



Council Chamber  
City Hall, Saskatoon, SK  
Wednesday, July 17, 2013  
at 6:00 p.m.

### **MINUTES OF THE REGULAR MEETING OF CITY COUNCIL**

**PRESENT:** His Worship the Mayor, in the Chair;  
Councillors Clark, Davies, Donauer, Hill, Iwanchuk, Jeffries,  
Loewen, Lorje, and Olauson;  
City Manager Totland;  
City Solicitor Warwick;  
General Manager, Community Services Grauer;  
General Manager, Corporate Services Bilanski;  
A/General Manager, Fire and Protective Services Coffin;  
General Manager, Infrastructure Services Gutek;  
General Manager, Utility Services Jorgenson;  
City Clerk Sproule; and  
Deputy City Clerk Bryant

*Moved by Councillor Hill, Seconded by Councillor Olauson,*

*THAT the minutes of regular meeting of City Council held on June 24, 2013, be approved.*

*CARRIED.*

### **HEARINGS**

- 3a) Discretionary Use Application – Child Care Centre  
2615 Cairns Avenue – Adelaide/Churchill Neighbourhood  
R2 District  
Applicant: Melodie Lecitivo  
(File No. CK. 4355-013-002)**
- 

**REPORT OF THE CITY CLERK:**

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“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 May 17, 2013, recommending that the application submitted by Melodie Licitivo requesting permission to use the property located at 2615 Cairns Avenue for the purpose of a child care centre (maximum of 10 children) be approved subject to the following conditions:
  - a) two hard surfaced, on-site parking spaces being provided;
  - b) the outdoor play area in the front and side yards being fenced;
  - c) the applicant obtaining a Development Permit and all other relevant permits and licenses; and
  - d) the final plans submitted being substantially in accordance with the plans submitted in support of this Discretionary Use Application; and
- Letter dated June 13, 2013, from the Deputy City Clerk, Municipal Planning Commission, advising that the Commission supports the above-noted recommendation of the Community Services Department.”

*His Worship the Mayor opened the hearing.*

*Mr. Darryl Dawson, Development Review Section Manager, Community Services Department, reviewed the Discretionary Use Application and expressed the Department's support.*

*Ms. Janice Braden, Chair, Municipal Planning Commission, expressed the Commission's support of the Discretionary Use Application.*

*His Worship the Mayor ascertained that there was no one present in the gallery who wished to address Council on this matter.*

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*Moved by Councillor Hill, Seconded by Councillor Donauer,*

*THAT the submitted report and correspondence be received.*

*CARRIED.*

*Moved by Councillor Loewen, Seconded by Councillor Davies,*

*THAT the hearing be closed.*

*CARRIED.*

*Moved by Councillor Clark, Seconded by Councillor Jeffries,*

*THAT the application submitted by Melodie Lecitivo requesting permission to use the property located at 2615 Cairns Avenue for the purpose of a child care centre (maximum of 10 children) be approved subject to the following conditions:*

- a) two hard surfaced, on-site parking spaces being provided;*
- b) the outdoor play area in the front and side yards being fenced;*
- c) the applicant obtaining a Development Permit and all other relevant permits and licenses; and*
- d) the final plans submitted being substantially in accordance with the plans submitted in support of this Discretionary Use Application.*

*CARRIED.*

- 3b) Discretionary Use Application – Restaurant  
2917 Early Drive – Brevoort Park Neighbourhood  
B1 District  
Applicant: Prairie Harvest Café  
(File No. CK. 4355-013-003)**

**REPORT OF THE CITY CLERK:**

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

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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 June 10, 2013, recommending that the application submitted by Prairie Harvest Café, requesting permission to expand the existing licensed restaurant located at 2917 Early Drive, be approved subject to the following conditions:
  - a) the applicant obtaining a Building Permit for the proposed expansion and alterations;
  - b) the applicant obtaining a Development Permit and all other relevant permits and licenses; and
  - c) the final plans submitted being substantially in accordance with the plans submitted in support of this Discretionary Use Application; and
- Letter dated June 27, 2013, from the Deputy City Clerk, Municipal Planning Commission, advising that the Commission supports the above-noted recommendation of the Community Services Department.”

*The City Clerk distributed copies of a letter from Paul Lepage, undated, submitting comments regarding the above.*

*His Worship the Mayor opened the hearing.*

*Mr. Darryl Dawson, Development Review Section Manager, Community Services Department, reviewed the Discretionary Use Application and expressed the Department's support.*

*Ms. Janice Braden, Chair, Municipal Planning Commission, expressed the Commission's support of the Discretionary Use Application.*

*His Worship the Mayor ascertained that there was no one present in the gallery who wished to address Council on this matter.*

*Moved by Councillor Hill, Seconded by Councillor Olauson,*

*THAT the submitted report and correspondence be received.*

**CARRIED.**

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*Moved by Councillor Donauer, Seconded by Councillor Iwanchuk,*

*THAT the hearing be closed.*

**CARRIED.**

*Moved by Councillor Olauson, Seconded by Councillor Loewen,*

*THAT the application submitted by Prairie Harvest Café, requesting permission to expand the existing licensed restaurant located at 2917 Early Drive, be approved subject to the following conditions:*

- a) the applicant obtaining a Building Permit for the proposed expansion and alterations;*
- b) the applicant obtaining a Development Permit and all other relevant permits and licenses; and*
- c) the final plans submitted being substantially in accordance with the plans submitted in support of this Discretionary Use Application.*

**CARRIED.**

- 3c) Proposed Amendments to the Official Community Plan – Schedule “A”  
City Park Land Use Policy Map  
342 Sites North of Queen Street between 7<sup>th</sup> Avenue N and 4<sup>th</sup> Avenue N  
“Low/Medium Density Residential” to  
“Low Density Residential – No Conversions”  
Applicant: City of Saskatoon  
Proposed Bylaw No. 9105  
(File No. CK. 4351-013-008)**
- 

**REPORT OF THE CITY CLERK:**

“The purpose of this hearing is to consider amendments to the Official Community Plan, Bylaw No. 8769 – City Park Land Use Policy Map.

Attached is a copy of the following material:

- Proposed Bylaw No. 9105;

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- Clause 1, Report No. 4 of the Municipal Planning Commission which was adopted by City Council at its meeting held June 24, 2013;
- Notice which appeared in the local press on June 29 and 30, 2013; and
- Letter dated June 17, 2013, from Anne Smart requesting to address Council.”

*The City Clerk distributed copies of the following letters:*

- *Michael Murphy, President, City Park Community Association, dated July 10, 2013, submitting comments regarding the above.*
- *Lloyd Beazley, dated July 12, 2013, submitting comments regarding the above.*
- *Marc Wiebe, dated July 16, 2013, submitting comments and a petition containing approximately 72 signatures requesting the owners of 812 – 5<sup>th</sup> Avenue North amend their intent to construct a four-unit building and instead build a duplex.*

*His Worship the Mayor opened the hearing.*

*Ms. Lesley Anderson, Neighbourhood Planning Section Manager, Community Services Department, reviewed the proposed Official Community Plan Amendment indicating that the amendments being put forward as per the notices provided, complete the changes reflected in the Local Area Plan and expressed the Department’s support.*

*Ms. Janice Braden, Chair, Municipal Planning Commission, expressed the Commission’s support of the proposed Official Community Plan Amendment.*

*Ms. Anne Smart, resident of City Park, spoke in favour of the proposed amendments and expressed concern with permits that were issued for four-unit dwellings in the area since the LAP was approved.*

*Planning and Development Manager Wallace addressed the concerns of Ms. Smart.*

*Moved by Councillor Hill, Seconded by Councillor Loewen,*

*THAT the submitted report and correspondence be received.*

**CARRIED.**

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*Moved by Councillor Iwanchuk, Seconded by Councillor Davies,  
THAT the hearing be closed.*

*CARRIED.*

*Moved by Councillor Hill, Seconded by Councillor Donauer,  
THAT City Council consider Bylaw No. 9105.*

*CARRIED.*

- 3d) Proposed Amendments to the Zoning Bylaw  
342 Sites North of Queen Street between 7<sup>th</sup> Avenue N and 4<sup>th</sup> Avenue N  
City Park Neighbourhood  
Low Density Multiple-Unit Dwelling District (RM1) to  
One and Two-Unit Residential District (R2)  
Applicant: City of Saskatoon  
Proposed Bylaw No. 9106  
(File No. CK. 4351-013-008)**
- 

**REPORT OF THE CITY CLERK:**

“The purpose of this hearing is to consider amendments to the Zoning Bylaw No. 8770.

Attached is a copy of the following material:

- Proposed Bylaw No. 9106;
- Clause 1, Report No. 4 of the Municipal Planning Commission which was adopted by City Council at its meeting held June 24, 2013; (see attachment 3c)
- Notice which appeared in the local press on June 29 and 30, 2013; and
- Letter dated June 17, 2013, from Anne Smart requesting to address Council. (see attachment 3c)”

*The City Clerk distributed copies of the following letters:*

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- *Michael Murphy, President, City Park Community Association, dated July 10, 2013, submitting comments regarding the above.*
- *Lloyd Beazley, dated July 12, 2013, submitting comments regarding the above.*
- *Marc Wiebe, dated July 16, 2013, submitting comments and a petition containing approximately 72 signatures requesting the owners of 812 – 5<sup>th</sup> Avenue North amend their intent to construct a four-unit building and instead build a duplex.*

*His Worship the Mayor opened the hearing.*

*Ms. Lesley Anderson, Neighbourhood Planning Section Manager, Community Services Department, reviewed the proposed Zoning Bylaw Amendment and expressed the Department's support.*

*Ms. Janice Braden, Chair, Municipal Planning Commission, expressed the Commission's support of the proposed Zoning Bylaw Amendment.*

*Ms. Anne Smart indicated that she had expressed her comments in Hearing 3c) and did not wish to speak further to this matter. His Worship the Mayor ascertained that there was no one present in the gallery who wished to address Council on this matter.*

*Moved by Councillor Hill, Seconded by Councillor Loewen,*

*THAT the submitted report and correspondence be received.*

**CARRIED.**

*Moved by Councillor Iwanchuk, Seconded by Councillor Jeffries,*

*THAT the hearing be closed.*

**CARRIED.**

*Moved by Councillor Donauer, Seconded by Councillor Olauson,*

*THAT City Council consider Bylaw No. 9106.*

**CARRIED.**



- 3e) Proposed Amendments to the Official Community Plan – Schedule “A”  
City Park Land Use Policy Map  
802 5<sup>th</sup> Avenue N  
“Low/Medium Density Residential” to “Medium Density Residential”  
Applicant: City of Saskatoon  
Proposed Bylaw No. 9107  
(File No. CK. 4351-013-008)**
- 

**REPORT OF THE CITY CLERK:**

“The purpose of this hearing is to consider amendments to the Official Community Plan, Bylaw No. 8769 – City Park Land Use Policy Map.

Attached is a copy of the following material:

- Proposed Bylaw No. 9107;
- Clause 1, Report No. 4 of the Municipal Planning Commission which was adopted by City Council at its meeting held June 24, 2013 (see attachment 3c); and
- Notice which appeared in the local press on June 29 and 30, 2013. (see attachment 3c)”

*His Worship the Mayor opened the hearing.*

*Ms. Lesley Anderson, Neighbourhood Planning Section Manager, Community Services Department, reviewed the proposed Official Community Plan Amendment and expressed the Department’s support.*

*Ms. Janice Braden, Chair, Municipal Planning Commission, expressed the Commission’s support of the proposed Official Community Plan Amendment.*

*His Worship the Mayor ascertained that there was no one present in the gallery who wished to address Council on this matter.*

*Moved by Councillor Hill, Seconded by Councillor Loewen,*

*THAT the submitted report and correspondence be received.*

**CARRIED.**

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*Moved by Councillor Donauer, Seconded by Councillor Olauson,  
THAT the hearing be closed.*

*CARRIED.*

*Moved by Councillor Jeffries, Seconded by Councillor Clark,  
THAT City Council consider Bylaw No. 9107.*

*CARRIED.*

- 3f) Proposed Amendments to the Zoning Bylaw  
802 5<sup>th</sup> Avenue N  
City Park Neighbourhood  
Low Density Multiple-Unit Dwelling District (RM1) to  
Medium/High Density Multiple-Unit Dwelling (RM4)  
Applicant: City of Saskatoon  
Proposed Bylaw No. 9108  
(File No. CK. 4351-013-008)**
- 

**REPORT OF THE CITY CLERK:**

“The purpose of this hearing is to consider amendments to the Zoning Bylaw No. 8770.

Attached is a copy of the following material:

- Proposed Bylaw No. 9108;
- Clause 1, Report No. 4 of the Municipal Planning Commission which was adopted by City Council at its meeting held June 24, 2013 (see attachment 3c); and
- Notice which appeared in the local press on June 29 and 30, 2013. (see attachment 3d)”

*His Worship the Mayor opened the hearing.*

*Ms. Lesley Anderson, Neighbourhood Planning Section Manager, Community Services Department, reviewed the proposed Zoning Bylaw Amendment and expressed the Department’s support.*

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*Ms. Janice Braden, Chair, Municipal Planning Commission, expressed the Commission's support of the proposed Zoning Bylaw Amendment.*

*His Worship the Mayor ascertained that there was no one present in the gallery who wished to address Council on this matter.*

*Moved by Councillor Hill, Seconded by Councillor Donauer,*

*THAT the submitted report and correspondence be received.*

*CARRIED.*

*Moved by Councillor Jeffries, Seconded by Councillor Davies,*

*THAT the hearing be closed.*

*CARRIED.*

*Moved by Councillor Lorje, Seconded by Councillor Olauson,*

*THAT City Council consider Bylaw No. 9108.*

*CARRIED.*

- 3g) Proposed Amendments to the Official Community Plan – Schedule “A”  
City Park Land Use Policy Map  
820 7<sup>th</sup> Avenue N  
“Medium Density and Low/Medium Density Residential” to  
“Medium Density Residential”  
Applicant: City of Saskatoon  
Proposed Bylaw No. 9109  
(File No. CK. 4351-013-008)**
- 

**REPORT OF THE CITY CLERK:**

“The purpose of this hearing is to consider amendments to the Official Community Plan, Bylaw No. 8769 – City Park Land Use Policy Map.

Attached is a copy of the following material:

- Proposed Bylaw No. 9109;

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- Clause 1, Report No. 4 of the Municipal Planning Commission which was adopted by City Council at its meeting held June 24, 2013 (see attachment 3c); and
- Notice which appeared in the local press on June 29 and 30, 2013. (see attachment 3c)”

*His Worship the Mayor opened the hearing.*

*Ms. Lesley Anderson, Neighbourhood Planning Section Manager, Community Services Department, reviewed the proposed Official Community Plan Amendment and expressed the Department’s support.*

*Ms. Janice Braden, Chair, Municipal Planning Commission, expressed the Commission’s support of the proposed Official Community Plan Amendment.*

*His Worship the Mayor ascertained that there was no one present in the gallery who wished to address Council on this matter.*

*Moved by Councillor Hill, Seconded by Councillor Loewen,*

*THAT the submitted report and correspondence be received.*

*CARRIED.*

*Moved by Councillor Donauer, Seconded by Councillor Jeffries,*

*THAT the hearing be closed.*

*CARRIED.*

*Moved by Councillor Davies, Seconded by Councillor Jeffries,*

*THAT City Council consider Bylaw No. 9109.*

*CARRIED.*

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- 3h) Proposed Amendments to the Zoning Bylaw  
820 7<sup>th</sup> Avenue N  
City Park Neighbourhood  
Medium Density Multiple-Unit Dwelling District (RM3)  
and Low Density Multiple-Unit Dwelling District (RM1) to  
Medium Density Multiple-Unit Dwelling District (RM3)  
Applicant: City of Saskatoon  
Proposed Bylaw No. 9110  
(File No. CK. 4351-013-008)**
- 

**REPORT OF THE CITY CLERK:**

“The purpose of this hearing is to consider amendments to the Zoning Bylaw No. 8770.

Attached is a copy of the following material:

- Proposed Bylaw No. 9110;
- Clause 1, Report No. 4 of the Municipal Planning Commission which was adopted by City Council at its meeting held June 24, 2013 (see attachment 3c); and
- Notice which appeared in the local press on June 29 and 30, 2013. (see attachment 3d)”

*His Worship the Mayor opened the hearing.*

*Ms. Lesley Anderson, Neighbourhood Planning Section Manager, Community Services Department, reviewed the proposed Zoning Bylaw Amendment and expressed the Department’s support.*

*Ms. Janice Braden, Chair, Municipal Planning Commission, expressed the Commission’s support of the proposed Zoning Bylaw Amendment.*

*His Worship the Mayor ascertained that there was no one present in the gallery who wished to address Council on this matter.*

*Moved by Councillor Hill, Seconded by Councillor Donauer,*

*THAT the submitted report and correspondence be received.*

**CARRIED.**

*Moved by Councillor Jeffries, Seconded by Councillor Davies,*

*THAT the hearing be closed.*

*CARRIED.*

*Moved by Councillor Olauson, Seconded by Councillor Iwanchuk,*

*THAT City Council consider Bylaw No. 9110.*

*CARRIED.*

- 3i) Proposed Amendments to the Official Community Plan – Schedule “A”  
City Park Land Use Policy Map  
420 Queen Street  
“Office/Institutional and Low/Medium Density Residential” to  
“Office/Institutional”  
Applicant: City of Saskatoon  
Proposed Bylaw No. 9111  
(File No. CK. 4351-013-008)**
- 

**REPORT OF THE CITY CLERK:**

“The purpose of this hearing is to consider amendments to the Official Community Plan, Bylaw No. 8769 – City Park Land Use Policy Map.

Attached is a copy of the following material:

- Proposed Bylaw No. 9111;
- Clause 1, Report No. 4 of the Municipal Planning Commission which was adopted by City Council at its meeting held June 24, 2013 (see attachment 3c); and
- Notice which appeared in the local press on June 29 and 30, 2013. (see attachment 3c)”

*His Worship the Mayor opened the hearing.*

*Ms. Lesley Anderson, Neighbourhood Planning Section Manager, Community Services Department, reviewed the proposed Official Community Plan Amendment and expressed the Department’s support.*

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*Ms. Janice Braden, Chair, Municipal Planning Commission, expressed the Commission's support of the proposed Official Community Plan Amendment.*

*His Worship the Mayor ascertained that there was no one present in the gallery who wished to address Council on this matter.*

*Moved by Councillor Hill, Seconded by Councillor Donauer,*

*THAT the submitted report and correspondence be received.*

*CARRIED.*

*Moved by Councillor Olason, Seconded by Councillor Lorje,*

*THAT the hearing be closed.*

*CARRIED.*

*Moved by Councillor Davies, Seconded by Councillor Jeffries,*

*THAT City Council consider Bylaw No. 9111.*

*CARRIED.*

- 3j) Proposed Amendments to the Zoning Bylaw  
420 Queen Street  
City Park Neighbourhood  
Community Institutional Service District (M2)  
and Low Density Multiple-Unit Dwelling District (RM1) to  
Community Institutional Service District (M2)  
Applicant: City of Saskatoon  
Proposed Bylaw No. 9112  
(File No. CK. 4351-013-008)**
- 

**REPORT OF THE CITY CLERK:**

"The purpose of this hearing is to consider amendments to the Zoning Bylaw No. 8770.

Attached is a copy of the following material:

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- Proposed Bylaw No. 9112;
- Clause 1, Report No. 4 of the Municipal Planning Commission which was adopted by City Council at its meeting held June 24, 2013 (see attachment 3c); and
- Notice which appeared in the local press on June 29 and 30, 2013. (see attachment 3d)”

*His Worship the Mayor opened the hearing.*

*Ms. Lesley Anderson, Neighbourhood Planning Section Manager, Community Services Department, reviewed the proposed Zoning Bylaw Amendment and expressed the Department's support.*

*Ms. Janice Braden, Chair, Municipal Planning Commission, expressed the Commission's support of the proposed Zoning Bylaw Amendment.*

*His Worship the Mayor ascertained that there was no one present in the gallery who wished to address Council on this matter.*

*Moved by Councillor Hill, Seconded by Councillor Donauer,*

*THAT the submitted report and correspondence be received.*

*CARRIED.*

*Moved by Councillor Clark, Seconded by Councillor Jeffries,*

*THAT the hearing be closed.*

*CARRIED.*

*Moved by Councillor Olauson, Seconded by Councillor Iwanchuk,*

*THAT City Council consider Bylaw No. 9112.*

*CARRIED.*



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- 3k) Proposed Zoning Bylaw No. 8770 Amendment  
Rezoning from RM4 to RM3 by Agreement  
1809 Edmonton Avenue – Hudson Bay Park Neighbourhood  
Applicant: Villa Royale Residential Group  
Proposed Bylaw No. 9116  
(File No. CK 4351-013-010)**
- 

**REPORT OF THE CITY CLERK:**

“The purpose of this hearing is to consider proposed Bylaw No. 9116.

Attached is a copy of the following material:

- Proposed Bylaw No. 9116;
- Report of the General Manager, Community Services Department dated June 10, 2013, recommending that the proposed amendment to Zoning Bylaw No. 8770 to rezone the properties identified in the Location Map from RM4 – Medium/High Density Multiple-Unit Dwelling District to RM3 – Medium Density Multiple-Unit Dwelling District, subject to a zoning agreement, be approved;
- Letter dated June 28, 2013, from the Deputy City Clerk, Municipal Planning Commission, advising that the Commission supports the above-noted recommendation of the Community Services Department; and
- Notice which appeared in the local press on June 29 and 30, 2013.”

*His Worship the Mayor opened the hearing.*

*Mr. Darryl Dawson, Development Review Section Manager, Community Services Department, reviewed the proposed Zoning Bylaw Amendment and expressed the Department’s support.*

*Ms. Janice Braden, Chair, Municipal Planning Commission, expressed the Commission’s support of the proposed Zoning Bylaw Amendment.*

*Mr. Larry Ollenberger, proponent, advised he was present in the gallery to answer questions of Council.*

*His Worship the Mayor ascertained that there was no one present in the gallery who wished to address Council on this matter.*

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*Moved by Councillor Hill, Seconded by Councillor Donauer,*

*THAT the submitted report and correspondence be received.*

*CARRIED.*

*Moved by Councillor Olauson, Seconded by Councillor Iwanchuk,*

*THAT the hearing be closed.*

*CARRIED.*

*Moved by Councillor Loewen, Seconded by Councillor Olauson,*

*THAT City Council consider Bylaw No. 9116.*

*CARRIED.*

- 3l) Proposed Zoning Bylaw No. 8770 Amendment  
Rezoning from IB to B2  
303 & 311 Cope Lane – Stonebridge Neighbourhood  
Applicant: North Prairie Developments Ltd.  
Proposed Bylaw No. 9117  
(File No. CK 4351-013-013 x 4125-14)**
- 

**REPORT OF THE CITY CLERK:**

“The purpose of this hearing is to consider proposed Bylaw No. 9117.

Attached is a copy of the following material:

- Proposed Bylaw No. 9117;
- Report of the General Manager, Community Services Department dated June 10, 2013, recommending that the proposed amendment to Zoning Bylaw No. 8770 to rezone 303 and 311 Cope Lane from IB – Industrial Business District to B2 – District Commercial District, be approved;
- Letter dated June 28, 2013, from the Deputy City Clerk, Municipal Planning Commission, advising that the Commission supports the above-noted recommendation of the Community Services Department; and

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- Notice which appeared in the local press on June 29 and 30, 2013.”

*His Worship the Mayor opened the hearing.*

*Mr. Darryl Dawson, Development Review Section Manager, Community Services Department, reviewed the proposed Zoning Bylaw Amendment and expressed the Department's support.*

*Ms. Janice Braden, Chair, Municipal Planning Commission, expressed the Commission's support of the proposed Zoning Bylaw Amendment.*

*His Worship the Mayor ascertained that there was no one present in the gallery who wished to address Council on this matter.*

*Moved by Councillor Hill, Seconded by Councillor Loewen,*

*THAT the submitted report and correspondence be received.*

**CARRIED.**

*Moved by Councillor Loewen, Seconded by Councillor Clark,*

*THAT the hearing be closed.*

**CARRIED.**

*Moved by Councillor Olauson, Seconded by Councillor Donauer,*

*THAT City Council consider Bylaw No. 9117.*

**CARRIED.**

- 3m) Proposed Zoning Bylaw No. 8770 Text Amendment – Section 13.1.3.5  
DCD1 District – Parking and Service Area Access Requirements  
Applicant: Mr. Joost Bakker, DIALOG Architecture  
Proposed Bylaw No. 9119  
(File No. CK 4350-013-002 x 4350-012-004)**
- 

**REPORT OF THE CITY CLERK:**

“The purpose of this hearing is to consider proposed Bylaw No. 9119.

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Attached is a copy of the following material:

- Proposed Bylaw No. 9119;
- Report of the General Manager, Community Services Department dated June 10, 2013, recommending that the proposed amendment to Section 13.1.3.5 of Zoning Bylaw No. 8770, be approved;
- Letter dated July 3, 2013, from the Deputy City Clerk, Municipal Planning Commission, advising that the Commission supports the above-noted recommendation of the Community Services Department; and
- Notice which appeared in the local press on June 29 and 30, 2013.”

*His Worship the Mayor opened the hearing.*

*Mr. Darryl Dawson, Development Review Section Manager, Community Services Department, reviewed the proposed Zoning Bylaw Amendment and expressed the Department's support.*

*Ms. Janice Braden, Chair, Municipal Planning Commission, expressed the Commission's support of the proposed Zoning Bylaw Amendment.*

*His Worship the Mayor ascertained that there was no one present in the gallery who wished to address Council on this matter.*

*Moved by Councillor Hill, Seconded by Councillor Donauer,*

*THAT the submitted report and correspondence be received.*

**CARRIED.**

*Moved by Councillor Jeffries, Seconded by Councillor Davies,*

*THAT the hearing be closed.*

**CARRIED.**

*Moved by Councillor Lorje, Seconded by Councillor Olauson,*

*THAT City Council consider Bylaw No. 9119.*

*CARRIED.*

**MATTERS REQUIRING PUBLIC NOTICE**

- 4a) Proposed Closure of Right-of-Way  
Closure of Portion of Monck Avenue and Portion of Devonshire Crescent  
between Diefenbaker Drive to Centennial Drive in the Pacific Heights  
Neighbourhood  
(File No. CK. 6295-013-004)**
- 

**REPORT OF THE CITY CLERK:**

"The following is a report of the General Manager, Infrastructure Services Department, dated July 4, 2013:

- RECOMMENDATION:**
- 1) that a portion of Monck Avenue and a portion of Devonshire Crescent be closed and the land transferred to Dundee Developments in exchange for dedication of future roads in the area;
  - 2) that all costs associated with the closure be paid for by the applicant, including Solicitor's fees and disbursements; and
  - 3) that City Council consider Bylaw 9120 (Attachment 1).

**TOPIC AND PURPOSE**

This report is to obtain approval to close a portion of Monck Avenue and portion of Devonshire Crescent between Diefenbaker Drive and Centennial Drive in the Pacific Heights Neighbourhood in exchange for the dedication of future roads in the area. This closure is required in order to allow development of the Kensington Neighbourhood.

### **REPORT HIGHLIGHTS**

1. A portion of Monck Avenue and a portion of Devonshire Crescent need to be closed to allow development of single family detached housing in the Kensington Neighbourhood.
2. If approved, the closed portions of Monck Avenue and Devonshire Crescent will be transferred to Dundee Developments in exchange for dedication of future roads in the area.

### **STRATEGIC GOALS**

The recommendations in this report support the City of Saskatoon Strategic Goal, Sustainable Growth, as the closure will allow for the future development of the Kensington Neighbourhood.

### **BACKGROUND**

The Kensington Neighbourhood Concept Plan, which was adopted at City Council on April 16, 2012, shows that a portion of Monck Avenue and a portion of Devonshire Crescent need to be closed in order to accommodate the development of single family detached housing. The concept plan includes connecting Diefenbaker Drive and Centennial Drive directly into the new neighbourhood.

### **REPORT**

Dundee Developments has requested the closure of a portion of Monck Avenue and a portion of Devonshire Crescent for the development of the Kensington Neighbourhood. Once the closure has been completed, the land will be transferred to Dundee Developments in exchange for dedication of future roads in the area.

### **OPTIONS TO THE RECOMMENDATION**

No other options were considered.

### **POLICY IMPLICATIONS**

There are no policy implications.

### **FINANCIAL IMPLICATIONS**

There are no financial implications.

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

Utility agencies have been contacted with respect to the closure and have indicated they have no objections or easement requirements.

In addition to the consultation undertaken specifically for the concept plan, a public open house was held on January 11, 2012 at the Shaw Centre, Tommy Douglas Collegiate Community Gym to discuss the impact to traffic in the area as a result of the development. The intent of the meeting was to provide area residents with information on numerous traffic calming initiatives planned for Diefenbaker Drive and Centennial Drive to mitigate the impact to the existing neighbourhoods.

### **COMMUNICATIONS PLAN**

Communication activities are included with the requirements for Public Notice.

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

There will be no follow-up report.

### **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 is required for consideration of this matter, pursuant to Section 3b) of Policy C01-021, Public Notice Policy. The following notice was given:

- Advertised in the StarPhoenix on the weekend of July 6, 2013 (Attachment 2);
- Posted on the City Hall Notice Board on Thursday, July 4, 2013; and
- Posted on the City of Saskatoon website on Thursday, July 4, 2013.

**ATTACHMENTS**

1. Copy of Bylaw 9120; and
2. Copy of Public Notice.'

Also attached (as Attachment 3), is a letter dated September 9, 2010 from Vanessa Froese that was previously provided to the Administration and submitted to the City Council meeting of April 16, 2012, in response to the hearing held for the Proposed Kensington Neighbourhood Concept Plan. Ms. Froese has requested the information be included for reference. She will be in attendance, and has requested to speak to Council."

*The City Clerk distributed copies of a letter from Ms. Wendy Bunko, dated July 16, 2013, submitting comments.*

*General Manager, Infrastructure Services Gutek presented the Department's report.*

*Ms. Wendy Bunko, resident on Devonshire Crescent, spoke in opposition of the proposed closure expressing safety concerns. She noted that the back lanes do not get cleared in the winter and are not easily accessible.*

*Ms. Rachel Kyler, resident on Devonshire Crescent, spoke in opposition of the proposed closure expressing concern with respect to poor road conditions in the winter and indicated that Monck Avenue is a better access choice.*

*Ms. Vanessa Froese, resident on Devonshire Crescent, spoke in opposition of the proposed closure expressing safety concerns. She advised that she had collected 30 signatures on a petition in 2010 opposed to the closure.*

*Mr. Don Armstrong, Vice President, Dundee Developments, indicated that the Kensington Neighbourhood concept plan was approved by City Council in April 2012 and that prior to that, extensive public consultation was done. The closure of Monck Avenue will allow Dundee to proceed with its development and a change of plan at this stage would have consequences. He advised that all the lanes connecting to the Kensington neighbourhood will be paved.*

*Mr. Adam King, resident on Devonshire Crescent, spoke against the proposed closure expressing safety and traffic concerns.*

*Moved by Councillor Iwanchuk, Seconded by Councillor Lorje,*

- 1) *that a portion of Monck Avenue and a portion of Devonshire Crescent be closed and the land transferred to Dundee Developments in exchange for dedication of future roads in the area;*



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- 2) *that all costs associated with the closure be paid for by the applicant, including Solicitor's fees and disbursements;*
- 3) *that City Council consider Bylaw 9120; and*
- 4) *that the back lane between Diefenbaker Drive and Devonshire Crescent be paved in the Fall of 2013.*

*CARRIED.*

**4b) Garbage Service Verification System –  
Productivity Improvement Loan and Award of Contract  
(File No. CK. 7830-3 x 1100-1 x 1702-1 x 1750-1)**

**REPORT OF THE CITY CLERK:**

"The following is a report of the General Manager, Utility Services Department, dated July 4, 2013:

- 'RECOMMENDATION:**
- 1) that a post-budget capital project be created for the purchase and implementation of a Garbage Service Verification System and funding of \$1.2 million be approved;
  - 2) that an internally funded loan be approved based on the anticipated savings generated from the implementation of the system for \$1.2 million over 10 years at 3.03% subject to a Public Notice Hearing for Borrowing;
  - 3) that the proposal for the implementation of the Garbage Service Verification System be awarded to Steel Container Systems Inc. (SCS), for a total upset fee of \$1,056,000 (including taxes) be accepted; and
  - 4) that the City Solicitor be instructed to prepare the necessary Agreement for execution by His Worship to Mayor and the City Clerk under the Corporate Seal.

### **TOPIC AND PURPOSE**

Administration recommends a Productivity Improvement Loan valued at \$1.2 million be issued to implement the Garbage Service Verification system.

### **REPORT HIGHLIGHTS**

Garbage Service Verification includes a hardware, software, and customer service improvements that maximize the efficiency of garbage collections and the quality of customer service. The costs of Garbage Service Verification are estimated to be \$1.2 million. Annual savings of \$201,000 from reduced fuel consumption and productivity improvements could be used to fund an internally-derived Productivity Improvement Loan over ten (10) years.

### **STRATEGIC GOALS**

The recommendations in this report support the four-year priority to implement energy-efficient practices in City buildings, transportation, and operations under the Strategic Goal of Environmental Leadership. The recommendations also support the long-term strategy to increase revenue sources and reduce reliance on residential property taxes under the Strategic Goal of Asset and Financial Sustainability.

### **BACKGROUND**

Capital Project #2188-01 - Garbage Collection Routing System was established to generate efficient routing for civic garbage collection services for single family homes, multi-unit dwellings, commercial customers who contract the City of Saskatoon, and special collections routes. To date \$300,000 has been allocated to this project.

### **REPORT**

#### **New Capital Project for Garbage Service Verification**

A Garbage Service Verification System includes the supply, delivery, installation, implementation, training, maintenance and warranty of hardware and software components that integrate customer services, the dispatch and billing office, the City's collection vehicles in the field, and the waste carts serviced by the City.

The Garbage Service Verification System includes real-time GPS-enabled mapping to reduce the potential for missed collections and to enable better route-planning to save time and fuel. It also includes Radio-Frequency Identifiers on garbage containers and cameras on-board the trucks to verify when a cart has been tipped and to strengthen our tracking of damaged containers in the field. The

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industry guarantees fewer customer complaint calls and reduced back-tracking trips to areas that have already been serviced.

The existing Capital Project #2188-01 - Garbage Collection Routing System will achieve some efficiencies in terms of fuel savings. However, if implemented with other elements of Garbage Service Verification, significant fuel, productivity, and customer service improvements can be achieved.

Administration recommends that a Garbage Service Verification System be created under project #2188-02 Garbage Service Verification System. Capital Project #2188-01 – Garbage Collection Routing System provides advice on efficient routing.

Hardware and software elements involved include:

- Seamless integration of dispatch, billing and customer tracking operations in a single web-based software solution with database compatible with City of Saskatoon Corporate Information Systems (Microsoft SQL).
- On-board Global Positioning Systems (GPS), ruggedized touch screen computer, and wireless communication to receive real-time updates from the route optimization software.
- Vehicle mounted Radio Frequency Identifiers (RFID) and camera systems.
- Handheld Devices with RFID reader and RFID tags for waste collection roll-out carts.

Together, these technologies are expected to deliver substantial annual savings. Real-time routing updates are expected to reduce the number of kilometers travelled to collect garbage in the city leading to fuel use savings (estimated at \$40,000/year). Savings from improved productivity is also anticipated to be \$155,000/year. Improved asset management and billing systems will also generate a combination of savings and improved revenue recovery estimated at \$6,000/year.

The Service Verification also includes back-office customer service enhancements including improvements to the Waste Stream Customer Service Line. In 2012, this customer centre received 11,872 complaint calls related to missed collections and container issues. In the same period, 9,392 roadway-related calls were received for a range of concerns that included back-lane maintenance, snow removal, roadway repair, manhole issues, street sweeping, sidewalk issues, and water ponding on streets.

Award of Contract for Garbage Collection Routing and Service Verification

Environmental Services issued a Request For Proposals (RFP) on February 19, 2013 inviting firms to propose how the City of Saskatoon garbage service could be optimized through routing and other technology solutions.

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Responses were received from:

- Gershamn, Bricker & Bratton, Inc. (GBB) - Fairfax, Virginia, USA
- Lateral Innovations Inc. - Saint-Malachie, QC
- RouteSmart Technologies, Inc. - Columbia, Maryland, USA
- Steel Container Systems Inc. (SCS) - Port Coquitlam, BC

All proposals were evaluated by a project team including in-house expertise from across civic departments. The evaluation criteria was outlined in the Request For Proposals and used to develop scores for each proposal.

The highest-scoring proponent, Steel Container Systems (SCS), provided a very solid proposal that was significantly lower in price than other proposals and also provided a turnkey product solution, inclusive of hardware and software, that has been successfully implemented in Waste Collection Fleets in Europe and North America for over a decade. Their billing, customer management and route optimization software is based on Microsoft SQL server which aligns nicely with the City of Saskatoon's current database management. They also offer extensive training for vehicle operators, management, and vehicle maintenance technicians which will be fundamental for staff acceptance and comfort with this new system.

Basic Upset Fee:	\$800,000.00
Contingency @ 20%:	\$160,000.00
Subtotal:	<u>\$960,000.00</u>
P.S.T. @ 5%	\$48,000.00
G.S.T. @ 5%	<u>\$48,000.00</u>
<b>Total Upset Fee</b>	<b>\$1,056,000.00</b>
G.S.T. Rebate @ 5%	<u>(\$48,000.00)</u>
<b>Net Cost to the City</b>	<b><u>\$1,008,000.00</u></b>

**OPTIONS TO THE RECOMMENDATION**

Council may choose to proceed only with Garbage Collection Route Optimization at this time.

**POLICY IMPLICATIONS**

There are no policy implications.

**FINANCIAL IMPLICATIONS**

The savings available through fuel and productivity improvements are estimated at \$201,000 annually. The capital cost for the implementation of Garbage Service

Verification is expected to be \$1.2 million. Utilizing a Productivity Improvement Loan with a term of ten (10) years, the costs can be reasonably repaid from savings as the payback period is less than seven (7) years.

The Finance Manager has reviewed the loan application and is in agreement with the funding amount, terms and the department's ability to repay the loan and has confirmed that it meets the criteria outlined in City Council Policy C03-027 - Borrowing for Capital Projects. The Investment Committee, through the Investment Manager, provided the quoted interest rate at the time of the application of the loan dated June 6, 2013.

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

As a policy options report, no public or stakeholder involvement has been identified at this time.

### **COMMUNICATIONS PLAN**

If implemented, Garbage Service Verification includes significant improvements in the quality of customer service and interaction that will be demonstrated by fewer complaint calls, an improved experience for callers, and pro-active communications about service disruptions based on real-time information.

Residents and commercial customers will be informed of the new service enhancements through a press release and social media messaging; the Environmental Services branch website will be updated to ensure information about garbage collection can be easily located, and a link will be placed on the City's home page. A double-sided flyer will be designed and printed to be available at the Landfill, City Hall, and at libraries as well as included in a utility bill.

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

The implications of the Garbage Collection Routing System and Garbage Service Verification will be included in the annual report on waste management provided to Council in the first quarter of 2014.

### **ENVIRONMENTAL IMPLICATIONS**

As a policy options report, no environmental and/or greenhouse gas implications have been identified at this time.

### **PRIVACY IMPACT**

There are no anticipated privacy implications arising from this initiative.

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

CPTED Review is not required at this time.

**PUBLIC NOTICE**

Public Notice is required for consideration of this matter, pursuant to Section 3 (e) of Policy No. C01-021, The Public Notice Policy. Notice was provided in The StarPhoenix on Saturday, July 6, 2013. A copy of this notice is provided in Attachment 1.

**ATTACHMENT**

1. Public Notice – Intent To Borrow.”

*General Manager, Utility Services Jorgenson presented the Department’s report.*

*His Worship the Mayor ascertained that there was no one present in the gallery who wished to address Council on this matter.*

*Moved by Councillor Hill, Seconded by Councillor Donauer,*

- 1) *that a post-budget capital project be created for the purchase and implementation of a Garbage Service Verification System and funding of \$1.2 million be approved;*
- 2) *that an internally funded loan be approved based on the anticipated savings generated from the implementation of the system for \$1.2 million over 10 years at 3.03% subject to a Public Notice Hearing for Borrowing;*
- 3) *that the proposal for the implementation of the Garbage Service Verification System be awarded to Steel Container Systems Inc. (SCS), for a total upset fee of \$1,056,000 (including taxes) be accepted; and*
- 4) *that the City Solicitor be instructed to prepare the necessary Agreement for execution by His Worship to Mayor and the City Clerk under the Corporate Seal.*

CARRIED.

4c) **Friends of the Bowl Foundation – Request for Interim Funding**  
**(File No. CK. 4205-7-2)**

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**REPORT OF THE CITY CLERK:**

“The following is a report of the General Manager, Community Services Department, dated July 5, 2013:

- RECOMMENDATION:**
- 1) that the City of Saskatoon provide a further \$200,000 interim loan, at an interest rate equal to the City of Saskatoon’s borrowing rate at the time of the loan approval, to the Friends of the Bowl Foundation Inc., for the purpose of implementing a fundraising campaign;
  - 2) that the interim loan be funded from the Property Realized Reserve, subject to the following conditions:
    - a) the Administration be provided with satisfactory monthly updates on progress of the overall fundraising campaign, and progress regarding donations;
    - b) the Friends of the Bowl Foundation Inc. agrees to repay the interim loan to the City of Saskatoon by January 31, 2014; and
  - 3) that the City Solicitor be requested to prepare the appropriate loan agreement and that His Worship the Mayor and the City Clerk be authorized to execute the agreement on behalf of the City of Saskatoon.

**TOPIC AND PURPOSE**

This report provides an update on the Friends of the Bowl Inc. (Foundation) capital fundraising campaign and supports the request from the Foundation for additional interim financing of up to \$200,000 to launch a fundraising campaign to upgrade the Gordon Howe Bowl (Bowl). The loan will be subject to specific Administrative conditions and repayable to the City of Saskatoon by January 31, 2014.

### **REPORT HIGHLIGHTS**

1. The Foundation contracted the fundraising consulting firm DCG Philanthropic Services (DCG). DCG developed a two-stage approach to fundraise for capital improvements to the Bowl. This report provides an update on the progress of the capital fundraising campaign.
2. The Foundation established a Facility Design and Construction Committee (Facility Committee) that will oversee and manage the design and construction of Gordon Howe Bowl upgrades.
3. The Foundation is requesting a further \$200,000 interim loan to pay DCG consultant fees and start-up costs for the fundraising campaign (from August 1 to October 31, 2013). The Foundation has agreed to repay this loan by January 31, 2014.

### **STRATEGIC GOALS**

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

### **BACKGROUND**

At its November 13, 2012 meeting, City Council adopted a report from the Planning and Operations Committee that established the role of each user organization in the non-profit charitable corporation named the "Friends of the Bowl Foundation Inc." (Foundation). City Council also approved the appointment of the initial Board of Directors and declared the Gordon Howe Bowl Upgrades as a municipal project. Upgrades to the Bowl will occur in two phases, as follows:

- Phase 1 – the design and construction of new artificial turf, scoreboard and sound system, and outdoor lighting.
- Phase 2 – the design and construction of a new service building with change rooms, washrooms, concession area, storage areas, and other support amenities.

During its January 21, 2013 meeting, City Council adopted a report from Planning and Operations Committee approving a \$100,000 repayable loan from the City of



Saskatoon (City) to proceed with securing the services of a professional fundraising consultant to plan and manage the campaign on behalf of the Foundation and develop a case through support documents that will be used to engage potential donors. Also to be completed will be a campaign assessment and plan (duration of three months) and launch and implement a fundraising campaign (duration of 12 months). Funds from this loan were used to implement Stage One of the Fundraising Campaign, which was to determine if sufficient support existed in the community and to develop a fundraising strategy for implementation. The source of funding for the initial campaign loan is Capital Project No. 2349 – Gordon Howe Bowl Upgrades. The Foundation will repay the initial loan from proceeds generated from the Capital Campaign (50 percent on June 30, 2014, and 50 percent on June 30, 2015).

The Foundation issued an RFP for a campaign consultant on January 28, 2013 that closed on February 22, 2013. Three proposals were evaluated and a contract was awarded to DCG Philanthropic Services Inc. (DCG). DCG began work for the Foundation on March 15, 2013.

## **REPORT**

### Capital Campaign – Stage One and Stage Two

DCG, in consultation with the Foundation's Fundraising Committee (Fundraising Committee), prepared a fundraising campaign comprised of two stages covering a 14 month period, as follows:

#### Stage One - March to June, 2013

A Community Capacity Study (Study) was conducted to measure if there is enough community support to finance capital improvements to Gordon Howe Bowl. Findings from the Study will be used to develop a marketing campaign that includes:

- key messages to garner community support for the project;
- develop promotional materials;
- prepare volunteer training manuals; and
- develop an online donation website.

The study tested the community's desire to support both the larger goal of \$11 million for Phase 1 and 2 Bowl Upgrades and the smaller goal of \$4.4 million for Phase 1 Bowl Upgrades. The comprehensive nature of the Study in Stage One is essential to prepare a successful fundraising strategy and ensure a successful fundraising campaign.

Preliminary results of the online and telephone polls of Saskatoon residents suggest the majority believe it is important for Saskatoon to upgrade the Bowl at Gordon Howe Park. This support remains high when respondents learned the cost would be an estimated \$11 million. Early results also suggest that respondents believe upgrades to the facility are good for Saskatoon and support a third party foundation undertaking an \$11 million fundraising campaign. A summary of poll results prepared by Fast Consulting is provided in Attachment 1.

Stage Two July 2013 to June 2014

In Stage Two, DCG will provide the Foundation with management services to oversee and support the effective implementation and delivery of the strategy. DCG will work with the Fundraising Committee to develop marketing tools and plans for a successful fundraising campaign which include strategies that engage donors, build project profile, and guide the campaign toward meeting its targeted fundraising goals. Attachment 2 is a summary of the DCG Stage One and Stage Two Capital Fundraising Campaign Deliverables.

Interim Financing for Fundraising Campaign

The Foundation is requesting a further short term \$200,000 of interim financing, to be advanced in three instalments, from August 1 to October 31, to cover consultant fees and start-up expenses for the fundraising campaign.

Through the preliminary work of DCG and the Fundraising Committee Chair, it is expected major contributions will exceed the interim funding amount and the Foundation will repay the loan before January 31, 2014. Major contributors have been sought, but their identity will remain confidential until the campaign gets underway in the fall of 2013.

The Administration is recommending that the City provide a \$200,000 interim loan, subject to the following:

- a) the Administration be provided with satisfactory monthly updates on progress of the overall fundraising campaign, and progress regarding donations; and
- b) the Foundation agrees to repay the interim loan to the City by January 31, 2014.

Phase 1 Facility Design and Construction Update

In addition to fundraising, the Foundation is making progress on design and construction aspects of the project. The Foundation has established a Facility Design and Construction Committee (Facility Committee) that will oversee and manage the design and construction for Phase 1 and Phase 2. The estimated cost for design of Phase 1 (artificial turf, scoreboard, sound system, and outdoor field lighting) is \$500,000. The Facility Committee has completed a geotechnical

assessment and land survey to identify any significant infrastructure issues to be taken into consideration in the design of Gordon Howe Bowl Phase 1.

The Facility Committee is in the process of recruiting a Construction Project Manager (CPM). From design phase to completion of construction, the CPM will be responsible for the overall planning, coordination, and control of the project. The Facility Committee will issue a Request for Proposal (RFP) for CPM services in June 2013 and have a construction manager in place to begin the Phase 1 design in August 2013. The Facility Committee Chair reviewed the RFP with Infrastructure Services Project Services Section. The City Administration will have input into awarding a contract for CPM services.

**OPTIONS TO THE RECOMMENDATION**

City Council could choose not to support the Administration's recommendation to provide a \$200,000 interim loan to the Foundation. The Administration does not support this option as it would result in delaying Phase 1 of the project to at least 2015.

**POLICY IMPLICATIONS**

There are no policy implications.

**FINANCIAL IMPLICATIONS**

The General Manager of Corporate Services has advised that, with a satisfactory assurance of repayment at a rate of interest which is the equal to the City's borrowing rate at the time of the loan approval, interim funding would be available from the Property Realized Reserve.

Chart 1 below outlines the interim loan schedule with the Foundation.

	August 1, 2013	September 1, 2013	October 1, 2013
Interim Loan Advance to the Foundation	\$76,000	\$62,000	\$62,000

**PUBLIC AND/OR STAKEHOLDER INVOLVEMENT**

The Leisure Services Branch staff held input meetings with approximately twelve local sport organizations to obtain indication of potential future use at the Gordon Howe Bowl once the upgrades have been completed. Sport organizations indicated that upgrades to the Bowl will result in an increase in usage from the current 150 hours per season to 1,500 per season. Leisure Services presented the preliminary findings at a Foundation Board meeting. This positive feedback

validated to the Board, the need to upgrade the Gordon Howe Bowl as it will benefit local sport organizations and the community at large.

### **COMMUNICATION PLAN**

The Foundation, in consultation with the Administration, will develop a public fundraising campaign that will be officially launched by January 2014.

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

The Administration will provide an update report to City Council on the progress of the capital fundraising campaign and facility design development in September 2013.

### **ENVIRONMENTAL IMPLICATIONS**

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

### **PRIVACY IMPACT**

There are no privacy implications.

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

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

### **PUBLIC NOTICE**

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

- Advertised in The StarPhoenix on the weekend of July 6, 2013 and July 13 2013 (Attachment 3);
- Posted on the City Hall Notice Board on July 12, 2013; and
- Posted on the City of Saskatoon website on July 12, 2013

### **ATTACHMENTS**

1. Gordon Howe Park and Bowl Public Opinion Survey
2. DCG Philanthropic Services Inc. Stage 1 and 2 Project Deliverables
3. Bylaw Advertisement for The StarPhoenix.”

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*Clause B3), Legislative Report No. 9-2013 was brought forward and considered with this matter. City Solicitor Warwick presented the report.*

**“LEGISLATIVE REPORT NO. 9-2013**

**B3) The Friends of the Bowl Foundation Inc. Loan  
Gordon Howe Bowl and Park Project  
(File No. CK. 4205-7-2)**

**RECOMMENDATION:** that City Council consider Bylaw No. 9122.

**TOPIC AND PURPOSE**

The enclosed Bylaw regularizes the advancing of funds and securing the repayment of the same. Council has approved advancing money to The Friends of the Bowl Foundation Inc. (the “Foundation”) and is considering a further advance at this meeting. The Foundation, a City-owned non-profit corporation, whose Board of Directors are all volunteers, has assumed the lead role in initiating a capital fundraising campaign for Gordon Howe Bowl and Park, and will also take a lead role in coordinating the improvements to these facilities. The Foundation requires funds to initiate this work, and the City is prepared to do so but wishes to have these funds secured by way of a loan.

**REPORT**

Council, at its meeting on January 21, 2013, approved one loan and at this meeting is considering the approval of a further loan to the Foundation in the amounts of \$100,000.00 and \$200,000.00, respectively, for the purpose of facilitating a capital fundraising program for improvements to Gordon Howe Bowl and Park.

The Foundation is a controlled corporation of the City. Under *The Cities Act*, a city may loan money to a controlled corporation but only if the loan is authorized by bylaw. The bylaw must contain details of the amount of money to be loaned and, in general terms, the purpose for which the money is to be used, the minimum rate of interest, the term, the terms of repayment of the loan and the source or sources of the money to be loaned.

We are pleased to submit for Council’s consideration Bylaw No. 9122, *The Friends of the Bowl Foundation Loan Authorization Bylaw, 2013*. The proposed Bylaw sets out the details of the loan as required by *The Cities Act*.

**PUBLIC NOTICE**

Public Notice pursuant to Section 3 of Policy No. C01-021, Public Notice Policy, has been provided.

**ATTACHMENT**

1. Proposed Bylaw No. 9122, *The Friends of the Bowl Foundation Loan Authorization Bylaw, 2013.*”

*His Worship the Mayor ascertained that there was no one present in the gallery who wished to address Council on this matter.*

*Moved by Councillor Donauer, Seconded by Councillor Davies,*

- 1) *that the City of Saskatoon provide a further \$200,000 interim loan, at an interest rate equal to the City of Saskatoon’s borrowing rate at the time of the loan approval, to the Friends of the Bowl Foundation Inc., for the purpose of implementing a fundraising campaign;*
- 2) *that the interim loan be funded from the Property Realized Reserve, subject to the following conditions:*
  - a) *the Administration be provided with satisfactory monthly updates on progress of the overall fundraising campaign, and progress regarding donations;*
  - b) *the Friends of the Bowl Foundation Inc. agrees to repay the interim loan to the City of Saskatoon by January 31, 2014;*
- 3) *that the City Solicitor be requested to prepare the appropriate loan agreement and that His Worship the Mayor and the City Clerk be authorized to execute the agreement on behalf of the City of Saskatoon; and*
- 4) *that City Council consider Bylaw No. 9122.*

CARRIED.

**UNFINISHED BUSINESS**

- 5a) **Proposed Zoning Bylaw Amendment**  
**Proposed Amendment to Existing Zoning Agreement – M1 by Agreement**  
**2402 7<sup>th</sup> Street East – Brevoort Park Neighbourhood**  
**Applicant: Kelly Foster**  
**Proposed Bylaw No. 9093**  
**(File No. CK. 4351-013-005)**
- 

**REPORT OF THE CITY CLERK:**

“Prior to consideration of the above matter by Council at its meeting held on May 6, 2013, Administration advised that the applicant had requested an adjournment of the hearing until July 17, 2013. City Council subsequently passed a motion that the hearing be adjourned to this meeting.

Administration has been in discussions with the applicant and has advised that the applicant has requested that the matter be considered by City Council during the August 14, 2013, public hearings. The appropriate public notice will be undertaken and the item will be added to the August 14, 2013 agenda of City Council.”

*Moved by Councillor Hill, Seconded by Councillor Iwanchuk,*

*THAT consideration of the matter be deferred to the August 14, 2013 agenda of City Council.*

**CARRIED.**

*Moved by Councillor Donauer, Seconded by Councillor Hill,*

*THAT Council go into Committee of the Whole to consider the reports of the Administration and Committees.*

**CARRIED.**

*His Worship the Mayor appointed Councillor Donauer as Chair of the Committee of the Whole.*

*Council went into Committee of the Whole with Councillor Donauer in the Chair.*

*Committee arose.*

*Councillor Donauer, Chair of the Committee of the Whole, made the following report:*

*THAT while in Committee of the Whole, the following matters were considered and dealt with as stated:*

**“REPORT NO. 5-2013 OF THE MUNICIPAL PLANNING COMMISSION”**

Composition of Commission

Ms. Janice Braden, Chair  
Mr. Andy Yuen, Vice-Chair  
Councillor Charlie Clark  
Ms. Colleen Christensen  
Mr. Al Douma  
Mr. Laurier Langlois  
Ms. Leanne DeLong  
Mr. Karl Martens  
Mr. Stan Laba  
Ms. Jodi Manastyrski  
Ms. Kathy Weber  
Mr. James Yachyshen  
Mr. Jeff Jackson

**1. Proposed Rezoning from R1A to R1B, RMTN, RMTN1, RM3 and B1B – Kensington Phase 3  
Applicant: City of Saskatoon, Land Branch  
(File No. CK. 4351-013-011 x 4110-44)**

**RECOMMENDATION:**

- 1) that City Council approve the advertising respecting the proposal to rezone the properties outlined in the June 5, 2013 report of the General Manager, Community Services Department;
- 2) that the General Manager, Community Services Department, be requested to prepare the required notices for advertising the proposed amendments;
- 3) that the City Solicitor be requested to prepare the required bylaw to amend Zoning Bylaw No. 8770; and
- 4) that at the time of the public hearing, City Council consider the Administration’s recommendation that the proposed amendment to Zoning Bylaw No. 8770 to rezone the properties identified in the Proposed Amendment Map (see Attachment 2 of in the June 5,



2013 report of the General Manager, Community Services Department) from R1A – One-Unit Residential District to R1B – Small Lot One-Unit Residential District; RMTN – Townhouse Residential District; RMTN1 – Medium Density Townhouse Residential District; RM3 – Medium Density Multiple-Unit Dwelling District; and B1B - Neighbourhood Commercial – Mixed Use District, be approved.

*ADOPTED.*

Attached is a report of the General Manager, Community Services Department dated June 5, 2013, with respect to an application from the City of Saskatoon Land Branch to rezone a number of properties in the Kensington neighbourhood. This would accommodate a variety of housing forms in the Kensington neighbourhood, including small lot one-unit residential development, a mixture of low and medium density townhouse style development, and medium density multiple-unit dwellings, as well as mixed use neighbourhood commercial development.

The Commission has reviewed the report with the Administration and is supporting the above recommendations.

### **ADMINISTRATIVE REPORT NO. 12-2013**

#### **Section A – COMMUNITY SERVICES**

**A1) Land Use Applications Received by the Community Services Department  
For the Period Between June 13, 2013 and July 3, 2013  
(For Information Only)  
(Files CK. 4000-5, PL. 4132, PL. 4355-D, PL. 4350, and PL. 4300)**

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

*ADOPTED.*

The following applications have been received and are being processed:

#### Condominium

- Application No. 13/13: 225 Maningas Bend (66 New Units)  
Applicant: Webb Surveys for Evergreen Development Corp.  
Legal Description: Parcel I, Plan No. 102064294  
Current Zoning: RM3  
Neighbourhood: Evergreen  
Date Received: June 26, 2013

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Discretionary Use

- Application No. D9/13: 181/183 Carleton Drive  
Applicant: WZ Real Estate Investments Inc.  
Legal Description: Lot 9, Block 611, Plan No. 67S10958  
Current Zoning: R2  
Proposed Use: Bed and Breakfast  
Neighbourhood: College Park  
Date Received: June 27, 2013

Rezoning

- Application No. Z21/13: Bounded on the North West by McOrmond Drive, on the East by Baltzan Boulevard, and on the South by Boykovich Crescent  
Applicant: City of Saskatoon Land Branch  
Legal Description: Parcels UU, TT, SS, RR, HI, IJ and JK  
Current Zoning: R1A  
Proposed Zoning: B1B, B4A, RMTN and M3  
Neighbourhood: Evergreen  
Date Received: June 19, 2013
- Application No. Z22/13: 401 Avenue L South  
Applicant: Shane Olson, Shercom Industries Inc.  
Legal Description: Lots 1 to 10, Block 12, Plan No. F5554  
Current Zoning: MX1(H)  
Proposed Zoning: MX1  
Neighbourhood: West Industrial  
Date Received: June 21, 2013

Subdivision

- Application No. 51/13: 103 Tubby Crescent  
Applicant: Webb Surveys for Kenroc Holdings  
Legal Description: Part Lot 3, Block 920, Plan No. 80S11044  
Current Zoning: IL1  
Neighbourhood: Hudson Bay Industrial  
Date Received: June 12, 2013
- Application No. 52/13: 203 Wellman Crescent  
Applicant: Webb Surveys for Dundee Realty  
Legal Description: Part of Lot 6, Block 202, Plan No. 102089796  
Current Zoning: IB  
Neighbourhood: Stonebridge  
Date Received: June 12, 2013

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- Application No. 53/13: 308 Willow Street  
Applicant: Webb Surveys for Alvin Funk  
Legal Description: Lot 3, Block 6, Plan No. G756 and  
Lot 33, Block 6, Plan No. 101338107  
Current Zoning: R2  
Neighbourhood: Queen Elizabeth  
Date Received: June 12, 2013
- Application No. 54/13: Kensington Boulevard, Link, Union, Gate West,  
Lane South, and North, Ells, Labine  
Applicant: 20/20 Geomatics Ltd. for City of Saskatoon Land  
Branch  
Legal Description: Part of NW ¼ 35-36-6-W3M and Parcel D, Plan  
No. 101709783  
Current Zoning: R1A  
Neighbourhood: Kensington  
Date Received: June 17, 2013
- Application No. 55/13: Nightingale Road / McArthur Crescent  
Applicant: 20/20 Geomatics Ltd. for City of Saskatoon Land  
Branch  
Legal Description: Part NW ¼ 35-36-6-W3M, all of Parcel D and Part  
of Lane, Plan No.88S37184  
Current Zoning: R1A  
Neighbourhood: Kensington  
Date Received: June 18, 2013
- Application No. 56/13: 2401 Millar Avenue  
Applicant: Webb Surveys for Harmon International  
Industries Inc.  
Legal Description: Part of Lot 7, Block 466, Plan No. 61S20465  
Consolidated with Parcel L, Plan No. 61S20645  
Current Zoning: IH  
Neighbourhood: North Industrial  
Date Received: June 18, 2013
- Application No. 57/13: 235 Willis Crescent  
Applicant: Webb Surveys for New Summit Partners  
(Stonebridge) Corp.  
Legal Description: Part of Lot 2, Block 196, Plan No.102113570  
Current Zoning: M3  
Neighbourhood: Stonebridge  
Date Received: June 19, 2013

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- Application No. 58/13: 207/209 Fairmont Drive  
Applicant: Webster Surveys for 101064826 Sask. Ltd.  
Legal Description: Lots 1 and 2, Block 843, Plan No. 79S38425  
Current Zoning: M2  
Neighbourhood: Confederation Suburban Centre  
Date Received: June 25, 2013
  
- Application No. 59/13: Gillies Crescent, Bay, Street, and Lane  
Applicant: Webster Surveys for Boychuk Investments Ltd.  
Legal Description: Parcel BB, Plan No. 101875394  
Current Zoning: R1A  
Neighbourhood: Rosewood  
Date Received: June 25, 2013
  
- Application No. 60/13: Saskatoon Landfill – Circle Drive South Project  
Applicant: Meridian Surveys for City of Saskatoon  
Legal Description: Proposed Utility Right of Way Affecting Parcel B,  
Plan No. 102050817; Parcel W, Plan  
No. 101833848; and Parcel CS, Plan  
No. 102085174  
Current Zoning: AG  
Neighbourhood: SaskPower Management Area  
Date Received: June 27, 2013
  
- Application No. 61/13: 1518 Edward Avenue  
Applicant: Webb Surveys for James and Lawrence MacLean  
c/o OTM Residential  
Legal Description: Lot 4, Block 7, Plan No. I196  
Current Zoning: R2  
Neighbourhood: North Park  
Date Received: June 28, 2013

### **PUBLIC NOTICE**

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

### **ATTACHMENTS**

1. Plan of Proposed Condominium No. 13/13
2. Plan of Proposed Discretionary Use No. D9/13
3. Plan of Proposed Rezoning No. Z21/13
4. Plan of Proposed Rezoning No. Z22/13
5. Plan of Proposed Subdivision No. 51/13

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6. Plan of Proposed Subdivision No. 52/13
7. Plan of Proposed Subdivision No. 53/13
8. Plan of Proposed Subdivision No. 54/13
9. Plan of Proposed Subdivision No. 55/13
10. Plan of Proposed Subdivision No. 56/13
11. Plan of Proposed Subdivision No. 57/13
12. Plan of Proposed Subdivision No. 58/13
13. Plan of Proposed Subdivision No. 59/13
14. Plan of Proposed Subdivision No. 60/13
15. Plan of Proposed Subdivision No. 61/13

**A2) Regional Planning Strategy  
(Files CK. 4250-1 and PL. 4110-12)**

- RECOMMENDATION:**
- 1) that the concept plan showing the Proposed Long Range Urban Growth Boundary, as illustrated on Attachment 1, be received as information;
  - 2) that the overall strategies toward a New Regional Partnership and Plan, as outlined in this report, as well as the Proposed Long Range Urban Growth Boundary be endorsed for future discussions with Regional Partners, the Province of Saskatchewan, other stakeholders, and the general public; and
  - 3) that the Administration proceed to undertake the necessary detailed studies and public engagement strategies to include the Long Range Urban Growth Boundary in the City's long-range growth plans, utilizing the principles of the Integrated Growth Plan.

**TOPIC AND PURPOSE**

The Administration is recommending a strategy towards establishing a new regional planning framework to ensure sustainable economic prosperity and quality of life for all regional partners.

The strategy will be used as a basis for further discussions with regional partners, the Province of Saskatchewan (Province), other stakeholders, and the general public.

**STRATEGIC GOALS**

This report supports the goals Economic Diversity and Prosperity, Environmental Leadership, Quality of Life, and Sustainable Growth through the promotion of regional

cooperation and the incorporation of Strategic Plan principles in a new regional planning partnership.

### **REPORT HIGHLIGHTS**

1. The City of Saskatoon (City) and the Rural Municipality (RM) of Corman Park have a long and successful history of cooperation. Enhancing this positive relationship is imperative to continued regional success.
2. The City contributes significantly to enable development in the region, and will continue to do so in the future.
3. The pressures of rapid urban and rural growth require a new vision for regional partnerships and regional planning.
4. This report outlines the next steps toward achieving a new regional planning framework, including the introduction of a Proposed Long Range Urban Growth Boundary.

### **BACKGROUND**

Within the current rapid growth environment, it is the opinion of the Administration that the existing Planning District is too limited in area to accommodate a long-range urban growth horizon. According to projections, there is enough land contained within the Planning District to accommodate approximately 600,000 Saskatoon residents. However, as the city nears 400,000, much of the new growth is located in the north east, limiting location choices for future residents. A longer view of growth is required. Also with new developments, existing country residential subdivisions, and natural features and wetlands, the future growth opportunities for Saskatoon and other urban municipalities become even more limited. Within this context, it is also time to consider expanding the Planning District to include other partners who are experiencing rapid growth, such as Martensville, Warman, Osler, and First Nation governments.

Since the 1950's, the City and the RM of Corman Park have been involved in a partnership dedicated to managing land use and development within the Corman Park-Saskatoon Planning District. The Planning District has served both municipalities well; it is recognized as a very good model for inter-municipal co-operation.

In 2013, the Province released a new Saskatchewan Plan for Growth, Vision 2020. Contained within this new plan are strategies and goals to increase Saskatchewan's population and grow the economy. An important theme within the Plan for Growth is the need to focus on regional planning.

## **REPORT**

### **A History of Regional Cooperation**

The RM of Corman Park and the City have a long history of successful collaboration, most notably with the Corman Park-Saskatoon Planning District, which was established some 60 years ago. This partnership has facilitated efficient economic and residential development opportunities for both the City and the RM of Corman Park.

The relationship between the City and the RM of Corman Park was founded on the principles of cooperation, information exchange, and clarity between urban and rural development. To this end, all forms of development have been accommodated in the region within a rational land use plan served by appropriate infrastructure. In recent years, however, rapid growth in the Saskatoon area has challenged these principles. Moving forward, the main interests of the City are:

- 1) To maintain and enhance an effective working relationship with the RM of Corman Park;
- 2) To expand the working relationship to include other urban municipalities and regional partners; and
- 3) To incorporate a collaborative, long-term view of regional growth, as a starting point for the establishment of a new regional planning framework.

### **The City Contributes Significantly to Enable Development in the Region**

The City currently provides many services that enable and support development in the RM of Corman Park and in the greater region. Some examples include:

- a) Fire Agreement – the City provides fire fighting services to a major portion of the RM of Corman Park at a reasonable cost. This agreement is currently being updated;
- b) Water Agreement with SaskWater – a significant number of residents from the RM of Corman Park and several nearby urban and rural municipalities receive treated City water through the agreement with SaskWater. Treated water is a major marketing feature for multi-parcel residential and industrial developments in the RM of Corman Park, and throughout the region;
- c) Regional Landfill – this facility is available for all business and residential customers in the Saskatoon region;
- d) Financial Contribution Towards Planning Staff – the City provides \$64,600 per year towards the cost of professional planning staff at the RM of

Corman Park. In particular, planning staff work collaboratively with City staff on district planning; and

- e) Access to Library and Leisure Facilities in Saskatoon – there is currently no Saskatoon residency requirement to access these important services.

### The Vision for a New Regional Partnership and Plan

The Saskatchewan Plan for Growth encourages sustainable economic growth and development in the Province, and more prosperity for all Saskatchewan municipalities. Towards this end, the Province is interested in supporting regional projects, and those municipalities with high growth pressures.

Ensuring future sustainable urban and rural growth will require regional partners to initiate detailed discussions toward a new Regional Planning Framework. A long-term perspective is preferred, illustrated by the Proposed Long Range Urban Growth Boundary, attached to this report (see Attachment 1).

The Vision and Operating Principles for this long-term view are summarized as follows:

#### Vision

“Strong partnerships. Prosperous future.”

Creating prosperity and exceptional quality of life for everyone in the region.

#### Operating Principles

- Collaborative Spirit
- Environmental Stewardship
- Economic Prosperity
- Sustainable Growth
- Efficient Infrastructure, Integrated with Land Use

### Next Steps Toward a New Regional Planning Framework

The strategy outlined below will help set the stage for successful discussions with regional partners and ensure that all forms of development are accommodated in the Saskatoon region, both urban and rural.

The proposed strategy for a new Regional Partnership Plan:

1. The City and regional partners will develop a compelling long-term vision for the Saskatoon Region, with a view to a 50 year time horizon, and a population of a million or more. This vision would ultimately be an extension of the Integrated



Growth Plan, and will include regional servicing strategies for sanitary and storm service, as well as transportation, including transit. Attachment 1 is an illustration of the extent of a Long Term Urban Growth Boundary using a 50 year urban growth horizon. This land area is intended to represent the starting point for discussions about a new Regional Plan and the creation of possible transition zones. Inside this area, the City is requesting that land remain as unfragmented as possible until such time as a new Saskatoon Regional Partnership and Planning District can be established.

2. The Administration will continue to work with the RM of Corman Park, Martensville, Warman, Osler, First Nation Governments, and other partners around interests, possibilities, and development opportunities within a regional partnership.
3. The Administration (and our partners) will study successful regional planning models and will develop an implementation plan based on best practice and lessons learned. This plan will include participation in the development and delivery of a Regional Planning Summit to be held in Saskatoon in November 2013.
4. The regional strategy will be principle based. The previously noted Vision and Operating Principles are a starting point for discussions, and are submitted to Council for consideration.
5. At appropriate milestones, the Administration will bring forward reports outlining progress towards a new regional planning framework.
6. His Worship the Mayor and members of City Council will be integral to the process to meet with government leaders, and to promote sustainable regional growth in the Saskatoon area.

### **FINANCIAL IMPLICATIONS**

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

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

To date, there have been administrative meetings held with several major stakeholders in the Saskatoon region. The following stakeholders have been, or will be consulted:

- a) RM of Corman Park
- b) City of Martensville
- c) City of Warman
- d) Town of Osler

- e) First Nations Governments with Reserves and Treaty Land Entitlement selections in the Saskatoon region.
- f) Meewasin Valley Authority
- g) University of Saskatchewan
- h) Saskatoon Airport Authority

As of this writing, response to the Regional Growth Strategy and Long Range Urban Growth Boundary has been generally positive. Our regional partners support a coordinated strategy to ensure the Saskatoon region remains ready for economic growth and facilitates exceptional quality of life for everyone.

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

Regular reports to City Council containing more details about Land Use, Servicing Strategy and Regional Partnerships will be forwarded as required. A Regional Planning Summit is being planned for November 20, 2013 in Saskatoon.

#### **ENVIRONMENTAL IMPLICATIONS**

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

#### **PRIVACY IMPACT**

There are no privacy impacts as a result of this report.

#### **PUBLIC NOTICE**

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

#### **ATTACHMENT**

1. Proposed Long Range Urban Growth Boundary

*Planning and Development Manager Wallace provided a PowerPoint presentation on the above matter.*

*IT WAS RESOLVED: that the recommendation of the Administration be adopted.*

**A3) Request For Encroachment Agreement  
210 33<sup>rd</sup> Street West  
(Files CK. 4090-2 and PL. 4090)**

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- RECOMMENDATION:**
- 1) that City Council recognize the encroachment at 210 33<sup>rd</sup> Street West (Lot 5 and E 8 IN 6, Block 2, Plan No. FU);
  - 2) that the City Solicitor be instructed to prepare the appropriate Encroachment Agreement making provision to collect the applicable fees; and
  - 3) that His Worship the Mayor and the City Clerk be authorized to execute, on behalf of the City of Saskatoon under the Corporate Seal and in a form that is satisfactory to the City Solicitor, the Agreement with respect to this encroachment.

*ADOPTED.*

**TOPIC AND PURPOSE**

The purpose of this report is to seek City Council's permission for an encroachment for the portions of the building located at 210 33<sup>rd</sup> Street West.

**REPORT HIGHLIGHTS**

1. Encroachment area is 1.9 square meters.
2. Portions of the building extend onto 33<sup>rd</sup> Street West by up to 0.5 meters.

**STRATEGIC GOALS**

This report supports the City of Saskatoon's (City) Strategic Goals of Sustainable Growth and Quality of Life by ensuring that designs of proposed developments are consistent with planning and development criteria and that these designs do not pose a hazard for public safety.

**BACKGROUND**

Building Bylaw No. 7306 states, in part, that:

"The General Manager of the Community Services Department shall not issue a permit for the erection or alteration of any building or structure the plans of which show construction of any kind on, under, or over the surface of any public place until permission for such construction has been granted by Council."

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**REPORT**

The owner of the property located at 210 33<sup>rd</sup> Street West has requested to enter into an Encroachment Agreement with the City (see Attachment 1). As shown on the Site Plan, the proposed new awnings will encroach onto 33<sup>rd</sup> Street West by up to 0.5 meters (see Attachment 2). The total area of encroachment is approximately 1.9 square meters; therefore, will be subject to an annual charge of \$50.

**OPTIONS TO THE RECOMMENDATION**

There are no options to the proposed recommendation.

**PUBLIC NOTICE**

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

**ATTACHMENTS**

1. Request for Encroachment Agreement dated June 20, 2013
2. Proposed Site Plan

**A4) Award of Contract – Urban Systems for the Development of the Detailed Integrated Growth Plan and Implementation Process  
(Files CK. 4110-2 and PL. 4110-12-7)**

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- RECOMMENDATION:**
- 1) that City Council approve the award for the Development of the Detailed Integrated Growth Plan and Implementation Process to Urban Systems for a total of \$1,499,935 (including G.S.T.); and
  - 2) that the City Solicitor be instructed to prepare the appropriate contract documents, and that His Worship the Mayor and the City Clerk be authorized to execute the agreement under the Corporate Seal.

**TOPIC AND PURPOSE**

The purpose of this report is to award the contract and prepare the agreement with Urban Systems for the consultant work required to carry out the Development of the Detailed Integrated Growth Plan (IGP) and Implementation Process.

## **REPORT HIGHLIGHTS**

1. Submission/evaluation process overview – The consultant selection for the IGP followed a two-part process – pre-qualification and Request for Proposals (RFP). Submissions in both stages were reviewed and scored based on a range of criteria.
2. Consultant selection – Urban Systems is recommended, in part, because of their exceptional understanding of the integrated nature of the project and the local context, and their innovative and comprehensive approach to the project methodology.

## **STRATEGIC GOALS**

The IGP directly supports a number of long-term strategies and current term priorities for the Strategic Goals of Sustainable Growth and Moving Around. This includes: develop an integrated approach to growth related to transportation, servicing, transit and land use; increase and encourage infill development and corridors to balance growth; create “complete community” neighbourhoods that feature employment opportunities; prepare a commercial and industrial Land Use and Employment Plan; significantly increase transit ridership by establishing transit as a viable option for transportation; develop an integrated transportation network that is practical and useful for vehicles, buses, bikes, and pedestrians; and establish rapid mass transit corridors for Saskatoon to guide investment, transportation, and urban planning decision making.

The IGP will help to meet the Strategic Goal of Environmental Leadership by enhancing the range of choices for “Moving Around” and by providing a new model for growth that is more compact and more efficiently utilizes City infrastructure.

The IGP will also indirectly address all other Strategic Goals.

## **BACKGROUND**

During its February 6, 2012 meeting, City Council adopted the Strategic Plan 2012 to 2022. Two of the seven strategic goals presented in the plan (Moving Around and Sustainable Growth) are being addressed directly through the IGP.

At its March 26, 2012 meeting, City Council approved, in principle, the IGP. The IGP is comprised of a number of strategies related to land use and transportation, with the intent to guide the growth of Saskatoon to a population of 500,000. The IGP will change the way the city grows to match the vision and expectations of citizens, as expressed through Saskatoon Speaks and the Strategic Plan.

At its December 4, 2012 meeting, City Council approved Capital Budget Project No. 2547, which provides initial funding of \$993,000 to proceed with the IGP project.

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Existing funding from several related capital projects has also been aligned to help fund this project.

During its February 11, 2013 meeting, City Council received a report as information, which presented a preliminary timeline and process for 2013 to 2015 and an overview of the components that comprise the IGP project, listed below:

- 1) Community Engagement and Communications Strategy;
- 2) Core Bridge;
- 3) Rapid Transit;
- 4) Nodes, Corridors, and Strategic Infill;
- 5) Employment Areas;
- 6) Water, Wastewater, and Utilities Servicing Plan; and
- 7) Financing Growth.

The report also included an explanation of the proposed approach to obtaining consulting services and the anticipated scope of work. A single consulting service provider will be required to oversee all aspects of the Community Engagement and Communications Strategy, and deliver an implementation plan for Rapid Transit, Nodes, Corridors and Infill, and Core Bridge.

**REPORT**

The call for consultant services for the Development of the Detailed IGP and Implementation Process was issued in two stages.

**Stage 1: Request for Qualifications**

A Request for Qualifications (RFQ) was issued on February 12, 2013, and closed on March 15, 2013. A total of 12 submissions were received, representing over 60 companies.

Submissions were scored by the project Steering Committee out of a possible 50 points, using the following criteria:

1. Understanding the project's goals, scope, and local issues and needs as indicated in the project approach. (20)
2. Qualifications and previous related work of key project personnel, particularly with regard to working with municipalities of similar size, government structure, complexity, and issues, including experience in technical areas required to complete all master plan elements. (20)
3. Quality of proposed project management framework. (5)
4. Overall quality, innovation, and vision. (5)

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The submissions that ranked in the top four were invited to participate in Stage 2: Request for Proposals.

Stage 2: Request for Proposals

An RFP was issued on April 26, 2013, to the four successful proponents from Stage 1. The following firms participated in Stage 2 as leads of their respective teams:

- 1) Dillon Consulting;
- 2) O2 Planning + Design;
- 3) Urban Strategies; and
- 4) Urban Systems.

The deadline for receipt of RFP's was May 29, 2013.

The project Steering Committee reviewed and scored the RFP's out of a possible 150 points, using the following criteria:

- a) Overall project understanding; (10)
- b) Overall innovation and vision; (10)
- c) Overall quality of the proposal, including completeness, editing, clarity and directness; (10)
- d) Project Management (35) comprised of:
  - i) Project manager/management team; (5)
  - ii) Project team quality, structure, roles, responsibilities, and time allocation; (10)
  - iii) Project scope and schedule; (5)
  - iv) Approach to risk management, quality management, and project management communication; (15)
- e) Community Engagement and Communications Strategy (25) comprised of:
  - i) Approach to community engagement events and activities; (5)
  - ii) Approach to marketing and communications; (5)
  - iii) Online strategy; (5)
  - iv) Approach to logistics for events, stakeholder management; (5)
  - v) Consistency with Community Engagement and communications objectives and principles; (5)
- f) Proposed approach and methodology to address the intents and components of each project element (50) comprised of:
  - i) Nodes, Corridors, and Infill Plan; (20)
  - ii) Core Bridge Strategy; (10)
  - iii) Rapid Transit Business Case; (20)
- g) Fees for service. (10)

The Steering Committee interviewed the teams between June 17 and 20, 2013, in person and via web and teleconference.

### Consultant Selection

All four teams were considered strong candidates, demonstrating sound understanding of the project, suitable experience, qualified project teams, and compelling approaches to communications and engagement. Urban Systems was identified as the highest scoring proponent due to their exceptional understanding of the integrated nature of the project and the local context, their strong project management team and structure, and their innovative and comprehensive approach to the project methodology. Their past work on projects spanning a wide range of scales and disciplines demonstrates their capacity to successfully deliver on a project of the nature and scale of the IGP.

### **OPTIONS TO THE RECOMMENDATION**

There are no options to the recommendation.

### **POLICY IMPLICATIONS**

The new IGP will require changes to City bylaws, such as the Official Community Plan Bylaw No. 8769 and Zoning Bylaw No. 8770, and to City policies, such as the Infrastructure Services Design and Development Standards Manual. These changes will be brought forward to City Council in subsequent reports as the IGP proceeds.

### **FINANCIAL IMPLICATIONS**

This report recommends awarding a contract in the amount of \$1,499,935 (including G.S.T.). Funding for this contract award will be taken from the approved Capital Project No. 2547 – Integrated Growth Plan, as well as existing funding from several related capital projects that have been aligned to help fund this project, specifically Capital Project No. 2174 – Future Growth Strategy Group and Capital Project No. 2167 – Development Plan and Zoning Bylaw Review. Additional capital funding resources will be required for 2014 and 2015 for additional aspects of the IGP project not directly related to the consulting component.

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

Stakeholder involvement has included the following to date:

1. Public Introduction of the IGP – took place via a media event held on March 15, 2012.
2. Integrated Growth: A Bridging Document – was produced in 2012 to help the public and stakeholders understand the kinds of changes to expect as Saskatoon moves forward with the IGP.
3. Public Presentations – to date 34 IGP presentations have been made to various groups throughout Saskatoon since March 2012.



4. Citizen Advisory Panel – a new Citizen Advisory Panel, comprised of current and former members of the Municipal Planning Commission, has been formed. The panel will meet periodically to review and provide independent feedback to various proposals and options presented during the IGP study phases.
5. IGP Website – has been developed and is located at [www.saskatoon.ca](http://www.saskatoon.ca) (click on Integrated Growth Plan under “Check This Out”). The IGP website also provides links to several related projects, such as the City Centre and North Downtown plans.

### **COMMUNICATIONS PLAN**

A comprehensive Community Engagement and Communications Strategy (Strategy) is a key component of the IGP. The Administration, in conjunction with the consultant, will ensure the important values citizens identified for Saskatoon’s future growth continue to be woven into the new city being built with clear and continuous communication to residents throughout the process. A detailed Strategy will be developed with the consultant once they are under contract with the City.

Attachment 1 is a list of common questions and answers related to the IGP.

The consultant will oversee all aspects of the Strategy, and will play an active role in developing and implementing the Strategy, including:

- 1) Incorporating the current IGP brand;
- 2) Developing key messages;
- 3) Creating a media plan;
- 4) Creating a public and internal communications plan;
- 5) Creating a website and social media plan;
- 6) Developing and implementing subsidiary Community Engagement and Communication Plans;
- 7) Advertising and promoting the various community engagement events; and
- 8) Playing an active role in the planning and coordinating of all logistics for various events and activities, including stakeholder interviews, City Council presentations and media events.

The public will be invited to a series of events this year which will launch the IGP project and introduce the principles of the IGP. Engagement opportunities thereafter will follow suit with the Strategy and be representative of key milestones in the project.

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

The project is expected to be ongoing until the end of 2015, with communications to City Council occurring at key milestones throughout the duration of the project. A more detailed timeline will be developed pending development of the detailed public and stakeholder consultation plan.

**ENVIRONMENTAL IMPLICATIONS**

No specific environmental and/or greenhouse gas implications have been identified at this time, but will be evaluated in greater detail as the process moves forward.

**PRIVACY IMPACT**

There are no privacy implications.

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

No safety or CPTED issues have been identified at this time.

**PUBLIC NOTICE**

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

**ATTACHMENT**

1. Frequently Asked Questions – Integrated Growth Plan

*Clause 5, Report No. 11-2013 of the Planning and Operations Committee was brought forward and considered with this matter.*

**“REPORT NO. 11-2013 OF THE PLANNING AND OPERATIONS COMMITTEE**

- 5. Integrated Growth Plan – Financing Growth – Request for Proposals (Files CK. 4110-2 and PL 4110-1)**

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

Your Committee has considered the attached report of the General Manager, Community Services Department dated July 4, 2013, presenting the information to be contained in the Request for Proposals for a Financing Growth Study and submits it for information.”

- IT WAS RESOLVED:*
- 1) *that the information be received;*
  - 2) *that City Council approve the award for the Development of the Detailed Integrated Growth Plan and Implementation Process to Urban Systems for a total of \$1,499,935 (including G.S.T.); and*

- 3) *that the City Solicitor be instructed to prepare the appropriate contract documents, and that His Worship the Mayor and the City Clerk be authorized to execute the agreement under the Corporate Seal.*

**Section E – INFRASTRUCTURE SERVICES**

**E1) Federated Co-operatives Limited Reclamation Project Proposal  
(Files CK. 4225-1, x 4000-1 and IS. 5000-1)**

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- RECOMMENDATION:**
- 1) that a short-term lease of City lands to the Federated Co-operatives Limited to allow for the completion of a remediation project, as outlined in this report, be approved; and
  - 2) that the City Solicitor be requested to prepare the necessary agreement for execution by His Worship the Mayor and the City Clerk, under the corporate seal.

*ADOPTED.*

**TOPIC AND PURPOSE**

This report is to obtain approval for the City to enter into a short-term lease with Federated Co-operatives Limited to allow for the completion of a soil remediation project on property along 33<sup>rd</sup> Street.

**REPORT HIGHLIGHTS**

1. A Co-op gas station has been operating on 33<sup>rd</sup> Street for decades, and a hydrocarbon plume has been found that has migrated under and across 33<sup>rd</sup> Street and onto private property that currently contains an apartment building.
2. Since March 2013, there have been numerous meetings facilitated through the Parks Branch, Urban Forestry Program. Federated Co-operatives Limited, Stantec and their contractors have been onsite to carry out the preliminary feasibility study and have found the site, within the nursery, to be ideal to carry out the reclamation project.
3. Federated Co-operatives Limited (FCL) and its engineer, Stantec, have devised a plan that would see directional boring from the City's tree nursery and under the apartment building located at 1621 33<sup>rd</sup> Street West.
4. The agreement would be a short-term two-year lease and the size of the site is limited to one acre

## **STRATEGIC GOALS**

This report supports the City of Saskatoon Strategic Goal, Environmental Leadership; by partnering with, and providing the opportunity to Federated Cooperatives Limited to utilize City land to carry out an environmental remediation project.

## **BACKGROUND**

In March 2013, Federated Co-operatives Limited (FCL) and their Engineering Consultant, Stantec, approached the Administration regarding the possibility of access to Vic Rempel Yards Nursery to complete an evaluation for reclamation of environmental contamination on private lands located along 33<sup>rd</sup> Street.

A plume of hydrocarbons has migrated from the FCL property (Co-op Gas Bar) under 33<sup>rd</sup> Street and onto a property that has an apartment building, just west of the intersection of 33<sup>rd</sup> Street and Avenue P.

## **REPORT**

A Co-op gas station has been operating on 33<sup>rd</sup> Street for decades, and a hydrocarbon plume has been found that has migrated under and across 33<sup>rd</sup> Street and onto private property that currently contains an apartment building. Since March 2013, there have been numerous meetings with the Parks Branch, Urban Forestry Program. Federated Co-operatives Limited, Stantec and their contractors have been onsite to carry out a preliminary feasibility study and have found the site, within the nursery, to be ideal to carry out the reclamation project.

Federated Co-operatives Limited (FCL) has an alternative to vacating and demolishing the apartment building, located at 1621 33<sup>rd</sup> Street West, directly north of the Vic Rempel Yards Tree Nursery. Its engineer, Stantec, has devised a plan that would see directional boring from the City's tree nursery north and under the apartment building. The apartment building has been there for many years, has mostly long-term tenants, many of whom are advanced in age, and the owners are aware of the project and are agreeable.

It is not practical to perform this work from the FCL side of 33<sup>rd</sup> Street, as there are too many utilities under the street to permit the directional boring.

The engineering involves installing three pipes at different heights, all rather modest in size, and then to repeat the three-pipe install at two or three points to create a grid pattern. The pipes would be installed under the apartment building from the City lands (tree nursery) (Attachment 1). The remediation process would then be accomplished, drawing the contaminants from the apartment building lands and into holding tank(s). The end points for the pipes, holding tank(s), compressor and manifold "shacks" and pump would be located on City lands (Attachment 2).

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The agreement would be a short-term, two-year lease and the size of the site would be limited to one acre. After the boring is completed, there would be some monitoring and containment equipment placed on site.

The terms of the agreement to permit access to City lands, which would be formalized through a short-term lease, would include the following:

- the term of the agreement would be for one year, with an option to renew for one additional year;
- the area of land to be used and the access points and times would be specified;
- the rent would be nominal, the key financial commitment for FCL would be to reimburse the City for any and all costs it incurs as a result of permitting the work to proceed;
- FCL would need to develop and implement a communications plan acceptable to the City for the work;
- FCL would perform the work in a manner acceptable to the City;
- FCL would be responsible for any and all environmental impacts;
- FCL would have to provide proof of insurance in an amount acceptable to the City, which would include a clause to provide coverage for environmental impacts;
- FCL would have to fully indemnify the City for any losses or costs, including any claims from third parties as a result of the work; and
- FCL would have to restore the City's lands once the work is completed.

The Administration, knowing the breadth of the project and the possibility of it taking up to two years to complete, has been in contact with the City Solicitor's Office and Environmental Services Branch to assist in the compilation of the possible terms of the agreement with FCL. The reclamation project is on hold, awaiting City Council's review and approval.

**OPTIONS TO THE RECOMMENDATION**

No other options were considered.

**POLICY IMPLICATIONS**

There are no policy implications.

**FINANCIAL IMPLICATIONS**

Federated Co-operatives Limited has agreed to pay for all costs associated with the loss of approximately one acre of viable nursery land; all civic staff's time; the moving of all trees from the proposed "construction" area; any and all costs associated with the project

(i.e. set up and take down infrastructure associated with the reclamation project and site remediation).

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

The plan will be to take decibel readings around the building to get an idea of ambient noise levels, and then also take readings while the system is operating. If noise levels are found to be too high, there are options such as altering the operation of the system to reduce sound, or possibly sound attenuation barriers, if necessary. Federated Co-operatives Limited has agreed to notify the public that are in close proximity of the reclamation project.

The Planning and Development Branch is supportive of the alternative site remediation being proposed for 1621 33<sup>rd</sup> Street East as it will retain existing rental housing stock.

To ensure that there is minimal impact on the adjacent residential properties (east of Avenue P) and the senior's complex (north of 33rd Street East) it is suggested that the agreement note that the activities associated with the remediation should not create an excessive nuisance beyond the boundaries of the subject site by reason of the production or emission of dust, smoke, refuse, matter, odour, gas, fumes, noise, vibration or other similar substance or conditions. A mechanism to address any complaints received should also be provided.

### **COMMUNICATION PLAN**

By allowing FCL access to City property to complete this important environmental remediation, the residents living on the affected property will not have to vacate during the work. While the work will cause some temporary inconvenience with extra workers on site and will uproot some green space, the Administration is of the view that accommodating this request is the right thing to do. By addressing this contamination now, it prevents further contamination to adjacent properties.

FCL will be responsible for securing any right-of-way permits required, as well as informing any affected businesses and residents of the project and any resulting restrictions.

City staff at Vic Rempel Yards will be advised in advance of the project and how it will affect their work, if at all.

The Administration has received confirmation that the ground contamination is not on the City lands, where a tree nursery is located. Customer service staff will have key messages addressing any concerns from staff and residents about the scope of the contamination.

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

No follow up report is required. FCL confirmed that they would not need more than two years to complete the reclamation.

**ENVIRONMENTAL IMPLICATIONS**

The project will have resource consumption, waste generation, and Greenhouse (GHG) emission implications once remediation activities proceed. However, compounds found in the hydrocarbon plume are toxic to human and environmental health, and facilitating remediation of the site will ensure the environment, public, and City lands will remain unimpacted by the hydrocarbon contamination.

In addition, the decision to remediate the site as recommended will avoid the requirement of vacating and demolishing the existing building. Preservation of the existing building is estimated to save 5,230 tonnes CO<sub>2</sub>e, the GHG equivalent of the energy lost and spent by demolishing the existing building and constructing an equivalent building. The overall impact of the project on GHG emissions has not been quantified at this time.

**PRIVACY IMPACT**

There are no privacy implications.

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

A CPTED assessment is not required.

**PUBLIC NOTICE**

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

**ATTACHMENTS**

1. Cross Section A: Generic Horizontal Line Installation
2. Site Plan for FCL Reclamation Project

**E2) Request for Post Budget Approval  
Capital Project 1769-9 – Land Development – Marquis Industrial Area  
(Files CK. 4125-12, x 1702-1 and IS. 4111-43-3)**

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- RECOMMENDATION:**
- 1) that a post budget increase to Capital Project 1769-9 – IS Land Development – Marquis Industrial Area, in the amount of \$1,567,000 be approved;
  - 2) that the post budget increase be funded as follows:
    - a) \$1,035,000 from the General Prepaid Services Reserves, and
    - b) \$532,000 from the Property Realized Reserve;
  - 3) that the tender submitted by D. Jorgenson Holdings Ltd. for Marquis 10 Roadways, at a total estimated cost of \$2,000,124.00, including G.S.T., be accepted; and
  - 4) that the City Manager and the City Clerk be authorized to execute the contract documents, as prepared by the City Solicitor, under Corporate Seal.

*ADOPTED.*

**TOPIC AND PURPOSE**

The purpose of this report is to obtain City Council approval for a budget increase in order to advance construction of roadways in the Marquis Phase 10 Industrial Subdivision in 2013, and award of contract to D. Jorgenson Holdings Ltd.

**REPORT HIGHLIGHTS**

1. The three-year land development plan for the Marquis Industrial Subdivision recommended that roadways for Marquis Phase 8 be constructed in 2013. Due to construction delays in Marquis Phase 8, the construction of roadways is delayed until 2014, which creates a shortfall of serviced industrial lots for the 2013 land development program.
2. Construction of Marquis Phase 10 has been expedited to ensure that there is an adequate supply of serviced industrial lots available in 2013.
3. The tender for Marquis 10 Roadways was publically opened on Wednesday, June 5, 2013, and D. Jorgenson Holdings Ltd. was the low bid.



**STRATEGIC GOALS**

The recommendation in this report supports the City of Saskatoon Strategic Goal, Sustainable Growth.

**BACKGROUND**

The three-year land development plan for the Marquis Industrial Subdivision recommended that roadways be constructed for Marquis Phase 8 in 2013. Due to delays in constructing the storm pond and water and sewer services in Marquis Phase 8, roadway construction has been delayed until 2014. Marquis Phase 10 has already been partially serviced and it is feasible to construct the roadways in 2013.

**REPORT**

The Roadways for Marquis Phase 8 will not be constructed until 2014. As such, an adequate supply of serviced industrial lots may not materialize for the 2013 land development program. Construction for Marquis Phase 10 has been expedited to meet this shortfall.

Tenders for Marquis 10 Roadways were opened publically on Wednesday, June 5, 2013. Three tenders were received and the results are listed below:

<b>BIDDER</b>	<b>TOTAL TENDER PRICE</b>
D. Jorgenson Holdings. Ltd Saskatoon, SK	\$2,000,124.00
ASL Paving Ltd. Saskatoon, SK	\$2,110,752.79
Central Asphalt & Paving Saskatoon, SK	\$2,536,080.32

D. Jorgenson Holdings. Ltd has completed similar projects for the City of Saskatoon.

**OPTIONS TO THE RECOMMENDATION**

An option could be to not approve the post budget increase and have the roadways for Marquis Phase 10 constructed in 2014 as originally planned. This will result in a shortfall of serviced industrial lots for 2013 and is, therefore, not recommended.

**POLICY IMPLICATIONS**

There are no policy implications.

**FINANCIAL IMPLICATIONS**

The net cost to the City submitted by D. Jorgenson Holdings Ltd., is calculated as follows:

Curb & Catch Basin Construction	\$ 359,000
Pavement Construction	\$1,445,880
Contingency	\$ 100,000
G.S.T.	<u>\$ 95,244</u>
Total Tender Price	\$2,000,124
Less G.S.T. Rebate to the City	<u>\$ 95,244</u>
<b>Net Cost to the City</b>	<b>\$1,904,880</b>

Capital Project 1769-9 – IS Land Development – Marquis Industrial Area has approved funding in the amount of \$1,200,000 remaining, once the Water and Sewer Construction is complete.

The total costs of the project have been estimated as follows:

Tendered Construction Net Cost	\$1,904,880
Administration, Engineering, and Street Lighting	\$ 330,120
Underground Gas and Electrical Servicing	<u>\$ 532,000</u>
<b>Total Project Costs</b>	<b>\$2,767,000</b>

This results in a shortfall of \$1,567,000 in the budget.

The Administration is recommending that the post budget increase be funded in the amount of \$1,035,000 from the General Prepaid Services Reserves and \$532,000 from the Property Realized Reserve. There is sufficient funding within these reserves.

**PUBLIC AND/OR STAKEHOLDER INVOLVEMENT**

Public and/or stakeholder involvement is not required.

**COMMUNICATION PLAN**

Traffic on Millar Avenue and 71<sup>st</sup> Street may be impacted during work hours. Any required traffic detours will be communicated to the public via Public Service Announcements and Service Alerts. Message boards will be utilized where possible to warn motorists in advance of any major closures being implemented.

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

The work is expected to take two months, and will be completed by the end of the 2013 construction season, weather permitting and barring unforeseen circumstances.

**ENVIRONMENTAL IMPLICATIONS**

The recommendation will have negative land use and greenhouse gas emission implications associated with development of a greenfield site. The overall environmental impacts of developments have not been quantified at this time.

**PRIVACY IMPACT**

There are no privacy implications.

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

A CPTED Review is not required.

**PUBLIC NOTICE**

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

**E3) Sole Source Award of Engineering Services  
Capital Project 1493 – East River Bank Stabilization  
Geotechnical Monitoring, Investigation and Recommendation of  
Remediation Alternatives for the Slope Failure  
Between 11<sup>th</sup> Street East and Saskatchewan Crescent East  
(Files CK. 4000-1 & IS. 7821-3)**

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- RECOMMENDATION:**
- 1) that a sole source proposal submitted by Golder Associates Ltd. for engineering services, Change Order 2: Geotechnical Monitoring Services, Cherry Lane Slope Instability, on a time and expense basis, at an estimated total cost of \$79,097 (including G.S.T. and P.S.T.) be accepted;
  - 2) that a sole source proposal submitted by Golder Associates Ltd. for engineering services Change Order 3: Geotechnical Investigation and Evaluation of Remedial Options of Slope Movement at Cherry Lane, on a time and expense basis, at an estimated total cost of \$365,020 (including G.S.T. and P.S.T.) be accepted;

- 3) that a post-budget allocation from 2667 Infrastructure Reserve – Storm Water of \$475,000 to Capital Project 1493 - East River Bank Stabilization to fund this increased scope of work be approved; and
- 4) that the City Solicitor be instructed to prepare the necessary engineering services agreement Change Orders for execution by His Worship the Mayor and the City Clerk, under the Corporate Seal.

*ADOPTED.*

### **TOPIC AND PURPOSE(S)**

The purpose of this report is to obtain City Council's approval for the sole source award of engineering services for geotechnical instrumentation, monitoring, investigation and recommendation of remedial options for the slope located between 11<sup>th</sup> Street East and Saskatchewan Crescent East and the appropriate funding to support this work

### **REPORT HIGHLIGHTS**

1. The river bank slope between 11<sup>th</sup> Street East and Saskatchewan Crescent East remains unstable and in a critical condition.
2. The City of Saskatoon has required increased monitoring activities of the moving slope.
3. The City of Saskatoon is taking a leadership role in coordinating a collective solution for the stabilization of the slope.
4. The Administration is recommending that the sole source engineering services agreement submitted by Golder Associates Ltd. be accepted.
5. The Administration is recommending that the work be supported by a post-budget allocation from 2667 Infrastructure Reserve – Storm Water to Capital Project 1493 – IS – East River Bank Stabilization.

### **STRATEGIC GOALS**

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

- Quality of Life, as taking action to stabilize the riverbank in this area is in the direct interest of public safety; and
- Asset and Financial Sustainability, as the City will be investing in the long-term functional sustainability of the riverbank in this area to ensure that it can continue to be viable residential property.

## **BACKGROUND**

In June 2012, a slope failure occurred on the river bank between 11<sup>th</sup> Street East and Saskatchewan Crescent East. This failure directly impacted the backyards of two properties. This was known as the west slide area. A temporary evacuation was issued for these properties due to concerns with a gas line in the lane. This gas line has since been removed. In response to the slope failure, Infrastructure Services initiated an investigation and monitoring program within the lane (Cherry Lane) between the private properties. Golder Associates Ltd. was retained to provide this geotechnical expertise and the investigation lead to a report that was delivered to residents recommending actions they could take on their property to remediate their yards and prevent further failure.

Monitoring of the lane continued on a monthly basis throughout 2012 and into the spring of 2013, showing negligible movement of the slope.

## **REPORT**

### **The slope remains unstable and in critical condition**

On June 24, 2013, a report was received that visible movement in the slope had been noticed. Infrastructure Services and Golder Associates Ltd. responded immediately and found that a new slide location east of the 2012 location had developed. There was visible movement above and below the lane.

This new slide prompted an increase in monitoring and inspection of the lane from monthly to daily inspections. The movement that was noted was at a rate of centimetres per day, which is an order of magnitude increase from 2012. Since June 24, 2013, the east slide location has moved over 1 metre horizontally. This is significant and alarming movement. To date, monitoring continues to show movement upwards of 3 to 5 centimetres a day. The west slide location of last year has also begun to show movement again.

The current understanding of the stratigraphy and geometry of the slope suggests that this slide is occurring on a plane up to 9 metres below the surface. This makes it a very serious situation. Homes both above and below the slope are in danger of being damaged by the continual slope movement. A slope failure of this magnitude is also very difficult to remediate while still moving. The forces at play are very large. These critical factors prompted the City to issue a voluntary evacuation recommendation to the affected property owners. Although no structural movement has been reported, the slope movement indicates this may happen in the near future leading to a mandatory evacuation.

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The City of Saskatoon has increased monitoring activities

Under the engineering services agreement with Golder Associates Ltd., which was established in 2012, monitoring activities were expected to occur monthly. This frequency was deemed adequate to observe the slope during minimal movement. Following June 24, 2013, monitoring and inspection activities were required to be dramatically increased in order to be able to observe and react to the increased movement. This increased monitoring has been happening on a daily basis with data being recorded every other day. This amount of monitoring is necessary in order to be able to properly inform residents. As a result of this increased monitoring, a Change Order (Change Order 2) is required to address the costs of increased monitoring. The cost of this increased monitoring is estimated at \$74,270 (excluding G.S.T. and P.S.T.) and will extend the increased inspection to the middle of August 2013.

The City of Saskatoon is taking a leadership role in developing solutions

In response to the 2012 slide, Infrastructure Services retained Golder Associates Ltd. and directed them to maintain monitoring within the City right-of-way on Cherry Lane. The movement and remediation on private property was left as the responsibility of the private property owners. Golder Associates Ltd. completed a report in March 2013 that summarized their understanding of the slide based on this defined scope.

When the east slide location began to occur in 2013, Golder Associates Ltd. continued monitoring activities within the lane only as originally directed. However, as movement continued to increase and became critical, Infrastructure Services was directed by the City Manager to expand the scope of investigation work to include investigation on private property with the purpose of fully understanding the situation to lead to remediation alternatives. This is the new scope of work defined in Change Order 3.

This work is estimated at \$342,742, and will involve an extensive 11 stage investigation and analysis that will lead to a report on recommended remediation. This work is estimated to be completed in November 2013. At that time, Infrastructure Services will report back on how the group of owners could proceed with remediation.

Administration recommends sole source award to Golder Associates Ltd.

In order to complete the expanded work as described, the Administration is recommending that Golder Associates Ltd. be awarded the sole source extension of their existing engineering services agreement. The situation with the moving slope is critical and public safety is a risk. Therefore, immediate action is necessary and should not be delayed by an Request for Proposal (RFP). Also, Golder's extensive involvement and understanding of this slope make them the prudent choice to proceed. Both Change Orders have been developed in negotiation with Golder Associates Ltd., and Infrastructure Services is confident that the work defined, the costs and the schedule are reasonable and, therefore, should be accepted.

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Administration recommends post-budget approval

East river bank stabilization projects are managed under Capital Project 1493 – IS – East River Bank Stabilization. This capital project is funded by the Storm Water Utility through 2667 Infrastructure Reserve – Storm Water.

Currently there is \$2.2 million of approved budget in Capital Project 1493. The plans for this budget include:

- design and construction of 17<sup>th</sup> Street and Saskatchewan Crescent slope failure which is slated to be completed in 2013 - \$2,000,000;
- annual comprehensive east river bank monitoring and inspection program - \$40,000; and
- Cherry Lane monitoring and inspection - \$100,000.

In order to fund the expanded scope of work defined by Change Order 3, an additional \$475,000 is being requested from 2667 - Infrastructure Reserve – Storm Water. Currently, there is adequate funding in the reserve and this post-budget request does not negatively affect the long-term plans of the Storm Water Utility. The \$475,000 request allows for some contingency as there is the potential for increased investigation beyond the proposed scope based on changing conditions.

**OPTIONS TO THE RECOMMENDATIONS**

An option would be to issue an RFP to retain a geotechnical consultant to continue monitoring in the lane to provide information to the City on the status of the slope. This option is not recommended as the RFP process would require critical time to complete and the slope continues to be active and unpredictable. Also, continuing with Golder Associates provides for continuity and access to current data.

An option could also be to encourage the private property owners to retain their own professional advice and remediate their property, which was the option chosen in 2012. However, the slope movement this year has become more critical and the actions of residents need to be coordinated so that others are not negatively impacted. This option is, therefore, not recommended, as the City of Saskatoon is proposing that it take a leadership role in coordinating a solution in the interests of public safety and long-term sustainability of the riverbank.

**POLICY IMPLICATIONS**

City Council approval of the sole source award of engineering services to Golder Associates Ltd. is in accordance with Policy C02-030 – Purchase of Goods, Services and Work which states:

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“4.3 Sole Source Contract – Sole source procurement is permitted in the following circumstances:

- d) In an emergency that has created an immediate and serious need, which could risk the health or safety of any person or threaten public or private property and environment or adversely affect the operation of the City;”

**FINANCIAL IMPLICATIONS**

The estimated net cost to the City of Saskatoon for Change Order 2 from Golder Associates Ltd. for continued monitoring of slope movement is as follows:

Estimated Cost	\$74,270.00
P.S.T (5% of 30%)	\$ 1,114.05
G.S.T.	<u>\$ 3,713.50</u>
Sub-Total	\$79,097.55
G.S.T. Rebate	<u>\$ (3,713.50)</u>
<b>Net Cost to City</b>	<b>\$75,384.05</b>

There is sufficient funding available within approved 2013 Capital Project 1493 – East River Bank Stabilization

Budgeted	Unbudgeted	Capital	Operating	Non-Mill Rate	External Funding
X		\$75,384.05			

The estimated net cost to the City of Saskatoon for Change Order 3 from Golder Associates Ltd. for the expanded investigation and recommendation of remedial options is as follows:

Estimated Cost	\$342,742.00
P.S.T (5% of 30%)	\$ 5,141.13
G.S.T.	<u>\$ 17,137.10</u>
Sub-Total	\$365,020,23
G.S.T. Rebate	<u>\$ (17,137.10)</u>
<b>Net Cost to City</b>	<b>\$347,883.13</b>

There is insufficient funding available within approved 2013 Capital Project 1493 – East River Bank Stabilization. Therefore, post-budget approval is required to transfer \$400,000 from 2667 Infrastructure Reserve – Storm Water to Capital Project 1493.

Budgeted	Unbudgeted	Capital	Operating	Non-Mill Rate	External Funding
	X	\$347,883.13			



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

Stakeholders of this project have been identified and engaged as follows:

- Residents of slope failure area;
- Immediately affected residents (voluntary evacuation); and
- Third party engineering professionals retained by residents.

### **COMMUNICATION PLAN**

Since the 2012 slope failure, the City has been open and transparent with residents and City Councillors, sharing the engineers' report on their study. Once the west side slope failure was identified and monitoring along the back lane began in late June, staff started providing regular updates to affected and adjacent residents approximately twice a week, with the results from the contract engineer's measurements; and notice of concerns as they arise. Informal engagement has occurred with local residents throughout the course of the slope movement, and the City has been available for any questions.

Communications objectives are two-fold: engaging, coordinating and updating affected residents; and updating and reassuring all citizens that the City is the public authority and acting in the interest of public safety.

Formal meetings have occurred as follows:

1. A small information meeting was held with immediately affected residents and their consultants on July 11, 2013, to discuss the situation and to encourage cooperation with immediate solutions.
2. A larger closed information session with affected residents in the slope area was held on July 16, 2013, to engage the homeowners and to ensure they understand the seriousness of the situation; to discuss the need for voluntary evacuation; and to stress the requirement of obtaining their own advice on current structural stability of their property. This meeting also provided the opportunity to discuss the expanded scope of geotechnical investigation leading to the recommendation of remedial options.

Saskatoon Fire and Protective Services (SFPS) are playing an active role in communications. Representatives from SFPS spoke directly with residents of the affected homes to collect information about inhabitants of each home and contact information in case of an emergency. The emergency measures Command Bus was on-site for the couple of days of the voluntary evacuation advisement in case there were questions. Residents were reassured that the Saskatoon Police Service will also be

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engaged should residents choose to evacuate, in order to ensure property is secure from vandals.

While the slope failure primarily affects a small number of homes, all residents are entitled to information about the right-of-way impacts and the City's involvement. The media was notified once the City felt a recommendation for voluntary evacuation was necessary, in order to reinforce the City's urgent message. A webpage linked from the City's homepage includes all public messages. The media will continue to be updated at any point there is new information.

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

Completion of engineering work leading up to the recommendation of a remedial option is scheduled to be completed by November 2013.

Another report is expected to follow in December 2013 recommending a remedial option and strategies to coordinate with the private property owners to have it implemented.

**ENVIRONMENTAL IMPLICATIONS**

The environmental impact of a recommended remedial option is unknown at this time. Once options are evaluated and one is selected an assessment of environmental implications will be performed and this information will be reported at that time

**PRIVACY IMPACT**

The work required to properly investigate the slope requires soil investigation and surveying on private property. Saskatoon Fire and Protective Services have obtained the permission of all residents in the area to conduct this work on their property.

**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) Capital Project #2198  
Water Treatment Plant – Reservoir Capacity Expansion  
Avenue H Reservoir Expansion – Engineering Services Fee Increase  
(Files CK. 670-3, x1702-1, and WT. 7960-96-1)**

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- RECOMMENDATION:**
- 1) that Council approve an increase in the upset fee for engineering services to Associated Engineering (Sask.) Ltd. teamed with CH2M HILL Canada Limited for the design and engineering services during construction of the Avenue H Reservoir Expansion by an amount of \$1,317,165.15 (including G.S.T.); and
  - 2) that the City Solicitor amend the existing engineering services agreement between Associated Engineering (Sask.) Ltd. teamed with CH2M HILL Canada Limited and the City of Saskatoon.

*ADOPTED.*

**TOPIC AND PURPOSE**

That City Council approve an increase in the upset limit for engineering fees for Associated Engineering (Sask.) Ltd. teamed with CH2M HILL Canada Limited for the Avenue H Reservoir Expansion project.

**REPORT HIGHLIGHTS**

1. Technical requirements to meet the original project objectives became more complex than the original concept.
2. The proposed construction schedule of 12 months at the time of the engineering services award was too optimistic as the formal contractor's schedule is 24 months.
3. The transfer pumping component design and construction is more complicated than originally envisioned as the City has chosen to design a complete system.

**STRATEGIC GOAL**

The Avenue H Reservoir Expansion project, the subject of two previous reports approving the engineering services and award of the construction contract, continues to support the City of Saskatoon Strategic Goal of Asset and Financial Sustainability by investing in potable water storage, an added disinfection barrier, and efficient distribution pumping capacity that will meet the needs of citizens now and in the future.

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**BACKGROUND**

At its meeting held on April 26, 2010, Council approved the award of engineering services to Associated Engineering (Sask.) Ltd. (Associated Engineering) teamed with CH2M HILL Canada Limited (CH2M HILL) for the design and construction of the Avenue H Reservoir Expansion for a net cost to the City of \$3,019,386. The project budget at that time of award was \$29.9 million.

At the time of the construction tender award by Council on February 27, 2012, the net cost to the City from the lowest bidder, Graham Construction and Engineering, a JV, was \$43,424,823. The seven bids received had a spread of 12.4% and the City recognized that the public tender process determined the market value of the project.

**REPORT**

**Technical requirements became more complex**

Over the life of the design, the technical requirements to meet the original project objectives became more complex and larger in scope. The final project design increased the flexibility and capacity of the project to the advantage of the City.

The Avenue H Reservoir Expansion saw significant interest from industry. The consultant managed 317 written queries from contractors, subcontractors, and suppliers. Each query resulted in a formal written response. During the tender period, the consultant received 180 requests to provide equivalent products and construction techniques. Similar to the bidding queries, each request resulted in a formal written response.

The work required to address technical requirements and tendering responses required additional engineering. The City received correspondence dated May 3, 2012, requesting an engineering services fee adjustment for additional design, tendering, and construction administration work. The additional fee requested for design and tendering administration totalled \$591,107. Engineering services reviewed the request and believes \$291,699, approximately 50% of the original request, was justified.

**Construction schedule increased to 24 months.**

At the time consultant engineering services were secured for the Avenue H Reservoir Expansion project, it was generally thought that construction could be completed in 12 months. The nature of the project and the requirements to meet the City's objectives resulted in 22 months to design and tender the project. The contractor's schedule shows a completion date of May 3, 2014, resulting in a 24 month construction period.

Construction administration includes written interpretation of drawings and specifications, review of shop drawings, answering formal requests for information, holding project review meetings, and providing resident engineering services. The 100% increase in the

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construction schedule has a significant effect on the engineering time for construction administration.

The May 3, 2012 request for an engineering fee adjustment asked for an additional \$500,000 for construction administration. A subsequent request from the consultant, dated January 28, 2013, revised this request to \$893,000. Engineering services reviewed the request and believes an increase of \$536,000, approximately 60% of the request, is justified.

Transfer pumping mechanical and electrical design

The moving of treated water from the plant to the reservoir expansion was initially thought to be a matter of using existing distribution pumps and piping infrastructure. A more pragmatic look at the process resulted in the need to completely design the pumping, piping, and electrical components of transfer pumping to avoid solutions that would be abandoned once the long term solution to transfer pumping was implemented.

Associated Engineering was asked to provide a proposal to provide engineering services for transfer pumping design and supplemental electrical upgrades. Their proposal, dated May 15, 2013, had a total fee of \$426,744 for the work.

**OPTIONS TO THE RECOMMENDATION**

Council could choose to not approve the fee increase and the Engineering Services Section would assume administration duties and engage outside consulting experts where required. Delays in receiving requested information from consulting experts may increase schedule leading to increased construction costs. Transfer pumping is an integral component of the treatment process. Utilization of existing pumps, valves and piping for purposes for which they were not originally designed, instead of an engineered solution, substantially increases risk due to higher probability of infrastructure failure.

**POLICY IMPLICATIONS**

There are no policy implications.

**FINANCIAL IMPLICATIONS**

Capital Project #2198-01 – WTP – Reservoir Capacity Expansion – Reservoir Transferability System has \$3,800,000 of approved funding in the 2013 Capital Budget. The engineering fee increase for the Avenue H Reservoir Expansion includes:

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Design and Tender Administration	\$ 291,699.00
Construction Administration	536,000.00
Transfer Pumping	<u>426,744.00</u>
Subtotal	1,254,443.00
G.S.T.	<u>62,722.15</u>
<b>Total Upset Fee Increase</b>	<b><u>1,317,165.15</u></b>
Less G.S.T. Rebate	<u>(62,722.15)</u>
<b>Net Cost to City</b>	<b><u>\$1,254,443.00</u></b>

**PUBLIC AND/OR STAKEHOLDER INVOLVEMENT**

A public open house on September 21, 2011 provided information on the project, including the two-year construction phase starting in spring 2012.

**COMMUNICATION PLAN**

The request for additional engineering fees for this project will be included in "Council Agenda in Brief" and the decision will be included in "Council Decisions in Brief" which are distributed to the news media and posted on the City's website.

Information on the Avenue H Reservoir Expansion Project, including project progress images, is available on the City's website. When the project is complete, a News Conference will be coordinated, and information will be posted on the website and through social media.

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

It is estimated that the project will be substantially completed by May 31, 2014.

**ENVIRONMENTAL IMPLICATIONS**

This report requests additional engineering fees for an active project. The recommendations associated with this report will result in an efficient solution to the transfer pumping process. Potential environmental implications associated with the recommendations of this report are derived from improved efficiency of operation at the plant. The overall impact on greenhouse gas emissions is unknown at this time but will be identified after a representative operational period.

**PRIVACY IMPACT**

There are no privacy implications.

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

A CPTED Review was undertaken for the original project.

**PUBLIC NOTICE**

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

**F2) Capital Project #1243  
Wastewater Treatment – Lift Station Upgrades  
Spadina Lift Station Bypass Pump Building  
Engineering Services Award  
(Files CK. 7820-3 and WWT. 7990-79)**

- RECOMMENDATION:**
- 1) that the proposal submitted by CH2M HILL Canada Limited for engineering services for the Spadina Lift Station Bypass Pump Building for a total upset fee of \$240,634.00 (including G.S.T and P.ST.), 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.

*ADOPTED.*

**TOPIC AND PURPOSE**

That City Council award an engineering services contract to CH2M HILL Canada Limited (CH2M HILL), for the Spadina Lift Station Bypass Pump Building. This lift station is operated by the staff at the Wastewater Treatment Plant (WWTP).

**REPORT HIGHLIGHTS**

1. The Spadina Lift Station is a critical part of the sanitary sewer collection system as it handles 60% of the flow to the WWTP.
2. A temporary bypass for the Spadina Lift Station was constructed in 2011. This system needs to be upgraded and made into a permanent facility.
3. The Water and Wastewater Treatment Branch issued a Request for Proposal (RFP) for the Spadina Lift Station Bypass Pump Building and no proposals were received. In this circumstance, the Administration determined that a consultant could be contacted directly to negotiate a fee for engineering services. CH2M HILL was chosen as a good candidate for the project.

## **STRATEGIC GOAL**

This project supports the City of Saskatoon Strategic Goal of Asset and Financial Sustainability by ensuring that the reliable operation of the wastewater system is maintained by providing a backup pumping system to the Spadina Lift Station.

## **BACKGROUND**

The Spadina Lift Station was constructed in 1969. The lift station is situated on the Spadina sanitary sewer trunk comprising 60% of the City's sewage flow. This is a critical lift station to keep operational to prevent spilling to the river and flooding basements.

A 2004 report, *Lift Station Condition Assessment*, was completed by a local consulting firm. The 10 year plan in the report recommended twinning of the Spadina Lift Station in 2010/2011. Administration estimated that this would cost \$20 million. A further review by the Administration determined that facility upgrades and installation of a backup pumping system would be a more cost effective option for the City.

## **REPORT**

### **The Spadina Lift Station needs a backup pumping system**

In 2011, two 600 mm forcemains, with portable pumps, were installed from the lift station to a manhole in the sanitary sewer collection system that feeds by gravity to the WWTP. This installation was expedited to mitigate the risk of further spills to the river during wet weather conditions.

The existing portable pumps are sufficient to provide additional capacity during high flow rainfall events or when the lift station is taken out of service for maintenance during low flow periods. A permanent backup pumping system, with larger pumping capacity, is required so the existing lift station can be bypassed for maintenance during average daily flows, and to provide an acceptable level of redundancy to reduce risk in the event of a major failure of the lift station. The pumps need to be housed in a permanent building with controls that enable them to automatically operate when needed.

### **Rehabilitation of the lift station building**

The Spadina Lift Station is scheduled for a major upgrade in 2014. The permanent bypass pumping system should be installed prior to start of that work. This would allow more flexibility and options for shutting down the lift station for this maintenance.



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A Request for Proposal (RFP) was issued and a consultant was approached

In May 2013, an RFP was issued for professional services for construction of the permanent bypass pumping system. The RFP called for a review of the Spadina Lift Station flow rates to ensure that adequate bypass pumping could be implemented.

Six companies requested the RFP and three more were asked to submit a proposal, however, no proposals were received. It was determined that in this circumstance a suitable consultant could be contacted directly and negotiate a fee for engineering services. Therefore, CH2M HILL was approached and asked to submit a letter of proposal for the project. This company has extensive experience in water and wastewater projects.

The net cost to the City for the engineering services, as described above and within the attached proposal (Attachment 1) submitted by CH2M HILL, would be as follows:

Preliminary Design	\$ 17,956.00
Detailed Design	142,790.00
Construction Services	33,342.00
Post Construction Services	21,987.00
Contingency (10%)	<u>10,804.00</u>
Total Proposal Price	\$226,879.00
G.S.T. (5%)	11,344.00
P.S.T (30% of design costs)	<u>2,411.00</u>
<b>Total Upset Fee</b>	<b>\$240,634.00</b>
G.S.T. Rebate	<u>(11,344.00)</u>
<b>Net Cost to the City</b>	<b><u>\$229,290.00</u></b>

**OPTIONS TO THE RECOMMENDATION**

There were no submissions so a suitable consultant was selected.

**POLICY IMPLICATIONS**

There are no policy implications.

**FINANCIAL IMPLICATIONS**

Capital Project #1243 - WWT - Lift Station Upgrades, provides funding for the staged upgrading of the sanitary sewer lift stations through the city. The 2013 Capital Budget provides \$1,727,000 for lift station upgrades.

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Budgeted	Unbudgeted	Capital	Operating	Non-Mill Rate	External Funding
\$1,727,000		\$1,727,000		\$1,727,000	

**PUBLIC AND/OR STAKEHOLDER INVOLVEMENT**

The Meewasin Valley Authority, City Parks and the Water Security Agency will be consulted for this upcoming work at the Spadina Lift Station.

**COMMUNICATION PLAN**

Before the start of construction and if there are changes to the project, households adjacent to the Spadina Lift Station (the closest households are approximately 80 meters to the west) will receive informational flyers. The flyers will include project information, expected timeline and who to contact for more information. If the Meewasin trail is affected, signs will be placed advising users. Public Service Announcements (PSAs) and social media will be used to inform the public.

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

It is estimated that project construction will occur from the fall of 2013 until the spring of 2014.

**ENVIRONMENTAL IMPLICATIONS**

The construction of the bypass building, wet well, and associated site improvements will have resource consumption and greenhouse gas (GHG) emission implications once construction proceeds, as well as during operation. The new bypass infrastructure is required to meet anticipated sanitary system capacity requirements, and to minimize the risk of raw sewage discharging to the river in the event of lift station failure or during high flow events. The overall impact on GHG emissions is unknown 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.

**ATTACHMENT**

1. CH2M HILL Proposal Letter

**F3) Cosmo Sole-Source Agreement for Provision of Recycling Services to Multiple-Unit Dwellings  
(Files CK. 7830-5 and WT. 7832-23)**

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**RECOMMENDATION:** that the Administration be directed to conduct public open houses based on the program and rate model outlined in this report.

*IT WAS RESOLVED: that the matter be considered with the presentation from the speaker. See Page No. 97.*

**LEGISLATIVE REPORT NO. 9-2013**

**Section B – OFFICE OF THE CITY SOLICITOR**

**B1) Street Name Change from McOrmond Road to McOrmond Drive  
(File No. CK. 6310-1)**

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**RECOMMENDATION:**

- 1) that City Council consider proposed Bylaw No. 9113 to correct registered Plan Nos. 102038150 and 102052875 (the “Plans”); and
- 2) that the City Solicitor be requested to prepare the documents required to correct the Plans and that His Worship the Mayor and the City Clerk be authorized to execute these documents under corporate seal.

*ADOPTED.*

**TOPIC AND PURPOSE**

The purpose of proposed Bylaw No. 9113 is to correct the official registered plans for Phase 2 of the Evergreen Neighbourhood.

**REPORT**

The Plans mistakenly identified McOrmond Drive as McOrmond Road. The Plans were accepted and filed by the Information Services Corporation of Saskatchewan (“ISC”),

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making them official. The correction will require an application to ISC. Part of the application is a bylaw to amend the street name.

Accordingly, the passing of proposed Bylaw No. 9113 is required in order to complete the steps necessary to make the required change.

**ATTACHMENT**

1. Proposed Bylaw No. 9113, *A bylaw of The City of Saskatoon to change the name of a certain street in the City of Saskatoon as shown on Plan Nos. 102038150 and 102052875.*

**B2) Bylaw No. 7200, *The Traffic Bylaw*  
AND  
U-Turn Restrictions in School Zones  
(Files CK. 185-1 and CK. 6320-1)**

**RECOMMENDATION:** that City Council consider Bylaw No. 9115.

*ADOPTED.*

**TOPIC AND PURPOSE**

The purpose of this report is to provide City Council with Bylaw No. 9115 which implements City Council's decision to amend Section 19 of *The Traffic Bylaw* to reflect current vehicle registration procedures in Saskatchewan and also to amend *The Traffic Bylaw* to prohibit vehicles from making U-turns in active school zones.

**REPORT**

City Council, at its meeting held on June 24, 2013, considered a report of the Administration and Finance Committee, requesting approval to amend Bylaw No. 7200, *The Traffic Bylaw* to reflect Saskatchewan Government Insurance's vehicle licensing and registration procedures which no longer include the use of dated stickers on individual licence plates. City Council resolved that the City Solicitor prepare the necessary amendment to Section 19 of *The Traffic Bylaw* to reflect current vehicle registration procedures in Saskatchewan.

In addition, City Council, at its meeting held on April 22, 2013, considered a report of the Administration and Finance Committee, requesting approval to amend the Traffic Bylaw, to prohibit vehicles from making a U-Turn in school zones, when the school zones are active. City Council resolved that the City Solicitor prepare the necessary amendments to *The Traffic Bylaw* to prohibit vehicles from making U-turns in active school zones.

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In accordance with both instructions from City Council, we are pleased to submit Bylaw No. 9115, *The Traffic Amendment Bylaw, 2013*, for Council's consideration.

**ATTACHMENT**

1. Proposed Bylaw No. 9115, *The Traffic Amendment Bylaw, 2013*.

**B3) The Friends of the Bowl Foundation Inc. Loan  
Gordon Howe Bowl and Park Project  
(File No. CK. 4205-7-2)**

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**RECOMMENDATION:** that City Council consider Bylaw No. 9122.

*DEALT WITH EARLIER. SEE PAGE NO. 31.*

**B4) Proposed Amendments to Bylaw 7200 - The Traffic Bylaw  
Multi-Space Parking Meters and Additional Designated Parking Lots  
(File No. CK. 6120-3)**

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**RECOMMENDATION:** that City Council consider proposed Bylaw No. 9123.

*ADOPTED.*

**TOPIC AND PURPOSE**

The purpose of Bylaw No. 9123, *The Traffic Amendment Bylaw, 2013 (No. 2)*, is to add provisions to Bylaw No. 7200, *The Traffic Bylaw*, which allow for the use of ticket dispensing multi-space parking meters to designate additional parking lots in the City of Saskatoon, and clarify provisions respecting issuing of additional Notices of Violation and permitted speed on a portion of Attridge Drive.

**REPORT**

At its meeting held on September 12, 2011, City Council instructed the City Solicitor to prepare an amendment to Bylaw No. 7200 to include the use of ticket dispensing multi-space parking meters, which are now being located in various parts of the City of Saskatoon. Consultation with the Infrastructure Services Department was required to determine whether the intended placement and use of ticket dispensing multi-space parking meters would require further amendments to Bylaw No. 7200.

In addition, our Office has identified some housekeeping amendments which are required to ensure that the Bylaw is clear and accurate. Municipal Court Justices have stated that provisions authorizing The City of Saskatoon to issue a second Notice of Violation for

vehicles left in contravention of Bylaw No. 7200 are unclear. The proposed amendment clarifies the authority of The City of Saskatoon to issue additional Notices of Violation where a vehicle is left in contravention of Bylaw No. 7200 for more than two hours.

Finally, our Office noted an inconsistency in Schedule No. 4 respecting the speed along Attridge Drive between Circle Drive and Rever Road being referred to as both 60 km/h and 70 km/h. The proposed amendment removes this inconsistency and clarifies that the applicable speed limit along this section of the roadway is 60 km/h.

**ATTACHMENT**

1. Proposed Bylaw No. 9123, *The Traffic Amendment Bylaw, 2013 (No. 2)*.

**REPORT NO. 11-2013 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. **Award of Contract – Kinsmen Park Train**  
**(Files CK. 4205-9-3 and LS 4206-KI-12)**

- RECOMMENDATION:**
- 1) that Arizona Railroad Depot, LLC be awarded a contract to complete (detail design, fabrication, and installation) the train and rail in Kinsmen Park for a total of \$494,935.50 USD plus applicable import duty, import fees, and import taxes; and
  - 2) that the City Solicitor be instructed to prepare the necessary agreement for execution by His Worship the Mayor and the City Clerk under the Corporate Seal.

*ADOPTED.*

Your Committee has considered and supports the attached report of the General Manager, Community Services Department dated July 2, 2013, requesting City Council approve the awarding of the contract for fabricating and installing a new train and rail system in Kinsmen Park.

**2. 2012 Annual Report – Water and Wastewater  
(Files CK. 430-37 and WT 430-2)**

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

*ADOPTED.*

Your Committee has considered the attached report of the General Manager, Utility Services Department dated June 3, 2013, presenting the 2012 Water and Wastewater Treatment Branch Annual Report outlining the performance and activities of the Branch in 2012, including a comparative analysis to previous years and submits it for information.

Hard copies of the attachment were provided at the Committee level and not being recopied at this time. The report can be viewed in the City Clerk's Office, at the Frances Morrison Branch of the Public Library and on the City's website at [www.saskatoon.ca](http://www.saskatoon.ca) (click "r" in the alphabetic directory and look under "Reports to Council").

**3. Wastewater Treatment Plant  
Long-Term Capital Development and Expansion Plan  
(Files CK. 7800-1 and WWT – 7990-80)**

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- RECOMMENDATION:**
- 1) that the Administration be directed to continue to proceed based on the recommended Long-Term Capital Development and Expansion Plan as outlined in this report;
  - 2) that the Administration incorporate the Long-Term Capital Development and Expansion Plan into the Utility's long-term rate model;
  - 3) that the Administration implement the recommended odour abatement strategies, which are expected to reduce the odour emitted from the plant by 76%;
  - 4) that the Administration bring forward a report to Administration and Finance Committee outlining what a permanent odour monitoring system would entail; and
  - 5) that the Administration be directed to make odour abatement a primary consideration in all operating and capital works undertaken at the Plant.

*ADOPTED.*

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Your Committee has considered the attached report of the General Manager, Utility Services Department dated May 15, 2013, presenting the Wastewater Treatment Plant's Long-Term Capital Development and Expansion Plan that forecasts anticipated upgrades and expansions required to meet capacity, reliability, and regulatory treatment objectives for a 30-year planning period. Odour abatement is an integral component of the plan.

Following review of this matter, your Committee puts forward the above-noted recommendation.

**4. Uses of Places of Worship for Funeral Services  
(Files CK. 4350-011-6 and PL 4350-1)**

- RECOMMENDATION:**
- 1) that the General Manager, Community Services Department be requested to prepare the required notice for advertising the proposed amendment;
  - 2) that the City Solicitor be requested to prepare the required bylaw to amend Zoning Bylaw No. 8770;
  - 3) that at the time of the public hearing, City Council consider the Administration's recommendation to amend Zoning Bylaw No. 8770 to clarify the definitions for "Place of Worship" and "Funeral Home," add a definition for Funeral and Wedding Establishments and identify Funeral and Wedding Establishments as a permitted use in the IL1, M3, M4, B3, B4, B4A, B5, B5A, B5B, B5C, and B6 Zoning Districts; and
  - 4) that this matter be referred to the Municipal Planning Commission prior to the public hearing.

*ADOPTED.*

Your Committee has considered the attached report of the General Manager, Community Services Department dated July 2, 2013, regarding the above matter. The purpose of this report is to provide further clarification to a City Council report dated November 19, 2012, recommending amendments to Zoning Bylaw No. 8770 to specify that a Place of Worship may not be used principally for the provision of wedding or funeral services. Provision for this type of use is accommodated by adding a definition for Funeral and Wedding Establishments which would be permitted in specified industrial, institutional, and commercial zoning districts. Modifications to the definitions of Place of Worship and Funeral Homes are also proposed to specify the uses which may take place within these types of facilities.



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Following review of this matter, your Committee puts forward the above-noted recommendation.

**5. Integrated Growth Plan – Financing Growth – Request for Proposals  
(Files CK. 4110-2 and PL 4110-1)**

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

*DEALT WITH EARLIER. SEE PAGE NO. 52.*

**6. Vacant Lot and Adaptive Reuse Incentive Program  
214 Avenue D South – The Edge  
(Files 4110-45 and PL 4110-71-33)**

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**RECOMMENDATION:**

- 1) that City Council approve a five-year tax abatement equivalent to 87 percent of the incremental taxes for the redevelopment of 214 Avenue D South;
- 2) that the five-year tax abatement take effect in the next taxation year following completion of the project; and
- 3) that the City Solicitor be instructed to prepare the appropriate agreement, and that His Worship the Mayor and the City Clerk be authorized to execute the agreement under the Corporate Seal.

*ADOPTED.*

Your Committee has considered and supports the attached report of the General Manager, Community Services Department dated July 2, 2013, requesting approval for a five-year tax abatement for the incremental property tax for the redevelopment of the property located at 214 Avenue D South under the Vacant Lot and Adaptive Reuse Program.

**7. Pleasant Hill Village – Project Update and Rent-to-Own Proposal  
(Files CK. 4131-31 and PL 951-22-5)**

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**RECOMMENDATION:**

- 1) that the Administration proceed with the necessary steps to establish a new Rent-to-Own Program with Cress Housing, as described in the report of the General Manager, Community Services dated July 2, 2013;

- 2) that the City Solicitor be requested to prepare the necessary agreements, and that His Worship the Mayor and the City Clerk be authorized to execute these agreements under the Corporate Seal; and
- 3) that the General Manager, Community Services Department, be requested to provide a status report on the Pleasant Hill Village Project to City Council in one year.

*ADOPTED.*

Your Committee has considered and supports the attached report of the General Manager, Community Services Department dated July 2, 2013, providing a project update on Pleasant Hill Village and seeking direction to proceed with a Rent-to-Own program in order to facilitate more sales and offer an alternative method of home ownership.

**REPORT NO. 11-2013 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. Amendments to Bylaw 7200 – The Traffic Bylaw  
Speed Limit Changes  
(Files CK. 6320-1 and IS. 6320-1)**

**RECOMMENDATION:** that Bylaw 7200, The Traffic Bylaw and corresponding Schedule 4 – Maximum Speeds be amended as follows:

- 1) update Subsection 6(c) to establish that the speed limit is 80 kph on Circle Drive from a point 200 metres north of Laurier Drive to a point 620 metres south of 11<sup>th</sup> Street;
- 2) update Subsection 7(c) to establish that the speed limit is 90 kph on Circle Drive South from a point 620 metres south of 11<sup>th</sup> Street West to the south intersection of Highways No. 11 and 16;

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- 3) that a speed limit of 90 kph on Valley Road from Circle Drive South to the South City Limit be established; and
- 4) that City Council consider Bylaw 9125.

*ADOPTED.*

Your Committee has considered and supports the attached report of the General Manager, Infrastructure Services Department dated July 2, 2013 requesting to amend the Traffic Bylaw to reflect changes to speed limits

**2. Interior/Exterior Bus Advertising Contract  
(Files CK. 1402-3 and WT 7300-1)**

- RECOMMENDATION:**
- 1) that the option to renew be exercised and that this contract be renewed for five (5) years commencing October 1, 2013 and ending September 30, 2018;
  - 2) that the terms of the contract be amended as outlined in the report of the General Manager, Utility Services Department dated June 4, 2013; and
  - 3) that the City Solicitor's Office be instructed to prepare an amendment to the bus advertising contract with Rawlco Radio Ltd. and that His Worship the Mayor and the City Clerk be authorized to execute the amended contract.

*ADOPTED.*

Your Committee has considered and supports the attached report of the General Manager, Utility Services Department dated June 4, 2013 regarding the above matter. The Terms of Reference in the current Interior/Exterior Bus Advertising Contract agreement was for a five year period, with the option to be renewed for a period of up to five additional years.

**3. Creation of a Revenue-Generating Parking Lot, Parcel XX, 25<sup>th</sup> Street Extension and Funding Source for Screening Fence Around Parcel XX and Parcel F/E  
(Files CK. 6122 x 1702-1 and LA. 4021-6)**

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- RECOMMENDATION:**
- 1) that Parcel XX, along the 25<sup>th</sup> Street Extension, be used as an interim revenue-generating parking lot;
  - 2) that a post budget approval of \$67,000 from the Property Realized Reserve be granted for parking improvements to Parcel XX and the construction of a parking lot screening fence around Parcel F/E and Parcel XX;
  - 3) that the revenues collected from the Parcel XX parking lot be allocated to the Property Realized Reserve to offset the costs associated with the creation of this parking lot and the installation of parking lot screening fences along the City-owned Parcel XX and Parcel F/E; and
  - 4) that the Real Estate Manager enter into a parking management agreement with a private parking lot management company to manage the parking lot on Parcel XX.

*ADOPTED.*

Your Committee has considered and supports the attached report of the City Manager dated June 13, 2013 requesting approval for the creation of a revenue-generating parking lot adjacent to the 25<sup>th</sup> Street Extension. Revenues generated from this parking lot would be used to install a landscaping fence around Parcel XX and Parcel F/E along the 25<sup>th</sup> Street Extension.

**REPORT NO. 4-2013 OF THE AUDIT COMMITTEE**

Composition of Committee

Councillor M. Loewen, Chair  
Councillor C. Clark  
Councillor R. Donauer  
Councillor A. Iwanchuk  
Councillor Z. Jeffries

**1. Internal Audit Plan – 2013 – 2014  
(File No. CK. 1600-3)**

**RECOMMENDATION:** that the 2013- 2014 Internal Audit Plan be approved.

*ADOPTED.*

As set out in the Terms of Reference, one of the functions of the Audit Committee is to approve the annual and long-term corporate audit plans for internal audits and recommend same to City Council.

Attached is the 2013-2014 Audit Plan as provided by letter dated June 20, 2013, from Garman, Weimer and Associates Ltd. Your Committee has reviewed the 2013-2014 Audit Plan and supports approval of the plan, as submitted and recommended above.

**2. Audit Report – Community Services Department Payroll System  
(File No. CK. 1600-14)**

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

*ADOPTED.*

In accordance with the process developed for release of summary reports on in-camera audits once they are reviewed by the Audit and Executive Committees, attached is a one-page summary of the Audit Report – Community Services Department Payroll System.

All audit reports previously reviewed by City Council, including the summary reports, are available for viewing on the City's website under "A" for Audit Reports.

**REPORT NO. 6-2013 OF THE LAND BANK COMMITTEE**

Composition of Committee

Councillor P. Lorje, Chair  
Councillor D. Hill  
Councillor R. Donauer  
Councillor T. Davies  
Councillor Z. Jeffries

**1. Request to Sell City-Owned Property  
Buena Vista Neighbourhood  
(File No. 4215-1 and LA. 4217-013-003)**

- RECOMMENDATION:**
- 1) that the Land Bank Manager be authorized to sell Lot 42, Block 1, Plan No. 69S14831 (101 8<sup>th</sup> Street West) to the highest bidder, through a public tender process, with a reserve bid price;
  - 2) that if the lot is not sold through the tender process, it be placed for sale over-the-counter on a first-come, first-served basis;
  - 3) that the Land Bank Manager be authorized to administer development controls for the lot; and
  - 4) that the City Solicitor be requested to prepare the Sale Agreement and that His Worship the Mayor and the City Clerk be authorized to execute the agreement under the Corporate Seal.

*ADOPTED.*

Attached is a report of the General Manager, Community Services Department dated May 22, 2013, regarding the proposed sale of one residential lot in the Buena Vista Neighbourhood by public tender and approval to administer development controls on the subject lot.

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

**REPORT NO. 14-2013 OF THE EXECUTIVE COMMITTEE**

Composition of Committee

His Worship Mayor D. Atchison, Chair  
Councillor C. Clark  
Councillor T. Davies  
Councillor R. Donauer  
Councillor D. Hill  
Councillor A. Iwanchuk  
Councillor Z. Jeffries  
Councillor M. Loewen  
Councillor P. Lorje  
Councillor E. Olauson  
Councillor T. Paulsen

- 1. Communications to Council**  
**From: Scott Ford, Credit Union Centre**  
**Date: July 4, 2013**  
**Subject: Request for Extension of Time – Noise Bylaw**  
**July 16 to 21, 2013 in Kiwanis Park – A Taste of Saskatchewan Festival**  
**(File No. CK. 185-9)**
- 

**RECOMMENDATION:** that the request for an extension to the time where amplified sound can be heard, under the Noise Bylaw, until 10:30 p.m., July 16 to 21, 2013 in Kiwanis Park for the Annual Taste of Saskatchewan Festival be granted, subject to any administrative conditions.

*ADOPTED.*

Attached is a communication dated July 4, 2013 from Scott Ford, Director of Marketing & Events, Credit Union Centre, requesting an extension to the time where amplified sound can be heard, under the Noise Bylaw, until 10:30 p.m., July 16 to 21, 2013 in Kiwanis Park for the Annual Taste of Saskatchewan Festival.

As the event is scheduled to commence on July 16, 2013, prior to the scheduled City Council meeting on July 17, 2013, your Committee granted advance notice of approval of the requested exemption with respect to the time amplified sound can be heard, subject to any administrative conditions.

**2. Parking Policy – Parking Infrastructure Upgrade and  
City Card Replacement  
(File No. CK. 6120-3)**

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**RECOMMENDATION:** that parking continue to be a core business of the City of Saskatoon, and that the upcoming Request for Proposals for the Parking Infrastructure Upgrade project indicate that proposals involving monetizing of the parking asset will not be accepted.

*ADOPTED.*

Your Committee has considered the attached report of the General Manager, Infrastructure Services Department dated July 10, 2013, and agrees that parking continue to be a core business of the City of Saskatoon. Your Committee supports the recommendation that the upcoming Request for Proposals for the Parking Infrastructure Upgrade project indicate that proposals involving monetizing of the parking asset will not be accepted.

**3. Purchase Agreement and Direct Sale of Land to ASL Paving Ltd.  
(File No. CK.4215-1)**

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**RECOMMENDATION:**

- 1) that the direct sale of Surface Parcel C, Block 221, Plan G826, Ext. 0 and Parcel Z, Plan G826, former 40<sup>th</sup> Street Right of Way, to ASL Paving Ltd. be approved; and
- 2) that the City Solicitor be requested to prepare the sale agreement and that His Worship the Mayor and City Clerk be authorized to execute the agreement under the Corporate Seal.

*ADOPTED.*

Your Committee has considered the attached report of the General Manager, Community Services Department dated June 27, 2013, and supports the recommended direct sale of land currently under lease by ASL Paving Ltd.”

*His Worship the Mayor assumed the Chair.*



*Moved by Councillor Donauer, Seconded by Councillor Lorje,*

*THAT the report of the Committee of the Whole be adopted.*

*CARRIED.*

**ADMINISTRATIVE REPORT NO. 12-2013 – CONTINUED**

**F3) Cosmo Sole-Source Agreement for Provision of Recycling Services to Multiple-Unit Dwellings  
(Files CK. 7830-5 and WT. 7832-23)**

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**RECOMMENDATION:** that the Administration be directed to conduct public open houses based on the program and rate model outlined in this report.

**TOPIC AND PURPOSE**

The purpose of this report is to advise Council that the Administration and Cosmo have developed the terms of a possible long term agreement between the City and Cosmo for the provision of recycling services for multiple-unit dwellings. The Administration is seeking approval to take this program to two public open houses.

**REPORT HIGHLIGHTS**

After extensive negotiation, the Administration and Cosmo have agreed on the general terms of a possible contract. Upon completion of the open houses, Administration will report back to Council with the results and a final recommendation. Council approval will be required for the final program, the budget for the program, and the agreement with Cosmo.

**STRATEGIC GOAL**

This report supports a number of Strategic Goals. Continuous Improvement is supported, as this is felt to be a unique opportunity to evolve a long-standing and complex partnership into a new relationship that remains mutually beneficial. Quality of Life is supported, as this contract ensures the long term viability of Cosmo Industries, who provide programming for special needs individuals. Environmental Leadership is supported through the expansion of comprehensive recycling services to all Saskatoon residents.

**REPORT**

A Memorandum of Understanding bearing an effective date of June 18, 2012 was signed between the City and Cosmopolitan Industries, and is included as Attachment 1. The purpose of the Memorandum of Understanding was to confirm the commitment by the City and Cosmo to negotiate an agreement for the provision of curbside recycling for multiple-unit dwellings and to provide a framework for those negotiations.

The Administration and Cosmo have worked together to develop the possible terms of an agreement, which are outlined below.

Proposed Terms of the Agreement

The negotiations have resulted in the following terms:

- Cosmo will provide a co-mingled recycling service to all multiple-unit dwellings (MUDs) in Saskatoon.
- Materials accepted will be the same as the single-family program. Glass will be accepted in the Cosmo program.
- The fee paid by the City to Cosmo will be the same per-door fee paid to Loraas through the single-family contract for the duration of the City/Loraas contract.
- The term of the contract between the City and Cosmo will be 15 years. For the years after the Loraas contract expires, the fee increases or decreases will be based on CPI unless the new single-family contract varies by more than 10% from the existing contract. If the variance is greater than 10% for the single-family contract, Cosmo and the City will negotiate a price, and will proceed to arbitration if a fee cannot be negotiated.
- Cosmo will purchase the building, located at 28-34<sup>th</sup> Street East, at the cost outlined in the current lease agreement. The agreement gives Cosmo the legal option of purchasing the building and land for a price of 65% of the appraised value of the land only.
- In lieu of a lump-sum payment, the City will accept an annual principle-and-interest payment from Cosmo. The term of the arrangement will be 30 years, and the interest payable will be 3% annually. Cosmo could at any point make full payment for outright ownership of the building and property in the amount of the outstanding principle remaining. Timing of title transfer and other details will be further negotiated in order to protect both parties' interests.
- At the end of the contract, an extended or re-negotiated agreement will result in a continuation of the building purchase arrangement. If the contract is not extended or

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re-negotiated, the contract will contain provisions to ensure payment of the remaining principle to the City.

- The City will pay to Cosmo a mutually agreeable payment in lieu of paper to honour the spirit of the existing agreement until commencement of the MUD program. This period is from January 1, 2013 through to the commencement of the MUD recycling program, which is expected to be in and around June of 2014. These costs are not to exceed \$25,000 per month, or \$300,000 per year, and must be demonstrated to the satisfaction of the City. The amount owing will be payable in the first month of the contract, and will be reduced by the annual mortgage payment from Cosmo for the first year of the contract.
- The existing agreement between the City and Cosmo will be eliminated, and will be replaced with the new comprehensive MUD recycling agreement.
- Advertising, education, promotion, and advocacy of recycling for MUDs will be the responsibility of Cosmo rather than the City. As such, the City will pay to Cosmo 75% of the fee the City collects per door for these functions, which will be the same amount collected per door as single family units and will not fall below the rate set for 2014. This arrangement will be in place for the life of the single-family contract. At the conclusion of the single-family contract, Cosmo and the City will negotiate a new arrangement. In 2013, the City collected \$0.34 per household per month; therefore, the amount owing to Cosmo for education would have been \$0.255 per unit per month (approximately \$97,920 for the year).
- The City will direct the external confidential shredding and paper recycling in its various departments to Cosmo as a sole source supplier. Boards and the Police Commission are exempt from this requirement, although they will be encouraged to use Cosmo as their service provider. Cosmo will charge competitive market rates for this service as mutually agreed on a regular basis.
- Where appropriate, civic departments will use Cosmo for their internal recycling programs. The City will be paid market rates for unprocessed recyclables, including those recyclables collected at depots the City chooses to maintain. The City will be responsible for delivery charges, similar to any other commercial or industrial entity.
- Cosmo is responsible to provide all totes and bins for use with this program, and will be responsible for maintenance and replacement. As with the single family program, Cosmo will retain ownership of the bins.
- The City will accept, free of charge, appropriate waste materials at its Regional Waste Disposal Facility. In year 1 of the contract, the maximum tonnage will be 80 tonnes, for a total value of approximately \$8,000. Allowable maximum tonnage will increase

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proportionally by the annual increase in customer base. Cosmo will be responsible for transport of the solid waste to the landfill.

- Cosmo will continue to be a not for profit organization providing programming for individuals with intellectual disabilities in a similar or expanded capacity as is currently done today.
- All other terms will be based largely on the single-family contract. Examples include reporting requirements, billing requirements, operational communication and management with the City, and termination of agreement clauses.
- For MUDs who have existing contracts with other service providers, the City will not pay Cosmo any fees for these units until July 1, 2014. Starting July 1, 2014, the City will pay to Cosmo the fees for these units. This date is two years from the date of signing of the MOU, and approximately one year from the date of this report.

Program Details

The proposed program is based on providing appropriate sized containers to buildings, and being extremely flexible in the way service is provided. Every building has different needs, and Cosmo will be responsible to work with each and every MUD property to develop a workable solution.

The core service will be bi-weekly collection of recyclables. For complexes with more than 80 units, weekly collection will be provided in the base service, and for complexes with more than 160 units, twice-weekly service will be provided in the base service.

Where totes are required, they will be very similar in size to those being used for single-family curbside collection.

Proposed Fee Structure

Under the proposed terms of the contract with Cosmo, the City will pay to Cosmo the same per-door fee as is paid to Loraas through the single-family contract. The Administration has investigated a number of recycling programs, and has found that the rates charged to MUDs varies based on program design. The details of this review are included as Attachment 2.

The fees proposed to be payable to Cosmo are undoubtedly higher than what would be realized if the work were put out for public tender. Cosmo is dealing with extremely small tonnages considering they will need to purchase, install, and maintain equipment and facilities for processing the materials.

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Administration is proposing that the rates charged to MUDs be reduced to account for the fact that the City's desire to continue to support Cosmo is attributable to the entire City, not just MUD residents. MUD Utility Rates could be reduced on a sliding scale based on the number of units in the particular development. High-rise buildings are less costly to service per unit than smaller complexes. Administration proposes the fees charged to these types of buildings therefore be lower.

Table 1 below describes the amount payable to Cosmo based on the proposed service terms, while Table 2 describes the proposed MUD Utility Rate structure. Both tables are based on 2013 rates, even though the program will commence at some point in 2014. This was done in order to compare the proposal to the existing single family fee structure.

Table 1 – Estimated Amount That Would be Payable to Cosmo

	Number of Units in the Development			Total
	1 to 39	40 to 99	100+	
Estimated # Units	10,371	6,994	14,635	32,000
Fee Paid to Cosmo per Door per Month	\$3.83	\$3.83	\$3.83	
Total Payable to Cosmo per Year	\$476,659	\$321,442	\$672,619	\$1,470,720

Table 2 – Proposed MUD Recycling Utility Rate Structure

	Number of Units in the Development			Total Annual Cost of Rate Reduction
	1 to 39	40 to 99	100+	
Estimated Number of Properties Receiving Rate Reduction	731 (73%)	149 (14%)	128 (12%)	
Comparable Total Fee Charged to Single Family Households	\$4.66	\$4.66	\$4.66	
Proposed Monthly Rate Reduction for MUDs	\$0.00	\$0.50	\$1.00	
Proposed Monthly Rate to Charge MUDs	\$4.66	\$4.16	\$3.66	
Annual Cost of Rate Reduction	\$0	\$49,230	\$206,028	\$255,258

The rate reductions were determined considering the information contained in Attachment 2, although there is a wide variation in fees charged. The Administration proposes the following sources of funding for this proposed rate reduction, to make up the difference between what is collected from residents and what is payable to Cosmo.

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Table 3 – Sources of Funding

<b>Sources of Funding (Anticipated)</b>	<b>Estimated Revenue</b>
Annual Cosmo Mortgage Payment for the Property	\$50,000
Insurance Savings for Property	\$4,500
Annual Operating Savings from Reduced Depot Program	\$150,000
Expected Revenue from Depot Recyclables	\$30,000
Total	\$234,500

There is a slight difference between the identified funds and the proposed rate reduction cost. Between now and the time the final contract is negotiated, details will be finalized and alternate funding sources will be identified. In particular, the proposed Provincial Multi-Material Recycling Program (MMRP) could provide significant revenue to the City to offset the costs of recycling. The MMRP includes specific language around protecting existing recyclers such as Cosmo, and the proposed agreement is expected to be fully supportive of the intent of the Province.

The come-and-go open houses will provide the public an opportunity to speak with members of the Administration and Cosmo about the proposed program, and to ask questions. The public will also be invited to send comments via email to the City. Comments will be summarized and presented to Council. The open houses are expected to occur in August.

**OPTIONS**

Council has many options available.

The MOU only obligates the City to try to negotiate an appropriate MUD recycling program with Cosmo. If we cannot negotiate an appropriate agreement, there is no obligation for the City to enter into a MUD Recycling Agreement with Cosmo. Council could resolve to tender the work through a Request for Proposal process. This would result in a contract with a new service provider who may or may not be Cosmo, and the City would also be required to resolve the current agreement with Cosmo. The Administration has made no attempt to negotiate the value of the current contract with Cosmo.

Executive Committee may give direction to the Administration regarding negotiating alternate or additional terms of an agreement.

**POLICY IMPLICATIONS**

There are no policy implications. Bylaws will require amendment to enable the Administration to apply the Utility costs to MUDs in a similar way as is done for single family units.

### **FINANCIAL IMPLICATIONS**

The program is proposed to be an extension of the recycling Utility established for single-family homes. The majority of the funding will be generated through the Utility.

The rate reduction funding proposed in this report is from sources considered to be general revenues. This has been done in an attempt to address the issue of the entire City bearing a possible financial implication of the sole-source arrangement with Cosmo.

Due to the Utility funding approach and the fact that the rate reduction proposed is funded by savings and new revenue from building payments, there is no net mill rate increase or decrease for the strategy proposed.

MUD units will have a new mandatory monthly recycling payment.

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

The open houses are an important step in this process. It will give residents an additional opportunity to provide input into the proposed program and rate structure.

### **COMMUNICATION PLAN**

Promotion of public open houses would include PSAs, on the City's website, notices in Community Association newsletters, advertising on the City Page, notices in On Campus News and the PAWS web-site, newsletters and web-sites of the Saskatchewan Rental Housing Industry Association (SRHIA), Condo Owners Association, and Saskatoon Housing Authority.

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

Following the open houses, Administration will compile the results of the public feedback, and report to Council with a recommendation. This is expected to occur in September of 2013.

### **ENVIRONMENTAL IMPLICATIONS**

Environmental implications will be reported in detail at the conclusion of the open houses.

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

A report will be submitted to City Council with results of the open houses in the last quarter of 2013.

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**PUBLIC NOTICE**

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

**ATTACHMENTS**

1. Memorandum of Understanding, effective date of June 18, 2012
2. Review of MUD Recycling Programs

*The City Clerk distributed copies of a letter from Peter Gerrard, Executive Director, Cosmopolitan Industries, dated July 16, 2013, requesting permission for Heney Klypak, President, Cosmopolitan Industries, to speak to Council regarding the above.*

*Moved by Councillor Hill, Seconded by Councillor Lorje,*

*THAT Heney Klypak be heard.*

**CARRIED.**

*Mr. Heney Klypak, President, Cosmopolitan Industries, provided a brief history regarding the relationship between Cosmopolitan Industries and the City. He indicated that the Cosmopolitan Board is in full support of the proposed program and rate model outlined in the report of the General Manager, Utility Services.*

*Discussion followed.*

*Moved by Councillor Donauer, Seconded by Councillor Lorje,*

*THAT the hour of the meeting be extended beyond 11:00 p.m.*

**NOT CARRIED UNANIMOUSLY.**

*Due to the hour of the meeting not being extended, it was determined that due to the time-sensitivity of Introduction and Consideration of Bylaws and Items B2) and D1) of Communications to Council, they be considered at a special meeting of City Council. Subsequent to the meeting, it was determined that the special meeting be scheduled for July 19, 2013 at 9:00 a.m. in the Council Chamber. The remainder of the outstanding agenda items will be placed on City Council's August 14, 2013, regular agenda under Unfinished Business.*



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*Moved by Councillor Donauer,*

*THAT the meeting stand adjourned.*

*CARRIED.*

*The meeting adjourned at 11:00 p.m.*

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Mayor

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City Clerk