Administration to respond to the writer.)

6) Bonnie Desjardins, dated January 9

Commenting on garbage collection bins in alley. (File No. CK. 7830-3) (Referred to Administration to respond to the writer.)

7) Shaun Unger, dated January 10

Commenting on intersections of Circle Drive and Idylwyld Drive and Circle Drive and Avenue C. (File No. CK. 6001-1) (Referred to Administration to respond to the writer.)

**Items Which Have Been Referred for Appropriate Action
January 21, 2013
Page 2**

8) Tyson Haines, dated January 10

Commenting on parking tickets. (File No. CK. 6120-1) (Referred to Administration to respond to the writer.)

9) Suzanne Richards, dated January 11

Commenting on fluoride. (File No. CK. 7920-1) (Referred to Administration to respond to the writer.)

10) Philip Dyck, dated January 14

Commenting on excess water. (File No. CK. 7820-1)) (Referred to Administration to respond to the writer.)

11) Alvin Horyn, dated January 15

Commenting on snow removal on Gropper Crescent. (File No. CK. 6290-1)) (Referred to Administration to respond to the writer.)

12) Yolanda Van Petten, dated January 15

Commenting on the transit system. (File No. CK. 7300-1)) (Referred to Administration to respond to the writer.)

RECOMMENDATION: that the information be received.

D. PROCLAMATIONS

1) Amanda Titman, dated January 7th and 8th (two letters)

Requesting City Council proclaim February 2013 as Heart Month and requesting a flag raising at Civic Square. (File No. CK. 205-5)

2) Tanya Dunn-Pierce and Carol Rodgers, *In Motion*, dated November 29

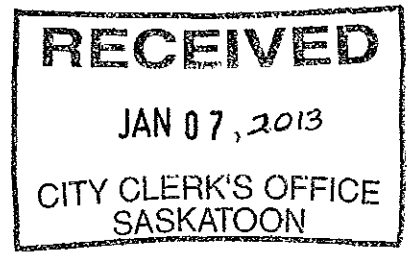
Requesting City Council proclaim February 18, 2013 as Family *in motion* Day. (File No. CK. 205-5)

RECOMMENDATION:

- 1) that City Council approve all proclamations as set out in Section D;
- 2) that the City Clerk be authorized to sign the proclamations, in the standard form, on behalf of City Council; and
- 3) that the request for a flag raising be approved subject to any administrative conditions.

7830-5
AI

From: CityCouncilWebForm
Sent: January 07, 2013 2:47 PM
To: City Council
Subject: Write a Letter to City Council



TO HIS WORSHIP THE MAYOR AND MEMBERS OF CITY COUNCIL

FROM:

Shane Olson
RR#4 Site 404 Comp#9, #5 Peters Avenue
Saskatoon
Saskatchewan
S7K 3J7

EMAIL ADDRESS:

shercom@sasktel.net

COMMENTS:

Shercom recycled over 1 million Saskatchewan passenger tire equivalents last year which includes tires from Saskatoon residents and businesses.

The success of tire recycling and any recycling program is dependent upon creating markets for recycled products.

The City is no stranger to recycling programs and clearly understands the importance of supporting recycling initiatives. The City currently uses some recycled rubber products but it can expand its support of recycled tire derived products by including them as an option in the specifications for City projects. Some applications include:

- incorporating tire shred for use as a landfill leachate layer and in civil engineering applications
- parks and playground development
- traffic control and landscaping applications.

Shercom requests the opportunity to speak to Council to provide information on how the City can enhance the use of recycled rubber products in its current operations.

150-1
A2)

Sproule, Joanne (Clerks)

From: CityCouncilWebForm
Sent: January 14, 2013 10:05 AM
To: City Council
Subject: Write a Letter to City Council File No. CK. 0150-1

TO HIS WORSHIP THE MAYOR AND MEMBERS OF CITY COUNCIL

FROM:

frank regier
1415 avenue.f.north
saskatoon
Saskatchewan
s7l-1x6

EMAIL ADDRESS:

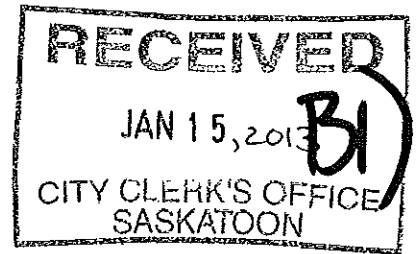
frangreyhound@yahoo.ca

COMMENTS:

i would like to speak at city council about blood donations at the nest council meeting . my speech will be about promoting city council members to donate blood.



205 /



Get the Goods... on Broadway.

Broadway Business Improvement District

813 Broadway Avenue

Saskatoon SK

S7N 1B5

January 14, 2013

City Clerk's Office
City of Saskatoon
222 3rd Avenue North
Saskatoon SK S7K 0J5

Re: Broadway Art Fest 2013

To His Worship and Members of City Council:

On Saturday, June 22nd, the Broadway BID will host *Broadway Art Fest 2013* for which we request permission to be the sole agents for the allocation of vending and concession locations. This will ensure that our licensed vendors and businesses are not compromised.

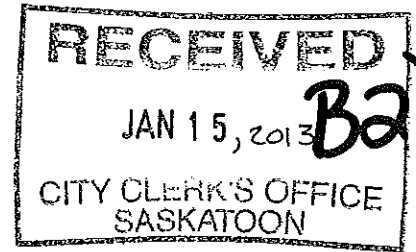
If there are any questions regarding this request, please contact me at 664.6463.

Kind regards,

Sarah Marchildon
BBID Executive Director



205-1



Get the Goods... on Broadway.

Broadway Business Improvement District 813 Broadway Avenue Saskatoon SK S7N 1B5

January 14, 2013

City Clerk's Office
City of Saskatoon
222 3rd Avenue North
Saskatoon SK S7K 0J5

Re: Broadway Street Fair 2013

To His Worship and Members of City Council:

On Saturday, September 7th, the Broadway BID will host *Broadway Street Fair 2013* for which we request permission to be the sole agents for the allocation of vending and concession locations. This will ensure that our licensed vendors and businesses are not compromised.

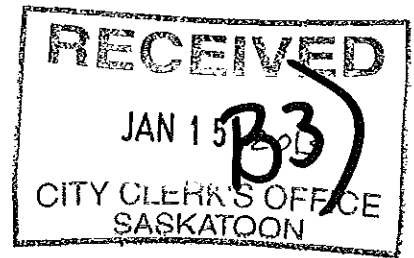
If there are any questions regarding this request, please contact me at 664.6463.

Kind regards,

Sarah Marchildon
BBID Executive Director



205-1



Get the Goods... on Broadway.

Broadway Business Improvement District 813 Broadway Avenue Saskatoon SK S7N 1B5

January 14, 2013

City Clerk's Office
City of Saskatoon
222 3rd Avenue North
Saskatoon SK S7K 0J5

Re: Broadway Spirit of Christmas

To His Worship and Members of City Council:

On Saturday, December 7th, the Broadway BID will host *Broadway Spirit of Christmas 2013* for which we request permission to be the sole agents for the allocation of vending and concession locations. This will ensure that our licensed vendors and businesses are not compromised.

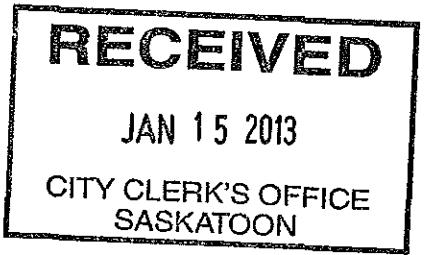
If there are any questions regarding this request, please contact me at 664.6463.

Kind regards,

Sarah Marchildon
BBID Executive Director

15 B4)

From: CityCouncilWebForm
Sent: January 15, 2013 1:55 AM
To: City Council
Subject: Write a Letter to City Council



TO HIS WORSHIP THE MAYOR AND MEMBERS OF CITY COUNCIL

FROM:

Graham MacDonald
1617 Sommerfeld ave
Saskatoon
Saskatchewan
S7H 2S5

EMAIL ADDRESS:

graham.mac@gmail.com

COMMENTS:

Your Worship and Members of City Council,

I am writing today to ask you to revisit the regulations surrounding the keeping of chickens within city limits. I believe there is the potential for great benefit to Saskatoon. Chickens can fertilize a garden, help control insects, and aerate the soil, and, provided only hens are included in a flock, are much quieter than dogs.

Raising modest flocks of chickens allows one to obtain high quality, fresh eggs at very low cost, thus making healthy food more accessible. This makes Saskatoon a healthier city, and with current the current Animal Control Bylaw, there is no concern of accumulated feces, or other health risks that a present with any animal.

Furthermore, Saskatoon is lagging behind other cities when it comes to this issue. Cities such as Calgary, Victoria, and Guelph, to name a few, already allow urban chicken flocks. I see no reason why we should not do the same here in Saskatoon

I would encourage council to work towards food sovereignty in Saskatoon, and allow the keeping of Chickens. Thank you for thoughtfully considering this matter.



City of
Saskatoon

Saskatoon Development
Appeals Board

c/o City Clerk's Office
222 - 3rd Avenue North
Saskatoon, SK S7K 0J5

ph 306•975•8002
fx 306•975•7892

B5)

January 10, 2013

His Worship the Mayor
and Members of City Council

Ladies and Gentlemen:

**Re: Development Appeals Board Hearing
Order to Remedy Contravention
Illegal Use of Dwelling as a Two-Unit Dwelling
513 Empress Street - R2 Zoning District
Fred Chlan
(Appeal No. 46-2012)**

In accordance with Section 222(3)(c) of *The Planning and Development Act, 2007*, attached is a copy of a Notice of Hearing of the Development Appeals Board regarding the above-noted property.

Yours truly,

Shellie Bryant
Secretary, Development Appeals Board

SB:ks

Attachment

Templates\DABs\Mayor.dot



City of
Saskatoon

Saskatoon Development
Appeals Board

c/o City Clerk's Office ph 306•975•8002
222 - 3rd Avenue North fx 306•975•7892
Saskatoon, SK S7K 0J5

NOTICE OF HEARING -DEVELOPMENT APPEALS BOARD

DATE:	Monday, January 28, 2013	TIME:	4:00 p.m.
PLACE:	Committee Room E, City Hall (Please enter off 4th Avenue, using Door #1)		
RE:	Order to Remedy Contravention Illegal Use of Dwelling as a Two-Unit Dwelling 513 Empress Street - R2 Zoning District Fred Chlan (Appeal No. 46-2012)		

TAKE NOTICE that Fred Chlan has filed an appeal under Section 219(1)(c) of *The Planning and Development Act, 2007*, in connection with the Order to Remedy Contravention dated November 5, 2012, for the property located at 513 Empress Street.

The Order to Remedy Contravention was issued for this property on November 5, 2012, pursuant to Section 242(4) of *The Planning and Development Act, 2007*, and the Order states as follows:

"Contravention:

Building Permit No. 1578/83 was issued for a two-unit dwelling on two separate 25' parcels. There was no certificate of approval for the subdivision of the building. The form of development of this property at 513 Empress Street, surface parcel 119086881 has been altered into a two-unit dwelling. Such a development is illegal.

1. The basement has been developed into a separate dwelling unit containing sleeping facilities, sanitary facilities and kitchen with kitchen cabinets, kitchen sink, refrigerator and table and chairs.

You are hereby ordered to:

1. *On or before February 1, 2013* cease using or permitting the use of this property for the purpose of a two-unit dwelling by removing the basement occupants.
2. *On or before February 15, 2013*, alter the form of development so as to remove the contravention by removing the basement dwelling unit. Remove all upper and lower kitchen cabinets except cabinet directly below the kitchen sink, the stove (stove outlet removed, wires capped off behind the wall and covered and removed from the electrical panel) or any other cooking appliances, refrigerator, kitchen table

and chairs, and all lock sets to be removed to have unrestricted free access provided between basement and upper unit.

Section:

4.2(1); 4.3.1(1); 8.4 and 2.0 "dwelling unit" of the Zoning Bylaw No. 8770."

The Appellant is appealing the above-noted Order to Remedy Contravention.

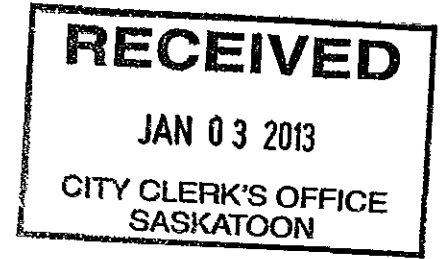
Anyone wishing to provide comments either for or against this appeal can do so by writing to the Secretary, Development Appeals Board, City Clerk's Office, City Hall, Saskatoon, Saskatchewan, S7K 0J5 or email development.appeals.board@saskatoon.ca. Anyone wishing to obtain further information can contact the Secretary at 975-2783.

Dated at SASKATOON, SASKATCHEWAN, this 8th day of January, 2013.

Shellie Bryant, Secretary
Development Appeals Board

6290-1 (1)

From: CityCouncilWebForm
Sent: January 02, 2013 10:51 PM
To: City Council
Subject: Write a Letter to City Council



TO HIS WORSHIP THE MAYOR AND MEMBERS OF CITY COUNCIL

FROM:

Alan Manson
23 Hardy Cresc
Saskatoon
Saskatchewan
S7H 3E8

EMAIL ADDRESS:

kiwi_canuck@shaw.ca

COMMENTS:

Memo To: Mayor of Saskatoon
Topic: City Council: Roads, Ridges-Roads, Sand or Silt?

The time and money spent on cleaning our 2 cars reaches new highs, after 35 years: last week by wand \$30 for the sedan; \$20 for the other car. The potential rust damage is now at Ontario-city levels; suspension and alignment damage is expected more frequently; air filters were 1/3yrs [standard for most environments], now a new one every year!

*** "City 'Sand' + Chemicals", as loaded onto City Trucks for 'snow' control and then stored/re-used Assessment of this 'so-called sand', in our driveway last spring showed high amounts of very small particles, commonly called 'silt' [from river banks/beds] near water, or 'dust' when in the air, or aerosols in clouds, which causes the air, as viewed from the east, over Saskatoon near sunset in spring to be RED.>scattering of sunlight my microscopic particles. I saw much less sand. 'Sand' is formally defined as 50% > 0.075mm and 50% < 4.75mm. is unlikely that the city 'sand' meets this classification. 'Silt' particles are smaller and 'clay' even smaller.

<http://www.microscope-microscope.org/applications/sand/microscopic-sand.htm>

We request that an assessment, using proper sieves #200 and #400, be done and the citizens informed. If the number density is too highly weighted toward the lower limit of #200, its use is still improper. it will not be 'gritty' enough for its claimed purpose. Such matter should be removed before spreading of any so-called 'sand' across the homes and people of this city!

That particle-difference is based upon a very simple and basic experientially determined fact: most people know what 'sand' looks-like and feels-like in ones hand-fingers, or feet. it is gritty and car-tires feel that friction. I often recognize it on the UofS roads. We also know what river silt feels like, looks-like. ones hands or feet simply become dirty with it, as it gets into the pores in our skin, which is why I call this city material: 'dirt'. Precisely what is its value on the roads? No help with friction for our car's tires. The ugly color of the streets is like dark/milk-chocolate.

The >clouds of 'dust' surrounding the city-sweepers in spring demonstrate that the presence of silt/dust in the city 'sand' is very high. The interminable dust-layers on everything in our homes is another! The need to very frequently wash, with soapy water under high pressure, the 'air-electrostatic-cleaners' before our house-furnaces, and change air-filters each year [should be 3 yrs in a city] in cars, all show an undue presence of 'dust'/'silt' [+clay?] in our environment. E.g. attempts to sweep the residue of the city ['sand'-salt] from the floor of my garage failed, it had formed a very hard film of 'material'. After scraping with a hoe, also using a very stiff broom, clouds of dust burst out/emerged, suggesting clay's molecular bonding into a firm layer.

The constant recycling of this silt-dust-dirt-'rock-flour' each year by the city is probably leading to break-down of the minimal real sand into silt, or the even worse clay. This 'stuff' is also not good for our lungs, especially people prone to bronchitis!

The mild weather of this week may minimize a couple of other related issues below.

*** Roads crossing 8th st [Arlington to Broadway], and Broadway [8th st to bridge], or side roads forming T-junctions [with stop signs on the side road]. These are often highly used, much more than just residential use. Packed snow then distorts, is malleable, forming corrugations or worse [car max speed with little damage is ~10kph], ridges form, so cars drag their under-trays/aero-parts [fuel economy], with resulting damage. Worst side-roads/examples: Broadway at 10th st, west toward Grace Westminster Church [>high density use]; 8th st, going west, and west end of Grosvenor Mall [turn right onto likely Louise or Garrison. Pub-Micro-brewery. Ruff!]

*** 8th st, still one of the highest car-fluxes in the city: ice ridges, especially Arlington to Cumberland, so smaller cars can slide/spin trying to change lanes. Crossing 8th st and hence the multiple car-lanes, when leaving a supermarket/mall like Superstore, Co-Op and Grosvenor Park, is outrageous! Anything over 10 kph threatens to take-out a car's suspension or alignment. Ridiculous.

*** Arlington, *8th st to 14th st; Bus and Snow route. High traffic flux, coming from/going to Circle: Again this is in worse condition than any roads adjoining it: better are Main, 14th, even the side roads are better. There are high piles of snow on both sides, dumped there weeks ago, badly. For the 1st time in 35 years, no attempt to leave space for many residents to park their cars, this is awkward, dangerous and inconvenient. Seemingly to allow transit-cars to speed-up our road at the usual summer speeds of 60-70kph, the city trucks dump continuous streams of silt/dirt, 'sand' [?] and chemicals on every centimetre of the road, daily, whether it is really slippery-icy or not. We now live on a dirty filthy country road, all winter, the color of the street is like dark/milk-chocolate. The lethal mixture on our cars stays wet and slushy to -10 to -15C! Rust paradise!

Repeated requests for speed signs on this road continue to be ignored. Request to have a 'city-trailer' SIGN with the car's-speed highly visible continue to be ignored. The city does little to ensure that resident's environments are treated with respect, if only we could all live near the Willows Golf Course.

Attention to these matters will be greatly appreciated.

Alan Manson
Saskatoon.

600-1
ca)

Minister of
Government Relations



Legislative Building
Regina, Saskatchewan S4S 0B3



DEC 20 2012

All Municipalities
E-mail

Dear Mayors, Reeves and Councillors:

On November 13, 2012, the Honourable Don Morgan, Minister of Labour Relations and Workplace Safety (LRWS), announced the launch of an asbestos information web page. The web page can be found at <http://www.lrws.gov.sk.ca/asbestos>. The web page includes an Asbestos Register intended to provide the public with a list of public buildings that have been assessed for their asbestos content, along with the assessment results. Although this is not a mandatory requirement, the Minister of LRWS encourages appropriate agencies to post this information on its web page for schools, post-secondary institutions, government buildings, Crown Corporation buildings, municipal buildings, and healthcare facilities.

To meet the objectives, I encourage your municipality to voluntarily submit the assessment results of any of your municipal buildings that have been assessed for their asbestos content. You may submit your information to the Ministry of LRWS's Asbestos Register by e-mail to Labour.Webmaster@gov.sk.ca with an attached Microsoft Word or PDF document only.

You may learn more about managing asbestos in buildings by visiting the asbestos web page at <http://www.lrws.gov.sk.ca/asbestos>. The web page includes a list of provincial government buildings, and healthcare facilities in the Regina Qu'Appelle Health Region that are known to contain asbestos. It also consolidates useful guides, regulations, and related information about asbestos. For example, it includes information guides regarding asbestos – *Guidelines for Managing Asbestos in Buildings*, and *Asbestos: Safe Handling and Removal*. Further information may also be obtained by contacting Occupational Health and Safety, Ministry of LRWS, at 1-800-567-7233.

...2

All Municipalities
Page 2

Thank you for your attention to this matter.

Sincerely,



Jim Reiter
Minister of Government Relations and
Minister Responsible for First Nations, Métis and Northern Affairs

cc: Honourable Don Morgan, Minister of Labour Relations and Workplace Safety
David Marit, President, Saskatchewan Association of Rural Municipalities
Allan Earle, President, Saskatchewan Urban Municipalities Association

150-C3)

From: CityCouncilWebForm
Sent: January 06, 2013 11:29 AM
To: City Council
Subject: Write a Letter to City Council

TO HIS WORSHIP THE MAYOR AND MEMBERS OF CITY COUNCIL

FROM:

Robert Bone
31 Beurling Crescent
Saskatoon
Saskatchewan
S7H 4V6

EMAIL ADDRESS:

robert.bone@usask.ca

COMMENTS:

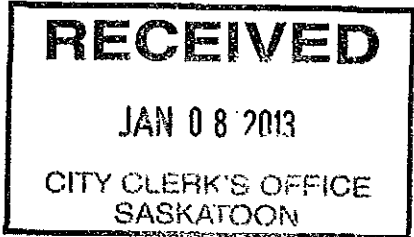
I much appreciate Alan Wallace's comment on 'Can Cruise Street Change?'. His forwarding thinking about rapid transit on 8th street is well suited to our growing city.

Well done Alan.

May question is: does he have the support of the Mayor and Council?

1616 (4)

From: CityCouncilWebForm
Sent: January 08, 2013 2:38 PM
To: City Council
Subject: Write a Letter to City Council



TO HIS WORSHIP THE MAYOR AND MEMBERS OF CITY COUNCIL

FROM:

Byron Studer
302 Borlase Cove
Saskatoon
Saskatchewan
S7T 0B7

EMAIL ADDRESS:

byron.studer@gmail.com

COMMENTS:

I've notice that the new assessed values for use in property taxes are updated on your site.

Couple questions, I am safe to assume that our tax's will be going up substantially from the 4.99% indicated as this will be above and beyond this increase, correct? Given that, I know some people whose assessment values have almost doubled, using that theory, are their taxes going to almost double plus the 4.99%. I hope not for everyone's sakes, could be trouble come July!

Second, I've noticed you have used the median of listed home prices to come up with your values, not the actual sold prices. Again, a few properties listed in various areas I know were sold for 20-30K less that listing price... clarification please.

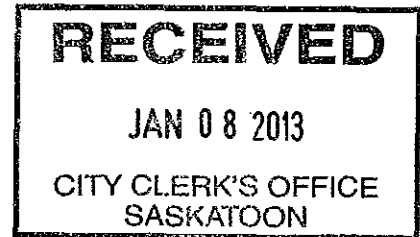
Awaiting your reply,

Thank you,

Byron Studer

7311-1
C5)

From: CityCouncilWebForm
Sent: January 08, 2013 3:13 PM
To: City Council
Subject: Write a Letter to City Council



TO HIS WORSHIP THE MAYOR AND MEMBERS OF CITY COUNCIL

FROM:

Karalasingham Sadadcharam
325-5th Ave.N
Saskatoon
Saskatchewan
S7K2P7

EMAIL ADDRESS:

sadadcharam@sasktel.net

COMMENTS:

Dear Sirs

The bus shelter on 5th Ave and 25th Street was damaged more than a month ago. It is still not fixed. Because of it we are suufering in the winter waiting for the bus as there is no prtecton from the weather. Can you advise why it is not being fixed

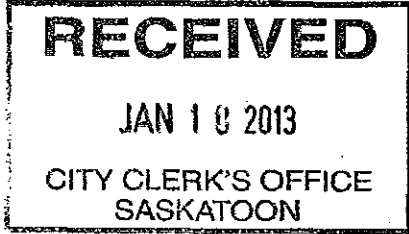
Thank you

Your Sincerly

K. Sadadcharam

7830 (36)

From: CityCouncilWebForm
Sent: January 09, 2013 6:12 PM
To: City Council
Subject: Write a Letter to City Council



TO HIS WORSHIP THE MAYOR AND MEMBERS OF CITY COUNCIL

FROM:

Bonnie Desjardins
353 Avenue P south
Saskatoon
Saskatchewan
S7M2W3

EMAIL ADDRESS:

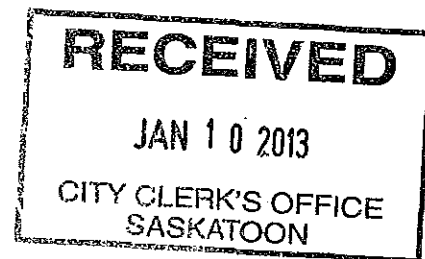
Bonnie.Desjardins@shaw.ca

COMMENTS:

i WAS JUST WONDERING ABOUT THE WASTE CARTS IN THE BACK ALLEY.
is THERE SUPPOSE TO BE ONE CART FOR EVERY HOUSE HOLD.
PEOPLE ARE CONTINUESLY USING THE ONE THAT HAS OUR ADRESS ON IT BECAUSE THEY
DON'T HAVE ONE OR i HAVEN'T SEEN ONE AT THE ALLEY FOR PICK UP.
THE TWO HOUSES NEXT TO US DO NOT SEEM TO HAVE A GARBAGE CART AND IT ALWAYS
SEEMS THAT OURS IS FULL ON GARBAGE DAY AND IS NOT ENOUGH ROOM LEFT FOR OUR
GARBAGE.
i WOULD APPRECIATE YOUR IMMEDIATE ATTENTION ON THIS MATTER.
THANK YOU

6001-47

From: CityCouncilWebForm
Sent: January 10, 2013 1:30 PM
To: City Council
Subject: Write a Letter to City Council



TO HIS WORSHIP THE MAYOR AND MEMBERS OF CITY COUNCIL

FROM:

Shaun Unger
PO Box 114
Hague
Saskatchewan
S0K 1X0

EMAIL ADDRESS:

shaununger@yahoo.ca

COMMENTS:

City of Saskatoon
222 3rd Ave North
Saskatoon, SK
Canada
S7K 0J5

January 9, 2013

I am writing today regarding the intersections at Circle Drive and Idylwyld Drive and Circle Drive and Avenue C, which fall within your ward. I work on the north end of the city and frequently head west on Circle Drive, so I use this intersection often. It is my belief that the City of Saskatoon should construct a flyover that allows vehicles to pass from Idylwyld Drive southbound to Circle Drive westbound and a corresponding flyover from Circle Drive eastbound to Idylwyld Drive northbound. These flyovers would also bypass the Avenue C intersection, creating a fully free flowing path through the city. I understand that this would be a very expensive project and is currently not on the City of Saskatoon's radar. However, I believe it is in the city's best interest to construct such a flyover. Allow me to explain.

Currently the Circle Drive South project is almost completed. When completed, I understand that it will allow traffic free flow from Warman Road and Circle Drive all the way to Circle Drive and Clancy Drive. According to the city's website, there are interchanges tentatively planned for the following intersections currently at grade:

- Circle Drive and Boychuk Drive
- Circle Drive and Clancy Drive
- Circle Drive and Laurier Drive
- Circle Drive and Airport Drive
- Idylwyld Drive and Marquis Road

These are all very good projects and it would be fantastic to see them carried out over the next decade. However, a quick look these projects point to a conspicuous omission. All of these projects will, to a greater or lesser extent, increase congestion at the Circle Drive and Idylwyld Drive intersection, specifically in the directions a flyover would help alleviate. Also, if these other projects are completed, these intersections will be the only impediment to fully free flowing traffic through the city from highways 11 and 16 in the south and east to highways 11, 12, and 16 in the north. These highways carry an enormous amount of traffic into and out of the city and that volume will only increase with time.

Also on the drawing board of the city is a new perimeter highway. I am in support of this project over the long term and think it will be required as the city continues to grow. However, major project funding from higher levels of government are far from certain and I would venture that this project will not even be partially completed within the next two decades. Also, the cost of this project will easily eclipse the South Circle Drive project. By way of comparison, the South East Stony Trail project in Calgary is worth over \$750 million 2010 dollars to build 25 kilometers of freeway, and they have no river to cross. The perimeter road project in Saskatoon will undoubtedly cost well over a billion dollars to construct.

According to the city's website, there are current plans to upgrade the Circle Drive and Idylwyld Drive interchange. While the ideas put forward are good, I believe that these ideas represent short term thinking and do not adequately solve the problems that this intersection faces. This solution does little to alleviate traffic at Avenue C and Circle Drive and does not help in alleviating traffic on the 42nd Street section of Circle Drive. In addition, during many times of the day, including non-peak times, turning left from eastbound Circle Drive onto any of the intersections along 42nd Street, including Avenue C, Idylwyld, Faithful, 1st Avenue, and Millar, are difficult and can require multiple light cycles.

One of the stated goals of the Circle Drive South project is to alleviate traffic on the existing circle drive bridge and at the Millar Avenue and Circle Drive intersection because the new access will allow commuters to move west around the city to the north end instead of around the east. While this will likely happen to a limited extent, it will only shift the problem from one already busy intersection to another busy one, specifically the Circle Drive and Avenue C/Idylwyld Drive corners.

If the five interchange projects listed above, along with the proposed river crossing near the Marquis Road and Wanuskewin Road and my proposal for a flyover are completed, the city will be able to solve virtually all of the medium term traffic problems currently being experienced, including:

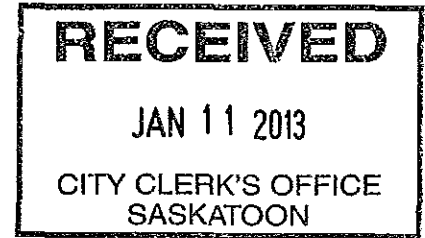
- Routing through traffic in a free flow manner along highways 11, 12, and 16
- Reducing commute times from both the east and west sides of the city to the north end
- Reducing congestion all along Circle Drive from the existing bridge and along 42nd Street

This can all be done for a fraction of the cost of construction and upkeep that the perimeter road would involve. If each of the five interchanges above would cost \$40 million each (the interchange at Preston and Circle cost \$30 million), the north bridge runs \$80 million, and the flyover I am proposing costs \$100 million, it would total just shy of \$400 million dollars. This is not significantly more than was spent on the Circle Drive South project, would deliver as much or more value to the city, and cost far less than the proposed perimeter road. I believe it is a winning solution all around.

Sincerely,

6120-1
(8)

From: CityCouncilWebForm
Sent: January 10, 2013 6:56 PM
To: City Council
Subject: Write a Letter to City Council



TO HIS WORSHIP THE MAYOR AND MEMBERS OF CITY COUNCIL

FROM:

tyson haines
203 32ndst.w.
saskatoon
Saskatchewan
s7l0s3

EMAIL ADDRESS:

thaines42.th@gmail.com

COMMENTS:

Hello again i would just like to reiterate how extremely upset I am about my parking tickets and having my brand new truck that cost me 600\$ a month impounded for two weeks at 15\$ a day plus a tow plus ten or so other parking tickets! not to mention the other times i was impounded with other vehicles! Currently I can not afford to pay my internet bill my credit card bill the current impound fee 627\$ to get it out or the other two 50\$ tickets and i believe all of these tickets were given to me in a two week period AFTER! i had bought the parking permit. i switched vehicles and the pass was damaged but still in the window and i dont have time to go to court for fifteen different tickets so I feel as if ive been stolen from and I know just who did it but i have no recourse to get it back. just to know that if i dont wash my window every day I could be ticketed or if i leave for a week my vehicle could be towed regardless of the permit because of the three day rule! I am basically broke from simply leaving something sit in one spot for too long now just think does this make sense? I dont know where the money from parking tickets go but whatever it pays for i had better see some damn benefit out of it cuz i sure as hell payed my share!

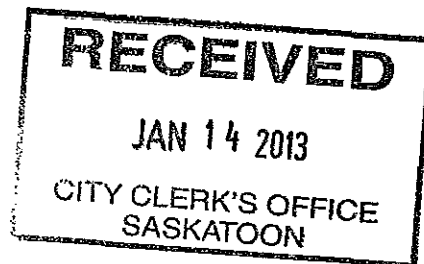
7920-1
C9)

From: CityCouncilWebForm
Sent: January 11, 2013 6:03 PM
To: City Council
Subject: Write a Letter to City Council

TO HIS WORSHIP THE MAYOR AND MEMBERS OF CITY COUNCIL

FROM:

Suzanne Richards
1016 1st St E
Saskatoon
Saskatchewan
S7H1T5



EMAIL ADDRESS:

ser276@mail.usask.ca

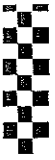
COMMENTS:

Hello,

I write in concern to the issue of water fluoridation. There have been studies that have linked it to a great deal of problems, including hypothyroidism. As someone diagnosed with thyroid disease in my early 20's, I feel that it is linked to the fluoride in the water I have been drinking and bathing in my whole life. In fact, fluoride is successfully used as a treatment for overactive thyroid, and even small amounts decrease thyroid function. Fluoride interferes with iodine uptake and other bodily processes.

Calgary and seven other Canadian cities have stopped added fluoride (www.ctvnews.ca/calgary-council-votes-to-stop-fluoridating-city-water-1.605786), citing that it is unfair to force unwilling participants to consume it; I hope the City of Saskatoon will follow suit.

Thank you for your time,
Suzanne Richards



Mr. Philip Dyck
RR 1
Langham, SK S0K 2L0

Ph 983 4676
Fax 983 9213

RECEIVED
JAN 14 2013
CITY CLERK'S OFFICE
SASKATOON

7800-1
Jan 14 2013
C10

To: Saskatoon City Council, Mayor and Councillors

Re: Surplus water over 11th St W. and more
coming from 33rd St W. and R.M. of Corman Park.
Water must move under or over C.N. yard.



Mr. Philip Dyck
RR 1
Langham, SK S0K 2L0

PH 2834676 1 of 3

C.P. Dord Woyant M.L.A et al. Jun 13, 2013

Corman Park Council
Saskatoon City Council

To: Minister of Water Security ad: Tacquie

Re: water drain requirements west side of Saskatoon.

Jurisdictions (1) City of Saskatoon

(2) R.M. of Corman Park.

(3) C.N. Railway Inc. - Fed. Inc. not subject to Prov. Waterways Act

(4) Ministry of Water Security

The Cackment Basin - - - requires managed drainage of on going surplus water. There is now a water body 6 mi. in length north of Highway 14. Commuter gravel roads will be under water with 2013 spring melt. Water could start flowing under No. 14 and possibly swamp No. 7. The C.N. freight yard is a massive dam over a natural waterway.

2 possibilities

I/ a culvert 200' in length needs to be punched under the freight yard to connect to C.N.'s internal 36" drainage system

The punched culvert should be 24" diameter with a control gate. 30 cu. m/min
10,000 gal/min.

II Pump water over the surface under the rail lines.

Capacity needed 6000 gal./min to move 25 acre ft. / day.

The cost of inaction

A/ Commuter and commercial travel into a R.M. pop. of 2000 will be severely obstructed. alternate roads will be snarled up. Child education in rural areas will be difficult.

B/ Post disaster costs POAP etc. will be substantial.

Pre-emptive action is imperative.

PHD L-1

Dec 24, 2012

History of the World

A city was founded. Marshland was drained
Crops were planted. Roads were built and trade flourished.

Saskatoon - the only potential metropolitan area in Sask.
for the foreseeable future.

Drain the marshland? It was a forbidden concept.

July 2007 Cornman Park Council meeting. Idea raised and shot down.
I vigorously promoted drainage at the 2007 October annual meeting

2011 R.M. Community Professional Planner opposed to drainage
is terminated and some tentative progress in drainage of
surplus water from the floodplain north of Saskatoon is made.

2012 C.N. Chappel freight yard. A million cubic yards of 2" crush
dumped on a natural waterway forms the perfect dam to
flood 11st W in Saskatoon. No. 7 highway is about 2 feet above
water. There is no provision to move water through the freight yard.
C.N. is federally incorporated and denies prov. waterway legislation,
jurisdiction.

2012 an 800 acre lake forms west of Saskatoon. Precipitation
in 2013 could result in highway 7, 33rd St W and Auction mart
road going under water leaving only highway 14 - what about ^{Rice Lake} ~~Rice Lake~~ over 14?
The 800 acre lake may expand and start flowing under No 14 and
flood no. 7

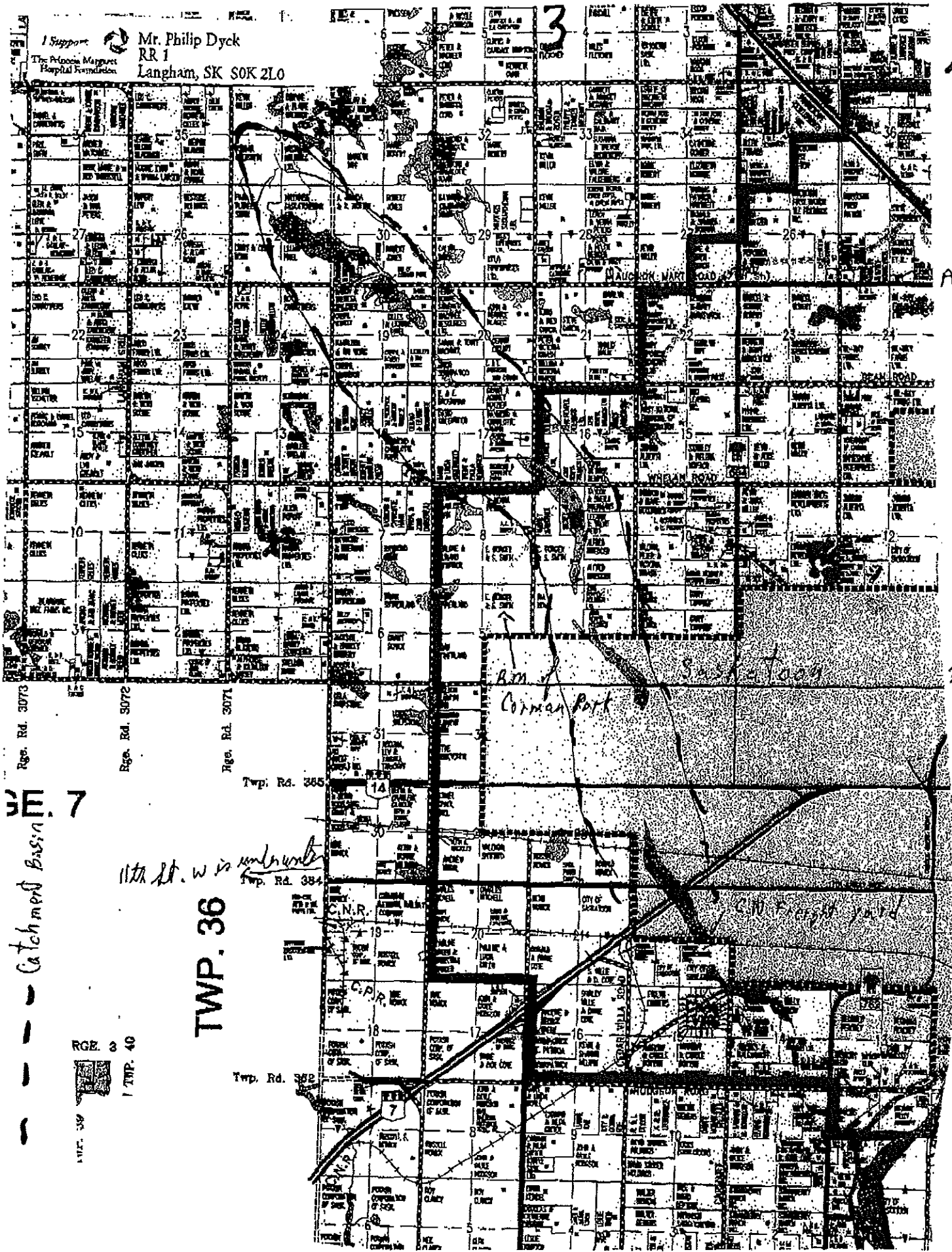
Coordination is needed: R.M. of Cornman Park, City of Saskatoon
C.N. railway. Prov. of Sask. - through Sask. Water Management - needs to
lead. Mr. Kelly Block might assist re. C.N. Tilled Incorporation.

1 Support
The Phoenix Mappet
Hospital Foundation

Mr. Philip Dyck
RR 1
Langham, SK S0K 2L0

3

N
↑
→ E



A. mart

33rd St

Arm of
Cormack Park

Rgs. Rd. 3073
Rgs. Rd. 3072
Rgs. Rd. 3071
Twp. Rd. 365

7

11th St. W is underwritten
Twp. Rd. 364

TWP. 36

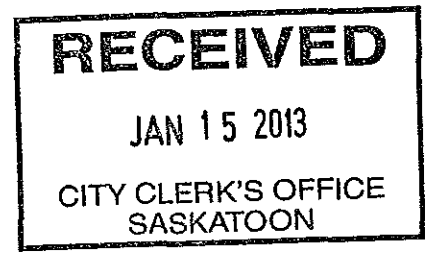
Catchment Basin

RGE. 3
TWP. 40

Twp. Rd. 362

6270-4 C11)

From: CityCouncilWebForm
Sent: January 15, 2013 12:51 PM
To: City Council
Subject: Write a Letter to City Council



TO HIS WORSHIP THE MAYOR AND MEMBERS OF CITY COUNCIL

FROM:

alvin horyn
3-143 Gropper cresent
Saskatoon
Saskatchewan
s7m5n9

EMAIL ADDRESS:

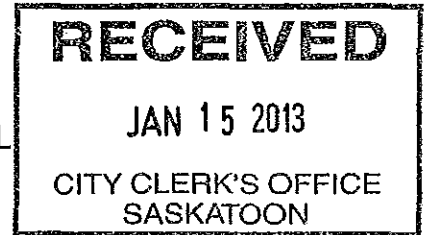
alvinhoryn@hotmail.com

COMMENTS:

I notice that the bus routes get cleaned good. There are city buses that transport people from Park Ridge long time care. They often ride the buses on Gropper Cresent and the road hasn't been cleaned. The road has one path. The snow blows from the park and plugs the road.
I was wondering if these people are less important then others. Remember they all ride in wheel chairs strapped in place.
Thanks, Alvin Horyn.

7300-1
C12

From: CityCouncilWebForm
Sent: January 15, 2013 9:54 AM
To: City Council
Subject: Write a Letter to City Council



TO HIS WORSHIP THE MAYOR AND MEMBERS OF CITY COUNCIL

FROM:

Yolanda Van Petten
802 ave M south
Saskatoon
Saskatchewan
S7m2l5

EMAIL ADDRESS:

vsrosa@sasktel.net

COMMENTS:

I have had to rely on the transit this winter and I am aghast. The quality of service provided is disgraceful!

I do not speak of employees, but the system. I have yet to transfer directly to my home route downtown because they do not wait for all the passengers to debarked and make their bus transfer. Due to the spare schedule of two buses per hour, I wind up walking home to keep warm. It's faster, in fact. I see people on the buses wholly unprepared for standing outside at -20c for a half hour yet this can happen at any point with busses running early and late. Coupled with our early sunset, this is very unsafe for the passengers. Saskatoons transit system currently is no more than an expensive token gesture. If the council is serious about getting us to use it instead of our cars they had better start financing it and hire someone with a clue to redesign it properly. It took me all day to buy knitting needles!

HEART AND STROKE FOUNDATION

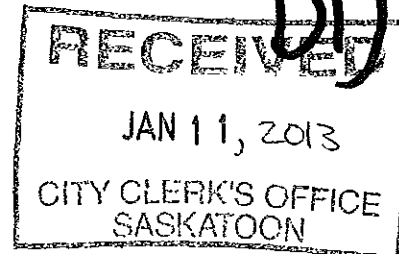
January 7, 2013

City of Saskatoon

Mayor Don Atchison

222 3rd Ave N

Saskatoon SK S7K 0J5



Dear Mayor Don Atchison:

Every February the Heart and Stroke Foundation celebrates Heart Month by holding its Person-to-Person Campaign. During this month, we rely on the dedication of thousands of volunteers who selflessly give their time by canvassing their neighbourhood to collect donations to help us prevent and reduce death and disability from heart disease and stroke.

The Heart and Stroke Foundation protects the lives of all Canadians by funding life-giving scientific research and medical advances, the promotion of healthy living, education and social change. Nearly 1,500 hospital and university-based researchers depend on us year after year nationally, including researchers right here in Saskatchewan. February is recognized as Heart Month in Canada and the Saskatchewan office of the Heart and Stroke Foundation respectfully requests your proclamation of February 2013 as Heart Month in the City of Saskatoon. I would be grateful to receive notification of approval of this proclamation. To this end, I have enclosed a draft 'Proclamation' for your reference.

If I may provide any additional information, please contact me at your convenience. I can be reached at 361-3253 or by email at titmana@hsf.sk.ca.

Sincerely,

A handwritten signature in dark ink, appearing to read "Deidman". The signature is written in a cursive, flowing style.

Community Based Fundraising Specialist

Person-to-Person Campaign



Proclamation

To: Mayor Don Atchison, City of Saskatoon

February 2013

WHEREAS: Heart disease and stroke take the life of one Canadian every 7 minutes.

AND WHEREAS: The Heart and Stroke Foundation, a volunteer-based health charity, leads in preventing and reducing the impact of heart disease and stroke. The Foundation protects the lives of all Canadians by funding life-giving scientific research and medical advances, the promotion of healthy living, education and social change.

AND WHEREAS: February is Heart Month in Canada, during which the Heart and Stroke Foundation Person-to-Person Campaign takes place, to support on-going heart disease and stroke research and programs;

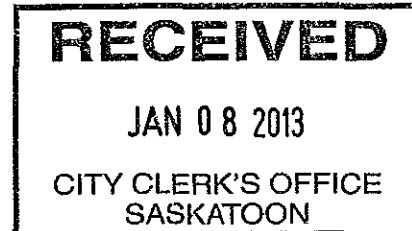
AND WHEREAS: We applaud and commend the thousands of volunteers, staff and researchers of the Heart and Stroke Foundation for their dedication and commitment and wish them continued success;

I, THEREFORE: proclaim that the month of February be observed as "Heart Month" in the City of Saskatoon.. I further urge all citizens to co-operate with the Heart and Stroke Foundation Person-to-Person Campaign, and all civic, social and fraternal organizations and business establishments to give this campaign the greatest possible support. Put your heart into it and make a difference!



HEART &™
STROKE
FOUNDATION

From: CityCouncilWebForm
Sent: January 08, 2013 3:38 PM
To: City Council
Subject: Write a Letter to City Council



TO HIS WORSHIP THE MAYOR AND MEMBERS OF CITY COUNCIL

FROM:

Amanda Titman
279 3rd Ave North
Saskatoon
Saskatchewan
S7H 0H8

EMAIL ADDRESS:

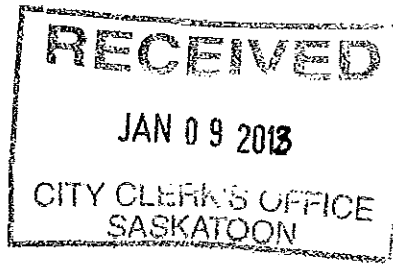
titmana@hsf.sk.ca

COMMENTS:

The Heart and Stroke Foundation would like the Mayor and City Council to proclaim the month of February as Heart Month. We have mailed a letter to the Mayor with our request. We would like to fly the Heart and Stroke flag at Civic Square for the month of February.

If you have any questions please contact me.

Thanks
Amanda



205-5
D2)



in motion
#101-310 Idylwyld Dr N
Saskatoon, SK S7L 0Z2

November 29, 2012

City Council, c/o. City Clerk
City of Saskatoon
City Hall
222-3rd Avenue North
Saskatoon, SK S7K 0J5

Dear City Council:

Re: Request for the February 18th, 2013 Family Day to be designated as "Family *in motion* Day"

in motion is a health promotion strategy led by the Saskatoon Health Region in partnership with the City of Saskatoon and University of Saskatchewan. The vision of ***in motion*** is that all residents of Saskatoon and Region will incorporate regular physical activity into their daily lives and that Saskatoon will be the healthiest community in Canada through physical activity.

For the seventh year, Saskatoon Health Region, along with our community partners, will be encouraging everyone in Saskatoon and Region to make memories and build the tradition of being physically active with family and friends on the Family Day statutory holiday. Along with other events (e.g., outdoor play, tennis, fencing etc.) held in the community, we are pleased that our partner, the City of Saskatoon, will be providing free skating events on that day.

Please accept this letter as a formal request to declare Family Day February 18th 2013 as "Family *in motion* Day". This request is being made on behalf of the ***in motion*** partnership: Saskatoon Health Region, City of Saskatoon - Community Services Department; University of Saskatchewan - College of Kinesiology.

Thank you for taking the time to review our request.

Sincerely,

Tanya Dunn-Pierce
Manager,
Health Promotion Department
Population and Public Health
Saskatoon Health Region

Carol Rodgers
Chairperson,
in motion Partnership Coordinating Committee
Dean, College of Kinesiology
University of Saskatchewan

COMMUNICATIONS TO COUNCIL

MEETING OF CITY COUNCIL – MONDAY, JANUARY 21, 2013

A. REQUESTS TO SPEAK TO COUNCIL

1) Shane Olson, Shercom, dated January 7

Requesting permission to address City Council with respect to recycling tires. (File No. CK. 7830-5)

RECOMMENDATION: that Shane Olson be heard.

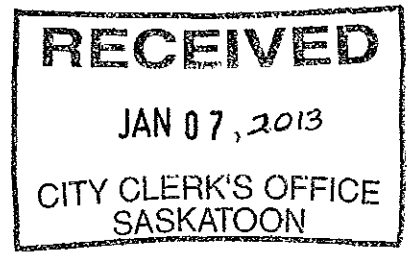
2) Frank Regier, dated January 14

Requesting permission to address City Council with respect to donating blood. (File No. CK. 150-1)

RECOMMENDATION: that Frank Regier be heard.

7830-5
AI

From: CityCouncilWebForm
Sent: January 07, 2013 2:47 PM
To: City Council
Subject: Write a Letter to City Council



TO HIS WORSHIP THE MAYOR AND MEMBERS OF CITY COUNCIL

FROM:

Shane Olson
RR#4 Site 404 Comp#9, #5 Peters Avenue
Saskatoon
Saskatchewan
S7K 3J7

EMAIL ADDRESS:

shercom@sasktel.net

COMMENTS:

Shercom recycled over 1 million Saskatchewan passenger tire equivalents last year which includes tires from Saskatoon residents and businesses.

The success of tire recycling and any recycling program is dependent upon creating markets for recycled products.

The City is no stranger to recycling programs and clearly understands the importance of supporting recycling initiatives. The City currently uses some recycled rubber products but it can expand its support of recycled tire derived products by including them as an option in the specifications for City projects. Some applications include:

- incorporating tire shred for use as a landfill leachate layer and in civil engineering applications
- parks and playground development
- traffic control and landscaping applications.

Shercom requests the opportunity to speak to Council to provide information on how the City can enhance the use of recycled rubber products in its current operations.

150-1
A2)

Sproule, Joanne (Clerks)

From: CityCouncilWebForm
Sent: January 14, 2013 10:05 AM
To: City Council
Subject: Write a Letter to City Council File No. CK. 0150-1

TO HIS WORSHIP THE MAYOR AND MEMBERS OF CITY COUNCIL

FROM:

frank regier
1415 avenue.f.north
saskatoon
Saskatchewan
s7l-1x6

EMAIL ADDRESS:

frangreyhound@yahoo.ca

COMMENTS:

i would like to speak at city council about blood donations at the nest council meeting . my speech will be about promoting city council members to donate blood.